

**DOLORES SCHOOL DISTRICT RE-4A
BOARD OF EDUCATION SPECIAL MEETING MINUTES
BUDGET WORKSHOP
DISTRICT BOARD ROOM**

Thursday, January 7, 2021 at 5:00 p.m.

- I. CALL TO ORDER** – The Dolores School Board Special Budget Workshop Meeting was called to order at 5:00pm on January 7, 2021.

ROLL CALL – Members present were: Maegan Crowley; Casey McClellan; Kay Phelps via Zoom; Lenetta Shull; Clay Tallmadge via Zoom. **QUORUM** was present. Also in attendance: Lis Richard, Superintendent, via Zoom; Doreen Jones, Finance Director; Alesa Reed, Curriculum Director.

PLEDGE

The Board Secretary read the vision and mission statements.

II. APPROVAL OF AGENDA (DSD Policy BEDB)

A motion was made by Casey McClellan and seconded by Lenetta Shull to approve the agenda.

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

Motion Passed.

III. ITEMS REQUIRING BOARD DISCUSSION or ACTION

1. Budget Workshop - 2020-21 Budget Finalizations and Workshop

Finance Director Doreen Jones began by giving an overview of the current budget. She explained that the carryover is more than was predicted during the audit. This is due to the facts that some grants came in that weren't expected; that positions that were approved in the original budget weren't filled, such as librarian, interventionist, Spanish instructor, and distance learning specialist; and that some teachers that left were on a higher pay scale and were replaced by entry level teachers. These factors all contribute to the budget looking better than it did when it was adopted in June, and we are not in a position where we have to cut anything right now.

The Board agreed to go through the budget guided by the Finance Director's general comments and explanations of what has gone up or down for each fund, rather than going through line by line.

GENERAL FUND

Partial highlights of decreases:

- Not collecting as much as predicted from Mill Levy- our portion of taxes is smaller
- Preschool tuition down pretty significantly- increase in other preschool tuition, but down in the category of students who do not receive any aid
- Interest on investments is way down because interest rates have tanked
- Minor decrease in preschool food deposits

Partial highlights of increases:

- BOCES funds
- MTSS grant funds
- Coronavirus Relief Funds (CRF)
- Automotive and Welding programs funding from Perkins

Superintendent Richard explained that the Governor's office had recently informed all districts that more Coronavirus Relief Funds money will be allocated, which is not showing in the budget right now but will come, and that there is also CTE grant funds that were applied for that may come in.

In response to board member questions, Finance Director Jones explained that funding for teacher salaries looks very different because of a difference in categorization, since every teacher salary will be paid partly through CRF. The Mill Levy fund plus the CRF plus the listed salary category add up to the actual teacher salary budget.

Other items explained/discussed:

- The district was recently informed that Rocky Mountain Health Plans will no longer offer group plans, so our insurance is ending at the end of June; since we have been with Rocky Mountain for 15 years, whatever we find as a replacement is probably going to be a significant increase.
- There are currently quite a bit of teacher supply funds that haven't been used, which will need to be used before the end of the year (June 30th). If they are not used, the district will pool the funds and buy something for next year with them. Administration is working with teachers to make sure they know that their funds need to be used.
- A line item has been added for the new Secondary Assistant Principal position.

- Travel funds for principals has been increased at the request of the Superintendent, so that principals and maybe the assistant principal can attend the CASE conference in July.
- Secondary substitute funding has been increased due to increased need for subs, particularly with quarantines etc.; \$15K has already been used this year, so the fund has been increased to \$25K to give more room.
- Funding for extracurricular student travel has been lowered because travel (when it eventually resumes) will be more localized for the remainder of this year.
- New welding and automotive equipment has been purchased.
- MTSS has been increased because the district received more grant funds for MTSS.
- There is an increase in summer rec funds due to an agreement with the Town of Dolores to maintain the baseball field through the summer. The Town has asked for special materials to cover the field this year, and that additional expense is reflected in the increase in budgeted funds.

LUNCH FUND:

Finance Director Jones explained that revenues in this fund are expected to increase, and commented that Dolores is the only school district in the area that doesn't have to partially fund its lunch fund through its general fund.

BOND FUND:

Finance Director Jones explained to the board that this is the one fund that was slightly overestimated in the original budget, because interest rates and therefore interest revenues have and are expected to go down. She explained that the only difference this makes is that the contingency reserve went down a bit, and shared that she had asked the auditor whether the mill levy should be decreased even further to adjust for this, but that his advice had been to leave it as it is.

CAPITAL PROJECTS RESERVE:

Finance Director Jones explained that the beginning balance for this fund went up; in how the expenses for this fund are categorized, she had moved all line items up into the "buildings" portion of the Capital Projects Reserve, per the board's previous request. The district is making a lot of improvements and repairs to the buildings right now, which is coming out of this fund.

Concluding discussion:

The board discussed the need to look at the priority list to figure out how to best use leftover unallocated funds, and to add additional items or rearrange priorities if needed. They discussed adding equipment for the bus barn to the priority list, so that more repairs can be made in-house.

They also discussed the role of the DAC in making budget recommendations, and agreed that while any suggestions from the DAC will be welcomed, that committee should probably focus on next year's budget rather than trying to come up with recommendations for this year's, since there isn't much time.

Finally, the board expressed relief and gratitude to the Finance Director and Superintendent for how well they have managed the district's budget, particularly in this environment. Given uncertainties in the state budget and the need to fill positions next year that have remained unfilled this year, having some carryover will be a positive.

2. Rubric For Strategic Plan Progress

Superintendent Richard presented a rough draft of a document showing progress on the strategic plan, which includes color coding for each item designating its status, ranging from exceeding to not approaching/ no progress.

Members of the board commented that this draft is a good start, and that we need a way to give a better status report on items that are incrementally measurable, with more information on each item. They brainstormed a rough idea of a rubric that identifies measurables for each item and charts for those measurables what has been done or tried, whether it was successful, what still needs to be done, etc. as well as giving the overall status (met, on target, not met, no progress).

The board discussed whether this should be a public-facing document, and agreed that once we have a rubric and process for updating it that works well, the public should be able to see how the district is working toward the goals of the strategic plan.

The board agreed that Board Secretary Clay Tallmadge will meet with Superintendent Richard to put together a draft rubric, which will be sent out to board members for review and comment prior to the regular meeting on January 14th.

IV. ADJOURNMENT

