

---

## RECORD OF PROCEEDINGS

---

### ELBERT SCHOOL DISTRICT #200 MINUTES OF REGULAR MEETING September 26, 2023

- I. CALL MEETING TO ORDER/ROLL CALL**  
President Olkjer called the regular meeting of the Board of Education to order at 6:00 pm. **ROLL CALL:** Tracy Ardrey, present, Tom Gresham, present, Janet Maloney, present, Del Olkjer, present, and Wendy Walp, excused absence. Also present were Mrs. Thompson, Superintendent, Shawn Graves, Principal, and Bev McGuire, Board Secretary.
- II. PLEDGE OF ALLEGIANCE –**
- III. ADDITIONS TO AGENDA –** Mrs. Thompson indicated that she needed to add staff to Action Item 1. Approve Personnel; change Patrick Brown’s status from substitute to Apprentice Teacher, Cheryl Kitching, as a part-time Paraprofessional, and add approving one full-time paraprofessional to be hired to handle the additional caseload in the Special Education department.
- IV. APPROVAL OF AGENDA –** Janet Maloney moved to approve the agenda for September 26, 2023, with the additions of personal staff. Seconded by Tom Gresham and unanimously approved by a roll call vote.
- V. APPROVAL OF MINUTES (CONSENT A)**  
**1. Regular Meeting August 22, 2023.**
- VI. APPROVAL OF PAYROLL/EXPENDITURES (CONSENT A)**  
**1. Approval of Transfer from General to Lunch –** Transfer \$8,000.00 from General Fund to Lunch Fund.
- VII. APPROVAL OF FINANCIAL STATUS (CONSENT A) –** Tracy Ardrey moved to approve all the Consent A items, September account payables and payroll. Regular Board Meeting minutes from August 22, 2023. Seconded by Janet Maloney and unanimously approved by a roll call vote.
- VIII. SPECIAL RECOGNITIONS –** Mrs. Thompson recognized the Elementary Staff for receiving a distinguished rating for our District performance framework.
- IX. AUDIENCE TO VISITORS –** none
- X. REPORTS -**
- 1. Teacher/Staff Report –**none
  - 2. Accountability – Minutes emailed –**
    - First meeting September 13, 2023 at 4:30 pm.
    - **October 11, 2023 at 4:30 pm –** will review the teacher evaluation process.
  - 3. Transportation –** See written report attached. John Mattoon gave an update to the board regarding a few big issues; 1) the Co-action grant will allow \$50,000 toward a suburban or like vehicle. A minivan may or may not need updating at this time. The Driver’s Education car will be available once Rick Kolm completes the drives with his students of this

## RECORD OF PROCEEDINGS

---

past year. The red van is in good shape and the blue van is available. 2) Ellicott Transportation has been a great source for the annual inspections for all transportation vehicles and we have established a good relationship with them. They got Bus 11 so that it is now out on a route. 3) EPA has a grant available for 25% of the cost of a diesel bus, 35 % of the cost of a propane bus. Propane does not appear to be an option at this time with all buses the district has being diesel buses. Mr. Mattoon will pursue the grant for a diesel bus and possibly the district could set aside \$50,000 in the budget to help purchase another bus.

4. **Building/Maintenance – Jose Rocha** – Mr. Rocha reported further on the following issue: 1) Pictures of the fieldhouse were in the packet to show the work that had been done to the field house, painting and new trim. 2) The HVAC transition to the new system has taken place and now the monthly maintenance fee will begin. 3) Preschool has internal controls that will help in getting that room cooler. 4) The skid steer was delivered including the broom for snow clearing and other attachments. The maintenance crew received a training on the machine from John Deere. 5) The hail damage on the District house and field house is all cosmetic damage. The District received a check for \$109,000 and sent the check back because it was cosmetic damage. The District received a letter saying that they had 180 days to fix these items. The district will receive a letter from the vendor; Homestead Roofing that indicates the damage is cosmetic and has a cosmetic limitation. This letter will be also sent to CSDSIP.

- **Building Maintenance – see attached.**
- **Grounds Maintenance – see attached.**
- **Special Projects – see attached.**

5. **Booster Club** – 2<sup>nd</sup> Wednesday of the month.
- **Concessions Cooler** – The cooler appears to have an electrical issue. MTech may be able to look at it.
6. **BOCES** –
- **SAC Meeting 9/15/2023**
  - **Next Board Meeting – 9/21/2023-** Mr. Olkjer attended the BOCES meeting on the 21<sup>st</sup>. He said it was a long drawn out meeting and much of the meeting was regarding the possibility of BOCES being part of a potential water district formation of subdivisions in the area of the new BOCES location.
7. **Park and Recreation – Ms. Ardrey/Mr. Gresham** – Kyrei Zion will be the Pee Wee Basketball Coordinator for this upcoming season.
8. **Athletic Director – Principal/Athletic Director Graves reported:**
- **Sports update** – Coach Graves is busy working on Basketball and Baseball schedules.
  - **Homecoming** – This week is homecoming and the week has started great with a kick off a week full of events.
9. **Administration** –

## RECORD OF PROCEEDINGS

---

- **Staff In-Service** – CDE is requiring more hours for re-certifications so there will be a presentation for teachers about getting the necessary hours.
- **P/T Conferences – October 9, 2023** – Conferences are taking place the week before the end of the quarter for parents and students to have a chance to assess grades before quarter end.
- **Extra duty Pay? Oct/Nov Rural \$99,811.00** – The Rural Money increased some to \$98811.00 from initial budget figures. What month would be good to make the extra duty assignment pay to employees, October or November? How much? October should be the month and \$2,000.00 per full-time employees and part-time employees receive the amount for the proportionate they time work.
- **Upcoming Policies** – There are several upcoming policies being developed however they are still in the works at the CASB level so this topic will be on hold for another month.
- **Grandparents Day** – 109 Grandparents and a few parents visited elementary classes and were served lunch to celebrate Grandparents Day. It was a huge success.
- **Insurance Claim \$109,000** – This item was discussed by Mr. Rocha in his report but the school is following up with CSDSIP regarding their letter to the school district and the claim.
- **CoAction grant – Bus done - Minivan/Suburban/Sell either Current Van?** – CoAction grant will be wrapped up with the following expenditures; a 2020 Yukon has been located to purchase for \$48,000, approximately \$148,000 will be used to help cover our CTE teaching staff's salary and benefits and \$50,000 that is not spent will be given back so it can go to Elizabeth High School.
- **Letter of Support for Internet** – A letter of support has been signed by the administration of Elizabeth, Kiowa and Elbert School systems for a newer internet infrastructure in Elbert County.
- **Financial Audit Fund Balance estimates from 22-23 year** – A draft of preliminary fund balances for the end of the 2022-23 school year were received from Tim Mayberry, the district's financial auditor. All fund balances increased, with General Fund increasing by approximately \$169,106.19.
- **Advertisement Signs** – A variety of business have purchased signs and they will be going up in the Gym for this school year.
- **Mesa Verde Field Trip** – The teachers of 4<sup>th</sup> and 5<sup>th</sup> grade are looking into re-instating the Mesa Verde Biennial field trip. The Board agreed that it is worth pursuing this field trip.
- **Driver's Education** – Rick Kolm, our current driver's education instructor has informed Mrs. Thompson that he is retiring and will finish the drive time with all students from the 2022-2023 school

## RECORD OF PROCEEDINGS

---

year and then be done. This year several students did an online driver's education program that was listed on the school website. We need a person that would take on the Driver's Education program and keep it organized. Emily Cornell will do it for now and possibly train another person for the future program.

- **Enrollment 281**

### **XI. New Business**

#### ACTION – Consent B

1. **Approve Personal** – Approve Charlie Ritchey and Brandon Luporte as Substitute Bus Drivers, Patrick Brown as Apprentice Teacher, Cheryl Kitching as a part-time Para and allow hiring another full-time Para for the increased caseload.
2. **Approve Accreditation Rating** – Approve the Accreditation Acceptance of the Elementary Distinguished rating on the District's Performance Framework.
3. **Approve FFA National Trip** – Approve FFA National Convention travel to Indianapolis, IN.
4. **Approve Leave Request** – Approve Cynthia Yoder request to take the Friday before Thanksgiving Break.
5. **Approve Cancellation of School Board Election.** – Ratify the Cancellation of School Board Election.
6. **Approve Alternate Board Meeting Date for December** - Approve the December Board Meeting moving to December 19, 2023.

Del Olkjer moved to approve Action Items 1 through 6, as presented.  
Seconded by Tracy Ardrey and unanimously approved by a roll call vote.

#### DISCUSSION

1. District Newsletter – Newsletter presented and Board agreed it is a great edition.
2. Board Election Update – Three petitions were submitted by the deadline and all three were valid petitions. Three board seats are up for this election so a Resolution of Cancellation of the School Board Election for Elbert School District #200 was submitted to the Election Department at Elbert County.
3. CASB Delegate Meeting – Tom Gresham will attend the Delegate Assembly on October 7, 2023 virtually.

### **XII. Adjournment**

1. **Next Regular Meeting October 24, 2023, at 6:00 pm.**

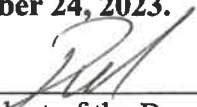
**RECORD OF PROCEEDINGS**

---

---

**2. Adjournment at 7:50 pm.**

**Minutes for the September 26, 2023, meeting are approved as of  
October 24, 2023.**

  
\_\_\_\_\_  
President of the Board

  
\_\_\_\_\_  
Secretary to the Board