

## NOTICE OF REGULAR MEETING AND AGENDA



**March 14, 2018**

**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, Asst Secretary  
Dr. Richard Martyr, Member  
Paula Peairs, Treasurer  
Karen Ragland, Member  
Joie Siegrist, Vice President  
Amory Siscoe, Secretary  
Robert J. Smith, President*

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

7:00 pm Regular Business Meeting

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

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

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

1. Sullenberger Pilot Program

#### **5. BOARD RECOGNITIONS/SUPERINTENDENT UPDATE:**

#### **6. REPORTS:**

1. Olde Columbine High School Student Advisory Council Report
2. Winter Athletics/Activities Report

#### **7. CONSENT ITEMS:**

1. Approval: Staff Terminations/Leaves
2. Approval: Staff Appointments
3. Approval: Approval of Minutes for the February 14, 2018 Regular Meeting, the February 21, 2018 Study Session, and the February 28, 2018 Regular Meeting
4. Approval: Approval of Recommendation to Hire Principal of Lyons Middle/Senior
5. Approval: First Reading, Adoption, Board Exhibit JFABB-E – Admission of Non-Immigrant Foreign Exchange Students
6. Approval: Approval of Lease Agreement with the Carbon Valley Park & Recreation District
7. Approval: Approval of Raw Water Fee Payment to City of Longmont

#### **8. ACTION ITEMS:**

1. Recommendation: Approval to Name New Elementary 27 and Choose School Colors and Mascot
2. Recommendation: Approval to Name New Erie PK-8 and Choose School Colors and Mascot
3. Recommendation: Adoption of Elementary Math
4. Recommendation: Approval of Selection & Contract Award-Educational Furniture Supplier-Bond Project for Erie PK-8

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Amory Siscoe, Secretary  
Robert J. Smith, President*

5. Recommendation: Approval of Selection & Contract Award-  
Educational Furniture Supplier-Bond Projects for  
New Elementary 27, Erie, Mead and Silver Creek  
High Schools
6. Recommendation: Approval of Change Order 1 to Construction  
Manager/General Contractor (CMGC) Contract  
for Skyline High School Renovation Project

### **9. DISCUSSION ITEMS:**

### **10. ADJOURNMENT:**

**Board of Education Meetings: Held at 395 South Pratt Parkway, Board  
Room, unless otherwise noted:**

Wednesday, March 21	6:00 – 8:00 pm Study Session- <b>Timberline PK-8</b>
Wednesday, April 11	6:30 pm February Financials 7:00 pm Regular Meeting

## MEMORANDUM

DATE: March 14, 2018  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: High School Advisory Council Report for Olde Columbine High School

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 4-5 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 eleven years ago so that students could give input to the superintendents about what students were feeling about the District.

## MEMORANDUM

DATE: March 14, 2018  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Winter Athletics/Fine Arts Report

### PURPOSE

To provide the Board of Education with a summary of the accomplishments of the 2017-2018 Winter Athletics/Fine Arts.

### BACKGROUND

Rob Berry, Director of Athletics, Fine Arts, PE and Health, will be present to provide a verbal report and answer questions.

**March 14, 2018**  
**Terminations/Leaves of Absence**

7.1

EFFECTIVE	NAME	POSITION/LOCATION	FMLA	NON-FMLA MEDICAL	PERSONAL	EXTENDED	RESIGNED	RETIRED	COMMENTS
	<b>ADMINISTRATIVE/PROFESSIONAL/TECHNICAL</b>								
6/30/2018	Padilla, Ella	Asst Superintendent / Human Resources						X	20 years
6/18/2018	Wahler, John	Principal / Sanborn ES						X	*14 years
	<b>LICENSED</b>								
1/9/2018	Anderson, Wendy	Teacher, Kindergarten / Indian Peaks ES	X						
2/20/2018	Audley, Audrey	Teacher, Grade 1 / Erie ES	X						
4/2/2018	Berger, Janet	Teacher, Science / Coal Ridge MS			X				
5/25/2018	Brown, Susanne	Teacher, Kindergarten / Prairie Ridge ES						X	17 years
2/8/2018	Corson, Taran	Teacher, Grade 5 / Hygiene ES		X					
2/20/2018	Fahlstedt, Nadine	Teacher, Grade 5 / Legacy ES	X						
2/20/2018	Fitzgerald, Laura	Teacher, Grade 3 / Red Hawk ES		X					
3/1/2018	Helmus, Jason	Teacher, Science / Westview MS	X						
2/26/2018	Hogan, Julia	Social Worker / Main St. School	X						
5/25/2018	Hopperstad, Yvette	Teacher, Computer Tech / Erie MS						X	13 years
2/12/2018	Hunter, Bethany	Teacher, Grade 3 / Mead ES	X						
5/25/2018	King, Stephen	Teacher, Grade 4 / Centennial ES					X		
2/20/2018	Mason, Cecelia	Teacher, Cosmetology / Career Technical Education	X						
2/5/2018	Maybee, Lynn	Teacher, Math & Literacy / Northridge ES	X						
2/13/2018	Morgan, Stefany	Teacher, Kindergarten / Eagle Crest ES		X		X			
5/25/2018	Nelson, Sarah	Teacher, Grade 4 / Centennial ES					X		
5/25/2018	Phillips, Jane	Counselor / Longmont HS						X	*22 years
2/26/2018	Porter, Anthony	Teacher, PE / Longs Peak MS					X		
2/26/2018	Robison, Elizabeth	Teacher, Kindergarten / Thunder Valley K-8	X						
5/25/2018	Ruble, Abigail	Counselor / Longmont HS					X		
2/6/2018	Schmitt, Katarina	Teacher, Instrumental Music / Mead HS	X						
5/25/2018	Stutzman, Ryan	Teacher, Instrumental Music / Frederick HS					X		
5/25/2018	Tandler, Anie	Teacher, Special Ed / Longs Peak MS					X		
2/12/2018	Warren, Amanda	Teacher, Grade 1 / Blue Mountain ES	X						
2/12/2018	Warren, Gregory	Teacher, Elementary Music / Mead ES	X						
2/23/2018	Weaver, Kelly	Autism Specialist / Student Services	X						
2/12/2018	Wingfield, Debra	Teacher, Grade 1 / Legacy ES			X				
5/25/2018	Zander, Charles	Teacher, Math / Longmont HS						X	29 years
	<b>CLASSIFIED</b>								
2/20/2018	Befus, Janet	Bus Assistant / Transportation					X		
3/16/2018	Bergland, Agripina	Paraeducator, Instructional / Columbine ES	X						

\*Will work a 110 Day Contract for 2018-2019

## 7.1

\*Will work a 110 Day Contract for 2018-2019

## Staff Appointments

## 7.2

[illegible]

## MEMORANDUM

DATE: March 14, 2018  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Approval of Board of Education Meeting Minutes

RECOMMENDATION

That the Board of Education approve the minutes from the February Board Meetings.

BACKGROUND

The Board will be asked to approve the minutes from the February 14, 2018 Regular Meeting, the February 21, 2018 Study Session, and the February 28, 2018 Regular Meeting.



## MEMORANDUM

DATE: March 14, 2018  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Approval of Recommendation to Hire Principal for Lyons Middle/Senior

RECOMMENDATION

That the Board of Education approve the recommendation to hire Ms. Andrea Smith as the Principal for Lyons Middle/Senior, effective July 1, 2018.

BACKGROUND

Ms. Smith graduated from Iowa State University with a Bachelor of Arts in Earth and Physical Science Education. She continued her education at the University of Missouri, where she completed her Master of Arts in Education Administration. Ms. Smith is also currently working on her Doctorate of Education at the University of Northern Colorado with an expected conferred date of August, 2018.

Ms. Smith has worked as the Assistant Principal of Niwot High School for the past three years, where she implemented differentiated professional development to support school initiatives, 1:1 technology development and address achievement gaps. Prior to that, she served as Assistant Principal for one year at Peak to Peak Charter School in Boulder Valley School District and has also taught both middle and high school science. Ms. Smith has achieved both her Master Teacher's Certificate and National Board Teaching Certificate.

SALARY

Annual salary will be according to schedule.

## MEMORANDUM

DATE: March 14, 2018

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 organization, Aspect Foundation, to the list of organizations that may sponsor exchange students in the District. This organization will be on probation for the 2018-2019 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 onto the approved list.

