

Official Minutes
April 27, 2022
6:30 p.m. - 9:00 p.m.

District Office

1. **Call to Order** by President Baumgartner at 6:31 p.m.
2. **Roll Call** Directors Baumgartner, Gustafson, and Hayes were present. Directors Haffner and Jensen were absent.
3. **Pledge of Allegiance**
4. **Approval of Agenda**
Director Gustafson moved to approve the agenda as presented. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Absent	Hayes - Y	Jensen - Absent
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5. **Public Open Forum**
 - 5.1 **Recognition of Visitors**
Dr. Rabenhorst asked that a moment of silence be observed in memory of a 2021 WCHS graduate who passed away earlier in the week. Dr. Rabenhorst also welcomed WCHS students and families that will be recognized later in the agenda.
 - 5.2 **Public Comment Period**
 - None Received
 - 5.3 **Correspondence**
 - Lost Creek Guide including the Re-3J 2022 Spring Update
6. **Special Reports**
 - 6.1 **Recognition of Weld Central High Knowledge Bowl Team**
Members of the WCHS Knowledge Bowl Team accompanied by Coach Zach Levine joined the meeting remotely. The team competed in the National Academic Quiz Tournament Small School National Championship Tournament in Rosemont, Illinois. The team had an undefeated season in both league and regionals prior to the National Championship where the team placed 47th overall. Several students shared their experiences. The Board and Dr. Rabenhorst congratulated the team on their accomplishments.
 - 6.2 **Academic Spotlight: Weld Central High School**
Assistant principal, Kelli Dwyer was present at the meeting to showcase three seniors who have completed various academic pathways successfully. Ms. Dwyer connected the successes of these students with the plans for full pathway development for all students at

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WCHS. She also shared that students in the STEM classes are developing a video highlighting the Pathways program. The Board thanked the students for sharing their experiences.

7. Board Consent Agenda

- 7.1 Approval: Meeting Minutes
 - (a) March 16, 2022 Regular Meeting Minutes
 - (b) April 13, 2022 Special Meeting and Work Session Minutes
- 7.2 Approval: Financial Reports
 - (a) March Financial Report
 - (b) Quarterly Financial Report (October, January, April, July only)
- 7.3 Approval: Resignation/Retirements/Separation of Employment
 - David Turner - 8th Grade ELA Teacher @ Weld Central Middle School
 - Cheryl Hollingsworth - 3rd Grade Teacher @ Hoff Elementary School (requesting to work 110 transitional year)
 - Kelly Graybill - 4th Grade Teacher @ Hoff Elementary School (requesting to work 110 transitional year)
 - James Canaday - PE Teacher @ Weld Central High School (requesting to work 110 transitional year)
 - Laura Kelly - Music Teacher @ Hoff Elementary School and Hudson Elementary School (requesting to work 110 transitional year)
 - Iris Mesbergen - English Teacher @ Weld Central High School (requesting to work 110 transitional year)
 - Judy Owens - FCS Teacher @ Weld Central High School (requesting to work 110 transitional year)
- 7.4 Approval: Contracts/Letters of Employment for Licensed Employees
 - Rom Kenneth Sales - 8th Grade ELA Teacher @ Weld Central Middle School
 - Deidre Flanagan - Music Teacher @ Lochbuie Elementary School
 - Manuel Montano - Principal @ Lochbuie Elementary School
- 7.5 Approval: Letters of Employment for Classified Personnel
 - Aimee Bond - Evening Custodian @ Weld Central High School
 - Terry Strong - Maintenance Technician @ District
 - Suehay Miranda - Evening Custodian @ Weld Central High School
- 7.6 Approval: Additions to the 2022-2023 Coaching / Extra Duty Employment Agreement / Notice of Assignment
 - Greg Wellesley - Head Girls Basketball Coach @ Weld Central High School
 - Richard Schamp - Head Softball Coach @ Weld Central High School

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- 7.7 Approval: Resignations for 2022-2023 Coaching / Extra Duty Employment Agreement / Notice of Assignment
- Elliot Copeland - Head Wrestling Coach @ Weld Central High School
- 7.8 Approval: Intra-School / Intra-District Staff Transfers
- None
- 7.9 Approval: 2021-2022 Amended Contracts
- 7.10 Approval: Additions to the 2021-2022 Substitute Teaching List
- Jessi Smith - Licensed Substitute Teacher @ District
 - Raven Davis - Substitute Custodian @ District
 - Ronald Blades - Substitute Custodian @ District
- 7.11 Approval: Out of District Student Requests for 2021-2022 and 2022-2023
- 7.12 Approval: Requests for Open Enrollment/Within District Transfers for 2022-2023
- 7.13 Approval: Home School Requests for 2021-2022 (EL-6 Educational Program)
- 7.14 Approval: Administrative Policy
- 7.15 Approval: Monitoring Review Cycle
- (a) EL-7 Instructional Materials Selection and Adoption
 - (b) EL-16 Financial Administration
- 7.16 Approval: Letter Regarding Superintendent Evaluation

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

Baumgartner - Y	Gustafson - Y	Haffner - Absent	Hayes - Y	Jensen - Absent
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8. Action / Discussion

8.1 Administrative Policy Revisions and Additions *(2nd Reading)*

The Board reviewed several policies that have been updated. These policies were reviewed for a 1st Reading at previous meetings and no substantial changes were made since.

(a) Policy I-14 (IHCDA) Concurrent Enrollment

The district's policy on Concurrent Enrollment is not fully in line with statutory requirements that came into effect in 2020-21. Recommended changes bring the policy into statutory alignment and provide some clarity with how Concurrent Enrollment procedures operate at WCHS. The procedures have also been developed with high school staff that are in line with the policy updates. Dr. Rabenhorst confirmed that districts cannot limit the number of CE courses that count toward graduation requirements.

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(b) Policy I-23 (IKA) Graduation Requirements

With the change to a 4 Block schedule, the number of credits attainable by high school students has changed which the policy reflects. Other changes have been recommended by administration and high school leaders as well. Dr. Rabenhorst explained the terminology change from “course” to “content”. That specific content is required by CDE, but it may be taught in two different courses. He also requested that the motion for approval include that this policy will not become effective until the start of the 2022-2023 school year so that current seniors are not adversely affected.

(c) Policy D-18 (DJB) Federal Procurement

In November 2020, the USDA made changes to the micro-purchase procurement regulations and in December 2021 released corrected guidance to make state agencies and program operators aware of regulatory changes made by the Office of Management and Budget which they may utilize at their discretion. Previous regulation stated that micro-purchases may be awarded without soliciting competitive quotations if the sponsor considers the price to be reasonable. This language has been updated accordingly and was previously reviewed in March.

(d) Policy J-23 (JICDE) Bullying Prevention and Education

Public schools are required by law to adopt a policy concerning bullying prevention and education. Senate Bill 18-115 required CDE to develop a model bullying prevention and education policy by July 1, 2019 and be updated every three years afterward. House Bill 21-1221 requires school district policies to incorporate the approaches, policies, and practices outlined in CDE’s Bullying Prevention and Education Best Practices and Model Policy which was updated on February 21, 2022. CASB’s legal counsel worked closely with CDE staff to both develop and update the policy. Substantive updates to the policy are recommended to align with CDE’s Bullying Prevention and Education Best Practices Model Policy. No changes have been made since the March meeting.

(e) Policy B/SR-5 Monitoring Superintendent Performance

The Board and Dr. Rabenhorst previously reviewed this policy and discussed moving the evaluation timeline so that all data can be collected. Typically, the evaluation has occurred in the spring of each academic year. Dr. Rabenhorst requested consideration to move the annual written evaluation to no later than September, annually. This would allow all data (state assessment, graduation rate) to be known and effectively used as part of the evaluation. No changes were made to the policy since the April work session.

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Director Gustafson moved to approve Policies IHCD, IKA, DJB, JICDE, and B/SR-5 as presented, with Policy IKA revisions becoming effective at the start of the 2022-2023 school year. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Absent	Hayes - Y	Jensen - Absent
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9. Information / Discussion

9.1 Transportation Center Site Update

Because the changes in property lines at the Transportation Site are planned to be included as part of a subdivision in the Town of Keenesburg, the Town informed Rick Robertson that the district would need to account for drainage as part of the development of Mr. Robertson's lots. Dr. Rabenhorst met with the Town to clarify what would or would not be required. The district is not planning to develop the property which the Town of Keenesburg had previously accepted. The Town is agreeable to no additional drainage being required unless the district does develop the property or a subsequent owner develops the property. Mr. Robertson's engineer believes that their current drainage plans should be sufficient, but more calculations are underway and will be reported to the Town. The process is currently stalled until the drainage issue is resolved. Dr. Rabenhorst also shared additional information regarding the Town's position that the Transportation site would need to be connected to the Town sewer line rather than maintaining the current septic and leach field system. District administration does not feel this should be required given the condition of the system and because the district is not otherwise improving the property.

9.2 FY23 Budget Planning

Ms. Clark led the Board through updates to the Budget development process. The School Finance Act was introduced the week of April 18 with no anticipated changes to the initial projected revenue for districts; however, changes are likely to be made before the SFA is complete.

- (a) *Revenue Projections:* Ms. Clark briefly reviewed anticipated per pupil revenue increases based on what is currently in the School Finance Act. There may be an increase of approximately \$590 per student which is the largest seen in the past decade.
- (b) *Health Insurance Renewal:* The Board was previously informed that there will be no increase in the health insurance renewal. In fact, the benefit plan adopted for next year will save the district money so the savings has been redirected back to employee premium costs (primarily for those working less than 40 hours per week).

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- (c) *Property/Liability Insurance Renewal:* This insurance is estimated to increase by at least 5% although we have not received a specific renewal from CSDSIP. Since the district has not submitted any claims, it is the hope that the increase will not be significant.
- (d) *Salaries and Wages:* The Meet & Confer Joint Committee met the week of April 18 and discussed wage schedules for classified staff and bus drivers. Options for salary schedule changes for licensed staff were also reviewed. A tentative recommendation for all compensation plans has been proposed by the JC but won't be formally made until closer to the end of the legislative session. The JC will be reconvening on May 4. Director Gustafson asked when contracts would be approved and Dr. Rabenhorst shared an initial timeline.

9.3 **2022-2023 Board of Education Meeting Calendar (1st Reading)**

Dr. Rabenhorst and Ms. Wiener drafted the Board meeting calendar for 2022-2023. Differences from the current year were highlighted at the meeting. First reading of policies for Governance Process will either occur at a work session and then placed on a future agenda for approval or on a regular meeting agenda to eliminate the need for a special meeting. An electronic form on the website can be utilized for public comment for any fully virtual meeting in which public comment is scheduled. Based on previous discussion, meetings will generally occur at the district office since that is easier on building staff, and participation by school staff can easily be done remotely as needed. Board members discussed continuation of this plan. Board members present had no questions or concerns regarding the calendar. It will be placed on a future agenda for approval.

9.4 **Administrative Policy Revisions and Additions (1st Reading)**

(a) **Policy K-11 (KF) Community Use of School Facilities**

While CASB did not initiate current proposed revisions in this policy, Dr. Rabenhorst reviewed the policy using language from CASB's sample policy. Responsibilities were aligned to the correct staff member including the superintendent, director of operations, and facility scheduler. Revisions were made to the Rental Rates (exhibit) with the most significant changes being the addition of some charges for Category 1 groups and the elimination of the Additional Hour column. Typically, the Board is not burdened with reviewing regulations to policy, but since Board members are sometimes contacted directly by the community regarding use of facilities, Dr. Rabenhorst wanted to inform Board members and get feedback on major changes, such as categories and fees. Director Baumgartner asked how the categories are verified and Dr. Rabenhorst noted that it is on the honor system. Director Baumgartner asked if fee collection has been an issue, and Dr. Rabenhorst noted that many of the issues have been due to communication which has been resolved by asking that groups pay in advance. Director

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Baumgartner voiced that the district may consider charging all groups as the district continues to grow. But present Board members were in favor of the current categories and rate structure.

(b) Policy GC-6 (GCD) Professional Staff Vacations and Holidays

The Superintendent's Advisory Council initiated a request to revise the current policy to include paid holidays for staff members. The topic was referred to the Meet & Confer Joint Committee because it deals with compensation. Human Resources completed research of similar practices in surrounding districts which revealed that Re-3J was a clear outlier by not providing any paid holidays to full time, full year staff. Proposed changes include five paid holidays for certain employee groups who do not work weeks when the district is closed and eight paid holidays for full year employees as listed in the revised policy for licensed staff members with fewer than 260 days in the work schedule. Additional language was also added to clarify how vacation leave is accrued. Proposed changes were approved by the Joint Committee at a recent meeting and are now being recommended to the Board as presented. Director Baumgartner noted that she felt like the process had been well researched and was positively received.

(c) Policy GD-5 (GDD) Classified Staff Vacations and Holidays

This information is the same as Policy GD-6 (GCD), but specifically addresses licensed staff. Minor differences exist in the policy from GCD.

These policies will be placed on a future agenda for a 2nd reading.

10. Superintendent Reports and Presentations

10.1 Graduation and Promotion Planning

Graduation will take place again on the football field at Weld Central High School on May 22, 2022 at 10:00 a.m. A vendor has been selected to provide audio at the event. The vendor is also providing field seating and staging at an acceptable rate. Each graduate will be allowed ten (10) guest tickets but more will be available for those with the need. Dr. Rabenhorst shared additional information. The gym will serve as a backup plan in case of weather. WCMS 8th Grade promotion will take place on May 24, 2022 at 5:00 in the school gym, and Dr. Rabenhorst requested that one Board representative attend the middle school ceremony.

10.2 Discipline Report

Board members were notified about a high school student who was expelled following a Tier II violation - Detrimental Behavior including Habitually Disruptive. The right to a disciplinary hearing had been waived.

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10.3 Vacation Request

Dr. Rabenhorst is requesting vacation leave using accrued days from June 20 - July 6, 2022 (approximately 10-12 days). By consensus, the Board approved Dr. Rabenhorst's use of vacation time during the requested period

11. Board Member Reports / Discussions

Director Baumgartner - None

Director Gustafson - None

Director Haffner - Absent

Director Hayes - None

Director Jensen - Absent

President Baumgartner acknowledged Ms. Wiener for her work with the Board and provided a card and gift in recognition of Administrative Professionals Day.

12. Adjournment at 7:24 p.m.



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