



Garfield County School District No. 16
PO Box 68, 0460 Stone Quarry Road
Parachute, CO 81635
Telephone: 970.285.5701

Certified: December 13, 2022
TRUE AND CORRECTED COPY AS ADOPTED
BY THE BOARD OF DIRECTORS ON
December 13, 2022

Marilyn A. Mondragon, Secretary to the Board

Board of Directors
Regular Meeting, November 15, 2022
Minutes

CALL TO ORDER AND ROLL CALL

Grand Valley High School/Career Center; President Lynn J. Shore called the regular meeting of the Board of Directors for Garfield County School District No. 16 to order at 5:00 p.m.

| | |
|---------------------------|---------|
| Staci R. McGruder | Present |
| Lynn J. Shore | Present |
| Vincent T. Tomasulo | Present |
| Brittany A. Van Teylingen | Present |
| Kimberly S. Whelan | Present |

Staff Present:

Dr. Jennifer A. Baugh, Interim Superintendent
Rose H. Belden, Interim Director of Business Services
Nathan A. Humphrey, Director of Technology
Marilyn A. Mondragon, Executive Assistant to the Superintendent & BOE

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

APPROVAL OF AGENDA

M/S Van Teylingen/Whelan:

Motion was made to approve the agenda as presented.

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

WORK SESSION

A work session of the Board of Directors was held. Kelly McCormick, Principal, along with several certified staff members and students presented an update on Grand Valley High School.

CONSENT AGENDA/BLANKET MOTION FOR ITEMS

M/S Tomasulo/Van Teylingen:

Motion was made to approve the following Consent Agenda/Blanket Motion for Items as presented:

- VI. Board of Education Meetings Minutes – October 18, 2022
- IX.B.2. Financial Matters – September and October 2022

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

AUDIENCE MEMBERS WHO MAY WISH TO ADDRESS THE BOARD

There being no audience members present to address the Board, this matter was passed.

UNFINISHED BUSINESS

Board of Education Policy Manual Overhaul – Policies, Regulations, and Exhibits (Special Policy Updates) – 1st Reading/1st Vote

The following policies, regulations, and exhibits were presented for 1st Reading/1st Vote (*Appendix A 1-47*):

- a. AC Nondiscrimination/Equal Opportunity
- b. AC-E-1 Nondiscrimination/Equal Opportunity (Sample Notice) – Exhibit
- c. BEC Executive Sessions
- d. BID/BIE School Board Member Compensation/Expenses/ Insurance/Liability
- e. DJB Federal Procurement
- f. GBA Open Hiring/Equal Employment Opportunity
- g. GBAB Workplace Health and Safety Protection
- h. GBEA Staff Ethics/Conflict of Interest
- i. GBEB Staff Conduct (And Responsibilities)
- j. GBI Criminal History Record Information
- k. GBJ Personnel Records and Files
- l. GCE/GCF Professional Staff Recruiting/Hiring
- m. GCE/GCF-R Professional Staff Recruiting/Hiring – Regulation
- n. GCQC/GCQD Resignation of Instructional Staff/Administrative Staff
- o. GCQC/GCQD-R Resignation of Instructional Staff/ Administrative Staff (Mandatory Reporting Requirements) – Regulation
- p. GCQF Discipline, Suspension, and Dismissal of Professional Staff (And Contract Nonrenewal)

