

DOLORES SCHOOL DISTRICT RE-4A
BOARD OF EDUCATION
MINUTES FOR JANUARY 11th, 2017
WORKSHOP and BOARD MEETING

**Workshop
Professional Development Room**

**January 11th, 2018
5:30 p.m.**

- I. DISCUSSION – The Transportation Building was discussed from 5:30 p.m. to 5:55 p.m.

**Regular Board Meeting
Professional Development Room**

**January 11th, 2018
6:00 p.m.**

- I. CALL TO ORDER - The Dolores School Board meeting was called to order at 6:05 p.m. on January 11th, 2018.
- II. ROLL CALL - Members present were: Casey McClellan, Vangi McCoy, Kay Phelps and Dee Prock. Scott Cooper, Superintendent, Jenifer Huffman, Secondary Principal, Gary Livick, Elementary Principal, Doreen Jones, Business Manager, staff and community members were also in attendance.
- III. PLEDGE AND MOMENT OF SILENCE
- IV. APPROVAL OF AGENDA
**A motion was made by Casey McClellan and seconded by Vangi McCoy to approve the agenda with the additions and the following changes: Move XIV. K. Transportation Building Project to after V. Celebrations; move the SRO Report to after V. Celebrations.
Votes: McClellan-aye; McCoy-aye; Phelps-aye; Prock-aye**
- V. CELEBRATIONS/PRESENTATIONS – VANGI McCOY – KIDS COUNT PRESENTATION – This was rescheduled due to a computer issue.
- VI. TRANSPORTATION BUILDING PROJECT (Possible Action Item)
Discussion ensued on adding on to existing facilities or building a new facility. Mr. McClellan consulted with the inspector, and it's much easier to add on to existing and less expensive. At the last meeting, bids received were to be rejected, contractors were told the project will be rereviewed and new RFPs sent out.

A motion was made by Casey McClellan and seconded by Kay Phelps to research the two contractor bids for an addition to existing building, conduct further research into the integrity of the existing structure and allow time for board members to do site visits.

Discussion: Mr. McClellan suggested the board members do a site visit of the structure. Is there excessive settling? What is the condition of the existing structure? He doesn't feel an add-on would be a problem. If there are major issues, fix what we have instead of building anew. Mr. Funk is concerned about the spillway that was installed to prevent water runoff; this will have to be removed, regardless of what is done. Ms. Prock asked how old is the current building? Nobody knew for sure; approximately 25 years old is an estimate. Dr. Cooper reported the add-on idea is only two buses wide, versus three bays, which three is requested by Mr. Funk. Mr. McClellan doesn't feel three bays is necessary; having maybe two mechanics at most working on buses at a time. A wash bay would still be included. Ms. Phelps plans to do a site visit.

Dr. Cooper suggested this be brought to the upcoming special meeting. Ms. Phelps asked about what information is needed to determine the structural soundness of the existing building. Estimates are expected maybe next week sometime; Mr. McClellan will follow up on the timeline.

Votes: McClellan-aye; McCoy-aye; Phelps-aye; Prock-aye

Ms. Prock is willing to do a site visit, but doesn't have the expertise in this area to make a decision, relying on the professional estimates and bids. Ms. Phelps concurs. Mr. Funk reported there is room either way, building anew or adding on.

VI. SRO REPORT

SRO Green reported on doing traffic stops; everybody is advised to slow down. Elementary crosswalk is much more visible. No assessments at secondary. Three contacts since school started, referred to social worker. Under the influence training has occurred with staff. Been a good month.

VII. CITIZENS TO ADDRESS THE BOARD – None.

VIII. STUDENT GOVERNMENT REPORT – Ms. Huffman reported the students were at the basketball game. They did their shopping for the holidays. They are contemplating an idea of a Snowcoming or Winter Carnival as a winter spirit building activity.

