

NOTICE OF REGULAR MEETING AND AGENDA



October 10, 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:

6:00 pm Regular Business Meeting

2. ADDENDUMS/CHANGES TO THE AGENDA:

3. AUDIENCE PARTICIPATION:

4. VISITORS:

1. 2018 Eleanor Venture Recipient – Education Foundation for the St. Vrain Valley

5. BOARD RECOGNITIONS/SUPERINTENDENT UPDATE:

6. REPORTS:

1. Erie High School Student Advisory Council Feeder Report
2. 1st Quarter Gifts to Schools, 2018-2019 School Year
3. Bond Sale Update

7. CONSENT ITEMS:

1. Approval: Staff Terminations/Leaves
2. Approval: Staff Appointments
3. Approval: Approval of Minutes for the September 12, 2018 Regular Meeting, the September 19, 2018 Study Session, and the September 26, 2018 Regular Meeting
4. Approval: Approval of Purchase of Refrigerated Box Truck
5. Approval: Approval of Recommendation to Hire Dean of Students for Soaring Heights PK-8
6. Approval: First Reading, Adoption, Board Policies ADD – Safe Schools; GBEB – Staff Conduct (And Responsibilities); new Board Policy GBEB-R-2 – Staff Conduct (And Responsibilities); GBGA – Staff Health (And Physical and Mental Health Examination Requirements); GBGA-R – Staff Health (Staff Members with Blood Borne Pathogens/Communicable Diseases); GBGB – Staff Personal Security and Safety; GBK – Staff Concerns/Complaints/Grievances; GCE/GCF-R – Professional Staff Recruiting/Hiring; GDE/GDF – Support Staff Recruiting/Hiring; IJOC – School Volunteers; IJOC-E – SVVSD School Volunteer Application; JICH – Drug & Alcohol Involvement by Students; JLCD – Administering Medications to Students; KBA – District Title I Parent Involvement; new Board Policy

NOTICE OF REGULAR MEETING AND AGENDA



October 10, 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*

KBA-E – School-Level Title I Parent and Family Engagement (School/Parent Compact); new Board Policy KDBA* – Parent Notification of Employee Criminal Charges; and KFA – Public Conduct on District Property

7. Approval: Approval of Donation of District Vehicle
8. Approval: Approval of Exception to Board Policy KF – Community Use of School Facilities-Central Elementary Craft Fair
9. Approval: Approval of Exception to Board Policy KF – Community Use of School Facilities-Skyline High Craft Fair
10. Approval: Approval of Contract for Architect for Black Rock Elementary Renovation Project
11. Approval: Approval of Contract Increase to Architect Agreement for Career Development Center Renovation Project
12. Approval: Approval of Contract Award for St. Vrainnovation Mobile Lab

8. ACTION ITEMS:

1. Recommendation: Approval of Accreditation Recommendations for District Schools
2. Recommendation: Adoption of Resolution Approving 2018-2019 District Employee Membership in Colorado High School Activities Association
3. Recommendation: Adoption of Resolution Proclaiming Classified School Employees Week, October 8-12, 2018
4. Recommendation: Approval of Contract-The Wild Plum Center for Young Children and Families
5. Recommendation: First Reading, Discussion, New Board Policy FFA – Dedications, Memorials, and Recognition
6. Recommendation: Approval of Change Order 1 to CMGC Contract for Niwot High Renovation Project

9. DISCUSSION ITEMS:

1. Board Reports

10. ADJOURNMENT:

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

Wednesday, October 17
Wednesday, October 24

6:00 – 8:00 pm Study Session-Trail Ridge
5:30 pm CAFR
6:00 pm Regular Meeting

MEMORANDUM

DATE: October 10, 2018
TO: Board of Education
FROM: Dr. Don Haddad, Superintendent of Schools
SUBJECT: Erie High School Report – High School Student Advisory Council

PURPOSE

To provide students the opportunity to practice leadership skills and report out on the successes of Erie 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 Dr. Haddad twelve years ago so that students could give input to the superintendents about what students were feeling about the District.

MEMORANDUM

DATE: October 10, 2018
TO: Board of Education
FROM: Dr. Don Haddad, Superintendent of Schools
SUBJECT: Public Gifts to Schools

PURPOSE

To provide the Board of Education with a list of public gifts given to the St. Vrain Valley School District for the first quarter of the 2018-2019 school year totaling \$161,436.55.

BACKGROUND

During the course of the year, the District receives many cash and gift donations for its programs. These gifts are accepted by the principal, the superintendent or the Board of Education according to Board Policy KCD, Public Gifts to Schools. The attached listing delineates these gifts.

2018-19 PUBLIC GIFTS TO THE SCHOOLS							
DATE OF GIFT	Quarter	DONOR	AMT/VALUE	LOC	PTO	PTO AMT	DISCRIPTION
				Location			
8/1/2018	1st	Legacy PTO	\$ 1,236.00	139	x	\$ 1,236.00	Reimbursement for partial purchase of Chromebooks for the school
8/6/2018	1st	Legacy PTO	\$ 3,335.24	139	x	\$ 3,335.24	Reimbursement for Field Trip-bus expenses
8/7/2018	1st	Liana & Chad Street	\$ 20.00	309			Cash Donation for Football
8/7/2018	1st	Yanis & Amanda Fernandes	\$ 30.00	309			Cash Donation for Football
8/7/2018	1st	Ben Foulke & Kathryn Colabroy-Faulke	\$ 20.00	309			Cash Donation for Football
8/7/2018	1st	Daniel & Sarah Smith	\$ 10.00	309			Cash Donation for Football
8/7/2018	1st	Greenpro Inc.	\$ 300.00	309			Cash Donation for Football Gloves
8/8/2018	1st	Longmont Comm Treatment Center	\$ 300.00	706			Supplies Donated for schools in need in the district
8/9/2018	1st	Pinfun Tsai	\$ 300.00	251			Cash Donation for the Vex Robotics Team
8/9/2018	1st	Centennial Elem PTO	\$ 10,000.00	148	x	\$ 10,000.00	Cash Donation to purchase a Electronic Marquee for the front of the school
8/9/2018	1st	Kona Ice of Northern Colorado	\$ 226.60	251			Cash Donation for 8th grade graduation
8/20/2018	1st	Thomas G. Lewis	\$ 250.00	215			Cash Donation for the Drama Department to use for classes, supplies and students
8/21/2018	1st	Troxell Communications	\$ 900.00	647			Donation of a Tre Touch 650 Mobile stand
8/22/2018	1st	Blue Mountain PTO	\$ 18,953.40	147	x	\$ 18,953.40	Cash donation to purchase 2 Chrome carts and 90 Chrome Books
8/22/2018	1st	Niwot Elem PTO	\$ 13,013.79	131	x	\$ 13,013.79	Cash donation to reimburse for Para Pay and class materials
8/22/2018	1st	Fall River PTO	\$ 1,639.75	144	x	\$ 1,639.75	Cash donation for Furniture for the front lobby
8/24/2018	1st	Patrica Fahy & Bruce Katuna	\$ 5,000.00	312			Cash donation for \$2000-MBSA Program, \$1500 GBB, 1500 BBasketball
8/29/2018	1st	Sunflower Bank	\$ 52.25	129			Cash Donation for ABC Earning 2018/ABC Program
8/29/2018	1st	UHealth 5210 Schools on the Move Challenge	\$ 500.00	129			Cash Donation for 5210 Challenge
8/29/2018	1st	Mead Elementary PAC	\$ 229.21	129	x	\$ 229.21	Cash Donation for Classroom Materials and Field Trips
8/3/2018	1st	Low Voltage Installations	\$ 250.00	140			Cash Donation to support class team building in 4th grade (bracelets & t-shirts
8/3/2018	1st	Longmont Dairy	\$ 94.25	140			Cash Donation for Milk Caps for Moola
8/31/2018	1st	King Soopers	\$ 25.00	711			Gift Card for incentives
8/31/2018	1st	King Soopers	\$ 25.00	711			Gift Card for incentives
8/31/2018	1st	King Soopers	\$ 20.00	711			Gift Card for incentives
8/31/2018	1st	Safeway	\$ 25.00	711			Gift Card for incentives
8/27/2018	1st	Elizabeth Lowry	\$ 150.00	526			Donation of Trumpet
8/27/2018	1st	Angela Alexander	\$ 200.00	526			Donation of a Violin
8/27/2018	1st	Verne Campbell	\$ 450.00	526			Donation of Saxophone and 2 Trumpets
8/27/2018	1st	Verne Campbell	\$ 450.00	526			Donation of Flute and 2 Clarinets
8/27/2018	1st	Verne Campbell	\$ 300.00	526			Doantion of 2 Trombones
9/6/2018	1st	Mead Elementary PAC	\$ 83.84	129	x	\$ 83.84	Cash donation of Classroom Materials, Supplies and Field trips
9/12/2018	1st	Mead Elementary PAC	\$ 191.72	129	x	\$ 191.72	Cash Donation for Classroom supplies and materials
9/6/2018	1st	PASS-Sanborn	\$ 5,350.00	140	x	\$ 5,350.00	Cash Donation \$5100.00 18-19 Para Pay, \$250.00 deposit for Young Ameritowne
8/30/2018	1st	PTAC - Niwot Elementary	\$ 2,487.39	131	x	\$ 2,487.39	Cash Donation to Remiburse for Para Pay
8/31/2018	1st	Red Hawk PTO	\$ 8,842.81	149	x	\$ 8,842.81	Cash Donation for Reimburse for Para Pay
9/5/2018	1st	Dale K. Hawkins	\$ 900.00	251			Cash Donation for Vex Robotics Team
8/23/2018	1st	Micron Foundation	\$ 2,000.00	220			Cash Donation for Stem and Robotics for Students Activity
8/31/2018	1st	Crescent Point	\$ 2,000.00	140			Cash Donation for Student Support
8/23/2018	1st	John Gathman	\$ 200.00	310			Donation of a Saxophone
9/10/2018	1st	Eric & Rachel Alexander	\$ 50.00	220			Cash Donation for Stem and Robotics Programs
9/11/2018	1st	Francesca Ramos, P.C.	\$ 1,500.00	144			Cash Donation for Robotics
9/14/2018	1st	Scott & Rebecca Griffin	\$ 1,000.00	144			Cash Donation for Robotics
08/29/2018	1st	Mead Elementary PAC	\$ 2,145.65	129	x	\$ 2,145.65	Cash Donation for PAC Quarterly 17-18 Q4 Elizabeth Pattillo
9/6/2018	1st	Mead Elementary PAC	\$ 10,000.00	129	x	\$ 10,000.00	Cash Donation for Tech Grant-Chrome cart/40 Chrome books
9/12/2018	1st	Eagle Crest PTO	\$ 3,000.00	142	x	\$ 3,000.00	Cash Donation for teachers to purchase classroom supplies
9/12/2018	1st	Eagle Crest PTO	\$ 3,707.70	142	x	\$ 3,707.70	Cash Donation for field trips
9/12/2018	1st	Eagle Crest PTO	\$ 3,696.00	142	x	\$ 3,696.00	Cash Donation for 4th qtr. payroll
9/10/2018	1st	Robert Leonard	\$ 2,172.00	647			Donation of 2 flat head V-8 engines and parts
9/17/2018	1st	Micron Foundation	\$ 2,500.00	141			Cash Donation to use on Robotics Program
9/10/2018	1st	IBM	\$ 12,500.00	310			Cash Donation for a Tech (P-Tech) Support
9/20/2018	1st	American Furniture Warehouse	\$ 725.08	129			Cash Donation for Classroom supplies, materials and technology
9/20/2018	1st	Centennial Elem PTO	\$ 6,483.00	148	x	\$ 6,483.00	Cash donation for Chromebooks and cart
9/21/2018	1st	Tortilleria Las Americas	\$ 20.00	534			Cash Donation for dinners at Fall Confernece
9/21/2018	1st	LaPanda Mexican Resturant II	\$ 20.00	534			Cash Donation for dinners at Fall Confernece
9/21/2018	1st	Longmont Packing	\$ 60.00	534			Cash Donation for dinners at Fall Confernece
9/21/2018	1st	Salon De Belleza Leon	\$ 20.00	534			Cash Donation for dinners at Fall Confernece

[illegible]

2018-19 PUBLIC GIFTS TO THE SCHOOLS			
Reported between July 1, 2018 - September 30, 2018			
School	General Gifts	Parent Group Gifts	Total Gifts
Burlington	\$ -	\$ -	\$ -
Central	-	-	-
Columbine	-	-	-
Erie Elementary	-	-	-
Spark! Discovery Preschool	-	-	-
Hygiene	-	-	-
Lyons Elementary	-	-	-
Mead Elementary	13,927.75	-	13,927.75
Mountain View	-	-	-
Niwot Elementary	15,887.28	-	15,887.28
Northridge	-	-	-
Longmont Estates	-	-	-
Rocky Mountain	-	-	-
Indian Peaks	-	-	-
Legacy	4,571.24	-	4,571.24
Sanborn	7,694.25	-	7,694.25
Alpine	2,500.00	-	2,500.00
Eagle Crest	10,403.70	-	10,403.70
Prairie Ridge	-	-	-
Fall River	4,139.75	-	4,139.75
Black Rock	-	-	-
Blue Mountain	18,953.40	-	18,953.40
Centennial	16,483.00	-	16,483.00
Red Hawk	18,685.62	-	18,685.62
Sunset	250.00	-	250.00
Longs Peak	-	-	-
Timberline K-8	447.80	-	447.80
Mead Middle	-	-	-
Westview	3,505.00	-	3,505.00
Coal Ridge	-	-	-
Trail Ridge	-	-	-
Erie Middle	1,426.60	-	1,426.60
Altona	-	-	-
Olde Columbine	-	-	-
Mead High	-	-	-
Niwot High	18,944.16	-	18,944.16
Skyline	13,000.00	-	13,000.00
Erie High	-	-	-
Longmont High	5,600.00	-	5,600.00
Silver Creek	-	-	-
Frederick High	-	-	-
CDC	2,085.00	-	2,085.00
Innovation Center	3,072.00	-	3,072.00
Lyons Middle Senior	-	-	-
Thunder Valley	1,550.00	-	1,550.00
All Other Departments	395.00	-	395.00
	\$ 163,521.55	\$ -	\$ 163,521.55

MEMORANDUM

DATE: October 10, 2018
TO: Board of Education
FROM: Dr. Don Haddad, Superintendent of Schools
SUBJECT: Bond Sale Update

PURPOSE

To provide the Board of Education with an update on the sale of \$60.34 million in bonds.

BACKGROUND

On November 8, 2016, the electorate of the St. Vrain Valley School District approved the issuance of \$260.34M in bonds for projects cited as critical needs for the purposes of acquiring, constructing or purchasing school buildings and grounds, enlarging, improving, repairing and making additions to school buildings and equipping schools, and providing other capital assets for District purposes, including repairing and renovating existing school buildings District-wide, enhancing educational, innovative, science, technology, engineering and math programs District-wide.

At their September 12, 2018 Regular Meeting, the Board approved a resolution to allow the District to sell the remaining \$60.34M to fund the remaining projects.

On September 19, 2018, the District sold the remaining bonds with a five-year bond maturity. The resulting yields ranged from 1.72% to 2.21% which, combined with the rates locked in at the time of the sale of the initial \$200M in December of 2016, provided a net interest cost of 3.57% for the full issue. Shortening the repayment period to only five years saves local taxpayers over \$12M in interest expense compared to the original 14-year schedule.

In addition, the final results of the 2016 bond authorization show that the total principal and interest to be repaid is over \$21M less than the voters approved in 2016.

Greg Fieth, Chief Financial Officer, and Todd Snidow, Executive Vice President of George K. Baum, will be present for questions.

