

**MINUTES  
ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J  
BOARD OF EDUCATION  
REGULAR MEETING**

**OPENING OF MEETING**

The Board of Education of the St. Vrain Valley School District met February 12, 2014 at the Educational Services Center Board Room, 395 South Pratt Parkway, Longmont, Colorado. The meeting was called to order by Board of Education President John Creighton at 6:32 p.m.

**ROLL CALL**

**Board Members Present:**

John Ahrens, Member, Director District D (arrived at 6:45 p.m.)  
John Creighton, President, Director District E  
Debbie Lammers, Secretary, Director District B  
Paula Peairs, Member, Director District F  
Mike Schiers, Assistant Secretary, Director District G  
Joie Siegrist, Director District A  
Bob Smith, Vice President, Director District C

**Board Members Absent (Excused):**

None

**St. Vrain Valley School District Staff Present:**

Rob Berry, Director of Athletics, Fine Arts, PE and Health  
Kevin Brown, Frederick High School Director of Choral Music  
David Burnison, Assistant Superintendent for Human Resources  
Sean Corey, Principal of Legacy Elementary School  
Greg Fieth, Budget Director  
Paige Gordon, Head of School, Spark! Discovery Preschool  
Doug Jackson, Assistant Principal of Frederick High School  
Kirsten McNeill, Principal of Prairie Ridge Elementary  
Mark Mills, Area 2 Assistant Superintendent  
Amber Muir, Data Quality Coordinator  
Dr. Karen Musick, Principal of Thunder Valley K-8  
Regina Renaldi, Assistant Superintendent for Priority Schools  
Rick Ring, Chief Operations Officer  
Jill Ripa, Frederick High School Drama Director  
Terry Schueler, Chief Financial Officer

Connie Syferd, Assistant Superintendent for Student Achievement  
Tori Teague, Assistant Superintendent of Assessment, Curriculum, and Instruction  
Pete Vargas, Principal of Frederick High School  
Amy Weed, Area 1 Assistant Superintendent  
Tony Whiteley, District Accountant  
Brian Young, Principal of Coal Ridge Middle School

### **AMENDMENTS TO THE AGENDA (2.0)**

The Agenda was accepted as presented.

### **AUDIENCE PARTICIPATION (3.0)**

Principal Pete Vargas introduced Kevin Brown, Director of Choral Music, and Jill Ripa from Frederick High School. Jill introduced the FHS students who performed a piece from their school production of "Annie".

### **BOARD RECOGNITIONS/PRESENTATIONS TO THE BOARD & BOARD COMMUNICATIONS/COMMENTS (4.0)**

#### **Board Communications**

John Ahrens –

Meetings Attended/Comments:

- Attended LiveWell Longmont Meeting.
- Attended Innovation Center Grand Opening.
- Attended Longmont Cable Trust Meeting.
- Attended Black Rock Elementary PTO Meeting.
- Attended Gifted & Talented Equations Game at Trail Ridge Middle School.
- Attended Keep Erie Safe Program Meeting.
- Judged History contest projects at Erie High School.

John Creighton –

Meetings Attended/Comments:

- Attended Joint Meeting with Longmont City Council.
- Attended Innovation Center Grand Opening.
- Attended sporting events-nice to watch the great sportsmanship of students between schools.
- Announced Dr. Haddad was at a National Superintendents Conference and unable to attend the Board Meeting.
- Thanked Longmont Chamber of Commerce for their Leadership Longmont program that focused on education this month.
- Visited Principal Heidi Ringer at Skyline High School.

Debbie Lammers –

Meetings Attended/Comments:

- Attended High School Student Advisory Council at CDC/OCHS.
- Attended CASB Board of Directors Retreat- they were very interested in SVVSD's Leadership St. Vrain Program-thanks to John Poynton and his team for that Program.
- Attended Education Foundation for the St. Vrain Valley Meeting.
- Attended Joint Meeting with the Longmont City Council.
- Attended Innovation Center Grand Opening.
- Attended CASB Board Policy Overhaul Meeting.
- Attended Niwot High School Booster Club Meeting.
- Attended Colorado Dept. of Public Safety's School Safety Resource Center's Advisory Board Meeting as the CASB Liaison.
- Attended Career Development Center Open House-New Programs: Pastries/Baking/Girls-Only Automotive Shop Class. CDC has Advisory Committees for each of their programs made up of people that are working in that industry's profession.
- Attended NHS Girls' basketball game.
- Attended NHS IB Program Informational Meeting.
- Attended Martin Luther King Day event at Silver Creek High School hosted by SCHS Leadership Academy students and the City of Longmont's Multicultural Action Committee.
- Attended Longmont Multicultural Action Steering Committee Meeting.
- Attended an *I Have a Dream* Foundation luncheon at Intrado with local leaders.

Paula Peairs –

Meetings Attended/Comments:

- Attended Centennial BOCES Meeting.
- Attended Joint Meeting with the Longmont City Council.
- Attended Innovation Center Grand Opening.
- Attended CASB Board Policy Overhaul Meeting.
- Attended Daughters of the American Revolution Essay Awards Banquet.
- Attended CASE Seminar-Don Haddad presentation on the importance of leadership within the District/Paula spoke about her pathway to becoming a Board member.
- Met with Mead Middle School Principal Josh Barnett and Mead High School Principal Dr. Troy Snyder.
- Attended intramural basketball games.
- Attended Geography Bee at Flagstaff Academy.
- Attended Gifted & Talented Equations Game at Trail Ridge Middle School.
- Attended Finance & Audit Committee Meeting.

Mike Schiers –

Meetings Attended/Comments:

- None

Joie Siegrist –

Meetings Attended/Comments:

- Attended Finance and Audit Committee Meeting.

- Attended High School Student Advisory Council at the Career Development Center/Olde Columbine High School.
- Attended Lyons Elementary Parent Update Meeting.
- Attended Joint Meeting with the Longmont City Council.
- Attended Innovation Center Grand Opening.
- Attended CASB Board Policy Overhaul Meeting.
- Attended School-to-Business Partnership Meeting-volunteer opportunities for Career Fair, March 6, 2014, Boulder County Fairgrounds from 3:00 to 6:00 p.m.
- Attended Daughters of the American Revolution Essay Awards Banquet.
- Attended Hygiene Elementary annual Hawk Air Program showcasing Mexico.
- Attended Chinese New Year Event at Silver Creek High School-thanks to SCHS Leadership Academy Committee and everyone that was involved.
- Toured Coal Ridge Middle School with Debbie Lammers and met with Principal Brian Young.
- Congratulations for the success of the Westview and Coal Ridge Middle School pilot programs of the Technology Rollout.

Bob Smith –

Meetings Attended/Comments:

- Attended Joint Meeting with Longmont City Council.
- Met with new District Finance employee Shelly Murphy to discuss District health care issues.
- Attended Innovation Center Grand Opening.
- Attended Cigna health insurance meeting-presented 2013 results.
- Toured Skyline, Timberline PK-8, and Northridge Elementary with Deb Gardner, District 2 Boulder County Commissioner.

### **SUPERINTENDENT’S REPORT (5.0)**

None

### **REPORTS (6.0)**

#### **Frederick High School Feeder Report by High School Student Advisory Council (6.1)**

Frederick High School Principal Pete Vargas introduced the Frederick High School Student Advisory Council students Ginny Creager, Becca Vincent, and Ronni Morganti (student Patrick Broz was unable to attend). The students reported on each of the Frederick feeder schools: Thunder Valley K-8, Legacy Elementary, Centennial Elementary, Spark! Discovery Preschool, Prairie Ridge Elementary, Coal Ridge Middle, and Frederick High. Principals from feeder schools that were in attendance were Thunder Valley K-8 Principal Dr. Karen Musick; Coal Ridge Middle School Principal Brian Young; Legacy Elementary Principal Sean Corey; Prairie Ridge Elementary Principal Kirsten McNeill; Spark! Discovery Preschool Head of School Paige Gordon; and Doug Jackson, Assistant Principal for Frederick High School.

### **PE Curriculum Grant Update (6.2)**

Rob Berry reported on the progress of the PE Curriculum Grant that is now in its third year. This private grant from the Colorado Health Foundation through LiveWell Longmont for almost a million dollars was awarded to the District to support additional physical education programs. Accomplishments throughout the three years:

- Hired PE Grants Coordinator, Paige Jennings-rewrote PE curriculum in first year.
- Created new activities for every school and every student, and purchased the needed equipment to go along with those new activities.
- Purchased an iPad for every PE teacher-implemented WELNET program that records fitness data for every student and tracks their data throughout their school years from school-to-school in the District and allows teachers to assess their progress.
- Supported uniform physical activity across the District.
- Sustainability
  - Created a PE Leadership Committee that continues to meet to ensure up-to-date curriculum.
  - Success of this grant has led to another possible grant for \$1.5 million from the Colorado Health Foundation through LiveWell Longmont-should know by the end of February 2014 if grant has been approved. If so, hope to purchase recess equipment and establish a 100-mile club where kids will sign up to run 100 miles.

### **District Financial Statements-Quarter Ending December 31, 2013 (6.3)**

Terry Schueler updated the Board and the public on information related to the financial statements for the quarter ending December 31, 2013 that was discussed at the work session prior to this Board meeting.

### **CONSENT ITEMS (7.0)**

Debbie Lammers moved to approve Consent Agenda Items 7.1 through 7.8. Joie Siegrist seconded.

1. Approval: Staff Terminations/Leaves
2. Approval: Staff Appointments
3. Approval: Approval of Minutes for the January 8, 2014 Regular Meeting; the January 15, 2014 Regular Study Session, the January 22, 2014 Regular Televised Study Session; and the January 29, 2014 Joint Meeting with Longmont City Council
4. Approval: Second Reading, Adoption, Board Policy/Regulation – JH-Student Absences and Excuses; and JH-R – Student Absences and Excuses
5. Approval: Third Reading, Adoption, Board Policy/Regulation – JKA – Use of Physical Intervention; and JKA-R – Use of Physical Intervention

6. Approval: Second Reading, Adoption, Board Regulation JLIF-R – Use of Electronic Recording Equipment to Monitor Student Behavior
7. Approval: Approval of Purchase of Epson Projectors
8. Approval: Approval of Contract Award-Modular Offices Site Utility Project Bid 2014-029

The motion carried by unanimous roll call vote: [John Ahrens, yes; John Creighton, yes; Debbie Lammers, yes; Paula Peairs, yes; Mike Schiers, yes; Joie Siegrist, yes; Bob Smith, yes].

### **ACTION ITEMS (8.0)**

#### **Adoption of Resolution Proclaiming National School Breakfast Program Week, March 3-7, 2014 (8.1)**

Bob Smith moved to adopt a Resolution proclaiming March 3-7, 2014 as National School Breakfast Program Week. John Ahrens seconded.

Rick Ring reported that the School Nutrition Association and the District Nutrition Services Department celebrates National School Breakfast Week each March. This annual event includes specially prepared breakfasts and promotes awareness of the importance of nutrition and physical activity in our children's lives.

Board member Bob Smith read the Resolution.

The motion carried by unanimous roll call vote: [John Ahrens, yes; John Creighton, yes; Debbie Lammers, yes; Paula Peairs, yes; Mike Schiers, yes; Joie Siegrist, yes; Bob Smith, yes].

#### **Approval of State-Issued Record Retention Schedule (8.2)**

Paula Peairs moved that the Board of Education approve the State-issued record retention schedule on behalf of the St. Vrain Valley School District. Debbie Lammers seconded.

Amber Muir reported that the original retention schedule created for St. Vrain Valley School District exists as hard copies in a filing cabinet. The schedule is outdated and inaccessible by all departments. The State has provided a retention schedule, which is available online, for all school districts that sign the Approval Request Form as attached. The retention schedule provided by Colorado State Archives has been reviewed with all departments within St. Vrain Valley School District and a signature has been obtained to verify that they understand the requirements of the schedule and are able to meet those guidelines.

Colorado State Archives School Records Management website:  
<https://www.colorado.gov/pacific/archives/school-records-managment>

Recommended Retention Schedule:

<https://www.colorado.gov/pacific/sites/default/files/SchoolsRMManual.pdf>

The motion carried by unanimous roll call vote: [John Ahrens, yes; John Creighton, yes; Debbie Lammers, yes; Paula Peairs, yes; Mike Schiers, yes; Joie Siegrist, yes; Bob Smith, yes].

**Adoption of Resolution to Approve Aspen Ridge Preparatory Charter Renewal (8.3)**

John Ahrens moved that the Board of Education adopt a Resolution for approval to renew the charter authorization for Aspen Ridge Preparatory School for a term of ten years, extending through the 2023-2024 school year. Mike Schiers seconded.

Tony Whiteley introduced Aspen Ridge staff that was present: Principal Pam Richau; Board President Glenn Massarotti, and Chief Financial Officer Gina Datillo. Tony reported that, on November 14, 2013, the Board of Education received the charter renewal application from Aspen Ridge Preparatory School, whose initial charter authorization expires at the end of this school year. Renewal applications are typically approved for a 10-year term after the initial authorization expires.

Charter schools at SVVSD also negotiate separate, shorter-term operating contracts separate from their authorizations, which govern the details of the charter school's operation and relationship with the District. Aspen Ridge's operating contract also expires at the end of this school year and, pending renewal of its authorization, will be renegotiated and submitted for Board approval later this year.

Three-year charter contracts were created so that both Boards don't turn over before contracts are due for renewal.

Board member Joie Siegrist suggested that Charter renewals include information on safety and security in the future.

The motion carried by unanimous roll call vote: [John Ahrens, yes; John Creighton, yes; Debbie Lammers, yes; Paula Peairs, yes; Mike Schiers, yes; Joie Siegrist, yes; Bob Smith, yes].

**Adoption of 2014-2015 and 2015-2016 School District Calendars (8.4)**

Bob Smith moved that the Board of Education adopt the District calendars for a two-year calendar period (2014-2015, 2015-2016), as presented. Joie Siegrist seconded.

Connie Syferd thanked everyone that worked on the Calendar Committee. She also thanked Matt Wiggins and Jeff Sylvester in Communications for their work in revamping the format of the calendar. Connie reported that the development of the 2014-2015 and

2015-2016 calendars began in October 2013. In establishing the calendars, the District Calendar Committee gathered numerous resources and information to guide the creation of the calendars, being observant of legislative requirements, calendars from neighboring school districts, schedules from neighboring colleges/universities, state and local assessment schedules, activity/competition schedules (CHSAA), and feedback about current calendars.

The goals of the Committee included focusing on supporting student achievement, meeting State/Federal requirements and local District policy, being thoughtful of opportunities for families' time away from school, consideration of opportunities for teachers to improve practice, and providing opportunity for support of teachers entering grades prior to the end of a grading period.

In the proposed 2014-2015 calendar, students begin school August 18, 2014 and end school May 21, 2015. In the proposed 2015-2016 calendar, students begin school August 19, 2015 and end school May 25, 2016.

The calendar was redesigned to make better use of the space available on a letter-sized page. Symbols were redesigned so that the calendar is still easily read if reproduced in black and white. The symbols are also designed in a way that doesn't overlap the dates, and are still discernible if multiple symbols appear on the same day. Colors are added to the symbols to increase the usability if viewed on a screen or printed in color. The overall color palette is minimal intentionally to avoid distracting from the symbols. Important dates and graduation dates were consolidated to create a master date's list.

The motion carried by unanimous roll call vote: [John Ahrens, yes; John Creighton, yes; Debbie Lammers, yes; Paula Peairs, yes; Mike Schiers, yes; Joie Siegrist, yes; Bob Smith, yes].

#### **Approval of Administrative Position Changes (8.5)**

Debbie Lammers moved that the Board of Education approve the administrative position change of Mr. Greg Fieth from Budget Director to Chief Financial Officer, and also authorize Mr. Fieth to sign and execute any appropriate documents related to his new job responsibilities, effective immediately; and that the Board of Education approve the administrative position change of Mr. Tony Whiteley from District Accountant to Budget Director, and also authorize Mr. Whiteley to sign and execute any appropriate documents related to his new job responsibilities, effective immediately. Paula Peairs seconded.

Terry Schueler, for personal and family reasons, has requested part-time employment with the District. The District is pleased to have her expertise and allow her to continue working on a part-time basis as a Financial Services Advisor while transitioning Mr. Fieth into the CFO position.



Greg Fieth was hired as Budget Director on October 1, 2010. He graduated with a Bachelor of Science Degree in Electronic Engineering Technology from DeVry Institute of Technology and a Master of Business Administration with a finance emphasis from the University of Colorado. Mr. Fieth has over 20 years of experience in technical manufacturing, consulting, quality assurance and district business management.

Tony Whiteley was hired as District Accountant on October 18, 2010. He graduated with a Bachelor of Science Degree in Accounting from Brigham Young University – Idaho and a Master of Science Degree in Accounting from Boise State University with an emphasis in Public Administration. He has also been a Certified Public Accountant (CPA) since 2010. Mr. Whiteley's background includes more than six years of working with school district accounting and business office management, in addition to previously working in the technology field.

These promotions will maintain efficient operations without any interruptions in the Financial Services Department. With these changes, no additional staff will be added, and this results in an overall cost savings to the District.

The motion carried by unanimous roll call vote: [John Ahrens, yes; John Creighton, yes; Debbie Lammers, yes; Paula Peairs, yes; Mike Schiers, yes; Joie Siegrist, yes; Bob Smith, yes].

## **DISCUSSION ITEMS (9.0)**

### **First Reading, Introduction, Board Policy BGB – Policy Adoption (9.1)**

The Board of Education of the St. Vrain Valley School District (SVVSD) approved a contract with the Colorado Association of School Boards (CASB) on November 13, 2013 to work on the Board Policy Manual Overhaul Project. This Project will have CASB representatives review each of the current District policies and identify areas where policy is lacking or needs updating, with the assistance of the District.

These CASB services will be carried out according to an agreed-upon timeline. The first Workshop was conducted on Friday, January 31, with a Committee of three Board members and the Secretary to the Board of Education. This Committee will assist CASB as each section of the Board Policy Manual is reviewed and revisions are proposed. It is the Committee's expectation that, once a section is completed, that the District administrator(s) that is responsible for those particular policies will be called upon to assist the Committee to review those policies.

The Committee anticipates monthly section updates from CASB, depending upon the amount of material, and a corresponding monthly or twice-monthly Committee meeting. As each Board policy section is reviewed and revised, a Board member from the Committee will give the Board an Executive Summary at a televised Board meeting of the changes that have been made to each section.

Through this process, policies will be reviewed and revised by section, but it is highly recommended that the entire Policy Manual will be approved by resolution of the Board once all sections are completed. In light of that expectation, it was suggested by CASB personnel that the District's current Board Policy BGB – Policy Adoption be amended to include the possibility of the Board approving the Policy Manual in its entirety by resolution when the project is scheduled to be completed in March 2015.

### **Negative Factor (9.2)**

Board President John Creighton introduced a letter jointly written by leadership teams from the St. Vrain Valley School District and the Boulder Valley School District in support of the school finance proposals of Colorado school superintendents to restore education funding in Colorado. The letter urges legislators to support the proposed restoration of school funding with \$275 million from the State Education Fund plus the additional K-12 funds proposed by Governor Hickenlooper for 2014-2015 to reduce the “negative factor” effect on state funding.

The Board members collectively agreed that John Creighton could sign this letter as the St. Vrain Valley Board of Education representative. John Creighton thanked John Poynton for creating the letter, and also encouraged all parents of the District to contact their legislators to urge them to fight to reduce the “negative factor”.

### **ADJOURNMENT**

Joie Siegrist moved to adjourn the meeting. Bob Smith seconded.

The motion carried by unanimous roll call vote: [John Ahrens, yes; John Creighton, yes; Debbie Lammers, yes; Paula Peairs, yes; Mike Schiers, yes; Joie Siegrist, yes; Bob Smith, yes].

The meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Debbie Lammers, Secretary of the Board of Education

Barb Steege, Secretary to the Board of Education

Read and approved or corrected and approved on March 12, 2014.