

DOLORES SCHOOL DISTRICT RE-4A
BOARD OF EDUCATION
MINUTES FOR FEBRUARY 21st, 2019
BOARD MEETING

Policy Meeting
Professional Development Room

February 21st, 2019
5:30 p.m.

- I. CALL TO ORDER - The Dolores School Board meeting was called to order at 5:40 p.m. on February 21st, 2019.
- II. ROLL CALL - Members present were: Casey McClellan, Vangi McCoy, Kay Phelps, Lenetta Shull, and Deanna Truelsen. Phil Kasper, Superintendent, and Laurie Arnett, District Secretary were also in attendance.

III. POLICIES

CODE	TOPIC	READING
AEE	Waiver of State law & Regulation	review
BEDA	Notification of School Board Meetings	review
BEDH	Public Participation at School Board Meetings	review
DAB	Financial Administration	review
DAB-E	Financial Administration, exhibit	review
DEA	Funds from Local Tax Sources	review
EEAA	Walkers and Riders	review
EEAE	Bus Safety Program	review
EEAEAA-R♦	Drug & Alcohol Testing for Bus Drivers, regulation	review
EEAG	Student Transportation in Private Vehicles	review
EEAG-E	Student Transportation in Private Vehicles, exhibit	review
EF-E-2♦	Civil Rights Complaint Procedure..., exhibit	review
GBGA	Staff Health (& Medical Exam Requirements)	review
GBGA-R	Staff Health, regulation	review
GBGB	Staff Personal Security and Safety	review
GBGE	Staff Maternity/Paternity/Parental Leave	review
GBK	Staff Concerns/Complaints/Grievances	review
GCQC/GCQD-R	Resignation of Instructional/Admin. Staff, reg.	review
GCQF-R	Discipline, Suspension & Dismissal of Prof. Staff, reg.	review
IHBD♦	Equivalence of Services (Title I)	review
JFABB	Admission of Non-immigrant Foreign Ex. Students	review
JFABB-R	Admission of Non-immig. Foreign Ex. Students, reg.	review
JICEA♦	School-Related Student Publications	review
JICEA-R♦	School-Related Student Publications, regulation	review
JICEC	Student Distribution of Noncurricular Materials	review
JICEC-R	Student Distribution of Noncurricular Materials, reg.	review
JJA-1	Student Organizations	review
JJA-2	Student Organizations – Open Forum	review
JLCB-R	Immunization of Students – regulation	review
JLCD	Administering Medications to Students	review
KDB-R	Public's Right to Know/Freedom of Info., regulation	review
KF-E	Facility Use Agreement, exhibit	review
♦ Required by law		
† New Policy		

The following policies were discussed in detail:

AEE – Waiver of State Law & Regulation – Last year’s HB 17-1375 added a requirement that school districts must post a list of state statutes for which they have received a waiver from the State Board of Education. Although Dolores district does not have any waivers for state law, the Board would like to adopt the changes to this policy in order to be compliant in the event that we would ever need to request a waiver.

BEDA – Notification of School Board Meetings – The only edits CASB made to this policy was a couple of wording changes for clarification, and the addition of a legal reference. The Board will adopt the CASB changes.

BEDH – Public Participation at School Board Meetings – CASB made updates to this policy just for clarification in the area of board response to public questions at board meetings. The Board will accept the CASB changes. Mrs. Phelps stated that she also would like to change the Request to Speak form so that the Superintendent and Board are aware of the nature of topics the public may want speak on well before a board meeting. Mr. Kasper mentioned that some members of the public are unaware of the chain of command, and want to go right to the board on an issue, rather than talking to the principal or superintendent first to see if the issue can be resolved. The Board would like to state on the form that they encourage speakers to submit the form at least 3 days prior to the board meeting. Mrs. Arnett will make that adjustment to the Request to Speak form.

