SPRINGFIELD SCHOOL DISTRICT RE-4
Monday, July 21, 2025
REGULAR BOARD MEETING
6:00 PM @ 475 W. 5th Avenue, Springfield School District, MakerSpace Lab

I. CALL TO ORDER

A. ROLL CALL: Board president, Darrell Mackey, called the July 21, 2025 regular board meeting to order at 6:00 p.m.

B. MEMBERS PRESENT: Jennifer Esch, Andrea Keenan, Darrell Mackey Heath Piper and Larkin Smith.

C. SCHOOL PERSONNEL PRESENT: Kurt Baxter, Jerri-Ann Montoya, Tiffany Hume, Jenetta Baxter, Shealynn Robins, Pam Hartley**,** Deb Sharpe, Carey George, Jeff Mort and Tanisha Hinds.

D. GUESTS IN ATTENDANCE: Max Grant, Jamie Smith Julie Benge, Jamie Houghton, Quinten George Tawni Coast and Emelyne Rodriguez.

II. ADDITIONS TO THE AGENDA: Superintendent Baxter requested that Hunter Babbitt-HS Cheer Uniform be added as Item D.5 under Discussion and Approval.

III. CONSENT AGENDA:

A. APPROVAL OF AGENDA
B. ROUTINE ITEMS:
1. APPROVAL OF MINUTES:
a) Special Meeting, June 16, 2025
b) Regular Meeting, June 23, 2025
c) Special Meeting, June 25, 2025
C. FINANCIAL REPORTS
D. CLAIMS PAYABLE

Heath Piper made a motion to approve the agenda as presented with the addition of Item D.5 HS Cheer Uniforms to Discussion & Action Items. Andrea Keenan seconded the motion. Motion passed unanimously.

IV. 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. Comments are requested to be limited to five minutes per speaker. Patrons are invited to share comments with the Board in an orderly manner 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 that those comments may be heard in the executive session.***

V. Board Forum

A. Accountability Committee Update- A. Keenan: Mrs. Keenan reported that the Accountability Committee met on July 14. Superintendent Baxter attended the meeting and he collaborated with members about ways to change the school culture. The committee made a recommendation that the traditional Back-to-School picnic be redesigned to be less like a sports-based pep rally by including other school related

organizations. They also suggested a town hall type meeting to introduce staff and new school year updates. The next regular accountability meeting will be September 8, 2025.

B. BOCES house: The board discussed the plumbing repairs needed to the 265 Cedar St. property and the need to publish an RFP to start moving forward with making the repairs. A change in rental amount and some wording changes to the rental agreement were discussed that will need to be considered when the agreement comes up for renewal January 1, 2026.

The board also discussed improvements to the Superintendent house and setting a spending cap for those improvements. New flooring has already been installed and school maintenance has primed all the walls. Board direction was to publish an RFP for the replacement of countertops and updates to both bathrooms.
Based on total bid cost in the RFP's, the board with approve updates accordingly.
Jennifer Esch made a motion to publish an RFP for kitchen countertop replacement and bathroom countertop & shower updates. Larkin Smith seconded the motion. Motion passed unanimously.

VI. DISCUSSION & ACTION ITEMS

A. *Graduation requirements*

a. PE and Band

Item tabled to next meeting.

B. *Work Study*

Jennifer Esch shared work study forms from Holly & Walsh and the board discussed other aspects of offering a work study program. Students will be offered work study this school year. Details are still being worked out.

***C.** Teacher Assistants*

a. Students as classroom aids

A survey will be sent out to staff prior to registration to see if there is interest in having teacher assistants during the school day.

***D.** Sanctioned sports*

a. Discuss attendance/eligibility requirements

Requirements for recognizing participation in non-school sanctioned sports were discussed.
Various criteria were mentioned:
A schedule must be given to the school prior to the start of season.
Must be approved by administration prior to the start of season.
Schedule must be on an official organization document (i.e. letterhead).
Limit of 2 will be allowed for school related.
Current dual-sport school policy will apply.
Absence will not be recognized as excused-school related if student has not meet school eligibility requirements.
The board directed administration to write up a policy which encompasses the requirements suggested. Board will review and approve policy once the policy is available in its entirety.

***E.** Special assignment pay*:

Tabled to next meeting.

E.5 *High School Cheer Uniforms*

High School Cheer Coach, Hunter Babbitt furnished each board member with a picture of a new cheer uniform design that the cheerleaders would like the board to approve. This is the 3rd year with their current uniforms purchased by the school, so new uniforms would not be purchased by the school until 2026. The cheerleaders do not like the white uniform they now have and they have done some fundraising to pay for a new uniform out of their High School Cheer Fundraising account. Darrell Mackey made a motion to approve the design of the new high school cheer uniform as presented and to supplement the cost of the uniform by $100.00 per cheerleader for a maximum of up to 15 or $1500.00. Jennifer Esch seconded the motion. Motion passed unanimously.

F. *Helping Hands Project*

a. Volunteer program

Superintendent Baxter spoke to the board about promoting the Helping Hands Project to parents and community. The requirements to be a volunteer were discussed. There is an application process, fingerprint requirement and training for mandatory reporting.

G. *Master Schedule*

a. Discussion item only

Superintendent Baxter and Principal Montoya highlighted some areas of the master schedule. There were 10 extra minutes added to the Jr./ Sr. High School schedule. Dismissal will now be at 4:10 p.m. This change was made to build time in for implementation of Leader in Me and to leave time for an 8th hour session of school-wide intervention. Class scheduling is still a work in progress. Elementary will still dismiss at 4:00 p.m.

H. *Curriculum - IXL, Shurley English and Wayfinder*

Principal Montoya shared with the board that the district will be able to discontinue the contracts with Blazerworks this year.The board requested that this be officially verified that contracts can be cancelled.

She presented a request from the Elementary Counselor to purchase the Wayfinder curriculum for guidance and counseling. The board ask for a quote proposal from Wayfinder so they could look at official terms and amounts before they approve purchasing the program.

The board gave direction that all new program and curriculum requests must come with an official cost proposal and assurance that the research has been done to verify the curriculum is worthy and is not overlapping another program. The board tabled approval of IXL, Shurley English and Wayfinder until next meeting.

The board took a break at 8:05 p.m. Meeting resumed at 8:20 p.m.

I.*Alternative class offering:*

Building Trades was funded by LCC for the last two years through a grant. That grant has ended and in order for the program to continue, the district will be responsible for the costs associated with the class and the salary for the instructor. The tool trailer and tools will be gifted to the school by LCC. The board agreed that the district needs to continue the program, but some details need clarified such as: will students earn college credit, what will the cost of credits be for the district, can students from outside districts attend and how will the cost for these students be paid. Superintendent Baxter will contact the college for more information.

J. *Approve CSDSIP:*

A copy of the 2025-26 Colorado School District Self Insurance Pool Renewal Proposal was included in the BOE packet. The cost for renewal is $366,013.00 which is down by

$41,785.00, due mostly to the demolition and removal of buildings as part of the Best Grant. Jennifer Esch made a motion to approve the CSDSIP renewal proposal for $366,013.00 for the 2025-26 year. Darrell Mackey seconded the motion. Motion passed unanimously.

K. *Approve bids:* Bids were solicited for Milk, Trash and Fuel.

a. Milk –

Milk bids are escalation/de-escalation bids. Current bid prices are:
Shamrock Coop Price: $.30 per 8 0z. for 1% white, $.32 per 8 oz., skim and $.51 per 8 oz. for 1% chocolate.
Meadow Gold Bid: .394 per 8 oz. for 1% white, .387 per 8 oz. for skim, .404 for 1% Chocolate and .586 for 1% Lactose Free.

Darrell Mackey made a motion to accept the milk bid from Meadow Gold Dairy as presented. Jennifer Esch seconded the motion. Motion passed unanimously.

b. Trash -Only one bid for trash service was received. Plains Disposal submitted a bid for $975.00 per month for 6 dumpsters.
Andrea Keenan made a motion to approve the trash service bid from Plains Disposal for $975.00 per month as presented. Larkin Smith seconded the motion. Motion passed unanimously.

a. Fuel –Only one bid for fuel was received. Cook Oil Fuel Service submitted a bid for fuel for the 2025-26 school year. No set cost is locked in due to unstable fuel costs so prices may be adjusted daily. The price on date of bid was $2.81/gal for unleaded and $2.64/gal for diesel.
Jennifer Esch made a motion to approve the fuel bid from Cook Oil Fuel Services as presented. Andrea Keenan seconded the motion. Motion passed unanimously.

L. *Appoint DEO (Designated Election Official)*

Jennifer Esch made a motion to appoint Pam Hartley as the local designated election official (DEO) for the Springfield School District for the general election in November, 2025. Andrea Keenan seconded the motion. Motion passed unanimously.

M. *Approve Auditor for FY 2025-2026*

An understanding of service with DMC Auditing and Consulting, LLC for the audit of 2024-2025 was reviewed by the board. The fees for these services will not exceed $16,200.00 with an additional $3500. fee if a single audit is required. Andrea Keenan made a motion to retain the services of DMC Auditing and Consulting for the 2024-25 audit. Larkin Smith seconded the motion. Motion passed unanimously.

Board members questioned the lack of an exit interview following the completion of the 2023-24 audit and asked that a meeting be set up with DMC Auditing to review the 23-24 audit.

N. *MOU*

This item was tabled until next meeting.

O. *Board Policy Manual*

This was a discussion item only to start a conversation on how to proceed in an efficient and

timely manner with the approval of the Board Policy book.

P. *Construction Update: Warranty Walk (J.Mort)*
a. Gas line- the board discussed the communications and previous bids for the installment of a new line. The board would like to talk to NV5 for clarification on the work that the district is going to pay for. Superintendent Baxter, Board President, Darrell Mackey and Jeff Mort, Maintenance Director will contact John Sattler from NV5, Atmos and Tim from Miller Pipeline. Heath Piper made a motion to approve the cost up to $22,212.00 as presented in a bid from Miller Pipeline for the installation of a new gas line to the transportation building dependent on satisfactory conversation(s) with Mr. Sattler (NV5), Atmos and Tim (Miller Pipeline). Jennifer Esch seconded the motion. Motion passed unanimously.

b. Sidewalk – Jeff Mort, Maintenance Director, spoke to the board about the damage done to the existing sidewalk along Tipton Street during the landscaping. This will be added to the gas line conversation with NV5.

Q. *Personnel:*
Superintendent Baxter made the following recommendations:

School Nurse: Delilah Myers
Andrea Keenan made a motion to approve hiring Delilah Myers as a school nurse for the 2025-26 school year dependent on completion of background check. Larkin Smith seconded the motion. Motion passed unanimously.

Substitute Teacher List:
Andrea Keenan made a motion to approve the substitute teacher list as presented for the 2025-26 school year. Jennifer Esch seconded the motion. Motion passed unanimously.

Dean of Students: Tiffany Hume
Heath Piper made a motion to approve Tiffany Hume for ½ time Dean of Students and ½ timeTeacher for the 2025-26 school year. Jennifer Esch seconded the motion. Motion passed unanimously.

Athletic Director: Brooke Hartley
Jennifer Esch made a motion to approve Brooke Hartley as the Athletic Director Director for the 2025-26 school year. Andrea Keenan seconded the motion. Motion passed unanimously.

VII. <u>Administrator Reports</u>

A. Springfield Preschool Director: Mrs. Deb Sharpe reviewed her written report. She reported that Summer Preschool had 10 students who regularly participated. Andrew and Deb took a Learning Without Tears course and Andrew has completed a 3-year certification for TS Gold. The CDHS License renewal has been submitted and pre-registration is rolling in. There are currently 14 of 16 returning students enrolled in UPK. The dishwasher has arrived and installation is waiting on an electrician. They have found a T-PoT certified assessor so they are hoping to proceed with assessments this year to help move from a L4 to L5 program.

B. Principal: Principal Montoya informed the board that her professional principal's licensure has been renewed and is good for 7 years. Summer school went well, but she would like to see real instructors for junior high students next year, not

CDLS classes. A few teachers who missed LiM training last year, will be going to Colorado Springs to take the training. She reported that most new hires have already been in to get keys and are in the building working in their rooms.

C. Superintendent:
Superintendent Baxter told the board that the Student Handbook, Employee Handbook and Athletic Handbook are all being looked through and updated or, created, and will be made available as soon as they have been completed and approved. Job descriptions have been started and will continue to be a work in progress.

He spoke to the board about hiring a K-12 principal. Andrea Keenan made a motion to approve the advertisement of a K-12 principal position for the 2025-26 school year. Larkin Smith seconded the motion. Motion passed unanimously.

Mr. Baxter spoke about the improvements that have been made to the online application process. Applications now come to more than one email address which adds to the integrity and efficiency of processing those applications.

a. OTHER ITEMS TO DISCUSS:

i. Back to school picnic:

The accountability committee had recommendations for changes to the traditional community back-to-school picnic and suggested a Town Hall type meeting to introduce new staff members and discuss changes. Board consensus was to have the picnic in the city park and serve pulled pork. A possible date to consider was August 21, depending on other scheduled activities.

b. BOARD MEETING DATES:

i. School Board Retreat - July 28, 2025

The Board Retreat will be held on July 28, 2025 at the Cobblestone Inn.

VIII. <u>ADJOURNMENT:</u>

Andrea Keenan made a motion to adjourn. Larkin Smith seconded the motion. Motion passed unanimously. The meeting was adjourned at 10:15 p.m.

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Darrell Mackey, President Larkin Smith, Vice President

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Jennifer Esch, Secretary Heath Piper, Treasurer

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Andrea Keenan, Director