

Yuma School District-1  
July 22, 2019 Regular Meeting  
Board of Education

**BOARD MEMBERS PRESENT**

Dan Ross, President

Duane Brown, Vice President

Thomas Holtorf, Director

Lindsey Galles, Director

Dianna Chrisman, Superintendent

Sherry Dennis-Murphy, Business Manager

**BOARD MEMBERS ABSENT**

- Kim Langley, Secretary/Treasurer

**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 6:58 p.m. on Monday, July 22, 2019 in the Yuma School District Board Room.

**2.0 AGENDA-ADDITIONS/DELETIONS-APPROVAL**

Superintendent Chrisman noted that there would be an addition to the agenda under 8.5 Approve Activity Account (Fund 23)-Bank Name Change.

Motion by Ross, seconded by Brown to approve the addition to the agenda.

Voting Aye: Brown, Galles, Holtorf, Ross. Motion Carried.

**3.0 FINANCIAL OFFICER REPORT**

- Business Manager Dennis-Murphy gave the financial report for the month of June stating that the reports presented are not the final numbers for the year or June. The books are still open and she is awaiting final invoices and small amount of revenue to come in. Dennis-Murphy is planning to close the books by the end of August if all goes well. Audit is set for the first week of October.

❖ Expenditures \$721,521

❖ Revenue \$968,322

❖ Payroll and Benefits \$584,678

❖ The district did receive the Spring reimbursement from NJC courses of \$28,128. The total cost this year for NJC was \$89,407 and total reimbursement was \$64,906. The total cost to the district this year for NJC classes was \$24,500. President Ross asked if this was the amount that the district paid or the amount paid by the district and students. Dennis-Murphy responded that this is the amount the district paid and that the students pay directly to NJC and their part does not go through the district.

❖ Larger bills paid:

- Rocky Mountain Construction \$31,689 – temporary heat at YHS
  - Star Playground \$23,775 – final payment on playground grant
  - Bluffs \$9,088 - Gym floor finish summer project
  - J & J Flooring \$6,552 – finish for gym flooring
  - Hoch Lumber \$3,615 – ticket booth and re-roof (insurance)
  - Hoch Lumber \$26,362 – shingles – the district did receive reimbursement for this amount from the insurance company. Dennis-Murphy added that more bills have come in for the re-roof projects and reimbursement will be made when the projects are final.
- ❖ Dennis-Murphy addressed a question that was asked last month regarding property taxes. She reported that Vice President Brown, Superintendent Chrisman, and she had called Scott Szabo, auditor, to get clarification. Scott explained to Dennis-Murphy what she should be doing with the property tax projections and Dennis-Murphy explained how this will now be figured into the budget. Those figures have been changed in the 19-20 budget.
- ❖ President Ross asked about the increase in the City bill. General discussion followed. Dennis-Murphy responded that she will need to get back to him on this.

#### **4.0 CONSENT AGENDA**

##### **4.1 Approval of Minutes**

###### **4.1.1 June 17, 2019– Regular Board Meeting**

##### **4.2 Routine Business**

###### **4.2.1 Financial Reports as of June 30, 2019**

###### **4.2.2 June 2019 Check Register**

##### **4.3 Personnel**

###### **4.3.1 Recommendations**

- ❖ Andrea De La Crus Tellez-YHS Para
- ❖ Courtnee Elliott-YHS Para
- ❖ Kayla Jay-Move from YHS Para to YMS Para
- ❖ Lori Schaefer-YMS Secretary/Para
- ❖ Zach Chapman-YHS Assistant Boys Golf Coach
- ❖ Deserae Cortez-Custodian
- ❖ CJ Leonhardt- YHS Assistant Wrestling Coach
- ❖ Brandon Newton-YHS Assistant Wrestling Coach Volunteer
- ❖ Caroline Saenz-YHS Cheer Coach Volunteer
- ❖ Mary Turney-Custodian
- ❖ 2019-2020 Coaching Assignments

