

Official Minutes  
Wednesday, July 21, 2021  
6:30 p.m. - 9:00 p.m.

## Regular Meeting

1. **Call to Order** by Vice President Haffner at 6:30 pm.
2. **Roll Call** Directors Gustafson, Haffner, and Hayes were present at the meeting. Directors Baumgartner and Jensen were absent.

3. **Pledge of Allegiance**

4. **Approval of Agenda**

As acting president, President Haffner appointed Director Hayes as secretary to the meeting due to the need for time sensitive documents that needed the secretary's signature and the absence of Director Jensen.

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

Baumgartner - Absent	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Absent
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5. **Public Open Forum**

- 5.1 Recognition of Visitors

Dr. Rabenhorst welcomed Interim Principal Rob Orbansoky at Weld Central High School for the 2021-2022 school year. Mr. Orbanosky noted that he is excited for his time at WCHS. The Board welcomed Mr. Orbanosky to the district.

- 5.2 Notification of Public Comment Period

Dr. Rabenhorst shared instructions for public comment.

- 5.3 Correspondence

None

6. **Governance Process or Board-Superintendent Relationship Discussion/Action**

The Board evaluated and voted on revisions that may be identified as per the yearly cycle review process.

- 6.1 **B/SR-1 Governance Management Connection** (Discussion/Action Item)

The Board assessed implementation of this policy and determined that no revision should occur with the policy.

- 6.2 **B/SR-2 Unity of Control** (Discussion/Action Item)

The Board assessed implementation of this policy and determined that no revision should occur with the policy.

- 6.3 **B/SR-3 Accountability of the Superintendent** (Discussion/Action Item)

The Board assessed implementation of this policy and determined that no revision should occur with the policy.

**6.4 B/SR-4 Delegation to the Superintendent (Discussion/Action Item)**

The Board assessed implementation of this policy and determined that no revision should occur with the policy.

**6.5 B/SR-5 Monitoring Superintendent Performance (Discussion/Action Item)**

The Board assessed implementation of this policy and determined that no revision should occur with the policy.

**6.6 B/SR-6 Superintendent Formal Summative Evaluation (Discussion/Action Item)**

The Board assessed implementation of this policy and determined that no revision should occur with the policy. Dr. Rabenhorst noted that the consent agenda notes the changes to the evaluation that reflect the addition of new goals aligned to the strategic plan which will become effective for the upcoming year.

Director Gustafson moved to approve B/SR-1, B/SR-2, B/SR-3, B/SR-4, B/SR-5, and B/SR-6 as in compliance. Director Hayes seconded the motion.

Baumgartner - Absent	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Absent
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**7. Board Consent Agenda**

**7.1 Approval: Meeting Minutes**

- (a) June 9, 2021 Regular Meeting Minutes

**7.2 Approval: Financials**

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

**7.3 Approval: Resignations / Retirements / Separation of Employment**

- Allison Tabor - 7th Grade English Language Arts Teacher @ Weld Central Middle School
- Tabitha Huston - School Nurse @ District
- Shawn Walter - Science Teacher @ Weld Central High School
- Ilona Eurich - Counseling Office Secretary @ Weld Central High School
- Laurie Queener - School Counselor @ Weld Central High School
- Nicole Guzman - Substitute Custodian @ District
- Lori Dottavio - K-5 Innovations Teacher @ District (will remain on licensed substitute list)
- Megan Spaulding - Music Teacher @ Lochbuie Elementary School

**7.4 Approval: Contracts for Licensed Employees**

- Thomas Klausner - Math Intervention Teacher @ Weld Central Middle School
- Brian Pfenninger - 5th Grade Teacher @ Lochbuie Elementary School
- Paige MacLean - 5th Grade Teacher @ Lochbuie Elementary School
- Carryn Slage - 4th Grade Teacher @ Lochbuie Elementary School

