

DOLORES SCHOOL DISTRICT RE-4A  
BOARD OF EDUCATION  
MINUTES FOR JANUARY 10th, 2019  
REGULAR BOARD MEETING

**Regular Board Meeting  
Professional Development Room**

**January 10<sup>th</sup>, 2019  
6:00 p.m.**

- I. CALL TO ORDER - The Dolores School Board meeting was called to order at 6:07 p.m. on January 10th, 2019.
- Board Secretary reads statement
- I. ROLL CALL - Members present were: Casey McClellan, Vangi McCoy, Kay Phelps, Lenetta Shull and Deanna Truelsen. Phil Kasper, Interim Superintendent, Gary Livick, Elementary Principal, Valiena Rosenkrance, Preschool Director, Doreen Jones, Business Manager, staff and community members were also in attendance.
- VI. PLEDGE AND MOMENT OF SILENCE
- VII. APPROVAL OF AGENDA  
**A motion was made by Vangi McCoy and seconded by Lenetta Shull to approve the agenda and additions.**  
**Votes: McClellan-aye; McCoy-aye; Phelps-aye; Shull-aye; Truelsen-aye**
- VIII. MINUTES OF PREVIOUS MEETING FOR REVIEW OR CORRECTION  
**A motion was made by Deanna Truelsen and seconded by Casey McClellan to approve the December 12<sup>th</sup>, 2018, special meeting and December 13<sup>th</sup>, 2018, regular board meeting minutes.**  
Discussion: Amendments/Changes per Ms. Shull:  
Department reports - Ms. Shull asked if a cost has come back on the flood insurance; Ms. Jones reported no.  
Transportation purchase equipment, she would like the exact specifications of what was purchased in the motion, as per what was noted in the check register when purchased: New Innovative 16 x 83 inch car hauler with two axle brakes, dovetail and ramps with spare tire. She would like more specificity when such items are purchased.  
Reports - A. Middle School - She stated the MS report included how much they raised and the total needed for the fountain; she wants that included.  
**Votes: McClellan-aye; McCoy-aye; Phelps-aye; Shull-aye; Truelsen-aye**
- IX. CELEBRATIONS/PRESENTATIONS
- A. National Archery in the Schools Program matching grant acceptance - Brooke Elder - Ms. Elder and Ms. Hollen presented a slideshow. They attended a training in Delta that Parks and Wildlife puts on statewide, incorporating archery into school programs. Both feel it's a quality program and curriculum; they waited until this past October so they could apply for grants for the program, and they need to have matching funds. They were notified in December they received the grant, so they have up to \$3,000 if they can match it; \$2,000 comes from CPW, \$1,000 from the National Archery in the Schools Program. They are asking the district for matching funds to start the program. They feel it's a good fit for Dolores. They presented the benefits of the program; equipment to be used; safety factors; competition structure; it will be offered to 4<sup>th</sup>-12<sup>th</sup> graders; approximate cost, \$4,215. The program structure was also discussed.  
Next steps: Receive the money; design the program and when each school can participate; it will take place during PE, not as an afterschool program. They can possibly participate in virtual tournaments online, kids can compete at school and then statewide to start.  
  
CPW allows yearly application for grants. It may be fall implementation for the elementary; immediately for the secondary. Discussion and decision on approval or nonapproval will take place later in the evening.

- B. Ms. Shull celebrated the presence of a published author, a senior at Dolores, Lindreth Belt; her story, Mlah, was published by Zumag Magazine, 2018 winner.
- C. Elementary School-a-rama, January 31<sup>st</sup>, 2019 - Lori Harris reported on the 5<sup>th</sup> annual school-a-rama, featuring a theme of Harry Potter and the Hogwarts School of Witchcraft and Wizardry. Thursday, January 31, 2019, 5:00 - 6:30 p.m., at the Dolores Elementary. Jimmers BBQ dinner, 5:00 - 6:15 p.m. served; activities from 5:00 - 6:30 p.m.; activities will be centered around reading, math, science. School based health clinic will have a presentation also. The purpose is to fulfill the parent/family engagement requirements for the Title I program. They will feature art projects by elementary students that will be displayed for silent auction, and all proceeds/donations will be sent to Southport Elementary School in Panama City, FL, a service learning project, to offer support after Hurricane Michael. Everyone is invited.

The health clinic will have an open house the same night from 4:00 - 7:00; with 5:00 - 6:30 doing activities for the school-a-rama.

X. CITIZENS TO ADDRESS THE BOARD - None.

XI. REPORTS

- A. District Accountability (MLT) - Ms. Olson reported there was no meeting last month; the board has the shared folder; they meet the third Thursday of the month; they did receive state grant money, about \$14,000, they're deciding how best to use the money for professional development (PD) and stipends to staff; they're also talking about the PD plan, with a focus on Alpine training. She requests that district accountability and MLT be separated on the agenda, as they are two different groups.
- B. SRO Report - Mr. Kasper reported in Deputy Green's absence. The board has her report; highlights: 2 verbals; 11 written; 2 summons for speeding; no issues with the lockout drill; dealt with a stray dog; safety protocols discussed for the health clinic; elementary signs are in and will be put up; marijuana lessons crafted.
- C. School Reports
1. Elementary - Mr. Livick reported winter musical success, thanks to Ms. Bean; next month NWEA data will be discussed; tonight the DIBELS, reading assessment data was discussed; discipline - less severe infractions this year.
  2. Secondary - Mr. Kasper reported in Ms. Huffman's absence; Rachel's Challenge focused on kindness; started FOR Club, students come together and brainstorm positive FOR items that they stand for, represent, etc.; 96 Dolores secondary participants. 58 ½ % of the senior class have now completed their FAFSA applications; 68% of the senior class have received college admissions.
  3. Preschool
    - Tuition Rate Increase - Ms. Rosenkrance reported the minimum wage has increased; she has three degreed teachers that are licensed/certified, thereby doubling their salaries; comparable preschool centers in the community are looking to raise their rates also. Her proposal - preschool, \$34/day to \$37/day; infant/toddler, \$36 to \$40. Surrounding schools were looked at. Ms. McCoy reported that Teddy Bear is the only preschool in all surrounding counties that are NAEYC accredited. Preschool is four days per week; infant/toddler is five and community/families are confused. She's proposing both are four days per week. It was suggested to send out a survey asking for feedback and also waiting until the district calendar is finalized, whether it's a four-day or five-day week for the rest of the district; the preschool can then make its decision. 43% of families will be affected by a tuition increase.
- D. Department Reports
1. Business/Finance – Budget report for 2018-2019 - Ms. Jones provided handouts re budget to the board; state equalization is up from the previous estimate; The October count is 718 students; the district is funded for 638 students; PPOR \$8,732/student. Line item figures were reported, along with grants awarded and if matching funds are required. The MTSS grant needs to be spent before the end of June, it will not carry over again. Mr. Kasper reported that the district is carrying over a significant amount of money and there is nothing inappropriate for the board to spend down if needed to do specific projects; in this case the transportation

building decision, bus purchase, etc., have been significant purchases. Board members are welcome to visit with Ms. Jones for further information.

Ms. Jones reported the unemployment claim for the Boettcher teacher has been withdrawn for now; this may come up in the future. We are liable for unemployment because we are paying them a stipend.

2. IT Department Report - Mark Baxter - copier contract - the current lease is expiring on January 23; he and Ms. Jones have been discussing options. They've received several quotes; settled on Image Net, who is the current provider. The quote is much lower and the district is getting more benefit; it will be another five-year contract.
3. Superintendent - not asking for action on the four items below; Mr. Kasper provided packets to the board.
  - Job Descriptions - Review cycles looked at and job descriptions need to be revisited; some hadn't been done for a long period of time.
  - Fundraising issues - Mr. Kasper feels the current process is not ideal; folks come before board for approval for things already done; it puts the board in a negative light to say no after something has already been awarded. Mr. Kasper will provide policy information; more discussion on this.
  - Superintendent evaluation - Mr. Kasper would like the board to discuss the evaluation at the February meeting.
  - School Calendar comments - The draft calendar feedback is in; next steps, calendar committee will meet, review the information, make final edits; they anticipate a February approval by the board for the calendar. Mr. Kasper detailed the process up to this point. Discussion ensued on days, next steps. The current calendar was only adopted for one year, therefore, the process had to be done again. The board may adopt a three-year calendar to prevent having to do this yearly.

