

Steamboat Springs Education Fund Board
September 2, 2020
5:30PM
Zoom virtual meeting

Education Fund Board Directors participating included Sam Jones, Cristina Magill, Norbert Turek, Jon Wade, Jim Beers, Jeanne Mackowski, Jill Brabec, Julie Tourigny and Kandise Gilbertson. Adam Alspach was absent. Also in attendance were Linda Thomas (SSEF accountant); Tim Miles, Mark Rydberg, Brad Meeks and Katy Lee (SSSD); Brian Hoza (HSD); Michael Girodo (MVMCS); and Rim Watson (Soroco). 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**

No comments.

- **Meeting Minutes – June 3, 2020:**

MOTION

Julie moved to approve the EFB meeting minutes cited above, as written. Kandise seconded the motion. The motion carried unanimously.

- **Financial Report**

Linda reviewed the financial reports, included in the meeting materials. She noted that the current available cash is \$868,828.45, which is more than sufficient to cover the outstanding grants from the 2019-20 school year. Linda stated that the revenues received in July (May tax receipts) were down 10.7% from the prior year, and the revenues received in August (June tax receipts) were down 25.4%. Sam noted that the EFB had budgeted a 28% reduction in grants awarded in June 2020 compared to the amount that was granted the prior year. He reviewed the revenues received in March – June. Linda stated that for the purposes of comparison, last year's actual receipts are used for the current year's revenue budget (forecast).

- **Revenue Budget**

MOTION

Julie moved to approve the revenue budget for 2020-21 equal to the actual revenues received in the 2019-20 fiscal year. Jeanne seconded the motion. The motion carried unanimously.

- **SSEF By-laws**

Norbert stated that most of the edits he made are housekeeping and items that have been previously discussed. He added that with a few exceptions regarding the size and selection of the board, the by-laws correspond to state statute. He said that among the changes he is proposing is an update to the statement regarding anti-discrimination. He said that Julie had also reviewed the document and had made some suggestions.

Norbert stated that two members of the GC are also members of the Board. He proposed that one of those positions should be reserved for the Chair of the GC, who is elected by the GC. The GC would nominate

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the Chair and one other member to the EFB. The EFB would then accept (or not) those nominations. There was discussion regarding whether the other joint member should be the person responsible for the budget worksheet. Norbert offered that putting together the spreadsheet was a function that could be performed by anyone with the appropriate skills, including staff.

Norbert suggested that the requirement that EFB members reside within the RE-2 school district be eliminated, and replaced with the requirement that the *majority* of Board members reside within RE-2. Several members objected to this proposed change because it is the voters of Steamboat Springs who approve the tax that supports the SSEF. **Jeanne proposed a compromise of allowing one EFB member to reside outside of RE-2, and to allow elected members who move from RE-2 to outside of the district to remain on the Board. There was general consensus that the language regarding the GC could be changed to state that the majority of GC members must reside in RE-2.** The GC would submit a slate of prospective GC members to the EFB for approval.

A vote on the by-law amendments will be taken in October.

- **Summer Session Recap**

Deferred to October.

- **Calendar**

Sam said that one of the topics discussed in the summer sessions was a reduction in the number of meetings. Cristina presented the draft calendar, which includes four EFB meetings and six GC meetings. Additional meetings may be called, if needed. Regarding the approval of the audit and tax return, which is usually done in November, Linda noted that these documents are often not completed until November. The tax return must be approved by November 15th or an extension will be required. Cristina suggested that these documents could be circulated and voted on via email. Norbert said that electronic voting is allowed, provided the vote is unanimous. **Jeanne said that the Communications Plan could be reviewed in October.**

MOTION

*Norbert moved to approve the working calendar, as presented. Cristina seconded the motion. **The motion carried unanimously.***

- **Categorical vs. Individual Grants for School Districts**

Jenny said that in response to last spring's changes to the grant process due to COVID-19 and discussions during the summer work sessions, several people felt that it would be appropriate to consider moving toward categorical grants to the school districts, rather than program specific grants. She reviewed the PowerPoint presentation included in the meeting materials, outlining the differences between the two approaches, the rationale for a switch to categorical grants, some potential concerns and possible mitigations measures to address those concerns, and some steps to be taken if a decision is made in favor of the proposal. Jenny said that the school districts would propose a percentage breakdown within certain categories of how their total allocation would be spent. Possible categories include: student-facing personnel, technology, curriculum/materials, capital projects and special projects. The proposed breakdown would be reviewed by the GC prior to being reviewed and approved by the EFB.

Jenny said that if the proposal moves forward, a template for the percentage breakdown and a guiding document for the school districts would need to be created. **It was decided that the GC would work with the school representatives on the guidelines to present to the EFB in October.** Sam offered that how the

change is communicated to the community would be important. Jeanne said that she did not think this was an issue because the communications to the community have always been categorical in nature.

Superintendents and representatives from all school districts expressed their support for the proposal. Sam stated that in exchange for simplifying the application process, the districts would be expected to take the accountability reports seriously regarding the outcomes of the programs funded in terms of student achievement. He offered that the SSEF has a duty to the community to document the efficacy of the funding. **The EFB will vote on the proposed change in October.**

- **Committees and Advisory Board**

Sam asked that any changes to the advisory board should be forwarded to Sarah. The committees of the EFB are as follows:

Communications: Jeanne & Jim

Governance: Norbert & Julie

Finance: Sam, Cristina & Adam

- **Other Business**

Jenny said that the GC is seeking two new members.

- **Agenda for October joint meeting**

- EFB and GC orientation and education - Sam
- Summer session recap
- Grant Writer report
- Conflict of interest forms
- Communication Plan – Jeanne & Jim
- Decision regarding categorical grant – guidelines proposal from GC
- Approval of amendments to by-laws – Norbert & Julie

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