

Yuma School District-1
June 17, 2019 Regular Meeting
Board of Education

BOARD MEMBERS PRESENT

Dan Ross, President

Duane Brown, Vice President

Lindsey Galles, Director

Kim Langley, Secretary/Treasurer

Thomas Holtorf, Director

Dianna Chrisman, Superintendent

Sherry Dennis-Murphy, Business Manager

Rhonda Metcalfe, Executive Secretary

BOARD MEMBERS ABSENT

None

1.0 CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Board President, Dan Ross, called the regular meeting of the Board of Education to order at 7:12 PM on Monday, June 17, 2019, in the Yuma School District Board Room.

2.0 AGENDA – ADDITIONS/DELETIONS – APPROVAL

None

3.0 FINANCIAL OFFICER REPORT

- Business Manager Dennis-Murphy gave the financial report for the month of May.
 - ❖ Expenditures \$775,284, Revenue \$1,941,201, Payroll & Benefits \$715,304.
 - ❖ Revenue is still coming in. Dennis-Murphy hopes all will be in by June 30th in order to close out for the year. She reports she is hoping to have everything closed out by the end of July.
 - ❖ Audit is scheduled for October.
 - ❖ Larger bills paid:
 - Asmus Equipment \$2,231 – service to mowers
 - Hoch Lumber \$48,276 – shingles, ongoing insurance project - reimbursed
 - Rasmussen \$12,158 – repair combustion blowers, rooftop units at the high school and middle school
- Dennis-Murphy reported that she will be presenting the 2019-2020 budget, as well as the 2018-2019 supplemental throughout the meeting.
- No donations
- Dennis-Murphy asked for questions.
 - ❖ Vice President Brown asked what the source of the extra revenue received in May was. Dennis-Murphy responded that a lot of revenue is received from the

state in May and June and directed attention to the Revenue report which shows, for example, CVA revenue which is the CTE reimbursement, state equalization still has another payment to do which is paid quarterly. The district is waiting on all title reimbursements, food service reimbursements and Perkins reimbursements.

- ❖ President Ross asked about the property tax – pointing out revenue and budget total of \$824,000 and year-to-date revenue \$1,462,000. Dennis-Murphy stated that the best estimate is that all taxes are paid. She is going to talk to the state about this. The state sets the mills for the general fund based on student count and legislation. This is a regulation and the only thing the district can change for the mill levy is the bond fund. Dennis-Murphy will also discuss this with the district’s auditor.

4.0 CONSENT AGENDA

4.1 Approval of Minutes

4.1.1 June 17, 2019 Regular Meeting

4.2 Routine Business

4.2.1 Financial Reports as of April 30, 2019

4.2.2 April 2019 Check Register

4.3 Personnel

4.3.1 Recommendations

- Karli Corey – YHS SPED Teacher
- Rebecca McCracken – MES Para
- Josh Rahe – Part-Time Mowing Crew Supervisor
- Michael Collier - Custodian

4.3.2 Separations and Resignations

- Kathy Guy - Cook
- Gloria Taylor – YMS Special Ed Para
- Nancy Thinnes – YHS Special Ed Para

4.4 Activity Trip Requests

4.4.1 YHS Volleyball to Team Camp in Laramie, WY 7/14 - 7/16/19

4.4.2 YHS Football to Summer Camp in Pueblo, CO 7/19 - 7/21/19

4.4.3 YMS 6th Grade Camp at Snow Mountain Ranch YMCA, CO 9/4 - 9/6/19

4.5 Policy Parameter and Special Policy Updates

4.5.1 1st Reading Legal Reference Policy Update

ENCLOSURE

- ❖ ADC – Tobacco-Free Schools
- ❖ BID/BIE – School Board Member Compensation/Expenses/Insurance/Liability
- ❖ DEA - Funds from Local Tax Sources
- ❖ GC – Professional Staff

- ❖ GCA – Professional Staff Positions
- ❖ IHAM – Health and Family Life/Sex Education
- ❖ JJJ – Extracurricular Activity Eligibility
- ❖ JKD/JKE – Suspension/Expulsion of Students (and Other Disciplinary Interventions)
- ❖ JLCB – Immunization of Students
- ❖ KF - Community Use of School Facilities
- ❖ KFA – Public Conduct on District Property
- ❖ KLMA – Relations with Military Recruiters, Postsecondary Institutions and Prospective Employers

