

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

**Thursday, June 10, 2021 at 6:00 p.m.**

- I. CALL TO ORDER** – The Dolores School Board meeting was called to order at 6:04pm on June 10, 2021.

**ROLL CALL** – Members present were: Maegan Crowley; Casey McClellan; Kay Phelps; Lenetta Shull; Clay Tallmadge. **QUORUM** was present. Also in attendance: Doreen Jones, Finance Director; Alesa Reed, Curriculum and Assessment Director; members of the community via Zoom.

**PLEDGE**

The Board Secretary read the vision and mission statements.

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

**A motion was made by Clay Tallmadge and seconded by Kay Phelps to approve the agenda.**

Discussion: Maegan Crowley stated that she would like to make an addition of an executive session to the end of the agenda.

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

**Motion died.**

**A motion was made by Maegan Crowley and seconded by Clay Tallmadge to approve the agenda with the addition of Item VIII, Executive Session for the discussion of Personnel Matters and the Superintendent Contract.**

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

**Motion passed.**

**III. REVIEW OR CORRECTION OF May 13, 2021 Regular meeting; June 3, 2021 Workshop MINUTES (BEDG)**

Lenetta Shull stated that printed minutes in her folder only included every other page, so she had not been able to review them in full. Casey McClellan echoed this.

**A motion was made by Lenetta Shull and seconded by Casey McClellan to table the minutes for the May 13, 2021 regular meeting and June 3, 2021 workshop until the next meeting.**

Discussion:

Clay Tallmadge stated that the minutes were legible online in the Drive folder, and reminded the Board that this would mean tabling until August, but stated he was ok with waiting if that was what was needed.

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

**Motion passed.**

**IV. CITIZENS' COMMENTS (BEDH)**

No comments were received.

**V. CONSENT AGENDA (DSD Policy BEDB)**

1. Approve Disbursements of Checks for Payment of all Bills/Debts for May 2021
2. Directors Reports

**VI. BUSINESS ITEMS**

1. Board Member Reports - (Policy BIB)

**Maegan Crowley** - Nothing to report.

**Casey McClellan** - Nothing to report.

**Kay Phelps** - BOCES did not meet last month; nothing to report.

**Lenetta Shull** - Nothing to report.

**Clay Tallmadge** - Nothing to report.

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

- May Revenue: \$1,760,628.14
- May Expenditures: \$911,372.90
- Dolores State Bank Balance: \$451,384.21
- Colotrust Balance: \$6,037,299.05

Finance Director Doreen Jones shared that the District finally received Prop EE funds from the state as well as two tax distributions from the county. The payroll was also high this month because all stipends are paid out in May. We are at 75% of our budget as of the end of May.

3. Parent Survey Results - Staci Cost, DAC Chair

Maegan Crowley called a 10 minute recess to wait for Staci Cost to arrive.

DAC Chair Staci Cost presented an overview of the parent survey results.

Overall Highlights:

- overall each area was the same as or better than the previous year's survey
- the positive feedback focused in particular on the role of teachers and the district in keeping kids safe, and on promoting academic success
- there were a lot more "I don't know" responses this year, possibly due to COVID
- this year the survey differentiated between schools, rather than lumping all of district together

Teddy Bear Preschool:

- had all positive responses except for a few in these areas of improvement: building maintenance, up to date learning materials, and newsletter

Elementary School:

- had the largest response rate
- mostly positive responses, particularly regarding teachers, how welcome students and families felt, and how the school handled the pandemic
- areas for improvement: building A/C and heating, newsletter, instruction in a non-biased way, drop-off lane

Middle School:

- areas for improvement: recognizing students for good behavior, treating students fairly
- comments included concern about students being cared for and teachers showing favoritism

#### High School:

- areas for improvement: enforcement of school rules, staff-parent communication, fair treatment of students
- comments included requests to
  - improve outflow of information
  - reduce favoritism by teachers
  - support students with needs/disabilities
  - address weakness in math curriculum
  - enforce mask compliance
  - address hate speech and racial remarks

#### Current Focus/Plans for improvement:

- next year there will be a full time GT and ELL coordinator as well as an RTI coordinator/ Academic Advisor
- suggestions for a district-wide *activities* calendar color coded for each school, which will provide detailed information about each event when clicked on
- standardize newsletter format
- frequently recognize students for good behavior
- create another video for dropoff lane expectations prior to the start of the school (elementary)

#### DAC 2020-21 Highlights:

- being able to recommend priorities for spending district funds
- UIP review preparation for next year
- review of NWEA results
- survey results for teachers, staff, and parents
- celebrating/recognizing Wendy Moore, who has retired

The Board expressed gratitude for how the DAC has worked so hard on garnering useful survey results and on making it clear to district and community members that their feedback is being heard and used.

Casey McClellan voiced concern that some of the issues highlighted on the survey results, such as students being treated fairly and teacher-parent communication, are not addressed on the improvement actions suggested. There are a significant number of disagree and strongly disagree responses, and he suggested that the district needs to look more closely at those responses and figure out why.

Kay Phelps suggested that the suggestions/plans for improvement (action items) are correlated to the response they are addressing, and try to ensure that there's an action item for each problem area highlighted in the survey results. Other Board members and Staci Cost agreed that that would be helpful in the future. Staci Cost stated that it's helpful having administrators and staff on the DAC in order to quickly identify possible solutions. Casey McClellan expressed that the DAC should dig further into these areas for improvement and come to the Board if necessary with suggestions for changes.

Staci Cost stated that this report is a work in progress, as members are still reviewing parent comments, and the report is not finalized.

Clay Tallmadge asked whether the DAC would be able to give a finalized document with clarified suggestions/action items for comments/areas of concern at the next meeting. Staci Cost stated that the committee could provide a completed report and action plan at the August meeting. Lenetta Shull pointed out that student feedback is an important missing piece of this data, and that students could provide key information.

Staci Cost agreed, and asked for input on how to implement, since any student survey would not be implemented until the upcoming school year. She also asked whether the Board had input on when to implement parent surveys, since they have been pretty late in the school year the past two years. Board members discussed the fact that later in the year does provide a more full picture of the school year, but that too late doesn't provide enough time to address. They discussed finding ways to make the surveys available and linked on the calendar to encourage participation. Staci Cost also explained that she is working with Lezlie Dibsie and Mark Baxter to have an exit survey available that could be filled out at any time.

Staci Cost also shared DAC foci for next school year, including publicizing opportunities to serve on the DAC; back to school events to encourage parent engagement; assisting school personnel in increasing parent engagement; working on the UIP; and continuing to improve and implement surveys. The next DAC meeting will be held on the 4th Monday of July, in order to prepare for the upcoming school year.

#### 4. Final 2020-2021 Student Achievement Results - Alesa Reed, Curriculum Director

Curriculum Director Alesa Reed presented an overview of student achievement for the school year.

Caveats to consider when looking at data:

- 15% of students were working online
- students were moving in and out of the district all year

NWEA Data overview (note that growth averages are typically only a point or two on the RIT scale):

- Kindergarten math and reading: positive growth, above the national norm
- First Grade math and reading: positive growth, reading above and math slightly below the national norm
- Second grade math and reading: positive growth, very close to national norms
- Third grade math and reading: positive growth below national norm in math, dip in growth in reading
- Fourth grade math and reading: positive growth at national norm in math, positive growth above national norm in reading
- Fifth grade math and reading: positive growth below national norm in math, very similar to national norm trend in reading
- Sixth grade math and reading: well below national norm in math, but with positive growth; negative growth and drop below national norm in reading
- Seventh Grade math and reading: well below national norm in math, but with positive growth; negative growth and drop below national norm in reading
- Eighth Grade math and reading: well below national norm in math, with slight positive growth; negative growth and drop below national norm in reading
- Ninth Grade math and reading: positive growth in math, closed gap but still below national norm; above national norm and minor positive growth in reading
- Tenth Grade math and reading: below national norm in math, but with positive growth; small positive growth, above national norm in reading
- Eleventh Grade math and reading: above national norm and positive growth in math; dip with net positive growth in reading, closed gap with national norm

Overall Findings:

NWEA

- Math
  - three grades were at or above national norms
  - math is an area of focus for the upcoming school year; the district is not performing adequately in math
- Reading
  - four grades were above the national norms
  - reading scores are on the rise

DIBELS

- Math
  - This tool is new and was started midyear; it wasn't used as a benchmark assessment on all students, but will be continued next year
- Reading

- 55% of K-3 students reached benchmark in DIBELS, 19% were below benchmark, and 26% were well below benchmark

Lastly, 42 scholarships were awarded to graduating students this year.

