



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

**REGULAR  
BOARD OF EDUCATION MEETING  
December 8, 2011  
6:30 p.m.**

**EDUCATION SERVICE CENTER—  
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](mailto:d49@d49.org)

### **Mission Statement**

To prepare students, in a safe and caring environment, to be successful, competent and productive citizens in a global society.

## **AGENDA REGULAR BOARD OF EDUCATION MEETING December 8, 2011 6:30 p.m. Education Services Center – 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 November 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 Minutes for November 8, 2011 Special BOE meeting
  - 4.06 Approval of Minutes for November 10, 2011 Regular BOE meeting
  - 4.07 Approval of Minutes for November 22, 2011 Special BOE meeting
- 5.00 Board Update**
- 6.00 Open Forum**
- 7:00 Action Items**
  - 7.01 Approval of School Improvement Plans
  - 7.02 Approval of District Improvement Plan
  - 7.03 Approval of 2012 Mill Levy Rate
  - 7.04 Approval of Evaluation Cycle/Forms for Online Teachers
  - 7.05 Approval of District 49 Adoption of revised Colorado Academic Standards (CAS) and adoption of Colorado English Language Proficiency Standards (CELP)
  - 7.06 Approval of Board of Education Policy Revisions and Adoptions  
DD Funding Proposals, Grants, and Special Projects, EB Environmental Safety Program, ECAF Video Surveillance, GBDD Staff Fringe Benefits, GCOA Evaluation of Instructional Staff, GCOA-R Evaluation of Instructional Staff

- 8:00**            **Information Items**
- 8.01            Transportation Department Grant to Reduce Emissions
- 8.02            Student Field Trips
- 8.03            Expulsion/ Suspension Information
- 9.00**            **Discussion Items**
- 9.01            Pikes Peak School of Expeditionary Learning Charter Renewal
- 9.02            Amended budget
- 9.03            Potential of offering transition year (110 day) contracts for 2012-13 Potential of offering an Early Retirement Incentive Program
- 9.04            Discussion regarding Board policies on ethics, conduct and conflicts of interest
- 10.00**           **Other Business**
- 11.00**           **Adjournment**

DATE OF POSTING: December 5, 2011

---

Loretta Branham, BOE Executive Assistant

# Consent Agenda

## 4.00



**BOARD OF EDUCATION AGENDA ITEM 4.01**

**BOARD MEETING OF:** December 8, 2011

**PREPARED BY:** Brett Ridgway, Chief Business Officer

**TITLE OF AGENDA ITEM:** November 2011 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 2011-2012 columns start with the approved budget for the entire year compared to revenues and expenditures through November. 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 2011-2012 year-end fund balance columns are required by statute. This is showing you the budgeted and anticipated end-of-year fund balance. The 2010-2011 columns are the prior year's total budget and the actual through November 2010. 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:**

I move to approve the November 2011 monthly financial update of all funds as presented.

**APPROVED BY:** Brett Ridgway, Chief Business Officer      **DATE:** December 1, 2011



**BOARD OF EDUCATION AGENDA ITEM 4.02**

**BOARD MEETING OF:** December 8, 2011

**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:**

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

**APPROVED BY:** Becky Carter, Chief Education Officer    **DATE:** November 22, 2011





**BOARD OF EDUCATION AGENDA ITEM 4.03**

**BOARD MEETING OF:** December 8, 2011

**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:** (How will the expenditure meet the needs of students/expected results in student achievement)

- 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:**

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

**APPROVED BY:** Becky Carter, Chief Education Officer    **DATE:** November 22, 2011



**BOARD OF EDUCATION AGENDA ITEM 4.04**

**BOARD MEETING OF:** December 8, 2011

**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:**

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

**APPROVED BY:** Becky Carter, Chief Education Officer

**DATE:** November 22, 2011

4.05

Special Board of Education  
Meeting Minutes

4.06

Regular Board of Education  
Meeting Minutes

4.07

Special Board of Education  
Meeting Minutes

Minutes will be posted on district web site  
[www.d49.org](http://www.d49.org) after approval.

Board Update

5.00

Open Forum

6.00

# Action Items

## 7.00



## **BOARD OF EDUCATION AGENDA ITEM 7.01**

**BOARD MEETING OF:** December, 8 2011

**PREPARED BY:** Amber Whetstine, Coordinator of School Improvement and Professional Development

**TITLE OF AGENDA ITEM:** School Improvement Plans

**ACTION/INFORMATION/DISCUSSION:** Action

### **BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

As part of the School Accreditation Process, School Unified Improvement Plans have been developed by school leadership teams with input from the School Accountability Advisory Committees at each school. The plans specifically describe action steps that the schools will take to work toward continuous improvement in Academic Achievement, Academic Growth, Growth Gaps, Post-Secondary Work Force Readiness and Adequate Yearly Progress (AYP).

### **RATIONALE:**

A Unified Improvement Plan allows schools to focus improvement efforts (time, resources, etc.) to impact student achievement in the areas where the most improvement is needed. The development of the School Unified Improvement Plan is a requirement by the Colorado Department of Education as part of the Accreditation Process.

### **RELEVANT DATA AND EXPECTED OUTCOMES:**

See attached Unified Improvement Plans:

#### Elementary Schools

Evans International Elementary School –Performance Plan  
Falcon Elementary School - Performance Plan  
Meridian Ranch International School - Performance Plan  
Odyssey Elementary School - Performance Plan  
Remington Elementary School - Performance Plan  
Springs Ranch Elementary School - Performance Plan  
Woodmen Hills Elementary School - Performance Plan

#### Middle Schools

Falcon Middle School –Performance Plan  
Horizon Middle School –Performance Plan

#### High Schools

Falcon High School - Performance Plan  
Sand Creek High School - Performance Plan  
Patriot Learning Center –Performance Plan  
Falcon Virtual Academy–Priority Improvement Plan

Charter Schools

Banning Lewis Ranch - Performance Plan

Pikes Peak School of Expeditionary Learning –Improvement Plan

Rocky Mountain Classical Academy –Performance Plan

Imagine Classical Academy - Performance Plan

**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:**

I move to approve the School Unified Improvement Plans as recommended by the administration.

**APPROVED BY:**    Becky Carter, Chief Education Officer

**DATE:**    November 22, 2011



**BOARD OF EDUCATION AGENDA ITEM 7.02**

**BOARD MEETING OF:** December 8, 2011

**PREPARED BY:** Amber Whetstine, Coordinator of School Improvement and Professional Development

**TITLE OF AGENDA ITEM:** District Improvement Plan

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

As part of the District Accreditation Process, a District Unified Improvement Plan has been developed with input from each of the four District Innovation Zones, Learning Services, Human Resources, and the District Accountability Advisory Committee. The plan specifically describes action steps that the District will take to work toward continuous improvement in eliminating growth gaps and attaining Adequate Yearly Progress (AYP).

**RATIONALE:**

A Unified Improvement Plan allows Innovation Zones and Departments to focus improvement efforts (time, resources, etc.) to impact student achievement in the areas where the most improvement is needed. The development of the District Unified Improvement Plan is a requirement by the Colorado Department of Education as part of the Accreditation Process.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

See District Unified Improvement Plan attached.

**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:**

I move to approve the District Unified Improvement Plan as recommended by the administration.

**APPROVED BY:** Becky Carter, Chief Education Officer

**DATE:** November 22, 2011





**BOARD OF EDUCATION AGENDA ITEM 7.03**

**BOARD MEETING OF:** December 8, 2011  
**PREPARED BY:** Brett Ridgway, Chief Business Officer  
**TITLE OF AGENDA ITEM:** Certification of Mill Levies for Property Tax Year 2011  
**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

Each year, the District must certify to the El Paso County Commissioners, the property tax mill levy. The Mill Levy to be assigned is for the tax year 2011, that will be collected in 2012 as part of the District's 2011-12 fiscal year. The Mill Levy can have many components, but for Falcon School District, there are only four components: Total Program (General Fund) Voter-Approved Override (Mill Levy Override related to the District's issuance of Certificates of Participation to construct new facilities according to the November 2005 election), Abatement, and the Bond Redemption Fund.

**RATIONALE:**

The Total Program (General) portion of the Mill Levy is set by the Colorado Department of Education according to the School Finance Act of 1994 and so there is no 'decision' to be made. The Abatement portion of the Mill Levy is directed by another section of statute that requires abatements issued in one tax year to be covered by property owners in the subsequent tax year. The abatements are quantified and communicated by El Paso County so, again, there is no 'decision' to be made. The Mill Levy Override and Bond Redemption Fund portions of the Mill Levy are necessary to fulfill the terms of Voter-approved ballot measures related to building construction in the District. The General, Abatement, and Override portions of the Mill Levy combine to determine the total General Funds' Mill Levy.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

The Total Program Levy should be 24.459 mills, the Abatement Levy should be 0.371 mills, the Override Levy should be 9.800 mills, and the Bond Redemption Levy should be 11.212 mills; all applied to a Gross Assessed Value of property in the district of \$658,494,180.

**RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS**

**ADDRESSED:**

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

**FUNDING REQUIRED:**  Yes  No

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:**

I move to certify, to the El Paso County Commissioners, a Mill Levy to property owners within the district totaling 45.842 mills, comprised of a General Funds Levy of 34.630 mills, and a Bond Redemption Fund Mill Levy of 11.212 mills.

**APPROVED BY:** Brett Ridgway, Chief Business Officer

**DATE:** December 1, 2011



**BOARD OF EDUCATION AGENDA ITEM 7.04**

**BOARD MEETING OF:** December 8, 2011

**PREPARED BY:** Dave Knoche, Falcon Virtual Academy Principal/Kim McClelland iConnect Zone Leader

**TITLE OF AGENDA ITEM:** Update to Evaluation Cycle/Forms for Online Teachers

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

- Due to the duties and responsibilities of the Falcon Virtual Academy teachers it is crucial that we change the evaluation cycle, formal evaluation tool and the informal evaluation tool to properly address quality teaching standards
- Many of the evaluation components address both brick and mortar teachers as well as online teachers therefore those components will remain unchanged in the forms.

**RATIONALE:**

Providing the Board of Education with accurate and important information from Falcon Virtual Academy will allow for effective decision making. All changes will be based on the National Standards for Quality Online Teaching published by iNACOL. (The International Association for K-12 Online Learning) and Senate Bill 191 provisions). iNACOL standards have been recognized by the Colorado Department of Education as best practices.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

Updated information will provide clearer understanding of the Falcon Virtual Academy and the challenges facing the administrative team when evaluating staff with the current certified evaluation tool. Expected outcome is approval of a new tool to for evaluating online teachers after appropriate discussion occurs.

