

Official Minutes
Weld Re-3(J) Board of Education
Regular Meeting Minutes
August 26, 2015

1. **Call to Order** by President Haffner at 6:01pm.
2. **Roll Call** – Baumgartner, Gustafson, Haffner, Jensen and Veldhuizen present.
3. **Pledge of Allegiance**
4. **Approval of Agenda**
Veldhuizen moved to approve the amended agenda. Gustafson seconded the motion.

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

5.1 Recognition of Visitors

5.2 General Public Comment

Leslie Baumgartner noted that the atmosphere at the High School is very different and very positive. Students at the athletic complex have a high level of energy and are being built up by the coaches that are working with them.

Susie Machuca noted that the support from the new Assistant Principals last year as well as Mr. Kennedy this year is awesome and the staff at the High School are very supportive of each other.

5.3 Correspondence

6. **Special Reports**

6.1 Back to School Reports

The Superintendent, Principals, Directors and Coordinators all shared information about enrollment, back to school night events, and highlights from the beginning of the school year.

7. **Board Consent Agenda**

7.1 Approval: July 22, 2015 GP Meeting Minutes

7.2 Approval: July 22, 2015 Regular Meeting Minutes

7.3 Approval: July Financial Reports

7.4 Approval: Resignations/Retirements

- Bryonna Gerkin – Preschool Aide @ Hoff
- Barbara Deubach – Cook @ Hudson
- Ilda Portillo – Aide @ Lochbuie
- Barbara Pfief – Cook @ WCHS
- Rosie Gaskill – Bus Driver
- Leticia Schnaak – ELL/MEGA Aide @ WCHS
- Mark Gonzales – Attendance Advocate (not returning)
- Kristina Griffin – SPED Teacher @ Lochbuie
- Chris Eckert – Math Teacher @ WCMS (didn't take the position)
- Veronica Garren – 5th Grade Teacher @ Lochbuie
- Barbara Malone – Occupational Therapist (Not returning w/ contracted services)
- Carrie Johansing – Art Teacher @ Hudson
- Frank Ramsey – Computer Technician
- Susan Yorgenson – Bus Driver
- Audrey Dowdy – Kitchen Manager @ Hudson
- Shelly Copeland – Cook @ Hudson
- Dewain Tucker – Substitute Teacher
- Brittany Miller – Substitute Teacher
- Jade Gilpin – Substitute Teacher
- Meredith Allen – Substitute Teacher
- Ashley Nyland – Substitute Teacher
- Dawn Sharp – Substitute Teacher

- Brenda Pippin – Substitute Teacher
- Brian Cooper – Substitute Teacher
- Roxanne Trout – Substitute Teacher
- Rebecca Bearson – Substitute Teacher
- Samantha Buzzell – Substitute Teacher
- Steve Compoz – Substitute Teacher
- Megan Binski – Substitute Teacher

7.5 Approval: Letters of Employment for Classified Personnel

- Frank Ramsey – Computer Technician
- Patrick Mullen – Computer Technician
- Katie Burt – Small Bus Driver
- Keli LaConte – Office/Health Aide @ Hudson
- Amanda Baughman – ELL Aide @ Lochbuie
- Renee Schlidt – Preschool Aide @ Hoff
- Jaylene Adkins – SPED Aide @ Lochbuie
- Robert Dennis – Bus Driver
- Karmen Hembury – Aide @ Hudson

7.6 Approval: Contracts for Licensed Employees

- Tiffanie Becher – 5th Grade Teacher @ Lochbuie
- Rose Rath – Title 1 Teacher @ Lochbuie
- Savita Kirsh – Science Teacher @ WCMS
- Bridget Johnson – Kindergarten Teacher (Half-time) @ Hoff
- James (Todd) Miller – 5th Grade Teacher @ Lochbuie
- Gina Smith – Occupational Therapist
- Deborah Foreman – Reading Interventionist @ WCMS

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

- Jerad Sutton – Co-Head 7th Grade Basketball Coach
- Jacob Weems – Assistant Football Coach @ WCMS
- Greg Wellesley – Co-Head 7th Grade Basketball Coach
- Amber Gustafson – Head 8th Grade Volleyball Coach

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

- Rebekah Dornbos – Assistant Football Coach @ WCMS
- Jerad Sutton – Assistant Football Coach @ WCMS
- Elizabeth Miller – Co-Student Council @ Hoff
- Kelly Graybill – Co-Student Council @ Hoff
- Jacob Weems – Assistant Softball Coach @ WCHS
- Holly Kidd – Head 7th Grade Volleyball Coach @ WCMS
- Sarah Johnson – Head 8th Grade Volleyball Coach @ WCMS
- Zachary Case – Assistant Football Coach @ WCHS
- David Turner – Assistant Football Coach @ WCMS

7.9 Approval: Intra-School/Intra-District Staff Transfers 2015-2016

- Terri Davis – Transfer from Substitute Bus Driver to Regular Bus Driver
- Kelly Vickery – Transfer from Lunch Monitor to SPED Preschool Aide @ Lochbuie

7.10 Approval: Separation of Employment

- Mackenzie Blake
- Helena Gerkin
- Brenda Gilmore
- Merline Smith
- Tamara Wright
- Sue Timmons

- Sandra Gregory

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

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

7.13 Approval: Home School Requests for 2015-2016

7.14 Approval: Administrative Policy L-1 (LBD) Relations with District Charter Schools

7.15 Approval: Administrative Policy L-2 (LBDA) Facilities Planning and Funding for District Charter Schools

7.16 Approval: Administrative Policy L-3 (LBDB) Relations with Institute Charter Schools

7.17 Approval: Monitoring Review Cycle

- EL-6 Educational Program

Gustafson moved to approve the consent agenda as presented. Baumgartner seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Yes
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8. Action/Discussion Items

8.1 Approval of Administrative Policy B-7 Board-Staff Meet and Confer Process (2nd Reading)

The final version of B-7 Board-Staff Meet and Confer Process was presented. There were no changes made to this policy since the 1st reading in July.

Veldhuizen moved to approve B-7 Board-Staff Meet and Confer Process as presented. Jensen and Baumgartner seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Yes
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8.2 Approval of Administrative Policy I-46 (IKF) Graduation Requirements (2nd Reading)

The recommended policy was first presented to the Board in June. Minor revisions were made. The State Board may at some point take action to change the proficiency requirements which may result in a recommendation to revise our policy. The CDE has not noted a timeline for the State Boards reconsideration of the requirements.

Dr. Rabenhorst recommended that this item be tabled pending information from the State Board of Education regarding Graduation Guidelines.

8.3 Administrative Policy I-44 (IKA) Grading/Assessment Systems (1st Reading)

This policy was updated because of recent legislation, and swift adoption was recommended due to statutory requirements. The District must provide a policy to parents on the use of paper and pencil to complete a state assessment. The District must allow parents to excuse their children from participating in state assessments. An assessment schedule must also be provided to parents at the beginning of each school year. A Guideline was also added to the existing Guidelines.

Gustafson moved to approve this policy on first reading and not require a second reading. Jensen and Veldhuizen seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Yes
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8.4 DAC Appointments

The list of recommended District Accountability Committee members for 2015-2016 was presented. These individuals have expressed interest in serving on the committee. Most members of the committee will be new. Membership requirements will be exceeded with approval of the recommended membership. There may be more individuals interested; however, the meetings are open to the public.

Baumgartner moved to accept the District Accountability Committee list with the alternate listed. Jensen seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – No
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8.5 Approval of Licensed Staff Handbook

A copy of the Licensed Staff Handbook was reviewed. The handbook was reviewed multiple times by Mountain State’s Employment Council and Dr. Rabenhorst. The handbook is in line with administrative policy and legal requirements as recommended by MSEC. Handbooks are provided to all staff at the beginning of the year. A signature is required on the last page by all staff. Policy requires formal Board approval of the handbook.

Gustafson moved to approve the Licensed Employee Staff Handbook. Veldhuizen seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Yes
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8.6 Approval of Classified Staff Handbook

A copy of the Classified Staff Handbook was reviewed. The handbook has been reviewed multiple times by Mountain State’s Employment Council and Dr. Rabenhorst. The handbook is in line with administrative policy and legal requirements as recommended by MSEC. Classified staff are considered “at-will” so varying language is needed when compared to the Licensed Staff Handbook. Handbooks are provided to all staff at the beginning of the year. A signature is required on the last page by all staff. Policy requires formal Board approval of the handbook.

Baumgartner moved to approve the Classified Staff Handbook. Gustafson seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Yes
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8.7 Approval of Resolution # 1-2016 Cancellation of School Board Election

A copy of Resolution # 1-2016 Cancellation of School Board Election was reviewed. In the case that enough petitions are not returned, the DEO (Meleia Monsey) can take steps to cancel the election.

Veldhuizen moved to approve Resolution # 1-2016 (under Colorado Revised Statute 1-5-208 (1.5)).

Baumgartner seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Yes
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9. Information/Discussion Items

9.1 Annexation Agreement

The Town attorney and the Board attorney have made revisions and come to an agreement on the Annexation Agreement. The Board reviewed the Annexation Agreement, the Annexation Petition, as well as the Annexation Cost Agreement. The cost is stated as \$10,000 but the District will be refunded any unused portions of that amount. This cost does not include the cost of the survey. Ms. Clark noted that the cost of the survey would be around \$2,500. The application fee has been waived.

Consensus from the Board was that Dr. Rabenhorst go back to the Town of Keenesburg and ask that the cost be less. Additional revisions will be reviewed with the district’s attorney.

9.2 Administrative Policy C-15 (CHCA) Handbooks and Directives (1st Reading)

C-15 Approval of Handbooks and Directives was reviewed and Administration recommends the CASB version with the addition of the last paragraph from our existing policy. Consensus was that this policy be placed on the consent agenda at the next regular meeting.

9.3 Administrative Policy I-3 (IC/ICA) School Year/School Calendar/Instruction Time (1st Reading)

This policy was reviewed and Administration recommends the CASB version which is more descriptive and inclusive of the state required hours of instruction time. The committees which discuss the district calendar will begin work in September, so the policy revisions would be in place with Board approval on September 16. Consensus was that this policy be placed on the consent agenda at the next regular meeting.

9.4 Administrative Policy I-37 (IHBF) Homebound Instruction (1st Reading)

This policy was reviewed by Administration and the CASB recommended policy is presented as recommended with inclusion of language from existing policy. This policy review was prompted by a parent who had concerns about homebound services at the end of last school year. The updated policy

includes Special Education and Medical needs for Homebound Instruction. Consensus was that this policy be placed on the consent agenda at the next regular meeting.

10. Superintendent Reports and Presentations

10.1 Superintendent Goals

The proposed goals were provided to Board members, and Dr. Rabenhorst answered questions. Goals are in line with Core Values and Strategic Plan Goals.

Dr. Rabenhorst noted that community meetings will start next month with a review of the finance newsletter that was sent last month. A second community meeting looking at facilities will be held in October.

Veldhuizen moved to approve the Superintendent Annual Goals and Objectives. Baumgartner seconded the motion.

Baumgartner – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Yes	Veldhuizen – Yes
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11. Board Member Reports/Discussion

- Director Haffner attended Back-to-School Night at Hudson and noted that it was well attended. He also attended a meeting hosted by Weld County Bright Futures Grant Program.
- Director Baumgartner attended Back-to-School Night at Lochbuie and noted that it was a full house. She handed out the newsletter on finance and noted that many people said they did not receive it.
- Director Gustafson attended Back-to-School Night at Hoff. She noted that she had talked with some unhappy parents regarding transportation.
- Director Jensen attended the meeting hosted by Weld County Bright Futures Grant Program. He said that Weld County has a grant program for all graduating students where they can apply for \$3,000 annually for college. Students living in Weld County are eligible to receive this grant money for 4 years.
- Director Veldhuizen attended Back-to-School Night at both the High School and Middle School and noted that there was a good turnout at both. She said that the Re-3J Education Foundation is still collecting items for the Stuff-the-Bus campaign and they are still collecting donations for the Project Backpack campaign.

12. Adjournment at 8:01pm.