VII. DISTRICT ACCOUNTABILITY – MULTI TIERED SYSTEMS OF SUPPORT LEADERSHIP TEAM (MLT) – Dr. Cooper reported they met Tuesday, working on the health and wellness policy, using MTSS grant to travel to Denver for the MTSS kickoff at the beginning of February, to include staff and parents; training for MTSS team. Ms. Huffman reported the training will help with database decision making and how to implement the results.

VIII. ACTION ITEMS (CONSENT AGENDA):

A motion was made by Vangi McCoy and seconded by Casey McClellan that the Board approve and adopt the recommended actions for the items on the consent agenda.

Votes: McClellan-aye; McCoy-aye; Phelps-aye; Prock-aye

- A. Approval of January bills and financial statements for period ending December 31st, 2017
- B. Approval of minutes for the November 9th, 2017, regular board meeting and the November 27th, 2017, special board meeting

- C. Personnel: **Approval of:**
 - HS Asst. Wrestling Coach: Josh Galloway*
 - Substitute Teachers: Eric & Opal Croke*
 - Transitional contract for January-June 2018 for: Maria Perez*
 - MS Head Track Coach: Glenn Smith*
- Resignation of:**
 - MS Football head coach/MS Girls Basketball Head Coach/*
 - HS Football Asst. Coach: James Biard*
 - Fifth Grade Teacher: Alison Bjerke*

D. Policies:

CODE	TOPIC	READING
ADF♦	School Wellness	HOLD
ADF-R	School Wellness –regulation	HOLD
DKC♦	Expense Authorization / Reimbursement	HOLD
ADD♦	Safe Schools	2nd reading
EBBB	Accident Reports	2nd reading
EBCE	School Closings and Cancellations	2nd reading
ECA/ECAB♦	Security/Access to Buildings	2nd reading
ECAF†	Use of Video and Audio Monitoring	2nd reading
ECAF-R†	Use of Video and Audio Monitoring-reg.	2nd reading
EEAEF	Video Cameras on Transp. Vehicles	2nd reading
EEAEF-R	Video Cameras on Transp. Vehicles reg.	2nd reading
GBEB♦	Staff Conduct & Responsibilities	2nd reading
GBEB-R†	Staff Conduct & Responsibilities – reg.	2nd reading
JFBB-R♦	Inter District Choice / Open Enrollment	2nd reading
JICDD	Violent and Aggressive Behavior	2nd reading
IC/ICA	School Year/School Calendar	2nd reading
JICF♦	Secret Societies / Gang Activity	2nd reading

JICH-R	Drug & Alcohol Involvement by Students	2nd reading
JICJ	Student Use of Cell Phones & Tech. Devices	2nd reading
JK♦	Student Discipline	2nd reading
JICF♦	Secret Societies/Gang Activity	2nd reading
JICH-R	Drug & Alcohol Involvement by Students	2nd reading
JICJ	Student Use of Cell Phones & Tech. Devices	2nd reading
JK♦	Student Discipline	2nd reading
JK-R♦	Student Discipline – regulation	2nd reading
JKA♦	Use of Physical Intervention & Restraint	2nd reading
JKA-R♦	Use of Physical Intervention - regulation	2nd reading
JKD/JKE-R♦	Suspension / Expulsion of Students	2nd reading
JQ	Student Fees, Fines, and Charges	1st reading
♦ Required by law † New Policy		

- E. Approval of Rotary donation of \$1,442.50
- F. Approval of \$500 donation to Dolores Elementary from Dolores Mountain Quilters
- G. Approval of \$1,000 donation to Dolores Elementary from Fort Beyhan, LLC
- H. Approval of \$2,500 donation to AD Fundraiser from Denise Dennison Insurance Agency

IX. STRATEGIC PLAN UPDATE/PRESENTATION

- A. Strategic Plan #1: Student Success! – Approval of Draft Unified Improvement Plan (Action Item) – Dr. Cooper reported the plan is in board packets, it's an ongoing work in progress, which will be looked at quarterly. State data and NWEA is included, as well as strategies for making improvements. Ms. McCoy reported it's very structurally different. Mr. McClellan said this indicates elementary and MS are in a turnaround position; Dr. Cooper reported the hope that the MS will be joining the HS, that's up for discussion later. Mr. McClellan would like an explanation for the different level data points; where are we? What is the purpose of combining the MS and HS? Dr. Cooper reported planning is in play to improve all scores; campaigning will be done to promote test participation. MS too far gone with high opt out rates; Dr. Cooper and Mrs. Huffman recommended combo of MS and HS into a secondary school; the end result being with good graduation rates, and better scores at the HS with HS well above state average, the result is pulling up MS data. Dr. Cooper suggests combing MS and HS.
 Mr. McClellan feels, in essence, they're using the HS to improve the look of the MS. Dr. Cooper said because of low test rates, that's what's making the MS look unfavorably. Mr. McClellan feels this is masking the problem by combining MS and HS. What's the other value to this combination? How does this affect the budget? Ms. Jones reported it would change the whole chart of accounts, having to combine MS and HS; lose tracking ability as to where money is going; her concern is losing tracking and transparency of MS and HS dollars; will also affect HR report, tech report, etc., in what way not sure but it will be affected. The point of having such a detailed budget is so you can track your expenses.
 Mr. McClellan feels some day we'll have a MS principal; Dr. Cooper disagrees, with 6th being moved to the elementary. Ms. Prock also feels our small school won't warrant a MS principal. Mr. McClellan feels if this is changed now, it will have to be changed back; the combination is a band-aid fix, but are we addressing the true problems? Dr. Cooper stated CMAS data is statistically invalid, not being a true reflection of how we're doing at our schools; they're not masking anything, they will get a true picture of achievement. Mr. McClellan feels the MS performance is what is, opt outs are temporary.
 Discussion ensued on the combination of the MS and HS and the reasons for high opt out rates. Ms. McCoy asked Ms. Huffman, how does this change happen on the ground; Ms. Huffman doesn't think it impacts kids one way or the other, they're already working to build a team culture; each UIP takes about 40 hours to write, so the combination benefits by not having to track three schools, just two, which enables less time for prep of this for staff, allowing staff to dig into the data, get feedback and implement changes. Ms. McCoy asked Ms. Huffman her perspective of being the principal of both; Ms. Huffman doesn't feel the combination will impact her principalship; she already wants MS and HS to be one community. Ms. McCoy stated the UIP is the landscape document, includes a compilation of all data and can be discussed often, with changes and updates made when needed.

Ms. Huffman reported the first draft has to be uploaded to CDE by January 15th, changes can be made up through April 15th, upon which it will be made public. Mr. McClellan asked how in progress items will be measured; Ms. Huffman suggested giving the board a status update every month.

Mr. McClellan looked at PARCC and CMAS data on the CDE website, curious what's happening with other surrounding schools; he researched them all. Something interesting to note: Dolores started out on track in the early years and then the scores deviate more as grade level increases; every other school had higher participation rates; 5th grade math jumped out at him with a 94-95% participation rate, but only 8% meets or exceeds scores. Maybe participation isn't the problem, could it be something else? He feels this needs to be looked at. He suggested having the discussion with other schools about what they're doing to increase participation? Ms. Huffman's asked the questions with no good answers; other districts have a culture to take the tests.

Ms. Prock suggests discussing this further after some conversation has taken place with the community, how can we support the admin in getting the word out that testing is important? Mr. Clellan suggested the principals reach out to the other schools, all other schools keep their participation numbers up, so they've figured something out; rather than reinvent the wheel, tap into what's happening at other schools. Ms. Phelps reported that the opt out culture is very hard to change.

A motion was made Kay Phelps and seconded by Vangi McCoy to approve the Draft Unified Improvement Plan.

