



Building Bright Futures

Revised AGENDA

REGULAR BUSINESS MEETING
BOARD OF EDUCATION

6 p.m. May 10, 2007
Board Room

Jefferson County School District R-1
1829 Denver West Dr., Bldg. 27
Golden, Colorado

Our mission: To provide a quality education that prepares all children for a successful future.

STUDY/DIALOGUE SESSION: At 5 p.m., the Board of Education will meet in the Seminar Room to receive an update of the absence management plan.

MUSIC: Lukas Elementary School Choir, Tanya LeJeune, director.

1. **PRELIMINARY**

- a. **CALL TO ORDER – 6:00 p.m. – Board Room**
- b. **WELCOME TO AUDIENCE**
- c. **PLEDGE OF ALLEGIANCE**
- d. **ROLL CALL**
- e. **APPROVE AGENDA**

ACTION

INFORMATION 2. **HONORS & RECOGNITION**

INFORMATION 3. **SCHOOL REPORT: DEER CREEK MIDDLE SCHOOL
“FUTURE CITY”**

INFORMATION 4. **BOARD AND SUPERINTENDENT COMMENTS**

5. **PUBLIC AGENDA**

- a. **CORRESPONDENCE:** Public correspondence received by the Board is presented on page 7 of the background material, and is available for public viewing.

- b. **PUBLIC COMMENT:** At this time the Board listens to the community's issues of concern. Board members or staff will respond during this meeting or at a later time. We listen with respect and ask those who address the Board to do the same. In order to respect all persons addressing the Board, we request that the audience not applaud individual speakers and that issues, rather than personalities, be addressed. Any resident or staff member of the district who has signed up on the public comment roster may speak. There is a time limit per person.

If there are a number of speakers commenting on the same topic this evening, we ask that remarks be consolidated and new thoughts or concepts shared. It is not the number of people who address the Board that leads to better decision-making, rather the content of your presentation. So, we respectfully ask that you do not repeat the same message of an earlier speaker. If there are four or more people who wish to address the Board on the same side of the same topic, the Board will allow 10 minutes for that view to be heard. All those who sign up must accompany the speaker to the front of the Board room. We respectfully ask that you do not repeat the same message, but rather present varying concepts on the same theme. Thank you.

ACTION

- c. **PUBLIC HEARING – 2007/2008 PROPOSED BUDGET (INCLUDING USE OF AMENDMENT 23 FUNDS (EL-6, FINANCIAL PLANNING/BUDGETING), Page 9:** It is the Superintendent's recommendation that the Board of Education accepts for study and holds the first public hearing for the 2007/2008 Proposed Budget, including the Proposed Use of Amendment 23 Funds, for the fiscal year beginning July 1, 2007 ending June 30, 2008, as noted in memorandum BA-07-123 of the background material.

6. **CONSENT AGENDA**

ACTION

- a. **MONITORING REPORT – TREATMENT OF PARENTS AND COMMUNITY (EL-2), Pages 10-17:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-2, Treatment of Parents and Community, as shown in memorandum BA-07-014 in the background material.

ACTION

- b. **BOARD POLICY FOR STUDY EL-2, TREATMENT OF PARENTS AND COMMUNITY, Pages 18-19:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-2, Treatment of

Parents and Community, as recommended in memorandum BA-07-015 in the background material.

ACTION c. **MONITORING REPORT – STAFF TREATMENT (EL-3), Pages 20-26:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-3, Staff Treatment, as shown in memorandum BA-07-016 in the background material.

ACTION d. **BOARD POLICY FOR STUDY EL-3, STAFF TREATMENT, Pages 27-28:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-3, Staff Treatment, as recommended in memorandum BA-07-017 in the background material.

ACTION e. **MONITORING REPORT – FINANCIAL ADMINISTRATION (EL-7), Pages 29-34:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-7, Financial Administration, as shown in memorandum BA-07-022/2 in the background material.

ACTION f. **BOARD POLICY FOR STUDY EL-7, FINANCIAL ADMINISTRATION, Pages 35-37:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-7, Financial Administration, as recommended in memorandum BA-07-023/3 in the background material.

ACTION g. **BOARD POLICY NO REVISION FOR EL-10, EMERGENCY SUPERINTENDENT SUCCESSION, Pages 38-39:** It is the Superintendent's recommendation that the Board of Education approves no revision to executive limitation policy EL-10, Emergency Superintendent Succession, as recommended in memorandum BA-07-029/2 in the background material.

ACTION h. **BOARD POLICY NO REVISION FOR EL-14, INSTRUCTIONAL MATERIALS SELECTION AND ADOPTION, Pages 40-41:** It is the Superintendent's recommendation that the Board of Education approves no revision to executive limitation policy EL-14, Instructional Materials Selection and Adoption, as recommended in memorandum BA-07-033/2 in the background material.

ACTION i. **ADOPTION OF STUDENT CONDUCT CODE (EL-16, TREATMENT OF STUDENTS), Page 42:** The Superintendent recommends that the Board of Education adopts the Fall 2007

Student Conduct and Discipline Code, as presented in memorandum BA-07-121 in the background material.

ACTION

- j. **EMPLOYMENT (EL-3, STAFF TREATMENT), Pages 43-46:** The Superintendent recommends that the Board of Education approves the employment of personnel, as presented in memorandum BA-07-002/5 in the background material.

ACTION

- k. **ADMINISTRATIVE APPOINTMENTS (EL-3, STAFF TREATMENT), Pages 47-48:** The Superintendent recommends that the Board of Education approves the administrative appointments as presented in memorandum BA-07-003/3 in the background material.

ACTION

- l. **RESIGNATIONS/TERMINATIONS (EL-3, STAFF TREATMENT), Pages 49-51:** It is the Superintendent's recommendation that the Board of Education approves the resignations, terminations and reinstatements of personnel, as outlined in memorandum BA-07-008/5 in the background material.

ACTION

- m. **END OF ASSIGNMENT/TERMINATIONS (EL-3, STAFF TREATMENT), Pages 52-57:** It is the Superintendent's recommendation that the Board of Education approves the end of assignment/terminations of personnel, as outlined in memorandum BA-07-120 in the background material.

ACTION

- n. **AUTHORIZATION TO NON-RENEW TEACHER CONTRACT (EL-3, STAFF TREATMENT), Page 58:** It is the Superintendent's recommendation that the Board of Education authorizes the Superintendent, as its designee, to make the determination and provide written notification on non-renewal of contract by June 1, 2007, to any probationary teacher whose conduct warrants such action, as summarized in memorandum BA-07-125 in the background material.

INFORMATION

- o. **SUPPLEMENTAL FUNDS – EDGEWATER – TITLE I, SCHOOL IMPROVEMENT (EL-7, FINANCIAL ADMINISTRATION), Page 59:** It is the Superintendent's recommendation that the Board of Education is informed of the award of \$30,675 to Edgewater Elementary School from the Colorado Department of Education's Title I School Improvement grant, as identified in memorandum BA-07-113 in the background material.

INFORMATION

- p. **SUPPLEMENTAL FUNDS – CAREER DEVELOPMENT – INTEL FOUNDATION (EL-7, FINANCIAL ADMINISTRATION), Page 60:** It is the Superintendent's

recommendation that the Board of Education is informed of the award of \$30,000 to the Jeffco Career Development program from Intel Foundation, as identified in memorandum BA-07-114 in the background material.

ACTION

- q. **SUPPLEMENTAL FUNDS – COMPASS MONTESSORI WHEAT RIDGE – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 61:** It is the Superintendent's recommendation that the Board of Education approves the submission of the proposal from Compass Montessori – Wheat Ridge to the Colorado Department of Education's Capital Construction Grant program, as identified in memorandum BA-07-122 in the background material.

ACTION

- r. **SUPPLEMENTAL FUNDS – LAKEWOOD HIGH SCHOOL ARTIFICIAL TURF – CITY OF LAKEWOOD (EL-8, ASSET PROTECTION), Page 62:** It is the Superintendent's recommendation that the Board of Education accepts the grant of \$300,000 to the capital projects fund from the City of Lakewood to construct an artificial turf field at Lakewood High School, as identified in memorandum BA-07-118 in the background material.

ACTION

- s. **CONTRACT AWARD: LAKEWOOD HIGH SCHOOL MODULAR OFFICE FURNITURE (EL-8, ASSET PROTECTION), Page 63:** It is the Superintendent's recommendation that the Board of Education approves the purchase order to Corporate Environment in the amount of \$262,984 for Lakewood High School modular furniture and authorizes the executive director of Construction Management to execute the purchase agreement, as identified in memorandum BA-07-116 in the background material.

ACTION

- t. **CONTRACT AWARD: MOORE MIDDLE SCHOOL TRAFFIC IMPROVEMENTS, ELECTRICAL UPGRADES, CHEMICAL CABINET VENTILATION (EL-8, ASSET PROTECTION), Page 64:** It is the Superintendent's recommendation that the Board of Education approves the award of contract to TC2, Inc. in the amount of \$327,100 for the Moore Middle School traffic improvements, electrical upgrades and chemical cabinet ventilation project; and, authorizes the executive director of Construction Management to execute the contract documents, as identified in memorandum BA-07-117 in the background material.

ACTION

- u. **CONTRACT AWARD: BRADY EXPLORATION SCHOOL ALTERATIONS (EL-8, ASSET PROTECTION), Page 65:** It is the Superintendent's recommendation that the Board of

Education approves the award of contract to TC2, Inc. in the amount of \$380,400 for the alterations to Brady Exploration School; and, authorizes the executive director of Construction Management to execute the contract documents, as identified in memorandum BA-07-119 in the background material.

ACTION v. **APPROVAL OF MINUTES:** The minutes of the meetings of April 20, 26 and 27, 2007 are presented for approval.

ACTION w. **PROCLAMATION – NATIONAL SCHOOL NURSES WEEK (EL-3, STAFF TREATMENT), Pages 67-68:** It is the Superintendent’s recommendation that the Board of Education approves the end of assignment/terminations of personnel, as outlined in memorandum BA-07-120 in the background material.

ACTION 7. **DEVELOP NEXT AGENDA:** The Board will discuss the agenda for the May 31 regular meeting and May study session topics.

STUDY/DIALOGUE SESSION: The Board of Education will meet in study session in the Seminar Room to continue the April 20 discussion of Board Ends policies.

8. ADJOURNMENT

FUTURE EVENTS:

May 11	Board of Education Study/Dialogue Session, Board Room
May 15	Graduation: Miller Special, Miller Gym
May 15	Jeffco Schools Retirement Dinner, Arvada Center
May 19	Graduation: Lakewood HS, CU Events Center
May 21	Graduation: Jefferson HS, Boettcher Concert Hall
May 22	Graduation: Arvada West HS, CU Events Center
May 23	Graduation: Pomona HS, CU Events Center
May 23	Graduation: Collegiate Academy, Centennial Community Church
May 24	Graduation: McLain Achieve/JeffcoNet, D’Evelyn HS
May 24	Graduation: Brady Exploration, Brady Exploration
May 24	Graduation: Compass Montessori Golden, Colorado Mountain Club
May 24	Graduation: Jefferson Academy, School of Mines Green Center
May 24	Graduation: Alameda HS, Boettcher Concert Hall
May 25	Graduation: Chatfield HS, Red Rocks Amphitheatre
May 25	Graduation: Golden HS, School of Mines Brook’s Field
May 25	Graduation: Ralston Valley HS, CU Events Center
May 25	Graduation: Arvada HS, Broomfield Events Center
May 25	Graduation: Green Mountain HS, Red Rocks Amphitheatre

CORRESPONDENCE – May 10, 2007

c-07-061*	Derek Nossal student issue
c-07-062	Sherrie Swadburg Legislation-Mothers for Clean Air Colorado

Note: Letters addressed to the Board of Education that contain the name of a student or involve a personnel issue are not available to the public (unofficial). The Board does not respond to anonymous letters or letters that are copied to the Board but not addressed to the Board.

**BOARD OF EDUCATION
STUDY/DIALOGUE SESSION AGENDA ITEM**

CONTROL NUMBER: BSD-07-018

BOARD MEETING: Thursday, May 10, 2007

TOPIC: Absence Management Plan Update

PRESENTING STAFF: Lorie Gillis
Lisa Eacker

PURPOSE:

To review and update the Board of Education on the Absence Management plan. District staff will provide information on the financial impacts and on how changes in the pay calendar will impact implementation of absence management.

BACKGROUND:

District staff has requested time with the Board of Education to update them on the Absence Management plan.

SUBMITTED: Lorie Gillis



DATE: May 1, 2007

APPROVED: Cynthia Stevenson



BOARD OF EDUCATION AGENDA ITEM
Public Hearing

CONTROL NUMBER: BA-07-123

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: 2007/2008 Proposed Budget
(Including Use of Amendment 23 Funds) EL-6


ACTION

PERTINENT FACTS:

1. On April 27, 2007, the Superintendent submitted to the Board of Education the proposed 2007/2008 budget, which includes the proposed use of Amendment 23 funds.
2. Lorie Gillis, chief financial officer, will present an overview of the 2007/2008 proposed budget. Any resident of Jefferson County wishing to address the Board on the proposed budget will be given the opportunity after signing the Public Comment roster at the meeting.
3. The second public hearing is planned for May 31, 2007.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts for study and holds the first public hearing for the 2007/2008 proposed budget, including the proposed use of Amendment 23 funds, for the fiscal year beginning July 1, 2007 ending June 30, 2008.

