



**MINUTES**  
**SPECIAL BOARD OF EDUCATION MEETING**  
**January 23, 2019**  
**Immediately Following the Work Session**  
**Education Service Center – Board Room**

**1.00 Call to Order and Roll Call**

A special meeting of the Board of Education was called to order at 7:43 p.m. by the President, Marie La Vere-Wright. The following board members were present: *Mr. Butcher, Mr. Cruson, Mr. Fry, Mr. Graham and Mrs. La Vere-Wright.*

**2.00 Welcome and Pledge of Allegiance**

President *La Vere-Wright* welcomed those in attendance and invited them to join the Board in the Pledge of Allegiance.

**3.00 Approval of Agenda**

It was moved by *Cruson*, seconded by *Fry* to approve the agenda.

*The motion was put and carried with Butcher, aye; Cruson, aye; Fry, aye; Graham, aye; La Vere-Wright, aye. Motion carried 5-0.*

**4.00 Open Forum (3 minute time limit for each speaker and topic must be related to an item on the agenda)**

**5.00 Other Business – see attachments**

5.01 Action on New Job Description - Lemmond

a. Teacher of the Deaf/Hard of Hearing

b. Occupational Therapist

5.02 Action on Amended 2018-19 Budget – Sprinz

5.03 Action on Amended 2018-19 Charter School Budget – Sprinz

**6.00 Other Business**

6.01 Executive Session: Pursuant to C.R.S. 24-6-402(4)(b &f) for conference with an attorney for the purpose of receiving legal advice regarding a stakeholder grievance and for the purpose of discussing personnel matters involving a particular employee with prior written notice

It was moved by *Cruson*, seconded by *Fry* to go into Executive Session pursuant to C.R.S. 24-6-402(4)(b &f) for conference with an attorney for the purpose of receiving legal advice regarding a stakeholder grievance and for the purpose of discussing personnel matters involving a particular employee with prior written notice. *The motion was put and carried with Butcher, aye; Cruson, aye; Fry, aye; Graham, aye; La Vere-Wright, aye. Motion carried 5-0.*

*THE BOARD TOOK A 10 MINUTE BREAK AT 7:59 PM.*

The Board went into Executive Session at 8:14 p.m. with the following people present: Marie La Vere-Wright, President, John Graham, Vice-President, Dave Cruson, Secretary, Joshua Fry, Director, Kevin Butcher, Treasurer, Brad Miller, Legal Counsel, Lou Fletcher, Director of Culture and Services (via phone) and Donna Garza, Executive Assistant.

Rachel Duerr, Health and Wellness Coordinator, was invited into executive session at 8:24 p.m. and was excused at 8:44 p.m.

Paul Andersen, Director of Human Resources was invited into executive session at 8:47 p.m. and was excused at 9:08 p.m.

Lou Fletcher, Director of Culture and Services was excused from the executive session at 9:11 p.m.

Brett Ridgway, Chief Business Officer, was invited into executive session at 9:14 p.m. and was excused at 9:35.

Peter Hilts, Chief Education Officer, was invited into executive session at 9:38 and was excused at 10:12 p.m.

Paul Andersen, Director of Human Resources, was invited into executive session at 10:13 and was excused at 10:25 p.m.

It was moved by Cruson and seconded by Fry to return to regular session at 10:47 p.m. *The motion was put and carried with Butcher, aye; Cruson, aye; Fry, aye; Graham, aye; La Vere-Wright, aye. Motion carried 5-0.*

The Board returned to regular session at 10:48 p.m.

#### 6.02 Potential Board action related to matters under consideration in Executive Session

It was moved by Graham, seconded by Fry to honor the contract as written this year and direct the administration to do a market survey to determine the appropriate placement of the subject position after which the board will revisit this grievance at the March work session. *The motion was put and carried with Butcher, aye; Cruson, nay; Fry, aye; Graham, aye; La Vere-Wright, aye. Motion carried 4-1.*

*La Vere-Wright* provided further direction to the Chief Officer Team from the Board by requesting the following:

- Copy of Rocky Mountain Health Foundation Healthy Schools Colorado Request for Application (RFA)
- Copy of Rocky Mountain Health Foundation Healthy Schools Colorado Application
- Copy of Rocky Mountain Health Foundation Healthy Schools Colorado Grant Award
- Market Survey of Health and Wellness Coordinator Position provided to the board within 30 days
- D49 Professional/Technical and Administrative Salary Schedules from 2013
- Financial Documentation from Human Resources related to posting of Health and Wellness Coordinator Position
- Documentation related to offers made and subsequent contracts for the Health and Wellness Coordinator Position
- Update policy GBJD to reflect significant changes in days worked to require board approval

#### 6.00 Adjournment

It was moved by *Cruson*, seconded by *Fry* to adjourn the meeting at 10:56 p.m. *The motion was put and carried with Butcher, aye; Cruson, aye; Fry, aye; Graham, aye, La Vere-Wright, aye. Motion carried 5-0.*

Respectfully submitted by Donna Garza,



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Marie La Vere-Wright, President



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Dave Cruson, Secretary



**SPECIAL BOARD OF EDUCATION MEETING 1-23-19  
TOPIC MUST BE RELATED TO AN AGENDA ITEM**

5.01 Executive Session: Pursuant to C.R.S. 24-6-402(4)(f)(I) for discussion of performance of a specific staff member with prior written notification for Chief Education Officer evaluation and review

OPEN FORUM

"Please provide your name, relation to the district and the topic of comment for this open forum. Just as we hold our students to high standards of speech and respect for others, we expect your comments to follow these same standards. **Please limit your comments to three minutes.** Thank you."

Name	Please indicate your Relation to the district	Please indicate the relevant topic or agenda item.	Please indicate your position on the issue, if any.
1.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other
2.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other
3.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other
4.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other
5.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other
6.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other
7.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other
8.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other

**SPECIAL BOARD OF EDUCATION MEETING 1-23-19  
TOPIC MUST BE RELATED TO AN AGENDA ITEM**

9.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other
10.	<input type="checkbox"/> Employee <input type="checkbox"/> Community <input type="checkbox"/> Parent <input type="checkbox"/> Student		<input type="checkbox"/> Support <input type="checkbox"/> Inform <input type="checkbox"/> Oppose <input type="checkbox"/> Other

**OPEN FORUM STATEMENT**

**Open Forum Statement:** "We appreciate and welcome comments on school operations and programs in District 49 as part of tonight's open forum. Please speak into the microphone and state your name before beginning. We ask that your comments be made in a respectful and orderly manner. Personal complaints against any individual connected with the school system are prohibited. Follow-up action items may be assigned to the appropriate chief officer depending on the nature of the comments. In accordance with Board policy BEDH, public participation is limited to three (3) minutes per person. Thank you for participating in our open forum."

**BOARD OF EDUCATION ITEM 5.01 MINUTES**  
**BACKGROUND AND DOCUMENTATION FOR CONSENT OR ROUTINE AGENDA ITEMS**

**BOARD MEETING OF:** January 23, 2019

**PREPARED BY:** Dr. Nancy Lemmond, Executive Director of Individualized Education and Mr. Paul Andersen, Director of Human Resources

**TITLE OF AGENDA ITEM:** Teacher of the Deaf/Hard of Hearing

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND OR RATIONALE**

Teacher of the Deaf/Hard of Hearing is a required service provider under IDEA and ECEA. This position currently exists within the district. In place of using a generic special education teacher, this job description more accurately describes the requirements of the position.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

It is best practice to have an accurate and detailed job description when selecting candidates. This job description provides the needed information for applicants to be fully informed of the scope and requirements of the position of Teacher of the Deaf/Hard of Hearing.

**IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:**

<b>Culture</b>	<p><b>Inner Ring</b>—How we treat each other</p> <p><b>Outer Ring</b>—How we treat our work</p>	<p>It is best practice to provide an accurate job description so current position holders and prospective applicants are fully informed of the duties and responsibilities of the position for which they are responsible or applying.</p> <p>It is best practice to remain compliant with state and federal law.</p>
<b>Strategy</b>	<p><b>Rock #1</b>—Establish enduring <u>trust</u> throughout our community</p> <p><b>Rock #2</b>—Research, design and implement programs for intentional <u>community</u> participation</p> <p><b>Rock #3</b>— Grow a robust <u>portfolio</u> of distinct and exceptional <u>schools</u></p> <p><b>Rock #4</b>— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive</p> <p><b>Rock #5</b>— Customize our educational systems to <u>launch each student toward success</u></p>	<p>Accurate job descriptions indicate to our stakeholders that we are committed to finding not only the best qualified candidate but also a candidate who fully understands the responsibilities of the positions.</p>

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Move to approve the two job descriptions in item 5.01 as recommended by the administration.

**APPROVED BY:** Peter Hilts, Chief Education Officer

**DATE:** January 11, 2019

*Cruson made the motion; seconded by Fry. The motion passed 5-0.*

*BOE Special Meeting January 23, 2019*  
*Item 5.01 continued*

	<b>BUTCHER</b>	<b>CRUSON</b>	<b>FRY</b>	<b>GRAHAM</b>	<b>LA VERE-WRIGHT</b>
<b>VOTED AYE</b>	X	X	X	X	X
<b>VOTED NAY</b>					
<b>COMMENTED</b>					

	<b>HILTS</b>	<b>RIDGWAY</b>	<b>ALMEIDA</b>		
<b>COMMENTED</b>					

**BOARD OF EDUCATION ITEM 5.02 MINUTES**  
**BACKGROUND AND DOCUMENTATION FOR CONSENT OR ROUTINE AGENDA ITEMS**

**BOARD MEETING OF:** January 23, 2019

**PREPARED BY:** Brett Ridgway, Chief Business Officer  
Ron Sprinz, Director of Finance

**TITLE OF AGENDA ITEM:** Amended 2018-2019 Budget

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND OR RATIONALE**

Under current statute, Colorado school districts’ program formula funding is largely based on the ‘October Count’ of full time equivalent students (sFTE). Like many districts, we try and monitor how enrollment is trending as compared to the adopted budget.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

sFTE is the largest variable in determining program formula funding and since program formula funding accounts for 94% of our total general fund revenue budget, and since we are continuing to move toward a full student-based funding model, it is very appropriate to monitor sFTE early in the school year to determine what issues may come from fluctuations to the adopted budget in terms of sFTE by school. The actual October Count result will be the driving factor in compiling the amended budget, to be approved by the Board of Education prior to January 31, 2017. Estimates of how the October Count will unfold, and how that will affect each school and zone in turn, in terms of financial impacts, will be used in strategic decisioning throughout the course of the fall semester.

**IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:**

<b>Culture</b>	<p><b>Inner Ring</b>—How we treat each other</p> <p><b>Outer Ring</b>—How we treat our work</p>	
<b>Strategy</b>	<p><b>Rock #1</b>—Establish enduring <u>trust</u> throughout our community</p> <p><b>Rock #2</b>—Research, design and implement programs for intentional <u>community</u> participation</p> <p><b>Rock #3</b>— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u></p> <p><b>Rock #4</b>— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive</p> <p><b>Rock #5</b>— Customize our educational systems to <u>launch each student toward success</u></p>	<p><i>Presenting such information in an open and transparent manner validates the importance placed on community trust.</i></p> <p><i>Informed decision making and organizational agility are key strategies we continue to pursue.</i></p>

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Move the approve the amended 2018-19 budget as recommended by the administration.

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** January 14, 2019

*Cruson made the motion; seconded by Fry. The motion passed 5-0.*



*BOE Special Meeting January 23, 2019*  
*Item 5.02 continued*

	<b>BUTCHER</b>	<b>CRUSON</b>	<b>FRY</b>	<b>GRAHAM</b>	<b>LA VERE-WRIGHT</b>
<b>VOTED AYE</b>	X	X	X	X	X
<b>VOTED NAY</b>					
<b>COMMENTED</b>					

	<b>HILTS</b>	<b>RIDGWAY</b>	<b>ALMEIDA</b>	<b>SPRINZ</b>	
<b>COMMENTED</b>				X	

**BOARD OF EDUCATION ITEM 5.03 MINUTES**  
**BACKGROUND AND DOCUMENTATION FOR CONSENT OR ROUTINE AGENDA ITEMS**

**BOARD MEETING OF:** January 23, 2019

**PREPARED BY:** Brett Ridgway, Chief Business Officer  
 Ron Sprinz, Director of Finance

**TITLE OF AGENDA ITEM:** Amended 2018-19 Charter School Budget

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND OR RATIONALE**

January 31, 2019 is the deadline for approving the amended budget. Prior to that we would like to give the board an update of the charter school revenue from PPR to orient them when the charter school amended budgets are received.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

As we near the date for approving the amended budget it is helpful to know how funding changes impacts our charter schools. The following charts show the expected PPR amounts for charter schools to be using as their PPR revenue.

**IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:**

<b>Culture</b>	<b>Inner Ring</b> —How we treat each other <b>Outer Ring</b> —How we treat our work	
<b>Strategy</b>	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community <b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation <b>Rock #3</b> — Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u> <b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive <b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	<i>This shows how monies are flowing to the charter schools and the impact of PPR changes.</i>  <i>This show how funding changes impacts our charter schools.</i>

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Move to approve the amended 2018-19 charter school budget as recommended by the administration.

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** January 14, 2019

*Cruson made the motion; seconded by Fry. The motion passed 5-0.*

	BUTCHER	CRUSON	FRY	GRAHAM	LA VERE-WRIGHT
VOTED AYE	X	X	X	X	X
VOTED NAY					
COMMENTED				X	

	HILTS	RIDGWAY	ALMEIDA	SPRINZ	
COMMENTED				X	

**BOARD OF EDUCATION ITEM 6.01 MINUTES**  
**BACKGROUND AND DOCUMENTATION FOR CONSENT OR ROUTINE AGENDA ITEMS**

**BOARD MEETING OF:** January 23, 2019

**PREPARED BY:** Brad Miller, Legal Counsel  
 Donna Garza, Executive Assistant to the BOE

**TITLE OF AGENDA ITEM:** Executive Session: Pursuant to C.R.S. 24-6-402(4)(b &f) for conference with an attorney for the purpose of receiving legal advice regarding a stakeholder grievance and for the purpose of discussing personnel matters involving a particular employee with prior written notice

**ACTION/INFORMATION/DISCUSSION:** Discussion/Action

**BACKGROUND OR RATIONALE**

**RELEVANT DATA AND EXPECTED OUTCOMES:**

**IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:**

<b>Culture</b>	<b>Inner Ring</b> —How we treat each other <b>Outer Ring</b> —How we treat our work	
<b>Strategy</b>	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community <b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation <b>Rock #3</b> — Grow a robust <u>portfolio</u> of distinct and exceptional <u>schools</u> <b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive <b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Enter executive session pursuant to C.R.S. 24-6-402(4)(b &f) for conference with an attorney for the purpose of receiving legal advice regarding a stakeholder grievance and for the purpose of discussing personnel matters involving a particular employee with prior written notice.

**APPROVED BY:** Marie La Vere-Wright, Board President

**DATE:** January 16, 2019

*Cruson made the motion; seconded by Fry. The motion passed 5-0.*

	<b>BUTCHER</b>	<b>CRUSON</b>	<b>FRY</b>	<b>GRAHAM</b>	<b>LA VERE-WRIGHT</b>
<b>VOTED AYE</b>	X	X	X	X	X
<b>VOTED NAY</b>					
<b>COMMENTED</b>					

BOE Special Meeting January 23, 2019  
Item 6.01 continued

	<b>HILTS</b>	<b>RIDGWAY</b>	<b>ALMEIDA</b>		
<b>COMMENTED</b>					

**BOARD OF EDUCATION ITEM 6.02 MINUTES**  
**BACKGROUND AND DOCUMENTATION FOR CONSENT OR ROUTINE AGENDA ITEMS**

**BOARD MEETING OF:** January 23, 2019

**PREPARED BY:** Brad Miller, Legal Counsel  
 Donna Garza, Executive Assistant to the BOE

**TITLE OF AGENDA ITEM:** Potential Board action related to matters under consideration in Executive Session

**ACTION/INFORMATION/DISCUSSION:** Discussion/Action

**BACKGROUND OR RATIONALE**

**RELEVANT DATA AND EXPECTED OUTCOMES:**

**IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:**

<b>Culture</b>	<p><b>Inner Ring</b>—How we treat each other</p> <p><b>Outer Ring</b>—How we treat our work</p>	
<b>Strategy</b>	<p><b>Rock #1</b>—Establish enduring <u>trust</u> throughout our community</p> <p><b>Rock #2</b>—Research, design and implement programs for intentional <u>community</u> participation</p> <p><b>Rock #3</b>— Grow a robust <u>portfolio</u> of distinct and exceptional <u>schools</u></p> <p><b>Rock #4</b>— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive</p> <p><b>Rock #5</b>— Customize our educational systems to <u>launch each student toward success</u></p>	

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Potential Board action related to matters under consideration in Executive Session.

**APPROVED BY:** Marie La Vere-Wright, Board President

**DATE:** January 16, 2019

*It was moved by Graham, seconded by Fry to honor the contract as written this year and direct the administration to do a market survey to determine the appropriate placement of the subject position after which the board will revisit this grievance at the March work session. The motion was put and carried with Butcher, aye; Cruson, nay; Fry, aye; Graham, aye; La Vere-Wright, aye. Motion carried 4-1.*

*La Vere-Wright provided further direction to the Chief Officer Team from the Board by requesting the following:*

- *Copy of Rocky Mountain Health Foundation Healthy Schools Colorado Request for Application (RFA)*
- *Copy of Rocky Mountain Health Foundation Healthy Schools Colorado Application*
- *Copy of Rocky Mountain Health Foundation Healthy Schools Colorado Grant Award*

- *Market Survey of Health and Wellness Coordinator Position provided to the board within 30 days*
- *D49 Professional/Technical and Administrative Salary Schedules from 2013*
- *Financial Documentation from Human Resources related to posting of Health and Wellness Coordinator Position*
- *Documentation related to offers made and subsequent contracts for the Health and Wellness Coordinator Position*
- *Update policy GBJD to reflect significant changes in days worked to require board approval*

	BUTCHER	CRUSON	FRY	GRAHAM	LA VERE-WRIGHT
VOTED AYE	X		X	X	X
VOTED NAY		X			
COMMENTED					

	HILTS	RIDGWAY	ALMEIDA		
COMMENTED					