

**MINUTES**  
**REGULAR BOARD OF EDUCATION MEETING**  
**August 10, 2017**  
**6:30 p.m.**  
**Education Service Center – Board Room**

**1.00 Call to Order and Roll Call**

A regular meeting of the Board of Education was called to order at 6:34 p.m. by the President, Marie *La Vere-Wright*. The following board members were present: Mr. *Butcher*, Mr. *Cruson*, Mr. *Graham*, and Mrs. *La Vere-Wright*. Ms. Harold was absent with prior notice.

**2.00 Welcome and Pledge of Allegiance**

President *La Vere-Wright* welcomed those in attendance and invited them to join the Board in the Pledge of Allegiance.

**3.00 Approval of Agenda**

It was moved by *Graham*, seconded by *Cruson* to approve the agenda.

*The motion was put and carried with Butcher, aye; Cruson, aye; Graham, aye; La Vere-Wright, aye. Motion carried 4-0.*

**4.00 Consent Agenda – see attachments**

*Butcher:* Reading the consent agenda, it is amazing what a great job our HR department does hiring people. They get a lot of people hired, put in place and incorporated in the system. It's always consent so nobody ever talks about it but they're a wonderful department.

4.01 Approval of Minutes of Regular Board of Education Meeting 7/13/2017

4.02 Approval of Matters Relating to Administrative Personnel

4.03 Approval of Matters Relating to Professional/Technical Personnel

4.04 Approval of Matters Relating to Licensed Personnel

4.05 Approval of Matters Relating to Educational Support Personnel

**5.00 Board Update**

*Butcher:* For those who missed the Fantastic 49, we're blessed to have great staff and great people working for this district.

*Cruson:* I had the privilege of going to 4 either back to school nights or family orientation days. It was real neat to watch the families with kids and wander around and check the building out, especially with all of the many changes that have occurred in the buildings. To meet their teacher and have the parents be a part of that. The last one that I did was Vista Ridge and it was neat to have the parents in there for about 10 minutes. The opportunity for the parents to interact with the teacher and get to know them and connect, especially almost preventative medicine seeing them ahead of time. The spirit at all of the schools was fantastic, Vista Ridge, Ridgeview, Remington and Stetson. It was great to be a part of that.

*Graham:* I wanted to welcome back all the students, faculty and staff. Remind people out there driving to be careful around school buses and in school zones and to welcome the Home School Program into their new digs.

*La Vere-Wright:* John and I were both at the grand opening of Banning Lewis Prep Academy, one of our charter schools that has expanded to high school. It's a beautiful building if you haven't been able to

go over and see what that construction project has turned out to be. As you drive down Woodmen you can currently see the school. I don't that you'll be able to see it for much longer at the rate that they're building homes over there. We're really excited about that expansion. It was amazing to see how many families came to the grand opening. The bleachers were full of folks ready to launch that school and certainly as we expand it's going to be another great option for parents in terms of choice. It's also helpful to all of us in the coordinated schools because we need to be able to balance our student numbers and that helps us use our space most effectively. I was excited to see that come to fruition for them and for us. If you look around our district, you're going to see a lot of that going on everywhere. As you're entering buildings, as you're taking your kids in for the first time or going to a presentation for your grandchildren, take a look and have them show you what's new in their building. Every single building has something and for many of our buildings it's pretty significant what's been able to be done already over the summer thanks to all of our taxpayers and our community. That's only because of our community that our buildings are getting these amazing things. Falcon Middle has a great new office. My daughter is incredibly excited about all of the changes. Those of you who are parents, take the time to thank some of your neighbors for those changes and share it with them so that they realize that their vote and their tax dollars are having an impact on your child as well. Because for the 60% of our voters who don't have kids in our schools, they don't know unless we tell them. We're doing the best we can with our Dispatch that Matt and his department put together to reach that group of folks but the more of us who are cognizant of that and share those things and share our kids' stories with them, I think the stronger we'll get and the more they'll realize that we really are grateful for what they were willing to give us.

*Graham:* Thank you to the business and operations office for taking the trust that the people put in us and actually executing it and getting all of these work orders and whatnot done.

*La Vere-Wright:* We promise the things that were ongoing that didn't quite get done by August 1<sup>st</sup> are getting done. We all know we've had record rainfall so outdoor projects become next to impossible to do in thunder storms and rain. Our grounds guys are worked real hard to get that done but there's only so much they can if Mother Nature doesn't cooperate. I promise its coming. Reminder to everybody to please fill out your evaluations for the meetings.

#### 5.01 Chief Officer Update

*Ridgway:* A lot of the things that I'd like to say are on our discussion items today in terms of the project updates and our process flow that we want to talk with you about for facility changes so a lot of good things to come later in the meeting. I'd like to recognize Jack Pietraallo as our Transportation Director named this summer.

*Hills:* I want to recognize the students that are not here yet. Thanks for the principals and great work from Donna Richer and Sam who has joined us on the Communications program, we'll be starting the year with a full complement of student board of representatives. We're going to meeting with that group next month, early in the month before we come and do the reception that we're planning at your regular board meeting in September. The principals have done a great job of getting the students together and having the students select their representatives. That's a preview. It's abstract until the names and faces show up but they are coming and that's going to be very exciting. It's always fun to improve or to ratchet up performance, as we are just getting the early returns, I can't talk about them publicly yet, but we're absolutely seeing that the incredible effort and sustained effort over time by our teachers and our students is paying off in the areas where we have made priorities. The priorities that you have set are making better for our students. We have more students reading at level, more students prepared for life after high school, whatever flavor it takes than ever before in District 49 and that's who we're about. We're about launching students off of a firm foundation. It's exciting to see that happening. I'll be thrilled when you get to hear the data that is still embargoed for a few more days, but there are some great stories to tell about great schools and great students.

## 5.02 Student Board Update

### 6.00 Open Forum (3 minute time limit for each speaker)

*La Vere-Wright:* We appreciate and welcome comments on school operations and programs in District 49 as part of tonight's open forum. Please speak into the microphone and state your name before beginning. We ask that your comments be made in a respectful and orderly manner. Personal complaints against any individual connected with the school system are prohibited. Follow-up action items may be assigned to the appropriate chief officer depending on the nature of the comments. In accordance with Board policy BEDH, public participation is limited to three (3) minutes per person. Thank you for participating in our open forum. It is the practice of the board to withhold any board comment or direction to the chiefs until after all who have signed up for open forum have had a chance to speak. I would also like to make you aware of our stakeholder grievance process. This process can be initiated by anyone in our d49 community and guides the community member through the correct people to help resolve their concern including as a final step the opportunity formally appeal to the board. We encourage you to utilize this process as many have successfully resolved their concerns this way.

- #1 My name is Jennifer Johnson. I am part of a Falcon Zone Coalition Initiative. Dr. Julia Roark and I about a year and a half ago approached Peter about spending some time orchestrating and organizing our community, business community to support students, our parents and our schools. Our zone coalition committee, many of whom are sitting with me tonight and our new leader who is guiding and leading us, Sue Holmes is taking us to places that we're excited about. Our committee discussed, dissected, debated and Bennett Ranch Elementary is a name that we truly support, much like we have Banning Lewis, much like the city has identified Marksheffel, much like the state has identified Powers Boulevard, we truly believe it will give us an opportunity to maintain our position as a legacy zone. I am 65 years old. I just celebrated 45 years as an educator. I have volunteered in this district for 23 years. I've been a homeowner for 20. I truly understand the need for history and building on that history. We believe that Bennet Ranch Elementary will give us an opportunity to maintain history. Thank you.
- #2 Karen Hobson, long-time community member. I too am part of the Falcon Zone Coalition and was invited to be part of that group because of my tenure in the district. I have been in the district for 21 years and many of you know I have been an active member for all 21 years. Tonight, I am honored to speak to the process to select a name for our new elementary school. I appreciated the respect to the community that was given. There was a community meeting at each elementary school, middle school and then it was opened up to suggestions for names, then the Falcon Zone Coalition got to brainstorm names. It was just a wonderful process to include the whole community. I appreciate the communication team for getting the information out about our community meetings and the opportunity to have input. I'm extremely pleased that we even included the students as part of the process for the mascot and the colors. I just speak in support of the process that was used. I believe that the community was truly involved and I too agree with the name that is coming forward for the board for approval.
- #3 Rose DeCenso. I'm one of those 50% that has no children in the schools. My children went to District 11. I was a District 11 teacher for 28 years, now retired. I was invited to join the coalition not because I was a teacher but also because I'm a senior in this district and have lived out here for over 20 years. Talk about firm foundations. Bennett Ranch Elementary is a firm foundation. The original Bennett Ranch was down here on the frontage road. It's called Remington Ranch that was its original name. And then the Bennett family moved over to where the woodmen hills workout center east, that was the Bennett ranch house. The family has a long tradition in the town. It was

kind of my understanding that they would have named something after the Bennetts like they did Ray Powers and Marksheffel and Banning Lewis. It's just a wonderful community around the ranch. The Bennett family, now many of them are gone, but I'd like to see the legacy go on. I've really enjoyed the process, having the coalition team come together and talk about different names and then taking it out to the community. It's a really wonderful process. I'm proud to be part of that process and I'd like to thank you for having this coalition team.

