

Official
Weld Re-3(J) Board of Education
Regular Meeting Minutes
June 24, 2015

1. **Call to Order** by Haffner at 7:04pm.
2. **Roll Call** Baumgartner, Gustafson, Haffner and Jensen present.
3. **Pledge of Allegiance**
4. **Approval of Agenda**
Gustafson moved to approve the agenda and addendum as presented.
Jensen seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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5. **Public Open Forum**

- 5.1 **Recognition of Visitors**
- 5.2 **General Public Comment**
- 5.3 **Correspondence**

6. **Board Consent Agenda**

- 6.1 **Approval: May 24, 2015 Special Meeting Minutes**
- 6.2 **Approval: May 27, 2015 Regular Meeting Minutes**
- 6.3 **Approval: June 10, 2015 GP Meeting Minutes**
- 6.4 **Approval: May Financial Reports**
- 6.5 **Approval: Resignations/Retirements**
 - Todd Shahan – Director of Technology
 - Quentin Steinberg – Computer Tech
 - Kristina Hudson – Music Teacher @ Lochbuie
 - Jody Auer – 6th Grade LA/Social Studies Teacher @ WCMS
 - Mike Brown – PE / Social Studies Teacher @ WCHS
 - Nicole Duits – SPED Teacher @ Hudson
 - Glenda Russell – Technology Specialist
- 6.6 **Approval: Letters of Employment for Classified Personnel**
 - Debra Lindstrom – SPED Aide @ WCMS
 - Alicia Nunez – Custodian @ WCHS
- 6.7 **Approval: Contracts for Licensed Employees**
 - Cody Brunelle – Math / Science Teacher @ WCHS
 - Julie Boecking-Rowell – Title 1 Teacher @ Lochbuie
 - Tara Hurst – Title 1 Teacher @ Lochbuie
 - Lauren Collier – Counselor @ WCHS
 - Kathleen Chittenden – ELL Teacher @ WCMS
 - Katherine Swinden – Transition Counselor @ WCMS
 - Emily Woodward - .5 PE @ Lochbuie
 - Hilaria De La Rosa – 2nd Grade Teacher @ Lochbuie
 - Matthew Clark – Science Teacher @ WCMS
 - Lisa Kleynenberg – 6th Grade Social Studies / ELA Teacher @ WCMS
 - Scott Poole – Social Studies @ WCHS
 - Chris Eckert – Math @ WCMS
 - Ervin Klein – Director of Technology
 - Ashley Ross – 7th Grade ELA @ WCMS
- 6.8 **Approval: Summer 2015 Classified Staff Personnel**
 - ~~Dakota Kos – Facilities Summer Help Resigned~~

6.9 Approval: Resignations for 2015-2016 Coaching/Extra Duty Employment Agreement/Notice of Assignment

- Sarah Johnson – requested a 1 year leave for the 2014-15 school year – Head Volleyball Coach @ WCMS
- Jena Graham – GT Liaison @ Hudson
- Ashley Bursch – Assistant Volleyball Coach @ WCHS

6.10 Approval: Additions to the 2015-2016 Coaching/Extra Duty Employment Agreement/Notice of Assignment

- David Turner – Assistant Football Coach @ WCMS
- Alyssa Olson – Head Volleyball Coach @ WCHS
- Kenneth Wildenstein II – Head Football Coach @ WCMS
- Scott Poole – Assistant Football Coach @ WCHS
- Zachary Levine – TSA @ WCHS
- Alex Hall – GT Liaison @ WCHS
- Scott Poole – Sophomore Class Sponsor @ WCHS
- Leslie Baumgartner – National Honor Society @ WCHS

6.11 Approval: Out of District Student Requests for 2015-2016

6.12 Approval: Request for Open Enrollment/Within District Transfer for 2015-2016

6.13 Approval: Administrative Policy G-a-33 (GCG/GCGA) Part-Time and Substitute Professional Staff Employment/Qualifications of Substitute Staff

6.14 Approval: Monitoring Review Cycle

- EL-5 Commitment to Accomplishment and Accountability
- EL-10 Student Conduct, Discipline and Attendance
- EL-15 Budgeting

Gustafson moved to approve the consent agenda as presented.

Jensen seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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7. Action/Discussion/Policy 2nd Reading

7.1 Approval of the 2015 Election Official

Administration recommended that Ms. Meleia Monsey be approved as the 2015 Designated Election Official for Weld County School District Re-3J. Ms. Monsey served as the Election Official in 2014. Baumgartner moved to approve Ms. Monsey as the Election Official.

Jensen seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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7.2 Approval of the 2015-2016 Budget, Resolution to Spend Down the Fund Balance & Appropriation Resolution

The proposed budget for 2015-2016 was reviewed. Ms. Clark provided an overview of revenue and expenditures and made note of significant changes from the proposed budget presented in May.

Baumgartner moved to approve Resolution #7-2015 Appropriation Resolution as well as a Resolution Authorizing the use of A Portion of Beginning Fund Balance as Authorized by Colorado Statutes which is Resolution #6-2015.

Gustafson seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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7.3 Approval of 2015-16 Licensed / Administrative Personnel Contracts

Contracts are to be approved annually by the Board of Education. The Board reviewed a list that included employees recommended as of June 16, 2015.

Baumgartner moved to approve 2015-2016 Licensed and Administrative Personnel Contracts.

Gustafson seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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7.4 Approval of 2015-16 Classified Personnel Letters of Employment

Letters of Employment are to be approved annually by the Board of Education. The Board reviewed a list that included employees recommended as of June 16, 2015. Returning employees within this category have already received a Letter of Assurance notifying them of the intent to retain them for the 2015-2016 school year.

Haffner moved to approve the 2015-2016 Classified Letters of Personnel with the amendment to the document removing Mark Gonzales because he is contracted through Weld Re-8 and is not a Re-3J employee.

Gustafson seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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7.5 Approval of Architect Firm to Complete Master Facility Plan

Four architect firms were interviewed, and the committee asked for fee proposals from three of the firms. The committee was unanimous in recommending H&L Architecture to complete the master facility plan. The process will include architectural master planning, demographic and enrollment projections, civil engineering assessment services, structural engineering assessment services, and mechanical/plumbing/electrical assessment services. The fee proposals were relatively similar, and the committee felt the most confident in H&L after the presentations were made.

Jensen moved to accept H&L Architect as the architect firm to complete the master facility plan.

Gustafson seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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7.6 Approval of Cash Flow Loans Resolution

Due to the anticipated increase in Assessed Valuation, revenue to the district will continue to be primarily from local sources. Based on the school finance formula, state payments will be very minimal. Because local property taxes will be the primary (and almost sole) form of revenue under the finance formula, the district will have no additional revenue coming in until property taxes are distributed from Adams and Weld Counties (March, April, May). The District does not have sufficient reserve to operate without taking out loans. Administration recommended participation in the interest free loan program.

Baumgartner moved to approve Resolution #8-2015 Certified Record of Proceedings of the Board of Education Relating to a Resolution Authorizing the District’s Participation in the State Treasurer’s Interest-free Loan Program for Colorado School Districts.

Jensen seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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7.7 Approval of Donation to Fund Middle School Wrestling

The Little Rebels proposed donate up to \$5000 toward the middle school wrestling program. The letter includes stipulations which administration does not recommend. Administration estimated costs as best as possible for the upcoming season if WCMS participates in this League sport. The Board approved the donation with the following notations:

- The estimated amount to run the Middle School Wrestling program will be determined by the District and billed to Lil Rebels upon Board approval
- The donation must be collected by July 15 in order for the District to proceed with scheduling of the program for the 2015-2016 school year
- The money donated will be used at the sole discretion of the District for expenditures resulting from the MS Wrestling program
- The District will determine actual costs of the MS Wrestling program at the end of the season and either credit or bill Lil Rebels based on actual costs incurred
- All decisions related to the program, including personnel, supplies, materials, etc. will be at the sole discretion and oversight of the District
- Participation fees will be collected and retained by the District.

Jensen moved to approve the donation to fund middle school wrestling for an estimated fee of \$3682.63 to be donated by Little Rebels Wrestling, up to \$5000 to be collected by July 15, 2015. As stipulated in

the board support document, bullet point 3 will be removed as far as returning any athletic fees to Little Rebels.

Baumgartner seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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8. Information/Discussion/Policy 1st Reading

8.1 Administrative Policy E-8 Student Transportation Management

This policy has been updated to reflect current practice. Board consensus was to have this policy placed on the consent agenda next month.

8.2 Administrative Policy E-11 (EEAE) Bus Safety Program

Administration has deleted the old Transportation Safety policy and recommended adoption of EEAE in its place. The previous E-11 included Drug and Alcohol Testing for Bus Drivers as a part of the Guidelines which has now been recommended as a separate policy. Board consensus was to have this policy placed on the consent agenda next month.

8.3 Administrative Policy E-16 Drug and Alcohol Testing for Bus Drivers (new policy)

The district will begin outsourcing drug testing and needs to put into place an updated policy. Guidelines are for Board reference only. Board consensus was to have this policy placed on the consent agenda next month.

8.4 Administrative Policy E-17 (EHB) Records Retention (new policy)

Policy G-a-32 Personnel Files and Records was updated last month and administration recommended bringing C-17 Archival of Electronic and Paper Files current. In doing so, Administration proposed that the Board delete C-17 and adopt E-17 Records Retention and E-18 Electronic Communication policies in its place. This new policy is still keeping the same practice in place that is used with reference to the Colorado School District Records Management Manual for guidelines on retention of files. Board consensus was to have this policy placed on the consent agenda next month.

8.5 Administrative Policy E-18 (EGAEA) Electronic Communication (new policy)

See note on 8.4. Board consensus was to have this policy placed on the consent agenda next month.

8.6 Administrative Policy G-a-18 (GBGD) Workers Compensation

This policy was updated by CASB in April of 2015. It now gives the district the ability to terminate the costs for benefits such as health insurance ‘unless otherwise required to continue such payment or coverage under applicable law.’ It also now also includes a legal reference to the Affordable Care Act. Board consensus was to have this policy placed on the consent agenda next month.

8.7 Administrative Policy J-79 (JLF) Reporting Child Abuse

This policy has been updated with CASB sample policy language that is clearer. Administration recommended this policy update. Board consensus was to have this policy placed on the consent agenda next month.

8.8 Administrative Policy I-46 (IKF) Graduation Requirements

The Graduation Guidelines Committee approved the presented draft version of the Graduation Requirements policy. It incorporates the work the committee has done over the course of the past school year. There are still some finalizations needed based on the State Board of Education. Anticipated request for approval of this policy is August or September. This policy will come back for a second reading next month.

8.9 Administrative Policy G-b-21 (GCFA) Hiring of Instructional Staff/Portability of Nonprobationary Status (new policy)

SB191 created provisions for portability of nonprobationary status. CASB recently released the recommended policy which was also reviewed by the District’s attorney firm. Both recommended expedited approval of this policy so that it is in effect for new hires for 2015-2016. Administration recommended a motion to waive a second reading requirement for G-b-21. After a thorough explanation of portability, administration recommended the policy as presented.

Haffner moved to waive the second reading of G-b-21 Hiring of Instructional Staff/Portability of Nonprobationary Status.

Jensen and Baumgartner seconded the motion.

Baumgartner – Yes	Gustafson – No	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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Baumgartner moved to approve policy G-b-21 (GCFA) Hiring Instructional Staff/Portability of Nonprobationary Status as recommended.
Jensen seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Absent
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9. Superintendent Reports and Presentations

9.1 Strategic Plan Implementation Outcomes

The Board reviewed the strategic plan goals/activities for the 2014-2015 school year that included a column where outcomes were listed.

Dr. Rabenhorst noted that the Counselor Corps Grant was approved again for the middle and high school with three times more allocated to the district than last school year. An additional counselor will be hired with the additional funds.

Dr. Rabenhorst noted that GKBaum will be working with the district on two newsletters this summer.

One will go out in July on the topic of finance. Another newsletter will go out in August with information on the master facility plan. At the end of August a survey will go out to active voters.

10. Board Member Reports/Discussion

No board members had anything to report.

11. Adjournment @ 8:59pm.