



RECORD OF PROCEEDINGS

**BOARD OF EDUCATION
Elizabeth Middle School Cafeteria
34427 County Road 13, Elizabeth
MINUTES OF MEETING
March 9, 2020 (Business Session)**

A Business Session Board Meeting of the Elizabeth School District was held on March 9, 2020 in the Elizabeth Middle School Cafeteria.

1.0 CALL TO ORDER

President Carol Hinds called the Business Session BOE Meeting to order at 6:00 p.m.

2.0 ROLL CALL:

The following BOE Directors were present:

Director Paul Benkendorf
Director Kim Frumveller
Director John Guttenberg
Director Carol Hinds
Director Cary Karcher

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, HR Director Kin Shuman, Technology Director Marty Silva, Elizabeth High School Principal Bret McClendon and Secretary to Board Jaimee Glazebrook

3.0 PLEDGE OF ALLEGIANCE

President Carol Hinds led the audience in the Pledge of Allegiance.

4.0 EDUCATION SHOWCASE

No education showcase

5.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

Motion moved by Director Guttenberg

Motion seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye
Director Cary Karcher - aye

The motion carried 5-0

6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the February 24, 2020, Elizabeth Schools Board of Education meeting.

Motion moved by Director Benkendorf

Motion seconded by Director Guttenberg



RECORD OF PROCEEDINGS

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye
Director Cary Karcher - aye

The motion carried 5-0

7.0 COMMUNICATIONS

7.1 Frontier High School Recommendation Recap and Followup

The Elizabeth School District Administration recommended the following to the Board of Education:

- 1) Authorize the closure of Frontier High School after the completion of the current school year.
- 2) Authorize the Elizabeth High School Principal to review and approve the transfer of credits earned at Frontier High School towards the Elizabeth High School graduation requirements for any current Frontier student who enrolls at Elizabeth High School next school year.
- 3) Direct the administration to develop and present for board consideration a proposal for the process to sell the Frontier High School property.

The basis for the recommendation is that the Frontier program is financially unsustainable and that the building is at the end of its useful life as a school.

Superintendent Bissonette explained the recommendation and provided background on the decision that led to the recommendation. Chief Finance Director Ron Patera discussed the financial viability of the school and increasing unsustainable fiscal situation. Elizabeth High School Principal Bret McClendon discussed how the high school can support Frontier students and meet their graduation needs. HR Director Kin Shuman followed by expressing the intent of the district to place current Frontier staff in similar or substantially similar positions within the district, for those who desire to remain at Elizabeth Schools.

Additional information was provided on how much more was spent per student at Frontier High School than the district received from school years 2015-2020. The primary reason costs exceed revenue is an unsustainable staff-to-student ratio, regardless of facilities costs.

Discussion was had about the recommendation.

8.0 PUBLIC PARTICIPATION

Public comment took place and consisted of 13 current Frontier High School Students and approximately 20 parents and community members speaking.

**A break occurred and the meeting reconvened at 8:04 p.m.

7.0 COMMUNICATIONS-CONTINUED

7.2 HR Update

HR Director Kin Shuman gave a brief update on teacher turnover. Currently, there are 8 teachers that will not return to Elizabeth Schools, 2 of which are retiring along with 6 resignations.

7.3 Technology Update

Technology Director Marty Silva presented on the 1:1 Chromebook pilot and teacher training. A survey was done by the teachers that received the 4 days of professional learning facilitated by Mindspark



RECORD OF PROCEEDINGS

Learning and the Elizabeth School District. Feedback received from the 30 teachers that participated in the survey showed the majority agreed or strongly agreed the training was useful. The next group of 20-22 teachers will have 3 days of professional learning based on the information received from the survey. An additional day will also be added to new teacher orientation week to help train new staff.

