

**MANITOU SPRINGS SCHOOL DISTRICT 14  
MANITOU SPRINGS, CO**

**BOARD MEETING MINUTES FOR JUNE 27, 2011**

Regular monthly Board of Education Meeting, present for the informal dinner were: Anna Lord, Molly Stevens, Jennifer Farmer, Gino Mendoza and Glenn Noufer. Staff members present for the dinner were: Ed Longfield, Pat Urban and Tim Miller.

President Farmer called the meeting to order at 7:03 with the Pledge of Allegiance and Roll Call.

Present for the Board of Education meeting: Jennifer Farmer, Anna Lord, Molly Stevens and Gino Mendoza.

Absent: Glenn Noufer

Staff members present were: Ed Longfield, Melissa McElhaney, Pat Urban and Tim Miller.

**A. AGENDA**

062711.01            Mrs. Lord moved to approve the Agenda for June 27, 2011 with the following amendment – adding Sarah Mortenson, 1<sup>st</sup> Grade UPE (INR) and Jessica Theis, SPED Para UPE to Routine/Consensus Items under employment.

Mr. Mendoza seconded the motion.

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

**B. MINUTES**

062711.02            Mrs. Lord moved to approve the minutes for April 25, 2011 with the following corrections:

Page 4: 3<sup>rd</sup> paragraph

Mr. Miller and Mr. Longfield both visited the schools in early March to review the three renewal options with staff for the insurance options. A survey was conducted for the staff to receive their input on which option they would prefer.

Page 10: 1<sup>st</sup> and 3<sup>rd</sup> paragraph

~~We~~ The Board has ~~have~~ an action item to revise the wording in the policy regarding proof of liability insurance. The current policy reads “Those parties reserving space must provide proof of liability insurance.” The suggested revision changes “must” to “may be required to” provide proof of liability insurance.

‡ Mr. Miller does ~~do~~ not envision ever waiving the requirement for any outside group – they should carry this kind of insurance. ‡ Mr. Miller does ~~do~~ think by having the option to waive the requirement, it could open up the use of district facilities to individuals – perhaps allowing an employee, board member, or community resident to host an event without the need to purchase expensive single event liability insurance.

Page 11: 3<sup>rd</sup> paragraph

~~We~~ Mr. Miller is requesting ~~need your~~ approval of a new resolution so we can proceed. It is identical in form to the one you approved last year.

Mrs. Stevens seconded the motion.

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

062711.03                      Mrs. Lord moved to the minutes for May 16, 2011.

Mrs. Stevens seconded the motion.

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

### **C. RECURRENT**

1. Identification of members of the audience who are not listed on the agenda wishing to make a comment to the Board of Education.

There were none.

2. Receive and or Act on Correspondence.

There was none.

3. Payment of Expenditures for the month ending May 31, 2011.

062711.03

Mrs. Stevens moved to approve the Payment of Expenditures for the month ending May 31, 2011.

Mrs. Lord seconded the motion.

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

#### **D. REPORTS**

##### 1. Superintendent's Report

##### 2. Board of Education Reports

###### a) Board of Cooperative Education Services: Glenn Noufer and Molly Stevens

There was a BOCES Board meeting on June 7, 2011. Ms. Stevens attended as the MSSD 14 Board Representative, Mr. Miller and Mr. Longfield were also in attendance. Approvals were completed for the budget, salaries and benefits and hiring the Director and Assistant.

###### b) Community Relations: Jennifer Farmer and Molly Stevens

The Manitou Springs Rainbow Vision Plan Committee held a Community Potluck on Sunday June 26, 2011. The participants were asked to dream and share their ideas of the perfect small town. The Committee will take topics that were discussed and create a document that will dictate the growth and redevelopment of Manitou Springs. They plan to hold more discussions throughout this year presenting a final document that City Council will adopt in the spring of 2012.

###### c) Governmental Relations: Anna Lord

Report not available

###### d) Pikes Peak Alliance: Tim Miller

The final meeting of the year was held on May 26<sup>th</sup>. The lobbyists did a good job this year keeping us apprised of the status of legislation, and Alliance members had a number of opportunities to provide input/testify on a variety of bills in order to influence the legislation that passed during the session.

