

**DOLORES SCHOOL DISTRICT RE-4A  
BOARD OF EDUCATION MONTHLY STRATEGIC MEETING MINUTES  
DISTRICT BOARD ROOM**

**Thursday, January 14, 2021 at 6:00 p.m.**

- I. CALL TO ORDER** – The Dolores School Board meeting was called to order at 6:00pm on January 14, 2021.

**ROLL CALL** – Meeting held via Zoom. Members present were: Maegan Crowley; Casey McClellan; Kay Phelps; Lenetta Shull; Clay Tallmadge. **QUORUM** was present. Also in attendance: Lis Richard, Superintendent; Justin Schmitt, Secondary Principal; Lurleen McCormick, Elementary Principal; Valiena Rosenkrance, Preschool Director; Doreen Jones, Finance Director; Alesa Reed, Curriculum Director; Staci Cost, DAC Chair.

**PLEDGE**

The Board Secretary read the vision and mission statements.

- II. APPROVAL OF AGENDA (DSD Policy BEDB)**

A motion was made by Lenetta Shull and seconded by Kay Phelps to approve the agenda with the addition of a discussion of extra funds in the budget and the allocation of these funds as item VIII.B.8.

Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.

Motion Passed.

- III. REVIEW OR CORRECTION OF December 10, 2020 MINUTES (BEDG)**

A motion was made by Lenetta Shull and seconded by Casey McClellan to approve the December 10, 2020 meeting minutes.

Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.

Motion Passed.

#### **IV. DISTRICT RECOGNITIONS/CELEBRATIONS –**

Superintendent Richard shared that this month, the District wants to recognize Ralph Crites- he will be recognized with a gift in person at the next meeting. He has been driving for us for five years, and turned 80 in June.

#### **V. CITIZENS' COMMENTS (BEDH)**

No citizens' comments were submitted for this meeting.

#### **VI. CONSENT AGENDA (DSD Policy BEDB)**

1. Approve Disbursement of Checks for Payment of all Bills/Debts for December 2020
2. Directors Reports

#### **VII. BUSINESS ITEMS**

1. Board Member Reports (DSD Policy BIB)

**Maegan Crowley** - Nothing to report.

**Casey McClellan** - Nothing to report.

**Kay Phelps** - There was no BOCES meeting this month. She did attend a CASB seminar on budgeting the next round of stimulus dollars. The powerpoint and recording from the seminar are posted on the CASB website, and Sup. Richard has posted the info and a fact sheet. Takeaways pertinent to our district were:

- The second round of ESSER (Elem and Sec Relief) will be similar to the first, and we've spent all of the first one. The second has additional allowable uses that will be helpful, such as those that address learning loss, preparing schools for opening, capital repairs, etc.
- There are common unknowns that we are well aware of, such as enrollment, staffing, and legislation; what we should be tackling now as a board is outreach to the community to explain the difference between one-time money and SFA. We need to make sure they know that while there is a lot of money, our portion is a one-time thing for one-time expenditures.

**Lenetta Shull** - Nothing to report.

**Clay Tallmadge** - Nothing to report.

## 2. Finance Report – Doreen Jones (DSD Policies BBA, DAB)

Finance Director Doreen Jones provided this month's district finance report.

- December Revenue: \$488,919.37
- December Expenditures: \$670,462.87
- Dolores State Bank Balance: \$450,686.79
- Colotrust Balance: \$4,974,658,60

Dir. Jones explained that expenditures were higher than revenue again this month. We didn't receive some December revenue until January.

The district's Insurance broker is working on getting bids for a health plan to replace Rocky Mountain. He has the census info from Rocky Mountain to enable us to get bids; Sup. Richard has received recommendations from other superintendents as well, and those will be investigated by the broker.

## 3. Superintendent Report – Lis Richard (DAB)

- Governor's Team Call and Recommendations

Superintendent Richard reported that on the Governor's Team call, the governor made recommendations to school districts to push for in-person learning; his team stated that the risk is far lower for K-8 students, and the risk of social-emotional effects and loss of learning is deemed greater.

