



Sargent School District

OFFICIAL MINUTES

REGULAR MEETING

September 25, 2023

BOARD OF EDUCATION

High School Library
Sargent School District
7090 N. CR 2 E.
Monte Vista, Colorado

1. 6:30 p.m. Regular Meeting- Preliminary
 - 1.01 Call to Order
 - 1.02 Roll Call

The regular meeting was called to order at 6:30 p.m. by Michele Peterson, Board President from the High School Library, 7090 N. CR 2 E., Monte Vista, Colorado, Monday September 25, 2023. All board members were present and attended the meeting in person except Lorena Price who was excused.

- 1.03 Pledge of Allegiance
- 1.04 Approval of Agenda

Mrs. Peterson asked for approval of the agenda.

Motion #1 (Motion That the Board of Education of Sargent School District RE33J Approve the Agenda as Presented): Upon motion by Mr. Smartt, second by Mr. Burkhart, the Board of Education approved the agenda for the meeting of September 25, 2023, as presented.

Motion by Mr. Smartt second by Mr. Burkhart
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

2. Consent Agenda

- 2.01 Approval of Minutes from August 31, 2023, and September 6, 2023

2.02 Financial Reports

Mrs. Peterson asked for approval of minutes from August 31, 2023, September 6, 2023, and the financial reports for August.

Motion #2 (That the Board of Education Approve the Minutes and Financial Reports): Upon motion by Mr. Pfannenstiel second by Mr. Burkhart, the Board of Education approved the consent agenda.

Motion by Mr. Pfannenstiel second by Mr. Burkhart
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

2.03 Requisitions

Motion #3 (Motion to Approve the Purchase Order to Complete Piping Installations in the Amount of \$18,490.00): Upon motion by Mr. Pfannenstiel second by Mr. Smartt, the Board of Education approved the requisition to Complete Piping Installations for \$18,490.00. Discussion followed regarding past maintenance repairs and current warranty.

Motion by Mr. Pfannenstiel second by Mr. Smartt
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

3. Community Input

3.01 Items from the Community

Mrs. Peterson asked for public comment. There were none.

4. Leadership Reports

4.01 Student Reports, Goals and Needs

Mrs. Peterson asked for the Student's report. Head Boy Westen Burkhart and Head Girl Brooke Hoffstaetter reported on athletic records, homecoming activities, FFA fundraiser, FFA Big Conference, and District 4 FFA Officer election.

4.02 Staff Reports, Goals and Needs

Mrs. Peterson asked for the Staff report. Jay Sarason reported on the Colorado Aeronautics grant, a donated airplane they received, he is seeking funding for a hanger type garage for the airplane, the fly in students attended in New Mexico, and a free flight school summer camp opportunity.

4.03 Principals Report

Mrs. Peterson asked for the Principal's report. Mr. Holmes reported on the Watch Dog program that he would like to implement. Discussion followed on timeline for implementation, next steps, and volunteers.

4.04 Assessment

Mrs. Peterson asked for the Assessment report. Mrs. Stambaugh reported on CMAS data, high school NWEA scores, kindergarten Dibbles reports, scheduled ASVAB for juniors and seniors, and NMSQT is scheduled for October.

4.05 Board of Education

Mrs. Peterson asked for the Board of Education reports. Mr. Burkhart reported he will be attending the CASB delegate assembly in October. Mr. Pfannenstiel reported on the BOCES meeting. Topics of discussion were the CASE conference, the CDE visit, kindergarten behavioral issues, state complaints, McKinney Vento funding, CASB café sessions, BOCES building, and the purchase of Diligent Community Platform. Mrs. Peterson reported on the DAC meeting. The topics of discussion were DAC elections, and the next meeting will be November 7th at 6:30pm.

4.06 Superintendent

Mr. Fuller reported on the upcoming staff data meetings, Board training at the winter CASB conference, door access control punch list, elementary roof repair, and the weight room roof repair.

5. Action Items

5.01. Policy Update 2nd Reading- AD School District Mission/Vision/Goals and AD-E District Objectives

Motion #4 (Motion to Approve the Policies as Presented): Upon motion by Mr. Pfannenstiel, second by Mr. Smartt the Board of Education approved the policy update 2nd reading for adoption and approval.

Motion by Mr. Pfannenstiel second by Mr. Smartt
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.02 Sargent Early Learning Center Lease Agreement

Motion #5 (Motion to Approve the Lease Agreement): Upon motion by Mr. Pfannenstiel, second by Mr. Burkhart the Board of Education discussed changing the term agreement to three years with a yearly review, a one-year notice of termination will be added and adjust the insurance amounts to a one-million-dollar per occurrence and a three-million-dollar aggregate. The Board of Education approved the lease agreement with the mentioned changes.

Motion by Mr. Pfannenstiel second by Mr. Burkhart
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.03. Extra Duty Salary Schedule

Motion #6 (Motion to Approve the Extra Duty Pay Schedule): Upon motion by Mr. Smartt second by Mr. Pfannenstiel, the Board of Education approved the Extra Duty Salary Schedule.

Motion by Mr. Smartt second by Mr. Pfannenstiel
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.04. 1 Extra Duty Pay Agreements

Mr. Burkhart found a discrepancy with an extra duty pay agreement and the recommendation for Jay Sarason, Aviation Club Sponsor. It was noted the agreement should follow the signed recommendation for \$1,116.00.

Motion #7 (Motion to Approve the Extra Duty Pay Agreements as Presented with the Correction of the Aviation Agreement.): Upon motion by Mr. Smartt second by Mr. Pfannenstiel the Board of Education approved the extra duty pay agreements with the correction of the aviation agreement.

Motion by Mr. Smartt second by Mr. Pfannenstiel
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.04.2 Resignation

Mrs. Peterson noted the resignation of TJ Peterson, High School Head Basketball Coach.

Motion #8 (Motion to Approve the Resignation of TJ Peterson): Upon motion by Mr. Burkhart second by Mr. Pfannenstiel the Board of Education approved the resignation of TJ Peterson.

Motion by Mr. Burkhart second by Mr. Pfannenstiel
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.04.3 Substitute Teachers

Mrs. Peterson noted the three substitute teacher applications for Patrice Reynolds, Hailey Perrego, and Kobe Jones.

Motion #9 (Motion to Approve the Three Teachers): Upon motion by Mr. Smartt, second by Mr. Pfannenstiel, the Board of Education approved the substitute teachers.

Motion by Mr. Smartt second by Mr. Pfannenstiel
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.04.4 Substitute Custodian

Motion #10 (Motion to Approve Hailie Bradley, Substitute Custodian): Upon motion by Mr. Burkhart, second by Mr. Smartt the Board of Education approved the employment of Hailie Bradley, Substitute Custodian.

Motion by Mr. Burkhart second by Mr. Smartt
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.04.5 Elementary Paraprofessional

Motion #11 (Motion to Accept Elementary Paraprofessional Mattive): Upon motion by Mr. Burkhart, second by Mr. Pfannenstiel, the Board of Education approved the employment of LaRae Mattive, Elementary Paraprofessional.

Motion by Mr. Burkhart second by Mr. Pfannenstiel
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.04.6 Contract Addendums

Motion #12 (Motion to Approve the Two Contract Addendums as presented): Upon motion by Mr. Pfannenstiel second by Mr. Smartt, the Board of Education approved the Contract Addendums for Peter DeLaCerde, Junior High English Teacher and Danielle Price, Elementary School Social Worker.

Motion by Mr. Pfannenstiel second by Mr. Smartt
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.05 Resolution Adopting the Colorado Retention Manual

Motion #13 (Motion to Approve the Resolution Retention Manual): Upon motion by Mr. Pfannenstiel second by Mr. Burkhart, the Board of Education approved the Resolution Adopting the Colorado Retention Manual.

Motion by Mr. Pfannenstiel second by Mr. Burkhart
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

5.06 Board Policy Overhaul Project Review

Mr. Fuller explained the process of the Board Policy Overhaul Project and the three options to review the new manual. The options were whole Board Review, Committee Review, and Administrative Review.

Motion #14 (Motion to Approve the Board Policy Overhaul Project Review by Using the Administrative Review): Upon motion by Mr. Pfannenstiel second by Mr. Smartt the Board of Education approved option three, Administrative Review for the Board Policy Overhaul Project Review.

Motion by Mr. Pfannenstiel second by Mr. Smartt
Final resolution: Motion Carries
aye: Mr. Burkhart, Mrs. Peterson, Mr. Pfannenstiel, Mr. Smartt

6. Discussion Items

6.01 Board Policy Review

The Board of Education reviewed the following policies.

- BC- School Board Member Conduct
- CC-Administrative Organization Plan
- CC-E- Organizational Chart
- CC-B- Line and Staff Relations
- CF- School Building Administration
- CFBA- Evaluation of Evaluators
- CH- Policy Implementation
- CHC- Regulations Communication
- CHCA- Approval of Handbooks and Directives
- CHD-Administration Policy Absence

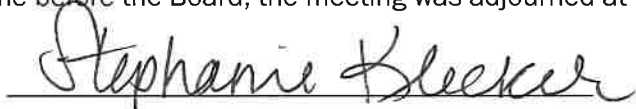
Topics of discussion included regulation BC-1 Code of Ethics and updating policy CC-E- Organizational Chart based on our current staffing.

6.02 Debrief Meeting –October Agenda Items

The next regular meeting will be on October 23, 2023, starting at 6:00 p.m. with an executive session.

7. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 8:15 p.m.




Stephanie Klecker, Secretary to the Board

Approved and entered in the proceedings of the district on October 23, 2023.



Secretary of the Board of Education



President of the Board of Education