

DOLORES SCHOOL DISTRICT RE-4A
BOARD OF EDUCATION
MINUTES FOR MAY 9th, 2019
REGULAR BOARD MEETING

**Regular Board Meeting
Professional Development Room**

**May 9th, 2019
6:00 p.m.**

- I. CALL TO ORDER - The Dolores School Board meeting was called to order at 6:00 p.m. on May 9, 2019.
- Board Secretary reads statement
- II. ROLL CALL - Members present were: Casey McClellan, Kay Phelps, Lenetta Shull and Deanna Truelsen. Phil Kasper, Interim Superintendent, Doreen Jones, Business Manager, staff and community members were also in attendance.
- III. PLEDGE AND MOMENT OF SILENCE
- IV. APPROVAL OF AGENDA
A motion was made by Deanna Truelsen and seconded by Casey McClellan to approve the agenda with the noticed additions.
- The motion was amended by Lenetta Shull and seconded by Casey McClellan to remove X. 11. Approval of Recommendation to Rehire Clint Schurr to IX. Discussion Items.**
Votes: McClellan-aye; Phelps-aye; Shull-aye; Truelsen-aye
- V. MINUTES OF PREVIOUS MEETING FOR REVIEW OR CORRECTION
A motion was made by Lenetta Shull and seconded by Deanna Truelsen to approve the April 4, 2019, special board meeting, and the April 18, 2019, policy meeting minutes as presented.
Votes: McClellan-aye; Phelps-aye; Shull-aye; Truelsen-aye
- VI. CELEBRATIONS/PRESENTATIONS
- A. Jen Huffman recognized as being in the top four nominees for principal of the Year.
- B. Overnight trip approval for Colo. State FFA convention - Secondary FFA students are asking for approval to attend - June 3 - 6 travel dates; \$1,530 hotel costs, three rooms, three nights.
A motion was made by Casey McClellan and seconded by Lenetta Shull to approve the convention travel and the hotel costs of \$1,530.
Votes: McClellan-aye; Phelps-aye; Shull-aye; Truelsen-aye
The Board would like to hear a report when they return.
- C. Cross Country team asking for Board approval to host a home meet - Lance Webster - Mr. Webster thanked the district for their support; recruiting students for a summer running program; the program is steadily growing. They would like to hold a home meet on August 23 on the Boggy Draw Trail; the interest is there; can reciprocate meet fees, thereby saving some money by hosting a meet. May have to get some porta-potties, depending on attendance.
A motion was made by Lenetta Shull and seconded by Casey McClellan to approve hosting a cross country meet on August 19, 2019.
Votes: McClellan-aye; Phelps-aye; Shull-aye; Truelsen-aye
- D. Secondary school baseball team finished second in San Juan Basin League - Ms. Shull reported this needs updating, they finished first and are going to regionals. Mr. Kasper reported they'll play Rangely at 10:00 on Saturday in Delta; if they win, they play again at 4:00.
- E. Boys track finished second in San Juan Basin League
- F. Girls track are San Juan Basin League champions - Ms. Elder reported new uniforms were purchased; presented a PowerPoint and pictures of the season; challenges with weather; they adapted and overcame. Listed out all conference honors; a couple school records were set; many successes for the track teams were celebrated.
- G. Jen Stark was named the outstanding alumna from Fort Lewis College - Mr. Kasper read a letter from the director of alumni engagement for FLC recognizing Ms. Stark.

- H. Golf team qualified for state - Sponsored by Dolores but made up of golfers from Dolores, Cortez and Dove Creek; first time the team has qualified, not just individual golfers.

VII. CITIZENS TO ADDRESS THE BOARD

A. Annual Leave Policy - GBGG - Emily Christenson

Ms. Christenson expressed support for this policy; requests a waiver of the current policy. Reported history of a personal issue with her pay and leave policy. Ms. Phelps recognizes updates to the policy need to be made. Several teachers have been docked pay this year; Ms. Shull reported the current policy needs to be adhered to, and when changes are made, they can operate under the new policy. Mr. Kasper reported being ruled by policies. Mr. McClellan asked Mr. Kasper if he knew what other schools were doing; he does and will report more in his superintendent report.

VIII. REPORTS

A. District Curriculum Team - Ms. Reed reported they met May 2nd, their last official meeting until June wrap-up days. Receive training, work on curriculum and do peer mentoring. Have scope and sequence nearly finished for language arts.

B. SRO Report - Sheriff Nowlin gave an update on the drug dog used this week; the site visit was unannounced and prearranged, random searches done in classrooms after searching of lockers in schools and gyms. There were some alerts, no drugs found, acts as a major deterrent. No rights are violated. Anything that is found is dealt with by school policy.