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## **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 Councils for International Education
5. American Institute for Foreign Study
6. American Intercultural Student Exchange
7. Amicus International Student Exchange
8. American International Youth Student Exchange Program (AIYSEP)
9. ASSE International Student Exchange (formerly American Scandinavian Student Exchange)
10. AYUSA International
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 High School Exchange Year (formerly EF (Educational Foundation for Foreign Study))
18. Exchange Service International
19. Face the World
20. Global Insights
21. Greenheart Exchange
22. International Cultural Exchange Services
23. International Educational Forum

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

| Organizations approved ~~onfor~~ probationary status ~~for the 2017-2018 school year~~ include:

- |
1. Aspect Foundation (2018-2019 School Year)
  2. Pan Atlantic Foundation (2017-2018 School Year)

Adopted: 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

Revised: April 13, 2016  
Revised: August 10, 2016  
Revised: October 26, 2016  
Revised: September 13, 2017  
Revised: December 13, 2017

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

## MEMORANDUM

DATE: March 14, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Lease Agreement with Carbon Valley Park and 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 Schools, and further, authorize the President of the Board of Education to sign Agreement documents.

BACKGROUND

On March 23, 2016, the Board approved a Lease Agreement for use of the varsity ballfields located at Thunder Valley K-8 with Carbon Valley Park and Recreation District. The Agreement expired December 31, 2017.

St. Vrain Valley Schools and Carbon Valley Park and Recreation District desire to continue to foster a mutually beneficial relationship which will benefit the local community. The fields were originally built and maintained by SVVSD for use by the former Frederick High School programs. These fields are not used by Thunder Valley K-8.

Carbon Valley seeks to continue to maintain and program these fields so as to provide recreation opportunities, and seeks 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.

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.

This Agreement will expire on December 31, 2018.

**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, 2018.

**Section 2. TERMINATION.**

- a. This Agreement may be terminated prior to December 31, 2018 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 weekly basis during the growing season, defined as March 15 through November 15.
- b. Provide maintenance to the grounds and on infrastructure components. Maintenance includes the application of District approved fertilizers and weed control on all areas including the bullpens, addition or replacement of infield mix, supplying plate anchors and bases, upkeep and painting of dugouts, upkeep of bleachers and backstops, and fence repair as necessary.
- 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 each year for the cost of irrigation water and labor costs for maintenance of the irrigation system and field aeration of the Premises from the prior season. Advance approval from Carbon Valley is required when costs associated with irrigation repairs and field aerations will be passed on to them.
- f. Obtain advance approval annually 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 monthly 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. The final invoice will be delivered to Carbon Valley no later than December 1, 2018.
- c. Use of the scoreboards are not a part of this agreement.



- d. Allow seasonal sponsorship banners on outfield fencing with approval from District as to the content. Banners shall face inward toward the athletic playing field.

**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 STATE OF COLORADO**

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

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Amory Siscoe, Secretary, Board of Education

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Dr. Don Haddad, Superintendent of Schools

\_\_\_\_\_  
Date Signed

**CARBON VALLEY PARK AND RECREATION DISTRICT**

\_\_\_\_\_  
Tracie Crites, President, Board of Directors

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Heather Hammerstrom, Interim Executive Director

\_\_\_\_\_  
Date Signed

## MEMORANDUM

DATE: March 14, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Raw Water Fee Payment to the City of Longmont

RECOMMENDATION

That the Board of Education approve a payment of \$211,848.98 for a Raw Water Fee to the City of Longmont.

BACKGROUND

In July 2007, an Intergovernmental Agreement (IGA) between the City of Longmont and the District for the Annexation of the Sisters of Francis property was approved. The payment is outlined in that IGA as part of the District's obligation to annex the property into the City. The Innovation Center is being located on this property. On August 23, 2017, the Board approved a payment of \$191,936.23, but the cash-in-lieu fee has increased since that time. The property was recently annexed into the City and the payment is now due.

## MEMORANDUM

DATE: March 14, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of School Name, Colors, and Mascot for Elementary 27 in Frederick

RECOMMENDATION

That the Board of Education select one of the following school names, colors, and mascots submitted by the Elementary 27 Planning Team Committee as the official name for Elementary 27 in Frederick.

BACKGROUNDName, Colors and Mascot Selections:

Name – Committee narrowed public vote options to these finalists:

- Range View Elementary School
- Grand View Elementary School
- Grand Vista Elementary School

Mascot – The top mascot submissions as determined through the public vote:

- Bison
- Moose
- Ram

Colors – The top color submissions as determined through the public vote:

- Navy Blue and Silver
- Sky Blue and Silver
- Teal and Silver
- Maroon and Silver

### Board Policy FF, Naming of Facilities:

The Board of Education recognizes that the process for naming a school, school facility or area of school property is a matter deserving thoughtful and serious consideration. A facility will not be renamed unless the current name has become obsolete or is deemed inappropriate because of the community it serves or the program it houses.

School facilities may be named for a geographical area, community location or in honor of a deceased individual who has made a significant contribution to the field of education at either the local, state or national level. An advisory committee will be formed to solicit community input for naming or renaming a school.

### Process:

To continue developing strong connections to their parent and student communities, Elementary 27 will include strong elements of public participation and engagement in the process to name their new schools, select a mascot and determine school colors.

February 1-19: Campaign for community submissions. Outreach included email messages, website news story and social media posts to invite community members to submit ideas for the school name, mascots and colors. Information was also submitted to local media outlets. *Submissions were received both online and in printed forms at community meetings.*

February 20-22: Submissions that did not align with Board policy, were too similar to another school in Colorado, or out of alignment with district branding were removed from the submission list.

February 23: A naming committee comprised of school leadership, parents, students and community partners convened to review remaining submissions and develop favorites that would go to a community vote.

February 28 - March 7: Name, mascot and color finalists are publicized for public voting.

March 14: Top results from the public voting shared with the Board of Education for final vote on name, mascot and colors.

## MEMORANDUM

DATE: March 14, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of School Name, Colors, and Mascot for the PK-8 School in Erie

RECOMMENDATION

That the Board of Education select one of the following school names, colors, and mascots submitted by the PK-8 Planning Team Committee as the official name for the PK-8 school in Erie.

BACKGROUNDName, Colors and Mascot Selections:

Name – Committee narrowed public vote options to these finalists:

- Fox Hill PK-8
- Soaring Heights PK-8

*Note: Ridge View PK-8 had been a part of the public voting process but removed from consideration due to close similarity to the name of the Ridge View Academy, a Colorado Division of Youth Corrections program.*

Mascot – The top mascot submissions as determined through the public vote:

- Eagle
- Fox
- Wolf

Colors – The top color submissions as determined through the public vote:

- Blue and Silver
- Black and Turquoise
- Black and Silver

### Board Policy FF, Naming of Facilities:

The Board of Education recognizes that the process for naming a school, school facility or area of school property is a matter deserving thoughtful and serious consideration. A facility will not be renamed unless the current name has become obsolete or is deemed inappropriate because of the community it serves or the program it houses.

School facilities may be named for a geographical area, community location or in honor of a deceased individual who has made a significant contribution to the field of education at either the local, state or national level. An advisory committee will be formed to solicit community input for naming or renaming a school.

### Process:

To continue developing strong connections to their parent and student communities, the new Erie PK-8 will include strong elements of public participation and engagement in the process to name their new schools, select a mascot and determine school colors.

February 1-19: Campaign for community submissions. Outreach included email messages, website news story and social media posts to invite community members to submit ideas for the school name, mascots and colors. Information was also submitted to local media outlets. *Submissions were received both online and in printed forms at community meetings.*

February 20-22: Submissions that did not align with Board policy, were too similar to another school in Colorado, or out of alignment with district branding were removed from the submission list.

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## MEMORANDUM

DATE: March 14, 2018  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Elementary Math Adoption

RECOMMENDATION

That the Board of Education approves the adoption and purchase of **enVisionmath2.0**, Pearson, © 2016, for elementary mathematics;

And, that the Board of Education approves a purchase contract to Pearson, not to exceed \$1,660,000.00, for these textbooks and materials in FY18, based on the estimated student enrollment for 2018-2019.

We have budgeted \$165,000.00 for staff training for initial professional development.

BACKGROUND

During the fall of 2016, an adoption committee made up of elementary teachers, Learning Services personnel, and administrators from across the District was formed to evaluate elementary mathematics materials, pilot the selected materials, and recommend materials for adoption by the St. Vrain Valley Board of Education. The committee reviewed the Colorado Academic Standards, current District curriculum, and current effective teaching practices in mathematics. Utilizing these resources, the committee developed an evaluation form for elementary mathematics materials.

Materials were solicited from four publishers for initial review and consideration, providing diversity in approaches and philosophy. Publisher presentations were conducted for three of the candidate programs, and a final selection was made for pilot. Forty teachers volunteered to pilot for the 2017-2018 school year, representing every District elementary school and a balance of grade levels.

Input was gathered from pilot teachers, students, parents, non-pilot teachers, and the community. After selecting a pilot program, piloting the program for a school year, and gathering input about the selection, the committee recommends **enVisionmath2.0** to the St. Vrain Valley Board of Education for adoption.



## Public Review

A review of the candidate elementary mathematics materials was held February 2, February 6, and February 7, 2017 at the Learning Services Center. The event was advertised in the Longmont Daily Times-Call, District Leadership Update, and on our District web page. In addition, an email invitation was sent to District elementary teachers and administrators. The Curriculum Department also hosted a Community Input Meeting on December 6, 2016 to gather input from parents for pilot selections in process. During these reviews, responses were collected and were used as data in the pilot selections.

## Pilot Summary

During the 2017-2018 school year, a total of 40 teachers and approximately 1,000 students participated in a yearlong pilot, representing all District elementary schools and grade levels. Analysis of pilot results:

### Parent and Student Surveys

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

Student surveys were administered to all grade levels. The feedback from the student surveys was in support of the pilot materials and their impact on student learning this pilot year. In summary, students strongly agreed the lesson materials provided ample opportunities for practice and review, the problems sets were challenging, and the lesson videos helped them learn mathematical concepts. In addition, students liked how they were encouraged to solve problems in a variety of ways, and the majority of students reported they liked math using the pilot materials. Student comments included appreciation that the lesson materials appealed to a variety of learning styles, especially the digital resources that could be referenced outside of school or at a later time in class.

Parent surveys were made available to provide feedback. The parent feedback was very positive in support of the pilot materials, noting the rigor, the challenge it provides for students, and the amount and variety of problems included for students. Several comments represented positive changes in how their child's mathematical thinking and problem solving capabilities had improved and how their child's confidence in math and attitudes toward math had also positively increased. Numerous parents specifically commented on the quality of the mathematical explanations and example problems available (including the lesson videos), allowing them to help their students at home on assignments. Parent interaction and familiarity with the pilot materials and digital platforms was based on students showing their parents the program features, content, and navigation.

## Summary of Strengths

### Teachers

- Fully aligned to the Colorado Academic Standards; no supplementation needed for content

- Balance of conceptual understanding, procedural fluency, and applications, as required by the Colorado Academic Standards
- Independent practice sets include challenging application and critical thinking questions
- Flexibility available with lesson components, allowing teachers to plan instruction with many options
- More students reporting positive attitudes toward math this year
- Consumable workbooks for every student eliminated the need to photocopy all lesson materials
- Solve and Share prompts at the beginning of each lesson allow for divergent thinking and different solution strategies
- Engaging Visual Learning lesson videos that illustrate mathematical concepts and enhance teacher instruction
- Opportunity for in-class digital “Quick Check” assignments for formative assessment
- Opportunity for digital homework assignments (grades 3-5 only) that give students immediate feedback and offer help features to build independent learners
- Options to customize lesson content and digital assignments/assessments
- Formative assessment opportunities built into each lesson
- Homework pages available for every lesson in the student workbook
- Opportunities for teachers to incorporate the Standards for Mathematical Practice as part of instruction to support student mastery of standards and mathematical thinking
- Accessibility options (text-to-speech with digital lesson components) for students that need accommodations
- Data dashboard that allows teachers to check on student progress and completion of digital “Quick Checks” and/or assignments
- A variety of assessments available, both print and digital
- A variety of differentiation resources available to use for targeted reteaching, classroom centers, and Tier 1 intervention

## Students

- Problems are clear and easy to understand
- Lesson videos help with sense making and understanding math concepts
- Clear lesson content and concrete examples with solutions
- Student workbook pages are appealing to students
- The Solve and Share at the beginning of each lesson allows students to explain their thinking and hear from other students
- A variety of problems ranging from basic to more challenging
- Challenging problems that encourage thinking and application
- Interesting real-life application problems to apply concepts
- The iPad and print games are engaging and fun

### Summary of Weaknesses

- Parents were unfamiliar with how to navigate the digital platform, and some parents were unaware that digital resources existed that could be used to support math at home

### Plans to Overcome Weaknesses

During the pilot, we have created a document that explains how to access lesson content digitally outside of school and the basic navigation for students and parents. Schools are very strongly encouraged to incorporate some formal presentation that models how to access the digital content as part of Back to School Night. Students are very competent in navigating the system, yet they do not always provide a demonstration for their parents or show all of the features available.

### Budget

<b>Basic Materials</b>			
<b>Kindergarten</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
Student Consumables & Digital License (7 years)	1,900	\$107.47	\$204,193.00
Teacher Materials & Digital License (7 years)	84	\$0	\$0
Classroom Centers Kit	84	\$300.97	\$25,281.48
Classroom Teacher Manipulatives	84	\$44.47	\$3,735.48
Classroom Student Manipulatives	1,260	\$7.47	\$9,412.20
<b>Subtotal</b>			\$242,622.16
<b>Grade 1</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
Student Consumables & Digital License (7 years)	1,900	\$107.47	\$204,193.00
Teacher Materials & Digital License (7 years)	81	\$0	\$0
Classroom Centers Kit	81	\$300.97	\$24,378.57
Classroom Teacher Manipulatives	81	\$72.97	\$5,910.57
Classroom Student Manipulatives	1,215	\$14.47	\$17,581.05
<b>Subtotal</b>			\$252,063.19
<b>Grade 2</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
Student Consumables & Digital License (7 years)	1,900	\$107.47	\$204,193.00

Teacher Materials & Digital License (7 years)	83	\$0	\$0
Classroom Centers Kit	83	\$300.97	\$24,980.51
Classroom Teacher Manipulatives	83	\$87.97	\$7,301.51
Classroom Student Manipulatives	1,245	\$14.47	\$18,015.15
<b>Subtotal</b>			\$254,490.17
<b>Grade 3</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
Student Consumables & Digital License (7 years)	2,100	\$107.47	\$255,687.00
Teacher Materials & Digital License (7 years)	87	\$0	\$0
Classroom Centers Kit	87	\$300.97	\$26,184.39
Classroom Teacher Manipulatives	87	\$87.97	\$7,653.39
Classroom Student Manipulatives	1,305	\$14.47	\$18,883.35
<b>Subtotal</b>			\$278,408.13
<b>Grade 4</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
Student Consumables & Digital License (7 years)	2,100	\$107.47	\$255,687.00
Teacher Materials & Digital License (7 years)	84	\$0	\$0
Classroom Centers Kit	84	\$300.97	\$25,281.48
Classroom Teacher Manipulatives	84	\$77.47	\$6,507.48
Classroom Student Manipulatives	1,260	\$14.47	\$18,232.20
<b>Subtotal</b>			\$275,708.16
<b>Grade 5</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
Student Consumables & Digital License (7 years)	2,200	\$107.47	\$236,434.00
Teacher Materials & Digital License (7 years)	78	\$0	\$0
Classroom Centers Kit	78	\$300.97	\$23,475.66
Classroom Teacher Manipulatives	78	\$48.47	\$3,780.66
Classroom Student Manipulatives	1,170	\$11.47	\$13,419.90
<b>Subtotal</b>			\$277,110.22

<b>Subtotal for Materials</b>			\$1,580,402.03
<b>Shipping</b>			\$79,020.10
<b>Professional Development</b>			
Training, May 2018		\$85,000	\$85,000.00
Training, July 2018		\$80,000	\$80,000.00
<b>Subtotal</b>			\$165,000.00
<b>Grand Total for Elementary Mathematics Adoption</b>			<b>\$1,824,422.13</b>

There are no supplemental materials to be purchased as part of this adoption.

### Ongoing Costs

The only ongoing costs are related to professional development and training for new teachers to St. Vrain Valley Schools and **enVisionmath2.0**. This will be budgeted annually through the District mathematics budget.

### Professional Development & Training

An initial two days of professional development has been planned for all elementary teachers in May and August, where teachers choose to attend one set of training days. Teachers have the option of extra duty pay or credit for training. All teachers who do not attend this training will be provided training in September. Ongoing professional development will be designed by the Elementary Mathematics Leadership Team, consisting mainly of pilot teachers. Elective training and support opportunities will exist during the 2018-2019 school year and subsequent school years.

Initial Training Cost – \$165,000.00 for summer training.

Ongoing training and professional development costs to support new teachers will be budgeted annually through the District mathematics budget. Pearson will also supply additional professional development, as needed, as part of the allotted professional development days provided gratis with the adoption.

### Gratitude

Heartfelt thanks to the pilot teachers, committee members, and administrators who spent many hours bringing this recommendation to the District:

### Pilot Teachers

#### **Kindergarten**

Stacey Blick, Mead Elementary  
Jennifer Stanich, Mead Elementary  
Jennifer Cruger, Blue Mountain Elementary

Lauren Vargas, Mountain View Elementary  
Julie Couch, Centennial Elementary  
Kim Milbrath, Timberline PK-8

### **1st Grade**

SuAnn Hassman, Black Rock Elementary  
Angie Aragon, Timberline PK-8  
Maridee Moll, Hygiene Elementary  
Suzanne Simon, Alpine Elementary  
Amie Spendlow, Centennial Elementary  
Nancy Harris, Longmont Estates Elementary  
Carol Schultz, Longmont Estates Elementary  
Kylie Holmgren, Sanborn Elementary

### **2nd Grade**

Amber Mault, Blue Mountain Elementary  
Rachel Zierlein, Prairie Ridge Elementary  
Val Agnello, Central Elementary  
Rebecca Vogel-Pitts, Central Elementary  
Jennifer Dalby, Red Hawk Elementary  
Taura McClanahan, Northridge Elementary

### **3rd Grade**

Shannon Brennan, Eagle Crest Elementary  
Amy Hamblin, Prairie Ridge Elementary  
Shira Dobson, Columbine Elementary  
Cindy Anderson, Alpine Elementary  
Susie Hidalgo-Fahring, Indian Peaks Elementary  
Melinda Schluckebier, Fall River Elementary

### **4th Grade**

Brian Huey, Burlington Elementary  
Donna Weaver, Legacy Elementary  
Stephanie Mathews, Northridge Elementary  
Patty Carmichael, Fall River Elementary  
Natalie Knapp, Rocky Mountain Elementary

### **5th Grade**

Stephanie Streeter, Black Rock Elementary  
Amy Stahl, Lyons Elementary

Kathleen Travis, Erie Elementary  
Karen Altemus, Thunder Valley K-8  
Ally Krupansky, Legacy Elementary  
Pilar LaFaye, Niwot Elementary  
Kelly Addington, Longs Peak Middle School  
Melissa Parsons, Prairie Ridge Elementary

Adoption Committee Members (non-pilot teachers)

**Teachers**

Sara Foster-Barone, Lyons Elementary  
Jessicca Shaffer, Longmont Estates Elementary  
Haley Potochnick, Red Hawk Elementary  
Lynn Maybee, Northridge Elementary  
Jennifer Crill, Timberline PK-8  
Barb Van Winkle, Niwot Elementary  
Michael Stover, Legacy Elementary

**Principals**

Renee Collier, Hygiene Elementary  
DeAnn Dykes, Black Rock Elementary  
Stephen Hoel, Blue Mountain Elementary

**Learning Services Personnel**

Dana Curton, Student Services Instructional Coach  
Shannon Stimack, Digital Curriculum & Assessment Support Specialist

## MEMORANDUM

DATE: March 14, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Selection and Contract Award - Educational Furniture Supplier  
- Bond Projects

RECOMMENDATION

That the Board of Education approve the selection and contract award to OfficeScapes and for the Purchasing Department staff to move forward to develop a furniture, fixtures and equipment (FF&E) agreement to finalize the purchase of educational furniture for the Erie PK-8 bond construction project.

BACKGROUND

The Purchasing Department staff issued Request for Qualifications (RFQ) 2018-019 on October 5, 2017 to establish a pre-qualified list of skilled, professional and dedicated educational furniture suppliers to provide FF&E who, through a direct contracting arrangement, can meet a majority of furniture requirements for the District's bond construction projects.

Ten responses were received for consideration. All suppliers participated in a product demonstration and interview session with the evaluation team. The result of this extensive effort is that the District determined a limited number of suppliers considered as pre-qualified to receive an invitation to provide a pricing proposal according to all terms and conditions and evaluation criteria indicated in the RFQ process.

The District determined OfficeScapes the top finalist to negotiate a contract to provide, deliver, and install the required furnishings in a cost-effective, competitive and timely manner. OfficeScapes is recommended for award for the project based on their experience, proposed team, having resources available internally to provide the required products/solutions, delivery and installation within mandated time frames, and the most advantageous pricing proposal. One response, Hertz Furniture, proposed costs for alternate manufacturers that PK-8 building leadership determined were not equivalent to all required products. Award is recommended to the most qualified, responsive and responsible supplier OfficeScapes.



The successful supplier is required to provide turnkey services to include, but not limited to, assigning a key contact person to be in continual communication with Purchasing staff; coordinating final furniture selection; coordination of warehousing and/or pre-staging services; coordinating delivery/install sub-contractors during various phases of the project; attendance of progress meetings; receiving and reviewing layout design drawings and related submittals before forwarding to the District; assuring compliance with contract specifications; maintaining current cost data and reporting to the District on a regular basis in order to maintain accountability for project cost; create, maintain and update project master delivery schedules, assisting in the processing of requests for payment; recording the progress of the project and maintaining an accurate record of punch list items as coordinated with the District.

Recommend for Award	BC Interiors	Hertz Furniture	OfficeScapes
Erie PK-8	\$ 1,020,320.02	\$ 825,254.24	\$ 986,270.03

## MEMORANDUM

DATE: March 14, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Selection and Contract Award - Educational Furniture  
Supplier - Bond Projects

RECOMMENDATION

That the Board of Education approve the selection and contract awards to Hertz Furniture and for the Purchasing Department staff to move forward to develop a furniture, fixtures, and equipment (FF&E) agreement to finalize the purchase of educational furniture for Elementary #27, Erie High School Addition, Mead High School Addition and Silver Creek High School Addition bond construction projects.

BACKGROUND

The Purchasing Department staff issued Request for Qualifications (RFQ) 2018-019 on October 5, 2017 to establish a pre-qualified list of skilled, professional and dedicated educational furniture suppliers to provide FF&E who, through a direct contracting arrangement, can meet a majority of furniture requirements for the District's bond construction projects.

Ten responses were received for consideration. All suppliers participated in a product demonstration and interview session with the evaluation team. The result of this extensive effort is that the District determined a limited number of suppliers considered as pre-qualified to receive an invitation to provide a pricing proposal according to all terms and conditions and evaluation criteria indicated in the RFQ process. One response, MeTEOR, chose to withdraw from the process.

The District determined Hertz Furniture the top finalist to negotiate a contract to provide, deliver, and install the required furnishings in a cost-effective, competitive and timely manner. Hertz Furniture is recommended for award for these projects based on their experience, proposed team, having resources available internally to provide the required products/solutions, delivery and installation within mandated timeframes, and the most advantageous pricing proposal.

The successful supplier is required to provide turnkey services to include, but not limited to, assigning a key contact person to be in continual communication with Purchasing staff; coordinating final furniture selection; coordination of warehousing and/or pre-staging services; coordinating delivery/install sub-contractors during various phases of the project; attendance of progress meetings; receiving and reviewing layout design drawings and related submittals before forwarding to the District; assuring compliance with contract specifications; maintaining current cost data and reporting to the District on a regular basis in order to maintain accountability for project cost; create, maintain and update project master delivery schedules, assisting in the processing of requests for payment; recording the progress of the project and maintaining an accurate record of punch list items as coordinated with the District.

Recommend for Award	Hertz Furniture	Jordy Carter	OfficeScapes
Elementary #27	\$ 518,641.00	\$ 520,511.80	\$ 542,913.90

Recommend for Award	BC Interiors	Hertz Furniture	MeTEOR
Mead High School	\$ 328,802.53	\$ 298,150.83	N/A
Erie High School	\$ 308,467.41	\$ 286,651.69	N/A

Recommend for Award	BC Interiors	Hertz Furniture	Jordy Carter
Silver Creek High School	\$ 169,836.00	\$ 145,225.00	\$ 150,040.00

## MEMORANDUM

DATE: March 14, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Change Order 1 to Construction Manager/General Contractor (CMGC) Contract for Skyline High Renovation Project

RECOMMENDATION

That the Board of Education approve Change Order 1 for a contract amount of \$1.3 million to the Construction Manager/General Contractor (CMGC) contract with McCarthy Building Company, Inc., for the Skyline High Renovation Project for a \$1,528,342 contract value including contingency. Further, that the Board authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and change orders up to the above referenced amount, in accordance with Board of Education policy.

BACKGROUND

Change Order 1 includes the athletic locker room renovations to address accessible ADA issues, finish upgrades, a new football scoreboard and bleachers.

Change Order 1 is funded in the 2016 Bond program and Capital Reserve.