

BOARD MISSION STATEMENT

RE-1 Valley School District is preparing each student today for tomorrow.

BOARD PURPOSE

As a unit, representing the community, we provide effective governance focused on continuous success for all students.

ESSENTIAL BOARD ROLES

Guide the district through the superintendent
Engage constituents
Ensure alignment of policy, resources, and structure
Measure and celebrate achievement
Model Excellence

BOARD'S FOCUS AREAS & GOALS

**Build and maintain support for the entire RE-1 Valley School District Community.
**Provide and solicit Effective Communication to and from all stakeholders.
**Recruit and retain the best teachers, staff, and administration to ensure the best learning experience.
**Provide learning opportunities that ensure all students demonstrate growth and maximize potential.
**Preserve local control in order to do what is best for our students.
**Improve and maintain facilities to ensure safe and conducive learning environments.

BOARD'S CORE VALUES

RESPECT
FOCUS
ACHIEVEMENT
LISTENING TO UNDERSTAND
ACCOUNTABILITY
LEARNING

Welcoming Notes

The board's meeting time is dedicated to its strategic mission and top-priority focus areas. Your insights are needed and welcomed and the board encourages you to meet with the most appropriate person among the district's many leaders.

"Public participation" is an opportunity to present brief comments to the board for consideration or follow-up. Each person is asked to focus on comments to three minutes. The boundaries are designed to help keep the meeting focused and in no way should limit conversations beyond the board meeting.

The "consent agenda" is based around "need for action," decisions that are highly routine or backed by prior information/discussion.

If you are interested in helping the district's achievement effort, please talk with any member of the leadership team or call the district office at (970) 522-0792. Opportunities abound. Your participation is highly desired.

RE-1 Valley Board of Education

REGULAR BOARD MEETING

November 15, 2021 6:00-8:30 pm / Hagen Administration Building

Video call link: <https://meet.google.com/mja-aghu-gef>

Or dial: (US) +1 347-384-7500 PIN: 517 074 218#

- 1. Opening Activities:**
 - Pledge of Allegiance
 - Call to Order by President & Roll Call
- 2. Approval of Regular Agenda**
- 3. Public Participation On Agenda Items:**
- 4. Communication:**
 - 4:01 Accolades & Praise- TBD
 - Superintendent:
 - Board of Directors: Board Member Thank You
 - 4:02 Student Reports-Student Leadership Advisory Committee
 - 4:03 Staff Reports- None
 - 4:04 Athletic Director(s) Report- None
 - 4:05 Assistant Superintendent Report-
 - Preschool Program Inspections
 - 4:06 Principal Report-
 - Mr. Dave Eastin- Caliche Schools
 - Mrs. Shannon Holloway- Ayres Elementary School
 - Mrs. Brenda Kloberdanz,- Campbell Elem. School
 - Mr. Robert Hall- Sterling Middle School
 - Mrs. Cindy Lystad- Sterling High School
 - 4:07 Superintendent's Report- Shila Adolf
 - 4:08 Board Reports- Mr. Dennis Kaan- Delegate Assembly
- 5. Discussion Items:**
 - 4:01 Finance Department Update
 - 4:02 New Board Member Induction Training
- 6. Action Items:**
 - 6:01 Consent Agenda
 - 6:02 Financials
 - 6:03 Second Policy Reading- DA, DAB*, DAB*-E, DB, DBD, DBG, DBG-E, DBJ, DBK*, DD, DD-R, DEA, DEB, DFA/DFAA, DG, DH, DI, DID, DIE, DKB, DKC, DLB
 - 6:04 Election Results
 - 6:05 Reorganization of Board Officers
 - 6:06 Budget Amended Appropriation Resolution
- 7. Public Participation-**
- 8. Adjournment**



RE-1 VALLEY SCHOOL DISTRICT

Logan County, Colorado

Administration Center • 301 Hagen Street • Sterling, Colorado 80751

Phone (970) 522-0792 • Fax (970) 522-0525

District Web Site: www.re1valleyschools.org

June 18, 2021

Members of the Public,

It has come to my attention that several individuals have voiced their displeasure with the District and its operations recently on social media, including urging attendance at the June Board meeting.

The Board encourages public comment at Board meetings, however, community member conduct at prior Board meetings, along with the nature of some of the social media posts, the Board believes it necessary to reiterate the policies regarding public comment at Board meetings, and the rules of regular order during a meeting. Members of the public are encouraged to exercise their speech rights responsibly.

Unless you have previously approved a discussion item on the agenda for Board consideration, you will only be allotted three minutes for your comments. I will be the timekeeper and will ask you to stop once your allotted time has concluded. Time limits will be strictly adhered to. We have circulated a list of individuals who wish to make a statement for today's meeting. When we get to the public comment portion of the meeting, I will read your name from the list and please come up to the podium to make your comments.

Please do not approach individual Board members or staff during the meeting. Any conduct that disrupts or interferes or threatens to disrupt the regular Board meeting order is prohibited and will not be tolerated. If any individual causes a disruption during the meeting, As the Board President, I have the responsibility and authority to ask you to leave or to stop the meeting altogether until order is established. Members of the public will not be recognized by the President during the Board meeting except as I have described here.

In the event that any interference or disruption continues despite requests to cease such behavior or to leave the meeting, the Board will take a recess and reconvene the Board meeting in an online platform in order to continue the District's business.

In addition to public participation time during Board meetings, the Board is committed to engaging members of the community on an ongoing basis regarding what the community values about education during times other than the Board's regular meetings. If you wish to follow up with the Board after the meeting, please reach out to myself via email or the Superintendent with your comments.

Sincerely,

Mr. Dennis Kaan
President, Board of Education

Public Conduct on District Property

Persons using or upon school district property, including all district buildings, parking lots, and any district vehicle used to transport students, shall not engage in the conduct described below.

Any person considered by the superintendent or designee to be in violation of this policy shall be instructed to leave district property and law enforcement may be contacted. Any person who has engaged or district officials reasonably believe will engage in conduct prohibited by this policy may be excluded from district property.

The following conduct by any person is prohibited:

1. Any conduct that obstructs, disrupts or interferes with or threatens to obstruct, disrupt or interfere with district operations or any activity sponsored or approved by the district.
2. Physical abuse or threat of harm to any person or school district property.
3. Damage or threat of damage to district property regardless of the location, or property of a member of the community when such property is located on district property.
4. Forceful or unauthorized entry to or occupation of district facilities, including both buildings and grounds.
5. Use, possession, distribution or sale of drugs and other controlled substances, alcohol and other illegal contraband on district property, at district or school-sponsored functions or in any district vehicle transporting students. For purposes of this policy, "controlled substances" means drugs identified and regulated under federal law, including but not limited to marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines (including methamphetamine).
6. Distribution, manufacture or sale of controlled substances or the possession of controlled substances with intent to distribute them within 1,000 feet of the perimeter of school grounds.
7. Entry onto district buildings or grounds by a person known to be under the influence of alcohol or a controlled substance.
8. Unlawful use of any tobacco product.
9. Unlawful possession of a deadly weapon, as defined in state law, on school property or in school buildings.
10. Profanity or verbally abusive language.
11. Violation of any federal, state or municipal law or Board policy.

Adopted: January 17, 1994

Revised: November 2, 2009

Revised: June 20, 2016

[KI](#), Visitors to Schools

**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: _____ Action: x

STATEMENT OF ISSUE: Approve Agenda

SUMMARY OF ISSUE:

Additions to the Agenda:

RECOMMENDATION OF PERSON SUBMITTING:

Motion to approve agenda.

ITEM NUMBER
2:01

1 st -	2 nd -	J.B.	J.B.	R.C.	D.J.	D.K.	R.M.	J.O.
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**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: x Action: _____

STATEMENT OF ISSUE: Finance Department Update

SUMMARY OF ISSUE:

1. Finance Software Implementation
2. Staff Hires for Accounting Department
3. Accounts Payable
4. Finance Improvement Plan
5. District Audit
6. Proposed Budget Appropriation Resolution

RECOMMENDATION OF PERSON SUBMITTING:

No motion for a discussion item.

ITEM NUMBER

5:01

**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: x Action: _____

STATEMENT OF ISSUE: **School Board Member Induction Training**

SUMMARY OF ISSUE:

1. CASB Leadership Handbook (Online Access)
2. Board President Role
3. Policy Governance
4. Transparency

RECOMMENDATION OF PERSON SUBMITTING:

No motion for a discussion item.

ITEM NUMBER

5:02

**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: _____ Action: X

STATEMENT OF ISSUE: Consent Agenda

Consent Agenda Items:

- Approval of Minutes- October 18, 2021
- Approval of Policies for Repeal- None
- School Closure- None
- Staff Resignations- None
- Staff Retirements- None
- Terminations- None
- Employee Contracts and Agreements:
 - Janine Balenti-Achievement Coach Support
 - Nikki Hettinger -Kindergarten

RECOMMENDATION OF PERSON SUBMITTING: Motion to approve the items on consent agenda.

ITEM NUMBER

6:01

1 st -	2 nd -	J.B.	J.B.	R.C.	D.J.	D.K.	R.M.	J.O.
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**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: _____ Action: x

STATEMENT OF ISSUE: Financial Statements

The September Financial Statement is attached in the link below. A hard copy will be provided at the meeting.

<https://drive.google.com/file/d/19yKdy5pDfM1VEyFg9Ozs4ymfcl6W7Tp/view?usp=sharing>

SUMMARY OF ISSUE:

Monthly financials are presented for your consideration and have been provided electronically.

RECOMMENDATION OF PERSON SUBMITTING:

Motion to approve the September 2021 financial statements as presented.

ITEM NUMBER

6:02

1 st -	2 nd -	J.B.	J.B.	R.C.	D.J.	D.K.	R.M.	J.O.
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**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: _____ Action: x

STATEMENT OF ISSUE: Second Policy Reading

SUMMARY OF ISSUE:

Note: Copies of these policies are located in Google Drive.

<https://drive.google.com/file/d/1zmVXLtZqxENnacuKmKKiIKXbdBOMhb-m/view?usp=sharing>

- DA - Fiscal Management Goals/Priority Objectives
- DAB* - Financial Administration
- DAB*-E - Financial Administration
- DB - Annual Budget
- DBD - Determination of Budget Priorities
- DBG - Budget Adoption Process
- DBG-E - Deadlines in Budgeting Process Set by Statute
- DBJ - Budget Transfers
- DBK* - Fiscal Emergencies
- DD - Funding Proposals/Grants and Special Projects
- DD-R - Funding Proposals/Grants and Special Projects
- DEA - Funds from Local Tax Sources
- DEB - Loan Programs
- DFA/DFAA - Revenues from Investments/Use of Surplus Funds
- DG - Banking Services
- DH - Bonded Employees and Officers
- DI - Fiscal Accounting
- DID -- Inventories/Fixed Assets
- DIE - Annual Audit
- DKB - Salary Deductions
- DKC - Expense Authorization/Reimbursement
- DLB - Tax-Sheltered Annuities

RECOMMENDATION OF PERSON SUBMITTING:

Approve the above policy for the second reading.

ITEM NUMBER

6:03

1 st -	2 nd -	J.B.	J.B.	R.C.	D.J.	D.K.	R.M.	J.O.
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**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: _____ Action: x

STATEMENT OF ISSUE:

The General Election was held on November 2, 2021. The District had four Board of Directors seats vacant for election. Three incumbents sought re-election. There were seven official petitions submitted and brought forward to the final election. The District has no other ballot measures for the 2021 elections. Certified election results are anticipated to be provided by November 12, 2021.

Note: Below is an unofficial summary of the RE-1 Valley School District Election Results. The official results, if available, will be provided in the printed packet on Monday, November 15, 2021. In the event that the official results are not available, the action items will be tabled until a later meeting.

Candidate Name	Total Votes	Over Votes	Under Votes	Total Ballots Cast
Steven E. Shinn	3059	4	369	4940
Kevin Koester	1023	4	369	4940
Dennis Kaan	485	4	369	4940
Ronda Monheiser	3886	0	1054	4940
Riste Niiler Capps	810	0	600	4940
Heather Harris	3530	0	600	4940
Michelle Sharp	3696	0	1244	4940

RECOMMENDATION OF PERSON SUBMITTING:

Accept the 2021 Valley RE-1 School District Election results.

ITEM NUMBER
6:04

1 st _____	2 nd _____	J.B.	J.B.	R.C.	D.J.	D.K.	R.M.	J.O.
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**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: _____ Action: x

STATEMENT OF ISSUE: Reorganization of Board Offices

SUMMARY OF ISSUE:

The Board of Directors will discuss the election of officers. Included is Board Policy-BDA that addresses these issues. Please be prepared to make nominations and for roll call voting.

My recommendation is to continue to officially appoint Teresa Hopson as secretary to the Board. The election of Board President can be held with a closed ballot. There needs to be an appointment to the EC BOCES position and a CASB representative.

Current Positions:

Board President: Mr. Dennis Kaan
Vice President: Mrs. Ronda Monheiser
BOCES Representative/Treasurer: Mrs. Riste Capps
Board Member: Mrs. Jodene Boerner
Board Member: Mrs. Jill Brownell
Board Member: Mrs. Jennifer Ogley
Board Member: Mrs. Deb Japp

Board Secretary: Mrs. Lakesha Herschfeldt

Nominations for Officers:
Board President:
Vice President:
BOCES Representative/Treasurer:
Board Secretary:

RECOMMENDATION OF PERSON SUBMITTING:

Approve that nominations cease and move to the vote of the Valley RE-1 School District Board Officers as nominated.

ITEM NUMBER
6:05

1 st -	2 nd -	J.B.	J.B.	H.H.	R.M.	J.O.	S.S.	M.S.
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BOARD OFFICERS

To help the board conduct its business, Colorado law requires the following officers be elected by the entire board. After each regular biennial school election (held in November of each odd-numbered year), the board secretary calls a special meeting of the board, called the board’s organizational meeting, for the purpose of electing board officers. The officers of a school board are as follows: a president, a vice-president, a secretary, and a treasurer. One person may simultaneously hold the offices of secretary and treasurer, or the offices of assistant secretary and assistant treasurer, if there are such offices.

Each officer of the board may have additional duties assigned to them by board policy or state law. As an example, some boards designate the board president to speak to the media related to actions of the board.

Most of the laws relating to school boards and their powers and duties are found in Title 22, Article 32, Colorado Revised Statutes. This article contains laws relating to the organization of the board, the duties of the officers, meetings of the board, powers and duties, and so forth. When answers to specific questions are required, school boards should consult this article of the law and legal counsel.

<u>POSITION</u>	<u>CHOSEN</u>	<u>TERM</u>	<u>DUTIES</u>	<u>NOTES</u>
Board President	Elected by majority of board (by roll call or secret ballot with the outcome recorded in the meeting’s minutes)	2 Years	<p>Presides over board meetings</p> <p>Signs written contracts to which the district may be a party when the contract has been authorized by the board</p> <p>Signs official reports of the district, except when otherwise provided by law.</p>	<p>Votes on all issues as part of the alphabetical roll call vote required by law</p> <p>On most boards, the president cooperates with the superintendent to build the agenda for board meetings</p>
Vice President	Elected by majority of board (by roll call or secret ballot with the outcome recorded in the meeting’s minutes)	2 Years	In the absence or inability of the president, the vice president shall have and perform all of the powers and duties of the president	
Secretary	Appointed by <input type="checkbox"/> the board	At the pleasure of the board	<p>Notifies each board member of all special meetings</p> <p>Keeps and preserves minutes of each meeting</p>	<p>One person can hold the position of secretary and treasurer simultaneously</p> <p>May or may not be a member of the board</p>

			<p>Acts as custodian of the district seal</p> <p>Attests any written contract to which the district may be a party when the contract has been authorized by the board, and affixes the seal thereto</p> <p>Causes all notices of election to be published and posted when required by law</p> <p>Performs other duties as assigned by the board</p>	<p>May be compensated for service in an amount determined by the board</p> <p>In the absence or inability of the secretary, the assistant secretary, if any, or an officer of the board designated by the president if there is no assistant secretary shall perform the duties of the secretary</p> <p><i>NOTE: Assistant Secretary - Same appointment process, term of service, duties, and notes of the secretary. The law permits but does not require boards to have an assistant secretary.</i></p>
Treasurer	Appointed by the Board	At the pleasure of the board	<p>Accounts for all moneys belonging to the district, or coming into its possession, and renders reports thereof when required by the board</p> <p>Signs, in writing or by facsimile, all warrants, orders, or checks drawn in payment of lawfully incurred and properly authorized obligations of the district (and secures the written countersignature of any other person designated by the board)</p> <p>Bears legal responsibility for administering receipts and disbursements and taking care of accounting processes</p> <p>Performs other duties as assigned by the board</p>	<p>One person can hold the position of secretary and treasurer simultaneously</p> <p>May or may not be a member of the board</p> <p>May be compensated for service in an amount determined by the board In the absence or inability of the treasurer, the assistant treasurer, if any, or an officer of the board designated by the president if there is no assistant treasurer or other custodians appointed by the board shall perform the duties of the treasurer</p> <p><i>NOTE: Assistant Treasurer - Same appointment process, term of service, duties, and notes of the treasurer. The law permits but does not require boards to have an assistant treasurer.</i></p>



Presidents – Tips & Opportunities

1. Model mentoring, be a mentor, encourage a mentoring process with/for all members.
 2. Join or build president coffees/groups in your area and/or at every CASB gathering. Build your "networking presence" at CASB learning events.
 3. Lead from a "clear and solid" personal and team understanding of your "presiding" role as leader, facilitator and spokesperson.
 4. Work to be encouraging, supportive and healthily challenging with each member of the governing team.
 5. In a timely manner, engage each member whenever your intuition or observations detect/suspect a drift from the team's framework/norms of excellence.
 6. Constantly assess for potential challenges to team effectiveness, momentum or reputation.
 7. Regularly revisit and hone your personal expression of team core values and behavior norms. Arrive at each meeting with a specific commitment.
 8. Model learning. Constantly be seeking your learning edge. Become a student of effectiveness (governing, administrator/teacher, learning, change, engagement, and advocacy). Tell your personal stories of discovery and application. Refer to your current reading/study.
 9. Regularly ask fellow members: "How am I doing?"
 10. Admit mistakes.
 11. Build peer-to-peer support with one or two board presidents from like-sized, similarly-challenged districts.
 12. Constantly emphasize listening to understand.
 13. Be the biggest proponent for...the governing team being a learning community, having a framework of excellence, constantly leading through policy, aligning all work to the wildly important, regularly appraising and honing the work of the board.
 14. Ensure meetings are aligned to the board effectiveness framework.
 15. Facilitate meetings in a team-approved manner.
 16. Honor citizen comments with a "listening ear" and a response that honors values of deliberation and delegation. Role-play or practice likely responses for tough situations. Ensure the team has an effective policy for public comments at a meeting, then work the plan.
 17. Emphasize eye contact, courtesy and gratitude toward any presenter.
 18. Seek and encourage each member's wisdom/voice.
 19. Greet and say goodbye to each member with "voice and handshake."
 20. Plan to sustain your modeling of mature leadership in action.
- And one more: Have a conversation about facilitating meetings, mentoring members, honoring constituents, developing the team...by contacting Brittany Crossman at 303-832-1000 or bcrossman@casb.org.

**VALLEY SCHOOL DISTRICT RE-1
BOARD OF EDUCATION
AGENDA ITEMS SUMMARY SHEET**

DATE: November 15, 2021

SUBMITTED/REQUESTED BY: Shila Adolf

TYPE OF ITEM: Information: _____ Discussion: _____ Action: x

STATEMENT OF ISSUE: Amended Budget Appropriation Resolution

https://drive.google.com/file/d/1OsEFCNU_M7VuN8cudT9zJcYafUOJbCV/view?usp=sharing

Attached is the supplemental budget resolution to amend the FY 21/22 Budget for 3 things:

1. Transfer of \$80,000 from General Fund Contingency to the Student Activity Fund for SHS (\$40k), SMS (\$20k) and Caliche (\$20k). I am requesting this transfer to supplement depleted student activity funds related to the pandemic.

2. Transfer of an additional \$110,000 from the General Fund Contingency to the Capital Reserve Fund for the purchase of two school buses (note that the ESSER II grant application has an additional one bus if approved by CDE). These three buses would make a significant improvement to the District's fleet. The bids have been collected and Mr. Manuello is ready to place and order.

3. Addition of several state and federal grants to the Designated Purpose Grants Fund (DPGF) now that the district has a better estimate of grant activity as a result of the audit.

The combined impact of the two GF Contingency Requests is a reduction of \$190,000 and is definitely within reason given our preliminary audit reconciliation analysis.

The District will be bringing a major budget modification to the Board of Education in January, 2022, once the final audit results are in and we have the final pupil count numbers.

RECOMMENDATION OF PERSON SUBMITTING:

NOTE: Read the resolution located at the top of the financials.

ITEM NUMBER

6:06

1 st -	2 nd -	J.B.	J.B.	H.H.	R.M.	J.O.	S.S.	M.S.
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Adjournment: 1st-

**2nd-
Time:**