*La Vere-Wright:* Thank you for being a part of that coalition as a community member representing the folks we have the hardest time reaching because your voice is really important to us.

#### **7.00 Action Items – see attachments**

*La Vere-Wright:* In general we move through these pretty quickly because we have reviewed them, discussed them and asked our questions at our prior work session.

##### **7.01 Approval of Policy Review**

- a. BDFA District Personnel Performance Evaluation Council
- b. EBBB Accident Report
- c. ECAC Vandalism
- d. EG Information Technology Management
- e. GBEB Staff Conduct & Responsibilities
- f. GCEC Posting and Advertising of Professional Vacancies
- g. GCO Evaluation of Licensed Personnel
- h. GCOE Evaluation of Evaluators
- i. GDEA Posting and Advertising of Education Support Staff Vacancies
- j. ICA School Year/School Calendars/Instruction Time
- k. IHAM Health and Family Life/Sex Education
- l. IJ Instructional Resources and Materials
- m. JICJ Use of Electronic Communication Devices
- n. KFD Guest User Policy

##### **7.02 Action on Policy EJ Service Animals (5 minutes)**

##### **7.03 Action on Revised Job Description**

- a. Grounds Maintenance Supervisor

##### **7.04 Action on Falcon Zone New School Name**

##### **7.05 Reauthorization of the Pikes Peak Board of Cooperative Educational Services Contracts**

##### **7.06 Appoint Board Representative for Colorado Association of School Boards Delegate Assembly**

##### **7.07 Action on Sand Creek Zone Boundary Changes**

##### **7.08 Sungard Conversion Update and Modification (10 minutes)**

##### **7.09 Approval of Intergovernmental Agreement for November Election**

##### **7.10 Items Removed from Consent Agenda**

#### **8.00 Information Items – see attachments**

##### **8.01 Process Improvement Update**

- a. EG-R Information Technology Management
- b. GBEB-R Staff Conduct & Responsibilities
- c. GCBA-R Instructional Staff Contracts/Compensation/Salary Schedules
- d. ICA-R School Year/School Calendars/Instruction Time
- e. IHAM-R Health and Family Life/Sex Education
- f. IJ-R, IJ-E-1, IJ-E-2 Instructional Resources and Materials
- g. JS-E Student Use of the Internet and Electronic Communications -

**9.00 Discussions Items – see attachments**

- 9.01 Operations Performance Update
  - a. Nutrition Services (10 minutes)
- 9.02 Facility Change Process Presentation (10 minutes)
- 9.03 2016 3B Projects Update (10 minutes)
- 9.04 Review of Job Titles & Compensation Structure, Professional Technical Position Focus (10 minutes)
- 9.05 District Resolutions for Colorado Association of School Boards (10 minutes)

**10.00 Other Business**

The hiring process for the Chief Operations Officer was discussed.

*Andersen:* A team will review all fully submitted applications and narrow the pool to the 10-12 most qualified candidates. Those applications would be sent to board members to review with the COO job description in hand to rank that set of applicants. Rankings would be submitted individually and tabulated to come up with six candidates to invite to the first round of interviews. The first interview process would not be a board meeting. We would create three different interview teams where candidates will rotate through all three teams. The interview would include questions and performance tasks for candidates. Each team would review each candidate and that information would be compiled by the team facilitators and provided to the board later. There will be a different focus for each team.

*Graham:* Would each candidate go through each team?

*La Vere-Wright:* Yes, everybody will see all of the candidates in different processes. It can involve staff members. We're looking for a candidate's strengths and challenges. We're there to listen and learn from interactions and other people's interactions.

*Andersen:* The facilitators will be senior administrators who have experience with this process. The team includes the chiefs, other staff members and a student board member. Proficiency tasks may not be assigned for each area. The finalist process would include executive session for deliberation followed by a public vote on the finalists.

*La Vere-Wright:* That deliberation process would allow us to discuss information that should still remain confidential at that point.

*Graham:* Should background checks be done first?

*Andersen:* There will be phases of background checking. When you determine your finalists, you'll have some of that information.

*La Vere-Wright:* The five of us will not be doing any of the background checks. That will be completed by the Human Resources Department. We could develop a process that could become policy.

*Hilts:* You will need a full day of interviews for six candidates.

*La Vere-Wright:* If one of us can't be there, we need consensus to continue with the interviews.

*Andersen:* Once we begin this process, we might close the hiring window.

*Graham:* How much lead notice do you need?

*Andersen:* I need until next Friday to have a pre-screening completed.

*Butcher:* Can you provide us with a timeline of how long the process will take?

*Andersen:* The day of interviews should be in August.

*Graham:* How long has the job description been out there? Can't screen them before you close it? Not every candidate will be available on that particular day. Maybe 2 half days will work.

*La Vere-Wright:* If applications are received by the board by August 17<sup>th</sup>, ask the board to rank applications and return to Paul by the 21<sup>st</sup>. Donna should inquire to determine what days are best for folks within that next week.

**11.00 Adjournment**

It was moved by *Graham* and seconded by *Cruson* to adjourn the meeting at 9:23 p.m. *The motion was put and carried with Butcher, aye; Cruson, aye; Graham, aye; La Vere-Wright, aye. Motion carried 4-0.*

Respectfully submitted by Donna Richer,



Marie La Vere-Wright, President



Tammy Harold, Secretary

## August 10, 2017 Regular Board of Education Meeting

### OPEN FORUM

"Please provide your name, relation to the district and the topic of comment for this open forum. Just as we hold our students to high standards of speech and respect for others, we expect your comments to follow these same standards. Please limit your comments to three minutes. Thank you."

NAME	Relation to the District	Topic of Comment
1. Jennifer Johnson	Falcon Zone Coalition	New elem school name
2. Karen Hobson	Falcon Zone Coalition	" " " "
3. Rose DiCenso	Falcon Zone Coalition	" " " "
4.		
5.		
6.		
7.		
8.		
9.		
10.		

## BOARD OF EDUCATION AGENDA ITEM 4.01 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Donna Richer, Executive Assistant to the BOE
<b>TITLE OF AGENDA ITEM:</b>	Approval of Minutes of Regular Board of Education Meeting 7/13/2017
<b>ACTION/INFORMATION/DISCUSSION:</b>	Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** Board approval required prior to posting minutes.

**RATIONALE:** Board of Education directors shall review minutes of meetings to ensure accuracy.

**RELEVANT DATA AND EXPECTED OUTCOMES:** Minutes of the meetings will be posted on the district website after board approval.

### **IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** N/A

**AMOUNT BUDGETED:** N/A

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the consent agenda, including the minutes from the July 13th regular board of education meeting.

**APPROVED BY:** Tammy Harold, Board Secretary

**DATE:** July 28, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED	X				



BOE Regular Meeting August 10, 2017  
Item 4.01 continued

	<b>HILTS</b>	<b>RIDGWAY</b>			
<b>COMMENTED</b>					

## **BOARD OF EDUCATION AGENDA ITEM 4.02 MINUTES**

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Paul Andersen, Director of Human Resources
<b>TITLE OF AGENDA ITEM:</b>	Approval of Matters Relating to Administrative Personnel
<b>ACTION/INFORMATION/DISCUSSION:</b>	Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** To gain Board of Education approval for personnel changes

**RATIONALE:** The hiring and transfer actions on attached roster are to meet Board of Education objectives in student achievement. Retirement and resignations, if any, are included in this roster.

**RELEVANT DATA AND EXPECTED OUTCOMES:** By addressing these action items, the Board of Education is approving the necessary actions that allow the District to continue its' function of hiring and other associated personnel activities that impact student achievement.

### **IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	Major impact
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** Yes

**AMOUNT BUDGETED:** In accordance with Board of Education approved salary tables.

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the attached personnel changes as recommended by the administration.

**APPROVED BY:** Peter Hilts, Chief Education Officer;  
Brett Ridgway, Chief Business Officer

**DATE:** July 28, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					

BOE Regular Meeting August 10, 2017  
Item 4.02 continued

	<b>HILTS</b>	<b>RIDGWAY</b>			
<b>COMMENTED</b>					

**EL PASO COUNTY SCHOOL DISTRICT 49**

**Approval of Matters Relating to Administrative Personnel  
August 10, 2017**

Be it resolved, that the following matters relating to administrative personnel be approved as recommended by the Chief Officers:

**Appointments to Existing Positions:**

Name	Position	Location	Effective Date

**Appointments to New Positions:**

Name	Position	Location	Effective Date

**Transfers:**

Name	Transfer From	Transfer To	Effective Date
Pietraallo, Jack	Interim Transportation Director	Transportation Director	07/01/2017

**Resignations:**

Name	Position	Location	Effective Date

**Retirements:**

Name	Position	Location	Effective Date

**Terminations:**

Name	Position	Location	Effective Date

## BOARD OF EDUCATION AGENDA ITEM 4.03 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Paul Andersen, Director of Human Resources
<b>TITLE OF AGENDA ITEM:</b>	Approval of Matters Relating to Professional Technical Personnel
<b>ACTION/INFORMATION/DISCUSSION:</b>	Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** To gain Board of Education approval for personnel changes

**RATIONALE:** The hiring and transfer actions on attached roster are to meet Board of Education objectives in student achievement. Retirement and resignations, if any, are included in this roster.

**RELEVANT DATA AND EXPECTED OUTCOMES:** By addressing these action items, the Board of Education is approving the necessary actions that allow the District to continue its' function of hiring and other associated personnel activities that impact student achievement.

### **IMPACTS ON THE DISTRICT'S STRATEGIC PRIORITIES—THE BIG ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	Major impact
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** Yes

**AMOUNT BUDGETED:** In accordance with Board of Education approved salary tables.

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the attached personnel changes as recommended by the administration.

**APPROVED BY:** Peter Hilts, Chief Education Officer;  
Brett Ridgway, Chief Business Officer

**DATE:** July 28, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

BOE Regular Meeting August 10, 2017  
Item 4.03 continued

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					

	HILTS	RIDGWAY			
COMMENTED					

**EL PASO COUNTY SCHOOL DISTRICT 49**

**Approval of Matters Relating to Professional/Technical Personnel  
August 10, 2017**

Be it resolved, that the following matters relating to professional/technical personnel be approved as recommended by the Chief Officers:

**Appointments to Existing Positions:**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Crespo Cardano, Carlos	Transportation Manager	Transportation/ESC	08/01/2017

**Retirements:**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
McDermott, Sally	Human Resources Manager	Education Service Center	July 31, 2017

## **BOARD OF EDUCATION AGENDA ITEM 4.04 MINUTES**

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Paul Andersen, Director of Human Resources
<b>TITLE OF AGENDA ITEM:</b>	Approval of Matters Relating to Licensed Personnel
<b>ACTION/INFORMATION/DISCUSSION:</b>	Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** To gain Board of Education approval for personnel changes

**RATIONALE:** The hiring and transfer actions on attached roster are to meet Board of Education objectives in student achievement. Retirement and resignations, if any, are included in this roster.

**RELEVANT DATA AND EXPECTED OUTCOMES:** By addressing these action items, the Board of Education is approving the necessary actions that allow the District to continue its' function of hiring and other associated personnel activities that impact student achievement.

### **IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	Major impact
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** Yes

**AMOUNT BUDGETED:** In accordance with Board of Education approved salary tables.

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the attached personnel changes as recommended by the administration.

**APPROVED BY:** Peter Hilts, Chief Education Officer;  
Brett Ridgway, Chief Business Officer

**DATE:** July 28, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					



BOE Regular Meeting August 10, 2017  
Item 4.04 continued

	<b>HILTS</b>	<b>RIDGWAY</b>			
<b>COMMENTED</b>					

**EL PASO COUNTY SCHOOL DISTRICT 49****Approval of Matters Relating to Licensed Personnel  
August 10, 2017**

Be it resolved, that the following matters relating to licensed personnel be approved as recommended by the Chief Education Officer:

**Appointments to Existing Positions:**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Altemose, Meredith	5 <sup>th</sup> Grade Teacher	Stetson Elementary School	July 27, 2017
Baumann, Tiffany	Intent to Non-Renew Secondary Math Teacher	Springs Studio for Academic Excellence	July 27, 2017
Bernabei, Shana	.75 Part-Time Library Teacher	Woodmen Hills Elementary School	July 27, 2017
Carroll, Renu	Spanish Teacher	Sand Creek High School	July 27, 2017
Cook, Haley	Special Education (SLD) Teacher	Sand Creek High School	July 27, 2017
Cruz Villareal, Bethdalie	.5 School Psychologist	Special Education Services	August 2, 2017
Finger, Aidan	Social Studies Teacher	Vista Ridge High School	July 27, 2017
Fletcher, Rachel	5 <sup>th</sup> Grade Teacher	Odyssey Elementary School	July 27, 2017
Gillespie, Christie	School Nurse	Special Education Services	July 27, 2017
Goodwin, Eva	Elementary Teacher	Odyssey Elementary School	July 27, 2017
Haby, Jeffrey	Math Teacher	Falcon High School	July 27, 2017
Jack, Stephanie	Intent to Non-Renew .5 Part-Time Reading Interventionist	Springs Ranch Elementary School	July 31, 2017
Juarez, Brittaney	Kindergarten Teacher	Stetson Elementary School	July 27, 2017
Kallaughner, Alexia	Music Teacher	Odyssey Elementary School	July 27, 2017
Littrell, Candice	Intent to Non-Renew 1 <sup>st</sup> Grade Teacher	Springs Ranch Elementary School	July 31, 2017
Machado, Erica	English Language Development Teacher	Vista Ridge High School	July 27, 2017
Perrizo, Christine	.5 Part-Time Counselor	Falcon Elementary School	July 27, 2017
Robson, Dana	Special Education (SED) Teacher	Sand Creek High School	July 27, 2017
Salazar, Mary	Early Childhood Special Education Teacher	Meridian Ranch Elementary School	July 27, 2017
Scott, Leslie	Intent to Non-Renew 7 <sup>th</sup> Grade Math Teacher	Skyview Middle School	July 27, 2017
Standish, Emilee	5 <sup>th</sup> Grade Teacher	Evans International Elementary School	July 27, 2017
Tomme, Jennifer	Physical Education Teacher	Sand Creek High School	July 27, 2017
Varano, Heather	English Teacher	Vista Ridge High School	July 27, 2017
Welsh, Lori	Intent to Non-Renew Special Education (SLD) Teacher	Special Education Services	August 2, 2017
Winters, Kathleen	Early Childhood Special Education Teacher	Ridgeview Elementary School	July 27, 2017
Zuvac, Jill	.6 Part-Time Counselor	Springs Studio for Academic Excellence	July 27, 2017

**Appointments to New Positions:**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Caruana, Kristen	.5 Part-Time Art Teacher	Vista Ridge High School	July 27, 2017
Gonzalez, Kylie	.5 Part-Time Social Studies Teacher	Vista Ridge High School	August 9, 2017

Maxson, Kate	.5 Part-Time Physical Education Teacher	Vista Ridge High School	July 27, 2017
Minshew, Galia	Spanish Teacher	Springs Studio for Academic Excellence	July 27, 2017
Morales, Jennifer	Intent to Non-Renew 1 <sup>st</sup> Grade Teacher	Meridian Ranch Elementary School	July 31, 2017
Straka, Serena	Intent to Non-Renew Kindergarten Teacher	Stetson Elementary School	July 31, 2017

### Transfers:

Name	Position	Location	Effective Date
Aragon, Andrea	Falcon Zone Dean	Woodmen Hills Elementary/Falcon High School	July 27, 2017

### Resignations:

Name	Position	Location	Effective Date
Carboni, Sabrina	School Psychologist	Special Education Services	Resigned before start date
Cooper, Callaway	.5 Elementary Teacher	Woodmen Hills Elementary School	May 31, 2017
Craver, Rebecca	Art Teacher	Skyview Middle Scholl	Resigned before start date
Fiore, Ann-Marie	Kindergarten Teacher	Springs Ranch Elementary School	May 31, 2017
Frothingham, Celeste	.8 K-5 Interventionist	Springs Ranch Elementary School	May 31, 2017
Gabrielson, Jennifer	School Nurse	Special Education Services	July 20, 2017
Hailes, Marie L	School Nurse	Special Education Services	August 11, 2017
Halley, Sandra	7 <sup>th</sup> Grade Math Teacher	Skyview Middle School	May 31, 2017
Lenhardt, Justin	Math Teacher	Falcon High School	Resigned before start date
McCorquodale, Andrea	Social Studies Teacher	Vista Ridge High School	May 31, 2017
Preuss, Caitlin	.5 Part-Time Counselor	Woodmen Hills Elementary School	Resigned before start date
Ruecker, Natalie	Math Teacher	Springs Studio for Academic Excellence	May 31, 2017
Sickels, Desiree	Kindergarten Teacher	Stetson Elementary School	May 31, 2017

### Substitutes:

Name	Position	Location	Effective Date
Beatty, Christine	Licensed Substitute	Varies	July 18, 2017
Brown, Michelle	ESP Substitute	Varies	July 18, 2017
Burgess, Sylvia	ESP Substitute	Varies	August 1, 2017
Curnow, Margaret	Licensed Substitute	Varies	July 21, 2017
Haeseker, Kathryn	Licensed Substitute	Varies	July 21, 2017
Lang, Susan	Licensed Substitute	Varies	August 1, 2017
Lundquist, Alvina	ESP Substitute	Varies	August 1, 2017
McBroom, Morgan	Licensed Substitute	Varies	July 18, 2017
Richer, Danielle	ESP Substitute	Varies	July 31, 2017
Skinner, Michelle	Licensed Substitute	Varies	July 1, 2017
Treadway, Teresa	ESP Substitute	Varies	August 1, 2017

## BOARD OF EDUCATION AGENDA ITEM 4.05 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Nicole Evans, Human Resources Manager
<b>TITLE OF AGENDA ITEM:</b>	Approval of Matters Relating to Educational Support Personnel
<b>ACTION/INFORMATION/DISCUSSION:</b>	Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** To gain Board of Education approval for personnel changes

**RATIONALE:** The hiring and transfer actions on attached roster are to meet Board of Education objectives in student achievement. Retirement and resignations, if any, are included in this roster.

**RELEVANT DATA AND EXPECTED OUTCOMES:** By addressing these action items, the Board of Education is approving the necessary actions that allow the District to continue its' function of hiring and other associated personnel activities that impact student achievement.

### **IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:**

Culture	<b>Inner Ring</b> —How we treat each other	
	<b>Outer Ring</b> —How we treat our work	
Strategy	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community	
	<b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation	
	<b>Rock #3</b> — Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	Major impact
	<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	<b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** Yes

**AMOUNT BUDGETED:** In accordance with Board of Education approved salary tables.

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the attached personnel changes as recommended by the administration.

**APPROVED BY:** Peter Hilts, Chief Education Officer;  
Brett Ridgway, Chief Business Officer

**DATE:** July 28, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

BOE Regular Meeting August 10, 2017  
Item 4.05 continued

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					

	HILTS	RIDGWAY			
COMMENTED					

**EL PASO COUNTY SCHOOL DISTRICT 49****Approval of Matters Relating to Educational Support Personnel  
August 10, 2017**

Be it resolved, that the following matters relating to ESP personnel be approved as recommended by the Chief Officers:

**Appointments:**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Alesch, Tammy	School Attendance Secretary	Odyssey Elementary School	July 17, 2017
Barlow, Brandon	Building Custodial Technician	Sand Creek High School	August 01, 2017
Barnhill, Edlin	Special Education Paraprofessional	Skyview Middle School	July 28, 2017
Breezee, Julianne	Special Education Paraprofessional	Horizon Middle School	August 01, 2017
Brewer, Connor	Nutrition Services Assistant	Remington Elementary School	August 01, 2017
Brown, Michelle	Nutrition Services Assistant	Vista Ridge High School	August 01, 2017
Casias, Victoria	Nutrition Services Assistant	Falcon Middle School	August 01, 2017
Dahle, Amanda	Nutrition Services Assistant	Falcon High School	August 04, 2017
De La Torre, Yessenia	Special Education Paraprofessional	Pikes Peak School of Expeditionary Learning	August 02, 2017
Delgado, Marilauris	Crossing Guard	Woodmen Hills Elementary School	August 02, 2017
Dickinson, Jennifer	Special Education Paraprofessional	Falcon Elementary School	July 28, 2017
Farris, Amber	Special Education Paraprofessional	Sand Creek High School	August 03, 2017
Felice-Esser, Rachel	Special Education Paraprofessional	Meridian Ranch Elementary School	August 01, 2017
Florez-Kidwell, Marisa	Online Learning Coach Mentor	Springs Studio for Academic Excellence	July 28, 2017
Garcia, Roberto	Bus Driver	Transportation Department	July 24, 2017
Graves, Elizabeth	Nutrition Services Assistant	Falcon High School	August 03, 2017
Gross, Shannon	Regular Education Paraprofessional	Odyssey Elementary School	July 28, 2017
Guthrie, Evangelina	Temporary Regular Education Paraprofessional	Evans International Elementary School	July 28, 2017
Harper, Lynnette	Preschool Paraprofessional	Remington Elementary School	July 28, 2017
Hartz, Nathan	Bus Driver	Transportation Department	July 01, 2017
Holzwarth, Pamela	Hourly Reading Tutor	Remington Elementary School	July 28, 2017
Ionita, Kellie	Bus Driver	Transportation Department	July 01, 2017
Jordan, Kris	Before and After School Site Lead	Odyssey Elementary School	July 24, 2017
Littrell, Candice	Special Education Paraprofessional	Springs Ranch Elementary School	July 28, 2017
Lucero, Mike	Bus Driver	Transportation Department	July 24, 2017
Melfi, Margaret	Before and After School Site Lead	Springs Ranch Elementary School	July 06, 2017
Merzeau, Eterne	Special Education Paraprofessional	Falcon Middle School	August 01, 2017
Miller, Sarah	Special Education Paraprofessional	Falcon Elementary School	July 28, 2017
Montoya, Lindsay	Speech Language Pathologist Assistant	Special Education Department	July 28, 2017
Parker, Carla	Before and After School Site Lead	Stetson Elementary School	July 24, 2017
Pape, Ruth	Special Education Paraprofessional	Ridgeview Elementary School	August 01, 2017
Pettis, Yu	Preschool Paraprofessional	Stetson Elementary School	July 28, 2017

Pukansky, Kaitlyn	Online Learning Coach Mentor	Springs Studio for Academic Excellence	August 01, 2017
Ramsey, Bernadette	Bus Driver	Transportation Department	July 24, 2017
Reynolds, Lenybel	Nutrition Services Assistant	Banning Lewis Ranch Preparatory Academy	August 14, 2017
Rizzo, Stephanie	Health Assistant	Springs Ranch Elementary School	July 28, 2017
Romero, Juli	Directed Studies Center Facilitator	Skyview Middle School	July 28, 2017
Samora, Jeremy	Building Manager	Meridian Ranch Elementary School	August 01, 2017
Sanders, James	Special Education Paraprofessional	Vista Ridge High School	August 01, 2017
Schmidt, Debra	Nutrition Services Assistant	Horizon Middle School	August 01, 2017
Serna, Sara	School Administrative Secretary	Ridgeview Elementary School	August 14, 2017
Shaw, Cynthia	Special Education Paraprofessional	Banning Lewis Ranch Preparatory Academy	July 28, 2017
Stuehm, Tracy	Temporary Preschool Paraprofessional	Springs Ranch Elementary School	July 27, 2017
Thiel, Mary	Bus Driver	Transportation Department	July 01, 2017
Underhill, Cindy	Special Education Paraprofessional	Skyview Middle School	July 08, 2017
Vigil, Delores	Special Education Paraprofessional	Skyview Middle School	July 28, 2017
Villescas, Aaron	Marketing/Communications Specialist	Education Service Center	July 24, 2017
Zillmann, Shawn	Bus Paraprofessional	Transportation Department	July 12, 2017

#### Transfers:

Name	Transfer From	Transfer To	Effective Date
Contreras Rubio, Carmen	Nutrition Services Assistant at Vista Ridge High School	Building Custodial Technician shared between ALLIES and Odyssey Elementary School	July 05, 2017
Fischer, Julie	Special Education Paraprofessional at Sand Creek High School	Special Education Paraprofessional at Vista Ridge High School	July 28, 2017
Goodwin, Kari	Lead Online Learning Coach Mentor at Vista Ridge High School	School Support Secretary at Vista Ridge High School	July 12, 2017
Grice, Stacy	Attendance Secretary at Stetson Elementary School	AP/Dean Secretary at Sand Creek High School	July 12, 2017
Smith, Sharita	Preschool Paraprofessional at Stetson Elementary School	General Education Paraprofessional at Horizon Middle School	July 28, 2017

#### Retirements:

Name	Position	Location	Effective Date
Colbert, David	Building Custodial Technician	Falcon Middle School	July 19, 2017

#### Resignations:

Name	Position	Location	Effective Date
Anderson, Dawn	Preschool Paraprofessional	Meridian Ranch Elementary School	July 13, 2017
Bourgois, Kimberly	School Registrar	Patriot High School	July 17, 2017
Gutkowski, Tonya	Bus Paraprofessional	Transportation Department	July 07, 2017
Jachimek, Amanda	Special Education Paraprofessional	Woodmen Elementary School	July 10, 2017
King, Maria	Nutrition Services Assistant	Banning Lewis Ranch Academy	July 13, 2017
Lovato, Rebekah	Bus Driver	Transportation Department	July 19, 2017

Lundquist, Alvina	Nutrition Services Assistant	Ridgeview Elementary School	July 10, 2017
Myal, Lauren	Nutrition Services Assistant	Horizon Middle School	July 07, 2017
Nice, Ashlie	Counseling Secretary	Vista Ridge High School	July 19, 2017
Parra, Marion	Crossing Guard	Remington Elementary School	May 26, 2017
Redford, Roberta	Special Education Paraprofessional	Falcon High School	July 11, 2017
Ritthaler, Daniel	Area Project Maintenance Coordinator	Facilities Department	July 31, 2017
Stone, Aleyana	Regular Education Paraprofessional	Odyssey Elementary School	July 21, 2017
Tonkins, Christian	Campus Security Officer	Falcon High School	July 31, 2017
Wiley, Emely	Special Education Paraprofessional	Horizon Middle School	July 28, 2017

**Rescinded Resignations:**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Brunson, Starla	Library Paraprofessional	Meridian Ranch Elementary School	July 10, 2017



## BOARD OF EDUCATION AGENDA ITEM 7.01 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	D. Richer, Executive Assistant to the BOE
<b>TITLE OF AGENDA ITEM:</b>	Policy and Procedure Review
<b>ACTION/INFORMATION/DISCUSSION:</b>	Discussion

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** Ongoing review of Board policies to ensure compliance with current laws and regulations and to ensure policies align with practices that best serve the district.

**RATIONALE:** Board policies are routinely reviewed to ensure that they are current and reflect applicable federal and/or state regulations as well as the needs and processes of the districts.

### **RELEVANT DATA AND EXPECTED OUTCOMES:**

No.	Designation	Title	Reviewed by	Recommendations
7.01a	BDFA	District Personnel Performance Evaluation Council	A. Whetstine P. Andersen	Periodic review; minor revisions
7.01b	EBBB	Accident Reports	J. Pietraallo S. Hathaway	Regular approval process after emergency approval to meet new legislative implications
7.01c	ECAC	Vandalism	D. Watson	Recommend repeal per CASB Special Policy update to meet new legislative implications
7.01d	EG	Information Technology Management	D. DeJesus A. Whetstine	Periodic review; minor revisions
7.01e	GBEB	Staff Conduct & Responsibilities	P. Andersen	Regular approval process after emergency approval to meet new legislative implications
7.01f	GCEC	Posting and Advertising of Professional Vacancies	P. Andersen	Recommend repeal; procedural matters for which policy is not needed
7.01g	GCO	Evaluation of Licensed Personnel	P. Andersen A. Whetstine	Periodic review; minor revisions
7.01h	GCOE	Evaluation of Evaluators	A. Whetstine P. Andersen	Periodic review; minor revisions
7.01i	GDEA	Posting and Advertising of Professional Vacancies	P. Andersen	Recommend repeal; procedural matters for which policy is not needed
7.01j	ICA	School Year/School Calendars/Instruction Time	A. Whetstine P. Hilts	Regular approval process after emergency approval to meet new legislative implications
7.01k	IHAM	Health and Family Life/Sex Education	A. Whetstine	Reviewed; no revisions
7.01l	IJ	Instructional Resources and Materials	A. Whetstine	Periodic review; minor revisions
7.01m	JICJ	Use of Electronic Communication Devices	D. DeJesus A. Whetstine	Updated to reflect current practice

BOE Regular Meeting August 10, 2017  
Item 7.01 continued

7.01n	KFD	Guest User Policy	D. DeJesus A. Whetstine	Periodic review; minor revisions
-------	-----	-------------------	----------------------------	----------------------------------

**IMPACTS ON THE DISTRICT'S STRATEGIC PRIORITIES—THE BIG ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	Updating policy to reflect current laws, regulations and best practices provides a solid foundation to lead the district.
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** No

**AMOUNT BUDGETED:** N/A

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** After a first reading at the prior board meeting, I move to approve the 14 policies in item 7.01 as recommended by the administration.

**REVIEWED BY:** Chief Officers

**DATE:** July 28, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					X

	HILTS	RIDGWAY			
COMMENTED					

## BOARD OF EDUCATION AGENDA ITEM 7.02 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Nancy Lemmond, PhD – Executive Director of Individualized Education
<b>TITLE OF AGENDA ITEM:</b>	Policy EJ – Service Animals Update
<b>ACTION/INFORMATION/DISCUSSION:</b>	Approval

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** An OCR investigation found policy EJ to be in partial non-compliance. Removing items 5 and 6 under “Admission of Service Animals” results in the policy being compliant according to OCR’s Letter of Findings.

**RATIONALE:** Individualized Education in conjunction with District 49’s vision and mission strives to be in compliance for all policies.

**RELEVANT DATA AND EXPECTED OUTCOMES:** Removal of the 2 items will result in a compliant Service Animal policy.

### **IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	Policy corrections indicates our desire to be the best choice to learn, work, and lead
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	Individualized Education and District 49 supports a person’s right to be accompanied by a service animal.
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** N/A

**AMOUNT BUDGETED:** N/A

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the recommended revisions to policy EG on an emergency basis to address a compliancy issue.

**APPROVED BY:** Peter Hilts, Chief Education Officer

**DATE:** August 2, 2017

*Graham made the motion; seconded by Cruson. Dr. Lemmond stated that based upon an OCR audit at Patriot High School, there was a letter of findings that recommended two items were removed from the policy regarding the grooming of a service animal, keeping them free of ticks and fleas, keeping their odor down and making sure they’re clean. Those aren’t things we can ask for a service animal. I have no concerns regarding removing those two things from the policy because I have yet to see a true service animal that is not well cared for and well-loved because that animal is an individual’s gateway to the world. I have no concerns over the removal.*

BOE Regular Meeting August 10, 2017  
Item 7.02 continued

*La Vere-Wright requested clarification about the motion because the policy says EJ and the motion says EG. Richer and Lemmond clarified that it's policy EJ.*

*Graham made a motion amend the previous motion to recommend approval to the revision to policy EJ on an emergency basis to address a compliancy issue. The motion to amend the motion passed 4-0. The motion to approve the motion as amended passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					X

	HILTS	RIDGWAY	LEMMOND		
COMMENTED			X		

## BOARD OF EDUCATION AGENDA ITEM 7.03 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	C.J. Jilek, Co-Director of Facilities
<b>TITLE OF AGENDA ITEM:</b>	Revised Job Description: Grounds Maintenance Supervisor
<b>ACTION/INFORMATION/DISCUSSION:</b>	Action

### BACKGROUND INFORMATION, DESCRIPTION OF NEED:

Based on the recommendations from the Human Resources Department we would like to move the current hourly Grounds Foreman position to a Professional Technical Range 2 salaried position.

### RATIONALE:

This move would align the management pay structure more appropriately due to the amount of oversight the School District's Grounds require.

### RELEVANT DATA AND EXPECTED OUTCOMES:

### IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** Currently allocated in our staffing budget.

**AMOUNT BUDGETED:** \$63,310.00 including benefits

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** After discussion at the previous board meeting, I move to approve the revisions to the Grounds Maintenance Supervisor job description.

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** July 28, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

BOE Regular Meeting August 10, 2017  
Item 7.03 continued

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					

	HILTS	RIDGWAY			
COMMENTED					

## BOARD OF EDUCATION AGENDA ITEM 7.04 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Sue Holmes, Falcon Zone Leader
<b>TITLE OF AGENDA ITEM:</b>	Falcon Zone New School Name
<b>ACTION/INFORMATION/DISCUSSION:</b>	Action

### BACKGROUND INFORMATION, DESCRIPTION OF NEED:

Falcon Zone PTA groups, staff, and community members were asked to submit ideas for a name for the new Elementary School. The Falcon Zone Coalition then met to discuss each of the suggestions and submit 5 or 6 back to the community via a survey to determine what names resonated most. This data will be shared with the board in hopes that a new name can be determined during the August Board Meeting. By the August Board meeting, we will also have data supporting what students would like to see for the new mascot and school colors based on the community recommendations.

### RATIONALE:

The survey feedback will assist the board with voting on the name of the building during the August board meeting.

### RELEVANT DATA AND EXPECTED OUTCOMES:

Building name(s) that most resonate with the community will be highlighted.

### IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:

<b>Culture</b>	<b>Inner Ring</b> —How we treat each other	<b>Respect:</b> We respect our community's input <b>Trust:</b> Being transparent and gaining stakeholder feedback builds trust in the Falcon Zone and within District
	<b>Outer Ring</b> —How we treat our work	
<b>Strategy</b>	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community	Gaining feedback and will grow trust in the Falcon Zone
	<b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation	The survey was solely designed to gain community feedback that would support the board decision
	<b>Rock #3</b> — Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	Naming the new school on our innovative K-8 campus definitely will add to our portfolio of schools
	<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	<b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	

### FUNDING REQUIRED:

None

### AMOUNT BUDGETED:

None

### RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

I move to approve the recommended school name so from the groundbreaking onward, this construction project can be called by the actual school name. This will build “brand” identity and ownership of the school throughout the Falcon Zone.

