



Dolores School District RE-4A

Phil Kasper, Superintendent

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Cabinet Meeting 1:30
School Board Room 11-1-18

Supervisor Reports

Food Service Department - Mr. Soukup stated that his freezer is running well and that he has found a new refrigeration expert in town. The evacuation drill went well - the Safety committee / SRO will have report on that. Thanksgiving dinner will be on served by the Food Service staff on Nov.15th.

Maintenance / Construction - Mr. Goad reported that the final inspection on the new Health Clinic building will be on either Nov. 7th or 13th. Maintenance has blown out all the sprinklers district wide. They are also replacing the basketball backboards in Aux. Gym, setting up for Veterans Day next week, and addressing ongoing Maintenance requests.

Technology Department - Mr. Baxter stated things are running smoothly. He made sure the honor roll was set up for Mr. Livick. He will be replacing Mrs. Webster's lab tomorrow, and is currently working on new contracts for copy machines. He will have computers set up to do more printing to the copiers, and he wants to institute staff codes to track usage for the copy machines. There will be a color copier at Elementary and MS/HS. Mr. Baxter asked the principals about their MAPS schedule.

Transportation Department - Mr. Funk reported that he finally has a full group of drivers and a couple of subs so he is no longer having to drive. The first layer of concrete for the new Transportation building has been poured. On Nov. 26th the building should be up. Mr. Funk stated that he had a surprise state inspection. He wasn't at the Transportation building and the time, and was cited for things that weren't violations. The inspector just didn't look closely enough. Mr. Funk reported that all the busses were running, and the new bus should be ready in two weeks.

Teddy Bear PreSchool -Ms. Rosenkrance was ill and not able to attend.

Dolores Elementary- Mr. Livick mentioned that the winter music program will be coming up on Dec.18th in Aux gym.

Dolores Secondary- Mrs. Huffman stated that the Veteran's Day program will be coming up soon. The volleyball playoff is this weekend in Del Norte. Currently our volleyball team is ranked 19th. MS boys basketball is also underway. Mrs. Huffman will be doing an analysis of grades and NWEA, PSAT, SAT. she want to make sure there is rigor and students are mastering subjects. She also would like to look at last year's individual attendance rate.

Payroll - Mrs. Wark went to PERA meeting recently, and stated that the reporting requirements are increasing. November payroll will be paid earlier than our handbook states, as the bank is asking her to get it in before Thursday that week.

Finance - Mrs. Jones has been working on financial transparency compliance, and making sure our website has all the required documentation. In Dec. American Fidelity will be here to discuss options with staff. The District Office will be asking for paper proof of what employees have signed up for with American Fidelity to avoid confusion. Starting in Dec. Mrs. Jones will be working on the budget again.

Superintendent's Report - Mr. Kasper is having a safety discussion with Blythe and Homeland Security in hopes of doing something with the perimeter security of the school campus. He will be talking with Blythe about redesigning the student pickup area at the Elementary and possibly redesigning the office area. Also, the secondary office will be looked at and may possibly be moved. They discussed other recommendations, and are looking in to grants to fund these.

New 2019 / 2020 school year budget planning will begin in February. Mr. Kasper discussed how each department needs to do their own budget planning. He challenged them to budget for a 3% cut as well as a 3% increase in their department budget, and asked them to think how they would allocate the funds. Mr. Kasper stated that department heads should be able to defend their budget decisions to the public and explain how we're using public monies. Although this is just a dry run for now, he has a desire for each department head to become knowledgeable in their budgets. Mr. Kasper reported that he will not be a candidate in the next Superintendent search. The board will select committees to participate, including an employee and citizen committee. The board will probably start advertising for a permanent Superintendent in Dec. or Jan.

Information Items

- Nov. 1st, 8th, 15th, 29th, Dec. 6th, & 13th 4:00 DAC Calendar Meetings
- Nov. 5th Mr. Kasper, Out of District
 - Ms. Huffman will be the Superintendent Designee
- Nov. 7th Blythe Group Master plan safety update
- Nov. 8th 6:00 School Board Meeting
- Nov. 9th 8:00 District Curriculum Team work day
 - 1:30 Building Leaders / Curriculum Team
 - 4:30 School Board retreat
- Nov. 12th Veterans Day 9:00-10:30 a.m.
 - Leaders, please model for your department the respect that this day represents
- Nov. 14th Superintendent's Advisory meeting in Ignacio

- Nov. 15th
- Nov. 19th - 23rd
 - Mr. Livick is the Superintendent Designee
 - 1:30 Leadership meeting
 - Thanksgiving Break
 - * note * 251 day employees have only the 22nd off
- Dec. 20th
 - District Christmas Party @ Sophia's Lodge
- Jan. 7th 1.5 Hour sessions 10:30 / 1:30 Mandatory Reporting requirements
- Jan. 7th & 8th
 - Rachel's Challenge