

Official Minutes  
Wednesday, January 27, 2021

**District Office**

**Regular Meeting**

1. **Call to Order (President Baumgartner at 6:41 p.m.**
2. **Roll Call** Directors Baumgartner, Gustafson, Haffner, and Jensen were present. Director District A remains vacant.
3. **Pledge of Allegiance**
4. **Approval of Agenda Haffner/Jensen**  
Director Haffner moved to approve the agenda as presented. Director Jensen seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Jensen - Y	Director District A - Vacant
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5. **Public Open Form**
  - 5.1 Recognition of Visitors
  - 5.2 Notification of Public Comment Period  
Dr. Rabenhorst shared instructions for public comment via email.
  - 5.3 Correspondence
    - None
6. **Special Recognitions / Reports**
  - 6.1 **Academic Spotlight - Lochbuie Elementary**  
Principal Ben Palmer and 5th grade teachers, Christina Keller and Cassie Haner, joined the meeting remotely to present their work in ELA from the 1st semester around "Texts that Matter." They began by talking about the planning and purpose behind the lessons before sharing video clips of students talking about how the lessons have impacted them personally. This work is proof of the Strategic Plan coming to life through the work being done in ELA in conjunction with ANet. The Board thanked the teachers for their passion and engagement with the curriculum.
7. **Board Consent Agenda**
  - 7.1 Approval: Meeting Minutes

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- (a) December 9, 2020 Regular Meeting Minutes
- (b) December 15, 2020 Special Meeting Minutes
- (c) January 13, 2021 Special Meeting Minutes
- 7.2 Approval: Financials
  - (a) December Financials
  - (b) Quarterly Financial Report (October, **January**, April, July only)
- 7.3 Approval: Resignations / Retirements / Separation of Employment
  - Shannon Moyer - Head Custodian @ Meadow Ridge Elementary
  - Tracie Sack - Accounting/Athletic Secretary @ Weld Central High School
  - Nicklaus Lang - Full time, In-Building Substitute Teacher @ Hudson Elementary
  - Tia Self-Leis - PE Teacher @ Lochbuie Elementary
  - Stephen Galloway - Maintenance Technician @ Facilities
  - Elizabeth Miller - SLPA @ District
- 7.4 Approval: Contracts for Licensed Employees
  - Philip Mauro - PE Teacher @ Lochbuie Elementary
- 7.5 Approval: Letters of Employment for Classified Personnel
  - LeighAnn Winslow - Office/Health Paraprofessional @ District
  - Luz Salinas De Mejia - Evening Custodian @ Hoff Elementary
  - ~~Mercedes Mariela Gonzalez - Evening Custodian @ Weld Central Middle School~~
  - Lisa Pappas - SpEd Paraprofessional @ Lochbuie Elementary School
  - Jordan Madsen - Accounting & Athletic Bookkeeper @ Weld Central High School
- 7.6 Approval: Additions to the 2020-2021 Coaching/Extra Duty Employment Agreement/Notice of Assignment
  - Mark Moreno - Assistant Girls' Basketball Coach @ Weld Central High School
  - Taylor Gonzales - 7th Grade Head Volleyball Coach @ Weld Central Middle School
  - Dawn Sussex - 7th Grade Assistant Volleyball Coach @ Weld Central Middle School
  - Marcus Garcia - Co-Wrestling Coach @ Weld Central High School
- 7.7 Approval: Resignations for 2020-2021 Coaching/Extra Duty Employment Agreement/Notice of Assignment
  - Marcus Diamond - Head Football Coach @ Weld Central High School
- 7.8 Approval: Intra-School / Intra-District Staff Transfers
  - Claudia Guzman - Transfer from Custodian to Head Custodian @ Meadow Ridge Elementary
  - Paul Wigton - Transfer from Substitute CDL Bus Driver to CDL Bus Driver @ Transportation
  - Amanda Kinzie - Transfer from F/T, In-Building Substitute Teacher to Title I Paraprofessional @ Lochbuie Elementary

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- Alicia Marseilles - Transfer from SpEd Paraprofessional to 0.5 Office/Health Paraprofessional & 0.5 Data Secretary @ Lochbuie Elementary
  - Maria Calderon - Transfer from Evening Custodian @ Hoff Elementary to Evening Custodian @ Meadow Ridge Elementary
  - Kristi Herman - Transfer from 7th Grade Assistant Volleyball Coach to 8th Grade Assistant Volleyball Coach @ Weld Central Middle School
  - Maricela Gallegos - Transfer from Evening Custodian @ Weld Central Middle School to Evening Custodian @ Hoff Elementary School
  - Crystal Sanchez - Transfer from Licensed Substitute Teacher @ District to Media Center Manager @ Meadow Ridge Elementary
  - Cody Mumma - Transfer from Assistant Wrestling Coach @ Weld Central High School to Co-Wrestling Coach @ Weld Central High School
- 7.9 Approval: 2020-2021 Amended Contracts
- 7.10 Approval: Additions to the Substitute Teaching List
- Elisabeth Walsh - Long Term Substitute for SpEd Teaching Position @ Meadow Ridge Elementary
  - Tamara Eyestone - Licensed Substitute Teacher @ District
- 7.11 Approval: Out of District Student Requests for 2020-2021
- 7.12 Approval: Request for Open Enrollment / Within District Transfers for 2020-2021
- 7.13 Approval: Home School Requests for 2020-2021
- 7.14 Approval: Administrative Policy
- 7.15 Approval: Monitoring Review Cycle
- (a) EL-13 Staff Compensation
  - (b) EL-16 Financial Administration
  - (c) EL-17 Asset Protection

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

Baumgartner - Y	Gustafson - Y	Haffner - Y	Jensen - Y	Director District A - Vacant
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## 8. Public Open Forum: Public Comment

Public Comment was received from Amber Rieman (15000 Overland Trail, Brighton 80003) regarding the Inter-District Choice/Open Enrollment Policy. Ms. Rieman appeared at the meeting in person.

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## 9. Action/Discussion Items

### 9.1 FY20-21 Adjusted Budget

The FY20-21 Budget must be amended at the January regular meeting. Dr. Rabenhorst and Ms. Clark provided summary information at the meeting including a description of anticipated major revenue and expenditure adjustments to the budget approved last June. Ms. Clark adjusted the revenue to reflect actual enrollment and what is anticipated under the School Finance Act based on the district's assessed valuation. Ms. Clark provided information pertaining to the district's fully funded status at the previous meeting. As previously reported, new federal stimulus funds will be allocated to the FY22 budget, so those are not reflected in this amended budget. In terms of expenditure changes, all staffing updates have been included since the approval of the initial budget. Additionally, an amount has been allocated to capital reserve as well as an amount to carry forward in fund balance. For reference, the 2020-21 Licensed Salary Schedule scattergram was also available for reference. This is used to calculate current year salaries and to project salaries for the upcoming year. The Board had no questions for Ms. Clark or Dr. Rabenhorst regarding the budget.

Director Gustafson moved to approve Resolution #5-2021 Be it resolved by the Board of Education of Weld County School District Re-3J in Weld County, Colorado, that the amounts shown in the following schedule be appropriated to each fund as specified in the "Adjusted Budget" for the ensuing fiscal year beginning July 1, 2020 and ending June 30, 2021. Director Haffner seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Jensen - Y	Director District A - Vacant
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Director Haffner moved to approve Resolution #6-2021 in accordance with C.R.S. 22-44-105, the Board of Education authorizes a use of a portion of the FY2020-2021 Beginning Fund Balance for the following fund: the Insurance Fund in the amount of \$63,895 to pay increased premiums and the Building Fund in the amount of \$395,000 to complete bond projects defined in the bond initiative passed November 2016. All of these are expenditures and activities that the funds were setup and organized to complete. Director Gustafson seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Jensen - Y	Director District A - Vacant
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### 9.2 WCHS Course Description Book for the 2021-2022 School Year (2nd Reading)

The WCHS course description book is revised annually and approved by the Board. Mr. Kennedy joined the meeting remotely to report on the updated booklet, including course additions and deletions that went through the administrative approval process. There are two

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new courses that will be added next year: The Ambassadors Class, a general elective course, and Latinx Literature, a semester ELA course open to students in grade 12. One course will have a name change only; Innovations Academy will be renamed Advanced STEM so there is no confusion with the Online Innovations Academy. The section regarding Graduation requirements has been edited and the course description for the Ambassadors class has been revised per feedback from a previous meeting. Dr. Rabenhorst noted that a decision regarding block scheduled for next year has not been made which would affect the number of credits which could be earned by students. Information regarding block scheduling will be discussed at a future meeting.

Director Jensen moved to approve the 2021-2022 WCHS Course Description Book, including course approvals, deletions, and name changes, as presented.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Jensen - Y	Director District A - Vacant
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### 9.3 Administrative Policy Revisions and Additions (2nd Reading)

The Board reviewed several policies sent by CASB that have been updated. CASB is also in the process of technical clean-up in conjunction with recent legislation. No redline versions have been included for the changes that consist mostly of updates regarding replacing the word “shall” with “will” or other appropriate forms of be and replacing “his/her” pronouns with “their”.

#### (a) Policy GB-16 (GBGG) Staff Sick Leave

SB20-205, passed during the last legislative session, created the Healthy Families and Workplaces, which requires employers to provide paid sick leave to employees under various circumstances. This policy was updated to reflect the new legal requirements including updated legal references, updated cross references, and added explanatory notes. The policy revisions were sent to Meet & Confer leadership as this is a policy subject to Joint Committee review and recommendation. Dr. Rabenhorst previously asked WCEA leadership if they wished to pursue discussion through Joint Committee, and they declined. The policy requirements are subject to a January 1, 2021 implementation deadline; however, the district’s current sick leave allocations are already more generous than the statutory requirements. Dr. Rabenhorst conferred with CASB legal counsel regarding some concerning language, but no changes were made to the previously version viewed by the Board. Director Haffner asked if the district is currently in compliance with the requirement, and Dr. Rabenhorst explained that the district actually exceeds requirements and noted that new requirements with the federal government are forthcoming.

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**(b) Policy GB-19 (GBGJ) Staff Bereavement Leave**

CASB suggested revisions to the Bereavement policy due to changes that more directly affected the Sick Leave policy (i.e., the definition of Immediate Family). The definition of Immediate Family has become more expansive in statute; therefore, the changes recommended by administration retain the current procedures and practices for bereavement leave. There is no legal requirement to provide bereavement leave, so CASB legal counsel advised that the recommended changes are acceptable. WCEA leaders also declined to have this policy reviewed by the Joint Committee.

**(c) Policy C-4 (CE) Administrative Councils, Cabinets and Committees**

The WCEA Joint Committee representatives requested that a change be made to this policy reflecting the district's current practice of allowing WCEA to select licensed and classified members of the Superintendent's Advisory Council and the teacher members of the Personnel Performance Evaluation Council. Joint Committee recommended the changes noted in red in the attachment. Administration recommends the revisions.

The Board had no further discussion.

Director Gustafson moved to approve the Administrative Policy Revisions and Additions as presented. Director Jensen seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Jensen - Y	Director District A - Vacant
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**9.4 Board of Education Meeting Locations**

As additional cleaning protocols have been put in place regarding the COVID-19 pandemic, the Board approved earlier in the year reducing the number of locations of Board meetings to just the District Office and the Hudson Elementary Training Room. These spaces can be more easily cleaned without disrupting custodian schedules which have been altered to accommodate cleaning and sanitizing during the day. Academic spotlights will continue to happen with any staff participating remotely just as principals continue to participate remotely. Changes were made through January 2021. Dr. Rabenhorst recommended all remaining Work Sessions be held remotely and moving any Regular Meetings to the District Office. Meeting dates have not changed. Following approval, Ms. Wiener will update the website accordingly and communicate these changes to all principals.

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Director Jensen moved to approve the revised Board of Education Calendar as presented.  
 Director Gustafson seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Jensen - Y	Director District A - Vacant
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## 10. Information / Discussion

### 10.1 2021-2022 Calendar (1st Reading)

The Board reviewed the proposed 2021-2022 School Calendar draft that has been developed by the Superintendent's Advisory Council. Each member sought feedback from each of the schools. Calendar topics were also discussed by the District Accountability Committee with no feedback received. The draft follows the same general pattern as the current year. Other areas of concern discussed by SAC included the number of days in each semester, CMAS scheduling, and the placement of Winter Break and Spring Break. Due to the COVID-19 pandemic, Mondays are still currently scheduled as either Early Release Days or Remote Learning Days. A decision on that may not be made until early summer. Possible slight changes may still occur prior to approval by the Board at the February regular meeting.

### 10.2 Parent Teacher Conference Attendance

Due to the COVID-19 pandemic, conferences will be held virtually like the Fall Conferences in October. Board members are not expected to attend. Director Baumgartner noted that she would be open to ideas from teachers as to how the Board might participate in different ways. The Board discussed the possibility of a mailer as a way to interact with the community.

### 10.3 Food Service Requests for Proposals Process

In 2020, the district put out the required Request for Proposals to potential food service management companies as the current 5 year contract period was expiring. After the bidding process was underway, the USDA waived the requirement and allowed a one year extension due to the pandemic. The district's selection committee proceeded with presentations and interviews; however, the team decided to recommend not accepting any of the bids and move forward with a one year extension as a potential change in management companies would be very complicated due to the unknown circumstances in returning to school in August. Once again this year, a one year extension is being granted. Due to the unusual nature of the school year, district administration feels that an extension is in the best interest of the district and potential bidders. Ms. Clark provided additional rationale for this recommendation. Board consensus was to move forward with Chartwells for a one year extension. Director Gustafson noted her gratitude to Chartwells for the work they have done this year.

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**11. Superintendent Reports and Presentations**

**11.1 Discipline Report**

None

**11.2 Board Vacancy Update**

To date, one applicant has submitted information for the Director District A vacancy. Upon closing of the vacancy notice, Board members will be provided with materials. President Baumgartner and Dr. Rabenhorst will facilitate discussion on next steps, including requesting Board member input pertaining to interview questions.

**12. Board Member Reports / Discussions**

Director Baumgartner - None

Director Gustafson - Noted that she would be attending an upcoming FRN meeting

Director Haffner - None

Director Jensen - None

**13. Adjournment at 7:35 p.m.**



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