

Official Minutes  
Weld Re-3(J) Board of Education  
October 25, 2017

**Cardinal Community Academy**

1. **Call to Order** by President Haffner at 6:37 p.m.
2. **Roll Call** Directors Baumgartner, Grundy, Gustafson and Haffner were present. Director Jensen was absent.
3. **Pledge of Allegiance**
4. **Approval of Agenda**

Dr. Rabenhorst requested that the Board table item 9.4 until next meeting.

Director Grundy moved to approve the agenda as presented, removing item 9.4. Director Baumgartner seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Absent
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5. **Public Open Forum**

- 5.1 Recognition of Visitors

Dr. Rabenhorst recognized Ben Palmer, future principal at Lochbuie Elementary, and Nancy Davis, the new high school counselor.

- 5.2 Public Comments

- 5.3 Correspondence

6. **Special Reports**

- 6.1 Academic Spotlight – Cardinal Community Academy

Ms. April Dowdy, Director, updated the Board on the construction project that is happening at CCA. They are working with Fransen Pittman and the construction should be completed on December 20<sup>th</sup>. Ms. Dowdy also noted that academically they were rated a Performance School. CCA has seen growth in Math scores the past year and is excited about that.

- 6.2 NV5 Owner’s Representatives: 2016 Bond Projects Update

NV5 has provided a written summary of work completed since the last update. Todd McCowin gave a summary of the ongoing projects. Meadow Ridge perimeter foundation is complete. NV5 is working through some easement issues with the town. Lochbuie and Hoff have completed RTU projects. The roof is completely done at both schools. The drainage issues at both schools are fixed in the back of the building, and temporary fixes will be in place in the front of the buildings until it can be completely fixed in the spring or summer. Hudson has an elevator shaft and steel is going up. Weld Central Middle School phase I asbestos abatement will happen soon. Permits are in and so far the project is under budget. Weld Central High School track, STEM lab, and security vestibule are the next major projects. The High School is also currently under budget. The transportation site will have some environmental things looked into. After the final purchase, design desires will be gone over to see what needs to be done before the full transportation department is housed there.

- 6.3 Capital Construction Update

Dr. Rabenhorst noted:

- The District Accountability Committee (DAC) will be touring both Hudson and Meadow Ridge at DAC meetings in the spring. Dr. Rabenhorst will make sure that the Board knows the dates and times if they would like to attend.
- Progress regarding the Transportation facility was provided.

Administrative Contract/Agreement Approvals since previous meeting:

- CTL Thompson – Transportation Facility - \$2,800
- TreanorHL – Meadow Ridge Additional Civil Engineering Services - \$3,100

Administrative Change Order Approvals since previous meeting:

- Change Order with Fransen Pittman for additions since final design – \$251,298

- Change Order with A&P for Electrical Revisions – \$0 (contingency)
- Change Order with A&P for Kinder Class Cubbies – \$0 (contingency)
- Change Order with A&P for Door Revisions – \$0 (contingency)
- Change Order with A&P for Electrical work – \$0 (contingency)

## 7. Board Consent Agenda (EL-4: Communication and Counsel to the board)

- 7.1 Approval: Meeting Minutes
- (a) September 13, 2017 Regular Meeting Minutes
  - (b) October 18, 2017 Special Meeting Minutes
  - (c) October 18, 2017 Work Session Meeting Minutes
- 7.2 Approval: Financial Reports
- September Financial Reports
- 7.3 Approval: Resignations/Retirements
- Karen Thomason – Library Aide @ Hoff
  - Kristen Swartzel – Lunch Time Monitor @ Lochbuie
  - Garrett Butler – Custodian @ Hudson
  - Robert Petty – Bus Driver
- 7.4 Approval: Contracts for Licensed Employees
- Nancy Davis – Counselor @ WCHS
- 7.5 Approval: Letters of Employment for Classified Personnel
- Dawn Camara – Severe Needs Paraprofessional @ WCMS
  - Jennifer Chavez – Substitute Aide
  - Tonya Weeks – Bus Driver
  - Brian MacFarlane – Bus Driver
  - Katherine Corbin – Office Health Aide @ WCMS
  - Tina Yeckley – Substitute Aide
  - Jennell Barrows – Lunch Time Monitor @ Lochbuie
  - Sarah Marvin – Substitute Aide
  - Dianna White – Substitute Aide
- 7.6 Approval: Additions to the 2017-2018 Coaching/Extra Duty Employment Agreement/Notice of Assignment
- Alan Mazzotti – 7<sup>th</sup> Grade Boys Basketball Coach @ WCMS
  - Dan Hopp – 7<sup>th</sup> Grade Assistant Boys Basketball Coach @ WCMS
  - Rebekah Dornbos – 8<sup>th</sup> Grade Assistant Boys Basketball Coach @ WCMS
- 7.7 Approval: Resignations for 2017-2018 Coaching/Extra Duty Employment Agreement/Notice of Assignment
- NONE
- 7.8 Approval: Intra-School/ Intra-District Staff Transfers
- Juana Ramirez – Small Bus Driver to Bus Driver
  - Debra Swank – Small Bus Driver to Bus Driver
  - Benjamin Palmer – Transfer from Assistant Principal at Lochbuie to Principal at Lochbuie (for school year 2018-2019)
- 7.9 Approval: Additions to the 2017-2018 Substitute Teaching List
- Douglas Abshire – Licensed Substitute
  - Samantha Workman – Licensed Substitute
- 7.10 Approval: Out of District Student Requests for 2017-2018
- 7.11 Approval: Home School Requests for 2017-2018
- 7.12 Approval: Request for Open Enrollment/Within District Transfer for 2017-2018
- 7.13 Approval: Administrative Policy
- (a) I-54 (ILCB) Early Literacy and Reading Comprehension
  - (b) E-23 (EEAEG) Use of Wireless Communication Devices by School Transportation Vehicle Operators
  - (c) J-38 (JICEA) School-Related Student Publications
  - (d) J-40 (JICEC) Student Distribution of Noncurricular Materials
  - (e) K-13 (KBA) District Title 1 Parent Involvement

- 7.14 Approval: Monitoring Review Cycle
- (a) EL-1 Global Executive Constraint
  - (b) EL-2 Emergency Superintendent Succession
  - (c) EL-16 Financial Administration
  - (d) EL-17 Asset Protection

Director Gustafson moved to approve the consent agenda as presented. Director Grundy seconded the motion, congratulating Karen Thomason, who is retiring after 28 years in the district.

Baumgartner – Yes	Grundy – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Absent
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**8. Action/Discussion**

**8.1 2016 Bond Capital Construction Project Budgets**

- (a) Hudson Elementary
- (b) Meadow Ridge Elementary
- (c) Weld Central Middle School
- (d) Lochbuie Elementary
- (e) Hoff Elementary
- (f) Weld Central High School

Project budgets have been established for each of the six school sites. Administration and Owner’s Reps are comfortable with the proposed budgets at this time. Dr. Rabenhorst requested formal budget approval on each project so that the parameters for change orders are clear. With projects underway, change orders will be frequent but should fall within the total scope of a project budget. The remaining budgets (e.g., transportation facility, athletic field at Hudson) will be established later after design phases have been completed.

Director Grundy moved to approve Capital Construction Project Budgets for Hudson Elementary in the amount of \$19,274,336.24, Meadow Ridge Elementary in the amount of \$21,425,423.35, Weld Central Middle School \$5,959,679.97, Lochbuie Elementary \$3,802,944.54, Hoff Elementary \$4,258,423.73, and Weld Central High School \$3,979,129.17. Director Gustafson seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Absent
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**8.2 NV5 Consulting Services Agreement – Additional Services Authorization (ASA)**

The District entered into an agreement with NV5 as Owner’s Representatives in 2016 prior to the Bond election. Since then, there has been additional scope of projects which has required and/or will require additional services. NV5 has requested additional services agreement in order to be compensated for their additional scope of work. Dr. Rabenhorst negotiated time/cost with Todd McCown and recommended the additional services agreement as presented. There are a couple of outstanding projects which may require additional services depending on their completion date. The original contract was set for work through October 2018 and some of the projects will extend beyond that timeframe (Hudson ES, WWTS for Central Campus).

Director Baumgartner moved to approve the ASA with Owner’s Representatives NV5 in the amount of \$55,847.00. Director Grundy seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Absent
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**8.3 Intergovernmental Agreement for Wastewater Treatment Facility Capital Improvements with the Town of Keenesburg for Central Campus**

The final IGA with Keenesburg was reviewed. There have been no changes since the Board work session on October 18. The Town has a special meeting scheduled for October 26 where they are likely to approve the IGA. Administration is recommending approval per the Board discussion and consensus at the work session.

Director Gustafson moved to approve the Intergovernmental Agreement for Wastewater Treatment Facility Capital Improvements with the Town of Keenesburg for Central Campus. Director Grundy seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Absent
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**8.4 2017-2018 Strategic Plan**

All activities within the strategic plan have been finalized and are underway at the school/district level. All of the school improvement plans and professional development plans are aligned with Strategic Plan activities. Administration recommends approval of the 2017-2018 Strategic Plan so that it can be posted publicly.

Director Baumgartner moved to approve the 2017-2018 Strategic Plan as presented. Director Gustafson seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Absent
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**8.5 Meadow Ridge Spirit Discussion**

Jennifer Forbes discussed the process that was used in selecting a school mascot and school colors. Ms. Forbes reported that Explorers was selected as the mascot and the school color would be green accented with a terracotta brown. The recommended mascot and colors are thematically consistent with the design of the school. Dr. Rabenhorst recommended official Board action.

Director Grundy moved to approve the Meadow Ridge Elementary School mascot, Explorers, and school colors, primary green and terracotta brown, as presented. Director Gustafson seconded the motion.

Baumgartner – Yes	Grundy – Yes	Gustafson – Yes	Haffner – Yes	Jensen – Absent
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**9. Information/Discussion**

**9.1 Elementary Attendance Boundaries**

Dr. Rabenhorst provided information for two options. Option A would stretch the current Lochbuie boundary from Road 4 North to Road 6 and stay West of Road 37. Option B would stretch the current Lochbuie boundary from Road 4 North to Road 10 and stay west of Road 37. There is not a great difference in numbers between the two options, but Option A is preferred. Dr. Rabenhorst will work with Director Haffner to get a colored map of Option A. The image would be used for information sharing and explanation leading up to public comment during the December 13<sup>th</sup> Public Hearing on the Boundary Changes. Dr. Rabenhorst also indicated that he may create a survey that to Lochbuie & Hudson parents regarding the boundary change. Consensus on the preferred boundary option will be determined on November 8 with Board approval for the boundary change anticipated in January.

**9.2 Administrative Policy J-8 (JRCA) Sharing of Student Records/Information between School District and State Agencies (1<sup>st</sup> Reading)**

This policy was on the list of policies needing to be adopted after the initial CASB Policy Audit. It is a new policy and has been reviewed by the Data Specialist and Administration. Consensus was to place this on the consent agenda next month.

**9.3 Administrative Policy D-35 (DIA) Online Schools and Online Programs (1<sup>st</sup> Reading)**

This policy was on the list of policies needing to be adopted after the initial CASB Policy Audit. It is a new policy and has been reviewed and is recommended by the Data Specialist and High School Administration. The policy documents how enrollment and attendance could be calculated for online students when it comes to October count. Consensus was to place this on the consent agenda next month.

**9.4 Administrative Policy J-80 (JLDAC) Screening / Testing of Students (1<sup>st</sup> Reading)**

This item was tabled and will be reviewed next month.

**10. Superintendent Reports and Presentations**

**10.1 Parent Teacher Conference Attendance**

- HS – 40% parent participation
- MS – 55% parent participation
- Hudson – 95% parent participation

Hoff – 99% parent participation  
Lochbuie – 93% parent participation

**11. Board Member Reports/Discussion**

Director Haffner noted that he had been contacted by Melissa Bigler who works for Anderson Whitney, our auditors. Melissa just wanted to survey Bryan to see how he thought things were going, financially, in Re-3J. Director Gustafson attended the CASB Legislative Conference earlier this month. She noted there was some discussion about marijuana money and why schools are taking it, when it contradicts school values. She noted that some resolutions were canned and others would be voted on at the Delegate meeting at the annual conference in December.

Director Baumgartner noted that her Little Rebels volleyball season is over and the girls did good and had fun.

Director Grundy noted that she attended the High School career fair last week. She enjoyed her time there and was excited to see students engaged in the fair. She said that the Town of Lochbuie has a ballot measure that will create a sidewalk between our schools in Lochbuie; she hopes that parents realize the impact of this ballot measure on all of our Lochbuie students. Ms. Grundy also noted that she would like to see Courts in the Community come to the high school. She currently volunteers at Ft. Lupton high school with their Mock Trial group and knows that our students could benefit from this same type program. The Re-3J Education Foundation has sent award letters out this week. This year they are offering some mini grants at the high school for students to use on projects in their woods or welding classes. There are also a couple of mini grants available for the high school social worker to use in helping students be successful.

Dr. Rabenhorst noted to the Board that he learned of some upcoming changes in Town Government officials at both Hudson and Keenesburg.

**12. Adjournment at 7:29 p.m.**