

Official Minutes
Weld Re-3(J) Board of Education
Work Session
May 13, 2015

1. **Call to Order** by Haffner at 7:05pm.
2. **Roll Call** – Baumgartner, Gustafson, Haffner, Jensen and Veldhuizen present.
3. **Pledge of Allegiance**
4. **Review of Agenda**
5. **Discussion Items**

5.1 Secondary & Elementary Student Handbooks

Revisions to the student handbooks were completed for Board review. Mrs. Forbes presented minor changes to the elementary handbook. Mrs. Jeffery presented changes to the middle school handbook. Mr. Richardson and Mr. Fleming presented changes to the high school handbook. Administration was available to answer questions. A complete revision to the athletic and activities handbook was presented. This is a combined middle and high school handbook designed for consistency. Approval of all handbooks will be on the May 27th agenda.

5.2 Secondary Math Curriculum Adoption

The secondary math teachers have piloted two math series for the past semester. The math teachers unanimously selected Pearson instructional materials. The middle school series, *Digits*, is heavily web-based which will require additional devices. The high school *Common Core Series* includes textbooks for Algebra, Geometry, and Algebra II. The textbooks were available for review and will be on public display following the work session. Approval of the curriculum adoption will be requested at the May 27 meeting so that at least part of the purchase can be made within the current fiscal year and so that materials can be ordered in time for the start of the new school year.

5.3 Town of Keenesburg Interest in Keenesburg Elementary Building & Adjacent Property

Debbie Chumley was present to talk to the Board about the Keenesburg Elementary building and the adjacent property to the north. The town of Keenesburg would like to partner with the district in purchasing or leasing the building for community use. Concerns with the building going on the historical registry were discussed if grant funds were used for the assessment of the building. The Board discussed splitting the cost of an assessment with the town, depending on cost. Ms. Chumley was asked to discuss the split cost option with the Town Board. Brief discussion was held regarding the potential resolution that the Hudson Town Board sent to the Keenesburg and Lochbuie Town Boards. Ms. Chumley also noted that the Town of Keenesburg has not yet taken action on the annexation of central campus but said it will be discussed at the upcoming May 18th meeting. Following the meeting a letter may be sent requesting the annexation.

5.4 2015-2016 Budget Forecast, Revenues, & Expenditures

Salary and wage schedules in addition to total cost estimates with step increases were provided. Mrs. Clark presented the salary and wage information and included health insurance increases so that the Board could review total compensation increase projections. CDE has released revenue projections for 2015-2016; however, their projections are believed to be high in terms of the increases in both assessed valuation and student enrollment. Ms. Clark prepared information using more realistic projections. The Board discussed use of the small amount of additional revenue in helping to meet district goals. The Board directed administration to provide additional scenarios for their consideration related to staff compensation.

5.5 2016 Bond and MLO Election

Dr. Rabenhorst and Mrs. Clark noted that initial phone conversations were held last week with five architect firms to determine their interest in completing a master facility plan with the district. The next step is formal presentations with those interested firms; those are scheduled for June 2nd and 3rd. Mr. Haffner will represent the Board by participating in the interview/presentation process. GKB will also be working with the district in the near future to determine any informational publications that should be disseminated.

5.6 Administrative Policy G-a-32 (GBJ) Personnel Records and Files (*new policy*)

A copy of Personnel Records and Files was reviewed. This is a policy that is currently not in place. The District Office is currently over capacity when it comes to the archival of personnel records. This policy will put in place the specifics for records that must be maintained, and the district office will work on getting the appropriate records permanently removed. This policy follows CORA requirements and state laws for records retention. This policy will be placed on the May 27th agenda for approval.

5.7 Administrative Policy G-a-33 (GCG/GCGA) Part-Time and Substitute Professional Staff Employment / Qualifications of Substitute Staff (*new policy*)

A copy of the Part-Time and Substitute Professional Staff Employment/Qualifications of Substitute Staff policy was reviewed. This is a new policy and is recommended by Administration. The language in this policy will cap each part-time and substitute teacher to 129 hours per calendar month, which prevents these staff members from falling within the ACA’s definition of “full-time employee.” This policy will be placed on the May 27th agenda for approval.

5.8 Administrative Policy J-30 (JICDE) Bullying

A copy of the Bullying policy was reviewed. Existing policy is dated. Administration reviewed current policy and compared it to the draft from CASB. Administration recommended the CASB version that was presented. This policy will be placed on the May 27th agenda for approval.

12. Adjournment at 9:30pm.