



10850 East Woodmen Road • Falcon, CO 80831  
Tele: 719-495-3601 • Fax: 719-495-0832 • E-mail: d49@d49.org

Mission Statement

Together we are committed to graduating and preparing all children for success in college and careers.

**AGENDA**  
**REGULAR BOARD OF EDUCATION MEETING**  
**October 8, 2009**  
**6:30 P.M.**  
**Central Administration – Board Room**

- 1.00 Call to Order and Roll Call**
- 2.00 Welcome and Pledge of Allegiance**
- 3.00 Approval of Agenda**
- 4.00 Consent Agenda**
  - 4.01 Approval of September Monthly Financial Update
  - 4.02 Approval of Matters Relating to Administrative Personnel
  - 4.03 Approval of Matters Relating to Licensed Personnel
  - 4.04 Approval of Matters Relating to Educational Support Personnel
  - 4.05 Approval of Matters Relating to Schedule B Personnel
  - 4.06 Approval of Minutes for Regular BOE meeting September 10, 2009
  - 4.07 Approval of Minutes for Special BOE meeting September 23, 2009
  - 4.08 Approval of Minutes for BOE Work Session September 23, 2009
- 5.00 Board/Superintendent Update**
- 6.00 Open Forum**
- 7:00 Action Items**
  - 7.01 Appointment of BOE Secretary
  - 7.02 Approval of American Education Week Resolution
  - 7.03 Approval of Purchase of SMARTboards, Peripheral Equipment as part of the Achievement in Mathematics Grant
  - 7.04 Approval of Purchase of laptops as part of the Achievement in Mathematics Grant
  - 7.05 Approval of Additional DAAC Members
  - 7.06 Approval of Contract Addendum #8 – Wells & West General Contractors
  - 7.07 Approval of Additional Data Storage for Primary Data Center
  - 7.08 Approval of Surveillance Camera License and Software Upgrade Plans (SUP's)
  - 7.09 Approval of Banning Lewis Ranch Academy Facility Financing
  - 7.10 Approval of Revision to Board of Education Policy GCA – Professional Staff Positions
  - 7.11 Approval of Revision to Board of Education Policy BE-BEE-BEB – School Board Meetings

- 7.12 Approval of Revision to Board of Education Policy DD – Funding Proposals, Grants, and Special Projects
- 7.13 Approval of Adoption of Policy BBBA – School Board Member Qualifications; Revision to Policy Regulation BC-R – School Board Member Financial Disclosure; Revision to Policy BDA – Board Organizational Meeting and Revision to Policy BDB – Board Officers
- 8:00 Information Items**
- 8.01 Student Field Trips
- 8.02 Expulsion/ Suspension Information
- 9.00 Discussion Items**
- 9.01 Boundary and Middle School Relief
- 9.02 Mission & Vision Statement, Long Range Goals
- 10.00 Open Forum**
- 11.00 Other Business**
- 11.01 **Executive Session:** Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations, and instructing negotiators as authorized by section 24-6-402-(4) (e) of the Colorado Revised Statutes and to receive legal advice from our attorney, as authorized by section 24-6-402 (b) of the Colorado Revised Statutes. - Dealing with water damage.
- 11.02 **Executive Session:** to discuss the acquisition of interests in real property, as authorized by section 24-6-402 (4) (a) of the Colorado Revised Statutes; to determine positions relative to matters that may be subject to negotiations, develop strategy for negotiations, and instruct negotiators, as authorized by section 24-6-402 (4) (e) of the Colorado Revised Statutes; and to receive legal advice from our attorney on specific legal questions as authorized by section 24-6-402 (4) (b) of the Colorado Revised Statutes. – Road widening project.
- 12.00 Adjournment**

DATE OF POSTING: October 2, 2009

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Loretta Branham, BOE Executive Assistant



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**REGULAR  
BOARD OF EDUCATION MEETING  
October 8, 2009  
6:30 p.m.**

**STUDENT SERVICES CENTER —  
BOARD ROOM**

# Call to Order and Roll Call

1.00

# Welcome and Pledge of Allegiance

2.00

# Approval of Agenda

3.00



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**12.00 Adjournment**

DATE OF POSTING: October 2, 2009

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Loretta Branham, BOE Executive Assistant

# Consent Agenda

## 4.00



**BOARD OF EDUCATION AGENDA ITEM 4.01**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Joleen Schaake, Chief Financial Officer

**TITLE OF AGENDA ITEM:** September 2009 Monthly Financial Update

**ACTION/INFORMATION/DISCUSSION:** Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION**

Report to the Board of Education the performance of actual revenues and expenditures versus budgeted revenues and expenditures in all funds with comparison to prior year. Reference the attached spreadsheet: the first column is the list of each fund the District has. The 2009-2010 columns start with the approved budget for the whole year compared to revenues and expenditures through August. Percentages over 100% on a revenue line are good in that we received more revenue than was anticipated. If any of the expenditure lines were higher than the percentage of year concluded, that fund could be an area of possible concern depending upon why it was high.

The 2009-2010 year-end fund balance columns are required by statute. This is showing you the budgeted and anticipated end-of-year fund balance. The 2008-2009 columns are the prior year's total budget and the actual through September 2009. These amounts are provided for comparison to the current year amounts.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

None

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve the September 2009 monthly financial update of all funds as presented.

**APPROVED BY:** Brad J. Schoeppey Ed. D., Superintendent **DATE:** September 29, 2009





**BOARD OF EDUCATION AGENDA ITEM 4.02**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Mark McPherson, Executive Director of Human Resources

**TITLE OF AGENDA ITEM:** Approval of Matters Relating to Administrative Personnel

**ACTION/INFORMATION/DISCUSSION:** Consent-Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

- To gain Board of Education approval for personnel changes.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

Pros – None  
Cons – None  
Alternatives – None

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve the recommendation of the administration for personnel changes listed on the attached sheet.

**APPROVED BY:** Brad J. Schoeppey Ed. D., Superintendent      **DATE:** September 25, 2009



**BOARD OF EDUCATION AGENDA ITEM 4.03**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Mark McPherson, Executive Director of Human Resources

**TITLE OF AGENDA ITEM:** Approval of Matters Relating to Licensed Personnel

**ACTION/INFORMATION/DISCUSSION:** Consent-Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

- To gain Board of Education approval for personnel changes.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

Pros – None  
Cons – None  
Alternatives – None

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve the recommendation of the administration for personnel changes listed on the attached sheet.

**APPROVED BY:** Brad J. Schoeppey Ed. D., Superintendent      **DATE:** September 25, 2009



**BOARD OF EDUCATION AGENDA ITEM 4.04**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Mark McPherson, Executive Director of Human Resources

**TITLE OF AGENDA ITEM:** Approval of Matters Relating to Educational Support Personnel

**ACTION/INFORMATION/DISCUSSION:** Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

To Gain Board Approval for Personnel Changes

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

By addressing this action item, the Board allows the district to continue its function of hiring, and other personnel actions.

By not addressing this action item, it would create problems with contracts and service being rendered.

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve the recommendation of the administration for personnel changes for these persons listed on the attached sheet.

**APPROVED BY:** Brad J. Schoeppey, Ed. D., Superintendent      **DATE:** September 25, 2009



**BOARD OF EDUCATION AGENDA ITEM 4.05**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Wendy Shiverdecker, Human Resource Manager Educational Support Personnel

**TITLE OF AGENDA ITEM:** Approval of Matters Relating to Schedule B Personnel

**ACTION/INFORMATION/DISCUSSION:** Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

To gain Board of Education approval for personnel changes.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

None

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve the recommendation of the administration for personnel changes listed on the attached sheet.

**APPROVED BY:** Brad J. Schoeppey Ed. D., Superintendent      **DATE:** September 25, 2009

4.06

Regular BOE Meeting Minutes  
September 10, 2009

4.07

Special BOE Meeting Minutes  
September 23, 2009

4.08

BOE Work Session Minutes  
September 23, 2009

Board meeting minutes are posted on  
the district web site after approval.

Board –  
Superintendent  
Update  
5.00

Open Forum  
6.00

Action Items  
7.00

Action Item

7.01

Appointment of Board of  
Education Secretary



**BOARD OF EDUCATION AGENDA ITEM 7.02**

**BOARD MEETING OF:** October 8, 2008

**PRESENTED BY:** Brad Schoeppey Ed. D., Superintendent

**TITLE OF AGENDA ITEM:** American Education Week Resolution

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION**

The Board of Education would like to recognize the efforts of all the Falcon 49 District staff for their commitment to providing an excellent education for every student in the district.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

None

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve the following resolution (read the resolution) to recognize the week of November 15 – 21, 2009, as American Education Week throughout our district schools.

**APPROVED BY:** Brad J. Schoeppey Ed. D., Superintendent **DATE:** September 30, 2009





**WHEREAS**, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

**WHEREAS**, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

**WHEREAS**, education employees – be they teachers, custodians, administrators, bus drivers, librarians, secretaries or nutrition services – work tirelessly to serve our children and communities with care and professionalism; and

**WHEREAS**, schools bring together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise;

**NOW, THEREFORE**, we, the Falcon 49 School District Board of Education, do hereby support the annual observance of

## **American Education Week November 15-21, 2008**

in the Falcon 49 School District and urge all community members to recognize those who provide our young people with an excellent education.

Approved and adopted this 8<sup>th</sup> day of October 2009.

Falcon 49 School District



## **BOARD OF EDUCATION AGENDA ITEM 7.03**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Chris Trask, Executive Director of Curriculum, Instruction and Assessment

**TITLE OF AGENDA ITEM:** Purchase of SMARTboards, peripheral equipment and training as part of the Achievement in Mathematics Grant

**ACTION/INFORMATION/DISCUSSION:** Action

### **BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

Through the Department of Defense Education Activity (DoDEA) funded Achievement in Mathematics (AIM) Project Falcon School District 49 has the opportunity to purchase a SMARTboard, document camera, and airliner for every math teacher at the four secondary target schools; Skyview Middle School, Falcon Middle School, Falcon High School, and Sand Creek High School for a total of 39 complete systems.

A Request for Quote (RFQ) was created for SMARTboards, document cameras, airliners, installation and training. The RFQ was distributed to vendors on September 8<sup>th</sup>, 2009, with a deadline for RFQ responses of 2:00 pm. on September 15<sup>th</sup>. Four companies submitted responses to the RFQ; Teamlinx, ISC Corporation, CCS Presentation Systems, and Video Conference Systems.

A bid review committee of David Bond and Mike Riggs from Information Technology, Kathy Pickering from Curriculum, Instruction, and Assessment, and Vivian Harvell from Finance opened the quotes on September 16<sup>th</sup>, 2009. After consideration, CCS Presentation Systems emerged as the lowest bidder.

### **PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

Pros – This technology will enhance mathematics instruction by increasing student engagement and providing increased opportunities for hands on and interactive learning experiences.

Cons – None

### **COST OR COST ESTIMATION:**

\$211,348 to be paid from the DoDEA AIM grant. The total amount of this grant is \$1,999,864.

### **MOTION REQUESTED:**

I move to approve the purchase of SMARTboards, document cameras, airliners with installation and training from CCS Presentation Systems at the cost of \$211,348 to be paid from the DoDEA AIM grant.

**APPROVED BY:** Mary Guinn, Ed. D., Deputy Superintendent      **DATE:** September 23, 2009



**BOARD OF EDUCATION AGENDA ITEM 7.04**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Chris Trask, Executive Director of Curriculum, Instruction and Assessment

**TITLE OF AGENDA ITEM:** Purchase of laptops as part of the Achievement in Mathematics Grant

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

Through the Department of Defense Education Activity (DoDEA) funded Achievement in Mathematics (AIM) Project Falcon School District has the opportunity to purchase 362 laptops to support the Eduss intervention system that will be implemented in all six of the target schools to include Falcon Elementary School, Ridgeview Elementary School, Falcon Middle School, Skyview Middle School, Falcon High School, and Sand Creek High School.

A Request for Purchase (RFP) for this category of computer was completed at the beginning of the fiscal year. A sealed bid selection process was conducted as required by policy. After consideration, Dell Marketing, L.P. emerged as the best bid.

On the June 11<sup>th</sup> 2009 Board of Education meeting, David Bond moved to approve Dell Marketing L.P. as the IT equipment vendor for scheduled items to the school district for a one-year period. This was approved by the Board of Education.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

Pros – These laptops will be utilized to support the Eduss intervention system which will aid in improving student achievement in mathematics.

Cons – None

**COST OR COST ESTIMATION:**

The cost of \$241,092.00 is to be paid from the DoDEA AIM grant. The total amount of the grant is \$1,999,864.00

**MOTION REQUESTED:**

I move to approve the purchase of 362 Dell laptop computers at the cost of \$241,092.00 to be paid from the DoDEA AIM grant.

**APPROVED BY:** Mary Guinn, Ed. D., Deputy Superintendent      **DATE:** September 24, 2009



**BOARD OF EDUCATION AGENDA ITEM 7.05**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Mary E. Guinn, Deputy Superintendent

**TITLE OF AGENDA ITEM:** District Accountability Advisory Committee Membership

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

The Falcon School District 49 District Accountability Advisory Committee (DAAC) Bylaws state that the membership of the DAAC will be appointed by or elected through a process created by the Board of Education.

The purpose of the DAAC is to institute an accountability and parental and community Involvement program to define and measure academic and safety quality in the district.

The DAAC must consist of at least three parents of students enrolled in the District's schools that are not employees or related to employees of the district, one teacher, one school administrator, and one person from the community who is involved in business.

The enclosed membership roster includes the names of three additional DAAC members for the 2009-2010 school year for your approval. At a minimum they are required to review the School Improvement Plans, and charter school applications, recommend the prioritization of expenditures of school district funds, review district assessments and report on the educational and safety performance of the district.

They have already committed to the responsibilities of their charge through state statute and will report out their accomplishments in June, 2010.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

None

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve the appointment of Connie Shackelford representing Remington Elementary; Jeff Moulton representing Stetson Elementary, and Deborah Ellis representing Patriot Learning Center as members of the District Accountability Advisory Committee as recommended.

**APPROVED BY:** Mary Guinn Ed. D., Deputy Superintendent    **DATE:** September 23, 2009



**BOARD OF EDUCATION AGENDA ITEM 7.06**

**BOARD MEETING OF:** October 8, 2009  
**PRESENTED BY:** Jim Walsh, Construction Manager  
**TITLE OF AGENDA ITEM:** Approval of Contract Addendum #8 – Wells & West General Contractors  
**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION**

Subsequent to commencing construction of the CMU remediation project, it was discovered that drainage issues at Woodmen Hills result in water being carried toward the building.

COR #32	Wells & West	Two (2) Splash Blocks @ Woodmen Hills	\$ 1,698.35
		<b>Total:</b>	<b>\$ 1,698.35</b>

At Woodmen Hills, the rooftop splash basin drains at the north wall are inadequate. This improvement will catch all the water and deposit it away from the building.

**ALTERNATIVE COURSES OF ACTION**

The Board could choose not to approve this amendment, in which case the excessive water conditions will continue.

**COST OR COST ESTIMATION:**

Firm Quotes have been received and are detailed above. The total cost change is \$1,698.35 to be paid from reserve funds.

**MOTION REQUESTED:**

Approve Contract Addendum #8 with Wells & West General Contractors for the CMU Remediation Project in the amount of \$1,698.35.

**APPROVED BY:** Brad J. Schoeppey Ed. D., Superintendent    **DATE:** September 28, 2009



**BOARD OF EDUCATION AGENDA ITEM 7.07**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Michael Riggs, Systems Engineer

**TITLE OF AGENDA ITEM:** Additional Data Storage for Primary Data Center

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

- The purchase of additional data storage is required as part of the digital records management initiative as approved by The Board of Education.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

Pros – The addition of storage to the data center will allow the district to store digitized documents currently in paper form.

Cons – None

Alternatives – The Board of Education could choose not to approve this selection, in which case the district would be unable to continue with the digital records management initiative.

**COST OR COST ESTIMATION:**

\$14162.22

**MOTION REQUESTED:**

I move to approve the purchase of the storage array from Dell Marketing L.P. for the amount of \$14,162.22.

**APPROVED BY:** Brad J. Schoeppey Ed. D., Superintendent      **DATE:** September 30, 2009



**BOARD OF EDUCATION AGENDA ITEM 7.08**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** David Watson Safety Emergency Coordinator

**TITLE OF AGENDA ITEM:** Surveillance Camera License and Software Upgrade Plans (SUP's)

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

- The purchase of Camera Licenses and SUP's is required for the planned upgrade of the surveillance system for Falcon High School.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

Pros – The reconfiguration of the surveillance system will allow viewable access to multiple individuals, and allow for that viewing off site as opposed to only in the security office.  
Pros- The new configuration will bring the surveillance system into the On-Net Surveillance Systems, Inc. (OnSSI) network, the current system adopted by FSD 49.  
Cons – Additional yearly support costs on our already implemented surveillance system. (Approximately \$40.00-\$50.00 per camera)  
Alternatives – Continue with the current system.

**COST OR COST ESTIMATION:**

The bids will be opened on Monday October 4, 2009 at which time the cost will be known. The project will be funded through the Capital Improvement Budget.

**MOTION REQUESTED:**

I move to approve the purchase of the ONSSI Surveillance Camera License and SUP's from \_\_\_\_\_ at a cost of \_\_\_\_\_.

**APPROVED BY:** Mary Guinn, Ed. D., Deputy Superintendent **DATE:** October 1, 2009





**BOARD OF EDUCATION AGENDA ITEM 7.09**

**BOARD MEETING OF:** October 8, 2009

**PRESENTED BY:** Brad Miller, Legal Counsel

**TITLE OF AGENDA ITEM:** Banning Lewis Ranch Academy Facility Financing

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION**

When first chartered, Banning Lewis Ranch Academy obtained financing and obtained its facility using a Delaware corporation. This was not an optimal situation due to laws governing taxation of corporations, but was necessary at the time due to various factors. Banning Lewis Ranch Academy now would like to transfer these holdings and obligations to a newly formed Colorado nonprofit corporation, the BLRA Building Corporation. This is preferable from the District's perspective in order to ensure that all funds devoted to the education of Colorado students remain in-state. In order to make this change, Banning Lewis Ranch Academy needs approval of this Board.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

No cons are observed. If this Board declines to approve this measure, a portion of student funding will continue to flow through a Delaware corporation.

**COST OR COST ESTIMATION:**

Negligible if any

**MOTION REQUESTED:**

I move to approve the transfer of all assets and liabilities related to Banning Lewis Ranch Academy facility from Banning Lewis Ranch Academy Building Corporation, a Delaware Corporation, to BLRA Building Corporation, a Colorado nonprofit corporation.

**APPROVED BY:** Brad J. Schoeppey Ed. D., Superintendent      **DATE:** October 1, 2009



**BOARD OF EDUCATION AGENDA ITEM 7.10**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Mark Shook, Board of Education Director

**TITLE OF AGENDA ITEM:** Revision to Policy GCA – Professional Staff Positions

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

**COST OR COST ESTIMATION:**

**MOTION REQUESTED:**

I move to approve the Board of Education Policy GCA – Professional Staff Positions as revised.

**APPROVED BY:** Anna Bartha, Board of Education President **DATE:** September 25, 2009

## **Professional Staff Positions**

All certificated, administrative, and supervisory positions in the school district shall be established initially by the Board. All changes in the titles and/or responsibilities of administrative and supervisory positions shall be approved by the Board.

In each case, the Board shall approve the broad purpose and function of the position in harmony with state laws and regulations and approve a statement of job requirements as recommended by the superintendent.

The Board delegates to the superintendent the task of writing job descriptions, which must include any physical capabilities required for specific positions.

**Any administrative contract of employment with the District shall be effective only after it has been authorized by the Board of Education in appropriate action, recorded in its minutes, and executed by the parties, subject only to the conditions and limitations prescribed by Colorado law. Further, each proposed administrative contract of employment with the District shall include the following statement. "This Contract shall not be effective until approved by the Board of Education by means of a recorded vote."**

Current practice codified: 1980.

Adopted: date of manual adoption.

Reviewed: May 11, 2000.

**Revised:**

LEGAL REFS.: C.R.S. 22-32-110(1)(h)  
C.R.S. 22-60-101 through 22-60-105  
C.R.S. 22-63-103



**BOARD OF EDUCATION AGENDA ITEM 7.11**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Loretta Branham, Board of Education, Executive Assistant

**TITLE OF AGENDA ITEM:** Revision to Board of Education Policy BE-BEE-BEB – School Board Meetings

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

House Bill 09-1082 requires boards of education to make a recording of each regular and special board meeting at which votes are taken and recorded. This bill became law on August 5, 2009.

Boards must institute a policy requiring that recordings be maintained for at least 90 days. By adding a paragraph to policy BE – School Board Meetings, this requirement is met.

HB 09-1082 does not affect the requirements of Colorado’s Open Meetings Law (COML0. Under the COML, boards must take and promptly maintain minutes of any board meeting at which the adoption of any proposed policy, position, rule, regulation, or formal action occurs or could occur.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

By revising the current BE – School Board Meetings policy the Board will be in compliance with this new law.

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve Board of Education Policy BE – School Board Meetings as revised.

**APPROVED BY:** Brad J. Schoeppey, ED. D., Superintendent      **DATE:** September 25, 2009

## **School Board Meeting**

All meetings of three or more members of the Board, at which any public business may be discussed or any formal action taken, shall be open to the public at all times except for periods in which the Board is in executive session. All such meetings will be properly noticed, and minutes will be taken and recorded as required by law.

No business may be conducted unless a quorum is present. A quorum shall consist of a simple majority (more than half) of the members serving on the Board.

**A recording shall be made of regular and special meetings are required by law and at a minimum, shall be an audio recording. Recordings shall be maintained for 90 days.**

### **Regular meetings**

Regular meetings of the Board of Education shall be held at least one time each calendar month on such dates and at such times as the Board may establish in accordance with Colorado law. The schedule of regular meeting dates and times will be adopted for each calendar year prior to the end of the preceding year. All regular meetings will be held in the Board room of the central administration building, 10850 East Woodmen Road.

### **Special meetings**

Special meetings of the Board may be called by the Board president at any time and shall be called by the president upon the written request of a majority of the Board members.

The secretary of the Board shall be responsible for giving written notice of any special meeting to each Board member at least 72 hours in advance of the meeting if mailed and 24 hours in advance if hand-delivered personally to the member. The notice must contain time, place, and purpose of the meeting and names of the members requesting the meeting.

Any member may waive notice of a special meeting at any time before, during, or after such meeting, and attendance at a special meeting shall be deemed to be a waiver.

No business other than that stated in the notice of the meeting shall be transacted unless all members are present and agree to consider and transact other business.

## **Work sessions and retreats**

The Board, as a decision-making body, is confronted with a continuing flow of problems, issues and needs which require action. While the Board is determined to expedite its business, it is also mindful of the importance of planning, brainstorming and thoughtful discussion without action. Therefore, from time to time the Board may schedule work sessions or retreats, which shall be open to the public. No action shall be taken during such sessions. Public notice of the session, including the topics for discussion and study, shall be provided.

Adopted: April 21, 1977.

Revised: September 1, 1977.

Revised: November 1, 1979.

Revised: May 21, 1998.

Reviewed: September 3, 1998.

Revised: June 5, 2003.

Revised: January 8, 2004.

Revised: November 3, 2005.

### **Revised:**

LEGAL REFS.: C.R.S. 22-32-108 (1) through (5)  
C.R.S. 24-06-401 *et seq.* (Colorado Sunshine Act of 1972)

CROSS REF.: BEDA, Notification of Board Meetings

*Note: The Board is not required to take minutes if through its notice and agenda it has not retained the option to take formal action. However, minutes must be taken in accordance with state law during all executive sessions unless specifically excepted.*

*Note: A quorum is defined as a simple majority (more than half) of the members serving on a Board, as follows:*

- *for a 5-member board a quorum is 3*
- *for a 6-member board a quorum is 4*
- *for a 7-member board a quorum is 4*



**BOARD OF EDUCATION AGENDA ITEM 7.12**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Loretta Branham, Board of Education, Executive Assistant

**TITLE OF AGENDA ITEM:** Revision to Board of Education Policy DD – Funding Proposals, Grants, and Special Projects

**ACTION/INFORMATION/DISCUSSION:** Consent - Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

Grants applications, Funding Proposals and Special Project notifications for application become available at various times throughout the year and have timelines that do not always coincide with Board of Education meetings to get approval and meet deadlines.

**PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

By giving the superintendent and/or his designee the authority to sign proposals being made for grants, funding proposals and special projects it allows us to meet deadlines and apply for grants that would not otherwise be applied for.

**COST OR COST ESTIMATION:**

None

**MOTION REQUESTED:**

I move to approve Board of Education Policy DD – Funding Proposals, Grants, and Special Projects as revised.

**APPROVED BY:** Brad J. Schoeppey, Ed. D., Superintendent      **DATE:** August 28, 2009

## Funding Proposals, Grants, and Special Projects

All proposals and applicaitons for additional funding from any source shall be approved by the Board of Education **superintendent or deputy superintendent** before any such proposal is submitted to the grantor of the funds. The superintendent and/or designee shall be the official signer of all proposals.

If a proposal or application for funds is approved, the **superintendent shall report the approval of all proposals and applications for additional funding to the Board of Education and the** superintendent and/or designee shall provide an accounting system for the funds provided by the application. The accounting system so created shall conform with the requirements of the grant, the requirements of state laws and regulations, and the district's accounting system and may require the establishment of budgetary amounts for the income and the expenses for the grant.

Adopted: July 19, 1984.

Revised: December 21, 1989.

Reviewed: November 4, 1999.

**Revised:**

LEGAL REF.: C.R.S. 22-45-102

*NOTE: The Financial Policies and Procedures Handbook adopted by the State Board of Education is to be used by every school district in the keeping of financial records and in the periodic presentation of financial information to the Board. [C.R.S. 22-44.204 (3)]*





**BOARD OF EDUCATION AGENDA ITEM 7.13**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Loretta Branham, Assistant to the Board of Education

**TITLE OF AGENDA ITEM:** Adoption of Policy BBBA – School Board Member Qualifications; Revision to Policy Regulation BC-R – School Board Member Financial Disclosure; Revision to Policy BDA – Board Organizational Meeting and Revision to Policy BDB – Board Officers

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

The Board of Education is responsible for reviewing all policies; many policies have not been reviewed for several years and need to be reviewed and approved as they are, revised or deleted. Colorado Association of School Boards releases updates and revisions to policies as new laws are enacted and as procedures change across the state.

Board of Education Policy BBBA – School Board Member Qualifications is for adoption. The Board follows these state statutes and this puts it into a written policy

Board of Education Policy BC-R – School Board Member Financial Disclosure – Regulation that goes with Policy BC would be reviewed and put back into the policy documents.

Board of Education Policy BDA – Board Organizational Meeting is for revision; the change would permit the vote for president and vice president by secret ballot.

Board of Education Policy BDB – Board Officers is for revision; stating that the primary contact between the Board and the superintendent is the board president.

The recommended revisions are in line with the CASB sample policies.

**ALTERNATIVE COURSES OF ACTION:**

The alternative course of action would be to make additional changes or leave any or all of the policies up for revision or adoption as they are.

**COST OR COST ESTIMATION:** None

**MOTION REQUESTED:**

I move to approve Board of Education Policy BBBA – School Board Member Qualifications, Board of Education Policy Regulation BC-R – School Board Member Financial Disclosure, Board of Education Policy BDA – Board Organizational Meeting, and Board of Education Policy BDB – Board Officers as revised.

**APPROVED BY:** Anna Bartha, Board of Education President

**DATE:** September 25, 2009

## Board Member Qualifications

A candidate for the office of school director shall be:

1. A resident of the school district and a registered voter, as shown on the books of the county clerk and recorder, for at least 12 consecutive months prior to the election.
2. Eighteen (18) years or older by the date of the election.
3. A citizen of the United States.

No candidate may run representing a political party.

In addition, any person who has been convicted of, pled guilty or nolo contendere to, or received a deferred judgment of sentence for commission of a sexual offense against a child is ineligible for election to a school district board of education. Similarly, any board member who is convicted of, pleads guilty or nolo contendere to, or receives a deferred judgment for a sexual offense against a child while serving on a board shall become ineligible to serve and a vacancy shall be created. Any person who is the subject of a pending charge of commission of a sexual offense against a child at the time of election is ineligible for election to a school district board of education. Any person who has been convicted of, pled guilty or nolo contendere to a felony is ineligible for election to a school district board of education.

Adopted:

LEGAL REFS.: C.R.S. 22-31-107 (*qualifications and nomination of candidates for school director*)  
C.R.S. 1-2-101, 102 (*qualification and registration of elections*)  
C.R.S. 1-4-803 (*petitions for nominating school directors*)

## School Board Member Financial Disclosure

Board members are required by law to disclose certain items received in connection with serving on the Board. If Board members receive such items, they must file a report for the preceding calendar year with the County Clerk and Recorder on forms supplied by the Secretary of State on or before January 15, **April 15, July 15 and October 15** of each year **and shall cover the period since the last report**. The report must contain the name of the person from whom the reportable item was received, its value, and the date of receipt.

Items which must be reported include the following:

4. Any money received including a loan, advance, or guarantee of a loan with a value of \$25 or more.
5. Any gift of any item of real or personal property other than money with a value of \$50 or more.
6. Any loan of real or personal property if the value of the loan is \$50 or more. "Value of the loan" means the cost saved or avoided by the Board member by not borrowing, leasing, or purchasing comparable property from a source available to the general public.
7. Any payment for a speech, appearance, or publication.
8. Tickets to a sporting, recreational, educational, or cultural event with a value of \$50 or more for a single event or a series of tickets to sporting events of a specific team during a season or to cultural events of a specific company with a total value of \$100 or more.
9. Payment of or reimbursement for actual and necessary expenses for travel and lodging for attendance at a convention or other meeting at which the Board member or candidate for the Board is scheduled to participate unless the payment for such expenditures is made from public funds or from the funds of any association of public officials or public entities such as the Colorado Association of School Boards (CASB).
10. **Any gift of a meal to a fund-raising event of a political party.**

The financial disclosure need not include the following:

1. A contribution or contribution in kind that already has been reported pursuant to the Fair Campaign Practices Act.
2. Any item of perishable or nonpermanent value including meals unless such item is required to be reported under **#5 or #7** above.

3. A nonpecuniary award publicly presented by a nonprofit organization in recognition of public service.
4. Payment or reimbursement for actual and necessary expenditures for travel and lodging for attendance at a convention in which the individual is scheduled to participate if the payment or reimbursement is made from public funds or from the funds of any association of public officials or entities such as CASB.
5. Payment of salary from employment including other government employment.
6. Payment for speeches, appearances, or publications reported in accordance with the public official disclosure law.

To avoid misunderstanding about the value of an item, the donor must furnish the Board member with a written statement of the dollar value of the item when it is given. Board members who do not receive any items which must be reported are not required to file a report.

Adopted: September 3, 1998.

**Revised:**

LEGAL REFS.: C.R.S. 24-6-201 *et seq.* (Colorado Sunshine Act – public official disclosure)

## **Board Organizational Meeting**

Within 15 days after the regular biennial election, the Board shall meet in an organizational session at a regular or special meeting for the purpose of selecting officers.

The incumbent president of the Board shall preside until a successor is elected, whereupon the successor will assume the chair.

Following the swearing in of the newly-elected Board member or members, the following officers, in order, shall be elected or appointed: president, vice president, secretary, and treasurer.

Nominations for president and vice president shall be made from the floor and voting shall be by roll call **or secret ballot after a vote to do so by the majority of the Board members present**. Should no nominee receive a majority vote of Board members, the election shall be declared null and void, further nominations may be made and the roll call or secret ballot vote shall be retaken.

The president and vice president shall serve two-year terms and shall hold office until their successors are elected.

The Board shall then appoint a secretary and treasurer who may or may not be members of the Board. The secretary and treasurer shall hold their offices for terms at the pleasure of the Board.

Following election and appointment of the officers, the Board shall appoint the staff members who will fill the offices of secretary to the Board and assistant treasurer.

Then such other items of business shall be considered by the Board as are scheduled on the agenda.

### **Officer resignation**

Should one or more officers of the Board resign, the Board shall select another member or members to fill the vacant office or offices as provided by law, using the procedures described above. A newly-selected officer shall assume the duties immediately upon selection. Inasmuch as the selection of a new officer on a four-officer, five-member board frequently requires a shifting of officers it shall be permissible for a member to be nominated for another office without resigning the current office. Upon acceptance of the nomination and election to the new office, the former office shall be declared vacant and another member elected to fill that position.

Adopted: April 21, 1977.

Revised: August 4, 1994.

Revised: September 3, 1998.

**Revised:**

LEGAL REFS.: C.R.S. 22-31-104 (3) (*biennial school elections*)

C.R.S. 22-32-104 (1),(2),(3),(4) (*organization of the board*)

C.R.S. 22-32-108 (6) (*meetings of the board – voting procedure\_*

*NOTE 1: The law permits the election of the president and vice president by secret ballot.*

## **Board Officers**

### **President and vice president**

The president of the Board, in addition to the duties prescribed by law, shall exercise such powers as properly pertain to the office. In carrying out the responsibilities, the president shall:

1. Preside at all meetings of the Board.
2. **Serve as the primary point of contact between the Board and the superintendent.**
3. Consult with the superintendent in planning agendas.
4. Bring before the Board such matters as in the president's judgment may require the attention of the Board.
5. Be responsible for the orderly conduct of Board meetings.
6. Confer with the superintendent on crucial matters which may occur between Board meetings.
7. Call special meetings of the Board when necessary.
8. Appoint special committees, subject to the approval of the Board.
9. Sign any written contracts to which the school district may be a party.
10. Sign all official reports of the district except as otherwise provided by law.
11. Appear in behalf of the Board in all actions brought by or against it, unless individually a party in which case the duty shall be performed by the secretary.

In the absence of the president, the vice president shall have the power of the president and perform the duties.

### **Secretary**

The secretary of the Board shall perform the following duties:

1. Ensure that a record is kept of all business transacted by the Board at either regular or special meetings.

2. Cause written notice to be given to each Board member of all special meetings of the Board.
3. Be custodian of the seal of the district.
4. Cause all notices of school elections to be published and posted and perform such other duties in the conduct of school elections as required by law.
5. Attest any written contract to which the district may be a party and affix the district seal thereto.
6. Perform such other duties as may be assigned by the Board.

### **Treasurer**

The treasurer shall perform or cause to be performed the following duties:

1. Account for all moneys belonging to the district.
2. Report to the Board as required for all moneys of the district.
3. Sign either by written signature or facsimile all warrants or orders drawn on the county treasurer or checks drawn on a district depository. The Board may require the countersignature of another person.
4. Deposit to the credit of the district all moneys withdrawn from the custody of the county treasurer and all other moneys belonging to the district in one or more depositories designated by the Board.
5. Perform such other duties as may be assigned by the Board.

Adopted: April 21, 1977.

Revised: September 3, 1998.

### **Revised:**

LEGAL REFS.: C.R.S. 22-32-104 (3); 22-32-105 (*president and vice president*)  
C.R.S. 22-32-104 (4); 22-32-106 (*secretary*)  
C.R.S. 11-10.5-111; 22-32-104 (4); 22-32-107 (*treasurer*)

CROSS REFS.: DG, Depository of Funds  
DGA, Banking Services (and Deposit of Funds)  
DH, Bonded Employees and Officers



Adopted: April 21, 1977.

Revised: August 4, 1994.

Revised: September 3, 1998.

**Revised:**

LEGAL REFS.: C.R.S. 22-31-104 (3) (*biennial school elections*)

C.R.S. 22-32-104 (1),(2),(3),(4) (*organization of the board*)

C.R.S. 22-32-108 (6) (*meetings of the board – voting procedure\_*

*NOTE 1: The law permits the election of the president and vice president by secret ballot.*

# Informational Items

## 8.00

### **Information Item for Falcon School District 49 Board of Education 8.01**

#### **Travel Study Trip request:**

#### **Sand Creek High School Marching Band**

Marching Band Competition at the University of New Mexico, Albuquerque, NM

Departing 10/16/09 Returning 10/18/09

60 students would attend

Cost of trip per student \$175 (transportation-\$105, meals-\$30 and lodging-\$40).

The goal of this trip is to have the SCHS Marching Band performance evaluated by national judges. It will also be beneficial for our band to observe other bands at this competition.

Fundraising will help defray the cost of this trip.

### **8.02 Expulsions and Suspensions**

# Discussion Items

9.00



## **BOARD OF EDUCATION AGENDA ITEM 9.01**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Melissa A. Andrews, District Planner & Celina Thrutchley, Secretary

**TITLE OF AGENDA ITEM:** Boundaries and Middle School Relief

**ACTION/INFORMATION/DISCUSSION:** Discussion

### **BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

Listed below are the Boundary and Middle School Relief Options that the Boundary Subcommittee (a subsidiary of the Long-Range Planning Committee) has been working on since December 2008. Five options were presented to eight separate Focus Groups on September 8<sup>th</sup> and 10<sup>th</sup>, and a survey was given at each of the presentations. The Focus Groups were made up of Staff, Parents and Community Members. The options were then narrowed down to two realistic options, and a third viable option was added. These three options were then brought forth for discussion at the open houses, which were held on September 24<sup>th</sup>, 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup> for anyone in the community to attend. The open houses were posted on the District website, parents were notified by district email, and messages were sent to parents by the district's auto dialer.

The proposed options are as follows:

- Locating a middle school (6<sup>th</sup> through 8<sup>th</sup>) at Sand Creek High School
- Keeping 6<sup>th</sup> grade students at the elementary schools located on the Powers Corridor
- Locating a middle school at Patriot Learning Center, and moving Patriot Learning Center students to Sand Creek High School.

All the information that was received from the Focus Groups, Open Houses and surveys, were then compiled together. Based upon this market research, it appears that the most realistic option is the K-6 option (kindergarten through sixth grade). According to the surveys, the community has taken great ownership in Patriot Learning Center, and has asked that the district not make any changes that would affect them. The southwest portion of the district is underutilized, but again the community has spoken and they do not want 6<sup>th</sup> through 8<sup>th</sup> grades located at Sand Creek High School, due to safety concerns. However, additional research will need to be done to help solve this underutilization problem. A preliminary report from these meetings is attached for your review.

### **PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

Pros and Cons for all options will be up for discussion

**COST OR COST ESTIMATION:**

- Locating a middle school (6<sup>th</sup> through 8<sup>th</sup>) at Sand Creek High School - estimated (1) year cost - \$617,315.00
- Keeping 6<sup>th</sup> grade students at the elementary schools located on the Powers Corridor – estimated (1) year cost - \$536,000.00
- Locating a middle school at Patriot Learning Center, and moving Patriot Learning Center students to Sand Creek High School – estimated (1) year cost - \$1,140,659.00

Each option will have recurring costs. Additional research will be done as the options are narrowed down.

**MOTION REQUESTED:**

N/A

**APPROVED BY:** Brad J. Schoeppey, Ed. D., Superintendent      **DATE:** October 8, 2009



## **BOARD OF EDUCATION AGENDA ITEM 9.02**

**BOARD MEETING OF:** October 8, 2009

**PREPARED BY:** Mary E. Guinn, Deputy Superintendent

**TITLE OF AGENDA ITEM:** Mission and Belief Statements and Long-range Goals for the District

**ACTION/INFORMATION/DISCUSSION:** Discussion

### **BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:**

The Superintendent and the Board engaged in a Board Retreat to revise the mission statement, develop belief statements, and establish key long-range goals for the district. This process is designed to set expectations that will guide the work of the district staff, garner the support of the D-49 community, and to improve student achievement. The Superintendent will seek approval from the Board to formally approve the long-range plans for the District.

### **PROS/CONS AND ALTERNATIVE COURSES OF ACTION**

The clearly established direction which focuses on raising student achievement is of major benefit to students and families in D-49. While the achievement of students in D-49 has consistently exceeded the state average, the trend does not indicate continuous improvement in several schools or in the district. The specific long-range goals will allow every department and school to contribute to the overall improvement in student achievement for D-49.

### **COST OR COST ESTIMATION:**

N/A

### **MOTION REQUESTED:**

N/A

**APPROVED BY:** Mary E. Guinn, Ed.D. Deputy Superintendent **DATE:** September 23, 2009

# Open Forum

10.00

# Other Business

11.00

- 11.01** **Executive Session:** Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations, and instructing negotiators as authorized by section 24-6-402-(4) (e) of the Colorado Revised Statutes and to receive legal advice from our attorney, as authorized by section 24-6-402 (b) of the Colorado Revised Statutes. - Dealing with water damage.
- 11.02** **Executive Session:** to discuss the acquisition of interests in real property, as authorized by section 24-6-402 (4) (a) of the Colorado Revised Statutes; to determine positions relative to matters that may be subject to negotiations, develop strategy for negotiations, and instruct negotiators, as authorized by section 24-6-402 (4) (e) of the Colorado Revised Statutes; and to receive legal advice from our attorney on specific legal questions as authorized by section 24-6-402 (4) (b) of the Colorado Revised Statutes. – Road widening project.

# Adjournment

12.00