

RECORD OF PROCEEDINGS

PEYTON SCHOOL DISTRICT 23-JT Board of Education Minutes August 18, 2020 7:00pm Community Room at CTEF Public Access to Meeting via Zoom (due to COVID 19)

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board President Hanks called the meeting to order at 7:09pm.

II. ROLL CALL

Members present: Mr. Hanks, Mr. Harfert, Mrs. Harms and Mrs. Mannering.

III. APPROVAL OF AGENDA- Mr. Harfert made the motion to approve agenda as revised. Mrs. Harms seconded the motion. All Board Members present voted "aye". The motion passed.

IV. APPROVAL OF MINUTES-

Mr. Harfert made the motion to approve the Minutes from the July 21, 2020 Regular Board Meeting. Mr., Hanks seconded the motion. All Board Members present voted "aye". The motion passed

V. APPROVAL OF FINANCIAL ITEMS- Mr. Harfert made the motion to approve the Financial Items with questions answered. Mrs. Harms seconded the motion. All Board Members present voted "aye". The motion passed.

VI. COMMUNITY INPUT-none

SUPERINTENDENT'S REPORT-

The district had a good start to the school year. Administration is waiting for the dust to settle before a comparison can be made between the 2019 and 2020 student count enrollment. The MiLL continues to be in limbo. The students are starting online; they will go to modified in person beginning September 8th. Both parents and staff seem to be happy that the district is open and is up and running. District Staff will use August 31st and September 1st as non-contact days to reassess our opening plan and see if any adjustments need to be made.

VII. BOARD REQUESTS AND REPORTS

A. Building Reports- Elementary School-



Grade	May 2020	August 2020
Pre K	16	23
Kinder	32	17
1 st	36	24
2 nd	26	29
3 rd	32	19
4 th	32	35
5 th	42	30
6 th	48	38
TOTAL	264	215

- Based on results from the district wide survey some parents expressed interest in online school, so POA Elementary Campus was opened K-6.
- Currently 35 students are enrolled in POA Elementary Campus with 2 pending applications.
- The PES planning committee for 2020-2021 (Kelly Nickell, Melissa Nickell, Cera Creel, Tracy Hahnle, Melissa Kelly, Jacque Goodman, Rocky Gee, Jamie Justice, Heather Whaley, and Janette Watts) brainstormed and met late this summer using the Opening Guidance for Schools from CDE to rearrange daily schedules to meet the recommendations.
- Students are in classroom cohorts and do everything throughout the day with their class including recess, lunch, and bathroom breaks.
- Temperatures are taken for all staff and students before entering the building. Students are also washing hands frequently and we have 70% alcohol hand sanitizer. Custodians are cleaning bathrooms and door handles throughout the day. In the evening classrooms are being thoroughly sanitized.
- Staff were in the building one week before students arrived and various had the following in-service trainings: New Staff Orientation, Blended Learning, Google Classroom, Acadience, and LETRS. Staff also had time in their rooms to prepare for the school year.
- Teachers had Back to School Zoom times with their classes explaining safety protocols, classroom cohorts, daily schedules, as well as specific information about their class.
- The first day of school went well. Students are going directly to their classrooms in the morning. Fewer students are riding the bus and more are being dropped off by parents.

High School-



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PJHS Student Enrollment- Three Month Trend
August 2020 Secondary Board Report

	7th	8th	Jr. High Total	9th	10th	11th	12th	HS Total	School Total
April Student Count	46	45	91	54	61	59	61	235	326
May Student Count	46	45	91	54	61	59	61	235	326
August Student Count	54	56	110	50	57	60	57	224	334

Last week the staff performed extensive training on the Google Classroom platform. Additionally, we spent hours discussing what our in-person protocol would look like, from instruction to proper procedures, required for the health and safety of all students and staff. The staff has been very diligent in their preparation for this school year. I appreciate all of their hard work and their constant willingness to do what is best for our students.

Ms. Chase and Ms. Pavetti worked hours upon hours to get our alternating and blended schedule set up. They worked through delays in IC, and effectively split up our students, while still working to allow siblings to attend together. I commend and thank them for their tireless work. We sent a variety of IC messages to our families to let them know which days their students would attend in-person. Teachers are also working to explain what the virtual days will look like and what the expectations are for students. The students will have work to complete on their virtual days that will build on what they learning in-person, or introduce students to the objectives they will go over the next day. If we are forced to go to remote learning, our goal is each and every student will have access to Google Classroom and practice with using it. Please see below for more details-

[Green Group- Monday and Wednesday In-Person, Tuesday and Thursday Virtual](#)

[Red Group- Monday and Wednesday Virtual, Tuesday and Thursday In-Person](#)

The protocol and procedures below were sent out to families both last week and the week before. Additionally on Thursday August 13 we held three different Zoom Meetings for students and parents- 7th Grade Orientation- 5:30 pm, JH Back to School Zoom- 6:15, and HS Back to School Zoom-7:00 pm. Overall we had good attendance at all three meetings. Information was presented in regard to schedules, health and safety protocol, and sports. 15 minutes was set aside at the end of each Zoom to answer questions. The majority of the questions were around the protocols set by El Paso County Public Health, overall parents are pleased that the Peyton School District is working to get students back in to the classroom.

We are facing a fluid situation like we have never seen before. We are closely monitoring updates on a daily basis and will

consistently update our families on any changes that may occur. The safety, well-being, and education of your student is of the

highest priority to the entire staff at Peyton Jr.-Sr. High School. As stated previously the goal of the Peyton School District is to have

in-person learning for students during the 2020-2021 school year. In order to achieve this goal, it is imperative that all stakeholders-

staff, parents, and students work together to ensure the health and welfare of each other. Please see below for specifics from El Paso

County Public Health in regard to the COVID-19 protocol for Peyton Jr.-Sr. High School-

Reduce Occupancy: Particularly indoors. To do this consider split shift schedules or alternate in person and remote learning. Additionally, think through options to maximize prevention such as the arrangement of classrooms and alternatives such as class outdoors. We are currently looking at how lunch will look; we will look to rotate between both the cafeteria and classrooms.

Distancing: While 6 feet is the ideal distance, situations may not allow for this spacing. Every bit of distance is better than none, so maximizing all available space or looking at alternative locations for instruction or activity may be necessary. By following an alternating schedule, A Group Monday and Wednesday, B Group Tuesday and Thursday, we can effectively distance students in the classroom, the hallways, etc. due to the smaller student population present in the building.

Hand Hygiene: Frequent and thorough hand washing before and after touching shared surfaces, eating, using the restroom, entering or exiting classrooms or touching of the face, mouth, nose, or mask along with appropriate education on proper washing is key.

Face Coverings: For appropriately aged and abled students and faculty, wearing a cloth face covering will help to significantly reduce transmission. This will be a critical component of mitigation when social distancing cannot be maintained (not stationary in a spaced classroom, moving through hallways, during group transportation, entering and exiting school). Student populations who are unable to wear masks for medical or educational reasons (band, speech instruction, athletics) will need to employ an alternate form of mitigation such as increased spacing or pod-style activities. Pursuant to CDPHE guidelines, all staff are required to wear face coverings (mouth and nose) to include during in-person instruction or when they are around other adults. All students age 11 and older are required to wear face coverings except during outdoor recess or exercise activities when social distancing can be maintained, unless the student has a health or education reason for not wearing one. Face coverings are strongly encouraged for all students 10 and under except for during outdoor recess or exercise activities.

Wellness Screening: The Centers for Disease Control and Prevention (CDC) recommends screening all students and staff before entering the building. Population size, efficiency, entrances, weather, and staffing may dictate how this is accomplished. Self-reporting by parents with a home temperature check may be the most effective strategy for many schools. This should be deployed in the way that COVID-19 School Guidance | works best for each individual school. Peyton Jr.-Sr. High School will check student temperatures and perform a symptom check as students enter the building in the morning. We will have three entrances- one for bus riders, one for drop off students, and one for student drivers. Once students are in the building they will go directly to their first period classroom.

- Screening should include the following symptoms with exclusion for:
- New onset of cough or shortness of breath by themselves OR
- At least 2 of the following:
 - Fever (100.4 Fahrenheit or higher)
 - Chills
 - Muscle pain
 - Sore throat
 - Loss of sense of smell or taste
 - Gastrointestinal symptoms of diarrhea, vomiting, or nausea

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- Children who become ill with COVID-like symptoms should be kept home, consult their pediatrician, and be tested for COVID-19 if appropriate.
- Children screened positive at school by questionnaire should be isolated (kept separate) from faculty and students in a properly ventilated area and cared for by staff dressed in proper personal protective equipment (PPE)—N95 mask, gown, and gloves—and parents contacted for immediate student pick up

Enhanced Cleaning and Disinfecting: Peyton Jr.-Sr. High School will use Environmental Protection Agency (EPA)-approved cleaning supplies for COVID-19, or 70 percent alcohol solutions for all touchable surfaces. Students will have access to hand sanitizer upon entrance in to each classroom. Student desks will be cleaned and sanitized in between each class period. Each evening the facility will be sanitized and disinfected by the custodial staff.

Thank you to Custodial and Maintenance staff for all your hard work to get Peyton ready for the beginning of year as well as your continued efforts to keep everyone safe.

Upcoming August Events-
8/20 and 8/24 School Pictures
8/27 JH Cross Country Home Meet
8/28-29 HS Cross Country Meet
8/31 and 9/1- Remote Learning Days

Peyton Online Academy Report- no report

B. District Maintenance Report-

- It is great to have the students back at school.
- Thank you to Maintenance and Custodial Staff for their hard work and effort to clean and disinfect daily, so students can continue to stay in school.
- HVAC controls update at the high school (this includes temperature alarms for the freezer and cooler) is basically complete, some minor adjustments will continue. Some program adjustments remain for the office area at the elementary school.
- This phase of the asphalt millings project is complete.
- Field sprinkler pump & motor were replaced, everything appears to be working properly.
- Plexiglas has been installed in the front offices of the high school, elementary school and CTEF.
- Alarm upgrades at all three school sites are complete.
- Fire inspections have not resumed their normal schedules yet, we are still waiting.
- No new update on the Grandview Reserve project: (768.2 acres / 3260 dwelling units).
- Waste Water Treatment Plant continues to pass state tests with the exception of total coliform. We were high on our 30 day average and have to retest. 50% student occupancy and reduced athletic activity will cause some difficulty in managing the WWTP.

C. District Advisory-no meeting

D. BOCES Report-no meeting. Mr. Kistler thanked Pat Bershinsky at BOCES and our partners at PEAKMED and Centura Health for their help and for providing essential guidance to reopen the schools safely. A meeting will be held in September to reevaluate how things are looking and any changes that need to be made.

VIII. ACTION ITEMS-entered at 7:44pm

Mr. Hanks addressed the audience stating the district received four strong candidate applications for the vacant board seat. He was really pleased with the pool of candidate applications that were received. Each person was seasoned and experienced. The Board conducted thirty minute interviews with each candidate. The Board is happy with their decision, but it was a tough decision to make based on the applicant pool.

- Appointment to Vacant Board Seat-** Mr. Harfert made the motion to approve Buffi Cavanagh as the new Board Member for the Vacant Seat. Mr. Hanks seconded the motion. All Board Members present voted “aye”. The motion passed. Mrs. Cavanagh was sworn into office.
- Approval of Educational Process-Attendance Resolution-** Mr. Harfert made the motion to Approve the Educational Process-Attendance Resolution. Mrs. Harms seconded the motion. All Board Members present voted “aye”. The motion passed.
- Approval of CASB Policy Audit-** Mr. Rea explained that CASB would review the policies that Peyton School District is currently using and suggest any updates needed to our policies. The process will take two years to complete. Mr. Harfert asked if CASB would be willing to make an in person presentation. Mr. Rea will check to see if they are available to do that. Mr. Harfert made the motion to approve of CASB Policy Audit. Mrs. Harms seconded the motion. All Board Members present voted “aye”. The motion passed.
- Third and Final Reading of Policy IHEDA-Concurrent Enrollment-**
- Third and Final Reading of Policy JICDA-Code of Conduct**
- Third and Final Reading of Policy JKD-JKE-Suspension/Expulsion of Students-**Items D, E, and F were approved as a Third and Final Readings since they were all previously discussed at prior meetings. Mrs. Harms made the motion to accept the Second Reading of Policies D, E, and F. Mr. Harfert seconded the motion. All Board Members present voted “aye”. The motion passed.
- Addendum to Superintendent Contract-**Mr. Kistler told the Board that when his original contract was written it included holiday and paid time off for vacations or sick leave. Now that Mr. Kistler is working after retirement the verbal agreement between him and the Board was that he would not receive any paid time off, so the Addendum to the contract puts this into written agreement. Mr. Harfert made the motion to approve the Addendum to the Superintendent’s Contract. Mrs. Harms seconded the motion. All Board Members present voted “aye”. The motion passed.

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H. **Award Audit RFP**-Ms. Kirchner stated that she sent RFP request to multiple auditing firms. Some replied that they were booked, and others did not reply at all. Prospective Business Solutions, LLC sent their proposal which came with good recommendations and endorsements. Ms. Kirchner did check with Mr. Mayberry and Mr. Mayberry had worked in the past with the reference to which Ms. Kirchner had spoken. Mr. Harfert made the motion to approve Awarding the RFP to Audit Prospective Business Solutions, LLC and Mrs. Harms seconded the motion. All Board Members present voted "aye". The motion passed.

Action Items ended at 7:59pm.

IX. DISCUSSION ITEMS

- A. **Policy Regulation-IHCDA-R-Concurrent Enrollment**-Since Discussion Items A & B are the Regulation portion of the Action Items they are included with the Policy. The Board did not have comments or questions on these items.
- B. **Policy Regulation- JKD-JKE-R-Suspension/Expulsion of Students**
- C. **Classified New Hire-paraprofessional at The MiLL. He has been volunteering for years at The MiLL.**

X. EXECUTIVE SESSION-none

XI. ADJOURN- A motion to adjourn was made by Mrs. Harms and seconded by Mr. Harfert. All Board Members present voted "Aye". The motion passed.

The meeting adjourned at 8:14pm.

MINUTES APPROVED at the September 15, 2020 at Regular Board Meeting.

President

Secretary