



RECORD OF PROCEEDINGS

BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE* MINUTES OF MEETING August 10, 2020 (Business Session)

A Business Session Board Meeting of the Elizabeth School District was held on August 10, 2020 in the Board Room, District Office.

* In accordance with the Colorado Department of Public Health and Environment guidance, individuals are encouraged to practice social distancing with a minimum of six foot distance between individuals. Accordingly, in-person attendance at the meeting is limited to essential District personnel and Board members. To ensure transparency of the Board's proceedings a live audio link was provided and a recording of the proceedings was posted on the district website within 24 hours of the meeting.

1.0 CALL TO ORDER

President Carol Hinds called the Business Session BOE Meeting to order at 6:04 p.m.

2.0 ROLL CALL:

The following BOE Directors were present:

Director Kim Frumveller
Director John Guttenberg
Director Carol Hinds

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, HR Director Kin Shuman, Technology Director Marty Silva, and Secretary to the Board Jaimee Glazebrook

3.0 PLEDGE OF ALLEGIANCE

President Carol Hinds led the audience in the Pledge of Allegiance.

4.0 EDUCATION RECOGNITION

No Education Showcase

5.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

Motion moved by Director Guttenberg
Motion seconded by Director Frumveller

ROLL CALL:

Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye

The motion carried 3-0

6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the July 27, 2020, Elizabeth Schools Board of Education special meeting.

Motion moved by Director Guttenberg
Motion seconded by Director Frumveller



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ROLL CALL:

Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye

The motion carried 3-0

7.0 COMMUNICATIONS

7.1 HR Update

HR Director Kin Shuman shared that some employees in the district have concerns about coming back to the buildings. 17 employees have raised concerns related to their health or the health of family members. 7 of the 17 have received accommodations and 5 are being presented to the board tonight for approval of leaves of absences. Resignations have been received from 3 employees and all of those positions have been filled with either new hires or substitutes. Those individuals being granted leaves of absences will be unpaid leave but the employee may use any accrued sick time or vacation time.

New Teacher orientation occurred last week and was very successful. Technology training was a large part of the orientation and an extra half day was added this year. The Pinning Ceremony for this year has been canceled but something will still be put out to celebrate the new staff and current employees.

Transportation Director Terry Wilson will be retiring soon and his replacement is Mark Ressel. Mark comes with a strong background and the district is excited to welcome him to Elizabeth Schools.

7.2 Technology Update

Technology Director Marty Silva shared that his department is preparing for the beginning of the school year. Chromebooks are now 1 to 1 for all students 4th through 12th grade. This ensures the district is prepared for remote learning if necessary. The Elizabeth Middle School will assign Chromebooks to each student and the student will pick it up in the morning, have it for the day, and then return it at the end of the day. 4th and 5th grade students will have them available in their classrooms. Chromebooks have also been ordered for K-3rd grade but are not yet available. Kits are being put together for teachers to allow them to provide synchronous learning. The kits will include an IPAD, wide-angle lens, stand, and headset.

Discussion was had about the COVID-19 funding and that it can be used to help pay for the Chromebooks.

7.3 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which include typical monthly expenses as well as payments for technology, SPED related contract services, AP exams, renewal for substitute management services, EMS gym furnaces, concrete work, replacement of well pump for Elizabeth Middle School and Elizabeth High School irrigation systems, and emergency services expenditures. Financial statements reflect activity through the end of June or 100% through the fiscal year. General fund revenues after allocations are at 100.41% collected and expenditures and transfers are at 93.39%. Additional expenses, including salaries and benefits, will be reflected in the audited statements.

One concern for the district going forward is coaching pay. The district paid the coaches in the spring but refunded fees to families that had paid for their sport. This could happen again this year and will need to be addressed.

7.4 Superintendent Update

Superintendent Bissonette shared that most of the staff are back now for the start of the school year. All Elizabeth schools have been meeting and staff appears to be happy to be back which is encouraging. Leadership recently did a walkthrough at one of the schools as if they were students returning to school. The goal was to be able to identify risk of transmitting the virus and help mitigate those risks. Bissonette discussed



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his current understanding of the virus and his confidence in the district moving forward with their plan of in-person instruction.

Bissonette is in the final stages of an updated plan that will include more detail for families to understand what in-person instruction will look like. The detailed plan will include information regarding the steps the district is taking to mitigate risks inside the school. The plan also discusses that not all students and staff will be wearing masks, some cases exempt individuals from wearing the masks and leadership will be responsible for assessing those situations. The district is also making it clear that students and parents will not be policing masks, that will be the responsibility of school leadership. The district is continuing to work on ventilation and air quality in the schools and will provide that information in the updated plan as well. It is also important to know that Elbert County Public Health will be independently advising the district on any quarantine; the school district will not be making those decisions. CHSSA has decided to alter the sports schedule for the current school year to include 4 sessions. Golf, Cross Country, and Girls Softball will be taking place this fall and practices have already begun.

