



Building Bright Futures

Revised AGENDA

REGULAR BUSINESS MEETING
BOARD OF EDUCATION

6 p.m. May 31, 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 on the grants and entitlements program.

1. **PRELIMINARY**

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

ACTION

- e. **APPROVE AGENDA**

INFORMATION

2. **HONORS & RECOGNITION**

INFORMATION

3. **BOARD AND SUPERINTENDENT COMMENTS**

4. **PUBLIC AGENDA**

- a. **CORRESPONDENCE:** Public correspondence received by the Board is presented on page 9 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 11:** It is the Superintendent's recommendation that the members of the Board of Education conducts its second 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-07-123/2 of the background material.

5. CONSENT AGENDA

ACTION

- a. **MONITORING REPORT – ASSET PROTECTION (EL-8), Pages 12-20:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-8, Asset Protection, as shown in memorandum BA-07-024 in the background material.

ACTION

- b. **BOARD POLICY FOR STUDY EL-8, ASSET PROTECTION, Pages 21-23:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-8, Asset Protection, as recommended in memorandum BA-07-025 in the background material.

ACTION

- c. **MONITORING REPORT – FACILITIES (EL-9), Pages 24-30:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-9, Facilities, as shown in memorandum BA-07-026/2 in the background material.

- ACTION
- d. **BOARD POLICY FOR STUDY EL-9, FACILITIES, Pages 31-32:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-8, Asset Protection, as recommended in memorandum BA-07-027/3 in the background material.
- ACTION
- e. **RESOLUTION - ADOPTION OF CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) TENTATIVE AGREEMENT (EL-3, STAFF TREATMENT), Pages 33-34:** It is the Superintendent's recommendation that the Board of Education adopts the tentative agreement with the Classified School Employees Association (CSEA), as identified in memorandum BA-07-129 in the background material.
- ACTION
- f. **RESOLUTION - ADOPTION OF CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) JEFFERSON COUNTY ASSOCIATION OF PARAPROFESSIONALS (JCAP) TENTATIVE AGREEMENT (EL-3, STAFF TREATMENT), Pages 35-36:** It is the Superintendent's recommendation that the Board of Education adopts the tentative agreement reached in the 2006 re-opener with the Classified School Employees Association (CSEA) and Jefferson County Association of Paraprofessionals (JCAP), as identified in memorandum BA-07-132 in the background material.
- ACTION
- g. **RESOLUTION - ADOPTION OF JEFFERSON COUNTY EDUCATION ASSOCIATION (JCEA) TENTATIVE AGREEMENT (EL-3, STAFF TREATMENT), Pages 37-38:** It is the Superintendent's recommendation that the Board of Education adopts the tentative agreement with the Jefferson County Education Association (JCEA), as identified in memorandum BA-07-130 in the background material.
- ACTION
- i. **2007-08 BOARD OF EDUCATION MEETING SCHEDULE (GP-6, ANNUAL WORK PLAN), Pages 41-42:** It is the Superintendent's recommendation that the Board of Education approves a schedule of Board meetings for August 2007 through June 2008, as recommended in memorandum BA-07-134 in the background material.
- ACTION
- j. **CHARTER SCHOOL LOAN REQUEST – MOUNTAIN PHOENIX COMMUNITY SCHOOL (EL-19, CHARTER SCHOOLS APPLICATION AND MONITORING), Page 43:** It is the Superintendent's recommendation that the Board of Education approves a short term loan of no more than \$10,000 to Mountain Phoenix Community School to be repaid on July 1, 2007 from their first quarter allocation based on their expected per pupil

ratio (PPR) for the necessary expenses of preparing their school for opening, as presented in memorandum BA-07-136 in the background material.

ACTION

- k. **APPROVAL OF CONTRACT ADDENDUM – ROCKY MOUNTAIN DEAF SCHOOL (EL-19, CHARTER SCHOOLS APPLICATION AND MONITORING), Page 44:** It is the Superintendent's recommendation that the Board of Education approves the contract addendum for Rocky Mountain Deaf School, as presented in memorandum BA-07-137 in the background material.

INFORMATION

- l. **SUPPLEMENTAL FUNDS – COMPASS MONTESSORI GOLDEN – WALTON FAMILY FOUNDATION (EL-7, FINANCIAL ADMINISTRATION), Page 45:** It is the Superintendent's recommendation that the Board of Education is informed of the \$62,500 awarded to Compass Montessori Golden from the Walton Family Foundation, as identified in memorandum BA-07-127 in the background material.

INFORMATION

- m. **SUPPLEMENTAL FUNDS – CAREER DEVELOPMENT – SME EDUCATION FOUNDATION (EL-7, FINANCIAL ADMINISTRATION), Page 46:** It is the Superintendent's recommendation that the Board of Education is informed of the award of \$12,500 from SME Education Foundation to Jeffco Public Schools' Career Development program, as identified in memorandum BA-07-128 in the background material.

INFORMATION

- n. **SUPPLEMENTAL FUNDS – WARREN TECH – HEWLETT PACKARD (EL-7, FINANCIAL ADMINISTRATION), Page 47:** It is the Superintendent's recommendation that the Board of Education is informed of the grant valued at \$31,182 from Hewlett Packard's Technology for Teaching grant to Warren Tech, as identified in memorandum BA-07-131 in the background material.

ACTION

- o. **SUPPLEMENTAL FUNDS – ARTIFICIAL TURF – CITY OF WHEAT RIDGE (EL-7, FINANCIAL ADMINISTRATION), Page 48:** 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 Wheat Ridge to construct an artificial turf field at Wheat Ridge High School, as presented in memorandum BA-07-145 in the background material.

ACTION

- p. **CONTRACT AWARD: INSURANCE RENEWAL (EL-8, ASSET PROTECTION), Page 49:** It is the Superintendent's recommendation that the Board of Education approves the expenditures as shown for 2007-2008 property/casualty insurance

coverage with a total insurance renewal cost of \$1,109,347, as presented in memorandum BA-07-124 in the background material.

ACTION

- q. **CONTRACT RENEWAL: BEVERAGES (EL-8, ASSET PROTECTION), Page 50:** It is the Superintendent's recommendation that the Board of Education approves the annual contract renewal with Pepsi Bottling Group effective July 1, 2007, as presented in memorandum BA-07-133 in the background material.

ACTION

- r. **CONTRACT RENEWAL: INFINITE CAMPUS (EL-8, ASSET PROTECTION), Page 51:** It is the Superintendent's recommendation that the Board of Education authorizes the director of Purchasing to renew the contract with Infinite Campus in an estimated annual contract amount of \$699,931 for one additional year with the option to renew for two additional one-year terms, as presented in memorandum BA-07-139 in the background material.

ACTION

- s. **CONTRACT AWARD: WARREN OCCUPATIONAL CENTER BUILDING A REMODEL (EL-8, ASSET PROTECTION), Page 52:** It is the Superintendent's recommendation that the Board of Education approves the award of contract to Bosco Constructors, Inc. in the amount of \$533,000 for the Warren Tech, Building A, remodel; and, authorizes the executive director of Construction Management to execute the contract documents, as presented in memorandum BA-07-142 in the background material.

ACTION

- t. **CONTRACT AWARD: COLOROW, MOLHOLM ELEMENTARY SCHOOLS MISCELLANEOUS UPGRADES (EL-8, ASSET PROTECTION), Page 53:** It is the Superintendent's recommendation that the Board of Education approves the award of contract to TC2, Inc. in the amount of \$266,800 for the Colorow and Molholm elementary schools' miscellaneous upgrades; and, authorizes the executive director of Construction Management to execute the contract documents, as presented in memorandum BA-07-143 in the background material.

ACTION

- u. **CONTRACT AWARD: CONSTRUCTION MANAGER /GENERAL CONTRACTOR SELECTION: WINDY PEAKS PROJECT (EL-8, ASSET PROTECTION), Page 54:** It is the Superintendent's recommendation that the Board of Education approves the award of contract to Bosco Constructors, Inc. for the Windy Peak Outdoor Education Laboratory School Project Site Utilities, Water and Waste Water Improvements; and, authorizes the executive director of Construction Management to enter into

and execute a contract with Bosco Constructors, Inc. in the amount not to exceed \$950,000, as presented in memorandum BA-07-144 in the background material.

ACTION v. **ACQUISITION OF TWO-WAY RADIOS FOR DISTRICTWIDE SCHOOLS (EL-8, ASSET PROTECTION), Page 55:** It is the Superintendent's recommendation that the Board of Education authorizes the chief operating officer to initiate and approve the purchase of two-way radios for schools; and, to install the necessary repeaters in an amount not to exceed \$400,000, as presented in memorandum BA-07-147 in the background material.

ACTION w. **CONTRACT RENEWAL: MOTOR VEHICLE FUELS (EL-8, ASSET PROTECTION), Page 56:** It is the Superintendent's recommendation that the Board of Education authorizes administrative staff to renew the fueling agreement with the City of Lakewood for an estimated 2007/2008 cost of \$1,630,000, as presented in memorandum BA-07-148 in the background material.

ACTION x. **CONTRACT AWARD: FOOD SERVICES PIZZA (EL-8, ASSET PROTECTION), Page 57:** It is the Superintendent's recommendation that the Board of Education authorizes the director of Purchasing to enter into an annually-renewable, five-year contract for the Food Services pizza at an estimated annual expenditure of \$1,100,000 beginning with the 2007-2008 school year, as presented in memorandum BA-07-149 in the background material.

ACTION y. **CONTRACT RENEWAL: LARGE VOLUME COPIER (EL-8, ASSET PROTECTION), Page 58:** It is the Superintendent's recommendation that the Board of Education authorizes the director of Purchasing to renew the contract with Toshiba for one additional year and an estimated annual contract amount of \$300,000, as presented in memorandum BA-07-150 in the background material.

ACTION z. **RESOLUTION - SUPPLEMENTAL BUDGET APPROPRIATION FOR FISCAL YEAR 2006-2007 (EL-6, FINANCIAL PLANNING/BUDGETING), Pages 59-63:** It is the Superintendent's recommendation that the Board of Education approves the resolution for the supplemental appropriation of funds and budget adjustments for fiscal year 2006-2007, as noted in memorandum BA-07-140 of the background material.

INFORMATION aa. **EXPULSION OF STUDENTS (EL-16, TREATMENT OF STUDENTS), Page 64:** As noted in memorandum BA-07-011/4 in the background material, the Superintendent will submit a

detailed summary of expulsion documents to the Board of Education prior to the meeting.

ACTION

bb. **CONTENT STANDARDS REVIEW PROCESS (EL-13, INSTRUCTIONAL PROGRAM), Pages 65-67:** It is the Superintendent's recommendation that the Board of Education approves the recommendations from the Content Standard Review process, as provided in memorandum BA-07-126 in the background material.

ACTION

cc. **APPROVAL OF MINUTES:** The minutes of the meetings of May 10 and 11, 2007 are presented for approval.

6. DISCUSSION AGENDA

INFORMATION

a. **THREE YEAR DISTRICT CALENDAR CYCLE (EL-15, SCHOOL YEAR CALENDAR), Page 68:** It is the Superintendent's recommendation that the Board of Education discusses the three-year district calendar cycle for school years 2008-2009, 2009-2010, and 2010-2011, as presented in memorandum BA-07-151 in the background material.

ACTION

b. **UPDATE ON ABSENCE MANAGEMENT IMPLEMENTATION (EL-4, STAFF COMPENSATION), Page 69:** It is the Superintendent's recommendation that the Board of Education provides direction to staff on how to proceed with the implementation of the district's absence management system, as presented in memorandum BA-07-138 in the background material.

ACTION

7. **DEVELOP NEXT AGENDA:** The Board will discuss the agenda for the June 14 regular meeting and June study session topics.

8. ADJOURNMENT

FUTURE EVENTS:

June 1	School Ends
June 14	Board of Education Study/Dialogue Session, Seminar Room
June 14	Board of Education Regular Business Meeting, Board Room
July 30	Jeffco PTA Membership Training, Board Room
August 22	School Begins for 2007-2008
August 24	Jeffco Night at the Zoo, Denver Zoo

CORRESPONDENCE – May 31, 2007

c-07-063*	Laura Danborn Pre-school curriculum
c-07-064*	Jeffrey & Stacy Roof student issue
c-07-065*	James Howrey personnel
c-07-066	James Spaanstra charter school
c-07-067	Cary Kennedy, State Treasurer cash flow
c-07-068	Greg Stevinson Open Space Advisory Comm. proposal
c-07-069*	Ron and Heidi Leonard personnel
c-07-070	Ben Harrison health care costs
c-07-071*	Christopher & Jennifer Crowley C:Board
c-07-072*	Sharon Edelen Merit badge
c-07-073	Kenneth DeLay CASB membership
c-07-074	micknmarcia@comcast.net field trip
c-07-075*	Debra Boggs Lumberg principal selection
c-07-076*	Steve Harvey Personnel issue
c-07-077*	Karen Marshall school issue
c-07-078	Krista Hinman Bus stop

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-07-020

BOARD MEETING: Thursday, May 31, 2007

TOPIC: Grants and Entitlements Program Update

PRESENTING STAFF: Cindy Stevenson
Cindy Hernandez
Debbie Backus

PURPOSE:

For the Board of Education to receive an update of the grants and entitlement programs of Jeffco Public Schools.

BACKGROUND:

The Board of Education requested an update on the grants and entitlement programs used within Jeffco Public Schools.

SUBMITTED: Cindy Hernandez *CH*
Debbie Backus *DB*

DATE: May 21, 2007

APPROVED: Cynthia Stevenson *CMS*

BOARD OF EDUCATION AGENDA ITEM
Public Hearing

CONTROL NUMBER: BA-07-123/2

BOARD MEETING OF: Thursday, May 31, 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. 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. This is the second of two public hearings. The first was held on May 10, 2007.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education conducts its second 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 21, 2007

APPROVED: Cynthia Stevenson 

5.a.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-024

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Policy Governance Monitoring Report:
EL-8, Asset Protection

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-8 Asset Protection are scheduled semi-annually for November and May.
3. Policy Governance Monitoring Report EL-8 dated May 10, 2007 covers the period November 1, 2006 through May 10, 2007 and is included in background material.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the monitoring report on EL-8, Asset Protection, for the period November 1, 2006 through May 10, 2007 as shown in background material.

ORIGINATORS:

Lorie Gillis

Bob Smith

APPROVED:

Cynthia Stevenson

DATE: May 21, 2007

Policy Governance Monitoring Report

May 10, 2007

To: Board of Education

From: Lorie Gillis 

Bob Smith 

Re: **EL-8 Asset Protection**

*I certify this information to be accurate as of the close of business, ~~OCTOBER 20, 2006~~ MAY 10, 2007. **Board executive limitation policy 8 was not revised at its last monitoring.** 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. Fail to obtain insurance coverage against theft and casualty losses and liability coverage for Board members, staff or the district itself in amounts that is reasonable for school districts of like size and in accordance with state law to the extent that cost and insurance market conditions permit.**

In May of ~~2006~~ 2007, subsequent to obtaining quotes from the reinsurance market, the Risk Management manager and Chief Financial Officer made a determination to remain with the incumbent insurers. The total recommended coverage was within the ~~2006-2007~~ 2007-2008 proposed budget for insurance.

Genesis, the incumbent liability insurance carrier, provided the required coverage at the most competitive price, i.e., ~~\$287,745 a 4.0~~ \$279,113 a 5 percent decrease. The policy has limits of \$5 million with an annual aggregate of \$8 million, subject to \$500,000 retention.

Midwest Employers, the incumbent workers' compensation carrier, offered a premium quote for statutory coverage subject to \$500,000 retention at ~~116,191, a 15~~ \$134,422 a 8.6% percent increase. ~~in premium due to an increase in payroll.~~

Traveler's Insurance Company offered the most competitive quotation for crime coverage, with a premium of \$6,973, ~~a 5 percent decrease from expiring.~~ Coverage limits are \$1 million. All entities sized similar to Jeffco Schools were offered a minimum deductible for public employee dishonesty of \$50,000. The other crime coverages were subject to a \$25,000 deductible. The existing coverage includes bonding requirements. Fiduciary liability insurance with limits of \$1 million subject to a \$10,000 deductible was purchased through Travelers at a cost of \$8,887, ~~a 5 percent increase in premium.~~

Lexington Insurance Company (AIG) offered the best coverage and price for property/boiler and machinery (which includes fleet coverage) and ~~builders' risk~~ BUILDINGS IN COURSE OF CONSTRUCTION. The district purchased limits of ~~\$125~~ 150 million subject to a \$100,000 deductible for a premium of ~~\$555,170, a 1.5~~ \$608,936 a 10 percent increase in premium from the previous year. The broker, who approaches the reinsurance market for Jeffco Public Schools, maintained their service fee of \$65,725.

Policies for all coverage types and levels were thoroughly reviewed by the Risk Manager and Chief Financial Officer. After a recommendation, the Board of Education WILL APPROVE ~~approved~~ the coverage at its regular meeting ~~June 4, 2006~~ MAY 31, 2007.

2. Fail to provide for bonding of district personnel who have access to funds in excess of \$50 in accordance with state law.

Risk Management maintains an insurance program that protects all individuals conducting official district duties, the physical assets and the liability to members of the public arising out of its operation. Rather than a bond for each employee, blanket employee dishonesty coverage is held, which meets all bond requirements. The renewed insurance coverage includes the required bonding of district personnel as shown in no. 1 above.

3. Fail to take reasonable steps to ensure that facilities and equipment are not subject to improper wear and tear or insufficient maintenance.

The Facilities Maintenance, Facilities Planning and Design, Accounting, Construction Management Department staff and the Chief Operating Officer meet weekly to review unforeseen capital improvement needs and priorities to ensure facilities are appropriately maintained.

This “Capital Improvement Work Committee” continues to meet weekly to review needed capital improvements.

4. Recklessly expose the district, its Board or staff to legal liability.

District staff works closely with legal counsel to ensure minimal exposure to legal liability.

5. Contractually obligate the Board to expenditure greater than \$250,000.

The following contract awards in excess of \$250,000 were approved by the Board of Education on the dates shown:

APPROVED BY THE BOARD OF EDUCATION ON JANUARY 11, 2007:

CONTRACT AWARD: PURCHASE OF SUPPORT VEHICLES/EQUIP	\$	760,232
CONTRACT AWARD: FRUITDALE AND TANGLEWOOD REPLACE		3,381,845
CONTRACT AWARD: RALSTON VALLEY HIGH PRACTICE FIELD		272,122
CONTRACT AWARD: CONSTRUCTION MGR/GENERAL		
CONTRACTOR		888,000
CONTRACT AWARD: MAINTENANCE SUPPORT OF FINANCIAL		
AND HUMAN RESOURCES SYSTEMS		636,000

APPROVED BY THE BOARD OF EDUCATION ON FEBRUARY 8, 2007:

CONTRACT AWARD: EVERGREEN HIGH SCHOOL ROOF REPLACE	441,057
CONTRACT AWARD: FREMONT ELEMENTARY ROOF REPLACE	362,148
CONTRACT AWARD: KEN CARYL MIDDLE REMODEL	929,319
CONTRACT AWARD: RUSSELL ELEMENTARY - PARTIAL ROOF	262,997

APPROVED BY THE BOARD OF EDUCATION ON FEBRUARY 22, 2007:

CONTRACT AWARD: MONTESSORI PEAKS ACADEMY ADDITION/ RENOVATION	1,676,255
CONTRACT AWARD: STONY CREEK ELEMENTARY SCHOOL HVAC/CONTROLS	724,300
CONTRACT AWARD: DESIGN/BUILD SELECTION FOR DISTRICT- WIDE AIR CONDITIONING OF COMMUNICATIONS ROOMS	275,000

CONTRACT AWARD: K-6 MATHEMATICS PROGRAMS	\$ 1,500,000
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APPROVED BY THE BOARD OF EDUCATION ON MARCH 15, 2007:

CONTRACT AWARD: EDGEWATER ELEMENTARY HVAC AND FOOD SERVICES KITCHEN RENOVATION	585,000
CONTRACT AWARD: ATHLETIC MEDICAL TRAINER SERVICES	606,210

APPROVED BY THE BOARD OF EDUCATION ON MARCH 22, 2007:

CONTRACT AWARD: FIRE RESTORATION/REPAIRS TO BEAR CREEK HIGH SCHOOL	500,000
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APPROVED BY THE BOARD OF EDUCATION ON APRIL 5, 2007:

CONTRACT AWARD: DISTRICT-WIDE ENERGY INFRASTRUCTURE IMPROVEMENTS	171,000
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APPROVED BY THE BOARD OF EDUCATION ON APRIL 26, 2007:

CONTRACT AWARD: XEROGRAPHIC PAPER	670,071
CONTRACT AWARD: PC WORKSTATIONS, LAPTOPS, TABLETS, FILE SERVERS	2,400,000
CONTRACT AWARD: SIERRA ELEMENTARY PARTIAL REPLACEMENT	314,000

CONTRACT AWARD: LASLEY ELEMENTARY KITCHEN	
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IMPROVEMENTS	453,090
CONTRACT AWARD: WHEAT RIDGE HIGH SCHOOL ADDITION/ RENOVATION PROJECT	9,385,000
CONTRACT AWARD: ROCKY MOUNTAIN ACADEMY OF EVERGREEN ROAD, CIVIL AND UTILITY PROJECT	1,108,840
CONTRACT AWARD: DISTRICT-WIDE WIRELESS SYSTEM	2,450,000
CONTRACT AWARD: WHEAT RIDGE HIGH SYNTHETIC TURF	643,381

6. Purchase or enter into a contract to purchase hardware, software or computer infrastructure in excess of \$25,000 without prior review and agreement by administrative managers in information technology and financial services.

No hardware, software or computer infrastructure purchases exceeding \$25,000 have been made in the past six months that have not been reviewed by Information Technology and Financial Services.

7. Make or permit any purchase:

a. That violates conflict of interest rules.

b. Without having obtained comparative prices based on similar quality for purchases of \$5,000 or more.

Purchases are made competitively with the exception of the following:

- If a competitive process results in higher cost or otherwise adversely affects the district.
- Professional services that require a high degree of professional skill as determined by the Purchasing Director and Chief Operating Officer.
- Products or services required to standardize or maintain standardization, reduce financial investment or simplify administration.
- Products or services required to maintain interchangeability, compatibility or produce visual harmony as a part of an existing system.
- Purchases made in cooperation with federal, state, or other local government units and school districts.
- Instructional materials such as textbooks, library books, tests, teaching aids, perishable products.
- Products or services the subjects of an insurance claim or a change order.
- Purchases for resale.
- Sole source purchases.

The Director of Purchasing is responsible for approval of requests for sole source purchases up to \$100,000 and is responsible for evaluation of requests for sole source purchases between \$100,000 and \$250,000 and forwarding such recommendations to the Chief Operating Officer for approval. Purchasing staff verified that all sole source transactions have been evaluated to verify that the

products or services received are only available from that source in compliance with district and Board policies.

It was noted during a review of voucher payments by Accounts Payable that a small number of purchases over \$5000 were made by departments/schools and were not quoted or bid. The Purchasing Department has addressed this concern by contacting the employees that made the purchases and the managers to educate them on Board Purchasing Policy. The vendors the purchases were made from were also notified that a purchase order issued by the Purchasing Department is required for a purchase over \$2,500 to be authorized.

c. Without considering a balance between long-term quality and cost.

All purchases are reviewed by the Director of Purchasing and in cooperation with the department purchasing the goods or services to ensure the best value. In turn, those purchases are first reviewed with the Chief Financial Officer.

8. Fail to use a competitive bidding procedure for all contracted services, except professional services, and purchases of supplies, materials and equipment in the amount of \$25,000 or more except items and transactions identified as purchasing exemptions and cooperative or sole source purchases.

a. Fail to advise the Board of Education in advance when a non-competitive bidding process in an amount exceeding \$25,000 is being considered.

Unsolicited bids/proposals and bid/proposals from unapproved or non-prequalified vendors are not considered. Quotes and bids are used when detailed specifications which describe materials, equipment, and/or services are available. The bids are opened in public and prices and relevant information are then disclosed. Competitive negotiations are used in place of proposals or as part of any proposal process when it is deemed necessary and in consultation with district legal counsel. Quotes and bids are subject to public inspection throughout the evaluation process.

9. Fail to protect intellectual property, information and files from loss or significant damage.

District electronic mail systems are for official district business. Electronic communications sent or received by the Board, the district or the employees may be a public record subject to retention under state archiving statutes and inspection under the Colorado Public Records Act. To ensure compliance with state law, district policies and regulations and the appropriate use of the electronic communications systems, the district retains the right to inspect, maintain, and, if appropriate, disclose all electronic communications. Therefore, employees have no expectation of privacy when using district electronic mail systems. They may not, however, access another employee's electronic mail without that employee's consent or authorization from an appropriate administrator.

Security measures such as the use of personal identification passwords and encryption codes are in place to safeguard confidentiality and insure that computers are not available for unauthorized use. Illegal or improper uses of the electronic mail systems, including but not limited to pornography, obscenity, harassment, solicitation, gambling, and violating copyright or intellectual property rights are prohibited. Use of the electronic mail systems for which the district will incur an expense without written permission of a supervisor is prohibited.

10. Fail to preserve and dispose of all records related to affairs or business of the district in accordance with state and federal law.

Records are kept for the required time periods outlined by state and federal law. The manager of Support Services is responsible for establishing a state and federal compliant archive system.

11. Receive, process or disburse funds under controls that are insufficient under generally accepted accounting procedures.

Clifton Gunderson, LLP the district's external auditing firm, annually audits financial records to ensure compliance with state and federal law and generally accepted accounting practices. The new internal auditor began June 19, 2006 and is currently conducting school audits. High schools are audited annually and elementary and middle schools are audited every other year. Schools are also audited when principals and financial secretaries change. Reports from the audit assessments are shared with the community superintendents, principals and secretaries. In addition, the Control Assessment Program has been expanded to departments and all central departments in the district are scheduled for audit during this fiscal year.

12. Invest funds in securities where contrary to state law.

On January 13, 2005 the District entered into a guaranteed investment contract with FSA Capital Management Services for the investment of the proceeds from the construction bond sale done in December 2004. The investment expires June 4, 2008 and the rate of earnings is 3.29 percent.

On June 30, 2005, the Capital Reserve Fund forward delivery agreement that was entered into in 2001, expired. The Board approved resolution number BA-05-160 on June 30, 2005 authorizing district staff to enter into another investment contract with JP Morgan for reinvestment of Capital Reserve funds. The initial investment is \$30,000,000 at the rate of 3.719 percent will expire on February 1, 2008. This investment will allow the district to continue the Capital Improvement Plan that has been developed.

13. Recklessly endanger the district's public image or credibility, thereby jeopardizing the district's ability to accomplish its mission.

District staff works closely with parents and community members to increase the district's public image and credibility.

- 14. Fail to address, upon written notification by the Board president, a question of the superintendent's conflict of interest. Such written notification is given after the Board president has received another Board member's written statement of belief and description that such a conflict of interest has arisen.**

No potential conflict of interest has been reported in any manner.

- 15. Allow the expenditure of district funds for travel that is not specifically related to or consistent with the achievement of the district's purpose and functions.**

Employees who travel must complete a "Travel Request, Approval, and Expense Report" which must be approved by the department manager or a member of cabinet. Financial Services reinforced Policy by submitting new, substantially modified guidelines on reimbursement of travel expenses which were approved by Cabinet in July 2004 AND UPDATED IN JUNE 2006.

- 16. Allow the district to enter into a contract in which an employee of the district has an interest unless one or more of the following apply:**

It was found during a review of purchasing processes that there were voucher payments to some employees as vendors for products or services and the use of these employee vendors had not been approved by the Director of Purchasing. The district has inactivated these employee vendors so that future payments cannot be processed. The district will begin to generate a report to cross check vendor addresses to continue to monitor the issue. Communications will be made to schools and departments regarding board policy about using employee vendors.

- a. The contract is awarded to the lowest responsible bidder based on competitive bidding procedures set forth in district administrative policies.**

No contracts awarded during the past six-month period involved an employee with an interest.

- b. The merchandise is sold to the highest bidder at a public auction.**

District staff reports no contracts were entered into with any employee of the district for the past six months.

- c. The transaction involves investing or depositing money in a financial institution which is in the business of loaning money or receiving money.**

All transactions involving investments or monetary deposits were made in cooperation with district legal counsel, bond counsel and the investment banking firms employed by the district.

- d. If, because of geographic restrictions, the district could not otherwise reasonably afford the contract because the additional cost to the district would be greater than 10 percent of the contract with the interested member or if the contract is for services that must be performed within a limited time period and no other contractor can perform the services within that time period.**

Purchasing staff advises that no contracts were awarded in the past six months which did not comply fully with this stipulation.

- e. If the contract is one in which the Board member has disclosed a personal interest and is one on which the member has not voted or has voted as allowed in state law following disclosure to the secretary of state and to the Board.**

To our knowledge, no disclosures have been made by a Board member regarding any contract made by the district.

5.b.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-025

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-8), Asset Protection

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-8, Asset Protection, 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 Board executive limitation policy EL-8, Asset Protection.

ORIGINATOR: Helen Neal 

DATE: May 21, 2007

APPROVED: Cynthia Stevenson 

Policy Executive Limitations (EL-8)

ASSET PROTECTION

Adopted: June 15, 2000
Revised: August 17, 2006
Monitoring Method: Internal
Monitoring Frequency: Semi-Annual – November & May

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. Fail to obtain insurance coverage against theft and casualty losses and liability coverage for Board members, staff or the district itself in amounts reasonable for school districts of like size and in accordance with state law to the extent that cost and insurance market conditions permit.
2. Fail to provide for bonding of district personnel who have access to funds in excess of \$50 in accordance with state law.
3. Fail to take reasonable steps to ensure that facilities and equipment are not subject to improper wear and tear or insufficient maintenance.
4. Recklessly expose the district, its Board or staff to legal liability.
5. Contractually obligate the Board to an expenditure greater than \$250,000.
6. Purchase or enter into a contract to purchase hardware, software or computer infrastructure in excess of \$25,000 without prior review and agreement by administrative managers in Information Technology and Financial Services.
7. Make or permit any purchase:
 - a. That violates conflict of interest rules.
 - b. Without having obtained comparative prices based on similar quality for purchases of \$5,000 or more.
 - c. Without considering a balance between long-term quality and cost.
8. Fail to use a competitive bidding procedure for all contracted services, except professional services, and purchases of supplies, materials and equipment in the amount of \$25,000 or more except items and transactions identified as purchasing exemptions and cooperative or sole source purchases.
 - a. Fail to advise the Board of Education in advance when a non-competitive bidding process in an amount exceeding \$25,000 is being considered.
9. Fail to protect intellectual property, information and files from loss or significant damage.
10. Fail to preserve and dispose of all records related to affairs or business of the district in accordance with state and federal law.
11. Receive, process or disburse funds under controls that are insufficient under generally accepted accounting procedures.
12. Invest funds in securities where contrary to state law.
13. Recklessly endanger the district's public image or credibility, thereby jeopardizing the district's ability to accomplish its mission.
14. Fail to address, upon written notification by the Board president, a question of the superintendent's conflict of interest. Such written notification is given after the Board president has received another Board member's written statement of belief and description that such a conflict of interest has arisen.
15. Allow the expenditure of district funds for travel that is not specifically related to or consistent with the achievement of the district's purpose and functions.
16. Allow the district to enter into a contract in which an employee of the district has an interest unless one or more of the following apply:
 - a. The contract is awarded to the lowest responsible bidder based on competitive bidding procedures set forth in district administrative policies.

- b. The merchandise is sold to the highest bidder at a public auction.
- c. The transaction involves investing or depositing money in a financial institution, which is in the business of loaning money or receiving money.
- d. If, because of geographic restrictions, the district could not otherwise reasonably afford the contract because the additional cost to the district would be greater than 10 percent of the contract with the interested member or if the contract is for services that must be performed within a limited time period and no other contractor can perform the services within that time period.
- e. If the contract is one in which the Board member has disclosed a personal interest and is one on which the member has not voted or has voted as allowed in state law following disclosure to the secretary of state and to the Board

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)(b) (Board must have policy on competitive bidding)
- C.R.S. 22-32-109 (1)(h) (employees with access to funds in excess of \$50 must be bonded)
- C.R.S. 22-32-109 (1)(m) (Board policy must ensure preservation of district records)
- C.R.S. 24-18-201 and 202 (local government officials/employees may not have interest in contract made in their official capacity)
- C.R.S. 24-75-601 et seq. (legal investments by public entities)

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-026/2

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Policy Governance Monitoring Report: EL-9, Facilities

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-9, Facilities, are scheduled for quarterly reports in September, December, March and May of each year.
3. Policy Governance Monitoring Report EL-9 for the period ended May 15, 2007, is included background material.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education accepts the monitoring report on EL-9, Facilities, for the period ending May 15, 2007.