We are the first state in the nation to get rapid Covid testing for schools. Our district nurse is working on getting this for our district. This allows a district to do rapid testing in person; it requires a connection to telehealth to report results and verify accuracy. These tests have a 15-minute turnaround time. We are the first state to sign a contract to make this testing available in schools. We will also stock the clinic with this test, so it will be available to members of our community.

- Repairs in Process

The roof was completed today; we had good weather that allowed the project to be completed. Lights have been put in.

- Planning Process- January through March

The principals and administration have been working on the hiring plan for the 2021-2022 school year. In the month of January an intent survey is sent to all staff, asking if they intend to return next year. In February, positions are posted; in March, searches are started; and the goal is to get contracts out to teachers by spring break.

- Financial Outlook

Per CASE - Superintendent Richard shared that the state has seen a 3% decrease in enrollment; however, they are still projecting a positive outcome for finances. They are still looking at a statewide decrease of 3%, but that's different from what they've been planning for (which was a 15% drop and 10% decrease in funding).

Per CASB - Superintendent Richard shared that revenue per pupil should increase slightly; we won't have final numbers for a bit, so we will probably have to do a revised budget in February, based on that final number.

*Board discussion on the Superintendent's Report:*

*Lenetta Shull commented that it is important to emphasize to the community that NWEA norms have been adjusted for this year, which could make it look like we have been less affected by the pandemic than we have. Superintendent Richard commented that DIBELS testing has definitely shown this at the elementary level.*

*Casey McClellan suggested that the district speak to the town and try to partner with them for the anti-drugs SEL programming; other members of the Board concurred.*

*Maegan Crowley responded to the Superintendent's request to extend the deadline for survey results regarding leadership needs, and asked for the reasons for more time, and about the levels of participation and any plans for increasing participation. Superintendent Richard responded that while she has all the data, which was sent to the staff as a google form, it was just returned and so has not yet been processed. There was full participation, and the data will be available at the next board meeting.*

- Response to Exit and Parent Surveys

In response to exit and parent surveys, Superintendent Richard identified the following areas/needs for increasing student interest and enrollment:

1. stabilize leadership
2. increase teacher retention
3. build up elementary interests: unique offerings, including arts, outdoor learning
4. build up secondary interests: dual credit offerings- college credits earned in high school; Career and technical options with certifications; fine arts development (band, choir, etc.). We have lost a lot of students because we don't have those offerings.
5. facility needs: concerns about safety and disrepair of buildings

Sup. Richard shared with the Board the administration's proposed plan to address these, and emphasized that it is open to input; it will be included in the proposed budget for 2021-22.

1. Leadership Stabilization -
  - a. provide training and support to principals;
  - b. support for superintendent, collaboration between superintendent and other superintendents from other districts;
  - c. Board support
2. Teacher Retention -
  - a. work closely with teachers on their growth plans;
  - b. address the salary scale- committee of teachers to do comparison with like districts in state and area;
  - c. going to a four-day school week;
  - d. outdoor education program;
  - e. housing opportunities for staff
3. Elementary -
  - a. engaging and challenging curriculum;
  - b. core knowledge has been implemented this year;
  - c. project-based learning;
  - d. outdoor learning opportunities- utilizing spaces;
  - e. increase arts programming
4. Secondary -
  - a. dual credit offerings- already this year we have formed new partnerships; goal to offer even more next year- not as many online college classes, but teachers teaching dual credit courses in person;
  - b. CTE- grant for 190K to refurbish property recently purchased, to be used for automotive shop/classroom; will find out in march, they fund in april;
  - c. have also updated welding equipment; need to update construction classes (woodshop etc.) classroom and materials; additional plans for CTE offerings in technology; added electives in fine arts- dance, drama;
5. Facility -

a. safety concerns

- i. all doors in secondary must be replaced for safety measures;
- ii. also secure office area;
- iii. general in-building safety concerns that are being brought up by parents a lot. The focus has been on improving buildings, now we need to focus on improving safety.

Discussion:

Lenetta Shull expressed concern that nothing addresses the preschool. Superintendent Richard responded that because the preschool is the top in the county, and most of its needs have been addressed, surveys identified little to nothing to improve upon other than facilities.

