

# University Schools Board of Governors April 14, 2021 Minutes

**Board Members Present:** Erin Clark, Rodney Constance, Amanda Haas, (faculty rep), Mark Jones, Bill McAdams, Ethan Miles, Jeff Weber, Stephanie Welle

**Board Member Present Virtually:** Christopher Hughes, Alexis Sanchez (student rep), Tina Whitcomb

**Board Members Absent:**

**Staff Present:** Jeff Casey, Sue Toricelli, Jennifer Weaver

**Staff Present Virtually:** Charlene Baumgartner, Melissa Stapleton

**Guests Present:**

**Guests Present Virtually:**

## 1.0 CALL TO ORDER

Mark called the meeting to order at 6:00 pm. A quorum was present.

## 2.0 ADOPTION OF THE AGENDA

Rod (Jeff) moved to approve the agenda. Motion passed.

## 3.0 APPROVAL OF MINUTES

Jeff (Ethan) moved to approve the minutes of March 10, 2021. Motion passed.

## 4.0 COMMUNITY DIALOGUE

- None

## 5.0 STAFF REPORTS

### 5.1 Director's Update

- COVID-19 Updates
  - Since our last meeting we have had 10 cohorts in quarantines (double last month). All 10 of them have been the result of confirmed positive cases.
  - 5 cohorts were able to test on site and remain at school or return quickly with a negative test result.
  - 1 cohort had additional positive results and became an outbreak.
  - 1 cohort was exposed to a variant and were required to quarantine for 14 days.
  - 2 of the cohorts impacted athletics and were required to quarantine from practice for 14 days.
  - Students have enjoyed being able to return to elective classrooms at the elementary level, return to the cafeteria at the elementary and middle school levels, and return to an open campus for high school lunch. Teachers have reported that they are enjoying the quiet time in their classrooms.
  - We are excited to be planning end of the year activities, field trips and major events like Prom and Graduation. We are receiving guidance from CDPHE on most major events with options for mitigation strategies. We are choosing the option that we believe gives us the most "normal" experience while still meeting requirements. For example, at Prom we are choosing to test all attendees so that we do not have to comply with other recommendations like shifts, pod, small groups, no outside guests, etc. It is a challenge to plan events with the requirements in mind, but it is

worth the hard work to be able to participate in these important events.

- As I mentioned last month faculty and staff have engaged in providing feedback on a variety of topics. This month we had a K-12 faculty meeting with an option to choose to participate in person. Faculty provided ideas for options, next steps, and selected areas that they would like to participate in action groups or committees. The 4 main categories that emerged from the focus group meetings as priorities were K-12 Focus, Curriculum, Instructional Vision and Equity.
- One common theme that emerged was the idea of flex Fridays. We are exploring ways to use Fridays as a time for K-12 connection with students and faculty, and to provide opportunities for vertical planning and reflection. We are investigating ways to accomplish this within the required contact hours at each level. Faculty will be presented with several options that could have an impact on the school calendar. For that reason, we decided to remove the calendar from the agenda tonight to provide faculty the opportunity to engage in decision making around this idea.
- Thank you for supporting the purchase and delivery of yard signs. It took a village to deliver 150 signs throughout Northern Colorado! Teacher expressed appreciation for the surprise.
- This has been another busy month with extracurricular activities.
  - Volleyball is having a great season at 8-2. Next week is the last week of the regular season. Regionals will be May 1st and the State Tournament is May 10 & 11.
  - Dance Team are 2021 State Champions. This is Coach Gina Haug's third state championship in 6 years.
  - Senior girls' basketball player, Kylie Kravig was named the 3A Girls Basketball player of the year. She is going to Colorado Mesa in Grand Junction next year on a basketball scholarship.
  - Track, Baseball and Girls Tennis will finally get their seasons started on April 26.
  - CDHPE will not be giving CHSAA any guidelines or restrictions for Season D. All guidelines will come from local counties and schools.
  - The 7th and 8th grade girl's basketball and football teams are finishing their last week of competition. With the exception of a few quarantines that cancelled games and practices, all four teams have had great seasons. Track and Field will start next week as well as an intramural brain bowl season.

## **5.2 Principal's Update - Jeff Casey - High School Principal**

- We just started our sixth trimester which is something we never have to do again.
- Season D is about to start for high school sports.
- Choir Concert is coming up May 11.
- There will be a virtual Jazz Festival on April 23, which we will allow parents to come to the Auditorium to watch the live stream.
- Student Leadership is planning a movie night on Friday, April 30. They rented a blow-up screen and they will show a movie on the football field.
- We have had quite a few more quarantine in the last few weeks. I am grateful that we can use targeted quarantines because that has allowed us to keep the number of quarantined students down. We have 27 students out this week on quarantine.
- I have been working on evaluations.
- We are also in hiring season, so we have been interviewing candidates to replace the staff who are leaving and/or retiring.
- I am excited that we are getting a good number of applicants for the jobs posted.
- We have started with plans for next year.
- We have parent meetings (both in person and virtual) for new students and Juniors regarding

information about Senior Projects.

- We also are working on new draws from the lottery to replace students who have left or are not returning next year.

### **5.3 Business Manager's Update (presenting virtually)**

#### **8.3.1 Financial Reports (pgs. 9-12)**

- We are at 75% of budget.
- Year to Date surplus is \$649,031 which is split \$625,570 for mil levy funding and \$23,460 for other General Fund items. If you look at the bottom of the Revenue page that shows the splits.
- The General Fund was bumped back into the black as we did receive supplemental PPR of \$65.00 per student (rather than the \$69.00 previously thought) reconciled through March which equated to \$76,200.
- On the Revenue page, we are still one Capital Construction payment behind, and I noticed that the April Custodial expense was posted in March so I revised that for a more accurate reporting of the General Fund surplus of \$49,961.
- This is good news since we anticipated a loss for the year on the Budget.
- I did bill the District all expenses that qualify under the first ESSER grant - \$133,668 which is half of what we were allocated for that grant. We anticipate spending all those funds by June 30. We spent half for the first three months (Jan-Mar.) so we should spend the 2<sup>nd</sup> half by June 30.
- On the Expenditures, we are running below budget. The only items I see which we will need to address next year are the Natural Gas and Joint Use expenses which are coming in higher than anticipated.
- On the Capital Fund, we had no expenditures this past month.
- We have our first Budget Committee meeting on April 21. I hope to have a more solid PPR number for next year by then.

### **6.0 ITEMS FOR ACTION**

**6.1** Consent Agenda: Board members will be asked if they wish to discuss any issues listed on the Consent Agenda. If so, these items will be moved from the Consent Agenda and placed under Items for Action. Items remaining on the Consent Agenda will be voted on together.

#### **6.1.1 Personnel**

- Rodney (Ethan) moved to approve the recommendations for hire. Motion passed.

### **7.0 ITEMS FOR DISCUSSION/POSSIBLE ACTION**

**7.1** Suicide Prevention Policy – First Reading (pgs. 14-25)

- Counselor Melissa Stapleton presented the Suicide Prevention Policy that the school has created which was a requirement of receiving the Suicide Prevention Grant.
- Through the grant we have implemented a group of students and staff members who make up our Sources of Strength group.
- We have also provided training for staff members.
- The policy is meant to be published on our website and in our handbooks so students, parents and staff have easy access to the policy.

**7.2** Insurance Renewal (pgs. 26-27)

- We will continue to offer the PPO 4, PPO 6 and the High Deductible plans.
- We have been able to negotiate rates that will be more favorable to staff.
- We will be getting a dividend of about \$58,000 back from CEBT which will help offset insurance costs. There shouldn't be much of an increase to our insurance costs this year.
- Jeff (Erin) moved to approve the insurance plans. Motion passed.

**7.3** Financial Advisor

- Discussions continued about the Financial Advisor and whether that position should continue to be an actual voting position and what that position entails.

- The Financial Advisor is appointed through June and will be appointed again at the July meeting, so we will leave it to the new Board that starts in July to make the decision about the position and if the by-laws need changed.

**7.3 Appoint Board Member to Count Election Ballots**

- Director Weaver suggested that Amanda Haas be the Board member to be the representative for verifying the election results because of her knowledge of Google Forms which we used for the first time for our Board elections.
- Rod (Ethan) moved to approve Amanda Haas as the representative from the Board to verify the election results. Motion passed.

**8.0 BOARD REPORTS/COMMUNICATION**

**8.1 BOG Report – Chairman**

- None

**8.2 Communication from the Board**

- Amanda reported that we have Battle of the Books going on and will be hosting districts next week. Elementary Battle of the Books will be held in May.
- Tina asks the Board if they are interested in providing the staff with a \$25.00 gift card as they have done in the past for Teacher Appreciation Week which is May 3-7.
- Rod (Tina) moved to approve providing \$25.00 gift cards to staff members for Teacher Appreciation Week. Motion passed.

**8.3 Foundation Report**

- The Foundation will be awarding scholarships at Graduation.
- We are going to sponsor a golf team for the upcoming benefit for Ed Clark which is Keylee Kerns Senior Project. The benefit will be held Monday, April 26, 2021

**8.4 Joint Use Report**

- Our next meeting will be April 20, 2021

**9.0 FUTURE BUSINESS**

- None

**10.0 NEXT REGULAR MEETING – May 12, 2021**

**11.0 ADJOURNMENT**

Jeff (Stephanie) moved to adjourn at 7:15 pm. Motion passed.

**REMINDERS:**

**APRIL 21 – SPECIAL BOARD MEETING – 6:00 PM – LIBRARY**

**APRIL 26 – SCHOOL CLOSED**

**APRIL 27 – HALF DAY FACULTY INSERVICE/HALF DAY MENTAL HEALTH DAY – NO SCHOOL K-12**