



**AGENDA**  
**SPECIAL BOARD OF EDUCATION MEETING**  
**November 20, 2019**  
**Fantastic 49 – 6:00 p.m.**  
**Business Meeting 6:30 p.m.**  
**Education Service Center – Board Room**

<b>Fantastic 49</b>	<b>• Service and Support Stars</b>
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- 1.00 Call to Order and Roll Call**
- 2.00 Welcome and Pledge of Allegiance**
- 3.00 Approval of Agenda**
- 4.00 Open Forum (*3 minute time limit for each speaker*)**
- 5.00 Action Items**
  - 5.01 Action on New Job Description: Armed Security Guard - **Watson**
- 6.00 Information Items**
  - 6.01 Student Study Trips – **Seeley**
- 7.00 Adjournment**

DATE OF POSTING: November 14, 2019

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Donna Garza  
Executive Assistant to the Board of Education

**BOARD OF EDUCATION ITEM 5.01**  
**OPPORTUNITY AND RISK: DECISION ANALYSIS FOR MAJOR DISCUSSION AND ACTION ITEMS**

**BOARD MEETING OF:** November 20, 2019

**PREPARED BY:** David Watson, Director of Safety & Security

**TITLE OF AGENDA ITEM:** Armed Security Officer

**ACTION/INFORMATION/DISCUSSION:** Action

**BACKGROUND INFORMATION: DESCRIPTION OF EXPECTATION/NEED/ OPPORTUNITY:**

In an effort to enhance current safety and security posture, and to further fulfill D49's commitment to maintain safe learning environments, adding armed security officers to secondary school locations and one rover position.

**RATIONALE:**

Throughout the last year, district leadership has led the Enhanced Security Community Advisory Team (ESCAT) through a process to assess numerous safety and security improvement topics. The topic of placing armed security officer's in D49 schools received a high-level approval from the group, with a recommendation to move this initiative forward. In addition, a survey was sent to community members, soliciting their thoughts on adding armed security officers to district schools. The survey received an approximately 75% approval rating for continuing with the initiative.

**RELEVANT DATA AND EXPECTED OUTCOMES:**

The presence of armed security staff in our schools will add to the overall mission of providing a safe learning environment for students, staff and community. In addition, DOSS will provide an overview of future safety and security department outlook.

**INNOVATION AND INTELLIGENT RISK:**

D49 has a commitment that students will be safe in their learning environment. Through this security initiative, students and their parents can be ensured that D49 is fulfilling the commitment to respond to potential acts of violence with an armed response.

**IMPACTS ON THE DISTRICT'S MISSION PRIORITIES—THE RINGS AND ROCKS:**

<b>Culture</b>	<b>Inner Ring</b> —How we treat each other	
	<b>Outer Ring</b> —How we treat our work	A safe environment, fosters a caring and educationally sound environment for all, and inspires confidence in our staff and community.
<b>Strategy</b>	<b>Rock #1</b> —Establish enduring <u>trust</u> throughout our community	Families send their children to school, expecting they will receive an excellent education, to that end, in order to fulfil that commitment, our families must be ensured their student will be safe while receiving that education.
	<b>Rock #2</b> —Research, design and implement programs for intentional <u>community</u> participation	
	<b>Rock #3</b> — Grow a robust <u>portfolio</u> of distinct and exceptional <u>schools</u>	To obtain and maintain exceptional status, our students must be educated in safe learning environments. This measure will help ensure and provide another layer of protection for our staff, students and community.

BOE Special Meeting November 20, 2019  
Item 5.01 continued

<b>Rock #4</b> — Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive	
<b>Rock #5</b> — Customize our educational systems to <u>launch each student toward success</u>	

**BUDGET IMPACT:** First year impact, approximately \$430,000. Will seek Mil funding for implementation.

**AMOUNT BUDGETED:** N/A

**RECOMMENDED COURSE OF ACTION/MOTION REQUESTED:** Approval of job description for Armed Security Officer.

**APPROVED BY:** Pedro Almeida, COO and Brett Ridgway, CBO

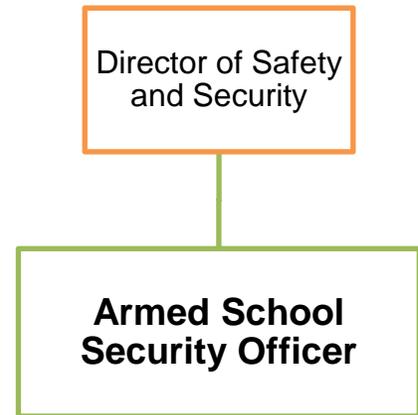
**DATE:** November 8, 2019

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## ARMED SCHOOL SECURITY OFFICER

<b>Job Title:</b>	Armed School Security Officer
<b>Initial:</b>	November 20, 2019
<b>Revised:</b>	
<b>Work Year:</b>	172 days
<b>Office:</b>	Operations
<b>Department:</b>	Safety and Security
<b>Reports To:</b>	Director of Safety and Security
<b>FLSA Status:</b>	Non-Exempt
<b>Pay Range:</b>	Educational Support Personnel Range 19

**Related Organization Chart**



**POSITION SUMMARY:** The Armed School Security Officer maintains safety and security of people, property and facilities at the assigned school campus and serves as the safety and security liaison to the assigned school. Serving as a positive security presence, the Armed School Security Officer assists building leaders with school safety and security, including law enforcement investigations of criminal incidents and/or discipline code violations.

**ESSENTIAL DUTIES & RESPONSIBILITIES**

The following statements of essential functions and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position. These statements are not intended to be an exhaustive list of all duties and responsibilities required of all personnel within this position. Actual duties and responsibilities may vary depending on building assignment and other factors.

- Establishes and maintains positive and productive relationships with student, parents, supervisors, coworkers, administrators, departments, other agencies, and the general public.
- Conducts vehicle and foot patrols of district campuses and other property to ensure safety and security of students, visitors, staff, buildings, and property.
- Assists administrators with student disciplinary matters as requested.
- Assists building administration, school safety and security personnel, and law enforcement with the investigation of criminal incidents or discipline code violations.
- Assists in the coordination of action to be taken concerning threats of violence against students or district personnel, and assists in implementation of safety plan recommendations.
- Assists responding police officers who are conducting investigations by contacting necessary district personnel, unlocking doors, turning off/on alarm systems, etc.
- Checks the security of premises and provides assistance to responding police officers and/or district personnel.
- Watches for and responds to disturbances, fights, unauthorized visitors, or criminal activity.

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

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- Responds to alarms and other calls for security assistance.
  - Intervenes to halt or prevent fights, disturbances, or other incidents, and defuses threatening or confrontational situations.
  - Assesses danger and calls for backup or assistance if necessary.
  - Investigates and documents criminal events on district owned property.
  - Issues warnings, reports misconduct, and requests assistance from appropriate personnel as required.
  - Ensures students, staff, and visitors adhere to school board policies and regulations while on campus or at district sponsored events.
  - Maintains familiarity with and enforces Student Conduct and Discipline Code and other school rules and regulations.
  - Makes notifications via telephone, radio, or written report of incidents requiring documentation.
  - Completes necessary reports to document criminal events or discipline code violations.
  - Monitors alarm systems, camera systems, and other security devices.
  - Requests appropriate response from other security officers, other district personnel, and/or public safety and police personnel as needed.
  - Provides armed patrol of district owned property to enforce laws and district regulations; detects and/or interdicts vandalism, theft, burglary, and other criminal activity.
  - Provides student supervision for athletics, activities, and other school/district-related functions.
  - Renders appropriate first aid to injured persons and follows established protocol for reporting injuries.
  - Provides armed escort for funds transfers.
  - Performs other duties as assigned.

#### **Supervision & Technical Responsibilities:**

- This position does not directly supervise other employees. However, the Armed School Security Officer provides leadership and direction for assigned school unarmed security officers.

#### **Budget Responsibility:**

- This position does not have any direct budget responsibility.

#### **QUALIFICATIONS**

The requirements listed below are representative of the education, experience, knowledge, skills, and/or abilities required for this position:

#### **Education & Training:**

- High school diploma or equivalent.
- Post-secondary education in criminal justice is preferred.
- Completion of Post Officer Standards Training (POST) academy, post-certification training, or similar police or military training is preferred.