Casey McClellan inquired about how many dual credit courses are currently offered. Principal Schmitt responded that

- Sarah Carr teaches two English courses through PCC
- Dave Hopcia teaches two Biology courses through PCC
- Kady Meyer will be teaching Agriculture next semester through PCC
- Tara Olson teaches a Psychology course through Western State University
- Kim Sheek teaches Art courses through PCC
- Jessica Mulvihill-Kuntz and Miriam Baines have taught English and Math courses in the past through Western State University

The Board discussed the CTE grant, and updates to the automotive program and building a new shop. Sup. Richard shared that the grant is through the governor's office in cooperation with the Gates Foundation and is competitive, and that the proposal addressed the property that the Board wanted to address. Right now the automotive program and the welding program are sharing space, which is not practical.

Kay Phelps expressed excitement to see ideas for enhancing visual and performing arts offerings.

Clay Tallmadge asked whether in working on the housing issue for teachers, the district is working with other entities, such as realtors. Superintendent Richard shared that administration plans to get together with the town to make sure that the concern is known. Due to the current shortage of housing and low teacher salaries teachers end up in less than ideal neighborhoods in Cortez. She shared that affordable home sites are being built right across from the preschool- 8 more were just approved.

Regarding teacher salaries, Lenetta Shull suggested that the committee look not just within the state for comparisons, but at other states as well. Superintendent Richard commented that until the state budget structure is changed, we can't do what other states are doing. Shull suggested including that information in the report, and sending it to representatives.

Superintendent Richard shared that 120 out of 178 districts in the area have moved to four-day weeks with positive results.

The Board discussed that Colorado is the lowest in the nation in teacher salaries, and SW Colorado is the lowest of the state; they agreed on the need to find ways to ameliorate this as much as possible given the state funding model, but also pushing to change funding at the state level.

The Board discussed that these plans are mostly for 2021-2022; the plan presented at the next meeting will make it clear which are future proposals for the next budget process and which are being worked on now. Kay Phelps suggested merging the outdoor education, teacher retention, arts programming, etc. into innovation funding as part of long-term planning, and Superintendent Richard agreed that it should be added to the strategic plan for 2021-2022 when that is put together in July.

## **VIII. ITEMS FOR BOARD DISCUSSION AND/OR ACTION**

### **A. UNFINISHED BUSINESS**

1. Revisit Strategic Plan (Section A)
  - a) Follow-up on Progress Rubric

Superintendent Richard and Board Secretary Tallmadge worked on a draft that Sec. Tallmadge had put together. For each goal, the rubric includes space overall status, actions completed, and links.

Superintendent Richard gave a brief overall status report for each goal.

The Board discussed one particular goal status:

- we are at 1% decrease in enrollment- the state is at 3%. So while we are at “no progress” on the goal for increasing enrollment, we are doing better than all other districts.

Regarding the rubric, Casey McClellan suggested that it be revised in outline form- to number each major goal, and have letters for subgoals under major goals, etc. The Board discussed and agreed to this revision, and agreed that this user-friendly, dynamic document will be great both for the Board and for the public.

**A motion was made by Casey McClellan and seconded by Kay Phelps to approve the strategic goals rubric as written, with the caveat that it be modified with the changes the board discussed.**

**Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.**

**Motion Passed.**

#### **b) District Transportation Needs**

The board discussed the list of vehicles provided, and identified priorities:

- suburban - out of commission right now, needs a new engine.
- bus number 8 - needs repairs
- bus 11 - needs to be replaced

Finance Director Jones explained that in the budget every year we plan to replace or repair a vehicle; if the suburban had been repaired this year, then the minibus would be on deck for repair/replacement.

**A motion was made by Clay Tallmadge and seconded by Lenetta Shull that the superintendent and the transportation director will select three options for vehicles to replace the 2007 suburban, and will present them at the February meeting.**

#### **Discussion:**

The Board discussed the option of pursuing low-mileage used vehicles. Casey McClellan pointed out that the district could save \$20-30K in this way. The Board agreed, and discussed having one or two of the three recommendations be for used vehicles.

Superintendent Richard suggested putting some of the unallocated funds into this budget. She stated that we may have more money coming from proposition EE (tobacco tax), and it would be good to put those funds toward capital improvements, and let it go toward the suburban.

Maegan Crowley stated that she would like to see information about the cost of mileage reimbursement for how much this vehicle is used vs the minibus, particularly because it doesn't require a CDL to operate. She stated that she would like to see prioritization based on student usage, and that out of unallocated funds, she would like to see something allocated specifically to transportation for these needs, because suburban replacement funding was moved to maintenance projects.

**Votes: Crowley - nay; McClellan - nay; Phelps - aye; Shull - aye; Tallmadge - aye.**

**Motion Passed.**



Casey McClellan clarified that he only voted nay because he thought the motion was for new vehicles only. The board agreed that the motion is vague enough to cover new and used vehicles.

Superintendent Richard clarified that Finance Director Jones will be the point person, not the transportation director.

2. Response to Board Tab (BIB)

a) Purpose Statement

b) Response

The Board reviewed and expressed approval of the purpose statement. They discussed the fact that the tab does not currently require names or email addresses, and agreed that they need to decide whether to continue allowing them to be anonymous. They reviewed draft statements that would be returned to users of the tab.

Discussion:

**Phelps-** it's ok to ask them to identify themselves rather than have things completely anonymous.

**Shull-** there should be an option for complete anonymity; most people do sign, but anonymity should be an option left up to the community member.

**McClellan-** preference would be to see a name. When there's a name, it is easy to specifically address the issue- to forward to the people that need to see it (teacher, principal, etc.); it means more if someone is willing to put their name on it. Should the board forward it to the appropriate person as part of the process?

**Tallmadge-** would prefer that that action come from the Superintendent. Not sure it's legal or advisable to have the Board forward emails.

**Crowley-** having the ability to be anonymous could be needed for particular people (teachers, staff); we should make it clear that if they don't give their name, we can't do something about it. Crowley also clarified that this avenue is in addition to the option of individual emails to board members.

Kay Phelps suggested that the statement where they log in is amended to ask them to add their name in order to better assist them, without requiring the name. All members agreed that this would work to encourage identification without making it mandatory.

**A motion was made by Kay Phelps and seconded by Casey McClellan to approve the Talk to the Board additions as written.**

**Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.**  
**Motion Passed.**

## B. NEW BUSINESS

### 1. Public Posting Designation for Meeting Notice (C.R.S. 24-6-402 (2) (c) )

Superintendent Richard explained that the Board needs to designate every year where their meetings will be posted. They are currently posted on the website and at every district building.

**A motion was made by Casey McClellan and seconded by Lenetta Shull to post meeting notices on the website and in every district building.**

**Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.**  
**Motion Passed.**

### 2. DAC Recommendations for 2020-21 Budget (AE, AE-R)

DAC Chair Staci Cost shared with the Board that a subcommittee of DAC had met with Finance Director Jones, and reviewed the budget. They used UIP goals as a guide for identifying the following priorities:

- middle school specialist- make sure that it ends up in next year's budget
- continued staff training, particularly in secondary, for data analysis
- building safety priority and maintenance
- unallocated funds-
  - suburban, transportation replacement schedule;
  - outdoor learning options such as picnic tables on elementary side;
  - student fees for nature center at butler's corner;
  - air conditioning in elementary

She suggested having one or two members from the DAC budget subcommittee be part of budget meetings that the Board holds, so that members can come back to DAC and help make those discussions and suggestions more beneficial.

### 3. Future Building Advisory Committee (FB, FB-R, FBC)

Board President Crowley reminded the Board that they had been asked to consider what type of people should be on this committee, and how many; that the discussion had been tabled a few times;

and that because of this the Board needs to establish the committee, if not the timeline. Board members discussed the ideal number of members, both for the future building advisory committee and for the bond marketing/initiative committee. Opinions ranged from 5-12. They then came up with the following list:

- Town board member (1)
- school board member (1-2)
- community rep at large (1)
- staff rep from each school (4)
- admin from each school (4)
- facilities director (1)
- parent reps (4)
- business rep (2)
- superintendent (1)
- school to farm rep (1)
- taxpayer not affiliated with school or local business (1)

The Board discussed seeking a pool of volunteers, from which they can then appoint members. They decided to make an announcement about calls for volunteers, and once they start receiving applications, review and make sure there is representation from each group identified- and also look at skillsets and make sure it's a balanced committee.

**Clay Tallmadge and Maegan Crowley will meet to write up the committee description and advertisement and present them at the next meeting.**

#### 4. Bond Marketing/Initiative Committee (FDA)

The Board discussed membership they'd like to see for the Bond Marketing/Initiative Committee, and came up with the following list:

- School finance representative
- A member of the DAC
- A representative of the Dolores State Bank
- A member of the Dolores Town Board
- A School Board member
- A student
- A representative from DSD Administration
- A staff member

- parent

The Board agreed that there is not time to do a bond this year, and that it would be better to get people involved without a deadline, and begin planning for next year. They also agreed that it will be important to emphasize that they are looking for people with experience in marketing and finance to serve on the committee.

#### 5. In-Person Learning (IC/ICA)

Superintendent Richard informed the Board that after consulting with Montezuma County Public Health, CDPHE, and the governor's team, the administration is comfortable returning to full in-person learning on January 25th. She stated that Montezuma County Public Health was asked for their input, and that they supported the decision to return. Dr. Aikin is coordinating with the district's nurse, Denese Brisbin. MCPH Director Bobbi Lock gave input on athletics.

Regarding athletics, Secondary Principal Schmitt shared that

- practices will resume January 18th for basketball and wrestling
- CHSA has left the management of spectators up to districts- with Bobbi Lock's input, we have decided to allow only parents (no grandparents or siblings, just parents) as spectators and live-stream all games. Dolores and Dove Creek are the only districts allowing parent spectators.
- Livestream is a subscription service- \$10.99 a month or an annual subscription for \$60. Users can watch any game in the nation. The cameras are provided and are automatic feeds, so they don't have to be manually controlled during the game.
- Players have to wear masks to play basketball.

Other updates:

- Staff have been surveyed about interest in receiving the COVID-19 vaccine.
- The website will be updated and an email will be sent to remind parents that we will return to full in-person learning on January 25th.

#### 6. Donation of \$4,688.00 in goods and services from Gonzalez Construction (KCD)

**A motion was made by Lenetta Shull and seconded by Casey McClellan to accept the donation from Gonzalez Construction.**

Discussion: Board members expressed gratitude for the donation.

**Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.**

**Motion Passed.**

7. Recommendations to Hire (DSD Policy GDA)
  - a) Matt Redford - Substitute
  - b) Sorrell Redford - Substitute
  - c) Shawndale Strong - Substitute

**A motion was made by Lenetta Shull and seconded by Casey McClellan to approve the recommendations to hire the substitutes listed above.**

**Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.**

**Motion Passed.**

8. Unallocated Budget Items

*(This item was added via a motion passed in Item II.)*

Finance Director Jones provided updated numbers: the district currently has \$32,268 in unallocated funds.

Superintendent Richard recommended to the Board that they allow her and Finance Dir. Jones to work more with the numbers as they are coming in, including Proposition EE funds. She stated that the unallocated funds will be enough to cover a suburban and then put some into capital funds or something else. If the Board can prioritize a top 3 list, they can put together estimates.

Finance Dir. Jones suggested moving these unallocated funds to the capital improvements fund, so that they can be applied/earmarked for particular priority items at a later date. The Board can then re-allocate them to whatever priority as needed. They can put a large chunk into the suburban replacement, and the rest into general maintenance, which can be moved around as needed. The Board agreed to this suggestion. This change will be reflected in the budget at the end of the month, which will be reviewed at the policy meeting on January 20th.

Dir. Jones also reminded the Board about the delay in numbers from the state: we will not get state equalization numbers until February, and will have to rework the budget again in late February or early March.

**IX. AGENDA PLANNING**

1. Next Agenda

For February Regular Board Meeting:

- Superintendent review/ evaluation

The Board discussed using the same method for this evaluation as last year, except adding the ability to edit and attach email/name to responses, so that there are no duplicates.

- coach criteria
- small vehicle purchase options
- school calendar approval
- Student Achievement Report

Coffee with the Board: will be Lenetta Shull and Maegan Crowley this month. They will let Superintendent Richard know their tentative plan within the next week.

2. Meeting Recap

**X. ADJOURNMENT**

Meeting was adjourned by Maegan Crowley at 9:38 pm.

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Board President

Date

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Board Secretary

Date