Votes: McClellan-aye; McCoy-aye; Phelps-aye; Prock-aye

- B. Strategic Plan #2: Student Centered Culture – Enveloped in above UIP discussion.
- C. Strategic Plan #3: Student First Financing – Ms. Jones gave revenue/expenditure spreadsheets to the board, receiving no final numbers from state yet. The budget needs to be approved by January 31st, so a special meeting needs to be set. The draft budget is based on a funded pupil count of 696.1.

Highlights: General Fund beginning balance is less than what was budgeted, using the audited financial statement numbers; property taxes have gone up; specific ownership taxes have gone down; equalization has gone up. All incoming grants moneys that have come in or scheduled to come in are included. Revenues increased. Expenditures: Adjustments need to be made because of a software glitch. There was a \$3.1 million contingency reserve to start; with this draft budget it's at \$2.9 million, for revenues to meet expenditures.

Ms. Jones is happy to meet with anyone and answer questions about the budget; once numbers are received from the state, she'll plug them in and send the final draft budget to all board members. Ms. Prock asked when she will expect to have those numbers; Ms. Jones expects by the 22nd.

After discussion, a motion was made by Vangi McCoy and seconded by Casey McClellan to set the special budget meeting for January 25th, 2018, at 8:15 a.m.

Votes: McClellan-aye; McCoy-aye; Phelps-aye; Prock-aye

- X. SUPERINTENDENT REPORT – Dr. Cooper's report is in the board packets.
- XI. ACADEMIC REPORT – All reports are in packets.
 - A. Preschool – Ms. Rosenkrance reported having seven infants. There are two student aides. They have their plan for next year in place. Students are being evaluated according to developmental stages, STEM and social/emotional parameters.
 - B. Elementary – Mr. McClellan asked specifically about 5th grade math, but his question applies to all; the goal doesn't meet the norm, why? Mr. Livick reported wanting each student to meet a year's worth of growth, which is what this goal represents as a group. Mr. Livick feels things are going very well. Mr. McClellan would like to see results over three-year period, is that possible? Discussion ensued on how the data is measured, what parameters are set for each student, etc. Mr. McClellan thanked Mr. Livick for the reports.
 - C. Middle School
 - D. High School – Mr. McClellan would like secondary data laid out like the elementary, possible? Ms. Huffman will work on it. Ms. Huffman reported opportunities for exploratory classes are being pursued, especially in line with pathways that students have to now choose.

XII. BOARD REPORTS AND REQUESTS

- A. BOCES – Dr. Cooper reported a SAC meeting took place today. Some discussion centered around the fact that with Durango now out of BOCES, they're operating a bit in the red, so work is being done to cut the budget to finish in the black. What are districts getting for the money via membership and special ed monies? Seeing their returns was beneficial.
- B. Legislative Network Reports – Ms. McCoy reported legislative priorities from the Children's Campaign and Rural Alliance. School finance is always at the forefront; expulsion/suspension for early childhood. Ms. Huffman reported on an early bill introduced to tighten more how schools can increase accountability for missing school/tests, etc.; it would make incentivizing more difficult if this bill passes. Concealed carry law was killed in committee yesterday.
- C. Town/County Board Reports – Dr. Cooper reported the tear down of the old playground has started; they're advertising for a Town Manager; there are four board seats, plus the mayor's seat up for election; anyone in town boundaries can run.
- D. Board requests for future agenda items and information, etc. – Mr. McClellan would like to move health clinic topic to next month's agenda. Ms. Prock suggested moving the School Board Leadership Handbook discussion to next month to enable Ms. Truelsen to be present.

XIII. DISCUSSION AMONG BOARD MEMBERS/Action Items

- A. Frozen step reimbursement – Dr. Cooper reported unfreezing one step back in 2013-'14. Dr. Cooper and Ms. Jones are working on the numbers and the amounts. This will be a budgetary item when all information is gathered, to include retroactive steps. They'll report to the board when they have the information gathered.
- B. Request for Colo. Dept. of Ed. to change Dolores Middle School and Dolores High School to Dolores Secondary School (Action Item)
 Dr. Cooper's recommendation is to approve this tonight. Ms. Huffman reported without CMAS and PARCC at the HS, they will be able to have transparency; PSAT and SAT at the HS and CMAS and PARCC at the MS. Mr. McClellan feels this will make the MS look better; Ms. Huffman disagrees. Dr. Cooper reported they've been operating this way since moving 6th to the elementary. Mr. Livick feels it's a more accurate portrayal of student performance. Ms. Huffman reported Dr. Cooper suggesting this be done when she came on, she asked him to hold off; there was an asst. principal at the MS, and they wanted to give that a try. Ms. Phelps reported the national trend is to have more shared leadership, fewer administrators and more teacher leaders, cohesiveness between the MS and HS is important.

A motion was made by Vangi McCoy and seconded by Kay Phelps to move to a secondary, 7th-12th grade structure.

Discussion: Audience Member: If it's all secondary, how do you separate with activities? Dr. Cooper reported they can specify what grade levels are allowed, i.e., this dance is for 9th-12th grades, etc.

Votes: McClellan-aye; McCoy-aye; Phelps-aye; Prock-aye

- C. Set Board Linkage meetings (Action Item)
 All present feel these meetings are beneficial to not only the board but staff and students.
After discussion, a Board Linkage meeting was set for February 22, 2018, 11:00 a.m. to 5:00 p.m.
Votes: McClellan-aye; McCoy-aye; Phelps-aye; Prock-aye
- D. Hiring policies and procedures – Mr. McClellan was on the interview team for new hires many years ago; he felt it was very beneficial. This is no longer done. Feels the district is working outside of the hiring policy, i.e., an employee was hired before turning in an application, another one where credentials hadn't been verified and they ended up not being qualified for the position hired so moved to another, a student reported to him (a junior) that they took a class as a freshman with an unqualified teacher and now that whole class is struggling. Mr. McClellan would like to offer something for parents and the community to participate, to make a difference and be involved. Ms. Huffman already invites parents to be part of hiring committees. Mr. McClellan also knows of several people hired without background checks; Ms. Jones concurred, saying many times they do start physically working before the results are in, including volunteers. The process needs to be followed and finalized before folks start working/volunteering. Mr. McClellan read through the hiring policy, outlining the requirements and feels they are not being followed.

Ms. Prock recommended these policies be reviewed. Mr. McClellan will bring suggestions forward for review.

- E. School Board Calendar at a glance – Dr. Cooper sent the calendar to the board.
- F. School Board Retreat – February 6th, 2018 – After discussion, the time was set for 12:00 p.m. to 5:00 p.m.
- G. School Board Leadership Handbook – Moved to next meeting.
- H. School Based Health Clinic – Moved to next meeting.
- I. Superintendent Evaluation – Ms. Prock will be reviewing the evaluations and putting them together once they are received from all board and admin and anyone else asked to submit evals. Please get them to her by February 5, 2018. Ms. Prock would like a workshop before the review to give everyone an opportunity to read and process everyone's evaluations and comments.
- J. 2018-2019 School Calendar (Action Item) – Dr. Cooper reported surveys have been out for quite awhile and they've received good feedback. He separated it out from certified staff and all others, wanting to hear from those in the classroom. Discussion ensued regarding the different calendars and the feedback received. Audience Member: Is a four-day week really beneficial? School is not closed, teachers are still present, activities are still taking place, etc. Ms. Huffman is not a proponent of fewer days of school, but having Fridays off when kids are traveling for athletics is beneficial. More discussion and final decision to come.
- K. Set special meeting for final budget adoption (Action Item) – Done at IX. C.

XIV. ADJOURNMENT was at 9:03 p.m. The next workshop and board meeting will be held on Thursday, February 8th, 2018, at 5:30 p.m.

 3-8-18
Board President Date

 3-8-18
Board Secretary Date