

Board of Education Regular Meeting 5:30 p.m.  
Moffat Consolidated School District No. 2

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Minutes for the regular meeting held on September 18, 2017, in the Moffat Consolidated School BOE Room.

**1. Call to Order**

President Berry called the meeting to order at 5:37 p.m. with the following in attendance:

**Members Present**

Jerry Berry  
Matthew Crowley  
Tina Freel  
Ginger Stringer

**Others Present**

Elise Lovato  
Christina Larson, Superintendent  
Marie Louise Baker, CCS Director  
Brandon Hawkins  
Virginia Drake, Secretary  
Jodi Anderson, Business Manager  
Vespar Gers, GC

**2. Citizens who wish to address the Board**

NONE

**3. Adoption of Agenda**

*A motion to amend the agenda was given by Freel, seconded by Crowley.*

The motion was to add:

Would like hard copies of BOE packets

Add Pesenecker resignation

Add Appointing of Mary Benevidez to BOE.

*A motion to approve the amended agenda was given by Freel, Seconded by Berry.*

*Motion carried unanimously.*

**4. Announcements:**

- a. Fall Delegate Assembly is October 13<sup>th</sup> and 14<sup>th</sup>.
- b. CASB Convention is Nov. 30<sup>th</sup> – Dec. 3<sup>rd</sup>.
- c. GC/BOE dinner, 5:00pm at Moffat. Key Club can provide food.

**5. Approval of Minutes**

*Motion by Crowley to approve corrected August 2017 BOE Meeting and Special August 2017 Meeting, Seconded by Stinger. Motion carried unanimously.*

Corrections Special BOE Meeting: #3 vote needs to be added unanimous

#8 monitoring reports submitted to the BOE

Special meeting spelling error

Corrections to August 2017 Meeting: Add none under executive session, spelling corrections done by Crowley.

Break 5:59pm  
Resume 6:15pm

## 6. Reports

- a. Marie Louise Baker, CCS Director  
Submitted Report  
Feed back for Ends. Event was well received. Marie Louise did not get the specific feedback she wanted from families, but the responses to the short list of ownership questions from the BOE were very positive. CCS can use reserves as they wish—but is recommended by Gary Waller (auditor) not to use for continuous expenses. Discussion was held about spending into reserves.
- b. Jillian Sciacca, Moffat PK12 Principal  
Report submitted  
Purchased curriculum to fill in missing components in various grade levels.  
Office referrals-created procedures and steps to be followed by staff, students and parents. Standard procedure is being implemented. Training subs to be on the same page as the rest of the school.  
Matthew Crowley suggests that the BOE should look at a draft of the changes being made to the web page, for comment, before it goes public.
- c. Moffat Consolidated Schools #2, Christina Larson  
Report submitted  
Good job Brandon Hawkins on energy efficiency.  
We are not participating in the valley PLCs which focus on STEM.  
Moffat PK12 needs to be meeting our basic educational needs and will provide PD to teachers based on local curriculum and instruction needs for this year.
- d. BOE Reports
  - i. BOCES – Tina Freel will attend Wednesday. Asking for positive reports from the 2 campuses to share with BOCES. Energy efficiency at Moffat PK12, 80% reduction in energy usage from same time last year;  
Use weekly updates from Jillian Sciacca, Principal to determine what is important to share from Moffat PK12 School.  
Wilderness training at CCS
  - ii. Governing Council – 9/20 Governing Council Meeting – Matthew Crowley will attend
  - iii. Legislative – Tina Freel attended, nothing major at this point except funding issues.

- iv. NSBA – Tina Freel is looking for a book

**7. Board's Policy Work – September focus:**

- a. Second Reading of GP-2, 3a. – Ginger Stringer reads...  
*Freel moves to approve and adopted changes to GP-2, 3a, Crowley 2<sup>nd</sup>.*  
Needs to be updated on line and paper copies given to BOE members. Be sure to add the current date. Monitoring frequency should be March and September.
- b. GP9 – Tina Freel suggestions under c. to add 2 public engagements or outreaches per year.  
1<sup>st</sup> reading for the above changes next month BOE meeting.
- c. BSR5 – Tina Freel suggests need to create a BOE evaluation system for superintendent. Use a 360 evaluation and review of monitoring reports to create a summative evaluation of the superintendent. Include superintendent goals as part of the summative evaluation.  
Page 3 overall superintendent performance 360 evaluation district personnel goals.  
BSR 5 Schedule seems to be duplicated. Remove and have 1 schedule.  
BSR 3 discussion relevance/conflict to BSR 5?
- d. EL6, Matthew Crowley suggests defining length of absences. Agreed upon reasonable time frame of 2-3 weeks. After 3 weeks the BOE can consider seeking an interim. Order of succession shall inform BOE of any changes.  
On agenda for 1<sup>st</sup> reading next BOE meeting.  
GP5 Matthew Crowley suggests simple agreed upon changes made to wording.  
Recommendation that a longer conversation be held as to more substantive content changes.  
1<sup>st</sup> reading next BOE meeting for the simple wording changes to GP5.

Break 7:33pm

Return 8:03pm

**8. Consent Agenda:**

- a. Approval of credit card expenses.
- b. Approval of Quarterly Report from August.
- c. Approval of resignation of high school boys basketball coach.
- d. Approval of Administrative policies (these will need to be passed through the district's attorney next):
- i. Revision of JICA Student Dress Code
  - ii. Adoption of AC-E3 Gender Policy
  - iii. Confirmatin of EJ Service Animals

**9. Monitoring Report: EL-6 Emergency Superintendent Succession**

*Freel moved to accept EL-6 Emergency Superintendent Succession, Stringer 2<sup>nd</sup>, discussion. Motion carried unanimously.*

**10. Old Business**

a. Communities Outreach and compile feedback for new ends (by Dec. 20) Stringer has the feedback from School Open Houses and will and share it at the next BOE meeting. Will need to find commissioner and town feedback to include. Need to reach out to POA (Berry will try to get on the agenda) and Crestone Town Council, Youth Leadership groups at both campuses, teachers, staff and local businesses.

**11. New Business**

a. Resolution to authorize expenditures from the Capital Reserve Fund – *Freel read, 2<sup>nd</sup> by Stinger, Resolution carried unanimously.*

b. Board attendance for Fall CASB Regional Meeting on Sept. 26

i. Currently RSVP: Matthew Crowley (No), Ginger Stringer (Yes), Christina Larson (Yes)

ii. Use School vehicle to take Tina Freel, Mary Benevidez and Christina Larson at 3:15pm.

c. Discussion about how to engage board candidates with the community prior to the election: Brews with the Board? Ask brewery if they can help coordinate this...we can do it at Desert Sage as well. Way to get people to see candidates and the Board members. Could also do a booth during Saturday Market for Fall and Spring with Mary Benevidez, Ginger Stringer and Tina Freel.

d. Superintendent search process: Need to start organizing groups for a Superintendent search. Parents and families from both schools, BOE all participated in last Superintendent search. 3 groups of 5 or 6...BOE advertised and cut down to finalist. Finalist came to Moffat had dinner then the finalist met with the community. Following day, there were three interview committees they met with. Currently, the BOE has said that superintendent was interim, and that the BOE needs to ensure we are doing what is best for the community and what the community wants. Need to run an ad and do baseline advertising to determine who will apply. Jerry Berry will have ads ready for next BOE meeting.

e. Tina discussed Agenda planning: Can we plan for the next month's agenda during current meeting?

a. BOE President should be setting the agenda.

b. Get packet out as close to one week before the meeting as possible.

f. Adopt resolution to declare vacancy in District #2.

*Freel, Be it resolved that there is a vacancy in Director District #2., 2<sup>nd</sup> by Matthew Crowley, Resolution carried unanimously*

**12. Board Education/Work**

- a. Superintendent contract template – work on (Per the retreat from July 8). Wanted draft of Superintendent Contract by Feb. 1. See Moffat Superintendent Contract 6/24 in Google Docs. Use as starting point. Point person for feedback will be Matthew Crowley, who will post current interim contract as view only on Google docs individual board members to email him with comments individually in order to comply with Sunshine Law.
- b. Interim Superintendent Evaluation 360 can be used for interim and permanent. Christina won't have a complete year so it will need to look different. Ginger Stringer will review this from the document from CASB and will get it started.

**13. Board Self Evaluation**

- a. GP-1: Global Governance Commitment – Need an updated copy, was modified March 13, 2017.
- b. GP -2: Governance Style – need to be aware that we need to be proactive as opposed to reactive, especially in regards to the assessing policies and making necessary changes.  
Tracking attendance of BOE members on Minutes.
- c. GP-3: Board Job Description - #5 issue when county decides where the money will be used. BOE members should be representing our schools better with County Commissioners. Berry will look into attending County Meetings.

**14. Executive Session: 24-6-402 (4) (a)(b)(c)(d)(e)(f)(g)(h)**

NONE

**15. Good of the Order**

Freel will not be at the next BOE meeting, but can phone in when or if available.

**Next Meeting:** October 16, 2017

Adjourn: 9:45pm.

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**President**

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**Secretary/Treasurer**