

Salida School District R-32-J Board of Education

October 10, 2023

Crest Academy, 627 Oak Street

Regular Board Meeting

President Smith called the meeting to order at 6:03 p.m. The **Pledge of Allegiance** was recited.

In attendance were Directors Jodi Breckenridge Petit, Ben Hill, Matt Hobbs, Carrie Mattix, Mandy Paschall, Jenn Schuchman, and Joe Smith, Superintendent David Blackburn, Secretary Kim LeTourneau, Assistant Superintendent Will Wooddell, and Business Managers Aaron Dobson and Shiela Moore. Also in attendance were Jen Lang, Stacia Kriebel, Karen Lundberg, Darcy Harris, Theresa Gilson, Susan Butler, Guinnevere Stropes, Andrea Moore, Evalyn Parks, and Cory Scheffel.

Director Breckenridge Petit opened **Board Member Comments** noting how excited she was with the woodshop and automotive programs at SHS in partnership with CMC. They are raising the bar on the curriculum, techniques taught, and the quality of tools and equipment available for students to learn with.

Director Schuchman shared her thanks for the invitation to join SEA at their social on October 5, 2023.

Director Mattix acknowledged the excellent homecoming celebrations and how they were nostalgic for her. She also thanked the nutrition department for their dedication to Farm to School month, National School Lunch Week, and feeding students every day. She also thanked everyone on the board, in addition to District staff, for supporting her during her time as a Director. Smith thanked Mattix for her years of service.

There were no **Written Messages to the Board**.

LES Dean Jen Lang offered the only **Public Comment** of the evening to celebrate the support staff at LES who help everything run smoothly everyday. From nutrition, custodial, paras, playground and lunchroom supervisors, and adult volunteers, they are appreciated by staff, students, and community.

Director Mattix made a motion to **Approval the Agenda** with the following changes:

- Add: Consent Agenda Item 3n. Approve Position Adjustment from IT Technician to Technology Administration Assistant
- Add: Consent Agenda Item 3o. Approve Additional 1 FTE Paraprofessional at SMS as Legally Required
- Move Policy CHCA from Review and Approval to Discussion Item 4a
- Move Policy CF - School Building Administration from Review and Approve to 1st Reading as Consent Item 3fvi
- Move Policy DEA from 1st reading to Consent Item 3ixi Review and Approve Section D

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- Move Approve DLR Fees for Construction Document Preparation to Include Annexation Services of 627 Oak Street Property - Total Project Not to Exceed \$230,000 from Consent Agenda to Action Item 5e with Not to Exceed set to \$250,000
- Move Policy DK from Review and Approve to 1st Reading - Revoke
- Move Policy CCA from Review and Approve to 1st Reading - Revoke

Director Schuchman seconded the motion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Mrs. Mattix, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Paschall, yes; Ms. Schuchman, yes; Mr. Smith, yes; and was approved.

Reports - There were no **Guest Reports**.

SECC Principal Theresa Gilson shared a slide presentation as the **Detailed Campus Report** for the evening. It is her first year as principal on campus, assisted by Susan Butler, who serves as Dean. Her report included a history of early childhood education in America and locally in Salida, an overview of SECC's braided funding system, and the SECC team requirement to meet the significant number of Federal regulations including the minimal ratio of 3 adults to 9 children at all times. Staffing for early childhood is a challenge around the nation, and Salida is no exception. SECC does have access to funds for career development for those interested in working in the field. Filling the currently vacant positions will be critical to be able to insure meeting the current capacity needs of the community. Gilson discussed some of the changes associated with the institution of Colorado's Universal Preschool program, including funding and access for children and families. SECC's programming focuses on supporting families and young children to get a strong, solid foundation through best practices, including conscious discipline and meaningful play with skilled teachers. Gilson thanked the District for the support it provides for SECC, especially important as they face staffing and funding uncertainties.

Superintendent Blackburn opened **District Reports** noting the expected increase in discipline challenges through the end of October, with students settling in through December. He shared his excitement about being able to dig into the work of serving students including the work of vertical teams and a renewed focus on pedagogy. Assistant Superintendent Wooddell shared an update that generally the substitute pool has been holding strong, with a challenge still in filling gaps in the afternoon with coaches leaving early to attend athletic activities. There have been a few staff members who are leaving the District, which will cause several adjustments in coming weeks, a challenge not unique to Salida.

Director Breckenridge Petit made a motion to approve the **Consent Agenda** to include items:

- a) Approval of Minutes of Regular Board Meeting on September 12, 2023
- b) Claims Payable – All Funds
- c) Claims Payable – Bills over \$20,000
- d) Personnel Items
- e) Acknowledge and Approve Exhibits and Regulations as Recommended by the Superintendent

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- i) KF-E-1 - Facilities Use Agreement
- ii) EJ-R - Service Animals - tabled until November
- iii) EJ-E-1- Service Animals - tabled until November
- iv) EJ-E-2 - Service Animals - tabled until November
- v) EJ-E-3- Service Animals - tabled until November
- vi) BC-R School Board Member Financial Disclosure
- vii) BC-E Disclosure by Public Office Holder Report of gifts, honoraria and other benefits
- viii)JKD/JKE-R - Suspension/Expulsion of Students - Moved to Action
- ix) Revoke: CBD-E - Superintendent's Employment Contract-Exhibit
- f) Approve on 1st Reading Policies
 - i) KEC - Curriculum Complaints
 - ii) Revoke: CHB - School Board Review of Regulations
 - iii) DB - Annual Budget
 - ~~iv) DEA - Funds and Local Tax Sources~~
 - v) DJE - Bidding Procedures
 - vi) CF - School Building Administration
 - vii) Revoke: DK - Payment Procedures
 - viii)Revoke: CCA - Organization Handbook
- g) Confirm Review and Approval of Policies following approval of CASB Updates
 - i) AC-E-1 Nondiscrimination/Equal Opportunity (Sample Notice) - Exhibit
 - ii) AC-E-2 Nondiscrimination/Equal Opportunity (Complaint Form) - Exhibit
 - iii) AC-R-1 Nondiscrimination/Equal Opportunity (Complaint and Compliance Process) --- Regulation
 - iv) AC-R-2 Sexual Harassment Investigation Procedures (Title IX)- Regulation
- h) Confirm Review and Approval of Policies from Section C
 - i) CBA/CBC
 - ii) CBB
 - iii) CBD
 - ~~iv) CBD-E~~
 - v) CBF
 - vi) CBI
 - vii) CBI-R
 - viii)CBI-E
 - ix) CC
 - ~~x) CCA~~
 - ~~xi) CF~~
 - xii) CH
 - ~~xiii)CHB~~
 - ~~xiv)CHCA~~
 - xv) CHD
- i) Confirm Review and Approval of Policies from Section D
 - i) DA

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- ii) DAB*
 - iii) DAB*-E
 - iv) DAC*
 - ~~v) DB~~
 - vi) DBD
 - vii) DBG
 - viii)DBG-E
 - ix) DBJ
 - x) DBK
 - xi) DEA
 - xii) DEB
 - xiii)DFA/DFAA
 - xiv)DG
 - xv) DH
 - xvi)DI
 - xvii) DID
 - xviii) DIE
 - xix) DJ/DJA
 - xx) DJB*
 - xxi) DJB*-R
 - ~~xxii) DJE~~
 - xxiii) DJF
 - xxiv) DJG
 - ~~xxv) DK~~
 - xxvi) DKB
 - xxvii) DKC
 - xxviii) DN
- j) Approve on 3rd Reading Policies
- i) EJ - Service Animals
 - ii) CASB Special Policy Updates - 8/1/23
 - (1) JK - Student Discipline
 - (2) JKA - Use of Physical Intervention and Restraint
 - ~~(3) LBD - Relations with Charter Schools~~
 - (4) JKD/JKE - Suspension/Expulsion of Students - Moved to Action
 - (5) AC - Non Discrimination/Equal Opportunity
 - (6) GBAA - Sexual Harassment
 - (7) JBB - Sexual Harassment
 - (8) IC/ICA - School Year/School Calendar/Instruction Time
 - (9) IHBIB - Primary/Pre-primary Education
 - (10) BDFC - Repeal Preschool Counsel
 - (11) BC - School Board Member Conduct
 - (12) CBF - Superintendent's Conduct

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(13) GBEB - Staff Conduct

- k) Approve IGA with Chaffee County Fairgrounds
- l) Approve Cross Country Team's travel to Boise, ID for the Bob Firman race on September 22 and 23
- ~~m) Approve DLR Fees for Construction Document Preparation to Include Annexation Services of 627 Oak Street Property—Total Project Not to Exceed \$230,000~~
- n) Approve Position Adjustment from IT Technician to Technology Administration Assistant
- o) Approve Additional 1 FTE Paraprofessional at SMS as Legally Required

Director Mattix seconded the motion. There were questions about policy JKD/JKE and JKD/JKE-R Suspension/Expulsion of Students to clarify which option provided by CASB the Board wanted to adopt. Blackburn recommended moving that policy to Action to make a final selection. Director Breckenridge Petit amended her motion to capture that adjustment, and Director Mattix seconded the amended motion. Director Hill then had a question about the policies related to service animals. Director Breckenridge Petit amended her motion again, to also table final readings on policies EJ-R, EJ-E-1, 2 and 3 for November pending more clarification. Director Mattix seconded that amendment. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Mrs. Mattix, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Paschall, yes; Ms. Schuchman, yes; Mr. Smith, yes; and was approved.

There was only one **Discussion** Item, policy CHCA - Handbooks and Directives. While working through the Section C policy review this policy was noted for closer review. Both the student and staff handbook should follow all school board policies. Assistant Superintendent Wooddell updated the staff handbook recently, and the deans are working on updating and standardizing their student handbooks. Superintendent Blackburn suggested the board should review and approve the handbooks in March. He will look into any legal concerns or significance specifically related to the employee handbook, and bring back recommendations at the November meeting.

Action Items

Director Breckenridge Petit made a motion to **Approve on 2nd Reading to Remove Negotiated Status** from the following policies after reviewing CBT's August recommendation:

- i) GBEB Staff Dress Code
- ii) GCBA-R Professional Growth Schedule Placement
- iii) GCBA-E-3 Administrator and Director Salary Schedule
- iv) GDBA-E-3 Administrator and Manager Salary Schedule
- v) GCBA-E-1 Certified Salary Schedule Placement Worksheet
- vi) GBABA-E Other Paid Duties Compensation, renamed to "Activities Support Duties Pay Structure"
- vii) GBD Vacations

Director Paschall seconded the motion. There was no discussion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Mrs. Mattix, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Paschall, yes; Ms. Schuchman, yes; Mr. Smith, yes; and was approved.

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Director Hobbs made a motion to **Approve on 2nd Reading to Revoke the following policies:**

- viii) GDBD-E-N Support Staff Fringe Benefits
- ix) GDBD-E-2-N Half Time Benefits Agreement
- x) GDBA-E-2-N Instructional Staff Certified Salary Schedule
- xi) GDBA E-4-N Special Service Provider Salary Schedule

Director Schuchman seconded the motion. There was no discussion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Mrs. Mattix, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Paschall, yes; Ms. Schuchman, yes; Mr. Smith, yes; and was approved.

Director Hobbs made a motion to **Approve on 2nd Reading Policies:**

- ACD - Commitment to Religious Neutrality
- BG - School Board Policy Process

Director Paschall seconded the motion. Director Breckenridge Petit had a question about if there was a measured distance from schools that a religious organization must be from a school when distributing religious materials. The board had questions about larger 1st amendment right questions and asked Superintendent Blackburn to reach out to the lawyer for clarity for final reading in November. The board wants to ensure that the policy is within the law and is fair to all organizations. It is not part of CASB's core set, but there was general agreement that it is helpful to have in place to help navigate potentially difficult situations. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Mrs. Mattix, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Paschall, yes; Ms. Schuchman, yes; Mr. Smith, yes; and was approved.

Director Breckenridge Petit made a motion to **Approve Resolution 202324-02** Transfer Interest Income From Fund 10 to Fund 43 at End of Fiscal Year. Director Paschall seconded the motion. Breckenridge Petit asked what happens to the other 25%, and Moore confirmed that it goes to the general fund. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Mrs. Mattix, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Paschall, yes; Ms. Schuchman, yes; Mr. Smith, yes; and was approved.

Director Mattix made a motion to **Approve Capital Project for 627 Oak Street not to exceed \$250,000** for: Annexation to include review of all codes, site plan, permitting, submissions and Construction Management. Director Breckenridge Petit seconded the motion. Superintendent Blackburn acknowledged this is the fourth task on the list presented by DLR to help figure out total asset understanding and guides the 627 Oak Street project, including annexation, water, and establish clear plans and expectations for relocating HEA to the property. There was clarification in what this step includes, as well as confidence in the estimated cost, and there was a request to hold them accountable to the bid. Moore noted that she was surprised by the cost at first, and then looked more closely at the bid and what was included and feels comfortable with the number, with the bid at \$210,000. She recommended approving the project with a note to use \$85,000 of capital renewal funds, and the remainder set as a new capital project. Said motion was voted on as follows: Dr. Breckenridge Petit, yes;

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Mrs. Mattix, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Paschall, yes; Ms. Schuchman, yes; Mr. Smith, yes; and was approved.

Director Paschall made a motion to **Approve Policy JKD/JKE, and JKD/JKE-R on 3rd Reading**. Director Schuchman seconded the motion. Director Paschall noted her interest that the board should not be involved in expulsion hearings. While that was agreed upon, there were questions about the R policy. There is interest in making sure that there is clarity in the policy and associated R policy. Director Paschall tabled the motion until November, with a second from Director Schuchman.

Board Communications and Committee Reports

Director Paschall reported that **BOCES' next** meeting will be following the election. There will likely be several changes to representatives on the BOCES Board, and Paschall will likely stay in her role in order to stabilize the group. They are also reviewing their policies, MOUs with partner districts, and their strategic plan for the next 5 years.

Directors Smith and Mattix didn't have any additional updates from the **Facilities Committee**. They are hopeful that things will start moving faster now that there is more clarity in district goals.

Director Schuchman provided an update from the **Communications** Committee. LeTourneau is working on an annual report publication to be sent to all addresses in the district, with a goal of having a draft version by the CASB convention for Directors to review. There is also interest in finding a place for drill information. The district has a meeting with local first responders to discuss notifications related to any safety concerns at schools.

The district is working on final plans for the Annual CASB Convention in Colorado Springs December 6-9. Two students have been selected to attend the CASB Student Leadership Strand. Director Schuchman noted that CASB is also reviewing their bylaws and the taskforce is offering a Zoom presentation this fall to share suggested changes.

Future Business

Topics for Future meetings

- November - swearing in, officer and committee selection - Smith encouraged directors to consider what committee work they want to focus on for the next two years, and to consider if there is interest in serving as treasurer with Mattix stepping away.
- Directors Hobbs and Breckenridge Petit volunteered to help with the policy review for Policy Manual Sections E and F.

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- Superintendent Blackburn reminded the board of the goal to get through Section G at the December meeting, in alignment to the work of CBT to review and update negotiated policies.

Calendar of events

The next **Regular Meeting of the board** is November 14, 2023, 6 p.m., The Crest Academy. President Smith will not be available for agenda review, so VP Breckenridge Petit confirmed she will be there instead, and Director Paschall will also participate.

The board tentatively set January 20 aside for the annual winter board work session.

President Smith offered heartfelt thanks to Director Mattix for her service to the board and Salida community, including a number of very tough years through the pandemic.

Director Mattix made a motion to adjourn the meeting at 8:24 p.m.

Respectfully submitted,



Kim LeTourneau, Board Secretary



Joe Smith, Board President