

THE BOARD REPORT May 30, 2018

The BOARD REPORT is not the official report of Board of Education meetings. Minutes of meetings are available in future Board of Education agendas and from Doris Hensley, secretary to the Board of Education, 520-2004.

To access links to supporting documentation for any item in the Board Report, please see the corresponding agenda at <http://www.boarddocs.com/co/d11/Board.nsf/Public>, click on the meetings tab, click on the meeting date, and click “view agenda.” Items within the agenda may be hyperlinked to additional information (for example, Personnel Recommendations); click on the hyperlink to access the documentation for that item.

GOOD THINGS

Operation Security

For the past three years, the El Paso County Sheriff’s Office has partnered with School District 11 in Operation Security. Plainclothes Deputy Sheriffs attempt to gain access to our schools and get to the principal’s office undetected. They also look at school security measures and make recommendations to the Security Department and the school. If a school is not breached by the deputies, the principal receives a written awesome report. If entry is made into the school without being challenged, the principal receives a written report noting the deficiencies. This program has proven to be very valuable in helping to maintain a safe learning and working environment in District 11. The Sheriff’s Office performs this service at no cost to the District. The members of the time who conducted the physical checks this year are: **Sergeant William Ewell, Deputy Josie Haag, Deputy Travis Kitowski, Deputy Quinlan Linebaugh, Deputy Matthew McGough, Deputy Teresa Murphy, Deputy Kristen Nordeman, Deputy Todd Ronk, and Deputy Amanda Torres.**

The Department of Food and Nutrition Services Win National Award

District 11’s Food and Nutrition Services is the recipient of the Turnip the Beet Gold Award! The USDA [Turnip the Beet Award Program](#) recognizes outstanding Summer Meal Program sponsors across the nation who, during the summer months, offer children high quality meals that are appetizing, appealing, and nutritious.

Colorado Springs School District 11 is among an elite group of 111 award-winning sponsors nationwide. D11’s Food and Nutrition Services will be recognized in this month’s edition of the Food Nutrition Services (FNS) Summer Newsletter, a USDA blog post, and on the USDA Summer Capacity Builder [map](#). In addition, the Colorado Department of Education (CDE) will recognize this achievement in the summer meals email update and through CDE social media.

Coronado Show Choir and Coronado Bluenotes Excel at State Competition

The Coronado Show Choir put on a spectacular performance at the state Show Choir competition. Out of 22 amazing show choirs from all over the state, Coronado’s show choir took first place. In the last six years, this is the third time Coronado has been awarded first place. On top of their amazing performance, **Deanna Cooper** was awarded an “Outstanding Showmanship” award and **Daniel Peterson** an “Outstanding Soloist” award. Show Choir members are: **Alexander Batanero, Aidan Clark, Deanna Cooper, Isabella Cross, Chloe Drye, Justine Eberhart, Alexa Huesgen Hobbs, Joshua Kendall, Anna Landolfi, Kelsey Lippincott, Aidan Maughan, Autumn Palmer, Daniel Peterson, Caleb Saiz, Twain Slayter, Sarah Smith, Richard Strobel, Serena Sutherland, and Isaac Thompson.**

In addition, the Coronado Bluenotes took third place out of 32 jazz and acapella groups from across the state, and **Deanna Cooper** earned an “Outstanding Soloist” award. Members of the Bluenotes are: **Deanna Cooper, Joshua Kendall, Kelsey Lippincott, Riley Lippincott, Autumn Palmer, Daniel Peterson, Lauren Reynolds, and Jaiden Twining.**

Holmes Students Qualify for FCCLA National Leadership Conference

Holmes FCCLA qualified 15 members for the 2018 FCCLA National Leadership Conference. Out of the 15, ten members qualified to attend the National conference in Atlanta, Georgia on June 27, at which time they will receive a weeks’ worth of leadership training, competitive events, and lifetime experiences. This is the sixth year Holmes students are competing at the National level.