ORIGINATORS: Bob Smith *RS*

DATE: May 18, 2007

APPROVED: Cynthia Stevenson *CMS*

Policy Governance Monitoring Report

MAY 15, 2007

To: Board of Education
From: Bob Smith *RS*
Re: **EL-9 Facilities**

I certify this information to be accurate as of the close of business, ~~December 15, 2006~~ MARCH 15, 2007. BOARD EXECUTIVE LIMITATION POLICY 9 WAS NOT REVISED AT ITS LAST MONITORING IN DECEMBER 2006. *Facilities shall not be unsafe, inadequate nor unnecessary. The Board acknowledges that the Superintendent is limited by the dollars available for facilities. Accordingly, the Superintendent may not:*

1. **Permit capital dollars to be spent unnecessarily or unwisely. Therefore, the superintendent may not:**

- 1.a. **Build or renovate without well-documented needs.**

Facilities Planning and Design maintains a database of capital improvement needs developed with the assistance of principals, facility managers, administrators and other district staff.

FACILITIES PLANNING AND DESIGN STAFF MEMBERS ARE CURRENTLY PERFORMING A DISTRICT-WIDE FACILITY ASSESSMENT TO IDENTIFY CAPITAL NEEDS. THIS ASSESSMENT WILL PROVIDE DATA ON BUILDING LIFE SAFETY AND ENVIRONMENTAL HEALTH CONCERNS; EDUCATIONAL PROGRAM ADEQUACY; BUILDING SYSTEMS ADEQUACY; ENROLLMENT CAPACITY; ACCESSIBILITY AND MAINTENANCE REQUIREMENTS. THIS INFORMATION WILL BE USED FOR CONSIDERATION OF FUTURE BOND FUNDING.

In November 2004, voters approved \$323.8 million in bond funds. The total program with bond proceeds paid at the time of sale, transfers from the General Fund, revenue from property sales, fees-in-lieu payments and expected investment earnings equals \$478 million to be spent on capital improvements during the 2005-2010 six-year period. The work was organized into over 348 projects and 12 cycles. School specific information is available on each school's website. An overview of funded projects can be found at: <http://jeffcoweb.jeffco.k12.co.us/profiles/construction/>.

- 1.b. **Neglect to make decisions that include the consideration of life cycle costs, including preventive maintenance costs.**

Beginning in 1992, the District developed a process for capital improvement funding with the philosophy that projects with an estimated useful life exceeding 20 years are financed through general obligation bonds. Those projects include:

- construction of new schools,
- additions to existing schools,
- major renovations,

- replacement of heating/ventilating, electrical and plumbing systems.

All capital improvements with an estimated useful life of less than 20 years include:

- roof replacement,
- flooring,
- tennis courts,
- site work,
- masonry and asphalt sealing, and,
- minor remodeling, and financed from the capital reserve fund

The existing preventive maintenance program is routinely scheduled for such things as HVAC filter and belt replacements, boiler system tune-ups, controls calibrations and periodic roof inspections.

1.c. Recommend land purchase decisions, which do not include the analysis and comparison of acquisition, construction and transportation costs.

The location of a school site is based upon data contained in enrollment reports. In many cases sites have been identified and acquired within cities and unincorporated areas of Jefferson County in accordance with the Land Development Regulations established by each entity. These regulations differ by entity, but in many cases enable the Real Estate Office to negotiate the dedication of land for future school construction. In cases where acquisition is not provided through the dedication process, district staff coordinates appraisals, title commitments and ownership searches, owner and neighborhood meetings, and finally negotiations with the property owners for purchase.

Locating and acquiring middle and high school sites is synchronized with other governmental entities including park and recreation districts and cities to provide joint development and use opportunities. As educational or enrollment design at schools has changed, need for sufficient land to support those plans has increased.

1.d. Implement land purchases or permitting, design, bid or construction schedules that increase costs or decrease construction quality, except for reasons beyond the district's reasonable control.

District staff works in partnership with various governmental agencies, developers and utility companies for the planning, installation and financing of public improvements that are on or contiguous to school sites or that are required for the operation of a school. Rights-of-way, easements and public improvements are coordinated and reviewed by Facilities Planning and Design for necessity, adequacy and impact on the operation of the school. When extension of streets and utilities to a school is necessary for its operation, only required improvements are performed and every legal effort is made to obtain the properly apportioned reimbursement.

On February 22, 2007, vacant land on West Capri Avenue in Littleton, adjacent to Montessori Peaks Academy, was purchased from Montessori Peaks to allow construction of a gymnasium. The size of the parcel is .184 acres and was appraised at \$40,080. The purchase price was \$10.

DISTRICT STAFF COMPLETED “CLOSING” ON APRIL 16, 2007, FOR THE 14.10 ACRES OF LAND COMMONLY KNOWN AS MARSHDALE PARK, TO THE EVERGREEN PARK AND RECREATION DISTRICT. THE LAND HAD BEEN LEASED BY THE PARK AND RECREATION DISTRICT FOR A NUMBER OF YEARS, AND THEY HAD ALREADY DEVELOPED IT AS A PARK. THE PURCHASE PRICE WAS \$200,000, WITH A REVERTER CLAUSE TO RETURN THE LAND TO THE DISTRICT IF THE LAND IS NO LONGER USED FOR PUBLIC PURPOSES. THE BOARD OF EDUCATION APPROVED THE SALE IN SEPTEMBER OF 2005, SUBJECT TO THE PARK AND RECREATION DISTRICT PLATTING THE PROPERTY. THE COUNTY APPROVED THE FINAL PLAT EARLIER THIS YEAR

1.e. Fail to make business decisions based on a cost/benefit analysis for ancillary facility projects of \$250,000 or more when such returns can be measured or quantified.

After the successful 2004 bond election, the Board of Education approved the membership in an oversight committee. The eight-member citizens’ oversight committee was appointed to assist with the following:

- Ensure that the program completed with these funds is consistent with the commitments made to the community.
- Monitor procedures relating to the implementation of the program: development of specifications, selection process for consultants and contractors, financing issues, and project scheduling.
- Review all projects especially when significant changes in scope, budget or scheduling occur.
- Ensure the program represents sound, long-term decisions consistent with the needs of the district.
- Provide annual written reports to the Board of Education on the quality of the program management, quality of the financial management, quality of completed projects and alignment with the overall plan.
- Assist in safeguarding public trust and confidence through active involvement in communications related to the bond projects.

On February 20, 2005 the Board appointed eight community business leaders to serve on the committee:

Name	Expertise
Dick Burczyk	Retired Director of Engineering, Coors
Gordon Calahan	President, Calahan Construction
Andy Dmohowski	Manager, Construction projects, St. Anthony Hospitals
Helga Grunerud	Executive Director, Hispanic Contractors of Colorado
Marv Kay	Retired Colorado School of Mines; past mayor of Golden
Paul Konrath	Project Manager, Lockheed Martin
Tom Murray	Owner, Lakewood Brick and Tile
M .L. Richardson	Regional Manager of Public, Legal, Govt. Affairs, LaFarge

The committee began meeting in February 2005 and continue to meet monthly with district staff to review projects, scopes and costs.

The Oversight Committee met in study session with the Board of Education on March 3, 2006, October 13, 2006 AND MAY 11, 2007. ~~At the study session on October 13, 2006,~~ IN THE STUDY SESSIONS, the committee members reported that at each monthly meeting the members review:

- the general status of the major projects including any scope, budget or schedule issues
- reports on status of the capital improvement projects, program contingency, design projects estimate to budget
- the cumulative spending cash flow curve
- the schedule float report (*identifies projects that are more than 10 days behind schedule*)
- an overview of the status of major projects in design
- all projects

~~In addition, the committee members approved the following budget changes:~~

- ~~○ re-open Drake Middle roofing project —\$9,000~~
- ~~○ increase Red Rocks Elementary project —\$5,000~~
- ~~○ increase Hackberry Hill Elementary project budget by \$250,000~~
- ~~○ increase the Fairmount Elementary project budget by \$563,870~~

~~The committee rejected:~~

- ~~○ the requested change from evaporative cooling units to air conditioning units at Stony Creek Elementary~~
- ~~○ Wheat Ridge High value engineering alternate to delete science lab renovations.~~

~~At the last meeting of the committee —February 13, 2007— staff reported the status of projects, the schedule update information, financial update, program contingency, an update on major projects, and planning for the next bond.~~

~~The status of projects shows 37 percent are complete or in close out, 11 percent are in construction, 17 percent are in design and bid and 35 percent have not started.~~

2. Operate without clear priorities when building, renovating, maintaining or repairing facilities within available resources. In setting these priorities, the superintendent shall not:

2a. Fail to make the highest priority the correction of unsafe conditions which could result in serious injuries or illnesses.

When reviewing and coordinating capital improvements, the highest priority is the correction of unsafe conditions. Those projects are immediately placed in the Priority 1 category. A district policy was written in 1997, *FBC, Prioritization of Facility Improvements* stating:

“... administration recognizes that not all facility improvement needs have the same level of importance. Therefore a process is required to prioritize the relative importance

of each facility improvement need. The three following priority groups shall be used in prioritizing capital improvements:

- Priority Group 1 Critical projects
- Priority Group 2 Necessary projects
- Priority Group 3 Desirable projects

2.b. Fail to properly maintain facilities to fulfill the lifecycle intended.

Facilities Management and Facilities Planning and Design work closely to ensure that facilities are properly maintained to realize the intended lifecycle. This collaboration between maintenance and planning helps to ensure life cycle achievement.

Projects of high priority are completed through the use of an annual capital replacement program. These funds are derived from the annual transfer from the general fund to the capital projects fund. These projects typically include roof replacement, fire alarms, wastewater systems and other priority 1 projects.

The successful mill levy override approved by Jeffco voters in November 2004 provides an annual \$1 million in funding to help offset accumulated deferred maintenance projects.

2.c. Fail to identify and broadly communicate the principles by which priorities are determined, including scope and timeline for projects.

The prioritization process is district policy and is implemented and published on the website. The existing prioritization process has been used since 1985. The Facilities Assessment Plan incorporates the need to review and validate whether this process continues to be effective on a continuing basis.

2.d. Fail to eliminate nonessential items from new projects.

Educational specifications and technical guidelines specifically describe facility requirements to accommodate the student instructional program, activities and support functions and provide a standard for planning and designing new or renovating existing schools. The educational specifications and technical guidelines are dynamic documents that change in concert with changes in the educational program. The documents are reviewed and updated and a revised version supporting educational delivery will be completed prior to the next capital improvement program.

Administrative staff continues to monitor capacities in neighborhood schools considering declining enrollment and the impact of charter and alternative schools and will make future recommendations regarding these trends as necessary.

The Capital Improvement Program Oversight Committee and staff will continue to make semi-annual reports to the Board of Education on the progress of the capital improvement program and to assist in safeguarding public trust and confidence through active involvement in

communications related to the projects. **THE NEXT SCHEDULED MEETING WITH THE BOARD OF EDUCATION IS FRIDAY, MAY 11, 2007 BEGINNING AT 8:30 A.M.**

5.d.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-027/3

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Board Policy Revision – Executive Limitation policy (EL-9),
Facilities

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-9, Facilities, 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 Board executive limitation policy EL-9, Facilities.

ORIGINATOR: Helen Neal *HN*

DATE: May 21, 2007

APPROVED: Cynthia Stevenson *CS*

Policy Executive Limitations (EL-9)

FACILITIES

Adopted: June 15, 2000
Revised: August 14, 2003
Monitoring Method: Internal
Monitoring Frequency: Annually - May

Facilities shall not be unsafe, inadequate nor unnecessary. The Board acknowledges that the superintendent is limited by the dollars available for facilities.

Accordingly, the superintendent may not:

1. Permit capital dollars to be spent unnecessarily or unwisely. Therefore, the superintendent may not:
 - a. Build or renovate without well-documented needs.
 - b. Neglect to make decisions that include the consideration of life cycle costs, including preventive maintenance costs.
 - c. Recommend land purchase decisions which do not include the analysis and comparison of acquisition, construction and transportation costs.
 - d. Implement land purchases or permitting, design, bid or construction schedules that increase costs or decrease construction quality, except for reasons beyond the district's reasonable control.
 - e. Fail to make business decisions based on a cost/benefit analysis for ancillary facility projects of \$250,000 or more when such returns can be measured or quantified.
2. Operate without clear priorities when building, renovating, maintaining or repairing facilities within available resources and:
 - a. Fail to make the highest priority the correction of unsafe conditions which could result in serious injuries or illnesses.
 - b. Fail to properly maintain facilities to fulfill the lifecycle intended.
 - c. Fail to identify and broadly communicate the principles by which priorities are determined, including scope and timeline for projects.
 - d. Fail to eliminate nonessential items from new projects.

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 and expectations and actions, 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-07-129

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Resolution - Adoption of Tentative Agreement reached during re-opener negotiations between the District and the Classified School Employees Association (CSEA). (EL-3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL-3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. The Jefferson County School District and the CSEA have reached a tentative agreement.
3. The tentative agreement is for September 1, 2007 through August 31, 2009.
4. The CSEA has ratified the tentative agreement.
5. The Board of Education has received copies of the tentative agreement.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education adopts the resolution approving the tentative agreement with the Classified School Employees Association (CSEA).

ORIGINATOR: Marybeth Christenson-Jones *mb c-j* **DATE:** May 7, 2007
Robert Archibold *ra*

APPROVED: Cynthia Stevenson *CS*

RESOLUTION

IT IS HEREBY RESOLVED that the Tentative Agreement (re-opener) between the Jefferson County School District R-1 School Board and the Classified School Employees Association (CSEA) be adopted as School Board Policy for the term of that Agreement.

Adopted this 31st day of May, 2007.

Member, _____, moved the adoption of the foregoing Resolution. The motion to adopt the foregoing Resolution was then duly seconded by _____, put to a vote, and carried on the following recorded vote:

Those voting "Aye":

Those voting "Nay":

Jane Barnes
President
Board of Education

(SEAL)

ATTEST:

Scott D. Benefield
Secretary
Board of Education

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-132

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Resolution - Adoption of Tentative Agreement that was reached in the 2006 re-opener negotiations between the District and the Classified School Employees Association (CSEA) Jefferson County Association of Paraprofessionals (JCAP). (EL-3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL-3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. The Jefferson County School District and the CSEA reached a tentative agreement regarding the Jefferson County Association of Paraprofessionals (JCAP).
3. The tentative agreement is for September 1, 2007 through August 31, 2008.
4. The CSEA has ratified the tentative agreement.
5. The Board of Education has received copies of the tentative agreement.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education adopts the resolution approving the tentative agreement with the Classified School Employees Association (CSEA) Jefferson County Association of Paraprofessionals (JCAP).

ORIGINATOR: Marybeth Christenson-Jones *mb c-j*
Robert Archibold *ra*

DATE: May 7, 2007

APPROVED: Cynthia Stevenson *CS*

RESOLUTION

IT IS HEREBY RESOLVED that the Tentative Agreement reached in the 2006 (re-opener) between the Jefferson County School District R-1 School Board and the Classified School Employees Association (CSEA) Jefferson County Association of Paraprofessionals (JCAP) be adopted as School Board Policy for the term of that Agreement.

Adopted this 31st day of May, 2007.

Member, _____, moved the adoption of the foregoing Resolution. The motion to adopt the foregoing Resolution was then duly seconded by _____, put to a vote, and carried on the following recorded vote:

Those voting "Aye":

Those voting "Nay":

Jane Barnes
President
Board of Education

(SEAL)

ATTEST:

Scott D. Benefield
Secretary
Board of Education

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-130

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Resolution - Adoption of Tentative Agreement reached during full contract negotiations between the District and the Jefferson County Education Association (JCEA). (EL-3)

ACTION

PERTINENT FACTS:

1. In accordance with Board Policy EL-3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. The Jefferson County School District and the JCEA have reached a tentative agreement.
3. The tentative agreement is for September 1, 2007, through August 31, 2011.
4. The JCEA has ratified the tentative agreement.
5. The Board of Education has received copies of the tentative agreement.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education adopts the resolution to approve the tentative agreement reached during full contract negotiations between the District and the Jefferson County Education Association (JCEA).

ORIGINATOR: Robert F. Archibold *Ra*

DATE: May 21, 2007

APPROVED: Cynthia Stevenson *CS*

RESOLUTION

IT IS HEREBY RESOLVED that the Tentative Agreement Between the Jefferson County School District R-1 School Board and the Jefferson County Education Association (JCEA) be adopted as School Board Policy for the term of that Agreement.

Adopted this 31st day of May, 2007.

Member _____ moved the adoption of the foregoing Resolution. The motion to adopt the foregoing Resolution was then duly seconded by _____, put to a vote, and carried on the following recorded vote:

Those voting "aye":

Those voting "nay":

Jane Barnes
President of the Board of Education

(SEAL)

ATTEST:

Scott D. Benefield
Secretary of the Board of Education

5.h.

REMOVED FROM THE AGENDA

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-135

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Recommendation for Non-renewal of the Contract of One Probationary Teacher Under the Colorado Teacher Employment, Compensation and Dismissal Act. (EL-3)

ACTION

PERTINENT FACTS:

1. In accordance with Board executive limitation policy EL-3, Staff Treatment, and following a thorough review, it is recommended that one probationary teacher, Lilia Garcia, not be re-employed for the 2007-2008 school year.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the superintendent's recommendation for contract non-renewal and authorizes the secretary of the Board, or his designee, to send the individual written notice in accordance with the provisions of the Colorado Teacher Employment, Compensation and Dismissal Act of 1990.

ORIGINATOR: Robert F. Archibold *R a*

DATE: May 21, 2007

APPROVED: Cynthia Stevenson *CS*

Regular Board of Education Meeting

May 31, 2007

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REMOVED FROM THE AGENDA
BA-07-135

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-134

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: 2007-2008 Board of Education Meeting Schedule
(GP-6, Annual Work Plan)

ACTION

PERTINENT FACTS:

1. In accordance with Board policy Governance Process 6, Annual Work Plan, and District policy BE, School Board Meetings, the Board sets a schedule of regular board meetings.
2. The proposed schedule of meeting dates accommodates scheduling conflicts of Board of Education members and the Superintendent, as they are known to date.
3. The attached lists of proposed Board of Education meetings includes dates for regular meetings and study/dialogue sessions.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves a schedule of Board meetings for August 2007 through June 2008.

ORIGINATOR:

Helen Neal *HN*

DATE:

May 21, 2007

APPROVED:

Cynthia Stevenson *CS*

2007-2008 Board of Education Meeting Schedule

Regular Meeting	Study/D Session	Pre-SPAC
Thursdays, 6 p.m. begin 5-6 p.m. Study Session	Thursdays, 4:30-8 p.m.	Tuesdays 3-5 p.m., as needed

August 2007	23	30	none
September	6, 27	none	11
October	11, 25	4, 18	9
November	8, 15	1	13
December	6	20	none
January 2008	10, 24	17, 31	8
February	7, 21	28	12
March	6, 20	13	11
April	10, 24	3, 17	8
May	1, 15	8, 29	13
June 2008	5, 12	none	none

Dates of Note 2007-2008

	Wed.	August 22	School Begins		Mon.- Fri.	December 24 – Jan. 4	Winter Break
	Mon.	September 3	Labor Day		Wed.	December 26	Kwansaa
	Wed.	September 12 sundown	Rosh Hashana		Sun.- Tues.	February 3-5	NSBA FRN Conference
	Thurs.	September 13	Ramadan		Sat.- Mon.	February 16- 18	President's Day Weekend
	Thurs.- Fri.	September 20-21	DASSC Retreat/CASE Conference		4 th Thurs- Fri.	February 21- 22 February 28-29	CASB Legis. Winter Conference
	Fri.	September 21 sundown	Yom Kippur		Sun.	March 9	Daylight Savings Time Begins
	Tues.	September 25	Jeffco Marching Festival		Fri.- Sun.	March 21-23	Easter weekend
	Fri.-Sat.	October 12- 13	PTA 24 Hours to Grow		Mon.- Fri.	March 24- 28	Spring Break
	Fri.-Sat.	October 19- 20	CASB Fall C./Delegate Assembly		Thurs.- Wed.	March 27- April 2	NSBA Annual Conference
	Sun.	November 4	Daylight Savings Time Ends		Sat.	April 19 sundown	Passover
	Tues.	November 6	Election Day		Thurs.- Fri.	May 15-30	Graduations
	Thurs.- Fri.	November 22-23	Thanksgiving Break		Mon.	May 26	Memorial Day
	Wed.- Sun.	November 28-Dec. 2	CASB Annual Conference		Fri.	May 30	School Ends
	Tues.	December 4 sundown	Hanukkah				

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-136

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Loan Request – Mountain Phoenix Community School - Golden (EL-19)

ACTION

PERTINENT FACTS:

1. According to EL-19, Charter School Application and Monitoring, the Superintendent may not fail to inform the Board and place on the consent agenda any loans to charter schools.
2. Mountain Phoenix Community School (MPCS) was granted a charter on November 2, 2006 and their contract with the school district was approved on April 26, 2007 .
3. MPCS is now in the process of finalizing incorporation documents, real estate matters and other legal documents in preparation for their opening. These processes will create financial commitments to attorneys and others. MPCS is not scheduled to receive any operational funds from the school district until July 1, 2007 pursuant to their contract.
4. MPCS has requested that they be allowed to draw no more than \$10,000 from their expected revenues to pay for these expenses to be repaid when their first payment from the district is transferred on July 1, 2007. These funds are not in addition to their expected PPR, but will be deducted from the PPR scheduled to be paid to the school.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves a short term loan of no more than \$10,000 to Mountain Phoenix Community School to be repaid on July 1, 2007 from their first quarter allocation based on their expected PPR. The funds to be used are for the necessary expenses of preparing their school for opening.

ORIGINATOR: John Peery 

DATE: May 21, 2007

APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-137

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Approval of Addendum for Rocky Mountain Deaf School
(EL-19, Charter Schools Application and Monitoring)


ACTION

PERTINENT FACTS:


1. According to EL-19, Charter Schools Application and Monitoring, the superintendent shall not allow charter school applications to be recommended if fiscal jeopardy or failure to make consistent progress towards their stated objectives is a likely outcome or is evident.
2. Enrollment projection and an agreement for purchased services for the 2007-2008 school year have been submitted and reviewed by District staff and included in the Addendum for Rocky Mountain Deaf School.
3. District staff and members of the Board of Directors of the Charter Schools have reviewed the Addendum and approved it.

SUPERINTENDENT'S RECOMMENDATION:

The Board of Education approves the contract addendum for Rocky Mountain Deaf School.

ORIGINATOR: John Peery 

DATE: May 21, 2007

APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-127

BOARD MEETING OF: Thursday, May 31, 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 and C.
2. Compass Montessori – Golden Campus received \$62,500 from the Walton Family Foundation. This project aligns with Strategic Plan Objective #7, which ensures all students and staff members have safe, respectful, and orderly school environments that increase student achievement.
3. This grant will allow Compass to continue their expansion. The funds will be used as follows: \$44,900 on technology, \$12,800 on furniture and \$4,800 on professional development.
4. There will be no obligation to the district to continue the project after funding ends.
5. Katy Meyers, head of Compass Montessori-Golden, will manage the project.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the \$62,500 awarded to Compass Montessori - Golden from the Walton Family Foundation.

ORIGINATORS: Cindy Hernandez *CH* DATE: April 27, 2007
Debbie Backus *DB*

APPROVED: Cynthia Stevenson *CS*

5.m.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-128

BOARD MEETING OF: Thursday, May 31, 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 \$12,500 from SME Education Foundation to support the STEPS Academy. 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. *The STEPS Academy* is a one week summer camp for middle school students, sponsored by the Society of Manufacturing Engineers and Project Lead the Way. Students will gain real world views of engineering and technical careers while participating in fun and challenging hands-on high tech projects and field trips. Students from Bear Creek Middle and High Schools, Wayne Carle Middle and Carmody Middle will be served.
4. The project will be evaluated by using Project Lead the Way True Outcomes and continued enrollment in the programs.
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 \$12,500 from SME Education Foundation to Jeffco’s Career Development Program.

ORIGINATORS: Cindy Hernandez *CH*
Debbie Backus *DB*

DATE: April 27, 2007

APPROVED: Cynthia Stevenson *CSM*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-131

BOARD MEETING OF: Thursday, May 31, 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 fall under Item C.
 2. The Board is hereby notified that Warren Tech received \$31,182 from the HP Technology for Teaching Grant. The program aligns with Strategic Plan Objective 5 which ensures the alignment of resources to increase student achievement and organizational effectiveness.
 3. Warren Tech presented a project that engages students in real-world applications to design, engineer and landscape a structure for the community. It involves 11th and 12th grade students from each of the five programs at Warren Tech (Landscape, Drafting, Welding, Construction, and Masonry). The grant award consists of \$21,182 in products and software, \$2,500 in cash for teacher stipends and \$7,500 in professional development.
 4. The project will be evaluated on accomplishing objectives.
 5. The District will not be required to continue this project after funding ends.
 6. Vic Vandamme, lead drafting teacher, will manage the project.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education is informed of the grant valued at \$31,182 from HP's Technology for Teaching Grant to Warren Tech.

ORIGINATORS: Cindy Hernandez *CH* **DATE:** May 3, 2007
Debbie Backus *DB*

APPROVED: Cynthia Stevenson *CS*

5.o.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-145

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Supplemental Funds: *EL-7*
Grant for Artificial Turf Field at Wheat Ridge High School

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 Wheat Ridge and Jeffco Public Schools for the construction of an artificial turf field and usage of the athletic fields and courts at Wheat Ridge High School will be established.
5. The City of Wheat Ridge will submit a Joint Venture Grant application to Open Space and Open Space will issue \$300,000 to the City of Wheat Ridge for the construction of an artificial turf field at Wheat Ridge 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 Wheat Ridge to construct an artificial turf field at Wheat Ridge High School.

ORIGINATOR: Cheryl K. Humann *CKH* **DATE:** May 16, 2007
Bob Smith *RS*

APPROVED: Cynthia Stevenson *CS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-124

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Renewal of Property/Casualty Insurance Portfolio
(E1-8) Asset Protection

ACTION

PERTINENT FACTS:

1. The property/casualty insurance renewal process for 2007-2008, with incumbent carriers, resulted in 6% increase in premium from our 2006-2007 renewal.
2. Lexington quoted our property, boiler & machinery, builders' risk at a 3% increase in rate. \$272,457,677 increase in property values (which includes buildings under construction) resulted in a total increase in premium of 10% from expiring. Increased limits of \$150 million are subject to a \$100,000 deductible for a premium of \$608,936.
3. The general liability/auto/educator's legal liability, with the incumbent carrier, Genesis, offered the expiring coverage at a 5% or \$8,632 decrease in premium at \$279,113. Limits of \$5 million/\$8 million are provided subject to \$500,000 retention.
4. The incumbent workers' compensation carrier, Mid-West Employer's Casualty, offered the same coverage as expiring, at 8.6% rate increase, which includes an increase in payroll, for a premium of \$134,422. Statutory limits are provided subject to \$500,000 retention.
5. Traveler's offered to renew the \$1 million crime coverage (including bonding) as expiring at \$6,973. The fiduciary liability coverage of \$1 million limits; \$10,000 deductible was renewed with Traveler's as expiring at a premium of \$8,887.
6. International travel liability renewed with ACE as expiring with no increase in premium at \$5,291.
7. Marsh USA, Inc. did not increase their annual broker service fee of \$65,725.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the expenditures as shown for 2007-2008 property/casualty insurance coverage with a total insurance renewal cost of \$1,109,347.

ORIGINATOR: Sally Phillips

DATE: May 10, 2007

Lorie Gillis 

APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-133

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Contract Renewal - Beverages
EL-8, Asset Protection




ACTION

PERTINENT FACTS:

1. On June 2, 1997, a Request for Proposal was issued to two beverage manufacturers for a vending/ food services beverage contract for all district stadiums and facilities.
2. On June 24, 1997, responses were received from Pepsi-Cola and Coca-Cola. A selection committee evaluated the proposals and interviews were conducted with both companies. It was unanimously recommended that the proposal be awarded to Pepsi Bottling Company. The contract requires purchasing exclusively Pepsi products for all district facilities. It grants Pepsi Bottling exclusive advertising rights in district facilities.
3. The Pepsi Bottling Group agreed to provide advance payments of \$250,000 per year for a seven year agreement to replace the existing contract, which would have expired February 2005.
4. Pepsi Bottling will also pay to the district a sales commission for total product sales. This amount is estimated to exceed \$600,000 per year payable to schools. Other programs offered by Pepsi Bottling have a value of over \$70,000 per year.
5. The contract was extended for seven years through June 30, 2010 subject to annual review and approval.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the annual contract renewal with Pepsi Bottling Group effective July 1, 2006.

ORIGINATOR: Betty Standley  **DATE:** May 7, 2007
Lorie Gillis 
APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-139

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Award of Contract: *EL-8 Asset Protection*
Infinite Campus

ACTION

PERTINENT FACTS:

1. On June 16, 2005 the Board of Education authorized the director of purchasing to negotiate a contract with Infinite Campus for a one-year period with options to renew for up to four additional years.
2. On June 1, 2006 the Board of Education authorized the first renewal of the Infinite Campus contract.
3. The second estimated annual contract amount is \$699,931, which includes Campus, Campus Messenger license and support fees. This cost is based on our student count and recurs annually.
4. This is the second renewal of the original 2005 contract.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education authorizes the director of Purchasing to renew the contract with Infinite Campus. The contract will be renewed for one additional year with the option to renew for two additional one-year terms. The estimated annual contract amount will be \$699,931.

ORIGINATOR: Debbie Backus *DB* **DATE:** May 21, 2007

APPROVED: Cynthia Stevenson *CMS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-142

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Contract Award (EL-8)
Warren Occupational Center Building A Remodel

ACTION

PERTINENT FACTS:

1. On May 15, 2007, bids for construction were received from three qualified bidders for the above referenced work.
2. The low bidder is Bosco Constructors, Inc. in the amount of \$533,000.
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 Bosco Constructors, Inc. in the amount of \$533,000 for the Warren Tech, Building A, remodel; and, authorizes the executive director of Construction Management to execute the contract documents.

ORIGINATOR: Cheryl K. Humann *CKH*

DATE: May 15, 2007

Bob Smith *BS*

APPROVED: Cynthia Stevenson *CS*

5.t.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-143

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Contract Award: Colorow Elementary and (EL-8)
Molholm Elementary Miscellaneous Upgrades

ACTION

PERTINENT FACTS:

1. On May 15, 2007, bids for Colorow and Molholm Elementary schools miscellaneous upgrades were received from three qualified bidders for the above referenced work.
2. The low bidder is TC2, Inc. in the amount of \$266,800.
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 \$266,800 for the Colorow and Molholm Elementary Schools miscellaneous upgrades; and, authorizes the executive director of Construction Management to execute the contract documents.

ORIGINATOR: Cheryl K. Humann *CKH*

DATE: May 16, 2007

Bob Smith *RS*

APPROVED: Cynthia Stevenson *CMS*

5.u.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-144

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Contract Award: Construction Manager / (EL-8)
General Contractor Selection, Windy Peak Project

ACTION

PERTINENT FACTS:

1. On August 30, 2006, an advertisement was published in The Blue Book; notices were sent to 109 vendors and the notice was posted on the Jeffco Public Schools website inviting soil erosion contractors to submit letters of interest/qualification statements.
2. One (1) soil erosion control contractor, Bosco Constructors, submitted a statement of qualifications. Bosco is also on the Construction Management pre-approved Construction Manager/General Contractors (CM/GC) list.
3. District staff and the engineer of record are negotiating a Guaranteed Maximum Price with Bosco Constructors for the Windy Peak Outdoor Lab School Site Utilities, Water and Waste Water Improvements project.
4. Funding for the project is included in the 2005-2010 Capital Improvement Program and the 2008 Annual Capital Reserve funding.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the award of contract to Bosco Constructors for the Windy Peak Outdoor Education Laboratory School Project Site Utilities, Water and Waste Water Improvements; and, authorizes the executive director of Construction Management to enter into and execute a contract with the Bosco in the amount not to exceed \$950,000.

