

RECORD OF PROCEEDINGS OF THE BOARD OF EDUCATION
School District No. Re-1 Valley, Logan County, Colorado

REGULAR BUSINESS MEETING

Location: Hagen Administration Center, Sterling, CO

June 19, 2023

6:00 pm

At 6:00 p.m. President Shinn called the meeting to order.

Present: Travis Ayers, Deb County, Dr. Marty Foster, Kelly Jo Harlow, Heather Harris, Dennis Klein, Ron Marostica, Joel McCracken, Ronda Monheiser, Michelle Sharp, and Steven Shinn.

Guests in person: V. Shane Browning, Jeff Hoff, Shannon Holloway, Callie Jones, Brenda Kloberdanz, Janelle Nicolaus, Joe Skerjanec, MaryBeth Skerjanec, Joe Vergilio, Tonya Wilson, and Jamie Wright.

Guests Remote: Michelle Erb, Maria Gomez, Dennis Klein, Laura, Elizabeth Mauler, and reyesce.

Those in attendance recited the Pledge of Allegiance.

All members present, showing a quorum.

2. Approval of Agenda

Director Monheiser moved to approve the agenda as presented.

Director Ayers seconded the Motion.

Roll Call Vote:

Ayers: aye Harris: aye McCracken: aye Monheiser: aye Sharp: aye Shinn: aye

Motion Carried

3. Public Comment:

MaryBeth Skerjanec, SPEA President, thanked Director Shinn for the opportunity to meet and share opinions on the first draft of the Proposed Staff Representation document. She said there was a good cross section of employee groups at the meeting, who agree this is a great starting point. They are 100% ready to meet again and continue the process.

4. SCHOOL/PROGRAM/COMMUNITY PARTNER HIGHLIGHTS: None

5. Communication

5.01 Staff Reports: Deb County, Interim CFO, thanked the board for signing the Lauer, Szabo and Associates Engagement Letter for the Annual Audit. The process is under way, the audit team will be in the office the week of October 3, 2023 and should be able to present the completed audit to the Board at the meeting scheduled for November 20, 2023.

Mrs. County also shared that the District received word from the Colorado Department of Education (CDE) that they will be auditing transportation, at risk students, and student count for 17-18, 18-19, 19-20, and 20-21. These audits are done every four years and consist of the district answering questions asked by CDE. Transportation is complete, at risk is in progress.

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5.02 Superintendent Report:

- **CASB Regional Meeting**

The CASB Region One meeting is scheduled for August 28, 2023. More information, including the schedule, is in the packet. It starts at 4:15, ends around 8:00 and offers an opportunity to meet other Board members in the area.

- **CASE Conference**

The Colorado Association of School Executives (CASE) will hold their summer conference July 26th through the 28th. It is very refreshing and an excellent opportunity to learn the latest things in education across Colorado. Dr. Foster: Interim Superintendent, Brenda Klobberdanz: Assistant Superintendent and building administrators will attend.

- **Open Positions**

Open positions across the District by school: Preschool: Para and Admin Assistant for Hagen, and Para and Early Educator for Caliche; Ayres: Music Teacher and a Para; Campbell: Two SPED Teachers, SMS: Library Aide, ELL Para and SPED Para; we are in much better shape than we were last year at this time.

- **School Safety**

The City Attorney returned the intergovernmental agreement (IGA) between RE-1 Valley and the Sterling Police Department (SPD) to provide School Resource Officers for the in-town schools. Dr. Foster sent it to the District's attorney who made a few changes and sent it back. The hope is that the City Attorney will return it in time for the July 24, 2023, Board Meeting.

Mr. Vergilio shared an update on the FASTER Program at Caliche. Having received the go ahead from the attorneys, the application process was completed. Twelve interviews were conducted by Tim Kister: FASTER representative, and local law enforcement. Nine candidates were chosen to move on to concealed carry certification and prepare for training in October. Mr. Kister has also gotten the District a discount for the training; cost will now be \$750 instead of \$1000 per person.

- **Summer Maintenance Projects**

After walkthroughs in each building, Dr. Foster and Mike Manuello, Maintenance Director, identified several areas that need attention. There are numerous small projects that include minor fix-it and painting, a lot of painting. Bigger projects include: replacement of two sewer lines at the bus garage, which is already complete; a major sewer line project at Campbell Elementary

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that may include tear out of a hallway floor; HVAC Automation system upgrades at Ayres and SHS; refinish of the Gym floor and roof work at Caliche; wench replacement for backboards in the Tiger Den; installation of a fence at Campbell that will complete enclosure of the playground; and flood damage repairs at SMS including tile replacement and weatherproofing. The largest project for completion is replacement of the floor in the Tiger Den at Sterling High School which was damaged when a sprinkler head broke. Mr. Manuello is working with All City Floor Co. to get the process started. For the roof at Caliche they will use a roof adhesive with a rubber coating. If the process works, it will be used for other buildings across the district.

5.03 Board of Director Reports:

- Director McCracken attended a Recital for Melissa's School of Dance at SMS. He thanked Risa Lamorie (Wallace) and Chris Connor for providing technical support, the new system is really cool and it was a great show. He also thanked the custodial staff for their hard work.
- Director Ayers shared that the Sterling Baseball Organization season is coming to an end. Tournaments will be played next week. He loves it but it's a lot of work.
- Director Harris thanked Ron Marostica for everything he has done over the last 20 years. He will be missed.
- Director Monheiser thanked the principals for all their work on the handbooks.
- Director Shinn thanked Mr. Marostica for his many years of service, Dr. Foster for staying on, board members for their work, and staff for everything they do every day. He looks forward to next year.

6. Discussion Items:

6.01 2023-2024 School Handbooks for First Reading

Principals from each building shared their 2023-2024 School Handbooks and received feedback and updates from the Board. Updates will be completed and handbooks will come to the Board for adoption at the July 24, 2023 Board Meeting.

6.02 2023-2024 Proposed Budget Adoption

Deb County, Interim Chief Financial Officer, presented the final draft of the 2023-2024 Proposed Budget for adoption by the Board. Approval of the final budget includes approval of new salary schedules. Dr. Foster thanked Deb, her team, and his staff for all the work that went into the final schedules. Moving forward staff will easily be able to determine where they are on the salary schedule and why. It also makes it clear to administrators where to place new staff. The structure is strong and can be updated each year. After budget approval, work agreements and contracts will be sent out.

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6.03 Financial Resolutions

There are several financial resolutions that must be adopted separate from the Budget. The Appropriation Resolution, Beginning Fund Balance Resolution and the Interfund Borrowing Resolution are included in the Proposed Budget Packet. The Board will be asked to approve them under Actions Items: 7.02, 7.03, and 7.04. The Financial Agents Resolution is printed as part of Action Item 7.05.

6:04 General election Participation

The County Clerk requires receipt of the notice of participation in the November 7, 2023 Coordinated Election by Friday July 28, 2023. Next steps in the process include signing an Intergovernmental Agreement with the Logan County Clerk and Recorder and naming a Designated Election Official. In an effort to avoid any appearance of impropriety, Director Shinn will look for an unbiased legal or accounting firm to fill this role.

6:05 CASB Membership Dues

The Board will be asked to approve payment to the Colorado Association of School Boards (CASB) for membership dues in the amount of \$12,965.00. CASB provides training, legal knowledge and policy support to the district.

6.06 Policies for Second Reading *(for guidebooks)*

Policies GBGH: Sick Leave Bank, GBGJ: Staff Bereavement Leave, GBGL: Staff Victim Leave, GCBC: Professional Staff Supplementary Pay Plans, and GCBC-R: Professional Staff Supplementary Pay Plans (Extra Duty Assignments) are presented for second reading. They include suggested language from CASB and have been reviewed by the finance department so that we can keep them in line with District processes and bring the district into compliance.

6.07 Proposed Staff Representation Document

Director Shinn presented a Proposed Staff Representation Document to the Board. He had a chance to discuss it with SPEA members and they are eager to help with developing the process. This document will become a roadmap for decision making processes in the future. The Board will schedule a workshop for July 24, 2023 right before the Business Meeting; anyone interested in participating in the discussion is invited to attend.

At 8:25 p.m. the Board took a Break

At 8:38 p.m. the Board reconvened

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7. Action Items:

7.01 Consent Agenda:

Director Harris moved to approve the consent agenda, including staff changes as read, and Minutes from June 6, 2023, as presented

Director Ayers seconded the motion.

Approved by unanimous consent

Monday, June 19, 2023				
Personnel				
Classified / Resignation / Retirement / Work Agreement:			Effective Date	
Certified / Contracts / Reassignment / Transfer / Resignations / Disciplinary Actions:				
Chandra Parker	Reassignment	District Wide	Data Analyst	7/1/2023
Classified / New Hire / Rehire / Work Agreement:				
Shirlena Boyer	Summer School		ESY Para Sub	June 5-22
Raylene Brown	Summer School		ESY Para Sub	June 5-22
Shane Browning	Summer Maintenance		Painter	6/5/2023
Lacey Priest-Fernandez	Administrative Assistant to the Assistant Superintendent			7/1/2023
Annalise Roth	Intern: Accounting and HR		Hagen Admin	6/16/2023
Certified / New Hire / Rehire / Work Agreement:				
Molly Beardsley	Rehire	Campbell	Interventionist	8/10/2023
Sara Bell	Summer School		ESY Tutor	June 5-22
Diane Koester	Summer School		ESY Tutor	June 5-22
Haley Lambrecht	Summer School		ESY Sub	June 5-22
Samantha Lightle	Summer School		ESY Sub	June 5-22

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7.02 2023-2024 Proposed Budget Adoption: Appropriation Resolution

Director Monheiser moved to approve the Appropriation Resolution for the Fiscal Year 2024 General Fund Budget and other fund budgets in the amount of \$32,707,825, as outlined in CDE-18.

Director Harris seconded the motion.

Roll Call Vote:

Ayers: aye Harris: aye McCracken: aye Monheiser: aye Sharp: aye Shinn: aye

Motion Carried

Be it resolved, by the Board of Education of Valley RE-1 School District in Logan County, that the amounts shown in the following schedule be appropriated to each fund as specified in the Adopted Budget for the ensuing fiscal year beginning July 1, 2023 and ending June 30, 2024.

FUND	APPROPRIATION AMOUNT
General Fund	
General Fund	27,042,940
Insurance Reserve Fund	510,000
Special Revenue Funds	
Food Service Fund	1,026,085
Designated Purpose Grants Fund	1,613,400
Pupil Activity Fund	600,000
Bond Redemption Fund	
Bond Redemption Fund	1,520,400
Capital Projects Funds	
Capital Reserve Fund	225,000
Trust/Custodian Funds	
Campbell Library Fund	35,000
Walsh Fund	75,000
Private Trust Fund	60,000
Total Appropriation	<u><u>\$32,707,825</u></u>

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7.03 Use of Beginning Fund Balance Resolution

Director Monheiser moved to approve the Use of Beginning Fund Balance Resolution as presented.

Director Ayers seconded the motion.

Roll Call Vote: Ayers: aye Harris: aye McCracken: aye Monheiser: aye Sharp: aye Shinn: aye

Motion Carried

Whereas CRS 22-44-105(1.5)(a) states that a budget, duly adopted pursuant to this article, shall not provide for expenditures, interfund transfers, or reserves, in excess of available revenues and beginning fund balance;

Whereas the Board of Education may authorize the use of a portion of beginning fund balance in the budget, stating the amount to be used, the purpose for which the expenditure is needed, and the District's plan to ensure that the use of beginning fund balance will not lead to an ongoing deficit; and

Whereas the Board of Education has determined the beginning fund balance in all funds will be used to support only non-recurring expenditures and this action will not lead to an on-going deficit and is the most fiscally responsible approach for the District; **now therefore, be it Resolved,**

in accordance with CRS 22-44-105(1.5)(a), the Board of Education authorizes the use of a portion of the FY 2023-2024 beginning fund balance for the following funds

General Fund Beginning Fund Balance	\$4,885,170		
Non-Recurring Uses of Fund Balance			
TABOR Reserve		670,000	
Nonspendable Inventory & Risk-Related Activities		77,065	
FY 2023-24 All District Salary & Benefit Increases		206,405	
Unassigned Contingency		4,138,105	
Total Non-Recurring Uses			\$5,091,575
Budget Mismatch (black is positive, red is negative)			(\$206,405)
Insurance Reserve Fund Beginning Fund Balance	\$15,000		
Non-Recurring Uses of Fund Balance			
Unassigned Contingency		15,000	
Total Non-Recurring Uses			\$15,000
Food Service Beginning Fund Balance	\$537,938		
Non-Recurring Uses of Fund Balance			
Unassigned Contingency		537,938	
Total Non-Recurring Uses			\$537,938
Capital Reserve - Fund Balance	\$225,000		
Non-Recurring Uses of Net Assets			
Unassigned Contingency		225,000	
Total Non-Recurring Uses			\$225,000
Activity Fund Fund Balance	\$600,000		
Non-Recurring Uses of Net Assets			
Unassigned Contingency		600,000	
Total Non-Recurring Uses			\$600,000
Campbell Library Fund Balance	\$35,000		
Non-Recurring Uses of Net Assets			
Unassigned Contingency		35,000	
Total Non-Recurring Uses			\$35,000
Walsh Fund - Fund Balance	\$75,000		
Non-Recurring Uses of Net Assets			
Unassigned Contingency		75,000	
Total Non-Recurring Uses			\$75,000
Bond Redemption - Fund Balance	\$4,800,000		
Non-Recurring Uses of Net Assets			
Reserved for Debt Service		4,800,000	
Total Non-Recurring Uses			\$4,800,000
Private Trust Fund - Fund Balance	\$135,000		
Non-Recurring Uses of Net Assets			
Unassigned Contingency		135,000	
Total Non-Recurring Uses			\$135,000

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7.04 Interfund Borrowing Resolution

Director Monheiser moved to approve Interfund Borrowing Resolution as presented.

Director Harris seconded the motion.

Roll Call Vote:

Ayers: aye Harris: aye McCracken: aye Monheiser: aye Sharp: aye Shinn: aye

Motion Carried

Whereas Colorado Revised Statutes (C.R.S. 22-44-113) authorizes the Board of Education to borrow unencumbered monies from one fund for use by another fund. Monies borrowed from a fund pursuant to applicable laws must be repaid to said fund when needed to meet obligations of said fund and any such loan shall be repaid no later than three (3) months after the beginning of the following budget year. In the event monies are not forthcoming from designated sources, an amount equal to the outstanding liability shall be expended from the General Fund and used to repay the loan,

now, therefore, be it Resolved, that: effective July 1, 2023. Valley RE-1 school District hereby authorizes the following borrowing in accordance with applicable laws and regulations.

Fund Name	Borrowing Amount
10 General Fund	\$500,000
21 Food Service Fund	\$250,000
22 Designated Purpose Grants Fund	\$500,000

7.05 Financial Agents Resolution

Director Monheiser moved to approve the Financial Agents Resolution as presented.

Director Ayers seconded the motion

Roll Call Vote:

Ayers: aye Harris: abstain McCracken: aye Monheiser: aye Sharp: aye Shinn: aye

Motion Carried

NOW THEREFORE, BE IT RESOLVED by the Board of Education of RE-1 Valley School District, Logan County, that Heather Harris, Martin L. Foster and Debra L. County are hereby authorized to act as agents for the RE-1 Valley School District to conduct financial business of the school district with Banks and Industrial Banks (C.R.S. 11- 10.5-103(6)), Savings and Loan Associations (C.R.S. 11-47-103(6)), Legal Investments (C.R.S. 24-75-601), and Investment Funds-Local Government Pooling (C.R.S. 24-75-701).

The authorization shall include opening and/or depositing to accounts, withdrawing funds, endorsing checks, closing accounts and renting safe deposit boxes.

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7.06 General Election Participation Resolution

Director Monheiser moved to approve the Resolution to participate in the General Election as presented.

Director McCracken seconded the motion

Roll Call Vote:

Ayers: aye Harris: aye McCracken: aye Monheiser: aye Sharp: aye Shinn: aye

Motion Carried

Be it resolved that a Biennial School Board election is required, that RE-1 Valley School District will participate in the general election to be held November 7, 2023 as a coordinated election between the RE-1 Valley School District and the Logan County Clerk and Recorder and that the Intergovernmental Agreement will be submitted as required.

Be it further resolved, the District's designated election official may cancel the election in writing to the Logan County Clerk and Recorder should the need arise by September 6, 2023 to avoid cancellation costs to the district or as late as October 13, 2023 but having to pay cancellation fees associated with reprinting election materials.

7.07 CASB Membership Dues

Director Harris moved to approve payment of CASB membership dues for FY2024 in the amount of \$12,965.00 to be paid from the Fiscal Year 2023-2024 adopted budget.

Director Ayers seconded the motion

Roll Call Vote:

Ayers: aye Harris: aye McCracken: aye Monheiser: aye Sharp: aye Shinn: aye

Motion Carried

7.08 Policies for Second Reading

Director Ayers moved to approve the following policies for second reading: GBGH: Sick Leave Bank, GBGJ: Staff Bereavement Leave, GBGL: Staff Victim Leave, GCBC: Professional Staff Supplementary Pay Plans, and GCBC-R: Professional Staff Supplementary Pay Plans (Extra Duty Assignments) as presented.

Director McCracken seconded the motion

Roll Call Vote:

Ayers: aye Harris: aye McCracken: aye Monheiser: aye Sharp: aye Shinn: aye

Motion Carried

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8. Closing Remarks:

Director Ayers: Thank you Steve for your work on the staff representation policy and for planning the Work Shop.

Director Harris: Echo thanks to Steve, thanks Deb for the Budget and again thank you Ron.

Director Monheiser: Thank you fellow Board members for your hard work.

Director McCracken: Thanks again Deb, everything is awesome

Director Sharp: Ron, thank you, you made it! Thanks Kelly Jo.


Director Shinn: Deb, thank you and please pass that on to your team. Ron thanks for your service to RE-1 Valley, Kelly Jo thanks for always listening, Dennis thanks for handling all the technology, Dr. Foster, thanks for your continued service, looking at the road ahead and steering us, and Board members: we have made significant progress on many items, thank you.


The next meeting is July 24, 2023, in the Board Room at Hagen.

9. Adjournment

Director Monheiser moved to adjourn

Meeting adjourned at 9:05 p.m.


Steven Shinn
President


Heather Harris
Secretary/Treasure