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

### **A. UNFINISHED BUSINESS**

#### **1. Policy Review (Policy BG)**

**A motion was made by Kay Phelps and seconded by Casey McClellan to adopt Policy GCE/GCF-R Professional Staff Recruiting/Hiring, Policy GDE/GDF-R Support Staff Recruiting/Hiring, and Policy CCA Organizational Chart.**

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

**Motion Passed.**

#### **2. Lawyer Decision (BDG)**

The Superintendent was unable to provide the requested information in time for this meeting. The Board revisited their discussion about consulting CASB and seeking bids. Board policy leaves the possibility of one or two lawyers open.

**A motion was made by Lenetta Shull and seconded by Casey McClellan to send out an RFP in order to search for a new district lawyer.**

#### Discussion:

Clay Tallmadge expressed concern that since we already have a good working relationship with one of the firms, it seems unnecessary to go through an RFP process.

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

**Motion Passed.**

#### **3. Talk to the Board**

Clay Tallmadge reminded the Board that last time this was discussed, the Board was wrestling with where information should go when people use the Talk to the Board tab, and whether it should be sent just to the Board or to the Superintendent.

**A motion was made by Kay Phelps and seconded by Clay Tallmadge to keep the Talk to the Board tab, and that the process be that all Board members receive the initial message, and that the Board Secretary responding to the sender, bcc'ing the Superintendent and all Board members.**

Discussion:

The Board discussed the process, including how to handle messages that don't warrant contacting the Superintendent, and decided to add the process to the agenda of the next workshop.

**No vote, Motion died.**

**B. NEW BUSINESS**

**1. 2021-2022 Budget (BBA, DB, DBC, DBC-E)**

The budget meeting to approve the final preliminary budget will be in the morning on the 17th.

Finance Dir. Jones presented new changes to the preliminary budget, and talked through the individual fund budgets. She explained that some salary changes were made based on new hires, line item mistakes were corrected, and some room was inserted in the principal salaries. The new total is \$13,151,850, and it is a balanced budget.

The district's ESSR II application has been submitted, but the district has not yet received a response.

The Board discussed the fact that they cannot address the letter received at the budget workshop requesting salary adjustment for principal schedules, because nothing has been finalized or presented for updating those salary ranges. The money is available in the budget, per this update by Dir. Jones, but nothing can be done at this meeting.

Re: the lunch fund: Clay Tallmadge asked for clarification about how the lunch fund reimbursements work. Dir. Jones explained that every meal that is rung through as a reimbursable lunch is billed back, and that sum is sent by the state each month.

**2. Superintendent Vacancy**



Maegan Crowley began the discussion by stating that the Board needs to decide whether to move forward with an interim superintendent search or a full search, and to decide on advertising and dates.

**A motion was made by Clay Tallmadge and seconded by Casey McClellan to begin the process to hire an interim superintendent.**

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

**Motion Passed.**

The Board discussed the fact that Board policy (CBB) does not describe the process, so the Board needs to decide on how to proceed. Kay Phelps asked whether an interim superintendent would have to have an administrator's license; Dir. Jones replied that there have been several in the past who have not had an administrator license. The Board reviewed the policy and the job description used in previous searches. Clay Tallmadge cited Policy CBA-CBC, stating that the candidate should be required to have an administrator's license.

**A motion was made by Clay Tallmadge and seconded by Casey McClellan to advertise the interim superintendent position internally, on the CASB website, and on the Dolores School District site, per Board Policy CBB.**

Discussion:

Maegan Crowley shared questions that had been asked of CASB, and their responses.

Q1: Are there legal considerations for appointing an interim superintendent?

A1: Colorado law does not require the Board of Education to conduct a search for a superintendent, regardless of whether or not the person will serve as interim superintendent.

Q2: Does CASB have a list of advertising places?

A2: CASE and CASB can both be used to advertise an interim superintendent

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

**Motion Died.**

Further discussion: the Board discussed how to design the interim superintendent role and the advertisement for it to make it clear that the interim superintendent will be expected to work in tandem with current administration (Curriculum Director).

