SPRINGFIELD SCHOOL DISTRICT RE-4
Monday, August 21, 2023
REGULAR BOARD MEETING
6:00 PM @ Springfield Elementary School Library

I. CALL TO ORDER

A. ROLL CALL: Tyler Gibson, Board President, called the August 21, 2023 regular board meeting to order at 6:00 p.m.

B. MEMBERS PRESENT: Clinton Arbuthnot, Tyler Gibson, Darrell Mackey and Larkin Smith.

C. MEMBERS ABSENT: Jennifer Esch (arrived at 6:03 p.m.)

D. SCHOOL PERSONNEL PRESENT: Shelly Swayne, Ginger Walker, Jerri-Ann Montoya, Pam Hartley, Van Walker, Carey George, Samantha Thomas and Debbie Sharpe.

E. GUESTS IN ATTENDANCE: Max Grant and Quinten George.

II. **ADDITIONS TO THE AGENDA:** Superintendent Swayne requested the following additions to the agenda: Item G. Substitute Rate of Pay to DISCUSSION & ACTION ITEMS and Administrative Assistant and Maintenance Custodian to particular matters for discussion under EXECUTIVE SESSION.

III. APPROVAL OF AGENDA: Clinton Arbuthnot made a motion to add Substitute Rate of Pay to DISCUSSION & ACTION ITEMS AND Administrative Assistant and Maintenance Custodian to EXECUTIVE SESSION, matters for discussion. Darrell Mackey seconded the motion. Motion passed.

IV. ROUTINE ITEMS:

A. APPROVAL OF MINUTES:

1. Regular Meeting: July 17, 2023
2. Special Meeting/ Work session: 07/25/2023
3. Special Meeting/ Work session: 08/07/2023

Larkin Smith made a motion to approve the minutes of the 7/17/23 regular board meeting, the 07/25/23 board work session and the 8/7/23 board work session as presented. Jennifer Esch seconded the motion. Motion passed unanimously..

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

C. CLAIMS PAYABLE: Clinton Arbuthnot made a motion to approve the August Claims Payable as presented. Larkin Smith seconded the motion. Motion passed unanimously.

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.

None

VI. Curriculum Corner

A. Staff Shout Out: Maintenance and Custodial Crews - Jeff Mort, Mark Mitchell, Michelle Cheek, Ryan Ausmus and Mateo Negrete. Members of the maintenance and custodial staff were present. Ms. Swayne recognized Mr. Mort and his crew for all their hard work over the summer getting school facilities ready for the school year while dealing with numerous construction issues, and for their continued efforts to keep things clean and in order for students and staff. They were each presented with Certificates of Appreciation and thank-you gifts.

B. Online and/or Dual Credit Courses @ SHS: Ms. Thomas, JH/HS Counselor, reported on some of the learning opportunities available to students. Online and dual credit courses that some students are enrolled in include: Building Trades and LCC English Compositions on campus, Sociology, College Algebra, Calculus, Anatomy and Government either through Zoom, recorded or on-line. All Dual Credit Classes are offered at no cost to students.

VII. DISCUSSION & ACTION ITEMS

A. **<u>Athletic Updates and Facilities</u>**

Ms. Thomas discussed fall sports and participation numbers, equipment and uniform needs and other important information.

Ms. Swayne opened a discussion on needed repairs for the outdoor track facility. She recently toured the facility with a representative from Hellas Construction, Inc., and presented a drawing of the proposed new track surface and turf and shared initial research as this process moves forward.

- The track base is compromised and will require a complete rebuild.
- The runway areas and high jump areas have a good base, so only surfacing is required.
- Throwing pads, all are in “good” condition but need some help.
- Drainage is also a key concept and will need to be cleaned up, but Hellas sees our curbs as solid and should be good to work with.

GoCo is a grant opportunity but only if another agency applies. Other possible grants have been found that are focused on community and youth fitness facility improvements.

Superintendent Swayne ask for board approval to prepare and post a request for an RFP for the track improvement. Darrell Mackey made a motion to approve the

preparation and posting of a request for an RFP for proposed track improvements. Larkin Smith seconded the motion. Motion passed unanimously.

B. Construction Update

Ric Ruedin and Flint Swindle from GTC and Steve Horn of DCS were in attendance to talk about our construction project wins and losses as we work through many details. Conversation revolved around an updated timeline. Due to weather delays, the gym foundation is about 2 months behind schedule, the elementary space remodel is basically on schedule. The move into the new space can no longer happen over Christmas break and will need to be pushed forward to at least the end of February; however the timeframe is not firm.

C. Transportation Data and Updates

Mr. Wait, Transportation Director spoke to the board regarding the inventory of vehicles, conditions, and the driver and vehicle needs we have for student activities. He continues to try to recruit drivers and ask for board approval to retain the services of Dan McVey to auction off old and out-of-service vehicles. Larkin Smith made a motion to approve the sale of 5 old and out-of-service vehicles as listed: 2006 Ford Bus, VIN#1FDX45P65HB24534, 2003 Bluebird Bus VIN#2HVBBABL7HX252625, 1999 International Bus VIN#1HVBBAAN5YH265135, 1995 Blue Bird Bus VIN#1BAAGCSA35FO62963 and the 1990 Sport Van VIN#1GNEG2567136826. Jennifer Esch seconded the motion. Motion passed unanimously.

D. Preschool Building Separation Contract

Superintendent Swayne presented a contract for services that will be rendered to Springfield Schools by our architectural firm, TreanorHL. These fees are required and must be done in order to separate from the BEST grant project. There is no way to charge these costs to the purchasing group due to the project being the district's ownership. The cost to the district will be $32,580.00. The board discussed that these costs should be reimbursed in full to the district from the purchasing group and the need for a possible escrow from the group to ensure financial security for the district. Director Mackey told the board the purchasing group will be meeting soon and will determine what is financially possible for them and will report back to the board. At such time, the board will establish financial purchase conditions that will have to be met by the purchasing group to continue forward with the property separation.

E. Election Update and Timeline: Pam Hartley, Designated Election Official, informed the board that the deadline for director candidates to file a nomination petition is September 1, 2023 at 4:00 p.m. The Springfield School Board has 4 positons open: one 2-year positon and three 4-year positions. Directors whose terms are expiring are Clinton Arbuthnot, Darrell Mackey, Jennifer Esch and Larkin Smith. She reported that currently, there have been no Notices of Intent to be a Candidate filed.

F. Additional Staffing for 2023: During Spring 2023, a full-time substitute teacher was hired at the Jr. /Sr. High School. This proved to be a positive factor in helping alleviate the many

hours and days of class management that have to be arranged during teacher absences. Ms. Swayne proposed that a full-time substitute be hired for the Jr. /Sr, High School and for the Elementary School for the 23-24 school year. She cost of these salaries can be paid through funds still available from Esser II and Esser III. Darrell Mackey made a motion to approve the hiring of two full-time substitute teachers, one for JH/HS and one for Elementary School. Clinton Arbuthnot seconded the motion. Motion passed unanimously.

G. DISCUSS SUBSTITUTE TEACHER RATE OF PAY: Substitute teachers are currently paid $62.50 for a half day, teacher certified substitutes are paid $125.00 for a full day and non-teacher certified substitutes are paid $105.00 for a full day. All substitutes are required to hold a current substitute certification issued by the CDE. At the current minimum wage, the per day amount does not meet minimum wage requirements. Superintendent Swayne recommended increasing pay to $14.00 per hour for non-teacher certified substitutes and $17.50 per hour for teacher certified substitutes. Larkin Smith made a motion to set hourly wages for substitute teachers at $14.00 per hour for non-teacher certified substitutes and $17.50 per hour for teacher certified substitutes with increase retroactive to the beginning of the first day of school for 2023-2024. Jennifer Esch seconded the motion. Motion passed unanimously.

VIII. ADMINISTRATIVE REPORTS

A. Principal Reports

Elementary: Mrs. Montoya thanked the board for allowing all three district administrators to attend the recent CASE conference. She told them it was definitely worth it and shared some exciting opportunities the district will be able to participate in free of charge this year as a result of some luck with door prize drawings. She discussed the pros and cons of some of the beginning of the year activities and thoughts about some changes for next year. The elementary will be participating in the Shoe Program again this year and stated that this is very beneficial for some of our families.

Jr. /Sr. High: Mrs. Walker reported that enrollment hasn't completely settled down, but it appears it will be around 141.

B. Superintendent Report: Superintendent Swayne reviewed her printed BOE report with the board. She had included an update on the implementation of Apptegy Rooms, a list of items that are urgent in the next 30 days, the Elite Vision mobile vision clinic that the district hosts and the presentation to the staff by the Colorado State Patrol. Ms. Swayne also presented a proposal for a new communication app, Emergent 3. It would provide for effective staff communication in a crisis situation. It has minimal cost of $1500.00 annually and $1000.00 onboarding cost. Unless the board has objections, she stated that she plans to implement this immediately for staff.

C. Board Forum/ Comments: Mrs. Esch read a thank you card to the Administration, School Board and staff from the Lance Gale family for the plant sent to Lance's service.

IX. EXECUTIVE SESSION

Session I: The board will meet in an executive session per 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 School Nurse, Substitute Teachers, Classroom Support Staff, Administrative Assistant and Custodial for 2023-2024.

Jennifer Esch made a motion to go into Executive Session. Clinton Arbuthnot seconded the motion. Motion passed unanimously. The board entered Executive Session at 7:50 p.m. Superintendent Swayne and Principals Walker and Montoya were invited to attend. The school board returned to regular session at 8:07 p.m.

X. <u>ACT ON EXECUTIVE SESSION(S)</u>: Superintendent Swayne recommended the board approve Mike Stafford as a full-time substitute for the Jr. /Sr. High School for the 2023-24 school year. Darrell Mackey made a motion to approve Mike Stafford as a full-time 6-12 substitute teacher. Jennifer Esch seconded the motion. Motion passed unanimously.

Superintendent Swayne recommended the Luz Hargis be approved as a classified preschool substitute. Clinton Arbuthnot made a motion to approve Luz Hargis as a classified preschool substitute for the 2023-24 school year. Jennifer Esch seconded the motion. Motion passed unanimously.

XI. <u>ADJOURNMENT:</u> The meeting was adjourned at 8:15 p.m. by consensus of the board.

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Tyler Gibson, President Clinton Arbuthnot, Vice President

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Jennifer Esch, Secretary Larkin Smith, Treasurer

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Darrell Mackey, Director