

## NOTICE OF REGULAR MEETING AND AGENDA



**March 23, 2016**

**Educational Services Center  
395 South Pratt Parkway  
Longmont, Colorado 80501**

Robert J. Smith, President, Board of Education

Dr. Don Haddad, Superintendent of Schools

### **DISTRICT VISION STATEMENT**

*To be an exemplary school district  
which inspires and promotes high  
standards of learning and student  
well-being in partnership with  
parents, guardians and the  
community.*

### **DISTRICT MISSION STATEMENT**

*To educate each student in a safe  
learning environment so that they  
may develop to their highest  
potential and become contributing  
citizens.*

### **ESSENTIAL BOARD ROLES**

*Guide the superintendent  
Engage constituents  
Ensure alignment of resources  
Monitor effectiveness  
Model excellence*

### **BOARD MEMBERS**

*John Ahrens, Member  
Debbie Lammers, Secretary  
Dr. Richard Martyr, Member  
Paula Peairs, Treasurer  
Joie Siegrist, Vice President  
Amory Siscoe, Asst Secretary  
Robert J. Smith, President*

#### **1. CALL TO ORDER:**

6:30 pm February Financials  
7:00 pm Regular Business Meeting

#### **2. ADDENDUMS/CHANGES TO THE AGENDA:**

#### **3. AUDIENCE PARTICIPATION:**

#### **4. VISITORS:**

1. Westview Excellence in Education Award

#### **5. REPORTS:**

1. Olde Columbine High School Student Advisory Council
2. Education Foundation for the St. Vrain Valley Update
3. Communications Update
4. February Financials
5. Staffing Plans/Open Positions/Hiring Decisions

#### **6. CONSENT ITEMS:**

1. Approval: Approval of Contract Award-Erie Elementary Playground Improvements
2. Approval: First Reading, Adoption, Board Exhibit JFABB-E – Admission of Non-Immigrant Foreign Exchange Students
3. Approval: Approval of Lease Agreement with Carbon Valley Recreational District
4. Approval: Approval of Vendors Providing Purchased Services over \$100,000

#### **7. ACTION ITEMS:**

1. Recommendation: Approval of Recommendation to Hire Principal of Rocky Mountain Elementary School
2. Recommendation: Approval of Adoption of Middle School Science Textbooks
3. Recommendation: Approval of Resolution Adopting Amended 403(b) Plan

#### **8. DISCUSSION ITEMS:**

#### **9. ADJOURNMENT:**

## MEMORANDUM

DATE: March 23, 2016  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Olde Columbine High School Student Advisory Council Report

PURPOSE

To provide students the opportunity to practice leadership skills and report out on the successes of Olde Columbine High School to the Board of Education.

BACKGROUND

The Student Advisory Council is comprised of 3-4 high school students from each of our high schools that were chosen by teachers and administrators. The Student Advisory Council was started by Don Haddad nine years ago so that students could give input to the superintendents about what students were feeling about the District.

## MEMORANDUM

DATE: March 23, 2016  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Education Foundation for the St. Vrain Valley Update

### PURPOSE

For the Board of Education to receive an update on the projects and events of the Education Foundation for the St. Vrain Valley (EFSVV).

### BACKGROUND

Lee Berg, Executive Director of the EFSVV, will be present to update the Board of Education on the projects and future events to benefit the District.

## MEMORANDUM

DATE: March 23, 2016  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Communications Update

### PURPOSE

To provide the Board of Education with an update on the Communications Department.

### BACKGROUND

Damon Brown, Executive Director of Communications, will present an update on the Communications Department including projects, planning and meetings.

## MEMORANDUM

DATE: March 23, 2016  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: District Financial Statements – February 2016

PURPOSE

To provide the Board of Education with monthly financial reports.

BACKGROUND

Colorado Revised Statute (C.R.S.) 22-45-102(1)(b)(I-IV) requires the Board of Education to review the financial condition of the school district at least quarterly during the year. In addition to first and second quarter reports, the District has elected to present monthly financial statements during the remainder of the year.

At the worksession prior to this Board meeting, information related to the February 2016 Monthly Financial Statements will be provided to the Board in compliance with all aspects of C.R.S.



## **February 2016 Monthly Financial Report**

























*"The community is the foundation  
of our school system. Working together  
we can give our children expanded opportunities  
in safe, high performing 21<sup>st</sup> century schools."*

Don Haddad, Ed.D., Superintendent

**395 South Pratt Parkway • Longmont CO • 80501-6436**

St. Vrain Valley School District RE-1J  
Financial Executive Summary  
For the period July 1 to February 28/29

**Note:** The detailed financial statements are an integral part of this summary.

Fund	PDF/ Rpt page	B/S	A2A	B2A	Notes
General Fund	'6				CY "cash & invest" 25% increase due to PPR funding 'shift' & timing of tax collect combined with Medicaid reclassification from Fund 22 to Fund 10. CY "A/R" increase is primarily money due from charters. CY "Taxes A/R, D/R" due to increased assess property values.
	—				
	7				CY "prop tax" & "mill levy" \$709k increase due to timing of collections. CY "SOT" \$447k decrease due to stabilizing vehicle economy. CY "misc" rev \$571k decrease due to timing of e-rate revenues. CY "equalization" \$4.3m increase due to increased funding/FPC. CY "other state sources" \$332k decrease due to decreased READ Act. CY "other fed'l sources" \$593k increase primarily due to Medicaid reclass. CY "other" \$153k increase & "cap outlay" \$299k decrease due to timing. CY "alloc to charters" leveled due to FPC adjustments.
	8-9				Based on passage of time, 67% through the fiscal year.
Colo Preschool	10-11	n/a	n/a		CY "purch svc" tuition payments posted in current period.
Risk Management	13-15	n/a			CY "claims paid" increase over PY due to workers' comp claims "Purch svc" includes full-year insur premiums. Claims paid well below budget.
Bond Redemption	18-19	n/a	n/a		"Property tax" receipts begin in Mar. Remaining interest to be paid on Jun 15. PY refi'd bonds in Oct 2014 and CY in Mar 2016.
Building	20-21	n/a	n/a		Although "sal/bene" above 67%, overall expenditures w/in budget.
Capital Reserve	23-25	n/a			
Comm Education	27-29	n/a			CY increase in "comm grants & awards" & "proceeds on lease". CY increase in "drivers ed", "day care" & "kinder" expenditures.
Fair Contributions	30-31	n/a	n/a		CY purchase of land in Erie.
Grants	33-35	n/a			CY Race to the Top activity continues to increase. CY improved grants receivable of \$542k.
Nutrition Services	36-39				CY improved performance compared to PY actual & CY budget.
Student Activity (23)	41-43	n/a			
Self Insurance	46-47	n/a	n/a		Claims paid as well as overall expenditures are less than 67% of budget.
Student Activity (74)	49-51	n/a			
Student Scholarship	52-53	n/a	n/a		
Investments	55		n/a	n/a	

LEGEND:



No issues or concerns; operating w/in expectations



Matters of slight concern; monitoring closely



Major issue or concern; requires immediate attention or action

St. Vrain Valley School District RE-1J  
**Financial Executive Summary (continued)**  
For the period July 1 to February 28/29

**Note:** Not all funds have been included in the summary shown below.  
The detailed financial statements are an integral part of this summary.

	FY15		FY16	
	Actual to Date	% of Budget	Actual to Date	% of Budget
<b>General Fund</b>				
Revenues	\$ 106,698,904	43%	\$ 110,863,986	41%
Expenditures	145,692,936	59%	155,163,164	59%
Net change in fund balance	(38,994,032)		(44,299,178)	
Beg fund balance	62,390,069		74,997,279	
End fund balance	23,396,037		30,698,101	
Liabilities	106,727,392		130,224,921	
Total liabilities and fund balance	\$ 130,123,429		\$ 160,923,022	
Assets	\$ 130,123,429		\$ 160,923,022	
<b>Colorado Preschool Program Fund</b>				
End fund balance	\$ 157,437		\$ 690,222	
<b>Risk Management Fund</b>				
Change in fund balance	\$ (251,666)		\$ 464,442	
Beg fund balance	3,312,831		3,302,891	
End fund balance	\$ 3,061,165		\$ 3,767,333	
<b>Building Fund</b>				
Expenditures	\$ 9,452,176	38%	\$ 4,059,132	31%
End fund balance	\$ 15,474,405		\$ 9,076,595	
<b>Capital Reserve Fund</b>				
Change in fund balance	\$ (560,992)		\$ (98,783)	
Beg fund balance	8,588,049		7,389,624	
End fund balance	\$ 8,027,057		\$ 7,290,841	
<b>Community Education Fund</b>				
Net change in fund balance	\$ (609,400)		\$ (268,132)	
Beg fund balance	3,153,357		2,366,206	
End fund balance	\$ 2,543,957		\$ 2,098,074	
<b>Fair Contributions Fund</b>				
End fund balance	\$ 5,860,053		\$ 6,503,743	
<b>Grants Fund</b>				
Grants receivable	\$ 2,024,250		\$ 1,482,655	
<b>Student Activity (Special Rev)</b>				
End fund balance	\$ 4,399,572		\$ 4,592,682	
<b>Nutrition Services</b>				
Revenues	\$ 6,496,051	71%	\$ 6,422,065	69%
Expenses	5,949,712	64%	5,801,366	62%
Non-cash items	(1,046,338)	100%	-	n/a
Change in fund balance	(499,999)		620,699	
Beg fund balance	3,273,080		2,358,675	
End fund balance	\$ 2,773,081		\$ 2,979,374	

## FUND ACCOUNTING

The District uses funds to report its financial position and changes in financial position. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

Funds are classified into three categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate “fund types”.

Governmental funds are used to account for all or most of a government’s general activities, including the servicing of long-term debt (debt service fund), the construction of new schools (capital projects fund), and the collection and disbursement of earmarked funds (special revenue funds). The District’s governmental funds consist of the following: *General Fund*; *Colorado Preschool Program Fund* and *Risk Management Fund*, both sub-funds of the General Fund; *Bond Redemption Fund*; *Building Fund*; *Capital Reserve* *Capital Projects Fund*; and five special revenue funds, including the *Government Designated -Purpose Grants Fund*.

Proprietary Funds focus on the determination of the changes in net assets, financial position, and cash flows and are classified as either enterprise or internal service. Enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services. The District does not have an enterprise fund. Internal service funds account for the financing of services provided by one department to other departments of the District on a cost reimbursement basis. The District’s only internal service fund is the *Self Insurance Fund*.

Fiduciary Funds’ reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds, and agency funds. Trust funds are used to account for assets held by the District under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the District’s own programs. The *Student Scholarship Fund* is the District’s only trust fund. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The District’s only agency fund is the *Student Activity Fund*.

## **GOVERNMENTAL FUNDS**

### **General Fund**

The General Fund is the District's general operating fund and is used to account for all financial transactions except those required to be accounted for in another fund. Major revenue sources include local property taxes, specific ownership taxes, and State of Colorado equalization funding, as determined by the School Finance Act of 1994, as amended. Expenditures include all costs associated with the daily operation of the schools, except for programs funded by grants from federal and state governments, school construction, certain capital outlay expenditures, debt service, food service operations, extracurricular athletic and other pupil activities, and insurance transactions.

The Colorado Preschool Program Fund is reported as a sub-fund of the General Fund. Moneys allocated to this fund from the General Fund are used to pay the costs of providing preschool services directly to qualified at-risk children enrolled in the District's preschool program pursuant to C.R.S. 22-28-102.

The Risk Management Fund is also a sub-fund of the General Fund. Moneys allocated to this fund from the General Fund are used to account for the payment of loss or damage to the property of the District, workers' compensation, property and liability claims, and the payment of related administration expenses.

St. Vrain Valley School District RE-1J

**General Fund (10)**

Balance Sheet (Unaudited)

As of February 28 / 29,

	<u>2015</u>	<u>2016</u>	
<b>Assets</b>			
Cash and investments	\$ 36,707,363	\$ 45,827,502	
Accounts receivable	50,722	243,893	
Taxes receivable	92,842,308	114,288,516	A
Inventories	523,036	563,111	
Total assets	<u>\$ 130,123,429</u>	<u>\$ 160,923,022</u>	
<b>Liabilities</b>			
Accounts payable	\$ 11,863	\$ -	
Retainage payable	2,048	-	
Accrued salaries and benefits	6,260,376	6,469,948	B
Payroll withholdings	7,334,607	8,060,172	
Deferred revenues	93,118,498	115,694,801	A, C
Total liabilities	<u>106,727,392</u>	<u>130,224,921</u>	
<b>Fund balances</b>			
Nonspendable: inventories	523,036	563,111	
Restricted: TABOR	7,801,664	8,023,712	
Committed: contingency	5,201,109	5,349,142	
Committed: BOE allocations	8,198,497	8,704,722	
Assigned: Mill Levy Override	1,671,731	8,057,414	
Assigned: current year obligations	-	-	
Unassigned	-	-	
Total fund balance	<u>23,396,037</u>	<u>30,698,101</u>	
Total liabilities and fund balance	<u>\$ 130,123,429</u>	<u>\$ 160,923,022</u>	

Footnote

- A On January 1, when property taxes are levied, the District records property taxes receivable and a corresponding deferred revenue. As taxes are collected, the District reduces the receivable and deferred revenue and records the tax revenue.
- B The District is accruing salaries and benefits of employees whose contracts run from Aug 1 to Jul 31. The accrual rate is 1/11 of the contract amount per month. As of June 30, the District will have accrued the full amount of salaries and benefits payable.
- C In addition to property taxes recorded January 1, the deferred revenue represents the amount to be recognized from the District's forward investment agreements entered into in June 2003. A portion of the deferred revenue is recognized each month in accordance with the agreements.

St. Vrain Valley School District RE-1J

**General Fund (10)**

**Year-to-Date Actual to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to February 28/29

	FY15 July - February Actual	FY16 July - February Actual	Dollar Variance	Percent Variance
<b>1 Revenues</b>				
2 Local				
3 Property taxes	\$ 1,547,734	\$ 2,058,359	\$ 510,625	32.99%
4 Specific ownership taxes	4,939,259	4,492,693	(446,566)	-9.04%
5 Mill levy override	848,147	1,046,885	198,738	23.43%
6 Investment income	157,374	230,817	73,443	46.67%
7 Charges for service	3,449,030	3,183,899	(265,131)	-7.69%
8 Miscellaneous	2,101,600	1,530,096	(571,504)	-27.19%
9 Total local revenues	<u>13,043,144</u>	<u>12,542,749</u>	<u>(500,395)</u>	-3.84%
10 State				
11 Equalization, net	83,133,703	87,476,395	4,342,692	5.22%
12 Special Education	5,209,472	5,328,637	119,165	2.29%
13 Vocational Education	236,685	382,971	146,286	61.81%
14 Transportation	1,558,502	1,627,698	69,196	4.44%
15 Gifted and Talented	278,505	171,245	(107,260)	-38.51%
16 English Language Proficiency Act	1,427,100	1,390,181	(36,919)	-2.59%
17 BEST grant	145,139	-	(145,139)	-100.00%
18 Other state sources	960,946	628,785	(332,161)	-34.57%
19 Total state revenues	<u>92,950,052</u>	<u>97,005,912</u>	<u>4,055,860</u>	4.36%
20 Federal				
21 BOCES	72	12,388	12,316	17105.56%
22 Build America Bond Rebates	705,636	709,442	3,806	0.54%
23 Other federal sources	-	593,495	593,495	N/A
24 Total federal revenues	<u>705,708</u>	<u>1,315,325</u>	<u>609,617</u>	86.38%
25 Total revenues	<u>106,698,904</u>	<u>110,863,986</u>	<u>4,165,082</u>	3.90%
26				
<b>27 Expenditures</b>				
28 Salaries	88,121,321	93,055,129	4,933,808	5.60%
29 Benefits	26,294,697	29,143,754	2,849,057	10.84%
30 Purchased services	6,043,404	6,252,991	209,587	3.47%
31 Supplies and materials	10,023,636	11,537,092	1,513,456	15.10%
32 Other	536,257	382,850	(153,407)	-28.61%
33 Allocation to charter schools	14,542,028	14,756,860	214,832	1.48%
34 Capital outlay	131,593	34,488	(97,105)	-73.79%
35 Total expenditures	<u>145,692,936</u>	<u>155,163,164</u>	<u>9,470,228</u>	6.50%
36 Excess (deficiency) of revenues				
37 over (under) expenditures	(38,994,032)	(44,299,178)	(5,305,146)	-13.61%
38 Fund balance, beginning	<u>62,390,069</u>	<u>74,997,279</u>	<u>12,607,210</u>	20.21%
39 Fund balance, ending	<u>\$ 23,396,037</u>	<u>\$ 30,698,101</u>	<u>\$ 7,302,064</u>	31.21%

St. Vrain Valley School District RE-1J

**General Fund (10)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>1 Revenues</b>				
2 Local				
3 Property taxes	\$ 60,288,927	\$ 1,547,734	\$ (58,741,193)	2.57%
4 Specific ownership taxes	7,500,000	4,939,259	(2,560,741)	65.86%
5 Mill levy override	32,465,981	848,147	(31,617,834)	2.61%
6 Investment income	226,000	157,374	(68,626)	69.63%
7 Charges for service	5,690,000	3,449,030	(2,240,970)	60.62%
8 Miscellaneous	2,531,766	2,101,600	(430,166)	83.01%
9 Total local revenues	<u>108,702,674</u>	<u>13,043,144</u>	<u>(95,659,530)</u>	12.00%
10 State				
11 Equalization, net	124,434,436	83,133,703	(41,300,733)	66.81%
12 Special Education	5,677,003	5,209,472	(467,531)	91.76%
13 Vocational Education	593,710	236,685	(357,025)	39.87%
14 Transportation	1,558,502	1,558,502	-	100.00%
15 Gifted and Talented	311,300	278,505	(32,795)	89.47%
16 English Language Proficiency Act	1,514,463	1,427,100	(87,363)	94.23%
17 BEST grant	815,186	145,139	(670,047)	17.80%
18 Other state sources	966,151	960,946	(5,205)	99.46%
19 Total state revenues	<u>135,870,751</u>	<u>92,950,052</u>	<u>(42,920,699)</u>	68.41%
20 Federal				
21 BOCES	37,100	72	(37,028)	0.19%
22 Build America Bond Rebates	1,411,273	705,636	(705,637)	50.00%
23 Other federal sources	-	-	-	N/A
24 Total federal revenues	<u>1,448,373</u>	<u>705,708</u>	<u>(742,665)</u>	48.72%
25 Total revenues	<u>246,021,798</u>	<u>106,698,904</u>	<u>(139,322,894)</u>	43.37%
26				
<b>27 Expenditures</b>				
28 Salaries	142,135,722	88,121,321	54,014,401	62.00%
29 Benefits	42,919,077	26,294,697	16,624,380	61.27%
30 Purchased services	12,024,188	6,043,404	5,980,784	50.26%
31 Supplies and materials	22,281,698	10,023,636	12,258,062	44.99%
32 Other	980,311	536,257	444,054	54.70%
33 Allocation to charter schools	24,735,984	14,542,028	10,193,956	58.79%
34 Capital outlay	233,344	131,593	101,751	56.39%
35 Total expenditures	<u>245,310,324</u>	<u>145,692,936</u>	<u>99,617,388</u>	59.39%
36 Excess (deficiency) of revenues				
37 over (under) expenditures	711,474	(38,994,032)	(39,705,506)	
38 Fund balance, beginning	<u>62,390,069</u>	<u>62,390,069</u>	<u>-</u>	
39 Fund balance, ending	<u>\$ 63,101,543</u>	<u>\$ 23,396,037</u>	<u>\$ (39,705,506)</u>	
40 Expected year-end fund balance as percentage				
41 of annual expenditure budget	<u>25.72%</u>			

St. Vrain Valley School District RE-1J

**General Fund (10)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>1 Revenues</b>				
2 Local				
3 Property taxes	\$ 73,767,769	\$ 2,058,359	\$ (71,709,410)	2.79%
4 Specific ownership taxes	8,200,000	4,492,693	(3,707,307)	54.79%
5 Mill levy override	39,524,340	1,046,885	(38,477,455)	2.65%
6 Investment income	226,000	230,817	4,817	102.13%
7 Charges for service	5,590,977	3,183,899	(2,407,078)	56.95%
8 Miscellaneous	2,582,358	1,530,096	(1,052,262)	59.25%
9 Total local revenues	<u>129,891,444</u>	<u>12,542,749</u>	<u>(117,348,695)</u>	9.66%
10 State				
11 Equalization, net	122,688,884	87,476,395	(35,212,489)	71.30%
12 Special Education	5,920,708	5,328,637	(592,071)	90.00%
13 Vocational Education	689,350	382,971	(306,379)	55.56%
14 Transportation	1,627,698	1,627,698	-	100.00%
15 Gifted and Talented	285,409	171,245	(114,164)	60.00%
16 English Language Proficiency Act	1,552,331	1,390,181	(162,150)	89.55%
17 BEST grant	-	-	-	N/A
18 Other state sources	600,051	628,785	28,734	104.79%
19 Total state revenues	<u>133,364,431</u>	<u>97,005,912</u>	<u>(36,358,519)</u>	72.74%
20 Federal				
21 BOCES	46,741	12,388	(34,353)	26.50%
22 Build America Bond Rebates	1,418,885	709,442	(709,443)	50.00%
23 Other federal sources	2,422,760	593,495	(1,829,265)	24.50%
24 Total federal revenues	<u>3,888,386</u>	<u>1,315,325</u>	<u>(2,573,061)</u>	33.83%
25 Total revenues	<u>267,144,261</u>	<u>110,863,986</u>	<u>(156,280,275)</u>	41.50%
26				
<b>27 Expenditures</b>				
28 Salaries	150,837,436	93,055,129	57,782,307	61.69%
29 Benefits	46,563,732	29,143,754	17,419,978	62.59%
30 Purchased services	11,217,058	6,252,991	4,964,067	55.75%
31 Supplies and materials	26,654,138	11,537,092	15,117,046	43.28%
32 Other	975,095	382,850	592,245	39.26%
33 Allocation to charter schools	25,740,485	14,756,860	10,983,625	57.33%
34 Capital outlay	50,000	34,488	15,512	68.98%
35 Total expenditures	<u>262,037,944</u>	<u>155,163,164</u>	<u>106,874,780</u>	59.21%
36 Excess (deficiency) of revenues				
37 over (under) expenditures	5,106,317	(44,299,178)	(49,405,495)	
38 Fund balance, beginning	74,997,279	74,997,279	-	
39 Fund balance, ending	<u>\$ 80,103,596</u>	<u>\$ 30,698,101</u>	<u>\$ (49,405,495)</u>	
40 Expected year-end fund balance as percentage				
41 of annual expenditure budget	<u>30.57%</u>			

St. Vrain Valley School District RE-1J  
**Colorado Preschool Program Fund (19)**  
**Prior Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Equalization	\$ 1,417,317	\$ 822,860	\$ (594,457)	58.06%
Investment income	250	164	(86)	65.60%
Total revenues	<u>1,417,567</u>	<u>823,024</u>	<u>(594,543)</u>	58.06%
<b>Expenditures</b>				
Salaries	170,319	95,787	74,532	56.24%
Benefits	50,247	29,330	20,917	58.37%
Purchased services	1,130,625	963,938	166,687	85.26%
Supplies and materials	42,000	7,000	35,000	16.67%
Other	24,376	23,645	731	97.00%
Capital outlay	250,000	-	250,000	0.00%
Total expenditures	<u>1,667,567</u>	<u>1,119,700</u>	<u>547,867</u>	67.15%
Excess (deficiency) of revenues over (under) expenditures	(250,000)	(296,676)	(46,676)	
Fund balance, beginning	<u>454,113</u>	<u>454,113</u>	<u>-</u>	
Fund balance, ending	<u>\$ 204,113</u>	<u>\$ 157,437</u>	<u>\$ (46,676)</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>12.24%</u>			

St. Vrain Valley School District RE-1J

**Colorado Preschool Program Fund (19)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Equalization	\$ 1,471,161	\$ 980,774	\$ (490,387)	66.67%
Investment income	250	386	136	154.40%
Total revenues	<u>1,471,411</u>	<u>981,160</u>	<u>(490,251)</u>	66.68%
<b>Expenditures</b>				
Salaries	174,497	108,224	66,273	62.02%
Benefits	55,138	35,147	19,991	63.74%
Purchased services	1,113,750	643,580	470,170	57.78%
Supplies and materials	99,450	37,136	62,314	37.34%
Other	28,576	24,560	4,016	85.95%
Capital outlay	250,000	-	250,000	0.00%
Total expenditures	<u>1,721,411</u>	<u>848,647</u>	<u>872,764</u>	49.30%
Excess (deficiency) of revenues over (under) expenditures	(250,000)	132,513	382,513	
Fund balance, beginning	<u>557,709</u>	<u>557,709</u>	<u>-</u>	
Fund balance, ending	<u>\$ 307,709</u>	<u>\$ 690,222</u>	<u>\$ 382,513</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>17.88%</u>			

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St. Vrain Valley School District RE-1J

**Risk Management Fund (18)**

**Year-to-Date Actual to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to February 28/29

	FY15 July - February Actual	FY16 July - February Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Investment income	\$ 1,244	\$ 1,740	\$ 496	39.87%
Equalization	1,884,961	2,073,182	188,221	9.99%
Flood relief	219,680	-	(219,680)	-100.00%
Miscellaneous	25,666	74,301	48,635	189.49%
Total revenues	<u>2,131,551</u>	<u>2,149,223</u>	<u>17,672</u>	0.83%
<b>Expenditures</b>				
Salaries	142,544	147,487	4,943	3.47%
Benefits	36,750	39,461	2,711	7.38%
Purchased services				
Professional services	1,202,817	209,089	(993,728)	-82.62%
Self insurance pools	724,777	849,076	124,299	17.15%
Claims paid	261,583	424,965	163,382	62.46%
Supplies	13,177	12,778	(399)	-3.03%
Other	1,569	1,925	356	22.69%
Total expenses	<u>2,383,217</u>	<u>1,684,781</u>	<u>(698,436)</u>	-29.31%
Excess (deficiency) of revenues over (under) expenditures	(251,666)	464,442	716,108	-284.55%
Fund balance, beginning	<u>3,312,831</u>	<u>3,302,891</u>	<u>(9,940)</u>	-0.30%
Fund balance, ending	<u>\$ 3,061,165</u>	<u>\$ 3,767,333</u>	<u>\$ 706,168</u>	23.07%

St. Vrain Valley School District RE-1J

**Risk Management Fund (18)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 5,000	\$ 1,244	\$ (3,756)	24.88%
Equalization	2,834,942	1,884,961	(949,981)	66.49%
Flood relief	-	219,680	219,680	N/A
Miscellaneous	231,533	25,666	(205,867)	11.09%
Total revenues	<u>3,071,475</u>	<u>2,131,551</u>	<u>(939,924)</u>	69.40%
<b>Expenditures</b>				
Salaries	277,052	142,544	134,508	51.45%
Benefits	71,000	36,750	34,250	51.76%
Purchased services	2,517,831	1,927,594	590,237	76.56%
Claims paid	1,300,000	261,583	1,038,417	20.12%
Supplies	53,700	13,177	40,523	24.54%
Other	44,220	1,569	42,651	3.55%
Total expenses	<u>4,263,803</u>	<u>2,383,217</u>	<u>1,880,586</u>	55.89%
Excess (deficiency) of revenues over (under) expenditures	(1,192,328)	(251,666)	940,662	
Fund balance, beginning	<u>3,312,831</u>	<u>3,312,831</u>	<u>-</u>	
Fund balance, ending	<u>\$ 2,120,503</u>	<u>\$ 3,061,165</u>	<u>\$ 940,662</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>49.73%</u>			

St. Vrain Valley School District RE-1J

**Risk Management Fund (18)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 5,000	\$ 1,740	\$ (3,260)	34.80%
Equalization	3,109,773	2,073,182	(1,036,591)	66.67%
Flood relief	-	-	-	N/A
Miscellaneous	77,000	74,301	(2,699)	96.49%
Total revenues	<u>3,191,773</u>	<u>2,149,223</u>	<u>(1,042,550)</u>	67.34%
<b>Expenditures</b>				
Salaries	232,275	147,487	84,788	63.50%
Benefits	62,058	39,461	22,597	63.59%
Purchased services	1,472,570	1,058,165	414,405	71.86%
Claims paid	1,600,000	424,965	1,175,035	26.56%
Supplies	72,650	12,778	59,872	17.59%
Other	52,220	1,925	50,295	3.69%
Total expenses	<u>3,491,773</u>	<u>1,684,781</u>	<u>1,806,992</u>	48.25%
Excess (deficiency) of revenues over (under) expenditures	(300,000)	464,442	764,442	
Fund balance, beginning	<u>3,302,891</u>	<u>3,302,891</u>	<u>-</u>	
Fund balance, ending	<u>\$ 3,002,891</u>	<u>\$ 3,767,333</u>	<u>\$ 764,442</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>86.00%</u>			

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## **GOVERNMENTAL FUNDS**

### **Major Governmental Funds**

The Bond Redemption Fund is a debt service fund. It is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The fund's primary revenue source is local property taxes levied specifically for debt service.

The Building Fund is a capital projects fund that is used to account for the proceeds of bond sales and expenditures for capital outlay for land, buildings, improvements of grounds, construction of buildings, additions or remodeling of buildings or initial, additional and replacement of equipment.

### **Nonmajor Governmental Fund**

The Capital Reserve Capital Projects Fund is used to account for revenue allocations from the General Fund and other revenues allocated to or earned in this fund, and the expenditures for the ongoing capital needs of the District, such as acquisition of land, building additions and improvements, and equipment purchases where the estimated unit cost is in excess of \$1,000.

St. Vrain Valley School District RE-1J

**Bond Redemption Fund (31)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Property taxes	\$ 35,356,624	\$ 914,912	\$ (34,441,712)	2.59%
Investment income	2,000	1,078	(922)	53.90%
Miscellaneous	-	3,215	3,215	N/A
Total revenues	<u>35,358,624</u>	<u>919,205</u>	<u>(34,439,419)</u>	2.60%
<b>Expenditures</b>				
Debt principal	14,205,000	14,205,000	-	100.00%
Debt interest - Dec 15 & June 15	18,711,630	9,092,873	9,618,757	48.59%
Fiscal charges	432,603	424,753	7,850	98.19%
Total expenditures	<u>33,349,233</u>	<u>23,722,626</u>	<u>9,626,607</u>	71.13%
Excess (deficiency) of revenues over (under) expenditures	2,009,391	(22,803,421)	(24,812,812)	
<b>Other Financing Sources (Uses)</b>				
Refunding bond proceeds	50,355,000	50,355,000	-	100.00%
Premium on bonds issued	10,821,491	10,821,491	-	100.00%
Payment to refunded bond escrow agent	(61,682,860)	(61,682,860)	-	100.00%
Total other financing sources	<u>(506,369)</u>	<u>(506,369)</u>	<u>-</u>	N/A
Net change in fund balance	1,503,022	(23,309,790)	(24,812,812)	
Fund balance, beginning	<u>32,700,504</u>	<u>32,700,504</u>	<u>-</u>	
Fund balance, ending	<u>\$ 34,203,526</u>	<u>\$ 9,390,714</u>	<u>\$ (24,812,812)</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>102.56%</u>			

St. Vrain Valley School District RE-1J

**Bond Redemption Fund (31)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Property taxes	\$ 43,043,431	\$ 1,164,450	\$ (41,878,981)	2.71%
Investment income	2,000	1,115	(885)	55.75%
Miscellaneous	-	-	-	N/A
Total revenues	<u>43,045,431</u>	<u>1,165,565</u>	<u>(41,879,866)</u>	2.71%
<b>Expenditures</b>				
Debt principal	15,225,000	15,225,000	-	100.00%
Debt interest - Dec 15 & June 15	18,932,570	9,618,757	9,313,813	50.81%
Fiscal charges	800,000	3,900	796,100	0.49%
Total expenditures	<u>34,957,570</u>	<u>24,847,657</u>	<u>10,109,913</u>	71.08%
Excess (deficiency) of revenues over (under) expenditures	8,087,861	(23,682,092)	(31,769,953)	
<b>Other Financing Sources (Uses)</b>				
Refunding bond proceeds	115,055,000	-	(115,055,000)	0.00%
Premium on bonds issued	13,405,000	-	(13,405,000)	0.00%
Payment to refunded bond escrow agent	(131,460,000)	-	131,460,000	0.00%
Total other financing sources	<u>(3,000,000)</u>	<u>-</u>	<u>3,000,000</u>	0.00%
Net change in fund balance	5,087,861	(23,682,092)	(28,769,953)	
Fund balance, beginning	<u>34,035,743</u>	<u>34,035,743</u>	<u>-</u>	
Fund balance, ending	<u>\$ 39,123,604</u>	<u>\$ 10,353,651</u>	<u>\$ (28,769,953)</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>111.92%</u>			

St. Vrain Valley School District RE-1J

**Building Fund (41)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 43,000	\$ 29,191	\$ (13,809)	67.89%
Miscellaneous	40,000	35,370	(4,630)	88.43%
Total revenues	<u>83,000</u>	<u>64,561</u>	<u>(18,439)</u>	77.78%
<b>Expenditures</b>				
Salaries	315,000	250,481	64,519	79.52%
Benefits	81,000	62,322	18,678	76.94%
Purchased services	7,300,000	2,033,417	5,266,583	27.86%
Supplies	100,000	3,034	96,966	3.03%
Construction projects	17,099,020	7,099,769	9,999,251	41.52%
Other	50,000	3,153	46,847	6.31%
Total expenditures	<u>24,945,020</u>	<u>9,452,176</u>	<u>15,492,844</u>	37.89%
Excess (deficiency) of revenues over (under) expenditures	(24,862,020)	(9,387,615)	15,474,405	
Fund balance, beginning	<u>24,862,020</u>	<u>24,862,020</u>	<u>-</u>	
Fund balance, ending	<u>\$ -</u>	<u>\$ 15,474,405</u>	<u>\$ 15,474,405</u>	
Expected year-end fund (deficit) as percentage of annual expenditure budget	<u>0.00%</u>			

St. Vrain Valley School District RE-1J

**Building Fund (41)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 43,000	\$ 31,016	\$ (11,984)	72.13%
Miscellaneous	40,000	-	(40,000)	0.00%
Total revenues	<u>83,000</u>	<u>31,016</u>	<u>(51,984)</u>	37.37%
<b>Expenditures</b>				
Salaries	272,800	209,285	63,515	76.72%
Benefits	78,100	57,266	20,834	73.32%
Purchased services	4,000,000	3,679,047	320,953	91.98%
Supplies	100,000	-	100,000	0.00%
Construction projects	8,686,811	111,934	8,574,877	1.29%
Other	<u>50,000</u>	<u>1,600</u>	<u>48,400</u>	3.20%
Total expenditures	<u>13,187,711</u>	<u>4,059,132</u>	<u>9,128,579</u>	30.78%
Excess (deficiency) of revenues over (under) expenditures	(13,104,711)	(4,028,116)	9,076,595	
Fund balance, beginning	<u>13,104,711</u>	<u>13,104,711</u>	<u>-</u>	
Fund balance, ending	<u>\$ -</u>	<u>\$ 9,076,595</u>	<u>\$ 9,076,595</u>	
Expected year-end fund (deficit) as percentage of annual expenditure budget	<u>0.00%</u>			

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St. Vrain Valley School District RE-1J  
**Capital Reserve Capital Projects Fund (43)**  
**Year-to-Date Actual to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1 to February 28/29

	FY15 July - February Actual	FY16 July - February Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Equalization	\$ 3,197,370	\$ 3,655,051	\$ 457,681	14.31%
Investment income	5,594	15,390	9,796	175.12%
Miscellaneous	101,161	38,540	(62,621)	-61.90%
Total revenues	<u>3,304,125</u>	<u>3,708,981</u>	<u>404,856</u>	12.25%
<b>Expenditures</b>				
Capital outlay	<u>3,865,117</u>	<u>3,807,764</u>	<u>(57,353)</u>	-1.48%
Total expenditures	<u>3,865,117</u>	<u>3,807,764</u>	<u>(57,353)</u>	-1.48%
Excess (deficiency) of revenues over (under) expenditures	(560,992)	(98,783)	462,209	-82.39%
Fund balance, beginning	<u>8,588,049</u>	<u>7,389,624</u>	<u>(1,198,425)</u>	-13.95%
Fund balance, ending	<u><u>\$ 8,027,057</u></u>	<u><u>\$ 7,290,841</u></u>	<u><u>\$ (736,216)</u></u>	-9.17%

St. Vrain Valley School District RE-1J  
**Capital Reserve Capital Projects Fund (43)**  
**Prior Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Equalization	\$ 4,921,561	\$ 3,197,370	\$ (1,724,191)	64.97%
Investment income	10,000	5,594	(4,406)	55.94%
Miscellaneous	175,000	101,161	(73,839)	57.81%
Total revenues	<u>5,106,561</u>	<u>3,304,125</u>	<u>(1,802,436)</u>	64.70%
<b>Expenditures</b>				
Capital outlay	<u>9,100,000</u>	<u>3,865,117</u>	<u>5,234,883</u>	42.47%
Total expenditures	<u>9,100,000</u>	<u>3,865,117</u>	<u>5,234,883</u>	42.47%
Excess (deficiency) of revenues over (under) expenditures	(3,993,439)	(560,992)	3,432,447	
Fund balance, beginning	<u>8,588,049</u>	<u>8,588,049</u>	<u>-</u>	
Fund balance, ending	<u>\$ 4,594,610</u>	<u>\$ 8,027,057</u>	<u>\$ 3,432,447</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>50.49%</u>			

St. Vrain Valley School District RE-1J  
**Capital Reserve Capital Projects Fund (43)**  
**Current Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Equalization	\$ 5,482,577	\$ 3,655,051	\$ (1,827,526)	66.67%
Investment income	10,000	15,390	5,390	153.90%
Miscellaneous	175,000	38,540	(136,460)	22.02%
Total revenues	<u>5,667,577</u>	<u>3,708,981</u>	<u>(1,958,596)</u>	65.44%
<b>Expenditures</b>				
Capital outlay	<u>7,750,000</u>	<u>3,807,764</u>	<u>3,942,236</u>	49.13%
Total expenditures	<u>7,750,000</u>	<u>3,807,764</u>	<u>3,942,236</u>	49.13%
Excess (deficiency) of revenues over (under) expenditures	(2,082,423)	(98,783)	1,983,640	
Fund balance, beginning	<u>7,389,624</u>	<u>7,389,624</u>	<u>-</u>	
Fund balance, ending	<u>\$ 5,307,201</u>	<u>\$ 7,290,841</u>	<u>\$ 1,983,640</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>68.48%</u>			

## **GOVERNMENTAL FUNDS**

### **Major Special Revenue Fund**

The Governmental Designated-Purpose Grants Fund is used to account for restricted state and federal grants including, but not limited to, Title I Part A – Improving the Academic Achievement of the Disadvantaged; Individuals with Disabilities Education Act (IDEA Part B); and Race to the Top.

### **Nonmajor Special Revenue Funds**

The Community Education Fund is used to record the tuition-based activities including driver's education, summer school, child care, enrichment, and preschool.

In accordance with intergovernmental agreements, the Fair Contributions Fund is used to collect money for the acquisition, development, or expansion of public school sites based on impacts created by residential subdivisions.

The Nutrition Services Fund accounts for the food service operations of the District. Nutrition Services provides quality, nutritious and well balanced meals to students throughout District schools.

The Student Activity Fund is used to record financial transactions related to school sponsored pupil intrascholastic and interscholastic athletic and other related activities. Revenues of this fund are primarily from student fees, gate receipts, and gifts.

St. Vrain Valley School District RE-1J

**Community Education Fund (27)**

**Year-to-Date Actual to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to February 28/29

	FY15 July - February Actual	FY16 July - February Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Investment income	\$ 1,987	\$ 4,693	\$ 2,706	136.19%
Charges for services				
A Drivers Education Program	269,145	229,153	(39,992)	-14.86%
B Summer School Program	14,678	19,837	5,159	35.15%
Community School Programs				
C Day Care	1,859,052	1,926,080	67,028	3.61%
D Enrichment	337,585	340,545	2,960	0.88%
E Kinder Enrichment	229,229	341,852	112,623	49.13%
F Comm'y Educ Central Office	71,869	102,708	30,839	42.91%
Facility Use				
G Building Share	13,867	14,267	400	2.88%
H Comm'y School Share	207,153	220,408	13,255	6.40%
I Community grant & awards	85,875	805,784	719,909	838.32%
J Other Programs	89,557	84,280	(5,277)	-5.89%
Total revenues	<u>3,179,997</u>	<u>4,089,607</u>	<u>909,610</u>	28.60%
<b>Expenditures</b>				
Instruction				
A Drivers Education Program	210,832	345,220	134,388	63.74%
B Summer School Program	85,251	39,095	(46,156)	-54.14%
Community School Programs				
C Day Care	1,817,291	2,027,838	210,547	11.59%
D Enrichment	309,385	361,809	52,424	16.94%
E Kinder Enrichment	375,435	640,598	265,163	70.63%
F Comm'y Educ Central Office	261,350	266,064	4,714	1.80%
Facility Use				
G Building Share	18,344	20,959	2,615	14.26%
H Comm'y School Share	255,734	289,618	33,884	13.25%
I Community grant programs	396,986	440,165	43,179	10.88%
J Other Programs	58,789	44,315	(14,474)	-24.62%
Total expenditures	<u>3,789,397</u>	<u>4,475,681</u>	<u>686,284</u>	18.11%
Excess (deficiency) of revenues over (under) expenditures	(609,400)	(386,074)	223,326	-36.65%
<b>Other Financing Sources (Uses)</b>				
Proceeds on capital lease	-	110,322	110,322	N/A
Transfer-Spec Activities (Fund 23)	-	7,620	7,620	N/A
Net change in fund balance	(609,400)	(268,132)	341,268	-56.00%
Fund balance, beginning	<u>3,153,357</u>	<u>2,366,206</u>	<u>(787,151)</u>	-24.96%
Fund balance, ending	<u>\$ 2,543,957</u>	<u>\$ 2,098,074</u>	<u>\$ (445,883)</u>	-17.53%

St. Vrain Valley School District RE-1J

**Community Education Fund (27)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 5,000	\$ 1,987	\$ (3,013)	39.74%
Charges for services	5,500,000	3,178,010	(2,321,990)	57.78%
Total revenues	5,505,000	3,179,997	(2,325,003)	57.77%
<b>Expenditures</b>				
Instruction	5,950,000	3,528,047	2,421,953	59.29%
Support services	550,000	261,350	288,650	47.52%
Capital outlay	-	-	-	N/A
Total expenditures	6,500,000	3,789,397	2,710,603	58.30%
Excess (deficiency) of revenues over (under) expenditures	(995,000)	(609,400)	385,600	
<b>Other Financing Sources (Uses)</b>				
Proceeds on capital lease	-	-	-	N/A
Transfer-Spec Activities (Fund 23)	-	-	-	N/A
Net change in fund balance	(995,000)	(609,400)	385,600	
Fund balance, beginning	3,153,357	3,153,357	-	
Fund balance, ending	\$ 2,158,357	\$ 2,543,957	\$ 385,600	
Expected year-end fund balance as percentage of annual expenditure budget	33.21%			

St. Vrain Valley School District RE-1J  
**Community Education Fund (27)**  
**Current Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 5,000	\$ 4,693	\$ (307)	93.86%
Charges for services	6,100,000	4,084,914	(2,015,086)	66.97%
Total revenues	6,105,000	4,089,607	(2,015,393)	66.99%
<b>Expenditures</b>				
Instruction	6,250,000	4,209,617	2,040,383	67.35%
Support services	620,000	266,064	353,936	42.91%
Capital outlay	75,000	-	75,000	0.00%
Total expenditures	6,945,000	4,475,681	2,469,319	64.44%
Excess (deficiency) of revenues over (under) expenditures	(840,000)	(386,074)	453,926	
<b>Other Financing Sources (Uses)</b>				
Proceeds on capital lease	-	110,322	110,322	N/A
Transfer-Spec Activities (Fund 23)	-	7,620	7,620	N/A
Net change in fund balance	(840,000)	(268,132)	571,868	
Fund balance, beginning	2,366,206	2,366,206	-	
Fund balance, ending	\$ 1,526,206	\$ 2,098,074	\$ 571,868	
Expected year-end fund balance as percentage of annual expenditure budget	21.98%			

St. Vrain Valley School District RE-1J

**Fair Contributions Fund (29)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 55,597	\$ 37,061	\$ (18,536)	66.66%
Cash in lieu	929,000	546,935	(382,065)	58.87%
Total revenues	<u>984,597</u>	<u>583,996</u>	<u>(400,601)</u>	59.31%
<b>Expenditures</b>				
Purchased services	150,000	855	149,145	0.57%
Capital outlay	<u>6,111,509</u>	<u>-</u>	<u>6,111,509</u>	0.00%
Total expenditures	<u>6,261,509</u>	<u>855</u>	<u>6,260,654</u>	0.01%
Excess (deficiency) of revenues over (under) expenditures	(5,276,912)	583,141	5,860,053	
Fund balance, beginning	<u>5,276,912</u>	<u>5,276,912</u>	<u>-</u>	
Fund balance, ending	<u>\$ -</u>	<u>\$ 5,860,053</u>	<u>\$ 5,860,053</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>0.00%</u>			

St. Vrain Valley School District RE-1J

**Fair Contributions Fund (29)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 57,000	\$ 48,649	\$ (8,351)	85.35%
Cash in lieu	1,100,000	851,306	(248,694)	77.39%
Total revenues	<u>1,157,000</u>	<u>899,955</u>	<u>(257,045)</u>	77.78%
<b>Expenditures</b>				
Purchased services	150,000	1,855	148,145	1.24%
Capital outlay	<u>7,414,030</u>	<u>801,387</u>	<u>6,612,643</u>	10.81%
Total expenditures	<u>7,564,030</u>	<u>803,242</u>	<u>6,760,788</u>	10.62%
Excess (deficiency) of revenues over (under) expenditures	(6,407,030)	96,713	6,503,743	
Fund balance, beginning	<u>6,407,030</u>	<u>6,407,030</u>	<u>-</u>	
Fund balance, ending	<u>\$ -</u>	<u>\$ 6,503,743</u>	<u>\$ 6,503,743</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>0.00%</u>			

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St. Vrain Valley School District RE-1J

**Governmental Designated-Purpose Grants Fund (22)**

**Year-to-Date Actual to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to February 28/29

	FY15 July - February Actual	FY16 July - February Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Local grants	\$ -	\$ -	\$ -	N/A
State grants	57,095	391,940	334,845	586.47%
Federal grants	3,508,309	3,299,113	(209,196)	-5.96%
ARRA-Federal Education Stimulus Funds	2,745,781	3,028,318	282,537	10.29%
Total revenues	<u>6,311,185</u>	<u>6,719,371</u>	<u>408,186</u>	6.47%
<b>Expenditures</b>				
Salaries	5,887,342	5,723,522	(163,820)	-2.78%
Benefits	1,605,330	1,648,708	43,378	2.70%
Purchased services	346,341	216,282	(130,059)	-37.55%
Supplies and materials	465,802	569,960	104,158	22.36%
Other	18,233	16,940	(1,293)	-7.09%
Capital outlay	12,387	26,614	14,227	114.85%
Total expenditures	<u>8,335,435</u>	<u>8,202,026</u>	<u>(133,409)</u>	-1.60%
Excess (deficiency) of revenues over (under) expenditures	(2,024,250)	(1,482,655)	541,595	26.76%
Fund balance, beginning	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Fund (deficit), ending	<u><u>\$ (2,024,250)</u></u>	<u><u>\$ (1,482,655)</u></u>	<u><u>\$ 541,595</u></u>	26.76%

St. Vrain Valley School District RE-1J

**Governmental Designated-Purpose Grants Fund (22)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Local grants	\$ -	\$ -	\$ -	N/A
State grants	538,147	57,095	(481,052)	10.61%
Federal grants	10,429,926	3,508,309	(6,921,617)	33.64%
ARRA-Federal Education Stimulus Funds	<u>5,220,594</u>	<u>2,745,781</u>	<u>(2,474,813)</u>	52.60%
Total revenues	<u>16,188,667</u>	<u>6,311,185</u>	<u>(9,877,482)</u>	38.99%
<b>Expenditures</b>				
Salaries	9,491,231	5,887,342	3,603,889	62.03%
Benefits	2,559,688	1,605,330	954,358	62.72%
Purchased services	591,650	346,341	245,309	58.54%
Supplies and materials	2,399,906	465,802	1,934,104	19.41%
Other	262,696	18,233	244,463	6.94%
Capital outlay	<u>883,496</u>	<u>12,387</u>	<u>871,109</u>	1.40%
Total expenditures	<u>16,188,667</u>	<u>8,335,435</u>	<u>7,853,232</u>	51.49%
Excess (deficiency) of revenues over (under) expenditures	-	(2,024,250)	(2,024,250)	
Fund balance, beginning	<u>-</u>	<u>-</u>	<u>-</u>	
Fund balance (deficit), ending	<u>\$ -</u>	<u>\$ (2,024,250)</u>	<u>\$ (2,024,250)</u>	
Expected year-end fund (deficit) as percentage of annual expenditure budget	<u>0.00%</u>			

St. Vrain Valley School District RE-1J

**Governmental Designated-Purpose Grants Fund (22)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Local grants	\$ -	\$ -	\$ -	N/A
State grants	421,951	391,940	(30,011)	92.89%
Federal grants	10,620,668	3,299,113	(7,321,555)	31.06%
ARRA-Federal Education Stimulus Funds	<u>4,516,413</u>	<u>3,028,318</u>	<u>(1,488,095)</u>	67.05%
Total revenues	<u>15,559,032</u>	<u>6,719,371</u>	<u>(8,839,661)</u>	43.19%
<b>Expenditures</b>				
Salaries	9,606,915	5,723,522	3,883,393	59.58%
Benefits	2,609,285	1,648,708	960,577	63.19%
Purchased services	803,799	216,282	587,517	26.91%
Supplies and materials	1,622,145	569,960	1,052,185	35.14%
Other	897,253	16,940	880,313	1.89%
Capital outlay	<u>19,635</u>	<u>26,614</u>	<u>(6,979)</u>	135.54%
Total expenditures	<u>15,559,032</u>	<u>8,202,026</u>	<u>7,357,006</u>	52.72%
Excess (deficiency) of revenues over (under) expenditures	-	(1,482,655)	(1,482,655)	
Fund balance, beginning	<u>-</u>	<u>-</u>	<u>-</u>	
Fund balance (deficit), ending	<u>\$ -</u>	<u>\$ (1,482,655)</u>	<u>\$ (1,482,655)</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>0.00%</u>			

St. Vrain Valley School District RE-1J  
**Nutrition Services Fund (21)**  
 Balance Sheet (Unaudited)  
 As of February 28 / 29,

	<u>2015</u>	<u>2016</u>
<b>Assets</b>		
Cash and investments	\$ 1,028,132	\$ 1,879,318
Accounts receivable	320	629
Grants receivable	1,075,356	517,618 A
Inventories	<u>744,338</u>	<u>673,499</u>
Total assets	<u><u>\$ 2,848,146</u></u>	<u><u>\$ 3,071,064</u></u>
<b>Liabilities</b>		
Accrued salaries and benefits	<u>\$ 75,065</u>	<u>\$ 91,690</u>
Total liabilities	<u>75,065</u>	<u>91,690</u>
<b>Fund balance</b>		
Nonspendable: prepaids, inventories	744,338	673,499
Restricted	<u>2,028,743</u>	<u>2,305,875</u>
Total fund balance	<u>2,773,081</u>	<u>2,979,374</u>
Total liabilities and fund balance	<u><u>\$ 2,848,146</u></u>	<u><u>\$ 3,071,064</u></u>

Footnote

- A The State match and National School Lunch/Breakfast program revenues have been adjusted to reflect reimbursements requested but not yet received by period end.

St. Vrain Valley School District RE-1J

**Nutrition Services Fund (21)**

**Year-to-Date Actual to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to February 28/29

	FY15 July - February Actual	FY16 July - February Actual	Dollar Variance	Percent Variance
<b>1 Revenues</b>				
2 Investment income	\$ 778	\$ 1,839	\$ 1,061	136.38%
3 Charges for service	2,481,980	2,299,120	(182,860)	-7.37%
4 Miscellaneous	6,279	20,969	14,690	233.95%
5 State match	127,513	134,556	7,043	5.52% A
6 Commodities entitlement	392,458	461,538	69,080	17.60%
7 Nat'l School Lunch/Breakfast Pgm	3,487,043	3,504,043	17,000	0.49% A
8 Total revenues	<u>6,496,051</u>	<u>6,422,065</u>	<u>(73,986)</u>	-1.14%
9				
<b>10 Expenditures</b>				
11 Salaries	2,007,645	1,991,019	(16,626)	-0.83%
12 Benefits	694,224	751,870	57,646	8.30%
13 Purchased services	38,046	21,665	(16,381)	-43.06%
14 Supplies and materials	3,064,629	2,964,145	(100,484)	-3.28%
15 Repairs and maintenance	75,682	25,100	(50,582)	-66.83%
16 Other	69,486	47,567	(21,919)	-31.54%
17 Total expenditures	<u>5,949,712</u>	<u>5,801,366</u>	<u>(148,346)</u>	-2.49%
18				
19 Excess (deficiency) of revenues				
20 over (under) expenditures	546,339	620,699	74,360	13.61%
21				
<b>22 Noncash (expenditures)</b>				
23 Accelerated capital outlay	<u>-</u>	<u>-</u>	<u>-</u>	N/A
24				
25 Net change in fund balance	546,339	620,699	74,360	13.61%
26				
27 Fund balance, beginning	3,273,080	2,358,675	(914,405)	-27.94%
28 Restatement, change in acct'g principle	<u>(1,046,338)</u>	<u>-</u>	<u>1,046,338</u>	-100.00%
29 Fund balance, restated	2,226,742	2,358,675	131,933	5.92%
30				
31 Fund balance, ending	<u>\$ 2,773,081</u>	<u>\$ 2,979,374</u>	<u>\$ 206,293</u>	7.44%

Footnote

- A The State match and National School Lunch/Breakfast program revenues have been adjusted to reflect reimbursements requested but not yet received by period end.

St. Vrain Valley School District RE-1J

**Nutrition Services Fund (21)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>1 Revenues</b>				
2 Investment income	\$ 1,100	\$ 778	\$ (322)	70.73%
3 Charges for service	3,300,000	2,481,980	(818,020)	75.21%
4 Miscellaneous	60,000	6,279	(53,721)	10.47%
5 State match	118,000	127,513	9,513	108.06%
6 Commodities entitlement	550,603	392,458	(158,145)	71.28%
7 Nat'l School Lunch/Breakfast Pgm	5,100,000	3,487,043	(1,612,957)	68.37%
8 Total revenues	<u>9,129,703</u>	<u>6,496,051</u>	<u>(2,633,652)</u>	71.15%
9				
<b>10 Expenditures</b>				
11 Salaries	3,258,818	2,007,645	1,251,173	61.61%
12 Benefits	1,025,068	694,224	330,844	67.72%
13 Purchased services	175,000	38,046	136,954	21.74%
14 Supplies and materials	4,513,202	3,064,629	1,448,573	67.90%
15 Repairs and maintenance	256,576	75,682	180,894	29.50%
16 Other	100,000	69,486	30,514	69.49%
17 Total expenditures	<u>9,328,664</u>	<u>5,949,712</u>	<u>3,378,952</u>	63.78%
18				
19 Excess (deficiency) of revenues				
20 over (under) expenditures	(198,961)	546,339	745,300	
21				
<b>22 Noncash (expenditures)</b>				
23 Accelerated capital outlay	<u>(1,046,337)</u>	<u>(1,046,338)</u>	<u>(1)</u>	100.00%
24				
25 Net change in fund balance	(1,245,298)	(499,999)	745,299	
26				
27 Fund balance, beginning	<u>3,273,080</u>	<u>3,273,080</u>	<u>-</u>	
28				
29 Fund balance, ending	<u>\$ 2,027,782</u>	<u>\$ 2,773,081</u>	<u>\$ 745,299</u>	
30				
31 Expected year-end fund balance as percentage				
32 of annual expense budget	<u>21.74%</u>			

St. Vrain Valley School District RE-1J

**Nutrition Services Fund (21)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>1 Revenues</b>				
2 Investment income	\$ 1,176	\$ 1,839	\$ 663	156.38%
3 Charges for service	3,400,000	2,299,120	(1,100,880)	67.62%
4 Miscellaneous	20,000	20,969	969	104.85%
5 State match	144,000	134,556	(9,444)	93.44%
6 Commodities entitlement	655,875	461,538	(194,337)	70.37%
7 Nat'l School Lunch/Breakfast Pgm	5,100,000	3,504,043	(1,595,957)	68.71%
8 Total revenues	<u>9,321,051</u>	<u>6,422,065</u>	<u>(2,898,986)</u>	68.90%
9				
<b>10 Expenditures</b>				
11 Salaries	3,174,841	1,991,019	1,183,822	62.71%
12 Benefits	1,152,971	751,870	401,101	65.21%
13 Purchased services	160,000	21,665	138,335	13.54%
14 Supplies and materials	4,651,245	2,964,145	1,687,100	63.73%
15 Repairs and maintenance	125,000	25,100	99,900	20.08%
16 Other	100,000	47,567	52,433	47.57%
17 Total expenditures	<u>9,364,057</u>	<u>5,801,366</u>	<u>3,562,691</u>	61.95%
18				
19 Excess (deficiency) of revenues				
20 over (under) expenditures	(43,006)	620,699	663,705	
21				
<b>22 Noncash (expenditures)</b>				
23 Accelerated capital outlay	<u>-</u>	<u>-</u>	<u>-</u>	N/A
24				
25 Net change in fund balance	(43,006)	620,699	663,705	
26				
27 Fund balance, beginning	<u>2,358,675</u>	<u>2,358,675</u>	<u>-</u>	
28				
29 Fund balance, ending	<u>\$ 2,315,669</u>	<u>\$ 2,979,374</u>	<u>\$ 663,705</u>	
30				
31 Expected year-end net position as percentage				
32 of annual expense budget	<u>24.73%</u>			

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St. Vrain Valley School District RE-1J

**Student Activity (Special Revenue) Fund (23)**

**Year-to-Date Actual to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to February 28/29

	FY15 July - February Actual	FY16 July - February Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Investment income	\$ 2,359	\$ 6,580	\$ 4,221	178.93%
Athletic activities	1,551,113	1,601,010	49,897	3.22%
Pupil activities	2,422,134	2,140,030	(282,104)	-11.65%
PTO/Gift activities	690,625	352,788	(337,837)	-48.92%
Total revenues	<u>4,666,231</u>	<u>4,100,408</u>	<u>(565,823)</u>	-12.13%
<b>Expenditures</b>				
Athletic activities	1,296,829	1,371,387	74,558	5.75%
Pupil activities	1,883,812	1,616,998	(266,814)	-14.16%
PTO/Gift activities	592,455	420,591	(171,864)	-29.01%
Total expenditures	<u>3,773,096</u>	<u>3,408,976</u>	<u>(364,120)</u>	-9.65%
Excess (deficiency) of revenues over (under) expenditures	893,135	691,432	(201,703)	
<b>Other Financing Sources (Uses)</b>				
Transfer - Community Educ (Fund 27)	-	(7,620)	(7,620)	N/A
Transfer - Student Activities (Fund 74)	-	246	246	N/A
Net change in fund balance	893,135	684,058	(209,077)	
Fund balance, beginning	<u>3,506,437</u>	<u>3,908,624</u>	<u>402,187</u>	
Fund balance, ending	<u>\$ 4,399,572</u>	<u>\$ 4,592,682</u>	<u>\$ 193,110</u>	

St. Vrain Valley School District RE-1J

**Student Activity (Special Revenue) Fund (23)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 4,000	\$ 2,359	\$ (1,641)	58.98%
Athletic activities	2,200,000	1,551,113	(648,887)	70.51%
Pupil activities	3,400,000	2,422,134	(977,866)	71.24%
PTO/Gift activities	800,000	690,625	(109,375)	86.33%
Total revenues	6,404,000	4,666,231	(1,737,769)	72.86%
<b>Expenditures</b>				
Athletic activities	3,330,162	1,296,829	2,033,333	38.94%
Pupil activities	5,521,079	1,883,812	3,637,267	34.12%
PTO/Gift activities	1,059,196	592,455	466,741	55.93%
Total expenditures	9,910,437	3,773,096	6,137,341	38.07%
Excess (deficiency) of revenues over (under) expenditures	(3,506,437)	893,135	4,399,572	
<b>Other Financing Sources (Uses)</b>				
Transfer - Community Educ (Fund 27)	-	-	-	N/A
Transfer - Student Activities (Fund 74)	-	-	-	N/A
Net change in fund balance	(3,506,437)	893,135	4,399,572	
Fund balance, beginning	3,506,437	3,506,437	-	
Fund balance, ending	\$ -	\$ 4,399,572	\$ 4,399,572	
Expected year-end fund balance as percentage of annual expenditure budget	0.00%			

St. Vrain Valley School District RE-1J

**Student Activity (Special Revenue) Fund (23)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 5,000	\$ 6,580	\$ 1,580	131.60%
Athletic activities	2,200,000	1,601,010	(598,990)	72.77%
Pupil activities	3,700,000	2,140,030	(1,559,970)	57.84%
PTO/Gift activities	1,060,000	352,788	(707,212)	33.28%
Total revenues	<u>6,965,000</u>	<u>4,100,408</u>	<u>(2,864,592)</u>	58.87%
<b>Expenditures</b>				
Athletic activities	3,105,790	1,371,387	1,734,403	44.16%
Pupil activities	6,027,612	1,616,998	4,410,614	26.83%
PTO/Gift activities	1,740,222	420,591	1,319,631	24.17%
Total expenditures	<u>10,873,624</u>	<u>3,408,976</u>	<u>7,464,648</u>	31.35%
Excess (deficiency) of revenues over (under) expenditures	(3,908,624)	691,432	4,600,056	
<b>Other Financing Sources (Uses)</b>				
Transfer - Community Educ (Fund 27)	-	(7,620)	(7,620)	N/A
Transfer - Student Activities (Fund 74)	-	246	246	N/A
Net change in fund balance	(3,908,624)	684,058	4,592,682	
Fund balance, beginning	<u>3,908,624</u>	<u>3,908,624</u>	<u>-</u>	
Fund balance, ending	<u>\$ -</u>	<u>\$ 4,592,682</u>	<u>\$ 4,592,682</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>0.00%</u>			

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## **PROPRIETARY FUNDS**

### **Internal Service Fund**

The District's only internal service fund is the Self Insurance Fund which accounts for the financial transactions related to the dental and healthcare plans. The fund collects premiums and pays claims for medical and dental plan benefits.

St. Vrain Valley School District RE-1J

**Self Insurance Fund (65)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenses, and Changes in Fund Net Position

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 6,500	\$ 3,554	\$ (2,946)	54.68%
Miscellaneous	-	2,389	2,389	N/A
Employee benefit premiums	14,750,000	9,553,979	(5,196,021)	64.77%
Total revenues	14,756,500	9,559,922	(5,196,578)	64.78%
<b>Expenses</b>				
Salaries and benefits	202,500	132,594	69,906	65.48%
Purchased services	25,000	121,338	(96,338)	485.35%
Supplies and materials	5,000	-	5,000	0.00%
Other	12,500	-	12,500	0.00%
Claims paid	14,850,000	9,398,784	5,451,216	63.29%
Total expenses	15,095,000	9,652,716	5,442,284	63.95%
Change in fund net position	(338,500)	(92,794)	245,706	
Fund net position, beginning	4,238,685	4,238,685	-	100.00%
Fund net position, ending	\$ 3,900,185	\$ 4,145,891	\$ 245,706	
Expected year-end net position as percentage of annual deduction budget	25.84%			

St. Vrain Valley School District RE-1J

**Self Insurance Fund (65)**

**Current Year Budget to Actual (Unaudited)**

Statement of Revenues, Expenses, and Changes in Fund Net Position

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 6,500	\$ 9,493	\$ 2,993	146.05%
Miscellaneous	-	7,412	7,412	N/A
Employee benefit premiums	15,896,000	10,615,092	(5,280,908)	66.78%
Total revenues	15,902,500	10,631,997	(5,270,503)	66.86%
<b>Expenses</b>				
Salaries and benefits	217,800	140,812	76,988	64.65%
Purchased services	1,350,000	809,806	540,194	59.99%
Supplies and materials	1,000	79	921	7.90%
Other	12,500	59,310	(46,810)	474.48%
Claims paid	15,100,000	8,802,607	6,297,393	58.30%
Total expenses	16,681,300	9,812,614	6,868,686	58.82%
Change in fund net position	(778,800)	819,383	1,598,183	
Fund net position, beginning	3,969,128	3,969,128	-	100.00%
Fund net position, ending	\$ 3,190,328	\$ 4,788,511	\$ 1,598,183	
Expected year-end net position as percentage of annual deduction budget		19.13%		

## **FIDUCIARY FUNDS**

### **Agency Fund**

The Student Activity Fund, the District's only agency fund, reports assets held by the District on behalf of the students, staff and Option 1 parent organizations. These activities are generally supported by fund-raising events and may not be supplemented with direct support from the General Fund.

### **Private Purpose Trust Fund**

The Student Scholarship Fund, the District's only private purpose trust fund, is used to account for assets held by a governmental unit in a trustee capacity and is used for scholarship awards according to the individual trust guidelines.

St. Vrain Valley School District RE-1J

**Student Activity (Agency) Fund (74)**

**Year-to-Date Actual to Actual (Unaudited)**

Statement of Additions, Deductions, and Changes in Undistributed Monies

For the period July 1 to February 28/29

	FY15 July - February Actual	FY16 July - February Actual	Dollar Variance	Percent Variance
<b>Additions</b>				
Elementary Schools	\$ 25,677	\$ 58,223	\$ 32,546	126.75%
Middle Schools	21,466	12,018	(9,448)	-44.01%
High Schools	26,936	29,284	2,348	8.72%
Other additions	-	3,298	3,298	N/A
Total additions	<u>74,079</u>	<u>102,823</u>	<u>28,744</u>	38.80%
<b>Deductions</b>				
Elementary Schools	18,759	41,958	23,199	123.67%
Middle Schools	24,437	11,177	(13,260)	-54.26%
High Schools	35,747	29,516	(6,231)	-17.43%
Other deductions	-	-	-	N/A
Total deductions	<u>78,943</u>	<u>82,651</u>	<u>3,708</u>	4.70%
Change in undistributed monies	(4,864)	20,172	25,036	-514.72%
<b>Transfers in (out)</b>				
Transfer - Special Activities (Fund 23)	-	(246)	(246)	N/A
Change in undistributed monies after transfers	(4,864)	19,926	24,790	-509.66%
Undistributed monies, beginning	<u>157,620</u>	<u>129,056</u>	<u>(28,564)</u>	-18.12%
Undistributed monies, ending	<u>\$ 152,756</u>	<u>\$ 148,982</u>	<u>\$ (3,774)</u>	-2.47%

St. Vrain Valley School District RE-1J

**Student Activity (Agency) Fund (74)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Additions, Deductions, and Changes in Undistributed Monies

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Additions</b>				
Elementary Schools	\$ 50,000	\$ 25,677	\$ (24,323)	51.35%
Middle Schools	25,000	21,466	(3,534)	85.86%
High Schools	50,000	26,936	(23,064)	53.87%
Other additions	-	-	-	N/A
Total additions	<u>125,000</u>	<u>74,079</u>	<u>(50,921)</u>	59.26%
<b>Deductions</b>				
Elementary Schools	124,682	18,759	105,923	15.05%
Middle Schools	31,254	24,437	6,817	78.19%
High Schools	114,999	35,747	79,252	31.08%
Other deductions	<u>11,685</u>	<u>-</u>	<u>11,685</u>	0.00%
Total deductions	<u>282,620</u>	<u>78,943</u>	<u>203,677</u>	27.93%
Change in undistributed monies	(157,620)	(4,864)	152,756	
<b>Transfers in (out)</b>				
Transfer - Special Activities (Fund 23)	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Change in undistributed monies after transfers	(157,620)	(4,864)	152,756	
Undistributed monies, beginning	<u>157,620</u>	<u>157,620</u>	<u>-</u>	
Undistributed monies, ending	<u>\$ -</u>	<u>\$ 152,756</u>	<u>\$ 152,756</u>	
Expected year-end undistributed monies as percentage of annual deduction budget	<u>0.00%</u>			

St. Vrain Valley School District RE-1J

**Student Activity (Agency) Fund (74)**

**Current Year Budget to Actual (Unaudited)**

Statement of Additions, Deductions, and Changes in Undistributed Monies

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Additions</b>				
Elementary Schools	\$ 45,000	\$ 58,223	\$ 13,223	129.38%
Middle Schools	27,000	12,018	(14,982)	44.51%
High Schools	38,000	29,284	(8,716)	77.06%
Other additions	-	3,298	3,298	N/A
Total additions	<u>110,000</u>	<u>102,823</u>	<u>(7,177)</u>	93.48%
<b>Deductions</b>				
Elementary Schools	75,716	41,958	33,758	55.41%
Middle Schools	58,638	11,177	47,461	19.06%
High Schools	104,702	29,516	75,186	28.19%
Other deductions	-	-	-	N/A
Total deductions	<u>239,056</u>	<u>82,651</u>	<u>156,405</u>	34.57%
Change in undistributed monies	(129,056)	20,172	149,228	
<b>Transfers in (out)</b>				
Transfer - Special Activities (Fund 23)	<u>-</u>	<u>(246)</u>	<u>(246)</u>	N/A
Change in undistributed monies after transfers	(129,056)	19,926	148,982	
Undistributed monies, beginning	<u>129,056</u>	<u>129,056</u>	<u>-</u>	
Undistributed monies, ending	<u>\$ -</u>	<u>\$ 148,982</u>	<u>\$ 148,982</u>	
Expected year-end undistributed monies as percentage of annual deduction budget	<u>0.00%</u>			

St. Vrain Valley School District RE-1J

**Student Scholarship Fund (72)**

**Prior Year Budget to Actual (Unaudited)**

Statement of Additions, Deductions, and Changes in Fiduciary Net Position

For the period July 1, 2014 to February 28, 2015

	FY15 Amended Budget	FY15 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Additions</b>				
Investment income	\$ 150	\$ 111	\$ (39)	74.00%
Contributions	50,000	31,035	(18,965)	62.07%
Total additions	50,150	31,146	(19,004)	62.11%
<b>Deductions</b>				
Scholarships	60,000	43,468	16,532	72.45%
Total deductions	60,000	43,468	16,532	72.45%
Change in fiduciary net position	(9,850)	(12,322)	(2,472)	
Fiduciary net position, beginning	219,184	219,184	-	
Fiduciary net position, ending	<u>\$ 209,334</u>	<u>\$ 206,862</u>	<u>\$ (2,472)</u>	
Expected year-end net position as percentage of annual deduction budget	<u>348.89%</u>			

St. Vrain Valley School District RE-1J

**Student Scholarship Fund (72)**

**Current Year Budget to Actual (Unaudited)**

Statement of Additions, Deductions, and Changes in Fiduciary Net Position

For the period July 1, 2015 to February 29, 2016

	FY16 Amended Budget	FY16 July - February Actual	Balance Remaining	% of Actual to Budget
<b>Additions</b>				
Investment income	\$ 300	\$ 249	\$ (51)	83.00%
Contributions	50,000	24,083	(25,917)	48.17%
Total additions	50,300	24,332	(25,968)	48.37%
<b>Deductions</b>				
Scholarships	50,300	46,534	3,766	92.51%
Total deductions	50,300	46,534	3,766	92.51%
Change in fiduciary net position	-	(22,202)	(22,202)	
Fiduciary net position, beginning	224,389	224,389	-	
Fiduciary net position, ending	\$ 224,389	\$ 202,187	\$ (22,202)	
Expected year-end net position as percentage of annual deduction budget	446.10%			

## **INVESTMENT REPORT**

St. Vrain Valley School District RE-1J  
Monthly Investment Report  
2/29/2016

Fund	Colotrust	Csafe	Wells Fargo	Annualized Percent	Current Month Interest	Total
General	\$ 38,620,410			0.48	14,631	\$ 38,620,410
Risk Management	\$ 837,914			0.48	317	\$ 837,914
Risk Management			\$ 3,154,583	NRA	25	\$ 3,154,583
Risk Management Total						\$ 3,992,497
Colorado Preschool	\$ 211,524			0.48	80	\$ 211,524
Nutrition Service	\$ 1,008,002			0.48	382	\$ 1,008,002
Student Activity Spec Revenue	\$ 3,606,612			0.48	1,366	\$ 3,606,612
Community School	\$ 2,487,161			0.48	942	\$ 2,487,161
Vance Brand Civic Auditorium	\$ 85,479			0.48	32	\$ 85,479
Community School Total						\$ 2,572,640
Fair Contributions	\$ 5,916,105			0.48	2,241	\$ 5,916,105
Bond			\$ 10,317,955	NRA	83	\$ 10,317,955
Building 2008	\$ 1,957,008			0.48	741	\$ 1,957,008
Building 2008		\$ 661,087		0.46	241	\$ 661,087
Building 2008 Series 2	\$ 3,054			0.48	1	\$ 3,054
Building Total						\$ 2,621,149
Capital Reserve	\$ 7,257,876			0.48	2,750	\$ 7,257,876
Health Insurance Trust	\$ 3,597,721			0.48	1,363	\$ 3,597,721
Minimum Liability	\$ 1,605,776			0.48	608	\$ 1,605,776
Self Insurance Total						\$ 5,203,497
Scholarship	\$ 136,326			0.48	52	\$ 136,326
Total	\$ 67,330,967	\$ 661,087	\$ 13,472,538			\$ 81,464,593



## MEMORANDUM

DATE: March 23, 2016  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Report of Staffing Plans, Open Positions, Hiring Decisions

PURPOSE

For the Board of Education to get an update on staffing plans, open positions, and hiring decisions.

BACKGROUND

Ella Padilla, Assistant Superintendent of Human Resources, will be reporting to the Board of Education on current staffing plans, open positions, and hiring decisions.

## MEMORANDUM

DATE: March 23, 2016

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract Award – Erie Elementary Playground Improvements  
Bid #2016-046

RECOMMENDATION

That the Board of Education approve the contract award for the Erie Elementary Playground Improvements Bid #2016-046 to Arrow-J Landscape & Design, Inc., for an amount not-to-exceed \$280,000, which includes the original bid with reductions, Alternates No. 1, No. 2, and No. 3 and 10% contingency, and further authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes up to the approved amounts in accordance with Board policy.

BACKGROUND

The project scope of work includes installation of a new preschool playground, tricycle track, and improvement of drainage at the existing Erie Elementary School playground. The bids were received on February 25, 2016, and were over the original budget due to price escalation. SVVSD has revised the design to reduce costs to get the project within the budget.

Funding for the project is available in mill levy funds and Capital Reserve.

Bids were received and opened on February 26, 2016 with the following bid results.



**BID TABULATION SHEET**  
**ITB 2016-046**  
**ERIE ELEMENTARY SCHOOL PLAYGROUND IMPROVEMENTS**  
**February 26, 2016 2:00 P.M.**

	Arrow-J landscape & Design, Inc.	Bassett and Associates Inc.	Designscapes Colorado
Notarized Noncollusion Affidavit	Y	Y	Y
Certificate of Insurance	Y	N	N
Immigrant Worker Regulations	Y	Y	Y
Bid Bond	Y	Y	Y
Addendum #1	Y	Y	Y
Signed Bid	Y	Y	Y

BASE BID			
TOTAL BID PRICE	\$ 298,675.00	\$ 310,000.00	\$ 320,000.00

ALTERNATES			
ALTERNATE NO. 1--CONCRETE DRAIN PAN			
TOTAL LF	\$ 162	\$ 160	156 X 2' W
PRICE PER LF	\$ 19.50	\$ 15.00	\$ 16.00
ALTERNATE NO. 2--ASPHALT SAWCUT AND REMOVAL			
TOTAL LF	\$ 162	\$ 160	156 X 4' W
PRICE PER LF	\$ 15.30	\$ 7.00	\$ 14.00
ALTERNATE NO. 3--ASPHALT PATCHBACK			
TOTAL LF	\$ 162	NO BID	196 X 1' W
PRICE PER LF	\$ 34.05	NO BID	\$ 14.00

## MEMORANDUM

DATE: March 23, 2016

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Adoption, Board Exhibit JFABB-E – Admission of Non-Immigrant Foreign Exchange Students

RECOMMENDATION

For the Board of Education to adopt the revisions of Board Exhibit JFABB-E – Admission of Non-Immigrant Foreign Exchange Students.

BACKGROUND

Administration would like to add one new organization, Northwest Student Exchange, to the list of organizations that may sponsor exchange students in the District. This organization will be on probation for the 2016-2017 school year, or the first year they sponsor a student in the District. After a successful review, this organization may move off of probation and on to the approved list.

## **Admission of Non-immigrant Foreign Exchange Students**

The current list of approved organizations for placing students in the St. Vrain Valley high schools is as follows:

1. American Cultural Exchange Service
2. AFS (American Field Service)
3. Adventures in Real Communication
4. American Institute for Foreign Study
5. American Intercultural Student Exchange
6. Amicus International Student Exchange
7. American International Youth Student Exchange Program (AIYSEP)
8. ASSE International Student Exchange (formerly American Scandinavian Student Exchange)
9. AYUSA International
10. Center for Cultural Interchange
11. Chino Exchange (Center for International Training)
12. Council for Educational Travel USA
13. Council on International Educational Exchanges
14. Cultural Homestay International
15. Education, Travel and Culture
16. Educational Merit Foundation
17. EF (Educational Foundation for Foreign Study)
18. Face the World
19. Global Insights
20. International Educational Forum
21. International Experience
22. International Student Exchange

23. NW Services Peace Program
24. Pacific Intercultural Exchange
25. Program of Academic Exchange (PAX)
26. Rotary International
27. Southern Cross Cultural Center (International Hospitality Center)
28. Swedish-American Field Service
29. The Learning and Achievement Foundation (LAAF)
30. World Heritage International Student Exchange Program
31. Youth for Understanding

Organizations approved on probationary status for the ~~2015~~2016-~~2016~~-2017 school year include:

1. American Councils for International Education
2. Aspect Foundation
3. Exchange Service International

4. International Cultural Exchange Services

~~4.5.~~ Northwest Student Exchange

~~5.6.~~ World Heritage Student Exchange

Issued: September 28, 1994

Revised: August 13, 1997

Revised: January 13, 1999

Revised: March 8, 2000

Revised: May 9, 2001

Revised: February 26, 2003

Revised: February 11, 2004

Revised: February 9, 2005

Revised: March 8, 2006

Revised: June 13, 2007

Revised: September 26, 2007

Revised: September 24, 2008

Revised: August 11, 2010

Revised: June 8, 2011

Revised: October 10, 2012

Revised: August 14, 2013

Revised: March 25, 2015

Revised: June 24, 2015

Revised: October 14, 2015

St. Vrain Valley School District RE-1J, Longmont, Colorado

## MEMORANDUM

DATE: March 23, 2016

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Lease Agreement with Carbon Valley Recreation District

RECOMMENDATION

That the Board of Education approve the Lease Agreement for Thunder Valley K-8 Varsity Baseball and Varsity Softball Fields between Carbon Valley Park and Recreation District and St. Vrain Valley School District RE-1J, and further authorize the President of the Board of Education to sign agreement documents.

BACKGROUND

The ball fields at Thunder Valley K-8 were built and maintained by SVVSD for the use by high school programs and are presently not being used by education programming. Facility Use contracts for the field generated \$1,055.00 in revenue per year. Annual labor and water costs to maintain these fields are in excess of \$6,000.00.

Carbon Valley seeks to maintain and program these fields to provide recreation opportunities, and hopes to do so until SVVSD sells the parcel or as provided for in the agreement. Carbon Valley will provide mowing, field prep, and general maintenance of the fields, and will reimburse SVVSD for water costs through the growing season.

This Agreement will expire on December 31, 2016.

**LEASE AGREEMENT FOR THUNDER VALLEY K-8  
VARSITY BASEBALL AND VARSITY SOFTBALL FIELDS  
BETWEEN CARBON VALLEY PARK AND RECREATION DISTRICT AND  
ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J**

**RECITALS**

**WHEREAS**, the parties to this Agreement are St. Vrain Valley School District RE-1J, acting by and through its Board of Education, hereinafter referred to as the “District”, and Carbon Valley Park and Recreation District, a special district, acting by and through its Board of Directors, hereinafter referred to as “Carbon Valley”.

**WHEREAS**, the District and Carbon Valley desire to create and foster a mutually beneficial relationship which will benefit the local community.

**WHEREAS**, the District no longer desires to maintain and program the varsity baseball and varsity softball fields located at Thunder Valley K-8, 600 5<sup>th</sup> Street, Frederick on Parcel No. 131131100030 as defined in Exhibit A, hereinafter referred to as “Premises”. The District desires to sell the Premises to a willing buyer.

**WHEREAS**, Carbon Valley seeks to maintain and program the Premises so as to provide recreation opportunities and seeks to do so until the District sells the parcel or as provided for in this Agreement.

**NOW, THEREFORE**, in consideration of the terms, conditions, and mutual covenants contained herein, the parties agree as follows:

**Section 1. TERM.** This Agreement shall be effective on \_\_\_\_\_ and shall be terminated on December 31, 2016 .

**Section 2. TERMINATION.**

- a. This Agreement may be terminated prior to December 31, 2016 by either party giving the other party at least 60 days written notice, including an explanation for the necessity of termination.
- b. Should the District sell the Premises, Carbon Valley will have 60 days from the date of written notification by the District to dissolve or end all use agreements that may be in place for use of the Premises. The District assumes no responsibility or liability for dissolution of said agreements. All maintenance responsibilities defined in this Agreement shall continue until the actual date of termination.

**Section 3. OBLIGATION OF CARBON VALLEY.** Carbon Valley agrees to operate and maintain the Premises as follows :

- a. Mow the Premises on a regular basis during the growing season, defined as March 15 through November 15, 2016.
- b. Provide maintenance to the grounds and on infrastructure components. Maintenance includes the application of District approved fertilizers and weed control, addition or replacement of infield mix, supplying plate anchors and bases, upkeep and painting of dugouts, upkeep of bleachers, and fence repair.
- c. Provide field preparation as needed. Provide for regular trash removal and port-a-lets for all use.
- d. Supervise all programs and participants using the Premises. This includes ensuring compliance with applicable District Policies, with particular attention paid to prohibited actions such as use or possession of alcohol, tobacco products, other illegal contraband, and unlawful possession of a dangerous or deadly weapon as defined by Policy KFA. Use of an open flame or fireworks is prohibited.
- e. Reimburse the District by January 31, 2017 for the cost of irrigation water and labor costs for maintenance of the irrigation system and field aeration of the Premises.
- f. Obtain advance approval from the District for use of any chemical, paint, infield mix, or other materials to be applied to the Premises.
- g. Obtain advance approval from the District for any modification to the grounds and existing structures, or for the addition of any structures including sheds, fences, and storage facilities.
- h. Use of the Premises is not permitted when school is in session during the regular 174 day school year at either Spark! Discovery or Thunder Valley K-8. Use of school parking lots and/or other facilities is not a part of this agreement.
- i. Hold the District harmless from any and all liability resulting from activities thereon.

**Section 4. OBLIGATION OF THE DISTRICT.** The District agrees to do the following on the Premises:

- a. Water, aerate, and provide irrigation system maintenance and repairs.
- b. Provide Carbon Valley with a detailed invoice for irrigation water and labor costs for irrigation system maintenance associated with Carbon Valley's use or programming of the Premises. The invoice shall reflect specific meter readings of water usage for the Premises, and will be delivered to Carbon Valley no later than December 31, 2016.
- c. Use of the scoreboards are not a part of this agreement.

**Section 5. SCHEDULING.** So as to avoid potential conflicts, such as having irrigation operate during program use, Carbon Valley shall provide the District with a program schedule indicating anticipated use.

**Section 6. ASSIGNMENT.** Carbon Valley shall not assign any provision of this agreement to other organizations, nor shall it sponsor other organizations or activities under its name with respect to this Agreement.

**Section 7. INTEGRATION.** This written agreement constitutes the entire understanding of the parties hereto. No promises, representations, terms, conditions or obligations whatsoever referring to the subject matter hereof, other than those expressly set forth herein, shall be of any binding legal force or effect whatsoever. No modifications, change or alteration of this written agreement shall be of any legal force or effect whatsoever unless in writing and signed by the parties hereto.

In WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on their behalf:

ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J

By \_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Secretary, Board of Education

\_\_\_\_\_  
Date

CARBON VALLEY PARK AND RECREATION DISTRICT

By \_\_\_\_\_  
President, Board of Directors

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

## MEMORANDUM

DATE: March 23, 2016

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Vendor Providing Purchased Services Over \$100,000

RECOMMENDATION

That the Board of Education approve the following vendor who is anticipated to provide purchased services over \$100,000 during Fiscal Year 2016.

BACKGROUND

<b>Vendor Name</b>	<b>Services Provided</b>	<b>Pricing Method</b>	<b>FY 16 Est. Purchases</b>
Boulder Valley Independent Physicians Association	Health Care Data Analytics and the Nurse Care Coach Program	Contract	\$135,000

At the August 12, 2015 Board Meeting, information was presented to the Board in an effort to streamline the District's policy requirement that the Board approve all vendors to whom the District pays over \$100,000 in a single fiscal year, per Board Policy DJ/DJA – Purchasing/Purchasing Authority. This was to specifically address vendors who provide services that are not competitively bid or competitive bids that are extended into a new fiscal year.

It is anticipated that the vendor listed above will exceed \$100,000, and they were not included in the original list on August 12, 2015. The District has entered into a contract with Boulder Valley Independent Physicians Association (BVIPA) to provide health care data analytics and the Nurse Care Coach (NCC) Program. BVIPA hires, trains and contracts nursing services up to 40 hours per week. The one to two nurses will work with employees who are struggling to manage chronic disease as well as help employees understand their doctor's recommendations, answer questions about those recommendations, and facilitate a process for following through on them. The NCC role has been expanded to serve not only patients with chronic disease, but any employee striving to reach optimal health. In addition to the NCC Program, BVIPA will conduct data analytics of our health care claims data.

## MEMORANDUM

DATE: March 23, 2016

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Principal for Rocky Mountain Elementary School

### RECOMMENDATION

That the Board of Education approve the recommendation to hire Ms. Jill Fuller as Principal of Rocky Mountain Elementary School, effective July 1, 2016.

### BACKGROUND

Ms. Fuller graduated from the New Mexico State University with a Bachelor of Science in Communication Disorders. She continued her education at Northern Arizona University where she completed her Master of Science in Speech Language Pathology. She later received her second Master's in Early Childhood Special Education from the University of Northern Colorado. Ms. Fuller completed Administrative Leadership and Policy Studies from the University of Colorado, Denver.

Ms. Fuller previously worked as Principal of Meadow Community School in Mapleton School District for four years, where she was instrumental in redefining special education processes and procedures for schools with center-based programs. She also led the development of an instructional action plan for the school that raised student achievement and created a 21st Century Community Learning Center program that provides extended learning opportunities for students. Prior to that, she was the Principal of the Mapleton Early Learning Center for four years. Ms. Fuller was also the District Child Find Coordinator and Case Manager in Mapleton Public Schools.

### SALARY

Annual salary will be according to schedule.

## MEMORANDUM

DATE: March 23, 2016  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Middle School Science Adoption

RECOMMENDATION

That the Board of Education approves the adoption and purchase of *Science Techbook*, Discovery Education, 2016, for middle school science;

And, that the Board of Education approves a purchase contract to Discovery Education for these materials not to exceed \$315,000 based on the estimated student enrollment for 2016-17;

And, that the Board of Education approves a purchase contract to Lab-Aids, not to exceed \$395,000 for the refurbishment of science lab kits.

BACKGROUND

During the fall of 2014, an instructional materials adoption committee made up of thirteen middle school teachers, three community members, two members of District Technology Services, and two principals from across the District representing grades six, seven and eight was formed to evaluate middle school science programs, pilot the selected program, and recommend a program for adoption by the St. Vrain Valley Board of Education. The committee reviewed the Colorado Academic Standards, current District curriculum, the Learning Technology Plan and current effective teaching practices in science. Utilizing these resources, they developed an evaluation form for middle school science programs.

Materials were solicited from six publishers for initial review and consideration, providing diversity in approaches and philosophy. Publisher presentations were conducted for the final three candidate programs, and a final selection was made for the pilot. Sixteen teachers volunteered to pilot for the 2015-2016 school year representing all middle schools.

## Public Review

A public review of the pilot program was held at the Learning Services Center March 18, 24, and 26, 2015. The event was advertised in the Longmont Daily Times-Call, District Leadership Update, and on the District web page. Two “Sneak Peek” overviews were held for all District middle school teachers on February 4 and March 1, 2016.

## Pilot Summary

Analysis of pilot results for *Science TechBook*, Discovery Education, 2016:

## Parent and Student Surveys

Pilot teachers conducted parent and student surveys as a part of the pilot.

Student surveys were collected representing students in sixth through eighth grades. Overall, the feedback from the student surveys was significantly in support of *Science TechBook*, and its impact on student learning. In summary, students commented most positively on the interactive glossary and essential questions posed at the beginning of each unit as well as their ability to annotate text within the program using the highlighting and notetaking features. The audio and video features were also mentioned frequently as a helpful support. Students commented on the many resources that were available to support and extend their learning, and the ease of access to the materials both in and out of the school setting due to the fact that they are fully digital.

Parents noted the ease with which their children could access the materials, and that their children were engaged with both the text and hands on activities. They also commented on the effectiveness of the parent letter in support of assisting with homework. They found the materials appropriately challenging, and appreciated the resources available to both support and extend learning.

## Summary of Strengths

Pilot teachers noted these key elements of *Science TechBook*

- Material is highly engaging for students with countless opportunities for differentiation of instruction and supporting and extending student learning
- Science concepts aligned with the Colorado Academic Standards
- Cross curricular connections and examples of real world science connections are available in each unit along with STEM extensions and projects
- Ease of navigation and accessibility on multiple types of devices
- The Discovery materials provide for easy integration of hands-on lab experiences

### Summary of Weaknesses

- The amount of resources for each unit at first can often be overwhelming

### Plan to Overcome Weaknesses

There will also be ongoing professional development opportunities to assist teachers with both teaching on this digital platform and with the vastness of the program.

### Budget

Materials	Quantity	Cost	Total
Digital Resources			
<i>Science Techbook</i> 6-8 for (Pilot Students)	1,375	\$42 per /student	\$57,750
<i>Science Techbook</i> 6-8 for Students	4,925	\$51 per /student	\$251,175
<i>Subtotal</i>			\$308,925
Laboratory Materials	Quantity	Cost	Total
Grade 6-7-8 Lab-Aids Laboratory Materials			\$315,000
Lab-Aids online access 6-8 for Students			\$67,725
<i>Subtotal</i>			\$382,725
<i>Total for Digital &amp; Laboratory Materials Grades 6-8</i>			\$ 691,650
Professional Development			Total
Summer/Fall, 2016			\$29,640
Grand Total for Middle School Science Adoption			\$721,290

## Adoption Training

An initial two days of professional development have been planned for all middle school science teachers. Teachers will have the choice of attending in either June or August. All teachers who do not attend this training will have the opportunity to attend a make-up session in September. Ongoing professional development will be designed by the Secondary Science Leadership Team consisting of pilot teachers as well as prior leadership team members. Elective online training and support opportunities will exist during the 2016-2017 school year as well as subsequent school years.

## Gratitude

A heartfelt thanks to the pilot teachers, committee members, administrators, and community members who spent many hours bringing this recommendation to the District.

## Middle Schools Science Materials Adoption Committee (2014-2015)

### Community Members

Jo Charlton  
John McMillen  
Kurt Vagle

### Teachers

Jessica Campbell, Altona Middle School  
Kevin Davis, Coal Ridge Middle School  
Heidi Reeg, Erie Middle School  
Patrick Bacalis, Lyons Middle School  
Kevin Schafer, Lyons Middle School  
Courtney Adams, Longs Peak Middle School  
Janet Benter, Mead Middle School  
Sara Hopp, Sunset Middle School  
Dianne Simonds, Sunset Middle School  
David Thesenga, Timberline PK8  
Manuel, Kyle, Thunder Valley K-8  
Anna Mills, Trail Ridge Middle School  
Lindsey Bennett, Westview Middle School

### Administrators

Sara Olson, Sunset Middle School  
Jeremy Lacrosse, Westview Middle School

### District Technology Services

Jennifer McCartney

### Assessment, Curriculum, and Instruction

Stephanie Schroeder

## Middle School Science Materials Pilot Committee (2015-2016)

### Teachers

Jessica Campbell, Altona Middle School  
Kevin Davis, Coal Ridge Middle School  
Patrick Bacalis, Lyons Middle School  
Kyle Ham, Longs Peak Middle School  
Andy Freeman, Longs Peak Middle School  
Marilyn Frade, Mead Middle School  
Keith Kennison, Mead Middle School  
Andrea Koeniger, Mead Middle School  
Sara Hopp, Sunset Middle School  
Becky Clark, Timberline PK8  
David Thesenga, Timberline PK8  
Laura Hoffman, Thunder Valley K-8  
Vanessa Connery, Thunder Valley K-8  
Anna Mills, Trail Ridge Middle School  
Tyler Swanson, Trail Ridge Middle School  
Kendal Andrews, Trail Ridge Middle School  
Tamara McKay, Trail Ridge Middle School

### District Technology Services

Jennifer McCartney

## MEMORANDUM

DATE: March 23, 2016

TO: Board of Education

FROM: Don Haddad, Superintendent of Schools

SUBJECT: Approval of Resolution Adopting Amended 403(b) Plan

RECOMMENDATION

That the Board of Education adopt the amended 403(b) retirement plan pursuant to regulations published by the Internal Revenue Service effective March 23, 2016.

BACKGROUND

This amendment to the 403(b) plan would allow plan participants access to their retirement funds under all six IRS-allowed hardship events, rather than only two as was previously defined in the existing 403(b) plan agreement.

When the 403(b) plan was established in January of 2009, no hardship withdrawals were allowed. Effective October 1, 2009, the 403(b) plan was amended to allow two of the six IRS-sanctioned hardship withdrawal provisions. Effective July 1, 2013, the 403(b) plan was frozen per the insurance committee recommendations, grandfathering in all existing participants at that time. Since then, the District has determined that it would be in the best interest of existing plan participants to administer hardship withdrawals in accordance with all six of the Internal Revenue Service regulations.

Two existing allowed hardship withdrawal provisions:

- Imminent foreclosure or eviction of a principal residence
- Payment for certain unreimbursed medical expenses

Remaining four proposed hardship withdrawal provisions:

- Burial or Funeral Expenses
- Expenses to repair major damage to home
- Purchase of primary residence
- Post-secondary educational expenses

Attached is the proposed Board resolution, the proposed amended plan adoption agreement, and the existing plan adoption agreement currently in effect.

## **RESOLUTION ADOPTING 403(b) PLAN**

**WHEREAS**, the St. Vrain Valley School District RE-1J (District) through its Board of Education provides to its employees the option of participating in a tax deferred annuity plan commonly known as a 403(b) plan;

**WHEREAS**, a new 403(b) plan of the District needs to be adopted to reflect the amendment permitting additional hardship withdrawals beginning March 23, 2016;

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF EDUCATION THAT:**

1. The attached 403(b) Plan Document is adopted effective March 23, 2016 and shall replace in its entirety the District's previous 403(b) plan; and
2. The District's administration is hereby directed to take all appropriate actions and execute all necessary documents to implement and administer the new 403(b) plan.

**ADOPTED AND APPROVED** on March 23, 2016.

ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J

By \_\_\_\_\_  
Robert J. Smith, President, Board of Education

[DISTRICT SEAL]

ATTEST:

\_\_\_\_\_  
Debbie Lammers, Board Secretary



## 403(b) Plan Adoption Agreement Document

Employer hereby establishes a 403(b) plan by adopting the 403(b) Plan Document for Public Education Purposes (the "Plan") as modified by this Adoption Agreement and agrees that the following provisions shall be incorporated as part of the Plan document.

### EMPLOYER INFORMATION

**Name of Employer:** St. Vrain Valley School District RE-1J

**Federal Tax ID:** 84-6014380

**Employer's Address:** 395 S Pratt Parkway, Longmont, CO 80501

**Telephone Number:** 303-682-7203 **Fax:** 303-682-7343

**Contact Person:** Tony Whiteley, Budget Director

**Telephone/Extension:** 303-682-7216 **E-mail:** whiteley\_anthony@svvdsd.org

**Type of Organization:**

☒ K-12 Public School    ☐ Community College    ☐ Public College/University

**Note:** If Employer is not a public education organization, this document may not be used.

### PLAN INFORMATION

**Name of Plan:** St. Vrain Valley School District

**Effective Date:** This Adoption Agreement:

- ☐ establishes a Plan effective as of \_\_\_\_\_ (the "Effective Date") and is the first 403(b) plan document established by the Employer.
- ☒ amends and restates a previously established 403(b) Plan document of the Employer. The effective date of this amended Plan is March 23, 2016 (the "Effective Date").

**Eligibility:** Except as otherwise selected below, all employees are immediately eligible to make contributions under the Plan. Eligibility for Employer Contributions is based on applicable employment agreements or collective bargaining agreements to which an employee is subject. The plan shall not include:

- ☐ Employees who are eligible to participate in one or more plans described under Section 403(b)(12)(A) of the Code during the calendar year sponsored by the Employer.
- ☐ Employees who are students and regularly attending classes at the Employer institution during the calendar year (limited to Employers that are educational institutions).
- ☐ Employees who normally work fewer than \_\_\_\_ hours per week (must be 20 or less; equivalent to 1,000 hours or less in a year except as otherwise provided under applicable 403(b) regulations generally effective January 1, 2009) during the calendar year.

**Note:** The inclusion of all common law employees will prevent an inadvertent violation of the eligibility requirements of Section 403(b)(A)(ii).

## Contributions into the Plan:

### **Employee Contributions** (in addition to salary reduction contributions):

- ☒ Roth 403(b) Contributions to the Plan are permitted beginning on January 1, 2009.
- ☐ Roth 403(b) Contributions are NOT permitted under the Plan

*(Default: If no election is made, Roth 403(b) Contributions are not permitted)*

### **Employer Contributions** (if any):

- ☒ No Employer Contributions will be made.
- ☐ Employer Contributions will be made in accordance with applicable employment agreements and collective bargaining agreements, or as may be determined from year to year by the Employer.

*(Default: If no election is made, Employer Contributions are permitted)*

**15 Years of Service Catch Up Contributions:** The Plan will ☐ or will not ☒ permit employees with 15 years of service with the Employer that satisfy the conditions for the Special Section 403(b) Catch-up Limitation for Employees With 15 Years of Service (Section 3.2 of the Plan) to increase their Elective Deferrals limitation.

*(Default: If no election is made, Catch Up Contributions are permitted)*

**Investment Options:** Any Annuity Contracts and/or Custodial Accounts provided by Vendors authorized on Appendix 1, which may be revised from time to time, are authorized to accept contributions under the Plan.

**Exchanges Within the Plan:** The Plan will ☐ or will not ☒ permit Participants to make Exchanges. If permitted, Exchanges may occur between:

- ☐ Those organizations listed on Appendix 1 only (*default if no election made*)
- ☐ Those organizations listed on Appendix 1 and any other organization offering annuity contracts and or custodial accounts that satisfy the requirements of Section 403(b) of the Code who execute an information sharing agreement with Employer or its appointee for purposes of satisfying applicable compliance requirements.

*(Default: if no election made, Exchanges between organizations listed on Appendix 1 are permitted)*

**Transfers Into the Plan :** The Plan will ☐ or will not ☒ accept Transfers from another employer's 403(b) plan.

*(Default: If no election is made, Transfers will be accepted)*

**Transfers From the Plan :** The Plan will ☒ or will not ☐ permit Transfers from the Plan to another employer's 403(b) plan, if requested by a former Participant.

*(Default: If no election is made, Transfers will be sent to another 403(b) plan.*

**Financial Hardship Distributions:** Hardship Distributions are ☒ or are not ☐ available under the Plan.

*(Default: If no election made, Hardship Distributions are permitted)*

**Loans:** Loans are ☐ or are not ☒ available under the Plan subject to availability and any additional conditions that may apply under a Participant's 403(b) Individual Agreement(s).

*(Default: If no election made, loans are permitted)*

**Direct Roth Rollovers:** If Roth 403(b) Contributions are permitted to the Plan (above), direct rollovers from other Roth 403(b) or Roth 401(k) plans are ☐ , are not ☒ accepted into the Plan or

☐ Not Applicable because Roth Contributions are not permitted to the Plan.

*(Default: If no election made, direct rollovers of Roth contributions will be permitted),*

**Plan Administration:** The Plan shall be administered:

☐ By Employer

☒ Jointly by Employer and Vendors. Unless otherwise agreed to by the affected parties, Employer and the provider/issuer of each Funding Vehicle shall jointly act as Administrator of the Plan. Employer shall be responsible for matters relating to eligibility (including providing notice of the Plan to Employees), enrollment opportunities, authorizing disbursements in accordance with Section 5, and proper tax reporting on Contributions, Plan document maintenance and payroll related issues. The Funding Vehicles are responsible for matters relating to investing Contributions as directed by Participants, beneficiary designations, distributions authorized by the Employer, Exchanges, Transfers, Rollovers, loans, withdrawals and post-employment compliance, such as tax reporting, notice requirements and withholding on distributions.

☐ By a designated Administrator. The Employer has named \_\_\_\_\_  
to act in this capacity.

Other provisions of the Plan (Attach additional pages as necessary):

Per Board Policy DLB-R: As of July 1, 2013, per IRS Treas. Reg. 1.403(b)-10(a), the District froze its existing 403(b) and 457 plans. The District maintains its 403(b) and 457 plans, however, participation is limited to existing employees actively participating in and contributing to either or both of these plans as of June 30, 2013. After June 30, 2013:

- a. Any approved SVVSD 403(b) or 457 providers servicing these plans may continue to accept pre or post-tax contributions to retirement accounts from existing, actively contributing participants through an SVVSD payroll deduction.
- b. No new participants may enroll in these plans.
- c. No new providers will be approved to service these plans.
- d. No new contracts will be permitted.
- e. No contract exchanges will be permitted.
- f. Salary reduction agreements for existing plan participants will be limited to "changes" and "stops." No "new" agreements will be permitted for these plans.
- g. Hardship withdrawals will be permitted in accordance with IRS guidelines and subject to the restrictions in the plan documents, but will trigger the cessation of contributions.
- h. Once a participant ceases contributing to an SVVSD 403(b) or 457 plan for any reason, he or she may not resume contributions to that plan.
- i. All Providers must offer programs which qualify under the appropriate provisions of the Internal Revenue Code of 1986, as amended.
- j. A new employee entering the District with a prior retirement investment contract will not have the option of continuing contributions to that contract through payroll deductions.
- k. Each Provider will keep current with the District a list of the state-qualified and NASD-licensed representatives for all dealings with the District.
- l. The Provider must agree to furnish its own hold harmless agreement for the District's approval or, in the absence of a formal hold harmless agreement provided by the Provider, the Provider agrees to hold the Board, the District and the District's employees harmless from any action growing out of tax sheltered investment payroll deductions and commenced by any employee against the Board and/or District provided the information supplied the Provider by the District is accurate and complete.

## EMPLOYER ACKNOWLEDGEMENTS AND SIGNATURES

Employer acknowledges that it is an eligible public education organization under Section 170(b)(1)(A)(ii) of the Code and is authorized to offer a program qualified under Section 403(b) of the Internal Revenue Code

EMPLOYER: St. Vrain Valley School District RE-1J

By: \_\_\_\_\_

Print Name of Signer: Greg Fieth

Title: Chief Financial Officer

Dated: \_\_\_\_\_

## APPENDIX 1

Vendors authorized to receive ongoing contributions, and, if applicable, Exchange and Transfers under the Plan:

Name of Organization	Contact Person	Telephone Number
VALIC	Various	
AXA Equitable	Various	
Security Benefit	Various	
Thrivent Financial	Various	
Waddell & Reed	Various	

## APPENDIX II

Vendors authorized only to receive Exchanges or Transfers under the Plan::

Name of Organization	Contact Person	Telephone Number

### Important Notes:

1. As provided under the Plan, any authorized Vendor named in Appendix 1 and/or II agrees to share information necessary for compliance purposes with Employer, an Administrator and/or with any other 403(b) provider as may be required or desirable to facilitate compliance with the Plan and all applicable laws and regulations.
2. Each Vendor named above is required to maintain records of the Funding Vehicles offered under the Plan to comply with the information sharing requirements of the Plan and applicable information sharing agreements.

This Appendix is dated: 3/23/2016

## 403(b) PLAN ADOPTION AGREEMENT

Employer hereby establishes a 403(b) plan by adopting the 403(b) Plan Document for Public Education Organizations plan document (the "Plan") as modified by this Adoption Agreement and agrees that the following provisions shall be incorporated as part of the Plan document.

### EMPLOYER INFORMATION

Name of Employer: St. Vrain Valley School District RE -1J

Federal Tax ID: 84-6014380

Employer's Address: 395 S Pratt Parkway  
Longmont, CO 80501

Telephone Number: 303-682-7203 Fax: 303-682-7343

Contact Person: Michelle Weeks, Assistant District Accountant

Telephone/Extension: 303-682-7216 E-mail weeks\_michelle@stvrain.k12.co.us

#### Type of Organization:

☒ K-12 Public School    ☐ Community College    ☐ Public College/University

Note: If Employer is not a public education organization, this document may not be used.

### PLAN INFORMATION

Name of Plan: St. Vrain Valley School District 403(b) Plan

Effective Date: This Adoption Agreement:

- ☐ establishes a Plan effective as of \_\_\_\_\_ (the "Effective Date") and is the first 403(b) plan document established by the Employer.
- ☒ amends and restates a previously established 403(b) Plan document of the Employer. The effective date of this amended Plan is October 1, 2009 (the "Effective Date").

**Eligibility:** Except as otherwise selected below, all employees are immediately eligible to make contributions under the Plan. Eligibility for Employer Contributions is based on applicable employment agreements or collective bargaining agreements to which an employee is subject. The plan shall not include:

- ☐ Employees who are eligible to participate in one or more plans described under Section 403(b)(12)(A) of the Code during the calendar year sponsored by the Employer.
- ☐ Employees who are students and regularly attending classes at the Employer institution during the calendar year (limited to Employers that are educational institutions).
- ☐ Employees who normally work fewer than \_\_\_\_ hours per week (must be 20 or less; equivalent to 1,000 hours or less in a year except as otherwise provided under applicable 403(b) regulations generally effective January 1, 2009) during the calendar year.
- ☐ Employees who are student teachers (i.e. persons providing service as a teacher's aid on a temporary basis while attending a school, college or university).

**Note:** The inclusion of all common law employees will prevent an inadvertent violation of the eligibility requirements of Section 403(b)(A)(ii).

**Contributions into the Plan:**

**Employee Contributions** (in addition to salary reduction contributions):

- ☒ Roth 403(b) Contributions to the Plan are permitted beginning on January 1, 2009.
- ☐ Roth 403(b) Contributions are NOT permitted under the Plan

*(Default: If no election is made, Roth 403(b) Contributions are not permitted)*

**Employer Contributions** ( if any):

- ☒ No Employer Contributions will be made.
- ☐ Employer Contributions will be made in accordance with applicable employment agreements and collective bargaining agreements, or as may be determined from year to year by the Employer.

*(Default: If no election is made, Employer Contributions are permitted)*

**15 Years of Service Catch Up Contributions:** The Plan will ☐ or will not ☒ permit employees with 15 years of service with the Employer that satisfy the conditions for the Special Section 403(b) Catch-up Limitation for Employees With 15 Years of Service (Section 3.2 of the Plan) to increase their Elective Deferrals limitation.

*(Default: If no election is made, Catch Up Contributions are permitted)*

**Investment Options:** Any Annuity Contracts and/or Custodial Accounts provided by Vendors authorized on Appendix 1, which may be revised from time to time, are authorized to accept contributions under the Plan.

**Exchanges Within the Plan:** The Plan will ☒ or will not ☐ permit Participants to make Exchanges. If permitted, Exchanges may occur between:

- ☒ Those organizations listed on Appendix 1 only *(default if no election made)*
- ☐ Those organizations listed on Appendix 1 and any other organization offering annuity contracts and or custodial accounts that satisfy the requirements of Section 403(b) of the Code who execute an information sharing agreement with Employer or its appointee for purposes of satisfying applicable compliance requirements.

*(Default: if no election made, Exchanges between organizations listed on Appendix 1 are: permitted)*

**Transfers Into the Plan :** The Plan will ☐ or will not ☒ accept Transfers from another employer's 403(b) plan.

*(Default: If no election is made, Transfers will be accepted)*

**Transfers From the Plan :** The Plan will ☒ or will not ☐ permit Transfers from the Plan to another employer's 403(b) plan, if requested by a former Participant.

*(Default: If no election is made, Transfers will be sent to another 403(b) plan.)*

**Financial Hardship Distributions:** Hardship Distributions are ☒ or are not ☐ available under the Plan, subject to a 10% IRS Penalty. Financial Hardship Distributions will be permitted for the following circumstances: payment of unreimbursed medical expenses of the participant or his/her spouse and dependents and payment to avoid eviction or foreclosure on primary residence. Documents establishing an immediate and heavy financial need will be submitted with application for the distribution.

*(Default: If no election made, Hardship Distributions are permitted)*

**Loans:** Loans are ☐ or are not ☒ available under the Plan subject to availability and any additional conditions that may apply under a Participant's 403(b) Individual Agreement(s).

*(Default: If no election made, loans are permitted)* **Note:** The Plan prohibits loans to any Participant who has an existing outstanding defaulted loan under any retirement or deferred compensation plan sponsored by the Employer.

**Direct Roth Rollovers:** If Roth 403(b) Contributions are permitted to the Plan (above), direct rollovers from other Roth 403(b) or Roth 401(k) plans are ☐ , are not ☒ accepted into the Plan or

☐ Not Applicable because Roth Contributions are not permitted to the Plan.

*(Default: If no election made, direct rollovers of Roth contributions will be permitted),*

**Plan Administration:** The Plan shall be administered:

☐ By Employer

☒ Jointly by Employer and Vendors. Unless otherwise agreed to by the affected parties, Employer and the provider/issuer of each Funding Vehicle shall jointly act as Administrator of the Plan. Employer shall be responsible for matters relating to eligibility (including providing notice of the Plan to Employees), enrollment opportunities, authorizing disbursements in accordance with Section 5, and proper tax reporting on Contributions, Plan document maintenance and payroll related issues. The Funding Vehicles are responsible for matters relating to investing Contributions as directed by Participants, beneficiary designations, distributions authorized by the Employer, Exchanges, Transfers, Rollovers, loans, withdrawals and post-employment compliance, such as tax reporting, notice requirements and withholding on distributions.

☐ By a designated Administrator. The Employer has named \_\_\_\_\_

\_\_\_\_\_ to act in this capacity.

**The following section may be used to insert provisions for which there were no acceptable alternatives provided. It may be used to modify any portion of the Plan or Adoption Agreement.**

**NOTE:** Any modifications should be carefully reviewed by Employer's legal counsel to ensure that changes do not adversely affect the Plan's qualification under Section 403(b) of the Code.

Other provisions of the Plan (Attach additional pages as necessary):

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#### EMPLOYER ACKNOWLEDGEMENTS AND SIGNATURES

Employer acknowledges that it is an eligible public education organization under Section 170(b)(1)(A)(ii) of the Code and is authorized to offer a program qualified under Section 403(b) of the Internal Revenue Code

EMPLOYER

By:

Print Name of Signer: Therese M. Schueler

Title: Chief Financial Officer

Dated: September 23, 2009

## APPENDIX 1

Vendors authorized to receive ongoing contributions, and, if applicable, Exchange and Transfers under the Plan:

Name of Organization	Contact Person	Telephone Number
<u>AIG VALIC</u>	<u>Jeff Bauer</u>	<u>1-970-266-4200</u>
<u>AXA Equitable</u>	<u>Ryan Cook</u>	<u>1-303-345-8102</u>
<u>Security Benefit</u>	<u>John Forsgren</u>	<u>1-720-938-4360</u>
<u>Thrivent Financial for Lutherans</u>	<u>Bruce Tveten</u>	<u>1-303-532-1215</u>
<u>Waddell &amp; Reed, Inc</u>	<u>Dan Valenzuela</u>	<u>1-303-444-8800</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

## APPENDIX II

Vendors authorized only to receive Exchanges or Transfers under the Plan::

Name of Organization	Contact Person	Telephone Number
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

### Important Notes:

1. As provided under the Plan, any authorized Vendor named in Appendix 1 and/or II agrees to share information necessary for compliance purposes with Employer, an Administrator and/or with any other 403(b) provider as may be required or desirable to facilitate compliance with the Plan and all applicable laws and regulations.
2. Each Vendor named above is required to maintain records of the Funding Vehicles offered under the Plan to comply with the information sharing requirements of the Plan and applicable information sharing agreements.

This Appendix is dated: October 1, 2009