

NOTICE OF REGULAR MEETING AND AGENDA



August 14, 2019

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

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

1. CALL TO ORDER:

6:00 pm Regular Business Meeting

2. ADDENDUMS/CHANGES TO THE AGENDA:

3. AUDIENCE PARTICIPATION:

4. VISITORS:

1. United Power – Bill Meier
2. Excellence in Education Award – Education Foundation for the St. Vrain Valley

5. SUPERINTENDENT'S REPORT:

6. REPORTS:

1. Summer eCredit Update
2. Current Legislation/Ballot Initiatives
3. 4th Quarter Gifts to Schools – 2018/2019 School Year

7. CONSENT ITEMS:

1. Approval: Staff Terminations/Leaves
2. Approval: Staff Appointments
3. Approval: Approval of Minutes for the June 12, 2019 and June 26, 2019 Regular Meetings
4. Approval: First Reading, Approval to Delete Board Policies JM – Student Awards, Honors and Scholarships; and JM-R – Student Awards, Honors and Scholarships
5. Approval: Approval of Recommendation to Hire Assistant Principal for Erie High School
6. Approval: Approval of Recommendation to Hire Assistant Principal for Longs Peak Middle School/Longmont High School
7. Approval: Approval of Recommendation to Hire Assistant Principal for Longs Peak Middle School
8. Approval: Approval of Recommendation to Hire Assistant Principal/Athletic Director for Niwot High School
9. Approval: Approval of Recommendation to Hire Assistant Principal/Athletic Director for Silver Creek High School
10. Approval: Approval of Recommendation to Hire Dean of Students for Mead High School
11. Approval: Approval of District Vehicle Purchases
12. Approval: Approval of Furniture Purchase for Niwot High School

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13. Approval: Approval of Contract Award for Proposed New Elementary #28 Project
14. Approval: Approval of Change Order 2 to Construction Manager/ General Contractor (CMGC) Contract for Skyline High School Addition & Renovation Project
15. Approval: Approval of Change Order 5 to CMGC Contract for Niwot High School Renovation Project
16. Approval: Approval of Change Order 1 to CMGC Contract for Burlington Elementary School RTU Replacement Project
17. Approval: Approval of Change Order 1 & 2 to CMGC Contract for Black Rock Elementary School Renovation Project
18. Approval: Approval of Change Order 1 to CMGC Contract for Mead Elementary School Replacement Project
19. Approval: Approval of Change Order 5 to CMGC Contract for Soaring Heights PK-8 Project
20. Approval: Approval of Contract Award for Spark! Discovery Preschool Renovation Project

8. ACTION ITEMS:

1. Recommendation: First Reading, Discussion, Board Policy DJB – Federal Procurement
2. Recommendation: First Reading, Discussion, New Board Policies EGADA* – Intellectual Property (Students); EGADA*-E-1 – Intellectual Property (SVVSD Waiver of Rights); EGADA*-E-2 – Intellectual Property (Student Waiver of Rights); EGADAB* – Intellectual Property (Employee & Mentor); and EGADAB*-E – Intellectual Property (Mentor Acknowledgement and Release)
3. Recommendation: Approval of Intergovernmental Agreements with the Counties of Boulder, Weld, Larimer and the City and County of Broomfield for the 2019 Coordinated Election
4. Recommendation: Approval of Vendors Providing Purchased Services Over \$100,000 for FY 2020
5. Recommendation: Approval of Vendors Providing Purchased Goods Over \$100,000 for FY 2020

9. DISCUSSION ITEMS:

10. ADJOURNMENT:

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

Wednesday, August 21

6:00 – 8:00 pm Study Session

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Summer eCredit Update
Strategic Priority – Rigorous, Well-Aligned Standards, Curriculum,
Instruction & Assessment

PURPOSE

To provide the Board of Education with an update on the summer eCredit program.

BACKGROUND

During the summer of 2019, St. Vrain Valley Schools conducted an eLearning Summer School for both middle and high school students.

Kahle Charles, Assistant Superintendent for Assessment, Curriculum, and Instruction will give an update to the Board of Education on the eLearning Summer School.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Current Legislation/Ballot Initiatives
Strategic Priority – Outstanding Communication and Community
Collaboration

PURPOSE

To provide the Board of Education with an update on recent legislation/ballot initiatives.

BACKGROUND

The 2019 legislative session concluded on May 3, 2019. A total of 72 bills affecting P-12 policy and funding were considered by the General Assembly. Several of them include new mandates on school districts. This report will provide a high level review of the major legislation passed and an overview of new requirements on school districts.

Brandon Shaffer, Executive Director of Legal/Governmental Affairs, Community Outreach & P-TECH, will be available to answer questions.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: 4th Quarter Public Gifts to Schools – 2018/2019 School Year
Strategic Priority – Strong District Finances

PURPOSE

To provide the Board of Education with a list of public gifts given to the St. Vrain Valley School District for the fourth quarter of the 2018-2019 school year totaling \$276,871.32. The total of all gifts given to the District for the 2018-2019 school year total \$1,192,588.09

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. For the 2017-2018 school year, fourth quarter gifts totaled \$116,685.86 and total gifts that school year totaled \$648,646.55.

Fourth Quarter Gift Donations						
Donor	Location #	School Name	Donation/Value	PTO?	PTO Amount	Description
Bison Brigade	132	Grandview	\$ 438.95			Cash Donation for classroom supplies
Colorado Knights of Columbus	526	Thunder Valley K-8	\$ 476.85			Cash Donation for materials and supplies for our Special Needs Students grades K-8
AIM Dynamics Ince	312	Longmont High	\$ 50.00			Spring Drama Play - Drama Club
Scott Gutierrez and Feliz Chavez-Gutierrez	312	Longmont High	\$ 125.00			Drama Club Donation
Thule Group	148	Centennial Elementary	\$ 1,000.00			General Cash Donation / Cal-Woods Trip 2019
The Horsfall Family Foundation	552	Soaring Heights PK-8	\$ 3,705.00			Rifton chair for student at Soaring Heights PK-5
	123	Central Elementary	\$ 2,138.58	x	\$ 2,138.58	PTO covering cost of 3 hour parapro for Spring 2019 kindergarten
Central Elementary PTO	123	Central Elementary	\$ 1,133.70	x	\$ 1,133.70	PTO purchased an additional bike rack for the front of the school
Papa Johns	605	All Other Departments	\$ 34.00			Free pizza gift cards for Substitute Teacher Appreciation Day
Dairy Queen	605	All Other Departments	\$ 15.00			Gift cards for Substitute Teacher Appreciation Day
King Soopers	605	All Other Departments	\$ 25.00			Gift card for Substitute Teacher Appreciation Day
King Soopers	605	All Other Departments	\$ 20.00			Gift card for Substitute Teacher Appreciation Day
Envirotest System's Air Care	605	All Other Departments	\$ 25.00			\$25 Emissions Test for Substitute Teacher Appreciation Day
Everyday Love Art - Nidhi Chanani	140	Sanborn Elementary	\$ 100.00			Five prints valued at \$20 a piece
Que's Espresso LLC	254	Altona Middle	\$ 50.00			Support 8th grade EOY Celebration / Send off to high school
Tanya and Mark Ritters	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school
Amanda and Paul Menihan	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school
Irina and Anton Solovyev	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school
Inspiration Paint LLC	254	Altona Middle	\$ 120.00			Support 8th grade EOY Celebration / Send off to high school
Longs Peak Pub	254	Altona Middle	\$ 250.00			Support 8th grade EOY Celebration / Send off to high school
Valvoline	605	All Other Departments	\$ 125.97			Substitute Teacher Appreciation Day Door Prize
O'Reilly Auto Parts	605	All Other Departments	\$ 30.00			Substitute Teacher Appreciation Day Door Prize
Bison Brigade	132	Grandview	\$ 591.00			1st grade field trip
Otter Cares	137	Rocky Mountain Elementary	\$ 750.00			Educational activities for students
Trisa Baxter	408	All Other Departments	\$ 7,500.00			Vehicle for automotive students to use in class
Lyons Booster Club	513	Lyons Middle Senior	\$ 7,229.24	x	\$ 7,229.24	Yearbook, softball, math, PE, wrestling, 7th grade volleyball
Erik Sorbo	408	All Other Departments	\$ 3,400.00			Vehicle for automotive students to use in class
Boulder Scientific	219	Mead Middle	\$ 250.00			Use for student rewards - above and beyond
Craig McMillan	219	Mead Middle	\$ 30.00			MMS Orchestra Program
Evonne Cooper	250	Trail Ridge Middle	\$ 750.00			Flute (\$500) and Trumpet (\$250) for student use in band
Michael Pierce	250	Trail Ridge Middle	\$ 600.00			Guitar (\$300) and Guitar Amp (\$300) for student use in guitar class
Eric Staples	250	Trail Ridge Middle	\$ 750.00			Digital Piano and accessories to be used by band students
Trail Ridge Middle School PTO	250	Trail Ridge Middle	\$ 75.00	x	\$ 75.00	Money to provide MS students with t-shirts for a contest prize
Otter Cares	250	Trail Ridge Middle	\$ 250.00			Support for the Trail Ridge MS orchestra program
J&K Roofing	309	Niwot High	\$ 3,500.00			Track team support
John Matthews - Touchdown Club	309	Niwot High	\$ 8,099.69			Football team support
Elizabeth Young	312	Longmont High	\$ 25.00			Spring Drama Play
Aaron and Lehuyen Wegner	312	Longmont High	\$ 100.00			Spring Drama Play
Teresa Gonzalez	309	Niwot High	\$ 125.00			Breakfast for SAC
Twin Peaks Youth Sports LLC	309	Niwot High	\$ 300.00			Football team support
Nicholas Cowan	309	Niwot High	\$ 100.00			SPED / Girls & Boys Basketball
Nextera Healthcare LLC	309	Niwot High	\$ 100.00			Soccer Scoreboard
David and Mary Klingbeil	309	Niwot High	\$ 200.00			Track & Field support
Longmont Twin Peaks Rotary	309	Niwot High	\$ 600.00			Girls golf support
Li Armas	309	Niwot High	\$ 100.00			Track team support
Bethlehem Lutheran @ John Goodman Memorial	534	Timberline PK-8	\$ 379.08			Student latin dance class
Otter Cares	526	Thunder Valley K-8	\$ 250.00			Classroom supplies for Kindergarten area
Nancy Rossi	605	All Other Departments	\$ 20.00			Substitute Teacher Appreciation Day Door Prize
Taffy Nichols	149	Red Hawk Elementary	\$ 138.27			Help off-set the cost of CMAS snacks for students
American Furniture Warehouse	129	Mead Elementary	\$ 541.56			School Donation Program "Any Purchase, Any Time"
USAgain, LLC	129	Mead Elementary	\$ 100.00			Classroom supplies and materials
Mead Elementary PAC	129	Mead Elementary	\$ 588.00	x	\$ 588.00	Classroom supplies and materials
Mead Elementary PAC	129	Mead Elementary	\$ 757.55	x	\$ 757.55	Classroom supplies and materials

Legacy Elementary PTO	139	Legacy Elementary	\$ 300.00	x	\$ 300.00	Reimbursement for field trip bus cost (Weaver - 3rd grade)
Longmont Estates PTO	136	Longmont Estates	\$ 328.35	x	\$ 328.35	Reimbursement for teacher purchases
Micron Technology Foundation	605	All Other Departments	\$ 1,000.00			Community Strong donation
Western Welding Works LLC	254	Altona Middle	\$ 250.00			Support 8th grade EOY Celebration / Send off to high school
Ehren and Janelle Van Melk	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school
Adam and Jennu Mabrouk	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school
Amber and Erik Hicken	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school
Lon & Gaylynn Stevens	254	Altona Middle	\$ 100.00			Support 8th grade EOY Celebration / Send off to high school
William and Marie Hartrampf	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school
Bison Brigade	132	Grandview	\$ 78.00			1st grade field trip admission
Bison Brigade	132	Grandview	\$ 149.00			2nd grade professional development reading conference
PTAC - Niwot Elementary	131	Niwot Elementary	\$ 199.98	x	\$ 199.98	Reimbursement purchases made for music and PE teaches with grant monies
PTAC - Niwot Elementary	131	Niwot Elementary	\$ 159.10	x	\$ 159.10	Reimbursement purchases made for music and PE teaches with grant monies
PTAC - Niwot Elementary	131	Niwot Elementary	\$ 433.38	x	\$ 433.38	Share cost of purchase from Follett; books and materials for the library
HomeSmart Cherry Creek LLC	526	Thunder Valley K-8	\$ 250.00			Materials and supplies for students to use in 8th grade language arts classroom
Dale Velichkoff	128	Lyons Elementary	\$ 72.50			Donated services
Taffy Nichols	149	Red Hawk Elementary	\$ 67.09			Help off-set the cost of CMAS snacks for students
Daniel Currie	149	Red Hawk Elementary	\$ 20.00			Monetary support for RHEL students going to VEX Robotic's World Competition
Angie Anderson	128	Lyons Elementary	\$ 40.00			Cash for bike repair program
Angie Anderson	128	Lyons Elementary	\$ 200.00			Bike for bike repair program
Connie Rafferty	318	Frederick High	\$ 60.00			Drama Spring Play
Virsage Solutions Inc	318	Frederick High	\$ 200.00			SPED Elitches reward for good grades
Alan Sigler	318	Frederick High	\$ 40.00			SPED Elitches reward for good grades
Maureen Foote	318	Frederick High	\$ 40.00			Drama Spring Play
Paul & Jennifer Findley	318	Frederick High	\$ 50.00			Drama Spring Play
Black Swift Technologies	318	Frederick High	\$ 120.00			SPED Elitches reward for good grades
Scott Young	318	Frederick High	\$ 25.00			Drama Spring Play
Longmont Estates PTO	136	Longmont Estates	\$ 336.59	x	\$ 336.59	Extra duty for fall festival custodian
Longmont Estates PTO	136	Longmont Estates	\$ 257.78	x	\$ 257.78	Reimbursement for purchases made for teachers
David and Allison Darnour	309	Niwot High	\$ 100.00			Track Team support
Michael and Jennifer Roberts	309	Niwot High	\$ 60.00			Forensic Team support
Brian Anderson	309	Niwot High	\$ 100.00			Girls gold support
Helen Wheaton	309	Niwot High	\$ 50.00			Track and field team support
MA Wheaton & Johnathan Johan	309	Niwot High	\$ 100.00			Track and field team support
John Matthews - Touchdown Club	309	Niwot High	\$ 8,099.69			Football team support
PAC - Mead Elementary	129	Mead Elementary	\$ 1,653.81	x	\$ 1,653.81	Classroom materials and supplies
Ball/Benevity - Carmen Vaughan	250	Trail Ridge Middle	\$ 1,998.25			Support for the band (\$1000) PTO (\$100) and Robotics Program (\$898.25)
BME PTO	147	Blue Mountain Elementary	\$ 9,380.71	x	\$ 9,380.71	PTO Paras Q3
SparkFun Electronics	647	Innovation Center	\$ 9,934.05			Various donations for the Mobile Lab / Innovation Center
Patricia Fahy and Bruce Katuna	312	Longmont High	\$ 5,000.00			Boys Basketball Support (\$2000) Girls Basketball Support (\$1000) MBSA Program (\$2000)
Longmont Estates PTO	136	Longmont Estates	\$ 8,609.12	x	\$ 8,609.12	Q3 Pay for paraprofessionals
Daniel and Paula Fritsche	311	Erie High	\$ 100.00			Donation to Erie Track and Field Team
Daniel and Jennifer David	311	Erie High	\$ 100.00			Donation to Erie Track and Field Team
Kate Starrett	131	Niwot Elementary	\$ 40.00			Supplement a need for student activity (school discretion)
Aaron and Lehuyen Wegner	312	Longmont High	\$ 262.00			Spring Drama Play Club
Allison and Michael Englerth	312	Longmont High	\$ 25.00			Spring Drama Play Club
Industrie Hairdressing LLC	312	Longmont High	\$ 100.00			Spring Drama Play Club
McLane	124	Columbine Elementary	\$ 600.00			Snacks for school spring carnival and afternoon activities.
PTAC - Niwot Elementary	131	Niwot Elementary	\$ 6,210.76	x	\$ 6,210.76	Field Day Shirts (\$513) and Paraprofessionals Pay (\$5697.76)
Lyons Booster Club	513	Lyons Middle Senior	\$ 4,568.72	x	\$ 4,568.72	Choir, drama, nurse office, 8th grade softball, girl's basketball, football
Red Hawk Elementary PTO	149	Red Hawk Elementary	\$ 9,469.59	x	\$ 9,469.59	Payment for 3rd quarter paraeducator salaries
Thunder Valley PTA	526	Thunder Valley K-8	\$ 4,200.00	x	\$ 4,200.00	Transportation and admission fees for upcoming field trips.
Elizabeth Ryan	254	Altona Middle	\$ 600.00			Yahama YHR-314 Single French Horn
Ryan and Julie Schultz	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school
RSQ Solutions	254	Altona Middle	\$ 250.00			Support 8th grade EOY Celebration / Send off to high school
Kendall and Sudakee Fung	254	Altona Middle	\$ 50.00			Support 8th grade EOY Celebration / Send off to high school
Gwendelyn and Eric Scherer	254	Altona Middle	\$ 10.00			Support 8th grade EOY Celebration / Send off to high school

Heidi and Stephen Huff	254	Altona Middle	\$ 20.00			Support 8th grade EOY Celebration / Send off to high school
Spark PTO	126	Spark Discovery Preschool	\$ 1,000.00	x	\$ 1,000.00	PBIS Materials for the classrooms
Oak Wood Homes - Build Strong Education	311	Erie High	\$ 10,542.50			Athletic Weight Room
Nothorn Colorado Pools	305	Mead High	\$ 1,000.00			MHS Boys Basketball Program
PAC - Mead Elementary	129	Mead Elementary	\$ 470.11	x	\$ 470.11	Classroom supplies and field trips
PAC - Mead Elementary	129	Mead Elementary	\$ 615.00	x	\$ 129.00	Classroom supplies and field trips
PAC - Mead Elementary	129	Mead Elementary	\$ 987.95	x	\$ 987.95	Classroom supplies
Darci Crawford	142	Eagle Crest Elementary	\$ 300.00			Classroom donation
Bison Brigade	132	Grandview	\$ 1,615.22			Field Trip, Field Day, Classroom Grants
Alpine PTO	141	Alpine Elementary	\$ 1,510.00	x	\$ 1,510.00	PTO donated funds for 5 iPad stands, attendance charms, and PRIDE prizes
PAC - Mead Elementary	129	Mead Elementary	\$ 1,687.40	x	\$ 1,687.40	Classroom supplies and field trips
Eagle Crest - PTO	142	Eagle Crest Elementary	\$ 2,079.09	x	\$ 2,079.09	Book purchases for school literature room
Eagle Crest - PTO	142	Eagle Crest Elementary	\$ 1,988.18	x	\$ 1,988.18	3rd Quarter Payroll Taxes
Alpine Elementary - PTO	141	Alpine Elementary	\$ 819.85	x	\$ 819.85	5th Grade Field Trip Shirts
Teresa Gonzalez	309	Niwot High	\$ 800.00			Breakfast burritos for FCCLA and Professional Development Day
Paul and Karen Ragland	309	Niwot High	\$ 100.00			Track and field team support
NHS Boosters	309	Niwot High	\$ 521.00	x	\$ 521.00	Girls Tennis Team Support
Ziggi's Coffee	305	Mead High	\$ 1,000.00			MHS Boys Basketball Program
Lyons Elementary PTO	139	Legacy Elementary	\$ 219.91	x	\$ 219.91	Building Support / Payroll
Burlington PTO	122	Burlington Elementary	\$ 1,105.41	x	\$ 1,105.41	Para Salary Quarter 1
Bison Brigade	132	Grandview	\$ 1,087.84			Field trips and classroom supplies
Burlington PTO	122	Burlington Elementary	\$ 4,081.38	x	\$ 4,081.38	Para Salary Quarters 2 & 3
Burlington PTO	122	Burlington Elementary	\$ 7,000.00	x	\$ 7,000.00	Para Salary
Therese M. Harroun	148	Centennial Elementary	\$ 50.00			Robotics Club support through Finn Hines
Ted McCarty	147	Blue Mountain Elementary	\$ 200.00			Classroom supplies for second grade
Black Rock PTO	146	Black Rock Elementary	\$ 657.63	x	\$ 657.63	Math support materials, worksheets, and storytellers items for 2nd grade
Black Rock PTO	146	Black Rock Elementary	\$ 76.09	x	\$ 76.09	Vocabulary books for 4th grade
Black Rock PTO	146	Black Rock Elementary	\$ 357.52	x	\$ 357.52	Preschool classroom activities for students
Black Rock PTO	146	Black Rock Elementary	\$ 108.95	x	\$ 108.95	Rockalingua online subscription for Spanish teacher
Black Rock PTO	146	Black Rock Elementary	\$ 320.00	x	\$ 320.00	HawkQuest large bird presentation for 5th grade
Black Rock PTO	146	Black Rock Elementary	\$ 64.95	x	\$ 64.95	Hole punch sets for kindergarten students
Black Rock PTO	146	Black Rock Elementary	\$ 917.90	x	\$ 917.90	Two iPads and two cases for counseling office
Black Rock PTO	146	Black Rock Elementary	\$ 866.95	x	\$ 866.95	Presentation cart for school computer lab
Black Rock PTO	146	Black Rock Elementary	\$ 944.00	x	\$ 944.00	Tshirts for 5th grade field day
Black Rock PTO	146	Black Rock Elementary	\$ 541.75	x	\$ 541.75	Guitars, microphones, and supplies for school modern band group
Black Rock PTO	146	Black Rock Elementary	\$ 25.00	x	\$ 25.00	Entry fee for state spelling bee
Black Rock PTO	146	Black Rock Elementary	\$ 460.63	x	\$ 460.63	We The People Constitutional Texts for 5th grade classroom
Black Rock PTO	146	Black Rock Elementary	\$ 798.00	x	\$ 798.00	Purchase of PebbleGo Next online database for student use
Black Rock PTO	146	Black Rock Elementary	\$ 69.99	x	\$ 69.99	Classroom rug for third grade classroom
Juan Montalvo	131	Niwot Elementary	\$ 500.00			Gift for principal's discretion for schools needs
Crest Point	140	Sanborn Elementary	\$ 500.00			Student support
LeAnn Cooper	605	All Other Departments	\$ 54.26			Substitute Teacher Appreciation Day Door Prize
Breeze Thru Car Wash	605	All Other Departments	\$ 50.00			Substitute Teacher Appreciation Day Door Prize
Breeze Thru Car Wash	605	All Other Departments	\$ 50.00			Substitute Teacher Appreciation Day Door Prize
PTCO Erie	125	Erie Elementary	\$ 470.00			4th grade field trip
Optimist Club of Erie	125	Erie Elementary	\$ 809.29			5th grade field trip - State Capital
Lyons Elementary PTO	128	Lyons Elementary	\$ 364.80	x	\$ 364.80	Science and leadership
NHS Boosters	309	Niwot High	\$ 160.00	x	\$ 160.00	Girls Tennis Team Support
NHS Boosters	309	Niwot High	\$ 160.00	x	\$ 160.00	Girls Tennis Team Support
Sunset Middle School PAC	215	Sunset Middle	\$ 250.00	x	\$ 250.00	6th grade science suppliesfor the classrooms
Sunset Middle School PAC	215	Sunset Middle	\$ 250.00	x	\$ 250.00	Supplies for orchestra, choir, and band.
Eagle Crest - PTO	142	Eagle Crest Elementary	\$ 3,008.61	x	\$ 3,008.61	Field trip transportation
Eagle Crest - PTO	142	Eagle Crest Elementary	\$ 15,000.00	x	\$ 15,000.00	Playground remodel
PTCO Erie	125	Erie Elementary	\$ 2,013.87	x	\$ 2,013.87	Busses for student field trip
Nichael Duncan	309	Niwot High	\$ 10,000.00			Support for the football team
Sunset Middle School PAC	215	Sunset Middle	\$ 1,500.00	x	\$ 1,500.00	New items for classrooms (3)
Fidelity	311	Erie High	\$ 4,376.96			Support for the wrestling program

NHS Boosters	309	Niwot High	\$ 2,000.00	x	\$ 2,000.00	Track & Cross Country Team Tent
NHS Boosters	309	Niwot High	\$ 2,500.00	x	\$ 2,500.00	Football team support
Black Rock PTO	146	Black Rock Elementary	\$ 7,794.00	x	\$ 7,794.00	36 chromebooks and a cart for school use
Black Rock PTO	146	Black Rock Elementary	\$ 4,371.54	x	\$ 4,371.54	Funds for teachers to purchase supplies to support student learning
Liza Nybo	126	Spark Discovery Preschool	\$ 200.00			Play grocery, supplies, and store
Optimist Club of Erie	125	Erie Elementary	\$ 809.29			5th grade trip to the state capital
PTCO Erie	125	Erie Elementary	\$ 470.00	x	\$ 470.00	4th grade field trip
Deluxe Barbers	605	All Other Departments	\$ 50.00			Substitute Teacher Appreciation Day Door Prize
PAC - Mead Elementary	305	Mead High	\$ 2,755.08	x	\$ 2,755.08	PAC Para Quartery Jan-March 2019
PTAC - Niwot Elementary	131	Niwot Elementary	\$ 2,153.75	x	\$ 2,153.75	Handwriting without tears books
PTAC - Niwot Elementary	131	Niwot Elementary	\$ 4,805.96	x	\$ 4,805.96	April 2019 Para pay, taxes, benefits
Ahimsa - Calming Kids	216	Longs Peak	\$ 150.00			Supplies for yoga and meditation
Central Elementary PTO	123	Central Elementary	\$ 559.92	x	\$ 559.92	Meals provided for staff during conferences
Central Elementary PTO	123	Central Elementary	\$ 830.17	x	\$ 830.17	Junior Great Books, Scripps Spelling Bee, National Geography Bee, and more!
Central Elementary PTO	123	Central Elementary	\$ 285.35	x	\$ 285.35	Bus expenses for kindergarten field trip
Central Elementary PTO	123	Central Elementary	\$ 750.00	x	\$ 750.00	Images of the World - Mummies & Mosques Assembly
Central Elementary PTO	123	Central Elementary	\$ 228.14	x	\$ 228.14	First grade field trip
Niwot High School	309	Niwot High	\$ 80.00			Donation for golf team
Niwot High School	309	Niwot High	\$ 200.00			Donation for golf team
Coal Ridge Middle School	221	Coal Ridge Middle	\$ 100.00			Support for the drama department
Central Elementary PTO	123	Central Elementary	\$ 5,431.80	x	\$ 5,431.80	Purchase of 30 Chromebooks for the school
Central Elementary PTO	123	Central Elementary	\$ 1,260.00	x	\$ 1,260.00	Books and supplies to update the book room
Central Elementary PTO	123	Central Elementary	\$ 3,801.30	x	\$ 3,801.30	Reimbursement to teachers for classroom supplies purchased.
Lyons Elementary PTO	128	Lyons Elementary	\$ 72.96	x	\$ 72.96	Building Support / Payroll
Christopher Jost	250	Trail Ridge Middle	\$ 10.00			Support for the TRMS Robotics Club Program
Trail Ridge Middle School PTO	250	Trail Ridge Middle	\$ 750.00	x	\$ 750.00	Payment for the shakespeare festival group to come to trail ridge middle school
Cheryl Arviso and Brock Brady	250	Trail Ridge Middle	\$ 30.00			To fund scholarships for students to attend chataque field trip
Class of 1955 from LHS	312	Longmont High	\$ 805.00			Student's AP test fees
Warren K. Arnold	312	Longmont High	\$ 210.00			Student's AP test fees
Erika Norman-Graveth	250	Trail Ridge Middle	\$ 1,500.00			Support for TRMS band program
Mary Griffin	254	Altona Middle	\$ 200.00			Trumpet
BBVA Your Cause	251	Erie Middle	\$ 30.00			No description given
Kona Ice of Northern Colorado	251	Erie Middle	\$ 86.60			8th Grade Celebration
Lyons Booster Club	513	Lyons Middle Senior	\$ 14,592.39	x	\$ 14,592.39	Choir, boys b-ball, cross country, cheer, band, PO, robotics, wrestling, middle school track, concessions
Niwot Elementary PTAC	131	Niwot Elementary	\$ 5,879.17	x	\$ 5,879.17	Reimbursement for May 2019 Paraprofessionals pay, taxes, and benefits
		Total Q4 Gifts	\$ 276,871.32			
		Total Q4 Parent Group Gifts:	\$ 171,837.41			

2018-2019 Public Gifts to Schools

Reported between July 1, 2018 and June 30, 2019

School	Total Gifts	Parent Group Gifts	General Gifts
All Other Departments	\$ 22,982.98	\$ -	\$ 22,982.98
Alpine Elementary	\$ 10,439.69	\$ 7,939.69	\$ 2,500.00
Altona Middle	\$ 4,300.00	\$ -	\$ 4,300.00
Black Rock Elementary	\$ 123,647.93	\$ 122,318.71	\$ 1,329.22
Blue Mountain Elementary	\$ 43,761.24	\$ 43,482.11	\$ 279.13
Burlington Elementary	\$ 31,008.80	\$ 20,008.80	\$ 11,000.00
Career Development Center	\$ 23,580.00	\$ -	\$ 23,580.00
Centennial Elementary	\$ 20,508.70	\$ 16,483.00	\$ 4,025.70
Central Elementary	\$ 29,011.78	\$ 27,391.78	\$ 1,620.00
Coal Ridge Middle	\$ 21,245.55	\$ -	\$ 21,245.55
Columbine Elementary	\$ 2,050.00	\$ -	\$ 2,050.00
Column5	\$ -	\$ -	\$ -
Eagle Crest Elementary	\$ 46,306.95	\$ 45,656.95	\$ 650.00
Erie Elementary	\$ 6,166.94	\$ 2,483.87	\$ 3,683.07
Erie High	\$ 19,174.46	\$ -	\$ 19,174.46
Erie Middle	\$ 10,169.61	\$ -	\$ 10,169.61
Fall River Elementary	\$ 25,286.58	\$ 19,916.58	\$ 5,370.00
Frederick High	\$ 4,077.67	\$ -	\$ 4,077.67
Grandview	\$ 7,946.59	\$ -	\$ 7,946.59
Hygiene Elementary	\$ 1,000.00	\$ -	\$ 1,000.00
Innovation Center	\$ 257,456.05	\$ -	\$ 257,456.05
Legacy Elementary	\$ 7,041.15	\$ 7,041.15	\$ -
Longmont Estates	\$ 9,531.84	\$ 9,531.84	\$ -
Longmont Estates Elementary	\$ 25,253.74	\$ 23,103.74	\$ 2,150.00
Longmont High	\$ 12,950.83	\$ -	\$ 12,950.83
Longs Peak	\$ 150.00	\$ -	\$ 150.00
Lyons Elementary	\$ 8,481.13	\$ 7,668.63	\$ 812.50
Lyons Middle Senior	\$ 47,886.33	\$ 47,886.33	\$ -
Main Street Building	\$ 95.00	\$ -	\$ 95.00
Mead Elementary	\$ 33,216.97	\$ 28,797.02	\$ 4,419.95
Mead High	\$ 25,755.08	\$ 2,755.08	\$ 23,000.00
Mead Middle	\$ 4,642.08	\$ 862.58	\$ 3,779.50
Niwot Elementary	\$ 76,849.03	\$ 75,128.62	\$ 1,720.41
Niwot High	\$ 98,342.54	\$ 34,602.66	\$ 63,739.88
Red Hawk Elementary	\$ 38,657.41	\$ 36,892.05	\$ 1,765.36
Rocky Mountain Elementary	\$ 750.00	\$ -	\$ 750.00
Sanborn Elementary	\$ 14,849.18	\$ 8,141.07	\$ 6,708.11
Silver Creek High	\$ 16,971.58	\$ -	\$ 16,971.58
Skyline High	\$ 20,877.00	\$ -	\$ 20,877.00
Soaring Heights PK-8	\$ 4,250.00	\$ -	\$ 4,250.00
Spark Discovery Preschool	\$ 2,771.59	\$ -	\$ 2,771.59
Sunset Middle	\$ 7,409.15	\$ 2,558.95	\$ 4,850.20
Thunder Valley K-8	\$ 9,551.85	\$ 4,500.00	\$ 5,051.85
Timberline PK-8	\$ 1,076.88	\$ -	\$ 1,076.88
Trail Ridge Middle	\$ 11,601.21	\$ 1,027.96	\$ 10,573.25
Westview Middle	\$ 3,505.00	\$ -	\$ 3,505.00
Grand Total	\$ 1,192,588.09	\$ 598,700.76	\$ 593,887.33

August 14, 2019
Terminations/Leaves of Absence

7.1

EFFECTIVE	NAME	POSITION/LOCATION	FMLA	NON-FMLA MEDICAL	PERSONAL	EXTENDED	RESIGNED	RETIRED	COMMENTS
	ADMINISTRATIVE/PROFESSIONAL/TECHNICAL								
7/15/2019	Brown, Samuel Damon	Assistant Superintendent / Human Resources			Military				
6/28/2019	Crecco, Valerie	Programmer Analyst / District Technology Services					X		
6/27/2019	Denig, Tracy	Buyer / Purchasing					X		
7/3/2019	Garcia, Elizabeth	Executive Administrative Assistant / Learning Services			X				
7/22/2019	Gerber, Anna	Manager / Communications		X					
6/7/2019	Ingram, Thomas	Instructional Program Consultant / Innovation Center					X		
6/28/2019	Musick, Karen	Principal / Thunder Valley K-8						X	*11 Years
6/28/2019	Schuyler, Kyle	Assistant Principal/Athletic Director / Silver Creek HS					X		
6/28/2019	Steckel, John	Director - Innovation Center / Innovation Center					X		
	LICENSED								
8/6/2019	Alexander, Lisa	3rd Grade Teacher / Timberline PK-8	X						
8/6/2019	Alvarez, Samantha	4th Grade Teacher / Mead ES	X						
5/24/2019	Arvidson, Lena	Hearing Disabled Teacher / Student Services					X		
5/24/2019	Atwood, Brock	Math Teacher / Coal Ridge MS					X		
5/24/2019	Bagley, Tamara	Special Education Teacher / Soaring Heights PK-8					X		
5/24/2019	Baird Lisa	Preschool/ECSE Teacher / Mountain View ES					X		
8/6/2019	Bowen, Julia	5th Grade Teacher / Hygiene ES	X						
5/24/2019	Brents, Cathi	2nd Grade Teacher / Hygiene ES					X		
8/13/2019	Crim, Jennifer	Instrumental Music Teacher / Longs Peak MS	X						
5/24/2016	Dageenakis, Linda	Family and Consumer Sciences Teacher / Altona MS						X	15 years
5/24/2019	DeFilippo, Peter	Teacher, Language Arts / Silver Creek HS					X		
8/1/2019	Del Cid, Kristin	ESL Teacher / Black Rock ES & Soaring Heights PK-8				X			
5/24/2019	Duffy, Emma	Speech/Language Pathologist / Student Services					X		
8/13/2019	Ehle-Parker, Kristin	Counselor / Silver Creek HS	X						
8/13/2019	Gault, Kelly	Special Education Teacher / Skyline HS	X						
5/24/2019	Gonzales Camille	Counselor / Central ES/Central ES					X		
5/24/2019	Gordon, Douglas	Dean of Students / Mead HS					X		
5/24/2019	Hall, Ryane	Special Education Teacher / Prairie Ridge ES					X		
8/1/2019	Hite, Joseph	Science Teacher / Skyline HS				X			
5/24/2019	Hynes, Kelly	2nd Grade Teacher / Soaring Heights PK-8					X		
7/31/2019	Kaufman, Andrew	Curriculum Specialist / Office of Prof Dev					X		Medical Resignation
6/7/2019	Kidwell, Robin	Speech/Language Pathologist / Student Services					X		
8/6/2019	Knapton, Nicolette	Health Teacher / Longmont HS			X				
8/6/2019	Lind, Janice	4th Grade Teacher / Alpine ES	X						
8/13/2019	Martinez, Abigail	Vocal Music Teacher / Erie MS	X						

*Will work a 110 Day Contract for 2019-2020

August 14, 2019
Terminations/Leaves of Absence

7.1

EFFECTIVE	NAME	POSITION/LOCATION	FMLA	NON-FMLA MEDICAL	PERSONAL	EXTENDED	RESIGNED	RETIRED	COMMENTS
8/1/2019	McGuirk, Brian	3rd Grade Teacher / Black Rock ES				X			
7/1/2019	McKee, Jessica	Speech/Language Pathologist / Student Services			X				
5/24/2019	Millikan Emily	Language Arts Teacher / Westview MS					X		
5/24/2019	Oliver, Thomas	Special Education Teacher / Burlington Elementary					X		
8/6/2019	Olson, Amanda	5th Grade Teacher / Alpine ES	X						
8/6/2019	Plakorus, Delaine	Counselor / Olde Columbine HS	X						
8/1/2019	Prough, Tiffany	Kindergarten Teacher / Legacy ES				X			
7/2/2019	Renaldi, Amy	Language Arts Teacher / Lyons M/S	X						
5/24/2019	Resch, Makyla	Preschool Teacher / Niwot ES					X		
5/24/2019	Scully, Leslie	Counselor / Student Services					X		
5/24/2019	Sigler Alaina	Special Education Teacher / Longmont HS						X	2 Years
8/6/2019	Solem, Allison	Language Arts Teacher / Longs Peaks MS	X						
8/13/2019	Soole, Emily	Preschool Teacher / Niwot ES				X			
5/24/2019	Vaught, Erica	Special Education Teacher / Frederick HS					X		
8/6/2019	Von Gunten, Darby	Psychologist / Student Services			X				
5/24/2019	Wacker, Lora	Special Education Teacher / Main Street School					X		
5/24/2019	Weidner, Elizabeth	Foreign Language Teacher / Erie HS					X		
8/1/2019	Zaruba, Sara	Social Studies Teacher / Coal Ridge MS	X			X			
	CLASSIFIED								
6/5/2019	Applen, Christopher	Custodian - Head / Sanborn ES		X					
5/24/2019	Arloski, Sara	ECSE Para / Fall River ES					X		
6/7/2019	Baer, Kathleen	Media Clerk / Sunset MS					X		
5/24/2019	Berg, Ambrosia	Specialized Program Para / Silver Creek HS					X		
5/24/2019	Boyer, Emily	SSN/Autism Para / Legacy ES					X		
8/19/2019	Cherry, Tina	Bus Driver / Transportation		X					
5/17/2019	Connell Annetta	Nutritional Services - Worker / Nutrition Services							
8/12/2019	Connors, Connie	Nutrition Services Worker / Frederick HS		X					
6/10/2019	Cook Jerry	Bus Driver / Transportation							
7/3/2019	Costello, John	Dispatcher / Transportation	X						
7/23/2019	Cox, David	Bus Driver / Transportation						X	12 Years
5/23/2019	Crisman, Geraldine	Health Clerk / Erie HS						X	13 Years
6/7/2019	Deines, Kori	Instructional Para / APEX Program					X		
6/28/2019	DiPerna Carl	Bus Driver / Transportation					X		
5/23/2019	Fitzgerald, Lisa	Preschool Para / Spark Discovery PS					X		
6/13/2019	Gomez, Tomas	Custodian - Lead / Silver Creek HS							Job Abandonment
5/23/2019	Grande, Karen	Preschool Para / Red Hawk ES					X		
5/24/2019	Grine, Richard	Special Education Para / Lyons M/S					X		

*Will work a 110 Day Contract for 2019-2020

August 14, 2019
Terminations/Leaves of Absence

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EFFECTIVE	NAME	POSITION/LOCATION	FMLA	NON-FMLA MEDICAL	PERSONAL	EXTENDED	RESIGNED	RETIRED	COMMENTS
6/17/2019	Havlicek, Sheri	Bus Driver / Transportation					X		
5/24/2019	Hawks, Diane	Instructional Para / Centennial ES							Non-Renew (RIF)
5/24/2019	Hlushak, Kelli	Special Education Para / Soaring Heights PK-8					X		
7/19/2019	Horner, Steven	Custodian / Erie MS					X		
5/24/2019	Hull, Paula	Non-Instructional Para / Niwot ES						X	21 years
5/24/2019	John, Christi	Instructional Para / Prairie Ridge ES					X		
8/12/2019	Johnson, Audrey	Bus Assistant / Transportation		X					
5/24/2019	Johnson, Robin	Specialized Program Para / Prairie Ridge ES					X		
6/28/2019	Kelley, Brenda	Nutritional Services - Worker / Nutrition Services					X		
8/9/2019	Kimbriel, Jenifer	Specialized Program Para / Timberline PK-8		X					
7/9/2019	Kimbriel, Robert	Custodian / Grand View ES	X						
5/24/2019	Koch, Deborah	Instructional Para / Blue Mountain ES					X		
5/24/2019	Leyba, Austin	PTEC Consultant / Innovation Center					X		
5/23/2019	Madrid, Danielle	Health Clerk / Erie MS					X		
5/23/2019	Martinez, Maribel	Nutrition Services - Worker / Coal Ridge MS					X		
5/23/2019	Mathis, Elizabeth	Bus Assistant / Transportation					X		
5/24/2019	Matthews, Amanda	Instructional Para / Timberline PK-8					X		
5/24/2019	McPherson, Laura	Special Education Para / Blue Mountain ES					X		
8/15/2019	Merzweiler, Gary	Delivery / Warehouse	X						
7/8/2019	Ortiz Jr., Pete	Custodian / Timberline PK-8					X		
5/21/2019	Orton, Betty	Nutrition Services - Worker / Longmont HS					X		
5/24/2019	Parkes, Vanetta	Instructional Para / Blue Mountain ES					X		
5/23/2019	Pena Figueroa, Leticia	Preschool Para / Grand View ES					X		
6/13/2019	Pruss, Edward	Bus Driver / Transportation					X		
5/23/2019	Ramirez, Alicia	Health Clerk / Soaring Heights PK-8					X		
6/17/2019	Ramirez, Debie	Custodian / Main Street School	X						
7/1/2019	Sargent, Jesse	Custodian / Auxiliary Services					X		
7/19/2019	Score, Skyler	Repairer / Facilities/Grounds					X		
8/15/2019	Strope, Karl	Custodian - Lead / Skyline HS					X		
6/28/2019	Sullivan Melissa	Nutritional Services - Worker / Nutrition Services					X		
7/17/2019	Tanner, Kerri	Head Custodian / Fall River ES	X						
7/31/2019	Upthegrove, Milo	Repairer / Facilities/Grounds					X		
5/24/2019	Urena, Mary Lou	Special Education Para / Rocky Mountain ES					X		
5/22/2019	Vidal, Kathy	Media Clerk / Coal Ridge MS	X						
5/24/2019	Vigil, Esther	Accompanist / Frederick HS					X		
7/23/2019	Wofford Spike	Bus Driver / Transportation					X		
6/10/2019	Zielinski John	Drivers Education - Instructor / Driver's Ed						X	51 Years
5/24/2019	Zimmerman, Courtney	Instructional Para / Frederick HS					X		

*Will work a 110 Day Contract for 2019-2020

August 14, 2019
Terminations/Leaves of Absence

7.1

[illegible]

*Will work a 110 Day Contract for 2019-2020

August 14, 2019
Staff Appointments

7.2

HIRE DATE	NAME	POSITION	LOCATION	NEW POSITION	REPLACEMENT
	ADMINISTRATIVE/PROFESSIONAL/TECHNICAL				
7/1/2019	Brown, Charles "Joe"	Assistant Principal/Athletic Director	Niwot HS		X
7/1/2019	Champlin, Alicia	Assistant Principal	Longmont HS		X
7/1/2019	Contreras, Lucille	Technical Support Analyst - Lead	District Technology Services	X	
7/1/2019	DeCamillis, Patrick	Assistant Principal	Silver Creek HS		X
7/1/2019	Eipper, Daniel	Assistant Principal	Westview MS		X
7/1/2019	Henson, Jarrett	Assistant Principal	Longs Peak MS / Longmont HS	X	
7/1/2019	O'Keefe, Quinn	Principal	Fall River ES		X
7/1/2019	Peeples, Lori	Principal	Sanborn ES		X
7/1/2019	Wittrock, Susana	Assistant Principal	Thunder Valley K-8		X
	LICENSED				
8/6/2019	Alexander, Mallory	Kindergarten Teacher	Legacy ES		X
8/6/2019	Anderson, Jessica	Math Teacher	Coal Ridge MS		X
8/6/2019	Annino, Louis III	Special Education Teacher	Main Street School		X
8/6/2019	Bagg, Sara	Special Education Teacher	Thunder Valley K-8		X
8/6/2019	Bagley, Aaron	Psychologist Intern	Student Services	X	
8/6/2019	Barenblat, Elaine	Special Education Teacher	Student Services		X
8/6/2019	Bauer, Kailee	Physical Education Teacher	Longmont HS		X
8/6/2019	Bise, Justin	Business / Focus/STEM Teacher	Frederick HS		X
8/6/2019	Braden, Madison	Special Education Teacher	Mead ES	X	
8/6/2019	Brinkman, Jody	Kindergarten Teacher	Mead ES	X	
8/6/2019	Brown, Richelle	Social Studies Teacher	Lyons M/S	X	
8/6/2019	Brownell, Samuel	Math Teacher	Silver Creek HS		X
8/6/2019	Burton, Christina	Kindergarten Teacher	Eagle Crest ES	X	
8/6/2019	Caliento, Thomas	Language Arts Teacher	Silver Creek HS		X
8/6/2019	Crossland, Kara	Counselor	SVOGA	X (.5)	X (.5)
8/6/2019	Clark, Stacey	Math Teacher	Coal Ridge MS		X
8/6/2019	Colabroy-Foulke, Kathryn	Drama Teacher	Niwot HS		X
8/6/2019	Collaso, Driss	Special Education Teacher	Frederick HS		X
8/6/2019	Corradini, Jill	Speech/Language Pathologist - Assistant	Student Services		X
8/6/2019	Coven Kimberly	ESL Teacher	Black Rock ES / Niwot ES		X
8/6/2019	Davis, Susan	Counselor	Soaring Heights PK-8		X
8/6/2019	DeBartolo, Julie	Special Education Teacher	Thunder Valley K-8		X
8/6/2019	Dee, Oliver	Social Studies Teacher	Longs Peak MS		X
8/6/2019	Denny, Katie	Kindergarten Teacher	Thunder Valley K-8	X	
8/6/2019	DeWitt, Monica	6th Grade Teacher	Thunder Valley K-8		X
8/6/2019	Dole, Melissa	Counselor	Timberline PK-8		X
8/6/2019	Douglass, Benjamin	Preschool Teacher	Spark Discovery PS		X
8/6/2019	Dowding, Roxanna	Special Education Teacher	Lyons M/S		X

August 14, 2019
Staff Appointments

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HIRE DATE	NAME	POSITION	LOCATION	NEW POSITION	REPLACEMENT
8/6/2019	Drake, Stephanie	Language Arts Teacher	Silver Creek HS		X
8/6/2019	Early, Mark	Special Education Teacher	Mead HS		X
8/6/2019	Enck, Allisha	Occupational Therapist	Student Services	X	
8/6/2019	Epshteyn, Jessica	Special Education Teacher	Eagle Crest ES		X
8/6/2019	Farquharson, Rebecca	Hearing Disabled Teacher	Student Services		X
8/6/2019	Ferguson, Amanda	Special Education Teacher	Erie HS		X
8/6/2019	Fitzgerald, Amanda	Counselor	Frederick HS		X
8/6/2019	Fitzjarrald, Anita	Social Studies Teacher	Coal Ridge MS		X
8/6/2019	Fogarty Regalado, Jenifer	Art Teacher	Thunder Valley K-8		X
8/6/2019	Foley, Lindsay	Psychologist Intern	Student Services	X	
8/6/2019	Gibes, Katarzyna	Math Teacher	Erie HS	X	
8/6/2019	Goldsmith, Jessica	Kindergarten Teacher	Thunder Valley K-8		X
8/6/2019	Graff, Jordan	Social Studies Teacher	Erie HS		X
8/6/2019	Halverson, Caroline	Counselor	Blue Mountain ES		X
8/6/2019	Hames, Shannon	7th Grade Science Teacher	Longs Peak MS		X
8/6/2019	Hammond, Jamie	Kindergarten Teacher	Thunder Valley K-8	X	
8/6/2019	Haynor, Heather	Counselor	Student Assistance Services		X
8/6/2019	Heichelbech, Laura	Special Education Teacher	Thunder Valley K-8		X
8/6/2019	Hellmann, Kaela	Math Teacher	Skyline HS	X	
8/6/2019	Hiatt, Russell	Special Education Teacher	Thunder Valley K-8		X
8/6/2019	Hodges, Lauren	Speech/Language Pathologist	Student Services		X
8/6/2019	Hogan, Molly	5th Grade Teacher	Soaring Heights PK-8		X
8/6/2019	Holmes, Christopher	Special Education Teacher	Student Services		X
8/6/2019	Hoodes, Leslie	Special Education Teacher	Coal Ridge MS		X
8/6/2019	Houk, Kelly	Special Education Teacher	Frederick HS		X
8/6/2019	Howe, Courtney	Counselor	Mead HS		X
8/6/2019	Hughes, Caitlyn	Math Teacher	Niwot HS		X
8/6/2019	Hurd, Pamela	3rd Grade Teacher	Soaring Heights PK-8		X
8/6/2019	Jackson, Julia	Social Studies Teacher	Thunder Valley K-8		X
8/6/2019	Jamison, Emily	Preschool Teacher	Spark Discovery PS		X
8/6/2019	Jennings, Jon	Kindergarten Teacher	Longmont Estates ES	X	
8/6/2019	Johnson, Kayce	6th Grade Teacher	Mead MS		X
8/6/2019	Jones, Kathleen	Computer Tech Teacher	Altona MS		X
8/6/2019	Jones, Lilly	Kindergarten Teacher	Centennial ES	X	
8/6/2019	Kazienko, Jillian	Foreign Language Teacher	Lyons M/S		X
8/6/2019	Kelly, Katherine	Curriculum Specialist	Office of Professional Development	X	
8/6/2019	Kemprowski, Austin	Language Arts Teacher	Westview MS		X
8/6/2019	Kennedy, Michelle	Science Teacher	Frederick HS / Innovation Center	X	
8/6/2019	Kissner, Rachel	Science Teacher	Timberline PK-8		X
8/6/2019	Koehler, Abigail	Instrumental Music Teacher	Mead HS	X	

August 14, 2019
Staff Appointments

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HIRE DATE	NAME	POSITION	LOCATION	NEW POSITION	REPLACEMENT
8/6/2019	Kopatz, Allyson	3rd Grade Teacher	Soaring Heights PK-8		X
8/6/2019	Krell, Amanda	Special Education Teacher	Prairie Ridge ES		X
8/6/2019	Krueger Emily	Special Education Teacher	Longmont HS		X
8/6/2019	Kruger, Claire	Math Teacher	Erie MS	X	
8/6/2019	LaFever, Samantha	4th Grade Teacher	Blue Mountain ES	X	
8/6/2019	Lambert, Serena	Counselor	Timberline PK-8		X
8/6/2019	Lampley, Cheryl	3rd Grade Teacher	Sanborn ES	X	
8/6/2019	Larson, Cherise	Counselor	Student Assistance Services		X
8/6/2019	Lechien, Renata	Kindergarten Teacher	Legacy ES		X
8/6/2019	Lennartson, Kari	Art Teacher	Niwot HS		X
8/6/2019	Lingelbach, Susan	Occupational Therapist	Student Services	X	
8/6/2019	Lojo, Darren	Instrumental Music Teacher	Erie MS		X
8/6/2019	Loptien, Danielle	Counselor	Olde Columbine HS	X	
8/6/2019	Loya, Leslie	Kindergarten Bilingual Teacher	Indian Peaks ES		X
8/6/2019	Lynch, Karen	Speech/Language Pathologist	Student Services		X
8/6/2019	Macdonald Weiss, Nicole	Special Education Teacher	Longmont HS		X
8/6/2019	Macios, Jennifer	Language Arts Teacher	Sunset MS		X
8/6/2019	Magruder, Monica	Art Teacher	Timberline PK-8		X
8/6/2019	Mander, Tanya	Occupational Therapist	Student Services	X	
8/6/2019	Martinez, Dominic	Counselor	Westview MS		X
8/6/2019	May, Dillon	Math Teacher	Erie HS	X	
8/6/2019	Maynes, Ronnie	Dean of Students	Mead HS		X
8/6/2019	McCall, David	Science Teacher	Mead HS		X
8/6/2019	McCracken, Matthew	Social Studies Teacher	Erie HS	X	
8/13/2019	McNichol, Aryn	Special Education Teacher	Student Services	X	
8/6/2019	Meyer, Jantrey	Counselor	Centennial ES		X
8/6/2019	Meyer, Nicholas	4th Grade Teacher	Prairie Ridge ES		X
8/6/2019	Miller, John	Health Teacher	Silver Creek HS		X
8/6/2019	Miller, Quentin	Language Arts Teacher	Erie HS	X	
8/6/2019	Mitchell, Amy	Health Occupations Teacher	Career Technical Education	X	
8/6/2019	Moler, Brian	Math Teacher	Altona MS		X
8/6/2019	Mongoven, Annette	ESL Teacher	Sanborn ES		X
8/6/2019	Moreno-Leyva, Jennifer	Health Occupations Teacher	Career Technical Education	X	
8/6/2019	Morgan, Daniel	Science Teacher	Trail Ridge MS		X
8/6/2019	Morgan, Payton	Language Arts Teacher	Altona MS	X	
8/6/2019	Morison, Sara	Kindergarten Teacher	Hygiene ES	X	
8/6/2019	Nelson, Kobi	Language Arts Teacher	Timberline PK-8		X
8/6/2019	Newsom Amy	ECSE Teacher	Spark Discovery PS		X
8/6/2019	O'Brien, Anne	4th Grade Teacher	Mead ES		X
8/6/2019	Oleszczuk, Halie	4th Grade Teacher	Red Hawk ES		X

August 14, 2019
Staff Appointments

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HIRE DATE	NAME	POSITION	LOCATION	NEW POSITION	REPLACEMENT
8/6/2019	Ortiz, Benjamin	Social Studies Teacher	Altona MS		X
8/6/2019	Pelenis, Katelyn	Kindergarten Teacher	Prairie Ridge ES		X
8/6/2019	Peterson, Alexia	Counselor	Student Assistance Services	X	
8/6/2019	Precht, Madison	Social Worker	Student Services	X	
8/6/2019	Proctor, Carrie	Instrumental Music Teacher	Westview MS		X
8/6/2019	Quintana, Zenia	Counselor	Student Assistance Services		X
8/6/2019	Reinhardt, Kari	Special Education Teacher	Erie ES		X
8/6/2019	Rickford, Sierra	Science Teacher	Skyline HS		X
8/6/2019	Roush, Renee	3rd Grade Teacher	Niwot ES	X	
8/6/2019	Rude, Benjamin	Social Studies Teacher	Niwot HS		X
8/1/2019	Ryan, Rebecca	Registered Nurse	Student Assistance Services	X	
8/1/2019	Sailor, Colin	Behavior Specialist	Main Street School	X	
8/6/2019	Samorajczyk-Lyon, Cindi	Counselor	Soaring Heights PK-8		X
8/6/2019	Sandoval, Francisco	Social Studies Teacher	Skyline HS		X
8/6/2019	Sandoval, Mindy	2nd Grade Teacher	Prairie Ridge ES		X
8/6/2019	Sauer, Robert	Math/Tech Ed. Teacher	Lyons M/S	X	
8/6/2019	Shea, Hannah	5th Grade Teacher	Lyons ES		X
8/6/2019	Smiley, Janae	ECSE Teacher	Mountain View ES		X
8/6/2019	Smith, Caleb	Elementary Music Teacher	Sanborn ES		X
8/6/2019	Snapp, Emilee	Special Education Teacher	Prairie Ridge ES		X
8/6/2019	Snody, Sierra	Speech/Language Pathologist - Assistant	Student Services		X
8/1/2019	Stamback, Debra	Registered Nurse	Student Assistance Services		X
8/6/2019	Stauch, Kathleen	Special Education Teacher	Columbine ES		X
8/6/2019	Stebbins, Heidi	Special Education Teacher	Altona MS		X
8/6/2019	Steele, Sarah	Science Teacher	Lyons M/S	X	
8/6/2019	Stevens, Brian	Science Teacher	Soaring Heights PK-8		X
8/6/2019	Stivison, Mary	Preschool Teacher	Spark Discovery PS	X	
8/6/2019	Stroeve, Allison	5th Grade Teacher	Central ES	X	
8/6/2019	Sundermeyer, Kim	Social Studies Teacher	Altona MS		X
8/6/2019	Thorpe, Rebecca	Math Teacher	Coal Ridge MS		X
8/6/2019	Walker, Christi	Social Studies Teacher	Soaring Heights PK-8	X	
8/6/2019	Watts, Naomi	Physical Education Teacher	Olde Columbine HS		X
8/6/2019	Weiss, Jacqueline	Vocal Music Teacher	Sunset MS		X
8/6/2019	Whelan, Tania	Foreign Language Teacher	Erie HS		X
8/6/2019	Whyte, Sean	Focus/STEM Teacher	Timberline PK-8		X
8/6/2019	Wiegand, Dana	2nd Grade Teacher	Red Hawk ES		X
8/6/2019	Wilch, Terecita	Special Education Teacher	Thunder Valley K-8		X
8/6/2019	Wilson, Benjamin	Language Arts Teacher	Erie HS / Frederick HS	X	
8/6/2019	Wittrock, Clayton	Language Arts Teacher	Trail Ridge MS		X
8/6/2019	Woitach, Hanna	Science Teacher	Thunder Valley K-8		X

August 14, 2019
Staff Appointments

7.2

HIRE DATE	NAME	POSITION	LOCATION	NEW POSITION	REPLACEMENT
8/6/2019	Wood, Katlyn	Social Worker	Student Services		X
8/6/2019	Yaron, Alexandra	Counselor	Longmont HS		X
8/6/2019	Young, Eve	Foreign Language Teacher	Niwot HS		X
8/6/2019	Zak, Thomas	Special Education Teacher	Mead HS		X
8/6/2019	Zema, Allison	Vocal Music Teacher	Lyons M/S		X
8/6/2019	Zwink, Catherine	Foreign Language Teacher	Erie HS / Frederick HS	X	
	CLASSIFIED				
8/9/2019	Arloski Sara	Instructional Para	Niwot HS		X
8/9/2019	Baker, Brooke	Instructional Para	Alpine ES	X	
8/13/2019	Brown, Allison	Preschool Para	Spark Discovery PS		X
8/7/2019	Brown, Richelle	Health Clerk	Lyons M/S		X
8/9/2019	Buchalla, Kellyann	Instructional Para	Central ES		X
8/9/2019	Buffington, Shanon	Special Education Para	Prairie Ridge ES		X
8/9/2019	Cooley, Tiffany	Specialized Program Para	Coal Ridge MS		X
8/9/2019	Cutlip, Erika	Non-Instructional Para	Mead MS		X
8/1/2019	DeSouza, Sarah	Secretary - School	Sunset MS		X
8/1/2019	DeWolf, Chara	Instructional Para	APEX		X
8/9/2019	Donnell Jessica	Behavior Coach	Sunset MS		X
7/1/2019	Eckert, Kimberley	Custodian	Erie MS	X	
8/9/2019	Enns, Janice	Instructional Para	Mountain View ES	X	
8/9/2019	Golds, Kathaleen	Instructional Para	Legacy ES	X	
7/8/2019	Goodspeed, Christopher	Help Desk Specialist	District Technology		X
8/9/2019	Hay, Cassandra	Preschool Para	Sanborn ES		X
8/13/2019	Hiatt, Dana	Preschool Para	Lyons ES		X
6/19/2019	Hunt, Alexander	Custodian	Auxiliary Services	X	
8/9/2019	Kampmann, Tiffany	Instructional Para	Prairie Ridge ES	X	
8/9/2019	King, Alexander	Instructional Para	Frederick HS		X
8/9/2019	Kominski, Kelly	Instructional Para	Northridge ES	X	
7/1/2019	Krpan, Verity	Custodian	Central ES / Columbine ES	X	
8/9/2019	Larson, Jillian	Instructional Para	Niwot ES	X	
8/1/2019	Lavington, Allison	Media Clerk	Westview MS		X
7/15/2019	Lewis, Emily	Secretary - Department	Main Street School		X
8/1/2019	Lewis, Jennifer	Behavior Coach	Main Street School		X
8/9/2019	Little, Brandon	Special Education Para	Main Street School		X
8/8/2019	Lysohir, Aimee	Registrar	Longs Peak MS		X
8/9/2019	Marsh, Anne	Instructional Para	Indian Peaks ES	X	
7/3/2019	Martinez, Kristeen	Department Clerk	Student Services		X
8/13/2019	Martinez, Marlo	Preschool Para	Spark Discovery PS		X
8/9/2019	Medina, Jacqueline	Instructional Para	Indian Peaks ES	X	

Staff Appointments

7.2

[illegible]

MEMORANDUM

DATE: August 14, 2019
TO: Board of Education
FROM: Dr. Don Haddad, Superintendent of Schools
SUBJECT: Approval of Board of Education Meeting Minutes
Strategic Priority – High Functioning School Board

RECOMMENDATION

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

BACKGROUND

The Board will be asked to approve the minutes from the June 12, 2019 and the June 26, 2019 Regular Meetings.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Approval to Delete Board Policies JM – Student Awards, Honors and Scholarships; and JM-R – Student Awards, Honors and Scholarships
Strategic Priority – Strong District Finances

RECOMMENDATION

That the Board of Education approve the deletion of Board Policies JM – Student Awards, Honors and Scholarships; and JM-R – Student Awards, Honors and Scholarships.

BACKGROUND

The District has closed its Welker Scholarship Fund and has transferred all scholarship funds to the Education Foundation for the St. Vrain Valley. Consequently, the above policies related to the Welker Scholarship Fund are no longer necessary.

The deletion of these policies are necessary due to alignment with current practice, and the deletion has been reviewed by administration and legal counsel.

Student Awards, Honors and Scholarships

Welker Scholarship Fund

~~The district shall establish a fund known as the Welker Scholarship Fund to provide assistance to worthy students in securing a post-secondary, college or business education.~~

~~The district shall provide for the annual selection of recipients for Welker Scholarships.~~

~~Welker Scholarships to be awarded during a forthcoming school year shall be based on a report of funds to be available as given to the school district on or about January 1 of each year by the First Main Street Bank, Longmont, Colorado, and trustees of the Welker Scholarship Fund.~~

~~Payments of Welker Scholarship funds shall be made by the district directly to the schools and/or colleges being attended by the scholarship recipients.~~

~~The following limitations provided by the will of Edith Welker Myers shall apply to Welker Scholarship funds.~~

- ~~1. The beneficiary shall use the funds to attend a nonsectarian Colorado institution.~~
- ~~2. The beneficiary shall need and require financial assistance.~~

~~Priority for awarding Welker Scholarships shall be given to applications from current graduates of district high schools needing assistance to pay tuition and fees.~~

~~Procedures shall be developed by the superintendent to provide for the selection of persons to be beneficiaries of the Welker Scholarship Fund.~~

~~Adopted: January 28, 1970~~

~~Revised: January 17, 1977~~

~~Revised: August 8, 1984~~

~~Revised: May 25, 2005~~

~~Revised: June 24, 2015~~

Student Awards, Honors and Scholarships

Welker Scholarship Fund

1. ~~The superintendent or designee on or before March 1 of each year will notify each senior high school principal and counselor in the district as to the amount of Welker Scholarship funds to be available for the forthcoming school year.~~
2. ~~The principal will post a notice and through other means such as school papers and school bulletins notify all students as to the availability of these funds and the procedures for making application.~~
3. ~~School counselors will solicit and process all applications for Welker Scholarships.~~
4. ~~Applications for Welker Scholarships will be due in the counselors' offices on or before April 15 of each year.~~
5. ~~School counselors on or before May 1 of each year will process all applications, make an appropriate recommendation as indicated on the application form and forward all applications for Welker Scholarships to the superintendent or designee.~~
6. ~~The superintendent or designee will appoint and convene a screening committee consisting of licensed district personnel and community members to screen and recommend those students who are to be recipients of the Welker Scholarships according to the applications and funds available. The screening committee's recommendations will be due on before May 15 of each year.~~
7. ~~The superintendent or designee on or before May 15 of each year will notify the appropriate principals and the recipients as to the awarding of Welker Scholarship funds.~~
8. ~~The superintendent or designee will make arrangements with the financial services department for payment of Welker Scholarship funds to the designated schools.~~

~~Approved: February 17, 1970~~

~~Revised: January 17, 1977~~

~~Revised: August 8, 1984~~

~~Revised: May 25, 2005~~

~~Revised: June 24, 2015~~

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

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Assistant Principal for Erie High School
Strategic Priority – Strong/Visionary Leadership

RECOMMENDATION

That the Board of Education approve the recommendation to hire Ms. Kimberly Peebles as the Assistant Principal for Erie High School, effective July 1, 2019.

BACKGROUND

Ms. Peebles graduated from Warner University with a Bachelor of Arts degree in Organizational Management. She continued her education at Regis University where she completed her Master's degree in Education. She has also received her Principal Certificate from Lamar University.

For the past three years, Ms. Peebles has been the Assistant Principal at Longs Peak Middle School where she supported District initiatives and decision making at the building level. From 2014 to 2016, Ms. Peebles served as an Assistant Principal at Conrad Ball Middle School in the Thompson School District where she supported the continual work around creating a positive building culture for staff, students, and the community. Prior to that, she served as a 6th grade teacher at Milliken Middle School in Weld Re-5J School District for seven years. Ms. Peebles has also been a 5th grade teacher, substitute teacher, accounts payable, and personal banker.

SALARY

Annual salary will be according to schedule.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Assistant Principal for Longs Peak Middle School and Longmont High School
Strategic Priority – Strong/Visionary Leadership

RECOMMENDATION

That the Board of Education approve the recommendation to hire Mr. Jarrett Henson as the Assistant Principal for Longs Peak Middle School and Longmont High School, effective July 1, 2019.

BACKGROUND

Mr. Henson graduated from the University of Colorado with a Bachelor of Arts degree in English. He continued his education at the University of Colorado where he completed his Masters of Arts degree in Education Curriculum and Instruction. Additionally, he received a Masters of Arts degree in Educational Leadership from Colorado State University.

For the past year, Mr. Henson has been the Assistant Principal at Alsup Elementary School where he developed a tiered behavior intervention system and led the MTSS Committee. From 2016 to 2018, Mr. Henson served as the Dean of Students at Adams City Middle School. Prior to that he served as an Executive Director at L2 Church from 2014 to 2016. Additionally, Mr. Henson has served as a teacher at Fort Lupton High School from 2011 to 2014, Literacy Coach/Literacy Interventionist at Pinnacle Charter School from 2010 to 2011, and Academic Coordinator at Boulder High School from 2006 to 2010.

SALARY

Annual salary will be according to schedule.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Assistant Principal for Longs Peak Middle School
Strategic Priority – Strong/Visionary Leadership

RECOMMENDATION

That the Board of Education approve the recommendation to hire Ms. Karin Blough as the Assistant Principal for Longs Peak Middle School, effective July 1, 2019.

BACKGROUND

Ms. Blough graduated from the University of Colorado with a Bachelor of Arts degree in Psychology. She continued her education at University of Phoenix where she completed her Master of Arts degree in Education/School Counseling. Additionally, she obtained her Educational Specialist degree in Educational Leadership from the University of Northern Colorado.

For the past three years, Ms. Blough has been the Student Services Coordinator where she has hired, supervised, and evaluated staff, managed a budget, implemented programming to support student achievement across the District, and facilitated District-level threat assessments. Prior to that, Ms. Blough served as a Counselor at Warren Tech North from 2008 to 2016 and at Pomona High School from 2002 to 2008. Before her career in education, she served as a Director of Victim Services, Victim/Witness Assistant, and Domestic Violence Court Advocate. Additionally, Ms. Blough has multiple professional affiliations and has written as well as co-written a few publications.

SALARY

Annual salary will be according to schedule.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Assistant Principal/Athletic Director for Niwot High School
Strategic Priority – Strong/Visionary Leadership

RECOMMENDATION

That the Board of Education approve the recommendation to hire Mr. Joe Brown as the Assistant Principal/Athletic Director for Niwot High School, effective July 1, 2019.

BACKGROUND

Mr. Brown graduated from the University of Northern Colorado with a Bachelor's degree in Secondary Education. He continued his education at Arkansas State University where he completed his Master's degree in Educational Leadership.

For the past three years, Mr. Brown has been the Athletic Director at Roosevelt High School where he oversaw the operations of the Athletic Department and the Activities Department. From 2008 to 2016, Mr. Brown served as a Social Studies Teacher at Roosevelt High School. For six of those years, he also served as Head Boys Basketball Coach. Additionally, Mr. Brown has earned a number of awards and honors including Top 40 Under 40 National Award, Weld County All-Star Coach, and CHSCA All-State Coach.

SALARY

Annual salary will be according to schedule.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Assistant Principal/Athletic Director for Silver Creek High School
Strategic Priority – Strong/Visionary Leadership

RECOMMENDATION

That the Board of Education approve the recommendation to hire Mr. Patrick DeCamillis as the Assistant Principal/Athletic Director for Silver Creek High School, effective July 1, 2019.

BACKGROUND

Mr. DeCamillis graduated from Metropolitan State College of Denver with a Bachelor of Arts degree in History/Political Science. He continued his education at the University of Phoenix where he completed his Master of Arts degree in Education/Administration and Supervision.

For the past four years, Mr. DeCamillis has been a teacher at Broomfield High School in the Boulder Valley School District. From 2002 to 2015, he served as a teacher at Pomona High School. Prior to that, Mr. DeCamillis served as a teacher at Skinner Middle School from 2000 to 2002. Additionally, Mr. DeCamillis has had an extensive coaching career for the past 28 years. He has been a wrestling coach at Broomfield High School, Pomona High School, Cherry Creek High School, and Standley Lake High School.

SALARY

Annual salary will be according to schedule.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Dean of Students for Mead High School
Strategic Priority – Strong/Visionary Leadership

RECOMMENDATION

That the Board of Education approve the recommendation to hire Mr. Ronnie Maynes as the Dean of Students for Mead High School, effective July 1, 2019.

BACKGROUND

Mr. Maynes graduated from Metropolitan State University with a Bachelor of Science degree in K-12 Physical Education. He continued his education at Jones International University and then American College of Education where he completed his Masters of Education degree in Educational Leadership and Administration.

For the past three years, Mr. Maynes has been the Athletic Director and Physical Education/Health Teacher at Otho E. Stuart Middle School where he worked with families, coaches, and players to support league goals and designed lesson plans for students of various learning abilities, styles, and age levels. From 2013 to 2016, he served as a Physical Education Teacher at High Point Academy. Mr. Maynes has also served as a Coach, Director of Summer Camp Operations in Longmont and Sports Program Supervisor in Erie and Broomfield.

SALARY

Annual salary will be according to schedule.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Don Haddad, Superintendent of Schools

SUBJECT: Approval of Purchase of Vehicles for Transportation Department
Strategic Priority – Student and Staff Well-Being

RECOMMENDATION

That the Board of Education approve the purchase of five (5) 2020 Chevrolet Suburbans, 4WD, four door, 1500 commercial for student transportation purposes, and further, authorize Brian Lamer, Assistant Superintendent of Operations, to sign the appropriate documents.

BACKGROUND

The Purchasing Department established pricing for the vehicles under cooperative State bid K-3, which authorizes all state agencies to purchase identified vehicles at fixed pricing. The total cost of this vehicle purchase is \$210,420. The funds for this purchase will come from 2020 Capital Reserve.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Furniture Purchase from Hertz for Niwot High
Strategic Priority – Portfolio of 21st Century Instructional Focus Schools
and Robust Co-Curricular Opportunities

RECOMMENDATION

That the Board of Education approve the purchase of furniture from Hertz Furniture, for a total cost of \$149,734.70 for Niwot High School. Further, authorize Brian Lamer, Assistant Superintendent of Operations, to sign related documents up to the approved amount referenced.

BACKGROUND

Pricing for school furniture was established by the Purchasing Department bid process. The District determined Hertz Furniture as a qualified vendor to provide, deliver and install the required furnishings in a cost effective, competitive and timely manner. The lowest bidder was non-responsive by offering alternatives that were not equal to or better based on District standards.

Recommend for Award	Hertz Furniture	BC Interiors	OfficeScapes
Library Furniture for Niwot High School	\$ 149,734.70	\$ 125,193.24	\$ 161,587.58

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract Award for Proposed New Elementary #28 Project
Strategic Priority – Portfolio of 21st Century Instructional Focus Schools
and Robust Co-Curricular Opportunities

RECOMMENDATION

That the Board of Education approve the execution of a formal agreement with Hord Coplan Macht for a maximum amount of \$1,580,000 and an initial contract award of \$1,480,000 for the design of the new Elementary #28, at a site yet to be determined. Further, to authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes up to the approved amounts in accordance with Board of Education policy.

BACKGROUND

The architect review committee reviewed responses to RFQ 2016-042 “Architectural Services for New Elementary.” Hord Coplan Macht was selected as the most qualified for this project based on their experience, proposed team, and availability.

Funding for the project is available from 2016 Bond Fund. This item is being brought forth to comply with Board policy FEG stating any items over \$100,000 must have Board approval.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Change Order 2 to CMGC Contract for Skyline High School Addition & Renovation Project
Strategic Priority – Student and Staff Well-Being, District-Wide Safety & Security

RECOMMENDATION

That the Board of Education approve Change Order 2 for \$277,946 to the Construction Manager/General Contractor (CMGC) contract with McCarthy Building Companies, Inc., for the Skyline High School Addition & Renovation Project for a \$3,094,574 total contract value. Further, that the Board authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

This Change Order includes the demolition of two existing portable buildings, installation of additional faculty parking, and upgrades to the two remaining portable buildings, per Office of Civil Rights (OCR) report and building code.

Funding for the projects was planned for in the 2016 Bond program. This item is being brought forth to comply with Board policy FEH stating any items over \$99,999 must have Board approval.

Original Agreement Amount	\$ 2,667,364
Previous change orders	\$ 149,264
Current change order	\$ 277,946
Total changes (previous + current)	\$ 427,210
New contract amount	\$ 3,094,574

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Change Order 5 to Construction Manager/General Contractor (CMGC) Contract for Niwot High School Renovation Project
Strategic Priority – Student and Staff Well-Being, Portfolio of 21st Century Instructional Focus Schools and Robust Co-Curricular Opportunities

RECOMMENDATION

That the Board of Education approve Change Order 5 for the amount of \$394,128 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 \$12,094,950. 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

This Change Order includes the cost of work to install Solatubes, perform repairs to track asphalt surface, make improvements to stage floor construction, and address unforeseen scopes of work.

Funding for the projects was planned for in the 2016 Bond program. This item is being brought forth to comply with Board policy FEH stating any items over \$99,999 must have Board approval.

Original Agreement Amount	\$ 2,400,680
Previous change orders	\$ 8,955,429
Current change order	\$ 394,128
Total changes (previous + current)	\$ 9,300,142
New contract amount	\$ 12,094,950
Increase to Original Agreement Amount	\$ 9,694,270

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Change Order 1 to the General Contractor Contract for the Burlington Elementary School RTU Replacement Project
Strategic Priority – Student and Staff Well-Being

RECOMMENDATION

That the Board of Education approve Change Order 1 for \$16,150 to the RTU Replacement Project contract with Reliant Heating and Air Conditioning at Burlington Elementary School for a total contract value of \$177,690. Further, that the Board authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

This Change Order includes the cost associated with crane remobilization and premium time for crane and rigging crew.

Funding for the project comes from the 2019 Capital Reserve Fund. This item is being brought forth because it exceeds the previously approved contract value.

Original Agreement Amount (a)	\$ 161,540
Previous change orders (b)	\$ 0
Current change order (c)	\$ 16,150
Total changes (previous + current) (d)	\$ 16,150
New contract amount (e)	\$ 177,690
Increase to Original Agreement Amount	\$ 16,150

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Change Orders 1 & 2 to Construction Manager/General Contractor (CMGC) Contract for Black Rock Elementary Renovation Strategic Priority – Portfolio of 21st Century Instructional Focus Schools and Robust Co-Curricular Opportunities

RECOMMENDATION

That the Board of Education approve Change Orders 1 and 2 for \$136,920 to the Construction Manager/General Contractor (CMGC) contract with FCI Constructors, Inc., for the Black Rock Elementary School Renovation Project, for a \$1,106,792 total contract value. Further, that the Board authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

This Change Order includes additional building preservation items and renovation scopes of work to enhance the educational environment and support the building maintenance.

Funding for the project was planned for in the 2016 Bond program. This item is being brought forth to comply with Board policy FEH stating any items over \$99,999 must have Board approval.

Original Agreement Amount	\$ 969,872
Previous change orders	\$ 0.00
Current change orders	\$ 136,920
Total changes (previous + current)	\$ 136,920
New contract amount	\$ 1,106,792
Increase to Original Agreement Amount	\$ 136,920

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Change Order 1 to Construction Manager/General-Contractor (CM/GC) Contract for Mead Elementary School Replacement Project
Strategic Priority – Portfolio of 21st Century Instructional Focus Schools
and Robust Co-Curricular Opportunities

RECOMMENDATION

That the Board of Education approve Change Order 1 for \$11,613,555 to the Construction Manager/General Contractor (CMGC) contract with FCI Constructors for the Mead Elementary Replacement Project for a \$21,825,456 total contract value. Further, that the Board authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

This Change Order includes the second half of the contract for completion of the 70,000 square foot, 4-round elementary school, as well as the additional scope to demolish the existing Mead Elementary School and to construct an irrigation water retention basin.

Funding for the project was planned for in the 2016 Bond program. This item is being brought forth to comply with Board policy FEH stating any items over \$99,999 must have Board approval.

Original Agreement Amount (a)	\$ 10,211,901
Previous change orders (b)	\$ 0
Current change order (c)	\$ 11,613,555
Total changes (previous + current) (d)	\$ 11,613,555
New contract amount (e)	\$ 21,825,456
Increase to Original Agreement Amount	\$ 11,613,555

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Change Order 5 to Construction Manager/General Contractor (CMGC) Contract for Soaring Heights PK-8
Strategic Priority – Student and Staff Well-Being

RECOMMENDATION

That the Board of Education approve Change Order 5 for \$27,148 to the CMGC contract with FCI Constructors, Inc., for the Soaring Heights PK-8 Project for a \$40,439,021 contract value. Further, that the Board authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

This Change Order includes the purchase and installation of additional lockers and cubbies, due to enrollment.

Funding for the project was planned for in the 2016 Bond program. This item is being brought forth to comply with Board policy FEH stating any accumulative changes that exceed the Board-approved amount must have Board approval.

Original Agreement Amount (a)	\$ 14,597,926
Previous change orders (b)	\$ 25,813,947
Current change order (c)	\$ 27,148
Total changes (previous + current) (d)	\$ 25,841,095
New contract amount (e)	\$ 40,439,021
Increase to Original Agreement Amount	\$ 25,841,095

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract Award for Spark! Discovery Preschool Renovation Project
Strategic Priority – Portfolio of 21st Century Instructional Focus Schools and Robust Co-Curricular Opportunities

RECOMMENDATION

That the Board of Education approve the execution of a formal agreement with MOA Architecture for a maximum amount of \$185,000 and an initial contract award of \$168,000, for the design of the Renovation Project at Spark! Discovery Preschool. Further, to authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes up to the approved amounts in accordance with Board of Education policy.

BACKGROUND

The architect review committee reviewed responses to RFQ 2016-042 “Architectural Services for New Elementary.” MOA Architecture was selected as the most qualified for this project based on their experience, proposed team and availability.

The project includes renovations and building preservation items as well as support for Best Grant application.

Funding for the project is available from the 2016 Bond Fund. This item is being brought forth to comply with Board policy FEG stating any items over \$100,000 must have Board approval.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Discussion, Board Policies DJB – Federal Procurement
Strategic Priority – Strong District Finances

RECOMMENDATION

That the Board of Education approve proposed revisions to Board Policy DJB – Federal Procurement.

BACKGROUND

The micro-purchase limit for Federal purchases was changed from \$3,500 to \$10,000. The District could change the micro-purchase limit to \$10,000; however, District administration believes that setting the limit at \$5,000 to match District procurement policy is in the best interest of the District. Board Policy DJB has been revised to reflect this change in dollar amount limit.

Revisions to this policy are necessary due to alignment with current practice, procedure, and applicable statutes and have been reviewed by administration and legal counsel.

Federal Procurement

This policy and its accompanying regulation shall apply to the purchase of services, supplies, equipment or other property with federal funds that are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy or its accompanying regulation conflict or are otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of such laws shall control.

District employees shall follow Board policy concerning employee purchasing authority when making any purchase with federal funds and shall obtain prior Board approval in those instances when it is required by Board policy. District employees shall also follow applicable state law, Board policy, and financial services procedures concerning competitive bidding, to the extent state law and/or Board policy establish additional requirements that are not inconsistent with this policy and its accompanying regulation.

Micro-purchases (less than ~~\$3,500~~\$5,000)

A “micro-purchase” is a purchase that, in an aggregate amount, is less than ~~\$3,500~~\$5,000. Federal policy allows small purchases to have an upper limit of \$10,000, however, district policy of \$5,000 prevails.

Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy, “reasonable” means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the district will distribute micro-purchases equitably among qualified suppliers when the same or materially interchangeable products are identified and such suppliers offer effectively equivalent rates, prices and other terms.

Small purchases (~~\$3,500~~\$5,000 to under \$100,000)

A “small purchase” is a purchase that, in an aggregate amount, is ~~\$3,500~~\$5,000 or more, but less than \$100,000. Federal policy allows small purchases to have an upper limit of \$150,000, however, district policy of \$100,000 prevails.

For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources, as detailed in this policy’s accompanying regulation, unless:

1. a valid basis exists under the federal Uniform Grant Guidance for relying on procurement by a noncompetitive proposal (i.e., “single source” procurement); or
2. the district elects to use a more formal competitive bid or request for proposal process including, but not limited to, cooperative discount pricing agreements.

Large purchases (\$100,000 or more)

A large purchase is a purchase that, in an aggregate amount, is \$100,000 or more. Federal policy allows large purchases to have a lower limit of \$150,000, however, district policy of \$100,000 prevails.

The district shall conduct a cost or price analysis for large purchases that, at a minimum, includes making an independent estimate before receiving bids or proposals (including noncompetitive proposals). A cost analysis means evaluating the separate cost elements that make up the price. A price analysis means evaluating the total price, without looking at the individual cost elements.

Whenever appropriate and relevant to the specific transaction, the cost analysis may include life-cycle cost estimates which shall then be incorporated into any solicitations of bids or proposals.

Unnecessary or duplicative items

The district shall avoid the acquisition of unnecessary or duplicative items with the exception of redundancy for technology, communications and security.

Consideration shall also be given to consolidating or breaking out purchases to obtain a more economical purchase.

Recordkeeping

The district shall maintain records sufficient to detail the history of procurements made with federal funds. These records may include, but not necessarily be limited to, the following: rationale for the method of procurement, contractor selection or rejection, and the basis for the contract price (including a cost or price analysis).

Retention of such procurement records shall be in accordance with applicable law and Board policy.

Adopted: June 28, 2017

LEGAL REFS.: 2 C.F.R. Part 200 Subpart D (post-award requirements under the
Federal Uniform Grant Guidance)
2 C.F.R. 200.318 (general standards for procurement supported by
Federal funds)
2 C.F.R. 200.319 (written procurement standards required)
2 C.F.R. 200.320 (methods of procurement to be followed)
2 C.F.R. 200.323 (cost or price analysis)
2 C.F.R. 200.333 (record retention requirements)
2 C.F.R. 200.336 (access to records)

7 C.F.R. 3016.36 (USDA's procurement standards)
7 C.F.R. 3016.37 (USDA's procurement requirements for subgrants)
34 C.F.R. Parts 75, 76 (EDGAR – Education Department General
Administrative Regulations)
48 C.F.R. Subpart 2.1 (micro-purchase and competitive bidding
thresholds)

CROSS REFS.: BCB, School Board Member Conflict of Interest
 DAC*, Federal Fiscal Compliance
 DJ/DJA, Purchasing/Purchasing Authority
 DJE, Bidding Procedures
 DKC, Expense Authorization/Reimbursement (Mileage and Travel)
 EHB, Records Retention
 GBEA, Staff Ethics/Conflict of Interest

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

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Discussion, New Board Policies EGADA* – Intellectual Property (Students); EGADA*-E-1 – Intellectual Property (SVVSD Waiver of Rights); EGADA*-E-2 – Intellectual Property (Student Waiver of Rights); EGADAB* – Intellectual Property (Employee and Mentor); and EGADAB*-E – Intellectual Property (Mentor Acknowledgement and Release)
Strategic Priority – Cutting-Edge Technology and Innovation

RECOMMENDATION

That the Board of Education discuss new Board policies EGADA* – Intellectual Property (Students); EGADA*-E-1 – Intellectual Property (SVVSD Waiver of Rights); EGADA*-E-2 – Intellectual Property (Student Waiver of Rights); EGADAB* – Intellectual Property (Employee and Mentor); and EGADAB*-E – Intellectual Property (Mentor Acknowledgement and Release).

BACKGROUND

Students and their mentors in St. Vrain Valley Schools have been encouraged to design and develop original solutions to real-world problems. An increasing number of students engage in work that results in original ideas, designs, and products that have the potential to be patented, produced, and marketed. The purpose of new Board Policy EGADA is to make District technology and other resources available to students in a setting that fosters creativity and innovation while protecting the students' ideas and original work. New Board Policy EGADAB identifies and reserves the proprietary rights of the District to intellectual property.

The addition of these policies are necessary due to alignment with current practice, and they have been reviewed by administration and legal counsel.

Intellectual Property (Students)

- I. Background and Purpose: Students in the St. Vrain Valley School District (“SVVSD”) are encouraged to design and develop original solutions to real-world problems. An increasing number of students engage in work that results in original ideas, designs, and products that have the potential to be patented, produced, and marketed.
- II. The aim of this policy is to make SVVSD technology and other resources available to students in a setting that fosters creativity and innovation while protecting the students’ ideas and original work. This policy encourages students and SVVSD to develop separate agreements to address the specifics of each project; however, in the absence of a separate agreement, this policy will operate as the default rule and control the relationship between the interested parties.
- III. Definitions:
 - a. “Copyright” is a form of protection the law provides to the authors of original works of authorship for their intellectual works that are fixed in any tangible medium of expression, both published and unpublished. Examples of works that are protected by copyright include books, periodicals, software, musical or dramatic works, pictorial or other artistic works, and audiovisual works. Copyright arises upon the creation of the work and includes a bundle of rights: the right to reproduce the work; the right to distribute copies of it; the right to prepare derivative works based on the work; and the right to make public performances or displays of the work.**
 - b. “Intellectual Property” is a creation of the mind or intellect, the ownership of which is recognized and protected by law. It includes any patentable invention, tangible research property, works protected by copyright, trademarks, trade secrets, works of art, and inventions or creations that might normally be developed on a proprietary basis.
 - c. “Invention” is a new or useful process or discovery, method, technique, product, machine, device manufacture, software, composition of matter, or improvement thereof that is subject to protection by patent.**
 - d. “Student” is a person enrolled for K-12 or college credit in SVVSD.
 - e. “Student-Inventor” is a Student who, either individually or as part of a group, conceives of and/or develops an Invention during school hours, as part of a school assignment or activity, or utilizes school resources such as computers, software, facilities, or materials.
 - f. “Student-Mentor” is a Student who is also an experienced person who trains and counsels Students at SVVSD.

- g. "Student-Employee" is a Student who is also a person who is employed by SVVSD for wages or salary.
- h. "Works Made for Hire" is a work prepared by an employee within the scope of his or her employment, or a work specially ordered or commissioned for use.

****Please note, depending upon the circumstances, software can be either a patentable "invention" or "copyrightable" material.**

IV. Patentable Inventions:

- a. Students: This sub-section pertains to the relationship between SVVSD and Student-Inventors.
 - 1. Unless otherwise agreed upon in writing, SVVSD shall retain 100% ownership in all Inventions developed by Student-Inventor(s).
 - 2. Student-Inventor(s) may not place any restrictions on the Invention, including, but not limited to, patents and Creative Commons licenses, without the written consent of SVVSD.
 - 3. Student-Inventor(s) may not place the work in the public domain without the written consent of SVVSD.
 - 4. Student-Inventor(s) shall maintain confidentiality of patentable ideas. If SVVSD agrees to pursue a patent, or if SVVSD has waived its ownership interest and Student-Inventor(s) decide to pursue a patent on their own, official disclosure of the idea or product should coincide with the submission of the patent application to the United States Patent and Trademark Office, or as close to that time as possible.
 - 5. As soon as practicable after the discovery of the Invention, SVVSD and Student-Inventor(s) shall attempt to negotiate a separate written agreement setting forth details of the relationship between SVVSD and the Student-Inventor(s). Student-Inventor(s) shall be represented by and through their parents/guardians or another adult with authority to enter legal agreements on their behalf. Such agreement shall address issues including, but not limited to, clarification of ownership interests in the Invention, potential procedures and steps toward acquiring a patent, and commercialization of the Invention. The superintendent, or designee, shall negotiate and enter into written agreements concerning Intellectual Property. No agreement shall be final until it is executed by all parties. In the absence of a separate negotiated agreement, SVVSD may, in its sole discretion, choose to enforce its ownership interest in any Invention subject to this policy.

6. No Student-Inventor(s) can require SVVSD to have an Invention patented. However, Student-Inventor(s) may seek patent protection of an Invention if SVVSD waives its ownership rights in the Invention.
 - b. Student-Employees and Student-Mentors: Intellectual Property developed by Student-Employees or Student-Mentors shall be governed by the SVVSD employee and mentor Board policy related to Intellectual Property (EGADAB*).
- V. Copyrightable Materials:
 - a. Students:
 1. In keeping with academic tradition, SVVSD does not claim Copyright ownership in scholarly or artistic works that are solely the product of an individual Student. These works include, but are not limited to, drawings, paintings, sculptures, poems, stories, novels, songs, musical compositions, musical recordings, videos and scholarly works created by students in the course of their education, such as theses and papers.
 2. SVVSD owns the Copyright on all Works Made for Hire and in certain works, including software, websites, databases and any other electronic media, that are created for an institutional purpose. These include all works that are created in the course of employment by Students employed by SVVSD.
 3. The superintendent, or designee, shall determine if and when SVVSD claims any such Copyright ownership.
 - b. Student-Employees and Student-Mentors: Copyrightable Material developed by Student-Employees or Student-Mentors shall be governed by the SVVSD employee and mentor policy related to Intellectual Property (EGADAB*).
- VI. Waiver: Either SVVSD or a Student may waive any rights to an Invention or Copyright set forth herein. Any such waiver shall be in writing, using Board Policy EGADA*-E-1 (SVVSD) or EGADA*-E-2 (Student), and signed by either the superintendent, or designee, or the Student's parent or legal guardian.
- VII. Authority: The superintendent, or designee, is the only person authorized to enter into agreements regarding patentable Inventions or Copyrightable materials.
- VIII. Notice of Policy: SVVSD will provide students and employees with notice of this policy through its inclusion in its board policy manual and the student manual. In certain situations, SVVSD may request from parents and guardians an acknowledgment of this policy.

Adopted:

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

**Intellectual Property
(SVVSD Waiver of Rights)**

Students in the St. Vrain Valley School District (“SVVSD”) are encouraged to design and develop original solutions to real-world problems. To that end, SVVSD makes technology and other resources available to students in a setting that fosters creativity and innovation. SVVSD recognizes that, in the course of a student’s learning and exploration, either individually or in a group setting, a student may engage in work that results in original ideas, designs, and products that have the potential to be patented, copyrighted, produced, and marketed.

For the purposes of creating a dynamic learning environment, and consistent with Board Policy EGADA*, SVVSD hereby waives, releases, and relinquishes any right, title, or interest it has in any invention or copyrightable material created in connection with a student’s work as described below:

Name of Student:_____

Name of Parent(s):_____

Description of course, activity, or project:_____

Signature:_____Date:_____

(Superintendent, or designee)

Adopted:

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

**Intellectual Property
(Student Waiver of Rights)**

Students in the St. Vrain Valley School District (“SVVSD”) are encouraged to design and develop original solutions to real-world problems. To that end, SVVSD makes technology and other resources available to students in a setting that fosters creativity and innovation. SVVSD recognizes that, in the course of a student’s learning and exploration, either individually or in a group setting, a student may engage in work that results in original ideas, designs, and products that have the potential to be patented, copyrighted, produced, and marketed.

With full knowledge and understanding, the undersigned parent or legal guardian, on his or her behalf and on behalf of the student identified below, hereby waives, releases, and relinquishes any right, title, or interest he or she may have in the invention or copyrightable material created in connection with the project described below. Furthermore, the undersigned parent or legal guardian, on his or her behalf and on behalf of the student identified below, hereby grants SVVSD permission under the Family Education Rights and Privacy Act (FERPA) and the Colorado Student Data Transparency and Security Act (CSDTSA) to share information related to the project described below with unrelated third parties.

Name of Student:_____

Name of Parent(s):_____

Description of course, activity, or project:_____

Signature:_____Date:_____

(Parent or Legal Guardian)

Adopted:

Intellectual Property (Employee and Mentor)

- I. Background and Purpose: This Board policy identifies and reserves the proprietary rights of St. Vrain Valley School District ("SVVSD") to Intellectual Property.
- II. Definitions:
 - a. "Copyright" is a form of protection the law provides to the authors of original works of authorship for their intellectual works that are fixed in any tangible medium of expression, both published and unpublished. Examples of works that are protected by copyright include books, periodicals, software, musical or dramatic works, pictorial or other artistic works, and audiovisual works. Copyright arises upon the creation of the work and includes a bundle of rights: the right to reproduce the work; the right to distribute copies of it; the right to prepare derivative works based on the work; and the right to make public performances or displays of the work.
 - b. "Copyrightable Material" is any material that can be protected by a copyright under the Intellectual Property laws of Colorado or the United States.
 - c. "Employee" is a person, including a Student, who is employed by SVVSD for wages or salary.
 - d. "Intellectual Property" is a creation of the mind or intellect, the ownership of which is recognized and protected by law. It includes any patentable invention, tangible research property, works protected by copyright, trademarks, trade secrets, works of art, and inventions or creations that might normally be developed on a proprietary basis.
 - e. "Invention" is a new or useful process or discovery, method, technique, product, machine, device manufacture, software, composition of matter, or improvement thereof that is subject to protection by patent.
 - f. "Mentor" is an experienced person, including a Student, who trains and counsels Students at SVVSD.
 - g. "Student" is a person enrolled for K-12 or college credit in SVVSD.
- III. Patentable Inventions: This sub-section pertains to the relationship between SVVSD and Employees or Mentors under the circumstances where an Employee or Mentor, either individually or as part of a group, conceives, creates, or develops an Invention during school hours, as part of a school assignment or activity, or utilizes school resources such as computers, software, facilities, or materials.

Unless otherwise agreed upon in writing, ownership of Inventions conceived, created, or developed under the foregoing circumstances shall be vested in SVVSD.

- IV. Copyrightable Materials: This sub-section pertains to the relationship between SVVSD and Employees or Mentors under the circumstances where an Employee or Mentor, either individually or as part of a group, conceives, creates, or develops Copyrightable Materials during school hours, as part of a school assignment or activity, or utilizes school resources such as computers, software, facilities, or materials.

Unless otherwise agreed upon in writing, ownership of Copyrightable Materials conceived, created, or developed under the foregoing circumstances shall be vested in SVVSD.

- V. Waiver: Either SVVSD or an Employee or Mentor may waive any rights to an Invention or Copyright set forth herein. Any such waiver shall be in writing and signed by the superintendent, or designee, or the Employee or Mentor.
- VI. Acknowledgment and Release: Mentors working on activities in SVVSD that may result in an Invention or Copyrightable Material shall sign an Acknowledgement and Release, using Board Policy EGADAB*-E, prior to participating in activities with students or employees.
- VII. Authority: The superintendent, or designee, is the only person authorized to enter into agreements regarding Patentable Inventions or Copyrightable materials.
- VIII. Notice of Policy: SVVSD will provide students and employees with notice of this policy through its inclusion in its board policy manual and the student manual. In certain situations, SVVSD may request from parents and guardians an acknowledgment of this policy.

Adopted:

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

**Intellectual Property
(Mentor Acknowledgement and Release)**

I acknowledge that the St. Vrain Valley School District ("SVVSD") has an Intellectual Property Board Policy (EGADAB*) and that such policy covers my efforts as a Mentor on a student project. I have been given a copy of Board Policy EGADAB*, and directed to where I can find it on the district website. I accept the terms of Board Policy EGADAB*, and release SVVSD from any claim or obligation thereunder.

Mentor's name:_____

Mentor's signature:_____

Date:_____

Adopted:

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

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Intergovernmental Agreements with Boulder, Larimer and Weld Counties, and the City and County of Broomfield
Strategic Priority – Outstanding Communication and Community Collaboration

RECOMMENDATION

That the Board of Education approve the Memorandum of Intergovernmental Agreement for Conduct of Coordinated Elections with Boulder, Larimer and Weld Counties, and the City and County of Broomfield, and further authorize Greg Fieth as the Designated Election Official to sign the agreement documents.

