SPRINGFIELD SCHOOL DISTRICT RE-4
Monday, January 22, 2024
REGULAR BOARD MEETING
6:00 PM @ Springfield Elementary School Library

I. CALL TO ORDER: Tyler Gibson, board president, called the January 24, 2024 regular meeting of the Springfield School Board to order at 6:02 p.m.

A. ROLL CALL

B. MEMBERS PRESENT: Jennifer Esch, Tyler Gibson and Heath Piper. Jeremy West attended via Zoom.

C. MEMBERS ABSENT: Darrell Mackey

D. SCHOOL PERSONNEL PRESENT: Shelly Swayne, Ginger Walker, Jerri-Ann Montoya, Pam Hartley, Deb Sharpe, Carey George, Tanisha Hinds, Van Walker, Tawnie Lusk and Troy Crane.

E. GUESTS IN ATTENDANCE: Jackie Grigat, Bryann Forrest, Tyanne Miller, Quinten George and Lexi Brooks for Plainsman Herald.

II. **ADDITIONS TO THE AGENDA:** Superintendent Swayne requested an addition to VIII: Discussion and Action Items, Item F. Completion of Board Reorganization.

III. APPROVAL OF AGENDA: Heath Piper made a motion to approve the agenda with the addition to VIII. Discussion and Action Items, Item F. Completion of Board Reorganization. Jeremy West seconded the motion. Motion passed.

IV. ROUTINE ITEMS:

A. APPROVAL OF MINUTES:

1. Regular Meeting: December 19, 2023

Jeremy West noted a correction needed under VII: Data Dive. “JH/HS is done by 4”, should read “JH/HS is down by 4”.

2. Special Meeting: January 09, 2024

Jeremy West made a motion to approve the minutes of the December 19, 2023 regular meeting with correction and the minutes of the January 09, 2024 special meeting as presented. Jennifer Esch seconded the motion. Motion passed.

B. FINANCIAL REPORTS: The board reviewed the January financial reports.

C. CLAIMS PAYABLE: Jennifer Esch made a motion to approve the 01/15/2024 Claims Payable as presented. Heath Piper seconded the motion. Motion passed.

V. PUBLIC FORUM:

Please Note: ***Welcome to the open forum portion of our meeting. We appreciate your interest in participating in this conversation with the Springfield School District RE-4 Board of Education. A sign-up sheet was provided at the entrance to the Board meeting for all persons wishing to address the Board. It is requested that comments be limited to five minutes per speaker. Patrons are invited to share comments with the Board in an orderly manner that is consistent with the respect and dignity that should be part of a Board of Education public***

meeting. The Board will require that speakers and audience members adhere to basic standards of civility and, with limited time available, as the Board President, I may need to limit or terminate discussion to maintain decorum or to give as many people as possible the opportunity to speak. The Board will not take any action during this time. It is the preference of the Board that comments concerning District personnel be addressed in an executive session. Discussion of individual students must occur in the executive session. Please inform the Board if you intend to make comments concerning District personnel or students so those comments may be heard in the executive session.

Ms. Deb Sharpe, Preschool Director, reported that current preschool enrollment is 41 and the first of 5 reports for NAEYC accreditation was submitted today. The QRIS program is currently rated at level 4. The preschool advisory council has stated interest in earning level 5, and the preschool staff has plans to do this by committing personal time to complete 45 hours of training by the end of semester. Registration for next year UPK opened today. Ms. Sharpe expressed her appreciation to Ray Schmidt for stopping by and volunteering for 2+ hours of snow removal to clear preschool walks.

VI. Curriculum Corner

A. FFA Chapter and Agriculture Classroom Stock Show Experiences

FFA Officers, Bryann Forrest, Jackie Grigat and Tyanne Miller shared some of the enjoyable and learning opportunities they were able to take part in during their attendance at this year's National Western Stock Show.

VII. Data Dive - Semester 1 Data

Superintendent Swayne and Principals Jerri-Ann Montoya and Ginger Walk presented NWEA BOY and MOY score comparisons, percentage of students on track to graduate, and attendance percentages. A formal exit interview is being considered as part of the student withdrawal process.

VIII. DISCUSSION & ACTION ITEMS

A. Springfield Campus Consolidation CHPs Resolution, 2nd Reading

Jennifer Esch made a motion to approve the 2nd Reading of the Resolution On Sustainability & Design and Construction of High Performance Schools. Heath Piper seconded the motion. Motion passed.

B. Construction Review & Update

Board members, Tyler Gibson and Heath Piper met with GTC and DCS and discussed some construction issues. They reported on this conversation which included the current status with information to understand the delays and quality controls that will be put in place. Superintendent Swayne reviewed documents which included the new Phase 2, 3 and 4 timeline and the 3rd party commissioning agent.

C. <u>Staff Chats Follow-Up</u>

As a follow-up to the staff conversation at the December regular meeting, the board agreed that they would like to hold an informal meeting with elementary and secondary staff in February. The date set for this meeting is February 15, 2024 at 4:10 p.m. Some board members will meet with the elementary and some with the secondary staff at this time. It was also discussed that the board would like to be involved and observe at some of the school day events. Dr. Seuss Day and 100-Day were mentioned as possible opportunities.

D. <u>2023 School Calendar Adjustments</u>

Superintendent Swayne discussed the required hours for high school student instruction. With the days canceled due to weather conditions or safety concerns in December and January, the total instruction hours are at 1056, which is the minimum state requirement. After discussion, the board agreed that meeting just the minimum would be acceptable for this year based on the various abnormal circumstances created by weather and new construction. Jennifer Esch made a motion that due to weather conditions and safety concerns the cancellation of classes is approved for December 13 and 14, 2023, January 9, 2024 and January 15, 2024. Heath Piper seconded the motion. Motion passed.

E. 2024-2025 School Calendar

The board reviewed some feedback from staff regarding the 24-25 school calendar. A template calendar with the 23-24 calendar rolled into it, does not meet the required attendance hours. Superintendent Swayne will consider staff and board feedback and create 2 or 3 calendar options, 1 of which can be approved at the February board meeting.

F. COMPLETE BOARD REORGANIZATION

1. DESIGNATE REGULAR BOARD MEETING DATES AND TIMES:

Jennifer Esch made a motion to designate the first Monday after the 16th of the month at 6 p.m. for regular scheduled board meetings. Heath Piper seconded the motion. Motion passed.

2. DESIGNATE NEWSPAPER OF RECORD FOR LEGAL NOTICES:

Jennifer Esch made a motion to designate the Plainsman Herald as newspaper of record for all legal notices. Jeremy West seconded the motion. Motion passed.

3. DESIGNATE SCHOOL DISTRICT LEGAL COUNSEL:

Jennifer Esch made a motion to designate the law offices of Caplan and Ernest as the school district legal counsel. Heath Piper seconded the motion. Motion passed.

4. DISIGNATE FINANCIAL INSTITUTIONS AS DEPOSITORIES FOR DISTRICT FUNDS:

Jennifer Esch made a motion to approve financial institutions as depositories for district funds as listed on attached addendum.

a. <u>Community State Bank</u> – General Fund checking, Lunch Fund checking, Preschool Fund checking, Insurance Reserve money market, Lunch Fund Savings CD, Activity Fund checking, Activity Fund savings CD and General Fund money market.

b. <u>Frontier Bank</u> – Capital Reserve Fund Hi-Yield checking.

c. <u>ColoTrust</u> – General Fund Money Market, Pre-School Fund Money Market.

Jeremy West seconded the motion. Motion passed.

5. DESIGNATE AND APPROVE THE SIGNATURES ON BANK ACCOUNTS:

Jennifer Esch made a motion to approve signatures on Bank Accounts at

Community State Bank (Funds #1 – 8 as listed), Capital Reserve Fund at Frontier Bank and Money Market funds at ColoTrust. Heath Piper seconded the motion. Motion passed.

a. Community State Bank:

1. GENERAL FUND CHECKING - 205000827: Requires 3 signatures. Authorized Signers: Jennifer Esch, Tyler Gibson, Darrell Mackey, Heath Piper and Jeremy West.

2. LUNCH FUND CHECKING – 205000835: Requires 3 signatures. Authorized signers: Jennifer Esch, Tyler Gibson, Darrell Mackey, Heath Piper and Jeremy West.

3. PRESCHOOL FUND CHECKING – 205000843: Requires 3 signatures. Authorized signers: Jennifer Esch, Tyler Gibson, Darrell Mackey, Heath Piper and Jeremy West.

4. INSURANCE RESERVE MONEY MARKET – 203000048: Requires 3 signatures. Authorized signers: Jennifer Esch, Tyler Gibson, Darrell Mackey, Heath Piper and Jeremy West.

5. LUNCH FUND SAVINGS CD – 206000634; no checks. Authorized to complete transactions: Julie Benge, Pam Hartley and Shelly Swayne.

6. ACTIVITY FUND CHECKING – 205000851: Requires 2 signatures. Authorized signers: Julie Benge, Pam Hartley and Shelly Swayne.

7. ACTIVITY FUND SAVINGS CD – 206000683; no checks. Authorized to complete transactions: Julie Benge, Pam Hartley and Shelly Swayne.

8. GENERAL FUND MONEY MARKET – 203000056; no checks. Authorized to complete transactions: Julie Benge, Pam Hartley and Shelly Swayne.

b. Frontier Bank:

CAPITAL RESERVE FUND. Requires 3 signatures. Authorized signers: Jennifer Esch, Tyler Gibson, Darrell Mackey, Heath Piper and Jeremy West.

c. Colo Trust:

GENERAL FUND MONEY MARKET and PRESCHOOL FUND MONEY MARKET. No checks. Authorized to complete transactions: Julie Benge, Pam Hartley and Shelly Swayne.

6. APPROVE AUTHORIZATION OF FACSIMILE SIGNATURE PLATE:

Jennifer Esch made a motion to approve authorization of facsimile signatures of the current board officers: Tyler Gibson, President, Jennifer Esch, Secretary and Heath Piper, Treasurer for the AptaFund check signing process.

IX. ADMINISTRATIVE REPORTS

A. Principal Reports

Jerri-Ann Montoya, Elementary Principal, reviewed her written admin report. Average attendance for 1st Semester K-5 is 91% and teachers have met to review DIEBELS 8 data and are meeting tomorrow to review NWEA data. Family Reading Night in January was cancelled due to weather. Mrs. Montoya reported that Miss Nadine, our virtual counselor, made an in-person visit on January 11, but weather conditions cut her visit short. The staff is looking forward to her next visit.

Ginger Walker, Jr. /Sr. High Principal, highlighted a few items on her written report and entertained any questions from the board. She reported that there were 65 students who earned a spot on either the Superintendent or Principal honor roll. The

students enjoyed the holiday treat bags, and Springfield will host a knowledge bowl this Friday. Mrs. Walker expressed huge appreciation to Mrs. Nikki Johnson and the Campo School for allowing Springfield to play basketball games in their gym. They were very gracious and helpful. She extended further thanks to Bob Schaller, Jeff Mort and STA for their quick response and extra effort to situations that moving locations created.

B. Superintendent Report

Superintendent Swayne commented on a few items from her written report. She drew the board's attention to the auditing letter from Dixon & Waller for the FY23 audit and spoke about the Ogallala Commons area event that the district hosted. She also shared that she is eager to get the District Leadership Team (DLT) created and moving by January 31.

C. Board Forum/ Comments

Tyler Gibson shared that he has been asked to set on a student's mock-interview who has advanced to a finalist for a Daniel's scholarship.

Jennifer Esch read a thank you from Mrs. Colette West for her Christmas bonus.

X. EXECUTIVE SESSION

Session 1: The Board will convene in executive session pursuant to C.R.S. § 24-6-402(4)(b) to conference with the Board's attorneys to receive legal advice on a pending litigation matter, specifically *Roane v. Springfield School District RE-4, Court Case No. 23CV30010*.

Session 2: The board will convene in executive session pursuant to CRS 24-6-402(4) (g) and 24-72-204(3) (a) (XI) (a) to consider documents protected by the mandatory non-disclosure provision of the Colorado Open Records Act. The particular matter(s) for discussion is the content of letters of reference & recommendations for Substitute Staff, 2023-2024 Coaching Assignments, and Custodial Applicants.

Session 3: The board will convene in executive session pursuant to CRS 24-6-402(4) (h) to discuss Student "A" and Student "B" academic matters.

Jennifer Esch made a motion to go into Executive Session. Heath Piper seconded the motion. Motion passed. Superintendent Swayne and Principals Walker and Montoya were invited to join the executive sessions. The board entered Executive Session 1 at 8:00 p.m. and adjourned Session 1 at 8:25 p.m. The board entered Executive Session 2 at 8:26 p.m. and adjourned at 8:45 p.m. The board entered Executive Session 3 at 8:45 p.m. and adjourned at 8:56 p.m. The board returned to regular session at 8:58 p.m.

XI. ACT ON EXECUTIVE SESSION(S)

Superintendent Swayne made the following recommendations:

Chase Krinnard – JH Boys Basketball Assistant Coach

Randy Cooper – High School Assistant Track Coach

Heath Piper made a motion to approve the hiring of Chase Krinard for JH Boys Basketball Assistant Coach and Randy Cooper for HS Track Assistant Coach. Jennifer Esch seconded the motion. Motion passed.

XII. ADJOURNMENT

Jennifer Esch made a motion to adjourn. Heath Piper seconded the motion. Motion passed.

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Tyler Gibson, President Jeremy West, Vice President

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Jennifer Esch, Secretary Heath Piper, Treasurer

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Darrell Mackey, Director