DAB – Financial Administration, DAB-E – Financial Administration, exhibit – The passage of HB 17-1375 requires school districts to equitably distribute mill levy override monies to all its schools, including charter schools. CASB made only a couple clarifying changes to policy DAB, but made significant revisions to its exhibit, DAB-E. The revisions outline the posting requirements if the school board has a plan for distributing mill levy monies to their schools. In the absence of a plan, the board must follow additional posting requirements. Although Dolores District does not have charter schools, the Board would like to adopt the CASB changes.

DEA – Funds from Local Tax Sources – This policy, like DAB, Financial Administration, was updated by CASB to reflect how districts will distribute mill levy override funds. Because the Board did not specify a specific plan for distribution (and because we don’t have charter schools), the Board will add CASB’s wording for districts without a distribution plan.

EEAA – Walkers and Riders – CASB changes to this policy include removing NCLB language, and add a paragraph about maximum student ride times to comply with revised transportation rules from the State Board of Education. Our current policy states that the district will provide transportation to students who live beyond one half mile from their school; however, that is not been the current practice. The district has been picking up students in town. Mrs. Arnett asked Mr. Funk if he would like to change this part of the policy, and he would like to keep the practice as is, otherwise he will have to redo bus routes and would have angry parents. He feels that the current practice is working well, and parents are happy with it. The Board would like to reword the policy to match current practice and add the required legal changes from the CASB sample policy.

EEAE – Bus Safety Program – CASB has made only minor wording changes to this policy for the sake of clarity. The Board will adopt the CASB revision.

EEAEA-R – Drug & Alcohol Testing for Bus Drivers, regulation – This regulation has been updated by CASB to reflect a change in federal law that requires CDL holders to be screened for drugs. Opioids have now been added to the list of drugs that must be included in the screening. The Board will accept the CASB changes.

EEAG – Student Transportation in Private Vehicles, EEAG-E – Student Transportation in Private Vehicles, exhibit – Both the policy, EEAG, and exhibit, EEAG-E had minor revisions by CASB to clarify who and under what circumstances a staff member may transport a student. The Board will adopt the CASB changes.

EF-E-2 – Civil Rights Complaint Procedure, exhibit – This exhibit is a new requirement from the USDA outlining the complaint procedure for anyone alleging discrimination when applying for free and reduced meals. This exhibit does not have to be part of the board policy manual, but must be kept with the nutrition services manual. The Board will adopt this exhibit as required, and Mrs. Arnett will send it to the Student Nutrition Director so it can be kept with the Student Nutrition documents.

GBGA – Staff Health (& Medical Exam Requirements), GBGA-R – Staff Health, regulation – Changes made by CASB to this policy include updating the medical exam requirements for CDL holders, and other minor wording changes. The exhibit, GBGA-R, was heavily edited by CASB. Most of the revisions pertained to the removal of language regarding confidentiality and the evaluation of staff member with HIV. The Board will accept the updated CASB policy and regulation.

GBGB – Staff Personal Security and Safety – Only minor CASB revisions were made to this policy in order to reflect state law and procedures required when a student harasses or assaults a staff member.

GBGE – Staff Maternity / Paternity / Parental Leave – CASB made several revisions to this policy for the sake of clarity. The Board will adopt the changes.

GBK – Staff Concerns/Complaints/Grievances – CASB revisions to this policy were minor – the addition of cross references and a sentence to clarify the complaint procedures. Mr. Kasper would like this policy to be part of the staff handbook. The policy changes were adopted by the Board.

GCQC/GCQD-R – Resignation of Instructional / Administrative Staff, regulation – CASB added a “misdemeanor...similar to sexual exploitation” to the list of mandatory reporting requirements in this regulation. The Board will adopt the change.

GCQF-R – Discipline, Suspension & Dismissal of Professional Staff, regulation – This regulation has the same edits made as the previous policy, GCQC/GCQD-R. All changes were accepted by the Board.

