

MINUTES

Boulder Elementary School District No. 5
Regular Meeting

June 10, 2024
Boulder Elementary School

Board members present:

Matt Strozewski – *Board Chair* Andrea Dolezal – *Vice Chair* Kyle Simons – *Trustee*
Ray Woods – *Trustee – via ZOOM* Lance Hoover – *Trustee*

Administrators present:

Doug Richards, Superintendent
Britton Mann, Clerk

Staff: Jessica Craft – FACEBOOK Live Operator

Visitors: Matt Bowman, Lindsey Graham, Stephanie Carey, Kessie Strausser, Cheryl Breker

CALL ELEMENTARY BOARD TO ORDER The Elementary Board was called to order at 5:30 p.m. by Matt, who led the Pledge of Allegiance.

AGENDA REVIEW None

APPROVAL OF CLAIMS There were no questions regarding the claims for June 2024. Andrea motioned to approve the claims and warrants for June 2024 with the prior month ending with warrant 11092 and the current numbers 11093-11107 in the amount of \$22,520.21. Kyle seconded, all present approved.

REVIEW OF PREVIOUS MONTH PAYROLL There were no questions regarding the March 2024 payroll.

APPROVAL OF PREVIOUS MONTH MINUTES Matt asked if there were any comments or corrections on the last meeting minutes. There were no questions. Andrea motioned to approve the regular meeting minutes for May 2024. Kyle seconded, all present approved. Andrea motioned to approve the special meeting minutes on May 13, 2024, Kyle seconded, all present approved. Andrea motioned to approve the Special meeting minutes for May 20, 2024. Kyle seconded the motion. All present approved. Andrea motioned to approve the Special meeting minutes for May 28, 2024. Kyle seconded, all present approved

APPROVAL OF STUDENT ACTIVITIES Britton did not have this report ready for approval. Matt stated this will be tabled until our next meeting.

BUDGET VS ACTUAL There were no questions regarding the budget report.

PUBLIC COMMENT Matt read the public comment and stated that if an individual wanted to speak there was a sign-in sheet where the individual would need to write their name and what topic they wanted to discuss. No one had signed up to speak, so Matt moved forward with the meeting.

COMMUNICATIONS **LETTERS:**
1. A letter addressed to the board from Theresa Owens – Consultant for Literacy Grant. Matt stated that since there were names mentioned in the letter he would refrain from reading the letter out loud. If the board has any questions, they have a copy and can reach out to Mr. Richards or Matt.
STUDENT ISSUES: None

COMMENDATIONS /RECOGNITIONS Mr. Richards will do that during his report.

UNFINISHED BUSINESS **Policy Review –**
a. Final Reading on Policy 2165 – Early Literacy Targeted Intervention, Policy 3310P – Discipline of Students with Disabilities and Policy 1520 – Board/Staff Communications. Kyle motioned to approve the second third reading of Polices 2165 – with discussed changes, Policy 3310P and Policy 1520. Andrea seconded, all present approved.

COMMITTEE REPORTS

Leadership – Chair and Vice Chair: Matt Strozewski & Andrea Dolezal: This committee did meet. They discussed the following:

- Reviewing and setting the agenda
- Extended School Year Staffing
- Replacing a Paraprofessional
- IT
- Para in Kindergarten
- Tennis Courts – Dual Ownership with Jefferson High School
- AD Position
- Policy Review

Handbook/Policy – Matt Strozewski & Lance Hoover: This committee did not meet.

Budget/Finance & Negotiations/Personnel – Andrea Dolezal & Ray Woods: This committee did not meet.

Facilities – Kyle Simons & Ray Woods: This committee did not meet.

Transportation – Lance Hoover: This committee did not meet. The County transportation committee meeting will be this upcoming July.

School Safety – Matt Strozewski: This committee did not meet.

ADMINISTRATORS REPORT

Mr. Richards provided notes for the official minutes.

1. Academic Achievements – May “Student of the Month” assembly was on June 4, 2024. 4th quarter attendance and honor roll awards presented. Student Council held a “Pie in the Face” fundraiser for a new piece of equipment for the playground and earned \$255.00
2. Upcoming Events – Will begin work on getting all the classrooms cleaned and giving the teachers a well-deserved rest.
3. Infrastructure and Facilities – We had to replace a circulation pump and motor that provides hot water to the kitchen. Dave did a nice job working with McKinistry.
4. Staff Recognition – This month’s employee of the month was Erinna Ronayne. She was chosen for her willingness to do whatever is needed at the school whenever it is needed. She covers all classes, and the office.
5. Enrollment and Attendance – Mr. Richards included the most current enrollment.
6. Challenges and Strategies – Budget is looking good. Congrats to everyone involved. We are near getting all of the staff position filled
7. Future Plans – Still a lot of unanswered questions regarding the charter school but this will be delayed until the 2025-26 school year. Continuing to work with JHS regarding the on-site IT person. We will need to have a company come in as the new IT person will need some help/training. Mr. Richards will keep the board updated.

NEW BUSINESS

1. Personnel –

- a. 21st Century Summer Program – Shayla Two Moons & Kao Ludden – Andrea motioned to approve the application for Shayla Two Moons and Kao Ludden, Lance Hoover seconded, all present approved.
- b. Coaches / Activity Stipends (including Athletic Director and Acellus) – Doug listed the coaches who are interested in coming back for the 2024-2025 school year: Football – No Coaches, Volleyball: Soja Giulio, Jessica Craft, Cross Country: Kessie Strausser, Boys Basketball: Jered Padmos & Cody Ottman, Girls Basketball: Jessica Craft & Logan Leary, Track: Assistant Coach Kayla Bare. Troy Humphrey was not listed for wrestling – Mr. Richards stated that he would reach out to Troy. AD & Acellus: Mr. Richards stated that currently Mr. Bowman is interested in the AD position, however Mr. Richards is not 100% confident with that due to his commitment to pep band and the high school. Also, the prospect to be a part of Edgementum with Jefferson High might not work out. At this time, we will table this discussion for a future meeting.
- c. Pay increase for Foods Supervisor: There was a discussion on an increase for Mrs. Giulio. Her request comes from continuing to partner with Jefferson High School with the foods program. Mr. Richards talked with Mr. Wilkerson at JHS and he said that his employees received a 1%

increase this year and he would also offer that 1% towards an increase for Mrs. Giulio. Mr. Richards also brought up the partnership could potentially go away in the future and if there was an increase to Mrs. Giulio, then that increase would also go away. There was a discussion on giving her a stipend as long as we continue to partner with Jefferson High School. The Board discussed an increase vs. a stipend. Matt asked to table this until our next meeting.

- d. Clerk Assistant for 24/25 School Year – K. Heaton: Andrea motioned to approve Kay Heaton as an assistant in the Clerk's Office for the 24-25 school year working 10-12 hours per week. Kyle seconded, all present approved.
- e. Extended School Year Contract: Mr. Richards stated that we have a student on an IEP and the IEP recommends that this student have an extended school year. The student will meet with a staff member for a certain amount of hours per week for 6 weeks. Ronnie Wilkinson was the only applicant and Mr. Richards recommends her for the position and to be paid at her previous para wage. Andrea motioned to approve Ronnie Wilkinson as the extended school year para. Kyle seconded, all present approved, all present approved.

2. Non-Resident Student Acceptance – Standing Agenda Item – Mr. Richards discussed our current out of district students, focusing on where we stand with our numbers for kindergarten. Mr. Richards gave options the board can consider when it comes to the numbers in kindergarten. He stated currently we have 25 students enrolled and 1 is an out of district student. Once enrollment hits 26 we would need to split the class or higher another teacher. He went on to say that 1 option would be to send the 5 year olds back to kinder-cubs based on the scores from the PELI Assessment. Elizabeth Kaleva, from Kaleva Law firm, advised against doing this, because you will open the door for future students to do this. Elizabeth Kaleva stated that she recommended doing what the state mandates. Second option: Slitting the class and hiring another teacher – can our budget support this? Third Option: Deny out of district students – do not approve. Fourth Option: Split the kindergarten class into half day. Mrs. Carey did state that there are 3 families who are requesting their kids start in kinder-cubs and not in kindergarten. Mr. Richards stated that if the board goes that route, there will be no funding for those students. Andrea asked Mrs. Carey what she thought about half day kindergarten. Mrs. Carey stated that she is not interested in that. Kindergarten is not like it used to be, it now has a very rigorous program and the kids need to be reading by October and with offering half day the students would lose the additional enrichment time they currently get in the afternoon. Not an ideal situation. Andrea stated that she was not comfortable with turning kids away. A discussion continued on growing class sizes and enrollment. Lindsey Graham also added that she didn't think the community could handle a half day kindergarten, the only daycare currently has 6 open spots. Andrea asked if the only decision needed tonight was to approve or not approve the out of district forms. Ray asked if the families wanted their kids 5 year olds in kinder-cubs. Mrs. Carey stated that she was told that after the kindergarten round up. A lengthy discussion continued on class size. Kyle suggested moving the 3 students down to kinder-cubs even though the attorney advised against, there is a concern on doing what is best for the community. Andrea also asked if the District could get something in writing from the parents stating that they want their child in kindercub even though they are 5 years old. Mr. Richards stated that he forgot to mention earlier that Ms. Muffick was unable to attend because she is in class today but is 100% interested in the discussion. Andrea motioned to approve the Pre-K – 8th grade out of district FP14's. Kyle seconded, all present approved.

3. Policy Review – Standing Agenda Item – Matt recommended that this remain as a standing agenda item. It was decided to table these items until the committee has a chance to get the policy binder from the previous board member Cheryl Hecht. Mr. Richards will reach out to see if she would please bring the policy book back that she created.

4. Liquidation of School Property – Standing Agenda Item – Nothing at this time.

5. Discuss IT shared Contract with JHS and requirement of adding a new support agreement – A support agreement is no longer necessary, the IT person hired resigned his position effective immediately. Mr. Richards will continue to

look.

6. Clerk Contract – Andrea motioned to approve the clerk contract to include a cell phone stipend of \$75/month and the continued schedule of Monday – Thursday 6:00 am – 4:00 pm and the 2.5% increase. Lance seconded, all present approved.

7. Superintendent New Hire / Contract – Britton stated that TRS approved Mr. Selvig to start his contract with BES in September 2024. Mr. Selvig signed and returned the contract to Britton. Andrea motioned to accept the contract for Mr. Selvig, Kyle seconded, all present approved.

8. Discussion about terminating current contract with Johnson Controls – Mr. Richards discussed the current contract with the board. We are currently in a 3-year contract with them however they have not fulfilled their contractual hours, they currently owe BES 46 hours. Mr. Richards would like permission to write a letter to Johnson Controls and terminate the contract and would like to move forward on a contract with McKinistry to take over those services. The board felt good with that and was fine with Mr. Richards moving forward with his plan. Matt asked if the committee could get together before the end of the month for a walkthrough and discussion.

9. TR4's – Andrea motioned to approve the 2 TR4's BES has with the families from Elk Park. Lance seconded, all present approved.

10. Handbook – Student, Staff % Paraprofessional – Kyle motioned to approve the second reading of the student handbook. Andrea seconded, all present approved. Kyle motioned to approve the 1st reading of the staff and para handbooks with recommended changes (employee positions) Lance seconded, all present approved.

11. Food Contract with JHS – Mrs. Giulio asked for input on a few items in the foods contract with Jefferson High School, including meal count by 8:30 in the morning, if there is no count then the kitchen will serve 80 portions for each meal. She also asked for additional pay. The board agree to the language change in the contract and will continue to discuss a stipend vs increase in pay.

12. Review and Approve Executive Session Minutes 5/31/2024 – There were no questions or discussion regarding the executive session minutes. Kyle motioned to approve the minutes. Lance seconded, all present approved.

13. Corrections with Job Descriptions – Mr. Richards discussed 3 different job descriptions and potential changes. Andrea motioned to change the presented job descriptions as discussed. Kyle seconded, all present approved.

14. Tennis Courts – Dual ownership with Jefferson High School and Boulder Elementary – JHS met with their insurance and discovered that BES owns part of the tennis courts. Mr. Richards suggested that BES sign over their ownership rights to Jefferson since we never use the tennis courts but could be financially responsible for upkeep and maintenance. The board unanimously agreed. Andrea motioned to give ownership to Jefferson, Kyle seconded, all present approved.

15. Remaining Staff Assignments for 2024-2025 School Year (Contract for 5th Grade) – Mr. Richards recommended Mrs. Breker for 5th grade. Matt asked for a motion. There was not motion at this time. Andrea stated that based on the letter that was received from Theresa Owens, she felt Mrs. Breker would be a better fit in Jr High ELA. Both Kyle and Ray agreed. Andrea then motioned to appoint Mrs. Breker as the Jr High ELA teacher. Lance seconded, all present approved.

16. Cancel July Meeting – Mr. Richards suggested that the board keep their board meeting for July with all of the admin changes. The board set a July meeting for July 10th at 5:30.

TOPICS FOR FUTURE
AGENDAS

Kindergarten Enrollment
Policies
Handbooks – Para and Staff
Stipends

ADJOURNMENT

Meeting adjourned at 8:15 p.m.


Chair, Elementary Board


Clerk, Elementary Board