

**NORTH CONEJOS SCHOOL DISTRICT RE-1J**

**REGULAR BOARD OF EDUCATION MEETING**

JUNE 17, 2014

District Administration Building

6:30 P.M.

**MEETING MINUTES**

**CALL TO ORDER**

The meeting scheduled for 6:30 p.m. at the District Administration Office was called to order at 6:30 p.m. by Mark Bahr, President.

**ROLL CALL**

Mark Bahr, aye; Joseph Baroz, aye; Russell Braiden, aye; Robert Chavez, aye; Natalie Rogers, absent; Steve Sorensen, aye.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was cited.

**APPROVAL OF AGENDA/ADDITIONS TO AGENDA**

A motion was made by Steve Sorensen to amend and approve the agenda by adding the Eagle Scout Project presentation by Mitchell Wilson, seconded by Russell Braiden. (attachment #8)  
Mark Bahr, aye; Joseph Baroz, aye; Russell Braiden, aye; Robert Chavez, aye; Natalie Rogers, absent; Steve Sorensen, aye. The motion passed.

**APPROVAL OF MINUTES**

A motion was made by Robert Chavez to approve the minutes for the regular Board Meeting of May 19, 2014 with no additions or corrections, seconded by Steve Sorensen.  
Mark Bahr, aye; Joseph Baroz, aye; Russell Braiden, aye; Robert Chavez, aye; Natalie Rogers, absent; Steve Sorensen, aye. The motion passed.

**STAFF RECOGNITION**

Mr. Curt Wilson expressed his appreciation to the Central Office staff for their extra effort to get payroll out on time. Members of the board expressed appreciation for all who stepped up.

**OPPORTUNITY FOR CITIZENS TO ADDRESS THE BOARD**

Mitchell Wilson asked the board for permission to build a mobile platform to help those who are disabled, elderly, or injured, be able to participate in NCSD activities. The platform will be built by Mitchell Wilson for his Eagle Scout Project with no cost to the school district. Mitchell asked the board for permission to move forward with this project. (See attachment #8)

Natalie Rogers arrived to board meeting at 6:38 p.m.

## DEPARTMENT REPORTS/ACTIVITIES

Mr. Brian Loch reported that the janitors are ahead of schedule and some staff members are switching classrooms.

Mrs. Susan Hamilton reported that the North Conejos Alternative Program is putting tables and furniture together for their new location and Valley Lock & Security has completed their work in the building.

Mr. Mark Bahr reported he missed the June BOCES meeting and there was not a quorum present. There will be a board financial training in July and all board members are invited to attend. Mark will provide information when it becomes available.

Mr. John Camponeschi is looking forward to working with the new administration. John asked when insurance cards will arrive. Mr. Ricky Salazar reported that some people have started to receive them.

Mr. Curt Wilson Administration report:

Mr. Wilson reported that the interview committees for new hires have been very diverse and have given great input. He is very appreciative of staff and others volunteering their time to serve on the interview committees. Curt was very impressed with the accuracy of June payroll and that July payroll is looking good. Mr. Wilson reported that there have been many errors found in staff daily absences for payroll and the central office staff will begin tomorrow morning in correcting this issue.

Mr. Wilson discussed the District Website and has visited with Mike Creel. Mr. Creel, with the help of Brad Huffaker, will get the website up to par. Curt brought up that our guidelines for SB191 are not being met and that the district needs to take measures to get into compliance with SB191. He also brought up that that district needs to make the minutes of the Board of Education available to the public.

Mr. Wilson consulted with Mark Jones, AIA concerning the changes that need to be made at the NCSB bus garage. See attachment #3 for information on Mark Jones and his credentials.

Curt Wilson found issues with the district debit card and has red flagged it. He received a new debit card, but will not activate it. He feels getting a credit card will provide better documentation as to who is using the card and what is being purchased. He would like only one credit card, with that card being checked out as needed. Natalie Rogers suggested having two credit cards. She also thought the district should post the credit card bill on the website.

Curt met with Luke Yoder of the 12<sup>th</sup> Judicial District concerning SB 1451. Rio Grande, Alamosa, and Conejos Counties are having issues with funding. The district is asking Alamosa and Conejos counties to fund Rio Grande County. Conejos County receives more funding than Rio Grande County, so Conejos is funding more than Rio Grande and Conejos County may be pulling out to use its own money. Natalie asked if this has always been an issue and Steve wondered how Sanford & Antonito feel about this issue? Things are still up in the air and the commissioners will be meeting, but Curt hasn't heard anything yet. Curt expressed that schools don't really have a side, the schools just want kids to have the services they need. It is the county that doesn't feel like they are getting what they are paying for.

Curt informed the board of the latest fad going around with kids. It involves using screens out of sinks. Mr. Wilson asked that we be aware of our surroundings and check to see if the screens are missing in our buildings.

Mr. Wilson brought up administration needing to discuss and come up with plans concerning school safety. We may need to look into a buzz system in each building. Find something that will be sufficient and inexpensive. Mrs. Ruybal (band room) and the shops may need a light to flash as an alarm, etc.

Curt mentioned that the 4<sup>th</sup> grade was chosen for the Assessment for National Report Card. We will no longer volunteer for these things. NAEP will come in and administer the test.

Mr. Wilson, DAC for the 13-14 school year, reported to the board that things were in order and done correctly. DAC responsibilities were turned over to Brad Huffaker. It was brought out that the data pipeline was very difficult to work with.

Curt explained the school reach message sent out to the NCS D community concerning individuals selling donuts in behalf of the schools. There are no clubs or organizations in our schools selling donuts at this time and Mr. Wilson wanted to alert community members to this scam.

