

# RECORD OF PROCEEDINGS

## PEYTON SCHOOL DISTRICT 23-JT Board of Education Minutes December 14, 2021 7:00pm Community Room at CTEF

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**  
Board President Harms called the meeting to order at 7:00pm.
- II. ROLL CALL**  
Members present: Mrs. Cavanagh, Mrs. Harms, Mr. Kaiser, Mrs. Mannering and Mrs. Markus.
- III. APPROVAL OF AGENDA-**  
Mr. Kaiser made the motion to approve agenda. Mrs. Cavanagh seconded the motion. All Board Members present voted "aye". The motion passed.
- IV. APPROVAL OF MINUTES-**  
Ms. Kirchner requested the minutes of the November meeting be tabled, so she can complete them due to her absence. Mrs. Harms made the motion to table the Minutes from the November 16, 2021 Regular Board Meeting. Mrs. Cavanagh seconded the motion. All Board Members present voted "aye". The motion passed
- V. APPROVAL OF FINANCIAL ITEMS-** Mrs. Cavanagh made the motion to approve the Financial Items. Mr. Kaiser seconded the motion. All Board Members present voted "aye". The motion passed. Mrs. Cavanagh made the motion to approve the November Check Journal of \$443,043.52. Mrs. Harms seconded the motion. All Board Members present voted "aye". The motion passed. Mrs. Cavanagh made the motion to approve the December Check Journal for the amount of \$217,803.04. Mrs. Harms seconded the motion. All Board Members present voted "aye". The motion passed. Mrs. Cavanagh made the motion to approve the December Payable Journal of \$107,610.61. Mrs. Harms seconded the motion. All Board Members present voted "aye".
- VI. COMMUNITY INPUT-**none
- VII. SUPERINTENDENT'S REPORT-** Mr. Kistler reported that he and Mr. Lessig have been monitoring the high wind warnings expected for tomorrow morning and do not expect any impacts to the district transportation routes. It is hard to believe students are in the week of semester finals.
- VIII. BOARD REQUESTS AND REPORTS**
  - A. Building Reports-**
    - 1. Elementary School-**
      - a. Elementary Report-**

### Peyton Elementary Board Report December 2021



Grade	May 2021	August 2021	September 2021	October 2021	November 2021	December 2021
Pre K	27	23	23	24	26	26
Kinder	19	35	31	29	30	30
1st	31	23	23	24	25	25
2nd	33	40	39	40	40	40
3rd	22	36	35	34	34	34
4th	35	25	25	26	26	26
5th	28	36	36	36	36	36
6th	36	38	38	38	38	38
<b>TOTAL</b>	<b>231</b>	<b>256</b>	<b>250</b>	<b>251</b>	<b>255</b>	<b>255</b>

- The middle of the year benchmark assessments started on November 29th when we returned from the Thanksgiving break. The school uses the NWEA Maps Assessment to chart academic progress in reading, math, language arts, and science. Students are also assessed in reading fluency using Acadience testing. Testing is completed before Christmas break and is used to differentiate and drive instruction.
- The no fundraiser, fundraiser event was put on by the Peyton Elementary Parents (PEP) committee in November. The event raised \$4,068 which will be applied towards new playground equipment for the students.
- The third through sixth grade winter concert was a grand success. The performance was held in the elementary gymnasium on December 2nd at 2:30 and 5:30. During the evening performance, the venue was filled to capacity with standing room only by 5:20. Many of the intermediate teachers were behind the scenes making sure the performance ran smoothly, and the students sang with glee. The school is looking forward to the kindergarten through second grade performance in the spring.
- PEP committee members have been hard at work preparing for and running the Santa's Secret Shop. The shop opened for a preview on Thursday December 2nd, and the classes visited on Monday and Tuesday December 6th and 7th. Students and families were able to shop and purchase gifts during the week of December 6th through 9th. All items are priced at \$1.00 and wrapping was provided by community members at no additional cost. \$100 in Santa Shop bucks were given out to students in need.
- It has been the season of giving. Toys, clothing, food, and gift cards were donated to our families in need by community members and High Country Toy Run.

# RECORD OF PROCEEDINGS

- We are excited to introduce our new first grade teacher, Ruth Perez. Mrs. Perez has a Master's in elementary education with a strong background in early childhood development. Since she assisted several times this fall in the first grade classroom as a substitute, the students have already met her, and she is familiar with the class procedures and dynamics. Mrs. Perez will start full time on January 24th.
- The elementary school will celebrate the season with a Christmas Feast on Wednesday December 15, 2021 and classroom parties on Thursday December 16, 2021.

### b. Elementary Peyton Online Report

#### Peyton Online Academy (POA)

There are currently 6 students enrolled in the Peyton Online Academy Elementary Campus. Zoom classes are conducted Monday through Thursday along with optional in person assistance as needed. The POA students are participating in the middle of year benchmark assessments. Some of the students may choose to rejoin the regular classroom at the beginning of the second semester in January.

## 2. Junior High/Senior High Peyton Online Academy Report-

### a. Junior/Senior High Report-



#### *Secondary Principal 2021 December Board Report PJHS Student Enrollment- Three Month Trend*

	7th	8th	Jr. High Total	9th	10th	11th	12th	HS Total	School Total
Oct. Student Count	43	52	95	60	43	50	55	208	303
Nov. Student Count	43	52	95	60	43	49	56	208	303
Dec. Student Count	43	52	95	59	43	49	56	207	302

- Both JH and HS students are completing their winter NWEA testing this week into next week. Students will take the NWEA three times a year, fall, winter, and spring. The purpose is to measure student learning, this nationally normed test gives teachers immediate feedback on student growth, academic achievement, as well as possible areas of improvement.
- Final exams will take place this next Wednesday, 12/15 and Thursday, 12/16, for both JH and HS students. For HS students the final assessment is 20 percent of their total semester grade. For JH students it is 10 percent of their total grade. Below is the final exam schedule for both the JH and HS.
- As part of the RANDA evaluation cycle, teachers will start to have mid-year review meetings with Mr. Burnside this week, into the second semester. The purpose of these meetings are for staff to review their professional goals, look at progress of the goals, as well as barriers to completion of the goals. Additionally, teachers will discuss curriculum, instruction, and student achievement.
- Winter HS sports are in full swing, with basketball, and wrestling starting their first contests of the season.
- The senior class has put together a Christmas Food Drive, the flyer is attached below. Donations will also be accepted from staff and students. Our students, staff, and parents have already donated more than last year. There will be plenty of food for families in need this Christmas season. Please see specifics on the flyer below. There is also a picture of the food donated thus far. We have a very caring community, and it shows each and every year with their willingness to help out others.

### b. Junior High/High School Peyton Online Report-

POA Secondary Board Report  
12.14.21

We have 21 full-time students and one part-time homeschool student:

- 7th Grade = 3
- 8th Grade = 0
- 9th Grade = 3
- 10th Grade = 6
- 11th Grade = 3 + 1 part-time homeschool student
- 12th Grade = 6

Typically there are about 12 students attending in-person each day; more attend on our social days. We had a Thanksgiving meal on November 15th and are having a Holiday Brunch and Secret Santa gift exchange on December 16th.

Most students are on track to complete all their courses on time.

### c. CTE Update-no update

## B. District Maintenance Report-

#### Board Update December 2021

- Failed fire sprinkler check valve at the HS has been replaced (\$1,100.00).
- Christmas break items scheduled include: HS gym floor refinishing (12/23/2021), air filter replacements and septic tanks pumped.
- BEST grant for individual air filtration units has been placed; 106 units and 2 years of replacement filters. Grant was for \$47,600 and invoice is for \$47,597.25. Filter changes are approximately \$8,000.00 per year currently.
- Finalizing ESSER 3 numbers with Melissa.
- We received the final report on the Three Year Asbestos Survey and testing. \$4,490.00 this year and is required every 3 years.
- Electric meter has been pulled for the football field lights, the water meter has been pulled at the fields and the bathrooms have been winterized.
- Some HVAC, roof and septic issues continue. BCU (Blower Control Units) 9 & 10 had been incorrectly identified in the software and locations reversed, Long's corrected on 11/12/2021 and new blower motor installed in BCU 09 on 12/8/2021.
- Fire panel at the ES update; Contractor last on-site 11/2/2021 but some punch list items remain (we are still holding back \$17,000).

## RECORD OF PROCEEDINGS

---

- Collecting data to help determine if welding is a possibility at CTEF, meeting with Encore Electric and their HVAC estimator to help build a budget.
- Updated capital needs list on 11/8/2021.
- Still no updates on annual fire or health inspections.
- Waste Water Treatment Plant is in compliance and not leaking yet.