## XII. DISCUSSION ITEMS

- Curriculum Audit - Dr. Lynn Zinn will report prelim findings to Mr. Kasper tomorrow. Tonight she reports on the overview of the process. She thanked Ms. Arnett for her immense amount of prep work done for the auditors; thanked Mr. Kasper and staff. Slideshow presented. Purpose: Provide a good view of how the system is delivering teaching/learning to students at a point in time. Identify where the system is in terms of quality and what improvements are needed, looking at the school system. Three groups are typically looked at: Low-income students, ELL students, special ed students. Five areas of focus: policies/planning, written/taught curriculum, expectations for instruction, professional development, monitoring, mentoring of new teachers, assessments. The report should be ready by the beginning of April; it will be given to the board and the board will determine how to disseminate it. First, all need to understand the report; second, implement a plan that may be a five to eight year process.  
Audience members - some were concerned that they didn't have enough opportunity to present their curriculum.

(Break taken.)

- Preschool/Infant/Toddler tuition rate increase (possible Action item)  
**A motion was made by Casey McClellan and seconded by Lenetta Shull to approve the preschool rate increase as recommended above.**  
**Votes: McClellan-aye; McCoy-aye; Phelps-aye; Shull-aye; Truelsen-aye**
- Donor's Choose Grant/Donations - Ms. Copenhaver, GT coordinator for the district, avid grant writer; she applied for a grant the week of Thanksgiving and was awarded \$611. They're getting ready to do DI, and this was an excellent opportunity for students to have Lego kits for the program. She is asking for board approval for shipment. Ms. Jones' concern, the money doesn't come to the district, she's unfamiliar with this process. Ms. Copenhaver said the district pays for nothing, it's all free. All items awarded remain the property of the district.
- Set policy meeting in February (Action Item) - Ms. Shull would like to also have a workshop to discuss the vision statement and aging report. Ms. Arnett (per Ms. Jones) requested at least an hour for the policy meeting. After discussion, board members will look at the facilities report on their own and

formulate questions for further discussion. Mr. Kasper's highest concern is the ceiling in the added room that you have to exit the high school to enter, that the clinic used temporarily. It has now been closed off. A safety audit has been done but items can't be fulfilled because of issues not listed in the facilities report; when does it become a remodel? The board is to review the reports, list their questions and come back together for further discussion; questions on the facilities report are to be sent to Mr. Kasper by January 22<sup>nd</sup>.

- Set special meeting for final budget 2018-2019 - The budget needs to be filed by January 31st, so a budget meeting needs to be held in January. Both the policy and budget can be discussed at the same meeting.

After discussion, a budget/policy meeting was set for January 22<sup>nd</sup>, 2019, at 5:30 to 7:30 p.m. In the event the policies aren't finished, a meeting will be held on February 21st, 2019, at 5:30 p.m., where the vision statement can also be discussed.

Ms. Jones will check with Ms. Arnett to see which date works best for the policy preparation.

**A motion was made by Deanna Truelsen and seconded by Lenetta Shull to approve the archery program up to \$2500.**

**Votes: McClellan-aye; McCoy-aye; Phelps-aye; Shull-aye; Truelsen-aye**

XIII. ACTION ITEM

A. Consent Agenda

1. Approval of bills and financial statements for period ending December 31<sup>st</sup>, 2018
2. Approval of minutes for the December 12<sup>th</sup>, 2018, special meeting, and the December 13<sup>th</sup>, 2018, regular board meeting
3. Personnel: **Resignation of:**  
*Elementary Para: Windy Hall*  
**Approval Of:**  
*Middle School Wrestling Coach: Joseph Wagaman*  
*Substitute Teacher: Kacee Settles*
4. Approval of the following sites as the designated places for posting notice of the Board of Education meetings: the side windows at the entrances of the Preschool, Elementary and Secondary Schools, the outside display board at the District Office, and the Dolores School District website
5. Policies

Code	Topic	Reading
EEA	Student Transportation	1 <sup>st</sup> reading
GDA	Support Staff Positions	1 <sup>st</sup> reading
GDAA	Title I Paraprofessionals	REPEAL
JF♦	Admission and Denial of Admission	1 <sup>st</sup> reading
JF-R#	Admission and Denial of Admission, reg.	REPEAL
JF-E	Admission and Denial of Admission, exhibit	1 <sup>st</sup> reading
JFABD♦	Homeless Students	1 <sup>st</sup> reading
JFABD-R	Homeless Students, regulation	1 <sup>st</sup> reading
JFABE†	Students in Foster Care	1 <sup>st</sup> reading
JFABE-R*	Students in Foster Care, regulation	1 <sup>st</sup> reading
JFBA♦	Intra-District Choice/Open Enrollment	1 <sup>st</sup> reading
JFBA-R♦	Intra-District Choice...regulation	1 <sup>st</sup> reading
JFBB♦	Inter-District Choice/Open Enrollment	1 <sup>st</sup> reading
JFBB-R♦	Inter-District Choice...regulation	1 <sup>st</sup> reading
JLC	Student Health Services and Records	1 <sup>st</sup> reading
JRA/JRC-E-2	Opt-Out Form (Military Recruiters)	1 <sup>st</sup> reading
KBA♦	District Title I Parent & Family Engagement	1 <sup>st</sup> reading
KBA-E♦	School-Level Title I Parent & Family Eng.	1 <sup>st</sup> reading
JJH	Student Travel	1 <sup>st</sup> reading
JJH-R	Student Trips, regulation	1 <sup>st</sup> reading

◆ Required by law
† New Policy
* Was previously JF-R
≠ Replaced by JFABE-R

**A motion was made by Deanna Truelsen and seconded by Vangi McCoy that the Board approve and adopt the recommended actions for the items on the consent agenda.**

**Votes: McClellan-aye; McCoy-aye; Phelps-aye; Shull-aye; Truelsen-aye**

B. Standing Agenda - None.

XIV. EXECUTIVE SESSION - None.

XV. BOARD REPORTS

A. BOCES - Sale/Transfer of BOCES property - Ms. McCoy reported there has not been a meeting since the sale/transfer discussion. Mr. Kasper reported a verbal agreement is in place; professionals will be consulted to finalize the property deal. The next meeting is the day before Dolores district's board meeting.

B. Legislative Network Reports - Ms. McCoy reported session started on January 4<sup>th</sup>; the call is tomorrow so she won't have anything until the next board meeting.

C. Town Report - Ms. Truelsen reported nothing new since the last meeting.

D. Business/Finance

- Unemployment Claim - No further discussion.

XVI. Board requested reports

- Superintendent search process

Timeline presented; currently working on brochure information; Ms. Arnett is the designated contact; posted January 25<sup>th</sup>.

Interview team composition - Ms. Phelps asked Mr. Mirriam the ideal balance for the interview team; Mr. Mirriam would like to keep teams at nine people.

Mr. McClellan also spoke with him, and he wants it balanced, said he was fine with 12 people.

Samples put up from each board member for the three team makeups. Discussion ensued on balance and numbers.

**A motion was made by Deanna Truelsen and seconded by Vangi McCoy to approve the posted committee makeup.**

Discussion: Is the central office, meaning Ms. Jones, Ms. Rosenkrance, on the list? Mr. McClellan would like to see another parent. Discussion ensued on educators versus non-educators and the value of each class. Currently there are six educators and six noneducators (2 parents, 2 students, 2 community members). Folks who are parents and educators can't double dip, they must choose one category or another. There will be a possibility of 13 people on one team and 12 people on the other with the inclusion of central office and preschool director. Mr. McClellan feels the parents are underrepresented on the proposed committee.

**Votes: McClellan-nay; McCoy-aye; Phelps-aye; Shull-aye; Truelsen-aye**

Results from the focus groups were sent by Mr. Mirriam before the meeting to all board members and Ms. Phelps feels they need to be looked at tonight.

Discussion ensued on whether to do a full CASB search package or the half package through CASB for the superintendent.

**A motion was made by Casey McClellan and seconded by Vangi McCoy to accept the full CASB package for the superintendent search.**

**Votes: McClellan-aye; McCoy-aye; Phelps-aye; Shull-aye; Truelsen-aye**

The board members and audience resumed reading the focus group data, which included the teacher and parent/community groups. Ms. Arnett is the point person for brochure information, team members will submit their names and members will be chosen through a lottery process. The board members will

do the drawing of the names.

Ms. Shull mentioned training for PowerSchool that was discussed in October; has there been any followup for that? Mr. Baxter did get the request but he needs more information. There was an issue with elementary teachers not utilizing the system and could possibly use more training. Mr. Kasper said the majority of elementary doesn't use it like secondary does. Types of training needs to be determined and then in house training can be done to save some dollars.

Audience Member: Thanks to Mr. Baxter for his expertise and assistance.

XVII. ADJOURNMENT was at 10:20 p.m. The next special board meeting will be held on Thursday, January 17<sup>th</sup>, 2019, at 4:00 p.m.

  
Board President \_\_\_\_\_ Date \_\_\_\_\_

 2-14-19  
Board Secretary \_\_\_\_\_ Date \_\_\_\_\_