

# RECORD OF PROCEEDINGS

## PEYTON SCHOOL DISTRICT 23-JT Board of Education Minutes July 19, 2022 7:00pm Community Room at CTEF

### I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board Vice President Mannering called the meeting to order at 7:04pm.

### II. ROLL CALL

Members present: Mrs. Cavanagh, Mr. Kaiser, Mrs. Mannering and Mrs. Markus. Mrs. Harm's absence is excused.

### III. APPROVAL OF AGENDA

Mrs. Mannering made the motion to approve agenda. Mr. Kaiser seconded the motion. All Board Members present voted "aye". The motion passed.

### IV. APPROVAL OF MINUTES

Mrs. Markus made the motion to approve the June 21, 2022 Board Minutes. Mrs. Cavanagh seconded the motion. All Board Members present voted "aye". The motion passed. Mrs. Markus made the motion to approve the June 28, 2022 Special Board Meeting Minutes. Mrs. Cavanagh seconded the motion. All Board Members present voted "aye". The motion passed.

### V. APPROVAL OF FINANCIAL ITEMS

A. Mrs. Cavanagh made the motion to approve the Financial Items. Mr. Kaiser seconded the motion. All Board Members present voted "aye". The motion passed.

B. Mrs. Cavanagh made the motion to approve the June 2022 Check and Non-Check Listings for the amount of \$1,063,200.21. Mr. Kaiser seconded the motion. All Board Members present voted "aye". The motion passed.

C. Mrs. Cavanagh made the motion to approve the July 2022 Check Listing & Non-Check Listing (payroll) for the amount of \$523,599.84. Mrs. Markus seconded the motion. All Board Members present voted "aye". The motion passed.

D. Mrs. Cavanagh made the motion to approve the June 2022 Accounts Payable Check Listing for the amount of \$53,257.62. Mr. Kaiser seconded the motion. All Board Members present voted "aye". The motion passed.

E. Mrs. Cavanagh made the motion to approve the July 2022 Accounts Payable Check Listing for the amount of \$182,709.21. Mr. Kaiser seconded the motion. All Board Members present voted "aye". The motion passed.

### VI. COMMUNITY INPUT-

**Peyton Booster Club and Peyton Youth Sports Updates**-Betina Hamill presented updates on both.-The Booster Club is looking to organize a Car Smash. Peyton Youth Sports has a few 13-15 year olds who are stilling playing in July. They will review and see how this works with High School activities beginning.

### VII. SUPERINTENDENT'S REPORT-



#### Peyton School District 23 July 2022 Superintendent Report

- Elementary is fully staffed! Currently many districts are struggling to fill positions. Mrs. Malburg, and her hiring committee have put in many extra hours to fill the open positions. I would like to commend them for their efforts.
- At the JH/HS there is still a need for science teacher, Mrs. Trice is taking chemistry courses this year to teach chemistry for us. We have interest in the woods manufacturing position, and have meet with a potential employee. We will make the call by the end of this week if this person is a viable candidate and what next steps will look like.
- On Thursday, 8/4, new staff will come in for a beginning of the year orientation. From 8:00-12:00, the staff will have training and professional development in their buildings. Lunch will be provided at noon, from 1:00-4:00 the staff will be trained on district procedures and protocol.
- Hard to believe, but staff will report at 8:00 am on Monday, 8/8 at 8:00 for the annual district breakfast. I would like to work out a time for the board to be able to meet with staff, we can talk more about logistics in the next few weeks. I will also share with the board the agenda for the opening district meeting agenda.
- The Peyton School District Back to School Open House will take place on Tuesday, 8/9. Peyton Elementary will have open house from 4:00-6:00, with the JH/HS opening the doors from 6:00-7:30 pm. Please attend if you can. The Peyton Panthers Booster Club will be grilling and selling meals as well as Panther gear at the JH/HS. Peyton Online Academy will hold their open house the same night at the CTEF building starting at 5:30.
- The bus purchased through Esser II funds has arrived, and the bus purchased through Esser III funds should arrive within the next month.
- Over the next few weeks I would like to share potential Superintendent professional goals with the school board for the 2022-2023 school year. I will also share these with district staff. Additionally, I will share details on the various committees, make up, and purpose of each for the 22-23 school year.
- The evening of Wednesday, 7/20, I will head to Denver for the initial meeting of the 2022 Rural Superintendent Academy. This is the second year of the program, and is administered by the Colorado Education Initiative. We will meet all day Thursday and Friday at the Boettcher Foundation building. There are a total of 14 superintendents, or aspiring superintendents, from various rural areas of the state. This will be a great opportunity to collaborate, learn from each other, and establish connections which could benefit our district. George Welsh is the lead of the RSA, he is a former Superintendent of the Year, and has 24 years of experience as a superintendent. Please visit the link below for more details, I will keep you updated with my experience, connections, and the process.

<https://www.coloradoedinitiative.org/projects/rural-superintendent-academy/>

Below are some questions I would like to ask you to review before our meeting, but also start discussions on answering these questions at our meeting. This will help us establish the working norms for the school board and superintendent dynamic, I look at us as a governance team, and understand and respect that you represent the voting public and constituents of our district. I am the only district employee that answers to you, and I take that aspect very seriously.

**Board/Superintendent Operating Norms: Guiding Questions**

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What is the expectation of confidentiality among the governance team?

What is the board's expectation of regular communication by the superintendent, and what is the expectation of board members to consume it?

What is the expectation for communication between the superintendent and the board when there is a district emergency?

Who will speak on behalf of the school district when inquiries are made by news outlets?

"Heads up" communication is defined as matters that lie somewhere between routine and emergency. What is the expectation of the superintendent and board in regard to communication about such matters?

How should board members handle matters of concern that come their way through the community?

When a message must be sent on behalf of the Board of Education, who will deliver it?

What happens when the board makes a decision on a split vote?

## VIII. BOARD REQUESTS AND REPORTS

### A. Building Reports-

1. Elementary School-no report
2. Junior High/Senior High Report- no report
  - a. Junior High/Senior High Report
  - b. CTE Update-no report
3. Peyton Online Academy-
  - a. Peyton Elementary Online Academy- no report
  - b. POA Secondary Board Report- no report

### B. District Maintenance Report- Board Update July 2022

- Summer maintenance items are progressing (admittedly a little behind schedule).
- Third party fire inspections are in progress. Fire extinguisher inspections are complete, approximately 25 units are at the 6 year time, and it is usually less expensive to replace them than to recertify them. Fire sprinklers, fire pump and backflows are scheduled for August 1<sup>st</sup>. Fire alarm devices are scheduled for August 4<sup>th</sup> & 5<sup>th</sup>.
- Master Plan RFQ/P draft is being updated then we will need to finalize dates.
- Insurance claim for remediation of the boiler room at the high school is progressing. Boiler and water storage tank were removed 7/11/22. Remaining demo scheduled for 7/12/22 followed by clearance testing. Based on clearance testing results, repairs will be scheduled.
- We may be starting another insurance claim for hail damage to our shingle roofs.
- Boiler # 2 at the elementary school has been repaired.
- Two gas leaks in the CTEF building repaired on 7/11/2022.
- Several deliveries of additional text books and supplemental materials continue to be delivered.
- Broken glass and damaged window frames at the football field press box have been ordered, no installation date set at this time.
- We had some extra help from PYS (Katie, Leah, Bettina and Jason) on the morning of 7/9/2022. They helped sweep and push water from the low spot between 1<sup>st</sup> and right field then helped shovel and rake additional infield mix into the area.
- Still working to get quotes for the door opener at the doors from the high school to the mods to meet the ADA requirements.
- Colorado is in a concrete shortage, orders are going unfilled or cancelled with little or no notice. This may create problems for our concrete projects.
- Replacing the carpet in the elementary school halls & atrium and all the modular classrooms is being funded with ESSER funds. Unfortunately we will not be able to get this done before school starts. We will be looking at breaks and possibly weekends.
- Concrete repairs and safety upgrades at the elementary school loading dock are scheduled for 7/15 through 7/19.
- Waste Water Treatment Plant is in compliance, no significant leaks and plant is functioning.

### C. District Advisory-no report

### D. BOCES Report- no report

## IX. ACTION ITEMS-entered at 7:30pm

- A. **Certified New Hires**-Mrs. Mannering made the motion to approve the Certified New Hires. Mr. Kaiser seconded the motion. All Board Members present voted "aye". The motion passed.
- B. **Remove Mr. Kistler from Bank Accounts**- Mrs. Cavanagh made the motion to approve removing Mr. Kistler from the District Bank Accounts. Mrs. Markus seconded the motion. All Board Members present voted "aye". The motion passed.
- C. **Quarterly Financial Report**-Mrs. Mannering made the motion to the Quarterly Financial Report. Mrs. Markus seconded the motion. All Board Members present voted "aye". The motion passed.

**Action Items ended at 7:48pm.**

## X. DISCUSSION ITEMS

- A. **Classified New Hire**-Mr. Burnside updated the Board on new hires.

## XI. ADJOURN- A motion to adjourn was made by Mrs. Mannering and seconded by Mrs. Cavanagh. All Board Members present voted "Aye". The motion passed.

**The meeting adjourned at 7:52pm.**

MINUTES APPROVED at the August 16, 2022 at Regular Board Meeting.

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President

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Secretary