ORIGINATORS: Lorie Gillis 

DATE: May 1, 2007

APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-014

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Policy Governance Monitoring Report – EL-2,
Treatment of Parents and Community

ACTION

PERTINENT FACTS:

1. An important component of the Policy Governance Model is GP 6, Annual Work Plan.
2. Executive Limitation 2, Treatment of Parents and Community, is due in May of the 2006-2007 school year.
3. Policy Governance Monitoring Report EL-2, Treatment of Parents and Community, is included in the background material.

SUPERINTENDENT'S RECOMMENDATION:

That the members of the Board of Education approves the monitoring report on EL-2, Treatment of Parents and Community, as shown in the background material.

ORIGINATOR: Debbie Backus



DATE: April 23, 2007

APPROVED: Cynthia Stevenson



POLICY GOVERNANCE MONITORING REPORT

To: Members of the Board of Education
From: Debbie Backus
Re: EL-2, Treatment of Parents and Community

I certify this information to be accurate as of the close of business, May 10, 2007. Board executive limitation policy 2 was not revised at its last monitoring in May 2006.

With respect to staff interactions with parents and community, the superintendent shall not fail to establish a culture that builds on mutual respect, involvement, and support.

Accordingly, the superintendent may not:

1. Fail to ensure that the standards for collaborative decision making are met in schools, departments, and at the district level.

Ten standards guide the processes for collaborative decision making in Jefferson County Schools. Those standards are included in the JCEA agreement and include the following:

1. The participants are broadly representative of the school community.
2. The process operates with written rules that are widely understood.
3. The roles of the various decision making groups are understood within the CDM process.
4. The CDM process has a shared vision that focuses on improvement of student learning.
5. The CDM process determines what decisions are made and how they are made.
6. Meetings are open and at convenient times.
7. The CDM process is communicated internally and externally.
8. The process is evaluated to determine its effectiveness.
9. Training is provided for all participants.
10. Assistance is utilized when needed.

The following actions have been taken by the district during ~~2005-2006~~ 2006-2007 to strengthen the implementation of these standards in Jefferson County.

CDM Coordinating Committee

The CDM Coordinating Committee merged with the Parents As Partners/A6 Committee. ~~early last school year~~. Several members served on both groups and the long term goals of the committees are very similar. This group is now referred to as the Parent and Family Involvement Committee.

The CDM Coordinating Committee has two specifically defined responsibilities that remain as part of their committee work, if needed. Representatives from district accountability, the

community, the employee associations, and district PTA will be called together in order to complete these responsibilities.

- Review of site appeals
- District cooperative decision making assessment

There were no site appeals submitted from schools this year.

THE COMMITTEE HAS BEEN UNCERTAIN THIS YEAR OF THE WORK TO BE ACCOMPLISHED. THE SUPERINTENDENT MET WITH THE COMMITTEE IN MARCH, 2007 TO TALK ABOUT NEXT STEPS FOR THE COMMITTEE. WE AGREED THAT THEY HAVE ACCOMPLISHED MAKING THE “WELCOMING ENVIRONMENT” PART OF THE DISTRICT CULTURE AND EXPECTATIONS. THEY WILL STUDY THE SCHOOL BASED SURVEY RESULTS ABOUT THE WELCOMING ENVIRONMENT TO DETERMINE IF THEY NEED TO DEVELOP NEW INITIATIVES. BECAUSE OF THEIR SUCCESS, THEY WILL CONTINUE TO REFINE THEIR MISSION.

The Strategic Plan

The Strategic Plan for ~~2005-2006~~ 2006-2007 includes indicators and targets to continue to strengthen the implementation and use of the CDM standards in our organization. Objective 6 states that we will ensure staff, community, and parent/family involvement focuses on increased student achievement. The Strategic Plan clearly states that the CDM process will continue to be implemented in all schools and departments through the following indicators and targets.

~~2005-2006~~ 2006-2007 Strategic Plan

The Strategic Plan for ~~2005-2006~~ 2006-2007 includes the following targets.

Indicator 6.2:

- Effectively engage all members of the school community in decision making in their schools and across the district.

Targets:

- 100% of schools will continue to annually evaluate, review and communicate their decision making process to assure that it is welcoming, inclusive, and aligns with the decision making standards, state law and district policy.

The Strategic Plan development group at the district level drafts the Strategic Plan indicators and targets. The indicators and targets related to decision making are then taken to the Parent and Family Involvement Committee meeting for additions, revisions, and deletions. This group also participates in the revision of the implementation plan.

WHEN THE SUPERINTENDENT MET WITH THE COMMITTEE, SHE SPECIFICALLY REQUESTED THAT THEY ADVISE THE DISTRICT ON THE DEVELOPMENT OF THE STRATEGIC PLAN FOR 2008 WHICH WILL BE DRAFTED IN THE FALL OF 2007.

2. Fail to maintain relationships consistent with the Board's covenants and relationships as outlined in GP-8.

Maintaining relationships consistent with GP-8 is an ongoing process among the members of the Board of Education and between the members and the superintendent. The superintendent and members of the Board of Education engage in ongoing evaluation of their work together and of their adherence to the expectations listed in GP-8 for their work together. The interactions of staff with parents and community are expected to adhere to the district values of integrity, teamwork, exemplary performance, and respect for people. Those values are aligned with the expectations set by the Board of Education for their personal and professional interactions in GP-8.

3. Fail to evaluate interactions based on adherence to district values.

The superintendent expects all staff members to adhere to the district values of integrity, teamwork, exemplary performance, and respect for people in their interactions with each other and with parents and community. While GP-8 applies to the members of the Board of Education and superintendent, the district values apply to all staff members and are aligned with the expectations in GP-8. While it is not possible to measure each interaction in the district according to GP-8 or district values, the district does have expectations and structures that clearly define the expectations for adherence to district values. The following are examples.

The ~~2005-2006~~ 2006-2007 Strategic Plan and the Administrator Evaluation Process

In the ~~2005-2006~~ 2006-2007 Strategic Plan objective ~~42~~ 11 states:

- Ensure all employees demonstrate the district values of teamwork, integrity, exemplary performance, and valuing people.

Objective ~~42~~ 11 includes the following indicators:

- Increase employee commitment to the district values.
- Increase supervisory demonstration of district values.
- ~~Align the value of exemplary performance with the use of data to evaluate student progress.~~
- Increase the focus on valuing people through employee accountability for the "welcoming environment."
- ~~Increase the focus on teamwork in the district.~~
- INCREASE THE DISTRICT DEMONSTRATION OF DISTRICT VALUES.

Within those indicators, ~~47~~ 11 targets will measure adherence to district values through the employee survey. ~~Nine of those targets will remain as part of the 2005-2006 Strategic Plan and will be measured in the fall of 2005.~~

The administrator evaluation process is aligned with the Strategic Plan and includes:

Standard 2: The administrator behaves ethically and creates an environment that encourages responsibility, ethics, and citizenship in self and others.

The evaluation criteria included in standard 2 are:

Criteria 1: Treats everyone equitably with dignity and respect.

Criteria 2: Recognizes and respects human diversity and works to achieve district diversity goals in both employment and student achievement.

Criteria 3: Demonstrates district values of teamwork, integrity, exemplary performance, and valuing people.

These criteria are aligned with the district values and emphasize that administrative staff are expected to conduct all interactions congruent with those values.

The Employee Recognition Program

The employee recognition program is also part of the Strategic Plan. The district annually hosts the values awards as part of the employee recognition program. Schools and departments nominate individuals for their demonstration of district values. On April 26, 2006 25, 2007 we expect to honor 604 600 individuals.

4. Fail to provide systems for parents and community members to receive timely, cost effective, targeted or individualized communication as appropriate, with the district.

~~*School newsletters* - Articles about district issues are provided to schools on a monthly REGULAR basis for publication in their school newsletter. This year's topics included safety issues, such as the new teen driving laws, preventing student illness during flu season, and the dangerous "choking" game being played by some students. EMERGENCY SCHOOL CLOSURES AND THE MILITARY RECRUITING POLICY. An article was also written for school newsletters concerning safe use of the internet and the rise in student use of "social networking" web sites such as myspace.com.~~

~~*Association newsletters* - Articles about district issues were provided to PTA, JCAA, etc.~~

~~*Web site updates* - District information is available online, including individual school profiles, district publications, news releases and school closure information. The web site serves as an easily accessible link to in-depth information that keeps parents, community, students, employees and prospective families to Jefferson County informed, engaged and involved. Content is updated on a regular basis. This year, the employment opportunities section was redesigned to improve the online job application process. THE DISTRICT IS DOING RESEARCH TO DETERMINE WHO USES THE WEB SITE AND WHAT INFORMATION THEY ARE SEARCHING FOR. Additionally, the district's Web site serves as a means of obtaining feedback from the public with approximately 30 emails a month submitted to the site from the general public.~~

~~*Enrollment and Student Information Booklet* - This publication was originally created in 2003 in response to the district's new choice enrollment process. It has been updated and republished~~

twice since then. ~~For the 2005-2006 school year, 6,830 enrollment & student information brochures have been distributed.~~ The booklet features information on how to enroll, school choices, graduation requirements and provides a map of district schools and facilities. Copies are distributed to community members, prospective students, employees and newcomers through our schools and public libraries. The publication is also available online. THE BROCHURE WILL BE REVISED AND REPRINTED IN 2007.

~~**Choices**—This publication was developed and made available to schools for distribution to students and parents interested in exploring other educational options in Jefferson County. To date, for the 2005-2006 school year, 1204 choices booklets have been distributed. It is also available online.~~

Annual Report - This publication profiles the district and features information about: Strategic Plan progress; budget; bond projects; safety; test scores; challenges; and students and staff accomplishments. Much of the information contained in the Annual Report is required by state and federal statutes. ~~More than 3,530 copies of the Annual Report have been distributed to date.~~ The publication is distributed to Schools, County Libraries And Business And IS posted online ~~and~~. IT IS ALSO available at various district and School Board-sponsored meetings.

The Key Communicators Network and The Key Communiqué - The Key Communicators network is a group of community residents and leaders. The role of a key communicator is to share school district information with the community. *The Key Communiqué* is a newsletter for the network, which is distributed by email. Fourteen issues have been published since the start of the current school year to more than 1000 key communicators. Key communicators represent service clubs, civic organizations, business leaders, governmental officials, all accountability committees, and members of school PTA'S. Major topics of the newsletter included, Board of Education action on charter school applications, on-going budget process, and the mill levy and bond programs.

To ensure the key communicators network is working efficiently, Communications Services continually updates the network database. The annual survey of key communicators continues to show this program is successful in informing and educating community members about district issues. Results from this year's survey will be reported as part of the ~~2005-2006~~ 2006-2007 Strategic Plan report.

Board of Education Legislative Report - This online publication reports to the community the Board of Education's position on legislative action and features individual final votes as recorded in the official journals of the House and Senate for each of the 15 Jefferson County legislators on bills with a Board position of support or oppose.

Budget Talk - This publication is produced by Financial Services to outline the adopted and proposed budgets. Copies are printed and distributed to key communicators, community members, and newcomers. The publication is also posted online.

School Safety Plan - This is a comprehensive guide to Jeffco Public Schools' safety and security programs and measures. The guide identifies those safety and security programs and measures

that focus on prevention, intervention, and crisis response. The *School Safety Plan* is designed for school principals in the development of safe and respectful school environments.

News Releases – To date, ~~104~~ Approximately 88 news releases and tip sheets have been marketed to local print and electronic media outlets and targeted community businesses, governments, non-profit organizations and community leaders.

The Messenger Weekly - This is an employee newsletter that is published once a week and is delivered to the vast majority of district employees via an email link. *The Messenger Weekly* contains a current listing of all the district's employment opportunities. Updates are published on current district issues such as the budgeting process, healthcare benefits and retirement information, election dynamics, details about actions taken by the board of education, policy updates and the effect of current events on the district. It also provides employees a medium to make retirement announcements, post job share opportunities, learn about fund-raising events, announce awards and honors, learn technology tips and read mental health information provided by the employee assistance program.

Student Conduct Code - A copy of the *Student Conduct Code* is provided to families at the beginning of the school year. The publication is also posted online.

Public Engagement - In addition to the Board of Education's monthly meetings, public comment sessions, and budget forums, district administrators have spoken to approximately 100 community groups to date. The superintendent meets monthly with the district PTA and key communicator groups. The ~~manager~~ of community relations SPECIALIST is actively involved with various civic organizations, service clubs, and a diversity of parent/school and community committees. The district hosts an annual key communicators celebration for parents and community members. As needed, electronic *Key Communiqué* emails are sent to provide timely communication about district issues and progress.

School Profiles - Every Jeffco School is profiled online. School profiles include information about: enrollment; ethnicity; mobility; articulation area; facilities; school philosophy; test scores and celebrations. All of the school profiles are updated annually and reflect the latest assessment information and demographics.

Newcomer Packets and Responses - Communications Services responded to ~~over 150~~ 33 requests from January - December, ~~2005~~ 2006 and 30 6 to date from prospective residents and others inquiring about Jeffco Schools with a packet of information – referred to as newcomer packets – that include the annual report, Enrollment and Student Information booklet AND test score results if requested. ~~Choices pamphlet, Bright Stars, Bright Futures, and Good News.~~

~~**Bright Stars, Bright Futures**—This is an annual publication that highlights many of Jeffco Public Schools' most notable alumni. Among those graduates who have been included in this brochure are Nobel, Cy Young, Grammy and Academy Award winners, a NASA astronaut, actors, news personalities, public officials and educators.~~

Good News – A weekly online summary called 'Good News About Jeffco Public Schools' is emailed to more than 850 subscribers, including news media. ~~This online summary was~~

~~recognized in 2005 by the National Schools Public Relations Association with its highest award of publication excellence: the Gold Medal. An annual brochure summarizes the best good news stories of the year.~~ A strategic plan goal of recognizing the good news from 65 percent of all schools was exceeded. NINETY-FIVE PERCENT OF OUR SCHOOLS HAD GOOD NEWS ITEMS PUBLISHED.

A Million Stories is a monthly, 30-minute, cable newsmagazine featuring good news stories about Jeffco public schools, its students, and staff. *A Million Stories* is cablecast on municipal local access channels in Lakewood, Arvada, Wheat Ridge, Golden and Westminster.

Video And Digital Media – Communications Services, ~~in conjunction with Warren Tech's media lab,~~ produces a variety of instructional and informational media in support of the superintendent, central departments and individual schools. THIS PAST YEAR, COMMUNICATIONS SERVICES INTRODUCED STREAMING VIDEO TO THE DISTRICT'S WEB SITE FEATURING GOOD NEWS STORIES ABOUT THE DISTRICT.

6.b.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-015

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-2),
Treatment of Parents and Community

ACTION

PERTINENT FACTS:

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-2, Treatment of Parents and Community, is brought forward to give the Board an opportunity to make any changes to the policy it deems necessary.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts for study to Board executive limitation policy EL-2, Treatment of Parents and Community.

ORIGINATOR:

Helen Neal *HN*

DATE:

April 30, 2007

APPROVED:

Cynthia Stevenson *CS*

Policy Executive Limitations (EL-2)

TREATMENT OF PARENTS AND COMMUNITY

Adopted: June 15, 2000
Revised: August 25, 2001
Monitoring Method: Internal
Monitoring Frequency: Annual – May

With respect to staff interactions with parents and community, the superintendent shall not fail to establish a culture that builds on mutual respect, involvement and support.

Accordingly, the superintendent may not:

1. Fail to ensure that the standards for collaborative decision making (<http://jeffcoweb.jeffco.k12.co.us/cdm/operation.html> v. Standards for the Co-operative Decision Making Process, or listed in *School Based Decision Making: Partnering for Student Success* brochure) are met in schools, departments, and at the district level.
2. Fail to maintain relationships consistent with the Board's covenants and relationships as outlined in GP-8.
3. Fail to evaluate interactions based on adherence to district values of integrity, teamwork, respecting people, and exemplary performance.
4. Fail to provide systems for parents and community members to receive timely, cost effective, targeted or individualized communication as appropriate, with the district.
5. Fail to ensure timely, relevant, and appropriate communication by teachers and schools through the use of district communication tools (i.e., Infinite Campus, voice mail and e-mail).

Monitoring Report Indicators:

List all documents received by Board of Education within reporting period; report on data collected, processes used, actions taken, analysis/interpretation of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-016

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Policy Governance Monitoring Report - - EL 3, Staff Treatment

ACTION

PERTINENT FACTS:

1. An important component of the Policy Governance Model is GP-6, Annual Work Plan.
2. The 2006-2007 school year monitoring report for Executive Limitation 3, Staff Treatment, is scheduled for May, 2007.
3. Policy Governance Monitoring Report EL-3, Staff Treatment, is included in background material.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the monitoring report on EL-3, Staff Treatment, as shown in the background material.

ORIGINATOR: Amy Weber *AW*
Lorie Gillis *LG*

DATE: April 27, 2007

APPROVED: Cynthia Stevenson *CS*

Policy Governance Monitoring Report

TO: Members of the Board of Education

FROM: Amy Weber

DATE: May 10, 2007

SUBJECT: EL3 Staff Treatment

I certify this information to be accurate as of the close of business, ~~June 1, 2006~~ APRIL 26, 2007.

With respect to treatment of paid and volunteer staff, the superintendent shall not cause or allow conditions, procedures, actions or decisions which are unethical, unsafe, disrespectful, disruptive, undignified, or in violation of Board policy.

Accordingly, pertaining to paid staff, the superintendent may not:

1. Fail to make all inquiries required by law prior to hiring any personnel.

Colorado Revised Statute 22-32-109.7 states "Prior to the employment of any person by a school district, the board of education shall make an inquiry concerning such person to the department of education . . ." The Human Resources division makes an inquiry to the Department of Education for legal background check for all new hires. There is language in the applicant's oath and employment contract that states that the offer of employment "is conditional upon the results of a legally required background check . . ." In addition, hiring administrators contact previous employers for background checks prior to offers of conditional employment. Classified employees, as per state law, are fingerprinted and submitted to the Colorado Bureau of Investigation for a background check when they are conditionally hired. In addition, a legal background check to obtain information relevant to the applicant's fitness for employment is completed for all new hires. In the event of any irregularity, further investigation is done and corrective action including possible termination will be taken should it be deemed appropriate.

2. Fail to seek and recommend qualified candidates to the Board for staff positions or to make recommendations as appropriate for termination of employment.

The Human Resources division recruits locally and nationally to seek the most qualified candidates. For the ~~2005-2006~~ 2006-2007 school year, the Human Resources division budgeted ~~\$37,000~~ \$30,000 for teacher and administrative recruitment. Members of Human Resources, the equity office, principals, assistant principals, teachers and curriculum coordinators attended approximately ~~10~~ 9 teacher job fairs during the spring recruiting season. A high number of teacher applicants were interviewed and sent out to

schools for possible employment opportunities. These applicants include new teachers as well as experienced teachers. The administrative employment department uses local and national advertising to recruit administrator candidates. Once identified and given a conditional offer of employment, the Human Resources division submits board agenda items on a monthly basis recommending qualified candidates for open positions. In addition, Board agenda items are submitted recommending termination of employment for those that have resigned or, in the event of misconduct, for those whose employment is being terminated for cause.

3. Operate without written personnel policies which:

3.a. Clarify personnel rules and procedures for staff.

The District policies pertaining to personnel rules and procedures were extensively reviewed and revised in 2001. These policies have been reviewed annually and any necessary changes have been made and recommended to Cabinet for approval.

3.b. Provide for effective handling of grievances.

Employee grievances are handled as per the negotiated agreements and complaint procedures as dictated by District policy. District policy GBK, Staff Concerns/Complaints/Grievances, establishes the guidelines that are followed to reach prompt and equitable resolution of employee complaints. A formal grievance procedure with specified timelines is established in the negotiated agreements with CSEA (Article 6) and with JCEA (Article 7). Principals, assistant principals and classified managers are advised to follow those procedures closely as grievances arise. ~~In the 2005-2006 school year there were 13 JCEA grievances filed.~~ IN THE 2006-2007 SCHOOL YEAR THERE WERE 8 JCEA GRIEVANCES FILED. ~~In 2005-2006 there were five CSEA grievances filed.~~ IN 2006-2007 THERE WERE 17 CSEA GRIEVANCES FILED. ~~In 2005-2006 there were 11 OCR and EEOC complaints filed.~~ IN 2006-2007 THERE WERE 5 OCR AND EEOC COMPLAINTS FILED. ~~IN 2005-2006 THERE WERE NO TITLE IX COMPLAINTS FILED.~~ IN 2006-2007 THERE WERE NO TITLE IX COMPLAINTS FILED.

3.c. Protect against wrongful conditions.

All legal compliance issues (such as ADA, EEO, sexual harassment and discrimination, etc.) are handled in accordance with applicable District policy, laws, and negotiated agreements which allow for various appeal processes. District policy GBAA, Sexual Harassment of Employees, identifies a reporting procedure and consequences for violation of the policy. ~~In the 2005-2006 school year there were 15 ADA requests for accommodation.~~ IN THE 2006-2007 SCHOOL YEAR THERE WERE 15 ADA REQUESTS FOR ACCOMMODATION.

3.d. Include job descriptions for all District positions.

All licensed, administrative, and technical professional positions have an official job description. For all positions, site specifications for selection are developed when a position is advertised. Once advertised, the job description is available upon request to applicants. At any time, an employee can request a copy of his/her job description and the supervising manager may also have open access to a job description for any person that he/she supervises.

3.e. Include salary and compensation plans.

Teacher and classified staff salary schedules are negotiated on an annual basis. Administrative staff uses a collaborative process to determine any changes to the administrative and professional/technical salary ranges. District policy GA states that there is a belief that "a competitive compensation system attracts and retains a competent work force." Market data is gained from outside consultants to help determine the compensation plan that will allow the District to remain competitive with surrounding districts. Board approval is sought for any salary schedule changes that are determined through the negotiations process. The Human Resources division follows salary guidelines outlined in District policies GCBA, GCBB, and GDBC as well as Colorado State Statutes and the Fair Labor Standards Act. The District benefit plans for employees are collaboratively determined by the Insurance Committee, which is composed of representatives of the three employee groups as well as central administrative representatives. This group's goal is to maximize the benefits available to employees given the financial parameters that are determined by the District budget.

3.f. Include a personnel performance evaluation system.

The Licensed Personnel Performance Evaluation Council meets on a regular basis to review and make recommendations on the evaluation process used for licensed staff members. The negotiated agreements for teachers and classified employees contain language that dictates the evaluation process to be used. District policy dictates the process used for the evaluation of administrative staff. District policies GCOA, GCOC and GDO guide District staff in the application of performance evaluation. District policy further states that the evaluation process ". . . shall be in compliance with applicable state law . . ." Colorado Revised Statutes 22-9-101-109 specifically gives District administrators guidance on performance evaluation. Both administration and the Licensed Personnel Performance Evaluation Council monitor policy compliance. The

classified performance evaluation pilot was completed in 2002-2003. The evaluation form was finalized in 2003-2004 and is available to supervisors on the Jeffco web site. A revised evaluation tool for paraprofessionals was collaboratively developed by the Jefferson County Association of Paraprofessionals (JCAP) and district leadership in 2003-2004. ~~The evaluation form specific to Central/Professional technical administrators is being used by all supervisors during the 2005-2006 evaluation cycle.~~ THE EVALUATION FORM SPECIFIC TO CENTRAL/PROFESSIONAL TECHNICAL ADMINISTRATORS IS BEING USED BY ALL SUPERVISORS DURING THE 2006-2007 EVALUATION CYCLE.

3.g. Comply with statutory requirements regarding reductions in force.

The reduction in force process is dictated in the negotiated agreements for teachers and classified employees. Non-licensed administrators are at-will employees. Non-licensed administrators will be reduced as per program needs. In the event of a reduction in force, licensed administrators may be offered a teaching position for which they are qualified. District reduction in force policy GCQB establishes the guidelines for administrators, Article 30 of the JCEA Negotiated Agreement establishes the procedures for licensed staff members and Article 11 of the CSEA Agreement establishes the procedures for classified staff members.

3.h. Comply with statutory requirements regarding licensing of professional staff.

All newly hired staff members must provide proof of a valid license at time of hire. All existing professional staff members must maintain a valid license. License type and license expiration dates are recorded on the ESS WEB SITE of each licensed staff member. Regular monitoring of CDE records, via modem connection, allows Human Resources staff to track the renewal status of employees as licenses come due. Colorado Revised Statutes 22-60.5-110 establish procedures for renewal of professional licenses. An induction program has been implemented according to CRS 22-60.5-20 for all newly hired licensed staff members. Once provisionally licensed teachers complete the provisional induction program they qualify for a professional license at the time of license renewal.

4. Fail to protect against staff conflict of interest.

District policy GBEA identifies guidelines to protect against staff conflict of interest. Newly hired employees are informed of this policy as part of the orientation process. Compliance with this policy is monitored through Human Resources and Employee Relations. Consultation is given to any employee that is seeking clarification as to whether a proposed activity will create a conflict of interest. Any reports of conflict of interest are investigated with corrective action being taken when it is deemed appropriate.

5. Prevent staff from bringing complaints to the Board when internal grievance procedures have been exhausted and the employee alleges that Board policy has been violated.