October 10, 2018
Terminations/Leaves of Absence

7.1

EFFECTIVE	NAME	POSITION/LOCATION	FMLA	NON-FMLA MEDICAL	PERSONAL	EXTENDED	RESIGNED	RETIRED	COMMENTS
	ADMINISTRATIVE/PROFESSIONAL/TECHNICAL								
8/27/2018	McKie, Randall	Assistant Principal / Lyons Mid/Sen	X						
9/10/2018	Robinson, Lynsey	Assistant Principal / Trail Ridge MS	X						
9/5/2018	Rodriguez Jimenez, Alberto	Attendance Officer / Student Services			X				
	LICENSED								
9/24/2018	Chute, Alissa	Counselor / Erie ES		X					
10/10/2018	Everett, Alanna	Psychologist / Student Services					X		
8/21/2018	Higerd, Lynne	Teacher, Grade 3 / Prairie Ridge ES	X						
8/31/2018	Howenstein, Wendy	Teacher, P-TECH / Professional Development	X						
11/15/2018	Julien, Susan	Counselor / Fall River ES	X						
10/4/2018	McNeely, Catherine	Teacher, Special Education / Columbine ES					X		
9/18/2018	Morris, Andrew	Teacher, Social Studies / Erie MS	X						
9/17/2018	Noel, Janet	Teacher, Math / Trail Ridge MS	X						
8/29/2018	Rongey, Adam	Teacher, Kindergarten / Indian Peaks ES	X						
9/17/2018	Schafer, Jessica	Teacher, Grade 4 / Hygiene ES		X					
10/2/2018	Zinn, Angela	Teacher, Preschool / Mountain View ES	X						
	CLASSIFIED								
10/11/2018	Azar, Adel	Custodian / Erie MS					X		
9/4/2018	Banker, Traci	Secretary, School / Coal Ridge MS	X						
10/18/2018	Barth, Annemarie	Paraeducator, Special Education / Hygiene ES			X				
10/2/2018	Bonner, Deborah	Paraeducator, Special Education / Alpine ES		X					
9/7/2018	Brennand, Anne	Paraeducator, Instructional					X		
5/24/2018	Cruz, Carmen	Nutrition Services - Worker / Nutrition Services					X		
10/24/2018	Derr, Nethalda	Custodian / Lyons ES					X		
9/10/2018	Dominguez Cano, Norma	Community Liaison / Student Services		X					
8/16/2018	Gunther, Teresa	Paraeducator, Instructional / Silver Creek HS			X				
10/8/2018	Harrist, Josiah	Behavior Coach / Longs Peak MS			X				
8/27/2018	Hartman, Michael	Bus Assistant, Special Education / Transportation	X						
8/9/2018	Hill, Nicole	Manager, Community Schools / Fall River ES	X						
9/14/2018	James, Cynthia	Behavior Coach / Main Street					X		
9/12/2018	Jones, Teresea	Nutrition Services - Worker / Westview MS		X					
10/2/2018	Judson, Stacy	Secretary / Learning Services	X						
9/17/2018	Kruse, Suzanne	Paraeducator, Instructional / Columbine ES					X		
9/4/2018	Lillie, Randel	Bus Driver / Transportation	X						
9/14/2018	Martinez, Joseph	Paraeducator, SSN/Autism / Soaring Heights ES					X		

*Will work a 110 Day Contract for 2019-2020

October 10, 2018
Terminations/Leaves of Absence

7.1

[illegible]

*Will work a 110 Day Contract for 2019-2020

October 10, 2018
Staff Appointments

7.2

HIRE DATE	NAME	POSITION	LOCATION	NEW POSITION	REPLACEMENT
	ADMINISTRATIVE/PROFESSIONAL/TECHNICAL				
10/15/2018	Murillo, Luis	Programmer Analyst	District Technology Services	X	
	LICENSED				
10/8/2018	Annino, Louis	Teacher, Special Education	Main Street School		X
9/24/2018	Dumont, Bambi	Teacher, Special Education	Main Street School		X
9/24/2018	Meinhard, Kelly	Teacher, Science	Niwot HS		X
9/13/2018	Reckinger, Jeslyn	Teacher, Preschool	Fall River ES		X
	CLASSIFIED				
9/10/2018	Abbott, Christine	Paraeducator, Instructional/Special Education	Altona MS	X	
10/8/2018	Applen, Christopher	Custodian	Auxiliary Services	X	
9/16/2018	Arroyo, Eleanor	Nutrition Services - Worker	Twin Peaks Charter	X	
9/14/2018	Baer, Nicole	Paraeducator, Instructional	Red Hawk ES	X	
9/14/2018	Black, Gina	Secretary - School	Niwot HS		X
8/23/2018	Cook, Jerry	Bus Driver	Transportation		X
8/23/2018	Dean, Wilfred	Bus Driver	Transportation		X
9/16/2018	Dietzen, Katherine	Nutrition Services - Worker	Longs Peak MS	X	
8/16/2018	Flanagan, Catherine	Nutrition Services - Kitchen Manager Trainee	Nutrition Services	X	
9/12/2018	Francomano, Kristen	Paraeducator, Special Education	Red Hawk ES		X
9/17/2018	Galitski, John	Warehouse - Delivery	Warehouse		X
9/18/2018	Hanson, Mychaela	Paraeducator, Preschool	Soaring Heights ES	X	
9/18/2018	Jedrzejewski, Joseph	Paraeducator, Instructional / Crossing Guard	Soaring Heights ES	X	
9/16/2018	Kinsley, Maureen	Nutrition Services - Worker	Timberline PK-8	X	
8/16/2018	Kirtley, Paul	Nutrition Services - Worker	Trail Ridge MS	X	
8/24/2018	Lamb, Ann	Bus Assistant	Transportation		X
9/4/2018	Lathrop, Kevin Jr	Custodian	Auxiliary Services	X	
9/19/2018	Lucero, Desiree	Paraeducator, Special Education	Centennial ES		X
9/16/2018	Macias, Samantha	Nutrition Services - Worker	Longmont HS	X	
9/26/2018	Martin, Christine	Paraeducator, Instructional	Trail Ridge MS		X
9/12/2018	McNerney, Kendra	Custodian	Auxiliary Services	X	
8/24/2018	Merriman, Gary	Bus Assistant - Special Education	Transportation		X
9/16/2018	Merritt, Sarah	Nutrition Services - Worker	Hygiene ES	X	
9/12/2018	Morgan, Kristen	Behavior Coach	Student Services	X	
9/12/2018	Ocasio-Dragos, Elke	Paraeducator, Non-Instructional	Red Hawk ES		X
10/1/2018	Reiser, Bettina	Group Leader, Child Care	Longmont Estates ES	X	
9/5/2018	Rezvani, Sibel	Paraeducator, Non-Instructional	Rocky Mountain ES		X
10/5/2018	Scoles, Michael	Custodian	Auxiliary Services	X	
9/17/2018	Silva, Stacia	Paraeducator, SSN/Autism	Prairie Ridge ES		X

Staff Appointments

7.2

[illegible]

MEMORANDUM

DATE: October 10, 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 September Board Meetings.

BACKGROUND

The Board will be asked to approve the minutes from the September 12, 2018 Regular Meeting, the September 19, 2018 Study Session, and the September 26, 2018 Regular Meeting.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Purchase of Refrigerated Box Truck for Nutrition Services

RECOMMENDATION

That the Board of Education approve the purchase of a 2019 International 4300 26' Refrigerated Box Truck for Nutrition Services, and further authorize Brian Lamer, Assistant Superintendent of Operations, to sign the appropriate documents. The total cost of this vehicle is \$130,190. The funds for this purchase shall come from 2018 Capital Reserve.

BACKGROUND

The Purchasing Department established pricing for the vehicle under cooperative bids received by Douglas County School District through their RFQ 18-09-008. The purchase price of \$130,190 includes installation of Webasto TSL 17, back-up camera, and upgraded tires.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Dean of Students for Soaring Heights PK-8

RECOMMENDATION

That the Board of Education approve the recommendation to hire Mr. Joshua Drozdowski as the Dean of Students for Soaring Heights PK-8, effective October 9, 2018.

BACKGROUND

Mr. Drozdowski graduated from Eastern Michigan University with a Bachelor of Science in Criminology. He continued his education at Eastern Michigan University, where he completed his post baccalaureate in the Teacher Education Program. In addition, he earned his Master of Arts in Educational Leadership and Administration from the University of Northern Colorado.

For the past two years, Mr. Drozdowski has served as the Program Coordinator of the Digital Learning Academy (DLA) in the St. Vrain Valley School District. In this role, he coordinated and planned student transitions in and out of the program, monitored and evaluated curriculum implementation, and supervised DLA staff. Before becoming the Program Coordinator, he was a teacher with the DLA for four years. In 2012, Mr. Drozdowski was a Behavior Coach at Lincoln School. Additionally, he served as an English teacher abroad in Turkey and Saudi Arabia from 2008 to 2011.

SALARY

Annual salary will be according to schedule.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Adoption, Board Policies ADD – Safe Schools; GBEB – Staff Conduct (And Responsibilities); new Board Policy GBEB-R-2 – Staff Conduct (And Responsibilities); GBGA – Staff Health (And Physical and Mental Health Examination Requirements); GBGA-R – Staff Health (Staff Members with Blood Borne Pathogens/Communicable Diseases); GBGB – Staff Personal Security and Safety; GBK – Staff Concerns/Complaints/Grievances; GCE/GCF-R – Professional Staff Recruiting/Hiring; GDE/GDF – Support Staff Recruiting/Hiring; IJOC – School Volunteers; IJOC-E – School Volunteer Application; JICH – Drug & Alcohol Involvement by Students; JLCD – Administering Medications to Students; KBA – District Title I Parent Involvement; new Board Policy KBA-E – School-Level Title I Parent and Family Engagement (School/Parent Compact); new Board Policy KDBA* – Parent Notification of Employee Criminal Charges; and KFA – Public Conduct on District Property

RECOMMENDATION

For the Board of Education to adopt revisions to Board Policies ADD – Safe Schools; GBEB – Staff Conduct (And Responsibilities); new Board Policy GBEB-R-2 – Staff Conduct (And Responsibilities); GBGA – Staff Health (And Physical and Mental Health Examination Requirements); GBGA-R – Staff Health (Staff Members with Blood Borne Pathogens/Communicable Diseases); GBGB – Staff Personal Security and Safety; GBK – Staff Concerns/Complaints/Grievances; GCE/GCF-R – Professional Staff Recruiting/Hiring; GDE/GDF – Support Staff Recruiting/Hiring; IJOC – School Volunteers; IJOC-E – School Volunteer Application; JICH – Drug & Alcohol Involvement by Students; JLCD – Administering Medications to Students; KBA – District Title I Parent Involvement; new Board Policy KBA-E – School-Level Title I Parent and Family Engagement (School/Parent Compact); new Board Policy KDBA* – Parent Notification of Employee Criminal Charges; and KFA – Public Conduct on District Property.

BACKGROUND

These Board policies have had revisions to reflect changes in law and recommendations made by Colorado Association of School Boards, and have been reviewed and approved by administration and District legal counsel.

Board Policy BG – School Board Policy Process states, “Policy revision shall be accomplished in the same manner as policy adoption, except that revisions mandated by changes in law shall not require a second reading and may be adopted upon majority vote of the Board.”

Safe Schools

The Board of Education recognizes that effective learning and teaching takes place in a safe, secure and welcoming environment and that safe schools contribute to improved attendance, increased student achievement and community support. Safe schools are a priority of the district and the district is committed to providing a safe environment in school, on school vehicles and at school-sponsored activities. To that end, the Board directs the superintendent or designee to develop and maintain a safe schools plan that includes:

1. Procedures that address the supervision and security of school buildings and grounds.
2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities.
4. Training programs for staff and students in crisis prevention and management.
5. Training programs for staff and students in emergency response procedures that include practice drills.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems, including threat assessment protocol.
7. Training and support for students that aims to relieve the fear, embarrassment and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems, including the Safe 2 Tell program.
8. Procedures for safe, confidential reporting of security and safety concerns at each school building.
9. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary.
10. Procedures for regular assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.
11. Procedures to provide for regular communications between district officials, law enforcement officers, fire department officials, city and county officials and local medical personnel to discuss crisis prevention and management strategies, including involvement by these parties in the development and revision of crisis prevention and management plans.
12. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics

and other extracurricular activities. The district's all-hazards program framework shall be based on the National Incident Management System (NIMS) guidelines.

13. Procedures for the reporting of criminal activity to law enforcement.
14. Procedures for notifying parents of an employee's criminal charges when such notification is required by state law.

Each building principal shall be responsible for working with the district security manager to develop, implement and supervise the safe school program at his or her school. The principal shall submit annually, in the manner and by the date specified by the State Board of Education, a written report to the Board of Education concerning the learning environment in the school during that school year. The report shall contain, at a minimum, the information required by law.

The annual safety reports from every school in the district shall be compiled and submitted to the state department of education in a format specified by the State Board of Education. The report shall be made available to the public.

Adopted: October 13, 1999
Revised: February 8, 2012
Revised: October 28, 2015

LEGAL REFS.: C.R.S. 9-1-101 through 9-1-106 (construction requirements, fire escapes, etc.)
C.R.S. 22-1-13 (6) (safe school plan must include parent notification of employee criminal charges)
C.R.S. 22-3-101 through 22-3-104 (eye protective devices)
C.R.S. 22-32-109.1 (1)(b.5) (definition of "community partners" that board may wish to consult with in developing and implementing its safe school plan)
C.R.S. 22-32-109.1 (2) (safe school plan)
C.R.S. 22-32-109.1 (2)(b) (detailing information required in annual principal reports on the learning environment)
C.R.S. 22-32-110 (1)(k) (board authority to adopt policies related to employee safety and official conduct)
C.R.S. 22-32-124 (2), (3) (building inspections)
C.R.S. 24-10-106.5 (duty of care)

CROSS REFS.: ECA/ECAB, Security/Access to Buildings
KDE, Emergency Management (Safety, Readiness and Incident Management Planning)
KDBA*, Parent Notification of Employee Criminal Charges
KI, Visitors to School

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

Staff Conduct (And Responsibilities)

All staff members have a responsibility to make themselves familiar with and abide by federal and state laws as these affect their work, and the policies and regulations of the district.

As representatives of the district and role models for students, all staff shall demonstrate and uphold high professional, ethical and moral standards. Staff members shall conduct themselves in a manner that is consistent with the educational mission of the district and shall maintain professional boundaries with students at all times in accordance with this policy's accompanying regulation. Interactions between staff members must be based on mutual respect and any disputes will be resolved in a professional manner.

Rules of conduct

Each staff member shall observe rules of conduct established in law which specify that a school employee shall not:

1. Disclose or use confidential information acquired in the course of employment to further substantially the employee's personal financial interests.
2. Accept a gift of substantial value or substantial economic benefit tantamount to a gift of substantial value which would tend to improperly influence a reasonable person in the position to depart from the faithful and impartial discharge of the staff member's duties, or which the staff member knows or should know is primarily for the purpose of a reward for action taken.
3. Engage in a substantial financial transaction for private business purposes with a person whom the staff member supervises.
4. Perform an action which directly and substantially confers an economic benefit tantamount to a gift of substantial value on a business or other undertaking in which the staff member has a substantial financial interest or is engaged as counsel, consultant, representative or agent.

All staff members shall be expected to carry out their assigned responsibilities with conscientious concern.

It shall not be considered a breach of conduct for a staff member to:

1. Use school facilities and equipment to communicate or correspond with constituents, family members or business associates on an occasional basis.
2. Accept or receive a benefit as an indirect consequence of transacting school district business.

Essential to the success of ongoing school operations and the instructional program are the following specific responsibilities which shall be required of all personnel:

1. Faithfulness and promptness in attendance at work.
2. Support and enforcement of policies of the Board and regulations of the school administration in regard to students.

3. Diligence in submitting required reports promptly at the times specified.
4. Care and protection of school property.
5. Concern and attention toward the safety and welfare of students.

Child abuse

All district employees who have reasonable cause to know or suspect that any child is subjected to abuse or to conditions that might result in abuse or neglect must immediately, upon receiving such information, report such fact in accordance with Board policy and state law.

The superintendent is authorized to conduct an internal investigation or to take any other necessary steps if information is received from a county department of social services or a law enforcement agency that a suspected child abuse perpetrator is a school district employee. Such information shall remain confidential except that the superintendent shall notify the Colorado Department of Education of the child abuse investigation.

Possession of deadly weapons

The Board's policy regarding public possession of deadly weapons on school property or in school buildings shall apply to district employees. However, the restrictions shall not apply to employees who are required to carry or use deadly weapons in order to perform their necessary duties and functions.

Felony/misdemeanor convictions

If, subsequent to beginning employment with the district, the district has good cause to believe that any staff member has been convicted of, pled *nolo contendere* to, or received a deferred or suspended sentence for any felony or misdemeanor other than a misdemeanor traffic offense or infraction, the district shall make inquiries to the Department of Education for purposes of screening the employee.

In addition, the district shall require the employee to submit a complete set of fingerprints taken by a qualified law enforcement agency or any third party approved by the Colorado Bureau of Investigation. Fingerprints must be submitted within 20 days after receipt of written notification. The fingerprints shall be forwarded to the Colorado Bureau of Investigation for the purpose of conducting a state and national fingerprint-based criminal history record check utilizing the records of the Colorado Bureau of Investigation and the Federal Bureau of Investigation.

Disciplinary action, which could include dismissal from employment, may be taken against personnel if the results of fingerprint processing provide relevant information. Non-licensed employees shall be terminated if the results of the fingerprint-based criminal history record check disclose a conviction for certain felonies, as provided in law.

Employees shall not be charged fees for processing fingerprints under these circumstances.

Unlawful behavior involving children

The district may make an inquiry with the Department of Education concerning whether any current employee of the school district has been convicted of, pled *nolo contendere* to, or received a deferred or suspended sentence or deferred prosecution for a felony or misdemeanor crime involving unlawful sexual behavior or unlawful behavior involving children. Disciplinary action, including termination, may be taken if the inquiry discloses information relevant to the employee's fitness for employment.

Notification concerning arrests

District employees shall notify the district when they are arrested for specific criminal offenses, in accordance with this policy's accompanying regulations.

The district shall notify students' parents/guardians when district employees are charged with specific criminal offenses, as required by state law and in accordance with applicable Board policy.

Personnel addressing health care treatment for behavior issues

School personnel are prohibited under state law from recommending or requiring the use of psychotropic drugs for students. They are also prohibited from testing or requiring testing for a student's behavior without giving notice to the parent/guardian describing the recommended testing and how any test results will be used and obtaining prior written permission from the student or from the student's parent/guardian. See the Board's policy concerning survey, assessment, analysis or evaluation of students. School personnel are encouraged to discuss concerns about a student's behavior with the parent/guardian and such discussions may include a suggestion that the parent/guardian speak with an appropriate health care professional regarding any behavior concerns school personnel may have.

