



*Building Bright Futures*

## *Revised* AGENDA

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REGULAR BUSINESS MEETING  
BOARD OF EDUCATION

6 p.m. January 11, 2007  
Board Room

Jefferson County School District R-1  
1829 Denver West Dr., Bldg. 27  
Golden, Colorado

*Our mission: To provide a quality education that prepares all children for a successful future.*

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**EXECUTIVE SESSION:** The Board of Education will meet at 5:00 p.m. in the Seminar Room in executive session to discuss negotiations.

**MUSIC:** Arvada West High School Chamber Orchestra, director, Gerard Morris

1. **PRELIMINARY**

- a. **CALL TO ORDER – 6:00 p.m. – Board Room**
- b. **WELCOME TO AUDIENCE**
- c. **PLEDGE OF ALLEGIANCE**
- d. **ROLL CALL**
- e. **APPROVE AGENDA**

ACTION

INFORMATION 2. **HONORS & RECOGNITION**

INFORMATION 3. **BOARD AND SUPERINTENDENT COMMENTS**

4. **PUBLIC AGENDA**

- a. **CORRESPONDENCE:** Public correspondence received by the Board is presented on page 6 of the background material, and is available for public viewing.
- b. **PUBLIC COMMENT:** At this time the Board listens to the community's issues of concern. Board members or staff will respond during this meeting or at a later time. We listen with respect and ask those who address the Board to do the same. In

order to respect all persons addressing the Board, we request that the audience not applaud individual speakers and that issues, rather than personalities, be addressed. Any resident or staff member of the district who has signed up on the public comment roster may speak. There is a time limit per person.

If there are a number of speakers commenting on the same topic this evening, we ask that remarks be consolidated and new thoughts or concepts shared. It is not the number of people who address the Board that leads to better decision-making, rather the content of your presentation. So, we respectfully ask that you do not repeat the same message of an earlier speaker. If there are four or more people who wish to address the Board on the same side of the same topic, the Board will allow 10 minutes for that view to be heard. All those who sign up must accompany the speaker to the front of the Board room. We respectfully ask that you do not repeat the same message, but rather present varying concepts on the same theme. Thank you.

## 5. CONSENT AGENDA

ACTION

- a. **MONITORING REPORT – COMMUNICATION AND COUNSEL TO THE BOARD (EL-17), Pages 8-18:** It is the Superintendent's recommendation that the Board of Education approves the monitoring report on EL-17, Communication and Counsel to the Board, as shown in memorandum BA-07-034 in the background material.

ACTION

- b. **BOARD POLICY FOR STUDY EL-17, COMMUNICATION AND COUNSEL TO THE BOARD, Pages 19-20:** It is the Superintendent's recommendation that the Board of Education accepts for study executive limitation policy EL-17, Communication and Counsel to the Board, as recommended in memorandum BA-07-035 in the background material.

ACTION

- c. **BOARD POLICY NO REVISION FOR EL-9, FACILITIES, Pages 21-22:** It is the Superintendent's recommendation that the Board of Education approves no revision to executive limitation policy EL-9, Facilities, as recommended in memorandum BA-06-027/6 in the background material.

ACTION

- d. **ADMINISTRATIVE APPOINTMENTS (EL-3, STAFF TREATMENT), Pages 23-24:** The Superintendent recommends that the Board of Education approves the administrative appointments of personnel, as presented in memorandum BA-07-003 in the background material.

ACTION e. **RESOLUTION – ACCEPT DECISION - CSEA GRIEVANCE #734 (EL-3, STAFF TREATMENT), Pages 25-26:** It is the Superintendent's recommendation that the Board of Education adopts the resolution to accept the arbitrator's recommendation provided prior to the Board meeting, as recommended in memorandum BA-07-044 in the background material.

ACTION f. **RESOLUTION – ACCEPT DECISION - CSEA GRIEVANCE #735 (EL-3, STAFF TREATMENT), Pages 27-28:** It is the Superintendent's recommendation that the Board of Education adopts the resolution to accept the arbitrator's recommendation provided prior to the Board meeting, as recommended in memorandum BA-07-045 in the background material.

INFORMATION g. **SUPPLEMENTAL FUNDS – FOSTER, LAWRENCE, RUSSELL ELEMENTARIES – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 29:** It is the Superintendent's recommendation that the Board of Education is informed of the \$31,000 awarded to Foster, Lawrence and Russell elementary schools from the Colorado Department of Education's Service-Learning program, as identified in memorandum BA-07-046 in the background material.

INFORMATION h. **SUPPLEMENTAL FUNDS – MIGRANT EDUCATION – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 30:** It is the Superintendent's recommendation that the Board of Education is informed of the award of \$832,795 in Title I, Part C funds from the Colorado Department of Education to support migrant education, as identified in memorandum BA-07-047 in the background material.

INFORMATION i. **SUPPLEMENTAL FUNDS – NEW AMERICA SCHOOL – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 31:** It is the Superintendent's recommendation that the Board of Education is informed of the grant award of \$150,000 to New America Charter School from the Colorado Department of Education, as identified in memorandum BA-07-048 in the background material.

INFORMATION j. **SUPPLEMENTAL FUNDS – FAMILY LITERACY – COLORADO DEPARTMENT OF EDUCATION (EL-7, FINANCIAL ADMINISTRATION), Page 32:** It is the Superintendent's recommendation that the Board of Education is informed of the grant award of \$25,000 from the Temple Hoyne

Buell Foundation to the Family Literacy program, as identified in memorandum BA-07-051 in the background material.

ACTION

- k. **AWARD FOR JEFFCO MARCHING BAND AND ORCHESTRA PARIS TRIP (EL-8, ASSET PROTECTION), Page 33:** It is the Superintendent's recommendation that the Board of Education approves a contract with Youth Music of the World (International) Limited for the prepaid participants to make the Paris Parade Festival Trip under the direction of WL Whaley and Ed Rouch, as identified in memorandum BA-07-043 in the background material.

ACTION

- l. **PURCHASE OF SUPPORT VEHICLES AND EQUIPMENT (EL-8, ASSET PROTECTION), Pages 34-35:** It is the Superintendent's recommendation that the Board of Education approves the purchase of support vehicles and equipment in the amount of \$760,232 from the Capital Reserve Fund as shown in background information, and as identified in memorandum BA-07-050 in the background material.

ACTION

- m. **CONTRACT AWARD: FRUITDALE AND TANGLEWOOD REPLACEMENT FACILITIES (EL-8, ASSET PROTECTION), Page 36:** It is the Superintendent's recommendation that the Board of Education approves the award of contract to Golden Triangle Construction in the amount of \$3,381,845 for the Fruitdale and Tanglewood replacement facilities and authorizes the executive director of Construction Management to execute the contract documents, as identified in memorandum BA-07-052 in the background material.

ACTION

- n. **CONTRACT AWARD: RALSTON VALLEY HIGH SCHOOL PRACTICE FIELD PROJECT (EL-8, ASSET PROTECTION), Page 37:** It is the Superintendent's recommendation that the Board of Education approves the award of contract to Colorado Total Maintenance in the amount of \$272,122 for the Ralston Valley High School Practice Field projects and authorizes the executive director of Construction Management to execute the contract documents, as identified in memorandum BA-07-053 in the background material.

ACTION

- o. **CONTRACT AWARD: CONSTRUCTION MANAGER/GENERAL CONTRACTOR 6<sup>TH</sup> & KIPLING MCINTYRE GULCH PROJECT (EL-8, ASSET PROTECTION), Page 38:** It is the Superintendent's recommendation that the Board of Education approves the award of a construction manager/general contractor to Bosco Constructors in the amount not to exceed \$888,000 and authorizes the executive director of Construction

Management to execute the contract documents, as identified in memorandum BA-07-054 in the background material.

**ACTION**

- p. **MAINTENANCE SUPPORT OF FINANCIAL AND HUMAN RESOURCES SYSTEMS (EL-8, ASSET PROTECTION), Page 39:** It is the Superintendent's recommendation that the Board of Education approves the fifth year renewal of the six-year Oracle (formerly PeopleSoft) maintenance agreement in the amount of \$636,000, as identified in memorandum BA-07-049 in the background material.

**ACTION**

- q. **APPROVAL OF MINUTES:** The minutes of the meetings of December 7, 8, and 15, 2006 are presented for approval.

**6. ENDS DEVELOPMENT AND MONITORING AGENDA**

**ACTION**

- a. **REPORT ON STRATEGIC PLAN OBJECTIVE 4 (ENDS 1, ALL CHILDREN ARE PREPARED FOR A SUCCESSFUL FUTURE), Page 40:** It is the Superintendent's recommendation that the Board of Education receives an overview of the work aligned with Strategic Plan objective 4 presented by Debbie Backus, chief academic officer, and members from the division of Instruction to discuss how this work supports Board Ends policies, as shown in memorandum BA-06-177 in the background material.

**ACTION**

7. **DEVELOP NEXT AGENDA:** The Board will discuss the agenda for the January 26 regular meeting and January study session topics.

**8. ADJOURNMENT**

**FUTURE EVENTS:**

January 16	Board of Education Special Meeting, Seminar Room
January 19	Board of Education Study/Dialogue Session, Board Room
January 23	Board of Education Special Meeting: Legislative Issues, Seminar Room
January 25	Board of Education Regular Business Meeting, Board Room
January 26	Board of Education Study/Dialogue Session, Board Room
January 30	Board of Education Special Meeting: Legislative Issues, Seminar Room
February 2	Board of Education Study/Dialogue Session, Board Room
February 8	Board of Education Regular Business Meeting, Board Room
February 13	Board of Education Special Meeting: Legislative Issues, State Capitol
February 13	Strategic Planning Advisory Council, Board Room
February 16	Board of Education Study/Dialogue Session, Board Room

## CORRESPONDENCE – January 11, 2007

c-06-419*	Bill Benigar Student issue
c-06-420	Mereth Meade Copier paper
c-06-421*	Kim Oshinski c: Board
c-06-422*	Terry Lott c: Board
c-06-423*	Larry Wolford personnel
c-06-424	Karen Kellen Tax Increment Financing
c-06-425*	Todd Williams Personnel issue
c-06-426	Randy Gregory Thank you
c-06-427*	Jennifer Jenson student issue
c-06-428	Shaun Pearman traffic light
c-06-429*	Valarie Discher Personnel issue
c-07-001	Donna Farrell thanks

\*Note: Letters addressed to the Board of Education that contain the name of a student or involve a personnel issue are not available to the public (\* unofficial). The Board does not respond to anonymous letters or letters that are copied to the Board but not addressed to the Board.

Regular Board of Education Meeting

January 11, 2007

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**Postponed Study/Dialogue Session on  
Communications Audit**

**.5.a.**  
**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-034

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Policy Governance Monitoring Report – EL 17,  
Communication and Counsel to the Board

**ACTION**

**PERTINENT FACTS:**

1. An important component of Board governance is Board Governance Process policy (GP) 6, Annual Work Plan, #4., "Monitoring of Executive Limitations policies will be included on the agenda...(as) confirmation of receipt and review of monitoring reports."
2. The monitoring report for Board Executive Limitation (EL) policy 17, Communication and Counsel to the Board, is scheduled for annual review in January.
3. The EL-17 monitoring report is brought to the Board in the background material.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves the monitoring report on Board policy Executive Limitation (EL) 17, Communication and Counsel to the Board, as shown in the background material.

**ORIGINATOR:** Helen Neal 

**DATE:** January 2, 2007

**APPROVED:** Cynthia Stevenson 



## Policy Governance Monitoring Report

To: Board of Education  
From: Cynthia Stevenson  
Date: January 2, 2007  
Re: **EL-17, Communication and Counsel to the Board**

*I certify this information to be accurate as of the close of business, ~~January 12, 2006~~ January 2, 2007.*

**With respect to providing information and counsel to the Board, the superintendent shall not fail to give the Board as much information as necessary to allow Board members to be adequately informed. Board executive limitation policy 17 was not revised at its last monitoring ~~February 24, 2005~~ MARCH 9, 2006.**

**Accordingly, the superintendent may not:**

- 1. Fail to advise the Board in a timely manner of relevant trends, facts and information, including significant organizational changes**

The Board receives information from the Superintendent on relevant trends, facts and information through voice mail, A WEEKLY UPDATE MEMO, a weekly Thursday packet delivered to each Board member or taken by Board members after Board meetings, monitoring reports, Board agendas, at least weekly e-mail newsletters, and personal interaction. Because individuals learn and comprehend information in different ways, the Superintendent attempts to meet each Board member's needs in this variety of ways, following established Board and District procedures. ~~A file of documents given to the Board, in accord with each Board policy's executive limitations, has been kept.~~

Voice mail is used on a daily basis to update the Board on situations in schools, expected media coverage, agenda updates, legislative updates, staffing changes, etc.

Thursday packet materials are arranged in order of priority, in color coded files and stamped with either "decision," or "fyi." The majority of back-up materials for Board work on Board agendas are given directly to Board members in the Thursday packet ~~two~~ ONE weeks prior to a Board meeting. Ends and Executive Limitation policy monitoring reports are prepared on the schedule determined by the Board. These reports follow policy language approved by the Board and completed with information requested by the Board.

The Superintendent schedules agenda items for Board work to meet Board policy requests (such as scheduled Ends presentations per Governance Process policy, GP-6, Annual Work Plan) and state statute. The agenda development process allows all Board members to receive information on upcoming Board work at the Board table under the Develop Next Agenda section.

Board members receive the weekly e-mail newsletter sent to administrators, *Leadership Memo*. When communication is sent to the District's key communicators group (a list of over 790 community leaders who work with the District in providing accurate information on issues of

importance to the District) through the *Key Communique* newsletter, the Board also receives a copy, via e-mail.

Information that cannot be shared in any of the above manners is shared person-to-person with Board members in executive session (as appropriate by law), Board study/dialogue sessions and other meetings with the Superintendent or her staff.

A significant organizational change in this period involved ~~the Center for Discovery Learning charter school. After the Superintendent's presentation to the Board of the options available to students attending Center for Discovery Learning charter school, on February 10, 2005, the Board took action to establish the, subsequently named, Brady Exploration School, for the 2005-06 school year.~~ THE HIRING OF NEW LEADERSHIP IN THE POSITIONS OF CHIEF ACADEMIC OFFICER, CHIEF OPERATING OFFICER, COMMUNICATIONS EXECUTIVE DIRECTOR, AND REORGANIZATION OF THE COMMUNITY SUPERINTENDENTS OFFICE TO INCLUDE EXECUTIVE DIRECTORS OF SCHOOL MANAGEMENT. THE BOARD WAS ALSO KEPT INFORMED OF SECONDARY REFORM EFFORTS INCLUDING WORK UNDERWAY ON GRADUATION REQUIREMENTS, AS WELL AS THE MOVE TO INTEREST-BASED BARGAINING TO ADDRESS STUDENT SUCCESS.

The Superintendent makes every effort to inform the Board of significant organizational changes in a timely manner, following Board policy executive limitations and her own base of information.

**2. Fail to advise the Board of changes in District policy upon which Board policy has been established.**

The Superintendent regularly offers updates to Board policy for the Board to consider. ~~Following Board Governance Process policy, GP-6, Annual Work Plan, the Board is currently following a cycle of GP policy review. The Board has reviewed GP-1 through GP-8, to date.~~

As the Board has determined a schedule and process for Board Executive Limitation policy revisions, to mirror the monitoring report schedule for those policies, the Superintendent will continue to notify the Board of changes in District policy for Board policy work.

Cabinet revises District policies on a yearly cycle. Board members receive copies of revised district policies in Board packets when there are major content changes.

**3. Fail to provide for the Board as many staff and external points of view and opinions as needed for fully informed Board decisions as decided or agreed upon by the majority of the Board.**

In the reporting period and following the Board's direction as set in its annual work plan (governance process policy, GP-6-e), the Board held public engagement sessions with a wide variety of its constituents: Leadership Jeffco (adult) (~~January 13, 2005~~ FEBRUARY 2 AND NOVEMBER 10, 2006), ~~middle/high school principals (April 28, 2005), counselors (May 5, 2005), option principals (May 12, 2005), athletics management (May 12 and June 9), Capital~~

Improvement Program (CIP) Oversight committee (~~September 8, 2005~~ MARCH 2 AND OCTOBER 13, 2006), ~~Evergreen public education supporters (September 8, 2005), and involved parents from the Arvada/Standley Lake areas (October 20, 2005) and the Pomona/Ralston Valley areas (October 27, 2005)~~ CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) EXECUTIVE COMMITTEE (JANUARY 19 AND SEPTEMBER 8, 2006), JEFFCO LEAGUE OF WOMEN VOTERS (MARCH 2, 2006), WHEAT RIDGE MAYOR/CITY COUNCIL (APRIL 6, 2006), GOLDEN MAYOR/CITY COUNCIL (APRIL 20, 2006), STATE BOARD OF EDUCATION (APRIL 27, 2006), 2005 JEFFCO SCHOOLS GRADUATES (JUNE 8, 2006), JEFFERSON COUNTY ADMINISTRATORS ASSOCIATION (JCAA) (AUGUST 17, 2006), JEFFERSON COUNTY STUDENT COUNCIL (NOVEMBER 2, 2006), THE JEFFERSON FOUNDATION BOARD (NOVEMBER 10, 2006) AND YOUTH LEADERSHIP JEFFCO (DECEMBER 6, 2006).

The Board received Ends reports ~~from each articulation area~~ at its regular business meetings in the ~~2004-05~~ 2005-06 school year ~~through may 2005 covering the Alameda/Golden (January), Bear Creek/Dakota Ridge (February), Evergreen/Conifer (March), Chatfield/Columbine (May)~~ ON STUDENT ACHIEVEMENT (CSAP RESULTS), STUDENT SAFETY, ELEMENTARY, MIDDLE AND SECONDARY LEVEL PROGRAMS TO INCREASE STUDENT ACHIEVEMENT, ACCREDITATION, NUTRITION SERVICES, MAKE YOUR VOICE HEARD STUDENT SURVEY RESULTS, AND INFINITE CAMPUS. THE FIRST HALF OF THE 2006-07 SCHOOL YEAR THE BOARD HAS RECEIVED ENDS REPORTS ON STRATEGIC PLAN OBJECTIVES #1-3, 7, GRADUATION REQUIREMENTS, FREDERICK POLLING DATA, AND THE COMMUNICATIONS AUDIT.

In order for the Board to address the development of the ~~2005-06~~ 2006-07 budget, the Superintendent convened budget forums in ~~February 2005~~ MARCH 2006, and public hearings in the spring for budget adoption in June 2005.

The Board convened in July 2005 to begin its exploration of a “budgeting for results” budget development process for the 2006-07 budget. ~~The superintendent, consultants from Public Strategies Group, and leadership team members assisted the Board in establishing~~ED a new framework through which to process budget development. The Superintendent ~~consulted the three employee associations, established a representative citizens’~~ “Stakeholder Panel” to provide critical feedback to the Board on the new process PRESENTED A “YEAR TWO” BUDGETING FOR RESULTS PROCESS TO THE BOARD IN AUGUST 2006. The Stakeholder Panel met ~~October 19 and November 3~~ IN SEPTEMBER to review components of the YEAR TWO Budgeting for Results process. Board members were provided with the panel’s feedback.

The Board’s charter school application process provides for feedback on each ~~of the six~~ charter applications and ~~four~~ renewals from citizens and staff through the charter review committee, critical question review and public hearings ~~August-November 2004~~.

Throughout the year, the Superintendent uses community members on committees to provide key information in the development of the update to the Strategic Plan. The Cooperative Decision Making (CDM) coordinating committee advises the District on implementation of the CDM standards and develops part of objective 6, related to the CDM process in schools. Local

accountability committees are asked for input in critical areas. The Parent and Family Involvement committee continues the work of the targets for the District's welcoming environment and parent-school partnerships objectives. Both committees, made up of local school community members, give feedback on indicators, targets and the implementation plan before the Strategic Plan update is brought to the Board for final approval.

Correspondence from the public is another way external points of view and opinion are shared with the Board of Education. Official Board correspondence is received in the Board and Superintendent's office by hand delivery, mail, fax, or e-mail. Copies are made and distributed to each Board member, as well as the response sent to the letter-writer regarding the issue.

Public comment at Board meetings is another method provided to Board members to hear citizen concerns with or praise of the District. This opportunity is provided at each regular Board meeting.

Additionally, the Superintendent gathers together groups of citizens for public engagement with the Board. In this process of public engagement, the Board gains information through small group discussions, which assists the Board in determining the direction of the District. Public engagement is a process of gathering community input. The Board reserves time to discuss an Ends policy-related topic with targeted groups of constituents. ~~The invited guests follow a schedule determined by the Board.~~

The Board's *School Talk: A Visit with Your Board Member* meetings are another example of the Superintendent providing the Board with community views on issues. The Superintendent arranges for a Fall and Spring session of these meetings, in a school in each director district (two in District 2). ~~The 2005 sessions were postponed due to Board's earlier budget forums and board elections, respectively.~~ While a common theme is agreed to by the Board, an agenda is set with each Board member ahead of the meeting to provide the opportunity to gather both specifically needed information on a topic and the opportunity for the community to share individual issues with a Board member. **THE BOARD SCHEDULED MEETINGS IN FALL 2006 TO RECEIVE COMMUNITY FEEDBACK ON "WHAT CHILDREN NEED TO BE SUCCESSFUL IN JEFFCO SCHOOLS." THIS PROCESS BEGINS THE BOARD'S WORK TO REDEFINE ITS ENDS POLICIES, WHICH DIRECT THE WORK OF THE DISTRICT.** ~~This will be the sixth year the District has held these meetings.~~

On all Board agenda items the recommendation of action for the Board is provided by the Superintendent for every item, based on the work, knowledge and experience of the administration and any feedback the administration has gathered on a particular matter. The Superintendent follows the Board's direction, once determined, in the manner of timeline, parameters and information requested on any particular topic before the Board for its action.

- 4. Within practical limits, fail to provide to the Board advance notice of anticipated significant media coverage which specifically impacts Board policy, including, but not limited to: aggregate student test scores.**

The Superintendent, with assistance from the Communications Services and ~~Community Superintendents' Office~~ CABINET MEMBERS, keeps the Board informed in advance of anticipated significant media coverage through voice mail and written updates.

With respect to aggregate student test scores (4.a.), the Board received voice mails on the CSAP scores from the Superintendent on July ~~22, 2005~~ 23, 2006 and written information once it was generated. The Board received information on preliminary test scores before they were made public.

**5. Present information in unnecessarily complex or lengthy form as agreed upon by the majority of the Board.**

Information that is not complex will be shared on voice mail with Board members. Voice mail notices are also given to Board members as a "heads up" that more detailed information on the topic at hand will be available in the Thursday packet, THE SUPERINTENDENT'S WEEKLY UPDATE or faxed/emailed to the Board. Necessarily lengthy documents, such as the final, printed detailed budget book of the complete adopted budget, are given to Board members at their request.

As noted under #1, there are a variety of styles in which Board members prefer to receive their information. ~~Presentations, written text, and color charts are but a few of the ways used to present information to the Board.~~ The Thursday packet has been the agreed upon form of weekly communication to the Board, depending on the timeliness of the information for Board action.

Documents are arranged in order to be of maximum benefit for Board member processing. In sorting through the vast amounts of information given to Board members, a system of priority action, in color-coded files and stamps, was established. Each document is stamped with either "decision," or "fyi." Documents are sectioned and stamped into color files as follows: Decision: Board meeting, Decision: Financial Management, Decision: Events/Minutes/Invitations; For Your Information (FYI): Correspondence, FYI: Financial Management, FYI: Events/Minutes/Invitations, FYI: Miscellaneous. Within each file are consistently expected types of documents, i.e., any item coming to the Board on a Board meeting agenda is in the Decision: Board Meeting file; information of an important, yet general nature is in the FYI: Correspondence file; and, newsletters are in the FYI: Miscellaneous file.

All documents requiring Board action ("decision") and many informational pieces ("fyi") have a cover memo giving a summary or briefly explaining the need of the Board for the document. A cover sheet of Board packet materials is prepared so Board members may see "at-a-glance" what is contained in their Thursday packet. Board members receive the Thursday packet for pick-up at each scheduled Thursday Board meeting. If no Board meeting takes place, delivery is arranged to members' homes/work.

Back-up materials for Board work on Board meeting agenda items have a cover memo with succinct "pertinent facts." ~~For Board meetings, presentation materials are generally distributed to the Board two ONE weeks ahead of time, or as requested by the Board. With most audio-visual presentations scheduled before the Board, members receive a copy of the presentation one~~

~~week in advance.~~ BOARD MEMBERS RECEIVE BACK-UP MATERIALS TO PRESENTATIONS AND DECISION ITEMS ONE WEEK IN ADVANCE OF THEIR CONSIDERATION. MATERIALS NOT RECEIVED WITH ONE WEEK'S REVIEW TIME MAY NOT BE CONSIDERED FOR ACTION BY THE BOARD.

**6. Fail to provide a mechanism for official Board, officer or committee communications.**

Board meetings, agendas and minutes provide a mechanism for official Board communications. Agendas and minutes are printed, posted to the web site and available upon request. Minutes are available once approved by the Board of Education. Board communications with committees follow District procedures and the schedule outlined in the Board's Governance Process policy, GP-6, Annual Work Plan, as well as through direction given in Executive Limitations policies (i.e. Financial Oversight Committee). The manager of Administrative Services sees that the procedures for responding to Board correspondence are followed.

Official Board correspondence is received in the Board and Superintendent's office by hand delivery, mail, fax, or e-mail. Letters are logged and assigned a control number for tracking and recording purposes. Copies are made and distributed to each Board member, the Superintendent, and the Cabinet member responsible for the area of concern addressed in the letter. Copies of the letters received, with some exceptions for confidentiality, are also available for viewing by the public at the next regular Board meeting and a complete list of the letters received is printed in each Board meeting agenda.

A response, if required, is drafted by the responsible Cabinet member and forwarded to the Board and Superintendent's office where it is reviewed by the manager of Administrative Services and the Superintendent. That response is sent to the Board Secretary for review. **ANY BOARD MEMBER MAY REQUEST REVIEW OF THE APPROVED RESPONSE BEFORE IT IS SENT.** After any requested changes, it is sent in the same manner it was received to the original correspondent. Copies of the response are sent to each Board member, the Superintendent, the author of response as necessary, and filed with the original letter in the Board and Superintendent's office. The correspondence log is updated to show when the response was sent.

Every attempt is made to respond in a timely fashion. Our average response time for this period has been ~~9.19~~ 9.89 days. When this target of timely response has not been met it has been due to other pressing responsibilities of staff, Superintendent or the Board secretary, legal considerations, resignation of staff, and absences of staff due to vacations or illness. Due to a concern expressed by a Board member with the timeliness of responses, staff procedure has been modified to address staff vacations. With budget reductions in central administration, this timeline may alter in the coming year.

In the period of December ~~2004~~ 2005 – December ~~2005~~ 2006, the Board of Education responded to ~~519~~ 424 pieces of official Board correspondence. The three top issues in that time period were ~~HB05-1293, Evolution/Science Teaching, Charter Schools~~ related to budget issues: building use fees, athletic transportation, and swimming. The Board of Education e-mail address,

([board@jeffco.k12.co.us](mailto:board@jeffco.k12.co.us)) is accessible on the Board of Education page on the Jeffco web site, to facilitate public correspondence with the Board.

**7. Fail to report in a timely manner any actual or anticipated noncompliance with any Board Ends or Executive Limitations policy.**

As mentioned under #1, the Board receives information from the Superintendent through voice mail, a weekly Thursday packet, monitoring reports, Board agendas, weekly e-mail, and personal interaction.

In the re-engineering of Human Resources at the end of the fiscal year, it was discovered that the Tax Sheltered Annuity Benefit, Supplemental Retirement Plan and Absence Management process would become management, financial and legal concerns for the district. A response team (comprised of staff from budget management, human resources and legal counsel) was formed to fully review the situations for Board action.

The Superintendent does not believe any issues of noncompliance have come before the Board of Education in the past year.

**8. Send letters or surveys under the Board name or on behalf of the Board prior to the Board's review.**

As outlined under the response to #6, official Board correspondence is received in the Board and Superintendent's office by hand delivery, mail, fax, or e-mail. A response, if required, is drafted by the responsible Cabinet member and forwarded for review by the manager of Administrative Services, the Superintendent and then the Board Secretary. After any requested changes, it is sent in the same manner it was received to the original correspondent under the Board Secretary's signature on behalf of the Board of Education.

THE BOARD DIRECTED THE SUPERINTENDENT TO CONDUCT A COMMUNICATIONS AUDIT FALL 2006. THE BOARD WAS INFORMED OF GROUPS AND COMMUNICATION INVOLVED IN THIS EFFORT PRIOR TO ITS RECEIPT OF THE FINAL COMMUNICATIONS AUDIT REPORT ON NOVEMBER 16, 2006.

**9. Fail to provide to the Board the results of districtwide surveys and polls financed by the district.**

~~There were no surveys or polls financed by the district in 2005.~~ The Board of Education received information on the Make Your Voice Heard Student survey, conducted fall 2003 2005, in an Ends report on April 22, 2004 26, 2006 and it was reported to the Board in May 2004 JUNE 2006 in the EL-16, Treatment of Students, monitoring report. ~~SURVEY CONDUCTED BY FREDERICKS POLLING FOLLOWING THE NOVEMBER 2004 ELECTION ON SEPTEMBER 8, 2005 .~~ THE COMMUNICATIONS AUDIT FINAL REPORT WAS GIVEN TO THE BOARD ON NOVEMBER 16, 2006.

**10. Fail to notify the Board of the resolution of significant grievances and complaints.**

All internal grievance procedures have an appeal process. Although some appeal processes allow for the Superintendent or designee as the highest step of the process, no staff member, student, parent or community member has been denied access to the Board of Education. The Board receives notification of the resolution of significant grievances and complaints through the channels indicated in this report (i.e., Board agenda items, correspondence process, voice mails, e-mails, Thursday packet). Annual monitoring reports of Board policies also notify Board members of significant issues in these areas: EL-2, Treatment of Parents and Community (May, annually); EL-3, Staff Treatment (May, annually); EL-14, Instructional Materials Selection and Adoption (April, annually); and, EL-16, Treatment of Students (May, bi-annually).

Employee grievances are handled as per the negotiated agreements and complaint procedures as dictated by District policy. District policy GBK, Staff Concerns/ Complaints/Grievances, establishes the guidelines that are followed to reach prompt and equitable resolution of employee complaints. A formal grievance procedure with specified timelines is established in the negotiated agreements with CSEA (Article 6) and with JCEA (Article 7). Principals, assistant principals and classified managers are advised to follow those procedures as closely as possible as grievances arise.

THE BOARD DETERMINED THE OUTCOME OF THREE JCEA AND SEVEN CSEA GRIEVANCES IN THE 2005 AND 2006.

Per the Conduct Code book and District policy JII, Student Concerns, Complaints and Grievances, students are encouraged to settle their grievances at the local school level. However, the Board of Education receives information regarding and is the final determining body on student expulsions when the student and parent(s) do not agree with the Superintendent's recommendation.

Public/Parent Concerns and Complaints, District policy KE/KE-R, outlines the expected procedures for addressing parent grievances. The final appeal of a parent grievance may be submitted in writing to the Board of Education. Therefore, the Board is informed of the resolution of a significant grievance or complaint.

Following changes directed by the Board, a response is given to all citizen issues addressed to the Board at the Public Comment portion of the Board's regular meetings – either at the time of the meeting or in follow-up conversation with District administration.

Unfortunately, not every parent and every staff member is satisfied with final decisions that are aligned with policy or with the belief that most decisions made at the local school level are appropriate. Staff grievances were reported to the Board in May ~~2005~~ 2006 in the EL-3, Staff Treatment, monitoring report.

**11. Fail to advise the Board in a timely manner through appropriate means of relevant information and counsel regarding legislation and other relations with governmental entities.**



During the ~~2005~~ 2006 legislative session, the district's contract lobbyist was given direction by the Board of Education at special Board meetings held monthly January – April regarding the Board's positions on pending legislation. During such discussions, the Superintendent provided relevant information and counsel regarding the legislation through the lobbyist, District counsel and appropriate members of Cabinet. The lobbyist gathers the impact of pending legislation from staff members prior to discussion of same with the Board of Education.

Board members receive information on legislation and other relations with governmental entities in the same manner they receive other information (i.e., Board agenda items, correspondence process, voice mails, e-mails, Thursday packet).

The district lobbyist works with the manager of Administrative Services to schedule ongoing meetings with governmental entities, as the schedule of each elected body allows. Through the Legislative Forum, the Board was involved in the November ~~2005~~ 2006 training and reception with state legislators. ~~There are two scheduled~~ annual LEGISLATIVE SESSION meetings with Jeffco state legislators ~~this year for February 9, and April 5, 2006~~ WILL BE SCHEDULED FOR 2007 with the Board of Education. Since the last reporting period, meetings have occurred with the ~~Jefferson County Commissioners (SEPTEMBER 29, 2005)~~, Wheat Ridge Mayor/City Council (~~October 21, 2004~~ APRIL 6, 2006), GOLDEN MAYOR/CITY COUNCIL (APRIL 20, 2006), AND THE STATE BOARD OF EDUCATION (APRIL 27, 2006).

**11.a. Board members will be advised if an administrator testifies as a representative of the district before the legislature.**

At appropriate times, the district's lobbyist requests that the Board and Superintendent allow an administrator to testify as a representative of the district regarding pending legislation in the administrator's area of expertise. The Superintendent has communicated to administrators that they are not to testify before the legislature in their capacity with the district unless requested and notification is given the Board of Education. The lobbyist has kept the Board informed when this happens through her regular legislative updates to the Board.

**12. Fail to communicate Board positions on pending legislation and regulations as directed by the Board to members of the Colorado General Assembly and the Executive Branch of state government.**

The District's contract lobbyist is given direction by the Board of Education at special Board meetings, and through the Superintendent at other times AFTER CONSULTATION WITH BOARD MEMBERS, regarding the Board's positions on pending legislation and other issues before the legislative or executive branches of state government. Following a Board discussion of a legislative issue, the lobbyist prepares a memorandum from the Board outlining its position for pending legislative action. Copies of these memorandums are reviewed by the Superintendent prior to issuance to legislators and given to Board members for their records.

**13. Fail to report to the Board regarding state and national leadership activities.**

The Superintendent reports to the Board on her activities in the methods outlined previously in this report as well as during Board and Superintendent comments during regular Board meetings. The Superintendent has declined all MOST offers to speak at the state or national level so that her efforts are focused on the continuous improvements in Jeffco.

CURRENTLY, THE SUPERINTENDENT CO-CHAIRS THE DENVER AREA SCHOOL SUPERINTENDENTS' COUNCIL (DASSC), IS A MEMBER OF THE COLORADO SUPERINTENDENTS' ADVISORY COUNCIL (CSAC), AND IS A DIRECTOR OF THE BOARD AND POLICY COMMITTEE MEMBER FOR THE PUBLIC EDUCATION AND BUSINESS COALITION (PEBC). SHE HAS TESTIFIED BEFORE THE NATIONAL SCIENCE BOARD IN BOULDER ON FEBRUARY 10, 2006 REGARDING 21<sup>ST</sup> CENTURY EDUCATION IN SCIENCE, MATHEMATICS AND TECHNOLOGY; IS A MEMBER OF THE REVIEW COMMITTEE FOR THE U.S. DEPARTMENT OF LABOR'S METRO DENVER ECONOMIC DEVELOPMENT CORPORATION AND COLORADO CHILDREN'S CAMPAIGN WIRED INITIATIVE; AND, SCHEDULED PRESENTER FOR THE AGENDA 2010 SUMMIT: EDUCATING FOR 21<sup>ST</sup> CENTURY DEMOCRACY ON JANUARY 12, 2007.

5.b.

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-035

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Board Policy Revision – Executive Limitation policy (EL-17),  
Communication and Counsel to the Board

**ACTION**

**PERTINENT FACTS:**

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. Board policy EL-17, Communication and Counsel to the Board, is brought forward to give the Board an opportunity to make any changes to the policy it deems necessary.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education accepts for study to Board executive limitation policy EL-17, Communication and Counsel to the Board.

ORIGINATOR: Helen Neal 

DATE: January 2, 2007

APPROVED: Cynthia Stevenson 

## ***Policy Executive Limitations (EL-17)***

### **COMMUNICATION AND COUNSEL TO THE BOARD**

Adopted: October 26, 2000  
Revised: March 13, 2003  
Monitoring Method: Internal  
Monitoring Frequency: Annual - January

With respect to providing information and counsel to the Board, the superintendent shall not fail to give the Board as much information as necessary to allow Board members to be adequately informed.

Accordingly, the superintendent may not:

1. Fail to advise the Board in a timely manner of relevant trends, facts and information, including significant organizational changes.
2. Fail to advise the Board of changes in District policy upon which Board policy has been established.
3. Fail to provide for the Board as many staff and external points of view and opinions as needed for fully informed Board decisions as decided or agreed upon by the majority of the Board.
4. Within practical limits, fail to provide to the Board advance notice of anticipated significant media coverage which specifically impacts Board policy, including, but not limited to:
  - a. Aggregate student test scores
5. Present information in unnecessarily complex or lengthy form as agreed upon by the majority of the Board.
6. Fail to provide a mechanism for official Board, officer or committee communications.
7. Fail to report in a timely manner any actual or anticipated noncompliance with any Board *Ends or Executive Limitations* policy.
8. Send letters or surveys under the Board name or on behalf of the Board prior to the Board's review.
9. Fail to provide to the Board the results of districtwide surveys and polls financed by the district.
10. Fail to notify the Board of the resolution of significant grievances and complaints.
11. Fail to advise the Board in a timely manner through appropriate means of relevant information and counsel regarding legislation and other relations with governmental entities.
  - a. Board members will be advised if an administrator testifies as a representative of the district before the legislature.
12. Fail to communicate Board positions on pending legislation and regulations as directed by the Board to members of the Colorado General Assembly and the Executive Branch of state government.
13. Fail to report to the Board regarding state and national leadership activities.

#### **Monitoring Report Indicators:**

List all documents received by Board of Education within reporting period; report on data collected, processes used, actions taken, check alignment of District policies and procedures with Board policy expectations and actions, analysis of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-06-027/6

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Board Policy Revision – Executive Limitation policy (EL-9),  
Facilities

**ACTION**

**PERTINENT FACTS:**

1. The Board of Education has requested to review executive limitation Board policies on a regular, scheduled basis with the corresponding monitoring report of that executive limitation policy. Board Governance Process policy, GP-6, Annual Work Plan, provides a schedule for regular review of monitoring reports and Board policies.
2. On December 7, Board policy EL-9, Facilities, was brought forward to give the Board an opportunity to make any changes to the policy it deemed necessary.
3. No revisions were brought forward when the policy was before the Board on August 17, or September 28, 2006.
4. No revisions were brought forward.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves no revision to Board executive limitation policy EL-9, Facilities.

ORIGINATOR: Helen Neal 

DATE: January 2, 2007

APPROVED: Cynthia Stevenson 

## ***Policy Executive Limitations (EL-9)***

### **FACILITIES**

Adopted: June 15, 2000  
Revised: August 14, 2003  
Monitoring Method: Internal  
Monitoring Frequency: Annually - May

Facilities shall not be unsafe, inadequate nor unnecessary. The Board acknowledges that the superintendent is limited by the dollars available for facilities.

Accordingly, the superintendent may not:

1. Permit capital dollars to be spent unnecessarily or unwisely. Therefore, the superintendent may not:
  - a. Build or renovate without well-documented needs.
  - b. Neglect to make decisions that include the consideration of life cycle costs, including preventive maintenance costs.
  - c. Recommend land purchase decisions which do not include the analysis and comparison of acquisition, construction and transportation costs.
  - d. Implement land purchases or permitting, design, bid or construction schedules that increase costs or decrease construction quality, except for reasons beyond the district's reasonable control.
  - e. Fail to make business decisions based on a cost/benefit analysis for ancillary facility projects of \$250,000 or more when such returns can be measured or quantified.
2. Operate without clear priorities when building, renovating, maintaining or repairing facilities within available resources and:
  - a. Fail to make the highest priority the correction of unsafe conditions which could result in serious injuries or illnesses.
  - b. Fail to properly maintain facilities to fulfill the lifecycle intended.
  - c. Fail to identify and broadly communicate the principles by which priorities are determined, including scope and timeline for projects.
  - d. Fail to eliminate nonessential items from new projects.

#### **Monitoring Report Indicators:**

List all documents received by Board of Education within reporting period; report on data collected, processes used, actions taken, check alignment of District policies and procedures with Board policy and expectations and actions, analysis of data/situation, current and/or ongoing programs demonstrating movement toward the executive limitation.

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-003

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Administrative Appointments (EL3)

**ACTION**

**PERTINENT FACTS:**

1. In accordance with Board Policy EL3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. One (1) central based administrative position has been offered.
3. One (1) school based administrative position has been recommended for a transfer.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves the administrative appointments as outlined above and in the background of the agenda.

**ORIGINATOR:** Lorie B. Gillis 

**DATE:** January 2, 2007

**APPROVED:** Cynthia Stevenson 

Effective  
Date

2. CENTRAL BASED ADMINISTRATIVE POSITION

- A. Administrator, Systems  
Anderson, Robin

11/27/2006

Background Information

ANDERSON, ROBIN: 1991, B.A., University of Colorado, Denver, Colorado. 1994 – present, Jefferson County Government, Golden, Colorado.

Effective  
Date

3. SCHOOL BASED ADMINISTRATIVE TRANSFER

- A. Elementary School Assistant Principal  
Olson, Gregory – West Woods Elementary

12/01/2006



**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-044

**BOARD MEETING OF:** January 11, 2007

**SUBJECT:** Resolution to Accept Decision (EL-3, Staff Treatment)

**ACTION**

**PERTINENT FACTS:**

1. In accordance with Board Policy EL-3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. Grievance #734 was filed by the Classified School Employees Association (CSEA) on behalf of Cindy Wager, alleging that the District did not have just cause or due process to suspend the grievant from her position without pay for two months.
3. The parties agreed to waive steps and move directly to arbitration.
4. An arbitration hearing was held and following the hearing and post-hearing briefing by the parties, Nancy Connick gave a written Advisory Opinion and Award.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education adopts the arbitrator's resolution provided prior to the Board meeting.

**ORIGINATOR:** Marybeth Christenson-Jones *mb c-j* December 18, 2006  
Robert Archibold *R a*

**APPROVED:** Cynthia Stevenson *CS*

## RESOLUTION

**Whereas**, the Classified School Employees Association has processed grievance #734 on behalf of Cindy Wager, in regard to just cause or due process; and,

**Whereas**, the grievance was heard in advisory arbitration on November 14, 2006; and,

**Whereas**, the Board of Education has reviewed the November 27, 2006, decision of Arbitrator Nancy Connick; and,

**Now, therefore be resolved** by the Board of Education of the Jefferson County School District R-1, that the recommendation of the arbitrator be accepted.

Adopted this eleventh day of January, 2007.

Member, \_\_\_\_\_, moved the adoption of the foregoing Resolution. The motion to adopt the foregoing Resolution was then duly seconded by \_\_\_\_\_, put to a vote, and carried on the following recorded vote:

Those voting "Aye":

Those voting "Nay":

---

Jane Barnes  
President  
Board of Education

(SEAL)

ATTEST:

---

Scott D. Benefield  
Secretary  
Board of Education

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-045

**BOARD MEETING OF:** January 11, 2007

**SUBJECT:** Resolution to Accept Decision (EL-3, Staff Treatment)

**ACTION**

**PERTINENT FACTS:**

1. In accordance with Board Policy EL-3, Staff Treatment, the following is being presented to the Board of Education for approval.
2. Grievance #735 was filed by the Classified School Employees Association (CSEA) on behalf of Curtis Fields, alleging that the District did not have just cause or due process to suspend the grievant from his position without pay for two months.
3. The parties agreed to waive steps and move directly to arbitration.
4. An arbitration hearing was held and following the hearing and post-hearing briefing by the parties, Nancy Connick gave a written Advisory Opinion and Award.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education accepts the arbitrator's resolution provided prior to the Board meeting.

**ORIGINATOR:** Marybeth Christenson-Jones *mb c-j* December 18, 2006  
Robert Archibold *R a*

**APPROVED:** Cynthia Stevenson *CS*

**RESOLUTION**

**Whereas**, the Classified School Employees Association has processed grievance #735 on behalf of Curtis Fields, in regard to just cause or due process; and,

**Whereas**, the grievance was heard in advisory arbitration on November 15, 2006; and,

**Whereas**, the Board of Education has reviewed the November 27, 2006, decision of Arbitrator Nancy Connick; and,

**Now, therefore be resolved** by the Board of Education of the Jefferson County School District R-1, that the recommendation of the arbitrator be accepted.

Adopted this eleventh day of January, 2007.

Member, \_\_\_\_\_, moved the adoption of the foregoing Resolution. The motion to adopt the foregoing Resolution was then duly seconded by \_\_\_\_\_, put to a vote, and carried on the following recorded vote:

Those voting "Aye":

Those voting "Nay":

\_\_\_\_\_  
Jane Barnes  
President  
Board of Education

(SEAL)

ATTEST:

\_\_\_\_\_  
Scott D. Benefield  
Secretary  
Board of Education











5.k.

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-043

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Award for Jeffco Marching Band & Orchestra Paris Trip

*EL-8, Asset Protection*

**ACTION**

**PERTINENT FACTS:**

1. WL Whaley, Pomona High School band director, successfully coordinated a London trip in 2001 and 2005. This Paris Parade Festival is sponsored by the same companies, Youth Music of the Worlds, Ltd., and Destination Events, as sponsored the London Parade.
2. The purpose of the trip is to provide an international performance experience for the districts' students in Paris at a Tracadero concert and in Chantilly for the Paris Parade Festival, December 27, 2007 through January 3, 2008.
3. The trip is established as a district wide program for which the cost of the eight day trip will be fully borne by the participants @ \$2,500 each (subject to currency fluctuations) prepaid to the district's Paris trip account.
4. Current projections indicate 300-400 participants will make the trip at a total cost not to exceed \$1,000,000.
5. Upon WL Whaley's retirement, Ed Roush, Pomona High School band director, will assume responsibility for the trip.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves a contract with Youth Music of the World (International) Limited for the prepaid participants to make the Paris Parade Festival Trip under the direction of WL Whaley and Ed Roush.

**ORIGINATOR:** Rick Myles



**DATE:** December 11, 2006

**APPROVED:** Cynthia Stevenson



**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-050

**BOARD MEETING OF:** Thursday, January 11, 2006

**SUBJECT:** Purchase of Support Vehicles and Equipment  
*EL-8, Asset Protection*

**ACTION**

**PERTINENT FACTS:**

1. The 2006-2007 Adopted Budget allocates \$500,000 for support vehicle and equipment replacement. In addition, there is a Capital Reserve Fund carry forward amount of \$17,684 allocated for purchase of support vehicles and equipment.
2. Administrative staff has evaluated existing vehicles and equipment based on age, mileage and maintenance costs, and the replacement recommendation list is shown in background material. The estimated cost for replacing these vehicles and equipment is \$760,232
3. Because of high average mileage and age of vehicle fleet, the Capital Improvement Work Committee (comprised of the executive directors of Facilities Management, Facilities Planning and Design, Construction Management, the director of accounting and the chief operating officer) proposes to accelerate the acquisition of some mission-critical vehicles.
4. The committee recommends drawing an additional \$242,548 from capital reserves and reducing the next four years' allocation to support vehicles to meet the immediate needs. Long-term planning for replacements indicate the reductions in future years will not impact future needs.
5. The vehicles and equipment will be purchased from the State of Colorado and Department of Transportation bid list.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves the purchase of support vehicles and equipment in the amount of \$760,232 from the Capital Reserve Fund as shown in background information.

ORIGINATOR: Bob Smith *RS*  
Patrick Hickey *PH*  
APPROVED: Cynthia Stevenson *CS*

DATE: December 14, 2006

## Proposed 2006/2007 Support Vehicle and Equipment Replacement List

Department	Manuf	Model	Year	Mileage	Estimated Cost
Landscape	IHC	Dump truck	1981	264,285	\$107,300
Paving Equip	IHC	Dump truck	1981	260,698	128,330
Landscape	IHC	Dump truck	1988	166,588	107,300*
Maintenance	Ford	Cargo van	1986	127,298	29,640
Landscape	Chevrolet	Pickup	1989	138,651	31,380
Landscape	Chevrolet	Pickup	1989	145,113	31,380
Landscape	Chevrolet	Pickup	1981	183,203	31,380
Paving Equip	ProPatch	Hot asphalt unit	1993	N/A	49,950
Maintenance	Chevrolet	Cargo van	1981	122,251	30,617
Landscape	Chevrolet	Stake bed truck	1982	249,336	32,000
Maintenance	Chevrolet	Pickup	1981	222,030	17,200
Landscape	Chevrolet	Pickup	1981	148,160	31,380
Landscape	Chevrolet	Pickup	1989	132,235	31,380 *
Athletics	Deere	Reel mower	1995	N/A	26,681 *
Landscape	Chevrolet	Pickup	1993	115,561	25,734 *
Landscape	Chevrolet	Pickup	1981	158,658	31,380 *
Maintenance	Chevrolet	Pickup	1982	123,586	17,200 *
					<u>\$ 760,232</u>

\* Additional purchase over the \$517,684 allocated for 2006/2007

2006/2007 Allocation .....	\$ 517,684
2007/2008 Move Forward .....	60,637
2008/2009 Move Forward .....	60,637
2009/2010 Move Forward .....	60,637
2010/2011 Move Forward .....	<u>60,637</u>
Total Allocation.....	<u>\$ 760,232</u>

5.m.

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-052

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Contract Award: Fruitdale and Tanglewood, Replacement  
Facilities

*(EL-8, Asset Protection)*

**ACTION**

**PERTINENT FACTS:**

1. On December 6, 2006, bids for replacement facilities were received from four qualified bidders for the above reference work.
2. The low bidder is Golden Triangle Construction in the amount of \$3,381,845.
3. Funding for the project is included in the 2005-2010 Capital Improvement Program.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves the award of contract to Golden Triangle Construction in the amount of \$3,381,845 for the Fruitdale and Tanglewood replacement facilities and authorize the executive director, Construction Management to execute the contract documents.

**ORIGINATOR:** Cheryl K. Humann *CKH*  
Patrick Hickey *PH*

**DATE:** December 7, 2006

**APPROVED:** Cynthia Stevenson *CS*

5.n.

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-053

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Contract Award: Ralston Valley High School Practice Field Project

(EL-8)

**ACTION**

**PERTINENT FACTS:**

1. On November 16, 2006 bids for the practice field were received from five (5) qualified bidders for the above referenced work.
2. The low bidder is Colorado Total Maintenance in the amount of \$272,122.
3. Funding for the project is included in the 2005-2010 Capital Improvement Program.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves the award of contract to Colorado Total Maintenance in the amount of \$272,122 for the Ralston Valley High School Practice Field projects and authorizes the executive director, Construction Management, to execute the contract documents.

**ORIGINATOR:** Cheryl K. Humann *CKH*

**DATE:** December 15, 2006

Patrick Hickey *PH*

**APPROVED:** Cynthia Stevenson *CS*

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-054

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Contract Award: Construction Manager / General Contractor  
6<sup>th</sup> & Kipling McIntyre Gulch Project (EL-8)

**ACTION**

**PERTINENT FACTS:**

1. On August 30, 2006, an advertisement was published in The Blue Book; notices were sent to 109 vendors and the notice was posted on the Jeffco Public Schools website inviting soil erosion control contractors to submit letters of interest/qualification statements.
2. One (1) soil erosion control contractor, Bosco Constructors, submitted a statement of qualifications. The same contractor is on the Jeffco Schools' pre-approved Construction Manager/General Contractors (CM/GC) list.
3. Funding for the project is included in the 2005-2010 Capital Improvement Program.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves the award of a CM/GC contract to Bosco Constructors in the amount not to exceed \$888,000 and authorize the executive director of Construction Management to execute the contract documents.

**ORIGINATOR:** Cheryl K. Humann *CKH*

**DATE:** December 15, 2006

Patrick Hickey *PH*

**APPROVED:** Cynthia Stevenson *CS*

**BOARD OF EDUCATION AGENDA ITEM**  
Consent Agenda

**CONTROL NUMBER:** BA-07-049

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Maintenance Support of Financial and Human Resources Systems  
*EL-8 Asset Protection*

**ACTION**

**PERTINENT FACTS:**

1. In October of 1996, the Board of Education approved the district-wide business systems implementation of PeopleSoft for both the financial and human resource systems.
2. A necessary component of Enterprise Resource Planning (ERP) is maintenance of the business systems that have been implemented. PeopleSoft offered a six-year renewal contract to support the infrastructure that is now being used.
3. On December 12, 2002, the Board approved the six-year annually-renewable PeopleSoft maintenance contract. The first-year of the contract for \$511,000 expired in December of 2003; the second year contract in December of 2004, the third in December of 2005.
4. The funding for this annually renewable contract is approximately \$4.5 million over six years and the breakdown per year has been:

• 2002-2003	\$511,000
• 2003-2004	\$527,000
• 2004-2005	\$578,000
• 2005-2006	\$620,000
• 2006-2007	\$636,000
5. Funding for the annually renewable six-year project is included in the Information Technology budget.

**SUPERINTENDENT'S RECOMMENDATION:**

That the Board of Education approves the fifth year renewal of the six-year Oracle (formerly PeopleSoft) maintenance agreement in the amount of \$636,000.

**ORIGINATORS:** Marcia Bohannon

**DATE:** January 3, 2007

Patrick Hickey 

**APPROVED:** Cynthia Stevenson 

6.a.

**BOARD OF EDUCATION AGENDA ITEM**  
Ends Development and Monitoring Agenda

**CONTROL NUMBER:** BA-07-177

**BOARD MEETING OF:** Thursday, January 11, 2007

**SUBJECT:** Report on Strategic Plan Objective 4  
(Ends 1, All Children are Prepared for a Successful Future)

**ACTION**

**PERTINENT FACTS:**

1. Board Ends policy 1 states that “all children are prepared for a successful future.”
2. As part of its annual work plan, the Board of Education requested reports on the 2006-2007 Strategic Plan objectives.
3. Objective 4 states that “we will ensure staff learning results in improved skills to increase student achievement and organizational effectiveness.”
4. Information will be presented by members from the Division of Instruction and the department of Human Resources.
5. At the request of the Board of Education, this presentation was postponed from December 7, 2006 to January 11, 2007.

**SUPERINTENDENT’S RECOMMENDATION:**

That the Board of Education receives an overview of the work aligned with Strategic Plan objective 4 presented by Debbie Backus, chief academic officer; and, Lorie Gillis, chief financial officer, to discuss how this work supports Board Ends policies.

**ORIGINATOR:** Debbie Backus *DB*  
Lorie Gillis *LG*

**DATE:** January 2, 2007

**APPROVED:** Cynthia Stevenson *CS*