Deputy Green reported issuing one speeding summons; no criminal summons; no Safe2Tell reports; campus security checks are done daily; please return rocks to rock garden, don't leave them to prop open doors; standard response protocols have been distributed; report of intoxicated male on campus registering child, unfounded; daily check-ins with clinic; on 4/22 a report from Superintendent Kasper of a man getting student with a gun on his hip; no weapons are allowed on campus anywhere; a restraining order issue at the elementary school worked out well; referred two students to counselor for personal issues; report of vandalism at MS by the playground, graffiti on bricks, it will be cleaned off; followed up on possible child abuse case, unfounded, case closed; preK graduation in aux gym last week; parents, please talk with your children about river safety, current is unsafe and moving fast and very cold.

Ms. Phelps would like river safety presented districtwide; Deputy Green will look into it.

C. School Reports

1. Elementary

- Written

2. Secondary

- At Risk Seniors (Written) - Mr. Kasper reported starting the year with 35 seniors; one senior withdrew in October and will not graduate; one senior is enrolled in the five-year plan, will finish next year during first semester; 33 seniors are on track to graduate.

3. Preschool

- Written

D. Department Reports

1. Business/Finance – Draft Budget

- Gym floor removal bids - Ms. Jones reported the removal went out to bid; received two bids. Installation will occur after architectural evaluation. One removal bid was around \$15,000; the other was approximately \$9,000. Ms. Jones would like to use the lower bid. Insurance is paying costs, including mold specialists, architecture, etc., being very helpful with this claim.
- Proposed Salaries & Benefits - Mr. Kasper reported wanting to get contracts to all employees before summer vacation, so he would like action taken tonight. To increase all classified staff to minimum 2020 requirements would generate a .90/hour raise, equaling \$89,000. 14.9% insurance increase, equaling \$92,000 increase. Stipends offered for returning staff of \$1200, including PERA, equaling \$85,200. To increase base salary for all certified staff of 1.75 % would cost \$51,000. STEP increase for supervisory staff equals \$43,800, not including an additional raise for this class. For every 1% increase for certified staff, the cost is \$26,000; classified staff a 1% increase costs \$9,000. Not a good practice/model to use reserves, therefore he has not included that. New revenue is being looked at.

Proposal to board: Hold all employees harmless, accept full insurance premium increase, pay for it from current year budget carryforward; certified staff table increase 1.75%, paid annually; certified staff salaries receive one-time increase of \$1200; certified staff to receive a STEP increase; fund the supervisory staff STEP increase; **not** proposing to increase extra duty and coaching and all stipends. Total fund from PPR almost 175; proposing to use 167 of it to fund above increases; use the small rural school fund to fund stipends for certified staff; use carryforward fund from this year's budget for increases and insurance costs.

Some districts are passing the increased insurance costs on to employees; others are going out to bid. Mr. Kasper's recommendation is to not do either: The current insurance carrier has offered reasonable adjustments in the past; if Dolores goes out to bid and gets different insurance package, it will affect employees by raising their out of pocket costs, raising their copay, raising Rx costs and office visits, might cause a new company to step in with different protocols; his recommendation is for the district to wait for this year, hoping the increase is an anomaly, so don't pass it on to employees this next year.

Goals proposed earlier are met with this proposal.

Considerations: Dolores has lost a significant number of students over the past four to five years. If that trend continues, hard decisions will need to be made. Mr. Kasper feels his proposal keeps Dolores competitive with surrounding districts, including Durango, Pagosa, etc., which is extremely important at this time.

Ms. Jones feels it's tight, and there have been many increases for next year, insurance, PERA, etc., but it's necessary to retain staff and stay above surrounding districts.

The insurance cost is about \$492 per employee for medical, which the district pays 100% of.

Ms. Jones agrees with Mr. Kasper's assessment, wait out the insurance this year and see what happens next year, doubtful there will be another 14% increase.

Refer to presentation for further information and exact figures.

A motion was made by Casey McClellan and seconded by Lenetta Shull to approve the benefit and salary proposal as defined and described by Superintendent Kasper.

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

2. Superintendent

- GBGG - Annual Leave policy - Mr. Kasper reported the intent behind changing the policy; accomplish alignment of different classifications of employees; give annual leave to employees and let it all be discretionary; incentivize saving leave. First three drafts have gone out to all employees; only gotten five responses. Total rewrite of policy, which Mr. Kasper went over in detail. Bereavement and maternity leave are different policies. June will be the first reading.
- DAG Committee - Mr. Kasper invites the board tomorrow at 1:00 p.m. to the Design Advisory Committee organizational meeting; chaired by the Humphries Poli Architects.

3. Maintenance - Written

4. Transportation - Written

IX. DISCUSSION ITEMS - Done after approval of action items before standing agenda discussion

- A. Approval of recommendation to rehire Clint Schurr - Mr. Kasper reported a licensure plan has been submitted and approved; district is in position and protected. If plan is carried through with, it will need to be revisited before second semester next year. Mr. Kasper recommends the rehire.