7.4 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which includes typical monthly expenses as well as payments for spring sports officials, an upgrade to the lockdown system at Singing Hills Elementary, SPED services purchased from BOCES, the School Resource Officer, the new HVAC control board at Running Creek Elementary, and out of district tuition for SPED services. Financial statements reflect activity through the end of January or 58.33% through the fiscal year. General fund revenues after allocations are at 40.74% collected and expenditures and transfers are at 55.36%. The Pupil Activity fund expenditures are being monitored due to higher numbers.

Meetings with principals and office managers will be occurring over the next few weeks to review budgets for next year.

Budget assumptions show a projected increase from the Governor's budget. The state funding increase is estimated at about \$420,585, less 18% that needs to flow thru to Legacy, leaving about \$344,880 to pay for increases to PERA, workers compensation, property and liability insurance and salary increases, plus any possible SPED increased needs. Enrollment projections for next year are still being reviewed.

The district did take advantage of the Interest-Free Loan program. Two payments were received, one for \$835,000, and the other for \$380,000.

7.5 Superintendent Update

Superintendent Bissonette shared that a webpage has been created on our district website that provides information and resource links to district families who would like more information about the Coronavirus. An email was sent to all parents and staff with the link. The district is continuing to clean buildings as frequently as always and plan to take enhanced measures if the situation warrants. The district does have two electrostatic handheld sprayers which are used in our schools periodically for extra cleaning. The plan is to continue to assess information as it is made available with regards to school activities.

Discussion was had about sharing information back and forth with Legacy.

9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.11.

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 5-0

9.1 New Hires/Re-Hires

Regina Busby, Cafeteria Paraprofessional, RCE

Faith Roberts, Social Worker, District Wide



RECORD OF PROCEEDINGS

9.2 Transfers/Changes

Janette Blair, Teacher, Opportunity Program

9.3 Employment Separations

Kaitlyn Murray, Teacher, EHS

Brittany Story, Teacher, EMS

9.4 Substitutes

Alicia Williams, Substitute Paraprofessional

Heather Booth, Substitute Paraprofessional

9.5 Extra Duty Assignments

Rylan Nielsen, Asst. Wrestling Coach, EHS

Frank Messenger, Asst. Basketball Coach, EHS

Randa Kelton, Teacher Extra Class, EHS

9.6 Monthly Financial Report

9.7 Disposition of District Property

9.8 - 9.11 Legal Reference Changes to Policies

BC, School Board Member Conduct

CBF, Superintendent's Conduct

IHBK*, Preparation for Postsecondary and Workforce Success

IHBK*-R, Preparation for Postsecondary and Workforce Success-Regulation

10.0 ACTION ITEMS

10.1 A motion was made to approve the 3rd and final reading of revised policy JLCD (Administering Medicines to Students)

Motion moved by Director Benkendorf

Motion seconded by Director Guttenberg

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 5-0

10.2 A motion was made to approve the 3rd and final reading of revised policy JLCDB* (Administration of Medical Marijuana to Qualified Students)

Motion moved by Director Guttenberg

Motion seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye



RECORD OF PROCEEDINGS

The motion carried 5-0

10.3 A motion was made to approve the 3rd and final reading of revised policy KDB (Public's Right to Know/Freedom of Information)
Motion moved by Director Benkendorf
Motion seconded by Director Karcher

ROLL CALL:

- Director Paul Benkendorf - aye
- Director Kim Frumveller - aye
- Director John Guttenberg - aye
- Director Carol Hinds - aye
- Director Cary Karcher - aye

The motion carried 5-0

11.0 DISCUSSION ITEMS

No discussion items

12.0 BOE PLANNING

A Special Meeting is scheduled for Monday, March 23, 2020 at 6 p.m. at the Elizabeth Middle School. The next regular Board of Education meeting is scheduled for April 6, 2020 at 6 p.m.

13.0 EXECUTIVE SESSION

No executive session

14.0 ADJOURNMENT

The regular board meeting adjourned at 8:48 p.m.

Respectfully Submitted,



 Carol Hinds, President



 Cary Karcher, Vice President



 Paul Benkendorf, Secretary



 Kim Frumveller, Treasurer



 John Guttenberg, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook