

SPRINGFIELD SCHOOL DISTRICT RE-4

Monday, June 22, 2020

REGULAR BOARD MEETING

6:00 P.M. - BOARDROOM

**WE WILL BE OBSERVING SOCIAL DISTANCING GUIDELINES. PLEASE COOPERATE WITH THIS CONFERENCE CALL-INS WILL BE AVAILABLE IF NECESSARY**

- I. CALL TO ORDER: The meeting was called to order by Board President, Larry Duncan at 6:00 p.m.
- A. ROLL CALL:
1. MEMBERS PRESENT: Clinton Arbuthnot, Tyler Gibson, Kay Maes and Larry Duncan.
  2. MEMBERS ABSENT: Jennifer Swanson
  3. SCHOOL PERSONNEL PRESENT: Kyle Lasley, Richard Hargrove, Pam Hartley, Marlinda Packard.
  4. GUESTS PRESENT: John Sattler via conference call at 7:00 p.m.
- II. ADDITIONS TO THE AGENDA: Superintendent recommended that New Business, Item F be removed from agenda. Also noted that there were two New Business, Item H and the second Item H should be labeled Item I. He also requested that Item J be added under NEW BUSINESS: DISCUSS PRINTING OF SCHOOL CALENDAR AND ELEMENTARY HANDBOOK.
- III. APPROVE THE AGENDA: Kay Maes made a motion to approve the agenda as presented with the following changes: Delete Item F under New Business, Change New Business, Item H: DISCUSS AND APPROVE PERSONAL FINANCE GRADUATION REQUIREMENT TO NEW BUSINESS, Item I. Add NEW BUSINESS ITEM J: DISCUSS PRINTING OF SCHOOL CALENDAR AND ELEMENTARY HANDBOOK. Tyler Gibson seconded the motion. Motion passed.
- IV. ROUTINE ITEMS:
- A. APPROVE THE MINUTES OF THE May 18, 2020 Regular meeting, and the June 5, 2020 Special meeting: It was noted that there were two typing errors in the May 18 minutes. under ACT ON EXECUTIVE SESSION sentence should read Tyler Gibson seconded the motion. Under adjournment sentence should be; Meeting was adjourned by consensus of the board at 8:00 p.m. Kay Maes made a motion to approve the minutes as presented with the 2 corrections noted. Tyler Gibson seconded the motion. Motion passed.
- B. FINANCIAL REPORTS: The board and Mr. Hargrove discussed and reviewed the financial reports.
- C. CLAIMS PAYABLE – June 22, 2020: The board reviewed the June 22, 2020 claims payable. Tyler Gibson made a motion to approve the Claims Payable for June 22, 2020. Kay Maes seconded the motion. Motion passed.
- V. PUBLIC COMMENT: Marlinda Packard addressed the board with questions related to personnel. Ms. Packard was advised that board policy does not allow for individual personnel issues to be discussed in public session.

**IF YOU ARE HERE TO ADDRESS THE BOARD, PLEASE READ THE FOLLOWING:**

*Welcome to the open forum portion of our meeting. We appreciate your interest in participating in this conversation time 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 executive session. Discussion of individual students must occur in executive session. Please inform the Board if you intend to make comments concerning District personnel or students so those comments may be heard in executive session.*

A. CORRESPONDENCE: None

VI. OLD BUSINESS:

- A. DISCUSS AND APPROVE APPROPRIATIONS RESOLUTION, BEGINNING FUND BALANCE, AND PRELIMINARY BUDGET FOR 2020 – 2021 YEAR. Superintendent Hargrove distributed a completed budget summary for the board to review. He explained that the Appropriations Resolution allows the school to spend up to the appropriated amounts for the 2020-21 fiscal year. When the Final State Finance Act finally came out, the district's share is \$2,129,643.00. This is slightly more than the figures that were used in the last proposed budget they reviewed. In addition, the District has received other funds from the CARE Act, and spending restrictions for those funds are slowly being revised to allow this money to be used for instructorship and technology. Other smaller grants will also help in specific areas for this year. He shared with the board that his biggest concern is the affect to school finance and the district budget not so much this year, but in the upcoming two to three years. He recommended approving the 2020-2021 preliminary budget as currently presented. Clinton Arbuthnot made a motion to approve the Appropriation Resolution to authorize the use of a portion of the Beginning Fund Balance for the fiscal year July 1, 2020 to June 30, 2021 and to approve the 2020-2021

Preliminary Budget for the Springfield School District as presented. Kay Maes seconded the motion. Motion passed.

- B. UPDATE ON SAFETY AND SECURITY PROJECT: Mr. Hargrove explained that the start of the project has been met with various delays. There was a design issue with the science lab involving water lines and the fume hood that have had to be resolved. Coordinating schedules has also been difficult as the asbestos mitigation can't start until all materials have been received, and the recent COVID situation has caused extensive delays in supply and shipping of these needed materials. It's all being dealt with and will move forward as soon as possible.
- C. SUMMER SCHOOL AND RETURN TO ATHLETICS COVID-19 PLAN: Superintendent Hargrove reported that in-person summer school has met for the last 3 weeks. There was an average of 12 students who attended. The classes were conducted with COVID precautions with temperatures taken and hand washing and sanitizing each morning when student's entered building. COVID precautions were observed with no more than 4 students per instructor, social distancing was practiced in the placement of classrooms, student seating and bathroom utilization. Mr. Hargrove felt this was good practice to prepare for what might be necessary practice for school opening. The preschool started summer school today with approximately 6 students in attendance. Mr. Lasley reported that the gym and weight room were opened last week. Current permission allows for 10 participants indoor and 25 outdoor. A staff coach is always present during open hours to monitor crowd numbers and sanitizing procedures.

VII. NEW BUSINESS:

- A. APPROVE CASB DUES AND POLICY SUPPORT PARTICIPATION FEE: Mr. Hargrove presented the invoice for CASB dues and participation fees for the 20-21 year. He noted that the cost did not increase from last year. He recommended approval of the dues for \$4,921.00 and participation fees in the amount of \$750.00 for the 2020-2021 year. Kay Maes made a motion to approve CASB Dues and Policy Support Participation Fees for the total of \$5,671.00 for the 2020-2021 school year. Tyler Gibson seconded the motion. Motion passed.
- B. APPROVE TITLE I, TITLE IV AND TITLE V FUNDS, Grant total for Title I is \$146,808.00, Title IV is \$10,000.00 and Title V is \$24,200.00. Superintendent Hargrove recommended that the board accept these funds. Tyler Gibson made a motion to approve the acceptance of the Title I, Title IV and Title V Funds for the 2020-2021 school year. Clinton Arbuthnot seconded the motion. Motion passed.
- C. APPROVE WORKMAN'S COMP PREMIUM FOR 2020 – 21: Mr. Hargrove reported that three quotes were received for Workman's Compensation premium for 2020-2021: Pinnacol - \$13, 454, 00, WCF - \$11,168.00, Copper Point - \$10,965.00. He recommended Copper Point as the Workman's Compensation provider for 2020-2021. This is currently the company the district is insured through. Clinton Arbuthnot made a motion to approve Copper Point as the Workman's Comp insurer for 2020-2021 coverage. Kay Maes seconded the motion. Motion passed.
- D. APPROVE RESIGNATION: Clinton Arbuthnot read a letter from Cindy Birdsong stating her intentions of retiring and not returning for the 2020-2021 school year. Kay Maes made a motion, reluctantly, to approve the resignation of Cindy Birdsong. Tyler Gibson seconded the motion. Motion passed.
- E. APPROVE RBC CAPITAL AS BOND UNDERWRITER AND BUTLER/SNOW AS BOND COUNSEL: At 7:00 p.m., Mr. John Sattler from DCS (Diversified Consulting Solutions, Inc.) joined the meeting via conference call. Mr. Sattler explained the services that RBC Capital Management and Butler Snow will provide in the planning and preparation efforts to generate local fund match for the BEST Grant. The Capital Development Committee meets on July 15 to make a final decision on the award. Caplan & Earnest, District Legal Counsel is reviewing the Engagement Letters submitted by both RBC and Butler Snow. He also noted that the costs of this Financial Advisory will be reimbursed by the COP program as a Cost of Issuance once the project receives final approval. It is the recommendation of Superintendent Hargrove and DCS, that the Springfield School District begin planning efforts for a successful bond election by approving RBC Capital Management to act as Financial Advisor and Butler Snow LLP as Bond Counsel. It is further recommended that Superintendent Richard Hargrove be delegated signature authority to execute the engagement letter once reviewed and recommended by the district's legal counsel.

Tyler Gibson made a motion to award the Financial Advisor engagement to RBC Capital Management and to delegate signature authority to execute the engagement letter to Superintendent Richard Hargrove, once engagement letter is reviewed and recommended by the Springfield School District Legal Counsel. Kay Maes seconded the motion. Motion passed.

Clinton Arbuthnot made a motion to award the Bond Counsel engagement to Butler Snow LLP and to delegate signature authority to execute the engagement letter to Superintendent Richard Hargrove, once the engagement letter is reviewed and recommended by the Springfield School District Legal Counsel. Tyler Gibson seconded the motion. Motion passed.

F. ~~APPROVE RESOLUTION ON BOND ISSUE.~~ Deleted

G. APPROVE PAM HARTLEY AS ELECTION OFFICIAL: In preparation for a Bond Issue being placed on the November ballot, it is necessary to appoint a local election official. Superintendent Hargrove recommended that Pam Hartley be approved as the local election official. Tyler Gibson made a motion to approve Pam Hartley as the local election official for the Springfield School District for the November 2020 General Election. Clinton Arbuthnot seconded the motion. Motion passed.

H. APPROVE SB 191 ASSURANCES: Mr. Hargrove explained that SB 191 pertains to the state required rubric to evaluate teachers and he recommended that Springfield use the state model. He feels that the evaluation plan will have some changes, but it is still necessary to approve following this system, whatever it evolves to. Clinton Arbuthnot made a motion to approve Assurances for Senate Bill 191. Kay Maes seconded the motion. Motion passed.

I. DISCUSS AND APPROVE PERSONAL FINANCE GRADUATION REQUIREMENT: Mr. Lasley spoke to the board about a Personal Finance course that was piloted as a full-time course during the 2019-2020 school year. Teachers felt it was good, need-to-know life information. Mr. Lasley is seeking approval to include this Personal Finance as a graduation requirement. The class would be taught in conjunction with Living On Your Own, which is currently a two semester graduation requirement offered to freshman. The proposal is to make the graduation requirement 1 semester of Living on Your Own and 1 semester of Personal Finance, making each worth 0.5 credit. The district will have 3 instructors qualified to teach the course: Megan England, Leslie Hutches and Robyne Westphal. There will be no change to the minimum of 26.0 credits needed to graduate with a minimum of 18.0 credits from the required courses. Life Skills and Personal Finance will be 1.0 credit of the required courses.

Tyler Gibson made a motion to revise Graduation Requirements for Springfield School District from 1.0 credit for Living on Your Own to 0.5 for Living on Your Own and 0.5 credit for Personal Finance. Kay Maes seconded the motion. Motion passed.

J. DISCUSS PRINTING OF SCHOOL CALENDAR AND ELEMENTARY HANDBOOK: Mr. Hargrove ask Pam Hartley to share with the board a proposal to discontinue printing the full-year “Red” School Calendar. She explained the ever increasing cancellations and rescheduling that make the calendar an unreliable source for school events. With the events of this year, it is very likely that there will be an even greater number of cancellations and schedule changes. Along with the building secretaries, she is proposing to distribute a paper version of the calendar on a monthly basis with the current month and the next month being printed. These would be sent home in the elementary Tuesday Express and available to be picked up at either school office. The entire calendar is always available on the school website and is updated as changes occur. This calendar can be printed from the website. She also discussed discontinuing the outsourcing of the printing of the elementary handbook. The Jr. /Sr. High School prints their handbook in-house and it is a much more cost effective process in these times of budget strain. The board discussed the pros and cons of not having a full-year printed calendar to hand-out and the in-house handbook printing. The board agreed that both proposals are worth trying.

VIII. EXECUTIVE SESSION: C.R.S. 24-6-402(4) (f): The board, Mr. Hargrove and Mr. Lasley went into executive session at 7:10 p.m. The board returned to regular session at 8:16 p.m.

A. PERSONNEL:

1. Classified staff
2. Winter Coaches

IX. ACT ON EXECUTIVE SESSION: Superintendent Hargrove recommended the hiring of the following Classified Staff for the 2020-2021 school year:

Starla Westphal - Preschool	Kristen Schmidt – Preschool	Adrienne Rothman – Preschool
Brittney Freed – Preschool	Melinda Barnes – Elem Para	Leslie Maggert – Elem SPED Para
Marlinda Packard – Para	Sue Mundell – Para	Lisa Noe – JH/HS Library
Priscilla Escobar - EL Library	Bonnie Montgomery – Cook	Mason West – Cook
Jonah West – Route Driver	Kyndee Roberson – Route Driver	Rod McGee – Route Driver
Ronda McGee – Route Driver	Karen Jett – El Adm Assistant	Brooke Hartley- JH/HS Adm Assistant

Tyler Gibson made a motion to hire all classified staff as listed and recommended by Superintendent Hargrove. Clinton Arbuthnot seconded the motion. Motion passed.

X. REPORTS

A. JUNIOR/SENIOR HIGH PRINCIPAL – KYLE LASLEY: Mr. Lasley reviewed his June 2020 Board Report that he distributed to the board members. He talked about summer athletics and the limited opportunities that the students are now able to take advantage of with open gym and the weight room. He discussed the evolving plans for the return to school in August and shared that Mrs. Walker is working on a traditional class schedule.

B. SUPERINTENDENT/ELEMENTARY PRINCIPAL REPORT – RICHARD HARGROVE: Mr. Hargrove informed the board that the district still has two open teaching positions, JH Science and 2<sup>nd</sup> grade elementary. He also talked about the plans for the reopening of the elementary in the fall and the various aspects that have to be planned for. There will be differences in how the JH/HS and the elementary conduct school.

XI. OTHER ITEMS TO DISCUSS: None

XII. BOARD MEETING DATES:

1. REGULAR BOARD MEETING – July 20, 2020

XIII. COMMENTS FROM THE BOARD: It was shared that Mrs. Stephanie Hund has accepted a position with BOCES as Director of Special Education Services.

XIV. ADJOURNMENT: The meeting was adjourned by consensus of the board at 8:30 p.m.

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Larry Duncan, President

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Kay Maes, Secretary

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Clinton Arbuthnot, Vice-President

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Tyler Gibson, Treasurer

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Jennifer Swanson, Director