

**FLEMING SCHOOL DISTRICT
BOARD OF EDUCATION – REGULAR MEETING
December 17, 2013
Final**

I. Board Vice-President Dave Etl called the regular meeting of the Fleming School District Board of Education to order at 7:00 pm. in the Fleming School & Community Library.

II. The Pledge of Allegiance was recited.

III. Dale Whittington shared a prayer with the group.

IV. Roll call was taken and board members present included: Michelle Asfeld, Dave Etl, Randy Kirkwood, and Dale Whittington. Board member John King was absent. Other district personnel present included Superintendent Jim D Copeland, Principal Dustin Seger, Business Manager Linda Hawthorne. Others present: Stan Kennedy, Sue Bell and Scott Szabo

*Board Vice-President asked the Board if they had a problem moving the Audit Report to this spot on the agenda so Auditor Scott Szabo could present his report and be free to leave. Hearing no dissent, this was done.

***ACTION ITEM:**

- A. 2012-2013 Financial Audit – Scott Szabo.** Auditor Scott Szabo from the firm of Lauer, Szabo and Associates, PC presented the school financial audit for the year 2012-2013. There were no major issues to mention. He indicated that the District was in good financial shape with about 5 ½ months of expenses in fund balance. He recommends keeping between 3 and 6 months in the fund balance. He said that the enrollment was stable and there were no negative trends in revenues or expenditures. MOTION by D Whittington to approve the audit report, 2nd by M Asfeld. Poll: M Asfeld, aye; D Etl, aye; R Kirkwood, aye; D Whittington, aye. **MOTION CARRIED.**

V. OPEN FORUM – None

VI. CONSENT AGENDA: MOTION by M Asfeld, 2nd by D Whittington to approve the Consent Agenda. Items approved were: **A)** Approve Minutes of November 19, 2013 Regular Meeting, **B)** Approve Financial Report, December 2013 Monthly, and December Quarterly Report. Poll: M Asfeld, aye; Dave Etl, aye; Randy Kirkwood, aye; D Whittington, aye. **MOTION CARRIED.**

VII. APPROVAL OF AGENDA:

MOTION by D Whittington, 2nd by R Kirkwood to approve the Agenda noting that Action Item A (Audit) was moved to right after Roll Call. Poll: M Asfeld, aye; D Etl, aye; R Kirkwood, aye; D Whittington, aye. **MOTION CARRIED.**

VIII. CORRESPONDENCE – The following correspondence was passed around and noted: Thank you note from Jim & Shelly Etl for the floral arrangement from the school; Thank you note from the Dustin Seger family for the plant on the birth of their son; A letter from Colorado Highlands Wind, LLC with a donation to the school in the amount of \$500; A note from Dee Walker congratulating Music Director Lee Lippstrew on the job he does and complimenting him specifically on the Christmas Concerts – also appreciating the leadership of the school and the school in general for excellence.

IX. REPORTS.

A. Superintendent & Principal – Reports attached. (Attachment A). Additionally, Principal Dustin Seger gave the Board an update on his Principal license status – that he is almost complete and should finish by next summer.

X. ACTION ITEMS:

A. Moved to right after Roll Call – (see above)

B. Policy Reports or Review –

1. **EL 11 School Safety**
2. **GP 14 Development & Revision of Board Policy**
3. **GP 15 Cost of Governance**

MOTION by R Kirkwood, 2nd by D Whittington that Superintendent Copeland is operating under the limitations of Board Policy EL 11. Policies GP 14 and GP 15 will be addressed next month due to Board President John King's absence since he is the one who prepares those reports. Poll: M Asfeld, aye; D Etl, aye; R Kirkwood, aye; D Whittington, aye. **MOTION CARRIED.**

C. After School Program – Principal Dustin Seger presented the proposal for the After-School Program (Attachment B). After input from staff he is proposing that it begin on January 8, 2014 and is described on the Attachment B. MOTION by D Whittington, 2nd by R Kirkwood to approve the After-School program as presented and to pay the teachers who supervise the sessions \$30/day. Poll: M Asfeld, aye; D Etl, aye; R Kirkwood, aye; D Whittington, aye. **MOTION CARRIED.**

XI. DISCUSSION ITEMS:

A. Next month's Monitoring Reports

1. **EL 1 Global Executive Restraint**
2. **EL 2 Emergency Superintendent Succession**
3. **EL 3 Development of Administrative Regulation**

Anyone requesting any special information regarding these policies for action next month let Mr. Copeland know.

B. DAC Meeting – Jan 8, 2014 topics. The Board suggested the topic of workshops be discussed by the DAC at the January meeting; also to make sure they are informed about the calendar amendment passed at the November Board Meeting which allows elementary staff to attend the Reading Conference in February.

C. Administrative Regulations update per CASB – Board was notified regarding the required updates to the Administrative Regulations due to laws passed in the last legislative session.

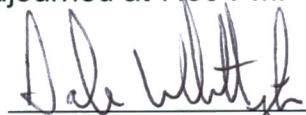
XII. ADVANCED PLANNING

Dec 23 – Jan 6
Jan 8
Jan 21

HOLIDAYS
DAC Meeting (6PM in Library)
Board Meeting (7PM in Library)

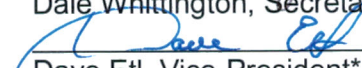
XII. ADJOURNMENT

The meeting was adjourned at 7:50 PM. MOTION by M Asfeld to adjourn, 2nd by D Whittington.



Dale Whittington, Secretary

ATTEST:



Dave Etl, Vice-President*

*Board President John King was absent for this meeting.

Superintendent Board Report

December 17, 2013

- The Attendance report from November is included. Our attendance rate was 97% (Elementary – 96%; Secondary – 97%) (copy enclosed)
- I've enclosed the quote from Ponder Company on the gym floor repair scheduled to begin March 17 (after BB season). We have already received the insurance check for the repair.
- Linda called a company in Denver and was able to arrange to have the check signing machine repaired. We have it back and it is working at present.
- The Senior Class had to change the dates for their trip due to the availability of housing. We will leave on Monday and return on Thursday, rather than Tuesday through Friday. They will present a complete itinerary at the January meeting for final approval.
- I've enclosed some Health Insurance information from CEBT, who carries our health insurance. This is just an FYI regarding the new ACA implementation. It sounds like we are in good shape with our insurance because of their forethought and management.
- My family and I will leave for Texas on December 20th after we dismiss the students and will return sometime around Jan. 1st. Feel free to call my cell if you need to reach me while I'm gone. If I don't have reception, leave a Voicemail and I will return your call ASAP. We will be in Kerrville, TX with Melissa's mom most of that time, but we will be in Lubbock, TX also with the boys and their families.

Merry Christmas and Happy New Year!

I hope you have a wonderful holiday season.

See you Tuesday night.

PRINCIPAL'S REPORT

I. Students:

Lindsay from Jostens was here to place orders for State Championship rings on the 17th

We got the PSAT scores back

Winter concerts

Finals – odds on the 18th evens on the 19th

Big Brother/Big Sister movie, early release and end of semester on the 20th

II. Staff

Teachers are giving their first assessments from the CTT groups by Jan. 17th

III. School Misc. .

After School Program

I want to wish everyone a safe and happy holiday season

After School Program

Who is required to attend:

- Ineligible Students (anyone with a D or F at semester must attend first two weeks)

How long are they required to attend:

- The week(s) they are ineligible (both sessions)

If a student does not attend:

- They are required to attend mandatory outside of school suspension on Monday from 8 to 10 am
1. Sessions will be held Tuesday and Wednesday afternoons from 4:00-5:00 pm.
 2. Any absences must be cleared through administration at least 24 hours in advance in order to be considered excused.
 3. After the student has two excused after school sessions the student will be required to attend the Monday session from 8 to 10 am.
 4. If the student has one unexcused after school session the student will be required to attend the Monday session from 8 to 10 am.
 5. Student must be in the room and ready to work no later than 4:00 pm.
 6. Student must stay in the room working until 5:00 pm. Students will not be allowed to return to their locker or leave the room for any reason (unless it's an emergency).
 7. Parent/Guardian must pick up student and sign them out at 5:00 pm.
 8. Parents will confer with teacher regarding what has been accomplished during the one hour session and what still must be completed.
 9. No electronic devices of any kind (except calculators) will be allowed.
 10. No food or drink (except water) will be allowed.
 11. It is the responsibility of the student to bring all items necessary to complete work.
 12. If a student is not picked up by a parent/guardian by 5:10 pm, and no parent contact has been made, we will follow school child abandonment procedures.

Other Items:

- Parent/Teacher Program Accomplishment Log
- Budget \$800.00 - \$1,000.00 per month
- Teachers will email missing assignments or put them in a designated folder to assure students are completing necessary assignments
- Parent letter will have contact information along with library staff for emergencies
- Extra Help Option TBD