

Official Minutes
Wednesday, March 16, 2022
6:30 - 9:00 p.m.

Hudson Elementary School

Regular Meeting

1. **Call to Order** by President Baumgartner at 6:31 p.m.
2. **Roll Call** Directors Baumgartner, Gustafson, Hayes, and Jensen were present. Director Haffner was 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 - Y
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5. **Public Open Form**

5.1 Recognition of Visitors

Dr. Rabenhorst welcomed a number of parents and community members in attendance. He also noted that members of the WCHS TSA and their coach will be joining the meeting remotely.

5.2 Public Comment Period

- April Gregory of Roggen addressed the Board regarding inequality.
- Jamie Jeffery of Lochbuie addressed the Board regarding LGBTQ+.
- Cara Anderson of Lochbuie addressed the Board regarding Spirit Week at WCMS.
- Brittany Bangert of Ft. Lupton addressed the Board regarding Spirit Day at WCMS.
- Kristin Esposito of Lochbuie addressed the Board in support of the middle school.
- Grady Weichel of Hudson addressed the Board regarding discrimination against Christianity.
- Elizabeth Norden of Hudson addressed the Board regarding sexual orientation.
- Terry Brunke of Keenesburg addressed the Board regarding getting a Christian club in middle school and addressing school-parent communication.
- Prudence (Sam) Weichel of Hudson addressed the Board regarding concerns of issues in middle school.
- Clay Everhart of Fort Lupton addressed the Board regarding how spirit week was handled at WCMS.

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- Elizabeth Christen of Roggen addressed the Board regarding WCMS spirit week.
- Rebekah Opatril of Keenesburg addressed the Board regarding WCMS spirit week.

5.3 Correspondence

Dr. Rabenhorst received a letter from a parent voicing concern about the block schedule at WCHS. The parent asked that the letter be shared with the Board.

6. Special Recognitions / Reports

6.1 WCHS TSA Recognition

Mr. Zach Levine and members of the Technology Student Association joined the meeting remotely. WCHS qualified eight students for the Colorado State Conference in a variety of events including Technology Problem Solving, Extemporaneous Speech, Music Production, Catapult Design, and Dragster Design. Several students qualified for the finals in their respective events. Two students introduced themselves and gave a short synopsis of their experience of the season. Dr. Rabenhorst and the Board congratulated the team and Mr. Levine on a successful season.

6.2 Academic Spotlight - Meadow Ridge Elementary

Principal Jennifer Forbes and MRE Intervention Teacher, Tara Hurst, joined the meeting to share with the Board the success of the Brilliant Brains program which provides before and after school tutoring to students. The program utilizes ESSER funds to address learning “recovery”. Ms. Hurst gave an overview of the logistics of the program along with the positive impacts that have been seen. Director Baumgartner noted that it is impressive to see so many teachers involved in the program. The Board thanked Ms. Forbes and Ms. Hurst for their work with the program.

7. Board Consent Agenda

7.1 Approval: Meeting Minutes

- (a) February 23, 2022 Regular Meeting Minutes

7.2 Approval: Financials

- (a) February Financials
- (b) Quarterly Financial Report (October, January, April, July only)

7.3 Approval: Resignations / Retirements / Separation of Employment

- Anatasia Popovici - Instructional Paraprofessional @ Meadow Ridge Elementary School
- Olga Gonzalez - Custodian @ Weld Central High School
- Danette Morgan - Office Manager @ Lochbuie Elementary School (at end of the 21-22 school year)

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- Steffanie Baldwin - Reading Intervention Teacher @ Meadow Ridge Elementary School (at end of 21-22 school year)
 - Beth Block - Full Time In-Building Substitute Teacher @ Meadow Ridge Elementary School
 - Tatum Fjelstad - English Teacher @ Weld Central High School (at end of 21-22 school year)
 - Sidney Parizek - 8th Grade English Language Arts Teacher @ Weld Central Middle School (at end of 21-22 school year)
- 7.4 Approval: Contracts for Licensed Employees
- 7.5 Approval: Letters of Employment for Classified Personnel
- Belia Nevarez - Head Custodian @ Meadow Ridge Elementary School
- 7.6 Approval: Additions to the 2021-2022 Coaching/Extra Duty Employment Agreement/Notice of Assignment
- None
- 7.7 Approval: Resignations for 2021-2022 Coaching/Extra Duty Employment Agreement/Notice of Assignment
- James Canaday - Head Girls' Basketball Coach @ WCHS
- 7.8 Approval: Intra-School / Intra-District Staff Transfers
- None
- 7.9 Approval: 2021-2022 Amended Contracts
- 7.10 Approval: Additions to the Substitute Teaching List
- William Uribes - Substitute Custodian @ District
 - Amanda Lavery - Licensed Substitute Teacher @ District
 - Daniel Amrine - Full Time, In-Building Licensed Substitute Teacher @ Weld Central High School (previous employee)
- 7.11 Approval: Out of District Student Requests for 2021-2022
- 7.12 Approval: Request for Open Enrollment / Within District Transfers for 2021-2022
- 7.13 Approval: Home School Requests for 2021-2022
- 7.14 Approval: Administrative Policy
- (a) Policy A-1 (AC) Nondiscrimination/Equal Opportunity
- This policy was most recently revised on November 10, 2021 and only minor changes are necessary.
- 7.15 Approval: Monitoring Review Cycle
- (a) EL-4 Communication and Counsel to the Board
- (b) EL-8 School Year Calendar

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

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

8.1 Out of State Travel for WCHS Knowledge Bowl Team

WCHS submitted a letter requesting permission for the WCHS Knowledge Bowl team to attend the National Academic Quiz Tournament Championship in Rosemont, Illinois. Seven to ten students along with Coach Zach Levine will be attending the competition from April 21-25. Mr. Levine informed the Board that this has been the most successful season in 11 years and not only did the team win the league, they also won their region. Mr. Levine explained the team may be split into two smaller teams for competition, but that would not change the number of students attending. The Board wished the team luck in their future competition.

Director Jensen moved to approve the out of state travel request for the WCHS Knowledge Bowl team who will travel to Rosemont, Illinois, from April 21-25, 2022. Director Gustafson seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Absent	Hayes - Y	Jensen - Y
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8.2 Superintendent Contract Provision 1C: Acceptance of Contract in Subsequent Years

Provision 1C of the Superintendent contract states that the Board may, any time after March 1 of any year and pursuant to a majority vote of the quorum present in any regular or special Board meeting, request that the Superintendent reaffirm his intention to serve as Superintendent and fulfill his obligations under the Contract for the next following fiscal year. The Superintendent has thirty days from receipt of this request to provide the requested written reaffirmation to the Board. Director Baumgartner requested that this agenda item be considered for Board consideration and possible action.

Director Gustafson made a motion regarding the agenda item. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Absent	Hayes - Y	Jensen - Y
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8.3 K12 Innovations Online Planning

At the February Regular Meeting, district administration informed the Board of the significant differences between an online program and online school. The Board discussed various

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aspects of submitting an application for the K12 Innovations program to become an online school with CDE for the 2022-2023. The most impactful limitation of remaining a program, rather than a school, is the enrollment cap of 99 students. This number was waived for the past two years due to the pandemic. CDE has indicated there will be no such waiver for the upcoming school year. If the district applies for a school, the current curricula would continue to be used, and Mr. Witzel would be named the principal of the online school. District administration recommended applying as an online school so that registration for the upcoming school year can appropriately enroll students for the K12 Innovations Online School. Dr. Wakeman informed the Board that a possible town hall is being planned for potential students to learn more about the process. Director Jensen asked if there is any sort of informational literature available. Director Baumgartner asked for clarification regarding the registration process, and Dr. Wakeman noted that the district has until June 30 to submit the application. Administration asked for direction to move forward and if registrations for the online school are less than expected, administration could more easily retract the application for the online school.

Director Hayes moved to direct the administration to proceed with planning and to transition the K12 Innovations online program to an online school for the 2022-2023 school year so long as all qualifying points are made. Director Jensen seconded the motion.

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

9.1 Administrative Policy Revisions and Additions (1st Reading)

In a special policy update from CASB, several policies were revised. Other policies were reviewed by administration to ensure compliance and reflect current procedures.

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

The district's policy on Concurrent Enrollment has not been 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. High school staff was involved in the revision process, so additional revisions may occur prior to second reading. The Board had no questions.

(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. The policy revisions reflect this. Other changes were recommended by administration and high school leaders. Discussion was facilitated at the meeting. Ms. Dwyer noted that CHAASA is still determining whether or not

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students who graduate early will be able to participate in school-related activities during the spring semester of the senior year if the student graduated in December. Ms. Dwyer also explained how the course book and registration materials help families determine what courses are required. One substantial change to the policy would allow for early graduation due to credit requirement changes or the option of not having a full schedule in the second semester of the senior year. The Board each expressed support for these options.

(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 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.

(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. Dr. Wakeman explained that clearer definitions now exist and more consistent processes are outlined. The district also included information for anonymous reporting that can be made through Safe2Tell Colorado.

9.2 Food Service Request for Proposals Process

The district must comply with regulations and procedures for contracting with a food service management company. The timeline and procedures set forth by CDE comply with all applicable federal, state, and local regulations. Ms. Clark submitted the district's RFP to CDE which was approved. The RFP was sent to all approved CDE vendors as required on March 4, 2022 and posted to the website. A minimum of 45 days is required from the time proposals are solicited to the time they are due. Based on this timeline, RFPs will be due on April 18, 2022. This process must be completed every five years and the RFP process was initiated in 2020, but the USDA issued a waiver allowing districts to remain with their current contracted

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vendor. The district has taken advantage of this waiver the past two years. Board approval of the contract will be needed at a future meeting. Ms. Clark informed the Board that five responses from vendors have already been received and she gave an updated timeline for the process. Director Hayes volunteered to be on the selection committee, and the Board requested that the recommended vendor give a short presentation at a Board meeting prior to contract approval.

9.3 State Assessment Update

State assessments are generally back on their regular schedule in the spring of 2022. Ms. Orbanosky shared what requirements exist this assessment season and the district's readiness for assessment to begin in April. All students in grades 3-8 will participate in ELA and Math assessments. Grades 5, 8, and 11 will participate in Science assessments. Students in grades 9 and 10 take the PSAT as the state-required assessment. 11th grade students take the SAT and 12th grade students do not take any formalized state assessments. Ms. Orbanosky reminded Board members that students in the online program must attend in person for testing. Dr. Rabenhorst indicated that this could result in lower participation rates than what are required by federal accountability.

The COVID-19 pandemic created challenges with school accountability, and the legislature is attempting to address the system in pending legislation. There are three key elements in the district and school accountability system – statewide student assessments, calculating and issuing school ratings, and then using multiple years of low ratings to put schools on the “accountability clock.” That system was disrupted because no statewide tests were given in the spring of 2020. Coupled with only limited testing in the spring of 2021, the lack of valid data is concerning. With full state testing scheduled to resume this spring, the State Board of Education would normally issue school ratings later in the year. Under the terms of SB 22-137, the accountability clock won't restart until the autumn of 2023, after tests are given in the spring of that year. Dr. Rabenhorst indicated that Board members should stay current on this pending legislation in the event districts are asked to consider resolutions in support.

9.4 Contract Nonrenewal Process

A summary of the nonrenewal process was provided including an excerpt from CASB documents and resources. The specific steps of the nonrenewal process were outlined and summarized by Dr. Rabenhorst at the meeting. The Board was also provided the template of the memo that principals use regarding their recommendations for nonrenewal of teachers. Recommendations for contract nonrenewal for 2022-2023 are based on performance-based concerns, part-time status, one-year contract status, late hire status, or other lawful reasons. Dr. Rabenhorst explained each type of situation so that Board members have a general

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understanding of reasons that may be used which will assist with the official nonrenewal process of individuals at a special meeting in April. He also noted that he expects there to be fewer nonrenewals this year due to a change in procedure; staff members hired late in the year to harder to fill positions may not be nonrenewed in order to ensure keeping these employees for the upcoming year. In past years, late hires have been automatically nonrenewed, but if a principal is confident that they would like that staff member to return, they will not be nonrenewed. This may be advantageous for the district considering the current shortage of workers in the education field.

9.5 Enrollment Projections

Dr. Rabenhorst completed initial enrollment projections for the 2022-2023 school year. Projections are based on current enrollment but the document also compares to October 2021 enrollment. Enrollment projections provide the basis for revenue projections under the School Finance Act. Dr. Rabenhorst reviewed major points of the projected enrollment numbers. High school enrollment is expected to increase the most due to a smaller graduating class and a larger cohort of students moving up from the middle school. The online school does allow for some flexibility with facilities based on enrollment of high school students. Director Baumgartner noted that the developments in Keenesburg and Lochbuie could happen more quickly than expected. Director Jensen asked for capacity numbers for the secondary schools. Dr. Rabenhorst explained that full capacity also means that classrooms are being used 100% of the time but that school staff start to feel issues with space before that. While these numbers are preliminary, they do help Ms. Clark with budgeting.

9.6 Fiscal Year 2021-2022 Budget Planning

The Board reviewed a spreadsheet outlining how ESSER funds have been utilized and will continue to be used in upcoming years. Ms. Clark shared information on projected revenue based on enrollment projections and what districts are being told by the state to date. Ms. Clark explained what possible revenue increases might be available and that there is likely to be a 5%-10% increase in property liability insurance. She explained that to remain competitive in the current economy, the classified salary schedule needs to be updated.

10. Superintendent Reports and Presentations

10.1 Discipline Report

None

10.2 2022 Graduation Planning Update

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The 2022 WCHS Graduation will take place on Sunday, May 22 at 10:00 a.m. on the football field like last year's commencement. Kelli Dwyer sharee an update on the current planning for graduation including that commencement will take place earlier in the day to hopefully avoid potential afternoon weather. To date, there have been no concerns regarding this change which has already been communicated to families. Students are excited to be able to invite more family due to fewer COVID restrictions.

10.3 2022-2023 Student Registration Process

Annually, the district does a push for early registration for returning students around spring break. The push this year will occur the week following spring break. Earlier in the meeting, the Board directed administration to register K12 Innovations as an online school, registration will also include an option for registering in the online school/program as well. Dr. Rabenhorst shared additional information and answered questions.

10.4 Financial Newsletter - Volume 2

The Board reviewed the second of a three part series of financial newsletters. This newsletter focuses on how schools are funded in Colorado and includes a breakdown of how taxes are calculated. This newsletter was distributed electronically to all families via SchoolMessenger. It will also appear in the Lost Creek Guide as part of the district's Spring update. The third installment will likely be a budget development timeline in either April or May.

11. Board Member Reports / Discussions

Baumgartner - None

Gustafson - None

Haffner - Absent

Hayes - Gave a summary of the recent DAC meeting

Jensen - None

12. Adjournment at 8:16 p.m.



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