

Steamboat Springs Education Fund Board  
November 14, 2018  
5: 30PM  
Human Services Board Room

Education Fund Board Directors present included Sam Jones, Jeanne Mackowski, Cristina Magill, , Jill Brabec, Jay O'Hare Norbert Turek, Chris Johnson, Kandise Gilbertson, Adam Alspach and Jon Wade. Julie Tourigny were absent. Grants Commissioners present included: Amber Delay, Stuart Handloff, Beth Wilhelm and Jenny Maxwell. Also in attendance were Linda Thomas (SSEF accountant), Michelle Dover and Brad Meeks (SSSD). 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:**

Michelle congratulated the SSEF on its recent success in renewing the sales tax that supports the fund.

- **Meeting Minutes – October 3, 2018:**

**MOTION**

*Cristina moved to approve the EFB meeting minutes of October 3, 2018 as written. Jay seconded the motion. **The motion carried unanimously.***

- **Audit and Tax return**

Linda stated that the audit had gone smoothly and that no changes had been needed. She said that the notes had been amended and are now more accurate. She stated that the SSEF tax return is due tomorrow and includes the numbers from the completed audit.

**MOTION**

*Adam moved to approve the audit and the fiscal year 2017 Form 990. Cristina seconded the motion. **The motion carried unanimously.***

- **Rescissions**

Linda reviewed the potential rescissions of unused funds for grants awarded to South Routt for technology software, Jr. Achievement and an Innovation Grant in Hayden. A additional \$14, 071 in budgeted administrative costs can be rescinded, for a total of \$18,709.08. Once rescinded, these funds will be added to the total funds available for granting in the current cycle.

**MOTION**

Adam moved to rescind \$18,709.08 to the SSEF, as detailed above. Cristina seconded the motion. **The motion carried unanimously.**

- **Financial Report**

Linda reviewed the financial reports as of November 6, 2018, included in the meeting materials. Linda stated that the sales tax collected in August and deposited with the SSEF in October came in 10.9% below forecast, for an average revenue of 3.15% over forecast year-to-date.

Sam noted that this pattern is similar to the past, and was not unexpected. He said that this year's available funds will look bad in comparison to last year because there was a big surplus last year and significant amount of money was rescinded. He said that it is very likely that the total available funds for granting will be lower than last year.

- **Allocation Model and Innovation Grants**

Cash Cushion: Sam stated that the cash cushion has not been set for this year, but noted that there was no real basis for the traditional \$450,000 that is usually set aside to manage the cash flow. He offered that this amount was set when the fund was much smaller, and it might make more sense to set the cash cushion as a percentage of total funds. He presented a chart that showed the fluctuations in the account over several years, which reached \$45,000 at its lowest point. He said that the usual annual nadir in the account is around \$250,000.

Innovation Grants: Sam stated that the number of Innovation Grant applications has fallen steadily and added that last year only \$35,000 was granted through this program. He offered that there are many reasons that teachers are not applying, but suggested that the number of applications was not likely to increase. Sam acknowledged that the Innovation Grants are a high-impact element of the SSEF and should be used more effectively.

Sam said that he recently attended a meeting at which Kip Rillos discussed the Pathways program, which is designed to improve readiness for business, career, technology and college. He presented a diagram of the current Pathways course offerings at the high school level. He offered that the Pathways program is solidly within the domain of the Innovation Grants and is a state-endorsed program outside of the core academic curriculum. He suggested that there may be a way of re-branding the Innovation Grant program as a Pathways grant program through which the district administrations could apply for funding to enhance existing Pathways offerings.

Jenny expressed concern with leaving individual teachers out entirely and suggested that they might also be allowed to apply for these grants. She also noted that the Pathways program is not currently available at the middle school or elementary school levels. She suggested that while the SSEF may start with grants at the high school level, there should be a way to incorporate the program into the lower levels in the future. Jeanne offered that funding Pathways projects would be a great way of directing more SSEF funding to the SS High School, which doesn't currently benefit a great deal from SSEF grants.

Jay asked what would prevent someone from applying for Innovation Grants for the Pathways program under the current Innovation Grant structure. Sam proposed that the administrations would be the applicants, and that the innovation would be in the curriculum. Amber said that she had discussed the Pathways program with Jay Hamric and agreed that there was a lot of value in it. She also expressed concern with limiting these grants to the high schools. Stuart said that while he was in full support of the Pathways program, he disliked the idea of eliminating the arts from eligibility for Innovation Grants. He said that many studies have shown a background in the arts leads to creativity and innovation. Sam said that Jay Hamric is very interested in developing interdisciplinary programming that could involve arts education.

Cristina noted that a 2017 grant to South Routt for a business teacher was for a Pathways program. That application came through the regular school district grant process. Kandise said that the CDE standards include a career readiness component. She suggested that some programs may be implemented initially as Innovation Grants prior to being rolled into the district package. Kandise said that robotics or programming might filter from the elementary and middle school level to the Pathways program at the

high school. She said that this proposal would provide a framework for the administrators to look at the Pathways programming as a whole.

Jeanne noted that an additional benefit would be buy-in from the districts that the Innovation Grant program did not have. Regarding college preparedness, she noted that SSSD is very short staffed on college counselors.

Beth offered that the Pathways program seems directed toward kids who have a pretty clear idea of what they want to do. She offered that this was rare. She also expressed concern that accepting applications from administrators would simply shift more of the funds towards control by the districts and not the SSEF. Kandise stated that the skills learned were generally applicable and not specifically directed to single careers. Sam said that these funds would be earmarked for Pathways programming, and that the skills were not necessarily for careers as much as post-secondary readiness, but could potentially lead into local internships.

Sam proposed delaying the opening of the Innovation Grant applications to allow the districts to provide feedback on this idea and to make any needed changes to the application. Norbert said that the GC should be making this decision, not the EFB. Jenny offered that the EFB sets the allocations "buckets." Norbert also suggested that the Pathways concept could be added to rather than replace the Innovation Grant process to keep the grant opportunities open to teachers.

The EFB decided to delay opening the Innovation Grant applications and to host a workshop to discuss the Pathways idea. Sarah will send out a Doodle Poll to determine the best date in December for the workshop

- **Committee Reports**

- Governance – Norbert explained that the motion made at the October meeting regarding changing the term length was invalid because it had not been approved by 2/3 of the board and was not properly noticed. The motion must be redone.

### **MOTION**

Norbert moved to amend Article III. C. 3. of the SSEF corporate by-laws from "The term of each at-large director shall be two years" to "The term of each at-large director shall be three (3) years." Jeanne seconded the motion. **The motion carried unanimously.**

Regarding the Policies and Procedures, Norbert said that he was working on a flow-chart and would be interviewing EFB and GC members to assist with the mapping of procedures.

Jeanne offered that the policy regarding meeting protocol should allow for the public to comment on each agenda item as it is discussed. Norbert suggested that comments should be limited to interested parties. There was general consensus that allowing limited additional comments would be appropriate.

- Finance – no addition report.
- Communications – Jeanne said that she had added a link to the accountability reports to the website. There was also discussion of collating the materials used in the tax renewal campaign in one location – perhaps a folder on the SSEF google drive.

- **Topics for January meeting (if needed)**
  - Further discussion of Innovation Grants

**The EFB meeting adjourned at 7:15 p.m.**