All internal grievance procedures have an appeal process. Although some appeal processes allow for the superintendent or designee as the highest step of the process, no staff member has been denied access to the Board of Education.

6. Retaliate against any staff member for alleging a violation of law or civil rights.

District policy states, "no employee shall be subject to adverse employment action in retaliation from any good faith report . . ." and " . . . the District will not condone any form of retaliation against anyone for making a good faith report under this policy." The Employee Relations department monitors conformance with these policies. At the time a grievance/complaint is filed by an employee, the Employee Relations office works with the administrator and verbally reminds the administrator of the above District policy statements. If the complaint is against a lead person or non-administrator, then a written statement is sent reminding him/her of the above District policy. In the event that an employee reports retaliation, the Employee Relations department will conduct a full investigation. ~~During school year 2005-06 there were two complaints of retaliation filed.~~ DURING SCHOOL YEAR 2006-07 THERE WERE NO COMPLAINTS OF RETALIATION FILED.

7. Fail to protect confidential information.

All employee information is kept confidential with the exception of that which is governed by the Open Records law. Personnel files for employees are only available to the employee, immediate supervisor or prospective supervisor. Others can only gain access through a legal summons or with written permission of the employee. Only information that the employee has given out is confirmed through the employment verification process. Staff members that have access to confidential information have been trained on the appropriate procedures to keep the information confidential.

8. Fail to honor the terms of negotiated agreements with staff, recognizing that the evidence related to resolution of a staff grievance is not necessarily evidence of failure to honor the terms of such an agreement.

District policy and language in negotiated agreements dictates the resolution of staff grievances. Continued relationship building with each of the associations is a way used to communicate negotiated agreement language interpretations to ensure that misunderstanding does not occur. If a violation of the Negotiated Agreement is conveyed by the teacher or classified association, the District and the association begin discussions

on resolution to the contract violation. All effort is made to resolve the disagreement including following the procedures outlined in the grievance process.

9. Fail to provide staff with an opportunity to become familiar with their rights under this policy.

All new employees attend orientation sessions created specifically for their employee group. During that orientation session they are given policy information. All policies are posted on the Internet to which all employees have access. Interpretation of rights under this policy is available through the office of Employee Relations.

10. Fail to provide opportunities for staff to give input into decisions that impact them.

Representatives from each of the employee associations are invited to participate on district level committees, task forces, and input groups. Employees are strongly encouraged to participate in budget workgroups and to attend citizen budget forums. An employee survey is conducted every other year to solicit employee feedback.

6.d.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-017

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-3), Staff Treatment


ACTION

PERTINENT FACTS:

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-3, Staff Treatment, is brought forward to give the Board an opportunity to make any changes to the policy it deems necessary.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts for study to Board executive limitation policy EL-3, Staff Treatment.

ORIGINATOR: Helen Neal 

DATE: April 30, 2007

APPROVED: Cynthia Stevenson 

Policy Executive Limitations (EL-3)

STAFF TREATMENT

Adopted: June 15, 2000
Revised: August 14, 2003
Monitoring Method: Internal
Monitoring Frequency: Annual – May

With respect to treatment of paid and volunteer staff, the superintendent shall not cause or allow conditions, procedures, actions or decisions which are, unethical, unsafe, disrespectful, disruptive, undignified or in violation of Board policy.

Accordingly, pertaining to paid staff, the superintendent may not:

1. Fail to make all inquiries required by law prior to hiring any personnel.
2. Fail to seek and recommend qualified candidates to the Board for staff positions or to make recommendations as appropriate for termination of employment.
3. Operate without written personnel policies which:
 - a. Clarify personnel rules and procedures for staff.
 - b. Provide for effective handling of grievances.
 - c. Protect against wrongful conditions.
 - d. Include job descriptions for all district positions.
 - e. Include salary and compensation plans.
 - f. Include a personnel performance evaluation system.
 - g. Comply with statutory requirements regarding reductions in force.
 - h. Comply with statutory requirements regarding licensing of professional staff.
4. Fail to protect against staff conflict of interest.
5. Prevent staff from bringing complaints to the Board when internal grievance procedures have been exhausted and the employee alleges that Board policy has been violated.
6. Retaliate against any staff member for alleging a violation of law or civil rights.
7. Fail to protect confidential information.
8. Fail to honor the terms of negotiated agreements with staff, recognizing that the evidence related to resolution of a staff grievance is not necessarily evidence of failure to honor the terms of such an agreement.
9. Fail to provide staff with an opportunity to become familiar with their rights under this policy.
10. Fail to provide opportunities for staff to give input into decisions that impact them.

Monitoring Report Indicators:

List all documents received by Board of Education within reporting period (including quarterly legal report); report on data collected, processes used, actions taken, analysis of data/situation, current and/or ongoing programs .

LEGAL REFS.:

C.R.S. 22-9-101 et.seq. (Licensed personnel Performance Evaluation Act)

C.R.S. 22-32-109 (1)(f) (Board duty to employ personnel to carry out educational programs of the district)

C.R.S. 22-32-109.7 through 109.9 (employee screenings and background checks)

C.R.S. 22-60.5-101 et seq. (Colorado Educator Licensing Act of 1991)

C.R.S. 22-63-101 et seq. (Teacher Employment, Compensation & Dismissal Act of 1990)

C.R.S. 24-18-104, 105, 109, 201 (rules of conduct)

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-022/2

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Policy Governance Monitoring Report: EL-7, Financial Administration

ACTION

PERTINENT FACTS:

1. An important component of the Policy Governance Model is GP 6, the Annual Work Plan.
2. The monitoring reports on EL-7, Financial Administration, are scheduled quarterly: November, February, May and September.
3. Policy Governance Monitoring Report EL-7 dated April 27, 2007 covers the period January 1 through April 27, 2007 and is included in background material.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the monitoring report on EL-7, Financial Administration, for the period January 1, 2007 through April 27, 2007 as shown in background material.

ORIGINATORS:

Lorie Gillis



Patrick Hickey



DATE: April 27, 2007

APPROVED:



Cynthia Stevenson



Policy Governance Monitoring Report

April 27, 2007

To: Board of Education

From: Lorie Gillis 
Patrick Hickey 

Re: **EL-7 Financial Administration**

I certify this information to be accurate as of the close of business ~~January 26, 2007~~ April 27, 2007. Board executive limitation policy 7 was NOT revised at its last monitoring in February 2006.

The Superintendent shall not allow assets of the District to be unprotected, inadequately maintained, inappropriately used or unnecessarily risked. Accordingly, the Superintendent may not:

1. Expend more funds than have been received in the fiscal year to date unless authorized by the Board through use of reserves or unless revenues are made available through other legally permissible means.

Monthly Budget Status Reports and Quarterly Financial Reports are provided to the Board of Education for review. Each report highlights concerns – if any – and shares changes or processes to increase efficiencies. The *Quarterly Financial Report* for the period ending ~~September 30, 2006~~ DECEMBER 31, 2006 was reviewed in detail at the Board Workshop on ~~November 10, 2006~~ FEBRUARY 16, 2007. This report presents the financial status of the district with the Board and public.

2. Expend funds in excess of the amount appropriated or in excess of the reasonably projected available resources, whichever is less for a particular fund.

The *Monthly Budget Status Reports* and the *Quarterly Financial Reports* ensure excess spending is promptly reported. The status of all funds is monitored and reported to administration and the Board of Education. Programs and functions designated with a red flag in these reports are observed closely because a risk to the district's financial performance may have been identified. A corrective action plan is then implemented to ensure compliance with policy. All funds are monitored throughout the year using the quarterly and monthly budget reports. Any supplemental appropriations will be prepared for adoption prior to year end.

3. Transfer unencumbered moneys from one fund to another unless authorized by the Board in advance.

All budget transfers, with appropriate authorization, are forwarded to Budget Management for review and determination of available funds. Budget Management determines whether the transfer can be processed as submitted or if it requires Board of Education approval.

The Chief Financial Officer evaluates the status of all department and school budgets and will advise the Board of Education with mid-year budget corrections if necessary. This process will transfer funds from programs with “under spending” to cover unexpected expenses in other funds.

4. Fail to settle payroll and pay obligations in a timely manner.

Payroll and other staff members continue to monitor and look for areas of improvement with Payroll processes. Several processing changes have been made and will be implemented as part of the HR Reengineering/Upgrade.

Pay Obligations: Payment vouchers are processed three times weekly to ensure timely payment to all vendors. For the quarter ending ~~December 31, 2006~~ MARCH 31, 2007 ~~16,300~~ 15,000 checks were written on the General Fund for a total of ~~\$32.4~~ \$24.2 million. There were also ~~385~~ 415 checks written on bond funds for a total of ~~\$26.8~~ \$23.8 million.

5. Allow reports or filings required by any state or federal agency to be overdue or inaccurately filed.

To the best of our knowledge, all reports required by state and federal agencies have been made within the required time periods. The Idea Grant final report was approximately three weeks late because CDE disallowed some expenditures shortly before the report was due. Grant applications and final reports were submitted to CDE in accordance with grant regulations. The Transportation Claim was submitted, as allowed by extension, by September 6, 2006. The financial reports were sent to CDE by December 31, 2006 as required.

6. Fail to arrange for the annual audit of all district funds and accounts following the close of the fiscal year in accordance with state law.

The Comprehensive Annual Financial Report with the audit opinion was delivered to the Board of Education prior to November 30, 2006.

7. Fail to bill timely and aggressively pursue receivables after a reasonable grace period.

All receivables and billings are processed timely and reviewed and verified by the independent auditors.

8. Fail to keep complete and accurate financial records by funds and accounts in accordance with law and generally recognized principles of governmental accounting.

Complete and accurate financial records by funds and accounts are maintained and the annual independent “audit” requires a thorough analysis of all district financial practices including the federal programs, i.e., food services, special education, Title I, Title VI, Title IX, etc. The Governmental Accounting Standards Board (GASB) governs the financial reporting format. All financial records are kept in accordance with state, federal and GASB requirements and are available for review by the Board.

9. Fail to publish and post a financial condition statement.

In addition to the annual audited Financial Reports, the Board of Education authorized external auditors to conduct quarterly agreed-upon procedures of the district’s financial

condition. In addition, Monthly and Quarterly Financial Reports are now provided to the Board of Education by Financial Services and Budget Management highlighting those funds being closely monitored. The reports are also shared and reviewed with the Financial Oversight Committee. Clifton Gunderson reviews the first, second and third quarterly reports.

10. Acquire, encumber or dispose of real property.

ON FEBRUARY 22, 2007, THE BOARD OF EDUCATION DECLARED SURPLUS LOTS 31 AND 32, BLOCK 11, BERKLEY SUBDIVISION IN JEFFERSON COUNTY TO DISTRICT NEEDS AND NOT REQUIRED FOR SCHOOL PURPOSES AND AUTHORIZED STAFF TO ARRANGE THE TRANSFER OF THE PROPERTY AND EXECUTE THE NECESSARY DOCUMENTATION TO FINALIZE THE TRANSFER TO OUR LADY OF ROSARY ACADEMY.

THE DECLARATION OF SURPLUS STATUS WAS REQUIRED BECAUSE THE DEED FROM JEFFCO SCHOOLS TO THE ACADEMY INACCURATELY DELETED LOTS 31 AND 32 FROM THE SALE IN 1978.

11. Fail to make timely and appropriate corrections in accordance with internal or external-audit findings.

During the period ~~October 13, 2006 through January 26, 2007~~ JANUARY 27 THROUGH APRIL 27, 2007 the Internal Auditor has conducted 25 school audits and is currently communicating his findings to school and district administrators.

12. Fail to notify the Board when bonds have been upgraded or downgraded.

Bond ratings are shared with the Board via the Quarterly Financial Reports or by voice mail. On November 15, 2006, Moody's Investor Services upgraded the District's GO Bond rating to AA3 from A1. The rating assigned by Standard and Poor's remained unchanged to AA-. The upgrade from Moody's reflects a stable outlook for the District and reflects the increased financial resources, strategic planning and strong financial policies and procedures in place. In addition, the agencies rated the certificates of participation Series 2006A and 2006B as A1 from Moody's and A+ from Standard and Poors.

13. Fail to identify funds, programs, departments or schools that are projected to end the fiscal year with an operating loss or deficit, even though a correction plan has been initiated.

Through the use of the *Quarterly Financial Report* and the *Monthly Status* reports, identification of all funds, programs, departments or schools with a potential loss or deficit are immediately reported to Cabinet, the Superintendent, the Financial Oversight Committee and the Board of Education. Budget Management continues to conduct regular meetings with departments to ensure current year budgets are monitored closely and any potential variances are identified and communicated as early as possible.

14. Fail to provide immediate verbal notification, identification and scope of any potential financial problem.

Quarterly workshops are scheduled with the Board of Education to discuss financial status in detail. The Financial Oversight Committee meets monthly to review reports, elicit questions or concerns and make suggestions about the district's financial reporting. The Board has been kept apprised at recent Board Meetings regarding financial management issues.

