

BOARD OF EDUCATION

Regular Board Meeting – October 11, 2023

CALL MEETING TO ORDER

The meeting was called to order by Board President David Rusterholtz at 6:00 p.m. with the following members present: Mick Bates, David Illingworth II, Cassie Kimbrell, Suzanne Patterson, and Mr. Rusterholtz.

APPROVAL OF AGENDA

MOTION Kimbrell, second Bates, to approve the agenda. MOTION CARRIED; Voting Aye – Bates, Illingworth II, Kimbrell, Patterson, Rusterholtz.

PUBLIC COMMENT

The following list of people (name and topic they listed when signing up to speak) made public comment to the Board of Education listed in order of speaking: Linene Kleppe, teacher, teaching; Athea Davenesh, stakeholder, prayer/encouragement; Cynthia Behr, former parent, support of school board; Aaron Helstrom, community, TBD; Kim Morris, parent, teacher support; Elaine Pechnik, community, thankful; John Maynard, blank, blank; Drew DePatie, parent, board; Michelle Studwell, community, TBD; Lindsay Orellana, teacher, Rights; Erin O’Connell, parent, support of WPSD; Connie Whittaker, community, TBD; Stephanie Merl, parent, Middle School; Zerap Graves, community, TBD; Logan Ruths, community, Board.

CONSENT AGENDA/Blanket Motion

MOTION Illingworth II, second Patterson, to accept administrative recommendation and approve action on the following items:

V.a. Minutes – September 13, 27, 2023

V.b.1. Personnel – **New Contracts – Teachers:** *Morgan McClure*, SES Grade 5, effective September 11, 2023; *Amy Jones*, MS .6 FTE Social Studies, effective September 26, 2023. **Support Staff:** *Ashley Lechuga*, HS Counselor, effective September 11, 2023; *Shalee Schoendaller*, CES Instructional Paraeducator, effective September 15, 2023; *Brian Wilson*, District Security Guard – Armed, effective September 20, 2023; *Annie LaGrange*, SES .5 FTE Special Education SSN Paraeducator, effective September 26, 2023. **Guest Teachers/Staff:** *Kim Urban*, 3 Year Sub Authorization; *Pamela Meador*, Teacher License; *Emily Selner*, Paraprofessional; *Michelle Ray*, 3 Year Sub Authorization; *Michelle Ray*, 3 Year Sub Authorization; *Michelle Johnston*, 1 Year Sub Authorization; *Charles Ritchey*, Long-term Substitute.

V.b.2. Personnel – **Resignations – Support Staff:** *Kelly Panick*, CES Special Education MM Paraeducator, effective September 13, 2023; *Tonya Brackett*, GES Social Worker, effective September 21, 2023.

MOTION CARRIED; Voting Aye – Bates, Illingworth II, Kimbrell, Patterson, Rusterholtz.

FINANCE DEPARTMENT UPDATE

Chief Financial Officer Amy Ryan provided a finance timeline and recent audit activity information (Addendum A). She shared that our auditors, Hoelting & Company, Inc., who have been our auditors for years, conducted a 2-day onsite in June and 3-days onsite in September. The results came back

clean, with no findings. They looked at our internal controls, compliance, and financials. The next step is they will return to us with our audited financials, which will be presented to the Board of Education at the December regular meeting. Mrs. Ryan also shared in the timeline they will be approving the Mill Levy certification in December and the revised budget at the January regular meeting.

Vice President Illingworth II asked for clarification about the Mill Levy certification. Mrs. Ryan shared she does not have information at this time and will be attending a training at the end of November as there are anticipated changes to this process. He also asked if the audit process is done annually and independently, as there is chatter in the community that this does not happen. Mrs. Ryan shared we are audited every year, and it is always completed through the public accounting firm we have used for years.

A brief discussion occurred about the Legislature's imposed mill levy percentage increase each year. Mr. Witt shared he did not have the numeric specifics available, but the bottom line is the state backfills up to a set mill any taxes that are a shortfall of the mill levies. Each district has a program and a timeline to close this gap so the state doesn't backfill.

ENROLLMENT UPDATE

Chief Academic Officer Kim Moore shared the current enrollment numbers based on the October 2, 2023 data (Addendum B). Final numbers will be known as we work through the funded pupil count process in the upcoming weeks.

