

Steamboat Springs Education Fund Board

April 4, 2018

5: 30PM

Human Services Board Room

Education Fund Board Directors present included Sam Jones, Jeanne Mackowski, Cristina Magill, Jill Brabec, Norbert Turek, Jay O'Hare, Chris Johnson, Kandise Gilbertson and Jon Wade. Alissa Merage and Adam Alspach were absent. Also present were Linda Thomas (SSEF accountant); Brad Meeks, Marty Lamansky, Heidi Chapman-Hoy, Kevin Taulman, Michelle Miller, Beth Wendler, Alison Wither and Michelle Dover (SSSD); and Christy Sinner and Brian Hoza (Hayden). Sarah Katherman prepared the minutes.

- **Call to Order:**

Sam Jones called the meeting of the Steamboat Springs Education Fund Board to order at 5:30 PM.

- **Public and Advisory Board Comment:**

Brad introduced Beth Wendler and Alison Wither, representing the mental health services provided at SSSD schools. Beth discussed the efforts in the elementary schools to identify and address academic, social and emotional issues with kids early, providing mental health intervention and support for kids as well as their families. She discussed the importance of providing parents with strategies for dealing with issues at home and at school by establishing the schools as an ally and resource for families. Michelle Miller, the principal of SCE, emphasized the effectiveness of a team approach, integrating the schools into the families' support network, and teaching the kids to advocate for their own needs. Alison discussed how the mental health staff in the schools support the counselors and allow them to do their jobs more effectively. Heidi noted that at the middle school there is one counselor for 622 kids. She stated that the team of mental health professionals providing in-school support is very valuable, and added that since the program has been expanded, there is now a wait list for services. She stressed the value of a pro-active approach to mental health, establishing a collaborative team of the community, the schools and the family. Heidi added that there is also value in reducing financial and logistical barriers to obtaining mental health counseling. Kevin noted the importance of a unified approach within the district that provides a continuity of services, with the goal of addressing problems before kids reach high school. Beth noted the benefits of introducing mental health services in a non-threatening manner early in life.

In response to a question from Cristina, Michelle Miller reviewed the difference between what the behavioral specialists provide through behavior plans and staff development/support and what the mental health professionals provide to the students and their families.

Michelle Dover said that in her experience with the schools over many years she has noticed the benefits of the current collaborative approach to mental health, and the improvement in the current approach over what was offered in the past. She stated that the pro-active approach could actually save lives.

- **Meeting Minutes – March 7, 2018:**

**MOTION**

*Cristina moved to approve the EFB meeting minutes of March 7, 2018 as written. Jay seconded. **The motion carried unanimously.***

- **Committee Reports**

- Communications – Jeanne asked everyone to fill out the outreach spreadsheet, providing the dates, times and places when presentations are scheduled. She then reviewed the presentation itself, adding that the slides would be posted to the website. She said that ideally at least two EFB members should be at each presentation. Sam noted that the presentation may evolve over time to address questions that may come up. Common questions will be added to the FAQ sheet, which will also be posted on the website. Jeanne discussed putting together a one-page handout/annual report as a marketing piece. Sam suggested that this could be a distillation of the annual report he provides each year to City Council. Developing the community-oriented report will be discussed in the summer sessions. Jeanne said that she will be adding a “call to action” element at the end of the presentation. The type of help requested may be different for different target groups.
- Governance – No report.
- Finance – No report.
- Small Issue Committee – Sam said that he and Norbert had discussed the need for a campaign committee with Paul Sachs, who confirmed that once \$200 is spent on an issue, a committee must be registered. Norbert stated that unless more than \$5,000 is spent, the committee can remain a *small* issue committee, without any reporting requirements. Sam reviewed the list of people that have agreed so far to serve on the small issue (campaign) committee.

In response to a question from Jay, Sam said that the ballot language would be developed in conjunction with City officials. He added that the contract between SSEF and the City is being reviewed, particularly with regard to the amount retained by the City for administration of the sales tax revenues.

- **Financial Report**

Linda reviewed the financial reports, as included in the meeting materials. She noted that the January sales tax deposits (received in March) were up 14.3% over forecast. The fiscal year-to-date deposits are up 9.84% over forecast. The amount of funding available for granting, after taking out the approved \$30,000 for administrative expenses, \$33,000 for the BOCES grant payment and \$450,000 for the cash flow cushion (not yet finalized), is currently expected to be \$4,083,365. Linda reviewed the allocation guidelines, as listed at the bottom of the estimated budget sheet of the financial report.

- **Budget Discussion**

Cristina reviewed the process employed by the GC to reach its preliminary funding recommendations. She noted that the main issues of discussion regarding the grant applications for which there was not general agreement are provided in the minutes of the March 14<sup>th</sup> GC meeting, which are posted in the meeting materials for the April 11<sup>th</sup> meeting. With the increase in the expected funds available for granting the discrepancy between the preliminary discussion and the funds available is only around \$2,000. Cristina noted that several applications will need to be revisited before final recommendations are made. Sam said that the GC would be finalizing the funding recommendations at its April 11<sup>th</sup> meeting. The final budget will then be approved by the EFB in May.

Cristina reviewed the revision to the grant request from Partners. She noted that the amount requested has not changed, but that without Americorps funding, there will be fewer school-based mentors and they will all be part-time paid positions. She cited the letter sent by Michelle Petix to the EFB and GC.

- **Set Budget**

Sam reviewed that although the total budget for granting will be set by the EFB tonight, there remain three more months of deposits that may or may not be in line with the forecast. Due to this lag between setting the budget and receiving the deposits, there is a risk in setting the budget at a level that will not be met by future revenues. Sam noted that if deposits come in over the budget, the excess will be retained to be spent next year. He suggested that it would be safe to set the budget at or near the amount currently available for funding. Linda noted that this would assume that next year's revenues come in at the same levels as they have this year. Sam agreed that it was wise to continue with forecasting flat revenues from year to year.

**MOTION**

*Cristina moved to set the total gross budget at \$4,600,000 for the 2018-19 school year. Jeanne seconded the motion. **The motion carried unanimously.***

**MOTION**

*Jon moved to set the cash flow cushion at \$450,000 for the 2018-19 school year. Kandise seconded the motion. **The motion carried unanimously.***

- **Resolution requesting the City Manager to ask City Council to consider a referendum on the ½ cent sales tax that support the SSEF**

Norbert reported that the City Manager needs a letter from the SSEF requesting that an initiative be placed on the ballot. The City Manager will then take this letter to City Council for approval. Following approval by City Council, the SSEF will work with City officials to draft the language of the ballot measure. Norbert read the resolution, which requests consideration of a ballot measure and authorizes the executive committee to work on the measure with the City. Cristina noted that the resolution should be amended to state that the current sales tax expires December 31, 2019.

**MOTION**

*Jill moved to approve the resolution, as amended. Jay seconded the motion. **The motion carried unanimously.***

- **Contracts review**

Sam stated the contracts with Linda, Paul Sachs and the auditor had all been reviewed, and would be renewed. He said that the D&O insurance would be reviewed in the next month and would also be renewed.

- **Vacancies**

Sam stated the Kandise, Jill, Jeanne and Alissa's terms on the EFB would expire at the end of the fiscal year. He asked that they each contact him prior to the next meeting to let him know if they are interested in renewing their position on the EFB. Sam noted that Alissa had not been active recently and would probably not renew her position.

Sam stated that eight GC members' terms would also be expiring. Sarah stated that Jenny has planned to be in touch with those eight members to determine if they intend to renew their positions. Any vacancies will be filled in the fall. There was a discussion of representation of non-SSSD districts on the GC. Norbert noted that the SSEF by-laws specify that nine members of the GC must reside in the RE-2 district. One member may reside in the RE-1 district and one member may reside in the RE-3 district. Brian asked that the website be updated to reflect this.

- **Agenda for May meeting**
  - Set final budget for grant awards
  - Review upcoming vacancies
  - Determine officers for 2018-19
  - Set topics and dates for summer sessions

Sam said that he would like to see better participation at the summer sessions. He noted that many important topics are discussed at these sessions, particularly regarding process and policy.

- **Other Business**

Cristina reported on the recent fraud case involving the Wells Fargo account, which is now closed. She said that a police report has been filed. If anyone learns of new information regarding the fraud, they should contact Cristina.

- **Adjourn**

**MOTION**

*Norbert moved to adjourn the meeting; Cristina seconded. The EFB meeting adjourned at 7:05 p.m.*