



## RECORD OF PROCEEDINGS

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### BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING May 20, 2019 (Work Session Meeting)

A Work Session Board Meeting of the Elizabeth School District was held on May 20, 2019, in the Board Room, District Office.

#### **1.0 CALL TO ORDER**

Board Secretary Paul Benkendorf called the Work Session BOE Meeting to order at 6:01 p.m.

#### **2.0 ROLL CALL:**

The following BOE Directors were present:  
Director Paul Benkendorf  
Director Cary Karcher  
Director Dee Lindsey (by video conference)  
Director Richard Smith

Also present: Chief Finance Director Ron Patera, Director of Safety and Emergency Planning Shane Pynes, Elizabeth Middle School Principal Pam Eschief, and Secretary to Board Jaimee Glazebrook

#### **3.0 PLEDGE OF ALLEGIANCE**

Board Secretary Paul Benkendorf led the audience in the Pledge of Allegiance.

#### **4.0 EDUCATION SHOWCASE**

**4.1** Elizabeth Middle School Principal Pam Eschief presented highlights from the 2018-2019 school year to the Board of Education.

The adoption of the language arts curriculum, Collections, for 6-8<sup>th</sup> grade has been successful. Several coaching visits for teachers were included in the purchase of the curriculum and a three year implementation for the curriculum has helped with its success.

Standards in science are going to change in the near future. In an attempt to be proactive the three middle school science teachers have been working on a realignment to determine what should be taught in 6-8<sup>th</sup> grade and how to start implementing those changes.

MAP scores in reading have shown a growth in 85% of students. The school is still waiting on data from the remaining spring scores.

Assistant Principal/Athletic Director Ray Hirman has been working with Elizabeth High School in an attempt to make the district's athletics one 7-year program instead of two programs, one at the middle and one at the high school. Principal Hirman recently received the Middle School Athletic Director of the Year Award. Girls Softball 7-8<sup>th</sup> grade team won the league championship and went undefeated in their first season.

Other student highlights included fine arts accomplishments, knowledge bowl, geography bee and the spelling bee.

Participation in CMAS testing is on the rise. Incentives were given this year to increase participation and all kids received rewards.

Elizabeth Middle School plans to close the school year with its annual award assemblies and field trips.



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Next year staff would like to bring back outdoor education to assist in creating and fostering relationships. Ideas are to take 6<sup>th</sup> grade students to the Keystone Science Camp in Keystone, CO. The 7<sup>th</sup> grade students would visit Castlewood Canyon and the 8<sup>th</sup> grade students would visit the Castle Rock MAC Center. Advanced science classes are also a possibility for next year in a desire to add some challenge and rigor to the curriculum.

### 5.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

Motion moved by Director Smith

Motion seconded by Director Karcher

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Cary Karcher - aye

Director Dee Lindsey - aye

Director Richard Smith - aye

The motion carried 4-0

### 6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the May 6, 2019, Elizabeth Schools Board of Education meeting.

Motion moved by Director Smith

Motion seconded by Director Lindsey

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Cary Karcher - abstain

Director Dee Lindsey - aye

Director Richard Smith – aye

The motion carried 3-0

### 7.0 COMMUNICATIONS

#### 7.1 Safety Update

Shane Pynes, Director of Safety and Emergency Planning, presented a safety update to the board. From a response coordination and communication standpoint, the focus has been on networking with emergency responders. This consists of working with, and ensuring an understanding of, emergency responders' processes, the ability to communicate and use current communication technology during a response. Pynes has also been accessing current processes within the district. Understanding how the district is doing things and how to standardize procedures is important in order to ensure consistency and effectiveness.

The district has been awarded the Safety Grant but is still waiting on the funds. In the meantime, Pynes has met with several consultants and is in the process of receiving multiple quotes. When considering the purchase of resources and technology the district would look for equipment longevity along with being user friendly, especially in high stress situations.

Another focus for the district has been training with emergency responders. During spring break first responders were granted access to the middle school to perform exercises involving different emergency scenarios. Later this summer the district plans to host training through the National Domestic Preparedness Consortium which will focus on an integrated response to an active threat. Next school year the district plans to start implementing Stop the Bleed training for staff throughout the schools. Plans are to provide this training to students in health class.





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Discussion was had about the Stop the Bleed training and whether the district will provide supplies in the schools following training.

### 7.2 Financial Update

Chief Financial Director Ron Patera presented the 2019-2020 proposed budget to the board. The final budget will be presented for approval on June 24.

First reading of the preliminary budget was presented to the District Accountability Committee on March 27<sup>th</sup> and May 15<sup>th</sup>. A notice of the budget approval at the June 24<sup>th</sup> meeting will be published in an Elbert County newspaper.

Some items highlighted regarding the budget:

- No reduction in teaching positions
- No reduction in programs
- School supply and purchased service budgets will remain the same
- An additional counselor has been added
- Enhanced safety and security resources

Clarification was made that the budget assumption worksheet given to the board is not derived from the preliminary budget presented tonight. It is an overview of the overall general fund budget highlighting the major changes from the previous year. Numerous revenue line items have not been received by the district which makes the budget a work in progress.

To assist with increased athletic spending, some athletic staff have suggested increasing the participation fees from \$175 to \$200 per sport. This is just at the high school level and would increase revenue \$7,500.

Patera shared that the district will most likely have to participate in the Interest Free Loan program in the upcoming school year.

### 7.3 District Accountability Committee MLO/UIP Feedback

The following statement was read to the board on behalf of the District Accountability Committee. "The DAC has reviewed the plans for Legacy and the District for the expenditure of MLO funds, for this year and the next year. Both are consistent with the requirements set forth in the MLO ballot language. Supporting documents are available on the DAC web page and on the District web site. We have reviewed the UIP documents and they have been submitted to the state."

### 8.0 CONSENT AGENDA

A motion was made to approve the consent agenda 8.1 - 8.3.

Motion moved by Director Smith

Motion seconded by Director Karcher

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Cary Karcher - aye

Director Dee Lindsey - aye

Director Richard Smith - aye

The motion carried 4-0

### 8.1 New Hires/Re-Hires

Olivia Larson, Kids Club, SHE

Anne-Marie Williams, Teacher, EHS



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Michael Elder, Custodian, EMS

### 8.2 Employment Separations

Coleman Onkle, Teacher, EHS

Mary Dietrick, Teacher, EMS

Kelley Patin, Teacher, EMS

Tanner Glad, School Psychologist, District Wide

Jackie Gridley, Teacher, SHE

Ashlynn Hunt, Teacher, RCE

Ben Archibald, Head Custodian, EMS

### 8.3 HVAC Software Project Agreement

### **9.0 ACTION ITEMS**

9.1 A motion was made to appoint Jaimee Glazebrook as Elizabeth School District's designated election official.

Motion moved by Director Lindsey

Motion seconded by Director Karcher

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Cary Karcher - aye

Director Dee Lindsey - aye

Director Richard Smith - aye

The motion carried 4-0

9.2 – 9.4 A motion was made to approve the first and final reading of revised policies:

ADD (Safe Schools)

JLCD (Administering Medicines to Students)

JLCD-R (Administering Medicines to Students)-Regulation.

Motion moved by Director Karcher

Motion seconded by Director Smith

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Cary Karcher - aye

Director Dee Lindsey - aye

Director Richard Smith - aye

The motion carried 4-0

### **10.0 DISCUSSION ITEMS**

No discussion items

### **11.0 BOE PLANNING**

The next regular Board of Education meeting is scheduled for June 10, 2019, at 6 p.m.

### **12.0 EXECUTIVE SESSION**

No Executive Session



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### 13.0 ADJOURNMENT

The regular board meeting adjourned at 6:41 p.m.

Respectfully Submitted,

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Carol Hinds, President

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Dee Lindsey, Vice President

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Paul Benkendorf, Secretary

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Cary Karcher, Treasurer

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Richard Smith, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook