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

I. CALL TO ORDER: Jeremy West, Vice-President, called the Regular Board Meeting to order at 6:04 p.m.

A. ROLL CALL:

B. MEMBERS PRESENT: Jennifer Esch, Andrea Keenan, Darrell Mackey, Heath Piper and Jeremy West joined virtually.

C. MEMBERS ABSENT: None

D. SCHOOL PERSONNEL PRESENT: Shelly Swayne, Ginger Walker, Jerri-Ann Montoya, Pam Hartley, Julie Benge, Kathy Self, Tanisha Hinds, Starla Westphal, Samantha Thomas, Carey George, Van Walker, Brenda Chick and Deb Sharpe.

E. GUESTS IN ATTENDANCE: Mike Cooper, Karina Garcia, Clarissa Cooper, Jamie Smith, Aliya Cohoon, Thomas Schmidt and Joy West.

II. **OATH of OFFICE**: The Oath of Office was administered by Board Secretary, Jennifer Esch to swear in Andrea Keenan as an appointed member of the Springfield School Board of Directors. .

III. **ADDITIONS TO THE AGENDA:** None

IV. APPROVAL OF AGENDA: Heath Piper made a motion to approve the agenda as presented. Darrell Mackey seconded the motion. Motion passed unanimously.

V. ROUTINE ITEMS:

A. APPROVAL OF MINUTES:

1. Regular Meeting: March 18, 2024
2. Special Meeting: April 12, 2024

Darrel Mackey made a motion to approve the minutes of the March 18, 2024 regular meeting and the April 12, 2024 special meeting as presented. Heath Piper seconded the motion. Motion passed unanimously.

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

C. CLAIMS PAYABLE: Ms. Swayne and the board discussed and reviewed the April 10, 2024 Claims Payable.

VI. 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.

Mrs. Jamie Smith posed a question to the board asking why employment opportunities have not been updated on the school website and why the district does not advertise for positions not currently filled by highly qualified, licensed teachers.

Mrs. Deb Sharpe gave a preschool update. She noted that all teaching staff are now trained in Pyramid Plus. They have requested formal evaluations to critic class implementation of Pyramid Plus and are waiting for responses. Kindergarten transition meetings are completed and the license application for the new preschool facility is done and nearly ready to submit. Preschool enrollment has remained steady with 41 students.

Mike Cooper addressed the board with questions: Was the appointment of Andrea Keenan to fill the board vacancy a unanimous appointment and what is the boards' process for addressing questions asked during Public Forum?

VII. Curriculum Corner:

A. FCCLA and FBLA National Qualifier Presentations

FCCLA members: Aliya Cohoon, Karina Garcia, Clarissa Cooper and Joy West spoke about their projects and state competition scores that qualified them to compete at the National Leadership Conference in Seattle, Washington this summer.

Thomas Schmidt shared that his state competition test score in Introduction to Business qualified him to compete at the FBLA National Conference in Orlando this summer.

Tanisha Hinds thanked the board for attending board chats as part of professional development day.

VIII. Board Forum

Darrell Mackey asked for an update on the timeline for the update on the school policy manual. Currently CASB has Section A ready for Superintendent Swayne to review all red-line items and then present to the board for approval. The goal is to have all Sections completed by January 1, 2025.

Heath Piper asked that the board revisit the addition of JH baseball as a school sport and consider adding Shooting Sports. Superintendent Swayne will research if shooting sports is CHSAA sanctioned.

Jeremy West expressed his desire to commit board members to more training and mentioned that the recent series of "6-minutes with Swayne" was very informative. He also shared that a discussion about the repair to Cedar Street may be needed.

IX. DISCUSSION & ACTION ITEMS

A. Organization of the Board

a. Election of officers

i. President: Vice-president, Jeremy West, asked for nominations for the office of president from the floor. Heath Piper nominated Darrell Mackey. Jennifer Esch nominated Jeremy West. With no more nominations, the nominations for president were closed. The nominees for the office of president are Darrell Mackey and Jeremy West. Roll call for Darrell Mackey: Esch, Keenan-Yes, Mackey-Yes, Piper-Yes, West-No

Darrell Mackey is elected President by roll call.

ii. Vice-President: The president, Darrell Mackey, asked for nominations for the office of Vice-President from the floor. Jennifer Esch nominated Jeremy West for Vice-President. With no more nominations, the nominations for vice-president were closed. The nominee for the office of vice-president is: Jeremy West. Esch-Yes, Keenan-Yes, Mackey-Yes, Piper-Yes, West-Yes.

Jeremy West is elected Vice-President by roll call.

iii. Secretary: The president, Darrell Mackey, asked for nominations for the office of Secretary from the floor.Heath Piper nominated Jennifer Esch for Secretary. With no more nominations, the nominations for secretary were closed. The nominee for the office of secretary is Jennifer Esch. Esch-Yes, Keenan-Yes, Mackey-Yes, Piper-Yes, West-Yes.

Jennifer Esch is elected Secretary by roll call.

iv. Treasurer: The president, Darrell Mackey asked for nominations for the office of Treasurer from the floor. Heath Piper nominated Andrea Keenan for Treasurer. With no more nominations, the nominations for treasurer were closed. The nominee for the office of treasurer is Andrea Keenan. Esch-Yes, Keenan-Yes, Mackey-Yes, Piper-Yes, West-Yes

Andrea Keenan is elected Treasurer by roll call.

b. Committee Appointments: Board members discussed current appointed positions and agreed that representatives would remain the same with Andrea Keenan replacing Tyler Gibson as the District Accountability board liaison and adding Heath Piper as a member of the District Crisis Committee.

i. BOCES Representative: Jennifer Esch will continue as BOCES Representative.

ii. District Accountability: Andrea Keenan accepted the appointment as the board liaison on the District Accountability Committee.

iii. Legislative Delegate: Jeremy West will continue as Legislative Delegate.

iv. District Crisis Committee: Darrell Mackey and Heath Piper will be board members on the District Crisis Committee.

c. Designate Bank Account Signatures

Jennifer Esch made a motion to approve all current board members: Jennifer Esch, Andrea Keenan, Darrell Mackey, Heath Piper and Jeremy West as authorized signers for the Springfield School District accounts as listed. Andrea Keenan seconded the motion. Motion passed unanimously.

a. Community State Bank:

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

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

3. PRESCHOOL FUND CHECKING – 205000843: Requires 3 signatures. Authorized signers: Jennifer Esch, Andrea Keenan, 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, Andrea Keenan, 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: Darrell Mackey, President, Jennifer Esch, Secretary and Andrea Keenan, Treasurer for the AptaFund check signing process. Andrea Keenan seconded the motion. Motion passed unanimously.

B. Fleet Vehicle (12-Passenger Van) Consideration

Superintendent Swayne presented a proposal from Johnson Auto Plaza, Brighton, CO for the purchase of a 12-passenger Chevy van for $41,370.00. The cost of purchase will be an investment from our general fund and carryover account. CDSIP will insure a 12-passenger van. Heath Piper made a motion to purchase a new 12-passenger Chevy van from Johnson Auto Plaza for the cost of $41,370.00. Jennifer Esch seconded the motion. Motion passed unanimously.

C. <u>Budget Preparation, FY2025</u>

Superintendent Swayne shared a few general priorities for the budget with the board:

- Staffing classrooms fully and with certified staff
- Improving pay and benefits for all staff.
- Develop classrooms for students of specific needs in academic or behavior interventions.
- Prepare for increased costs in insurance policies for the new campus.

The board reviewed some budget documents that detailed revenue, expenditures, and student enrollment. Ms. Swayne will update the board over the next few weeks as the budget takes shape and 20 minutes of the next regular board meeting will be dedicated to a presentation and discussion of the budget. The preliminary budget must be approved and filed with CDE no later than June 30.

D. <u>Student Chromebooks and Devices</u>

Superintendent Swayne presented proposals to the board from CDW-G and DHE for the purchase of 260 Chromebooks. Funding for these devices will be shared between Small Rural Schools Allocations (SRSA - $55,000), Title I ($7000 - 23 devices), and General Fund or Carryover for remaining balance of purchase. Ms. Swayne asked that the board review the proposals and recommended that a decision on purchase be made at the Regular May board meeting.

E. <u>Staff Chat Follow Up</u>

a. Special Education Planning:
Superintendent Swayne shared with the board that she needs direction from the SPED director before proceeding with future planning.

b. 2023-2024 (current year) calendar proposal – Superintendent Swayne recommended the approval of the following adjustments to the 2023-2024 school calendar; release PK from school at the end of day on May 07, 2024 and release K-5 students at the end of the day on May 21, 2024. Darrell Mackey made a motion to change ending dates on the 2023-2024 school calendar with Preschool's last day May 7, 2024 and K-5th grades' last day May 21, 2024. Heath Piper seconded the motion. Motion passed unanimously.

Board members shared several topics presented during the Staff Chats. These topics included: dissatisfaction with special needs remote assistance, a need for alternative classrooms, no cell phones policy, lock-down procedures/policies, new computers still not here and clarification of hourly pay policies. Board members also mentioned a need for more board training, medical protocol policies, and acceleration of development of crisis management plan.

F. <u>Audit Firm Selection</u>

Statute requires that schools be financially audited yearly. Dixon & Waller have retired from doing the district's yearly audit. A proposal received from DMC Auditing & Consulting, LLC is solid and compares to past services. Superintendent Swayne recommended that the board approve the proposal for $15,000. for FY24 auditing services from DMC Auditing & Consulting, LLC. Jennifer Esch made a motion to

approve DMC Auditing & Consulting, LLC for FY24 at the cost of $15,000.00. Darrell Mackey seconded the motion. Motion passed unanimously.

X. ADMINISTRATIVE REPORTS

A. Principal Reports

Mrs. Jerri-Ann Montoya, Elementary Principal, reviewed her April Board Report. She reported an enrollment of 118 with current attendance at 96%. CMAS testing is complete, EOY testing for DIBELS 8 and NWEA will be finished by first week of May, The last Family Reading Night had a great crowd and she gave a big shout-out to SUPPORT who has been busy helping with concert decorations, field day prep and buying staff T-shirts. She said that the last professional development day went well and she felt the “Leader in Me” program was well received. Classes are all looking forward to their end-of-year and AR Award field trips.

Mrs. Ginger Walker, Jr./Sr. High School Principal reviewed the information she had shared with the board. She reported an enrollment of 123. The state testing season is almost finished with just a few make-up tests left, NWEA will be completed by the first week in May. She spoke about two lock down incidents and office referrals during the month. The Life Skills Class has completed first aid and CPR certification, Prom is on Saturday and 9 students have qualified to compete in either FBLA or FCCLA National Competition this July. Mrs. Walker gave a huge Thank You to Bob and Kim Woods for the donation to the school of a whole beef and processing. This beef went to the home economics class, to the cafeteria and some will be served at the staff end-of-year lunch.

B. Superintendent Report: Superintendent Swayne outlined the school board’s roll at graduation on Saturday, May 25 at 10:30 a.m. She also explained the Staffing Data and Disciplinary Data reports included in their board packets.

XI. EXECUTIVE SESSION

Session 1: 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 Coaching Staff 2024-2025.

Session 2: The board will convene in executive session pursuant to CRS 24-6-402(4)(f) to discuss personnel and evaluation matters concerning Math 9-12, Social Sciences 9-12, Science 6-8, and Counseling 6-12.

Jennifer Esch made a motion to go into Executive Sessions. Andrea Keenan seconded the motion. Motion passed unanimously. The board entered Executive Sessions at 8:21 p.m. Shelly Swayne, Ginger Walker, Jerri-Ann Montoya, Samantha Thomas and Jeff Mort were invited to Executive Session 1. Executive Session 1 ended at 9:04 p.m. Thomas and Mort left the meeting.

The board entered Executive Session 2 at 9:05 p.m. and ended at 10:28 p.m.

XII. ACT ON EXECUTIVE SESSION(S)

The board returned to regular session at 10:30 p.m. Superintendent Swayne made the following hiring recommendations:

Junior High Assignments:
Football – Head: Brady Humphrey
Football – Asst: Jeff Mort
Cross-Country – Brooke Hartley
Volleyball – Head: Julia Mondragon
Volleyball – Asst: Taylor Birdsong
Cheer – Head: Alayah Meltabarger
Cheer – Asst.: Amber Dukes
Basketball, boys – Head: Darian Schaller
Basketball, boys – Asst: Chase Krinard
Basketball, girls – Head: Tom Jacobs
Basketball, girls – Asst: Julia Mondragon
Basketball, girls – Asst.: Taylor Birdsong
Wrestling – Head: Rafe Hutches
Wrestling – Asst.: Bowman Ellis

Heath Piper made a motion to approve the hiring of Junior High coaching positions as presented by Superintendent Swayne. Jeremy West seconded the motion. Motion passed unanimously.

High School Assignments:
Football – Head: Rafe Hutches
Football – Asst.: Doug Hutches
Football – Asst.: Brady Humphrey
Cross Country: Brooke Hartley
Cheer – Head: Lisa Noe
Cheer – Asst.: Amber Dukes
Basketball, boys – Head: Brady Humphrey
Basketball, boys – Asst.: Justin Self
Basketball, boys – Asst.: Darian Schaller
Basketball, girls – Head: Tom Jacobs
Basketball, girls – Asst.: Samantha Thomas
Wrestling – Head: Rafe Hutches

Andrea Keenan made a motion to approve the hiring of High School coaching positions as presented by Superintendent Swayne. Darrell Mackey seconded the motion. Motion passed unanimously.

XIII. ADJOURNMENT: Heath Piper made a motion to adjourn. Andrea Keenan seconded the motion. Motion passed unanimously. The board adjourned at 10:40 p.m.

Darrell Mackey, President	Jeremy West, Vice President
Jennifer Esch, Secretary	Andrea Keenan, Treasurer

Darrell Mackey, Director