- Robby Orbanosky - Interim Principal for 2021-2022 @ Weld Central High School
  - Steffanie Baldwin - Intervention Teacher @ Meadow Ridge Elementary School
  - Amanda Carmody (automatic non-renewal for 2020-2021, rehired) - Online Facilitator 6-12 @ Weld Central Middle School and Weld Central High School
  - Deborah Feketa - College & Career Readiness Coordinator @ District
  - Jamie Kelley - Science Teacher @ Weld Central High School
  - Elliot Copeland (previous employee) - Online Facilitator @ Weld Central Middle School and Weld Central High School
  - Josie Montgomery - Art Teacher @ Meadow Ridge Elementary School
  - Tatum Fjelstad - English Language Arts Teacher @ Weld Central High School
  - Lindsey Hand - Kindergarten Teacher @ Hudson Elementary School
  - Stephanie Marsh - School Nurse @ District
  - Josefina Hernandez - Reading Intervention Teacher @ Hudson Elementary School
- 7.5 Approval: Letters of Employment for Classified Personnel
- Kayla Terrill - SpEd Paraprofessional @ Weld Central Middle School
  - Krystal Martinez - District Office Manager/Support Programs Secretary @ District
  - Houachu Lor Wollert - Preschool Paraprofessional @ Meadow Ridge Elementary
  - Jane Russo - Preschool Paraprofessional @ Meadow Ridge Elementary School
  - Daisy Gutierrez - Preschool Paraprofessional @ Hoff Elementary School
- 7.6 Approval: Additions to the 2021-2022 Coaching/Extra Duty Employment Agreement/Notice of Assignment
- Marcus Garcia - Assistant Football Coach @ Weld Central High School
  - Logan Heflebower - Head Baseball Coach @ Weld Central High School
  - Thomas Klausner - Head Boys Basketball Coach @ Weld Central High School
- 7.7 Approval: Resignations for 2021-2022 Coaching/Extra Duty Employment Agreement/Notice of Assignment
- Anita Ballinger - Assistant Softball Coach @ Weld Central High School
  - Heather Huck - Assistant Volleyball Coach @ Weld Central High School
- 7.8 Approval: Intra-School / Intra-District Staff Transfers
- Audrey Montano Meadows - Transfer from 6th Grade English Language Arts Teacher @ Weld Central High School to 7th Grade English Language Arts Teacher @ Weld Central High School
  - Brenna Morris - Transfer from Kindergarten Teacher @ Hudson Elementary School to 6th Grade English Language Arts Teacher @ Weld Central Middle School
  - Katrina Hail - Transfer from F/T, In-Building Licensed Substitute Teacher at Weld Central High School to Licensed Substitute Teacher @ District
  - Erik Cook - Transfer from Head Custodian @ Hoff Elementary School to Maintenance/Grounds Technician @ Facilities
  - Amy Fesmire - Transfer from 2nd Grade Teacher @ Hudson Elementary School to 1st Grade Teacher @ Hudson Elementary School
  - Ashley Bettini-Whiteley - Transfer from 1st Grade Teacher @ Hudson Elementary School to Elementary Online Innovations Teacher @ District
- 7.9 Approval: 2021-2022 Amended Contracts

- 7.10 Approval: Additions to the Substitute Teaching List
- 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) B/SR-5 Monitoring Superintendent Performance
  - (b) B/SR-5E Superintendent Formal Summative Evaluation
- 7.15 Approval: Monitoring Review Cycle (EL-4 Communication and Counsel to the Board)
  - (a) EL-16 Financial Administration
  - (b) EL-17 Asset Protection
- 7.16 Approval: Change of Signers for Weld Central High School Activity Checking and Savings Accounts

Ms. Wiener read the list of changes of signers at the meeting. The change in signers of the Weld Central High School Activity Fund Checking Account include removing Daniel Kennedy as a signer for account #0714489804 and adding Kelli Dwyer as a signer. Additional signers Jordan Madsen and Lisa Clark will be retained as additional signers.

The change in signers of Weld Central High School Activity Fund Savings Account include removing Daniel Kennedy and Traci Sack as signers for account #1307811675 and adding Kelli Dwyer and Jordan Madsen as signers. Lisa Clark will be retained as an additional signer.

The decision was made to not include interim principal as a signer since he will only be serving one school year at Weld Central High School.

Dr. Rabenhorst noted that the district will likely not be fully staffed at the beginning of the school year. There have been some positions that did not have many or any applicants. Most teaching positions are filled.

Director Gustafson moved to approve the consent agenda with the additions. Director Hayes seconded the motion.

Baumgartner - Absent	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Absent
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## 8. Public Open Forum: Public Comment

None

## 9. Action/Discussion

### 9.1 Intent to Submit a Ballot Issue to the Voters at the November 2, 2021 General Election

The Board reviewed the 2021 General Election Participation Inquiries from Adams County and Weld County regarding participation in the 2021 election. The Board has already designated

Julie Wiener as the Designated Election Official. Both Weld County and Adams County must be notified by July 23 of the district's intent to participate. Ballot content must be certified by September 3, 2021 and approval from the Board must occur prior to that submission.

Director Gustafson moved to approve the Weld County School District Re-3J's Intent to Participate in the 2021 Election on November 2, 2021. Director Hayes seconded the motion.

Baumgartner - Absent	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Absent
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## 9.2 Licensed and Classified Employee Handbooks

The Board members were provided copies of the licensed and classified employee handbooks. Revisions have been made to both handbooks that align with recent policy revisions over the course of the previous year, and some other revisions have been made for clarification including revisions to some references regarding the COVID-19 pandemic. Handbooks, once approved, will be provided digitally to all staff members at the beginning of the year. A signature page regarding certain policies is required by all staff members which will be collected digitally by the Human Resources Department. Dr. Rabenhorst noted that policy requires Board approval of employee handbooks.

Director Gustafson moved to approve the Licensed Staff Handbook and Classified Staff Handbook as presented and directed administration to update the handbooks accordingly based on any policy changes that may occur prior to the start of the 2021-22 school year. Director Hayes seconded the motion.

Baumgartner - Absent	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Absent
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## 9.3 2021-2022 District Calendar Revisions

The Board reviewed a revised version of the 2021-22 school calendar. The Board previously approved the calendar in February. Dr. Rabenhorst noted that there are no substantive changes with regard to major structures of the calendar such as start and end dates or extended school breaks. Language referencing the possibility of remote Mondays has been removed, two inservice days for elementary teachers have been added, and school start and end times have been added to the second page. The inservice days for elementary teachers will be used to develop learning recovery plans and the implementation of the newly adopted ELA curriculum. Both the middle and high school have different allotted time included in their schedules that allow for the development of the recovery plans. Since the elementary schools follow the high school calendar requirement for hours, there is overage that allows for these two inservice days. Director Gustafson asked what the recovery plans would entail, and Dr. Rabenhorst explained that a template/roadmap had been created by the district and school staffs will determine what specifics will be needed at each school. Director Hayes asked if block schedule will continue. Dr. Rabenhorst noted that it will continue this year and that he has already discussed with Mr. Orbanosky regarding when further decisions will be made.

Director Gustafson moved to approve the revised 2021-22 district calendar as presented.  
Director Hayes seconded the motion.

Baumgartner - Absent	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Absent
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#### 9.4 Policy I-1 (IC/ICA) School Year/School Calendar/Instruction Time

The Colorado Department of Education released finalized guidance concerning remote learning for handling COVID-19 health concerns during the 2021-2022 school year. Substantive updates to reflect this guidance include revising the definition of “actively engage in the educational process,” defining “supervision of a certificated or licensed teacher,” inserting a statement regarding the provision of equitable instruction and services during remote learning, and updating dates referencing the 2020-21 school year. Dr. Rabenhorst indicated that policy must reflect how remote learning would be provided as a result of the pandemic, including the district’s online program. Recording requirements pertaining to attendance and October count are much more stringent this year which factored into the decision to not continue with Remote Mondays. A second reading is not necessary given the policy implementation requirement and the Board’s recent review last July. Board members had no questions regarding the recommended changes.

Director Hayes moved to waive a second reading due to the required timing of this policy requirement and approve Policy I-1 (IC/ICA) School Year/School Calendar/Instruction Time as presented. Director Gustafson seconded the motion.

Baumgartner - Absent	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Absent
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#### 9.5 Indoor Air Quality Filtration Units for WCMS & WCHS

Dr. Rabenhorst provided information on why the district began looking into ventilation and air quality. CDC guidance indicates that external fresh air being circulated is the best method for limiting transmission of viruses such as COVID-19. Stuart Peterson, Director of Operations, has been reviewing our HVAC systems and air quality to determine if improvements can or should be made. Dr. Rabenhorst explained that for most of our buildings (excluding WCHS and WCMS), the district can remotely control the amount of external fresh air that is pulled into buildings/classrooms and these buildings have operable windows. WCHS and WCMS do not have operable windows in classrooms, and the HVAC units there are not designed for manual/remote control of increasing fresh air into the airflow. Because of this, Mr. Peterson recommended individual classroom units be used to purify/filter the air on a continuous basis.

Specifically, Mr. Peterson reviewed varying units and then tested units by *Cinquantz* and *Carrier*, which include *Global Plasma Solutions* units. These are the units recommended. Because this expenditure was not built into the budget, administration requested approval with funds to come from the Capital Construction fund. Several quotes for *Carrier* units were

obtained. Larger units (*Cinquantz*) have the capacity to filter the air within a typical classroom of 900 to 1200 square feet, and the smaller units (*Carrier*) are designed for spaces of up approximately 560 square feet. The recommendation is to purchase approximately 105 large and small units from Lohmiller & Co. The not to exceed total for this purchase is \$160,000. Administration asked for approval of a slightly higher amount so that units can be purchased for some yet to be identified locations (e.g. conference rooms without windows) in other schools. Assistant Principal Dwyer noted that the units were not a distraction in terms of noise. Director Haffner asked if the classrooms have been survey for adequate power supply and Mr. Peterson has confirmed that all units will be able to be installed properly. Board members verified that the amount requested was sufficient to cover some additional units if needed.

Vendor	Cost Per Unit Large Classroom	No.	Cost Per Unit Small Classroom	No.
Lohmiller & Co.	\$1600	85	\$385	20
Thrivair	\$1665	85	\$399	20
NoCo Controls	\$2508	85	\$643	20
Plains East Mech.	\$1915	85	\$459	20
MJ Brunnin	\$1495 (without GPS)	85	--	-
Amazon (limited stock)	--	-	\$475	20

Director Gustafson moved the approve the purchase of air filtration units aas presented from Lohmiller & Company for WCMS and WCHS with a total expenditure amount from the Capitial Construction Fund not to exceed \$160,000. Director Hayes seconded the motion.

Baumgartner - Absent	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Absent
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## 10. Information/Discussion (EL-4 Communication and Counsel to the Board)

### 10.1 Administrative Policy Revisions and Additions (*1st Reading*)

The Board was provided several policies sent by CASB that have been updated due to recent changes in legislation or COVID-19 restrictions. More policy updates relating to other state legislative changes during the last legislative session will be included at a future meeting. Director Haffner asked Dr. Rabenhorst to provide a summary of the changes for each of the proposed policy recommendations.

#### (a) Policy J-49 (JLCD) Administering Medication to Students

The Colorado Legislature recently passed SB21-056 **Expand Cannabis-based Medicine at Schools**. This policy is now required by law and substantive updates have been made in accordance with the legislation. The bill removes the discretion from school principals and requires school boards to adopt and implement policies

allowing students to possess and self-administer medication that is prescribed by a licensed health care practitioner. Dr. Rabenhorst initiated a conversation with CASB legal counsel regarding whether medical marijuana is included in this policy. Medical marijuana is explicitly excluded from this policy requirement in the statute, so additional language was made to notate that. Dr. Wakeman also reviewed the policy with District Nurse Kara Chambers to determine additional procedures that may need to be altered at a school level.

**(b) Policy J-51 (JLCDB) Administration of Medical Marijuana**

Substantive updates to this policy also occurred to meet the requirements set forth by SB21-056. The revisions authorize school personnel to volunteer to possess, administer, or assist in administering medical marijuana to qualified students. The bill also emphasizes that school personnel are not required to store or administer medical marijuana and may not be retaliated against for refusing to volunteer. The bill also provides disciplinary protection to nurses and school personnel who administer medical marijuana to qualified students on school grounds, as well as civil and criminal immunity to school personnel who act in good faith in administering medical marijuana. The Board discussed some of the possible implications of this policy.

**(c) Policy J-47 (JLCB) Immunization of Students**

Last summer, the Colorado Legislature passed SB20-163, **School Entry Immunization**, which defines “nonmedical exemption” to mean an immunization exemption based upon a religious belief whose teachings are opposed to immunizations or a personal belief that is opposed to immunizations, and requires parents who want to claim a nonmedical exemption for their student to submit to the school either a certificate of completion of the online education module or a certificate of nonmedical exemption. CDPHE has developed standardized forms and a submission process. The bill also created a vaccinated-children standard whereby the immunization rate goal for every school is 95% and the bill requires every school to publish its immunization rate and exemption rate for the MMR vaccine. Director Haffner noted that he feels it will be difficult to hit such a high benchmark if an exemption process does exist.

**(d) Policy I-14 (IHCD) Concurrent Enrollment**

Last summer, the Colorado Legislature passed SB20-095, **Middle School Students Concurrent Enrollment Information**. The bill requires local education providers to collaborate with the community college system to provide information to the parents of students enrolled in grades 6 through 8 about concurrent enrollment opportunities available in high school, by the beginning of the 2021-2022 school year.

**(e) Policy GD-4 (GDBC) Support Staff Supplementary Pay/Overtime**

Updates to this policy included a substantive edit to reflect the applicability of state minimum wage.

**(f) Policy C-1 (CBB) Recruitment and Appointment of Superintendent of Schools**

The Colorado Legislature recently passed HB21-1051, **Public Information Applicants for Public Employment**, which repealed portions of the Colorado Open Meetings Law (COML) and Colorado Open Records Act (CORA) that stated that if three or fewer applicants for public top executive positions met the minimum qualifications, all



applicants must be considered as finalists whose names and applications would be subject to public inspection. Accordingly, school districts may now name one or more finalists for a superintendent opening and naming a sole finalist is now permitted while still maintaining transparency.

Board members asked for clarification on some areas of the discussed policies. The Board by consensus directed that all of the policies listed above can be placed on the consent agenda at an upcoming meeting.

#### **10.2 WCHS Honor Walkway**

WCHS Wellness team used grant funds to have a pergola built near the main entrance of WCHS. Board members were provided of a picture of the pergola in its current level of completion. The pergola is nearly complete and will serve as an outdoor classroom or gathering space. Assistant Principal Dwyer proposed that a brick walkway be constructed from the school to the pergola, and that bricks be “sold” in order to honor students, staff, or the school with the money supporting student clubs. Ms. Dwyer provided a summary of the proposal and provided additional information. The Board asked questions regarding how the walkway will be constructed and what portions of the pergola will still be completed. Dr. Rabenhorst asked for direction as to whether or not to continue to put a more formal plan in place, and Board members by consensus agreed the plan should proceed.

#### **10.3 Continuity of In-Person Learning Plan for 2021-2022**

Dr. Rabenhorst explained that pursuant to federal and state requirements, the district must post a “reopening and continuity plan” for in-person instruction in order to comply with ESSER funding requirements. Documents from CDE suggest that best practice is to include this explicitly on Board of Education agendas. Dr. Rabenhorst and Dr. Wakeman revised the reopening plan from 2020-21 to include the components required federally for the upcoming year, but most importantly to include the information that must be known by staff, students, and parents. The plan will continue to be updated prior to release to the public in early August. The plan may also be subsequently updated depending on feedback from CDE if the plan, in fact, must be submitted for some level of review and approval. Dr. Rabenhorst provided summary information regarding the plan, including the summary of information which is tentatively planned to go out to staff, students, and parents on Thursday.

Director Hayes asked if there is a plan in place to prevent bullying of students that choose to wear masks. Dr. Rabenhorst explained that it will be considered a discipline action and that principals will be directed to be immediate, consistent, and firm in how these situations are handled. Board members asked clarifying questions regarding masking and quarantine. All members agreed verbally with the plan and indicated their agreement that the information should be communicated publicly.

### **11. Superintendent Reports and Presentations (EL-4 Communication and Counsel to the Board)**

#### **11.1 Superintendent’s Annual Goal Setting**

Dr. Rabenhorst reminded Board members of the deadline for goal setting. Dr. Rabenhorst will base goal themes on the performance evaluation in the spring and asked Board members if there are additional areas they would like him to focus on. The Board may convene into executive session regarding this topic at the next meeting. Dr. Rabenhorst indicated that these goals would reflect strategic plan priorities.

#### **11.2 Back-to-School Kick-Off Event**

The back to school kick off will be held at 2:30 p.m. on August 16. This will return to being an in-person event for the entire district staff. Board members are welcome to attend, and Ms. Baumgartner will be encouraged to speak for a few minutes at the event if she is available. Details of the event are still underway. Staff will receive a welcome back letter shortly after this Board meeting providing them with details of the days of inservice leading up to the start of the school year.

#### **11.3 Recognition of Jenny Wakeman**

Jenny Wakeman successfully defended her dissertation on June 21, 2021 which was the milestone marking her official attainment of her doctoral degree. Dr. Rabenhorst and the Board members congratulated Dr. Wakeman on this achievement.

### **12. Board Member Reports/Discussion**

#### **Baumgartner - Absent**

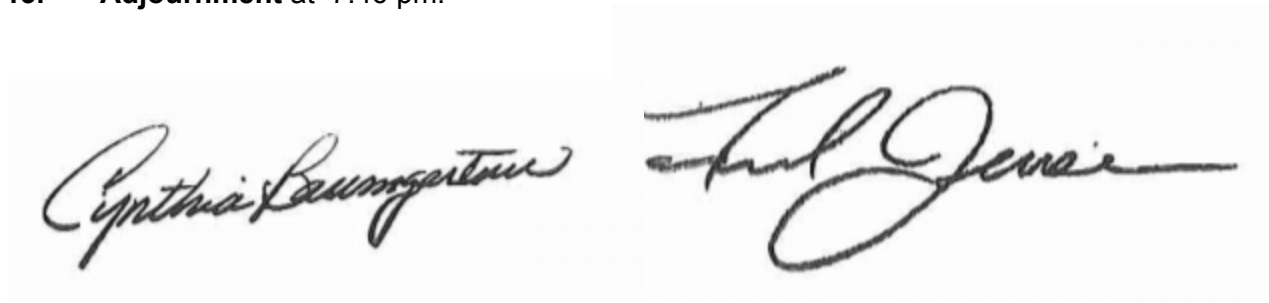
**Gustafson** - FRN/LRC committee meetings are scheduled and Director Gustafson will be asking the Board if they would like to submit any resolutions. The Legislative Ride the Bus Tour has been scheduled in September. Director Gustafson noted that she will attend various meetings and conferences throughout the autumn. Dr. Rabenhorst added that Board members should reply to Ms. Wiener's recent email regarding the CASB convention.

**Haffner** - The Education Foundation gave out three scholarships. The Foundation raised over \$700 at a recent fundraiser at Ben's Brick Oven Pizza.

#### **Hayes - None**

#### **Jensen - Absent**

### **13. Adjournment at 7:46 pm.**

The image shows two handwritten signatures in black ink. On the left is the signature of Cynthia Baumgartner, which is written in a cursive style. On the right is the signature of Paul Jensen, also in cursive. The signatures are placed on a light-colored background.