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Certified: May 17, 2022
TRUE AND CORRECTED COPY AS ADOPTED
BY THE BOARD OF DIRECTORS ON
May 17, 2022

Marilyn A. Mondragon, Secretary to the Board

Board of Directors
Regular Meeting, April 12, 2022
Minutes

WORK SESSION

A work session of the Board of Directors for Garfield County School District No. 16 was held from 4:30 to 6:06 p.m. for the purpose of completing the interview process with prospective candidates to fill the vacated Board of Directors seat. The appointee will serve until the next regular biennial election, which is November 2023.

CALL TO ORDER AND ROLL CALL

District Administration Offices/Board meeting room; President Lynn J. Shore called the regular meeting of the Board of Directors for Garfield County School District No. 16 to order at 6:06 p.m.

Staci R. McGruder	Present
Lynn J. Shore	Present
Brittany A. Van Teylingen	Present
Kimberly S. Whelan	Present

Staff Present:

Rose H. Belden, Interim Director of Business Services
Marilyn A. Mondragon, Executive Assistant to the Superintendent/BOE

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

APPROVAL OF AGENDA

President Shore requested that agenda item "XII. Executive Session to Discuss Legal Matters as Authorized by C.R.S. 24-6-402(4)(b)" and "XIII. Consideration: Possible Action Following Executive Session" be shifted to 7:10 p.m. to accommodate the district's legal counsel's schedule.

M/S Van Teylingen/Whelan:

Motion was made to approve the agenda as amended.

Roll Call Vote:

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

Motion Carried.

SELECTION PROCESS TO FILL THE VACATED BOARD OF DIRECTORS SEAT

During the work session of the Board of Directors, several interviews were conducted with prospective candidates to fill the vacated Board of Directors seat. The appointee will serve until the next regular biennial election, which is November 2023.

M/S Van Teylingen/McGruder:

Motion was made to appoint Christopher Janz to fill the 2-year appointed Board of Directors seat as presented.

A brief discussion was held with concerns being expressed and questions being addressed.

Roll Call Vote:

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

Motion Failed.

M/S Shore/Whelan:

Motion was made to appoint Vincent Tomasulo to fill the 2-year appointed Board of Directors seat as presented.

A brief discussion was held with concerns being expressed and questions being addressed.

Roll Call Vote:

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

Motion Failed.

A lengthy discussion was held with concerns being expressed and questions being addressed.

M/S Van Teylingen/McGruder:

Motion was made to take a 10 minute break as presented.

Roll Call Vote:

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

Motion Carried.

A short break was held from 6:46 to 6:54 p.m.

This matter will be addressed at the special meeting of the Board that will be scheduled on May 3, 2022. In accordance with state law, the Board is required to fill the vacated seat by appointment within 60 days from the time the vacated seat was declared, which is the non-residency status for Christina J. Abbey effective March 31, 2022.

CONSENT AGENDA/BLANKET MOTION FOR ITEMS

Ms. Mondragon informed the Board that the resignation status of Scott M. Parker was incorrectly reported on the Certified/Classified Contracted Employees Personnel Report. This should have been reported as a retirement not a resignation.

M/S Van Teylingen/McGruder:

Motion was made to approve the following Consent Agenda/Blanket Motion for Items with the correction to the Personnel Report as amended:

VII. Board of Education Meetings Minutes – March 15 and March 17, 2022

X.B.4. Personnel Matters – Certified/Classified Contracted Employees

NEW EMPLOYEES - CERTIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Clark, Jon T.	G.V. Center for Family Learning	Kindergarten/1 st Grade Teacher

RESIGNATIONS – CERTIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Borchers, Karley D.	G.V. Center for Family Learning	Kindergarten/1 st Grade Teacher Effective: May 27, 2022
Ellis, Hannah M.	Grand Valley High School	Secondary English Language Arts Teacher Effective: May 27, 2022
McPherson, Emily R.	G.V. Center for Family Learning	Kindergarten/1 st Grade Teacher Effective: May 27, 2022
Nickel, Lynn M.	Bea Underwood Elementary	Special Education Teacher (Mild/Moderate Needs) Effective: July 1, 2022
Richardson, McKenzie R.	Bea Underwood Elementary	2 nd /3 rd Grade Multiage Teacher Effective: May 27, 2022

RESIGNATIONS - CLASSIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Page, Shona R.	District-Wide	School Nurse

RETIREMENTS – CERTIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Parker, Scott M.	Grand Valley High School	Secondary Social Studies Teacher Effective: June 30, 2022

X.B.5. Financial Matters – February 2022 and March 2022

Roll Call Vote:

McGruder-aye, Shore-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.

NEW BUSINESS

Fiscal Year 2022 Supplemental Budget Appropriation Resolution

Rose Belden, Interim Director of Business Services, presented the following supplemental budget appropriation resolution for fiscal year 2022 for consideration and action (*Appendix B*):

**Supplemental Budget FY 22
April 12, 2022**

Grant Fund:

LSTA ARPA Library Grant	\$6,500.00
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General Fund:

Air Quality Improvement Grant	\$31,455.00
Additional IDEA PK Grant per CDE	\$853.49

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 \$2,885,356.79 be appropriated to the GRANT FUND, and \$14,745,545.99 be appropriated to the GENERAL FUND, for the fiscal year beginning July 1, 2021, and ending June 30, 2022.

President, Board of Directors

Date

M/S Van Teylingen/McGruder:

Motion was made to approve the supplemental budget appropriation resolution for the Grant and General Funds for fiscal year 2022 as presented.

Roll Call Vote:

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

Motion Carried.

Proposed Resolution for Schools and Libraries Universal Services (E-Rate) – Authorization for Filing Form 471 for Funding Year 2022-2023 and Applicant’s Payment Share Upon Approval of Funding and Receipt of Services

Nathan Humphrey, Director of Technology, presented the following resolution for Schools and Libraries Universal Services (E-Rate) for 2022-2023. This resolution authorizes the filing of form 471 for funding year 2022-2023 and authorizes the applicant’s payment share upon approval of funding and receipt of services (*Appendix A*)

Be it resolved that the governing Board for Garfield County School District No. 16:

1. *Authorizes the filing of FCC Form 471, Schools and Libraries Universal Service Program Services Ordered and Certification Form for the services and/or products as detailed in the attached report, “E-Rate Requests FY 2022”, for the fiscal year 07/01/2022 – 06/30/2023.*
2. *Authorizes payment of the applicant’s share subject to the following conditions:*
 - (1) *approval of funding of the discounted portion by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) and*
 - (2) *receipt of services during the fiscal year 07/01/2022 – 06/30/2023.*

Application #	Pre-Discount Amount	E-Rate Amount	Applicant's Share
221024885	\$157,364.64	\$125,891.71	\$31,472.93
Totals	\$157,364.64	\$125,891.71	\$31,472.93

A brief discussion was held with questions being addressed.

M/S Van Teylingen/Whelan:

Motion was made to approve the resolution for Schools and Libraries Universal Services (E-Rate), authorize the filing of form 471 for funding year 2022-2023, and approve district's payment share upon approval of funding and receipt of services as presented.

Roll Call Vote:

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

Motion Carried.

Proposed Fiscal Year 2023 Budget Adjustments

Rose Belden, Interim Director of Business Services, presented the following proposed fiscal year 2023 budget adjustments for consideration and action (*Appendix C 1-3*):

**Garfield County School District No. 16
Premise for FY 23 PROPOSED Budget
Presented April 12, 2022**

FY 22 Adjusted Adopted REVENUE **General Fund**
\$14,745,546

Revenue Adjustments:

Property Tax	2,365,872
Dqt. Tax Penalties	(28,000)
Pre School Tuition	22,500
Transportation Fees	(3,000)
Interest on Investments	(20,000)
Facility Use	2,500
Federal Mineral Lease	10,000
ELPA Revenue	45,000
Small Rural	804
Air Quality Grant	(31,455)
State Equalization	(871,295)
ARP IDEA Flow Thru	(47,029)
ARP IDEA PK	(3,280)
Transfer to Food service	(35,000)
Transfer to Capital Reserve	(125,000)
Adjustment Total (Difference between FY 22 and FY 23 Budget)	1,282,616
FY 23 Proposed Budget Revenue Total	\$16,028,162

Expenditure Adjustments:

DISTRICT WIDE SALARY WAGE ADJUSTMENTS		Explanation
5% Increase to the Base Salary/Step Increase	577,406.41	Gets starting teacher above \$40,000 and provides roughly 8% total for certified employees
7.5% Health Insurance Increase	92,898.00	
Certified Educational Advancement	33,202.67	
Attrition	43,562.06	
.5 PERA Increase to District	40,708.81	
Increase Minimum Wage to \$15 for Para/Food Service/Classified	108,595.16	\$12.71 starting is not comparable for minimum wage in the area

The presentation on the proposed fiscal year 2023 budget adjustments was interrupted, so the Board could accommodate the district’s legal counsel’s schedule and convene in executive session. The presentation will continue when the Board returns to the regular portion of the Board meeting.

**EXECUTIVE SESSION TO DISCUSS LEGAL MATTERS
AS AUTHORIZED BY C.R.S. § 24-6-402(4)(b)**

M/S Shore/Van Teylingen:

“I move that the Board of Education go into executive session at 7:12 p.m. to conference with an attorney pursuant to C.R.S. § 24-6-402(4)(b) for the purpose of receiving legal advice on open records request.

Those present at the outset of the executive session shall be Marilyn Mondragon, Rose Belden, Brent Case (via telephone), and all members of the Board.

A record is not being kept of this executive session as the stated purpose is authorized under attorney/client privilege.

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, Van Teylingen-aye, Whelan-aye.

Motion Carried.

CONSIDERATION: POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

“The time is now 7:45 p.m., and the executive session regarding legal matters has been concluded. The participants in the executive session were Marilyn Mondragon, Rose Belden, Brent Case (via telephone), 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 Whelan/Van Teylingen:

Motion was made to authorize President Shore to execute a settlement agreement being developed by the district’s legal counsel, Brent Case, with Matthew Roane for a settled financial compensation of \$3,250.00 regarding an Open Meeting request for an audio recording of a past executive session as presented.

Roll Call Vote:

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

Motion Carried.

Proposed Fiscal Year 2023 Budget Adjustments

The presentation on the proposed fiscal year 2023 budget adjustments continued.

Change in FTE		
BUE		
1 FTE – 3 rd Grade Teacher	56,000.00	Salary & Benefits (increased enrollment at grade level)
District-Wide:		
1 FTE Communication & Information/ Grant Writer	82,401.00	Salary & Benefits (better communication to stakeholders/grant writing/information management)
1 FTE Certified SPED Teacher	67,860.00	MA Step 1 (proposed) Enrollment Increase
.5 FTE Mental Health	42,000.00	Increased Caseloads
1 FTE Nurse Assistant/Sports Trainer (Medicaid funds)		\$65,000 – Medicaid Funds (work under direction of nurse & be a Trainer at GVHS/GVMS)
1 FTE SPED Director (off set BOCES .5 FTE assessment)	75,000.00	BOCES Reorganization

Longevity Payment – 2 Certified Teachers	42,567.10	
Adjust Concurrent Enrollment Expenses	25,000.00	Increase in students utilizing CMC courses
Board Budgeted Contingency	(263,378.14)	Removed for steady enrollment post COVID
BOCES Adjustment		
7% Increase to Maintenance, Transportation, Technology Budgets	30,368.81	Inflationary costs of operations
Technology Annual Support	51,000.00	
Transportation/Maintenance Fuel Increase	18,250.00	
Natural Gas	10,000.00	
Out of District Students	50,000.00	1 student placed in out of state residential facility
Curriculum Accounts	(100,000.00)	Purchase of curricular resources in place – transfer to sustainable monies for salary
TOTAL INCREASE (DECREASE) OF EXPENDITURES	1,083,441.88	
FY 23 Proposed Budget Expenditure Total	\$15,828,988	
Budget Difference	\$199,173.77	

M/S Whelan/Van Teylingen:

Motion was made to approve the budget adjustments for fiscal year 2023 as presented.

A brief discussion was held with questions being addressed.

Roll Call Vote:

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

Motion Carried.

President Shore requested that the budgeted line items for the football field at Grand Valley High School and technology be reviewed to determine if the budgeted amounts are adequate.

Director of Business Services' Report

In the absence of Brad Ray, Superintendent, the following Personnel Matters Report for all Contracted/Non-Contracted Certified and Classified “At Will” employees was provided to the Board for information only (*Appendix D*):

CHANGE OF AUTHORIZED HOURS

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

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Gardner, Steven A.	Transportation Department	7 Additional Days at Current Rate for FY 2022

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
Tustin, Caitlyn L.	Grand Valley Middle School	Assistant Coach – Track & Field
Young, Steve M.	Grand Valley Middle School	Assistant Coach – Track & Field

COACHING/SPONSORS RESIGNATIONS

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

<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>
Parker, Shelley A.	Grand Valley Middle School	Assistant Coach – Track & Field

EXTRA DUTY STIPENDS

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

<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>
Campbell, Samantha J.	G.V. Center for Family Learning	PDIS Level 1 Stipend: \$500.00
Chmay, Jeffrey	Grand Valley High School	Sponsor – Theater (Spring Musical) Accompanist Stipend: 300.00
Gherardini, Sandra	G.V. Center for Family Learning	Assistant Preschool Teacher Stipend: \$1,000.00
Gibson, Elizabeth A.	G.V. Center for Family Learning	PDIS Level 1-6 Stipend: \$3,000.00
Gibson, Elizabeth A.	G.V. Center for Family Learning	Preschool Teacher Stipend: \$1,500.00
Gutierrez, Bobbi J.	G.V. Center for Family Learning	PDIS Level 1 & 2 Stipend: \$1,000.00
Gutierrez, Bobbi J.	G.V. Center for Family Learning	Preschool Teacher Stipend: \$1,500.00
Gutierrez, Tessa M.	G.V. Center for Family Learning	Assistant Teacher Stipend: \$1,000.00
Gutierrez, Tessa M.	G.V. Center for Family Learning	Assistant Preschool Teacher Stipend: \$1,000.00
Hayden, Carissa L.	G.V. Center for Family Learning	Assistant Teacher Stipend: \$1,000.00
Janssen, Susan L.	G.V. Center for Family Learning	PDIS Level 1, 2, & 3 Stipend: \$1,500.00
Janssen, Susan L.	G.V. Center for Family Learning	Preschool Teacher Stipend: \$1,500.00
Jones, Amanda L.	Grand Valley High School	Sponsor – Theater (Spring Musical) Accompanist Stipend: 300.00
Tique, John Paul	Grand Valley High School	Sponsor – Theater (Spring Musical) Accompanist Stipend: 300.00

NEW EMPLOYEES

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

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Andrews, Traci L.	District-Wide	Certified/Classified Substitute
Docken, Lance E.	Transportation Department	Bus Driver
Esparza, Ana M.	G.V. Center for Family Learning	Prep Cook/Server
Pogline, Conner T.	Maintenance Department	Maintenance

TRANSFERS

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

<u>NAME</u>	<u>OLD POSITION/LOCATION</u>	<u>NEW POSITION/LOCATION</u>
Cantoral, Sabrina	Prep Cook/Server Food Service Department Bea Underwood Elementary	Classified Substitute District-Wide
Rhinaman, Jennifer A.	Special Education Paraprofessional (Severe Needs) Grand Valley High School	Special Education Paraprofessional Grand Valley Middle School

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

Board of Education Reports/Comments

The 3-year employee exit survey data results were distributed to the Board. This information will be discussed further at the regular meeting of the Board scheduled on May 17, 2022 (*Appendix E*).

Board Policy/Regulation KE/KE-R Public Concerns and Complaints were distributed to the Board for information only as a reminder of Board policy for handling concerns and complaints from the public (*Appendix F 1-2*).

A brief discussion was held regarding the recruiting and hiring process for district-level vacated positions. It was the consensus of the Board to authorize district staff to post a job vacancy notice for the Assistant Superintendent position for 30 days based on past notices. The selected Interim Superintendent will hire this position. It was also the consensus of the Board to post all other pending district-level positions in an effort to solicit viable candidates for the Interim Superintendent to choose from to complete the hiring process.

The following schedule was reviewed for the recruitment of the Interim Superintendent position:

Candidate Application Closing Date: April 19, 2022

Selection of Interim Finalists: May 3, 2022, 5:30 p.m.

Interim Superintendent Interviews (1 hour per candidate): May 10, 2022, 5:00 p.m.

M/S Van Teylingen/McGruder:

Motion was made to approve a special meeting of the Board on May 3, 2022, at 5:30 p.m. for the purpose of selecting the Interim Superintendent finalists and to approve a special meeting of the Board on May 10, 2022, at 5:00 p.m. for the purpose of interviewing the Interim Superintendent finalists as presented.

Roll Call Vote:

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

Motion Carried.

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

The next regular meeting of the Board is scheduled on Tuesday, May 17, 2022, and it will be held at the District Administration Office/Board of Education meeting room commencing at 4:30 p.m. with a work session, followed by the regular meeting of the Board at 6:00 p.m.

Commencing with the August 2022 regularly scheduled meeting of the Board, the Board will continue reviewing policies/regulations/exhibits for the purpose of completing the policy manual overhaul and incorporating suggested revisions as reflected in the special policy updates.

SELECTION PROCESS TO FILL THE VACATED BOARD OF DIRECTORS SEAT

A brief discussion was held.

M/S McGruder/Van Teylingen:

Motion was made to include the selection process to fill the vacated Board of Directors seat to the approved special meeting agenda of the Board scheduled on May 3, 2022, at 5:30 p.m. as presented.

Roll Call Vote:

McGruder-aye, Shore-no, 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.

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, Van Teylingen-aye, Whelan-aye.

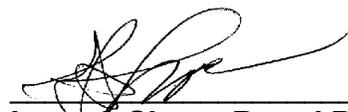
Motion Carried.

The regular meeting of the Board of Directors for Garfield County School District No. 16 adjourned at 8:18 p.m.

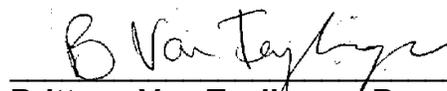
Submitted by:



Marilyn A. Mondragon
Secretary to the Board of Directors



Lynn J. Shore, Board President



Brittany Van Teylingen, Board Secretary/Treasurer

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.