

**Board of Education Meeting Minutes**  
**Agate School District #300**  
**Wednesday, May 22, 2019**  
**6:00 p.m.**

- I. **Meeting called to order** by Jenny MacLennan at 5:58pm
- II. **Pledge of Allegiance** (Recorder Started)
- III. **Roll Call:** Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector. (No one absent)
- IV. **Approval of Agenda:** Jenny MacLennan moved to approve the agenda with changes: add (F) Approval for Marketing Contract, (G) Surplus List #3 and #4, and (H) Best Grant. Doug Purdy seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector  
Motion carried: 4-0

- V. **Approval of Previous Meeting Minutes:** Approval of Special Board Meeting Minutes from May 2, 2019. April 24<sup>th</sup> Meeting Minutes have not been submitted. Teffanie Rector moved to approve the May 2<sup>nd</sup> Meeting Minutes with corrections: IP to IEP, MMC to MCC and PARA to Para Professional, Jenny MacLennan seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector  
Motion carried: 4-0

- VI. **Approval of the Consent Agenda**
  - Monthly Expenditures of \$32,314.43
  - Monthly Payroll of \$38,512.48Teffanie Rector moved to approve the monthly expenditures and payroll, Jenny MacLennan seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector  
Motion carried: 4-0

- VII. **Opportunity for the audience to address the Board of Directors:** Letter regarding Transportation from the Transportation Auditor. Marty Adams presented that the School's Transportation Audit is clear with no violations and inspection is good for one year.

- VIII. **Communications to the Board**

- Business Action Items**

- A. Approval for Signature Stamps for All Funds
  - Brenda Kroh presented using Signature Stamps for All Funds allows for consistency and Best Practices, choosing not to be a signor on the account but manager and administrator of all finances and funds, including all bank accounts.
  - Teffanie Rector moved to approve using Signature Stamps for All Funds, Brenda as Administrator/Manager, not a signor. Jenny MacLennan seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector

Motion carried: 4-0

B. Policies: Final Reading EHC, DKB, EF, GBGD, and BBBE

Jenny MacLennan made a motion for the Final Reading of EHC, DKB, EF, GBGD, and BBBE  
Teffanie Rector seconded the motion.

Discussion: GBGD Worker's Compensation / Rescinded GBGD.

Clarifications made regarding Board Vacancy acknowledgement

Teffanie Rector made a motion to amend/exclude from Final Reading GBGD, and Jenny MacLennan seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector

Motion carried: 4-0

Vote: Final Reading of EHC, DKB, EF, and BBBE

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector

Motion carried: 4-0

C. 2<sup>nd</sup> Reading GASP and GASP-E

Kristina Nowak made a motion to Table 2<sup>nd</sup> Reading GASP and GASP-E and Jenny MacLennan seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector

Motion carried: 4-0

D. Approve Teacher Contracts

Marty Adams: no contracts to present at this time. We are currently advertising for a Pre-K Director and 1<sup>st</sup>/2<sup>nd</sup> Grade Teacher. An applicant who is fully licensed to open a preschool and has 10 years of Pre-K experience visited our school today. She is very enthusiastic and on board with the school. The Applicant stated that if she were to be offered the job, she would take it. Due diligence pending.

Mr. Adams asked the Board to consider Becca coming on board to teach First and Second grades as no one has applied. Becca will continue classes to obtain her Teaching Certificate. At the end of July and if no one has applied, consider Becca and at that time adjustments between the teachers can be made in terms of regrouping students.

E. Approval of offering property for sale

Jenny MacLennan made a motion to approve offering the School Owned Property for Sale with Bryan's (Realtor) recommendation of listing the lots two at a time, Teffanie Rector seconded the motion.

Discussion: Questions posed: (1) listing price of lots – close to \$50,000 each (2) how will proceeds be used – School maintenance and repairs. The school was gifted the property and has owned it for several decades.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector

Motion carried: 4-0

F. Approval for Marketing Contract – Video Production \$4500.00

*“Striving for Excellence”*

This is part of marketing for next year and would include the success stories and the video would be made on a day when the majority of students are present.

Jenny MacLennan made a motion to approve Video Production \$4500.00 and Kristina Nowak seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector  
Motion carried: 4-0

Doug Purdy made a motion for a five minute recess at 6:35pm, Jenny MacLennan seconded The motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector  
Motion carried: 4-0

Doug Purdy made a motion to reconvene at 6:39pm, Jenny MacLennan seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector  
Motion carried: 4-0

- G. Surplus List #3 and #4 - add to list #4, 14 – 6 to 8 ft. folding tables and various kitchen items that are not currently used nor will be used.

Teffanie Rector made a motion to approve Surplus list 3 and 4 with addition items, tables and kitchen equipment, Jenny MacLennan seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector  
Motion carried: 4-0

- H. Best Grant – Teffanie Rector recommended applying for the Best Grant. Marty Adams: when applying for The Best Grant, the District has to match 50% of the money needed. (1) the school does not have the mill levy override (2) a Bond has not been passed by the District. Teffanie Rector would like to pursue grant funding for a new school versus spending money on repairs for an old school. Mr. Adams suggested applying for Grants that would apply to repairs and equipment. However, the school may have priority for The Best Grant as they have never used the grant. The costs for a new school are quite high

All even using all the school's reserves wouldn't be enough for a match.

## **X. Board Reports**

### **A. Finance Manager - Vic Craven**

We have four items for the June Agenda (1) we will be adopting a supplemental budget to include additional monies received from the State of Colorado (2) Preliminary Budget Approval is due 06/30/2019 (3) Set paydays for next year (4) Set Board Meeting dates for next year.

### **B. Superintendent/Principal – Marty Adams**

We will be applying for Pre-K money from the State for 6 students which would give us about \$8000 per child for the year for a total of \$48000

Last Day of School is tomorrow. We will have a barbeque and end of year awards presentation, as well as, Mr. Justus' video of the student field trip.

Graduation is at 11:00am on Saturday. Auction will be in the Gymnasium tomorrow. Auction is set for June 15<sup>th</sup> in Limon. We had only one bid for the electrical work for the shop. The bid is \$3000 higher than the \$10000 that was budgeted.

In-service for Teachers will be Friday.

C. Facility Report – No Report

D. Board Members – There is still an open seat on the board

E. ECBOCES Representative Report – No Report

**XI. Adjournment:** Jenny MacLennan moved to adjourn the meeting at 7:12pm. Doug Purdy seconded the motion.

Aye: Jenny MacLennan, Kristina Nowak, Doug Purdy and Teffanie Rector

Motion carried: 4-0

**The next regular meeting is scheduled for June 26, 2019**

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**President of the Board**

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**Secretary of the Board**