



*The Mission of the Norwood Public Schools is to Foster Success in All Students by Educating Them in a Safe and Respectful Environment.*

**MINUTES  
BOARD OF EDUCATION  
September 18, 2018**

**Work Session**

The school board members and the DAAC held a work session from 6:00 p.m. until 7:10 p.m.

**Items Discussed:** DACC Charges and Principals Presented a DATA Report.

**Regular Meeting**

**I. CALL TO ORDER**

The regular meeting was called to order at 7:20 p.m. by school board secretary Ms. McCluer. Mr. Ordean and Mr. Morlang were absent.

**A. Pledge of Allegiance**

The pledge of allegiance was said by those present.

**B. Request for Additional Items**

Ms. Barkemeyer made a motion to add Action Items: I. Approval of Shelly Donnellon as 2<sup>nd</sup> grade teacher. J. Approval of Jerry Lee as bus driver. K. Approval of new DAAC Members. Seconded by Mr. Sanchez. Roll call vote: "aye's" 3, "no's" 0. Motion Carried.

**II. OPPORTUNITY FOR CITIZENS TO ADDRESS THE BOARD**

Carrie Andrew reported \$35,000 had been raised for the Library Matching Grant and their goal was met. Carrie also reported a DOLA grant had been submitted for \$130,000 to finish the library project. The project is on time and within the set budget.

**III. COMMUNITY REPORTS – Wendy Crank, Juvenile Diversion Presentation**

Wendy Crank presented a power point on the "Services" they provide for San Miguel County and the West End for students and parents who need help in various areas.

#### **IV. STUDENT REPORTS - None**

#### **V. STAFF REPORTS**

Miss Kolbet reported there was a great turn out for the FFA Meeting held last week with the community. Miss Kolbet told the community about the different activities planned for the students and how they plan to build the program. Norwood currently has two district officers, Jacob Gordon and Ayden Ingram, who will present at a leadership conference later in the year. Miss Kolbet also stated for all those interested, there will be a Committee Advisory Meeting tomorrow, September 19 at 6:00 p.m. in her room.

#### **VI. CELEBRATIONS**

The district is "Accredited with Distinction". Woot! Woot! The administration served cake to the elementary school, middle school and high school to thank the students for all their hard work last year in their academics. Students do take pride in their accomplishment.

Two student athletes, in volleyball, showed leadership and sportsmanship at a volleyball match against Nucla High School. The officials took the time to speak to the girls and the coaches also appreciated the honesty the athletes showed.

Ms. McCluer thanked the PTA Group who placed positive sayings in the middle/high school bathrooms. It creates a positive environment for everyone. Ms. McCluer also stated how fresh and clean the building looked and thanked the custodial crew.

Middle School Knowledge Bowl team placed third in Dolores yesterday. The team also represented the school as young, responsible adults.

High School Football players refereed pee wee football over the weekend, and were appreciated.

#### **VII. APPROVE CONSENT ITEMS**

- A.** Approve August 20, 2018 Minutes
- B.** Approve August General Fund Bills
- C.** Resignation of 2<sup>nd</sup> Grade Teacher
- D.** Resignation of Cook
- E.** Resolution in Support of Amendment 73
- F.** Approval of Substitute Teachers
- G.** Approval of amended Policy GD
- H.** Approval of Kyle Dinsmore, Maintenance Support
- I.** Approval of Shelley Donnellon as 2<sup>nd</sup> Grade Teacher
- J.** Approval of Bus Driver, Jerry Lee
- K.** Approval of new DAAC Members

Ms. Barkemeyer made a motion to approve consent items: **A.** August 20, 2018 Minutes  
**B:** August General Fund Bills. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0.  
Motion Carried.

## **VIII. ACTION ITEMS**

### **C. Approval of resignation of 2<sup>nd</sup> Grade Teacher.**

Ms. McCluer read the resignation letter from Kristina Pham. Ms. Barkemeyer made a motion to approve resignation of 2<sup>nd</sup> Grade Teacher Kristina Pham. Seconded by Mr. Chavez. .  
Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

### **D. Approval of Resignation of cook, Sharon Newport.**

Ms. McCluer read the Resignation letter from Sharon Newport. Mr. Sanchez made a motion to approve the resignation letter from Sharon Newport. Seconded by Ms. Barkemeyer.  
Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

### **E. Approval in Support of Amendment 73.**

Mr. Crews explained Norwood Public School lost over \$3,000,000 in revenue due to the negative factor. Mr. Sanchez made a motion to approve the resolution. Seconded by Ms. Barkemeyer. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

### **F. Approval of substitute teachers, Eliese Ghaffari, Robbie Bunker, & Christa Copeland.**

Ms. Barkemeyer made a motion to approve substitutes, Eliese Ghaffari, Robbie Bunker and Christa Copeland. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

### **G. Approval of Amended Policy GD.**

Mr. Sanchez made a motion to approve Policy GD with changes. Seconded by Ms. Barkemeyer. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

### **H. Approval of Kyle Dinsmore, Maintenance Support.**

Mr. Crews explained we are preparing for Murray Archer’s departure. Kyle has been job shadowing with Murray for the past month and will be a great fit if Murray leaves the district. Ms. Barkemeyer made a motion to approve Kyle Dinsmore as Maintenance Support. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

### **I. Approval of Shelley Donnellon as 2<sup>nd</sup> Grade Teacher.**

Mrs. Rasmussen informed the board of the interview with Shelley Donnellon went really well and she will be a great addition to staff. Mrs. Rasmussen explained her teaching experience

to the board and Shelley will be here in October. Ms. Barkemeyer made a motion to approve Shelley Donnellon as 2<sup>nd</sup> grade teacher. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

**J. Approval of Jerry Lee as Bus Driver.**

Mrs. Epright informed the board as to Jerry Lee’s experience as a bus driver for the Galloping Goose and he lives in the area and would like to drive for the school. Ms. Barkemeyer made a motion to approve Jerry Lee as a bus driver. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

**K. Approval of new DAAC Members.**

Ms. Barkemeyer made a motion to approve Nicole Long, Nichol Bray, Amanda Pierce and Jessica Johnson as DAAC Members. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

**IX. MISCELLANEOUS REPORTS**

**A. DAAC** – Ms. Kolbet reported the DAAC met tonight. Charges for the DAAC Committee are: UIP, teacher evaluation tools, and a teacher survey at the end of the semester. New members were welcomed.

**B. UNBOCES** – Mr. Crews stated the UNBOCES meeting will be September 19, 2018.

**C. WSCF** – None

**D. PTA** – Looking for new members, any interested, please contact Jen Dinsmore.

**E. OTHER BOARD REPORTS** – None

**X. NEW BUSINESS - None**

**XI. OLD BUSINESS**

**Community Communications** – Mr. Crews will look at dates in November to set a date to meet new teachers and celebrate Accreditation with Distinction with the public.

**Inside/Out** –Continuing to be work in progress. Teachers and coaches are seeing a shift in the student/athletes in a positive manner in their behavior and attitudes.

**XII. ADMINISTRATION REPORTS**

**A. Superintendent Report** – See attached

**B. Principal Report** – See attached

**XIII. EXECUTIVE SESSION –Pursuant to CRS 24-6-402(4) (f) to discuss personnel matter**

Ms. Barkemeyer made a motion to go into executive session as per CRS 24-6-402(4) (f) to discuss personnel matter at 9:02 p.m. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried. Mr. Sanchez, Ms. Barkemeyer, Ms, McCluer, Ms. Gipner, Mrs. Rasmussen, Mr. Crews and Mrs. Epright were in executive session.

At 9:07 Ms. Barkemeyer made a motion to come out of executive session. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0. Motion Carried.

**ADJOURNMENT**

Ms. Barkemeyer made a motion to adjourn the meeting at 9:10 p.m. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 3, “no’s” 0. Motion carried.

Respectfully submitted,  
Susan Epright

## Superintendent Report September 2018 (C3)

- **Staff changes**

*Kristina Pham has decided to move back to Phoenix. The plan that you may have seen in an email is to have Eleise back in the morning and then have Kelly Sutherlin cover in the afternoon. We are offering the position to Shelly (Snyder) Donalon, the candidate we interviewed on Friday, the earliest she can start will be in October 22. Shelly has a five years of teaching experience in Colorado before staying home with her children the last few years. She is a graduate from Norwood High School. Eleise will continue to provide support to our new teacher as we transition her in to the position. We have two people who recently applied to be substitute teachers for us. 8b*

- **Amendment 73** *Last month we registered our school district as supporters of Amendment 73 through the Great Schools Thriving Communities website. In your board packet is a resolution that we have on the agenda, taking official action of support. The resolution addresses how much money we have lost because of not being fully funded since 2010. It also states where that money would have gone if we had it. Once again Amendment 73 is an initiative is designed to help the state's underfunded schools and ensure every community across Colorado benefits from the state's booming economy. The measure empowers local school districts, enabling them to determine the highest priorities for much needed revenue. It would raise \$1.6 billion a year in additional, sustainable revenue for Colorado's public schools, bringing them closer to the national average in school funding. Revenue will be deposited in the Quality Public Education Fund, a new, dedicated state education fund that will allocate revenue equitably to every Colorado school district. 1c, 7b*

- **SMPA** *We continue to work with Paul Hora to figure out a way to lower our demand charges on our football field lights. They feel the best case scenario is what they suggested earlier, which is to break up the lights by putting them on three separate meters. This will require us to pay for someone to make that change. 6c,6d*

- **Assessed Valuation** *We have received our preliminary numbers for assessed valuation for next year. This was the lowest decline in the assessed valuation in last 11 year (less than a thousand). If the numbers stay the same the amount of mills we need to collect that would generate our mill levy override and bond amount will be close to the same as this year. Attached is the preliminary numbers from San Miguel County, I haven't seen anything from Montrose County yet. 3c*

- **Maintenance Transition** *We have hired Kyle Dinsmore temporarily to work with Murray as Murray transitions out of his position. He is looking to move possibly by the end of September and we want to train someone on the various responsibilities. Currently they are working on repairing the boilers and getting them ready for the winter. It is highly important that we have someone who knows the heating process to be here if Murray leaves. Things are up in the air, however, we want to be prepared but frugal. 5d*

- **Policy GD** Attached is policy GD and the changes made. It is on as an action item. 1a
- **Why students left** Attached is a brief report on the reasons why students withdrew from our schools last year 1b, 1c
- **Student Violence Threat/Risk Assessment Training** Monday and Tuesday Rick, Perri and myself are attending this training that prepares school-based multidisciplinary threat/risk assessment teams with the tools and training needed to effectively assess and address violence and threats of violence in school and community systems. This prepares us to be more in line with identifying threats and getting students the interventions needed to provide support for change. It will help mitigate our exposure with the Claire Davis Act. 3c 6c



# Reasons for Student Withdraw, 2018-2019 School Year

Bullets indicate one student unless otherwise noted

*Entries in italics indicate four-day week was deciding factor per conversation with parent*

Grades K-5	Grades 6-8	Grades 9-12
<ul style="list-style-type: none"> <li>• Parent took teaching position in Ridgway</li> <li>• Family moved to Utah</li> <li>• Mother took job in Naturita (2 siblings)</li> <li>• Family moved to Arizona</li> <li>• Family moved to Arizona (2 siblings)</li> <li>• Enrolled in Telluride because both parents work in Telluride</li> <li>• <i>Enrolled in Telluride because both parents work in Telluride and family moving (2 siblings)</i></li> <li>• Parent took position in Telluride</li> <li>• Moved back in with biological mother (Grand Junction) after foster placement in Redvale</li> <li>• Enrolled in West End due to mother's job</li> </ul>	<ul style="list-style-type: none"> <li>• Family issues/moved to Delta</li> <li>• Enrolled in West End School due to parent move to Nucla and peer group</li> <li>• Family moved to Arizona</li> <li>• Parent took position in Telluride School District</li> <li>• Homeschooling due to health, divorce, and upcoming move to Montrose</li> <li>• Moved to Florida</li> <li>• Moved back in with biological mother (Grand Junction) after foster placement in Redvale</li> <li>• Enrolled in West End due to mother's job and peer group</li> </ul>	<ul style="list-style-type: none"> <li>• Family issues/moved to Delta</li> <li>• Mother works in West End school</li> <li>• Homeschool due to opportunity to travel with grandparent</li> <li>• Foster placement in Montrose</li> <li>• Family moved to California (2 siblings)</li> <li>• Chose to live with father in Fruita</li> <li>• Homeschooling due to chronically ill grandmother and father works in oil field and moves frequently (family follows him)</li> <li>• Job Corps (referred to juvenile diversion for chronic absenteeism)</li> <li>• Job Corps (referred to juvenile diversion for chronic absenteeism)</li> <li>• Job Corps (student choice do to inability to obtain financial aid for post-secondary)</li> <li>• Father bought house in Telluride, student's participation in sports in Telluride lead to too much time out of school if in Norwood, splitting time between homes</li> <li>• Homeschooling and wrestling for West End</li> </ul>



**Norwood Public Schools Board of Education**  
**Principals Report**  
**8-20-18**

**Respectfully Submitted by Perri Gipner and Sara Rasmussen**

<b>Behavior</b>
<p>The Multi-Tiered Systems of Support (MTSS) Leadership team met at an all day retreat at the beginning of the summer to review staff perception data and identify areas of focus for the upcoming school year. Throughout the summer the principals worked with our MTSS implementation coach on revising and clarifying the core values of Norwood Public Schools and integrating them into our behavior procedures. The MTSS leadership team met again prior to the start of school for training on behavior procedures and to develop a plan for rollout to the staff. On the first day back for staff, our implementation coach presented the True Colors test to identify everyone's strengths. She also presented information on the MTSS framework and provided Positive Behavior Intervention and Supports (PBIS) coaching while the MTSS leadership team presented updated behavior procedures.</p>
<b>Communication</b>
<p>The principals have developed a board report format that aligns with the five areas of focus for this school year. This report will be published on our website and Facebook page as part of the communication plan developed by the principals this summer. The principals will also survey staff, parents, and stakeholders on their preferred method of contact to better reach the school community. The MTSS team also established a feedback loop for staff to provide feedback on the new behavior procedures throughout first semester so that the MTSS leadership team can review and clarify the behavior procedures at semester. The principals will continue to communicate weekly with parents via Facebook, website, and all-call/text/email to ensure parents are apprised of weekly events. The principals have also established a schedule for staff/Rtl meetings on designated Wednesdays.</p>
<b>Personnel Development</b>
<p>The MTSS leadership team developed a personnel development plan for learning targets last year. After meeting with the curriculum coach, the principals revised the plan for the upcoming year. The principals also developed a plan for PBIS coaching throughout the year. The principals will provide a survey to staff assess the efficacy of the PBIS coaching and behavior procedures training on the first day back using the adult learning principles,</p>
<b>Time</b>
<p>The principals have designated contract Fridays as SSaCC days (Safe, Supportive and Collaborative Climate) to allow for the needs identified by the staff. This includes collaboration time, coaching, data review, independent work time, informative meetings, acknowledgements, and so on. The principals will develop a structure that will be adhered to</p>

every Friday to ensure consistency and accountability. The principals will provide the board of education the structure at the September meeting.

#### **Four-Day School Week**

In the development of the master schedule the principals worked closely with the counselor to prioritize optimal learning time for elementary students as well as uninterrupted blocks of time for literacy and numeracy instruction. The elementary specials schedule focused on minimizing transitions in and out of the classroom and creating a solid block of time in the morning for literacy and numeracy. The middle school schedule was developed to protect core instruction to the best of our ability given the need for shared teachers, Middle school students have literacy and numeracy instruction in the morning and the afternoon was loaded with specials wherever possible. The same focus was applied to high school courses and electives were scheduled in the afternoon whenever possible. In the entire secondary homeroom was implemented to not only improve teacher-student relationships but provide a foundation for students to practice self-directed learning, executive functioning skills, and self-advocacy. Homeroom was scheduled on Tuesday and Thursdays since most activities are scheduled on those two days. This also minimizes afternoon class time missed. In regards to sports and activities we will continue to work with other districts to reduce the amount of time students will be out of class for extra-curricular activities. The principals will closely monitor assessment data to ensure continued student achievement and growth.

#### **Other Important Information**

The principals will present 2017-2018 data to the board at the September worksession.