Clay Tallmadge stated that the advertisement also needs to include specific superintendent responsibilities / job description. Lenetta Shull stated that she would prefer to shift the requirement for an administrator license to the ability to obtain one, rather than requiring an existing one.

**A motion was made by Clay Tallmadge and seconded by Lenetta Shull that the Board of Education advertise the position of interim superintendent for the 2021-2022 school year internally, on the CASB website, on the CASE website, and on the Dolores School District site, per Board Policies CBB and CBA-CBC.**

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

**Motion Passed.**

The Board discussed a timeline for the search, posting the position on Monday and closing the posting after three weeks to allow time for review of applications and a determination of three candidates, per board policy. They discussed closing the posting on the 2nd of July, with tentative first round interviews on the 8th of July, and final interviews completed by the 16th of July. Each Board member will use a common rubric to rank all initial candidates, and the rubrics will be tallied to determine those selected for interviews.

Board members expressed that they want to incorporate community input, but were concerned about the extremely short timeline. They discussed whether or not to form a hiring committee including members of staff and the community, or to wait for the full superintendent search to convene a committee. A committee would review applications and would inform the Board of their preferences. The Board would then consider this input and use their own rubrics and discussions to move forward. Alternatively, they discussed a one-night forum in lieu of a committee, but were concerned about confidentiality and how to implement a lottery system to determine participants.

Policy requires that finalists for the superintendent position be publicly posted 14 days before a decision is made. The Board discussed finding out whether this policy applies to interim, or if a different policy applies.

### 3. Administrative Salary Schedule

**A motion was made by Casey McClellan and seconded by Clay Tallmadge to change the Dolores School District Middle School Principal salary range to \$65,000 - \$80,000.**

Discussion:

The Board discussed the question of why elementary, middle, and high school principal salary ranges are so varied, and stated that having ranges based on number of families and students served, etc. would make more sense than prioritizing based on grade levels. They also discussed using more of a step process for administrative positions rather than a range. They agreed to revisit the issue of administrator salary schedules, including looking at other districts, at a subsequent meeting, but that the current motion would address the issue of bringing the salary schedule in line with new board policy and would help to address the requests made by current staff.

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

**Motion Passed.**

4. DAC Appointment of Secretary - Sue Garlick (AE-R-3)

A motion was made by Lenetta Shull and seconded by Kay Phelps to approve the appointment of Dr. Sue Garlick as the new DAC Secretary.

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

**Motion Passed.**

5. Sealed Bids for Preschool Roof (DJE)

The Board discussed details of the process, materials, and cost of the two bids that were received. They consulted with Maintenance Director Goad.

Q: are these full bids?

A: both are quotes on what the district will be guaranteed to pay for the project.

Q: is there a timeline on either?

A: the 1page bid estimates a week to a week and a half; the 2page bid did not include a timeline.

The Board and the maintenance director discussed discrepancies in the bids, particularly in materials and warranties on one of the bids, and in the prices. They discussed the need for clarification. The maintenance director shared that he was instructed to go ahead with the first bid, and that materials have also been ordered. In light of this, the Board discussed that in this case it would be best to accept the bid that has been moved forward with, and ensure that in the future the process be followed more closely and requests for bids require clear and fully explained bids.

**A motion was made by Lenetta Shull and seconded by Kay Phelps to accept Bid 2 (the one-page document).**

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

**Motion Passed.**

Casey McClellan stated that his reasons for voting nay were: 1. the Board did not receive 3 bids; 2. contractor 2 did not submit an official bid; and 3. there is a possible error on quote 1.

#### 6. Friday Coordinator for 2021-2022 (GCA)

The board discussed the parameters for the Friday Coordinator position. They discussed a start date of July 15th, and that an hourly rate is best, but that an estimate of 10 hours a week seems high. They also discussed that the position will be paid for through ESSR funds. Clay Tallmadge raised the question of who this position would report to, since it does not currently exist in the district's organizational chart. The board discussed that the superintendent would be the most likely supervisor for this position.

**A motion was made by Kay Phelps and seconded by Casey McClellan to approve the Friday Coordinator position as proposed.**

#### Discussion:

Lenetta Shull stated concern that the four day calendar proposal that the Board approved was not going to incur any more costs, and that this is an additional cost. Maegan Crowley stated that she agreed, but also recognized the need for this position to help the district transition, and to help new superintendent transition as well. Board members agreed, and recognized the need for the position and that it is paid for through ESSR so is not a major additional cost.