A motion was made by Lenetta Shull and seconded by Casey McClellan to approve the rehiring of Clint Schurr.

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

X. ACTION ITEM

A. Consent Agenda

1. Approval of bills and financial statements for period ending April 30th, 2019

2. Approval of minutes for the April 4th, 2019, Special board meeting, and the April 18th, 2019, Policy meeting
3. Personnel: **Resignation of:**
 Secondary Dean of Students/AD: John Marchino
 HS Head Baseball Coach: Rusty Hamilton
 HS Asst. Football Coach: Larry Schwartz
 MS Head Girls Basketball Coach: Nyibol Bior
 HS English Teacher: Tim Kercher
4. Approval of Secondary classified staff
5. Approval of Student Nutrition classified staff
6. Approval of Transportation classified staff
7. Approval of Custodial/Maintenance classified staff
8. Approval of Elementary classified staff
9. Approval of Admin. Office classified staff
10. Approval of resolution to participate in the November 5th, 2019, coordinated election
11. Policies

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

EHC♦†	Safeguarding Personal Identifying Information	review
IHBEA	English Language Learners	review
IKA♦	Grading/Assessment Systems	review
JFABE	Students in Foster Care	review
JFABE-R♦	Students in Foster Care, regulation	review
JFABE-E†	MOU–School Stability for Students in Foster Care	review
KE	Public Concerns and Complaints	review
KE-R†	Public Concerns and Complaints, regulation	review
DKC	Expense Authorization/Reimbursement	review
ADD♦	Safe Schools	review
GBEB♦	Staff Conduct (And Responsibilities)	review
GBEB-R-2†	Staff Conduct (And Responsibilities), regulation	review
JICH♦	Drug & Alcohol Involvement by Students	review
JLCD	Administering Medications to Students	review
JLCDB	Admin. of Medical Marijuana to Qualified Students	review
KDBA♦†	Parent Notification of Employee Criminal Charges	review
KDBA-E†	Parent Notif. Of Employee Criminal Charges, exh.	review
KFA♦	Public Conduct on District Property	review
GBGG	Annual Leave	HOLD
♦ Required by law		
† New Policy		

12. Approval of Business Office Classified Staff

A motion was made by Deanna Truelsen and seconded by Lenetta Shull that the Board approve and adopt the recommended actions for the items on the consent agenda, with the noted changes and additions.

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

B. Standing Agenda

1. Approval of:

Elementary Principal: Kelly Howerton - Mr. Kasper recommends this; she's not fully licensed with her administrative license. Ms. Howerton plans to get her alternative license; contacted Ms. Susie Townsend; she does a program; takes about a year. Personal goal, which she started in February, applied for graduate school and was accepted at the University of Oklahoma. Their curriculum changed, so ultimately looked at an alternative plan for her master's. She provided handouts of her plans to the board.

Mr. Kasper reported the position was advertised; they received a number of applicants, but only five completed the process. The committee consisted of 11 individuals, staff members of the elementary school and parents; Ms. Howerton was the overwhelming choice for the position. A waiver needs to be granted; this has been done so there is precedent set.

A motion was made by Casey McClellan and seconded by Lenetta Shull to approve the certification waiver for one year and approve the hiring of Kelly Howerton as the Elementary Principal.

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

Administrator of Curriculum & Assessment: Alesa Reed - Mr. Kasper recommends this; this was not advertised outside of the school system. Two applications were received; one was rescinded. No formal interview process; used the curriculum team as a panel; strengths discussed; barriers foreseen; commitment from team to help Ms. Reed be successful; unanimous support.

A motion was made by Lenetta Shull and seconded by Deanna Truelsen to approve the hiring of Alesa Reed as the Administrator of Curriculum & Assessment.

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

XI. EXECUTIVE SESSION - Personnel & Student Issue - Parties not present, none.

XII. BOARD REPORTS

A. BOCES - None.

B. Legislative Network Reports - None.

C. Town Report - Ms. Truelsen reported the town went through a session working on their meetings and protocols; no news on the playground grant.

XIII. Board requested reports - None.

Important dates:

CASB Region 12, local meeting in Cortez, MCHS, June 4, 6:00 p.m.

DAG, May 10, 1:00 - 5:00 p.m.; May 24, 1:00 - 5:00 p.m.

Staff Retirement Recognition, May 13, 5:00 p.m.

Ms. Jones reported needing to adopt the prelim budget report by June 30; budget meeting late in June for adoption. She gave the board necessary documents to review and discuss at the next meeting.

XIV. ADJOURNMENT was at 8:33 p.m. The next board meeting will be held on Thursday, June 13th, 2019, at 6:00 p.m.

Board President

Date

Board Secretary

Date