Adopted: February 8, 1984
Revised: November 10, 1999
Revised: February 9, 2005
Revised: November 14, 2007
Revised: January 11, 2012
Revised: March 13, 2013
Revised: November 11, 2015
Revised: August 9, 2017

LEGAL REFS.: 28 C.F.R. 50.12 (b) (notification requirements regarding fingerprints)
C.R.S. 18-12-105.5 (unlawful carrying/possession of weapons on school grounds)
C.R.S. 18-12-214 (3)(b) (school security officers may carry concealed handgun pursuant to valid permit)
C.R.S. 19-3-308 (5.7) (child abuse reporting)
C.R.S. 22-1-130 (parent notification of employee criminal charges)
C.R.S. 22-32-109 (1)(ee) (duty to adopt policy prohibiting personnel from recommending certain drugs for students or ordering behavior tests without parent permission)
C.R.S. 22-32-109.1 (8) (policy requiring inquiries upon good cause to Department of Education for purpose of ongoing screening of employees)
C.R.S. 22-32-109.7 (duty to make inquiries prior to hiring)
C.R.S. 22-32-109.8 (6) (requirement to terminate non-licensed employees for certain felony offenses)

C.R.S. 22-32-109.9 (licensed personnel – submittal of fingerprints)
C.R.S. 22-32-110 (1)(k) (power to adopt conduct rules)
C.R.S. 24-18-104 (government employee rules of conduct)
C.R.S. 24-18-109 (local government employee rules of conduct)
C.R.S. 24-18-110 (voluntary disclosure)

CROSS REFS.: JLC, Student Health Services and Requirements
JLDAC, Screening/Testing of Students (And Treatment of Mental Disorders)
JLF, Reporting Child Abuse/Child Protection
KDBA*, Parent Notification of Employee Criminal Charges
KFA, Public Conduct on District Property

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

Staff Conduct **(And Responsibilities)**

Notice upon arrest for specific criminal offenses

An employee's criminal misconduct may constitute a violation of Board policy. Such criminal misconduct may also necessitate disciplinary action against the employee and require the district to notify students' parents/guardians of the employee's criminal charges in accordance with state law.

In an effort to keep the district apprised in a timely manner of potentially concerning behavior by its employees, an employee who is arrested for any of the following criminal offenses shall provide written notice to the superintendent or designee. Such notice shall be provided prior to reporting to duty in the district and no later than five days after the employee's arrest.

The required notice applies to the following criminal offenses:

1. felony child abuse, as specified in C.R.S. 18-6-401;
2. a crime of violence, as defined in C.R.S. 18-1.3-406(2), except second degree assault, unless the victim is a child;
3. a felony involving unlawful sexual behavior, as defined in C.R.S. 16-22-102(9);
4. felony domestic violence, as defined in C.R.S. 18-6-800.3;
5. felony indecent exposure, as described in C.R.S. 18-7-302; or
6. a level 1 or level 2 felony drug offense, as described in C.R.S. 18-18-401 et seq.

Disciplinary action and parental notification

Upon receiving notification of an employee's arrest for one or more of the above-listed criminal offenses, the district may conduct further investigation as it deems necessary and/or refer the matter to the Colorado Department of Education. Disciplinary action, including dismissal, may be taken against the employee as deemed appropriate by the district, in accordance with applicable law and Board policy.

The district may also notify students' parents/guardians when an employee is charged with any of the above-listed criminal offenses, in accordance with state law and applicable Board policy.

Adopted:

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

Staff Health

(And ~~MedicalPhysical and Mental Health~~ Examination Requirements)

Through its overall safety program and various policies pertaining to school personnel, the Board shall seek to ensure the safety of employees during working hours and assist them in the maintenance of good health. It shall encourage all its employees to maintain good health and practice good health habits.

Under the following circumstances, the Board may require ~~medicalphysical~~ examinations of its employees or applicants for employment. The district shall pay for all such ~~medicalphysical~~ examinations. Results of such ~~physical~~ examinations shall be maintained in separate medical files and not in the employee's personnel file and may be released only in limited circumstances.

Routine ~~medicalphysical~~ examinations

Subsequent to a conditional offer of employment and prior to commencement of work, the district may require an applicant to have a medical examination and to meet any other health requirements that may be imposed by the state. The district may condition an offer of employment on the results of such examination if all entering employees in the applicable job category are subject to such examination. A 30-day grace period may be allowed if approved by the ~~districtdepartment of human resources~~.

~~School transportation vehicle operatorsAll bus drivers, including full-time, part-time or temporary,~~ shall be required to have a ~~medicalphysical~~ examination at least once every two years in accordance with applicable state and federal law~~to obtain or renew an operator's permit.~~

Special examinations

The Board recognizes that an individual's medical diagnosis is privileged information between the patient and medical professionals. However, whenever a staff member's medical condition is such that it interferes with the ability to perform required duties or there is an unacceptable risk to the health and safety of the employee or others, the district shall take necessary steps to evaluate the employee's condition and make appropriate employment decisions.

The Board may request physical examinations and/or mental health examinations of any employee at any time to determine if the employee has a physical and/or mental condition, disease or illness which may interfere with the employee's ability to perform required duties or which may pose an unacceptable risk to the health, safety or welfare of the employee or others. The school district shall select the medical professional to conduct such examination and shall pay the costs associated with such examination.

When the employee cannot perform the essential functions of the job with reasonable accommodation or medical evidence establishes that the employee's condition poses a significant risk to the health, safety or welfare of the employee or others, the school

district may suspend and/or terminate the employee in accordance with applicable policies and regulations and applicable law.

Readily-transmitted communicable diseases

An employee with an acute, common communicable disease shall not report to work during the period of time when contagious/infectious. The district reserves the right to require a physician's statement prior to the employee's return to work.

An employee diagnosed with a serious, readily-transmissible disease or condition shall be encouraged to report the existence of the condition or illness in case there are precautions that must be taken to protect the health of others.

~~Blood borne pathogens/communicable disease~~

~~Any employee who becomes aware of personal infection with a blood borne pathogens/communicable disease which may be life-threatening yet poses little risk of transmission in a school setting, is encouraged to report the diagnosis to a designated school administrator. The administrator shall follow the procedures accompanying this policy to evaluate the employment status of the staff member.~~

~~To encourage disclosure, the school district shall endeavor to treat these employees in a fair, nondiscriminatory and confidential manner consistent with the district's legal obligations. Federal and state law mandate, pursuant to provisions protecting persons with disabilities, that such employees shall not be discriminated against on the basis of their disabilities and that reasonable accommodations shall be made to enable qualified individuals with disabilities to continue working.~~

Confidentiality

In all instances, district personnel shall respect the individual's right to privacy and treat any information regarding the medical condition or medical history of an employee or applicant as confidential information. The superintendent shall develop procedures to ensure that all medical information will be held in strict confidence. Any school staff member who violates confidentiality shall be subject to appropriate disciplinary measures.

Adopted: February 28, 1968
Revised: February 17, 1975
Revised: June 13, 1984
Revised: September 9, 1987
Revised: July 1, 1992
Revised: January 12, 1994
Revised: June 11, 2008
Revised: November 11, 2015

LEGAL REFS.: 29 U.S.C. §794 (1983) (Section 504 of the Rehabilitation Act)
42 U.S.C. §12101 *et seq.* (Americans with Disabilities Act)

49 C.F.R. 391.43 (medical examination requirements for commercial driver's license holders)

C.R.S. 8-2-118 (employer must bear cost of medical exam)

C.R.S. 22-32-110 (1)(k) (board's power to adopt policy related to safety, conduct and welfare of employees)

C.R.S. 22-63-301 (grounds for teacher dismissal)

C.R.S. 24-34-401 *et seq.* (discriminatory or unfair employment practices)

C.R.S. 25-4-101 *et seq.* (disease control and sanitary regulations)

1 CCR 301-26, Rules 4204-R-5.00201(regulations regarding operation of school transportation vehicles; ~~medical requirement of physical exam requirement every two years~~)

CROSS REFS.: EBBA, Prevention of Disease/Infection Transmission

GBA, Open Hiring/Equal Employment Opportunity

GBJ, Personnel Records and Files

GCQF, Discipline, Suspension and Dismissal of Professional Staff

GDQD, Discipline, Suspension and Dismissal of Support Staff

CONTRACT REFS.: SVVEA Agreement

Staff Health

~~(Staff Members with Blood Borne Pathogens/Communicable Diseases)~~

The following procedures shall be followed ~~when evaluating the employment status of an employee with blood borne pathogens and communicable diseases.~~

~~These procedures shall also apply~~ whenever a school official has reasonable cause to suspect that a staff member is seriously ill and the illness is affecting the employee's ability to perform job responsibilities or poses an unacceptable risk to the health and safety of the employee or others. Reasonable cause may exist in but not be limited to situations where the employee's health is observed to be deteriorating to the point of interfering with the performance of duties, when the employee displays persistent physical symptoms of illness, or where there is similar reasonable evidence of such ~~illness~~disease.

~~Reporting suspected or confirmed cases~~

The assistant superintendent of human resources will be the staff member responsible for coordinating the school district's effort to evaluate the employment status of an employee in accordance with these procedures. For purpose of these procedures, the assistant superintendent of human resources shall be referred to as the "school officer."

It is improper for any employee, with knowledge or reasonable grounds to suspect that he/she is infected with a communicable disease, to willfully expose or infect another with such disease or to knowingly perform an act or engage in conduct which exposes or infects another person with such disease.

Any staff member infected with blood borne pathogens/communicable diseases is encouraged to report this fact directly to the school officer.

If a supervisor has been informed or has reasonable cause to believe that an employee has an illness which is interfering with job performance or posing an unacceptable health risk to the employee or others, the supervisor shall notify the school officer as soon as possible~~immediately~~. The school officer shall confer individually with the supervisor and the staff member to assess the situation.

Evaluation of employment status

~~Blood borne pathogens/communicable diseases are not transmitted casually; therefore, it is not itself a reason to remove a staff member from school. The school officer will determine whether the person who is infected with the disease has a secondary infection such as active tuberculosis that constitutes a recognized risk of transmission in the school setting. This is a medical question which the school officer will answer by consulting with the infected person's physician, a qualified public health official who is responsible for such determinations, and the infected person.~~

~~In determining an appropriate response, the district shall consider the most current and reliable medical information available, with particular reference to the dangers of increased risk of transmission to others, and the health risk to the employee as well as the expected type of interaction with others.~~

~~If there is no secondary infection that constitutes a medically recognized risk of transmission in the school setting, the infected person's job assignment will not be altered unless a reassignment is requested as a reasonable accommodation.~~

~~If there is a secondary infection that constitutes a medically recognized risk of transmission in the school setting, the school officer will consult with the physician, public health official and the infected person. If necessary, they will develop an individually tailored plan for the staff member. Additional persons may be consulted if this is essential for gaining additional information, but the infected staff member must approve of the notification of any additional persons who would know the staff member's identity. Utmost confidentiality will be observed throughout this process.~~

When an employee is determined to be unfit for continued duty because it has been determined that the employee is incapable of performing the essential functions of the position or poses a direct threat to the health or safety of himself/herself or others, the employee will be entitled to use any accumulated sick leave in accordance with Board policies.

When an employee has exhausted all sick leave and other applicable leave options and is deemed unfit to resume duties, employment may be terminated through the employee's resignation, retirement or dismissal in accordance with the requirements of applicable law, Board policies and applicable negotiated agreements.

~~The school official will review the case periodically with the infected person and the medical advisors described above.~~

Confidentiality

All information gained by the district through the application of the accompanying policy and these procedures, ~~including the identity of an employee infected with blood borne pathogens/communicable disease~~, shall be treated as confidential. Information will be disclosed only as appropriate in connection with these procedures.

~~Persons who may know the identity of a staff member infected with blood borne pathogens/communicable disease are those who with the infected person will determine whether the person has a secondary infection that constitutes a medically recognized risk of transmission in the school setting. They are the school officer, the personal physician of the infected person, and a public health official who may be able to study the facts of the case sufficiently without needing to know the identity of the staff member to make a decision.~~

~~The decision makers listed above and the infected person will determine whether additional persons such as the school nurse or principal need to know that an infected~~

~~person works at a specific school. The additional persons will not know the name of the infected person without this person's consent.~~

~~All persons shall treat all medical information as highly confidential. No information will be divulged directly or indirectly to any other individuals or groups. All medical information and written documentation of discussions, telephone conversations, proceedings and meetings will be kept by the school officer in a locked file. Access to this file will be granted only to those persons who have the written consent of the infected staff member.~~

~~To further protect confidentiality, names will not be used in documents except when essential. Any document containing the name or any other information that would reveal the identity of the infected person will not be shared with any person, not even for the purposes of word processing or reproduction.~~

Approved: September 9, 1987

Revised: November 17, 1993

Revised: June 11, 2008

Revised: November 11, 2015

Staff Personal Security and Safety

Offenses against school employees

The following procedures shall be followed in instances of assault, disorderly conduct, harassment, knowingly making a false allegation of child abuse, or any alleged offense under the "Colorado Criminal Code" by a student directed towards a teacher or school district employee.

These same procedures shall be followed in instances of damage by a student to the personal property of a teacher or school district employee occurring on school district premises.

1. The teacher or employee shall file a written complaint with the building principal, the superintendent's office and the Board of Education.
2. The principal shall, after receipt ~~both~~ of the complaint and ~~adequate~~ proof deemed adequate by the principal, of the charges, shall suspend the student for up to five (5) days in accordance with established procedures.
3. The superintendent shall initiate procedures for the further suspension or expulsion of the student when injury or property damage has occurred.
4. The superintendent or designee shall report the incident to the district attorney or the appropriate local law enforcement agency or officer who shall be requested, upon receiving the report, to ~~then~~ investigate the incident to determine the appropriateness of filing criminal charges or initiating delinquency proceedings.
5. ~~A copy of this policy shall be distributed to each student and posted in each school building.~~

Communication of disciplinary information

The principal or designee shall communicate discipline information concerning any student enrolled in the district to all teachers and counselors who have direct contact with that student. Any teacher or counselor who is assigned a student with known serious behavior problems will be informed of the student's behavior record. Any school employee who is provided this information shall maintain its confidentiality and shall not communicate it to any other person.

Adopted: March 12, 1980

Revised: June 13, 1984

Revised: June 8, 1994

Revised: September 25, 1996

Revised: May 9, 2007

Revised: November 11, 2015

LEGAL REFS.: C.R.S. 22-32-109.1 (3) (policy regarding offenses against school employees required as part of safe schools plan)
C.R.S. 22-32-109.1 (9) (immunity provisions in safe schools law)
C.R.S. 22-32-126 (5)(a) (communication of disciplinary information)

CROSS REFS.: ECAC, Vandalism
JK, Student Discipline

JKD/JKE, Suspension/Expulsion of Students

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

CONTRACT REF.: SVVEA Agreement, Article 20–Teacher Protection from Assaults/
Personal Injury Leave

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

Staff Concerns/Complaints/Grievances

It is the Board's desire that procedures for settling differences provide for prompt and equitable resolution at the lowest possible administrative level and that each employee be assured an opportunity for orderly presentation and review of complaints without fear of reprisal.

Refer to SVVEA agreement, classified handbook, or any other official document regarding grievances. A complaint concerning unlawful discrimination and/or harassment may be filed in accordance with the district's applicable procedures.

Nothing in this policy shall be construed to imply in any manner the establishment of personal rights not explicitly established by statute or Board policy. Neither shall anything in this policy be construed to establish any condition prerequisite relative to nonrenewal of contracts, transfer, assignment, dismissal or any other employment decision relating to ~~school-district~~ personnel.

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

Adopted: November 16, 1977

Revised: June 13, 1984

Revised: June 8, 1994

Revised: April 25, 2007

Revised: November 11, 2015

CROSS REFS.: AC, Nondiscrimination/Equal Opportunity
AC-R, Nondiscrimination/Equal Opportunity (Complaint and
Compliance Process)
GBA, Open Hiring/Equal Employment Opportunity
GBAA, Sexual Harassment

CONTRACT REFS.: SVVEA Agreement, Article 5–Grievance Procedure
Classified Handbook
APT Handbook

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

Professional Staff Recruiting/Hiring

Applications of all regular licensed personnel to be employed by the district will be processed according to this procedure. Short-term, temporary or interim appointments may be made directly by the superintendent, subject to the approval of the Board of Education, without following the advertising procedure.

1. Vacancies

All regular vacancies will be advertised by the department of human resources.

2. Applications

All applications will be submitted to the human resources office via the online Applitrack System.

Current employees may apply for supplemental pay positions by submitting an application outlining their qualifications for the position they are seeking.

All applicants will refer to the human resources website and complete an application form.

3. Initial screening and interview

The hiring managers will screen applications and conduct the initial interview with all applicants. The objectives of the screening and initial interview process are to:

- a. Determine if the applicant meets applicable licensure requirements under state and federal law.
- b. Determine the suitability of the applicant for the specific position.
- c. Determine those applicants who are most qualified for the position.
- d. Ensure eligible applicants from the district's priority hiring pool receive first opportunity to interview, as required by law.
- e. Discuss with the applicant any district policies and procedures pertinent to the job and to the employment process.