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

**Motion Passed.**

#### 7. July Workshop

**A motion was made by Clay Tallmadge and seconded by Lenetta Shull to postpone the July Board Workshop until the hiring of an interim superintendent.**

The Board discussed that August or September will be a more likely time for the workshop, but that setting a date at this point is not necessary.

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

**Motion Passed.**

8. Recommendations to Hire (Policy BBAS, GCA)
  - a) Angie Lowe - HS Cross Country Coach
  - b) Lucas Werner - MS Cross Country Coach
  - c) Ben Lykins - Night Custodian
  - d) Taegan Marsten - Custodian
  - e) Blake Jones - Elementary Music Teacher
  - f) David Krumweide - Elementary Technology
  - g) Scott Conklin - Head HS Football Coach

**A motion was made by Lenetta Shull and seconded by Kay Phelps to accept all of the recommendations to hire listed above.**

Clay Tallmadge pointed out that there is another last minute hire to add for the auto mechanic instructor position.

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

**Motion Passed.**

**A motion was made by Clay Tallmadge and seconded by Casey McClellan to accept the recommendation to hire for the auto mechanic instructor position that was included last minute in the Board's materials.**

Discussion: Lenetta Shull asked for clarification about why this position is being hired. Doreen Jones clarified that there is an increased teaching workload for this position, and that the transportation director who has currently been serving this need in addition to his other duties as well as driving a bus. The Board discussed uncertainty about whether this position had been approved and budgeted for. Doreen Jones suggested that the Board move forward with the hire if comfortable, and that funds will need to be moved but that it would not be an issue.

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

**Motion Passed.**

**VIII. Executive Session for the discussion of Personnel Matters - Superintendent Contract C.R.S. 24-6-402(4)(f) and C.R.S. 24-6-402(4)(b)**

A motion was made by Maegan Crowley and seconded by Lenetta Shull to enter into Executive Session for the purpose of discussion regarding Personnel Matters - Superintendent Contract, as authorized by C.R.S. 24-6-402(4)(f) and C.R.S. 24-6-402(4)(b). Those present at the Executive Session shall be members of the Board of Education and the Financial Director.

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

**Motion Passed.**

The Board returned from Executive Session at 11:20pm. No decisions were made during the Executive Session.

A motion was made by Lenetta Shull and seconded by Casey McClellan that the current superintendent of the Dolores RE-4A School District be placed on leave with full pay and benefits for the remainder of the contract term.

Discussion:

Board members discussed whether this action would prevent the superintendent from answering any questions from the Board for the remainder of her term, and whether it would sever the Board's relationship with the superintendent.

Lenetta Shull stated that this motion was not proposed lightly, and that it is a very difficult decision, but that she believes it is in the best interest of the school district to sever ties, move forward, and begin anew.

Kay Phelps stated that she believes that the district is indeed moving forward, but that there are things that need to be wrapped up, and that the district's image and reputation also needs to be considered.

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

**Motion Failed.**

**IX. AGENDA PLANNING**

**A. Next Agenda**


- Student survey as discussed during the DAC portion of the meeting
- CASB Event
- Superintendent evaluations- information from other districts and process for our district

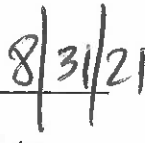
The Board will work with the administration to ensure that direction is provided during the superintendent transition process.

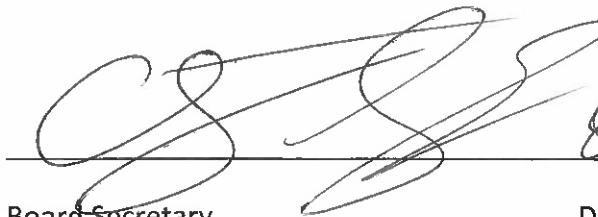
**B. Meeting Recap**

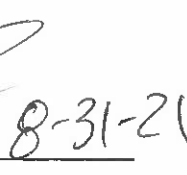
**X. ADJOURNMENT**

Meeting was adjourned by Maegan Crowley at 11:33pm.

  
Board President

  
Date

  
Board Secretary

  
Date