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

DATE: May 16, 2007

APPROVED: Cynthia Stevenson *CMS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-147

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Acquisition of Two-Way Radios for District-wide Schools
EL-8

ACTION

PERTINENT FACTS:

1. As part of the budget development process, several one-time initiatives were considered by Cabinet.
2. To enhance school safety, one of the approved initiatives is district-wide radio equalization.
3. Jeffco Public Schools is standardizing the two-way portable radios used by district sites. This initiative will provide up to 9 radios for each elementary and middle school and between 11 and 14 radios (dependent upon the number of campus supervisors) for each high school.
4. Three repeaters will be installed to extend the range of the portable radio signals so all school sites may communicate with the Security Dispatch Center.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education authorizes the chief operating officer to initiate and approve the purchase of two-way radios for schools and install the necessary repeaters in an amount not to exceed \$400,000.

ORIGINATOR: Bob Smith *RS*

DATE: May 17, 2007

APPROVED: Cynthia Stevenson *CS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-148

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Contract Renewal: Motor Vehicle Fuels

EL-8, Asset Protection

ACTION

PERTINENT FACTS:

1. Transportation and Fleet Maintenance projects \$2,430,000 will be required for diesel and gasoline fuels for the 2007-2008 school year.
2. An approximate cost of \$800,000 will be for fuel delivered via the City of Lakewood's dispensing facilities. Jeffco Public Schools has a continuing intergovernmental agreement with the City of Lakewood to dispense fuels to vehicles at the Quail Street facilities. Jeffco Schools does not have fuel tanks at the Quail Street terminal.
3. The remaining \$1,630,000 in fuel costs will be delivered to the district's four (4) transportation terminal facilities.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education authorizes administrative staff to renew the fueling agreement with the City of Lakewood for an estimated 2007/2008 cost of \$1,630,000.

ORIGINATOR: Jan Clopton

DATE: May 18, 2007

Bob Smith *RS*

APPROVED: Cynthia Stevenson *CMS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-149

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Contract Award: Food Services Pizza (EL-8)

ACTION

PERTINENT FACTS:

1. Food Service provides daily delivered pizza for the lunch programs at elementary and secondary schools. In August 2002, the Board of Education approved Domino's as the vendor to supply pizza for our Food and Nutrition lunch program. This sponsorship was renewed for five years.
2. In compliance with State statute, the contract was re-bid and proposals were solicited from four pizza suppliers and were received May 10, 2007. The Request for Proposal included a request for sponsorship funds of 10 percent of total sales per year in return for advertising and promotional activities for the preferred supplier.
3. Staff from Purchasing and Food Services evaluated the proposals and recommends the award be made to Domino's Pizza which provided the lowest cost for the pizza and could deliver to all Jeffco Public schools.
4. Domino's has agreed to the sponsorship provisions
5. From July 1, 2005 through June 30, 2006 the cost was \$1,256,290 with Domino's. Staff believes the costs will be close to the same for the 2006-2007 school year.
6. It is projected that the total for the 2007-2008 school year will be approximately \$1,100,000.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education authorizes the director of purchasing to enter into an annually-renewable five-year contract for the Food Services pizza at an estimated annual expenditure of \$1,100,000 beginning with the 2007-2008 school year.

ORIGINATOR: Shirley Brooke

DATE: May 17, 2007

Bob Smith *RS*

APPROVED: Cynthia Stevenson *CMS*

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-150

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Award of Contract - Large Volume Copier Renewal


ACTION

PERTINENT FACTS:

1. On May 22, 2003, the Board authorized the Director of Purchasing to negotiate a contract with Toshiba and Konica for a one-year period with options to renew for up to four additional years.
2. Eleven responses were received during the bidding process in April of 2003. The District made a dual award based upon Toshiba offered the best value and most responsive proposal for the high-volume copiers. Konica machines offered the best value and most responsive proposal for the low to mid-range volume copiers.
3. In December, 2005 the low volume units awarded to Konica were discontinued and it was determined that the District should go out to bid separately for the low volume copiers.
4. In renewal year three, Toshiba submitted new models. District staff thoroughly evaluated the replacements. In addition to the pricing and warranty advantages of the Toshiba replacements, Toshiba's technical service, quality of products and excellent customer service has proven to be beneficial to the District.
5. Toshiba is holding their pricing from the previous year. The estimated annual contract amount is \$300,000.00.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education authorizes the director of Purchasing to renew the contract with Toshiba. The contract will be renewed for one additional year. The estimated annual contract amount will be \$300,000.00. This is the fourth renewal of the original 2003 contract.

ORIGINATOR: Betty Standley 

DATE: May 21, 2007

Lorie Gillis 

APPROVED: Cynthia Stevenson 

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-140
BOARD MEETING OF: Thursday, May 31, 2007
SUBJECT: Supplemental Budget Appropriation for Fiscal
Year 2006/2007

EL-6 Financial Planning/Budgeting

ACTION

PERTINENT FACTS:

1. The 2006/2007 Jeffco Schools budget was adopted by the Board of Education on June 15, 2006.
2. Subsequent to the adoption of the 2006/2007 budget, additional revenues and sources of funds have become available for contingencies within the funds which could not have been reasonably foreseen at the time of the proposed budget pursuant to C.R.S. 22-44-110(5).
3. To ensure adequate appropriations at the end of the fiscal year, supplemental appropriations are proposed for the General Fund, 2005A Building Fund - Capital Projects, Capital Reserve Fund, Campus Activity Fund, Child Care Fund, Employee Benefit Fund, and Charter School Fund.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the resolution for the supplemental appropriation of funds and budget adjustments for fiscal year 2006/2007 as provided in the resolution and background material.

ORIGINATOR: Lorie B. Gillis 

DATE: May 23, 2007

APPROVED: Cynthia Stevenson 

Jefferson County School District No. R-1
 2006/2007 Fiscal Year Supplemental Budget Appropriation Resolution
 REVENUE

Sources of Revenue	Original Revenue Budget	Increase (Decrease)	Revised Revenue Budget
GENERAL FUND			
Property Tax	251,123,000	(523,000)	250,600,000
State of Colorado	308,499,000	1,501,000	310,000,000
Specific Ownership Taxes	31,000,000	(1,000,000)	30,000,000
Interest Earnings	1,000,000	3,500,000	4,500,000
Tuition & Fees	8,466,900	-	8,466,900
Other Revenue	8,976,600	-	8,976,600
Other Source of Revenue Supplemental Retirement COPs	-	38,670,000	38,670,000
Total General Fund Revenue and Other Sources	\$ 609,065,500	\$ 42,148,000	\$ 651,213,500
BUILDING FUND - CAPITAL PROJECTS			
Interest Earnings	4,095,900	1,500,000	5,595,900
Other Source of Revenue Bond Sale	66,800,000	-	66,800,000
Other Source of Revenue Bond Premium	-	7,030,000	7,030,000
Carryforward	-	74,000,000	74,000,000
Total Building Fund-Capital Projects Other Sources & Available Fund Balance	\$ 70,895,900	\$ 82,530,000	\$ 153,425,900
CAPITAL RESERVE FUND			
Transfer from General Fund	19,208,000	-	19,208,000
Interest Earnings	585,000	615,000	1,200,000
Other Revenue	1,335,000	415,000	1,750,000
Total Capital Reserve Fund Revenue, Other Sources & Available Fund Balance	\$ 21,128,000	\$ 1,030,000	\$ 22,158,000
FOOD SERVICE FUND			
Food Sales	13,185,000	265,000	13,450,000
Service contracts	239,000	-	239,000
USDA Commodities	1,100,000	-	1,100,000
Federal/State Reimbursement	6,820,000	380,000	7,200,000
Interest	2,000	5,000	7,000
Total Food Service Fund Revenue, Other Sources & Available Fund Balance	\$ 21,346,000	\$ 650,000	\$ 21,996,000
CHILD CARE FUND			
Service contracts	1,386,200	-	1,386,200
Tuition	7,250,000	750,000	8,000,000
Interest	5,900	-	5,900
Transfer from the General Fund	2,397,200	319,900	2,717,100
Carryforward	-	600,000	600,000
Total Child Care Fund Revenue, Other Sources & Available Fund Balance	\$ 11,039,300	\$ 1,669,900	\$ 12,709,200

REVENUE CONTINUED

Sources of Revenue	Original Revenue Budget	Increase (Decrease)	Revised Revenue Budget
EMPLOYEE BENEFIT FUND			
Fees, Premiums, Charges for Service	\$ 62,792,000	(55,042,000)	\$ 7,750,000
Total Employee Benefit Fund Revenue, Other Sources & Available Fund Balance	\$ 62,792,000	\$ (55,042,000)	\$ 7,750,000
RISK MANAGEMENT FUND			
Fees, Premiums, Charges for Service	\$ 1,515,000	-	\$ 1,515,000
Transfer from General Fund	5,884,300	-	5,884,300
Carryforward	-	500,000	500,000
Total Risk Management Fund Revenue, Other Sources & Available Fund Balance	\$ 7,399,300	\$ 500,000	\$ 7,899,300
CHARTER SCHOOL FUND			
Revenue	\$ 31,396,000	\$ -	\$ 31,396,000
Proceeds from Bond Refunding	-	15,000,000	15,000,000
Total Charter School Fund Revenue, Other Sources & Available Fund Balance	\$ 31,396,000	\$ 15,000,000	\$ 46,396,000

EXPENDITURES & APPROPRIATIONS

Description of Expenditure	Original Budget (Appropriation)	Increase (Decrease)	Revised Budget (Appropriation)
GENERAL FUND			
Increased expenditures related to supplemental retirement lump sum payouts.	\$ 605,661,777	\$ 37,670,000	\$ 643,331,777
2005A BUILDING FUND - CAPITAL PROJECTS			
Increased expenditures related to capital improvement projects - spend down of carryforward & bond proceeds	\$ 117,715,920	\$ 35,000,000	\$ 152,715,920
CAPITAL RESERVE FUND			
Expenditures related capital improvement projects	\$ 7,696,245	\$ 303,755	\$ 8,000,000
FOOD SERVICE FUND			
Increased expenditures related to increased number of meals served and reimbursement guidelines	\$ 20,869,000	\$ 881,000	\$ 21,750,000
CHILD CARE FUND			
Increased expenditures related to increased funded slots for the Colorado Preschool Program	\$ 10,950,000	\$ 1,750,000	\$ 12,700,000
EMPLOYEE BENEFIT FUND			
Decreased expenditures related to employer portion of PERA & Medicare are not accounted for as a liability	\$ 62,709,000	\$ (55,709,000)	\$ 7,000,000
RISK MANAGEMENT FUND			
Premiums, Claims & Administration	\$ 7,383,800	\$ 500,000	\$ 7,883,800
CHARTER SCHOOL FUND			
Increased expenditures due to the refunding and reissuance of bonds. Original appropriation was \$33.0 million for all operating expenditures.	\$ 33,000,000	\$ 15,000,000	\$ 48,000,000

BE IT RESOLVED by the Board of Education of Jefferson County Public Schools that the above amounts are appropriated and revised organizational budgets adopted for the fiscal year beginning July 1, 2006 and ending June 30, 2007.

Adopted the 31st day of May, 2007.

BY: _____
Jane Barnes
President, Board of Education

(SEAL)

Attest: _____
Scott S. Benefield
Secretary, Board of Education

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-011/4
BOARD MEETING OF: Thursday, May 31, 2007
SUBJECT: Expulsion of Students –
EL 16 Treatment of Students

INFORMATION

PERTINENT FACTS:

1. The Board of Education per policy BSL 3, Delegation to the Superintendent, has authorized the Superintendent to expel students for cause in accordance with policy JKDA/JKEA.
2. In accordance with Policy EL 16, Treatment of Students, the following has occurred:
 - A hearing has been held to receive testimony on the expulsion of a student at Carmody Middle, Bear Creek High School, Evergreen High School, Golden High School, Green Mountain High School and Lakewood High School (2).
 - A Release and Waiver regarding the expulsion of a student has been signed by the parents of a student at Foster Elementary, Glennon Heights Elementary, Swanson Elementary (2), Bell Middle, Carmody Middle (2), Creighton Middle (2), Dunstan Middle (3), O'Connell Middle (2), Wheat Ridge Middle, Arvada High School (2), Arvada West High School, Chatfield High School, Columbine High School, Dakota Ridge High School (3), Golden High School (2), Jefferson High School, Lakewood High School (2), Standley Lake High School, Wheat Ridge High School (4) and the Johnson Program.
 - Notifications of the Decision to Expel have been forwarded to the parents of a student at Dunstan Middle, Arvada High School (3), Columbine High School (3), Green Mountain High School, Jefferson High School(2), Lakewood High School (4), Pomona High School, Wheat Ridge High School (2) and Brady Exploration School .

SUPERINTENDENT'S RECOMMENDATION: That the Superintendent will submit a detailed summary of expulsion documents to the Board of Education prior to the meeting.

ORIGINATOR: John Peery 

DATE: May 17, 2007

APPROVED: Cynthia Stevenson 

5.bb.

BOARD OF EDUCATION AGENDA ITEM
Consent Agenda

CONTROL NUMBER: BA-07-126

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Content Standards Review Process (EL-13)

ACTION

PERTINENT FACTS:

1. In accordance with Board Executive Limitation Policy EL-13, Instructional Program, the Content Standards Review Process was submitted to the Board of Education for approval in August 2006.
2. Ends policy 2 states that "Students will meet or exceed district standards in English language arts, mathematics, science and social studies."
3. Ends policy 3 states that "Students will meet or exceed district standards aligned with their individual talents, interests and abilities in foreign languages, career development, visual and performing arts, music, family studies and physical education."
4. According to Policy IGA, Board adopted content standards shall be reviewed by professional staff and parent/citizen advisory committees at least every five years and changes shall be approved by the Board. Curriculum shall be reviewed on a regular basis to ensure alignment with content standards and currency of information.
5. Content standards were reviewed in the 2006-2007 school year. Content standards were not changed. Benchmarks and essential learnings were aligned and added for each content area and grade level. Broad-based committees of central and site-based staff were included in this process.
6. Board of Education members received talking points regarding curriculum development work as shown in the background. The completed K-10 curriculum revisions can be accessed online as shown in the background material.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education approves the recommendations from the Content Standard Review process.

ORIGINATOR: Debbie Backus



Date: May 23, 2007

APPROVED: Cynthia Stevenson



Curriculum Development TALKING POINTS

BACKGROUND

- Teachers and instructional coaches provided feedback on both the content and format of the *Year-at-a-Glance* documents and the *Pacing Guides*.
- Curriculum alignment is an ongoing process that will require yearly review and adjustments.

CURRICULUM ALIGNMENT DOCUMENTS

Year-at-a-Glance:

- The *Year-at-a-Glance* provides a general overview at a given grade level.
- Developmental appropriateness, difficulty of materials and concepts, concept development over time, overlap with other content areas, and the timing of CSAP are factors that were considered while creating the *Year-at-a-Glance* documents.

Pacing Guides:

- *Pacing Guides* consist of *Prioritized Benchmarks*, *Essential Learnings*, *Resources*, and *Instruction*.
- The *Pacing Guides* provide structured support for novice teachers to plan instruction for a wide range of students while providing veteran teachers clear guidance and explicit support for decision making.

Benchmarks:

- *Prioritized Benchmarks* were ranked by frequency and difficulty based on analysis of CSAP data, Colorado Content Standards, and other documents. .
- Placement of benchmarks reflects teaching and learning in the previous school year and teaching and learning in the following school year.
- Best practices, theory, and research are purposely embedded into the pacing documents.

Essential Learnings:

- The *Essential Learnings* define what a student needs to know, understand and be able to do for each benchmark.
- *Essential Learnings* reflect consideration of how skills and knowledge build in rigor from one grade to the next.

Resources:

- The *Resource* column on the *Pacing Guide* was developed to explain how to use the resource to address all prioritized benchmarks in the given amount of time.
- Student learning is paced, not resources. Resources are used to help students access the essential learnings.

Instruction:

- The *Instruction* component is being developed to provide support with best instructional practices for all students with differentiation for struggling and accelerated students, as well as English Language Learners.
- Instructional Strategies are recommendations, not directives.

Accessing Curriculum Alignment Documents

Step One:

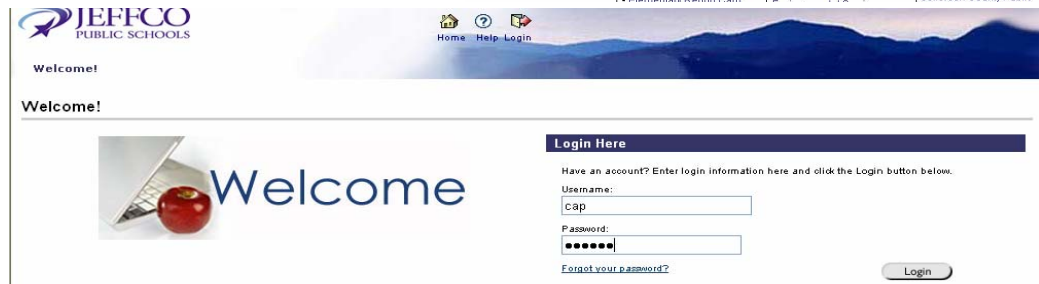
Go to the **Employee Connections** page.
 Click on the **“Blackboard”** link in the DLEA column.



Step Two:

Log in:

Username: cap
Password: jeffco



Step Three:

You will see three tabs:

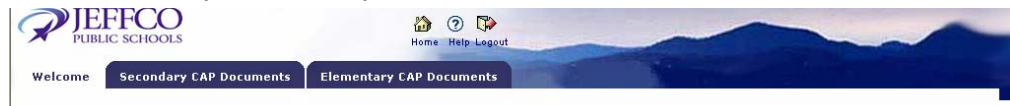
Welcome ~ This tab will provide general announcements and information about the Curriculum Alignment Project.

Secondary CAP Documents ~ This tab will allow you to access CAP documents for grades 7-12.

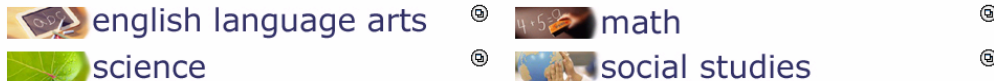
Elementary CAP Documents ~ This tab will allow you to access CAP documents for grades K-6.

To Access Documents:

Choose either the **Elementary** or **Secondary Tab**.



Navigate to the **content area/grade level** you wish to view.



Navigate to the **document** you wish to open and click on the document title.

	Name	Modified	Size
	Grade7_LifeScience_YearAtAGlance.pdf	Apr 16, 2007 3:07:16 PM	36K
	LifeScience_CirculatoryRespiratorySystems_Instruction.pdf	Apr 16, 2007 3:04:16 PM	26K
	LifeScience_CirculatoryRespiratorySystems_PacingGuide.pdf	Apr 16, 2007 3:04:17 PM	70K
	LifeScience_Fcnlow_Instruction.pdf	Apr 16, 2007 3:04:17 PM	28K

6.a.

BOARD OF EDUCATION AGENDA ITEM
Discussion Agenda

CONTROL NUMBER: BA-07-151

BOARD MEETING OF: Thursday, May 31, 2007

SUBJECT: Three Year District Calendar Cycle (EL-15, School Year Calendar)

ACTION

PERTINENT FACTS:

1. In accordance with Board executive limitation policy 15, School Year Calendar, “the superintendent shall not fail to prepare and adopt a district calendar or school calendar for three or more years...” Additionally, the policy outlines the limitations for creation of the calendar, the membership and expectations of the Calendar Committee.
2. The members of the Calendar Committee were approved by the Board of Education on February 8 and an additional parent was approved and joined the committee at the request of the Board of Education.
3. As part of the calendar development process, a survey was conducted to ascertain community and staff preferences for the calendar.
4. The superintendent, through the work of Debbie Backus, chief academic officer, and the members of the Calendar Committee, has presented the Board of Education with the next three-year cycle of district calendars for school years 2008-2009, 2009-2010, and 2010-2011.

SUPERINTENDENT’S RECOMMENDATION:

That the Board of Education discusses the three-year district calendar cycle for school years 2008-2009, 2009-2010, and 2010-2011.

ORIGINATOR: Helen Neal *HN*

DATE: May 21, 2007

APPROVED: Cynthia Stevenson *CS*

6.b.

BOARD OF EDUCATION AGENDA ITEM
Discussion Agenda

CONTROL NUMBER: BA-07-138

BOARD MEETING OF: May 31, 2007

SUBJECT: Absence Management Implementation Update
(EL-4. Staff Compensation)

ACTION

PERTINENT FACTS:

1. The Board of Education met in study session on May 10, 2007 to receive an update on the Absence Management plan. District staff provided information on the pay calendar and how changes to the calendar would impact implementation of the absence management plan.
2. The Board of Education will receive additional information on the timing of pay for year-around employees and will have discussion on recommendations and proposed solutions.

SUPERINTENDENT'S RECOMMENDATION:

That the Board of Education provides direction to staff on how to proceed with the implementation of absence management.

ORIGINATOR: Amy Weber *AW* **DATE:** May 22, 2007
Lorie Gillis *LG*
APPROVED: Cynthia Stevenson *CS*