Guidance is being developed around many COVID related problems that may arise. One of those items is at home health screenings that will need to be performed by families every day before their students come to school. If students end up with some higher risk symptoms while at school parents will be asked to come and pick up their children.

The quality of our plan for remote learning has improved greatly. Remote learning, when in-person instruction must temporarily shift to learning at home, will be a live synchronous instruction for students who need to be remote. One thing to note is that screen time will not be the same amount as if they were in-person.

Bissonette did state that the decision the district made to delay school a week was definitely needed for teachers and other staff to have more time to prepare. Dwayne Smith with Elbert County Public Health has been touring all Elizabeth Schools to give guidance on areas that may need improvement. He has provided letters in support of starting in-person.

About 10% of our students have chosen the online option and those students are being asked to meet with their counselors to choose the courses that are right for them. The funding for online students is less than the funding the district receives for in-person students.

8.0 PUBLIC COMMENT

No public comment

9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.7.

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0

9.1 New Hires/Re-Hires

Casey Bauer, Part-Time Counselor, EHS

Amanda Hamlet, School Psychologist Intern, District Wide

Tara McGuire, Preschool Asst. Teacher, RCE/PS



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Mark Ressel, Director of Transportation, Transportation
Keith Souza, Psychologist Supervisor, District Wide
Jaime Twiss, Assistant Teacher, RCE/PS
Beth Schneider, Speech Language Pathologist

9.2 Transfers/Changes

Peggy Beshore, Preschool Floater/Kids Club Lead, SHE/PS
Savanah Lynch, Teacher, SHE
Jeff Sparrow, Asst. Principal/Athletic Director, EMS

9.3 Employment Separations

Shannon Vatoles, Asst. Preschool Teacher, RCE/PS
Christiane Klick, Teacher, RCE/PS
Tara McKendree, Teacher, RCE
Tracy Brend, School Librarian, SHE
Kelly Riggle, Teacher, FTR
Gayle Chavez, Lead Preschool Teacher, SHE/PS
Olivia Larson, Club, SHE/PS

9.4 Extra Duty Assignments

Robin Hunt, Principal, RCE
Beth Schneider, Speech Language Pathologist, District Wide
Chelsey Barnes, SPED Teacher, RCE
Amber Davis, SPED Teacher, District Wide
Kelly Tarr, Counselor, RCE
Kin Shuman, Director of HR, Business Office
Brandon Taff, Teacher, EHS

9.5 Request for Approval of Leaves of Absences due to COVID-19

Lindly Otte, SPED Para, RCE
Wayne Otte, Teacher, RCE
Lori Williams Martin, Teacher, EMS
Kelly Martyniak, Teacher, EMS
Cecilia Martinez, SPED Para, EMS

9.6 Monthly Financial Report

9.7 Legal Reference Changes to Policy

EBBA – Prevention of Disease/Infection Transmission

10.0 ACTION ITEMS

10.1 A motion was made to approve the Resolution to Define “Actively Engaged in the Educational Process” and Student Attendance for the 2020-2021 School Year.
This document will be online with the board packet.
Motion moved by Director Guttenberg
Motion seconded by Director Frumveller

ROLL CALL:

Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye



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The motion carried 3-0

10.2 A motion was made to approve the Revised District 2020-2021 Calendar. Discussion was had about the calendar and how many days are required for students to be in school. The new calendar with the delayed start will still meet the required number of days and hours.

Motion moved by Director Frumveller

Motion seconded by Director Guttenberg

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0

10.3 A motion was made to approve the 1st and final reading of new policy GBAB (Workplace Health and Safety Protection).

Motion moved by Director Frumveller

Motion seconded by Director Guttenberg

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0

10.4 A motion was made to approve the 1st and final reading of revised policy BC-R (School Board Member Financial Disclosure) – Regulation.

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0

10.5 A motion was made to approve the 1st and final reading of revised policy LBD* (Relations with District Charter Schools).

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0



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10.6 A motion was made to approve the 1st and final reading of revised policy EBBA-R (Prevention of Disease/Infection Transmission) – Regulation.

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0

10.7 A motion was made to approve the 1st and final reading of revised policy GBGA (Staff Health (And Medical Examination Requirements)).

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0

10.8 A motion was made to approve the 1st and final reading of revised policy JLCC (Communicable/Infectious Diseases).

Motion moved by Director Frumveller

Motion seconded by Director Guttenberg

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0

10.9 A motion was made to approve the 1st and final reading of revised policy KI (Visitors to Schools).

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 3-0

1.0 DISCUSSION ITEMS

No discussion items

12.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for August 24, 2020, at 6 p.m.



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13.0 EXECUTIVE SESSION

No executive session

14.0 ADJOURNMENT

The regular board meeting adjourned at 7:36 p.m.

Respectfully Submitted,

Carol Hinds, President

Cary Karcher, Vice President

Paul Benkendorf, Secretary

Kim Frumveller, Treasurer

John Guttenberg, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook