



**MINUTES  
BOARD OF EDUCATION**

**May 28, 2019**

**WORKSESSION**

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

Topics: Superintendent Search with Robyn Shank

**I. CALL TO ORDER**

The regular meeting was called to order at 7:14 p.m. by school board president Mr. Morlang.

**A. Pledge of Allegiance**

The pledge of allegiance was said by those present.

**B. Request for Additional Items**

Ms. Barkemeyer made a motion to move New Business Discussion after Citizens Address the Board. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

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

Several parents voiced concerns over the low numbers of student athletes participating and the future of the sports programs for Norwood Schools. What is the district going to do for our students and what is best for students?

A concerned parent mentioned parking lot etiquette and lack of directions to follow when driving in or driving out of the parking lot.

Students also mentioned concern of lack of participation in basketball and what do we need to do for those who do want to play.

### **III. NEW BUSINESS-Extracurricular Activity Focus Group Discussion**

Ms. McCluer read an email from Mrs. Thomas concerning the charges for canceling our basketball program in between cycles.

Several parents and students voiced their concerns and ideas on how we could better our programs by participating with neighboring schools if we cancel our programs. It was stated we need to build leadership, confidence and pride in our student athletes.

Mrs. Thomas also stated how hard it would be to re-establish programs if we choose to not have basketball in Norwood.

A survey will be sent to all students in grades eight thru eleventh, to see how many will actually participate in basketball if we have the program in Norwood.

A special board meeting is scheduled for; Wednesday, June 5 at 6:00 p.m. to make a decision on the direction the district will go for the High School Basketball Program for 19-20 .

### **IV. COMMUNITY REPORTS**

None

### **V. STUDENT REPORTS**

Darcy Bray will be attending the Student National Leadership Conference this summer and she has raised \$1,200 thus far. She is looking for odd jobs this summer to raise the rest of the funds to attend the conference.

Colton Bray presented an idea to be able to provide meat to the school for our lunch program. Colton will continue to do research and be back to present more information on the great idea.

### **VI. STAFF REPORTS**

None

### **VII. CELEBRATIONS**

Graduation was amazing. Live feed was great. Thanks Mr. Lawrence.

Mrs. Nuttall finished induction program.

Jessica Barkemeyer finished 2<sup>nd</sup> in the 200 at state track.

Baseball Team finished 2<sup>nd</sup> in State.

### **VIII. APPROVE CONSENT ITEMS**

**A. Approve April 2019, Minutes.**

**B. Approve May 2019 General Fund bills**

Ms. Barkemeyer made a motion to approve consent items: **A. April 16, 2019 Minutes.**  
**B. May 2019 General Fund Bills.** Seconded by Ms. McCluer. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

## **IX. ACTION ITEMS**

### **C. Approval of Resignations of Darlene Rummel and John Hickey.**

Ms. Barkemeyer made a motion to accept the resignations of Darlene Rummel and John Hickey. Seconded by Ms. McCluer. Ms. McCluer read letters from each individual. Ms. Barkemeyer thanked them for the time and effort to Norwood Schools. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

### **D. Approval of Eliese Ghaffari, Part Time Librarian.**

Ms. McCluer made a motion to approve Eliese Ghaffari as Part Time Librarian. Ms. Barkemeyer seconded. Mrs. Rasmussen stated we are excited to have Eliese back in the district; she will be an awesome asset again. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

### **E. Approval of Sadie Weitzel as 3<sup>rd</sup> Grade Teacher.**

Ms. McCluer made a motion to approve Sadie Weitzel as 3<sup>rd</sup> grade teacher. Seconded by Ms. Barkemeyer. Mrs. Rasmussen stated Sadie has been a teacher in other districts and she will be a great addition to our staff. Sadie is a local person, grounded and wants to be in Norwood. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

### **F. Approval of John Hickey as Head Football Coach for 2019-2020 School Year.**

Ms. Barkemeyer made a motion to approve John Hickey as Head High School Football Coach for the 2019-2020 school year. Seconded by Mr. Morlang. Mr. Crews explained Johnny will be a good fit. He is great with kids and was the assistant last year. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

### **G. Approval of Bond Payment of \$9,725.00.**

Ms. Barkemeyer made a motion to approve bond payment of \$9,725.00. Seconded by Mr. Ordean. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

### **H. Approval of Extra Duty Assignments for 2019-2020 school year.**

Ms. Barkemeyer made a motion to approve the Extra Duty Assignment for the 2019-2020 school year. Seconded by Ms. McCluer. Mr. Crews explained the changes and the additions. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

### **I. Approval of 2019-2020 Salary Schedules.**

Ms. Barkemeyer made a motion to approve the 2019-2020 Salary Schedules. Seconded by Mr. Ordean. Mr. Crews explained all salary schedules increased by 2%. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

**J. Approval of 2019-2020 ESEA Application.**

Ms. Barkemeyer made a motion to approve the 2019-2020 ESEA Application. Seconded by Mr. Ordean. Mr. Crews explained the application. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

**K. Approval of Terri Williams as School Nurse.**

Ms. Barkemeyer made a motion to approve Terri Williams as school nurse for the 2019-2020 school year. Seconded by Mr. Ordean. Mr. Crews stated Ms. Williams is very qualified for the position and she will be here two days a week. Terri will also help with screening for Mental Health awareness. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

**X. MISCELLANEOUS REPORTS**

**A. DAAC** –Provided breakfast for Teacher appreciation week. DAAC members went over budget with Mr. Crews and Mrs. Epright. They will meet again in September 2019.

**B. UNBOCES** – Continuing to move forward with all programs and Mrs. Johnson will return next year.

**C. WSCF** – None

**D. PTA** – They raised over \$1,400 to help with the purchase of the new water filling fountains.

**E. OTHER BOARD REPORTS**

Mr. Ordean wants to make sure, with school board elections this year, everyone is on the same page and the process will be done correctly. Mr. Ordean voiced concerns over club programs and how we can help things run without conflict.

**XI. OLD BUSINESS**

The board would like to see Inside/Out Placed back on the agenda.

**XII. ADMINISTRATION REPORTS**

**A. Superintendent Report** – See attached

Other topics included, price of parking lot replacement, the football field lights,

**B. Principal Report** – See Attached

**XIII. ADDITIONAL ACTION ITEMS** – None

#### **XIV. ADJOURNMENT**

Ms. McCluer made a motion to adjourn the meeting at 10:10 p.m. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 5, “no’s” 0. Motion carried.

Respectfully submitted,  
Susan Epright

## **May 28, 2019 Superintendent Report**

**Employees Hires** We are recommending Sadie Weitzel for the 3<sup>rd</sup> grade teacher position. Sadie is a graduate from Norwood High School and has three years of teaching experience as well as some preschool experience. We are recommending Teri Williams as a two day a week nurse for school district. She brings an abundance of clinical experience to us and will travel here from Ridgway. She also has mental health experience where she can help students get to the right person for help.

Also on the agenda is approving Eliese Ghaffari as a one a week librarian to the elementary school and John Hickey as the head football coach. John is the son of John Hickey who taught and coached for us this year.

**Quarterly Meeting With the West End School District** The West End School Board discussed the other night wanting to set a date to meet with our board for our quarterly meetings.

**CASB Randy Black** I spoke to Randy Black about contracting out the background checks and the list serve advertisements to the other school districts. He said at this time they don't have a menu type of service but is willing to have me run names past him who may apply. Susan is putting the posting on CASE as well.

**Included** Included is an article from an ed week pertaining to superintendent search. I also attached a timeline that the department of education provides to superintendents in regards to assessments and performance plans.

### **Some things that are currently on my radar;**

**Policy updates** Check with CASB monthly to make sure our policies are updated . We pay for CASB to update any of our policies and they will do the electronic work to put them on our website. (Corina Sepulveda is our CASB contact.)

**Parking Lot Improvements** We are just getting back bids on the parking lot, some of the estimates are out of our price range. We are continuing with bids. (Kyle is the lead on this)

**Security Grant Implementation** We have \$54000 waiting to spend towards new keyless entry. We are currently waiting for some estimates. The goal is to have this installed this summer before school starts (Ken is the lead on this)

**Federal Programs Application** We have a federal programs application to be completed before June 30. It provides between \$50K-\$75K in title funding. It will be completed before I leave but there will be some modifications to the application usually in August (Sheri Hardman can help on this)

**Alternative Teacher License** Our UNBOCES is in charge of our alternative teacher license program that includes the Ouray, Montrose, Telluride, Delta, Ridgway, West End, and Norwood School Districts. We have representatives from each school district who create a board that oversee the program and decides on who receives their teacher license. (our representative could be the superintendent or one of the principals) Tammy Johnson is our BOCES contact.

**Grounds** Making sure that the grounds are taken care of including our sport fields. Working with Ken Watt from the Parks and Rec District to make sure that our sprinklers and mowing occur. (Kyle could be a contact)

**Bond** We continue to have bond payments through 2022. Around that time, or even before, might be a good time to go for an additional bond project. Look at a possible matching grant (possibly BEST if it is still around).

**Mill Levy Override** We have a mill levy override that was written and passed in 2007 for \$350,000 plus inflation. The value of that mill levy override this year is over \$450,000. The job of the superintendent is to make sure that the state continues to include the inflation amount to the mill levy override amount annually. Also be an advocate for the protection of the funding, i.e. don't let the state try to move the override money into the general fund to offset the State equalization amount we receive. If this happens (through legislation) it could reduce our funding \$450,000. (Susan Epright is the point of contact)

**Curriculum** Continued work of each grade level and content area having an standards-based aligned curriculum is a continual work in progress. Revisiting the content scope and sequences to ensure that the instruction is taught at the right time to give a student the best opportunity for success including state assessment success is a big key (principals are the point of contact).

**Salary Adjustments** It would be my recommendation that we look each year of making some salary adjustments at the very minimal a cost of living increase. In the last few years we have been able to do this, however, with the student population declining we need to look at staffing and the PPOR amount that gets adjusted due to the decline. Around 85% of our budget is based on salaries and benefits.

**Benefit Adjustments** The challenge is to make sure our staff has the best health insurance that we can afford. We have been working with CEBT the last twelve years to provide our health insurance. They have been able to provide a quality plan albeit it has increased over the years and we have to switch deductibles for it to fit in our budget.

**ELL and community outreach** I met with Rick and Terry about outreaching to our Hispanic population who have students attending school in Telluride and talking with them about what we have to offer to their students as they build their post-secondary pathway. The building of these relationships may bring in some of these families to enroll in our school. This is one of the responsibilities Terry will have as the ELL coordinator.

**Field Lights** The field lights have been a cost issue ever since they have been installed. The challenge is to find a way to lessen the kilowatt demand so we don't get charged the \$700-800 to turn them on the first time of every month. This is a work in progress. Our latest idea is to change all the bulbs to LED then we would not have the demand. Still looking on a cost for the switch out.

**Outdoor classroom project** Catherine Kolbet is working on a project in the front area of the elementary school. She would like to use the raw water resource by having the students install a drip system. (Catherine is the point of contact)

**UNBOCES programs** Continuing to work with Tammy to make sure our students are being provided the appropriate services. Also maintaining communication with Tammy and the other area superintendents on boces-wide topics, including threat assessment reviews. (Tammy Johnson is the point of contact 626-2977)

**HVAC improvements** There have been issues in our newest parts of the campus, the elementary and middle school buildings where we continue to have heating and cooling concerns. We talked about switching out the valves, which may more of an expense than what we expected. (Kyle is the point of contact)

**Shared Services with neighboring school district** The new person needs to continue to coordinate with the West End School District and our school board to arrange quarterly meetings with the both boards for the ongoing conversations of shared services as both schools decline in enrollment.

**Transportation challenges with bus drivers and routes** Gwen has reached out to our staff to continue to recruit bus drivers for next year. As we look at future transportation options for students the push could be for more 14 passenger buses. (Gwen/Ernie are the points of contact)

**Mental Health Staffing** This will be a concern next year. It doesn't appear that we will have the mental health support that we have had over the last few years. We need to continue to advocate for mental health support for our students. (Rick is the point of contact)

**Continued implementation of our social and emotional components** MTSS will continue next year to be the lens of any initiative we want to implement. Our group will need to examine the value of that initiative to our educational system. (Principals are the point of contact)

**UIP** Our Unified Improvement Plan needs to be updated every two years, it will need to be reviewed by our DAAC and developed by our staff with admin taking the lead. Erin Loften (loften\_e@cde.state.co.us) from the Colorado Department of Education is a great resource to help guide us through the process.

**Budget and Revenue** Our leadership needs to continue to advocate at the state level for better funding and push for legislation that does not negatively impact our budget. We have a challenge with declining enrollment and possible state equalization changes. Our reserves are strong, however they are not sustainable, and each year we need to look at staffing needs. (Susan Epright is the point of contact)

**Human Resources/Fingerprinting Process/vacancy fills** (Susan Epright is the point of contact)



**School Board Election** In November there will be a board election. Three of our board members are up for re-election. There is a calendar of critical dates when things need to be completed in order for a person to run of office. The new person will need to work with the county clerk in both San Miguel and Montrose Counties to make sure nothing jeopardizes the opportunity for someone to run.

**Norwood Public Schools Board of Education**  
**Principals Report**  
**5-28-19**

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

**Behavior**

**Middle and High Awards Assembly** celebrated student achievement in their classes. Teachers hand out awards based on perseverance, achievement, and growth.

**National Honor Society** inducted James Franklin and Morgan Wallace on Monday, May 20th. A special thanks to Mrs. Jacobs for facilitating this opportunity for our students.

**Students are SOARing** - Upon the request of a group of students, Mrs. Dean will be partnering with UMC and Tri-County Health over the summer to discuss the possible development of educational materials and events that address school safety and a culture of respect concerning student diversity. Students in 8-12th grades have met with Mrs. Dean during their lunch times to discuss the goals of the project and have decided that SOAR (Support Openness, Advocate Respect) will focus on educating students and staff about diversity so they may respond with respect and dignity.

**Communication**

**Radio Show Feedback** was received and passed along to Ken Lawrence, "(Please pass this along, maybe via the faculty advisor of the student DJs)... It just occurred to me, after hearing that this is your last show of the school year, that maybe I could e-send you all a message here: \*\*\*CONGRATULATIONS\*\*\* to all of you on your community radio show! Hope it happens \*\*\*AGAIN\*\*\* next school year (for those who aren't graduating this month)! Thanks (& thanks to KOTO Radio)! From Shauna Palmer, of Norwood/Telluride."

**Norwood Schools Basketball Program** was discussed in a focus group. The process was facilitated by Perri Gipner and included the collection of participant data based on team rosters from the 2018-2019 school year, a survey to garner parent feedback from those who have student athletes participating in basketball in grades 3-11, and a meeting that included survey respondents, administration, and senior athletes in the upcoming school year to discuss the future of the program and provide a report to the school board. The report is attached.

**Personnel Development**

**CPR-First Aid Training** was concluded at the last Safe, Supportive, and Collaborative Culture (SSaCC) day. A special thanks to John Bockrath for this excellent training.

**Vertical Alignment with Amy V. (Literacy Coach)**: Amy visited the school on May 9th and 10th. She spent time with the teachers doing vertical alignment planning for next year. The

teachers have explicit plans ready for next year when the students return. The teachers also made plans to come in over the summer and work on the Step Up to Writing Curriculum. Amy will be back August 8th to work with teachers on planning their first month of writing lessons.

**Phil Strain, "All Means All: How Inclusion Works"** will be presenting in Ridgway on June 3rd. The majority of Positive Behavior Interventions and Supports (PBIS) team will attend along with administration. He is highly recommended and his talk will focus on including the Pyramid Model of behavior supports in the primary grades to support students.

**Infinite Campus** training will continue the week after school is released for various point people helping with implementation. This is a tedious and time consuming process and we appreciate all who are working extra to ensure a smooth transition.

#### **Staff Personnel Development over the Summer**

Catherine Kolbet: Welding Class, Grant Writing Class, NGSS Unit Class, Summer Conference for Ag Ed Teachers, and Ag Ed Teacher Boot Camp

#### **Time**

**SSaCC Friday** included time for teachers to self-select collaboration opportunities and begin the process based on their feedback from the previous SSaCC day.

**End of Year Evaluations** are in process. Perri and Sara meet with every teacher one on one and go through the teacher evaluation rubric. It has been modified from last year and we are using it to have a reflective conversation and set goals for next year. During this time we also complete the other 50% of the teacher evaluation and collate and review data together. These conversations typically take an hour for each teacher but we feel strongly that this is an opportunity to celebrate success and build on opportunities.

**Senior Exit Interviews** are completed. Perri and Sara meet with every graduating senior and conduct exit interviews. This provides important feedback on areas of strengths and improvement for our district.

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

**West End Public School (WEPS) Collaboration Opportunities** were considered on the development of our district calendar for next year. We have overlapped three Friday's to facilitate collaboration between districts. This is an ongoing process in which Perr, Sara, and Clint Wytulka will continue to develop.

**Jump Start:** We are working on creating a summer school opportunity for 6 days in July. The kids will attend for four hours each day and will be working on strengthening their math and reading skills.

#### **Other Important Information**

**Class of 2019 Scholarship Totals:** The class was offered \$1,672,790 in college and local

scholarships and is accepting \$519,190 (31%) of these funds. 17 seniors were offered admission to 58 postsecondary programs and colleges. The class had 75% FAFSA completion (state average is 38%) and 82% of the class is going on to postsecondary education, this includes four year and tech/trade schools, one student is entering the Marine Corps, and two are entering the workforce.

**5th Grade Recycling Club Update:** \$2477 has been raised to date, which includes a \$500 donation from DECA. The club will know Tuesday morning about the \$475 SMPA grant. They purchased and distributed recycling bins by all public trash cans in the school, received 75 water bottles they plan to sell at concessions and are working with PTA on ordering the filling stations.

**Horse Powered Math:** Mrs. Donnellon's class finished up their Horse Powered Math with Pam this week. The students absolutely loved it. They are so grateful for the opportunity to have done this with the second grade this year and are really hoping to continue it next year again. The second graders think they should do it with third grade next year instead of second....

**ELG Goals Met:**

Goal #1: Make above to well above average progress moving students out of the well below benchmark category BOY (beginning of year) 18% EOY (end of year) 9%

Goal #2: Make above to well above average progress moving students into the benchmark category BOY 70% EOY 81%

Goal #3: Move 50% of students scoring below benchmark up at least one performance category.

Congratulations to **Robin Snyder and Jessica Johnson** for their superb scores on the TPOT (Teaching Pyramid Observation Tool). We have an amazing Preschool team.

**Congratulations to Shera Nuttall** who passed her induction program and can now apply for a professional teaching license! Way to go Shera!!

**Last Week of School Events:**

5/28 Elementary Field trip to the Montrose Rec Center

5/29 Secondary Finals

5/29 Field day and Bike Safety Day (Elementary)

5/30 Kindergarten Graduation 9:00; Elementary Awards Assembly

5/30 Secondary Finals

5/31 Teacher Checkout

*\*\*\*2018-2019 Data will be provided to the school board during a summer work session once all data can be collected, collated, and reviewed.*