

Salida School District R-32-J

Board of Education

November 14, 2023

Crest Academy, 627 Oak Street

Work Session

Vice President Jod Breckenridge Petit began the work session to discuss the amended budget and Policy DB - Annual Budget at 4:35 p.m.

Superintendent David Blackburn discussed the current uncertainty facing school districts across the state. There are several factors at play including the governor's call for a special session of the legislature to address rising property taxes following the failure of Proposition HH, and uncertainty about funding for Universal Preschool and the free meals for students program.

Business Manager Shiela Moore led a discussion about the '23-'24 budget, and acknowledged the number of variables that are still uncertain. She addressed the fact that because of the budgeted use of funds this year, and the timing of the district's cash flow from local property taxes, the district is strongly considering an interest free loan to cover payroll costs for January and February and must be paid back by June. While this is something new for Salida Schools, it is common practice around the state and shouldn't be considered a reason to panic. Moore answered a number of questions to provide clarity about cash on hand vs. fund balance, and factors that have contributed to a tight fund balance this year including a number of items that were unforeseen when the budget was built and are required for district operations.

Business Manager Aaron Dobson asked the board to contribute their responses to several worksheets designed to help develop a philosophy for budgeting and planning for the future. He previously had members of CBT and the district's admin staff also offer their answers to help find common ground to pave a path forward. It is clear that everyone puts the district's people first, with a goal to build a budget that supports our people and programs, with careful budgeting to avoid needing to cut either.

There was general agreement of support for the new budget format that CDE is now requiring of districts - it is noted to be easier to read and understand, as well as compare with other schools.

Administrators and managers have already started building their wish lists for the next school year, including significant improvements to tech infrastructure and capital project requests. The board hopes to have more clarity regarding property tax income, universal preschool funding, and nutrition budget by the December meeting.

The board took a short break at 5:55 p.m.

Regular Board Meeting

Vice President Breckenridge Petit 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, Mandy Paschall, and Jenn Schuchman, Superintendent David Blackburn, Secretary Kim LeTourneau, Assistant Superintendent Will Wooddell, and Business Managers Aaron Dobson and Shiela Moore. Also in attendance were Karen

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Lundberg, Josh Buckberg, Stacia Kriebel, Kate Clark, Stacy Follet, Pam Sterle, Tom Sistare, Cory Scheffel, Jesse Hill, Evalyn Parks, Lori Mitchell, Theresa Gilson and Kristie Servis. Directors Smith and Mattix were not in attendance.

Director Paschall opened **board member comments** and offered thanks to Director Carrie Mattix for her time on the board and service to the community.

Breckenridge Petit then shared a big happy birthday for Directors Hill and Schuchman who were celebrating this week. She also welcomed Karen Lundberg to the board.

There were **no written messages** to the board, and **no public comments**.

Director Paschall made a motion to **approve the agenda** with the following changes:

- Add Consent Items 3evi Acknowledge and Approve Exhibit as Recommended by the Superintendent JKD/JKE-R - Suspension/Expulsion of Students, and Consent Item 3giv JKD/JKE - Suspension/Expulsion of Students
- Table Consent Items 3e i, ii, iii, and iv regarding Service Animals to December meeting
- Move Resolution 202324-04 Authorizing Participation in the State of Colorado Department of Treasury Interest Free Cash Flow Loan from Action to Discussion Item

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

Chaffee County Clerk and Recorder Lori Mitchell was in attendance to formally **swear in the 2023 Salida School Board Directors** including Dr. Breckenridge Petit, Dr. Hill, Mr. Hobbs, Ms. Lundberg and Ms. Schuchman. The board thanked Mitchell for the honor of her attendance and service to the community.

The board then **elected officers** to lead for the next two years. Director Ben Hill made a motion to nominate **Joe Smith to serve as the president**. Director Schuchman seconded the motion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved. Director Paschall made a motion to nominate **Jodi Breckenridge Petit to serve as the Vice President**. Director Hobbs seconded the motion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved. After some discussion about the expectations for the role of treasurer, Director Schuchman made a motion to nominate **Matt Hobbs to serve as treasurer**. Director Paschall seconded the motion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved.

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Reports

Tom Sistare with Hoelting & Company, Inc., Certified Public Accountants provided the **guest report**. He reviewed the audit of the '22-'23 budget year. He noted how helpful and cooperative the SSD team was in answering any questions that came up during the onsite audit in August of 2023. The audit was clean and represents strong internal controls and good policies that are being implemented correctly. Sistare answered several questions from the board regarding the Oak Street property, capital outlays, PERA earmarks, reserves, and comparison to other similar districts. Breckenridge Petit offered a thank you to the team at Hoelting & Company, as well as with the district for a clean audit, which should not be taken for granted.

Alternative Schools Principal Kristie Servis shared a presentation for the **detailed campus report**, sharing information about the **Crest Academy** alternative middle school campus. She talked about the staff and students at Crest and what makes the program unique. The school continues to excel, again recognized with the John Irwin Award for their demonstrated exceptional academic achievement over time. There was discussion about providing clarity and consistency with MTSS to make sure that students who need support are getting it and students who need to be pushed are challenged academically. It was noted that teachers are working with SolVista to learn how to best have difficult conversations while supporting students. Servis also answered questions about enrollment numbers, the enrollment process, school capacity, and how demographics compare to the traditional middle school. She thanked the team of teachers at Crest and acknowledged how awesome the students are who attend.

Superintendent Blackburn opened **District Reports** by thanking directors for their service and his appreciation for those who opted to run again this year to continue to serve the community. He noted the stability and thoughtfulness of the board, and the importance of that for the entire community. He then thanked staff for getting through the crazy month of October and looks forward to the sweet spot of November. Assistant Superintendent Wooddell thanked the board for their time in reading all the reports that come their way each month and for asking thoughtful questions. Breckenridge Petit thanked the staff for answering those questions, which is helpful as the board has to make decisions about budgets and facilities and such.

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

- a) Approval of Minutes of Regular Board Meeting on October 10, 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
 - i) ~~EJ-R – Service Animals~~ Tabled to December
 - ii) ~~EJ-E-1 – Service Animals~~ Tabled to December
 - iii) ~~EJ-E-2 – Service Animals~~ Tabled to December

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- ~~iv) EJ-E-3 - Service Animals - Tabled to December~~
- v) Revoke ACD-R Commitment to Religious Neutrality
- vi) JKD/JKE-R - Suspension/Expulsion of Students
- f) Approve on 1st Reading Policies
 - i) CHCA - Handbook and Directives
- g) Approve on 3rd Reading Policies
 - i) ACD - Commitment to Religious Neutrality
 - ii) BG - School Board Policy Process
 - iii) Revoke 3rd Reading
 - (1) GDBD-E-N Support Staff Fringe Benefits
 - (2) GDBD-E-2-N Half Time Benefits Agreement
 - (3) GDBA-E-2-N Instructional Staff Certified Salary Schedule
 - (4) GDBA E-4-N Special Service Provider Salary Schedule
- iv) 3rd Reading to Remove Negotiated Status from the following policies after reviewing CBT's August recommendation:
 - (a) GBEBA Staff Dress Code
 - (b) GCBA-R Professional Growth Schedule Placement
 - (c) GCBA-E-3 Administrator and Director Salary Schedule
 - (d) GDBA-E-3 Administrator and Manager Salary Schedule
 - (e) GCBA-E-1 Certified Salary Schedule Placement Worksheet
 - (f) GBABA-E Other Paid Duties Compensation, renamed to "Activities Support Duties Pay Structure"
 - (g) GBD Vacations
- v) JKD/JKE - Suspension/Expulsion of Students
- h) Approve Capital Project for Supplies for Schools for next Fiscal Year to prevent July ordering - \$25,000
- i) Approve Resolution 202324-03 Approving The Use Of Charter Buses To Transport District Students To And From School Activities
- j) Approve Solvista MOU
- k) Approve Update to Guidestone MOU - Tabled to December
- l) Approve Cross Country Team Trip to Participate in Nike Cross Regionals in Mesa, AZ on November 18, 2023

Director Hobbs seconded the motion. Director Paschall opened discussion asking for clarification about the MOU with Guidestone. There was some clarification about what sections of property were involved in the changes, and what expectations would be of the district for improvements to allow for additional parking.

Director Schuchman had some questions about the SolVista MOU and what metrics were being requested, why, and who was responsible for tracking them. There was also discussion about prioritizing safety, balancing that with FERPA and HIPAA and potential challenges facing professionals who must balance all of those things. It was noted that all staff members who work in buildings with students must go through the state's mandatory reporter training annually. Director Hill asked for clarification on the data outlined in the

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MOU versus the data collected by the DEI committee, and asked for clarity on the anti-bullying systems at the district.

Director Paschall then amended her motion to approve all consent items, except for the Guidestone MOU to be tabled until December. Director Hobbs seconded the amended motion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved.

Discussion Items

Superintendent Blackburn opened discussion about **CBT Update on Policy Language GBB-N and GBB-R-N** by detailing the process to date. There has been agreement on all redlines with the exception of impasse language. Blackburn requested the board share their thoughts so he is prepared to go back to CBT to work through a resolution by the deadlines agreed to earlier in the year. CBT meets Thursday, November 16 and again on December 1. All parties are committed to maintain the Interest Based Bargaining process, where people work towards agreements based on mutual and individual interests rather than positions. The board indicated their interest in at least a 75% supermajority when making decisions, and noted their commitment to providing steps and levels, but confirmed the limited budget for any additional bonuses or increases. Blackburn will take that information to the CBT meeting on Thursday.

Superintendent Blackburn then began an update on the Facility Plan. He has been communicating with CMC representatives to secure Kesner for the CMC Salida campus for the future. Everyone agrees the benefits to Salida Schools' students, CMC and the community at large are significant and the importance to have CMC maintain a presence at the Kesner location. This location includes the building, the parking lot, and the field adjacent. The district is waiting for more official paperwork from CMC. If CMC secures the Kesner location, they may also be interested in the current HEA campus location. The district is also waiting for more clarity on the cost of annexation and improvements planned at Oak Street, including remodeling a portion of the building to house HEA. As more clarity is gained on those fronts, it will allow movement on next steps for facility planning.

The board took a short break and returned to work at 8:14 p.m.

Asst. Superintendent Wooddell brought an update on possible fieldhouse **restroom and concession** additions to the turf field at SHS. The Rotary Clubs have expressed interest in paying for the improvement. Local partners have helped with initial designs which will allow for an estimate on cost for construction.

Blackburn then shared updated plans for a remodel at **Oak Street**. The Fire Department has broken ground next door on their new building, and improvements are planned for the Oak Street corridor in partnership with CDOT. These are important opportunities to coordinate updates to infrastructure. The board reviewed the proposed floor plan for the HEA school at Oak. Important to the board was the inclusion of a safety vestibule at the entrance of HEA, and the addition of one at Crest. They also discussed the design and requirements for the kitchen and restroom spaces.

Future facilities planning is based on the growth predictions for the district. Demographic surveys have

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indicated that the district will continue to see growth, although not as quickly as many had predicted before the COVID-19 pandemic. In consideration of the impact of in-district growth, there was a request to look at capacity for acceptance of out of district students. In particular, those with an IEP who have increased needs that come with added budgetary impacts and may put a strain on facility constraints. There was interest in learning more about the legal boundaries of turning down out-of-district students because of these potential capacity limitations. Director Breckenridge Petit expressed her commitment to ensuring her fiduciary responsibility to taxpayers in the school district and serving students of those families first and foremost. Currently, there doesn't appear to be a need to revise policies **JFBB or JFBB-R** to require annual review of out-of-district students in order to address concerns about financial or facility limitations, but the district is aware this may become a necessity in the future.

Aaron Dobson began the discussion of **Resolution 202324-04 Authorizing Participation in the State of Colorado Department of Treasury Interest Free Cash Flow Loan** by noting the need to be able to cover payroll in coming months, while waiting for property taxes income to arrive in March. Blackburn wanted to let the board know and make sure they were comfortable with that decision. The board indicated their support, and expects to see the resolution on the December agenda.

Action Items

Director Paschall made a motion to **Approve the '22-'23 Audit as Presented**. Director Schuchman seconded the motion. There was no discussion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved.

Director Schuchman made a motion to **Approve to Submit Head Start and Early Head Start Continuation Grant**. Director Hobbs seconded the motion. Discussion began with Principal Gilson sharing that the baseline grant application is almost finalized. She appreciates her team's, the Policy Council, and the Board's efforts and support. The deadline to submit is December 1, 2023 with funding for those who earn the grant to begin on March 1. The board had no additional questions and after discussion, said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved.

Director Hobbs made a motion to Approve the **UPK Contracts for The Children's Discovery Ranch**. Director Hill seconded the motion. Principal Gilson opened discussion with a few details about the shift to Universal Preschool and determining how that impacts funding for our local early childhood programs. There was no further discussion. Said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved.

Director Paschall made a motion to **Approve the Following Policies on 2nd Reading:**

- i) KEC - Curriculum Complaints
- ii) Revoke: CHB - School Board Review of Regulations
- iii) DB - Annual Budget
- iv) DJE - Bidding Procedures
- v) CF - School Building Administration

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- vi) Revoke: DK - Payment Procedures
- vii) Revoke: CCA - Organizational Handbook
- viii) ADF - School Wellness

Director Schuchman seconded the motion and opened discussion noting a typo referencing the expectations for annual review of policy ADF that should be corrected prior to 3rd and final reading in December. With no further discussion, said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved.

Director Schuchman made a motion to **Approve a Capital Project for - RMMI - Scanning and Digitizing Records** at a cost of \$45,000. Director Paschall seconded the motion. Superintendent Blackburn opened discussion by noting mandates that require the digitization and storage of district documents, which should now be considered a cost of doing business. This expense takes care of scanning for historic documents, and a small cost will be anticipated moving forward to insure new documents are also managed as required. said motion was voted on as follows: Dr. Breckenridge Petit, yes; Dr. Hill, yes; Mr. Hobbs, yes; Mrs. Lundberg, yes; Mrs. Paschall, yes; and Ms. Schuchman, yes; and was approved.

Board Communications and Committee Reports

Committee Assignments

With 2023 directors now sworn in, the board designated the following committees and assignments:

BOCES: Mandy Paschall

Facilities: Joe Smith, Karen Lundberg

Communications: Matt Hobbs, Jennifer Schuchman

CASB: Jenn Schuchman

DAC - Ben Hill

Policy Audit - Directors to be assigned to each section as the board continues through the policy deck review process. Director Hobbs volunteered to help with section E, and Director Lundberg will help with section F, both planned for December review and approval.

Committee Updates

Director Paschall provided an update on BOCES and noted that they have approved an MOU with the districts represented, including Salida, Buena Vista, Lake and Park counties, and a representative from CMC. Other districts saw changes in school board directors following the elections so those changes will trickle down to BOCES as well.

Kim LeTourneau is working on the Annual/Community Report with a goal of having a near final copy ready for approval at the CASB convention, with plans for distribution during winter break.

Future Business and Calendar of Events

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December 7-9, 2023, CASB Conference, The Broadmoor, Colorado Springs - All directors, with the exception of Karen Lundberg, will attend, as will Superintendent Blackburn, Assistant Superintendent Wooddell, Secretary LeTourneau. Students Zeke Wilcox and Axel Sather, with chaperon Sarah Wilcox, will attend the student strand. Business Manager Aaron Dobson will also attend on Friday.

December 12, 2023 - 627 Oak, The Crest Academy

5 p.m. Work Session - CBT Policy Updates

6 p.m., Regular Meeting of the Board

Director Schuchman will attend Agenda Review the week prior.

January 20, 2023 Annual Retreat/Work Session - location TBD

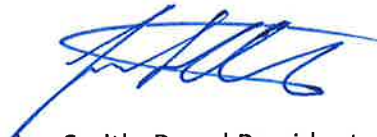
Note: there is a conflict with the location for the May Meeting, as Crest's Market Night is also scheduled for May 14. Director Paschall asked that Crest still have their event on a Tuesday, as students who participate in track and field have conflicts on Wednesdays. Superintendent Blackburn will find a solution.

Director Paschall made a motion to adjourn the meeting at 9:51 p.m.

Respectfully submitted,



Kim LeTourneau, Board Secretary



Joe Smith, Board President