

**BOARD Meeting Activity**  
**June 24, 2020**

**The BOARD Meeting Activity is not the official report of the Board of Education meetings. Minutes of meetings are available in future Board of Education agendas and from Maricela Hidalgo, 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.

**SPECIAL REPORTS**

Superintendent's Report

Deputy Superintendent Mr. David Engstrom provided an update on the in-person graduation ceremonies held at the Garry Berry Stadium.

Legislative Update

Deputy Superintendent Mr. Glenn Gustafson provided an update on the state's economic condition.

**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. The cost of copying will be borne by the requester, per Board Policy BEDG.

The Board of Education approved the minutes of the June 10, 2020, regular board meeting and the June 17, 2020, special meeting. All minutes are available in BoardDocs through the Board of Education District website, after approval by the Board of Education.

Personnel Recommendations

The Board of Education approved the June 24, 2020, Personnel Recommendations, as submitted by the administration.

**ACTION ITEMS**

Contract Awards - Modification to Existing Dell Contract C2019-0047 to Increase the Contract Spending Limit

Executive Director of Procurement and Contracting Kris Odom provided the following information:

Due to an increase in demand for laptops and devices to support distance learning and supplemental instruction for students both now, for school year 2020-21 and beyond, an increase to the spending limit for the existing Dell contract is necessary. This contract was completed and

approved by the Board of Education on December 12, 2018. If fully executed, this contract would expire June 30, 2023.

Contract Awards - Purchase of Dell Chromebooks for School Year 2020-21 and beyond  
Executive Director of Procurement and Contracting Kris Odom provided the following information:

The District has an urgent need for one-to-one devices for all students for next school year and beyond to support distance learning and supplemental instruction for students. Current market conditions indicate long lead times for student technology. During the competition process lead times through September 2020 were found to be typical. This purchase was competed via Bonfire and awarded to CDW-G based on price, on-hand inventory, and earliest delivery.

Policy DJ allows for purchases to be made for emergency circumstances and to obtain Board of Education approval at the next scheduled regular Board Meeting. This purchase has been executed as of June 10, 2020, to ensure prompt delivery of immediately available inventory. The vote is the required confirmation of this purchased as required by BOE policy DJ.

Resolution 2020-50: Modify Title Use Restriction at Property Previously Known as Helen Hunt Elementary School

Executive Director of Procurement and Contracting Kris Odom provided the following background information:

On May 11, 2016, the D11 Board of Education (BOE) approved the Conveyance of Helen Hunt Property for \$1 to the Lane Foundation for the specific purpose of revitalizing the Hunt Community. A condition of this conveyance includes both "Use Restrictions" and "Affirmative Covenants". The Lane Foundation has invested approximately \$2M to renovate the property and has assisted non-profits to locate into this property. Current occupants include: Catholic Charities, Community Partnership for Child Development (CPCD), Colorado Springs Food Rescue, Peak Parent and Shandy Clinic. Future occupants that will be moving in soon are REACH Pikes Peak and Hillside Coffee about the same time.

Hillside Coffee Café LLC, hereafter "Hillside Coffee", through the Lane Foundation, is asking the District BOE to approve a Variance to the current Title Use Restriction that remains on the Property Title for a 20-year period. The specific variance request is to remove the alcohol restriction. Hillside Coffee wants to sell beer and wine. The owner of Hillside Coffee, Mr. Brandon DelGrosso, currently operates Switchback Coffee Roasters.

Hillside anticipates occupying approximately 1,744 square feet (one classroom and part of the kitchen area) of the two-story building located at 909 E Moreno Ave, 80903. As part of the Affirmative Covenants that also run with the property title, Hillside Coffee plans to support the Hunt Community by offering: a community gathering place, bringing Pikes Peak Book Mobile to their location, and "pay what you can" drip coffee.

The Lane Foundation would pay for the costs associated with filing the Title documents to include any legal fees.

### Contract Awards - School Management System

Executive Director of Procurement and Contracting Kris Odom and Chief Information Officer John McCarron, provided the following background information:

The District conducted market research which included the issuance of a Request for Information (RFI). The purpose of the RFI was to verify market availability and effectiveness of various consolidated school management system functionalities. The research also provided information that was used to develop the district requirements documents and budgetary estimates. In-house analysis indicates that consolidating the efforts of several current contracts into one contract under the umbrella of a School Management System (SMS) will result in cost and time efficiencies, especially for staff, student and parents.

In March 2020 a Request for Proposal (RFP) was issued via Bonfire Procurement software seeking experienced companies that could provide a School Management System that housed, at a minimum, a student information system (SIS), a learning management system (LMS), special education individualized education plans (IEPs) and students plans. The evaluation process conducted an in-depth analysis and evaluation from functional area leads, department heads, teachers and other school-based stakeholders. Separately, parents were engaged and their input was included as part of the process. Past performance reference checks, vendor capacity to perform and sustain a solution were also evaluated.

The overall best value offering is from Power School, for a total estimated contract value (over the life of the contract) of \$7,370,815. This includes implementation and data mapping and migration, licenses, support and training. This contract will provide the services that are currently provided by several individual contracts. The annual cost of this contract after implementation is \$612,492 which does not exceed the sum of the current legacy contracts.

Once awarded, there is a one-year implementation period that includes data migration, testing of new systems, and training in order to "Go Live" on July 1, 2021. If fully executed, this contract will terminate June 30, 2031. Extension years can be added to the contract at a later date.

### Budget Transfers, Appropriations and FTE Approvals

There were no Budget Transfers, Appropriations and FTE Approvals.

### Resolution 2020-51, Approval of Agreement between the Board of Education and Education Support Professionals

The Meet and Confer process with Education Support Professionals (ESP) was completed. The Administration provided the resolution to implement what was agreed upon in the Meet and Confer process.

### Resolution 2020-52, Approval of Agreement between the Board of Education and Executive Professionals

The Meet and Confer process with Executive Professionals was completed. The Administration provided the resolution to implement what was agreed upon in the Meet and Confer process.

Resolution 2020-53, Approval of Agreement between the Board of Education and Colorado Springs Education Association (CSEA)

The Interest Based Bargaining process with the Colorado Springs Education Association (CSEA) was completed. The resolution was agreed upon in the Interest Based Bargaining (IBB) process and ratified.

Action: 10. Resolution 2020-49 Validation Use of CARES Act Stimulus Funds

Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following information:

The District has received significant funding from the State of Colorado (Federal Funds Flow-Through) to assist with the incremental costs of managing the Coronavirus/COVID-19 pandemic. These CARES Act funds come with significant restrictions that are somewhat vague and difficult to interpret. In order to provide clarity on the District's intentions with these funds, the Board of Education was asked to adopt the resolution.

Resolution 2020-41 Use of Portion of Beginning Fund Balance

Executive Director of Financial Services Ms. Laura Hronik and Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following information:

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 2020-42 Appropriation of the FY20/21 Budget

Executive Director of Financial Services Ms. Laura Hronik and Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following information:

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 2020-2021 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/strategic 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 2020-43 Designations of Fund Balance

Executive Director of Financial Services Ms. Laura Hronik and Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following information:

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.

#### Resolution 2020-44 TABOR Reserves and Designations

Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following information:

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.

#### Resolution 2020-45 Interfund Borrowing

Executive Director of Financial Services Ms. Laura Hronik and Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following information:

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.

#### Resolution 2020-46 Student Fees, Fines, and Charges

Executive Director Sherry Kalbach provided the following information:

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 2020-2021 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.

#### 2000 MLO FDK Plan Amendment

Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following 2000 MLO FDK Plan Amendment information:

In the Spring of 2019, the Governor of Colorado worked with the legislature to introduce and eventually pass HB 19-1262 to offer and fund full-day kindergarten in Colorado. This bill eventually passed and was incorporated into the School Finance Act.

The District's 2000 mill levy override (MLO) includes item 14 that funds full-day kindergarten in District 11. Item 14 was the consolidation of two original MLO spending plan items: school

start times and research-based interventions. Now that the state has implemented full-day kindergarten (with funding), funding from this MLO item is no longer needed.

The District would like to repurpose these funds on a non-recurring basis for FY 20/21, into 2000 MLO PIP 1B: Employee Compensation for the full amount of \$2,400,550. These funds will be absolutely necessary to help cushion the financial “blow”, which the COVID-19 Economic Recession will cause. We are anticipating roughly a 25 million deficit in Colorado K-12 funding for next fiscal year alone, and therefore making plans now to help mitigate the anticipated “blow”, is our best course of action in these trying times. The plans reallocate these funds for FY 21/22 will come at a later date, once plans are developed.

The Board was reminded that the plan amendment process calls for plan amendment approval from the District's administration, the Mill Levy Override Oversight Committee, the District Accountability Committee, and a two-thirds majority vote from the Board of Education.

#### 2017 MLO Technology Plan Amendment

Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following information on the 2017 MLO Technology Plan Amendment:

The Coronavirus Epidemic (COVID-19) has had a detrimental impact on available K-12 Education funding from the State. Due to this, we have had to reduce the General Fund allocation by a minimum of 8% this year and can expect further reductions for years to come. We have recently been informed of supplemental funding available from the CARES Act. The CARES Act will allow us to be reimbursed for specific expenditures related to COVID-19.

The CARES Act will cover technology related expenditures and therefore we would like to reallocate the funds from 2017 MLO PIP 8: Technology Replacement, into 2017 MLO PIP 2: Teacher Compensation with the intent to try and save teacher jobs. We would like to temporarily reallocate the full FY 20/21 allocation of \$1,000,000 on a non-recurring basis. Knowing that the technology replacement costs will be back filled by the CARES Act; We believe this plan is our best course of action in these trying times, and we thank you for your consideration.

The Board was reminded that the plan amendment process calls for plan amendment approval from the District's administration, the Mill Levy Override Oversight Committee, the District Accountability Committee, and a two-thirds majority vote from the Board of Education.

#### 2000 MLO Instructional Technology Plan Amendment

Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided the following information on the 2000 MLO Instructional Technology Plan Amendment:

The Coronavirus Epidemic (COVID-19) has had a detrimental impact on available K-12 Education funding from the State. Due to this, we have had to reduce the General Fund allocation by a minimum of 8% this year and can expect further reductions for years to come. We have recently been informed of supplemental funding available from the CARES Act. The CARES Act will allow us to be reimbursed for specific expenditures related to COVID-19.

The CARES Act will cover technology related expenditures and therefore we would like to

reallocate the funds from 2000 MLO PIP 5 (C) Student Computers, into 2000 MLO PIP 1B: Employee Compensation with the intent to try and save ESP jobs. We would like to temporarily reallocate a portion of the FY 20/21 allocation of only \$475,000 on a non-recurring basis. Knowing that the technology replacement costs will be backfilled by the CARES Act; We believe this plan is our best course of action in these trying times, and we thank you for your consideration.

The Board was reminded that the plan amendment process calls for plan amendment approval from the District's administration, the Mill Levy Override Oversight Committee, the District Accountability Committee, and a two-thirds majority vote from the Board of Education.

#### FY 2020/21 Health Plan Premium Split Adjustment

Employee Benefits and Wellness Manager Jessica Reijgers provided the following information:

District 11 faces several new challenges in the coming year including budget decreases and increased healthcare costs due to COVID-19.

As a result, District 11 recommended a change to the D11 contribution to the health plan from 75% to 70% for the employee + spouse, employee + child(ren) and family premium.

The hope is that these changes will assist in balancing the District 11 budget for FY 20/21.

#### DAC Membership and Charge

Assistant Superintendent of Personnel Support Services Phoebe Bailey provided the following information:

The District Accountability Committee has the responsibility of submitting, for Board approval, members to serve on the District Accountability Committee (DAC) for the 2020-2021 school year. The DAC membership is made up of parents, district staff, and community members.

### **NON-ACTION ITEMS**

There were no items on the non-action agenda.

### **BOARD MEMBER REPORTS**

Board members reported on their various activities.

### **FUTURE MEETING/WORK SESSIONS**

There were no scheduled meetings for calendar review.

### **ADJOURNMENT**

The meeting was adjourned at 6:15 p.m.