**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:**

I move to approve the update to Evaluation Cycle/Forms for Online Teachers

**APPROVED BY:** Becky Carter, Chief Education Officer      **DATE:** November 29, 2011



## **BOARD OF EDUCATION AGENDA ITEM 7.05**

**BOARD MEETING OF:** December 8, 2011

**PREPARED BY:** Lynn Mather, Coordinator of Curriculum and Instruction

**TITLE OF AGENDA ITEM:** District 49 Adoption of revised Colorado Academic Standards (CAS) and adoption of Colorado English Language Proficiency Standards (CELP)

**ACTION/INFORMATION/DISCUSSION:** Action

### **BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

The state of Colorado has revised and adopted new Colorado Academic Standards (CAS) and has adopted the World-Class Instructional Design and Assessment (WIDA) standards as the Colorado English Language Proficiency Standards (CELP). Per SB 08-212, all districts are required to adopt state standards including English language competency standards that meet or exceed the revised CAS by December 15, 2011.

At the May 13, 2010 Falcon Board of Education meeting, the district adopted the revised CAS. During the summer of 2010, the state of Colorado adopted the Common Core State Standards to strengthen their application for President Obama's Race to the Top grant. During the fall of 2010, the Colorado Department of Education revised the CAS in the areas of Reading, Writing & Communicating and Mathematics to incorporate the newly adopted Common Core State Standards. In December 2010, the State Board of Education adopted new standards in the areas of Reading, Writing & Communicating and Mathematics to reflect the changes from that work. Due to this adoption change in the standards by the State Board of Education in December 2010, the standards that have been previously adopted by the district did not reflect the newly revised December 2010 CAS. In addition, the district had not adopted any English language competency standards, as required by the state statute.

The Need: To adopt the December 2010 version of the Colorado Academic Standards (CAS) which include the Common Core State Standards and adopt the Colorado English Language Proficiency Standards (CELP) to fulfill the requirements of SB 08-212.

### **RATIONALE:**

State Law (SB 08-212) requires school boards to review and adopt English language proficiency and academic standards to align with the Colorado Academic Standards and Colorado English Language Proficiency Standards by December 15, 2011.

### **RELEVANT DATA AND EXPECTED OUTCOMES:**

The curriculum in Falcon District 49 will be reviewed and revised to align with the revised CAS and the CELP Standards.

**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:**

I move to approve the adoption of the current Colorado Academic Standards and the Colorado English Proficiency Standards.

**APPROVED BY:**    Becky Carter, Chief Education Officer

**DATE:**    November 28, 2011



**BOARD OF EDUCATION WORK SESSION AGENDA 7.06**

**BOARD MEETING OF:** November 28, 2011

**PREPARED BY:** Loretta Branham, BOE Executive Assistant

**TITLE OF AGENDA ITEM:** Board of Education Policy Revisions and Adoptions  
DD Funding Proposals, Grants, and Special Projects, EB  
Environmental Safety Program, ECAF Video Surveillance,  
GBDD Staff Fringe Benefits, GCOA Evaluation of Instructional  
Staff, GCOA-R Evaluation of Instructional Staff

**PREPARED BY:** Loretta Branham, BOE Executive Assistant

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION, DESCRIPTION OF THE NEED:**

- Administrative teams and Cabinet members reviewed all of these policies comparing them to district needs and also Colorado Association of School Board recommendations and Cabinet members have reviewed and approved these revisions.

**RATIONALE:**

- These changes align with the innovation plan approved by the Board of Education

**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

**COST OR COST ESTIMATION:** No additional cost

**MOTION REQUESTED:**

I move to approve the policies listed for revision and adoption as recommended by the administration.

**APPROVED BY:** Becky Carter, Chief Education Officer

**DATE:** November 29, 2011

## Funding Proposals, Grants, and Special Projects

All proposals and applications for additional funding from any source shall be approved by the Chief Education Officer ~~Deputy Superintendent~~ or designee before any such proposal is submitted to the grantor of the funds. The Chief Education Officer ~~Deputy Superintendent~~ or designee shall be the official signer of all proposals.

If a proposal or application for funds is approved, the Chief Education Officer ~~Deputy Superintendent~~ shall report the approval of all proposals and applications for additional funding to the Board of Education and the Chief Education Officer ~~Deputy Superintendent~~ or designee shall provide an accounting system for the funds provided by the application. The accounting system so created shall conform to 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: October 8, 2009.

Revised: May 12, 2011.

Revised:

LEGAL REF.: C.R.S. 22-45-102 (*Accounts*)

*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)]*

## Environmental and Safety Program

It shall be the policy of the Board to guard against accidents by taking reasonable precautions to protect the safety of all students, employees, visitors, and others present on ~~d~~District property or at school-sponsored events.

The Board shall insist that its staff adhere to recommended safety practices as these pertain to the school plant, special areas of instruction, student transportation, school sports, occupational safety, etc.

The practice of safety also shall be considered a facet of the instructional program of the ~~d~~District schools, and instruction in accident prevention as well as fire prevention; emergency procedures; and traffic, bicycle, and pedestrian shall be provided in the appropriate grades and classes.

Every principal shall be responsible for the supervision of a safety program for his/her school. The ~~Chief Education Officer's superintendent's~~ designee shall have overall responsibility for the safety program of the ~~d~~District. It shall be the responsibility of the ~~Chief Education Officer's superintendent's~~ designee to see that appropriate staff members are kept informed of current state and local requirements relating to fire prevention, civil defense, sanitation, public health, and occupational safety.

Current practice codified: 1980.

Adopted: date of manual adoption.

Revised: May 11, 2000.

Revised: March 11, 2010.

Revised:

LEGAL REFS.: C. R. S. 22-1-101 through 9-1-106 (*construction requirements, fire escapes, etc.*)  
C.R.S. 22-3-101 through 22-3-104 (*eye protective devices*)  
C.R.S. 22-32-110(1)(w) (*Board of education-specific powers*)  
C.R.S. 22-32-124(2)(3) (*building inspection*)  
C.R.S. 24-10-106.5 (*duty of care*)



## Video Surveillance

### Use of Video Cameras

The Board of Education recognizes its continuing responsibility to ensure the District's proper and efficient operation, to protect District property, to maintain and improve student discipline, and to ensure the health, welfare and safety of students, staff and other persons at District facilities, and in and around District buildings. Toward this end, the Board supports the administration's use of video cameras at District facilities, and in and around District buildings in accordance with this policy and governing law. The Chief Education Officer, Innovation Leaders or their designee(s) shall select or otherwise approve such video cameras and related equipment prior to its acquisition.

Video cameras may be used to monitor and record students, staff and other persons at District facilities, and in and around District buildings on a year-round basis at any and all times, whether or not school is in session and whether or not the facilities, buildings are in use.

Video cameras shall not be used in restrooms, locker facilities or other areas where students, staff and/or other persons have a reasonable expectation of privacy.

Video cameras shall only be used by the District to monitor and record visual information; they shall not be used to intercept, monitor or record oral communications or other audio information.

Students, staff and other persons are prohibited from the unauthorized use of, and from tampering with or otherwise interfering with, the District's video cameras and related equipment.

### Notice

Notices shall be posted at appropriate locations where video cameras may be used at District facilities, and in and around District buildings that persons in such areas are subject to being videotaped at any time.

### Use, Storage and Security of Video Recordings

Video recordings may be used as evidence that a student, staff member or other person has engaged in behavior that violates the criminal code, District policies/regulations, and/or school rules.

Video recordings from District facilities and from in and around District buildings shall be maintained in their original form for at least seven (7) calendar days after initial recording. After such periods the video recordings may be deleted, erased

or recorded over unless an incident has occurred in which a video recording may be relevant to an investigation by District or law enforcement personnel, in which case the video recording shall be maintained in its original form until the investigation and any resulting legal proceedings and/or disciplinary action is finally concluded.

Video recordings shall be stored and secured to ensure confidentiality. The superintendent, deputy superintendent, or security manager shall determine the District officials who may be granted unsupervised physical access to video recordings from some or all locations at District facilities, and in and around District buildings.

### **Student Education Records**

The District shall comply with all laws, including the Family Educational Rights and Privacy Act (FERPA) regarding student education records applicable to video recordings. Video recordings considered for retention as part of a student's education record shall be maintained in accordance with established procedures governing access, review and release of such records.

### **Viewing Video Recordings**

Video recordings are and shall remain the property of the District. Video recordings may not be viewed by any person, including District officials granted unsupervised physical access to the video recordings, except as permitted or required by law and this policy. Authorization to view video recordings may be granted to individuals demonstrating a legitimate need to do so, as determined by the superintendent, deputy superintendent, security manager, or their designee(s) in accordance with governing law and, where applicable, District Policies GBJ and JRA/JRC.

Requests by individuals who are not authorized District officials under governing law or District Policies GBJ or JRA/JRC to view video recordings that were made at District facilities or in and around District buildings shall be presented in writing to the security manager or his/her designee within seven (7) calendar days after the date of the recording. Such written requests must include an explanation of why the requesting individual wishes to view the video recording(s) at issue. Only the portion of the video recording concerning the specific incident at issue will be made available for viewing.

Actual viewing of video recordings will be permitted only at school buildings or in the Support Services Office Complex unless otherwise authorized by the Chief Education Officer, Innovation Leaders, or their designee(s), or unless otherwise required by law. All viewings will include the security manager and/or the building principal, or their designee(s).

To the extent required by law, a written log will be maintained of individuals viewing video recordings, including the date of viewing; reasons for viewing; date

the recording was made; District facility and area of facility, District building and area in or around building, and signature of viewer(s).

LEGAL REFS.: 20 U.S.C. 1232g

C.R.S. 24-72-204 (Allowance or denial of inspection-grounds-procedure-appeal-definitions)

CROSS REFS.: GBJ, Personnel Records and Files

GCQF, Discipline, Suspension, and Dismissal of Professional Staff

GCQD, Classified Staff Guidance, Reassignment, and Discipline

JIC, Student, Conduct, and subcodes

JK, Student Discipline, and subcodes

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

KI, Visitors to Schools

**Staff Fringe Benefits**

Benefits in addition to basic salary are recognized by the Board of Education as an integral part of the total compensation plan for staff members.

A group medical, dental, vision, life insurance and long term disability policy shall be available to regular full-time employees. The Board annually shall determine the school district's contribution to such insurance programs. The employee shall pay any excess in insurance premiums above this amount. Family coverage shall be available with the employee paying the difference in the premium and the school district's payment for such family coverage.

District employees shall participate in the Public Employees' Retirement Association (PERA) in which both the employee and the District make monthly contributions.

**Workers' compensation**

All District employees are covered under the Workers' Compensation Insurance Plan and shall be entitled to all the prescribed benefits.

Adopted:

LEGAL REFS.: C.R.S. 8-40-101 et seq. through 8-47-101 et seq. (Workers' Compensation Act of Colorado)  
C.R.S. 22-32-110 (1)(j) (Board of Education – specific powers)  
C.R.S. 24-51-101 et seq. (Public Employees' Retirement Association)

CROSS REF.: GBGD, Workers' Compensation

## Evaluation of Instructional Staff

The Board of Education recognizes that sound appraisal of instructional staff performance is critical in achieving the educational goals of the school system.

The Board expects its supervisory and administrative staffs to exert reasonable efforts to help and encourage staff members to develop their teaching personalities and instructional abilities to an optimum degree to improve student performance.

In keeping with state law, the Board shall approve a performance evaluation system which shall serve as a basis for the improvement of instruction, enhance the implementation of curricular programs, and measure professional growth and development of licensed personnel. The evaluation system also shall serve as the measurement of satisfactory performance and documentation for dismissal for unsatisfactory performance.

The Board shall consult with district administrators, teachers, parents, and the Performance Evaluation Committee in developing the evaluation system. A process shall be developed to conduct an on-going review of the evaluation system.

The basic requirements of the evaluation system shall be:

1. The Board shall require regular evaluation of all full-time and part-time instructional staff by administrators/supervisors. These evaluators must have a principal or administrator license issued by the Colorado Department of Education and/or such administrator's/supervisor's designee, who has received education and training in evaluation skills approved by the Colorado Department of Education that will ~~to~~ enable them to make fair, professional, and credible evaluations of the personnel who they are responsible for evaluating.
2. Evaluations shall be conducted in a fair and professional manner and shall be based on written criteria which pertain to good instruction and the staff member's particular position.
3. Standards for satisfactory performance of instructional staff and criteria, which can be used to determine whether performance meets such standards, shall be developed. One of the standards for measuring instructional staff performance shall be directly related to classroom instruction and shall include multiple measures of student performance. The district Performance Evaluation Committee shall be an active participant in the development of standards and performance.

3.4. All evaluation standards and criteria shall be given in writing to all licensed personnel and shall be communicated and discussed by the person being evaluated and the evaluator prior to and during the course of the evaluation.

4.5. The system shall identify the various methods which will be used for information collection during the evaluation process such as direct and informal observation and peer, parent, or student input obtained from standardized surveys. All data on which an evaluation judgement is based will be documented to the extent possible and be available for the evaluated staff member's review. All evaluation standards and criteria shall be given in writing to all licensed personnel and shall be communicated and discussed by the person being evaluated and the evaluator prior to and during the course of the evaluation.

5.6. The evaluation system shall specify the frequency and duration of the evaluation process, which shall be on a regular basis to ensure the collection of a sufficient amount of data from which reliable conclusions and findings may be drawn. Teachers shall receive documented observations and written evaluation reports in accordance with state law as set forth in the regulation accompanying this policy. Probationary staff shall receive at least two formal observation evaluations, and two informal observation evaluations every year. Non-probationary staff shall receive at least one formal observation evaluation every year and two informal observation evaluations each year. All instructional staff shall have a written summative evaluation each year.

6.7. All written summative evaluations shall be specific as to performance strengths and weaknesses, specifically identify when a direct observation was made, identify data sources, and contain a professional growth plan. A professional growth plan shall be specific as to what improvements, if any, are needed in performance.

The staff member concerned shall have an opportunity to review the document with the supervisor who makes the evaluation, and both shall sign it and receive a copy. The summative evaluation document shall be reviewed by a supervisor of the evaluator whose signature also shall appear on it.

If the evaluatee disagrees with any of the conclusions or recommendations made in the evaluation report, he or she may attach any written explanation or other relevant documentation.

- 8. The system shall contain a process which shall be followed when an instructional staff member's performance is deemed unsatisfactory. In accordance with state law, this process shall provide for a notice of deficiencies, a remediation plan and a reasonable ~~an~~ opportunity to correct the deficiencies, and a remediation plan (if applicable).

The ~~school~~ District shall conduct all evaluations so as to observe the legal and constitutional rights of instructional staff. No informality in any evaluation or in the manner of making or recording any evaluation shall invalidate the evaluation. No minor deviation in the evaluation procedures shall invalidate the process or the evaluation report.

Nothing in this policy shall be construed to imply in any manner the establishment of any property rights or expectancy or entitlement to continued employment not explicitly established by statute, Board policy, or contract. Neither shall this policy be deemed or construed to establish any conditions prerequisite relative to renewal of contracts, transfer, assignment, dismissal, or other employment decisions relating to school personnel.

Unless an evaluator acts in bad faith or maliciously with respect to the application of a procedure associated with the evaluation process, any misapplication of a procedure, failure to apply a procedure, or adhere to a prescribed timeline shall not be an impediment to or prevent the Board from modifying an employee's contract status or assignment under the terms of the employment contract and state law. The content of the evaluation, the ratings given, and any improvement or remediation plan shall not be grievable under the district's formal grievance process.

All employment decisions remain within the sole and continuing discretion of the Board ~~of Education~~, subject only to the conditions and limitations prescribed by Colorado law.

Adopted: April 21, 1977.

Revised: August 18, 1977.

Revised: April 20, 1978.

Revised to conform with practice: date of manual adoption.

Revised: December 15, 1983.

Revised: February 27, 1986.

Revised: June 4, 1992.

Revised: June 18, 1998.

Revised: October 1, 1998.

Revised: August 10, 2000.

Revised: May 1, 2003.

Revised: December 10, 2009.

Revised:

LEGAL REFS.: C.R.S. 22-9-101 *et seq.* (*Certificated Personnel Performance Evaluation Act*)

C.R.S. 22-63-103

C.R.S. 22-63-301 (*Grounds for Dismissal*)

C.R.S. 22-63-302(8) (*Procedure for Dismissal – judicial review*)

CROSS REFS.: BDFA, District Personnel Performance Evaluation Council

CFBA, Evaluation of Evaluators  
GCQF, Discipline, Suspension, and Dismissal of Professional  
Staff (and Contract Nonrenewal)

IK, Academic Achievement



## Evaluation of Instructional Staff

Evaluations will be conducted in accordance with state law and Board of Education policy to improve instruction, enhance the implementation of programs in the curriculum, and measure the professional growth and development of personnel and level of performance of each instructional staff member. Evaluations also will serve as the measurement of satisfactory performance for instructional staff and documentation for dismissal for unsatisfactory performance.

~~Therefore, e~~Even though the evaluation process is designed to encourage and assist instructional staff to perform at a level consistent with the district's standards, the evaluator or the ~~superintendent~~ Chief Education Officer may recommend to the Board of Education that changes be considered in contract status or assignment in accordance with state law and Board policy.

The procedures necessary to administer and implement the district's evaluation policy are as follows:

### Initial requirements

All instructional staff will be evaluated, including part-time instructional staff. An organization chart or comparable document will be prepared to identify the evaluator by title or position for each licensed employee. The chart will indicate which position(s) each evaluator will evaluate and which administrator is responsible for evaluating the evaluator.

~~In most situations, the administrator who directly supervises the instructional staff member to be evaluated will make evaluations.~~ Evaluations will be made by the principal or administrator who directly supervises the instructional staff member to be evaluated and/or such principal's or administrator's designee, who has received education and training in evaluation skills approved by the Colorado Department of Education.

A job description will be developed for each instructional staff member, which sets forth expectations from the school district for the position. Similar job descriptions will be used for all employees with similar staff assignments.

Written standards for satisfactory performance will be developed as well as criteria to be used to determine whether performance meets district standards. One of the standards for measuring performance shall be directly related to instruction and shall include multiple measures of student performance. The district Performance Evaluation Committee will actively participate in the development of the standards.

Other criteria will be developed for evaluation of each position prior to the evaluation. The criteria will relate to the particular position as set forth in the individual's job description and any outcomes which are expected from the position.

Information will be made available to each evaluatee about the evaluation system, the evaluation policy and procedures, and the responsibilities of the evaluator and evaluatee. In addition, all evaluation standards and criteria shall be given in writing to all licensed personnel and shall be communicated and discussed by the person being evaluated and the evaluator prior to and during the course of the evaluation.

### **Information collection**

The evaluator will directly observe the evaluatee as well as compile other data in accordance with the district's evaluation system. Peer, parent, or student input may be obtained from standardized surveys.

No evaluation information will be gathered by electronic devices without the consent of the evaluatee. The evaluator will identify and document to the extent possible all relevant sources of data used as the basis for any evaluation judgment.

### **Frequency and duration**

Probationary staff will be observed at least four times each year (two formals and two informals). Other licensed personnel will be formally observed once every year and receive at least two informal observations each year. Probationary staff in their third year of employment in Falcon School District, who exhibited performance which consistently met expectations for performance during their first two years in the district, may, at the discretion of the evaluator, be evaluated according to the non-probationary staff evaluation cycle. All instructional staff must have an end of the year written summative evaluation.

Variations will be permitted in this evaluation schedule, whether requested by the evaluator or evaluatee, only when the evaluatee is notified by the evaluator that an additional evaluation report is necessary for reasons consistent with one or more purposes of the evaluation system, and the evaluatee has an opportunity to meet with the evaluator.

The district's summative evaluation system specifies formal observations be a minimum of 40 minutes each when required (and informals of 15 minutes each) be completed before the summative evaluation report is written. Minor adjustments and variations will be allowed in order to ensure that the evaluation process is thorough and that sufficient data is collected from which reliable

findings and conclusions may be drawn. All instructional staff will receive a written summative evaluation at least two weeks before the last class day of the school year. by no later than May 15.

When two formal observations are required, the first will be completed by the end of first semester and the second completed in such time that a post-observation conference be conducted at least two weeks before the last class day of the school year by May 15. ~~The evaluator will discuss results with the evaluatee. within thirty days of observation.~~

Additional informal evaluations or observations may be made whenever appropriate.

### **Documentation**

The evaluator will prepare a written summative evaluation at the conclusion of the evaluation process, which will include the following:

1. A professional growth plan which is specific as to what improvements, if any, need to be made, in the performance of the instructional staff member and which clearly sets forth recommendations for improvements including recommendations for additional education and training during the staff member's recertification process.
2. Specific information about the strengths and weaknesses in the performance of the evaluatee.
3. Documentation identifying when a direct observation was made.
4. Identification of all data sources.

Both formal observations and summative evaluations will be discussed with the evaluatee. Both the evaluator and the evaluatee will sign the report, and each will receive a copy. The signature of any person on the report will not be construed to indicate agreement with the information contained therein. If the evaluatee disagrees with any of the conclusions or recommendations made in the evaluation report, he or she may attach any written explanation or other relevant documentation.

The evaluatee may attach any written comments to the evaluation report before it is reviewed by the supervisor of the evaluator. Each report will be reviewed and signed by a supervisor of the evaluator.

The evaluator will maintain a cumulative file of all pertinent data relating to each instructional staff member's evaluation, including the summative evaluation

report. This file will be available for the instructional staff member's review and will include any written comments signed and submitted by the staff member.

### **Unacceptable performance ~~of a probationary teacher~~**

A teacher whose evaluation indicates performance is unsatisfactory will be given:

1. A notice of deficiencies;
2. A remediation plan developed by the evaluator and the teacher;
3. A reasonable period of time to correct the deficiencies;
4. A statement of resources and assistance, including professional development opportunities, available to help the teacher achieve a satisfactory rating in the next evaluation.

~~9—A n instructional staff member whose evaluation indicates performance is unsatisfactory or in need of improvement will be so informed by the principal or primary evaluator.~~

~~10—The staff member will receive written suggestions for ways to improve.~~

~~11—If the next formal evaluations or informal evaluation indicate the instructional staff member is still not performing satisfactorily, the evaluator may make recommendations for nonrenewal of the employee's contract.~~

### ~~Unacceptable performance of a non-probationary teacher~~

~~7.—Instructional staff whose evaluation indicates performance is unsatisfactory or in need of improvement will be given a notice of deficiencies.~~

~~8.—A remediation plan to correct deficiencies will be developed by the evaluator and the instructional staff member.~~

~~9.—A reasonable period of time to correct the deficiencies and a statement of resources and assistance available to improve performance will be given.~~

**10.** Further evaluations of an instructional staff member on a remediation plan will occur on a different cycle than the annual evaluation, if necessary.

**11.** If the next evaluation shows the instructional staff member is performing satisfactorily, no further action will be taken.

~~12.~~ If the next evaluation indicates the performance is still not satisfactory, the evaluator either will make additional recommendations for improvement or take any necessary steps to recommend dismissal.

## **Appeal**

The conclusions of the evaluator will not be subject to further review except as otherwise provided in these procedures.

The evaluatee may appeal the application of the evaluation procedures by submitting a request for review to the supervisor of the evaluator to determine if the procedures were followed during the evaluation.

Adopted: October 10, 1979.

Revised to conform with practice: date of manual adoption.

Revised: February 27, 1986.

Revised: June 4, 1992.

Revised: June 18, 1998.

Revised: October 1, 1998.

Revised: August 10, 2000.

Revised: May 1, 2003.

Revised: December 10, 2009.

Revised:

# Informational Items

## 8.00



**BOARD OF EDUCATION AGENDA ITEM 8.01**

**BOARD MEETING OF:** December 8, 2011

**PREPARED BY:** Cindy Hardin, Director of Transportation

**TITLE OF AGENDA ITEM:** Transportation Department Grant to Reduce Emissions

**ACTION/INFORMATION/DISCUSSION:** Information

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

The Colorado Health Department, in conjunction with EPA, has given a grant to our Transportation Department. We have received several thousands of dollars in equipment to lower emissions. These items include catalytic converters and preheaters for every bus. At this time, the Colorado Health Department has invited us to participate in a pilot program due to our aggressive stance on pollution. Studies are showing that children's asthma has increased almost 900% over the last 20 years and they are attributing this to possible school bus emissions. The program will involve some schools/science departments to help do a study during the pilot program called Engines Off Colorado in an effort to reduce emissions around our schools. This is quite a complement to our department and school district.

**RATIONALE:** The Colorado Health Department will contribute education materials and signage. Transportation will work with the students during the pilot program. The Department of Health is hopeful that this is just the beginning of building partnerships

**RELEVANT DATA AND EXPECTED OUTCOMES:** The goal is to reduce emissions around our schools through education

**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: No funds required

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:**

N/A

**APPROVED BY:** Cindy Hardin, Director of Transportation **DATE:** November 29, 2011

8.02  
Student Study Trips

8.03  
Expulsions and Suspensions



# Discussion Items

## 9.00



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

**BOARD MEETING OF:** December 8<sup>th</sup>, 2011

**PREPARED BY:** Kim McClelland

**TITLE OF AGENDA ITEM:** Pikes Peak School of Expeditionary Learning Charter Renewal

**ACTION/INFORMATION/DISCUSSION:** Discussion

### **BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

The charter school contract for Pikes Peak of Expeditionary Learning is due for renewal this year. Falcon District 49 entered into agreement with them on March 8<sup>th</sup> 2007, which became effective July 1<sup>st</sup> 2007. On January 8<sup>th</sup> 2004 the Falcon District 49 Board of Education approved PPSEL application to operate as a charter school in our district. The term of PPSEL's contract was for 5 fiscal years (2007-08 through 2011-2012). The District has established a process to renew PPSEL's contract every 5 years. Colorado Law (C.R.S. 22-3-.5-110) outlines specific requirements for the contents of a renewal application, the latest date for submission, and the date by which a district must act on the renewal application.

- No later than December 1<sup>st</sup> of the year prior to the year in which the charter expires, the charter school must submit a renewal application.
- The chartering local board of education shall rule with a resolution for renewal no later than February 1<sup>st</sup> of the year in which the charter expires.
- The renewal application must consist of:
  - A report on progress of the charter
  - A financial statement that discloses the costs of administration, instruction, and other spending categories for the charter school.

### **RATIONALE:**

The recommendation for renewal would be based on the outcomes of the renewal process, and an external site visit by the Colorado League of Charters schools.

The renewal process considers four key questions below:

- Is the educational program a success?
- Are school operations effective and efficient?
- Is the school meeting its legal and other obligations?
- Does the school have excellent governance and leadership?

The charter school sub-committee formed through DAAC met on November 17<sup>th</sup> to review the charter renewal process. The sub-committee meets again on December 2<sup>nd</sup> to confirm the answers to the four key questions and to finalize their recommendation for DAAC and the Falcon Board of Education.

District personnel anticipate that we will make a recommendation to the Falcon Board of Education regarding contract renewal at the January meeting for PPSEL.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

Prior to submitting the renewal documents to the district, the Colorado League of Charter Schools conducted a comprehensive external site visit review of PPSEL. This was required by PPSEL’s contract (Section 2.4.1) because the school received a rating of low or below for two consecutive years on their state accountability report. The outcome of the report from the external site visit was positive and provided the school with commendations and recommendations.

The expected out come would be for the Falcon School District’s Board of Education to renew the PPSEL charter for a total of 5 years. PPSEL will be expected to provide the District with a detailed plan of how PPSEL’s Board will improve its work as the school’s governing body based on the recommendations from the external site visit review.

**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: PPSEL’s charter contract provides that any cost related to the district’s authorizing, monitoring and supervision will be incurred by the PPSEL.

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:**

N/A

**APPROVED BY:** Becky Carter, Chief Education Officer

**DATE:** November 29, 2011



**BOARD OF EDUCATION AGENDA ITEM 9.02**

**BOARD MEETING OF:** December 8, 2011  
**PREPARED BY:** Brett Ridgway, Chief Business Officer  
**TITLE OF AGENDA ITEM:** Amended Budget Process  
**ACTION/INFORMATION/DISCUSSION:** Information/Discussion

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

CRS 22-44-110 authorizes the Board of Education to "...review and change the budget, with respect to both revenues and expenditures, at any time prior to January 31 of the fiscal year for which the budget was adopted." This is commonly referred to as the 'Amended' Budget (vs. the 'Approved' Budget which is adopted prior to the start of the fiscal year – usually in June).

**RATIONALE:**

The amended budget is a time to correct many assumptions that were made in the Adopted Budget to either known variables (e.g. Student Count), or better estimates (e.g. staff costs), and as such is an important exercise – not only for managing the remaining portion of the current school year, but also in laying the groundwork for a budget for the subsequent fiscal year as well.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

New staffing models should drive a revised assumption for personnel costs. Certain 'known' issues should be considered as well to determine what directions should be pursued.

**RELATIONSHIP TO THE VISION/MISSION OF THE DISTRICT GOALS**

**ADDRESSED:**

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

**FUNDING REQUIRED:**  Yes  No

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:**

N/A

**APPROVED BY:** Brett Ridgway, Chief Business Officer **DATE:** December 2, 2011



**BOARD OF EDUCATION AGENDA ITEM 9.04**

**BOARD MEETING OF:** December 8, 2011

**PREPARED BY:** Brad Miller, attorney for BOE

**TITLE OF AGENDA ITEM:** Discussion regarding Board policies on ethics, conduct and conflicts of interest

**ACTION/INFORMATION/DISCUSSION:** Discussion

**BACKGROUND INFORMATION, DESCRIPTION OF NEED:**

The Board wishes to receive an update on the operation of its current policies governing Board conduct. This update will include an analysis of current policies, a comparison with state law, and discussion of possible revisions to some or all of the policies.

**RATIONALE:**

The Board of Education desires to conduct its affairs in a transparent, ethical and responsible manner. A review of the policies that govern these matters is a necessary first step to consideration of any revisions to such policies.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

If adopted, any revisions to these policies will meet the requirements of State law as well as staff and community expectations of exemplary Board conduct.

**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: NA.

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:**

N/A.

**APPROVED BY:** Board of Education    **DATE:** December 5, 2011

Other Business  
10.00

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**

To prepare students, in a safe and caring environment, to be successful, competent and productive citizens in a global society.

## **AGENDA REGULAR BOARD OF EDUCATION MEETING December 8, 2011 6:30 p.m. Education Services Center – 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 November 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 Minutes for November 8, 2011 Special BOE meeting
  - 4.06 Approval of Minutes for November 10, 2011 Regular BOE meeting
  - 4.07 Approval of Minutes for November 22, 2011 Special BOE meeting
- 5.00 Board Update**
- 6.00 Open Forum**
- 7:00 Action Items**
  - 7.01 Approval of School Improvement Plans
  - 7.02 Approval of District Improvement Plan
  - 7.03 Approval of 2012 Mill Levy Rate
  - 7.04 Approval of Evaluation Cycle/Forms for Online Teachers
  - 7.05 Approval of District 49 Adoption of revised Colorado Academic Standards (CAS) and adoption of Colorado English Language Proficiency Standards (CELP)
  - 7.06 Approval of Board of Education Policy Revisions and Adoptions  
DD Funding Proposals, Grants, and Special Projects, EB Environmental Safety Program, ECAF Video Surveillance, GBDD Staff Fringe Benefits, GCOA Evaluation of Instructional Staff, GCOA-R Evaluation of Instructional Staff
- 8:00 Information Items**
  - 8.01 Transportation Department Grant to Reduce Emissions
  - 8.02 Student Field Trips
  - 8.03 Expulsion/ Suspension Information

**9.00 Discussion Items**

9.01 Pikes Peak School of Expeditionary Learning Charter Renewal

9.02 Amended budget

9.03 Potential of offering transition year (110 day) contracts for 2012-13 Potential of offering an Early Retirement Incentive Program

9.04 Discussion regarding Board policies on ethics, conduct and conflicts of interest

**10.00 Other Business**

**11.00 Adjournment**

DATE OF POSTING: December 5, 2011

---

Loretta Branham, BOE Executive Assistant