

University Schools Board of Governors May 12, 2021 Minutes

Board Members Present: Erin Clark, Rodney Constance, Amanda Haas, (faculty rep), Mark Jones, Bill McAdams, Ethan Miles, Jeff Weber

Board Member Present Virtually: Christopher Hughes

Board Members Absent: Alexis Sanchez (student rep), Stephanie Welle, Tina Whitcomb

Staff Present: Sue Toricelli, Jennifer Weaver

Staff Present Virtually: Mike Mazurana, Charlene Baumgartner

Guests Present:

Guests Present Virtually:

1.0 CALL TO ORDER

Mark called the meeting to order at 6:01 pm. A quorum was present.

2.0 ADOPTION OF THE AGENDA

Rod (Ethan) moved to approve the agenda. Motion passed.

3.0 APPROVAL OF MINUTES

3.1 April 14, 2021

- Rod (Erin) moved to approve the minutes of April 14, 2021. Motion passed.

3.2 April 21, 2021

- Ethan (Erin) moved to approve the minutes of April 21, 2021. Motion passed

4.0 COMMUNITY DIALOGUE

- None

5.0 STAFF REPORTS

5.1 Director's Update

- COVID-19 Updates
 - Since our last meeting we have had 10 cohorts in quarantines (steady from last month). All but one of them were the result of confirmed positive cases.
- The music department had concerts for high school choir and 6th grade & 7th/8th grade band. Our teachers have done an amazing job of providing students opportunities to practice and perform with extraordinary restrictions in place.
- It was a pleasure to meet with the budget committee to discuss our priorities moving forward. I appreciate the hard work and creativity it takes to make our budget a reality. I especially appreciate how hard Sue and Lynne have been working to coordinate not only the budget but also the influx of grant funds. We are excited about the opportunities these grant funds will provide us.
- Our induction program had their last meeting today. It was nice to celebrate their accomplishments in an unprecedented year. I certainly sympathize with starting a new position under these extreme circumstances and appreciate how hard they have worked to have a terrific first year at University.
- We have been busy this week working with a crew from Aims Community College to record interviews with a variety of faculty, staff, students and parents. I appreciate the hard work of our communications intern, Josh Turner, and our Human Resources Generalist, Downy Petersen, for taking the lead on coordinating this major undertaking. I am excited to continue to archive and

tell the story of University Schools.

- We published a virtual program and celebration of Academic Awards for our high school students. It was astonishing to see the number of students who have persevered and found a way to flourish academically this year. We are very proud of them!
- This has been another busy month with extracurricular activities
 - Volleyball is having a great season and currently competing in the State Tournament.
 - High School Track, Baseball and Girls Tennis are off to a great start.
 - Middle School Track and Field held a home meet with terrific participation. Intramural brain bowl has also been taking place at the middle school.
- I would like to celebrate the hard work and out-of-the-box thinking that has gone into Prom. A few months ago, we didn't think that Prom would even be an option. Fingers crossed the Prom Gods will smile on us with good luck for testing and weather.

5.2 Principal's Update – Mike Mazurana – Elementary School Principal (presenting virtually)

- Summer literacy and math camp is being filled here for the month of June (June 7-July1)
- Field trips this week include Kindergarten (to the Thompson Canyon to hike and explore) and 4th (Bangs) Grade remote students to RMNP.
- Lots of walking field trips to the Fun Plex and Twin Rivers Park.
- Remote classes 1-2 (Duran and Hausman) will be doing in-person Friday fun activities.
- 5th grade will be going to RMNP later this month.
- Spanish and Sign have been having classes outside when they can to do combined activities.
- Field days for kids only will be happening the last week of school for all grades including remote students.
- Battle of the Books was a success with students participating in grades 3-5.
- Young Chautauqua was also a success with two students being chosen from our school to move on to the August presentations at Aims.
- We are ordering new furniture for teachers as many of our pieces are from the lab school.
- Staff and students are finding times to be outside when the spring weather cooperates.

5.3 Business Manager's Update

5.3.1 Financial Reports (pgs. 10-13)

- We are at 83.3% of budget.
- YTD surplus is \$743,585, which is split \$757,057 for mil levy items and a negative (\$13,472) for General Fund items.
- On the Balance Sheet, I transferred \$1 million to the General Fund Money Market to earn interest on the funds.
- The Accounts Receivable shows the amount billed to D6 for ESSER. We did receive payment the first part of May.
- At the bottom of the revenue sheet, I put the surplus splits. The negative General Fund balance is only because we need to bill D6 for the ESSER funds used in April. Once that's billed, then we will actually have a positive General Fund balance.
- Also on the Revenues, we received our two months of Capital Construction so we are current now on that revenue item.
- On Expenditures, we are still running well on salaries, stipends and benefits. We have a little more expense in the class fees than anticipated. This particular line item is the expense associated with the collection of prior year class fees. Teachers have been afforded the opportunity to spend down those fees collected.
- Classroom allocations are down, but teachers have spent those allocations and the payment for those items have not caught up yet.
- Other items which are over budget game officials, Joint Use and natural gas, have been addressed in next year's budget.
- On the Capital Fund, we had no expenditures in April. The Accounts Receivable line item is for the HVAC units, deposit to Haynes Mechanical, which has been billed to D6 under the bond. We actually did get payment from them last week so that will reflect in May financials.

6.0 ITEMS FOR ACTION

6.1 Consent Agenda: Board members will be asked if they wish to discuss any issues listed on the Consent Agenda. If so, these items will be moved from the Consent Agenda and placed under Items for Action. Items remaining on the Consent Agenda will be voted on together.

6.1.1 Personnel

- Rod (Erin) moved to approve the recommendations for hire and accept the resignations. Motion passed.

7.0 ITEMS FOR DISCUSSION/POSSIBLE ACTION

7.1 Suicide Prevention Policy – Second Reading

- Rod (Ethan) moved to approve the Suicide Prevention Policy. Motion passed.

7.2 2021/2022 Calendar – Second Reading

- Erin (Ethan) moved to approve the 2021/2022 Calendar. Motion passed.

7.3 2021/2022 Budget

- Business Manager Sue Toricelli presented the 2020/2021 Budget Proposal
- Erin (Rod) moved that we approve the proposed gross budget for the General Fund presented to the Board for the 2021-2022 school year, including a provision that if a one-time, non-performance-based payment is made to staff at the end of the fiscal year, which is dependent upon budgetary standing, the payment shall be considered includible salary as defined by the Colorado PERA and shall meet the following criteria:
 1. The payment in no way is considered a bonus, but rather a payment in lieu of a permanent salary increase;
 2. The payment shall be a flat dollar amount or flat percentage to all employees in a particular class without regard to length of service; and,
 3. The payment, in no way, is designed to manipulate highest average salary.
- Erin (Rod) moved to approve the Capital Fund budget for the 2021-2022 fiscal year as presented to the board. Chris abstained. Motion passed.
- Erin (Ethan) moved to approve the Capital Fund budget for the 2021-2022 fiscal year as presented to the Board. Motion passed.
- Erin (Rod) moved to approve the Special Revenue Fund budget for the 2021-2022 fiscal year as presented to the Board. Motion passed.
- Erin (Rod) moved that any surplus in the General Fund in excess of the 15% allowed by law be transferred to the Capital Fund. Motion passed.

8.0 BOARD REPORTS/COMMUNICATION

8.1 BOG Report – Chairman

- None

8.2 Communication from the Board

- Teacher appreciation gifts went out. The PTO contributed \$15.00 to go with the \$25.00 from the Board. The staff was very appreciative of the Amazon gift cards.
- Rod stated he was thrilled to see the slide show honoring our students who were awarded Academic Letters, awards for their class work and sports.

8.3 Foundation Report

- None

8.4 Joint Use Report

- Our last meeting was April 20. There were discussions held about the fees concerning when the grounds was divided between the schools.
- There was also ongoing discussion regarding the lights for the auditorium.
- Frontier will have some security personnel changes in the fall.
- The next Joint Use meeting will be 6/15/2021.

9.0 FUTURE BUSINESS

- None

10.0 NEXT REGULAR MEETING – JUNE 9, 2021

11.0 ADJOURNMENT

Rod (Erin) moved to adjourn at 6:51 pm. Motion passed.

REMINDERS:

MAY 20 – LAST DAY FOR SENIORS

MAY 28 – LAST DAY OF SCHOOL FOR K-11

MAY 28 – GRADUATION – 6:00PM – TOM ROCHE FIELD

MAY 31 – MEMORIAL DAY – SCHOOL CLOSED