4.5.2 Policy Revisions 1st Reading

ENCLOSURE

- ❖ ADD – Safe Schools
- ❖ AEE – Waiver of State Law and Regulation
- ❖ BEDA – Notification of School Board Meetings
- ❖ BEDH – Public Participation at School Board Meetings
- ❖ DAB – Financial Administration
- ❖ DAB-E – Financial Administration(Online Posting of Fin Info)
- ❖ EEAE – Bus Safety Program
- ❖ EEAEAA-R – Drug and Alcohol Testing for Bus Drivers
- ❖ EEAG – Student Transportation in Private Vehicles
- ❖ EEAG-E – Student Transportation in Private Vehicles (MOU)
- ❖ EF-E-2 – Civil Rights Complaint Procedure for School Nutrition Program
- ❖ GBEB – Staff Conduct (And Responsibilities)
- ❖ GBGA – Staff Health(And Mental Examination Requirements)
- ❖ GBGA-R – Staff Health
- ❖ GBGE – Staff Maternity/Paternity/Parental Leave
- ❖ GBK – Staff Concerns/Complaints/Grievances
- ❖ GCE/GCF – Professional Staff Recruiting/Hiring
- ❖ GCE/GCF-R – Professional Staff Recruiting/Hiring
- ❖ GCQC/GCQD-R – Resignation of Instructional Staff/Administrative Staff(Mandatory Reporting Requirements)
- ❖ GCQF-R – Discipline, Suspension and Dismissal of Professional Staff (Mandatory Reporting Requirements)
- ❖ GDA – Support Staff Positions
- ❖ GDE/GDF – Support Staff Recruiting/Hiring
- ❖ GDE/GDF-R – Support Staff Recruiting Hiring
- ❖ IHBEA – English Language Learners
- ❖ IKA – Grading/Assessment Systems
- ❖ JF – Admission and Denial of Admission
- ❖ JF-E – Admission and Denial of Admission
- ❖ JFABD – Homeless Students
- ❖ JFABD-R – Homeless Students
- ❖ JFBB – Inter-District Choice/Open Enrollment
- ❖ JFBB-R – Inter-District Choice/Open Enrollment
- ❖ JJA-1 – Student Organizations
- ❖ JJA-2 – Student Organizations – Open Forum

- ❖ JLC – Student Health Services and Records
 - ❖ JLCD – Administering Medications to Students
 - ❖ JLCDB – Administration of Medical Marijuana to Qualified Students
 - ❖ JQ – Student Fees, Fines and Charges
 - ❖ JRA/JRC – Student Records/Release of Information on Students
 - ❖ JRA/JRC-E-2 – Opt-Out Form for Disclosure of Information to Military Recruiters
 - ❖ KBA – District Title I Parents and Family Engagement
 - ❖ KBA-E – School-Level Title I Parent and Family Engagement (School/Parent Compact)
 - ❖ KBD-R – Public’s Right to Know/Freedom of Information
 - ❖ KE – Public Concerns and Complaints
- Superintendent Chrisman stated that the policy changes in consent agenda for 1st reading include one section that are legal reference changes only, with no changes in the body of the policy. The other section are policies that Rhonda Metcalfe went through taking the district’s policy and CASB’s sample policy recommendations to see if the change was significant or just word choice change. The policies listed in this consent agenda are all word choice changes. The content of these policies does not change. Another group of updated policies will be presented at a later meeting for 1st reading that will be in discussion due to discussion points those policies will have. At this time, Vice President Brown voiced his concern with having updated policies as part of the consent agenda. In looking through the policies he was concerned regarding the number of strike outs and additions to these policies. Brown pointed out a few examples. Chrisman clarified why there might be so many word choice changes on various exhibits and policies due to legal reference changes and that the content of these policies still does not change, thus requiring no change to be made or discussed by the board. Brown again questioned if these policy changes should be in consent agenda or should the board have a discussion around these changes. Chrisman responded that she had consulted with the school district’s attorney about this and the attorney stated that it is proper for the superintendent to make recommendations based on the work done on these policies, as they are changes that the board does not need to have discussion over. The policies listed in this consent agenda are not policies that the board could make recommendations to change. These changes are based off of legal changes. Brown stated his main concern is that the board does not abuse the consent agenda with policy changes. Superintendent Chrisman stated that the board can recommend to pull any of these policies from the consent agenda and include them in July meeting for a first reading in discussion items. Further general discussion was had regarding the process of having policy updates on consent agenda vs discussion items.
 - In looking at the examples given by Vice President Brown it was noted that changes to policy DEA were not shown on the enclosure.

Motion by Holtorf, seconded by Brown, to pull policy DEA, Funds from Local Tax Sources, out of the consent agenda.

Voting aye: Brown, Galles, Holtorf, Langley, Ross. Motion carried.

Motion by Ross, seconded by Langley, to approve the consent agenda.

Voting aye: Brown, Galles, Holtorf, Langley, Ross. Motion carried.

5.0 VISITORS COMMENTS/REQUESTS

None

6.0 SCHEDULED AUDIENCE WITH BOARD

None

7.0 CORRESPONDENCE

None

8.0 DISCUSSION/ACTION ITEMS

8.1 Approval of Regular Duty Contract/Notice of Assignments .75% Increase

- ❖ Superintendent Chrisman stated that this item is brought back after tabling it two meetings ago. After doing research, listening to comments, and looking at processes and the budget for 2019-2020, her recommendation is to approve a .75% increase to regular contracts and regular notice of assignments that would take care of the .75% employee PERA increase that takes effect July 1st for 19-20. By doing it this way vs the way it was originally proposed, the district will be doing addendums to each of the contracts and notice of assignments and eventually moving it into the salary schedule. In the budget conversation that will follow, Chrisman states it is important to note the budget shows the district putting \$50,000 into reserves and the amount of the .75% increase as stated here is right at \$37,000 putting the district still under budget for next year.

Director Langley asked for clarification as to where the .75% increase would go. Chrisman responded the increase will go to PERA for retirement benefits and there was brief discussion of explanation as Langley had missed the original discussion from two meetings previous.

Motion by Galles, seconded by Brown, to approve salary increases in the amount of .75% on regular duty contracts and notice of assignments intended to cover the PERA employee increases.

Voting aye: Brown, Galles, Holtorf, Langley, Ross. Motion carried.

8.2 Approval of Supplemental 18-19 Budget

- ❖ Business Manager Dennis-Murphy presented the supplemental 18-19 budget. She stated that last year the district did the supplemental for \$500,000 in general. This year she would like to do \$250,000 to cover costs and if something

gets moved around in audit then there would be no violation of state statutes. If the district goes into reserve without a supplemental then the district would be in violation. The same is true for capital. This year she recommends doing \$100,000. There is \$35,000 in building maintenance that could possibly be moved into capital during the audit as the amounts were large enough, were technically repairs, but were large repairs. This will be up to the auditor to decide if anything should be moved.

Dennis-Murphy called for questions. There were no specific questions but a general discussion followed regarding the process of supplemental budgets.

Motion by Brown, seconded by Holtorf, to approve the supplemental appropriations resolution as presented.

Voting aye: Brown, Galles, Holtorf, Langley, Ross. Motion carried.

8.3 Approval of 19-20 Budget

- ❖ Superintendent Chrisman reported that a lot of time was spent in deciding how to do this budget. The state has made many changes in terminology. When these budgets were set they were based on projections and then close monitoring was done. In the past the process was to be more generous in the line items giving room for change. What is being done with this budget is to be stricter taking some of the reserves down hoping for a status quo year with no significant upgrades needed.
- ❖ Dennis-Murphy pointed out the revenue on the board's handout is not a current year-to-date revenue so disregard that.
- ❖ Dennis-Murphy presented the 19-20 budget. She reported the property tax, specific ownership, mill levy override and state equalization numbers come directly from the state. She asks for updates monthly and those do vary up and down. These are the figures in next year's revenues based off of student count and new legislation. Dennis-Murphy gave explanation to specific last minute changes that occurred. Dennis-Murphy reported that as of right now the district is putting into reserves about \$50,000, which will change some with approval of the .75% salary increase for employee PERA. Review and Change will happen in January with a truer picture of all the figures.
- ❖ General discussion followed on what figures coming from the state are based on, i.e. projected student count, etc., and how the budget is built.
- ❖ Dennis-Murphy gave an update on the new procedure with activity accounts and Fund 23 and explained the process she has been going through getting this set up.
- ❖ Dennis-Murphy reported that the district just received the check for \$56,000 from Hold Harmless, however with the new full-day kindergarten change in place the district will lose that money next year. Brown stated that overall state funding has been up this year.

Motion by Brown, seconded by Langley, to approve the 2019-2020 budget with revisions to include the .75% increase to salaries and to adopt and approve the appropriation resolution as presented.

Voting aye: Brown, Galles, Holtorf, Langley, Ross. Motion carried.

8.4 Policy GBQEB – Employment of Retired Individuals, 2nd Reading

- ❖ Superintendent Chrisman explained that this is the policy for supplemental employment of retired professional staff. Due to the PERA changes the board had gone through what the district will include in compensation or benefits and that hasn't changed since 1st reading. The only thing added was what the policy changes will do for minimum wage related to substitutes. There is now a statement at the end stating the policy does not apply to regular substitute teaching positions. No other changes from 1st to 2nd reading.

Motion by Langley, seconded by Galles, to approve policy GBQEB, Employment of Retired Individuals, 2nd reading.

Voting aye: Brown, Galles, Holtorf, Langley, Ross. Motion carried.

9.0 SUPERINTENDENT'S REPORT

- ❖ Superintendent Chrisman reported that there hasn't been much change since the previous work session regarding the BEST grant project, but the notice of request for qualifications and proposal for owners rep has gone to CDE's website allowing responses to come in and information be sent out. She reports there have been 12 inquiries related to the owner's rep position. In the inclusions there is a copy of the actual request for qualifications and all the legal pieces that go with that. There is also a link to see the Master Plan that is now on the district website. Also included are links to the BEST narrative summary, the BEST application, the projected time lines and budget. All of that is given to everybody upon request. Also posted is a timeline with the next deadline being end of day June 20, 2019, with an opportunity for anyone interested to come and tour the facilities, and for anyone interested in providing the RFQP. All interested parties will do this together so if there are questions asked everyone will have the same access to the same information. A group is in place to review the applications as they come in, to set interviews, etc. Superintendent Chrisman has been in touch with the school district attorney to work on how the contracting will happen. She reports that most all of her time has been devoted to this project over the last few weeks. Chrisman states she will keep the board updated and that there may be a need of some special meetings and work sessions as things go along.
- ❖ Chrisman also reports there are postcards that will be sent out to help get the correct information out about the project. The Neenan Company will be involved in helping with the bond preparations and community engagement related to that.

10.0 BOARD REPORTS/COMMENT

- ❖ Vice President Brown shared a BEST FAQ sheet that was created and handed out at the YSD-1 booth that was set up at the Yuma Nights Event. He reported that there was a good response. In general there was very positive feedback.
- ❖ Brown also reported that he has met with the county assessor working on ensuring the district has a really good grasp on various types of assessed property and what the mill levy effects are going to be. The district is also working with RBC Capital Markets on developing that information as precise as possible and once that is completed the district will be able to start talking with people about what the tax impact may be.
- ❖ President Ross thanked Vice President Brown for doing the information booth.


11.0 ADJOURNMENT

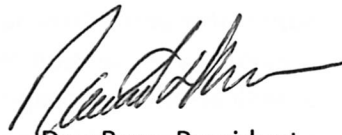
Motion by Ross, seconded by Holtorf, to adjourn.

Voting Aye: Brown, Galles, Holtorf, Langley, Ross. Motion carried.

Meeting adjourned at 8:40 PM.

Sincerely,


Kim Langley, Secretary/Treasurer
Yuma School District-1
Board of Education


Dan Ross, President
Yuma School District-1
Board of Education