**APPROVED BY:** Peter Hilts, Chief Education Officer

**DATE:** July 28, 2017

BOE Regular Meeting August 10, 2017  
Item 7.04 continued

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED	X	X			

	HILTS	RIDGWAY	HOLMES	SMITH	
COMMENTED			X	X	



## **BOARD OF EDUCATION AGENDA ITEM 7.05 MINUTES**

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Kathlynn Jackson, Director of Special Education
<b>TITLE OF AGENDA ITEM:</b>	Pikes Peak BOCES Annual Contract
<b>ACTION/INFORMATION/DISCUSSION:</b>	Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** The Pikes Peak Board of Cooperative Educational Services (BOCES) is utilized by Falcon School District 49 for providing a number of mandated special education services. These services are delineated in three contracts: 1) the first contract is for a student slot (\$42,500/year) in the COLA program. This program primarily serves lower cognitive students that are also autistic; 2) the second contract is for a student in the Pathways program (\$29,050/student/year) providing day treatment for students with behavioral and emotional disabilities. This contract states that the agreement will terminate if/when the IEP team determines he may need a different placement including returning to a District 49 school; and 3) the third contract relates to Visually Impaired program, Deaf/Hard of Hearing, Speech-Language Pathology and Administrative costs.

**RATIONALE:** These are federally (IDEIA) and state (ECEA) required Special Education services. The Pathways Program and COLA Program services are for out-of-district placements requiring more intensive intervention. Contracting these services through the Pikes Peak BOCES is more cost effective than contracting the services through other agencies.

**RELEVANT DATA AND EXPECTED OUTCOMES:** 1) COLA Program Contract: \$42,500/year/student; 2) Pathways Program Contract: \$29,050.00/student/year, and 3) Itinerant Services Contract: \$341,382.

### **IMPACTS ON THE DISTRICT'S STRATEGIC PRIORITIES—THE BIG ROCKS:**

Culture	<b>Inner Ring</b> —How we treat each other	
	<b>Outer Ring</b> —How we treat our work	Transparency, Respect and Accountability
Strategy	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community	Reduced Itinerant Contract due to providing Deaf/Hard of Hearing and Audiology services by District Staff, implementation of the District PEAK program, which mirrors Pathways, COLA and Liberty and brings the program into the District, as well as the need for Speech-Language Pathologists through contracted agencies. This reduces Transportation costs.
	<b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation	
	<b>Rock #3</b> — Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	Supports Best District in a manner that shows our commitment to meet the needs of all students and leverage additional program support.
	<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	Supports portfolio of schools for students with high needs and still maintaining service commitment and high level of support.
	<b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	Focus on the individual needs of the student to excel academically, behaviorally, and socially.



BOE Regular Meeting August 10, 2017  
Item 7.05 continued

**FUNDING REQUIRED:** \$ 412,832

**AMOUNT BUDGETED:** \$412,832

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the Pikes Peak Annual BOCES contracts in item 7.05 as recommended by the administration.

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** Aug 1, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					

	HILTS	RIDGWAY			
COMMENTED					



## **BOARD OF EDUCATION AGENDA ITEM 7.06 MINUTES**

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Donna Richer, BOE Executive Assistant
<b>TITLE OF AGENDA ITEM:</b>	Appoint Board Representative for Colorado Association of School Boards Delegate Assembly
<b>ACTION/INFORMATION/DISCUSSION:</b>	Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** Colorado Association of School Boards (CASB) resolutions represent philosophy and belief statements that are core to the work of local school boards.

**RATIONALE:** Appointing a Board Representative to serve as a Delegate at the September Delegate Assembly ensures that the district takes an active role in helping to determine the issues on which CASB should proactively lobby for legislative change that will benefit local school boards and the students those boards serve.

**RELEVANT DATA AND EXPECTED OUTCOMES:** The Board's Delegate will represent the District in the Delegate Assembly.

### **IMPACTS ON THE DISTRICT'S STRATEGIC PRIORITIES—THE BIG ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:**

**AMOUNT BUDGETED:**

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to appoint Marie La Vere-Wright as the Board Representative and John Graham as the alternate to serve as a Delegate at CASB's Delegate Assembly.

**APPROVED BY:** John Graham, Board Vice-President

**DATE:** August 4, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*



BOE Regular Meeting August 10, 2017  
Item 7.06 continued

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					X

	HILTS	RIDGWAY			
COMMENTED					

## BOARD OF EDUCATION AGENDA ITEM 7.07 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Melissa Andrews, Community and Project Planning Manager
<b>TITLE OF AGENDA ITEM:</b>	SCIZ Boundary Changes
<b>ACTION/INFORMATION/DISCUSSION:</b>	Action

### BACKGROUND INFORMATION, DESCRIPTION OF NEED:

After reviewing future boundary changes for the new elementary schools opening in 2018 and 2019, and evaluating where future developments will occur, it became clear that a new development coming in East of Marksheffel and South of Barnes would be in an unfavorable spot with the current boundaries. This area is currently in the Falcon Innovation Zone and the schools are anywhere from 9 to 15 miles which equates to 25 -35 minutes on the bus each direction. With tremendous future growth occurring in both Falcon and POWER Zones and limited growth potential in the Sand Creek Zone, it makes sense to place these new families in the Sand Creek Zone schools that are much closer to home and not as overcrowded.

### RATIONALE:

Without a boundary change in the Sand Creek Zone, families moving into new subdivisions coming in East of Marksheffel and South of Barnes will still be slated to attend Falcon Zone Schools. Families will be driving past many schools to attend their boundaried school. By altering the boundaries prior to homes being constructed, families will not be impacted by boundary changes in the near future, they will be able to attend a school closer to home and the cost for transportation of these students would be less.

### RELEVANT DATA AND EXPECTED OUTCOMES:

Both Remington and Springs Ranch Elementary Schools enrollment was under their core capacity in the 2016/17 school year. Horizon Middle School is now set up with the Panther Den, allowing them to more easily absorb additional students over the other two middle schools. Additionally, this would feed more students into Sand Creek High School, which is currently underutilized (1255 built for 1600). There is very little growth potential in the Sand Creek Zone boundary as it currently stands. With the tremendous growth potential in both the POWER Zone and the Falcon Zone, it makes sense to expand the Sand Creek Zone Boundary east.

### IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:

Culture	<b>Inner Ring</b> —How we treat each other	
	<b>Outer Ring</b> —How we treat our work	
Strategy	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community	Trust is established by forward thinking (altering boundaries prior to families moving into a new development) and respecting our communities' time (understanding that the distance to the Falcon Zone schools is excessive).
	<b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation	
	<b>Rock #3</b> — Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	

BOE Regular Meeting August 10, 2017  
Item 7.07 continued

<b>Rock #5</b> — Customize our educational systems to launch each student toward success	
--	--

**FUNDING REQUIRED:** None

**AMOUNT BUDGETED:** N/A

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the recommended changes to the Sand Creek Zone boundary.

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** July 28, 2017

*Graham made the motion; seconded by Cruson. La Vere-Wright stated that this boundary change only impacts areas in which there are currently zero homes. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED	X				X

	HILTS	RIDGWAY			
COMMENTED					

## **BOARD OF EDUCATION AGENDA ITEM 7.08 MINUTES**

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Brett Ridgway, Chief Business Office Peter Hilts, Chief Education Officer
<b>TITLE OF AGENDA ITEM:</b>	Sungard conversion update and modification
<b>ACTION/INFORMATION/DISCUSSION:</b>	Action/Discussion

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** When D49 originally considered new core software systems for our education and business offices, PowerSchool (offering PowerSchool SIS) and Sunguard (Offering BusinessPlus and ESchoolPlus SIS) were the two finalist companies. We chose Sunguard, largely because they had both a SIS and a business system. In our evaluation, we did not find much functional difference between ESP SIS and PS SIS.

One of the reasons we negotiated favorable pricing and support is because Sunguard saw our contract as an entry point into the Colorado market—where they did not yet have a presence. We anticipated and initially received favorable support because Sunguard wasn't just building a client relationship with us, they were building a new market for ESP.

Shortly after we completed our contract with Sunguard to implement the Business Plus and ESP enterprise system, PowerSchool completed an acquisition of Sunguard. PowerSchool promised to uphold Sunguard's commitment to an enterprise system for D49, including BusinessPlus and ESP. However, because PowerSchool already has an installed base of school districts in Colorado using PS SIS, we assumed that either the two platforms would merge, or we would eventually be converted to PS SIS – it was a question of timing and priority on the part of Powerschool. As the calendar year 2017 has progressed, Powerschool has determined that they would rather make this transition sooner rather than later and are encouraging us to head that way.

**RATIONALE:** One of the major reasons PowerSchool acquired Sunguard was to get access to Business Plus. Sunguard was originally a financial services company, so their strength was budgeting, accounting, controls, and other functions that make a strong financial package. PowerSchool has already begun integrating PS SIS with BusinessPlus, and that is their preferred configuration for an enterprise solution.

**RELEVANT DATA AND EXPECTED OUTCOMES:** Advantages of the Proposed Pivot - PowerSchool has offered to convert D49 from an ESP client to a PS SIS client for no additional charge, with additional human support and technical assistance so we can stay on our overall timeline. In particular, one of the most challenging aspects of the ESP transition has been the creation of state reporting functions. With PS SIS already installed and working in CO districts, the PS SIS state reporting functionality is already working and proven. There is an existing group of district users in Colorado that could support our transition. We would not lose the work we have done to clean up our data. Among other offers, Powerschool is giving D49 credit for a majority of funds already spent in relation to the ESP SIS, allowing us to 're-spend' those dollars in bringing a PS SIS to life and up to speed..

Disadvantages of the Proposed Pivot - We have already invested significant time and attention to transitioning the back side of our systems to ESP. We would lose some of that human investment and insight. It may be that the pivot would be seen as reactive or poor planning. Because PS SIS is already installed in some districts, there may be staff members who have heard of or who have experienced frustrations with the PS SIS functionality. Like any complex system, it comes with imperfections and a natural learning curve.

# IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	<i>Understanding opportunities available to the District and presenting those opportunities in a way to give comfort to leadership to make an informed decision on a quick turn-around to recognize the benefits of favorable price and service options provided.</i>
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	<i>Firm Foundations will be facilitated to a higher degree with improved data integrity, data integration and analytics.</i>
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	<i>Every Student's potential success will be facilitated to a higher degree with improved data integrity, data integration and analytics.</i>

**FUNDING REQUIRED:** No additional funding

**AMOUNT BUDGETED:** \$842,977 (17/18)

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Move to authorize the Chief Business Officer to proceed with contractual changes necessary to change the planned Sungard SIS conversion to a Powerschool SIS conversion.

**APPROVED BY:** Brett Ridgway, Chief Business Officer  
Peter Hilts, Chief Education Officer

**DATE:** August 2, 2017

*Graham made the motion; seconded by Cruson. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED		X			

	HILTS	RIDGWAY			
COMMENTED	X	X			



## BOARD OF EDUCATION AGENDA ITEM 7.09 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Donna Richer, Designated Election Official
<b>TITLE OF AGENDA ITEM:</b>	Approval of Intergovernmental Agreement between District 49 and El Paso County Clerk and Recorder for the November 2017 Election
<b>ACTION/INFORMATION/DISCUSSION:</b>	Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** In order to include District 49 School Director candidates in the November 7, 2017 Election, the district must enter into an intergovernmental agreement with the El Paso County Board of Commissioners, the El Paso County Clerk and Recorder, and the State of Colorado. The Board of Education has previously stated their intent to do so at the July 13, 2017 meeting where an election official was designated and the intent to participate in the 2017 coordinated election was approved.

**RATIONALE:** District participation in the coordinated election with El Paso County will keep the district's election expenses down. The agreement specifically delineates the responsibilities of the county and those of the district.

**RELEVANT DATA AND EXPECTED OUTCOMES:** The estimated cost for District 49 for the November 7, 2017 election is \$15,823.38.

### **IMPACTS ON THE DISTRICT'S STRATEGIC PRIORITIES—THE BIG ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	<i>Handling such requirements in an open and transparent manner validates the importance placed on community trust.</i>
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** \$15,823.38

**AMOUNT BUDGETED:** \$34,726

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** I move to approve the intergovernmental agreement between School District 49 and the El Paso County Board of Commissioners, the El Paso County Clerk and Recorder, and the State of Colorado, as presented to adopt the attached resolution stating that the Jurisdiction (School District 49) agrees to the terms and conditions of the Intergovernmental Agreement.



BOE Regular Meeting August 10, 2017  
Item 7.09 continued

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** August 4, 2017

*Graham made the motion; seconded by Cruson. The resolution wasn't in the packet and a hard copy has been provided to you for review. The motion passed 4-0.*

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
VOTED AYE	X	X	X	Absent	X
VOTED NAY					
COMMENTED					X

	HILTS	RIDGWAY			
COMMENTED					

## BOARD OF EDUCATION AGENDA ITEM 8.01 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	D. Richer, Executive Assistant to the BOE
<b>TITLE OF AGENDA ITEM:</b>	Process Improvement Update
<b>ACTION/INFORMATION/DISCUSSION:</b>	Information

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** We seek to continuously improve our processes in the district.

**RATIONALE:** Administrative regulation development and revision and systematic review of district policies are designed to increase the probability of an effective and efficient school system.

### **RELEVANT DATA AND EXPECTED OUTCOMES:**

No.	Designation	Title	Reviewed by	Recommendations
8.01a	EG-R	Information Technology Management	D. DeJesus A. Whetstine	Periodic review; minor revisions
8.01b	GBEB-R	Staff Conduct & Responsibilities	P. Andersen	Regular approval process after emergency approval to meet new legislative implications
8.01c	GCBA-R	Instructional Staff Contracts /Compensation/Salary Schedules	P. Andersen A. Whetstine S. McDermott	Periodic review; minor revisions
8.01d	ICA-R	School Year/School Calendars/ Instruction Time	A. Whetstine P. Hilts	Regular approval process after emergency approval to meet new legislative implications
8.01e	IHAM-R	Health and Family Life/Sex Education	A. Whetstine	Reviewed; no revisions
8.01f	IJ-R, IJ-E-1, IJ-E-2	Instructional Resources and Materials	A. Whetstine	Periodic review; minor revisions
8.01g	JS-E	Student Use of Internet and Electronic Communications	D. DeJesus	Reviewed; no revisions

### **IMPACTS ON THE DISTRICT'S STRATEGIC PRIORITIES—THE BIG ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	Updated regulations and exhibits support board policies to reflect current laws, regulations and best practices which provides a solid foundation to lead the District.
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	

BOE Regular Meeting August 10, 2017  
Item 8.01 continued

<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
<b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** No

**AMOUNT BUDGETED:** N/A

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Information only

**REVIEWED BY:** Chief Officers

**DATE:** July 28, 2017

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
COMMENTED					
	HILTS	RIDGWAY			
COMMENTED					

## BOARD OF EDUCATION AGENDA ITEM 9.01 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Monica Deines-Henderson, Director of Nutrition Services
<b>TITLE OF AGENDA ITEM:</b>	Nutrition Department Update
<b>ACTION/INFORMATION/DISCUSSION:</b>	Information

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** Annual update to BOE

**RATIONALE:** To keep the BOE and community informed of the status of the Nutrition Department

**RELEVANT DATA AND EXPECTED OUTCOMES:**

**IMPACTS ON THE DISTRICT'S STRATEGIC PRIORITIES—THE BIG ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	Major
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** N/A

**AMOUNT BUDGETED:**

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** N/A

**APPROVED BY:** Peter Hilts, Chief Education Officer

**DATE:** July 28, 2017

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
COMMENTED			X		X
	HILTS	RIDGWAY	DEINES-HENDERSON		
COMMENTED		X	X		

## BOARD OF EDUCATION AGENDA ITEM 9.02 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Melissa Andrews, Community & Facility Planning Manager
<b>TITLE OF AGENDA ITEM:</b>	Facility Improvements Process
<b>ACTION/INFORMATION/DISCUSSION:</b>	Information

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** Over the past few years, many capital facility projects have occurred in School District 49. Some have followed an informal, undocumented process, while others have been frenetic, undefined and costly. A comprehensive process has been intended for many years as well, but differences in styles and opinions consistently derailed attempts to standardize. A group of persons called the ‘Facility Change Team’ has now pushed through those style preferences to, at long last, come up with a comprehensive process that will provide consistent results for the District.

**RATIONALE:** District 49 annually takes on \$1-2mm in capital improvements, and currently adds to that with \$83.5mm of 2016-3B projects. With D49’s need to maximize efficiency and effectiveness, a good, clean, consistent process is needed to ensure that best result.

**RELEVANT DATA AND EXPECTED OUTCOMES:** Following the established process for all parties (customers included) will ensure all projects are well thought out, properly funded and executed; resulting in best-case results.

### IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:

<b>Culture</b>	<b>Inner Ring</b> —How we treat each other	<i>Each employee brings an area of expertise to any project. Though often unintentional, departments have been overlooked in the process to obtain an objective, resulting in unforeseen issues. By documenting the workflow process, every person involved understands the process and each department has the opportunity to participate and provide necessary information to ensure a successful project/task.</i>
	<b>Outer Ring</b> —How we treat our work	<i>Documentation of the process will create a more complete file history of all work done at the District facilities.</i>
<b>Strategy</b>	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community	<i>Trust will be enhanced when the process delivers consistency in approach, execution and delivery of capital projects.</i>
	<b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation	
	<b>Rock #3</b> — Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	<b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** None

**AMOUNT BUDGETED:** None

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Any endorsement/caution/feedback for staff implementing the process flow presented.

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** August 2, 2017

Team members presented their role and participation in the process.

Questions from board members:

- Which chief officer owns this process?
- Who decides and approved the scope?
- Who approves change orders?
- What are our triggering events for the board to be informed of those things?
- When is the board informed about those changes?
- Board awareness is important. Change to *we will inform the board.*
- Inform DAAC budget subcommittee.
- Procedure should be in place for each position, roles, automatic processes, guidelines.
- Decisions and changes should be documented.
- Policy/regulation to be generated.

