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Certified: November 19, 2019
TRUE AND CORRECTED COPY AS ADOPTED
BY THE BOARD OF DIRECTORS ON
November 19, 2019

Marilyn A. Mondragon, Secretary to the Board

Board of Directors
Regular Meeting, October 15, 2019
Minutes

WORK SESSION

A work session of the Board of Directors for Garfield County School District No. 16 was held from 4:39 to 5:56 p.m.

Dr. Ken Haptonstall, Colorado River BOCES Executive Director, provided the Board with a detailed summation of the services provided to the students and staff of Garfield 16, as well as a breakdown of all the BOCES in Colorado and the areas they serve; an overview of IEP and 504 plans; an overview of possible special education funding scenarios based on December 2018 pupil count; the AU special education performance data; and an overview of future services.

Mr. John Martinez, Director of Maintenance/Custodial, provided the Board with the auditor reports for all facilities district-wide. The Colorado Department of Education conducted the audit. Mr. Martinez provided an overview of the auditing process. Based on the findings, Garfield 16 will prioritize facility capital improvement projects, as well as establish maintenance schedules for repairing and replacing of equipment.

Todd Ellis, Assistant Superintendent, presented information regarding School Safety and the pros and cons of utilizing the Panic Button Programs.

CALL TO ORDER AND ROLL CALL

District Administration Office/Board of Directors meeting room; President Dr. Kevin W. Coleman called the regular meeting of the Board of Directors for Garfield County School District No. 16 to order at 6:00 p.m.

Dr. Kevin W. Coleman	Present
Judith R. Hayward	Present
Lauralee C. Patton	Absent
Lynn J. Shore	Present
Vincent T. Tomasulo	Absent

Staff Present:

Brad S. Ray, Superintendent
Todd G. Ellis, Assistant Superintendent
Rose H. Belden, 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

An executive session of the Board was added regarding personnel matters as authorized by C.R.S. § 24-6-402(4)(f).

M/S Shore/Hayward:

Motion was made to approve the agenda as amended.

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

CONSENT AGENDA/BLANKET MOTION FOR ITEMS

M/S Shore/Hayward:

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

- V. Board of Education Meeting Minutes – September 17, 2019
- VIII.B.4. Personnel Matters – Certified Contracted Employees

EDUCATIONAL ADVANCEMENTS CERTIFIED CONTRACTED PERSONNEL

First Name	Last Name	Current Degree	Current Step	Current Salary	New Degree	New Step	Budgeted New Salary
Melinda	Campbell	BA	10	\$50,950.00	BA+30	11	\$55,349.00

- VIII.B.5. Financial Matters – September 2019

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

AUDIENCE MEMBERS WHO MAY WISH TO ADDRESS THE BOARD

President Coleman read the following rules of order into the official record:

“Community members are invited to share their questions, comments, or concerns with the school board. When speaking, citizens should state their name and address for the record and limit their presentation to three minutes.”

Where possible, the board will answer factual questions immediately. A written response may be provided when information is not available. If a response would involve discussion of board policy or decisions, which might be of interest to citizens not present at the meeting, the board may place the item on a future meeting agenda.

Please adhere to the following specific "Rules of Order" at this meeting of the Board of Directors before the public:

1. You must sign the speaker's register if you wish to address the Board of Directors.
2. Should you wish to make a statement before the Board, please come forward to the public address system and state your name, address, and issue.
3. Each speaker will be allowed a maximum of 3 minutes to speak.
4. A maximum time allotment for the public portion will be determined.
5. Please keep comments concise.
6. To avoid redundancy, if a speaker has already covered the issue with which you have concern, please do not repeat the same issue.
7. The secretary to the Board will be the independent timekeeper. When the time sounds, please conclude your comments, so others may have their opportunity to speak.

Please be respectful to the Board of Directors and others in the room. Anyone disrupting the parliamentary procedure will be asked to leave the room. The Board needs to hear the public's comments clearly and orderly.

Thank you for your cooperation."

Leah Frink, PO Box 412, Parachute, Colorado addressed the Board regarding agenda item "VII.B.1. Board of Education Policies/Regulations/Exhibits Recommendations – 2nd Reading/Final Vote."