There is some question as to membership in the Alliance next year; it is uncertain if Falcon D49 will continue. The loss of D49 would cause an increase in dues (currently \$1 per FTE) to the other member districts. However, Pueblo D60 may join, which would offset the loss of revenue if D49 drops out. Mark Hatchell, D20

superintendent and the leader of the Alliance, will keep us advised over the summer of developments.

e) District Accountability Advisory Committee: Gino Mendoza

At the last meeting, a discussion was held on the direction of the DAAC. It was decided that the DAAC will meet 4 times a year.

### 3. Staff

a) Assistant Superintendent: Tim Miller

**Election:** There is a motion to participate in the county's coordinated election; this is due to the county no later than July 22<sup>nd</sup>. The July board meeting is on the 25<sup>th</sup>, so we need to pass this at the June meeting to meet the July 22 deadline. We have also included the call for nominations, even though the earliest we can publish that notice is August 3<sup>rd</sup>.

**Smischny Trust:** Mr. Miller has begun actions to get an accounting of the Smischny estate. As you may recall, Mr. Smischny left part of his estate to a "foundation....which shall have as its purpose the giving of financial help to physically handicapped children of the Manitou Springs School District." The Trustee of the estate was tasked with creating this foundation. To date, nearly 10 years after Mr. Smischny's death, the foundation has not been created.

Per Jeff Parker, attorney for the City of Manitou Springs, the two other beneficiaries of the estate, the City of Manitou Springs and the metropolitan (parking) district, have received distributions in the approximate amount of \$75,000 each. Per Howard Morrison, an attorney in Manitou involved in this matter several years ago, the sale price on the property that resulted in these distributions was \$375,000; after real estate fees, an estimate of the amount to distribute could be approximately \$330,000, meaning each beneficiary's share is \$110,000. Additionally, there is another property at 954 Manitou Avenue that the Trustee should sell this fall, for distribution to the beneficiaries.

Mr. Miller met with and plan to engage David Griffith, an attorney and former probate judge who has worked on this matter, to take actions to seek an accounting of the estate and to guide us on subsequent actions. These may include seeking a court order allowing the beneficiaries to take charge of selling the remaining property, and a court order allowing the MSEF (if they agree) or the school district to act as the foundation to administer the trust assets for the benefit of the handicapped children of the district.

## **E. ROUTINE/CONSENSUS ITEMS**

062711.04 Mrs. Stevens moved to approve the following Routine/Consensus Items.

Mrs. Lord seconded the motion.

### 1. Resignations/Leave of Absence/Retirement/Transitional Retirement/Maternity Leave

#### **a) Certified**

- Tina Dzikowski: UPES - Resignation
- Ashley McDowell: MSHS - Maternity Leave
- Jay Woodard: MSHS - Retirement

#### **b) Classified**

- Clare McCarthy: UPES - Resignation
- Amanda Wupper: MSES - Resignation

### 2. Employment

#### **a) Certified**

- Steven Blocher: MSHS - Math
- Tom Bruszewski: MSHS - Instrumental
- Amantha Hordagoda: MSHS - English
- Sarah Mortenson: UPE 1<sup>st</sup> Grade (INR)
- Carlie Sutherland: District – Speech/Language  
EXHIBIT E
- Honoree Pouley: District –Arts Institute (1/2 time)  
(INR)

#### **b) Classified**

- Danielle Garcia: Exec. Asst. to Miller/Urban
- Jessica Theis: SPED Para UPE

### 3. ARK Contracts

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

**F. UNFINISHED BUSINESS**

The state quarterly revenue forecast for June was better than the March forecast, so the per pupil funding we used in our preliminary budget is good. It also means the state will have \$67.5 million in reserves to cover enrollment growth and at-risk changes for next year, so adjustments in the fall should not cause our PPF to be adjusted downward, as can happen in some years.

As discussed for the preliminary budget, this budget incorporates the following:

- enrollment projected at an increase of 18 students/19.0 FTE. Current enrollment reports from the schools show we are at this number now.
- kindergartners funded at 0.58 FTE (this continues for next year)
- no pay advancement in % or steps and lanes
- PERA at the higher rates (another increase of 0.9%) – a cost of \$70k
- medical premiums based on maintaining the same contribution rate for the district
- maintaining Title positions absorbed into the General Fund this year
- maintaining the PHC program
- adding the SMARTE Design program
- adding support for the Robotics program
- a one time bonus for returning personnel in the amount of \$800 or 2% of base salary, whichever is greater
- a decrease in General Fund fund balance by some \$672k. Per our discussions, we are in a position to draw down the fund balance next year, knowing we can assess a year from now our continuing course of action at that time.

We have maintained all existing school programs.

062711.05

Mr. Mendoza moved and Mrs. Lord seconded the following resolution:

"BE IT RESOLVED by the Board of Education of School District Number Fourteen in El Paso County that the following revenues and expenditures for each district fund comprising the 2011-2012 Budget be adopted."

FUND	REVENUES And Beginning Fund Balances	EXPENDITURES AND RESERVES
General Fund	\$14,805,991	\$14,805,991
Insurance Reserve Fund	\$184,036	\$184,036

Governmental Designated Grants Fund	\$328,335	\$328,335
Pupil Activities Fund	\$443,000	\$443,000
Bond Redemption Fund	\$1,866,645	\$1,866,645
Capital Reserve Fund	\$462,344	\$462,344
Food Service Fund	\$407,000	\$407,000
Trust and Agency Funds	\$773,442	\$773,442
TOTAL	\$19,270,793	\$19,270,793

Roll Call Vote: Farmer\_\_Aye\_\_, Lord\_\_Aye\_\_, Mendoza\_\_Aye\_\_, Noufer\_(absent)\_, Stevens\_\_Aye\_\_.

062711.06

Mr. Mendoza moved and Mrs. Lord seconded the following resolution:

"BE IT RESOLVED by the Board of Education of School District Number Fourteen

in El Paso County that the amounts shown in the following schedule be appropriated to each fund as specified in the budget for the fiscal year beginning July 1, 2011 and ending June 30, 2012."

FUND	REVENUES	EXPENDITURES
	And Beginning Fund Balances	AND RESERVES

funds as above revenues, beginning fund balances, expenditures and reserves as above

Roll Call Vote: Farmer\_\_Aye\_\_, Lord\_\_Aye\_\_, Mendoza\_\_Aye\_\_, Noufer\_(absent)\_, Stevens\_\_Aye\_\_.

**G. NEW BUSINESS**

- GBK (Staff Concerns/Complaints/Grievances)

Policy moved to second reading

- 2011-2012 BOE Work Session and Meeting Dates

To be adopted in July

- Official Notice of Intent for MSSD to Participate in the Coordinated Election on November 1, 2011

062711.07 Mrs. Stevens moved to approve the Official Notice of Intent for MSSD to Participate in the Coordinated Election on November 1, 2011.

Mrs. Lord seconded the motion.

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

- Call for Nominations for School Directors

062711.08 Mrs. Lord moved to approve the Call for Nominations for School Directors.

Mrs. Stevens seconded the motion.

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

## **H. FUTURE AGENDA ITEMS**

No July Work Session

July 25, 2011 BOE Meeting

## **I. EXECUTIVE SESSION**

062711.09 Mrs. Lord moved to enter into Executive Session at 8:23 p.m. to include the Board of Education Members and Mr. Longfield under C.R.S. 24-6-402: 4 F "Personnel" Evaluation of Superintendent, Participants to include the Board of Education and Ed Longfield.

Mrs. Stevens seconded the motion.

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

8.16 pm Break for 10 minutes.

062711.10 Mrs. Lord moved to exit Executive Session at 8:58 p.m.

Mrs. Stevens second the motion

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

062711. 11 Mrs. Stevens moves to adjourn the meeting at 8:59 p.m..

Mrs. Lord seconded the motion.

President Farmer requested a roll call vote: Mrs. Farmer voted aye, Mrs. Lord voted aye, Mr. Mendoza voted aye and Mrs. Stevens voted aye.

Respectfully Submitted,

Gino Mendoza  
Secretary