- q. GCQF-R Discipline, Suspension and Dismissal of Professional Staff (Mandatory Reporting Requirements) – Regulation
- r. GDBC Support Staff Supplementary Pay/Overtime
- s. GDE/GDF Support Staff Recruiting/Hiring
- t. GDE/GDF-R Support Staff Recruiting/Hiring – Regulation
- u. GDQB Resignation of Support Staff
- v. GDQD Discipline, Suspension and Dismissal of Support Staff
- w. IHCD A Concurrent Enrollment
- x. IKF Graduation Requirements
- y. IKF-E Graduation Requirements – Exhibit
- z. JB Equal Educational Opportunities
- aa. JEB Entrance Age Requirements
- bb. JF Admission and Denial of Admission
- cc. JFAB Continuing Enrollment of Students Who Become Nonresidents
- dd. JFABA Nonresident Tuition Charges
- ee. JFBA Intra-District Choice/Open Enrollment
- ff. JFBA-R Intra-District Choice/Open Enrollment – Regulation
- gg. JFBB Inter-District Choice/Open Enrollment
- hh. JFBB-R Inter-District Choice/Open Enrollment – Regulation
- ii. JICDD* Violent and Aggressive Behavior
- jj. JICDE* Bullying Prevention and Education
- kk. JII Student Concerns, Complaints, and Grievances
- ll. JLCB Immunization of Students
- mm. JLCB-R Immunization of Students – Regulation
- nn. JLCD Administering Medications to Students
- oo. JLCD-E Permission for Medication – Exhibit
- pp. JLCDB* Administration of Medical Marijuana to Qualified Students
- qq. JLCD-R Administering Medicines to Students – Regulation
- rr. JLCDB*-E Administration of Medical Marijuana to Qualified Students (Written Plan) – Exhibit
- ss. KB Parent and Family Engagement in Education
- tt. LBD* Relations with District Charter Schools
- uu. LBD*-R Relations with District Charter Schools (Procedures for Establishment, Review, Renewal, Revocation, and Closure) - Regulation

Revisions were made to the following:

- GCE/GCF-R Professional Staff Recruiting/Hiring – page 3 of 5, bullet #5, last paragraph, first sentence, “The school district may charge the applicant a nonrefundable fee of \$_____ to cover the direct and indirect costs of fingerprint processing.” Add “\$0.00.”
- GCQC/GCQD-R Resignation of Instructional Staff/Administrative Staff (Mandatory Reporting Requirements) – Regulation GCQF-R Discipline, Suspension and Dismissal of Professional Staff (Mandatory Reporting Requirements) – Regulation – both regulations are requiring the Board to select a number of days for reporting purposes. Ten business days will be inserted throughout.
- JEB Entrance Age Requirements – page 1 of 2, first paragraph, “A child may enter kindergarten if they are five years old on or before *[set date between August 1 through October 1]* of the year of enrollment.” Insert October 15.
- JLCB-R Immunization of Students – page 1 of 2, bullet #2.a., “a completed certification of medical exemption from a licensed physician that the student’s physical, qualified physician assistant, or advanced practice nurse condition is such that immunization would endanger the student’s life or health or is otherwise medically contraindicated due to other medical conditions” was re-worded as follows for clarity:
“a completed certification of medical exemption from a licensed physician, qualified physician assistant, or advanced practice nurse, that the student’s physical condition is such that immunization would endanger the student’s life or health or is otherwise medically contraindicated due to other medical conditions”
- JLCD Administering Medications to Students – page 2 of 4, has included optional language that the Board can choose to include in this policy to elect to stock epinephrine and allow district staff to administer epinephrine to students in emergency situations and optional language to elect to stock

"opiate antagonists" (i.e. naloxone) and allow district staff to administer opiate antagonists to students, staff or others in emergency situations. A lengthy discussion was held. The Board directed Interim Superintendent Baugh to solicit legal clarification regarding the district's liability if these medications are stocked, but chosen not to be used during a medical emergency.

M/S Van Teylingen/Tomasulo:

Motion was made to approve the policies, regulations, and exhibits for 1st Reading/1st Vote contingent upon a legal opinion surrounding the optional language in policy JLCD Administering Medications to Students as amended.

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

Board of Education Policy BE – School Board Meetings – 2nd Reading/Final Vote

Board policy BE – School Board Meetings was presented for 2nd Reading/Final Vote (*Appendix B*).

M/S Van Teylingen/McGruder:

Motion was made to approve Board policy BE – School Board Meetings for 2nd Reading/Final Vote as presented.

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

NEW BUSINESS

Grand Valley Center for Family Learning - Professional Development Day

Interim Superintendent Baugh informed the Board that Meri Nofzinger, Preschool Coordinator, requested a professional development day for the Preschool staff only on March 10, 2023. This matter will be presented to the Board at the regularly scheduled Meeting on December 13, 2022, for consideration and action.

Fiscal Year 2023 Supplemental Budget Appropriation Resolution

The following supplemental budget appropriation resolution for fiscal year 2023 was presented for consideration and action (*Appendix C*):

**Supplemental Budget FY 23
November 15, 2022**

Grant Fund:

| | |
|---|--------------|
| SS – State Library Grant | \$5,000.00 |
| FS – Title I Carry Over | \$11,965.00 |
| FS – CCOSG Grant PK | \$101,530.15 |
| SS – Counselor Core Grant | \$45,000.00 |
| LS – ACF Operating Grant SBFRC | \$20,000.00 |
| FS – ESSER II Grant Carry Over Adjustment | (\$3,176.00) |
| LS – Preschool Community Partnership | \$10,000.00 |

APPROPRIATION RESOLUTION

BE IT RESOLVED BY THE Board of Directors of Garfield County School District No. 16 located in Garfield County that the amount of \$3,653,637.90 be appropriated to the GRANT FUND, for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

President, Board of Directors

Date

M/S Tomasulo/Van Teylingen:

Motion was made to approve the supplemental budget appropriation resolution for the Grant Fund for fiscal year 2023 as presented.

A brief discussion was held with questions being addressed.

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

Interim Director of Business Services' Report

Rose Belden, Interim Director of Business Services, indicated that the following items would be presented to the Board at the regularly scheduled meeting on December 13, 2022:

- Preliminary District Audit Report for Fiscal Year 2022
- Certification of Mill Levies – Property Tax Year 2022
- 2022-2023 District Summary of Pupil Counts

Interim Superintendent's Report

Dr. Jennifer Baugh, Interim Superintendent, provided the Board with the following Personnel Matters Report for all Contracted/Non-Contracted Certified and Classified "At Will" employees for information only (*Appendix D*):

COACHING/SPONSORS

CONTRACTED/NON-CONTRACTED CERTIFIED/CLASSIFIED "AT-WILL" PERSONNEL

| <u>NAME</u> | <u>LOCATION</u> | <u>ASSIGNMENT</u> |
|---------------------|----------------------------|---|
| Amborn, Micah C. | Grand Valley Middle School | Head Coach - Track & Field |
| Berner, Dwight B. | Grand Valley Middle School | Assistant Coach – 8 th Grade Boys' Basketball |
| Clark, Brittany M. | Grand Valley Middle School | Assistant Coach – 7 th Boys' Basketball |
| Clark, Brittany M. | Grand Valley Middle School | Assistant Coach – 7 th Girls' Basketball |
| Medina, Cheralae K. | Grand Valley Middle School | Head Coach – 8 th Girls' Basketball |
| Millius, Brian D. | Grand Valley Middle School | Assistant Coach - 8 th Grade Girls' Basketball |
| Millius, Brian D. | Grand Valley Middle School | Head Coach - 8 th Grade Boys' Basketball |
| Rugaard, Thomas R. | Grand Valley Middle School | Head Coach - Wrestling |
| Tustin, Caitlyn L. | Grand Valley Middle School | Assistant Coach – Track & Field |
| Young, Steve M. | Grand Valley Middle School | Assistant Coach – Track & Field |
| Young, Steve M. | Grand Valley Middle School | Head Coach – 7 th Grade Boys' Basketball |
| Young, Steve M. | Grand Valley Middle School | Head Coach – 7 th Grade Girls' Basketball |

COACHING/SPONSORS RESIGNATIONS

CONTRACTED/NON-CONTRACTED CERTIFIED/CLASSIFIED "AT-WILL" PERSONNEL

| <u>NAME</u> | <u>LOCATION</u> | <u>ASSIGNMENT</u> |
|---------------------|----------------------------|--|
| Hautala, Michael D. | Grand Valley Middle School | Assistant Coach – 7 th Girls' Basketball |
| Murphy, Dalin B. | Grand Valley Middle School | Assistant Coach – 7 th Grade Boys' Basketball |

EXTRA DUTY STIPENDS

CONTRACTED/NON-CONTRACTED CERTIFIED/CLASSIFIED "AT-WILL" PERSONNEL

| <u>NAME</u> | <u>LOCATION</u> | <u>ASSIGNMENT</u> |
|--------------------------|---------------------------------|---|
| Adair, Carlie K. | G.V. Center for Family Learning | Assistant Teacher Qualified 22-23 SY Stipend: \$1,000.00 |
| Bolton, Ashlee L. | G.V. Center for Family Learning | Assistant Teacher Cert. 22-23 SY Stipend: \$1,000.00 |
| Campbell, Samantha J. | G.V. Center for Family Learning | Assistant Teacher Cert. 22-23 SY Stipend: \$1,000.00 |
| Cornejo-Benites, Jessica | G.V. Center for Family Learning | Assistant Teacher Qualified 22-23 SY Stipend: \$1,000.00 |
| Gherardini, Sandra | G.V. Center for Family Learning | Assistant Teacher Qualified 22-23 SY Stipend: \$1,000.00 |
| Gibson, Elizabeth A. | Bea Underwood Elementary | Assistant Teacher Cert. 22-23 SY Stipend: \$1,000.00 |
| Gutierrez, Bobbi J. | G.V. Center for Family Learning | Assistant Teacher Qualified 22-23 SY Stipend: \$1,000.00 |
| Janssen, Susan L. | G.V. Center for Family Learning | Assistant Teacher Qualified 22-23 SY Stipend: \$1,000.00 |
| Pavich, Mykenna L. | G.V. Center for Family Learning | Assistant Teacher Qualified 22-23 SY Stipend: \$1,000.00 |

NEW EMPLOYEES

NON-CONTRACTED CERTIFIED/CLASSIFIED "AT-WILL" PERSONNEL

| <u>NAME</u> | <u>LOCATION</u> | <u>POSITION</u> |
|----------------------------|----------------------------|---|
| Clark, Brittany M. | Grand Valley Middle School | "Long-Term Substitute - Teacher of Record" – Physical Education Teacher |
| Knox, Addie A. | District-Wide | Substitute – Certified |
| McPherson, Emily R. | District-Wide | Substitute – Certified |
| Schelling, Emylee M. | District-Wide | Substitute - Classified |
| Spritzer, Martin E. | District-Wide | Substitute – Certified |
| Van Teylingen, Brittany A. | District-Wide | Substitute – Certified |

RESIGNATIONS

NON-CONTRACTED CERTIFIED/CLASSIFIED "AT-WILL" PERSONNEL

| <u>NAME</u> | <u>LOCATION</u> | <u>POSITION</u> |
|----------------------|---------------------------------|--|
| Ruiz, Vanessa A. | G.V. Center for Family Learning | Paraprofessional – Special Education Effective: December 2, 2022 |
| Vicencio, Lisbeth S. | Grand Valley Middle School | Paraprofessional – Special Education (Severe Needs) Effective: November 11, 2022 |

TRANSFERS

NON-CONTRACTED CERTIFIED/CLASSIFIED "AT-WILL" PERSONNEL

| <u>NAME</u> | <u>OLD POSITION/LOCATION</u> | <u>NEW POSITION/LOCATION</u> |
|--------------------|---|---|
| Adair, Carlie K. | Paraprofessional – Kindergarten General Education G.V. Center for Family Learning | Preschool Lead Teacher G.V. Center for Family Learning |

***BACKGROUND CHECK AND/OR LICENSE PENDING**

Interim Superintendent Baugh provided the following:

- A request for proposal (RFP) was solicited for a Master Facility Plan assessment. The deadline for submission is November 30, 2022. The scope would be to evaluate all district facilities and grounds.

