



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

**REGULAR
BOARD OF EDUCATION MEETING
April 11, 2013
6:30 p.m.**

**EDUCATION SERVICE CENTER
(ADMINISTRATION BUILDING)
BOARD ROOM**

Call to Order and
Roll Call
1.00

Welcome and
Pledge of Allegiance
2.00

Approval of Agenda
3.00



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

REVISED AGENDA
REGULAR BOARD OF EDUCATION MEETING
April 11, 2013
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 March 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 Non-Renewal of Probationary Teachers
 - 4.05 Approval of Matters Relating to Educational Support Personnel
 - 4.06 Approval of March 14, 2013 Regular BOE Meeting Minutes

- 5.00** **Board Update**

- 6.00** **Open Forum**

- 7:00** **Action Items**
 - 7.01 Food Service for Banning Lewis Ranch Academy, Indigo Ranch Classical Academy, Pikes Peak School of Expeditionary Learning, Rocky Mountain Classical Academy
 - 7.02 Transportation Fees for Service Fiscal Year 2013-2014
 - 7.03 Adoption of Board of Education Policy IJNDB and Regulation IJNDB-R School Website Publishing
 - 7.04 Revision of Board of Education Policy IJNDAB and Regulation IJNDAB-R Instruction Through Online Learning
 - 7.05 Extended School Year (ESY) Calendar for 2012-2013
 - 7.06 National Teacher Appreciation Week May 6-10, 2013
 - 7.07 Time and Attendance System
 - 7.08 New Accounts at First Bank

8:00 Information Items

- 8.01 Update of Falcon Virtual Academy
- 8.02 Student Study Trips
- 8.03 Suspensions and Expulsions

9.00 Discussion Items

- 9.01 Revision to Board of Education Policy GBEA – Staff Ethics/Conflict of Interest and Repeal of Policy GCEBC - Gifts to and Solicitations by Staff
- 9.02 2013-2014 Budget Focus

10.00 Other Business

- 10.01 Personnel matters - Discussion of matters specific to particular employees, not general personnel policies. Does not include discussion of board members or appointment to the Board as authorized by section 24-6-402(4)(f) of the Colorado Revised Statutes. Chief Business Officer Job Performance and Evaluation.

11.00 Adjournment

DATE OF POSTING: April 9, 2013

Loretta Branham, BOE Administrative Assistant

Consent Agenda

4.00



BOARD OF EDUCATION AGENDA ITEM 4.01

BOARD MEETING OF: April 11, 2013

PREPARED BY: Brett Ridgway, Chief Business Officer

TITLE OF AGENDA ITEM: March 2013 Monthly Financial Update

ACTION/INFORMATION/DISCUSSION: Consent Agenda – Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

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 first attached spreadsheet: the first column is the list of each fund the District has. The 2012-2013 columns start with the approved budget for the entire year compared to revenues and expenditures through March. 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 2012-2013 year-end fund balance columns are required by statute. This is showing you the budgeted and anticipated end-of-year fund balance. The 2011-2012 columns are the prior year's total budget and the actual through March 2012. These amounts are provided for comparison to the current year amounts.

RATIONALE:

This report is to keep the BOE informed of spending. It is required quarterly by law, however, it is being provided monthly in D49 in keeping with the Board's goal of financial transparency and fiscal responsibility.

RELEVANT DATA AND EXPECTED OUTCOMES:

It is expected that the monitoring of expenditures will result in keeping spending in line with the Board's goals and direction as budgeted.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

- | | |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <input type="checkbox"/> Student Achievement and Performance | <input type="checkbox"/> Staff Empowerment and Support |
| <input type="checkbox"/> Parent/Community Engagement | <input checked="" type="checkbox"/> Social and Ethical Responsibility |
| <input checked="" type="checkbox"/> Operational Efficiency and Systems Effectiveness | |

FUNDING REQUIRED: Yes No

This is a report of already budgeted expenditures.

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Move to approve the March 2013 monthly financial update of all funds as presented.

APPROVED BY: Brett Ridgway, Chief Business Officer

DATE: April 4, 2013



SPECIAL BOARD OF EDUCATION AGENDA ITEM 4.02

BOARD MEETING OF: April 11, 2013

PREPARED BY: Kim Steeves, Professional Staff Liaison

TITLE OF AGENDA ITEM: Approval of Matters Relating to Administrative and Professional/Technical Personnel

ACTION/INFORMATION/DISCUSSION: Consent-Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

- To gain Board of Education approval for personnel changes

RATIONALE:

- The hiring and transfer actions on attached roster are to meet Board of Education objectives in student achievement.
- Retirement and resignations, if any, are included in this roster.

RELEVANT DATA AND EXPECTED OUTCOMES:

- By addressing these action items, the Board of Education is approving the necessary actions that allow the District to continue its' function of hiring and other associated personnel activities that impact student achievement.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

Amount Budgeted: In accordance with Board of Education approved salary tables.

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

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

APPROVED BY: Don Begier, Acting Chief Education Officer, Brett Ridgway, Chief Business Officer, Paul Andersen, Personnel Director

DATE: March 29, 2013



BOARD OF EDUCATION AGENDA ITEM 4.03

BOARD MEETING OF: April 11, 2013

PREPARED BY: Kim Steeves, Professional Staff Liaison

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

ACTION/INFORMATION/DISCUSSION: Consent-Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

- To gain Board of Education approval for personnel changes

RATIONALE:

- The hiring and transfer actions on attached roster are to meet Board of Education objectives in student achievement.
- Retirement and resignations, if any, are included in this roster.

RELEVANT DATA AND EXPECTED OUTCOMES:

- By addressing these action items, the Board of Education is approving the necessary actions that allow the District to continue its' function of hiring and other associated personnel activities that impact student achievement.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

Amount Budgeted: In accordance with Board of Education approved salary tables.

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

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

APPROVED BY: Don Begier, Acting Chief Education Officer, Brett Ridgway, Chief Business Officer, Paul Andersen, Personnel Director

DATE: March 29, 2013



BOARD OF EDUCATION AGENDA ITEM 4.04

BOARD MEETING OF: April 11, 2013
PREPARED BY: Kim Steeves, Professional Staff Liaison
TITLE OF AGENDA ITEM: Non-Renewal of Probationary Teachers
ACTION/INFORMATION/DISCUSSION: Consent-Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

- To gain Board of Education approval for personnel changes
- To stay in compliance with statute, C.R.S. 22-63-203(3) of the Teacher Employment, Compensation and Dismissal Act of 1990, action needs to be taken concerning Probationary Teacher contracts

RATIONALE:

- The non-renewal actions on attached roster are to meet Board of Education objectives in student achievement

RELEVANT DATA AND EXPECTED OUTCOMES:

- By addressing these action items, the Board of Education is approving the necessary actions that allow the District to continue its' function of hiring and other associated personnel activities that impact student achievement.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

Amount Budgeted: In accordance with Board of Education approved salary tables.

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

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

APPROVED BY: Don Begier, Acting Chief Education Officer, Brett Ridgway, Chief Business Officer, Paul Andersen, Personnel Director **DATE:** March 29, 2013



BOARD OF EDUCATION AGENDA ITEM 4.05

BOARD MEETING OF: April 11, 2013

PREPARED BY: Lisa Hines, Educational Support Staff Liaison

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

ACTION/INFORMATION/DISCUSSION: Consent-Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

- To gain Board of Education approval for personnel changes

RATIONALE:

- The hiring and transfer actions on attached roster are to meet Board of Education objectives in student achievement.
- Retirement and resignations, if any, are included in this roster.

RELEVANT DATA AND EXPECTED OUTCOMES:

- By addressing these action items, the Board of Education is approving the necessary actions that allow the District to continue its' function of hiring and other associated personnel activities that impact student achievement.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

Amount Budgeted: In accordance with Board of Education approved salary tables.

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

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

APPROVED BY: Don Begier, Acting Chief Education Officer, Brett Ridgway, Chief Business Officer, Paul Andersen, Personnel Director **DATE:** March 29, 2013

March 14, 2013
Regular
Board of Education
Meeting Minutes

Will be posted on the district
web site after approval.

Board Update
5.00

Open Forum
6.00

Action Items
7.00



BOARD OF EDUCATION AGENDA ITEM 7.01

BOARD MEETING OF: April 11, 2013

PREPARED BY: Monica Deines-Henderson, Director Nutrition Service

TITLE OF AGENDA ITEM: Food Service for Banning Lewis Ranch Academy, Indigo Ranch Classical Academy, Pikes Peak School of Expeditionary Learning, Rocky Mountain Classical Academy

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

Approval for the agreement to provide meals for the 2013-2014 school year between Falcon School District Nutrition Services Department and Banning Lewis Ranch Academy, Indigo Ranch Classical Academy, Pikes Peak School of Expeditionary Learning, Rocky Mountain Classical Academy

RATIONALE:

Providing nutritious meals will enhance student's wellbeing for academic success.

RELEVANT DATA AND EXPECTED OUTCOMES:

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

Amount Budgeted: This is a revenue generating contract

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Move to approve the contract for the 2013-2014 school year between Falcon School District Nutrition Services Department and Banning Lewis Ranch Academy, Indigo Ranch Classical Academy, Pikes Peak School of Expeditionary Learning, Rocky Mountain Classical Academy

APPROVED BY: Jack Bay, Chief Operations Officer **DATE:** April 5, 2013



BOARD OF EDUCATION AGENDA ITEM 7.02

BOARD MEETING OF: April 11, 2013

PREPARED BY: Richard Hammond, Director of Transportation; Jack W. Bay,
Chief Operations Officer

TITLE OF AGENDA ITEM: Transportation Fees for Service Fiscal Year 2013-2014

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

Falcon School District 49 implemented a fee for service (FFS) program at the start of fiscal year 2011-2012. During this 2012 fiscal year \$207,874 in revenues was generated from the fee for service program. Between the first and second year of FFS, significant changes were made to the fee structure. In the 2012-2013 fiscal year, the (FFS) program is projected to generate revenues of \$254,500.

The transportation budget for the 2012-2013 fiscal year reflects revenue of \$1,547,168 and expenditures of \$3,194,642 for a new shortfall of \$1,647,473. In the fiscal year 2011-2012 actual revenues were \$1,462,439 and expenditures of \$3,216,296 leaving an operating shortfall of \$1,753,856. In the 2013 fiscal year, actual net expenditures in excess of revenues are projected to at \$1,026,672.

Since the transportation fund is not self-supporting, the fee for service program is essential to meeting a portion of the transportation financial need. The general fund subsidizes the remaining budget shortfall in the transportation fund annually in order to offset the costs of transporting special education students and free/reduced lunch students.

RATIONALE:

Given the current state of the State's fiscal budget as well as its impact on school finance, it is our recommendation that the fee for service program be extended for the 2013-2014 school year with a minor adjustment of capping fees per family at two students per household of record. The transportation department is not a self-supporting fund and requires general fund support. The fee for service program provides additional needed financial support and reduces the overall general fund subsidy.

RELEVANT DATA AND EXPECTED OUTCOMES:

A comprehensive report was provided to the Board of Education on the March 27, 2013 board meeting. This report will be updated for additional relevant information and will be provided prior to the April 11, 2013 board meeting



BOARD OF EDUCATION AGENDA ITEM 7.03

BOARD MEETING OF: April 11, 2013

PREPARED BY: Stephanie Wurtz, Public Information Officer

TITLE OF AGENDA ITEM: Adoption of Board of Education Policy IJNDB and Regulation IJNDB-R School Website Publishing

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

- Districts and schools interact with the community and communicate with students and parents to improve learning in a variety of ways
- School and district websites provide current and complete information to the community at large and give the community a means to communicate with faculty and staff
- The communications department maintains the district's website and assists schools/departments in managing their own sites as deemed appropriate.
- There is currently no policy in place to offer guidelines or strategies for managing websites appropriately

RATIONALE:

The proposed policy and regulation provide purpose and use recommendations for leveraging district and school websites, while facilitating brand engagement and reputation management. A change has been made from the original proposed document, to include language clarifying that students with denied media consent forms will not be included in published photos.

RELEVANT DATA AND EXPECTED OUTCOMES:

The communications department strives to work proactively to connect with community members and share accurate and impactful information with stakeholders, thus a website policy will govern official contributions and engagement via this online information source.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

- X Student Achievement and Performance X Staff Empowerment and Support
 X Parent/Community Engagement X Social and Ethical Responsibility
 X Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Move to approve the Adoption of Board of Education Policy IJNDB and Regulation IJNDB-R School Website Publishing.

APPROVED BY: Don Begier, Acting Chief Education Officer

DATE: April 4, 2013

School Website Publishing

District and school websites provide unique and ever-changing ways to interact with the community and improve student learning. School websites:

1. Allow an individual school to provide current and complete information to its community at large
2. Give the community a means to communicate effectively with students and personnel
3. Create expanded means for student expression
4. Provide new avenues for teachers to help students meet high standards of performance

District schools maintaining a presence on the Internet may develop a more specific web policy that allows the school to realize the benefits of maintaining a website while protecting the school and community from its potential misuse. All school websites and school website policies shall conform to this policy and any accompanying regulations.

Purpose and use of school websites

The primary purpose of a district or school website is to communicate effectively with its community. The principal or designee shall ensure that the site is maintained in such a way that the community receives reasonably current and accurate information.

A school may elect to have its website serve additional purposes related to its educational mission. These include, but are not limited to:

1. Publishing the student newspaper
2. Publishing school announcements and news stories
3. Posting teacher-created class information
4. Publishing appropriate student class work

When a school allows student publications on its website, the purpose of including such publications shall be clearly identified in that section of the site. These publications shall be consistent with the mission, goals, policies, programs and activities of the district. All publications shall meet established district and school requirements related to student print publications and in accordance with state and federal law related to student expression.

Advertising/Sponsorships

Any use of advertising or sponsorships that appears on a school website must be approved by the school website administrator and the district's public information

officer. Guidelines for approval shall be established by the district's public information officer and must be consistent with district policies and guidelines used in other school and district publications.

Adopted:

LEGAL REFS: 20 U.S.C. (Family Educational Rights and Privacy Act)

20 U.S.C. 6801 et seq. (Elementary and Secondary Education Act)

47 U.S.C. 231 (Child Online Protection Act of 1998)

47 U.S.C. 254(h) (Children's Internet Protection Act of 2000)

34 C.F.R. et seq. (Regulations)

C.R.S. 22-1-120

C.R.S. 22-32-110 (1)(r)

CROSS REFS: DJG, Vendor Relations

GBEE*, Staff Use of Internet and Electronic Communications

JICEA, School-Related Student Publications

JICEC*, Student Distribution of Noncurricular Materials

JJA-1, Student Organizations

JRA/JRC, Student Records/Release of Information on Students

JS*, Student Use of the Internet and Electronic Communications

KD, Public Information and Communications

KHC, Distribution of Promotional Materials

School Website Publishing

In accordance with the accompanying policy, the following procedures are established for publishing school websites.

Maintenance

All district, individual school, and teacher or student created school-based web pages shall be hosted on district domains approved by the public information officer.

The school principal shall designate an individual, the school website administrator, to administer and monitor the website and all school-based web pages to monitor compliance with school policy, district policy, and state and federal law. Prior to publication, all material to be posted shall be reviewed by the website administrator.

Passwords and User ID's required to maintain the site shall be carefully guarded to ensure that only authorized personnel have the opportunity to make changes on a school website.

Content standards

1. All materials and information must be consistent with the mission, goals, policies, programs and activities of the district. All subject matter shall relate to curriculum, instruction, appropriate general information, or to activities of the district or of schools within the district.
2. All material on a school website shall be either original to the school, in the public domain, or posted with the express permission of its rightful owner. This includes, but is not limited to, text, graphics, pictures, video, sounds, music, characters, logos, and trademarks. Web page publications shall follow all applicable copyright laws and guidelines.
3. Teachers may maintain instructional pages on the school's website. They may also maintain and link to instructional sites on remote servers, especially servers designed for educational use, provided that the linked sites conform to all parts of this policy.
4. Neither staff nor students may publish personal home pages on the district server.
5. Student-created web pages shall be supervised by a designated staff advisor and shall comply with all aspects of school and district web policy. Student organizations that are not officially recognized and do not have staff advisors shall not be permitted to submit materials for publication on school websites.

Privacy standards

1. Because Internet publications are available to the entire world, special care shall be taken to protect the privacy of students and staff. Web pages may not include personally identifying information regarding a student such as telephone numbers, addresses, email addresses, grades, or any other academic information or other personal records. No confidential information shall be published on or linked to the website.
2. Links to student email accounts are prohibited.
3. Pictures of students may be included only under the following conditions:
 - Individual student pictures may be published on the website with a signed media release form, providing consent of the student's parent/guardian or eligible student.
 - Pictures of groups of students involved in a school-related activity may be published without consent; however, the students shall only be identified by the group name. Students with denied media consent forms will not be included in published photos.
 - Students shall not be individually identified in pictures if a parent/guardian has denied the media release. In such cases, the student's parent/guardian or eligible student must give verbal consent, if deemed appropriate on a case-by-case basis.

Discussion group (asynchronous) and instant (synchronous) communication

The school website may link to discussion groups, web boards and other asynchronous communication systems as long as such use is consistent with clearly identified educational purposes and provided that a staff member is assigned to a moderator role to ensure that inappropriate material is removed in a timely fashion. The school and district are not responsible for inappropriate content posted by participants acting outside the identified educational purposes.

The use of synchronous communication systems with student participation shall be restricted to a controlled environment that includes staff supervision and does not allow anonymous participation. It is acceptable for participants to use pseudonyms as long as the staff advisor knows the true identity of each student using a pseudonym.

Changes in technology

Given the rapid change in technology, some of the provisions of this regulation may become outdated rapidly. Therefore, this regulation shall be reviewed periodically and revised as necessary. When changes occur before this regulation can be adjusted, the superintendent or designee shall make decisions at the district level and the principal or designee shall make decisions at the building level consistent with the philosophy set forth in the Board's policy and this regulation.

Definitions

Asynchronous communication- Asynchronous communication occurs when a message is sent to a location where readers may view it at some later time and respond. This includes such communications as groups and web boards.

Synchronous communication- Synchronous communication occurs when participants send and receive messages at the same time, as in a live conversation. This includes a variety of programs commonly referred to as “chat rooms” and “instant messaging.”

Instructional site- An educational website maintained exclusively to assist in instruction.

Advertising- the use of banners or logos that may appear at any point on a web page.

Sponsorship- names or logos associated with sponsoring persons or organizations located at a specified section of a website.

Chat- a communication exchange in which all participants are involved simultaneously and messages are transmitted to a common site instantly.

Discussion group - a communication exchange in which messages are posted at a common site, but participants are not necessarily involved simultaneously.

Moderator- a staff member who reviews discussion groups regularly and deletes unsuitable messages.

Pseudonym- a false name used during chat sessions.

Officially recognized student organization- any club or organization in the school, approved by the principal and assigned a staff advisor, that operates within the framework of state statutes, Board policy, administrative rules and the parameters of the curriculum.

Adopted:



BOARD OF EDUCATION AGENDA ITEM 7.04

BOARD MEETING OF: April 11, 2013

PREPARED BY: Kim McClelland, iConnect Innovation Leader

TITLE OF AGENDA ITEM: Revision of Board of Education Policy IJNDAB and IJNDAB-R
Instruction Through Online Learning

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

There is a need to change the Instruction Through Online Learning policy and regulation with the new demands of online learning and blended learning in the district. These have been reviewed by the acting Chief Education Officer, Chief Business Officer and Innovation Leaders along with schools and principals this may affect.

RATIONALE:

RELEVANT DATA AND EXPECTED OUTCOMES:

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Move to approve revisions to Board of Education policy and regulation IJNDAB and IJNDAB-R Instruction Through Online Learning as recommended by the administration.

APPROVED BY: Don Begier, Acting Chief Educational Officer

DATE: April 3, 2013

Instruction through Online Learning

The Board of Education believes online education can serve as an effective tool for providing educational opportunities for students and staff. It is a valuable resource expanding educational opportunities for students at all levels of achievement. Online courses can provide, enhance, supplement and enrich District curriculum and create additional means for instruction and collaboration.

Online education courses provide rigorous quality instruction and increase accessibility and flexibility in the delivery of instruction in grades K-12. Curriculum offered for the online environment will maintain teaching and learning practices that are aligned with District expectations-instructional goals, aligned with Colorado's academic standards and taught by teachers highly qualified in their respective discipline. The administration is directed to periodically review instructional materials of online courses to ensure they meet program standards. Further, such courses must provide the opportunity for substantial, personal and timely interactions between online instructors and students and among students.

Adopted: December 9, 2010.

Revised:

LEGAL REFS.: C.R.S. 22-11-307 (2.5) (requires review of any full-time online program's alignment to the State Board of Education's quality standards for online programs)

C.R.S. 22-32-109 (1) (t) (board's duty to determine the educational program

C.R.S. 22-32-122 (authorizes the board to contract for educational services)

C.R.S. 22-57-101 (financing of supplemental online education courses)

CROSS REFS.: *IHCDA, Postsecondary Options/Concurrent Enrollment*
IKF, Graduation Requirements
JKF, Educational Alternatives for Expelled Students*
JS, Student Use of the Internet and Electronic Communications*

Instruction through Online Learning

Online Curriculum Access:

Any student who resides in the District may enroll in the online learning ~~courses program~~ to meet individual learning needs for improved academic skills or the delivery of core curriculum. Access is available either by full-time access, part-time access, blended or supplemental access, or by credit recovery. The final grade for any online course will be a proficiency score or letter grade that represents proficiency. The grade may be used as an appropriate percentage for calculating a student's grade point average.

Full-Time and Part-Time Access:

For grades ~~9K~~-12, full-time access is defined as enrollment in a ~~maximum of seven (7) courses and a~~ minimum of five (5) courses with the Falcon Virtual Academy (FVA). ~~For grades K-8, full-time access is defined as enrollment in a maximum of six (6) courses and a minimum of five (5) courses. Online F~~full-day Kindergarten is available for a fee equal to the cost of the District's purchase of the additional online courses requested, full-day Kindergarten tuition. Falcon Virtual Academy administration will determine availability of course offerings, placements and cost.

Part-time access is defined as enrollment in a maximum of three (3) courses or a minimum of two (2) courses ~~with FVA~~. The parent or legal guardian is responsible for the remaining courses, required by state law, not taken with FVA. ~~For the 2010-2011 school year it is expected that the parent or legal guardian will meet the remaining course requirement through a home school program.~~

As an alternative ~~to home schooling, single course or~~ part-time access, not through FVA, may be obtained in certain situations with iConnect Solutions. FVA in conjunction with a District school based on Building administration and the iConnect Solutions Manager will work in conjunction to determine eligibility, need, cost and online courses available, approval.

Credit Recovery (iConnect for Credit):

~~A student must be enrolled in the District to apply for credit recovery consideration.~~ The iConnect Solutions Manager, principal and or counselor approval is required prior to enrollment. The number of credits a student may enroll in for credit recovery is determined by the building principal and or counselor.

The online credit recovery classes ~~will~~ may be scheduled into the student's regular daytime schedule under the following conditions:

1. Students have failed a class that is required in order to graduate. This student may retake a comparable class or that portion of the class that was failed.

2. A student enrolled in the ~~online iConnect for credit recovery program~~ may only take courses that have been attempted and not completed by the student ~~at his or her regular school of enrollment.~~
3. Credit recovery students must demonstrate mastery of each online credit recovery course. Successful completion of a credit recovery course is defined as the completion of at least 100 percent of the coursework and receiving an overall grade of at least 60 percent of the subject content by passing the classroom teacher's benchmark, end-of-course test or appropriate assessment.
54. Coursework completed in the credit recovery program cannot substitute for work not already attempted by the student at his or her regular school of enrollment.
5. Students enrolled in iConnect for Credit will be responsible for paying a fee for each course taken. Fees will be determined by the iConnect Zone leader in conjunction with the other Innovation Leaders.

Credit Deficient: Transfer Students, Expelled Students, and Patriot Learning Center (PLC)

Transfer students who enroll and are deficient in credits required for graduation may take ~~the class~~course(s) not already attempted through the online credit recovery program in order to be eligible for graduation, if the actual class is not available due to scheduling conflicts. Grades for these courses will be on a letter grade basis and students will receive 0.5 credits for each course attempted and passed. Transcripts will indicate that the course was taken as a credit recovery course.

Expelled students may be offered online learning programs as a means to provide educational alternatives to these expelled students.

Expelled students may take courses not already attempted through the credit recovery program. Grades for these courses will be on a Pass/Fail basis and students will receive 0.5 credits for each course attempted and passed. A grade 60% or better will be required in order for expelled students to pass a course and receive credit. Transcripts will indicate that the course was taken as a credit recovery course.

PLC students (Day School and Night School) may take courses not already attempted through the credit recovery program. Grades for these courses will be on a letter grade basis and students will receive 0.5 credits for each course passed. Transcripts will indicate that the course was taken as a credit recovery course. A grade of 60% or better will be required in order to receive credit for these courses.

Supplemental/ Elective/Advanced Credit

If the actual class is not offered, students may take classes through the online learning program. The principal and counselor must approve enrollment in the elective or supplemental course, in conjunction with the iConnect Solutions Manager.

Final grade reports will be sent to parents, students, and the registrar of the students' school of attendance. Payees for the course and course details will be determined by the iConnect Solutions Manager, in conjunction with campus administration and counselors.

~~The final grade for the course will be based on a letter grade set by the course syllabus and determined by FVA.~~

Curriculum Enhancement:

Access to the online learning program for curriculum enhancement may be requested and approved by the school Principal. The additional cost for the use of FVA-online courses for curriculum enhancement shall be paid out of the participating school budget.

Expelled Students:

~~Online learning programs may be offered to District expelled students as a means to provide educational alternatives for expelled students. The District shall determine the amount of credit the student shall receive toward graduation for the online courses, in accordance with state law.~~

Other:

All records, fees, and transcripts must be up-to-date before enrollment into an online learning program or virtual school.~~FVA course.~~

Parents/guardians and students will be contacted by the program facilitator or counselor regarding enrollment into an iConnect Solutions online or credit recovery course.~~A meeting between the parent or legal guardian, student, and program facilitator will take place prior to the student's enrollment and acceptance into the course.~~

The student must complete all necessary enrollment paperwork before acceptance into any online learning program.

~~*Students enrolled in a career academy~~

~~*Students participating in districts sports~~

~~*Students homebound graduating with the school that they have the most credits~~

Adopted: December 9, 2010.

Revised:



BOARD OF EDUCATION AGENDA ITEM 7.05

BOARD MEETING OF: March 27, 2013

PREPARED BY: Steve Axford, Director of Special Services

TITLE OF AGENDA ITEM: Extended School Year (ESY) calendar for 2012-2013

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

Extended School Year (ESY) is a federally (Individuals with Disabilities Education Act; IDEA) and state (Exceptional Children's Educational Act; ECEA) mandated program for which students with special needs may qualify as determined through the development of the Individualized Education Program (IEP). The ESY program specifically addresses issues related to regression for students with educational disabilities who qualify for Special Education services and who experience difficulty recouping academic and/or behavioral skills following extended breaks. The following ESY schedule is proposed for the 2012-2013 Summer Break:

- Remington Elementary will be the site for Preschool-Grade 5 ESY programs. The bell schedule for these programs will be 8:30 AM to 11:30 AM.
- Sand Creek High School will be the site for all Secondary (Middle and High School) ESY programs. The bell schedule will be 7:50 AM to 10:50 AM.
- All ESY programs will be a total of four weeks in length, with an interim break during the week of July 1, in observance of Independence Day. Thus, the ESY sessions will run from June 17 through June 27, and from July 8 through July 18.
- ESY classes will be held Mondays through Thursdays, with Fridays off.
- A "Meet and Greet Breakfast" will be held on the first day (June 17) in the cafeteria.
- In addition to classroom instruction, ESY this year will feature guest speakers conducting special presentations involving the U.S. Forest Service, the Cheyenne Mountain Zoo, "Miller's Critters," and "The Butterfly Lady."

RATIONALE:

The ESY program supports students with significant developmental and/or behavioral needs, requiring extended educational programming during school breaks to maintain or recover skills. Students qualify for these services as mandated under the IDEA and the ECEA.

RELEVANT DATA AND EXPECTED OUTCOMES:

In compliance with ECEA and IDEA rules and regulations, progress monitoring data are collected throughout the school year, addressing regression and recoupment, to determine eligibility for ESY services. Similar data will be collected during the ESY sessions to determine program effectiveness.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

Amount Budgeted: \$125,948.45

This funding is already allocated for the 2013 Special Education Summer Session budget.
Additional funding is not required.

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Move to approve the Extended School Year (ESY) calendar for 2012-2013 as recommended by the administration.

APPROVED BY: Don Begier, Acting Chief Education Officer **DATE:** April 3, 2013



BOARD OF EDUCATION AGENDA ITEM 7.06

BOARD MEETING OF: April 11, 2013

PREPARED: Loretta Branham, BOE Executive Assistant

TITLE OF AGENDA ITEM: National Teacher Appreciation Week May 6-10, 2013

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

The success of any community depends on the quality of its educational system. We are fortunate to live in a community that believes that the preparation for the next generation of leaders is the responsibility of the entire community.

Falcon School District 49 is grateful for the support of our community members and wants them to know that we believe we have the finest teaching professionals educating our children.

May 6-10, 2013 is National Teacher Appreciation Week and we encourage community members and parents to let our teachers know how much we appreciate their commitment to ensuring the success of every student. Please take the time to say thank you. Send a card, make a phone call, or send an email.

RATIONALE:

Recognition of the importance of the work of educating the community's children is to the district.

Teaching is the most worthy of professions because teachers really do create the future and make it a reality for our students.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

Individual Buildings and Zones will be in charge of this recognition.

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Move to approve the Resolution for National Teacher Appreciation Week as follows: (Read into the record the resolution).

APPROVED BY: Don Begier, Acting Chief Education Officer **DATE:** March 28, 2013



BOARD OF EDUCATION AGENDA ITEM 7.07

BOARD MEETING OF: April 11, 2013

PREPARED BY: Kjersti McKee, Procurement & Purchasing Manager

TITLE OF AGENDA ITEM: Time and Attendance System

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

The current Time and Attendance system, provided by TimeCentre, is:

- Extremely unreliable with a majority of the clocks nonfunctional and of poor quality.
- Inefficient.
- Unsupported by the Vendor.
- Out of warranty.
- Unable to meet the District's time tracking requirements.
- Outdated technology.

A new system is required that is capable of:

- Supporting at least 100 Transportation and 500 Non-Transportation users.
- Increasing efficiency across all departments for time keeping and reporting.
- Reducing or eliminating the need for hard copy paper trails.
- Providing 30 reliable and fully warrantied time clocks throughout the School District.
- Providing high level of customer service (24/7/365) throughout the use of the system.
- Being highly configurable (software and hardware) to our many different types of users, reviewers and requirements.
- Providing a long term solution that is adaptable and expandable based on the School District's needs and requirements.
- Keeping up with changes and improvements with software and hardware technologies.
- Complying with all labor requirements.
- Interfacing with other computer software systems.
- Being fully implemented by July 1, 2013.

RATIONALE:

A committee, comprised of: Kjersti McKee, Purchasing Manager; Wendy Shiverdecker, Purchasing Specialist; Debbie Knoerr, Payroll Manager; Richard (Gene) Hammond, Director of Transportation; Lynette Fandrei, Sr. Accountant; and Timo Vega, Colorado Computer Support, computer technician researched and developed the scope of work for a detailed Request For Proposal (RFP). The RFP was posted on February 28, 2013 and proposals were received on March 26, 2013.

Independent reviews were performed for the four proposals received and two product demonstrations and vendor interviews were performed on April 2, 2013. The Committee had previously received demonstrations from the other two vendors that submitted proposals as well as one other vendor that did not submit a proposal.

The RFP required Vendors to submit and be evaluated on the following:

Volume I: Qualifications	Maximum Score
Tab 1 – K-12 Reference Questionnaire	15
Tab 2 – Locality and Service Level Agreement	10
Tab 3 – Service and Technical Support	10
Tab 4 – Project Approach	15
Tab 5 – Vendor Questionnaire	10
Total Possible Points for Volume I	60

Volume II: Proposed Cost	Maximum Score
Tab 1 – Proposed Cost (Pricing Form)	40
Total Possible Points for Volume II	40

The Committee unanimously agreed on the vendor whose system, is not only the best long term hardware and software solution for the School District but, will also meet the School District's implementation schedule, provide excellent customer service, flexible payment options and reliable time clocks.

RELEVANT DATA AND EXPECTED OUTCOMES:

After reviewing the proposals, in depth, and participating in product demonstrations/interviews of the top two candidates, it is our recommendation to approve Andrews Technology as the vendor for the District Wide use and implementation of a NOVAtime Time and Attendance System.

Andrews Technology received a score of 87 and the main highlights of their system that set them apart from the others are:

- Time Clock: Touch screen menu (similar to an iPad)
- Time Clock Screen Configuration: Employees can choose from up to 200 School District defined reasons for exceptions on their time entry at the clock.
- Training: Unlimited throughout contract.
- Software: Highly configurable.
- Full Maintenance and Warranty for 5 Years (resulting in full time clock repair and/or replacement): Priced and available.
- Service Level Agreement credits for outages: Yes.
- School District Transportation: Meets all their wants at the time clock in an efficient manner.
- Technical Support Technician: Assigned a dedicated technician with cell phone as primary contact, in addition to the Support Call Center access.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Move to approve the Time and Attendance contract with Andrews Technology in the amount of \$135,230.00.

APPROVED BY: Brett Ridgway, Chief Business Officer **DATE:** April 11, 2012



BOARD OF EDUCATION AGENDA ITEM 7.08

BOARD MEETING OF: April 11, 2013
PREPARED BY: Brett Ridgway, Chief Business Officer
TITLE OF AGENDA ITEM: New Accounts at First Bank
ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

United Missouri Bank (UMB) recently announced they will be closing their branch located at 5910 Galley Road. UMB handles all of our main transaction processes for Accounts Payable, Purchasing Cards and Payroll remittances. Due to that established relationship, several bank accounts were also opened to handle School Activity funds for schools in the Sand Creek and POWER Zones. While changes to school activity accounting processes have significantly lessened the need for school personnel to personally visit a bank branch, it is nevertheless a possibility that this needs to happen periodically. With the most convenient branch closing, school employees needing to go to a branch personally to handle a school activity account issue would have to travel farther outside the boundaries of the district to handle that.

We suggest mitigating that issue by moving these accounts from UMB to a bank with a branch more conveniently located to the Sand Creek and POWER Zone schools. After reviewing available options, we are suggesting to use 1stBank as a new banking entity for that purpose. They have two branches in the district, one at Constitution and Powers and another at Woodmen Road and Meridian Road.

RATIONALE:

1stBank is a strong, Colorado-based bank. We believe using them for this need will provide a good balance to our other banking relationships that include a couple of local banks (Farmer's State Bank, Eastern Colorado Bank) and a national Bank (UMB).

RELEVANT DATA AND EXPECTED OUTCOMES:

Bank accounts for an organization like Falcon School District do not typically have fees charged for services and 1stBank is able to provide these services for no fee. To accomplish this, we are asking to open 11 new accounts at 1stBank that will replace 10 accounts currently held at UMB. The ten accounts closed, and ten of the new accounts requested, represent one for each of the Sand Creek and POWER Zone schools. In addition, we suggest opening a general fund account that will help with Cash Management processes in the Finance Department.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Move to approve the attached Corporate Resolution for Banking.

APPROVED BY: Brett Ridgway, Chief Business Officer

DATE: April 4, 2013

Informational Items

8.00



BOARD OF EDUCATION AGENDA ITEM 8.01

BOARD MEETING OF: April 11, 2013

PREPARED BY: Dave Knoche, Falcon Virtual Academy Principal

TITLE OF AGENDA ITEM: Update of Falcon Virtual Academy

ACTION/INFORMATION/DISCUSSION: Informational Item

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

- Provide update of Falcon Virtual Academy blended/enrichment school model
- Updates will include information regarding student achievement, school structure and community engagement

RATIONALE:

Providing Board of Education with accurate and important information from Falcon Virtual Academy will allow for effective decision making.

RELEVANT DATA AND EXPECTED OUTCOMES:

Updated information will provide clearer understanding of the Falcon Virtual Academy Blended/Enrichment Model and the positive impact we are having on new student enrollments and the longitudinal effectiveness of our school.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

- Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

Amount Budgeted:

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

N/A

APPROVED BY: Kim McClelland, iConnect Zone Innovation Leader and Don Begier Acting Chief Education Officer

DATE: March 29, 2013

8.02

Information Item for Falcon School District 49 Board of Education

Travel Study Trip request:

SRES

Camp Elim 5th grade trip

Departing 5/8/13 and Returning 5/10/13

115 students will attend this trip.

Cost per student is \$105 (trip costs include lodging, meals, transportation, tours and team building activities).

The objective of this trip is to teach students to cooperate and team build with peers, write about real world situations, experience outdoor education in science, math, language arts and building life long skills.

Fundraising will not be part of this program.

Information Item for Falcon School District 49 Board of Education

Travel Study Trip request:

FHS

HOSA National Conference in Nashville, TN

Departing 6/25/13 and Returning 6/30/13

26 students will attend this trip.

Cost per student is \$1200 (Trip costs include lodging, transportation and insurance)

The objective of this trip is to allow students to compete in health science events.

Fundraising will be part of this program.

8.03

Suspensions and Expulsions

Discussion Items

9.00



BOARD OF EDUCATION AGENDA ITEM 9.01

BOARD MEETING OF: April 11, 2013

PREPARED BY: Paul Andersen, Personnel Director

TITLE OF AGENDA ITEM: Revisions to and repeal of Board of Education policies:
1. GBEA – Staff Ethics/Conflict of Interest – Revisions
2. GCEBC – Gifts to and Solicitations by Staff – Repeal

ACTION/INFORMATION/DISCUSSION: Discussion

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

This discussion is a follow up to the March 27, 2013 work session, when the Board considered recommendations regarding the employment of relatives of employees in certain departments/positions. Discussion at this meeting will include an updated definition of “immediate family” and the proposed addition of policy language around staff accepting gifts.

If these changes are adopted, the Board policy GBEBE – Gifts to and Solicitations by Staff will become redundant and its repeal will be recommended.

RATIONALE:

Proposed changes to Policy GBEA are intended to reduce potential conflicts of interest, real or perceived.

RELEVANT DATA AND EXPECTED OUTCOMES:

Expected outcome of this discussion item is a set of revisions to Policy GBEA that will result in substantial improvement of this policy, a reduction in the potential for conflict of interest and clarification regarding gifts offered to and accepted by staff.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

- | | |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <input type="checkbox"/> Student Achievement and Performance | <input checked="" type="checkbox"/> Staff Empowerment and Support |
| <input type="checkbox"/> Parent/Community Engagement | <input checked="" type="checkbox"/> Social and Ethical Responsibility |
| <input checked="" type="checkbox"/> Operational Efficiency and Systems Effectiveness | |

FUNDING REQUIRED: Yes No

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

Motion to move the Policy GBEA revisions, as recommended by the Administration and as amended in this discussion, to an action item at the next regular Board meeting. Further move that the repeal of Policy GBEBEC be considered for action at the next regular Board meeting.

APPROVED BY: Paul Andersen, Personnel Director, Brett Ridgway, Chief Business Officer

DATE: April 3, 2013

Staff Ethics/Conflict of Interest

District ~~E~~employees are expected to perform the duties of the position to which they are assigned and to observe rules of conduct and ethical principles established by state law and District policies and regulations.

Financial Interests

No ~~District~~ employee ~~of the Board of Education~~ shall engage in or have a financial interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with the employee's his duties of the position to which the employee is assigned. ~~and responsibilities in the school system.~~

An employee shall not sell any books, instructional supplies, musical instruments, equipment, or other supplies belonging to the District to any student or to the parents/guardian of a student who attends the school served by the employee unless prior approval has been obtained from the Board of Education.

In addition an employee may not audit, verify, receive or be entrusted with moneys received or handled by a member of the employee's immediate family.

Confidential Information

It shall be understood that all confidential information to which an employee is privy ~~to~~ as a result of District employment shall be kept strictly confidential. In addition, employees shall not utilize information solely available to them through school sources to engage in any type of work outside of the District. This includes information concerning potential customers, clients or employers.

~~An employee shall not sell any books, instructional supplies, musical instruments, equipment, or other school supplies to any student or to the parents/guardian of a student who attends the school served by the employee unless prior approval has been obtained from the Board.~~

Family Relationships

To minimize conflict of interest concerns ~~T~~the District prohibits the following regarding family relationships:

1. -aAn employee from exercising supervisory, appointment, or dismissal authority, or disciplinary action over a member of the employee's immediate family.

2. The employment in any position in the District of immediate family members of staff employed in the following administrative departments: Human Resources, Finance and Accounting, Safety and Security and Public Information.
3. The employment in any position in the District of immediate family members of the Chief Officers, Innovation Leaders/Assistant Superintendents, Executive Directors, Personnel Director.
4. The employment in any position in the District of immediate family members of secretaries to the Chief Officers, Innovation Leaders/Assistant Superintendents, Executive Directors, Personnel Director or the Board of Education.

For purposes of this policy, ~~an employee's~~ "immediate family" includes the employee's his or her spouse, son, son-in-law, daughter, daughter-in-law, stepchild, mother, mother-in-law, stepmother, father, father-in-law, stepfather, grandchild, grandparent, guardian, brother, stepbrother, half-brother, sister, stepsister and half-sister, children, parents, and siblings. ~~In addition, an employee may not audit, verify, receive or be entrusted with moneys received or handled by a member of the employee's immediate family.~~

Revisions to the family relationships portion of this policy become effective as of July 1, 2013 and will apply to employment decisions and practices thereafter, not retroactively.

Gifts

Employees shall not accept gifts from students except as such gifts represent tokens. Token gifts from parents or students may be received by staff, but must not be solicited. The District considers letters from students expressing gratitude and appreciation to be appropriate.

Individual employees shall refrain from giving gifts to staff members who exercise any administrative or supervisory jurisdiction over them either directly or indirectly. The collection of money for group gifts shall be discouraged except in special circumstances such as bereavement, serious illness or mementos at retirement.

Employees are prohibited from accepting gifts of other than minimal value from companies or organizations doing business with the District. An employee shall not accept a gift from any company or organization if the acceptance of the gift would unduly affect the employee in the performance of District duties. The acceptance of minor items, which are generally distributed by the company or organization through its public relations program, is appropriate for employees to

receive. Gifts offered to all employees through the District's approved programs are appropriate.

To ensure all students have reasonable assistance without charge from their own teachers and to avoid placing a teacher in a position where he or she may have a conflict of interest, teachers shall not be permitted to receive money from parents or any source other than the District for tutoring any student they have in class or wupon whose evaluation or assignment they will be called on to pass.

Adopted: April 21, 1977.

Revised: February 12, 1990.

Revised to conform with practice: date of manual revision.

Revised: February 12, 2009.

Revised:

LEGAL REFS.: Constitution of Colorado, Article X, Section 13
C.R.S. 18-8-308
C.R.S. 22-63-204
C.R.S. 24-34-402(1)

CROSS REF.: GBEB, Staff Conduct

~~Gifts to and Solicitations by Staff~~

~~Token gifts from parents or students may be received by teachers but must not be solicited.~~

~~Adopted: April 21, 1980.~~

~~Reviewed: April 28, 2010.~~

~~LEGAL REFS.: C.R.S. 24-18-104 (rules of conduct for public employees)~~

~~CROSS REFS.: DJG, Vendor Relations~~



BOARD OF EDUCATION AGENDA ITEM 9.02

BOARD MEETING OF: April 11, 2013

PREPARED BY: Brett Ridgway, Chief Business Officer

TITLE OF AGENDA ITEM: 2013/14 Budget Focus

ACTION/INFORMATION/DISCUSSION: Information/Discussion

BACKGROUND INFORMATION, DESCRIPTION OF NEED:

Late in the third quarter of each fiscal year, it is appropriate for the District to begin considering budget priorities for the following fiscal year. In recent years, the amount of funding available for K12 education has been in question and has, in fact, seen several reductions on a year-by-year basis. As a result, the State's quarterly revenue forecast has become a key indicator on what may happen – not only with the current year state revenue forecast (and by extension K12 funding), but also the forecast for the subsequent year. The next forecast will be released March 20 and provides some flavor to Governor Hickenlooper's original forecast for 2013/14 that was first released in November 2012.

RATIONALE:

The assumption, at this point, is that funding will increase for the 2013/14 fiscal year. Years beyond that are completely in flux due to proposed changes to the funding of K12 education. A funding increase is a welcome change to the last few years where reductions were common.

Other factors that are defined early, at a high level include projected student count and revenue allocations. FSD Finance typically uses a more conservative assumption of growth in student count than CDE projects in their statewide projection. Reserve allocations, while tied to specific priorities, have the potential to be managed according to priorities and preferences stated by the Board of Education.

RELEVANT DATA AND EXPECTED OUTCOMES:

With the increased funding proposals we are aware of at this time, the PPR rate would increase by 3%-4%. In addition, the district will show an increase in student count as is normal for Falcon School District. Our current projection of growth in enrollment is 3.7%. The combination of rate and volume increases will provide additional funds to the District that we currently estimate at \$4.3mm. The first caveat on what to do with those funds would be to absorb run rate commitments made in the 2012-13 fiscal year budget that projected to reduce fund balance by \$3.8mm.

The first question to consider, then, is whether to change compensation rates for district staff in the 2013-14 fiscal year. Of the three main salary schedules, the Licensed and

Professional/Technical are '2% schedules'. The other main schedule, for classified staff, is a '3% schedule', and so will need to be revised to be consistent with the other two.

RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS

ADDRESSED:

Student Achievement and Performance Staff Empowerment and Support
 Parent/Community Engagement Social and Ethical Responsibility
 Operational Efficiency and Systems Effectiveness

FUNDING REQUIRED: Yes No

RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:

N/A

APPROVED BY: Brett Ridgway, Chief Business Officer

DATE: April 4, 2013

Other Business

10.00

- 10.01 Personnel matters - Discussion of matters specific to particular employees, not general personnel policies. Does not include discussion of board members or appointment to the Board as authorized by section 24-6-402(4)(f) of the Colorado Revised Statutes. Chief Business Officer Job Performance and Evaluation.

Adjournment

11.00



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.

REVISED AGENDA
REGULAR BOARD OF EDUCATION MEETING
April 11, 2013
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 March 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 Non-Renewal of Probationary Teachers
 - 4.05 Approval of Matters Relating to Educational Support Personnel
 - 4.06 Approval of March 14, 2013 Regular BOE Meeting Minutes
- 5.00 Board Update**
- 6.00 Open Forum**
- 7:00 Action Items**
 - 7.01 Food Service for Banning Lewis Ranch Academy, Indigo Ranch Classical Academy, Pikes Peak School of Expeditionary Learning, Rocky Mountain Classical Academy
 - 7.02 Transportation Fees for Service Fiscal Year 2013-2014
 - 7.03 Adoption of Board of Education Policy IJNDB and Regulation IJNDB-R School Website Publishing
 - 7.04 Revision of Board of Education Policy IJNDAB and Regulation IJNDAB-R Instruction Through Online Learning
 - 7.05 Extended School Year (ESY) Calendar for 2012-2013
 - 7.06 National Teacher Appreciation Week May 6-10, 2013
 - 7.07 Time and Attendance System
 - 7.08 New Accounts at First Bank

- 8:00** **Information Items**
- 8.01 Update of Falcon Virtual Academy
- 8.02 Student Study Trips
- 8.03 Suspensions and Expulsions
- 9.00** **Discussion Items**
- 9.01 Revision to Board of Education Policy GBEA – Staff Ethics/Conflict of Interest and
Repeal of Policy GCEBC - Gifts to and Solicitations by Staff
- 9.02 2013-2014 Budget Focus
- 10.00** **Other Business**
- 10.01 Personnel matters - Discussion of matters specific to particular employees, not general
personnel policies. Does not include discussion of board members or appointment to the
Board as authorized by section 24-6-402(4)(f) of the Colorado Revised Statutes. Chief
Business Officer Job Performance and Evaluation.
- 11.00** **Adjournment**

DATE OF POSTING: April 9, 2013

Loretta Branham, BOE Administrative Assistant