**C. District Advisory-**The meeting went well. Five or Six people were in attendance. They discussed a climate survey sometime in February.

**D. BOCES Report-**Their next meeting is Thursday night.

### IX. ACTION ITEMS-entered at 8:03pm

- A. **Board Member Reorganization-**Vice President Mannering asked for nominations for President of the Board of Education. Mrs. Markus nominated Mrs. Harms. No other nomination was made. Mr. Kaiser seconded the nomination of Mrs. Harms. All Board Members voted "aye". Mrs. Harms was voted as President of the Board of Education. Vice President Mannering requested nominations for Vice President of the Board of Education. Mrs. Harms nominated Mrs. Mannering. No other nomination was made. Mrs. Cavanagh seconded the nomination of Mrs. Mannering. All Board Members voted "aye". Mrs. Mannering was voted Vice President of the Board of Education. Vice President Mannering requested nominations for Secretary of the Board of Education. Mrs. Cavanagh nominated Mr. Kaiser. No other nomination was made. Mrs. Markus seconded the nomination of Mr. Kaiser. All Board Members voted "aye". Mr. Kaiser was voted Secretary of the Board of Education. Vice President Mannering requested nominations for Treasurer of the Board of Education. Mrs. Harms nominated Mrs. Cavanagh. No other nomination was made. Mrs. Mannering seconded the nomination of Mrs. Cavanagh. All Board Members voted "aye". Mrs. Cavanagh was voted Treasurer of the Board of Education. Vice President Mannering requested nominations for the BOCES Representative of the Board of Education. Mrs. Cavanagh nominated Mrs. Markus. No other nomination was made. Mrs. Mannering seconded the nomination of Mrs. Markus. All Board Members voted "aye". Mrs. Markus was voted Treasurer of the Board of Education.
- B. **Add/Remove Board Members from Bank Accounts-**Mr. Kistler stated the Board needs to update the signatures on the Farmer State Bank Accounts after the election. Mr. Hanks needs to be removed from the account, and Mr. Kaiser needs to be added to the account as Secretary to the Board of Education. Mrs. Harms will remain on the account; however, her title is now President. Mrs. Harms made the motion to make these addition, revision, and deletion from the Farmer's State Bank Accounts. Mrs. Cavanagh seconded the motion. All Board Members present voted "aye". The motion passed.
- C. **Certification of the Mills-**Glenn Gustafson was present via zoom and discussed the adjustment of the Mills under HB20-1428 which mandates Peyton to increase its General Fund Mills to 27 Mills. The district will need to increase the Mill by 1 Mill per year until it reaches this limit. The Department of Education and the Colorado Attorney General's Office met to ensure 27 Mills is correct since Peyton had the most difficult calculation in the state due to the number of TABOR Sunsets passed. After speaking with Dan O'Connell at RBC Capital, Mr. Kistler proposed instead of increasing the tax to the taxpayers increasing the General Fund Mill by 1 and decreasing the Bond Fund Mill by 1 since the district goal is to pay off the Bond at the high school. Mrs. Cavanagh made the motion to approve the Certification of the Mills. Mrs. Harms seconded the motion. All Board Members present voted "aye". The motion passed.
- D. **BOCES Contract-**Mrs. Cavanagh made the motion to approve the BOCES Contract. Mrs. Markus seconded the motion. All Board Members present voted "aye". The motion passed.
- E. **BOCES Tech Contract-** Mrs. Cavanagh made the motion to approve the BOCES Tech Contract. Mrs. Harms seconded the motion. All Board Members present voted "aye". The motion passed.
- F. **Assurances for Financial Accreditation-** Ms. Kirchner explained the Assurances for Financial Accreditation. Mrs. Harms made the motion to approve the Assurances for Financial Accreditation. Mrs. Cavanagh seconded the motion. All Board Members present voted "aye". The motion passed.

**Action Items ended at 8:19pm.**

### X. DISCUSSION ITEMS

- A. **Classified Resignation-**Mr. Kistler informed the Board of a Classified Resignation.
- B. **Classified New Hires-** Mr. Kistler informed the Board of three classified new hires.

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

**The meeting adjourned at 8:44pm.**

MINUTES APPROVED at the January 18, 2022 at Regular Board Meeting.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary