

DOLORES SCHOOL DISTRICT RE-4A
BOARD OF EDUCATION
MINUTES FOR SEPTEMBER 8th, 2016
BOARD MEETING

Regular Board Meeting
Professional Development Room

September 8th, 2016
6:00 p.m.

- I. CALL TO ORDER - The Dolores School Board special meeting was called to order at 6:08 p.m. on September 8th, 2016.
- II. ROLL CALL - Members present were: Rebecca Frasier, Vangi McCoy, Dee Prock and Linnea Vass. Scott Cooper, Superintendent, Jenifer Hufman, Secondary Principal, Gary Livick, Elementary Principal, Doreen Jones, Finance Manager, staff and community members were also in attendance.
- III. PLEDGE
- IV. APPROVAL OF AGENDA
A motion was made by Vangi McCoy and seconded by Dee Prock to approve the agenda with the additions.
Votes: Frasier-aye; McCoy-aye; Prock-aye; Vass-aye
- V. MINUTES OF PREVIOUS MEETING FOR REVIEW OR CORRECTION
The August 11th, 2016, regular board meetings minutes were approved as presented.
- VI. FY2016 AUDIT PRESENTATION – CHRIS MAJORS
Mr. Majors reported the audit is designed to confirm that what's reported to the public and CDE is appropriate and accurate. Everything looks good. Mr. Majors hit the highlights and if board members have any questions, please meet with him. Mr. Majors reported our reserves our healthy, having at least six months of expenditures in reserves. He wouldn't recommend spending and we're not in the danger zone.

Mr. Cooper asked about a BEST grant, funding for safe entrances for schools. If Dolores pulls 80-90,000 out of reserves this summer, is that possible? Ms. Andrews reported a deficit at the end of '17, due to a decrease in student enrollment, approximately a \$681,000 deficit. Last year there was a carryforward of approximately, 958,000. Mr. Majors reported that the true carryforward or increase in reserves is approximately 800,000. A one-time cost for an improvement is not of too much concern; but an ongoing cost would be. Ms. Andrews feels a large part of the deficit is being used for ongoing expenses and is a concern. Student enrollment is down and this will be discussed later.
- VII. CHRIS TRUSLER – ATHLETIC DIRECTOR
Mr. Trusler reported the local media has gotten somewhat nonexistent the last several years to showcase our local students. There is a new site, doloresathletics.com. It's a one-stop shop for anything related to Dolores activities and athletic events. Mr. Trusler gave an overview of the capabilities of the site and the improved communication that it will assist with. It can be linked with Facebook and Twitter for up to the minute updates and changes. It is a work in progress. Parents need to sign on and sign up for up-to-date information and schedules.
- VIII. CITIZENS TO ADDRESS THE BOARD – None.

(Break taken.)

- IX. STRATEGIC PLAN UPDATE:
- A. Strategic Plan #1: Student Success!
 - B. Strategic Plan #2: Student Centered Culture
 - C. Strategic Plan #3: Student First Financing

Discussion took place at the retreat on goals to include in the board agendas that relate to the strategic plan areas. Ms. Vass explained titling these areas with Mr. Cooper when building the agenda as per the board retreat discussion. The goals and agenda structure will be refined over the next several months. Ms. McCoy and Ms. Frasier would like paper agendas and documents for board meetings instead of electronic copies. There will be detailed information reported in the superintendent and principal reports later in the meeting.

- X. SUPERINTENDENT REPORT – Mr. Cooper's report was in the board packets.

XI. ACADEMIC REPORT

- A. Elementary – Mr. Livick reported the new schedule is doing well. Ms. McCoy reported hearing there may be a need to get AR on the Chromebooks. Right now it's available in the library and on the classroom computers. There may be a cost to do this. Mr. Livick reported all students have access right now, and he will research getting it put on all Chromebooks. They are in their first week of NWEA testing. Discipline reports are consistent with last year's statistics. Discipline is being worked on on what works for those with discipline issues. The PTA is still very active and an asset. PARCC data is in; 15% opted out in math and the 95% cutoff was not met for math or reading, giving invalid data sets.
- B. Middle School
- C. High School – Ms. Prock congratulated Ms. Huffman on the graduation success. Ms. Huffman reported that classes that MS students took for HS level courses will now go towards their HS credits and pathways, towards their graduation requirements and credits, but still will not count for their cumulative GPA. Ms. Frasier said parents need know that there is only a nine-credit per semester limit for students taking college level courses. Discussion ensued on college credits that students could gain and the cost to the student as well as the district. After discussion, it was brought to light that there may not be a nine-credit limit. Ms. Huffman will research this issue.

All students 7-12 grades have a "College in CO" account and work with their advisors on their school career and future plans. ICAPs have not been consistently enforced even though it's been state law since 2013. There will be a transition period until all of this is updated and in force and effect. Weekly advisory teachers check grades and email parents for those students they're concerned about. Accountability is being looked at very closely. The block schedule was tweaked per teacher input after the first week of the block schedule. Schoolretool.org, reference the hack cycle and the methods that are being implemented at the secondary.