#### **Experience:**

- Experience in physical security, military service, law enforcement or a related field.
- Experience working with children in grades K-12 is preferred.

#### **Knowledge Skills & Abilities:**

- Ability to establish and maintain effective working relationships with supervisors, coworkers, administrators, departments, other agencies, and the general public.
- Ability to greet and interact with the public in a courteous and professional manner.

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Ability to intervene in physical conflict and physically restrain persons to protect property or other persons.
- Ability to effectively manage conflict and to defuse and manage volatile and stressful situations.
- Ability to demonstrate and maintain a positive attitude, citizenship, compassion, courage, discernment, excellence, honesty, hope, integrity, patience, perseverance, reliability, respect, responsibility, and trustworthiness.
- Ability to maintain confidentiality in all aspects of the job.
- Ability to manage multiple priorities and tasks with frequent interruptions.
- Ability to perform responsibilities without the necessity of close supervision.
- Ability to understand and follow complex oral and written instructions.
- Ability to work cooperatively with supervisors, school staff and coworkers.
- Ability to work with students with diverse backgrounds and abilities.
- Basic math skills.
- Critical thinking and problem solving skills.
- Ability to demonstrate and maintain proficiency with firearms.
- Excellent oral and written communication, listening and interpersonal relation skills.
- Proficiency in the use of personal computers and common applications including Gmail/G Suite and Microsoft Office.
- Ability and willingness to be on call and/or respond to calls 24/7.

#### **Certificates, Licenses, & Registrations:**

- Criminal background check required for hire.
- Valid Colorado driver's license required for hire.

#### **Special Requirements:**

- This is an armed position. Employee must have ability to complete a firearms training course and maintain an annual standard qualification as outlined in board policy and procedure.
- Must be available during off duty time for call-back due to emergencies or other unforeseen circumstances and perform essential duties.
- Candidate must qualify for position by passing additional extensive background checks, psychological evaluation, and range qualification.
- May be required to be available to work shift work, including evening hours, weekends and holidays.
- This position is subject to reasonable suspicion and post-incident drug screening.

#### **OTHER WORK FACTORS**

The physical demands, work environment factors and mental functions described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job.

**Physical Demands:** While performing the duties of the position, the Armed School Security Officer may be required to engage in contact with violent youth and/or adults; physical intervention in assaults and/or fights, or physical restraint of students and/or adults. The following are some of the physical demands commonly associated with this position. While performing duties of this position, the employees is regularly required to:

- Sit, stand, stoop, kneel, crouch/squat, climb, bend, twist, and reach.
- Use oral and auditory capacity to enable clear interpersonal communication in person and/or through communication devices.
- Use eye, hand, and finger coordination enabling the use of vehicles, equipment and writing utensils.
- Lift/push/pull or carry up to 50 pounds.
- Enter and exit vehicle.

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

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- Walk extensively and occasionally run.

**Work Environment:** While performing the duties of this job, the employee will work in various conditions including a typical office or school environment, outdoors and in a district vehicle. Therefore, the work environment includes exposure to outdoor weather conditions and vehicle vibration, and the noise level in the work environment may alternate among quiet, moderate, and loud. While the work environment is mostly clean and comfortable, the employee may experience exposure to dirt, dust, temperature extremes, and noise. Since the employee will work outdoors at times, they may experience exposure to adverse climate and weather conditions. In addition to the employee's assigned work schedule, the employee may be required to work extended school/work hours and/or days as directed.

**Mental Functions:** While performing the duties of this job, the employee is regularly required to communicate, compare, coordinate, instruct, compile, analyze, evaluate, negotiate, and use interpersonal skills. The employee is frequently required to interact in person and communication with students, staff, parents, and members of the public.

**BOARD OF EDUCATION ITEM 6.01**

**BACKGROUND AND DOCUMENTATION FOR CONSENT OR ROUTINE AGENDA ITEMS**

**BOARD MEETING OF:** November 20, 2019

**PREPARED BY:** Barbara Austin-Seeley, Executive Assistant to CEO

**TITLE OF AGENDA ITEM:** Student Study Trips

**ACTION/INFORMATION/DISCUSSION:** Information

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**BACKGROUND OR RATIONALE**

**PPEC**

EF Tours-Europe's Mediterranean Coast

Depart-3/20/20 Return-3/30/20

4 Students will attend this trip.

Cost of the trip is \$3,800 per student and includes transportation, lodging, meals and tours.

The educational tour helps prepare students for the future by teaching them more about the world, themselves, and their place in the world.

Combining the power of experiential learning with the thrill of global travel, our tours help students:

Expand their knowledge of the world around them Understand new people, places, and cultures Discover more about themselves.

Grow more confident and independent

When students grow in these ways, they become more curious, more open-minded, and more excited about the future.

Fundraising will not be part of this trip.

**FHS**

Adams State Honor Choir, Alamosa, CO

Depart-2/6/20 Return-2/8/20

16 Students will attend this trip.

Cost of the trip will be \$160 per students and includes transportation, meals, lodging and festival registration.

This is one of two opportunities FHS choir students have to prepare, audition, and potentially be accepted into a weekend-long honor choir. Students will prepare concert repertoire in advance and enter an intensive collaborative rehearsal processes, culminating in a concert on the final day.

Fundraising will not be part of this trip.

**FHS**

Western Slope Honor Choir, Gunnison, CO

Depart-3/5/20 Return-3/7/20

16 Students will attend this trip.

Cost of the trip will be \$160 per students and includes transportation, meals, lodging and festival registration.

This is one of two opportunities FHS choir students have to prepare, audition, and potentially be accepted into a weekend-long honor choir. Students will prepare concert repertoire in advance and enter an intensive collaborative rehearsal processes, culminating in a concert on the final day.

Fundraising will not be part of this trip.

**FHS**

CHSAA State Wrestling Tournament, Denver, CO

Depart 2/20/20 Return-2/23/20

Number of students traveling is TBD, dependent upon outcome of regional tournament.

Cost of trip will include transportation, lodging and entrance.

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This event is important because it allows our state qualified wrestlers to close out their season by competing for a state title.

Fundraising will not be part of this trip.

**FHS**

JV State Wrestling Tournament, Northglenn, CO

Depart-2/6/20 Return 2/8/20

20 Students will attend this trip.

Cost of the trip will be \$35 per student and includes transportation and lodging.

This event is important because it is the final state event for the junior varsity level wrestlers. It will allow our jv wrestlers to compete with wrestlers from around the state.

Fundraising will not be part of this trip.

**FHS**

Jimmy John’s Christmas Cup, Greeley, CO

Depart-12/19/19 Return-12/21/19

14 Students will attend this trip.

Cost of the trip will be \$50 per student and includes transportation and lodging.

This event is important because it will expose our wrestlers to large tournament settings and allow them to wrestle with new competitors from around and outside the state.

Fundraising will not be part of this trip.

**FHS**

Conflict in Cleveland, New Mexico Wrestling trip

Depart-1/9/20 Return-1/12/20

16 Students will attend this trip.

Cost of the trip will be \$150 per student and includes transportation and lodging.

This event is important to expose our wrestlers to new competitors, various wrestling styles, and new techniques.

This will be a great way to build up our confidence mid-season before we hit the mat hard heading into Metros, Regionals, and the State Competition.

Fundraising will not be part of this trip.

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**RELEVANT DATA AND EXPECTED OUTCOMES:**

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**IMPACTS ON THE DISTRICT’S MISSION PRIORITIES—THE RINGS AND ROCKS:**

<b>Culture</b>	<p><b>Inner Ring</b>—How we treat each other</p> <p><b>Outer Ring</b>—How we treat our work</p>	
<b>Strategy</b>	<p><b>Rock #1</b>—Establish enduring <u>trust</u> throughout our community</p> <p><b>Rock #2</b>—Research, design and implement programs for intentional <u>community</u> participation</p> <p><b>Rock #3</b>— Grow a robust <u>portfolio</u> of distinct and exceptional <u>schools</u></p> <p><b>Rock #4</b>— Build <u>firm foundations</u> of knowledge, skills and experience so all learners can thrive</p> <p><b>Rock #5</b>— Customize our educational systems to <u>launch each student toward success</u></p>	<p>Travel study is an important component of an appealing education, and participation in student leadership is central to our commitment to be the best district for leaders.</p>

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

**APPROVED BY:** Peter Hiltz, Chief Education Officer

**DATE:** November 13, 2019

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