BACKGROUND

The Uniform Election Code requires that these intergovernmental agreements, which set forth the terms and conditions under which the respective counties will conduct coordinated elections, be approved by the participating parties. These agreements have been reviewed by legal counsel. According to the election timeline, the last day for the District to sign the intergovernmental agreements is August 27, 2019. Approval of these agreements will fulfill this requirement.

**INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN
ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J
AND THE BOULDER COUNTY CLERK AND RECORDER
FOR THE CONDUCT AND ADMINISTRATION OF THE 2019 COORDINATED
ELECTION TO BE HELD NOVEMBER 5, 2019**

This Intergovernmental Agreement for coordinated election (“IGA”) is made and entered into by and between St. Vrain Valley School District RE-1J (the “Jurisdiction”), and the County Clerk and Recorder for Boulder County, Colorado (the “County Clerk” or “Clerk”) (together “the Parties”).

1. RECITALS AND PURPOSES

1.1 The County Clerk and the Jurisdiction are each authorized to conduct elections as provided by law; and

1.2 The election to be held on November 5, 2019 (the “Election”) shall be conducted as a “mail ballot election” as defined in the Uniform Election Code of 1992 (“the Code”) and the Rules and Regulations of the Colorado Secretary of State (“the Rules”); and

1.3 Pursuant to § 1-7-116(2), Colorado Revised Statutes (“C.R.S.”), the County Clerk and the Jurisdiction are required to enter into an agreement for the administration of their respective duties and sharing of the actual costs related to the Election; and

1.4 Section 20 of Article X of the Colorado Constitution (“TABOR”) requires the production of a mailed notice (“TABOR Notice”) concerning tax and liability ballot issues that will be submitted to the electors of Boulder County; and

1.5 The County Clerk and the Jurisdiction have determined that it is in the best interests of the Jurisdiction, and its inhabitants and landowners, to cooperate and contract for the Election upon the terms and conditions contained in this IGA; and

1.6 The purpose of this IGA is to allocate responsibilities between the County Clerk and the Jurisdiction for the preparation and conduct of the Election and provide for a reasonable sharing of the actual costs of the Election among the County and other participating political subdivisions.

For and in consideration of the mutual covenants and promises in this IGA, the sufficiency of which is acknowledged, the Parties agree as follows:

2. GENERAL MATTERS

2.1 The County Clerk shall act as the chief designated election official in accordance with C.R.S. §1-1-110 and will be responsible for the administration of the Election as detailed in the Code and the Rules.

2.2 Boulder County Clerk and Recorder Molly Fitzpatrick will be the primary liaison and contact for the County Clerk. The Jurisdiction designates Greg Fieth, Chief Financial Officer, as its “Election Officer” who shall act as the primary liaison between the Jurisdiction and the County Clerk and who shall have primary responsibility for the management and performance of the Jurisdiction’s obligations under this IGA. If the Code requires a “designated election official” within the Jurisdiction to perform tasks, the Election Officer shall act as such designated election official. Nothing in this IGA relieves the County Clerk or the Jurisdiction’s Governing Board from their official responsibilities for the conduct of the Election.

2.3 **Term.** The term of this IGA shall be from the date of signing through December 27, 2019.

3. RESPONSIBILITIES OF THE COUNTY CLERK

3.1 **Initial ballot layout.** Upon receipt of the certified ballot text provided by the Jurisdiction pursuant to Section 4.2 below, the County Clerk will create the layout of the text of the ballot in a format that complies with the Code. The ballot text must be satisfactory to the Clerk. Furthermore, no content changes by the Jurisdiction shall be allowed after the September 6, 2019 certification of the ballot, without the approval of the County Clerk or as directed by the Clerk. The County Clerk will provide the Jurisdiction with a copy of the draft ballot for the Jurisdiction’s review along with any instructions for modifications to the ballot layout and the time period within which the Jurisdiction must return the modified ballot to the County Clerk. If modifications are made by the Jurisdiction, the Clerk will review the changes upon receipt from the Jurisdiction of the modified ballot and notify the Jurisdiction that the ballot is approved or return the ballot for further modifications and time requirements.

3.2 **Final ballot layout.** Once the Jurisdiction has made all changes to the ballot layout as required by the County Clerk and the ballot is in final draft form, the Clerk will lay out the ballot text and submit it to the Jurisdiction for final review, proofreading, and approval. The Jurisdiction shall return the final draft form ballot proofs on or before September 13, 2019. The Clerk is not responsible for ensuring that the final ballot text complies with the requirements of TABOR or any other constitutional or statutory requirement related to the text of ballot language.

3.3 **Ballot printing and mailing.** The County Clerk will contract with a vendor to prepare and print the ballots; prepare a mail ballot packet for each registered elector within the Jurisdiction; address a mail ballot packet to each elector within the Jurisdiction; and mail the ballots between 22 days and 18 days before Election Day, or between October 11, 2019 and October 18, 2019. In cooperation and coordination with the Clerk, the vendor shall perform the printing, preparation of the ballots for mailing, and the mailing of the ballots.

3.4 **Voter Service and Polling Centers.** The County Clerk shall provide Voter Service and Polling Centers from October 28, 2019 through Election Day. The County Clerk will hire and train staff to operate Voter Service and Polling Centers in 4 locations across Boulder County (Boulder, Lafayette, Longmont and University of Colorado - Boulder).

3.5 ***Additional ballots.*** In addition to the mail ballots printed and mailed by the vendor as specified in subsection 3.3, the County Clerk will provide regular and provisional ballots to electors in the manner and method required by the Code.

3.6 ***Mail ballots.*** In cooperation with the vendor, the County Clerk will ensure that the mail ballot packets contain the materials required by the Code, including voter instructions; an inner verification/privacy return envelope; and the outer/mail envelope containing the appropriate postage, Official Election logo, and indicia for Return Service Requested.

3.7 ***Ballot security.*** The County Clerk will track inventory and provide security for all ballots as required by the Code.

3.8 ***Election Judges.*** The County Clerk will appoint, train, provide written materials to and pay a sufficient number of qualified election judges to receive and process the voted ballots.

3.9 ***TABOR Notice.*** If applicable, the County Clerk, through a vendor, will distribute to all Boulder County registered electors' households the printed TABOR Notice submitted by the Jurisdiction along with those of other jurisdictions. The County Clerk may determine the order of the TABOR Notice submitted by the Jurisdiction and those of other jurisdictions to be included in the TABOR Notice Package provided. However, the materials supplied by the Jurisdiction shall be kept together as a group and in the order supplied by the Jurisdiction. The cost for the printing and mailing of the TABOR Notice Package shall be shared on a prorated basis as further described in section 6 below. The Clerk is not responsible for ensuring that the TABOR Notice complies with the requirements of TABOR or any other constitutional or statutory requirement relating to notice.

3.10 ***Testing.*** The County Clerk will perform Logic and Accuracy Testing of the electronic vote counting equipment as required by the Code.

3.11 ***Election Support.*** The County Clerk will provide support to the Election Officer via telephone, email or in person throughout the Election process and during all ballot-counting procedures for the Election.

3.12 ***Tally.*** The County Clerk will provide for the counting and tallying of ballots, including any recounts required by law. The Clerk will release initial election returns after 7:00 p.m. on the date of the Election. With the exception of Provisional Ballots, all ballots received by 7:00 p.m. on November 5, 2019 shall start to be counted the night of the Election and may extend until the next day. The unofficial results will be published to the County website following the completion of the Election Day counting. The Clerk will count and tally valid cured and provisional ballots on or before 7:00 pm on November 14, 2019.

3.13 ***Certification of results.*** Jurisdictions shall be issued a certified statement of results by November 27, 2019.

4. RESPONSIBILITIES OF JURISDICTION

4.1 ***Boundaries of Jurisdiction.*** If any annexations to the Jurisdiction have occurred between January 1, 2019 and the date of the signing of this IGA, the jurisdiction is responsible for informing the County Clerk in writing by the date of the signing of this IGA.

4.2 ***Ballot content and layout.*** No later than September 6, 2019, the Election Officer shall certify the ballot order and content for the Jurisdiction and deliver the certified ballot layout to the County Clerk. The ballot layout shall be in a form acceptable to the Clerk. Ballot content layout shall not include any graphs, tables, charts, or diagrams. The ballot order and content shall include the names and office of each candidate for whom a petition has been filed with the Election Officer and any ballot issues or ballot questions the Jurisdiction has certified. The Jurisdiction shall be solely responsible for the accuracy of the information contained in the certificate and ballot content. The Jurisdiction shall make any modifications to the ballot layout requested by the County Clerk. The County Clerk will correct errors as specified in C.R.S. § 1-5-412 at the Jurisdiction's expense.

4.3 ***Audio for visually impaired.*** Within 7 days of the Jurisdiction's submission of the ballot layout to the County Clerk, the Jurisdiction shall submit to the Clerk a high quality audio recording with the name of each candidate clearly spoken on the recording. This requirement aids the County Clerk in programming the audio component of the electromechanical voting equipment for the Election. The Jurisdiction shall timely make any modifications to the audio recording requested by the County Clerk.

4.4 ***TABOR Notice.*** The Jurisdiction shall provide to the County Clerk all required TABOR Notices concerning ballot issue(s) in the manner required by Article X, Section 20 of the Colorado State Constitution by noon on September 20, 2019. The submission will include the ballot title, text, and fiscal history or any other required wording for the TABOR Notice. The submission date will expedite print layout and allow the Jurisdiction time to proofread their portion of the TABOR Notice.

4.5 ***Final layout.*** The Jurisdiction shall timely make any modification to the ballot layout requested by the County Clerk. The Jurisdiction shall review, proofread, and approve the layout, format, and text of the final draft form of the Jurisdiction's official ballot and, if applicable, TABOR Notice within 24 hours of the County Clerk providing the Jurisdiction with the copy to be proofed.

4.6 ***Testing.*** The Jurisdiction must provide two people to participate in Logic and Accuracy Tests, which will be scheduled during the week of October 7, 2019, and may take place over a number of days.

4.7 ***Cancellation of Election by the Jurisdiction.*** If the Jurisdiction resolves not to hold the election or to withdraw a ballot issue, the Jurisdiction shall immediately provide notice of such action to the County Clerk. Initial notice to the County Clerk may be informal. The Jurisdiction shall provide proof of the Jurisdiction's formal action canceling the election or withdrawing a ballot issue(s) as soon as practicable after the Jurisdiction's formal action. The

Jurisdiction shall promptly pay the County Clerk the full actual costs relating to the Jurisdictions election, both before and after the County Clerk's receipt of such notice. The Jurisdiction shall provide notice by publication of such cancellation or withdrawal of ballot or question(s). The County Clerk shall post notice of the cancellation or withdrawal of ballot issue(s) or question(s) in the office of the County Clerk, and the Election Officer shall post notice of the cancellation at buildings of the Jurisdiction. The Jurisdiction shall not cancel the election after the 25th day prior to the Election as provided in C.R.S. § 1-5-208.

5. PROVISIONS UNIQUE TO SPECIAL DISTRICTS AND OTHER COORDINATING DISTRICTS

5.1 *Boundaries of Jurisdiction.* No later than the date this IGA is signed by the Jurisdiction, the Jurisdiction shall either confirm that the map of its boundaries provided to the County Clerk and County Assessor in January of 2019 is current and accurate or provide an accurate map. The Jurisdiction is responsible for ensuring that its boundaries are accurately defined in the Assessor's database because the County Clerk uses this database to identify eligible voters.

5.2 *Multi-county special district jurisdictions.* If the Jurisdiction's boundaries include areas outside of Boulder County, the County Clerk will communicate with the corresponding counties to create a master list of all property owner ballots issued in this jurisdiction.

5.3 *Non-resident property owners entitled to vote.* Where non-resident property owners may be entitled to vote in the Jurisdiction's election, the County will review a list of such property owners and identify those owners who may be entitled to vote in the Jurisdiction's election. The County will complete the review and create a list of potentially eligible non-resident property owners by September 18, 2019, 48 days prior to Election Day. The County will send this list to the Jurisdiction for review and approval. Once this list has been approved by the Jurisdiction, the Clerk will send non-resident property owners on the final list a letter and self-affirmation to establish eligibility. See **Attachment A** – Non-Resident Property Owner Letter (attached only if applicable). The Clerk will send mail ballots to the non-resident property owners who return to the Clerk the signed affirmation establishing their eligibility.

6. PAYMENT

6.1 *Intent.* This section addresses the reasonable sharing of the actual cost of the Election among the County and the political subdivisions participating in the Election.

6.2 *Responsibility for costs.* The Jurisdiction shall not be responsible for sharing any portion of the usual costs of maintaining the office of the County Clerk, including but not limited to overhead costs and personal service costs of permanent employees, except for such costs that are shown to be directly attributable to conducting the coordinated election on behalf of the Jurisdiction.

6.3 State Election Costs. The State of Colorado's share of the costs of conducting the election shall be reimbursed as established by the Code, and the Jurisdiction shall not be responsible for any portion of the election costs attributable to the state.

6.4 Invoice. The Jurisdiction shall pay the County Clerk the Jurisdiction's share of the Clerk's costs and expenses in administering the Election within thirty days of receiving an invoice from the Clerk. If the invoice is not timely paid by the Jurisdiction, the Clerk, in his or her discretion, may charge a late fee not to exceed 1% of the total invoice per month.

6.5 Cost Allocation. The County Clerk will determine the jurisdiction's invoice amount by allocating to all participants in the ballot a share of the costs specific to the administration of the coordinated election as provided by law. If the Jurisdiction is placing a ballot question that qualifies as a TABOR election, a portion of the TABOR notice publication and mailing costs will also be billed for in the invoice. The Jurisdiction agrees to pay the invoice within 30 days of receipt unless the Clerk agrees to a longer period of time.

6.6 Disputes. The Parties shall attempt to resolve disputes about the invoice or payment of the invoice informally. If the Parties cannot reach an informal resolution, disputes regarding the invoice or the payment of the invoice shall be filed in Boulder County or District Court, depending on the amount.

7. MISCELLANEOUS

7.1 Notices to Parties. Notices required to be given by this IGA are deemed to have been received and to be effective: (1) three days after the same shall have been mailed by certified mail, return receipt requested; (2) immediately upon hand delivery; or (3) immediately upon receipt of confirmation that a fax or email was received to the fax numbers or email addresses of the Parties as set forth below or to such party or addresses as may hereafter be designated in writing.

To County Clerk:
Molly Fitzpatrick
1750 33rd St., Suite 200
Boulder, CO 80301-2546
303-413-7700
Fax: 303-413-7728
E-mail: mfitzpatrick@bouldercounty.org

To Election Officer:
Greg Fieth
395 South Pratt Parkway
Longmont, CO 80501
303-682-7203
Fax: 303-682-7343
E-mail: fieth_gregory@svvsd.org

7.2 Amendment. This IGA may be amended only in writing, and following the same formality as the execution of the initial IGA.

7.3 Integration. The Parties acknowledge that this IGA constitutes the sole agreement between them relating to the subject matter of this IGA and that no party is relying upon any oral representation made by another party or employee, agent or officer of that party.

AN INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE CITY AND COUNTY OF
BROOMFIELD AND **ST. VRAIN VALLEY RE-1J SCHOOL DISTRICT** FOR THE CONDUCT OF A 2019
COORDINATED GENERAL ELECTION

THIS Intergovernmental Agreement ("Agreement") is made and entered into this ____ day of _____, 2019, by and between **ST. VRAIN VALLEY RE-1J SCHOOL DISTRICT**, hereinafter referred to as "Jurisdiction," and The City and County of Broomfield, a Colorado municipal corporation and county, hereinafter referred to as "City." The Jurisdiction and City hereby enter into the following Intergovernmental Agreement regarding the conduct of the 2019 Coordinated Election conducted pursuant to the Uniform Election Code of 1992 as amended (hereinafter referred to as the "Code"), and the rules and regulations promulgated thereunder, found at 8 C.C.R. 1505-1, as amended. This Agreement is not intended to address or modify statutory provisions regarding voter registration, nor to address or modify the City and County Clerk and Recorder's duties thereunder.