The Holmes competitors are: **Tahla Atalla** and **Abi Jones**, gold in Life Event Planning (National qualifiers); **Natalie Austin**, gold in Nutrition and Wellness; **Sydney Buesser**, Career Investigations (National qualifier); **Maren Felps** and **Rhea Wybrant**, gold in Chapter in Review Portfolio; **Serena Goble** and **Makenzie Hartman**, gold in Focus on Children (National qualifiers); **Erin Gray**, Advocacy (National qualifier); **Carter Herman, Christal Whitlock, and Aimee Wright**, Promote and Publicize FCCLA (National qualifiers); **Ashleigh Howland**, gold in National Programs in Action: Stop the Violence; **Shea Kinney**, gold in Food Innovations; **Elliana Lucenti**, Recycle and Redesign; and **William “Robby” West II**, Career Investigation (National qualifier).

CONSENT ITEMS

Approval of Board Meeting Minutes

Certified copies of the Board of Education's official minutes may be obtained from the Records Management Center. Cost of copying will be borne by the requester, per Board Policy BEDG.

The Board of Education approved the minutes of the May 9, 2018 regular board meeting. All minutes are available on the District website, after approval by the Board of Education.

Personnel Recommendations

The Board of Education approved the May 30, 2018 Personnel Recommendations, as submitted by administration.

Policy GBGB: Staff Personal Security and Safety

Policy GBGB, Staff Personal Security and Safety, establishes the procedures to be followed in instances of assault, disorderly conduct, harassment, knowingly false allegations of child abuse, or alleged criminal offenses by a student directed toward a teacher or school employee.

Policy GBGB is recommended for repeal, with some of the language from the policy moving to Regulation ADD-R, Safe and Secure Schools Plan. Policy ADD, Safe and Secure Schools, through its regulation, ADD-R, Safe and Secure Schools Plan, will address the issue of staff personal security and safety. The language pertaining to procedures fits into the Safe and Secure Schools Plan. In addition, the language surrounding access to student discipline information is already addressed in Board Policy JRA/JRC, Student Records/Release of Information/Student Data Privacy.

The Board's Policy Committee recommends that the Board repeal Policy GBGB, Staff Personal Security and Safety.

The Board of Education repealed Policy GBGB: Staff Personal Security and Safety.

ACTION ITEMS

Contract Award: Firm Transportation of Natural Gas

BACKGROUND: The District currently participates in two different utility rate structures with Colorado Springs Utilities (CSU) for natural gas. One is the "Commercial" rate and the other is the "Transportation Tariff". Both have different advantages to the District. In 2010 an initial study of natural gas by school site determined that some sites would realize savings if moved to the "Transportation Tariff" rate. Savings have been realized over the years. Currently these savings are not as robust as in past years, due to a variety of factors that include: cost of natural gas, weather (usage), and the length of time CSU hedges their rates for this Tariff. In order to participate on the "Transportation" Tariff, the District has to enter into a Tri-Partite Agreement. This means the District has one agreement with CSU and a second agreement with the transport vendor, which requires the vendor to enter into a third agreement with CSU.

This contract will provide the District with firm transportation of natural gas in accordance with the City's Transportation Tariff. This contract is a one-year contract with four, one-year option terms. If during an annual option year the District determines that participating in the Transportation Tariff is no longer cost effective, the District can revert back to the "commercial" rate structure with a 180 day written notice prior to November 1 of any given year.

The Board of Education approved contract C2018-1027 to provide firm transportation of natural gas to the Colorado Springs Utility gate. If fully executed this contract will expire June 30, 2023.

Contract Award: High School Graduation Regalia and Yearbooks

Background: To date high school principals have had the delegated authority to enter into contracts for both graduation regalia needs and yearbook ordering. The traditional high school principals collectively asked to have Procurement combine and compete these requirements with an intended desired outcome to realize cost savings for the parents and students while not losing quality of product or service levels.

This contract provides for student cap and gown and associated accessories (hoods, stoles, ropes, tassels, and medallions); diplomas and diploma covers; graduation announcements, class rings and jewelry as desired by each student family; and yearbooks for all high school grades. Schools will purchase diplomas and diploma covers and special designation cords and or medallions for certain graduates. Parents will be able to order directly with the vendor (either on-line or in person) their students graduation cap and gown, yearbook, class jewelry, announcements, and any desired school apparel through an on-line "school store". Yearbooks and graduation caps and gowns will ship to the designated student school site while other items will ship to the purchaser's residence. The contract is structured to allow each school site to design what their school determined needs are for each of these categories. There is flexibility for schools to order independently while realizing volume discounts and value adds. School stakeholders were included in the selection process. This contract will begin in time to support school year 2018-19 needs.

The Board of Education approved contract C2018-0107 to Jostens for high school graduation regalia and yearbooks beginning June 1, 2018. If fully executed this contract will end June 30, 2023.

Policy FF: Naming of District Facilities, Properties, and Assets

Policy FF, Naming of District Facilities, Properties and Assets, establishes a standing Naming Committee to assemble to consider nominations of District facilities, properties and assets.

Policy FF is recommended for revisions that include: 1) removal of the two submission deadlines and replacing those with language stating the Committee will meet on an as requested basis when a name is submitted; 2) removal of language prohibiting nominations of living individuals and persons deceased for at least five years (to be debated by the Committee if such a nomination is submitted); 3) added membership requirements to include representation of the community served by the

facility at issue; 4) removal of language designating what/who schools may be named after (again to be debated by the Committee); and 5) deletion of the paragraph allowing for deviations of the policy (the paragraph weakens the policy).

The Board's Policy Committee recommends that the Board adopt the revised version of FF, Naming of District Facilities, Properties and Assets.

The Board of Education adopted the revised version of FF: Naming of District Facilities, Properties, and Assets.

NON-ACTION ITEMS

Public Hearing on the Proposed FY18-19 Budget

This time is set aside for comments pertaining to the proposed FY18-19 Budget.

Instructional Material and Secondary Course Approval

Instructional Materials Summary

The Board of Education has the responsibility to approve textbook materials, periodicals, newspapers, computer software, and content posters. The approval of new instructional materials originates based on identified curricular needs. Under the direction of the content facilitator, the appropriate curriculum committee reviews the instructional materials and asks a citizen to review and make a written recommendation. The curriculum committee recommends the instructional materials for general or specific use and then submits the instructional materials for recommendation to the appropriate content area facilitator. Once the appropriate facilitator approves the instructional materials, a request for approval is made to the Assistant Superintendent of Instruction, Curriculum and Student Services.

All instructional materials submitted for approval have completed the required process as specified in the Board of Education policies IJJ and IJJ-R. The Textbook Selection and Adoption policy states "The Board will receive requests to adopt titles recommended by the curriculum committees along with the citizens' comments and the curriculum committee's analysis of the citizens' comments." Instructional materials planned for district wide implementation will be designated as such in the Board of Education Instructional Materials Approval Report.

There will be times when software and textbooks may go through an approval process in anticipation of funding sources yet to be determined. The instructional materials on the enclosed list of materials have been selected and recommended for adoption according to Board of Education Policy IJJ-R. These materials include textbooks, periodicals, computer software, and content posters.

Secondary Courses Summary

The Board of Education is required by state statutes to determine the educational programs delivered to the schools of the district. The development of new courses is driven by educational needs at school sites. The process originates with identified student needs. A proposed course is then reviewed by the building principal. The proposals moves to the appropriate curriculum committee where it is approved or not approved based on the following:

1. Relationships to content standards and benchmarks
2. Assessment procedures
3. Instructional strategies and objectives
4. Materials and resources

Once approved by the curriculum committee, the appropriate Curriculum facilitator signs the course approval and submits it to the Assistant Superintendent of Instruction, Curriculum and Student Services for approval.

All course proposals submitted for approval or deletion have completed the required process of the Division of Instruction, Curriculum and Student Services. Board of Education Policy IGA (Curriculum Development) states, "Curriculum development, review and evaluation shall be the responsibility of the District staff... After development, review and/or evaluation by a curriculum committee, all new curriculum, programs and courses of study, shall be presented Superintendent/designee (Assistant Superintendent) to the Board for its consideration and action."

Instruction, Curriculum, and Student Services presents new, changed and/or deleted courses, as attached, which have been developed according to Board of Education Policy IG and IGD. These courses are designed to support the needs of secondary students and are related to content standards and benchmarks.

Citizen Review of materials requested for adoption by the Board of Education will be held during each approval period. Notification of the Citizen Reviews are posted for each period on the District 11 website, on Channel 16 and through the District 11 Loop messaging system.

Teachers, teacher-leaders, principals and instruction and curriculum facilitators participate collaboratively in a selection process to bring materials and courses forward for Board of Education approval.

Once materials are approved both building, central, and mill levy override budgets may be used to purchase materials.

It is requested that the Board of Education approve the instructional materials, new or amended secondary courses as submitted.

This item will move to consent for the June 13, 2018 meeting.

Policy IHBF: Homebound or Hospital Instruction

Policy IHBF, Homebound or Hospital Instruction, establishes available instruction for students enrolled in District 11 schools or programs whose extended absence from school is the result of a medically verified physical, mental, or emotional disability illness.

IHBF is recommended for revisions to align with both the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973. In accordance with circumstances and applicable law, instruction and services provided to a student via homebound instruction will be individually designed and determined on a case-by-case basis.

The Board's Policy Committee recommends that the Board adopt the revised policy IHBF, Homebound or Hospital Instruction.

This item will move to consent for the June 13, 2018 meeting.

Policy BCB: Board of Education Member Conflict of Interest

Policy BCB, Board of Education Member Conflict of Interest, defines potential conflicts of interest for Board members.

BCB is recommended for one amendment: add the new federal definition of spouse as defined in 20 C.F.R. Part 825, that includes the recognition of marriages and unions that are legally entered into in other states.

The Board's Policy Committee recommends that the Board adopt the revised policy BCB, Board of Education Member Conflict of Interest.

This item will move to consent for the June 13, 2018 meeting.

Policy BDF: Advisory Committees

Board Policy BDF, Advisory Committees, discusses the membership and charges of the various committees in the District.

BDF is recommended for revisions pertaining to the Mill Levy Override (MLO). BDF currently states that the charge and role of the District's Audit Advisory Committee includes MLO oversight. The language addressing the MLO is recommended for deletion since there is now a separate MLO Committee that oversees MLO spending.

The Board's Policy Committee recommends that the Board adopt the revised policy BDF, Advisory Committees.

This item will move to consent for the June 13, 2018 meeting.

Policy LBD: Relations with Charter Schools

Policy LBD, Relations with Charter Schools, establishes the Board's policy surrounding efforts by interested persons wishing to submit proposals for the establishment of charter schools within the District. This policy provides information regarding the application process as well as applicable state laws.

LBD is recommended for revisions to the new charter school application and request for relinquishment windows. The recommended revisions achieve the goal of running both the new charter school application window and the request for relinquishment window concurrently at August 1 to September 1 of any given year. Both would have a notice of intent deadline of June 1 of any given year.

The Board's Policy Committee recommends that the Board adopt the revised Policy LBD, Relations with Charter Schools.

This item will move to consent for the June 13, 2018 meeting.

DAC Membership and Charge

The District Accountability Committee has the responsibility of submitting, for Board approval, members to serve on the District Accountability Committee (DAC) for the 2018-2019 school year. The DAC membership is made up of parents, district staff, and community members.

Recommendation: That the Board of Education approves member names of the 2018-2019 District Accountability Committee (DAC) and charge, as submitted.

This item will move to consent for the June 13, 2018 meeting.

Resolution 2018-44: Use of Portion of Beginning Fund Balance

Colorado Revised Statutes, 22-44-105(1.5)(a) states that a duly adopted budget shall not provide for expenditures, interfund transfers, or reserves in excess of available revenues and beginning fund balance. This resolution authorizes the use of beginning fund balance as a means to balance revenues and expenditures.

The Board of Education determines that the beginning fund balance in the general fund and other funds are sufficient to allow for the funding of one-time expenditures. This resolution is based on state statute that requires the Board of Education to specifically authorize the use, or expenditure, of fund balance (non-recurring) funds. The purpose of this resolution is to ensure full disclosure of the use of beginning fund balance to balance the expenditure budget.

The Board of Education should be satisfied with the use of beginning reserves as a means to accomplish the District's business plan. The use of beginning fund balance should represent a reasonable match of recurring and non-recurring sources and uses.

Resolution 2018-45: Appropriation of the FY18-19 Budget

Colorado Revised Statute 22-44-110(4) requires that the Board of Education adopts a budget with an appropriation resolution, by fund, for the next fiscal year. The appropriation resolution sets the maximum level of expenditures, subject to re-appropriation, for each fund for the entire 2018-2019 fiscal year.

One of the first documents in the front of the budget document is the appropriation resolution. By approving the appropriation resolution, the Board of Education in fact adopts the budget. The District uses a budget consideration process that utilizes a heavy amount of staff and community participation and involvement. In addition to the countless hours of discussion and debate at multiple levels of the organization, including employee group input, the District enjoys a strong relationship with the District Accountability Committee's (DAC) Budget Subcommittee. The DAC Budget Subcommittee plays a key role in bringing community input into resourcing of the District mission.

The objectives of the budget adoption process are to best resource the District's business plan, reflect the priorities of the District 11 Board of Education, comply with all regulatory requirements, and provide a sound financial plan with adequate contingencies for the stewardship of taxpayer resources.

Resolution 2018-46: Designations of Fund Balance

Governmental accounting allows for the designation of fund balance in order to restrict and designate the availability of unspent funds at the end of a fiscal year.

Required by the Governmental Accounting Standards Board, this resolution allows the Board of Education to designate certain unspent budgets (mostly school budgets) to carry forward to the following fiscal year. This resolution is especially important in designating resources for specific purposes. The management of reserves is a critical financial planning tool.

The Board of Education should be satisfied that the designation of reserves adequately plans for the District's future. Any modification or alteration of the reserve levels should take place at this time.

This item will move to consent for the June 13, 2018 meeting.

Resolution 2018-47: TABOR Reserves and Designations

Article X, Section 20 of the Colorado Constitution defines "fiscal year spending" as all district expenditures and reserve increases, except as to both; those for refunds made in the current or next fiscal year, or those from gifts, federal funds, collections from another government, pension contributions by employees and pension fund earnings, reserve transfers or expenditures, damage awards, or property taxes.

This resolution designates spending of various reserves, ultimately reconciled to the District audit, in accordance with Article X, Section 20 (TABOR) of the Colorado Constitution.

Colorado Springs School District 11 has not "de-TABOR-ed" as most other school districts and is therefore required to adhere to the regulations in Article X, Section 20 of the Colorado Constitution.

This item will move to consent for the June 13, 2018 meeting.

Resolution 2018-48: Interfund Borrowing

Colorado Revised Statute 22-44-113 authorizes the Board of Education to borrow unencumbered monies from one fund for use by another fund. Monies borrowed from a fund pursuant to applicable laws must be repaid to said fund when needed to meet obligations of the fund and any such loan shall be repaid no later than three months after the beginning of the following budget year. In the event monies are not forthcoming from the designated sources, an amount equal to the outstanding liability shall be expended from the general fund and used to repay the loan.

This resolution authorizes the District to borrow between funds, up to authorized limits, to meet cash flow and expenditure requirements. The District uses pooled cash banking mechanisms that automatically create interfund borrowing on a daily basis.

The Board of Education should be comfortable with the borrowing levels of each fund and satisfied the "borrower funds" are prudently managing receipt and disbursement activity in order to minimize interfund borrowing.

This item will move to consent for the June 13, 2018 meeting.

Resolution 2018-49: Student Fees, Fines, and Charges

Board of Education Policy JQ calls for a fair mechanism by which students pay reasonable fees to help defray the cost of such programs, activities, and amenities to the school district without making them prohibitively expensive.

This resolution sets the student and parent fees and charges for the 2018-2019 fiscal year. Pursuant to Colorado Revised Statute 22-32-117 Miscellaneous Fees, a list of fees collected shall be approved by the Board of Education in resolution authorizing the collection of such fees. Each year the schools are asked to update the list of fees collected at their sites. The resolution allows the fee schedule to be updated during the year and any revisions will be presented with the following year's fee schedule for board of education approval.

The Board of Education should be satisfied that the fees, fines, and charges are adequate and equitable for district customers and that the fees, fines, and charges are fairly authorized and enforced.

Key staff updating the fees, fines, and charges include all District 11 principals; K-12 Executive Directors John Keane, Sherry Kalbach, Dr. Brien Hodges, and Daniel Hoff; Director of Food and Nutrition Services Kent Wehri; Director of Athletics David Eichman; Assistant Superintendent David Engstrom; and Deputy Superintendent Dr. Mary Thurman.

FUTURE MEETINGS/WORK SESSIONS

A Board of Education special meeting/executive session is scheduled for Monday, June 4, at 5:30 p.m., at the administration building, 1115 N. El Paso St., in the Garden Level Conference Room.

Adjournment

The meeting was adjourned at 8:34 p.m.