UNFINISHED BUSINESS

Board of Education Policies/Regulations/Exhibits Recommendations **2nd Reading/Final Vote**

Brad Ray, Superintendent, presented the following Board of Education policies/regulations/exhibits for 2nd Reading/Final Vote (*Appendix A 1-14*):

- a. EHC* - Safeguarding Personal Identifying Information
- b. GBGH – Sick Leave Bank
- c. IHBEA – English Language Learners
- d. IKA – Grading/Assessment Systems
- e. JF-E-1 – Admission and Denial of Admission – Exhibit
- f. JFABE* - Students in Foster Care
- g. JFABE*-R – Students in Foster Care – Regulation
- h. JFABE*-E – Memorandum of Understanding – School Stability for Students in Foster Care – Exhibit
- i. JJJ – Extracurricular Activity Eligibility
- j. JQ – Student Fees, Fines, and Charges
- k. KE – Public Concerns and Complaints
- l. KE-R – Public Concerns and Complaints – Regulation
- m. KF – Community Use of School Facilities
- n. KF-E-2 – Rental Rates for School Facilities

Superintendent Ray indicated that policy JJJ Extracurricular Activity Eligibility was revised further for clarity. On the bottom of page 3, top of page 4, under "Participation fee," the paragraph will read as follows: "Except as otherwise prohibited by state law, nonenrolled students participating in district activities shall pay the same fee charged enrolled students

up to 150% of the fee charged for participation in the activity. The district cannot charge a participation fee to any student in out-of-home placement, as that term is defined by C.R.S. 22-32-138(1)(h).” The “Note” directly underneath this paragraph was removed.

A brief discussion was held with questions being addressed.

M/S Hayward/Shore:

Motion was made to approve the above policies/regulations/exhibits for 2nd Reading/Final Vote as amended.

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

Board of Education Policy Recommendation
1st Reading/1st Vote

Brad Ray, Superintendent, presented the following Board of Education policy for 1st Reading/1st Vote (*Appendix B*):

- a. JH – Student Absences and Excuses

The district administrators reviewed board policy JH Student Absences and Excuses and recommended that the proposed optional language on chronic absenteeism be removed.

A brief discussion was held with questions being addressed.

M/S Shore/Hayward:

Motion was made to approve Board of Education policy JH Student Absences and Excuses for 1st Reading/1st Vote as amended.

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

NEW BUSINESS

District Fundraising Proposals

A brief discussion was held addressing questions regarding the district fundraising proposals (*Appendix C*).

Compliance Officer Designation – Board of Education Policies
AC Nondiscrimination Equal Opportunity and
ACA Nondiscrimination on the Basis of Sex (Compliance with Title IX)

Todd Ellis, Assistant Superintendent, indicated that per Board of Education policies AC Nondiscrimination Equal Opportunity and ACA Nondiscrimination on the Basis of Sex (Compliance with Title IX), a compliance officer needs to be designated. Mr. Ellis indicated that he has attended trainings on compliance, and he is the district official who has been tasked with this role and responsibility.

Mr. Ellis requested that the Board designate him as the compliance officer and revise the policy exhibits AC-E-1 – Nondiscrimination/Equal Opportunity (Sample Notice) and ACA-E – Nondiscrimination on the Basis of Sex (Compliance with Title IX) (*Appendix D 1-2*) to reflect this change.

A brief discussion was held with questions being addressed.

M/S Shore/Hayward:

Motion was made to approve Todd Ellis, Assistant Superintendent, as the compliance officer and to approve the revisions to Board of Education policy exhibits AC-E-1 – Nondiscrimination/Equal Opportunity (Sample Notice) and ACA-E – Nondiscrimination on the Basis of Sex (Compliance with Title IX) as presented.

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

Authorization of the School Accreditation and Request to Reconsider Form

Brad Ray, Superintendent, presented the Colorado Department of Education (CDE) request to reconsider form for school accreditation for consideration and action (*Appendix E1*).

The form reflects Garfield 16's accreditation rating assigned by the Colorado Department of Education utilizing the State's District Performance Framework. Garfield 16 is required to complete the form indicating an agreement or disagreement with the accreditation rating assignment and an agreement or disagreement with the district's school plan type assignments and accreditation results. Superintendent Ray provided the Board with the preliminary 2019 district performance framework for Grand Valley Center for Family Learning, Bea Underwood Elementary, Grand Valley Middle School, Grand Valley High School, as well as the accreditation rating for Garfield 16 (*Appendix E 2-6*).

A brief discussion was held with questions being addressed.

M/S Shore/Hayward:

Motion was made to accredit the schools based on the accreditation rating assigned by the Colorado Department of Education utilizing the State's District Performance Framework as presented.