4. Background checks

Prior to hiring and in accordance with state law, the department of human resources shall:

- a. Conduct a background check through the Colorado Department of Education (the department) to determine the applicant's fitness for employment.

The department's records shall indicate if the applicant has been convicted of, pled *nolo contendere* to, received a deferred sentence, or had his or her license or authorization denied, annulled, suspended or revoked for a felony or misdemeanor crimes involving unlawful sexual behavior, unlawful behavior involving children or domestic violence. The department shall provide any available information to indicate whether the applicant has been dismissed by or

resigned from a school district as a result of an allegation of unlawful behavior involving a child, including unlawful sexual behavior, which was supported by a preponderance of evidence according to information provided to the department by a school district and confirmed by the department in accordance with state law. The department shall also provide information regarding whether the applicant's license or certification has ever been denied, suspended, revoked or annulled in any state, including but not limited to any information gained as a result of an inquiry to a national teacher information clearinghouse.

Information of this type that is learned from a different source shall be reported by the district to the department.

The department will not disclose any information reported by a school district unless and until the department confirms that the allegation resulted in the person's name being placed on the state central registry of child protection.

- b. Contact previous employers of the applicant to obtain information or recommendations relevant to the applicant's fitness for employment.

5. Fingerprinting non-licensed administrators

- a. All non-licensed applicants selected for employment in an administrative position must submit a complete set of fingerprints taken by a qualified law enforcement agency, an authorized district employee or any third party approved by the Colorado Bureau of Investigation.
- b. Non-licensed applicants selected for employment must also submit a ~~notarized, completed form, as required by state law.~~ On the form, the applicant must to certify, under penalty of perjury, either that he or she has never been convicted of a felony or misdemeanor charge, not including any misdemeanor traffic offense, or that he or she has been convicted of a felony or misdemeanor charge (not including any misdemeanor traffic offense). The form must specify the felony or misdemeanor, the date of conviction, and the court entering judgment.
- c. The school district will release the fingerprints to the Colorado Bureau of Investigation for the purpose of conducting a state and national fingerprint-based criminal history record check utilizing the records of the Colorado Bureau of Investigation and the Federal Bureau of Investigation.
- d. Although an applicant may be conditionally employed prior to receiving the results, he or she may be terminated if the results are inconsistent with the information provided on the form. In accordance with state law, the employee or applicant shall be terminated or disqualified from district employment if the results disclose a conviction for any of the following offenses:
 - (1) felony child abuse, as described in C.R.S. 18-6-401;
 - (2) a crime of violence, as defined in C.R.S. 18-1.3-406(2);
 - (3) a felony involving unlawful sexual behavior, as defined in C.R.S. 16-22-102(9);
 - (4) felony domestic violence, as defined in C.R.S. 18-6-800.3;
 - (5) a felony drug offense, as described in C.R.S. 18-18-401 *et seq.*, committed on or after August 25, 2012;
 - (6) felony indecent exposure, as described in C.R.S. 18-7-302;

- (7) attempt, solicitation or conspiracy to commit any of the offenses described in items 1-6; or
- (8) an offense committed outside of this state, which if committed in this state would constitute an offense described in items 1-7.

The district will notify the district attorney of inconsistent results for action or possible prosecution.

The school district will charge the applicant a nonrefundable fee of \$40 to cover the direct and indirect costs of fingerprint processing. The applicant may pay the fee over a period of 60 days after employment. The fee will be credited to the fingerprint processing account.

6. Credit reports

The human resources office will not obtain a credit report on an applicant unless the office has first notified the individual in writing, in a document consisting solely of the notice, that the district would like to obtain a credit report and requesting the individual's written authorization to obtain the report. A credit report will only be requested when the applicant submits a written authorization.

The human resources office will not rely on a credit report in denying an application unless the office has first supplied the applicant with a disclosure that includes a copy of the credit report and a summary of the applicant's rights. If an application for employment is denied because of the credit report, the human resources office will give the applicant notice that the action has been taken, as well as:

- a. the name, address and phone number of the credit bureau supplying the report;
- b. a statement that the credit bureau was not involved in the decision to deny the application; and
- c. a notice of the individual's right to dispute the information in the report.

7. Placement interview

- a. Determine whether the applicant can handle the specific assignment.
- b. Determine the best applicant for the position.
- c. Discuss with the candidate any building or departmental regulations pertinent to the job.

8. Selection

In the selection of *secondary teachers*, the principal and department chairman will interview the qualified applicants. The decision regarding selection will be made by the principal, considering mutual consent placement provisions in law where applicable.

In the selection of *elementary teachers*, the principal will interview the qualified applicants. The decision regarding selection will be made by the principal and human resources, considering mutual consent placement provisions in law where applicable.

In the selection of *athletic coaches*, the principal and director of athletics will interview the qualified applicants, and the decision regarding selection will be made by the principal, the director of athletics and human resources. In the selection of assistant athletic coaches, the head coach of that sport will be involved in the interview process.

In the selection of *department chairpersons*, the principal will interview the qualified applicants, and the decision regarding selection will be made by the principal.

If the department chairman, director of athletics, head coach, or human resources are not available at a time when a selection must be made, the selection will be made by those applicable persons present under the specific direction of the superintendent or designee.

9. Contract or job offer

Only the human resources office is authorized to offer new or supplemental pay contracts and/or jobs to current employees or applicants.

10. Information report to state

In accordance with federal and state law, the human resources office will report the name, address and social security number of every new employee to Colorado State Directory of New Hires, P.O. Box 2920, Denver, Colorado 80201-2920.

This report, due within 20 days of the date of the hire or on the first payroll after the 20 days have expired, shall be submitted even if the employee quits or is terminated before the report is due. Upon termination, the employee's last known address, the fact of the termination, and the name and address of the employee's new employer, if known, shall be reported to the applicable court or agency.

Upon receiving a Notice of Wage assignment, the district shall remit the designated payment within seven (7) days of withholding the income according to instructions contained in the Notice. Child support withholding takes priority over other legal actions against the same wages.

Adopted: February 28, 1968
Revised: July 23, 1969
Revised: August 13, 1969
Revised: December 15, 1982
Revised: June 8, 1994
Revised: September 22, 1999
Revised: December 8, 2004
Revised: May 14, 2008
Revised and recoded: November 11, 2015
Revised: February 28, 2018

Support Staff Recruiting/Hiring

The Board shall establish and budget for classified positions in the school district on the basis of need and the financial resources of the district.

Recruiting

The recruitment and selection of candidates for these positions shall be the responsibility of the superintendent or designee who shall confer with principals and other supervisory personnel in making a selection.

All vacancies shall be made known to the present staff. Anyone qualified for a position may submit an application.

Background checks

Prior to hiring any person, in accordance with state law, the district shall conduct background checks with the Colorado Department of Education and previous employers regarding the applicant's fitness for employment. In all cases where credit information or reports are used in the hiring process the district shall comply with the Fair Credit Reporting Act and applicable state law.

All applicants recommended for a position in the district shall submit a set of fingerprints and ~~a notarized form with~~ information about felony or misdemeanor convictions as required by law. (This requirement shall not apply to any student currently enrolled in the district applying for a job.) Applicants may be conditionally employed prior to receiving the fingerprint results.

Hiring

There shall be no discrimination in the hiring process on the basis of race, color, creed, sex, sexual orientation (which includes transgender), religion, national origin, ancestry, age, genetic information, marital status, disability or conditions related to pregnancy or childbirth.

The Board shall officially appoint all employees upon the superintendent's recommendation; however, temporary appointments may be made pending Board action.

Upon the hiring of any employee, information required by federal and state child support laws will be timely forwarded by the district to the appropriate state agency.

Adopted: February 28, 1968
Revised: September 23, 1981
Revised: June 8, 1994
Revised: December 8, 2004
Revised: May 14, 2008

Revised: November 11, 2015

Revised: February 28, 2018

LEGAL REFS.: 15 U.S.C. 1681 *et seq.* (Fair Credit Reporting Act)
42 U.S.C. 653 (a) (Personal Responsibility and Work Opportunity Reconciliation Act)
42 U.S.C. 2000ff *et seq.* (Genetic Information Nondiscrimination Act of 2008)
28 C.F.R. 50.12(b) (notification requirements regarding fingerprints)
C.R.S. 2-4-401 (13.5) (definition of sexual orientation, which includes transgender)
C.R.S. 8-2-2126 (limits employers' use of consumer credit information)
C.R.S. 13-80-103.9 (liability for failure to perform an education employment required background check)
C.R.S. 14-14-111.5 (Child Support Enforcement procedures)
C.R.S. 22-2-119 (duty to make inquiries prior to hiring)
C.R.S. 22-32-109 (1)(f) (Board duty to employ personnel)
C.R.S. 22-32-109.7 (duty to make inquiries prior to hiring)
C.R.S. 22-32-109.8 (fingerprinting requirements for non-licensed positions)
C.R.S. 24-5-101 (effect of criminal conviction on employment)
C.R.S. 24-34-301 (7) (definition of sexual orientation, which includes transgender)
C.R.S. 24-34-402 (1) (discriminatory and unfair employment practices)
C.R.S. 24-34-402.3 (discrimination based on pregnancy, childbirth or related conditions; notice of right to be free from such discrimination must be posted "in a conspicuous place" accessible to employees)

CROSS REF.: GBA, Open Hiring/Equal Employment Opportunity
GDA, Support Staff Positions
Classified Employees' Handbook

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

School Volunteers

The Board of Education recognizes the need to develop a volunteer program to support district instructional programs and extra-curricular activities. The purpose of the volunteer program shall be to:

1. Assist employees in providing more individualization and enrichment of instruction.
2. Build an understanding of school programs among interested citizens, thus stimulating widespread involvement in a total education process.
3. Strengthen school/community relations through positive participation.

A volunteer is a person who works on an occasional or regular basis at school sites or other educational facilities to support the efforts of professional personnel. Such a volunteer worker shall serve in that capacity normally without compensation, without workers' compensation coverage and without employee benefits. Through the Colorado School Districts Self-Insurance Pool (CSDSIP), the district shall provide limited liability insurance coverage for all volunteers acting within the scope of voluntary duties under the direction of the school principal.

Volunteers may come from all backgrounds and all age groups and may include any persons willing to give their time to one purpose—helping students and school staffs. Volunteers may be involved in virtually every facet of the operation of the school district from working with students on a one-to-one basis to performing tasks not involving students. Tasks may involve services in the library, classroom, athletics, music, school play, pre-kindergarten programs or assisting on field trips and similar activities.

The responsible school personnel shall identify appropriate tasks for volunteers and may plan in-service activities for them so they may become skilled in performing those tasks. An effort shall be made to use the services of all volunteers, but the decision to use a volunteer shall rest with the principal and classroom teacher or staff member with whom the volunteer would be working.

Volunteers shall be under the direction, general supervision, and within line of sight of a ~~licensed~~ staff member.

Volunteers shall not teach but may reinforce skills taught by the professional staff. Volunteers providing transportation to students in their personal automobiles for any district-sponsored activities shall meet the provisions of Board policy regarding transportation of students.

Volunteers may offer their services to a building or department or they may be recruited by a school principal or designee. In either case, all volunteers must have a

written application, including emergency contact information, on file at the building where services shall be performed before beginning work.

From time to time complaints and/or grievances may arise in the course of a volunteer performing designated duties. The Board believes that such matters are best handled and resolved as close to their origin as possible. Therefore, the proper channeling of complaints shall be:

1. Teacher
2. Principal/supervisor
3. Appropriate director or assistant superintendent
4. Superintendent
5. Board of Education

Adopted: February 25, 1987

Revised: February 10, 1993

Revised: December 8, 2004

Revised: August 11, 2010

Revised: October 28, 2015

LEGAL REFS.: 42 U.S.C. 14501, Volunteer Protection Act of 1997

C.R.S. 13-21-115.5 Volunteer Service Act

C.R.S. 24-10-103 (4)(a) Colorado Governmental Immunity Act

CROSS REFS.: EEAG, Student Transportation in Private Vehicles

EI, Insurance Program/Risk Management

KE, Public Concerns and Complaints

ST. VRAIN VALLEY SCHOOL DISTRICT SCHOOL VOLUNTEER APPLICATION

Name _____ Application Date _____

Address _____

City/State/Zip _____ Phone _____

Emergency Contact

Name _____ Phone _____ Relation _____

Current Employer _____

School that I am volunteering for _____

The St. Vrain Valley School District encourages citizens to volunteer their services in a local school. Those services are considered valuable assets and are welcomed before, during and after school hours under the direction, and supervision, and within line of sight of ~~a certificated~~ personnel. Volunteers may be involved in virtually every facet of the operation of the district, working with students on a one-to-one basis or performing tasks not involving children. Tasks may involve services in the library, classroom, music, school plays, pre-kindergarten programs, or assisting on field trips and similar activities. Volunteers will not teach, but may reinforce skills taught by the professional staff.

Areas that I am interested in volunteering are:

Classroom _____

Art _____

Library _____

Music _____

Office _____

Computer _____

P.E. _____

Tutoring _____

Other _____

Field Trips _____

Lunchroom _____

Special talents and/or experiences I have that I am interested in sharing are:

I do hereby give the St. Vrain Valley School District assurance that I will comply with all district policies and will remain under the direction, supervision, and within line of sight of personnel.

Signature _____

Date _____

I do hereby approve and acknowledge that volunteer will remain under the direction, supervision, and within line of sight of personnel.

School Staff _____

Date _____

Principal Approval _____

Date _____

Drug and Alcohol Involvement by Students

It shall be a violation of Board policy and may be considered to be behavior which is detrimental to the welfare or safety of other students or school personnel for any student to possess, use, sell, distribute or procure or to be under the influence of a controlled substance without a prescription.

For purposes of this policy, a controlled substance includes but is not limited to alcohol, marijuana (medical or otherwise), narcotic drugs, hallucinogenic or mind-altering/mood altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, anabolic steroids, any other substances defined as "controlled substances" by state and federal law, or any prescription or nonprescription drug, medicine, vitamin, homeopathic substance, or other chemical substances not taken in accordance with Board policy and regulations on administering medications to students, or the Board's policy on administration of medical marijuana to qualified students~~state law regarding the administration of medical marijuana to qualified students~~.

This policy also includes substances that are represented by or to a student to be any such controlled substance as defined in the preceding paragraph or what the student believes to be any such substance. All paraphernalia that is associated with the use or distribution of a controlled substance is also prohibited and falls within the scope of this policy and its accompanying regulation.

This policy shall apply to any student who is on school property, in attendance at school, in a district vehicle or at any school or district-sponsored or sanctioned activity, whether on or off school grounds, or whose conduct at any time or place is found to be detrimental to the safety and/or welfare of students or school employees.

Students violating this policy shall be subject to disciplinary sanctions that may include suspension, expulsion, diversion activities and/or referral to appropriate law enforcement agencies as outlined in the regulation that accompanies this policy and as provided in the student code of conduct and discipline handbooks for each school.

Through the publication and distribution of the discipline handbooks, the Board shall have served notice to all students and their parent(s)/guardian(s) of their rights and responsibilities under Board policy.

Situations in which a student seeks counseling or information from a professional staff member for the purpose of overcoming substance abuse or dependency shall be handled on an individual basis and shall not be considered in violation of this policy.

Information provided to students and/or parents/guardians about community substance abuse treatment programs or other resources shall be accompanied by a disclaimer to clarify that the school district assumes no financial responsibility for the expense of drug or alcohol assessment or treatment provided by other agencies or groups unless otherwise required by law.

Adopted: August 22, 1990
Revised: November 14, 1990
Revised: June 8, 1994
Revised: September 14, 1995
Revised: September 23, 1998
Revised: May 23, 2001
Revised: September 12, 2001

Revised: August 24, 2005

Revised: June 24, 2015

Revised: March 8, 2017

LEGAL REFS.: 20 U.S.C. §7101 *et seq.* (Safe & Drug-Free Schools and Communities Act of 1994)
21 U.S.C. §812 (definition of “controlled substance”)
C.R.S. 18-18-102 (3) (definition of “anabolic steroid”)
C.R.S. 18-18-407 (2) (crime to sell, distribute or possess controlled substance on or near school grounds or school vehicles)
C.R.S. 22-1-110 (instruction related to alcohol and drugs)
C.R.S. 22-1-119.3 (3)(c), (d) (no student possession or self-administration of medical marijuana, but school districts must permit the student’s primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event)
C.R.S. 22-32-109.1 (2)(a)(I)(G) (policy required as part of safe schools plan)
C.R.S. 22-33-106 (1)(d) (suspension or expulsion discretionary for the sale of a drug or controlled substance)
C.R.S. 25-1.5-106 (12)(b) (possession or use of medical marijuana in or on school grounds or in a school bus is prohibited)
C.R.S. 25-14-103.5 (boards of education must adopt policies prohibiting use of retail marijuana on school property)

CROSS REFS.: IHAMA, Teaching about Drugs, Alcohol and Tobacco
JIH, Student Interviews, Interrogations, Searches and Arrests
JK*-2, Discipline of Students with Disabilities
JKD/JKE, Suspension/Expulsion of Students (and Other Disciplinary Interventions)
JLCD, Administering Medications to Students
JLCD-R, Administering Medications to Students
JLCD-E, Written Plan-Administration of Medical Marijuana to Qualified Students

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

Administering Medications to Students

School personnel shall not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours.

Medication, other than medical marijuana, may be administered to students by school personnel whom a district school nurse has trained and delegated the task of administering such medication. For purposes of this policy, the term “medication” includes both prescription medication and nonprescription medication, but does not include medical marijuana. The administration of medical marijuana shall be in accordance with the Board’s policy on as required by state law regarding the administration of medical marijuana to qualified students.

The term “nonprescription medication” includes but is not limited to over-the-counter medications, homeopathic and herbal medications, vitamins and nutritional supplements. Medication, other than medical marijuana, may be administered to students only when the following requirements are met:

1. Medication shall be in the original properly labeled container. If it is a prescription medication, the student’s name, name of the medication, dosage, how often it is to be administered, and name of the prescribing health care practitioner shall be printed on the container.
2. The school shall have received written permission from the student’s parent/guardian to administer the medication to the student and either:
 - a. written permission to administer the medication from the student’s health care practitioner with prescriptive authority under Colorado law; or
 - b. a standing medical order, if the medication is an over-the-counter medication such as Advil or Tylenol.
3. The parent/guardian shall be responsible for providing all medication to be administered to the student.

Self-administration of medication for asthma, allergies or anaphylaxis

A student with asthma, a food allergy, other severe allergies, diabetes, or related, life-threatening conditions may possess and self-administer medication, other than medical marijuana, to treat such conditions. Self-administration of such medication may occur during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity. Student possession and self-administration of such medication shall be in accordance with the regulation that accompanies this policy.

Authorization for a student to possess and self-administer medication to treat the student’s asthma, food or other severe allergies, anaphylaxis, diabetes or other related, life-threatening condition may be limited or revoked by the school principal after consultation with a district school nurse, the school health clerk and the student’s parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such medication.

Sharing, borrowing or distribution of medication is prohibited. The student’s authorization to self-administer medication may be revoked by the school principal after consultation

with a district school nurse, the school health clerk and the student's parent/guardian and the student may be subject to disciplinary consequences, including suspension and/or expulsion, for violation of this policy.

Medical marijuana

The Board recognizes the Colorado General Assembly passed HB 16-1373 mandating school districts allow the administration of medical marijuana to students on school grounds under certain circumstances, so long as the school districts do not lose or will not have its federal funds reasonably jeopardized. The Board further recognizes that such state law, whether or not school districts have a corresponding policy, is contrary to federal law, which continues to categorize all forms of marijuana as a Schedule I controlled substance.

The Board strives to honor families' private medical decisions while maintaining a learning environment free of disruption and upholding its commitments to be a drug and alcohol-free environment. To accomplish these goals, the district permits the administration of medical marijuana to qualified students in accordance with state law during school hours if the administration cannot reasonably be accomplished outside of school hours, so long as the district will not lose federal funding as set forth below.

Definitions:

"Designated location" means a location identified in writing by the school district and may only include a location on the grounds of the school in which the student is enrolled, upon a school bus in Colorado, or at a school-sponsored event in Colorado;

"Permissible form of medical marijuana" means nonsmokeable products such as oils, tinctures, edible products or lotions that can be administered and fully ingested or absorbed in a short period of time;

"Primary caregiver" means the qualified student's parent, legal guardian or licensed medical professional; and

"Qualified student" means a student who holds a valid registration from the state of Colorado (license issued by the Colorado Department of Public Health and Environment) for the use of medical marijuana and for whom the administration of medical marijuana cannot reasonably be accomplished outside of school hours.

Permissible administration of medical marijuana to a qualified student

Any primary caregiver seeking access to school or district property, a school bus or school-sponsored event for purposes of this policy must comply with the district's policy and/or procedures concerning visitors to schools and all other applicable policies.

The primary caregiver shall be responsible for providing the permissible form of medical marijuana to be administered to the qualified student and only administer the medical marijuana in accordance with this policy and the approved Written Plan (Board Exhibit JLCD-E). After administering the permissible form of medical marijuana to the qualified student, the student's primary caregiver shall remove any remaining medical marijuana from the grounds of the school, district, school bus or school-sponsored event. A qualified student's primary caregiver may administer a permissible form of medical marijuana to a qualified student in a designated location only if all of the following parameters have been met:

1. The qualified student's parent/guardian provided the school with a copy of the student's valid, current registration from the state of Colorado authorizing the student to receive medical marijuana.
2. The primary caregiver creates a Written Plan (Board Exhibit JLCD-E), which receives approval by the district in its sole discretion that identifies the form, designated location(s), and any protocols regarding administration of a permissible form of medical marijuana to the qualified student.
3. Forms of medical marijuana not included in the definition of permissible form of medical marijuana may be proposed by the qualified student's primary parent/guardian to the superintendent, or his/her designee, who may authorize such a request after consultation with appropriate personnel chosen by the district. Patches and other forms of administration that continue to deliver medical marijuana to a qualified student while at school may only be appropriate for students who receive ongoing adult assistance, or on a case-by-case basis, as determined by the district, when adequate protections against misuse may be made.
4. The district director of student services, or his/her designee, shall maintain a copy of each Written Plan (Board Exhibit JLCD-E).
5. The primary caregiver shall not administer the permissible form of medical marijuana in a manner that creates disruption to the educational environment or causes exposure to other students.

Additional parameters

School district personnel shall not administer, give advice related to, or possess medical marijuana in any form; nor shall they be responsible for verifying information related to the medical marijuana such as potency, dosage, and how often it should be administered.

This policy conveys no right to any student or to the student's parents/guardians or other primary caregiver to demand access to any general or particular location on school or district property, a school bus or at a school-sponsored event to administer medical marijuana.

This policy shall not apply to school grounds, school buses, or school-sponsored events located on federal property or any other location that prohibits marijuana on its property.

Qualified students shall not possess or self-administer medical marijuana.

Permission to administer medical marijuana to a qualified student on school grounds, school buses, or school-sponsored events may be limited or revoked if the qualified student and/or the student's primary caregiver violates this policy or demonstrates an inability to responsibly follow the parameters as outlined in this policy, the student is no longer an eligible student, or the district is no longer required by state law to permit a primary caregiver to possess and administer medical marijuana on school grounds, school buses, or at school-sponsored events.

Any student possession, use, distribution, sale or intoxication of marijuana inconsistent with this policy may be considered a violation of district policy concerning drug and alcohol involvement by students or other district policy and may subject the student to disciplinary consequences up to and including expulsion.

If the federal government indicates that the district's federal funds are jeopardized by this policy, the district declares that this policy shall be suspended immediately and that the administration of any form of medical marijuana to qualified students shall not be permitted on school grounds, upon a school bus or at a school-sponsored event. The district shall post notice of a policy suspension and prohibition in a conspicuous place on its website.

The parent or guardian shall provide a written statement that specifically describes the product and method of administration, and releases the district, its employees, agents, and assigns from any and all legal liability and financial responsibility to the eligible student and any third-party related to the possession and administration of medical marijuana to the eligible student on school property, school buses, or at school-sponsored events.

Adopted: February 8, 1984
Revised: June 25, 1986
Revised: April 12, 1995
Revised: April 23, 2008
Revised: June 24, 2015
Revised: March 8, 2017
Revised: August 8, 2018

LEGAL REFS.: C.R.S. 12-38-132 (delegation of nursing tasks)
C.R.S. 12-38-132.3 (school nurses – over-the-counter medication)
C.R.S. 22-1-119 (no liability for adverse drug reactions/side effects)
C.R.S. 22-1-119.3 (3)(c), (d) (no student possession or self-administration of medical marijuana, but school districts must permit the student's primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event)
C.R.S. 22-1-119.5 (Colorado Schoolchildren's Asthma, Food Allergy, and Anaphylaxis Health Management Act)
C.R.S. 22-2-135 (Colorado School Children's Food Allergy and Anaphylaxis Management Act)
C.R.S. 24-10-101 *et seq.* (Colorado Governmental Immunity Act)
1 CCR 301-68 (State Board of Education rules regarding student possession and administration of asthma, allergy and anaphylaxis management medications or other prescription medications)
6 CCR 1010-6, Rule 6.13 (requirements for health services in schools)

CROSS REFS.: JICH, Drug and Alcohol Involvement by Students
JKD/JKE, Suspension/Expulsion of Students (and Other Disciplinary Interventions)
JLCDA*, Students with Food Allergies
JLCE, First Aid and Emergency Medical Care

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

District Title I Parent and Family Engagement~~Involvement~~

Pursuant to federal law, the district and the parents of students participating in Title I district programs have jointly developed the following parent and family engagement involvement policy to establish the district's expectations and objectives for meaningful parent and family engagement. The policy shall be implemented by the superintendent or designee, according to the timeline set forth in the policy and incorporated into the district's Title I plan.

Involvement with Title I planning

The district shall hold an annual meeting for parents and families of students in Title I programs, as well as school Title I staff, principals of schools receiving Title I funds and other interested persons to discuss the Title I program plan, review implementation of the Title I plan, discuss how Title I funds allotted for parent and family engagement involvement activities shall be used, and invite suggestions for improvement.

District support for parent and family engagement~~involvement~~

The district shall provide coordination, technical assistance, and other support necessary to assist participating schools in building the capacity for effective parent and family engagement~~strong parent involvement~~ activities to improve student academic achievement and school performance.

This coordination, assistance, and support shall include:

- Designation of a part-time Title I parent and family engagement~~involvement~~ coordinator.
- Sharing of best practices from research and other schools.
- Allocation of financial resources for parent and family engagement~~involvement~~ activities.
- Coordination of parent and family engagement~~involvement~~ efforts across district programs.
- Providing professional development regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members.
- Engaging in activities and strategies to promote student achievement and learning at home, such as positive phone calls home and weekly data sharing folders.
- Supporting programs that reach parents and family members at home, in the community and at school.
- Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.

~~The district, with the assistance of parents, shall develop and implement a district professional development plan to enhance the skills of teachers, district support personnel, principals, and other staff in:~~

- ~~The value and utility of contributions of parents~~
 - ~~How to reach out to, communicate with, and work with parents as equal partners~~
 - ~~Implementing and coordinating parent programs~~
 - ~~Building ties between parents and the school~~

Coordination of parent ~~and family engagement~~involvement activities with other district programs

The district shall, to the extent feasible and appropriate, coordinate and integrate parent ~~and family engagement~~involvement programs and activities with ~~other relevant federal, state, and local laws and programs (including public preschools) Head Start and community preschool programs, Child Find, Homeless Program,~~ and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their students.

This coordination shall include:

- Dissemination of written materials to parents regarding these programs.
- ~~Quarterly meetings of~~ Monthly meetings with Title I family liaisons and district personnel involved in these programs to coordinate parent involvement activities.
- Parent seminars that are jointly designed and facilitated across programs.

Student learning

The district shall coordinate and integrate Title I parental ~~and family engagement~~involvement strategies with those of other educational programs in the district. The purpose of this coordination shall be to improve the academic quality of the schools served, including identifying ~~challenges~~barriers to greater participation by parents in activities authorized by law, ~~particularly by parents who:~~

- ~~Are economically disadvantaged~~
- ~~Have disabilities~~
- ~~Have limited English proficiency~~
- ~~Have limited literacy~~
- ~~Are of any racial or ethnic minority background~~
- ~~Are parents of migratory children~~

~~These barriers will be reduced by:~~

- ~~Translation of home communications into a format and, to the extent practicable, a language the parents can understand~~
- ~~Dissemination of materials in a variety of ways to address mobility issues~~
- ~~Parent classes and seminars held in local community centers where transportation, childcare, and cultural/language barriers are reduced or eliminated~~
- ~~Coordination of parent involvement activities at the school level by the parent contact person~~

~~Engaging parents to improve student learning will be accomplished by:~~

- ~~Advising parents of student progress on a regular basis~~
- ~~Providing opportunities for parents to discuss their student's progress and to participate in decisions related to the student's education~~
- ~~Providing assistance to parents in understanding such topics as district standards, state and local assessments, how to monitor their students' academic progress, and how to work with school staff to improve the achievement of students~~
- ~~Providing materials and training to help parents work with their student to improve achievement~~

School-based parent ~~and family engagement~~**involvement** activities

Parents will be involved in activities in Title I schools through attention to each of these areas:

Communication

- School and district brochures and notices will be written in a parent-friendly language.
- Communication will be disseminated in as many ways as possible: brochures, letters, meetings, conferences, phone calls, ~~homework hotlines~~, newsletters, progress reports, email, websites, etc.
- Parent liaisons at each school will contact parents on a regular basis. Parent liaisons communicate with parents in a language the parent can understand, attend conferences, and extend the communication between teachers and parents.
- Parent liaisons also connect parents to the resources provided through the homeless program.
- All learning plans (~~such as those developed under CBLA~~) will be translated into a language the parent can understand, with copies available to parents.
- All district standards and essential learning statements are posted on the district's website.

Parenting

- ~~Title I funds a liaison to community resources to offer parenting classes and advocacy classes.~~ [Title I family liaisons will provide parenting and advocacy resources through "cafecitos," parent nights, and district workshops](#)
- Title I schools coordinate the advertisement and promotion of these ~~classes~~[learning opportunities](#).
- This outreach effort engages parents in their student's education.

Student learning

- All Title I schools ~~have extensive~~ [actively encourage](#) home reading ~~programs~~. Parent liaisons at each school support [the program home reading](#) and communicate regularly with parents [regarding their children's participation in the program through "cafecitos" and parent nights](#).
- Title I schools hold annual meetings to inform parents of the school's participation in Title I, the requirements of Title I, and the rights of parents to be involved.
- ~~Parents will learn how and why their child was selected for the Title I program/ literacy lab.~~
- Parents will be informed about the goals and purpose of Title I, the curriculum used in the program, the academic assessments used to measure student progress, and the proficiency levels students are expected to meet.
- ~~The MESA Project (Mathematics, Engineering, and Science Achievement targeting economically disadvantaged, minority, and women students) has a substantial parent involvement component.~~

Volunteering

- ~~Many schools have a parent volunteer coordinator who makes~~ [Title I family liaisons and the Parent Leadership Teams will work to ensure that](#) volunteers feel welcome and ~~coordinates their activities.~~ [that their efforts support student learning.](#)
- Parent libraries make pertinent information/books accessible to parents.
- Schools recruit and train volunteers for practice reading programs [and support parent volunteers with at-home reading strategies.](#)
- ~~Title I assists schools in training volunteers for practice reading.~~

School decision-making and advocacy

- All schools have accountability committees comprised of parents, community members, and school staff who focus on school decisions to increase student achievement.
- All schools have parent organizations that foster parent participation in the school.
- Parents are involved in the planning, review, and improvement of the Title I program at the school.
- Schools will regularly seek input of parents at the school regarding the improvement of parent involvement activities and practices.

Collaborating with the community

- There are many community relationships with the district that provide human, financial, material, and social resources.
- The Title I parent involvement coordinator works extensively with district offices and community groups to develop advocacy classes and a network of support for Title I families, ~~a Latino Leadership Cadre to empower Latino parents to participate as partners with schools, and Leadership Training for Narrowing the Achievement Gap.~~

Method of communicating with parents

All information related to school and parent programs, meetings and other activities should be sent to parents in a format and, to the extent practicable, in a language the parents can understand.

- Written communications are sent in a language the parents can understand, to the extent practicable, and disseminated in as many ways as possible: mail, newsletters, student folders, email, websites, etc.
- School's staff engage with parents through informal communication such as telephone, home visits, personal contact.
- Parents are invited to regularly scheduled parent-teacher conferences ~~and literacy plan conferences~~, with translations provided when necessary.

Annual evaluation

The district shall conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this policy. Effectiveness shall be measured in part by improvements in student academic achievement and in school performance.

The evaluation shall address the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers and strategies to support successful school and family interactions. The evaluation shall specifically address ~~challenges/barriers~~ to greater participation by parents in activities authorized by law, ~~particularly by parents who:~~

- ~~Are economically disadvantaged~~
- ~~Have disabilities~~
- ~~Have limited English proficiency~~
- ~~Have limited literacy~~
- ~~Are of any racial or ethnic minority background~~
- ~~Are parents of migratory children~~

The evaluation will include:

- Feedback from parents who are presently not engaged with the school.
- Written surveys that will provide an inventory of current practices.

- Suggestions from a variety of sources as to how to improve and increase parent involvement.

The district shall use the findings of the evaluation to design evidence-based strategies for more effective parental and family engagement~~involvement~~ and to revise this policy, if necessary.

Development of school-level Title I parent engagement~~involvement~~ policy

Each school receiving Title I funds shall jointly develop with, agree on, and distribute to parents and family members of students participating in the Title I program (hereafter referred to as “parents”) a written School-Level Title I Parent and Family Engagement~~Involvement~~ Policy establishing the district’s expectations and objectives for meaningful parent and family engagement~~agreed upon by the parents~~ in accordance with the requirements of federal law.

The policy shall contain a school-parent compact or agreement that outlines how parents, teachers, and students will share the responsibility of improved student academic achievement and the means by which the school and parents will build and develop a partnership to help students. ~~This compact will be signed by students and parents.~~

Adopted: January 14, 2004

Revised: October 28, 2015

LEGAL REFS.: 20 U.S.C. §6301 *et seq.* (~~No Child Left Behind Act of 2001~~Elementary and Secondary Education Act of 1965 as amended by the Every Student Succeeds Act)
 Title I, Part A, Section 1112 (~~ag~~) (parent role in the development of district Title I plan~~involvement and notifications in districts using Title funds to provide language instruction to limited English proficient students~~)
 Title I, Part A, Section 1112 (e) (information for parents concerning teacher qualifications, assessments and language instruction)
 Title I, Part A, Section 1114 (b)(1)(F) (~~Schoolwide Reform Program must include strategies to increase parent involvement~~)
 Title I, Part A, Section 1114 (b)(2) (eligible school that desires to operate a schoolwide program must develop a comprehensive ~~reform~~ plan with involvement of parents and other community members)
 Title I, Part A, Section 1115 (~~b)(2)(E)(c)(1)(g)~~) (Targeted Assistance Program must include parent involvement strategies)
 Title I, Part A, Section 1116 (a)(~~1)(D)~~) (parent and family engagement policy~~school districts receiving Title I funds must review effectiveness of parent involvement actions and activities at schools~~)
 Title I, Part A, Section 1118 (~~Title I parent involvement requirements~~)
 Title I, Part C, Section 1304 (~~cb~~)(3) (parent involvement in projects and programs~~and notifications in districts using Title I funds~~ for the education of migratory children)
 Title I, Part F, Section 1606 (a)(7) (~~Comprehensive School Reform Grant Program parent involvement requirements~~)
 Title II, Part A, Section 2123 (a)(3)(B)(iv) (preparing and training for highly qualified teachers and principals Grant Program parent involvement provisions)
 C.R.S. 22-7-407 (5) (~~informing parents about standards based education~~)

C.R.S. 22-11-101 *et seq.* (Education Accountability Act of 2009)

CROSS REFS.: AE, Accountability/Commitment to Accomplishments
IHBIB, Primary/Preprimary Education
IKA, Grading/Assessment Systems
KD, Public Information and Communications

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

School-Level Title I Parent and Family Engagement **(School/Parent Compact)**

This policy and compact have been jointly developed and agreed upon by the Title I Parent Leadership Team, the Title I schools, and the parents and families of students served pursuant to Title I (hereafter referred to as “parents”).

Policy

The administration, staff, parents and family members of this school believe that the improved academic achievement of each student is a responsibility shared by the entire school community, including the school district, school, community members, school administration, staff, students, and parents (as defined for purposes of this policy to include guardians and all members of a student’s family involved in the student’s education).

Parent involvement activities in the school will include opportunities for:

- Parents to volunteer and be involved in school activities.
- Staff development and parent education.
- Parents to provide home support for their student’s education.
- Parents to participate in school decision-making.
- Effective communication between the school and parents.

Responsibilities of the District

The school will:

- Provide a high-quality curriculum and instruction in a supportive and effective learning environment enabling students to meet the district’s academic standards.
- Involve parents in an organized, ongoing and timely way in the planning, review and improvement of Title I programs, plans and policies.

The administration will:

- Facilitate and implement the Title I Parent and Family Engagement Policy.
- Involve parents in the planning, review and improvement of the School Parent and Family Engagement Policy at least annually.
- Provide notice to parents of the School Parent and Family Engagement Policy in an understandable and uniform format in English, Spanish, and other languages to the extent practicable.
- Make the School Parent and Family Engagement Policy available to the community.

With regard to parent meetings, the administration will:

- Convene annual meetings to inform parents of their school’s participation in Title I, the requirements of Title I and the right of parents to be involved.
- Inform parents of all meetings and encourage and invite parents to attend. Meetings shall be offered at various convenient dates and times to facilitate attendance by parents.

With regard to Title I Programs and Plans, the administration will:

- Work with the School Accountability Committee and the Parent Leadership Team, and the PTO to involve parents in the planning, review, and improvement of the school’s parental involvement policy.

- Work with the School Accountability Committee and the Parent Leadership Team and the PTO to involve parents in the joint development of any school-wide program plan and participate.
- Hold an annual meeting, in collaboration with the Parent Leadership Team, to inform all parents of the school's participation in Title I programs. The meeting will include a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
- Provide information to parents in an understandable and uniform format in English, Spanish, and other languages to the extent practicable.
- The Parent Leadership Team (PLT) will conduct regular meetings and solicit parent suggestions on the education of their children. The PLT will also conduct an annual parent survey to solicit parent suggestions.
- The school will provide to each parent an individual student report about the performance of their child on the State assessment in math, language arts and reading.
- Inform parents about the goals and purposes of Title I, any Title I programs at the school, the curriculum used in the programs, the academic assessments used to measure student progress, and the proficiency levels students are expected to meet.
- Involve parents in the planning, review and improvement of any Title I programs at the school.
- If the Title I plan is not satisfactory to the parents, submit any parent comments on the plan when it is submitted to the School Leadership Team.
- If requested by parents, provide opportunities for regular meetings of parents and the school where parents may offer suggestions and ask questions regarding Title I policies and programs.
- Administrators will provide timely responses to parents' suggestions and questions.
- Provide assistance to parents, as appropriate, in understanding such topics as the district's academic standards, state and district academic assessments, the requirements of Title I, how to monitor their student's academic progress and how to work with school staff to improve the achievement of the student.

With regard to professional development, the administration will:

- With the assistance of parents, educate teachers, specialized instructional support personnel, principals and other school leaders and staff in:
 - the value and utility of contributions of parents
 - how to reach out to, communicate with, and work with parents as equal partners
 - implementing and coordinating parent programs
 - building ties between parents and the school

With regard to the coordination with other programs, the administration will:

- Offer, and if requested by parents, provide parent engagement programs and activities with other relevant federal, state and local laws and programs (including public preschools), and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their students.

Shared responsibilities of administration and staff

Administration and staff will:

- Provide assistance to parents, as appropriate, in understanding such topics as the district's academic standards, state and district academic assessments, the requirements of Title I, how to monitor their student's academic progress and how to work with school staff to improve the achievement of the student.

- Provide materials and training to help parents work with their student to improve the student's achievement, such as literacy training and using technology (including education about the harms of copyright privacy) as appropriate, to foster parental engagement.
- Ensure that all information related to school and parent programs, meetings and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand.

Responsibilities of staff

The staff will:

- Assist the administration in facilitating and implementing the Title I Parent and Family Engagement Policy and parent engagement activities.
- Advise parents of their student's progress on a regular basis.
- Be readily accessible to parents and provide opportunities for parents to meet with them on a regular basis to discuss their student's progress and to participate as appropriate in the decisions relating to their student's education. At least one parent/teacher conference shall be held each year during which the School-Level Title I Parent and Family Engagement Policy (School/Parent Compact) will be discussed as it relates to the student's achievement.
- Provide opportunities for parents to volunteer and participate in their student's class and observe classroom activities.
- Ensure regular two-way, meaningful communication between parents and school staff and, to the extent practicable, in a language that parents can understand.

Responsibilities of parents

Parents will support their student's learning at home by:

- Monitoring attendance.
- Monitoring completion of homework and encouraging at-home reading.
- Monitoring television watching and the use of electronic devices.
- Encouraging positive use of extracurricular time.
- Volunteering in the classroom when possible.
- Talking to their children about their learning and making connections to home and community.
- Reading with their children.
- Staying informed about their children's academic progress and communicating with school staff about their children's needs.
- Understanding school rules and regulations.
- Providing input to or participating with the Parent Leadership Team, attending PLT events and workshops, and volunteering to the extent possible.

Adopted:

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

Parent Notification of Employee Criminal Charges

The district shall notify students' parents when a district employee or former district employee is charged with a specific criminal offense, as required by state law and in accordance with this policy.

Definitions

For purposes of this policy, the following definitions shall apply:

1. "Employee" shall mean a person currently employed by the district or formerly employed by the district at any time within twelve months prior to the person being charged with a specific criminal offense and whose work requires or required the employee to be in contact with students or whose work area gives or gave the employee access to students.
2. "Parents" shall mean a student's biological or adoptive parents or a student's legal guardian or legal custodian.
3. "School day" shall mean a day on which student instruction occurs at the school and school is in session. When school is not in session (e.g. summer break), "school day" shall mean business day and shall not include a Saturday, Sunday or legal holiday.
4. "Specific criminal offense" shall mean:
 - a. felony child abuse, as specified in C.R.S. 18-6-401;
 - b. a crime of violence, as defined in C.R.S. 18-1.3-406(2), except second degree assault, unless the victim is a child;
 - c. a felony involving unlawful sexual behavior, as defined in C.R.S. 16-22-102(9);
 - d. felony domestic violence, as defined in C.R.S. 18-6-800.3;
 - e. felony indecent exposure, as described in C.R.S. 18-7-302; or
 - f. a level 1 or level 2 felony drug offense, as described in C.R.S. 18-18-401 et seq.

Parent notification

The district shall notify parents within two school days after the employee's preliminary hearing for a specific criminal offense is held, waived or deemed waived by the employee. If the specific criminal offense is not eligible for a preliminary hearing, the district shall notify parents within two school days after the date on which the employee is charged with a specific criminal offense. If the district cannot determine whether a preliminary hearing will be held or has been held or waived, the district shall notify parents within two school days of learning that the employee has been charged with a specific criminal offense.

The notification shall be to those parents of students:

1. enrolled in the school in which the employee is employed or was employed at the time of the alleged specific criminal offense; or
2. with whom the district has reason to believe the employee may have had contact as part of his or her district employment.

Alternatively, the district may provide the parent notification required by this policy upon learning of the employee's arrest for a specific criminal offense from the Colorado Bureau of Investigation.

Within two school days after the district confirms the disposition of the charge against the employee for a specific criminal offense, the district shall notify parents of such disposition using the same notification method used in the initial notice to parents.

If a delay in parent notification is requested by the appropriate law enforcement agency, the district shall delay notification to parents until the request is withdrawn.

(Adoption date)

LEGAL REFS.: C.R.S. 22-1-130 (parent notification of employee criminal charges)
C.R.S. 22-2-119 (4)(b) (district notification of employee arrests)

CROSS REFS.: ADD, Safe Schools
GBEB, Staff Conduct (And Responsibilities)

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

Public Conduct on District Property

Persons using or upon school district property, including all district buildings, parking lots, and any district vehicle used to transport students, shall not engage in the conduct described below.

Any person considered by the superintendent or designee to be in violation of this policy shall be instructed to leave district property and law enforcement may be contacted. Any person who has engaged, or district officials reasonably believe will engage, in conduct prohibited by this policy may be excluded from district property.

The following conduct by any person is prohibited:

1. Any conduct that obstructs, disrupts or interferes with or threatens to obstruct, disrupt or interfere with district operations or any activity sponsored or approved by the district.
2. Physical abuse or threat of harm to any person or school district property.
3. Damage or threat of damage to district property regardless of the location, or property of a member of the community when such property is located on district property.
4. Forceful or unauthorized entry to or occupation of district facilities, including both buildings and grounds.
5. Use, possession, distribution or sale of drugs and other controlled substances, alcohol and other illegal contraband on district property, at district or school-sponsored functions or in any district vehicle transporting students. For purposes of this policy, "controlled substances" means drugs identified and regulated under federal law, including but not limited to marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines (including methamphetamine). If, however, the administration of medical marijuana is in accordance with ~~state law regarding~~ the Board's policy on administration of medical marijuana to qualified students, such possession shall not be considered a violation of this policy.
6. Distribution, manufacture or sale of controlled substances or the possession of controlled substances with intent to distribute them within 1,000 feet of the perimeter of school grounds.
7. Entry onto district buildings or grounds by a person known to be under the influence of alcohol or a controlled substance.
8. Unlawful use of any tobacco product.
9. Unlawful possession of a deadly weapon, as defined in state law, on school property or in school buildings.
10. Profanity or verbally abusive language.
11. Violation of any federal, state or municipal law or Board policy.

Adopted: June 8, 1994

Revised: September 9, 1998

Revised: October 28, 2015

Revised: November 9, 2016

- LEGAL REFS.: 21 U.S.C. 860 (crime to distribute or manufacture controlled substances within 1,000 feet of a school)
C.R.S. 18-1-901 (3)(e) (definition of deadly weapon)
C.R.S. 18-9-106 (disorderly conduct)
C.R.S. 18-9-108 (disrupting lawful assembly)
C.R.S. 18-9-109 (interference with staff, faculty or students of educational institutions)
C.R.S. 18-9-110 (public buildings – trespass, interference)
C.R.S. 18-9-117 (unlawful conduct on public property)
C.R.S. 18-12-105.5 (unlawful carrying/possession of weapons on school grounds)
C.R.S. 18-12-214 (3)(a) (person with valid concealed handgun permit may have a handgun on school property as long as hand gun remains in his or her vehicle and if, while the person is not in vehicle, the gun is kept in a compartment and the vehicle is locked)
C.R.S. 18-18-407 (2) (crime to sell, distribute or possess with intent to distribute any controlled substance on or near school grounds or school vehicles)
C.R.S. 22-1-119.3 (3)(c), (d) (no student possession or self-administration of medical marijuana, but school districts must permit the student's primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event)
C.R.S. 25-1.5-106 (12)(b) (possession or use of medical marijuana in or on school grounds or in a school bus is prohibited)
C.R.S. 25-14-103.5 (boards of education must adopt policies prohibiting tobacco and retail marijuana use on school property)
C.R.S. 25-14-301 (Teen Tobacco Use Prevention Act)
- CROSS REFS.: ADC, Tobacco-Free Schools
GBEB, Staff Conduct (And Responsibilities)
GBEC, Alcohol and Drug-Free Workplace
JICH, Drug and Alcohol Involvement by Students
JICI, Weapons in School
JLCD, Administering Medications to Students
KI, Visitors to Schools

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

MEMORANDUM

DATE: October 10, 2018
TO: Board of Education
FROM: Dr. Don Haddad, Superintendent of Schools
SUBJECT: Approval of Donation of District Vehicle

RECOMMENDATION

That the Board of Education authorize the administration to donate School Bus #T93 to the St. Vrain Community Montessori School.

BACKGROUND

The St. Vrain Community Montessori School intends to use the vehicle to transport students for field trips. Afterwards, the bus will be scrapped.

School Bus #T93 will be donated “as is” with no warranty or guarantee as to the vehicle’s condition or safety. The name of the District on the side of the bus will be covered with paint.

Greg Fieth, Chief Financial Officer, will be available for questions.

Donation of District Vehicle

St. Vrain Valley School District RE-1J is donating School Bus #T93 to the St. Vrain Community Montessori School, 1055 Delaware Avenue, Longmont, CO 80501.

Information:

Make, Model, and Year of District Vehicle: Bluebird, 15 passenger bus – 2008

VIN #: 1GBJG31K881165886

Condition

This District vehicle is being donated “as is” with no warranty or guarantee as to the vehicle’s condition or safety.

The St. Vrain Community Montessori takes ownership at School District site and is responsible for transporting donated vehicle to St. Vrain Community Montessori location.

Release and Acknowledgment

The **St. Vrain Community Montessori** understands there is no warranty and has no recourse in case of any problem involved with this vehicle. **St. Vrain Community Montessori** furthermore releases the St. Vrain Valley School District RE-1J, its employees, representatives, students and agents from any and all liability or cause of action that may arise from the donation or use of this vehicle.

Print Name – St. Vrain Community Montessori

Signature of Representative

Date _____

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Exception to Board Policy KF – Community Use of School Facilities and Accompanying Procedures

RECOMMENDATION

That the Board of Education allow an exception to Board Policy KF – Community Use of School Facilities and its accompanying procedures and, thereby, approve the 4th Annual Red Thread Bazaar (International Craft Fair) to take place on November 3, 2018 at Central Elementary.

BACKGROUND

Board Policy KF and its accompanying procedures does not permit craft fairs and bazaars unless sponsored by a school and all merchandise to be sold is donated to the school program.

Central Elementary would ask for an exception to this Policy/procedure. Vendors would make a donation of \$25 (non-Central vendor) or \$15 (Central family vendor) to Central Elementary in order to have a table at the Fair. Half of the fees would be kept by the school and used to offset any expenses (advertising, etc.) related to the event, and the other half will be used to continue Central's support of the Moonlight Primary School, their "sister" school in Uganda. All vendors will profit from the goods they sell and will sign a vendor agreement ensuring they have an understanding of tax laws and their own personal financial responsibilities. Vendors are required to submit in advance samples of the items they will be selling for review of appropriateness in an elementary school setting.

Central Elementary is hoping to build and foster community through the spirit of international-mindedness under the guide of their IB Primary Years Programme.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Exception to Board Policy KF – Community Use of School Facilities and Accompanying Procedures

RECOMMENDATION

That the Board of Education allow an exception to Board Policy KF – Community Use of School Facilities and its accompanying procedures and, thereby, approve the Skyline High School Booster Club Craft Fair to take place on December 7, 2018 and December 8, 2018.

BACKGROUND

Board Policy KF and its accompanying procedures does not permit craft fairs and bazaars unless sponsored by a school and all merchandise to be sold is donated to the school program.

Skyline High School Booster Club would ask for an exception to this Policy/procedure. Vendors would make a donation to the Skyline High School Booster Club in order to have a table at the Fair. The fees would be kept by the Booster Club and used to offset any expenses (advertising, etc.) related to the event, and the remaining money would be used to continue the Booster Club support of student programs at Skyline High School. All vendors will profit from the goods they sell and will sign a vendor agreement ensuring they have an understanding of tax laws and their own personal financial responsibilities.

Skyline High School Booster Club is planning on hosting the Craft Fair the same weekend as the Falcon Challenge (basketball tournament) in order to have more cross traffic for both events. In past years, this event alone has provided the Booster Club with over half of the budget used to fund student programs.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract - Architect for the Black Rock Elementary School Renovation Project

RECOMMENDATION

That the Board of Education approve the contract with DLR Group for up to \$120,000 for the design of the Black Rock Elementary School Renovation Project, and further authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

The architect review committee reviewed responses to RFQ 2017-037 "Architectural Services for District Projects." DLR Group was selected based on their experience, proposed team, cost, and availability.

This renovation will include a secure entry and multiple building preservation items.

The project design is funded in the 2016 Bond program.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract Increase to Architect Agreement for the Career Development Center Renovation Project

RECOMMENDATION

That the Board of Education approve a contract increase of \$21,492 for a total contract amount of \$176,492 with DLR Group for the design of the Career Development Center Renovation Project, and further authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents.

BACKGROUND

On October 17, 2017 the Board approved the contract with DLR Group for \$155,000.

The contract increase includes architectural fees covering additional engineering, design and construction administration services required to complete the new St. Vrain Online Global Academy and Welding areas.

Funding for the contract increase is available in the 2016 Bond program.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract Award for St. Vrainnovation Mobile Lab

RECOMMENDATION

That the Board of Education approve the contract award to Farber Specialty Vehicles, and for the Purchasing Department to move forward to finalize a purchase agreement for a St. Vrainnovation mobile lab, pending successful validation of the solution proposed and completion of contract negotiation and legal review. Further authorization is requested for Greg Fieth, Chief Financial Officer, or designee, to sign all necessary contract documents once the above steps have been completed.

BACKGROUND

Board Policy DJ/DJA – Purchasing/Purchasing Authority provides the District the opportunity to join and participate in cooperative procurement agreements with one or more public agencies for the purpose of increasing efficiency and/or reducing administrative expenses. The District may participate when the contract is based on competitive principles and the pricing is determined to be in the District's best interest.

Purchasing and DTS staff reviewed specialty vehicle information from cooperative procurement agreements through US Communities to obtain a pricing proposal for a turn-key mobile lab. US Communities is a cooperative purchasing system that releases an RFP with competitive criteria as the District would with its own RFP process. US Communities provides school districts competitive contracts from approved vendors on commonly purchased items while saving the District the administrative time and cost of going through an RFP process. The contract pricing for multiple commodities is available to public agencies throughout the United States including school districts in Colorado.

The District administrative team conducted an on-site interview and product presentation with Farber Specialty Vehicles. They provided the most advantageous custom STEM lab solution to the District that would include technology systems and equipment for students to explore at multiple locations and during special events throughout the District. The proposed pricing includes equipment, delivery, training and one-year warranty for the District at approximately \$809,135 based on an initial investment funded through foundation contributions and District funding sources.



AGREEMENT
Mobile STEM Vehicle Purchase
St.Vrain Valley School District RE-1J
395 S. Pratt Pkwy
Longmont, CO 80501

AGREEMENT made this 9th day of September 2018, between Farber Specialty Vehicles Inc, hereinafter called the Builder, an Ohio corporation with its principal place of business at 7052 Americana Parkway, Columbus, Ohio 43068, and St.Vrain Valley School District RE-1J hereinafter called the Purchaser.

1. DESCRIPTION. The Builder shall construct for and deliver to the Purchaser a 2019 45' Farber Body, Farber Specialty Vehicles, Mobile STEM Lab.

More particularly described in the attached specifications listed in Exhibit "A" attached hereto and the terms of which are incorporated into this Agreement.

2. BUILDER'S RESPONSIBILITIES. The Builder shall be responsible for supplying a completed unit meeting the specifications and design drawings attached in Exhibit "A" hereto.

3. PAYMENTS. The Purchaser shall pay to the Builder the sum of Eight Hundred, Nine Thousand One Hundred Thirty-Five Dollars and No/100 Dollars (\$809,135.00).

Payment to be made in the following manner:

- a. Upon signing of this agreement, fifty percent (50%) of total contract.
\$404,567.50. Dollars
- b. Upon delivery of the vehicle to the Purchaser.
\$404,567.50. Dollars

4. **MODIFICATION TO SPECIFICATIONS.** Any modification to the annexed specifications shall be confirmed in writing, signed by both parties, and any additional costs shall be as agreed upon by the parties at the time of the modification.

5. **DELIVERY DATE.** The Builder shall deliver the subject vehicle, completed in accordance with the annexed specifications to the Purchaser within 240 days from the date of receipt of PO and signed contract from Purchaser. In the event of completion being delayed through amendments or additions to the specifications, the above delivery date shall be reasonably deferred.

6. **RISK OF LOSS OR DAMAGE.** Until such time as the vehicle is delivered to the Purchaser, the Builder shall provide that the vehicle be insured against loss and damage, and in the event that the vehicle shall sustain damage at any time before delivery to the Purchaser any monies received in respect of the insurance shall be applied to repairing such damage or loss or replacing the vehicle. At the time of delivery of the vehicle to the Purchaser all liability of the Builder for insurance coverage under this paragraph shall cease.

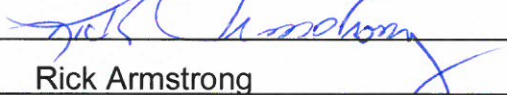
7. **LIMITED WARRANTY.** The warranty period for all coverage begins on the date the vehicle is delivered to the Purchaser. The basic warranty period is 12 months, unlimited miles. The following items are not subject to warranty coverage by Farber Specialty Vehicles but are covered by the separate warranties of the respective manufacturers, the automotive system (including the chassis and drive train), tires, batteries, and generator.

8. **ASSIGNMENT AND DELEGATION.** This Agreement cannot be assigned or performance of the duties hereunder delegated without the express written consent of the parties hereto or their duly authorized agents.

9. **COMPLETE CONTRACT.** This Agreement comprises the entire contract between the parties and no other representations are given or should be implied from the written or oral negotiations that preceded this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first mentioned above.

FARBER SPECIALTY VEHICLES. INC.

BY: 
Rick Armstrong

DATE: 9/18/18

St.Vrain Valley School District RE-1J

BY: _____

DATE: _____



FARBER
SPECIALTY VEHICLES

7052 Americana Parkway
Columbus, OH 43068
Toll Free: (800) 331-3188
Fax: (614) 759-2098

REV-000

QUOTATION

Name: St. Vrain Valley School District RE-1J
Contact: _____
Address: 395 S. Pratt Pkwy
City, ST, Zip: Longmont, CO 80501
Telephone: _____
Email: _____

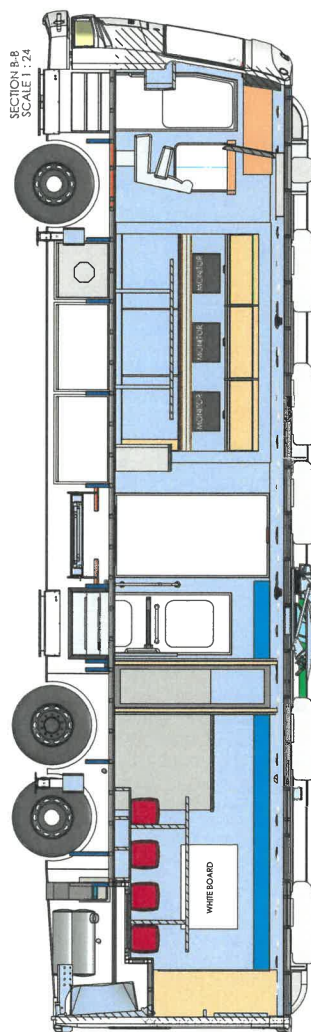
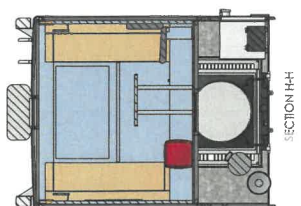
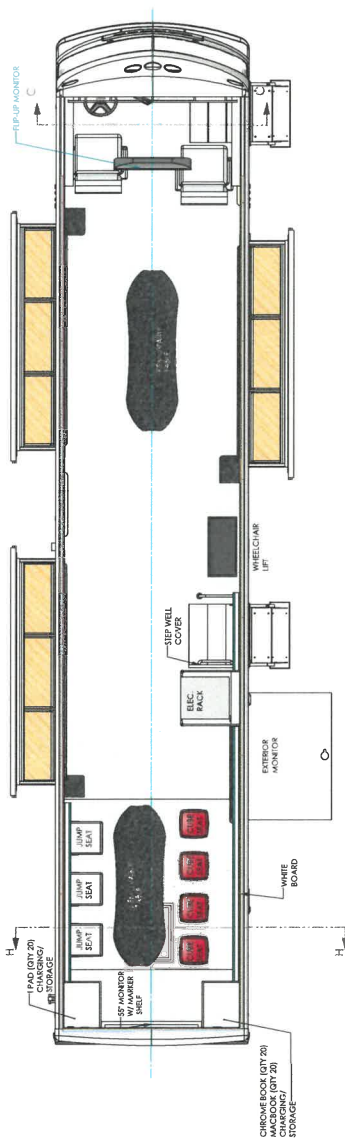
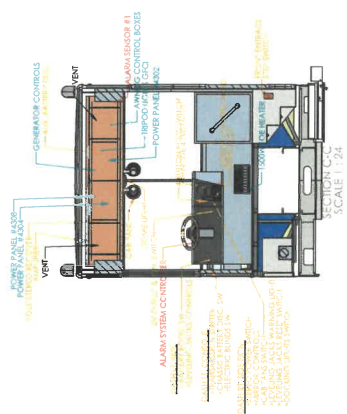
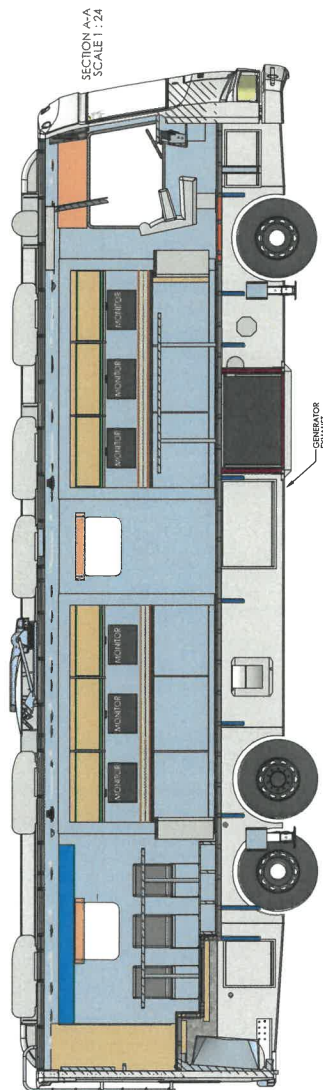
EXHIBIT "A"

TOTAL
\$ 809,135.00

CONTACT	DELIVERY	SHIPPED VIA	TERMS	Contract Number
Rick Armstrong	240 Days	Farber	Net 30	US COMMUNITIES

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
VEHICLES - FOB Continental US			
1	FSV Custom Coach Style 45 - (rear engine) Model Upgrade Pricing Includes Custom Floorplan Design	\$ 435,974.00	\$ 435,974.00
45	Custom STEM Lab (per foot)	\$ 366.00	\$ 16,470.00
1	Central AC water collection and plumbing	\$ 7,332.00	\$ 7,332.00
INTERIOR OPTIONS			
1	Side sliding windows w/ aluminum mini blind	\$ 540.00	\$ 540.00
1	Emergency Exit Window	\$ 629.00	\$ 629.00
1	Sound deadening, color coordinated wall carpet	\$ 1,880.00	\$ 1,880.00
1	Wheelchair lift, Cassette, automatic, ADA approved, w/door	\$ 13,705.00	\$ 13,705.00
45	Level 1 Interior finish upgrade (solid surface counters,upgraded flooring) per foot	\$ 157.00	\$ 7,065.00
45	Level 2 Interior finish upgrade (includes level 1 , and upgraded lamintae walls and cabinets	\$ 250.00	\$ 11,250.00
FINISHES & UPGRADES			
45	Full exterior wrap with paint on front and back included (per foot)	\$ 617.00	\$ 27,765.00
EXTERIOR OPTIONS			
2	Lateral arm box awning, Sunbrella color selection , up to 22'	\$ 5,029.00	\$ 10,058.00
1	Fairing kit, Girard XL2 driver side and front air foil	\$ 8,369.00	\$ 8,369.00
1	Hydraulic leveling and stabilizing jacks - heavy duty	\$ 8,455.00	\$ 8,455.00
1	Roof rail for mounting radio antennas w/ weatherproof access hatch to interior	\$ 1,128.00	\$ 1,128.00
1	Roof rail, additional, for mounting antennas, eight foot section	\$ 432.00	\$ 432.00
1	Second right side entrance door	\$ 4,225.00	\$ 4,225.00
1	Exterior shelf, aluminum, powder coated white, with fold down sides and detachable white bo	\$ 846.00	\$ 846.00
1	Trailer hitch and wiring, light duty	\$ 1,410.00	\$ 1,410.00
2	Braun electric / hydraulic power step	\$ 4,474.00	\$ 8,948.00
4	Exterior Storage Compartment up to 6 ft.	\$ 2,519.00	\$ 10,076.00
1	Docking lights; left, right, rear	\$ 517.00	\$ 517.00
SLIDE-OUT ROOMS			
3	Custom Raised Floor slide out room up to 16'	\$ 23,970.00	\$ 71,910.00
AUDIO/VIDEO OPTIONS			
1	60" LCD monitor, exterior view w/ weather-proof door	\$ 10,335.00	\$ 10,335.00
2	Commercial LCD monitor w/ TV tuner up to 55" with mount	\$ 3,647.00	\$ 7,294.00
1	TV antenna, roof mounted w/ booster	\$ 141.00	\$ 141.00
1	Fold down bracket, electric for the front 55" TV	\$ 1,800.00	\$ 1,800.00
9	HDMI Cable with extender	\$ 789.00	\$ 7,101.00
0	DVR Time lapse w/ time/date generator	\$ 681.00	\$ -
0	Camera, Seon SA-21D series, day/night exterior	\$ 812.00	\$ -
0	Camera, Seon SD-12N series, lexan dome, interior	\$ 886.00	\$ -
1	Back-up camera system, 7" LCD color monitor	\$ 1,175.00	\$ 1,175.00
1	Extron video matrix switch 16X16 and wiring installed	\$ 16,920.00	\$ 16,920.00
1	Peavey audio amplifier system w/ mixer and front and rear wall mounted speakers	\$ 1,363.00	\$ 1,363.00
1	Rear speakers from cab AM/FM/CD, one pair	\$ 352.00	\$ 352.00
1	UHF wireless microphone system, w/12 hour battery life, 100 meter range	\$ 639.00	\$ 639.00
9	Commercial 24" Monitors LED's	\$ 545.00	\$ 4,905.00
SATELLITE & CONNECTIVITY			
1	Connectivity Package Level I GOLD - Equipment and high speed internet for sending large	\$ 17,521.00	\$ 17,521.00
1	MR - 500 Mobile Responder Antenna, WIFI , Package	\$ 29,767.00	\$ 29,767.00
SATELLITE SERVICES - NETWORK ACCESS & SYSTEM MAINTENANCE			
1	Shared Satellite Service, MR-05, 5 Day service	\$ 2,880.00	\$ 2,880.00
50	Install Satellite equipment per hour	\$ 117.00	\$ 5,850.00
ELECTRONICS			
1	24-port switch & CAT 6 patch panel	\$ 611.00	\$ 611.00
2	CAT 6 network with printer/fax/scanner	\$ 6,110.00	\$ 12,220.00

9 Monitor mount, swivel base	\$	173.00	\$	1,557.00
1 Equipment rack with, casters, Lexan door, power fan, approx. 19 x 64	\$	1,128.00	\$	1,128.00
1 Microwave oven, cabinet mounted	\$	376.00	\$	376.00
1 Refrigerator, AC/DC, compressor operated	\$	893.00	\$	893.00
H.V.A.C.				
1 Powered reversible roof vent w/ max air cover	\$	611.00	\$	611.00
Roof mounted air conditioner (Five Standard)	\$	916.00	\$	-
1 Central AC with ducted ceiling	\$	11,092.00	\$	11,092.00
GENERATORS & POWER SUPPLIES				
25 KW Diesel Generator with compartment (Standard)	\$	21,789.00	\$	-
LOW VOLTAGE OPTIONS				
1 Accelle security alarm system, w/ motion sensors	\$	611.00	\$	611.00
2 Entrance door lock, electro-magnetic w/ exterior keypad	\$	968.00	\$	1,936.00
INTERIOR LIGHTING				
1 Indirect 12 volt flourescent valance lighting	\$	1,974.00	\$	1,974.00
1 RGB lighting inside the vehicle	\$	2,750.00	\$	2,750.00
1 LED ceiling light package	\$	3,440.00	\$	3,440.00
1 LED ceiling light with dimmer control, each	\$	117.00	\$	117.00
EXTERIOR LIGHTING				
6 Scene lights, LED , each	\$	432.00	\$	2,592.00
1 Exterior ground lighting	\$	3,700.00	\$	3,700.00
1 Delivery and Training	\$	6,500.00	\$	6,500.00
TOTAL PRICE				\$ 809,135.00



FARBER SPECIALTY VEHICLES, INC.

