

STEAMBOAT SPRINGS EDUCATION FUND BOARD
GRANT COMMISSION MEETING
October 17, 2012; 6:00 PM
Human Service Center Board Room
Agenda

1. Call to Order
2. Welcome New Members
3. Changes to the Agenda
4. Public Comment

In order to assure public awareness of and involvement in the activities of the Steamboat Springs Education Fund, this portion of the Board meeting is available to discuss any item related to the Fund. The maximum time allowed for the discussion of any single subject will be three minutes. If more time is required, the topic may be placed on the agenda of a future Education Fund Board meeting.

5. Board and Commission Member Reports
6. Approval of Meeting Minutes from September 19, 2012
7. Innovation Grants Schedule, Process, Request to retain unused Innovation Grant funds from last year
8. Out of Cycle Request – 1st Reading - Safe Routes to School
9. Accountability Reports – Kelly Stanford
10. Community Group Grant Process Change Ideas?
11. Next Meeting – Joint Meeting with EFB November 7th @ 5:30 PM
 - a. Workshop Continuation – Community Groups
 - b. Board Orientation – Mike Holloran
 - c. Presentation of IRS 990 for Approval
12. Commission Meeting Schedule
13. Other Business
14. Adjourn

10/17/12

Grant Commission Meeting
Wednesday, September 19, 2012; 6:00 PM
Human Service Center Board Room

Grant Commission members present included Stuart Handloff, Dean Massey, Jody Patten, Paul Berry and Ann Henderson. Also present were Tim Miles (SBS and SR Dir. of Technology) and Dale Mellor (SBS Dir. of Financing). Present as prospective Grant Commission members were Laura Kaster, Barb Parnell, Kelly Stanford and Kevin Lind. Denise Brazier, Ski Town Executive Service, recorded the meeting and prepared the minutes.

Call to Order:

Stuart Handloff called the meeting to order at 6:06 PM.

Public Comment:

There was no public comment.

Board and Commission Member Reports:

At the last EFB meeting, grant writer Karla Setter presented a grant writer report and accountant Linda Johnson presented the financial report. The October 3rd, 2012 EFB meeting will be a workshop to include all EFB director and Grant Commission members.

Approval of Meeting Minutes of May 23, 2012:

Dean Massey made a motion and Paul Berry seconded, to approve the minutes of May 23, 2012.

Vote: 5 Yes 0 No The motion passed unanimously.

New Commission Applicants:

Stuart Handloff summarized why the Grant Commission is valuable, as the EFB distributes \$ 2 million providing a substantial impact to the school districts.

Applications from Laura Kaster and Barb Parnell are attached to the minutes.

Kelly Stanford was curriculum director for the SSSD for 4 ½ yrs. which included involvement with the EFB. Kelly is involved in health and human services in the community.

Kevin Lind is an architect for Axial Arts and was encouraged to join the commission to represent the Hayden School district by former commission member Patrick Delaney.

Ann Henderson made a motion and Dean Massey seconded, to recommend to the Education Fund Board Laura Kaster as a member of the Grant Commission.

Vote: 5 Yes 0 No The motion passed unanimously.

Dean Massey made a motion and Paul Berry seconded, to recommend to the Education Fund Board Kevin Lind as a member of the Grant Commission.

Vote: 5 Yes 0 No The motion passed unanimously.

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Jody Patten made a motion and Ann Henderson seconded, to recommend to the Education Fund Board Barb Parnell as a member of the Grant Commission.

Vote: 5 Yes 0 No The motion passed unanimously.

Dean Massey made a motion and Paul Berry seconded, to recommend to the Education Fund Board Kelly Stanford as a member of the Grant Commission.

Vote: 5 Yes 0 No The motion passed unanimously.

Innovation Grants:

Dean Massey reported \$ 20,000 was allocated to the Innovation Grants this year, down from the \$ 50,000 the previous year. Dean drafted an Innovation Grant notice as a starting point for the application process (attached to the minutes). The commission members will be given the next month to read and absorb the information, a final draft will be prepared for the October meeting and be ready to go the next day. Jody Patton will look into streamlining the application online for the innovation grant. The commission discussed what defines success of the innovation grants.

Proposed Process Changes:

Dean Massey reported members of the Education Fund Board met informally over the summer to develop ideas for proposed process changes. A summary of ideas discussed was provided by Dean (attached to the minutes). Highlights include the following:

- Initial grant request presentation is eliminated and grants are submitted using the online format.
- Questions from the commission should be drafted in writing with written responses.
- A tentative budget will be determined earlier in the process.
- Requestor presence during readings is optional.

To be further discussed with the EFB:

- If requestor presence should be optional
- If the EFB is given the opportunity to ask questions
- The commission discussed if 1st and 2nd readings can be joint and will be explored as a procedural requirement

Ann Henderson suggested changing wording on the draft to no block grants

Tim Miles strongly encouraged a programmer is contracted to make it possible to edit the online application.

Dean added part of the discussion relating to process changes included the community groups; what should the rules be for community groups, how are they to be evaluated, could they present requests with a sponsor and should they be limited to a 2-3 year cycle. No consensus was reached and will be further discussed in November.

Rescissions:

Rescissions were tabled.

South Routt – Out of Cycle Grant Commission:

Dean Massey disclosed he now works for the South Routt school district and has no intention of refusing himself from the following as the request does not affect his classroom directly:

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Tim Miles was unable to make the hi-speed interconnection work between Yampa, Oak Creek and Steamboat for the previously funded \$ 40,000. There is currently an opportunity to put that in place with a \$ 10 - \$ 15,000 cost savings. This out-of-cycle request is for \$ 32,168. Tim asked the commission if South Routt Superintendent Scoot Mader could be reimbursed to complete the connection by coming forward with a request. Soroco would consider the request as #1 priority on the next budget cycle. The commission was in consensus with the request. Dean will consult with the auditor and accountant before presenting the request to the EFB.

Accountability Reports for 2011/2012 Cycle:

The commission discussed how the accountability reports are to be suggested. Glen suggested, through Stuart, using the previous grant application, recapping the agreed accountability measures and review the metrics between now and December. Kelly Stanford suggested the reporting is included on the current application and to make it part of the process for the next cycle. Dean said this year presents a timing detail, reports should be included on the website and believes accountability warrants a separate report. Superintendents and community groups will be informed that accountability information is needed for EFB presentation in December.

Meeting schedule:

Grant Commission will continue to meet on the 3rd Wednesday of the month. Whether the October EFB meeting will be a joint meeting will be clarified.

Adjourn:

As there was no further business, the Grant Commission meeting adjourned at 8:04 PM.

Exhibits:

- Agenda
- Approved 5/23/12 Grant Commission Minutes
- Grant Application Laura Kaster
- Grant Application Barb Parnell
- Draft of SSEF Innovation Grant Process
- Draft of 2012/2013 EFB Process Changes
- Soroco Radio Proposal – Completion of Soroco to Steamboat