



## **Dolores School District RE-4A**

*From the desk of*

**Phil Kasper, Superintendent**

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**“ I have only been given this day in which to make tomorrow better”**

### Cabinet Meeting Agenda

3-4-19

1:30 Board Rm.

### **Department Reports**

Business Services: Ms. Jones

- Mrs. Jones stated that she is working on the budget. She wanted to remind department heads that she needs their purchase orders before the end of the month. She also stated that the end-of-year field trips need to be encumbered before spring break.

Purchasing Services: Ms. Wark

- Mrs. Wark said that purchase orders have been coming in. She was ill and out of the office for three days.

Dolores Elementary Mr. Livick

- Mr. Livick reported that the Elementary just had their McTeacher night, and it was a huge success. Mr. Livick personally sold about 500 cookies. The sum total was over 600. He stated that about one third of the student body was present. Things should be quiet from now until spring break. Mr. Livick also reported that the regional science fair is on Thursday. Last year the Elementary had two students that went to state.

Dolores Secondary Ms. Huffman

- Mrs. Huffman was not in attendance. She is in Denver to receive the academic growth awards the secondary schools received.

Food Services: Mr. Soukup

- Mr. Soukup reported that he has an audit coming up at the end of the month. Mr. Baxter will help him get some reports done for CDE. Mr. Kasper asked if the counselors are starting to use the washer & dryer in the Cafeteria (for some indigent students laundry) Mr. Soukup stated that they had.

Maintenance / Operations: Mr. Goad

- Mr. Goad was not in attendance. Mr. Kasper wanted to recognize the Maintenance Department for all their hard work in removing snow. He stated that Mr. Goad has been working all week on getting the piles of snow removed from various places on campus. Mr. Kasper also reported that there has been water coming through the ceiling in MS Commons.

Teddy Bear Preschool Ms. Rosenkrance

- Mrs. Rosenkrance reported that the Preschool Silent Auction started today, and will be going on until the 14<sup>th</sup>. She said that gravel is the hot item every year, and will be especially this year due to the mud. Preschool is full for next year. Mrs. Rosenkrance is working with Mr. Livick to have preschoolers that will be moving to Kindergarten next year come to the Elementary to visit.

Technology Services: Mr. Baxter

- Mr. Baxter has all the new copiers and printers installed. There are some minor issues, but overall it is going smoothly. He just has some procedural things at the High School to put in place. Mr. Baxter is pleased at how it's looking, and stated that we should see some savings next month. He is getting ready for state testing this week and next week before it starts on April 8<sup>th</sup>. Mr. Livick stated that it gets better every year, and went smoothly last year. He asked Mr. Baxter if it was possible to do the 6<sup>th</sup> grade chromebook rotation this next year.

Transportation Services: Mr. Funk

- Mr. Funk reported that the new transportation building's electrical passed inspection and the plumbing inspection will be this week. The drywall is almost complete, they just need to run the data line today so they can close drywall. He also stated that the contractor said he will have to let ground thaw before he can pour concrete outside.
- Mr. Funk discussed the change orders for the transportation building: Epoxy on the garage floor will make it last longer. Mr. Kasper stated that that should be bid out. Also the HVAC system needs two wall units with gas pipes replaced in the entry way.

Superintendent Mr. Kasper

- Mr. Kasper has been working on the budget with Mrs. Jones, and the budget worksheets have been given to the directors. He would like to get through the RFQ and superintendent search before meeting with the directors on their budgets. That will probably happen in April. Directors will create three budgets: 97%, 100% and 103%.
- Mr. Kasper has been asked to revisit the leave policy. Currently have several different types of leaves, and sometimes we get some unintended consequences that aren't professional. He would like to make changes to the policy that will attempt to incentivize the employees, and allow them to use their leave as they choose. Instead of paying sub teachers, we'll be able to pay teachers. Mr. Kasper has done this in other districts and it has worked well.
- There are two special board meetings this week. Tomorrow, John Merriam will be working with the interview teams, and then at 7:00, he will meet with the Board for interview training. Friday is board retreat from 11:00-1:00 at the Ponderosa to discuss the Strategic Plan. Financial, safety, & curriculum audit results will be woven in to the Strategic Plan. On March 13<sup>th</sup> at 4:00 will be a meeting on the facilities RFQ.

Calendar Items:

- March 5<sup>th</sup> 4:00 Supt. Interview Team training
- 7:00 School Board Executive Session - screening meeting
- March 5<sup>th</sup>- 7<sup>th</sup> Ms. Huffman / Mr. Kasper Out of District in Denver (Dr. Marchino supt. designee)
- March 8<sup>th</sup> 11:00 - 1:00 School Board Retreat - Ponderosa Restaurant

- March 12<sup>th</sup> 9:00 Consolidated Application meeting @ DES
- March 13<sup>th</sup> 10:00 District Safety meeting,  
RFQ meeting at 4:00
- March 14<sup>th</sup> 3<sup>rd</sup> Quarter Ends
- 6:00 School Board meeting
- Board declares Supt. finalist
- March 15<sup>th</sup> Professional Day - building directed
- March 18<sup>th</sup> - 22<sup>nd</sup> Spring Break (regular work week for 12 month employees)
- March 26<sup>th</sup> Supt. Interview Team interviews finalists
- Contract terms and negotiations in executive session
- March 28<sup>th</sup> Final Selection of Superintendent & approve contract 14 day review period  
begins  
Interview architects