LIMITED WARRANTY

Thank you for choosing to purchase a FARBER MOBILE UNIT, a fine product in which design and construction have received the care that quality demands. This important warranty covers many items and is indicative of our desire to stand behind our products and assure our customers' complete satisfaction.

WARRANTY COVERAGE:

Farber Specialty Vehicles, 7052 Americana Parkway, Reynoldsburg (Columbus), Ohio 43068 (Warrantor) warrants the original consumer (Purchaser) for a period of (1) one year from date of delivery to the purchaser (Warranty Period), that the interior structure of the vehicle, plumbing, heating, electrical systems, and all appliances and equipment installed by the warrantor, is warranted under normal use to be free of substantial defects in materials and workmanship attributable to Warrantor.

THIS WARRANTY DOES NOT COVER:

1. The automotive system (including the chassis and drive train), tires and batteries, which are covered by the separate warranties of the respective manufacturers of these components.
2. Defects caused by or related to:
 - a. Abuse, misuse, negligence or accident;
 - b. Failure to comply with instructions contained in the owner's manual;
 - c. Alteration or modification of the mobile unit;
 - d. Environmental conditions (salt, hail, chemicals in the atmosphere, etc.)
3. Normal deterioration due to wear or exposure, such as fading of fabrics or drapes, carpet wear, etc.
4. Normal maintenance and service items, such as light bulbs, fuses, wiper blades, lubricants, etc.
5. Transportation to and from dealer or manufacturing plant location, loss of time, inconvenience, commercial loss, loss of use, towing charges.

OWNER'S OBLIGATIONS:

If a problem occurs which the owner believes is covered by this warranty, the owner shall contact the manufacturer by calling the toll free number with sufficient information to resolve the matter. Authorization will be given to repair or replace the defective material.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Accreditation Recommendations for District Schools

RECOMMENDATION

That the Board of Education approves the accreditation recommendations for schools within the St. Vrain Valley School District.

BACKGROUND

The District Accountability/Accreditation Committee is made up of parents and community members, an elementary principal, a secondary principal, and a teacher. Tori Teague works with the Committee as the liaison from the District. The Committee met on September 11, 2018, to review the performance of the District's schools. As a result of the meeting, the Committee recommends the following accreditation status for schools.

The Committee follows the guidelines of SB 09-163 to recommend accreditation levels for schools and uses Colorado Department of Education's (CDE) School Performance Frameworks to identify accreditation levels of schools. The framework considers the following data areas to determine school accreditation levels; Academic Achievement, Academic Growth, and Postsecondary and Workforce Readiness. Olde Columbine High School and St. Vrain Global Online Academy are CDE approved alternative campuses and use different assessment data for the framework calculations. St. Vrain Community Montessori is appealing their rating of Improvement Plan to CDE and requesting a rating of Insufficient Data because their rating is based upon the performance of 20 students who tested, but their enrollment last year was 270.

The Committee recommends District Learning Services' personnel meet with schools that are accredited with an improvement, priority improvement, or turnaround plan. At those meetings, schools are asked to answer questions about their current performance, plans to improve that performance, for any additional data that the school might have collected, and what support needs to be provided by the District. The Committee also may request to meet with schools and/or District Learning Services to discuss school improvement plans.

Accreditation Levels: (Based upon Percent of Framework Points)

Level	Cut Pts.
Accredited with Distinction	at or above 74%
Accredited with Performance Plan	53% - below 74%
Accredited with Improvement Plan	42% - below 53%
Accredited with Priority Improvement Plan	34% - below 42%
Accredited with Turnaround Plan	below 34%
Not Accredited	

Recommendation

As a result of the above process, the following recommendations are made.

Accredited with Distinction (Performance Plan)

Altona Middle	Imagine Charter
Black Rock Elementary	Lyons Middle/Senior
Blue Mountain Elementary	Mead Middle
Erie Elementary	Niwot High School
Erie High School	St. Vrain Global Online Academy
Flagstaff Charter Academy	Twin Peaks Charter Academy
Hygiene Elementary	

Accredited with Performance Plan

Alpine Elementary	Longs Peak Middle
Aspen Ridge	Legacy Elementary
Burlington Elementary	Lyons Elementary
Carbon Valley Academy	Mead High
Central Elementary	Mead Elementary
Coal Ridge Middle	Mountain View Elementary
Eagle Crest Elementary	Niwot Elementary
Erie Middle	Northridge Elementary
Fall River Elementary	Prairie Ridge Elementary
Frederick High	Red Hawk Elementary
Indian Peaks Elementary	Silver Creek High
Longmont High	Westview Middle
Longmont Estates Elementary	

Accredited with Improvement Plan

Centennial Elementary	Sanborn Elementary
Columbine Elementary	Sunset Middle
Olde Columbine High	Thunder Valley K-8
Rocky Mountain Elementary	Trail Ridge Middle
Skyline High	

Accredited with Priority Improvement Plan

Timberline PK-8

Insufficient Data

St. Vrain Community Montessori

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Adoption of Resolution Approving 2018-2019 District Employee
Membership in Colorado High School Activities Association (CHSAA)

RECOMMENDATION

That the Board of Education adopt a Resolution approving 2018-2019 District employee membership in CHSAA.

BACKGROUND

The Board of Education recognizes the services of the individuals listed in the Resolution to be within the scope of employment of school district personnel and within the performance of those duties as employees of the school district, as members of the Board of Directors of the CHSAA or as a member of other CHSAA committees, Legislative Council or interscholastic activity league committees under CHSAA.

RESOLUTION OF THE BOARD OF EDUCATION
OF THE
ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J

WHEREAS, the high schools of the District are members of the Colorado High School Activities Association (CHSAA) and Northern, Tri-Valley and Mile High League pursuant to resolutions adopted by this Board; and

WHEREAS, the CHSAA is an instrumentality of the public schools of the State of Colorado serving the important governmental purpose of administering the interscholastic activities of its members;

THEREFORE, BE IT RESOLVED, that service as a member of the Board of Directors of the CHSAA or as a member of other CHSAA committees, Legislative Council or interscholastic activity league committees under the auspices of CHSAA, is deemed to be within the scope of employment of District personnel and within the performance of those duties as employees of the District. In particular, the Board of Education recognizes the services of the following individuals to be within the scope of this Resolution for the 2018-19 School Year:

Rob Berry	Administration	Music, Football & Education Foundation
Justin Carpenter	Erie	Classification and League Organizing Committee (CLOC)
LeRoy Lopez	Frederick	Colorado Athletic Directors Association (CADA)
Pete Scheck	Longmont	Basketball Committee
Jason Maguire	Lyons	Legislative Council
Chase McBride	Niwot	Board of Directors, Handbook, Tennis, Softball & Basketball Committees
Kyle Schuyler	Silver Creek	Legislative Council
Mike Green	Skyline	Soccer Committee
Cameron Wright	Twin Peaks	Sportsmanship Committee

I certify that the foregoing Resolution was duly adopted by the Board of Education of the St. Vrain Valley School District RE-1J at its Regular Meeting on October 10, 2018.

Robert J. Smith
President of the Board of Education

MEMORANDUM

DATE: October 10, 2018
TO: Board of Education
FROM: Dr. Don Haddad, Superintendent of Schools
SUBJECT: Adoption of Resolution Proclaiming Classified School Employees Week, October 8-12, 2018

RECOMMENDATION

That the Board of Education approve a Resolution proclaiming October 8-12, 2018 as "Classified School Employees Week".

BACKGROUND

Proclaiming this date as Classified School Employees Week will be helping to promote public awareness of the importance of classified employees in the public school system.

As much as any other group of employees, classified school employees are a valued and integral part of the school system and their work is vital to the success of children.

RESOLUTION
CLASSIFIED SCHOOL EMPLOYEES WEEK
October 8-12, 2018

WHEREAS, classified school employees are an essential part of the St. Vrain Valley School District's educational system; and

WHEREAS, classified employees are dedicated to assisting in the provisions of safe schools for the students of this District; and

WHEREAS, the classified employees of our school district perform the daily cleaning, maintenance and delivery of school property, safely transport students, prepare and serve nourishing meals, maintain records and reports, provide maintenance and support in the field of technology, assist in classrooms and school playgrounds, and perform a variety of other tasks on behalf of our students; and

WHEREAS, we recognize the important role of classified school employees and the invaluable services they provide to students;

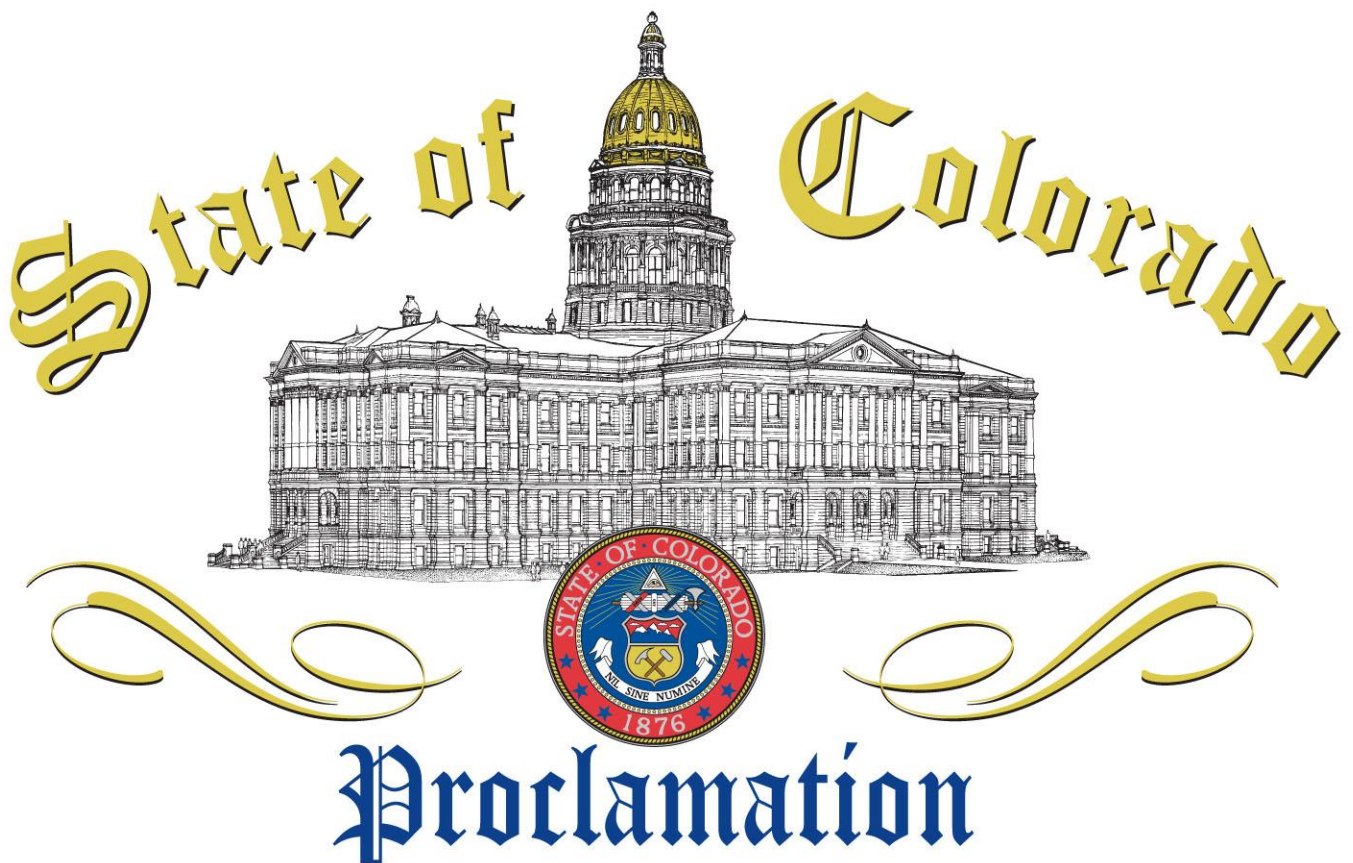
NOW, THEREFORE, BE IT RESOLVED, that the St. Vrain Valley School District Board of Education proclaims October 8-12, 2018 as **CLASSIFIED SCHOOL EMPLOYEES WEEK** in the school district and urges all parents, students, and staff to join in saluting these dedicated men and women.

BOARD OF EDUCATION

John Ahrens
Dr. Richard Martyr
Paula Peairs
Karen Ragland
Joie Siegrist
Amory Siscoe
Robert J. Smith

SUPERINTENDENT OF SCHOOLS

Don Haddad, Ed.D



WHEREAS, Colorado's classified school employees are an essential part of our state's education system; and

WHEREAS, classified school employees assist in providing safe and orderly facilities where our students can learn and grow; and

WHEREAS, classified school employees perform the daily cleaning and maintenance of school properties, safely transport students to and from school, prepare and serve nourishing lunches, maintain records and reports, assist in classrooms and on school playgrounds, and perform a number of other tasks on behalf of our children; and

WHEREAS, classified school employees continue to seek solutions to prevent school violence, and they are actively involved in countless school programs; and

WHEREAS, Coloradans recognize the role of classified school employees in our education system and we commend these employees for the valuable services they provide to our students and our communities;

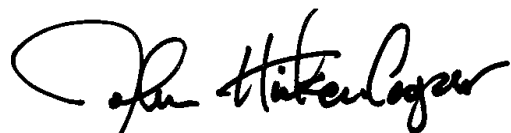
Therefore, I, John W. Hickenlooper, Governor of the State of Colorado, do hereby proclaim, the period between October 8, 2018 and October 12, 2018, as

CLASSIFIED SCHOOL EMPLOYEES WEEK

in the State of Colorado.



GIVEN under my hand and the Executive Seal of the State of Colorado, this eighth day of October, 2018


John W. Hickenlooper
Governor

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract – The Wild Plum Center for Young Children and Families (WP)

RECOMMENDATION

That the Board of Education approve the service agreement between the District and Wild Plum Center for the 2018-1019 school year. The District pays for these slots through the Colorado Preschool Program grant funds that are provided through the State of Colorado.

BACKGROUND

The District, through its Early Childhood Department and District Advisory Council, enter into this agreement with WP Center in order to provide preschool services to eligible four-year-old children. The District will pay a monthly tuition rate of \$290.00 per each child placed (not to exceed 58 children).

Dr. Diane Lauer, Assistant Superintendent of Priority Programs and Academic Achievement, will be present to answer questions.

MEMORANDUM

DATE: October 10, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Discussion, New Board Policy – FFA – Dedications, Memorials and Recognition

RECOMMENDATION

For the Board of Education to review new Board policy FFA – Dedications, Memorials and Recognition.

BACKGROUND

This new Board policy was created to cover the many inquiries that have been received by the Operations Department to create memorials on District property. The creation of this Board policy has been reviewed by administration and legal counsel.

Dedications, Memorials and Recognitions

The district acknowledges that there are occasions when a school community desires to create a dedication, memorial or recognition of an individual who has made an impact on the community.

1. All dedications, memorials or recognitions for individuals must receive prior approval from the superintendent or his/her designee. For the purposes of this policy, a dedication, memorial or recognition that exists for longer than one month shall be considered permanent.
2. Temporary dedications, memorials or recognitions for individuals will be limited to flower arrangements, banners, pictures, notes, and locker or student desk displays.
3. Permanent dedications, memorials or recognitions are limited to endowments or scholarships as administered through the Education Foundation for the St. Vrain Valley. Scholarships and endowments may be established either as one-time or perpetual awards, with a description of the purpose of the endowment or scholarship. The school principal, superintendent or his/her designee, or the executive director of the Education Foundation reserves the right to accept or decline such endowments or scholarships.
4. Memorial services for individuals shall not be held at school facilities or on school grounds within the district without prior approval from the superintendent or his/her designee.

Adopted:

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

MEMORANDUM

DATE: October 10, 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 Niwot High School Renovation Project

RECOMMENDATION

That the Board of Education approve Change Order 1 for the amount of \$196,560 to the Construction Manager/General Contractor (CMGC) contract with JHL Constructors, Inc., for the Niwot High School Renovation project for a total contract value of \$2,600,680. 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

On May 23, 2018, the Board approved the Construction Manager/General Contractor (CMGC) with JHL Constructors, Inc., for the Niwot High School Renovation project for \$2,600,680. This Change Order amount is already included in the approved total contract value.

Change Order 1 includes the cost associated with moving the modular classrooms, owner requested changes, and unforeseen field conditions uncovered during Phase 1 of construction.

Change Order 1 is funded under the 2016 Bond program. This item is being brought forth to comply with Board Policy FEH stating that any change order greater than \$99,999 must have Board approval.

MEMORANDUM

DATE: October 10, 2018
TO: Board of Education
FROM: Dr. Don Haddad, Superintendent of Schools
SUBJECT: Board Reports

PURPOSE

To provide the Board of Education with the opportunity to share recognitions.

BACKGROUND

Board members will have the opportunity to share recognitions, commendations of staff/students, committee reports and events they have attended.