15. Fail to provide a corrective action plan within 30 days of first reporting any potential loss.

Central managed school age child care, extended day kindergarten, ~~central services,~~ ~~employee benefits,~~ Compass Montessori Charter School-Golden, and Rocky Mountain Deaf were listed as programs being observed closely because of an identified risk in the 2007 ~~First~~ *SECOND Quarterly Financial Report*. Those issues are currently being resolved to eliminate the "yellow and red flag" status.

16. Fail to identify and explain variations or deviations in cash flow, revenues or other important financial indicators.

Included in each *Quarterly Financial Report* is the cash flow analysis showing the actual costs and the projected costs through the end of the fiscal year. The ~~First~~ *SECOND* Quarter Report for 2007 shows positive cash flow and an unallocated fund balance.

17. Fail to direct key financial, auditing and monitoring staff to report potential financial problems immediately.

All key financial, auditing and monitoring staff has been instructed to report any potential financial problems immediately. Staff is reminded of this requirement at monthly meetings conducted by the Chief Financial Officer. These questions are also addressed with Clifton Gunderson during each quarterly review.

18. Fail to conduct quarterly financial reviews with the Board, Superintendent, Chief Operating Officer, Chief Financial Officer.

District staff conducts regular workshops with the Board to review the district's financial status in detail. The ~~First~~ *SECOND* Quarter Financial Report for 2007 was reviewed with the Financial Oversight Committee on ~~October 31, 2006~~ FEBRUARY 1, 2007 and with the Board of Education on ~~November 10, 2006~~ FEBRUARY 16, 2007.

19. Fail to establish appropriate safeguards to ensure financial issues are identified and reported to the Board of Education in a timely manner.

Procedures have been established to ensure district leadership and the Board of Education is informed of the financial condition of all district accounts via monthly

and quarterly reports and workshops with the Board of Education and district leadership.

20. Fail to establish guidelines on the role of school accountability committees advising principals on the use of all school funds, including revenue enhancing funds such as those generated by vending machines.

District leadership updates guidelines on the role of school accountability committees advising principals on the use of all school funds, including revenue enhancing funds.

21. Fail to notify the Board of Education when an employee violates guidelines or policies regarding the use of district funds.

Through the use of voice mail, the Board is kept apprised of all alleged violations and any remedial action taken. That initial notification is then followed by detailed data regarding the violation.

22. Fail to review and correct or clarify rules when an employee violates guidelines or policies regarding the use of district funds.

All rules are thoroughly reviewed when a violation or alleged violation of a guideline or policy occurs. The Chief Financial Officer reviews procedures with staff and clarifies policies and procedures as necessary.

23. Fail to provide appropriate training for key financial, auditing and monitoring staff.

The Chief Financial Officer ensures that financial, auditing and monitoring staff is provided with the latest, most current information. The Budget Office held a training session for new principals on October 20, 2006 and will hold another training session for principals and administrators in ~~April~~ MAY 2007. The School Accounting Support Team held a Financial Secretary Training session in October, 2006 and ~~will hold~~ HELD another secretary training session in ~~Spring~~ APRIL of 2007.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-023/3

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-7),
Financial Administration

ACTION

PERTINENT FACTS:

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-7, Financial Administration, is brought forward to give the Board an opportunity to make any changes to the policy it deems necessary.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts for study to Board executive limitation policy EL-7, Financial Administration.

ORIGINATOR: Helen Neal *HN*

DATE: April 30, 2007

APPROVED: Cynthia Stevenson *CS*

Policy Executive Limitations (EL-7)

FINANCIAL ADMINISTRATION

Adopted: June 15, 2000
Revised: February 6, 2003
Monitoring Method: Internal and External
Monitoring Frequency: Quarterly; November, February,
May and September

With respect to the actual, ongoing financial condition and activities, the superintendent shall not cause nor allow fiscal jeopardy or a material deviation from the annual budget or budget policy adopted by the Board, or any fiscal condition that is inconsistent with achieving the priorities established in Board's Ends policies. Accordingly, the superintendent may not:

1. Expend more funds than have been received in the fiscal year to date unless authorized by the Board through use of reserves or unless revenues are made available through other legally permissible means.
2. Expend funds in excess of the amount appropriated or in excess of the reasonably projected available resources, whichever is less for a particular fund.
3. Transfer unencumbered moneys from one fund to another unless authorized by the Board in advance.
4. Fail to settle payroll and pay obligations in a timely manner.
5. Allow reports or filings required by any state or federal agency to be overdue or inaccurately filed.
6. Fail to arrange for the annual audit of all district funds and accounts following the close of the fiscal year in accordance with state law.
7. Fail to bill timely and aggressively pursue receivables after a reasonable grace period.
8. Fail to keep complete and accurate financial records by funds and accounts in accordance with law and generally recognized principles of governmental accounting.
9. Fail to publish and post a financial condition statement.
10. Acquire, encumber or dispose of real property without authorization from the Board.
11. Fail to make timely and appropriate corrections in accordance with internal or external audit findings.
12. Fail to notify the Board when bonds have been upgraded or downgraded.
13. Fail to identify funds, programs, departments or schools that are projected to end the fiscal year with an operating loss or deficit, even though a correction plan has been initiated.
14. Fail to provide immediate verbal notification, identification and scope of any potential financial problem.
15. Fail to provide a corrective action plan within 30 days of first reporting any potential loss.
16. Fail to identify and explain variations or deviations in cash flow, revenues or other important financial indicators.
17. Fail to direct key financial, auditing and monitoring staff to report potential financial problems immediately.
18. Fail to conduct quarterly financial reviews with the Board, superintendent, chief operating officer, chief financial officer and executive director of budget management.
19. Fail to establish appropriate safeguards to ensure financial issues are identified and reported to the Board of Education in a timely manner.
20. Fail to establish guidelines on the role of school accountability committees advising principals on the use of all school funds, including revenue enhancing funds such as those generated by vending machines.
21. Fail to notify board of education when an employee violates guidelines or policies regarding the use of district funds.
22. Fail to review and correct or clarify rules when an employee violates guidelines or policies regarding the use of district funds.
23. Fail to provide appropriate training for key financial, auditing and monitoring staff.

Monitoring Report Indicators:

List all documents received by Board of Education within reporting period; report on data collected, processes used, actions taken, check alignment of district policies and procedures with board policy expectations and actions, analysis of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.

LEGAL REFS.:

C.R.S. 22-32-109 (1) (i), (j), (k), (l) (Board duties concerning proper record keeping and annual audit)

C.R.S. 22-42-101 et seq. (bonded indebtedness)

C.R.S. 29-1-601 et seq. (local government audit law)

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-029/2

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-10),
Emergency Superintendent Succession

ACTION

PERTINENT FACTS:

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-10, Emergency Superintendent Succession, was brought forward to give the Board an opportunity to make any changes to the policy it deemed necessary.
3. No revisions were brought forward for consideration.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves no revision to Board executive limitation policy EL-10, Emergency Superintendent Succession.

ORIGINATOR: Helen Neal *HN*

DATE: April 30, 2007

APPROVED: Cynthia Stevenson *CS*

Policy Executive Limitations (EL-10)

EMERGENCY SUPERINTENDENT SUCCESSION

Adopted: June 15, 2000
Revised: May 30, 2002
Monitoring Method: Internal
Monitoring Frequency: Annual – April

In order to protect the Board in the event of sudden loss of superintendent services, the superintendent shall assure that no fewer than two (2) other executive staff members are familiar with Board and superintendent issues and processes and is capable of assuming superintendent responsibilities on an emergency basis, should the unexpected need arise.

Accordingly, the superintendent may not:

1. Fail to inform the board either in writing or voice mail communication when acting superintendent duties are assigned due to the absence or incapacitation of the superintendent.

Monitoring Report Indicators: List all documents received by Board of Education within reporting period; report on data collected, processes used, actions taken, analysis of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.

6.h.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-033/2

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-14),
Instructional Materials Selection and Adoption

ACTION

PERTINENT FACTS:

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-14, Instructional Materials Selection and Adoption, was brought forward to give the Board an opportunity to make any changes to the policy it deemed necessary.
3. No revisions were brought forward for consideration.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves no revision to Board executive limitation policy EL-14, Instructional Materials Selection and Adoption.

ORIGINATOR: Helen Neal *HN*

DATE: April 30, 2007

APPROVED: Cynthia Stevenson *CS*

Policy Executive Limitations (EL-14)

INSTRUCTIONAL MATERIALS SELECTION AND ADOPTION

Adopted: June 15, 2000
Revised: May 30, 2002
Monitoring Method: Internal
Monitoring Frequency: Annual – April

The superintendent shall not fail to recommend to the Board for approval the instructional materials and textbook programs to be used in the district.

Accordingly, the superintendent may not:

1. Fail to ensure appropriate input from the following groups as instructional materials are reviewed: teachers who will use the materials, administrators and other staff members who are involved in developing the educational program, parents and community members.
2. Fail to recommend textbooks and instructional materials that advance the achievement of the Board's **Ends**.
3. Fail to consider the needs of all learners when recommending textbooks and instructional materials.
4. Fail to include multiethnic materials that depict a pluralistic society.
5. Fail to provide for a procedure for the scheduled re-evaluation of materials or textbooks or upon formal request by a parent of a student using the materials or textbook.
6. Fail to provide a process through which supplementary and/or alternative materials are approved for use.
7. Fail to develop and implement appropriate policies governing access to and utilization of electronically distributed information and tools.
8. Fail to have in place a process to properly dispose of instructional materials that are no longer in use by the district.

Monitoring report indicators:

List all documents received by Board of Education within reporting period; report on data collected, processes used, actions taken, analysis of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-121

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Adoption Student Conduct Code - EL 16 Treatment of Students

ACTION

PERTINENT FACTS:

1. The Board of Education per policy EL 16, Treatment of Students, has requested the Superintendent present for adoption a written student conduct and discipline code.
2. Administrators, legal counsel, teachers, students and community members have been consulted regarding possible revisions to the policies in the Conduct Code.
3. The following policies in the Conduct Code have changed for the 2007-2008 school year
 - JEA: Compulsory Attendance Ages
 - JH-R: Student Absences and Excuses
 - JIH: Student Interrogations, Searches, and arrests (and JIH-R)
 - JKDA/JKEA: Grounds for Suspension/Expulsion
 - JLCD: Administering Medicines to Students
 - JKD/JKE-R-1: Student Suspension/Expulsion

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education adopts the Fall 2007 Student Conduct and Discipline Code.

ORIGINATOR: John Peery  **DATE:** April 24, 2007

APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-002/5

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Employment (EL3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. Forty-six (46) licensed positions have been offered.
3. Twenty-seven (27) classified positions have been offered.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the employment of personnel as outlined above and in the background of the agenda.

ORIGINATOR:

Amy Weber *AWW*

DATE: April 30, 2007

Lorie B. Gillis *LBG*

APPROVED:

Cynthia Stevenson *CS*

2. Licensed Employees

Temporary One Licensed Teachers

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Hartman	Dane	Teacher, Secondary	Wheat Ridge Senior	08/16/2007
Miller	Lourdes	Elementary, ESL	Wheat Ridge Middle	01/08/2007

Temporary Two Licensed Teachers

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Campbell	Jason	Teacher, PC/EH	Lakewood Senior	08/16/2007
Doherty	Ashley	Speech/Lang. Pathologist	Child Find/Preschool Svcs.	08/16/2007
Eckenwiler	Amy	Teacher, Secondary	Wheat Ridge Senior	08/16/2007
Hardy	Richard	Teacher, Secondary	Green Mountain Senior	08/16/2007
Qin	Gui	Teacher, Secondary	Chatfield Senior	08/16/2007
Sangosti	Sarah	Teacher, Elementary	South Lakewood Elementary	08/16/2007
Sattin	Joshua	Teacher, Secondary	Ralston Valley Senior	08/16/2007
Vitale	Bertina	Teacher, Elementary	Kullerstrand Elementary	08/16/2007

Temporary Three Licensed Teachers

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Sharp	Theresa	Teacher, Elementary	Kullerstrand Elementary	08/16/2007
Spease	Kim	Counselor	Wheat Ridge Senior	08/15/2007

