



## RECORD OF PROCEEDINGS

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**BOARD OF EDUCATION  
BOARD ROOM, DISTRICT OFFICE  
MINUTES OF MEETING  
January 27, 2020 (Work Session Meeting)**

A Work Session Board Meeting of the Elizabeth School District was held on Monday, January 27, 2020, in the Board Room, District Office.

### **1.0 CALL TO ORDER**

President Carol Hinds called the Work Session BOE Meeting to order at 6:02 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, and Elizabeth High School Counselor Janet Crenshaw

### **3.0 PLEDGE OF ALLEGIANCE**

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

### **4.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION**

A motion was made to approve the agenda.

Motion Moved by Director Karcher

Motion Seconded by Director Benkendorf

### **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

### **5.0 APPROVAL OF MINUTES**

5.1 A motion was made to approve the minutes from the January 11, 2020, Elizabeth Schools Board of Education Retreat.

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 - abstain



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The motion carried 4-0

5.2 A motion was made to approve the minutes from the January 13, 2020, Elizabeth Schools Board of Education meeting.

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 EDUCATION SHOWCASE

No Education Showcase

### 7.0 COMMUNICATIONS

#### 7.1 Expanding Concurrent Enrollment Opportunities

Janet Crenshaw, Elizabeth High School Counselor, presented the new concurrent enrollment requirements to the Board. New legislation for the upcoming school year will require schools to fund any student who qualifies for concurrent enrollment. It was recommended that the school create it's own qualifying statement. That statement was drafted and the school is waiting on legal counsel to review. Discussion was had regarding the requirements and options for students at Elizabeth High School.

#### 7.2 Financial Update

Director of Finance Ron Patera shared that a Fund Balance Resolution is a state requirement designed to ensure that the Board is aware of the possibility that some funds will use a portion of the Beginning Fund Balance to balance the budget.

Budget discussion included that there is a higher Beginning Fund Balance. This gives the school district the ability to address more capital expenditures and gives the district the flexibility to hire additional staff, if necessary. The additional teachers and paraprofessionals hired this year along with the mandated increase in minimum wage has increased our ongoing expenses which could be a concern on how that can be sustained. The district experienced normal changes to revenue from the state based on enrollment. The on-behalf payment from the state for PERA is required to be put on the books even though it is not actually revenue for the district. The other notable item was the cleanup at the middle school after the water main break. It shows up as an increase in expenses but after reimbursement from the insurance company there is an increase in revenue as well.

Additionally, due to the new Governmental Accounting Standards Board (GASB) statements the Student Activity Fund was changed from an agency fund to a special revenue fund.

Discussion was had about the budget revisions.

#### 7.3 Superintendent Update

Superintendent Bissonette shared with the Board the video that the Colorado Rural Alliance is putting out every Monday morning during the legislative session. It provides useful and current information on what is going on in the legislature relating to rural school districts.



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Colorado state law provides requirements to districts for licensed professionals and their evaluations. It is a minimum requirement that all school districts must meet and the state has provided a model system that school districts may use. Over time the state has developed their own performance management computer system and many districts opt to use that. Our district has chosen to develop our own excel tools based on the state system for all of the categories required. Discussion was had about the process and how that data then gets reported back to the state, and the flexibility for the district by using its own tools.

The site visit for the Homegrown Talent Initiative held on January 22 was a success. Benefactors and organizers of that initiative participated in the site visit and included staff, students, civic leaders and community members. Participants are excited about the chance to provide more opportunities for all of our students. The district is currently in the design phase which will include a graduate profile and an implementation plan.

### **8.0 CONSENT AGENDA**

A motion was made to approve Consent Agenda items 8.1-8.8.

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

#### **8.1 New Hires**

Amber Bridges, SPED Para, RCE

Jenelle Gerzetch, SPED Para, RCE

#### **8.2 Transfers/Changes**

Wendy Church, SPED Para, SHE

#### **8.3 Employment Separations**

Eli Kurmbach, Teacher, EHS

Beau Villanueva, Behavior Specialist, District Wide

Marissa Villanueva, Teacher, RCE

Katie Klossner, Dir of Communications, Supt

Michelle Harriger, Cafeteria Para, RCE

#### **8.4 Extra Duty Assignments**

Alise Wisniewski, Girls Asst. Basketball Coach, EHS

Bill Weidenbacher, Asst. Baseball Coach, EHS

Kim Hicks, Asst. Track Coach, EMS

Amber Davis, Early Intervention Assessments, District Wide

#### **8.5 Substitutes**

Nicole Love, Substitute Paraprofessional

Tommi Sue Celli, Substitute Teacher/Para

Kristy Hayes, Substitute Para Professional

Regina Busby, Substitute Para Professional

Karen Senier, Substitute Para Professional



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### 8.6 - 8.8 Legal Reference Changes to Policies

JLCE, First Aide and Emergency Medical Care  
KDE, Crisis Mangement (Safety, Readiness and Incident Mangement  
IHBIB, Primary/Preprimary Education

### **9.0 ACTION ITEMS**

9.1 A motion was made to approve the 2020-2021 District Calendar.

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

9.2 A motion was made to approve the 2019-2020 Budget Revisions.

Motion Moved by Director Guttenberg

Motion Seconded by Director Benkendorf

#### 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

9.3 A motion was made to approve the Fund Balance Resolution.

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

### **10.0 DISCUSSION ITEMS**

10.1 Discussion was had regarding expanding concurrent enrollment opportunities. There will be a followup about the statement at the next board meeting.

10.2 The draft Graduate Profile was distributed to the board for review.



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### 11.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for Monday, February 10, 2020 at 6 p.m. January is School Board Recognition month. Superintendent Bissonette recognized the Board and thanked them for working together and making an impact in our schools.

### 12.0 EXECUTIVE SESSION

A motion was made to convene into executive session to discuss personnel matters – discussion of matters specific to particular employees. C.R.S. 24-6-402 (4)(f).

Motion moved by Director Guttenberg

Motion seconded by Director Benkendorf

#### 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

The Board went into executive session at 7:42 p.m.

The Board came out of executive session at 8:38 p.m.

### 13.0 ADJOURNMENT

The regular board meeting adjourned at 8:38 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