- YHS
  - Kelly Seward, Head Football Coach
  - Dirk Barry, Assistant Football Coach
  - Jonathan Ferrari, Assistant Football Coach
  - Benjamin Weathers, Head Golf Coach
  - Morgan Spencer, Head Softball Coach
  - Ben Inouye, Assistant Cross Country Coach
  - Annsley Ferrari, Assistant Softball Coach
  - Kyle Newton, Assistant Wrestling Coach
  - Larry Winger, Volunteer Boys Basketball Coach
  - Jared Coughlin, Volunteer Boys Basketball Coach
  - Bob Rahm, Head Girls Basketball Coach
  - Kellie Seward, Assistant Girls Basketball Coach
  - Jeremy Robinson, Volunteer Girls Basketball Coach
  - Kyle Sprouse, Assistant Baseball Coach
  - Kelby Andrews, Volunteer Baseball Coach
  - Jordan Sprouse, Volunteer Baseball Coach
  - Lucas Lubbers, Head Track Coach
  - Kristin Metcalfe, Assistant Track Coach
  - Jim Powell, Assistant Track Coach
  - Jerry Lebsack, Assistant Track Coach
  - Jack Lubbers, Volunteer Track Coach
  - Ben Inouye, Volunteer Track Coach (Practice Coach Only)
- YMS
  - Kali Trejo, Head 8<sup>th</sup> Grade Volleyball Coach
  - Casie Baucke, Head 7<sup>th</sup> Grade Volleyball Coach
  - Mariya Mekelburg, Assistant Volleyball Coach
  - CJ Leonhard, Assistant Football Coach
  - Brendy Allen, Volunteer Wrestling Coach
  - Morgan Spencer, Assistant Track Coach

#### 4.3.2 Separations and Resignations

- ❖ Ashley Smith-YHS Para

#### 4.4 Activity Trip Request

- 4.4.1 Ratify YHS Wrestling to Camp-Holt, MO 07/07-07/10/19

#### 4.5 Policy Parameter and Special Policy Updates

- 4.5.1 2<sup>nd</sup> Reading Legal Reference Policy Update

- ❖ ADC-Tobacco-Free Schools
- ❖ BID/BIE-School Board Member Compensation/Expenses/Insurance/Liability
- ❖ 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 of District Property
  - ❖ KLMA-Relations with Military Recruiters, Postsecondary Institutions and Prospective Employers
- 4.5.2 Policy Revisions 2<sup>nd</sup> Reading
- ❖ ADD-Safe Schools
  - ❖ AEE-Waiver of State Law and Regulation
  - ❖ BEDA-Notification of School Board Meetings
  - ❖ BEDH-Public Participation of School Board Meetings
  - ❖ DAB-Financial Administration
  - ❖ DAB-E-Financial Administration (Online Posting of Financial Information)
  - ❖ 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)
  - ❖ 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-Homelss 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-Administering Medical Marijuana to Qualified Students
- ❖ JQ-Student Fees, Fines and Charges
- ❖ JRA/JRC-Students 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

Motion by Galles, seconded by Brown to approve Consent Agenda as presented.  
Voting Aye: Brown, Galles, Holtorf, 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 Owner's Rep**

- ❖ Superintendent Chrisman supplied a handout to each board member that was not an enclosure in the board packet that documents how the Owner's Rep process worked. Report was given on process and selection of Owner's Rep.
- ❖ Committee for this process included Dan Ross, Duane Brown, Superintendent Chrisman, and Dan Seedorf.
  - Committee received 12 email RFQP
  - Optional site visit had 5 groups attendees
  - 5 submitted a full proposal to serve as owner's rep

- Reviewed template with CDE on who to request for interviews from 5 proposals
- 3 groups came in for 90 minute interviews which were scored on a rubric
- The group selected Project One. Info on Project One was given to each board member.

Motion by Holtorf, seconded by Galles for Approval of Owner's Rep to be Project One.  
Voting Aye: Brown, Galles, Holtorf, Ross. Motion Carried.

#### 8.2 Resolution of Designated Election Officer

- ❖ Superintendent Chrisman stated regarding the election that we have the potential for two components to the election this year, two board member seats up for election, as well as potential for bond issue. The first thing that needs completed is the Intent to Participate in the Coordinated Election. Also, the assignment of the Designated Election Official, Rhonda Metcalfe.

Motion by Ross, seconded by Brown to approve Rhonda Metcalfe as the designated election officer.  
Voting Aye: Brown, Galles, Holtorf, Ross. Motion Carried

#### 8.3 Modify 2019-2020 Instructional Calendar

- ❖ Superintendent Chrisman reported that an error was found on the instructional calendar for the 2019-20 school year. March 31<sup>st</sup> was omitted on the calendar making the days of assignment over one day on contracts. The simplest solution and recommendation is to move the last day of school up 1 day, making the last day May 19<sup>th</sup> rather than May 20<sup>th</sup>.

Motion by Ross, seconded by Galles to modify the 2019-2020 instructional calendar to change the last day from May 20 to May 19, 2020.  
Voting Aye: Brown, Galles, Holtorf, Ross. Motion Carried

#### 8.4 2019-2020 LEA Plan

- ❖ Beth Dischner gave presentation on the LEA Plan stating that since the No Child Left Behind Act was replaced by Every Student Succeeds Act the LEA plan has to be presented in 3 locations for at least 30 days. This is a summary stating how Title I funds will be used. Plans are to use Title I, Title II, and Title IV funds to pay for intervention teachers at the elementary school, para professionals and also full-time counselor at the middle

school. Title III funds are used by ELL program for professional development in ELL and to pay for substitute teachers when ELL teachers are gone. Title III funds are also used for ELL intervention program called Eyelet. Funds are also used for a Parent Class for the ELL population helping them be more involved in their children's education.

Motion by Brown, seconded by Holtorf to approve the LEA plan as presented.  
Voting Aye: Brown, Galles, Holtorf, Ross. Motion Carried

#### 8.5 Activity Account (Fund 23)-Bank Name Change

- ❖ Superintendent Chrisman reported that the district has been working on Fund 23 for a few months. Fund 23 is now set up for the 2019-20 school year. Meetings have been held with administration and secretaries and a plan has been set.
- ❖ Dennis-Murphy reported that in the board book this is listed as Fund 74 and there are no entries until after the audit. In the 2019-20 budget this will change and there will no longer be a Fund 74 but a Fund 23 that is set up like the general fund. Monthly reports will now show Fund 23 with the revenues and expenditures. In process of working with YHS and their processes. The process is going very smoothly so far. Currently at the bank there is a high school account, two middle school accounts – one for activity and one for Tribal Council, the same for Morris Elementary – MPAC and activity, and Little Indians. At this point where it is all coming in-house it needs to be brought together into one bank account so that checks being written will all be coming out of the same account and then will be accounted for in all of their funds. General discussion followed regarding the process. Holtorf asked for clarification on making sure donations gets used for what the donation is specified for and on club accounts and expressed his concerns with the funds/accounts being set up this way. Much discussion followed.

Motion by Ross, seconded by Brown to approve the Activity Account (Fund 23) Bank Name Change.

Voting Aye: Brown, Galles, Ross. Voting No: Holtorf Motion Carried

#### 9.0 SUPERINTENDENT REPORT

Superintendent Chrisman reported updates on the following projects:

- ❖ There are more roof projects that were part of the hail from last year that are being finished up – Little Indians Preschool roof, district office roof. Also, painting at the concession stand. These are all insurance based. The district will be paying



for these projects but receiving insurance reimbursement for them.

- ❖ The lock system project is about one-quarter completed and will be finished in the next couple of weeks.
- ❖ The press box inside has been gutted. Trevor is waiting on permits. This will be completed by the first game.
- ❖ Chrisman reports ongoing issues with the electrical system at the high school. She received a call today that a breaker to the freezer went out causing spoilage of all the food in the freezer. When it was plugged back in sparks flew. This outlet will be repaired soon. Inventory of the food lost is being completed and decision of insurance claim or not will be made.
- ❖ Superintendent Chrisman introduced Chad Rayl who is part of the Project One team that will be YSD-1's Owner's Rep. He will be the local contact and involved in the upcoming planning meetings.

## 10.0 BOARD REPORTS/COMMENTS

- ❖ Vice President Brown referring to handout that was distributed reported on the increase in dollars that will result in the bond passage. The district is working on restructuring current bonds to minimize the tax impact. Work is being done to put this information on a postcard mailer that will be sent out. Over the next month, the district will be working with Dan O'Connell and Tom Pelts. Dan is the RBC Capital Markets Rep and Tom is the bond attorney. They are working on getting documents put together so that the district can receive bids on restructuring the 2015 debt. This info will be presented at the August 19, 2019, board of education meeting.
- ❖ President Ross reported that he has enjoyed working on the process of the Owner's Rep with Dan Seedorf, Duane Brown and Dianna Chrisman.
- ❖ Vice President Brown also reported that Dan Seedorf has agreed to serve on the Design Build Evaluation Team.

## 11.0 ADJOURNMENT


The Board Meeting was adjourned at 8:40 p.m. by Dan Ross.  
Motion by Ross, seconded by Holtorf to adjourn the meeting.  
Voting Aye: Brown, Galles, Holtorf, Ross. Motion Carried.



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July 22, 2019

Sincerely,

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

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

