



**SARGENT SCHOOL DISTRICT RE33J BOARD OF EDUCATION
REGULAR MEETING MINUTES**

Date and Time

March 25, 6:30 p.m.

Location

Sargent School District High School Library, 7090 N. CR. 2 E. Monte Vista, CO 81144

Members Present Clay Kimberling, Adam Klecker, Clay Mitchell, Michele Peterson, Matthew Smartt

1. Preliminary

1.01 Call to Order

1.02 Roll Call

1.03 Pledge of Allegiance

1.04 Approval of Agenda

- Mr. Mitchell asked to amend the agenda to move 2.04 and 2.05 from the consent agenda to 5.01 action items and to add 5.03 first reading for board policies DB and DBD.
- A motion was made by Mr. Kimberling and second by Mr. Smartt to approve the agenda as amended.
- The motion was carried unanimously. Aye, Kimberling, Aye, Klecker, Aye, Mitchell, Aye, Peterson, Aye, Smartt

2. Consent Agenda

2.01 Approval of Minutes

- Regular Meeting Minutes from 2-22-24
- Special Meeting Minutes from 3-7-24

2.02 Financial Reports

- February Financial Reports

2.03 Requisitions

- Colorado FBLA for \$6,090.00
- A motion was made by Mrs. Peterson and second by Mr. Klecker to approve the minutes from 2-22-24 and 3-7-24, the February financial reports, and the FBLA leadership conference requisition for \$6,090.00.
- The motion was carried unanimously. Aye, Kimberling, Aye, Klecker, Aye, Mitchell, Aye, Peterson, Aye, Smartt

3. Community Input

3.01 Items from the Community

- None

4. Leadership Reports

4.01 Student Report

- None
- Mrs. Paulson, Junior High Science teacher spoke about

student participation in the 2024 science fair. Parker Mitchell, Sydney Curtis, Kinleigh Hathorn and Brysan Medina presented their projects to the board.

4.02 Staff Reports

- Nathan Zimmerman, High School Science Teacher reported on what his students are learning in biology, forensic science, anatomy, earth science, and chemistry in the community classes.
- Danielle Price, Elementary School Social Worker reported on the Gifted and Talented program, and the possibility of a part-time teacher for gifted and talented students.

4.03 Principals Report

- James Holmes, Dean of Students/Athletic Director reported on the installation of cameras on the football field that will be used to stream games with NFHS, and what the program will cost for the year. He also explained the behavior cards he plans to use at sporting events to help implement sportsmanship rules.
- Shelley David, K-12 Principal congratulated senior Trenton Lovelance on receiving the Daniels scholarship and she reported on the NHS, NJHS inductions.

4.04 Assessment

- Kristin Stambaugh District Assessment Coordinator reported on teacher training and the timeline for state testing.

4.05 Board of Education

- Clay Mitchell reported on the DAC meeting budget priorities.
- Matthew Smartt spoke about the septic system, heating system, and the new mini bus.
- Clay Kimberling reported on being at the state capitol and advocating for rural school funding.
- Adam Klecker reported that the next Sargent Education Foundation meeting will be on April 23rd.
- Michele Peterson reported on the BOCES meeting. Topics of discussion were creating the Directors evaluation, purchase of a building in Monte Vista, and the next meeting will be April 24th.

4.06 Superintendent

- Mr. Fuller reported on state testing, seniors capstone projects, senior exit interviews, and the high school gym roof leaks.

5. Action Items

2.04 Resolution for Non-Renewal

The board tabled the Resolution for Non-Renewal until their next meeting so they can have more clarification from the school attorney.

- A motion was made by Mr. Mitchell and second by Mr. Klecker to table 2.04 until conference with the lawyer.
- The motion was carried. Nay, Kimberling, Aye, Klecker, Aye, Mitchell, Nay, Peterson, Aye, Smartt

2.05 Employment List

- A motion was made by Mrs. Peterson and second by Mr. Smartt to accept the Principal contract for Shelley David, and the resignations of Kristin Stambaugh, Elizabeth Salicrup, Connor

Flynn, Devi Jardon, John Willis, the Extra Duty Payments as presented, the sub list for Devi Jardon, the transfer for Kadi Wright and removing the nonrenewal.

- Discussion: Topics of discussion were administrator contract timelines, budgeting process and priorities. The board thanked Mr. Willis, and Mrs. Jardon for their years of service to the district.
- Aye, Kimberling, Aye, Klecker, Aye, Mitchell, Aye, Peterson, Aye, Smartt

5.01 CCA- Organization Chart

- A motion was made by Mr. Kimberling and second by Mr. Smartt to approve the organization chart as presented for a first reading.
- Discussion: Topics of discussion were Dean of Students placement on the organizational chart.
- Aye, Kimberling, Aye, Klecker, Aye, Mitchell, Aye, Peterson, Aye, Smartt

5.02 CASB Policy Overhaul Board Policy Section D- Second Reading

- A motion was made by Mrs. Peterson and second by Mr. Smartt to approve policies DA- Fiscal Management Goals/Priority Objectives, DAB- Financial Administration, DAB-E Financial Administration (online Posting of Financial Information- Exhibit, DAC- Federal Fiscal Compliance, DBG- Budget Adoption Process, DBG-E Deadlines in Budgeting Process Set by Statue- Exhibit, DBJ- Budget Transfers, DBK- Fiscal Emergencies, DEA-Funds from Local Tax Sources, DEB- Loan Programs (Funds from State Tax Sources), DFA/DFAA- Revenues from Investments/Use of Surplus Funds, DG-Banking Services (And Deposit of Funds) strike safety deposit box paragraph and title, DH- Bonded Employees and Officers-, DI-Fiscal Accounting, DID- Inventories - Inventory set at \$500.00, DIE- Annual Audit, DJ/DJA- Purchasing/Purchasing Authority- \$5,000.00, DJB*-Federal Procurement, DJB-R Federal Procurement-Regulation, DJE- Bidding Procedures- Option 1 set at \$5,000.00, DJG-Vendor Relations, DKB-Salary Deductions, DKC-Expense Authorization/Reimbursement (Mileage and Travel) as presented for a second reading. Repeal policies DBE/DBF- Communication of Budget Recommendations/Budget Hearings & Reviews, DBGA- Budget Referenda, DBH- Fiscal Emergencies, DC-Taxing and Borrowing, DG-E- Banking Services, DJCA- Purchasing Procedures, DJCA-R Purchasing Procedures, DKA-Payday Schedules.
- Discussion: Change heading from monthly reports to quarterly reports on DAB, and strike safety deposit box paragraph and heading from DG.
- The motion was carried unanimously. Aye, Kimberling, Aye, Klecker, Aye, Mitchell, Aye, Peterson, Aye, Smartt

5.03 CASB Policy Overhaul Board Policy Section D- First Reading

- A motion was made by Mr. Smartt and second by Mr. Klecker to approve for a first reading DB Annual Budget 2% operating reserve by 2030, \$75,000.00 each year to the capital reserve account for capital outlay expenditures and DBD Determination of Budget Priorities a minimum of 45% of district resources shall be allocated to instruction, 2% operating reserve by 2030.
- Discussion: None
- The motion was carried unanimously. Aye, Kimberling, Aye, Klecker, Aye, Mitchell, Aye, Peterson, Aye, Smartt

6. Discussion Items

6.01 Superintendent Vacancy

- Topics of discussion were superintendent applications, timeline of screening applications, interview committee, and interview dates.

6.02 Budget Work Session Dates and Focus

- A budget work session to focus on student count, staffing levels, teacher salary increase to be more competitive, and district needs. A budget work session was scheduled for April 15 at 5:30 p.m.

6.03 DAC Budget Priorities

- The DAC budget priorities include:
 - Concurrent enrollment- cost/benefit to district
 - Fundraising
 - Competitive wages
 - Specials vs home room class size
 - Pool resources between buildings
 - Staff burnout
 - Sports- schedule out purchase and budgets
 - Teacher out of pocket classroom spending
 - Teacher work hours outside of classrooms
 - Quality Facilities
 - Don't be scared to ask DAC or community for help

6.04 BOE Monitoring Calendar Development

- The board discussed the district timeline of duties and were tasked with thinking about developing and comparing the timeline to other districts.

6.05 BOE/Superintendent Focus

- The board discussed district priorities for Mr. Fuller to focus on which included budgeting.

6.06 April Agenda Items

- The board set a special meeting for Wednesday April 27, 2024 at 4:00 p.m. to approve an administrator contract and to choose an interview committee.
- The next regular meeting was set for April 22. Agenda items include teacher contracts, notices of reasonable assurance for non certified staff, and first quarter superintendent informal review.


6.07 Board Self Assessment and Debrief

- The board reviewed the board norms and discussed training for Adam Klecker, Board Treasurer with Rebecca

Quintana-Naranjo Business Manager.

7. Adjournment Meeting adjourned at 9:08 p.m.

Minutes Submitted by Stephanie Klecker, Secretary to the Board of Education
Approved on April 30, 2024.


Stephanie Klecker, Secretary to the Board of Education


Matthew Smartt, Secretary of the Board


Clay Mitchell, President of the Board of Education

