

Official Minutes  
**Weld Re-3J Board of Education**  
July 19, 2017

Regular Meeting

1. **Call to Order** by President Haffner at 6: 30 p.m.
2. **Roll Call** Directors Baumgartner, Grundy, Haffner and Jensen were present. Director Gustafson was absent.
3. **Pledge of Allegiance (President Haffner)**
4. **Approval of Agenda**  
Director Baumgartner moved to approve the agenda as presented. Director Grundy seconded the motion.

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

- 5.1 Recognition of Visitors
- 5.2 Public Comments
- 5.3 Correspondence

**6. Special Reports**

- 6.1 Treanor HL Design Finishes Showcase  
The interior designer (Brittney Greco) and architects (Scott Dangle & Andy Fan) from TreanorHL were present to showcase the exterior and interior finishes for both Hudson Elementary and Meadow Ridge Elementary. Hours of work and collaboration with Dr. Rabenhorst have been completed to finalize decisions regarding selection of finishes. Display boards were available for viewing. These included color choices, carpet samples, tile choices, as well as other visual imagery.
- 6.2 NV5 Owner’s Representatives: 2016 Bond Projects Update  
NV5 has provided a written summary of work completed since the last update. Todd McCowin, was present to answer questions. Mr. McCowin shared a power point with pictures of the projects that are going on and some that have already been completed.
- 6.3 Capital Construction Update  
Dr. Rabenhorst updated the Board on a few bond projects that NV5 did not cover.
  - Transportation Facility: A tentative agreement has informally been reached with the owner of property in Keenesburg for the Transportation Facility. The transaction would include exchange of other district property. A draft of a legal agreement has been forwarded to the owner. A significant amount of due diligence would be required before the sale could be finalized so this could take several months.
  - Mr. McCowin updated the Board on the progress with meeting requirements in the PSA for the Hudson Property. The Board reviewed the Developer Agreement and discussed further at agenda item 9.1. The content of this PSA has been agreed upon by the representing attorneys. The PSA contained a deadline of July 10 for the Developer Agreement and/or any other objections to the PSA.
  - A productive meeting occurred with District representatives and the Town of Keenesburg. Cindy Baumgartner attended the meeting with Mr. McCowin. This topic was further discussed at agenda item 9.2, concerning the WWTF.
  - The summaries of construction projects by school were referenced as these will be on display at Back to School Night with Board membersAdministrative Contract/Agreement Approvals since previous meeting:
  - Abatement Consultation Scope Adjustment for WCMS Boiler – RLH Engineering \$3,920
  - WCMS Boiler Abatement Services – Engineered Demolition, Inc. \$15,387
  - Lamp Rynearson – Water Use Analysis - \$2,000

**7. Board Consent Agenda**

- 7.1 Approval: Meeting Minutes
  - (a) June 21, 2017 Special Meeting / Governance Process Meeting Minutes
  - (b) June 21, 2017 Regular Meeting Minutes
- 7.2 Approval: Financial Reports
  - June Financial Reports
- 7.3 Approval: Resignations/Retirements
  - Leah Forte – Preschool Paraprofessional @ Hudson Elementary
  - Tiffanie Becher – 5<sup>th</sup> Grade Teacher @ Lochbuie
- 7.4 Approval: Contracts for Licensed Employees
  - Laurel Schall – 5<sup>th</sup> Grade Teacher @ Lochbuie
  - Dawn Cheesman – Math Interventionist @ WCMS
  - Carolyn Lobban – Science Teacher @ WCMS
  - Jane Wycoff – SPED Teacher @ WCMS
  - Maile Monk – Psychologist
  - Regina Nicks – 1<sup>st</sup> Grade Teacher @ Lochbuie
  - Karen Davolt – Title 1 Teacher @ Lochbuie
  - Robbie Smith – Math/Science Teacher @ WCMS
- 7.5 Approval: Letters of Employment for Classified Personnel
  - Tamra Moskal – Support Services Secretary
- 7.6 Approval: Additions to the 2017-2018 Coaching/Extra Duty Employment Agreement/Notice of Assignment
- 7.7 Approval: Resignations for 2017-2018 Coaching/Extra Duty Employment Agreement/Notice of Assignment
- 7.8 Approval: Request for Extended Leave
- 7.9 Approval: Intra-School/Intra-District Staff Transfers
- 7.10 Approval: Separation of Employment
  - Jeremiah Martinez – Maintenance Technician
  - Sabrina Martinez – Title Paraprofessional @ Lochbuie
  - Beronica Castillo – Lunch Time Monitor @ Lochbuie
- 7.11 Approval: Out of District Student Requests for 2017-2018
- 7.12 Approval: Home School Requests for 2017-2018
- 7.13 Approval: Request for Open Enrollment/Within District Transfer for 2017-2018
- 7.14 Approval: Administrative Policies pertaining to the Claire Davis Act
  - (a) A-6 (ADD) Safe Schools
  - (b) E-22 (ECA/ECAB) Security/Access to Buildings
  - (c) J-28 (JICF) Secret Societies / Gang Activity
  - (d) J-54.2 (JK) Student Discipline
  - (e) G-a-3 (GBEA) Staff Conduct
- 7.15 Approval: Administrative Policies pertaining to Federal Uniform Grant Guidance
  - (a) B-8 (BCB) Board Member Conflict of Interest
  - (b) G-a-4 (GBEA) Staff Ethics / Conflict of Interest
  - (c) D-21 (DKC) Expense Authorization / Reimbursement
  - (d) D-33 (DAC) Federal Fiscal Compliance
  - (e) D-34 (DJB) Federal Procurement
- 7.16 Approval: Administrative Policy J-7 (JRCB) Privacy & Protection of Confidential Student Data
- 7.17 Approval: Monitoring Review Cycle
  - EL-16 Financial Administration
  - EL-17 Asset Protection

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

Baumgartner – Yes	Grundy – Yes	Gustafson – Absent	Haffner – Yes	Jensen – Yes
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## 8. Action/Discussion

**8.1 Administrative Policy J-66 (JKA) Use of Physical Intervention & Restraint**

This policy was recently updated by CASB and was briefly reviewed at the June Board meeting. In response to advocacy groups such as Disability Law Colorado, the state legislature passed a bill “Concerning prohibiting the use of certain restraints upon public school students.” The new CASB sample policy was reviewed and compared against existing policy. The revised version contains the necessary requirements and maintains current, applicable language. Administration recommended adoption of the revised policy

Director Baumgartner moved to approve Policy J-66 (JKA) Use of Physical Intervention & Restraint as presented. Director Haffner seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Absent	Haffner – Yes	Jensen – Yes
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**8.2 Intent to Participate in the November 2017 Election**

Ms. Monsey, as Designated Election Official, has already coordinated with both Weld and Adams county regarding the November election. Dr. Rabenhorst has forwarded IGAs to the attorney for review. This Intent is required as part of the process. Should there be a need, the election can be cancelled by resolution at the August meeting.

Director Grundy moved to approve the Official Notice of Intent for Weld Re-3J to Participate in the Coordinated Election on November 7, 2017. Director Jensen seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Absent	Haffner – Yes	Jensen – Yes
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**9. Information/Discussion**

**9.1 Developer Agreement for Hudson Highlands Property**

Part of the PSA with Renaissance Homes included reference to the Developer Agreement. The agreement was reviewed by attorneys and Dr. Rabenhorst. An objection filing deadline passed on July 10, and the Developer Agreement had to be in place prior to that. The agreement contains what was conceptually agreed to when the PSA was first approved. Dr. Rabenhorst explained that The district will be responsible for roadway extension of 4<sup>th</sup> Avenue and the Developer will be responsible for the north/south roadway that will go through the district’s property. Additionally, there are requirements for berms or fencing when the district does develop the land. Board approval of the agreement will be required prior to final purchase.

**9.2 Intergovernmental Agreement, Town Cost Agreement, & Cost Recovery Agreement with Town of Keenesburg Concerning Waste Water Treatment Facility for Central Campus**

The proposed IGA with Keenesburg for the development of the WWTF for Central Campus and a Cost Agreement was reviewed. Todd McCowin along with Craig Matsuda and Brad Simon, consultants with TZA/LRA, noted key points of the document. There are some unresolved areas of the document such as tap fee amount, utility surcharges once connected, and cost reimbursements for future taps into the sewer line. The Town Cost Agreement has been requested from Keenesburg and would require the district to reimburse the Town for services and consultant fees they would incur through the process. Details surrounding the above topics of concern need to be resolved prior to submission to the Town for another review on their end. The proposed IGA will not be sent back to the Town until more information has been gathered by TZA/LRA and Mr. McCowin.

**9.3 Attendance at Back-to-School Nights**

Traditionally the BOE members have attended Back-to-School night events for each of the schools. The elementary and middle schools will have the event on August 15 and the high school will have theirs on August 16. The Board members will be near the display boards for capital construction projects and pass out the summary documents for each school or the Capital Construction Update newsletter if the timing of that is appropriate. Board members selected the schools they would attend. Director Grundy will be at Lochbuie, along with Todd McCowin who will cover Meadow Ridge Elementary. Director Baumgartner will be at Hoff.

Director Jensen will be at Hudson, along with Meg Honholt and a representative from A&P who will be able to talk about the construction safety at Hudson. Director Haffner and Director Gustafson will cover the middle school and high school.

**9.4 SEWC Fair Participation**

The SE Weld County Fair parade is August 12. The parade begins promptly at 8:30 a.m. Dr. Rabenhorst requested the Board members participation in some form. Consensus was that Board members will participate with the Re-3J Education Foundation this year.

**9.5 Administrative Policy E-20 (EBCE) School Closings and Cancellations**

This policy was updated by CASB in June to eliminate any inference that a district is unduly limiting the administration's authority to close schools in the event of an emergency. The change is not complex and will eliminate the need for the Board to approve a school closure after the fact. Board members had no concerns and directed that the policy be placed on the consent agenda in August.

**9.6 Administrative Policy I-3 (IC/ICA) School Year/School Closing/Instruction Time**

Like E-20, CASB updated this policy in June to eliminate any inference that a district is unduly limiting the administration's authority to close schools in the event of an emergency. This policy will be placed on the consent agenda in August.

**9.7 Administrative Policy J-29 (JICDD) Violent and Aggressive Behavior**

This policy was updated by CASB in June. This version includes extensive revision that includes language about the possibility that the district may conduct a threat assessment of a student when the student's behavior raises concern. It also strengthened the language concerning the requirement for students and staff to report a student's questionable behavior or potentially violent situation. Director Grundy asked that language be considered to include notification of law enforcement, and Dr. Rabenhorst indicated that administration would run that by CASB counsel. This policy will come back for a second reading in August.

**9.8 Administrative Policy F-11 Memorials for Deceased Students and Staff**

Following the requested memorial in June, Dr. Rabenhorst identified that there is no existing policy on the topic, and some Board members indicated a desire for one. Ms. Monsey and Dr. Rabenhorst reviewed other districts' policies as CASB does not have a sample. Director Grundy requested one edit that would clarify that a parent could purchase a celebration in the yearbook. Board members requested some additional language surrounding benches as a temporary memorial. This policy will be on the agenda in August for a second reading.

**9.9 Request for Student Memorial**

This agenda item was tabled until a policy is in place. Dr. Rabenhorst will communicate with the requestors of the memorial and let them know that this is being placed on hold for now.

**9.10 Administrative Policy J-17 (JQ) Student Fees, Fines and Charges**

This policy was updated by CASB in June. This is a result of House Bill 17-1301, concerning protecting a student's access to school records necessary for enrollment in another educational institution despite outstanding payments due to the school. Board members had no concerns and directed that the policy be placed on the consent agenda in August.

**10. Superintendent Reports and Presentations**

**10.1 Superintendent's Annual Goal Setting**

Dr. Rabenhorst reminded Board members of the deadline for goal setting. He provided general goal themes that align with the Board's last evaluation. Board members agreed that the goals are in line with expectations, and Dr. Rabenhorst asked that they review them for final consideration at the August meeting where approval will be requested.

**10.2 COSA Update**

Ms. Monsey attended the COSA conference last week. Dr. Rabenhorst & Meleia noted the importance of the COSA group. Meleia shared that policies are almost all updated based on the last two Policy Updates from CASB.

10.3 **Back to School Staff Kick-off Event**

Each year a back to school kick-off is held prior to the first day. The event with all staff will be held this year on August 15 at 8:30 a.m. (breakfast starting at 7:45). Any Board member is welcome to attend. A theme has not yet been identified, but there will be a review of bond projects underway. Board members will check their schedules to see if any of them are available to attend.

10.4 **Board Meeting Schedule for September**

Dr. Rabenhorst has requested that the September 27 meeting be removed from the schedule. A work session and regular meeting have been scheduled for September 13. Dr. Rabenhorst has requested vacation leave from September 20 – 29. Board members approved of the vacation leave by consensus.

Director Haffner moved to change the September 13<sup>th</sup> board meeting from a 6:30 work session at district office to a 6:30 work session and regular meeting at the Central Training Center and cancel the September 27<sup>th</sup> meeting. Director Jensen seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Absent	Haffner – Yes	Jensen – Yes
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11. **Board Member Reports/Discussion**

Director Grundy noted that the Re-3J Education Foundation will host a Chick-fil-A back to school fundraiser night on August 30<sup>th</sup>. The Stuff the Bus campaign is up and running with barrels for donations located in Keenesburg, Hudson and Lochbuie. Project Backpack is also in full swing. There are several projects going on with corporate donors – to get needed items to the Re-3J students & schools.

Director Haffner thanked the board for the flowers and cards following the sudden death of his brother.

12. **Adjournment** by President Haffner at 9:01 p.m.