XII. BOARD REPORTS AND REQUESTS

- A. Student Government Report – (Done earlier, after VI.) Ms. Boyd, HS President, reported they've been focusing on Homecoming; it's early this year. The theme is Dancing Through The Decades, each grade doing a different decade. Monday is a TBD Spirit Day; Tuesday is Twin Day and the HS volleyball homecoming vs. Mancos, with the bonfire immediately following the game, and the student government is taking it on since there was insurance issues with the Booster Club; Wednesday is Class Color Day, peach fuzz and pep rally; Thursday is Decade Day and HS volleyball at Telluride; Friday is School Spirit Day, red, black and white, with the parade at 2:00 p.m., the chamber will try to get some businesses involved to help; Friday evening is the Homecoming football game where royalty will be crowned during halftime; Saturday evening is the Homecoming dance, details TBD.
- B. BOCES – Ms. McCoy reported that Durango has applied to CDE to pull out of BOCES. Will Dolores be affected? That is an unknown at this point.
- C. District Accountability – Wildly Important Student-Centered Advisory Team (WISCAT) – (Done earlier after VI.) Ms. Snow gave the minutes from the last meeting to the board members. They are supportive of collaboration with the town regarding an athletic complex. They will be drafting a wellness policy, which will include nutrition and physical activity; the goal is to have the draft presented in October. Ms. Vass asked how the discussion between Sheriff Nowlin and the students went regarding the death due to a drug overdose; Ms. Huffman reported it went well, all positive feedback. Ms. Huffman felt the students appreciated that admin was honest. It seems to have opened the line of communication and people are talking about it more. The parents of the students would like to come and present when they are able.

Ms. Huffman will be sending out a weekly memo to parents now that e-mails are updated in the system. Ms. Huffman said the presence of Mr. Trusler and Mr. Gallaher she feels has reduced the negative incidents at the school.

- D. Legislative Network Reports – Ms. McCoy reported that the state board of education is going to review the healthy beverage policy; on the table, it's proposed to allow diet soda in the high school, juices in the middle school; there was a 4 to 3 vote in favor of pulling back on the healthy choices and allowing this in CO. The board discussed sending a letter to Rankin that Dolores is not in favor of allowing these drinks in the school.
- E. Board requests for agenda items, information, etc. – None.
- F. Communication plan reports and discussion – None.
- G. Town Board Report – None.
- H. Other Information – Ms. Huffman asked for more money from the CO Health Foundation for the playground grant. She'll find out October 15th if we were awarded. If awarded, construction will happen over the summer.

Ms. Vass asked about Mr. Soukup's report concerning changes in the custodian schedule. Mr. Cooper reported having a full-time custodian the last approx. 2 ½ years. After some changes and trials and looking at budget needs, the position is now five hours a day instead of eight. Students should do some of their own cleanup after lunch.

XIII. Action Items

- A. Approval of September bills and financial statements for period ending August 31st, 2016
- B. Approval of minutes for the August 11th, 2016, regular board meeting
- C. Personnel: **Approval of:**
Elementary Paras: Tyler Nielson, Ashley Schrage
Bus Drivers: Peggy Caudillo, Patty Tutton
Substitute Teachers: Katrina Mikkelson, Amy Lewis, Julie Brabeck, Jaycee Gallaher, Roger Andreason, Carl "Grant" Armstrong, Carol Gilstrap, Jami Randolph, Larry Schwartz
MS Asst. Volleyball Coaches: Brianna Milligin, Brianna Wallace
Resignation of:
Bus Driver: Michael Jones
Bus Driver/Mechanic: Dominic Petrose
Bus Driver: Linda McKnight
Fourth Grade Teacher: Brian Rhodes
- D. Approval of FY2016 Audit
- E. Policies:

| CODE | TOPIC | READING |
|---------|--------------------------------------------|-------------------------|
| AEA | Standards Based Education | 1 st reading |
| AEE | Waiver of State Law & Regulation | 1 st reading |
| BC-R | School Board Member Financial ... reg. | 1 st reading |
| BDFA | District Personnel Evaluation Council | 1 st reading |
| BE ♦ | School Board Meetings | 1 st reading |
| DAB-E | Financial Administration ... exhibit | 1 st reading |
| DEA | Funds from Local Tax Sources | 1 st reading |
| DJE | Bidding Procedures | 1 st reading |
| EBCG | Automated External Defibrillators | 1 st reading |
| GBGAB | First Aid Training | 1 st reading |
| GDA-E16 | MS/HS Secretary Job Description | 1 st reading |
| GDA-E22 | Gifted Ed. Coordinator Job Description | 1 st reading |
| GDA-E23 | Secondary Dean of Students Job Description | review |
| GDA-E24 | Athletic Director Job Description | review |
| IKA ♦ | Grading/Assessment Systems | 1 st reading |
| JLCE | First Aid and Emergency Care | 1 st reading |
| JICA-R | Middle School/High School Dress Code | 1 st reading |
| JLCD-R | Administering Medications ... regulation | 1 st reading |

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|-------------------|----------------------------------------------|-------------------------|
| GCO-R | Evaluation of Licensed Personnel, regulation | 1 st reading |
| IHCDA | Concurrent Enrollment | 1 st reading |
| KF, KF-R, KF-E | Community Use of Facilities, reg., exhibit | 1 st reading |
| EBAB-R | Hazardous Materials-regulation | REPEAL |
| IKC-IKD-R | Class Ranking | REPEAL |
| ◆ Required by law | | |
| † New Policy | | |

A motion was made by Dee Prock and seconded by Vangi McCoy to approve the Action Items as presented.

Votes: Frasier-aye; McCoy-aye; Prock-aye; Vass-aye

XIV. DISCUSSION AMONG BOARD MEMBERS

- A. School Board Retreat – Notes from the facilitator are in the board packets. September 28 is the CASB conference in Durango.
- B. Board Offices (POSSIBLE ACTION ITEM) – After discussion it was decided to keep offices as they are, unless there was objection from Ms. Truelsen. Everyone present is comfortable in their current board positions and appointments.

A motion was made by Dee Prock and seconded by Vangi McCoy to keep the board officers as they are.

Votes: Frasier-aye; McCoy-aye; Prock-aye; Vass-aye

- C. GOCO Grant – Track & Field facility – Mr. Cooper reported that there is a grant writer working on this; we are in partnership with the town, who is our municipality. We should know by spring break. If we're awarded the grant, plans will commence.
- D. Board Agenda Template – Discussed above.
- E. BEST Grant – Mr. Cooper needs a decision by next month whether to pursue this grant for safe entrances to our school. We would get 56% of the funding from BEST. Further discussion will take place in October.
- F. Budget
 - i. Coaches/AD Stipend Policy – Mr. Cooper reporter that the AD position requires a lot of work. He would like the position to be comparable to a head coach amount. The shift to the Dean of Students and AD saved us about \$10,000 in this year's budget. He's proposing \$8,500 for the AD rather than the \$5,000, and then \$2,900 for head coaches, which is comparable to surrounding districts. Mr. Cooper provided a handout with his proposed figures to the board. Ms. Frasier asked Ms. Jones's opinion; her recommendation would be to wait until October. After discussion, it was decided to wait until October to make a decision on this. The district advertised and approved the AD position at \$5,000. The board will better evaluate the position and pay at October's board meeting.
 - ii. Finance Dept. – Mr. Cooper reported discussions have been happening for awhile on how to support the finance department. A job description and duties will be put together in the hopes of hiring a support person. Ms. Jones would like to get a support person for at least 20-25 hours a week; of course waiting until the October count and finalization of the new software system. Ms. Jones puts in about 60-65 hours a week and she's salary. Ms. McCoy suggested a possible intern position for a graduating student. This may be an option in the future.
 - iii. Student Enrollment numbers – Our current numbers will be 658.2 students, and our budget was built around 709.8. We're 64 students down from the August count, an approximate \$181,000 decrease. Ms. Huffman reported we're down significantly in the high school, not so much in the middle school. A large portion of the decrease are kids that have moved out of the area, have been expelled or their open enrollment was revoked. Mancos and Cortez both have increased numbers for enrollment. This is something to keep an eye on, considering Dolores used to be the draw for many new families moving to the area. There's a decrease in all schools in the Dolores district. Mr. Cooper feels the district will stabilize and begin to increase over the years again.

- G. 2016 All State Board of Education Award – Ms. McCoy would like added that we're one of three districts in the state with the transition to kindergarten piece. The letter is due on 9/15, the board members can sign tonight and Mr. Cooper will send the final draft to the board members. Ms. McCoy will send a couple sentences for Mr. Cooper to include in the letter. The board will stop in and sign it in the district office within the next week.
- H. CASB Convention Dec. 8th-11th, 2016
- I. CASB Resolution – School Finance – Should the board send a letter supporting the restructuring on how school finance is funded. Currently, high property tax areas get higher funding. Mr. Cooper proposes the board pass the CASB resolution for school finance.
A motion was made by Dee Prock and seconded by Rebecca Frasier to pass the CASB resolution for school finance.
Votes: Frasier-aye; McCoy-aye; Prock-aye; Vass-aye

The bonfire has to be covered by a school organization for insurance purposes since the town is now requiring a permit. The student government will take this over with Booster Club as the sponsor, staff will also be present at the bonfire. The insurance recommends not doing an event like this, but if it's done, there is a requirements page, and it is covered by the insurance policy under a school organization. The fire department will also be on site for this high risk activity.
A motion was made by Dee Prock and seconded by Vangi McCoy to approve the student government taking over the organization and development of the bonfire for the Homecoming activities.
Votes: Frasier-aye; McCoy-aye; Prock-aye; Vass-aye

XV. ADJOURNMENT was at 9:50 p.m. The next Board meeting will be held on Thursday, October 13th, 2016, at 6:00 p.m.

Deanna R. Vass 10-13-16
 Board President Date

Deanna E. Trudsen 10-13-16
 Board Secretary Date