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
COMMENTED	X	X	X		X
	HILTS	RIDGWAY	ANDREWS	JILEK	LEE
COMMENTED		X	X	X	X
	KIGGINS	DIAZ	PAYNE	ROHR	TIPPETS
COMMENTED	X	X	X	X	X

## BOARD OF EDUCATION AGENDA ITEM 9.03 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Brett Ridgway, Chief Business Officer
<b>TITLE OF AGENDA ITEM:</b>	2016 3B Projects Update
<b>ACTION/INFORMATION/DISCUSSION:</b>	Information

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** With the passage of ballot initiative 2016-3B in November 2016, District 49 was authorized to invest in capital facility priorities as follows:

1. ATTRACTING AND RETAINING HIGHLY EFFECTIVE TEACHERS BY OFFERING SALARIES AND BENEFITS THAT ARE COMPETITIVE WITH OTHER DISTRICTS IN EL PASO COUNTY;
2. MAKING PRIORITY CAPITAL IMPROVEMENTS TO RESTORE AND REFURBISH ALL EXISTING EDUCATIONAL FACILITIES ON A REGULAR PATTERN GOING FORWARD;
3. INVESTING IN THE TRADITIONAL HIGH SCHOOLS TO ENSURE THE BUILDINGS PROVIDE EQUITABLE OPPORTUNITIES FOR STUDENTS AND SAFE AND EFFECTIVE ENVIRONMENTS FOR STUDENT ACHIEVEMENT;
4. CONSTRUCTING TWO K-5 NEIGHBORHOOD SCHOOLS, IN ORDER TO SERVE CURRENT DEMAND IN THE CENTRAL AND NORTHERN PORTIONS OF THE DISTRICT;

Priority One is greyed out for this presentation as it is not a capital focused item like priorities 2-4.

The consistent presentation and intention of the ballot initiative was that priority two, above, was to have \$20.0 mm generated through Certificate of Participation Financing and allocated to all district facilities.

The consistent presentation and intention of the ballot initiative was that priority three, above, was to have \$17.5mm generated through Certificate of Participation Financing and allocated to the three ‘regular’ high schools.

The consistent presentation and intention of the ballot initiative was that priority two, above, was to have \$46.0 mm generated through Certificate of Participation Financing and allocated to all district facilities.

In January 2016, Wember, Inc. was retained to provide ‘Owner’s Rep’ services for D49 along with a designated employee, Ron Lee – tabbed as the D49 16-3B Project Manager. Together, they will provide project oversight and regular reporting on the progress of all 16-3B projects.

**RATIONALE:** District 49 needs to utilize expertise that is not normally kept in house to ensure projects are executed and delivered as presented to the constituents and intended by District leaders.

**RELEVANT DATA AND EXPECTED OUTCOMES:** It is expected that projects will be pursued in a logical sequence, that appropriate decisions will be made to maximize the efficiency and effectiveness of the resulting changes and that all priorities will be accomplished within funding limitations established by the CoP financing.

### IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:

<b>Culture</b>	<b>Inner Ring</b> —How we treat each other	
	<b>Outer Ring</b> —How we treat our work	<i>Carefully and intentionally managing each project to the best possible outcome.</i>



<b>Strategy</b>	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community	<i>Executing project work with fidelity to the verbiage of the ballot initiative and communications and intentions of the campaign in support of the initiative.</i>
	<b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation	
	<b>Rock #3</b> — Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	<b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** None

**AMOUNT BUDGETED:** \$86.5mm

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Receive report of projects' status and make any inquiries needed for clarity and public perspective and perception.

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** August 2, 2017

	<b>BUTCHER</b>	<b>CRUSON</b>	<b>GRAHAM</b>	<b>HAROLD</b>	<b>LA VERE-WRIGHT</b>
<b>COMMENTED</b>	X	X	X		X
	<b>HILTS</b>	<b>RIDGWAY</b>	<b>LEE</b>	<b>WILHELM</b>	
<b>COMMENTED</b>	X	X	X	X	

## BOARD OF EDUCATION AGENDA ITEM 9.04 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Paul Andersen, Director of Human Resources
<b>TITLE OF AGENDA ITEM:</b>	Review of Job Titles and Compensation Structure – Professional Technical Position Focus
<b>ACTION/INFORMATION/DISCUSSION:</b>	Discussion

### **BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

Innovation. Zone autonomy. Strategic planning. Technology advances. Performance excellence. District 49's pursuit of these over the past five years has meant constant and rapid change in the work employees perform. One evidence of this is number of job descriptions presented to the board for review and adoption. Oftentimes, the sponsoring administrator requests job description changes with great urgency.

The district is often reacting to these events rather than setting sound practice in place to ensure thoughtful job definition and pay determination. This reactivity applies not only to new positions, but also to existing roles that evolve as the organization moves through strategic initiatives, technology advances and leadership changes.

As a result, there are times when the job definitions are not well thought out and consideration is not given for salary determination relative to other positions in the district or to external market conditions. Simply put, the district's process and analysis has not kept pace with the rate of change in the organization. This item is one in a series of discussions of job titles and compensation structure.

### **RATIONALE:**

Accurately structuring and classifying positions leads to role clarity for employees, helps ensure that work performed is aligned to culture and strategy, and enables the district to better understand our competitive position in the market for talent.

### **RELEVANT DATA AND EXPECTED OUTCOMES:**

The discussion is expected to: 1) Increase board understanding of the issues, challenges and processes associated with position structures, job definition, and compensation determination; 2) Lead to the development of plans and strategies, where needed, that enable planning and proactivity; 3) Identify and discuss opportunities to improve the associated processes.

### **IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:**

Culture	<b>Inner Ring</b> —How we treat each other	This topic has strong connections to the Cultural Compass. Sound job structures and compensation practices promote a culture of trust, respect, care and responsibility.
	<b>Outer Ring</b> —How we treat our work	
Strategy	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community	
	<b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation	
	<b>Rock #3</b> — Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	

BOE Regular Meeting August 10, 2017  
Item 9.04 continued

<b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	
--	--

**FUNDING REQUIRED:** No.

**AMOUNT BUDGETED:**

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:**

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** July 28, 2017

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
COMMENTED			X		X
	HILTS	RIDGWAY	ANDERSEN		
COMMENTED	X	X	X		

## BOARD OF EDUCATION AGENDA ITEM 9.05 MINUTES

<b>BOARD MEETING OF:</b>	August 10, 2017
<b>PREPARED BY:</b>	Marie LaVere-Wright, President, Board of Education
<b>TITLE OF AGENDA ITEM:</b>	Board of Education Review of Resolutions for Colorado Association of School Boards (CASB) Delegate Assembly
<b>ACTION/INFORMATION/DISCUSSION:</b>	Discussion

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:** CASB's Legislative Resolutions Committee submits resolutions annually as a slate for action by the delegates. The Delegate Assembly takes action on the resolutions and those adopted become what CASB staff will fight for, or against, at the state capitol and throughout the legislative session.

**RATIONALE:** Local boards are encouraged to submit resolutions to CASB. By submitting resolutions for consideration, the board can take an active role in establishing how CASB will approach crucial education issues that the legislature may take up in the next session and in highlighting those issues on which CASB should proactively lobby for legislative change that will benefit local school boards and the students those boards serve. To be considered for inclusion at the CASB Delegate Assembly, new resolutions must be submitted by August 24th.

**RELEVANT DATA AND EXPECTED OUTCOMES:** Begin discussions on topics and ideas for legislative action, or suggested revisions or additions to current resolutions by reviewing final resolutions from CASB's 75th Annual Delegate Assembly.

### **IMPACTS ON THE DISTRICT'S STRATEGIC PRIORITIES—THE BIG ROCKS:**

Culture	Inner Ring—How we treat each other	
	Outer Ring—How we treat our work	
Strategy	Rock #1—Establish enduring <u>trust</u> throughout our community	Legislative action can help or hinder action at local level due to determination of funding, regulatory hurdles, and mandates
	Rock #2—Research, design and implement programs for intentional <u>community</u> participation	
	Rock #3— Grow a robust <u>portfolio of</u> distinct and exceptional <u>schools</u>	
	Rock #4— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
	Rock #5— Customize our educational systems to <u>launch each student toward success</u>	

**FUNDING REQUIRED:** No

**AMOUNT BUDGETED:** N/A

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Board members and Chief Officers should share any suggestions for new or revised resolutions for submission to CASB.

**APPROVED BY:** Marie LaVere-Wright, BOE

**DATE:** July 28, 2017

BOE Regular Meeting August 10, 2017  
Item 9.05 continued

The Board agreed to resubmit the three resolutions from last year since they are still relevant. Verify whether a resolution to fully fund special education is included in CASB's resolutions and if not, submit a 4<sup>th</sup> resolution from District 49.

	BUTCHER	CRUSON	GRAHAM	HAROLD	LA VERE-WRIGHT
COMMENTED					X
	HILTS	RIDGWAY			
COMMENTED	X	X			