

Steamboat Springs Education Fund Board  
September 7, 2017  
6:00 PM  
Human Services Board Room

Education Fund Board Directors present included Sam Jones, Kandise Gilbertson, Alissa Merage, Jeanne Mackowski, Cristina Magill, Jill Brabec, Norbert Turek, and Jay O'Hare. Also present were Linda Thomas (SSEF accountant); Stuart Handloff and Jenny Maxwell (GC); advisor Margie Huron (SSSD); Michael Girodo (MVMCS); Rim Watson (Soroco); Brad Meeks (SSSD); Adam Alspach, Amber Delay, Chris Johnson, Jon Wade, and Julie Tourigny (prospective EFB & GC candidates). Sarah Katherman prepared the minutes.

- **Call to Order:**

Sam Jones called the joint meeting of the Steamboat Springs Education Fund Board to order at 6:00 PM.

- **Public Comment:**

There was no public comment.

- **Advisory Board:**

Sam reviewed the function of the advisory board and stated that dialogue between the EFB and advisory board members would generally occur during this time slot of future meetings.

- **Meeting Minutes – May 3, 2017:**

Cristina proposed adding the following sentence to the motion included in the minutes regarding the final approved budget: "The total approved SSEF budget, including the cash cushion of \$420,000, is \$3,913,615."

#### **MOTION**

*Cristina moved to approve the EFB meeting minutes of May 3, 2017 as amended. Jay seconded. **The motion carried unanimously.***

- **Prospective SSEF member interviews:**

The EFB conducted short interviews of each of the candidates for the open positions on the EFB & GC that were present at the meeting. Sam read the responses to written questions that had been submitted to candidate Robin Schepper, who was unable to attend. Following the interviews, the candidates left the meeting.

- **Consideration and voting on new members**

An anonymous vote was conducted. The results of the vote were as follows:

**EFB new members:** Adam Alspach, Chris Johnson and Jon Wade

**GC new member:** Amber Delay

- **Calendar of meetings for 2017-18**

Following a discussion of the proposed meeting calendar, the GC meeting originally scheduled for Wednesday, February 14<sup>th</sup> was changed to Tuesday, February 13<sup>th</sup>. There was also a discussion of when to open the online grant applications. It was decided that applications would open after the GC had had a chance to review the applications at its Sept. 20<sup>th</sup> meeting.

## **MOTION**

*Cristina moved to approve the meeting calendar, as presented, with the amendment that the February GC meeting would be moved to Tuesday the 13<sup>th</sup>. Alissa seconded the motion. **The motion carried unanimously.***

- **Financial Report**

Linda reviewed the financial reports for fiscal year-end 2016-17 and for the current year to date. She highlighted that the overall variance of forecast to actual receipts for the previous fiscal year was up 10.37%. Regarding the current financial position, Linda stated that the reserve balance is \$867,183. Taking into consideration the \$420,000 cash cushion, the available balance is \$447,183. Sam noted that this excess reserve to begin the year is the result of budgeting to a flat forecast from the prior year.

- **Summer workshop recap**

Sam said that holding the summer workshops without public notification violates open meetings law. In the future such workshops will be publicly noticed.

Sam reviewed the major topics that had been discussed during the summer workshops. He said that a separate and independent campaign committee would have to be formed to lobby for the renewal of the sales tax. Jeanne proposed that small group educational meetings could begin as soon as January, with active campaigning by the independent committee to begin during the summer of 2018. Sam stated that Chris Sias had agreed to produce a second educational video regarding what SSEF accomplishes. Jeanne said she would schedule a separate meeting of the Communications Committee to discuss next steps. Sam reviewed the discussion of class size as a focus of interest.

Sam stated that Jenny Maxwell had taken the lead on promoting the Innovation Grants. Jenny presented the flyers that she and Jeanne had developed and discussed the presentations being made at the schools. Sam said that during the summer sessions, the idea of including a stipend for Innovation Grant recipients had been discussed. He said that there had been some push-back from SSSD, which wants to retain control of teacher compensation. Sam offered that there may be a way to provide money to the districts for a bonus for Innovation Grants that would go through PERA. He said that further discussion with the districts on this issue is needed. There was a discussion of the importance of administration involvement and support for Innovation Grants. Kandise said that Susan-Marie Oddo, in conjunction with Karla Setter, would be conducting a grant writing workshop for teachers through co-lab this fall. Jenny said that one of the topics for discussion is how the level of stipends would be determined. Sam suggested a per hour rate. Kandise added that a policy regarding what hours would count toward the stipend would need to be developed. There was general support for the concept, although how the stipends would be structured and administered has yet to be defined.

- **Grant Payment Policy**

Sam stated that in the interest of efficiency and consolidating the paperwork associated with making grant payments, the SSEF is moving from monthly payments to tri-annual payments. He said that particularly in this first year of transition to the new system, SSEF would be flexible, and would definitely accommodate the specific needs of the districts.

- **Committee Reports**

No additional reports. There was a discussion of how best to get the by-laws, policies and procedures and other significant SSEF documents to the new EFB and GC members. EFB members will also be encouraged to attend GC meetings, and vice versa.

- **Agenda Items for October joint meeting**

- Orientation, education and requirements of EFB and GC
- Grant writer annual report
- Conflict of Interest forms
- SSMS French grant request error

- **Other business**

Linda said that the signature card at Wells Fargo would need to be updated to reflect Norbert as the secretary of the EFB.

- **Adjourn**

**MOTION**

*Norbert moved to adjourn the meeting; Cristina seconded. **The EFB meeting adjourned at 8:15 p.m.***