Paving work has been going on in the parking lots of CHS and CMS. The gates were raised 3 ½ feet higher and made wider. There have been 9 accidents in the recent past and redoing the parking lot will hopefully alleviate some of the accident related issues. The paving took 4 – 5 days longer than anticipated. Natalie Rogers asked if the drainage was better? Mr. Wilson explained that there was better drainage and a better slope connecting to the highway.

Mr. Wilson told the board that the medical insurance cards have been delayed being sent to NCS D employees due to a mishap with the carrier (wrong name on cards). There have been reports set up to check on our savings with the new medical insurance. Natalie asked how the staff liked the new coverage and it was reported that there have been no negative complaints received as of this date. There were more employees enrolled this year than in the past.

Mr. Wilson told the board that he would like to set up the employee portal in Campus in the future.

Lights were ordered for the football field. Musko will give the district a discount and the lights will be under budget because the project is an Eagle Scout project of one of our students. Victor Valdez is looking into insurance covering the snapped goal post on the football field.

Cheryl McCann will be sending lunch/breakfast letters to those students who have lunch/breakfast fines. It was expressed that there may be some backlash from those letters being sent out. Cheryl will be buying more bulk items to save the district more money. There was one building in the district that went over budget and Cheryl is looking into fixing this building situation.

Things have been delayed a year concerning SB 191. The administration needs to get on the same page with SB 191 and we need to post the information on our website to let staff know exactly what is going on. PD 3650 got in late and was not effectively used. The state is coming out with RANDA, which is free to school districts. We need to focus on what we value as a district.

Concerning the School Performance Framework, La Jara Elementary has no rating. Curt called CDE and is asking them to give him something that we can work with for our rating.

Mr. Wilson is asking that we come up with a code of ethics for the school district. We need to come to a professional agreement about technology use as teachers and get expectations on teacher use. We need to discuss general behavior issues. Concerns include, facebook (starts fires), human resource training, come to agreements about code, etc. Issues need to be talked about openly.

Curt brought up needing to have a conversation with the board concerning sabbatical and early retirement vs. double dipping. There is a need to look into the minutes of March or April, 2013 to see if policy was changed on the double dipping. Mark asked if in the past 26 years there is a shown advantage to double dipping? Curt asked what is the definition of retirement? Mr. Wilson stated that Susan Hamilton did not take the retirement incentive. Natalie brought out that early retirement goes up and peaks and then goes away.

Mr. Wilson told the board that it is going to take more time than anticipated to get things straight financially for the district.

#### EXECUTIVE SESSION -

A motion was made by Joseph Baroz for the board to go into executive session to discuss privileged information and personnel issues, Curt Wilson was asked to attend, seconded by Steve Sorensen. Mark Bahr, aye; Russell Braiden, aye; Joseph Baroz, aye; Robert Chavez, aye; Natalie Rogers, aye; Steve Sorensen, aye. The motion passed.

#### ACTION ITEMS

##### Approval of Bills:

A motion was made by Steve Sorensen to approve the bills for the month of May 2014 payment totaling \$236,486.36, seconded by Russell Braiden. (attachment #4)  
Mark Bahr, aye; Joseph Baroz, aye; Russell Braiden, aye; Robert Chavez, aye; Natalie Rogers, aye; Steve Sorensen, aye. The motion passed.

##### Approval of Name Changes on Bank Accounts:

A motion was made by Robert Chavez to approve the resolution to remove Debra Buckman and Kevin Schott signatures from the NCSD bank accounts and Curtis Wilson, Gale Swafford, and Bradley Huffaker signatures to be added, with noted staff remaining on the accounts with no change, seconded by Russell Braiden.  
Mark Bahr, aye; Russell Braiden, aye; Joseph Chavez, aye; Robert Chavez, aye; Natalie Rogers, aye; Steve Sorensen, aye. The motion passed.

##### Approval of Name Changes on Colorado Trust Account:

A motion was made by Steve Sorensen to approve the resolution to remove Debra Buckman and Kevin Schott signatures from the Colorado Trust accounts and Curtis Wilson and Gale Swafford be added on the Colorado Trust accounts, seconded by Robert Chavez.  
Mark Bahr, aye; Russell Braiden, aye; Joseph Baroz, aye; Robert Chavez, aye; Natalie Rogers, aye; Steve Sorensen, aye. The motion passed.

Approval of District Resignations:

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A motion was made by Russell Braiden to approve the resignations as presented, seconded by Joseph Baroz. (attachment #5)

Mark Bahr, aye; Russell Braiden, aye; Joseph Baroz, aye; Robert Chavez, aye; Natalie Rogers, aye; Steve Sorensen, aye. The motion passed.

Approval of District Transfers:

A motion was made by Steve Sorensen to approve the recommended transfers as presented, seconded by Joseph Baroz. (attachment #6)

Mark Bahr, aye; Russell Braiden, aye; Joseph Baroz, aye; Robert Chavez, aye; Natalie Rogers, aye; Steve Sorensen, aye. The motion passed.

Approval of District Hirings:

A motion was made by Robert Chavez to approve the proposed additions for district hiring as recommended with the name of NCSF Finance Director changed to NCSF Finance Manager, seconded by Russell Braiden. (attachment #7)

Mark Bahr, aye; Russell Braiden, aye; Joseph Baroz, aye; Robert Chavez, aye; Natalie Rogers, aye; Steve Sorensen, aye. The motion passed.

SPECIAL BOARD MEETING SCHEDULED FOR JULY 25, 2014 AT 6:00 P.M.

NEXT REGULAR SCHOOL BOARD MEETING SCHEDULED FOR JULY 15, 2014 AT 6:30 P.M.

ADJOURNMENT