IHBD – Equivalence of Services (Title I) - Extensive changes were made to this policy by CASB. The title was changed from Compensatory Education to Equivalence of Services, and the policy itself was mostly rewritten in order to meet ESSA's requirement "to ensure equivalence" among staff and curriculum materials. Mr. Kasper explained to the Board that our Elementary School gets all the funds for Title I funds for the district. He stated that the federal government gives the state funds in large block grants, and then checks the state randomly. Dolores District had to do a desk top review of Title I. We are in compliance with the Title I grant requirements. The Board will adopt the CASB revisions.

JFABB – Admission of Non-immigrant Foreign Exchange Students, JFABB-R – Admission of Non-immigrant Foreign Exchange Students, regulation – Changes made to this policy and regulation were made to clarify the difference between in tuition payment requirement with the J-1 and F-1 visas. Also due to concerns from CDE's ELL department, CASB has removed the English language proficiency requirements. All CASB changes were accepted by the Board.

JICEA – School-related Student Publications, JICEA-R – School-related Student Publications, regulation – recent state legislation has now made this a required policy for school districts. Changes made by CASB were made to protect districts' interests and improve and clarify the policy. The Board will accept the changes made to the policy. Significant changes were made to the regulation to this policy. After some discussion the Board would like to put the regulation on hold and get more information from the principals in order to understand what is currently being published at the schools.

JICEC – Student Distribution of Noncurricular Materials, JICEC-R – Student Distribution of Noncurricular Materials, regulation – CASB made similar changes to this policy as they made to policy JICEA. The section on "prohibited distribution was rewritten mostly for clarification. The Board will accept all changes to the policy. After reviewing the edits CASB made to the regulation, the Board would like to keep the current regulation with a change from one to three day advance notice to the principal to request distributing non-curricular material.

JJA-1- Student Organizations – The district does not have this policy in their core policy manual. The CASB sample policy clarifies that all forms of hazing are prohibited, not just those in initiations. The Board will adopt this policy.

JJA-2 – Student Organizations – Open Forum – CASB made the same change in hazing language to this policy as they did to JJA-1, and they also edited language about "secondary" schools, and changed it to middle and high schools. The final change was to make clear that lunch period is "noninstructional time". The Board will adopt the CASB policy as written.

JLCB-R – Immunization of Students, regulation – In 2016 the Colorado Dept. of Public Health & Environment required parents that wanted to claim a religious or personal exemption from immunizations for their children, to submit CDPHE's "official form". Due to controversy about the legality of this requirement, CDPHE has revised its requirement for reporting immunization exemptions. They now have several options for claiming a non-medical immunization exemption. The updates CASB made to this regulation now clarify that a standard form can be used rather than the "required exemption form". The Board will accept the CASB changes.

KDB-R – Public’s Right to Know / Freedom on Information, regulation – To address recent legal updates to Colorado Open Records Act, CASB has made significant revisions this regulation. The primary change to this policy states that the district “has no duty to create a public record that does not already exist”. For example, if a record is stored by the district in a digital format, the district would be required to release that record in a digital format. They would not be required to create a separate format because the requestor preferred it. Other changes include denial of access and dispute resolutions procedures. The Board will accept the CASB revised policy.

KF-E – Facility Use Agreement, exhibit – Mrs. Huffman requested changes to the exhibit in order to have more information on AV needs, fundraiser status, setup details, etc. The Board will adopt the suggested changes.

IV. FACILITY NEEDS DISCUSSION – Mr. Goad was going to give the Board information on current and future facility needs; however, he has been getting up at 2:00 a.m. the last few mornings for snow removal on the campus, so he was not in attendance tonight. The discussion will be moved to another meeting.

V. SUPERINTENDENT EVALUATION DISCUSSION

Mr. Kasper commented on feedback received; three things that he felt needed an explanation and clarification.

1. He chose to not use the principals to consult with regarding the Administrator of Curriculum and Assessments position. He used an outside source for that.
2. There was a comment on the superintendent’s evaluation that stated he should have taken a bit more time to understand the dynamics of district; a number of employees already felt engaged in curriculum education articulation. He’s aware with grade levels and some departments that there is sharing of curriculum within grade levels; there are some very strong grade levels, and others need work. Turnover has contributed to this. There has been a concerted effort to articulate within grade levels expectations; however, he doesn’t think of this as curriculum alignment. He did not see any evidence of preschool-12th grade level articulation; sees it within grades and across grades, vertical articulation is what he’s started on.

The curriculum team consists of 10 people, and those 10 people are moving faster than anyone in the district at this point in understanding curriculum management; eventually, the principals will have to catch up when they go in June for their joint admin, curriculum team meetings with the new superintendent and when they do their curriculum training on the Level 1 audit training.

Mr. Kasper feels principals have individual strengths; Mr. Livick is data and graph driven, reports out excellent; Ms. Huffman is strong in social/emotional learning. He does not look to them for direction on curriculum, as he doesn’t think they’re there yet. They are going to be needed on the implementation side of the audit results and the vertical articulation; this is why he hasn’t reached out to ask for their input regarding their direction of curriculum alignment.

Mr. McClelland - Once the team of 10 has the momentum, would it help to have the principals be part of the team? Mr. Kasper said they do provide some input, but

they have daily duties they hey can't be taken away from. They do come together to debrief when the consultant is at the district.

3. The comment on the evaluation that the board did not know the cost for the audit is misinformation; Mr. Kasper feels he was up front with the board concerning Dr. Townsend and the cost; it was projected on the screen at a board meeting and the board had to approve the cost. It was a 4-0 vote, with one board member absent. The cost was, therefore, well known in advance.

Ms. Shull - Can the rest of the board see the compilation of feedback? Ms. Phelps will forward it to everyone.

Ms. Phelps commented that everyone agreed to the need for curriculum alignment; what she heard was more wanting to collaborate; she can see it being problematic if leaders are being asked to implement something they haven't had input into.

Ms. Shull feels principals already have so much on their plate, and they need to delegate out tasks, such as curriculum development.

Mr. Kasper - Now that he knows the district better, he wishes he would have involved Mr. Marchino and Mr. Vaughn much earlier; they have been assets to the work they're doing.

Mr. Kasper feels 5th and 6th grades are not at the trajectory that grade 4 is; work is needed there; he plans to use people in a way that benefits the district the most.

Ms. Shull would like to see quadrant reports; Mr. Kasper will work with Ms. Shull on this; it's possible in some subjects but probably not all.

Ms. Phelps and the board thanked Mr. Kasper for stepping in and keeping the district moving.

Mr. Kasper reported the district will take applications for the elementary principal position through spring break; they will develop a team and a rubric; Mr. Livick has resigned.

Mr. Merriam is starting background checks for the superintendent applicants, and will have more information for the March 5 meeting; screening day will be streamlined; will meet with interview teams.

Ms. Phelps would like to have the executive session on the March 13th instead of the 14th, because she can't make the 14th, to discuss Mr. Miriam's report of background checks and decide on finalists.

Ms. Arnett wanted to comment that in the past, the district office was permitted to submit feedback for the superintendent evaluation. She wants the board to know that Mr. Kasper has been a phenomenal leader, he's been an honor to work for and one of the best superintendents she's worked with. He's gotten a lot of good things done in a very short period of time. She also stated that the District Office staff feels very strongly that they have been listened to and valued with Mr. Kasper at the helm.

Mr. Kasper - As the RFQ is moving forward it will be time consuming, so folks may need to be more specific with their requests over the next several months.

VI. ADJOURNMENT was at 7:32 p.m. The next regular board meeting will be held on Thursday, March 14th, 2019, at 6:00 p.m.

Kenneth L. Phelps

Board President

Date

Deanna S. Guleson 3-14-19

Board Secretary

Date