Director Patterson asked for clarification regarding she is hearing out in the community that classes at the Middle School are overcrowded – Mrs. Moore shared she spoke with WPMS Principal Bill Phalen earlier today. He shared there are no core classes with over 28 students. The few classes that are at 28 students were done purposefully to allow for teachers to have a common plan time. There are a few non-core teacher-mentor classes, similar to a homeroom class, that teachers chose to combine to utilize their time best to support students. Director Patterson also asked if the WPMS was over capacity, and Mrs. Moore shared they are not over capacity. Director Bates made a statement regarding a recent feasibility study completed by an outside entity and was glad to see our enrollment numbers are higher than their projections.

B/SR-4 POLICY REVIEW, MONITORING SUPERINTENDENT PERFORMANCE

As part of continuous improvement, the Board of Education reviewed board governance policy B/SR-4, Monitoring Superintendent Performance this month. No changes were recommended.

STAFFING UPDATE

Superintendent Ken Witt shared the district has successfully filled all but two teaching positions for the year other than Special Education. While there are still two high school positions open, special education continues to be difficult positions to fill as with districts statewide. We continue to seek special education teachers and paras and are contracting assistance while continuing to recruit to fill these roles. The District will continue to meet the required minutes with contract services support.

Director Bates shared he knows this is a national issue but asked Mr. Witt about a solution and if college graduates may be coming up the pipeline to fill these roles. Mr. Witt shared that the problem

is significant as fewer people want to get into this field where there is such a high demand, which leads one to conclude it is an extremely difficult job with substantial administrative and regulatory burdens, and burnout and turnover are relatively high. Two things need to happen: 1). make it easier for special education teachers to do the job without being overburdened; and 2). continue to work on compensation and reward.

SECURITY UPDATE

Chief Operations Officer Aaron Salt shared new security team members have been hired, trained, and deployed. He shared they have a strong background in either law enforcement or the military. President Rusterholtz asked what kind of special training is needed to be armed security in a school environment. Mr. Salt shared they are all highly qualified and trained beyond POST certification. The Board of Education welcomed them and shared their appreciation for their military service.

APPOINTMENT OF DISTRICT ACCOUNTABILITY COMMITTEE & SCHOOL ACCOUNTABILITY COMMITTEE

Superintendent Witt shared it is that time of year when the Board of Education approves the SAC and DAC assignments. The District has spent some time over a three-week period soliciting applications on the website for those interested in applying. We did extend the deadline to apply by a week as there was some confusion from those who had served last year who did not realize they needed to re-apply. The chart in front of the Board represents our best recommendation from the carried forward building recommended SAC memberships. We reconciled it against volunteers from the application process and filled holes where we could to balance things out and meet the statutory requirements. It was quite the process, and a great group of people have stepped up to volunteer to do this work, and we are grateful. Mr. Witt reminded the Board of Education that at the end of the day, they decide to choose whomever they want to serve on these board-appointed committees.

The Board of Education reviewed the applicants for DAC as recommended by the administration. After review, MOTION Bates, second Kimbrell, to approve the DAC committee members as recommended by the administration. MOTION CARRIED; Voting Aye – Bates, Illingworth II, Kimbrell, Patterson, Rusterholtz.

The Board of Education reviewed the applicants for SAC as recommended by the administration. After review, MOTION Illingworth II, second Kimbrell, to approve the SAC committee members as recommended by the administration. MOTION CARRIED; Voting Aye – Bates, Illingworth II, Kimbrell, Patterson, Rusterholtz.

BOARD OF EDUCATION DIRECTOR REPORTS

Director Kimbrell commended the homecoming parade attendees and recognized the marching band for their endurance and energetic performance during the entire parade. She also shared it was a great game and happy about our victory against Manitou.

Director Bates congratulated the team on their victory over Manitou, and he was proud of them for choosing to again go up against Manitou as this is our second consecutive win where we have beaten Manitou.

Director Patterson highlighted the 53 students who were recognized at Monday's WPHS Academic Awards Recognition event for their academic achievements from the previous school year. She encouraged everyone to congratulate these students and their teachers.

Vice President Illingworth II recognized WPHS teacher Patrick Littrell for winning the World Elk Calling Championship and suggested inviting him to the next Board meeting to demonstrate.

President Rusterholtz expressed his desire to meet with teachers and address any concerns they may have. He asked them to reach out, not through email, but to contact him through his phone which is available on the district website. He thanked our teachers for their service to our kids and community and for doing such a great job.

BOARD INFORMATION REPORTS

The operations report, financials report (Addendum C), and the Unified Improvement Plans were included in the board packet as information for the Board of Education.

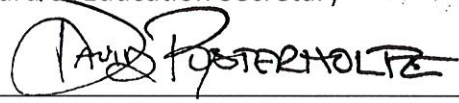
ADJOURN

MOTION Kimbrell, second Bates, to adjourn the meeting at 7:10 p.m. MOTION CARRIED; Voting Aye – Bates, Illingworth II, Kimbrell, Patterson, Rusterholtz.

Attest:



Board of Education Secretary

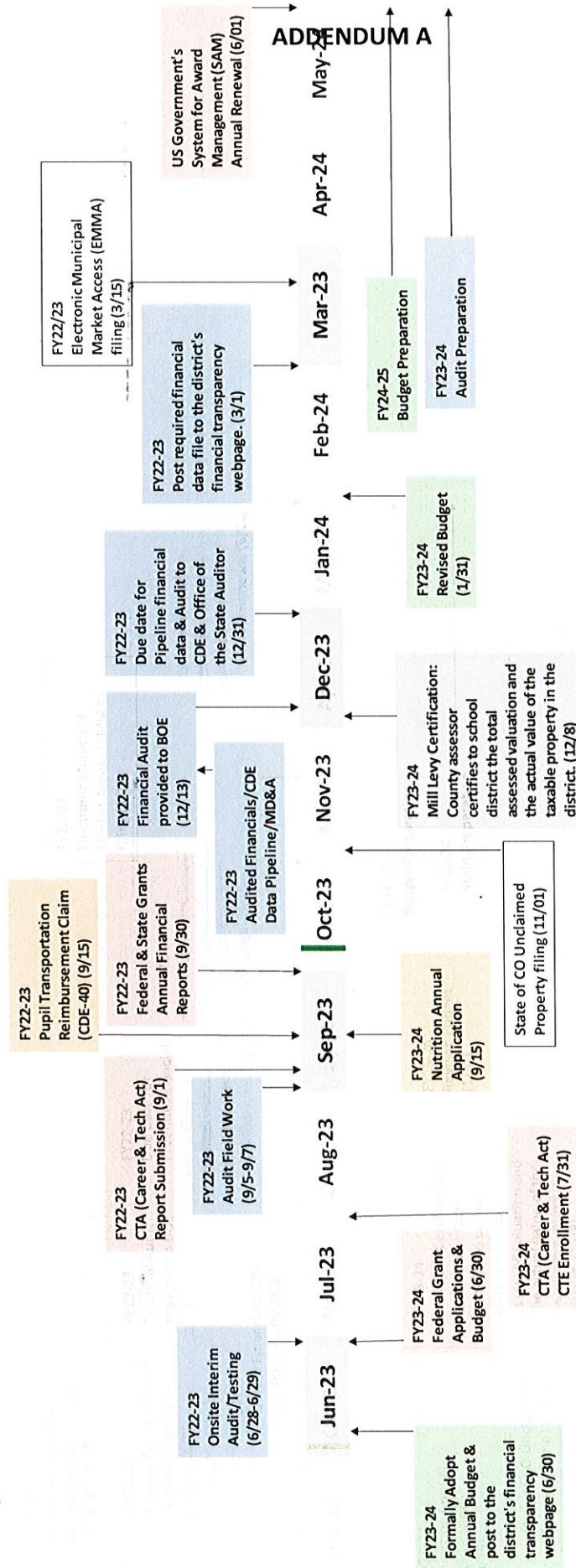


Board of Education President

Finance Timeline

Woodland Park School District

Woodland Park School District



- External Audit
- Annual Budget
- Grants
- Transportation/ Food Service
- Mill Levy

ADDENDUM B

WPSD System Enrollment on 10/2/23

Columbine Elementary	273
Gateway Elementary	207
Summit Elementary	310
Merit Academy	438
WP Middle School	255
WP High School	537
Total enrollment	2,020
2022-23 Enrollment	2,122
2021-22 Enrollment	B 1,832

Corrected

Woodland Park School District RE-2
General Fund
Revenue/Expenditure Report (Unaudited)
SEPTEMBER 2023

Board Minutes

	REVISED	ADOPTED		Increase (Decrease)	Budget	September YTD Actual	Variance	Remaining Balance	%
	BUDGET FY 2023	BUDGET FY 2024	BUDGET FY 2024						
Revenues									
Prop & SO Tax	9,977,284	\$ 10,954,129	\$	976,845	2,738,532	576,099	2,162,434	10,378,029.89	0.95
State Equalization	11,895,633	\$ 13,022,682	\$	1,127,049	3,255,670	2,370,539	885,132	10,652,143.14	0.82
Sales Tax	3,270,788	\$ 3,171,042	\$	(99,746)	792,760	593,472	199,288	2,577,569.73	0.81
Rural Funding	452,044	\$ 452,044	\$	-	113,011	-	113,011	452,044.00	1.00
Local Sources (Tuition, Participation Fees, Other)	375,000	\$ 375,000	\$	-	93,750	109,014	(15,264)	265,986.41	0.71
Medicaid Reimbursement	375,000	\$ 375,000	\$	-	93,750	67,463	26,287	307,536.90	0.82
PERA Nonemployer Revenue	335,764	\$ 335,764	\$	-	83,941	-	83,941	335,764.00	1.00
IDEA Part B	204,502	\$ 204,502	\$	-	51,126	-	51,126	204,502.00	1.00
Earnings on Investments	135,000	\$ 135,000	\$	-	33,750	60,522	(26,772)	74,477.98	0.55
Facility Rental/Lease Proceeds	72,000	\$ 72,000	\$	-	18,000	12,018	5,983	59,982.50	0.83
Other (GT, VE, Forest Svc, Mineral Lease, Other State and Fed)	215,217	\$ 215,217	\$	-	53,804	91,895	(38,091)	123,322.19	0.57
Total Revenues	27,308,232	29,312,379	2,004,147		7,328,095	3,881,021	3,447,074	25,431,359	0.87
Total Allocations	(5,127,680)	(6,717,342)	(1,589,662)		(1,679,335)	(1,186,945)	(492,390)	(5,530,396)	0.82
TOTAL REVENUES AFTER ALLOCATIONS	22,180,552	22,595,038	414,486		5,648,759	2,694,075	2,954,684	19,900,962	0.88
Expenditures									
Instructional	10,686,698	10,813,754	127,056		2,703,438	2,546,201	157,237	8,267,552.72	0.76
Special Education	2,809,620	3,042,481	232,861		760,620	467,189	293,432	2,575,292.50	0.85
Co-Curricular	633,563	643,137	9,574		160,784	138,932	21,852	504,204.80	0.78
Support Services	1,262,678	1,287,045	24,367		321,761	241,915	79,847	1,045,130.33	0.81
Instr. Staff Support	1,335,449	1,438,848	103,399		359,712	316,040	43,672	1,122,807.67	0.78
General Admin	1,420,113	1,259,036	(161,077)		314,759	318,944	(4,185)	940,091.68	0.75
School Admin	1,794,933	1,613,351	(181,582)		403,338	468,816	(65,478)	1,144,535.50	0.70
Business Services	472,850	426,701	(46,149)		106,675	177,369	(70,694)	249,331.52	0.60
Operations & Maintenance	2,490,529	2,459,536	(30,993)		614,884	535,847	79,037	1,923,688.72	0.77
Student Transportation	1,202,419	1,103,830	(98,589)		275,958	95,078	180,879	1,008,751.81	0.91
Central Support	591,919	442,069	(149,850)		110,517	128,659	(18,141)	313,410.29	0.70
Facilities & Sites/Other Support	1,004,619	1,036,668	32,049		259,167	90,617	168,550	946,051.08	0.91
TOTAL EXPENDITURES	25,705,390	25,566,456	(138,934)		6,391,614	5,525,607	866,007	20,040,849	0.78

ADDENDUM C

October 11, 2023