Probationary Two Licensed Teachers

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Adair	Daniel	Teacher, Secondary	Arvada Senior	08/16/2007
Bachtell	Helen	Teacher, Elementary	Stony Creek Elementary	08/16/2007
Baumgarten	Diana	Social Worker	Child Find/Preschool Svcs.	08/16/2007
Crawford	April	Teacher, Challenge	O'Connell Middle	08/16/2007
Fletcher	William	Teacher, PC/EH	Mount View School	08/16/2007
Giammona	Joseph	Teacher, PC/EH	Green Mountain Senior	08/16/2007
Harbison	Lynne	Therapist Occupational	Exceptional Student Svcs.	08/16/2007
Henningsen	Gregory	Teacher, Secondary	Green Mountain Senior	08/16/2007
Lambert	Crystal	Speech/Lang. Pathologist	Eiber Elementary	08/16/2007
Lowrey	Jason	Teacher, Secondary	Ralston Valley Senior	08/16/2007
Marino	Jane	Teacher, PC/EH	Eiber Elementary	08/16/2007
Muzar	Jennifer	Teacher, Elementary	Pennington Elementary	08/16/2007
Natale	Philip	Teacher, Elementary	Foothills Elementary	08/16/2007
Parris	Amy	Teacher, Elementary	Peck Elementary	08/16/2007
Petrucci	Mary	Speech/Lang. Pathologist	Slater Elementary	08/16/2007
Renquist	Stefanie	Teacher, Elementary	Sheridan Green Elementary	08/16/2007
Snyder	Rebecca	Teacher, PC/EH	Patterson Elementary	08/16/2007
Thatcher	Amy	Teacher, Elementary	Fremont Elementary	08/16/2007
Wagner	Nancy	Teacher, PC/EH	O'Connell Middle	08/16/2007
Yearsley	Melissa	Teacher, Elementary	Coal Creek Canyon K-8	08/16/2007

Probationary Three Licensed Teachers

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Bashford	Mary	Teacher, Elementary	Fairmount Elementary	08/16/2007
Burke	Debra	Teacher, Elementary	Van Arsdale Elementary	08/16/2007
Foley	Judith	Teacher, PC/EH	Pomona Senior	08/16/2007
Kline	Jill	Teacher, SIED	Green Mountain Senior	08/16/2007
Ridge	Erin	Teacher, Secondary	Ralston Valley Senior	08/16/2007
Steinmetz	Brooke	Teacher, Elementary	Westgate Elementary	08/16/2007

Non Probationary Licensed Teacher

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Hughes	Molly	Teacher, Secondary	D'Evelyn Junior/Senior	08/16/2007

Half Time Licensed Teachers

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Ely	Lauren	Library Media Specialist	Parr Elementary	08/13/2007
Grams	Sandra	Teacher, Elementary	Kullerstrand Elementary	08/16/2007
Hoefner	Marcella	Teacher, Elementary	Bergen Meadow Elementary	08/16/2007
Powers	Karen	Teacher, Title I	Kullerstrand Elementary	08/16/2007
Rogers	Susan	Teacher, Elementary	Governor's Ranch Elementary	08/16/2007
Schuch	Teri	Library Media Specialist	Bergen Meadow Elementary	08/13/2007
Whitson	Susan	Speech/Lang. Pathologist	Mitchell Elementary	08/16/2007

3. Classified Employees

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Bralish	Andrea	Secretary School	McLain High School	03/05/2007
Butte	Griselda	Office Assistant	Communication Services	03/19/2007
Chamberlin	Timothy	Mechanic, Body/Painter	Fleet Management Services	03/12/2007
Cooley	Marliene	Bus Driver	North Transportation	03/12/2007
Crawford	Jennifer	Food Service Worker	Food and Nutrition Services	03/19/2007
DeCola	Kristopher	Stadium Crewperson	Central Athletics	03/05/2007
Goodson	Larry	Bus Driver	North Transportation	03/12/2007
Gracy	Jennifer	Para-Educator	Jeffco Open Secondary	04/02/2007
Grippi	Philip	Part-Time Custodian	Custodial Services	03/22/2007
Hendzel	Wendy	Food Service Worker	Food and Nutrition Services	03/16/2007
Hobbs	Snyder	Custodian	Custodial Services	03/26/2007
Knierim	Pamela	Custodian	Custodial Services	04/09/2007
Kyllonen	Dawn	Food Service Worker	Food and Nutrition Services	03/19/2007
Lavon	Jaculine	Bus Driver Assistant	Central Transportation	03/26/2007
Leahy	Sean	Custodian	Custodial Services	04/09/2007
LeBlanc	Brandy	Technician	Facilities Management	04/02/2007
Lyons	Natalie	Technician	Facilities Management	04/02/2007
McGee	Dana	Para-Educator	Alameda Senior	03/14/2007
Mockerman	Catherine	Food Service Worker	Food and Nutrition Services	03/05/2007
Nelson	Mary	Bus Driver	North Transportation	03/12/2007
Parker	Kira	Bus Driver Assistant	South Transportation	03/19/2007

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Start Date</u>
Pederson	Patricia	Para-Educator	Exceptional Student Services	03/12/2007
Rice	Tegan	Bus Driver	South Transportation	04/02/2007
Starke	Cynthia	Para-Educator	Standley Lake Senior	02/26/2007
Tidwell	Cindy	Part-Time Custodian	Custodial Services	03/26/2007
Wilson	Howard	Custodian	Custodial Services	04/09/2007
Witchie	Rhea	Bus Driver	North Transportation	03/12/2007

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-003/3

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Administrative Appointments (EL3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. Fifteen (15) school based administrative positions have been recommended for a transfer.
3. Two (2) central based administrative/professional technical positions have been recommended for a transfer.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the administrative appointments as outlined above and in the background of the agenda.

ORIGINATOR:

Amy Weber *AW*

DATE: April 30, 2007

Lorie B. Gillis *LBG*

APPROVED:

Cynthia Stevenson *CS*

	<u>Effective Date</u>
2. SCHOOL BASED ADMINISTRATIVE TRANSFERS	
A. Senior High School Principal Wirth, David – Wheat Ridge Senior	07/17/2007
B. Middle School Principals Carroll, Kevin – Dunstan	07/19/2007
Jones, Bridget – Bell	07/19/2007
C. Elementary School Principals Brickley, Robert - Parr	07/25/2007
Charles, Cynthia – Allendale	07/25/2007
Freeman, Michael – Powderhorn	07/25/2007
Ludwig, Peter – Belmar	07/25/2007
Wyman, Wendy – Thomson	07/25/2007
D. Option School Principal Colby, Jill – D’Evelyn Junior/Senior	07/17/2007
E. Senior High School Assistant Principals Ball, Suzanne – Ralston Valley	08/06/2007
Lucas, Brenda – Dakota Ridge	07/25/2007
F. Elementary Assistant Principals Hoesterey, Debra – Lasley	03/05/2007
Nolan, Lisa – Ryan	01/19/2007
G. Option School Assistant Principal Elliott, Terrance – D’Evelyn Junior/Senior	07/25/2007
Schalk, John – McLain High	08/06/2007
3. CENTRAL BASED ADMINISTRATIVE/PROFESSIONAL TECHNICAL TRANSFERS	
A. Director, Professional Development Gill, Susan	07/02/2007
B. Manager, Construction Project Nall, Bruce	04/18/2007

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-008/5

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Resignations/Terminations (EL3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. One (1) administrative resignation has been received.
3. Eight (8) licensed resignations have been received.
4. Five (5) licensed terminations have been received.
5. Twenty-three (23) classified resignations have been received.
6. Three (3) classified terminations have been received.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the resignations/terminations of personnel as outlined above and in the background of the agenda.

ORIGINATOR:

Amy Weber *AW*

Lorie B. Gillis *LBG*

DATE: April 30, 2007

APPROVED:

Cynthia Stevenson *CS*

2. Administrative Resignation

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Burke	Gail	Assistant Director	Multicultural Student Svcs.	06/19/2007	Retirement

3. Licensed Resignations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Brown	William	Teacher, Elementary	Stein Elementary	03/23/2007	Personal
Chouinard	Karen	Teacher, Elementary	Kendallvue Elementary	01/01/2007	Retirement
Clausen	Audrey	Teacher, ESL	O'Connell Middle	02/16/2007	Retirement
Dean	Alexander	Teacher, Secondary	Dakota Ridge Senior	04/02/2007	Personal
Fuentes	Jessica	Physical Therapist	Miller Special	04/01/2007	Personal
Hastings	Elizabeth	Teacher, PC/EH	Stein Elementary	03/23/2007	Moving
O'Neal	Christine	Teacher, Elementary	Ralston Elementary	05/01/2007	Retirement
Roach	Abby	Teacher, Secondary	Green Mountain Senior	06/01/2007	Retirement

4. Licensed Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Amaedeo	Gayla	TOSA	Gifted and Talented	04/05/2007	Death
Curry	Chester	Teacher, Secondary	Evergreen Senior	04/01/2007	End Temp. Emp.
Gammon	Deanna	Teacher, Elementary	Governor's Ranch Elem.	04/01/2007	Failure to Return
Larson	Lori	Teacher, Elementary	Hutchinson Elementary	04/01/2007	End Temp. Emp.
Weikel	Kara	Teacher, Secondary	Chatfield Senior	01/01/2007	End Temp. Emp.

5. Classified Resignations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Beery	Sarah	Prep. Manager	Food & Nutrition Services	04/13/2007	Personal
Carrick	Ryan	Custodian	Custodial Services	04/03/2007	Personal
Courtney	Kelly	Bus Driver	West Transportation	03/19/2007	Personal
Cranor	Deborah	Para-Educator	Columbine Senior	03/23/2007	Personal
DeYoung	Mark	Trainer	Jeffco Transition Services	03/23/2007	Personal
Hovland	Laurie	Para-Educator	Miller Special	03/30/2007	Retirement
Jacobs	Paul	Custodian	Custodial Services	04/27/2007	Retirement
Jaquet	Daniel	Head Custodian	Custodial Services	04/01/2007	Personal
Knieff	Terry	Facility Manager	Custodial Services	04/01/2007	Retirement
Leonhardt	Melissa	Part-Time Custodian	Custodial Services	04/15/2007	Personal
Lippard	Julie	Secretary	Multicultural Student Svcs.	04/04/2007	Personal
Lyons	Natalie	Technician	Facilities Management	04/09/2007	Personal
McMahill	Paul	Bus Driver	West Transportation	03/01/2007	Retirement
Partridge	Brendon	Head Custodian	Custodial Services	03/30/2007	Retirement
Perez	Andrew	Part-Time Custodian	Custodial Services	03/20/2007	Personal
Pineda	Alejandro	Custodian	Custodial Services	03/27/2007	Personal
Sanders	Diane	Food Service Worker	Mount Evans Outdoor Lab	02/15/2007	Personal
Scott	Christine	Secretary	Patterson Elementary	04/27/2007	Retirement
St. Aubin	Dale	Bus Driver	Central Transportation	02/26/2007	Disability
Tuai	Peter	Campus Supervisor	Jefferson Senior	03/01/2007	Personal
VanFredenberg	Judith	Custodian	Custodial Services	03/15/2007	Personal
Vasilas	Shannon	Para-Educator	Green Mountain Elem.	03/16/2007	Personal

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Wallace	Diane	Service Specialist	Pupil Transportation Svcs.	03/30/2007	Retirement

6. Classified Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>	<u>Reason</u>
Duran	Elise	Para-Educator	Kullerstrand Elementary	03/12/2007	End Temp. Emp.
Kalina	Bradley	Bus Driver	South Transportation	03/08/2007	Death
Russo	Marguerite	Para-Educator	Kullerstrand Elementary	03/12/2007	End Temp. Emp.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-120

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: End of Assignment/Terminations (EL3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. Seven hundred seventeen (717) Temporary Contracted teachers have completed their contract and will be terminated effective August 31, 2007.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the end of assignment/terminations of personnel as outlined above and in the background of the agenda.