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

Fiscal Year 2020 Supplemental Budget Appropriation Resolution

Rose Belden, Director of Business Services, presented the following supplemental budget appropriation resolution for fiscal year 2020 for consideration and action (*Appendix F*):

**Supplemental Budget FY 20
October 15, 2019**

GENERAL FUND

Health Insurance Credit Carry Over \$33,038.16

GRANT FUND:

Career Success Program \$10,000.00
Inspire Grant Alpine Bank Match \$5,000.00
Inspire Grant Garfield Co. Match \$10,000.00
Inspire Grant Budget True Up (\$25,677.99)

BUILDING FUND:

Close Out Building Fund – Delete Budget (\$672,263.45) - BUDGETED

CAPITAL RESERVE FUND:

Transfer from Building Fund \$664,655.15 - ACTUAL

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 \$2,135,438.11 be appropriated to the Grant Fund, \$14,461,612.82 be appropriated to the General Fund, and \$0.00 be appropriated to the Building Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

President, Board of Directors

Date

A brief discussion was held with questions being addressed.

M/S Hayward/Shore:

Motion was made to approve the supplemental budget appropriation resolution for the Grant Fund, General Fund, and Building Fund for fiscal year 2020 as presented.

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

Director of Business Services' Report

Rose Belden, Director of Business Services, provided the Board with a copy of a letter received from the office of the state auditor for the State of Colorado regarding a review conducted on the audited financial report for Garfield 16 school district for the year ending June 30, 2018, for information only (*Appendix G*). This information has been sent to the school district's auditor.

The student enrollment has increased by approximately 40 students based on preliminary counts. The finalized numbers will be presented at a future meeting of the Board.

Assistant Superintendent's Report

Todd Ellis, Assistant Superintendent, presented the following:

- Attended a meeting with the Collaborative Management Program and Systems of Care Program last week, as well as the Aspen Hope Center. The district is collaborating with these organizations to provide mental health services to the Parachute/Battlement Mesa areas.

Superintendent's Report

Brad Ray, 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 H*):

COACHING/SPONSORS

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

<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>
Clark, Brittany M.	Grand Valley Middle School	Assistant Coach – 7 th Grade Girls' Basketball
Crandell, Nicholas	Grand Valley Middle School	Assistant Coach – 8 th Grade Boys' Basketball
Crandell, Nicholas	Grand Valley Middle School	Head Coach – 7 th Grade Girls' Basketball
Jones, Andrew D.	Grand Valley Middle School	Head Coach – 8 th Grade Boys' Basketball
Medina, Cheralae K.	Grand Valley Middle School	Head Coach – 8 th Grade Girls' Basketball
Millius, Brian D.	Grand Valley Middle School	Assistant Coach - 8 th Grade Girls' Basketball
Murphy, Dalin B.	Grand Valley Middle School	Assistant Coach – 7 th Grade Boys' Basketball
Sullivan, Garrett J.	Grand Valley Middle School	Head Coach – 7 th Grade Boys' Basketball
Vashus, Bryan E.	Grand Valley High School	Head Coach - Wrestling

EXTRA DUTY STIPENDS

CERTIFIED "AT-WILL" PERSONNEL

<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>
Campbell, Melinda M.	Bea Underwood Elementary	GT Coordinator Stipend: 1,000.00
Humphrey, Krista M.	Bea Underwood Elementary	Choir Stipend: \$500.00
Maxwell, Stacy M.	Bea Underwood Elementary	K-Kids Stipend: \$500.00
Mayfield, Jaime A.	Grand Valley High School	GT Coordinator Stipend: \$1,000.00
Paine, Michelle R.	Grand Valley Middle School	GT Coordinator Stipend: 1,000.00

NEW EMPLOYEES

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

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Archuleta, Stephenie L.	Transportation Department	Bus Aide/Monitor
Grice, Celeste G.	District-Wide	Classified Substitute
Monroe, John	Grand Valley High School	Special Education Paraprofessional (Mild/ Moderate Needs)
Montoya, Silvia L.	School Based Family Resource Center	Grant Program Coordinator
Schneider, Janelle L.	District-Wide	Classified Substitute
Torres, Samantha	District-Wide	Classified Substitute (Custodian)

RESIGNATIONS

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

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Burman, Deborah L.	District-Wide	Classified Substitute Effective: Immediately
Dzib, Bety G.	Food Service Department Grand Valley Middle School	Prep Cook/Server Effective: October 31, 2019
Houglund, Jessica D.	Bea Underwood Elementary	Paraprofessional – Special Education (Mild/Moderate Needs) Effective: October 23, 2019

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

<u>NAME</u>	<u>OLD POSITION/LOCATION</u>	<u>NEW POSITION/LOCATION</u>
Kidd, Kalina L.	Prep Cook/Server Nutritional Services Department Bea Underwood Elementary	Kitchen Manager Nutritional Services Department G.V. Center for Family Learning
Monaco, Danelle J.	Kitchen Manager Nutritional Services Department G.V. Center for Family Learning	Night Custodian Bea Underwood Elementary

*BACKGROUND CHECK AND/OR LICENSE PENDING

Superintendent Ray provided the Board with the following:

- Sixteen certified staff members have assisted in the development of the learning continuum that will be implemented in the future. These individuals are now building the proficiency scales under each of the measurement topics that exists with each level. This work should be completed by November 1, 2019. Superintendent Ray has been in discussions with the ELL staff members to potentially review current ELL practices and potentially incorporate the new proficiency scales to assist these students to succeed and develop as second language students.
- Superintendent Ray informed the Board that he would be attending the Western Slope Superintendents' meeting in Grand Junction this Thursday and Friday, October 17-18, 2019.

Superintendent Ray requested permission to utilize three vacation days prior to the Thanksgiving break. It was the consensus of the Board to allow the requested time. The Board was informed that Superintendent Ray would also be out of the office on October 25, 2019, for medical reasons.

Board of Directors Reports/Comments

There being no Board of Education Reports/Comments, this matter was passed.

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

The regular meeting of the Board scheduled on Tuesday, November 19, 2019, will be held at Grand Valley High School/Career Center commencing at 4:30 p.m. with a work session followed by the regular meeting of the Board at 6:00 p.m.

Other New Business

There being no "Other New Business" to report, this matter was passed.

AUDIENCE MEMBERS WHO MAY WISH TO ADDRESS THE BOARD

Jaime Mayfield, 35 Pinetree Place, Parachute, Colorado addressed the Board regarding the dropout rate presented in the performance framework for Grand Valley High School.

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

M/S Colman/Shore:

"I move that the Board of Education go into executive session at 6:37 p.m. for the purpose of discussions regarding personnel matters as authorized by C.R.S. § 24-6-402(4)(f).

This matter involves discussion pertaining to a certified staff member who was placed on administrative leave and the findings surrounding the investigation conducted.

Those present at the outset of the executive session pertaining to the certified staff member shall be Brad Ray, Todd Ellis, Rose Belden, Marilyn Mondragon, and all members of the Board, except Lauralee Patton and Vincent Tomasulo.

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:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

CONSIDERATION: POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

“The time is now 6:43 p.m., and the executive session has been concluded. The participants in the executive session were: Brad Ray, Todd Ellis, Rose Belden, Marilyn Mondragon, and all members of the Board, except Lauralee Patton and Vincent Tomasulo.”

“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 Hayward/Shore:

Motion was made to approve the recorded audio minutes of the executive session as presented.

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

“I hereby attest that the recorded minutes of the executive session held October 15, 2019, as approved and finalized substantially reflect the substance of the discussion during the executive session.”

Dr. Kevin W. Coleman
Board of Education President
Garfield County School District No. 16

MEETING DEBRIEF

Director Hayward thanked her fellow Board members for allowing her the opportunity to be on the Board of Education, expressed her frustrations with understanding and learning the inner working of the school district, indicated the knowledge gained, expressed her reasons for not running for the current vacant Board positions, and expressed her passion for assisting students in the voter registration process and civic responsibilities. Ms. Hayward will not be attending the November regular meeting of the Board.

Director Shore requested guidance in addressing the public concerns being brought forth during a meeting of the Board.

ADJOURNMENT

M/S Shore/Hayward:

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

Roll Call Vote:

Coleman-aye, Hayward-aye, Patton-absent, Shore-aye, Tomasulo-absent.

Motion Carried.

The regular meeting of the Board of Directors for Garfield County School District No. 16 adjourned at 6:54 p.m.

Submitted by:

Marilyn A. Mondragon
Secretary to the Board of Directors

Dr. Kevin W. Coleman, Board President

Vincent T. Tomasulo, 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.