A process will be developed to include a selection committee and interview process. This assessment will be utilized in determining future capital improvement projects.

- The District Accountability Committee meeting was held October 27, 2022, at 6:30 p.m. The topics discussed included: student report cards K-12, student-led parent teacher conferences, parent involvement, re-establishing a PTA/PTO, and decreasing barriers for parent participation.
- The community is encouraged to view the district calendar, district website, Facebook, etc. for district events.
- The weather will be monitored closely as winter approaches. Alerts will be sent for school closures.

Board of Education Reports/Comments

The Board was reminded of the CASB Annual Convention scheduled November 30 – December 3, 2022, in Colorado Springs. District vehicles are available.

Determination/Input for Future Work Session(s)/Meeting(s)

The next regular meeting of the Board is scheduled on Tuesday, December 13, 2022, and it will be held at the Educational Support Services Center/Room #96 commencing at 5:00 p.m.

AUDIENCE MEMBERS WHO MAY WISH TO ADDRESS THE BOARD

There being no audience members present to address the Board, this matter was passed.

EXECUTIVE SESSION PURSUANT TO § 24-6-402(4)(E)(I), C.R.S. FOR THE PURPOSE OF DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS; DEVELOPING STRATEGY FOR NEGOTIATIONS; AND INSTRUCTING NEGOTIATORS

M/S Shore/Van Teylingen:

I move that the Board of Education convene in executive session at 6:12 p.m. pursuant to § 24-6-402(4)(e)(I), C.R.S. for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.

This matter involves discussion pertaining to the terms of the district Superintendent Contract.

Those present at the outset of the executive session shall be Marilyn Mondragon and all members of the Board.

As required by the Colorado Open Meetings Law, a record is being kept of this executive session.

I remind each participant to confine all discussion to the stated purpose of the executive session and that no formal action may occur in the executive session.

If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection.”

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

CONSIDERATION: POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

“The time is now 6:38 p.m., and the executive session has been concluded. The participants in the executive session were Marilyn Mondragon and all members of the Board.”

“If any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record. An improper matter would include something not included in the motion to go into executive session or an improper vote or decision.”

M/S Tomasulo/Van Teylingen:

Motion was made to authorize President Lynn J. Shore to negotiate further a contract and salary with Dr. Jennifer A. Baugh based on the terms and conditions that were discussed in executive session.

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

OTHER NEW BUSINESS

Acceptance of a Board of Director Resignation

Brittany A. Van Teylingen’s letter of resignation was presented for consideration and action (Appendix E).

M/S Whelan/McGruder:

Motion was made to accept Brittany A. Van Teylingen’s letter of resignation effective November 16, 2022, as presented.

A brief discussion was held. The vacancy will be declared at the regularly scheduled meeting on December 13, 2022. Interviews could be held during the work session scheduled on January 17, 2023. It was suggested that the Board meeting in January be held at the District Administration Office/Board meeting room.

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-no, Van Teylingen-aye, Whelan-aye.

Motion Carried.

ADJOURNMENT

M/S Van Teylingen/McGruder:

Motion was made to adjourn the regular meeting of the Board of Directors.

Roll Call Vote:

McGruder-aye, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

The regular meeting of the Board of Directors for Garfield County School District No. 16 adjourned at 6:46 p.m.

Submitted by:

Marilyn A. Mondragon
Secretary to the Board of Directors

Lynn J. Shore, Board President

Kimberly S. Whelan, Board Vice-President

NOTE: All appendices, attachments, and/or documents supporting the items discussed can be reviewed at the District Administration Office, 0460 Stone Quarry Road, Parachute, Colorado.