ORIGINATOR:

Amy Weber *AW*

DATE: April 30, 2007

Lorie B. Gillis *LBG*

APPROVED:

Cynthia Stevenson *CS*

Temporary Contracted Teachers

Abrams, Daniel	Beams, Keith	Burke, Debra
Adair, Daniel	Beasley, Barbara	Burt, Gordon
Adams, Janice	Beckfield, Lisa	Byers, Bridget
Adams-Blow, Julie	Beckwith, Michael	Caddoo, Karen
Adkins, Jacqueline	Beene, Destinee	Caesar, Margaretta
Agard, Kathryn	Belter, Diane	Cain, Megan
Akin, Rhonda	Bemis, Wendy	Campbell, Jason
Allen, Marci	Bendinelli, Kerri	Campe, Allison
Alley, Cassandra	Benefield, Bryan	Capener, Natalie
Alonzo, Michael	Bennett, Melissa	Capp, Julie
Anderson, Crystal	Benson, Alicia	Carlson, Shannon
Anderson, Cynthia	Bentz, Kyle	Carpinello, Shelley
Anderson, Julie	Berg, Daniel	Carruthers, Sara
Anderson, Lincoln	Bergdahl, Gayle	Carson, Ramone
Anderson, Nancy	Bergman, Rosemary	Carswell, Kelly
Andres, Nicole	Bernall, David	Carter, Sherry
Andres, Suzanne	Bierzychudek, Pamela	Case, Glenn
Andrews, Jennine	Bishop, Ryan	Cassa, Kay
Anneberg, Roy	Bizarro, Jeanmarie	Cavaliere, Katrina
Anway, Michelle	Blackwell, Jennifer	Ceriani, Barbara
Aplet, Rhonda	Blair, Kimberly	Chavez, Naomi
Armbrustmacher, Elizabeth	Blocher, Rebecca	Chiarelli, Sandra
Arniotes, Alexa	Bloodworth, Josie	Chitze, Miranda
Arnold, Margaret	Bloom, Claudia	Christensen, Michelle
Arteaga, Christopher	Blosser, Shandra	Chumacero, Katherine
Arzt, Megan	Blumer, Deborah	Clark, David
Auell, Megan	Boberick, Tamara	Clark, Sarah
Aukland, Craig	BonDurant, Amber	Claypool, Kay
Austin, Jason	Boudreau, Nicole	Cleary, Gayle
Ayers, Sara	Bowen, Amanda	Cleveland, Kellie
Bachtell, Helen	Boyle, Marian	Cline-Peachey, Shonia
Bahrenburg, Amy	Bradley, Mary	Colbert, Richard
Bahrenburg, Gina	Bradley, Susan	Collins, Ronda
Bailey, Sylvia	Bragg, Lindsay	Comerci, Benjamin
Bailiff, Brandi	Brale, Joan	Conley-Baillargeon, Leslie
Balderrama, Natalie	Branch, Francheska	Conner, Jane
Baldwin, Jennifer	Brayden, Dorothea	Connolly, Christine
Ball, Thomas	Breitzke, Todd	Conway, Joyce
Bane, Melinda	Brennan-Combs, Luree	Cook, Jeffrey
Banta, Mary	Bretches, Becky	Cordova, Valerie
Baros, Barbara	Bridges, Jessica	Corelli, Jennifer
Barrett, Erin	Briggs, Elizabeth	Cortelli, Gwynne
Bashford, Mary	Brown II, Joseph	Cosentini, Christina
Bateman, Robin	Brown, Jr. William	Courts, Crystal
Baumgarten, Diana	Bruemmer, Joy	Cox, Kathryn
Bay, Jami	Brunsdon, Elizabeth	Cox, LeeAnn
Bay-Fowler, Cathryn	Bunch, Julie	Cox-Suter, Susan
Bazz, Lindsay	Burcham, Shannon	Cravens, Karen
Beabout, Alicia	Burkard, Cassandra	Crawford, April

Crest,Brittney	Ely,Lauren	Goodman,Justin
Crock,Jesse	English,Danielle	Goodwine,Eric
Cupich,Jacque	Epperson,Melody	Grams,Sandra
Cushing,Mary	Erholtz,Brandy	Graves,William
Damitz,Jessica	Ericson,Jaime	Gray,Laurie
Davis,Amanda	Ertelt,Toby	Green,Amanda
Davis,Diana	Estes,Jennifer	Green,Erica
Davis,Jani	Ewert-Lamutt,Cassandra	Green,Mackenzie
Davis,Patricia	Eyster,Kathy	Greiner,Suzanne
Davis,Polly	Fairless,Nicole	Gutierrez,Valerie
Davis,Van	Farlander,Gretchen	Guy,Micah
Dean,Michele	Feller,Christy	Haas,Steven
Degenhart,Carol	Feola,Michelle	Halingstad,Kimberly
Degenhart,Whitney	Fernald,Lorie	Hall,Amy
DeHerrera,Tawnya	Fibbe,Benjamin	Hallein,Yashka
Delaney,Charlotte	Fichtner,Jeffrey	Halloran,Leah
Delcher,Janeen	Filutze,Erin	Halsey,Bryan
Demaniow,Angela	Finch,Martha	Hamelin,Regina
DeMont,Kristina	Fine,Melissa	Hamlin,Eric
DePue,Marya	Fischer,Alicia	Harbison,Lynne
Detlefsen,Laura	Fletcher,William	Harding,Susan
Detman,Catherine	Foley,Judith	Hardy,Richard
Devine,Rebecca	Ford,Anne	Harmon,Kathleen
Devore,Misty	Foster,Margaret	Harn,Jenny
Dewey,Nicholas	Fowler,Andrea	Harris,Carolyn
Dickson,Renee	Frank,Toni	Harris,Gina
Dilorenzo,Gina	Franklin,Lisa	Hartman,Dane
DiPaola,Cindy	Franson,Kristy	Hartney,Diana
Dockerty,Katherine	Frazier,Alexandra	Harvey,Steve
Doherty,Ashley	Frederiksen-Cherry,Kirsten	Heaviland,Charles
Donahue,Lisa	Friesen,Todd	Heaviland,Lissa
D'Orazio,Marcella	Fuenzalida,Amanda	Hebert,Abby
Dornack,Molly	Gabel,Lisa	Heck,Nancy
Dorsey,Dawn	Gallant,Lynne	Heckman,Michele
Dowell,Amy	Gardner,Sharon	Heffelman,Lianne
Draeger,Michelle	Garramone,Lynette	Heidmous,Tanya
Drafts,Theresa	Garrison,Joan	Heldman Jr.,William
Duff,Michele	Genco,Mark	Helmick,Tiffany
Duncan,Linda	George,Allison	Henningsen,Gregory
Dunham,Cara	George,Lorena	Henningson,Kimberly
Dunkle,Marcie	George,Sarah	Henry,Jason
Duran,Kathleen	Gerhard,Betty	Henson,Kate
Dwyer,Karen	Giammona,Joseph	Hepner,Jeffrey
Ebert,Justin	Giansiracusa,Jennifer	Hermanson,Tracy
Ebert,Kristine	Gilbert,Donna	Higgins,Karianne
Ebright,Shawn	Gillespie,Catherine	Higley,Stephanie
Eckenwiler,Amy	Gillette,Denise	Hildebrandt,Jacqueline
Eckerman,Anita	Gillis,Kathleen	Hill,Amanda
Eisenman Jr.,William	Gilmore,Kathryn	Hill,Karrie
Elder,Courtney	Giron,Marcus	Hoefner,Marcella
Ellison,Hannah	Golden,Nancy	Hofsetz,Deborah

Hogenkamp,Nancy	Ku,Vincent	Martens,Laurelee
Holden,Kristen	Kuhlmann,Julie	Martin,Deborah
Holling,Pamela	Lager,Christopher	Martin,Heather
Holm,Ruth	Lago Jr., Albert	Martin,Molly
Hook,Amy	Lambert,Crystal	Martin,Suzanne
Hooper,Christopher	Lambert,Susan	Martineau-Caron,Katie
Horan,Sara	Lantz,Steven	Marvin,Jenna
Horgan,Sheryl	Larrenaga,Wendy	Matteocci,Arlene
Horne,Timothy	Lautenschlager,Kristin	Mattson,Jeffrey
Hostetler,Julie	Lawson,Nikole	Maunu,Chris
Houser,Mary	Layton,Peggy	Mausbach,Katina
Hovinen,Gabrielle	Leclercq,Kelly	Mayer,Jamie
Howard,Carly	Lee,David	McAfee,Jessica
Howarth,Mark	Lee,Heather	McCarthy,Shelly
Hughes,Brian	Legge,Todd	McCay,Karie
Hughes,Janet	Lehman,Kelley	McCormick-Forster,Maureen
Hustead,Alexandra	Lehman,Megan	McCullough,Amanda
Irvin,Samuel	Leimbach,Marilyn	McDermott,Joseph
Jacobsen,Theresa	Lenahan,Mary	McDowell,Meghan
Jefson,Joyce	LeRette,Valorie	McGovern,John
Johnson,Ana	Leslie,Jennifer	McGowan,Nancy
Johnson,Andrea	Levin,Audrey	McGrenaghan,Linda
Johnson,Suzanne	Lewis,Andrew	Mckenzie,Trevor
Johnson,Todd	Lindberg,Ashley	McKinney,Jacquelyn
Jones,Dawn	Lindeman,Sheri	McMahon,Sarah
Jones,Joy	Linze,Susan	McNamara,Elsebeth
Jones,Shirley	Lisi,Kellie	Mead,Rebecca
Joseph,Lorraine	Litman,Wendy	Meine,Rebecca
Kaiser,Darcia	Loecke,Carla	Meiring,Lisa
Kalsbeck,Vanessa	Lofaso,Alejandro	Merlo,Kelly
Kane Bradley,Courtney	Lombardi,Katia	Meyer,Sandra
Karaca,Zekiye	London,Elizabeth	Micho,Annette
Keith,Gary	Long,David	Miller,Blair
Keller,Lucinda	Long,Katie	Miller,Carol
Keller,Michelle	Lopez,Abby	Miller,Heather
Kemper,Brooks	Lord,Michael	Miller,Jacob
Kennedy,Cory	Lovell,Mary	Miller,Jennifer
Kerzee,Erik	Low-Nielson,Kim	Miller,Jessica
Keyes,Rachel	Lowrey,Jason	Miller,Lourdes
King,Sandra	Lumley,Brianna	Miller,Maggie
Kinsella,Heidi	Mack,Susan	Miller,Megan
Klatt,Kelly	Maes,Lisa	Miller,Stephanie
Kline,Christopher	Mahala,Theresa	Minor,Holly
Kline,Jill	Maitre-Hughes,Martha	Mitchell,Kristin
Knaub,Erika	Maller,Jacquelyn	Mitchell,Laurel
Koch,Holly	Malone,Mary	Mohorne,Amy
Koop,Suzanne	Mangusso,Anne	Montemayor,Vanessa
Kraeger-Pope,Michelle	Mannion,Alexandra	Morrison,Martha
Kraft,Kristine	Mant,Allison	Mortell,Jeannine
Kraft,Natalie	Manzanares,Mary	Mossholder,Brenda
Kruse,Christine	Marino,Jane	Murnan,Susan

Murphy, Adelaide	Pinsky, Jason	Sage, Shannon
Murphy, Leigh	Piper-Bell, Gerianne	Sakalosky, Courtney
Muzar, Jennifer	Poeschl, Leanne	Saltar, Kassidy
Nagel, Marianne	Polanco, Mariela	Samuels, Anthea
Najera, Carmen	Polk, Chandra	Sanchez, Anne
Nance, Afton	Powell, Alison	Sandoval III, Jose
Natale, Philip	Powers, Karen	Sandquist, Kristen
Nelson, Andrea	Powis, Elizabeth	Sandusky, Douglas
Nelson, Danielle	Pratt, Robert	Sanger, Jennifer
Nervick, Jacqueline	Prestia, Kelly	Sangosti, Sarah
Newhart, Kimberly	Probasco, Amy	Sattin, Joshua
Newlun, Andrea	Prybella, Katelynn	Sauder, Jerod
Newman, Jo	Pyle, Jeffrey	Savage, Jamie
Newton, Lauren	Qin, Gui	Savage, Kellie
Nigut, Judy	Raczkowski, Dawn	Savage, Megan
Noble, Phillip	Rae, Melissa	Sawyer, Kristine
Oberst, Rhea	Rainer, Julia	Schaefer, Amy
O'Byrne, Kimberly	Reed, Carson	Scheck, Erin
Odegard, Sherry	Reed, Lisa	Schlie, Nancy
Oelschlager, Amy	Reed, Victoria	Schmelzer, Susan
Offerson, Aspin	Reel, Molly	Schneider, Barbara
O'Flaherty, Stephanie	Reeves, Tammera	Schneider, Nancy
Ogilvie, Margaret	Reid, Ingrid	Schneider, Noel
Olson, Kari	Reik, Deborah	Schock, Karen
Oppenlander, Stephanie	Reilly, Sarah	Schreiner, Robert
Orlandi, Joseph	Reitz, Virginia	Schuch, Teri
O'Rourke, Stephen	Renquist, Stefanie	Schulz, Andrea
Orr, Dawn	Reul, Kerry	Schwaninger, Kristina
Osborne, Gwen	Reuter, Barbara	Schwedland, Sophia
Owston, Russell	Reynolds, Robin	Schwendeman, Erin
Packard, Debora	Rich, Therese	Scobell, Rachele
Paddock, Aaron	Richards, Kimberly	Seethaler, Amanda
Page, Sherry	Ridge, Erin	Seidel, Karina
Palko, Bennie	Rieb, Suzanne	Seidler, Jessica
Palmer, Sandralee	Roberts, Amy	Senner, Jaye
Paredes-Ceja, Rocio	Roberts, Hannah	Sexton, Holly
Parker, Barbara	Roberts, Katherine	Shaffer, Deanna
Parris, Amy	Robinson, Anne	Sharp, Theresa
Patterson, Elif	Robinson, Janis	Shaulis, Christine
Patterson, Neil	Rock, Kacey	Sheata, Anthony
Peabody, Karyn	Rodell, Sandra	Sheets, Amanda
Pearlman, Mitzi	Rogers, Susan	Shellhart, Camille
Pearson, Heather	Rose, John	Sherman, Kristin
Perez, Susana	Rosen, Jennifer	Shilling, Joan
Pergola, Anthony	Rosset Jr., Ronald	Shirley, Kelley
Perry-Daly, Jennifer	Rossi, Adrienne	Shogan, Todd
Petersen, Kiira	Rossi, Alexandra	Shomaker, Judith
Peterson, Lori	Rotman, Amy	Shotwell, Andreaia
Petrucci, Mary	Runge, Breanne	Sidders, Rebecca
Phenna, Alisa	Russ, Carla	Simmons, Nicole
Pickup, Kimberly	Rygiewicz, John	Sims, Katherine

Singer, Daniel
Singer-Kowalsky, Janine
Small, Lindsay
Smanyaphirak, Roxanne
Smith, Betsy
Smith, Patricia
Smock, Bryan
Snow, Janet
Snyder, Patricia
Sohocki, Julie
South, Amber
Spease, Kim
Spencer, Michele
Spiegler, Susan
Spooner, Kayne
Spradling, Brenda
Spurlin, Matthew
Stacey, Megan
Steinmetz, Brooke
Stern, Kristen
Stites, Sara
Stobaugh, Angel
Stolper, Carolyn
Stonerook, Sarah
Storey, Lisa
Stortroen, Erika
Stotts, Brian
Sugerman, Sandra
Summers, Brian
Sunde, Cynthia
Swim, Luann
Talley, Laurie
Talmich, Renee
Taylor, Angela
Taylor, Deborah
Tennessee, Katherine
Thatcher, Amy

Thomas, John
Thomas, Sheryl
Thompson, Bonnie
Thompson, Kimberly
Thurling, Sonya
Torres, Amanda
Torres, Fawn
Treichler, Susan
Triolo, Amanda
Troutman, Monika
Tucker-Aycock, Jody
Turgeon, Donna
Turgeon, Janet
Van Anda, Megan
Van Wyhe, Brian
VanDyke, Evette
Vanni, Carrie
VanNoy, Christopher
Vitale, Bertina
Von Kaenel, Brenda
VonLintel, Juliann
Waage, Julie
Wacker, Michael
Wade, Josephine
Wagner, Angela
Wagner, Nancy
Walker, Christopher
Walker, Dolores
Walker, Erin
Walker, Megan
Wall, Lindsey
Walth, Robin
Ward, Kerrie
Weatherhead, Joellen
Wei, Ning
Weinberg, Teresa
Wells, Lindsay

Wells, Tammy
Wenger, Heather
Werner, Ellen
Westergard, Lyn
Westlye, Jane
White, Lori
White, Mary
Whitson, Susan
Wiebe, Sharon
Wigle, Amy
Willahan, Michael
Willenbrecht, Kathleen
Williams, Alexia
Williams, Kathleen
Willis, Kristin
Wilson, Jennifer
Wilson, Rachel
Winaker, Amanda
Wineland, Cori
Wirth-Kleinbub, Candice
Wood III, Rex
Wood, Laura
Woodside, Paula
Wrenshall, Linda
Wright, Christopher
Wright, Crystal
Yasoni, Graciela
Yates, Holly
Yearsley, Melissa
Yoshihara, Bryan
Youngs, Tamara
Yugel, Therese
Zapotoczny, Andrew
Zarlengo, Anna
Zarlengo, Laura
Zgabay, Melanie
Zuchowski, Mimi

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-125

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Authorization to Non-Renew Teacher Contract
(EL-3, Staff Treatment)

ACTION

PERTINENT FACTS:

1. The final 2006-2007 Board of Education regular business meeting is scheduled for June 14, 2007.
2. Colorado Law requires notification of non-renewal of teacher contract be completed prior to June 1, 2007.
3. It may become necessary between the above dates that a teacher's conduct warrants non-renewal action and notification and the Board of Education may not be able to take official action in the required timeline.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board of Education authorizes the superintendent, as its designee, to make the determination and provide written notification on non-renewal of contract by June 1, 2007, to any probationary teacher whose conduct warrants such action.

ORIGINATOR: Robert Archibold *RA*

DATE: May 30, 2007

APPROVED: Cynthia Stevenson *CS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-114

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Supplemental Funds – AWARD (EL-7)

INFORMATION

PERTINENT FACTS:

In accordance with Policy EL-7, the Administration will bring grants to the Board for approval when:

- A. Large amounts of funds are coming to the District (i.e., Title I, VI, etc.)
- B. Obligations are long term (i.e., funding for multiple years, or the District is asked to continue the program after funding ends), or
- C. Grants are for a dollar amount over \$10,000.

1. This grant falls under Items A, B and C.
2. The Board is hereby notified that Career Development received \$30,000 from Intel Foundation to support the *Project Lead the Way* program. These programs align with Strategic Plan Objective 3, which ensures all students and instructional personnel use curricula, assessments, and the tools of technology aligned with district content standards as the basis for the teaching and learning process.
3. *Project Lead the Way* is a four-year sequence of courses introducing students to engineering technology. This grant will provide two teachers to take PLTW training at the University of Colorado and purchase supplies and materials for two classrooms that will serve 50 students at Lakewood and Chatfield High Schools.
4. The project will be evaluated by monitoring SASI data, graduation rates, transition in secondary programs and to post-secondary institutions
5. The district will not be required to continue this project after funding ends.
6. Mary Stecklein, director of Career Development, will serve as the project manager.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the award of \$30,000 from Intel Foundation to Jeffco's Career Development Program.

ORIGINATORS: Cindy Hernandez *CH* DATE: April 16, 2007
Debbie Backus *DB*
APPROVED: Cynthia Stevenson *CMS*

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BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-122

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Supplemental Funds - AWARD (EL-7)

INFORMATION

PERTINENT FACTS:

In accordance with Policy EL-7, the Administration will bring grants to the Board for approval when:

- A. Large amounts of funds are coming to the district (i.e., Title I, VI, etc.)
- B. Obligations are long term (i.e., funding for multiple years, or the district is asked to continue the program after funding ends), or
- C. Grants are for a dollar amount over \$10,000.

1. This item falls under Items A, B and C.
2. Compass Montessori - Wheat Ridge is submitting a Capital Construction grant application to the Colorado Department of Education requesting approximately \$60,000. If awarded, Compass will use the funds to tear down an old shed, put in a safety entrance lane, and cure security and energy efficiency issues.
3. The grant application requires that the school or district provides a 33 percent match to the project. Compass will provide these funds.
4. Jeffco Public Schools agrees to use the awarded funds in accordance with the Project Purpose and Scope of Work set forth in the application.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the submission of the proposal from Compass Montessori - Wheat Ridge to the Colorado Department of Education's Capital Construction Grant Program.

ORIGINATORS: Cindy Hernandez *CH*
Bob Smith *RS*

DATE: May 1, 2007

APPROVED: Cynthia Stevenson *CMS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-118

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Supplemental Funds - Artificial Turf Field
Lakewood High School (*EL-7, Financial Administration; EL-8, Asset Protection*)

ACTION

PERTINENT FACTS:

1. Over the past two years, community groups have chosen to inform their respective high school about participating in a joint venture to develop an artificial turf field at the school.
2. In September 2006, district administration advised those school sites with bond funds allocated for field improvements that the bond funds could be considered the Jeffco Public Schools' portion of a joint venture to construct an artificial turf field.
3. On February 20, 2007, the Board of County Commissioners of the Jefferson County resolved to approve the recommendation of the Jefferson County Open Space Advisory Committee that under the appropriate terms and conditions, the County grant a maximum of \$1,800,000 towards the construction of up to six Jeffco Schools artificial turf recreation fields at high schools with a maximum of \$300,000 for each field.
4. Per Open Space terms and conditions, an Intergovernmental Agreement between the City of Lakewood and Jeffco Public Schools for the construction of an artificial turf field and usage of the athletic fields and courts at Lakewood High School has been established.
5. The City of Lakewood submitted a Joint Venture Grant application to Open Space and Open Space has issued \$300,000 to the City of Lakewood for the construction of an artificial turf field at Lakewood High School.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts the grant of \$300,000 to the capital projects fund from the City of Lakewood to construct an artificial turf field at Lakewood High School.

ORIGINATOR: Cheryl K. Humann *CKH*

DATE: May 1, 2007

Bob Smith *RS*

APPROVED: Cynthia Stevenson *CS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-116

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Contract Award (EL-8)
Lakewood High School Modular Office Furniture

ACTION

PERTINENT FACTS:

1. Based on the annually renewed discount bid contract, 2711 and 2747, with Corporate Environments and Jeffco Public Schools, a proposal was received from Corporate Environments for the modular furniture needed at Lakewood High School. The total proposal for this work is \$262,984.
2. District staff has reviewed the proposal and confirmed that the pricing matches the discount bid contract.
3. Funding for the project is included in the 2005-2010 Capital Improvement Program.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the purchase order to Corporate Environment in the amount of \$262,984 for Lakewood High School modular furniture and authorizes the executive director, Construction Management, to execute the purchase agreement

ORIGINATOR: Cheryl K. Humann CKH

DATE: May 1, 2007

Bob Smith RS

APPROVED: Cynthia Stevenson CML

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-117

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Contract Award: Traffic Improvements, Electrical Upgrades,
Chemical Cabinet Ventilation at Moore Middle School (EL-8)

ACTION

PERTINENT FACTS:

1. On April 24, 2007, bids for traffic improvements, electrical upgrades, and chemical cabinet ventilation were received from four qualified bidders for the above reference work.
2. The low bidder is TC2 Inc. in the amount of \$327,100, which includes base bid and alternates 1 through 4.
3. Funding for the project is included in the 2005-2010 Capital Improvement Program.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the award of contract to TC2 Inc. in the amount of \$327,100 for the Moore Middle School traffic improvement, electrical upgrades and chemical cabinet ventilation project and authorizes the executive director of Construction Management to execute the contract documents.

ORIGINATOR: Cheryl K. Humann *CKH*
Bob Smith *RS*

DATE: May 1, 2007

APPROVED: Cynthia Stevenson *CMS*

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BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-119

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Contract Award (EL-8)
Alterations to Brady Exploration School

ACTION

PERTINENT FACTS:

1. On April 24, 2007, bids for miscellaneous alterations were received from three qualified bidders for the above referenced work.
2. The low bidder is TC2 Inc. in the amount of \$380,400.
3. Funding for the project is included in the remaining funds of the 2004 Capital Program.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the award of contract to TC2 Inc. in the amount of \$380,400 for the alterations to Brady Exploration School and authorizes the executive director of Construction Management to execute the contract documents.

ORIGINATOR: Cheryl K. Humann *CKH*

DATE: May 1, 2007

Bob Smith *BS*

APPROVED: Cynthia Stevenson *CMS*

**BOARD OF EDUCATION
STUDY/DIALOGUE SESSION AGENDA ITEM**

CONTROL NUMBER: BSD-06-019

BOARD MEETING: Thursday, May 10, 2007

TOPIC: Ends Policy Development

PRESENTING STAFF: Cindy Stevenson
Jim Weigel

PURPOSE:

For the Board of Education to continue its April 20 discussion of the development of its Ends policies.

BACKGROUND:

The Board of Education scheduled retreat time in February and April to review its governance process including policy language and monitoring of district work. Board Ends policies are the basis for development of the Strategic Plan this fall 2007.

SUBMITTED: Helen Neal *HN*

DATE: April 30, 2006

APPROVED: Cynthia Stevenson *CS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-112

BOARD MEETING OF: Thursday, May 10, 2007

SUBJECT: Proclamation – National School Nurses Week
(EL-17, Communication and Counsel to the Board)

ACTION

PERTINENT FACTS:

1. May 9, 2007 was proclaimed National School Nurse Day in Colorado by Governor Bill Ritter on April 26, 2007.
2. May 6-12, 2007 will be observed as National School Nurses Week through the assistance of the National Association of School Nurses.
3. In Jefferson County, National School Nurses Week presents all Jeffco residents, and in particular parents, staff and students, a wonderful opportunity to celebrate the support children receive from school nurses in schools every day.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education adopts the proclamation observing May 6-12, 2007 as National School Nurses Week.

ORIGINATOR: Ruth Stern

rs

DATE: May 8, 2007

Debbie Backus

DB

APPROVED: Cynthia Stevenson

Proclamation

WHEREAS, the children of this country are our most valued resource, and it is our mission to educate them so they have the opportunity to become tomorrow's leaders; and

WHEREAS, school nurses are essential to the well-being and overall health of students pursuing academic success, and are dedicated health care professionals who work in collaboration with families, schools, and communities to develop and promote comprehensive health care programs for our youth; and

WHEREAS, school nursing is recognized as a specialized practice that includes 50,000 nurses nationwide and 31 in Jeffco Public Schools; and

WHEREAS, the State of Colorado proclaimed May 9 as National School Nurse Day to recognize school nurses for their tireless work and countless contributions to our youth, and for promoting a healthy lifestyle to our children; and

WHEREAS, Jefferson County Public Schools recognizes the valuable contributions made by our dedicated school nurses whose work supports each of our schools and programs to ensure our students maximize their academic experiences through consistent health care;

Now therefore, this Board of Education does hereby proclaim May 6-12, 2007 as National School Nurse Week in Jefferson County Public Schools.

Jane Barnes, President

Sue Marinelli, Second Vice President

Vice Chowdhury, First Vice President

Hereford Percy, Treasurer

Scott D. Benefield, Secretary