

Worksession

Friday, March 28, 2025 9:00 AM

Central Service Building, 2102 Wagner Street, Strasburg, CO 80136

Ms Diana Elliott: Present
Gema Gomez: Absent
Daymon Johnson: Present
Michael Marrero: Present
Mary O'Malley: Present

I. Call to Order

II. Roll Call

III. Adoption of Agenda

Action(s):

Adoption of the Agenda. This motion, made by Ms Diana Elliott and seconded by Mary O'Malley, Carried.

Voting Detail:

Ms Diana Elliott: Yea
Gema Gomez: Absent
Daymon Johnson: Yea
Michael Marrero: Yea
Mary O'Malley: Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1

IV. Discussion Topics

IV.a. Policy/Regulation/Exhibit Updates

IV.a.i. Public comment at board meetings - when a minor and a student, no address necessary and also parent permission required

Discussion: Discussion was held regarding public comment procedures at board meetings, specifically related to minors and students. The Board discussed not requiring an address and requiring parent permission in such cases.

IV.a.ii. Practice moving forward with exhibits and/or regulations?

Discussion: Discussion was held about procedures moving forward with exhibits and/or regulations related to board policy.

IV.a.iii. Which policies are priorities for updates?

Discussion: Discussion was held to identify which board policies should be prioritized for review and updates.

IV.b. Policy BEDH-E: Guidelines for Public Meeting Conduct and Comment by Citizens

Discussion: Review of Policy BEDH-E: *Guidelines for Public Meeting Conduct and Comment by Citizens*. See attached document for details.

IV.c. HMS Retention Guidelines

Discussion: Mrs. Echer presented information and led a discussion on the district's Retention Policy. See attached document for reference.

IV.d. Finance Update (2025-2026 budget priorities)

Discussion: Finance update provided, including discussion on 2025-2026 budget priorities.

IV.e. Coffee with the Board Plan

Discussion: The Board discussed whether to continue hosting Coffee with the Board events and explored alternative options for community engagement.

IV.f. Chamber of Commerce ideas

Discussion: Discussion was held regarding the district's involvement with the Chamber of Commerce, including the possibility of hosting a future event. The Board considered how the school can effectively communicate its needs and how the community can support the district. Members were encouraged to bring topic ideas to the May work session.

IV.g. Board Calendar Dates

IV.g.i. Review dates for end of year

Discussion: SHS Graduation- May 18th 12:00
PCHS Graduation May 19th 11:30
HMS Promotion 5:30
Staff BBQ 1:00

IV.g.ii. Do we want another retreat?

Discussion: The Board discussed the possibility of holding another retreat and considered potential timing and purpose.

IV.h. Superintendent Goals

Discussion: Review and discussion of Superintendent Goals

IV.i. Strategic Plan Progress

Discussion: Discussion on progress toward the district's Strategic Plan goals and initiatives.

IV.j. Staffing Outlook for 2025-2026

Discussion: Discussion on progress toward the district's Strategic Plan goals and initiatives.

IV.k. Grant Strategy

Discussion: Discussion was held regarding the district's grant strategy.

V. Adjournment

Action(s):

10:53. This motion, made by Mary O'Malley and seconded by Daymon Johnson, Carried.

Voting Detail:

Ms Diana Elliott:	Yea
Gema Gomez:	Absent
Daymon Johnson:	Yea
Michael Marrero:	Yea
Mary O'Malley:	Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1

Discussion: The meeting adjourned at 10:53 a.m.

Board Secretary



Strasburg School District 31J

Policy:	File:
Guidelines for Public Meeting Conduct and Comments by Citizens	BEDH – E
Adopted:	Revision:
	April 2025

The Strasburg School District 31J Board of Education values the input of citizens in making important decisions that affect the District's students and welcomes citizens to observe Board meetings and offer public comment.

To ensure citizens have an opportunity to offer public comment and to ensure that the Board can conduct the important business of the District, the Board will designate a portion of each regular meeting to hear public comment concerning matters within the Board's authority. Individuals shall not interfere with the ability of other citizens to observe the Board meeting or offer comment or otherwise interfere with the ability of the Board to conduct its business.

Generally, School Board Members do not respond to public comment during the meeting. The Board will listen to all comments and may direct the Superintendent to follow-up on an item for future discussion.

The following rules of conduct apply to all public comment:

1. Members of the public who intend to offer public comment to the Board shall sign up for comment using the online form provided no later than 1 hour prior to the meeting time. At the time of sign up, speakers shall identify the topic of their comment and whether or not they are a student. Speakers are expected to become familiar with and adhere to these Guidelines.
2. Public speakers will be limited to 3 minutes each.
3. The Board President will set the order of speakers and shall call student speakers first. Only those speakers recognized by the Board President will be allowed to speak. Comments by others are out of order. The Board President may request a spokesperson for a group that shares common concerns.
4. Once called to comment, adult speakers shall come to the designated podium and state their full name, spelling their last name, home address, and reason for wishing to speak. Student speakers do not need to include their home address, but will need parent permission to address the board. Each speaker is allotted three minutes for public comment. Speakers may decline to comment when their name is called but may not yield their allotted time to other speakers.
5. Materials intended for consideration by the Board should be left with the Secretary. No materials are to be distributed directly to Board members. Speakers may not use videos or slide presentations to accompany their comment.
6. Speakers shall not identify a student by name in open session without the permission of the student and the student's parent. Using a student's name without permission will result in the Board President terminating the speaker's remaining time for comment.
7. All speakers must treat each other and the Board and District staff with civility. Speakers are

welcome to offer constructive criticism motivated by a sincere desire to improve the quality of the educational program or to equip the schools to do their tasks more effectively. The Board encourages citizens to exercise their free-speech rights in a responsible manner and to refrain from personal attacks against individuals, recognizing that defamatory comments may be subject to legal action.

8. The Board President may interrupt, warn or terminate a speaker's comments that are unrelated to the business of the school district, inappropriate for PK-12 students, or disruptive to an orderly, productive meeting. If disruptive, the citizen causing the disruption may be directed to leave the Board meeting.

Guidelines for Public Meeting Conduct and Presentations by Citizens

The Strasburg School District 31J Board of Education values the input of citizens in making important decisions that affect Strasburg's children. We also believe in the right of citizens to observe Board meetings.

To ensure citizens have an opportunity to attend School Board meetings and offer citizen comment, and to ensure that the Board can conduct the important business of the District, speakers must observe certain basic rules of conduct.

Generally, School Board Members do not respond to public comment during the meeting. The Board will listen to all presentations and direct the Superintendent to follow-up on the item for future discussion.

The following guidelines apply to all public comment.

1. Individuals wanting to be included on the Board agenda must meet with the Superintendent at least 24 hours prior to the scheduled Board meeting.
2. Under no circumstance will students be identified by name in open session. Using a student's name will result in the Board President terminating the speaker's statement.
3. All members of the public attending School Board meetings must treat each other and the Board with respect. All presenters must comply with FERPA regulations.
4. Individuals are not permitted to engage in conduct that interferes with the ability of other citizens to watch the Board meetings, interferes with the ability of other citizens to offer citizen comment to the Board, or interferes with the ability of the Board to conduct its business.
5. The public may not use videos or Power Point presentations to accompany their testimony.
6. Members of the public who intend to offer public comment to the Board must sign up for comment with the Superintendent before each Board meeting. The Board President has discretion to call on those who have signed up and set the order of speakers (District students should identify themselves as such and they will be called upon first).
7. Individuals who sign up to testify to the Board must indicate the topic of their intended testimony.
8. The Board President may request a spokesperson for a group that shares common concerns.
9. Individuals offering citizen comment must stand at the podium designated for their use.
10. Prior to beginning of any testimony, adult individuals must state their full name, spell their last name, home address, and reason for wishing to speak. Student testimonies do not need to include their home address but will need parent permission in order to address the school board.
11. Each citizen must limit his or her comments to one three-minute presentation during the meeting to allow sufficient time for others to also offer citizen comment and for the Board to conduct its business.
12. Individuals offering citizen comments are not permitted to make personal attacks on any individual.
13. Individuals who address personalities rather than issues will not be heard.
14. The Board President may interrupt, warn or terminate a speaker's statement that is

unrelated to the business of the school district, is inappropriate for PK-12 students, or is disruptive to an orderly, productive meeting.

All presenters must sign this form that they have read the guidelines and will adhere to them before they are allowed to make a presentation.

_____	_____
Signature	Date

_____	_____
Parent Signature (if a student)	Date



Strasburg School District 31J

Policy:	File:
Guidelines for Public Meeting Conduct and Comments by Citizens	BEDH – E
Adopted:	Revision:
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_____	_____
Signature	Date

_____	_____
Parent Signature (if a student)	Date

Hemphill Middle School Retention Policy

Retention Policy Overview To ensure student success, Hemphill Middle School has established clear retention criteria for students in grades 6-8. Retention decisions will be based on academic performance, attendance, and documented interventions. We recognize the need for a structured retention process, as last year, 24 students failed classes, and this semester, 32 students have failed more than one core class in the first semester. Additionally, 20% of students failed at least one class during their freshman year. Our goal is to ensure that students are prepared for success in high school and beyond. This is not just a retention policy but an early intervention policy, where students will be identified in the first semester, placed on a structured plan, and provided with extra support to improve their academic performance.

Criteria for Retention Academic performance plays a crucial role in determining retention. Students failing one core subject (math, language arts, science, or social studies) must attend summer school to be promoted. Those failing two or more core subjects must complete summer school courses for promotion. However, students failing three or more core subjects will not be promoted to the next grade. Additionally, lack of proficiency in essential skills, as determined by classroom performance, state assessments, and benchmarks, will be considered. Attendance is another important factor, as students with excessive absences (missing more than 25% of the school year) may be considered for retention. Furthermore, interventions such as RTI plans, IEPs, or 504 Plans will be reviewed to support students who need additional assistance.

Retention Process Teachers will identify at-risk students by the end of the first semester. Parents or guardians will be notified no later than the end of the third quarter if their child is at risk of retention. An individualized intervention plan will be developed, which may include homework club, additional resources, or targeted instruction to address specific challenges. In May, a retention committee composed of teachers, counselors, and administrators will review the student's progress and make a final decision based on academic performance, attendance, growth, and readiness for the next grade. Parents or guardians have the right to appeal the retention decision to the school principal, whose decision will be final.

Criteria for Retention

Retention decisions for students in grades 6-8 will be based on a thorough review of the following factors:

1. Academic Performance

- Students who fail one core subject (math, language arts, science, or social studies) will be required to attend summer school. Once summer school is completed, the student will be promoted to the next grade.
- Students who fail two or more core subjects will be expected to attend summer school. If courses are complete the student will be promoted to the next grade.
- Students failing 3 or more core subjects shall not be promoted to the next grade.
- Lack of proficiency in essential skills required for success in the next grade level, as determined by classroom performance, state assessments, and local benchmarks.

2. Attendance

- Students with excessive absences missing more than 25% of the school year may be considered for retention.

3. Interventions and Support

- Documentation of interventions, such as Response to Intervention (RTI) plans, Individualized Education Programs (IEPs), or 504 Plans, and their outcomes will be reviewed.
-

Retention Process

1. Identification of At-Risk Students

- Teachers will identify students at risk of retention by the end of the first semester.

2. Parent/Guardian Notification

- Parents/guardians will be informed as early as possible, no later than the end of the 3rd quarter, if their child is at risk of retention.

3. Intervention Plan

- An individualized intervention plan will be developed for the student. This plan may include homework club, additional resources, or targeted instruction to address specific challenges.

4. Review and Final Decision

- A retention committee, including teachers, counselors and administrators, will review the student's progress in May.
- The committee will make a final decision based on the student's academic performance, attendance, growth, and readiness for the next grade.

5. Appeals Process

- Parents/guardians may appeal the retention decision to the school principal. The principal's decision will be final.

Hemphill Middle School Retention Policy

Retention Policy Overview To ensure student success, Hemphill Middle School has established clear retention criteria for students in grades 6-8. Retention decisions will be based on academic performance, attendance, and documented interventions

Academic Performance Data

Number of failed classes	1st Semester	3rd Quarter 3.7.25
Middle School - 2 Classes	9	16
Middle School - 3 Classes	6	9
Middle School - 4+ Classes	2	4
Freshman - 2 Classes	5	2
Freshman - 3 Classes	6	3
Freshman 4+ Classes	2	8

Key Observations and Goals:

- Students are being promoted to the next grade level despite not being academically prepared.
- Eighth graders advancing to high school may have to repeat courses or attend summer school.
- The goal is to ensure students are prepared for success in high school and beyond.
- This is not just a retention policy but an early intervention policy.
- Students will be identified in the first semester and placed on a structured plan.
- Additional support will be provided to help improve academic performance.

Retention and Academic Performance Criteria:

- Academic performance is a key factor in retention decisions.
- Students failing one core subject (math, language arts, science, or social studies) must attend summer school to be promoted.
- Students failing two or more core subjects must complete summer school courses for promotion.
- Students failing three or more core subjects will not be promoted to the next grade.
- Lack of proficiency in essential skills, determined by classroom performance, state assessments, and benchmarks, will be considered.
- Attendance is a crucial factor—students missing more than 25% of the school year may be considered for retention.

Hemphill Middle School
Student Intervention Plan for Academic Improvement

Student Information:

- Name: _____ Grade: _____ Date: _____
- _____

Team Members Involved:

- Student: _____
 - Parent/Guardian: _____
 - Teacher(s): _____
 - Counselor: _____
 - Administrator: _____
-

Summary of Academic Concerns

- Subjects/Classes Failed:
 - _____
 - _____
 - _____
 - Specific Challenges Identified (e.g., missing assignments, low test scores, attendance issues):
 - _____
 - _____
-

Intervention Goals

- Short-Term Goals (end of 1st Semester):
 - _____
 - _____
 - _____
- Long-Term Goals (by end of year):
 - _____
 - _____
 - _____

5. Quarterly review of Intervention Plan

Student Information:

- Name: _____ Grade: _____ Date: _____
- _____

Team Members Involved:

- Student: _____
- Parent/Guardian: _____
- Teacher(s): _____
- Counselor: _____
- Administrator: _____

Academic Concerns

- Subjects/Classes Failed:/ Current Grade:
 - _____
 - _____
 - _____
- Continued Challenges and concerns:
 - _____
 - _____

Student will continue on the Intervention plan YES NO