WHEREAS, the Jurisdiction desires to conduct an election pursuant to its statutory authority or to have certain items placed on the ballot at an election pursuant to its statutory authority, such election to occur via mail ballot on November 5, 2019, and

WHEREAS, the Jurisdiction agrees to conduct a coordinated election with the City and County Clerk and Recorder, hereinafter referred to as the "Clerk," of the City and County of Broomfield, acting as the coordinated election official, and

WHEREAS, the Clerk is the "coordinated election official" pursuant to § 1-7-116(1), C.R.S., and is to perform certain election services in consideration of performance by the Jurisdiction of the obligations herein below set forth, and

WHEREAS, such agreements are authorized by statute at §§ 1-1-111(3), 1-7-116, 22-30-104(2), 22-31-103, and 29-1-203 C.R.S.

NOW, THEREFORE, in consideration of the mutual covenants herein, the parties agree as follows:

1. The Jurisdiction encompasses territory within the City and County of Broomfield. This Agreement shall be construed to apply only to that portion of the Jurisdiction within the City and County of Broomfield.
2. Term of Agreement: This Agreement is intended only to address the conduct of the November 5, 2019 election.
3. The Jurisdiction agrees to perform the following tasks and activities as applicable, dependent on the type of election being conducted by the jurisdiction:

a. Conduct all procedures required of the designated election officials for initiatives, referenda, and referred measures under the provisions of §§ 31-11-101 through 118 and § 22-30-104(4), C.R.S.

b. To do all tasks required by law of designated election officials concerning nomination of candidates by petition, including, but not limited to: issue approval as to form, where appropriate, of nominating petitions; determine candidate eligibility; receive candidate acceptance of nominations; accept notices of intent, petitions for nomination, and affidavits of circulators; verify signatures on nominating petitions; and hear any protests of the nominating petitions, as said tasks are set forth in any applicable provisions of Title 1, Article IV, Parts 8 and 9, § 1-4-501(1), § 22-31-107, C.R.S., and those portions of the Colorado Municipal Election Code of 1965, Article X of Title 31 as adopted by reference pursuant to § 1-4-805, C.R.S.

c. Establish order of names and questions pursuant to § 1-5-406, C.R.S. for Jurisdiction's portion of the ballot and submit to the Clerk in final form. The ballot content, including a list of candidates, ballot title, and text, must be certified to the Clerk no later than 60 days before the election, pursuant to § 1-5-203(3), C.R.S. The Jurisdiction shall be solely responsible for the language and content of the ballot text, which shall be provided to the Clerk in written form and via email in a Microsoft Word document, or as a shared Google Doc, with no formatting (i.e., bullets, indentation, bolding, etc.), in sans serif font and font size of at least 10 or as otherwise specified by the Clerk. Within twenty-four (24) hours of receiving a "proof-ready" copy of the ballot text from the Clerk, the Jurisdiction shall proof and authorize the text and layout of its portion of the ballot via email prior to the printing of ballots. The Jurisdiction will be allowed to make corrections to the ballot proof copy only within the twenty-four (24) hour period. After that, the ballots will be printed.

d. Provide an audio copy of all candidate names for Jurisdiction's portion of the ballot. The audio copy shall be provided in a .wav file format attached to an email or by voice mail message. The Jurisdiction may proof and authorize the audio ballot version for its portion of the ballot.

e. (1) Except as provided in subsection (2) of this section, the affidavit of intent for write-in candidates shall be filed by the close of business on the sixtieth day before the election.

(2) In a nonpartisan election, the affidavit of intent shall be filed by the close of business on the sixty-fourth day before the election. If the election is to be coordinated by the county clerk and recorder, the designated election official shall forward a copy of the affidavit of intent to the coordinated election official.

f. Accept affidavits of intent to accept write-in candidacy up until close of business on the sixty-fourth day prior to the election and provide a list of valid affidavits received to the Clerk pursuant to §§ 1-4-1101 and 1102, C.R.S.

g. Publish or post within the Jurisdiction any notices or ballots if required in addition to County publications set forth in paragraph 4.b herein, which notice may incorporate the County Clerk's notice pursuant to § 1-5-205, C.R.S.

h. (1) The Jurisdiction shall reimburse the City for its prorated share of the actual costs of the coordinated election and, if the Jurisdiction has a TABOR issue on the ballot, all direct costs associated with the printing and mailing of the Jurisdiction's TABOR notice package.

(2) The proration rate for actual costs of the 2019 election shall be not more than \$1.50 per active voter, and not less than \$1.00 per active voter. The active voter count shall be based on the number of active voters in the Jurisdiction that reside in the City and County of Broomfield as of the close of election activity as shown in the statewide voter registration system.

(3) The Jurisdiction shall be responsible for all direct costs of printing and mailing the TABOR Notice for the Jurisdiction. The costs of printing and mailing the TABOR Notice shall be in addition to the prorated amount for actual election costs. The Jurisdiction shall not be responsible for any TABOR Notice expenses if the Jurisdiction does not have a TABOR issue on the ballot.

(4) The minimum charge for election expenses for each Jurisdiction shall be \$350.

(5) The City shall submit to the Jurisdiction an invoice for all expenses incurred under this Agreement, and the Jurisdiction shall remit to the City the total payment upon receipt of such invoice.

(6) If the Jurisdiction cancels the election before its Section 20, Article X notices are due to the City and prior to the Clerk incurring any expenses, the Jurisdiction shall not be obligated for any expenses.

(7) The Jurisdiction shall be responsible for costs of recounts pursuant to § 1-10.5-101, 1-10.5-103 or 1-11-215, C.R.S., except for costs collected from an "interested party" pursuant to § 1-10.5-106, C.R.S.

i. Designate an "election officer" who shall act as the primary liaison between the Jurisdiction and the Clerk and who will have primary responsibility for the conduct of election procedures to be handled by the Jurisdiction hereunder. On Election Day, the Jurisdiction shall provide election support by telephone and/or in person, as requested by the Clerk.

j. Mail notices pursuant to § 1-7-906(2), C.R.S. for active registered electors who do not reside within the County or counties where the political subdivision is located.

k. Carry out all actions necessary for cancellation of an election including notice pursuant to § 1-5-208, C.R.S., and pay any costs incurred by the Clerk within 30 days of receipt of an invoice setting forth the costs of the canceled election pursuant to § 1-5-208(5), C.R.S.

l. If the ballot issue is one that requires the production of a mailed Taxpayer's Bill of Rights (TABOR) notice pursuant to the Colorado Constitution, Article X, Section 20, as implemented by §§ 1-40-125 and 1-7-901, *et seq.* C.R.S., the Jurisdiction shall perform the following services:

i. Accept written comments for and against ballot issues pursuant to § 1-7-901, C.R.S. Comments to be accepted must be filed by the end of the business day on the Friday before the 45th day before the election. Preparation of summaries of written comments shall be done by the Jurisdiction to the extent required pursuant to § 1-7-903, C.R.S. The full text of any required ballot issue notice must be transmitted in a Microsoft Word document, or as a shared Google Doc, to and received by the Clerk no less than 43 days prior to the election. No portion of this paragraph shall require the County Clerk to prepare summaries regarding the Jurisdiction's ballot issues. Final TABOR ballot issue notice text shall be submitted to the Clerk in hard copy and via email in a Microsoft Word document, or as a shared Google Doc, in sans serif font and font size of at least 10 or as otherwise specified by the Clerk.

ii. Within 24 hours of receiving a "proof" copy of the TABOR notice text from the Clerk, the Jurisdiction shall proof and authorize the text and layout of its portion of the notice via email prior to the printing of notices. The Jurisdiction will be allowed to make

corrections to the notice proof-ready copy only within that one day. After that, the notices will be printed.

iii. Pay the Jurisdiction's proportional share of the actual costs shown in the itemized statement provided to the Jurisdiction by the Clerk either directly to the Clerk or to such vendors or subcontractors as the Clerk may designate.

4. Duties of the Clerk

The Clerk agrees to perform the following tasks and activities:

a. Except as otherwise expressly provided for in this Agreement, to act as the coordinated election official for the conduct of the election for the Jurisdiction for all matters in the Code which require action by the coordinated election official.

b. Circulate the Article X, Section 20, Ballot Issues notices pursuant to § 1-7-905 and 906(1), C.R.S., and publish and post notice, as directed in § 1-5-205, C.R.S. Publication by the Clerk will only be in the County legal newspaper, the Broomfield Enterprise, and the designated election official is responsible for any additional notices pursuant to paragraph 3.g herein.

c. Provide places for voter registration, in-person voting, and application for and issuance of original and replacement mail ballots. Provide for the issuance and acceptance of electronic mail-in ballots to be cast by overseas military personnel in accordance with C.R.S. § 1-8.3-101 *et seq.* C.R.S.

d. Designate a contact to act as a primary liaison or contact between the Jurisdiction and the Clerk.

e. The Clerk shall assign and train election judges and this power shall be delegated by the Jurisdiction to the Clerk, to the extent required or allowed by law.

f. Identify the members of the Board of Canvassers eligible for receiving a fee. Select and appoint a Board of Canvassers to canvass the votes; said Board shall consist of Canvassers appointed consistent with the statutory requirements for a Canvass Board in a partisan election, and may, at the discretion of the Clerk, as directed by the Broomfield City Council, include up to two Broomfield registered voters who were registered as unaffiliated voters at the time of the last general election and who have remained unaffiliated through the time of appointment. The Clerk shall receive and canvass all votes, and shall certify the results in the time and manner provided and

required by the Code. All recounts required by the Code shall be conducted by the Clerk in the time and manner required by the Code.

- g. If the ballot issue is one that requires the production of a mailed Taxpayer's Bill of Rights (TABOR) notice pursuant to the Colorado Constitution, Article X, Section 20, as implemented by §§ 1-40-125 and 1-7-901, *et seq.* C.R.S., the Clerk shall perform the following services and activities for the Jurisdiction's election:

- i. Determine the least cost method for mailing the TABOR notice package.

- ii. Combine the text of the TABOR notice produced by the Jurisdiction with those of other jurisdictions to produce the TABOR notice package. The Clerk may determine the order of the TABOR notice submittal by the Jurisdiction and those of other jurisdictions to be included in the TABOR notice package; provided the materials supplied by the Jurisdiction shall be kept together as a group and in the same order supplied by the Jurisdiction.

- iii. Address the package to "All Registered Voters" at each address of one or more active registered electors of the Jurisdiction. Nothing herein shall preclude the Clerk from sending the TABOR notice or notice package to persons other than electors of the Jurisdiction if such sending arises from the Clerk's efforts to mail the TABOR notice package at least cost.

- iv. Mail the TABOR notice package, as required by the Uniform Election Code of 1992 ("Code") specifically including §§ 1-40-125 and 1-7-906(1), C.R.S.

- v. Provide the Jurisdiction with an itemized statement showing the Jurisdiction's proportional share of the actual cost of performing the services described herein.

5. General Provisions

- a. Time is of the essence to this Agreement. The statutory time frames of the Code shall apply to completion of the tasks required by this Agreement.

b. Conflict of Agreement with law. This Agreement shall be interpreted to be consistent with the Code and provisions of Title 31 and 22 applicable to the conduct of elections and 8 C.C.R. 1505-1.

c. No portion of this Agreement shall be deemed to create a cause of action with respect to anyone not a party to this Agreement, nor is this Agreement intended to waive any privileges or immunities the parties, their officers, or employees may possess, except as expressly provided in this Agreement.

d. This constitutes the entire agreement of the parties and no amendment may be made except in writing approved by the parties.

e. In the event the election is canceled prior to November 5, 2019, notice of such cancellation shall be provided by the Jurisdiction to the Clerk. The Jurisdiction shall reimburse the City for the actual expenses incurred in preparing for the election, and those expenses shall be paid by the Jurisdiction to the City within thirty (30) days of the receipt of an invoice therefore.

f. Notice shall be given by Jurisdiction to the Clerk at:

Broomfield City and County Clerk
One DesCombes Drive
Broomfield, Colorado 80020
(303) 464-5857
rdavidson@broomfield.org

The Jurisdiction notice shall be given to the Jurisdiction at:

ST. VRAIN VALLEY RE-1J SCHOOL DISTRICT

Gregory Fieth

395 S. Pratt Pkwy

Longmont, CO 80501

~~fieth.gregory@svvsd.org~~

fieth-gregory@svvsd.org

DATED this ____ day of _____, 2019.

BROOMFIELD, COLORADO
BROOMFIELD COUNTY

Randy Ahrens, Mayor
One DesCombes Drive
Broomfield, CO 80020

APPROVED AS TO FORM:

ATTEST:

Pat Gilbert Jennifer Robinson
Deputy City & County Attorney

City and County Clerk

NAME OF JURISDICTION

ST. VRAIN VALLEY RE-1J SCHOOL DISTRICT

BY: _____
President, Board of Education

APPROVED AS TO FORM:

ATTEST:

Catherine Jellison
Attorney for Jurisdiction

Secretary, Board of Education

STATE OF COLORADO)
) ss.
County of _____)

The foregoing instrument was acknowledged before me this ____ day of _____
2019, by _____ as _____.

WITNESS my hand and official seal.

(SEAL)

Notary Public

My commission expires: _____

INTERGOVERNMENTAL AGREEMENT FOR 2019 COORDINATED ELECTION

This Intergovernmental Agreement ("Agreement") is entered into by and between the Larimer County Clerk and Recorder ("County Clerk") and the **St. Vrain Valley School District RE-1J** ("Entity"). Agreement is made effective upon the signature of Entity and County Clerk.

WITNESSETH

WHEREAS, pursuant to C.R.S. §1-7-116(2), as amended, County Clerk and Entity shall enter into an agreement for the administration of their respective duties concerning the conduct of the Coordinated Election to be held on November 5, 2019, ("Election"), and said agreement must be executed no less than 70 days prior to the Election which is August 27, 2019; and

WHEREAS, County Clerk and Entity are authorized to conduct elections as provided by law; and

WHEREAS, County Clerk will conduct Election as a "Mail Ballot Election," as such term is defined in the Uniform Election Code of 1992, C.R.S. Title 1, as amended ("Code") and the current Colorado Secretary of State Election Rules, as amended ("Rules"); and

WHEREAS, Entity has certain ballot race(s), ballot question(s) and/or ballot issue(s) to present to its eligible electors and shall participate in Election.

NOW, THEREFORE, for and in consideration of the promises herein contained, the sufficiency of which is hereby acknowledged, County Clerk and Entity agree as follows:

ARTICLE I PURPOSE AND GENERAL MATTERS

A. Goal.

The purpose of Agreement is to set forth the respective tasks in order to conduct Election and to allocate the cost thereof.

B. Coordinated Election Official.

County Clerk shall act as the Coordinated Election Official ("CEO") in accordance with Code and Rules and shall conduct Election for Entity.

County Clerk designates Doreen Bellfy, whose telephone number is 970.498.7941, to act as the primary liaison ("Contact Officer") between County Clerk and Entity. Contact Officer shall act under the authority of County Clerk and shall have primary responsibility for the coordination of Election with Entity.

C. Designated Election Official.

Entity designates GREGORY FIETH as its Designated Election Official ("DEO"), whose phone is 303-682-7203, cell is 303-210-0239, email is fieth-gregory@svvsa.org and fax is 303-682-7343, to act as the primary liaison between Entity and Contact Officer. DEO shall have primary responsibility for Election procedures to be handled by Entity. DEO shall act in accordance with Code and Rules. DEO shall be readily available and accessible during regular business hours, and at other times when notified by Contact Officer in advance, for the purposes of consultation and decision-making on behalf of Entity. In addition, DEO is responsible for receiving and timely responding to inquiries made by its voters or others interested in Entity's election.

D. Jurisdictional Limitation.

Entity encompasses territory within Larimer County, Colorado. Agreement shall be construed to apply only to that area of Entity situated within Larimer County.

E. Term.

The term of Agreement shall be through December 31, 2019, and shall apply only to Election.

**ARTICLE II
DUTIES OF COUNTY CLERK**

A. Voter Registration.

Supervise, administer and provide necessary facilities and forms for all regular voter registration sites.

B. Ballot Preparation.

1. Lay out the text of the ballot in a format that complies with Code and Rules. **To avoid ballot space issues, County Clerk requests each ballot question and ballot issue be not more than 250 words.**
2. Assign the letter and/or number of Entity's ballot question(s) or ballot issue(s) which will appear on the ballot, and provide this assignment to Entity.

Sign on the line provided below to indicate acknowledgement.

Signature



3. Provide ballot printing layouts and text for Entity's review and signature. If Entity fails to provide approval by the required deadline, the content is to be considered approved.
4. Certify the ballot content to the printer(s).
5. Contract for ballots.

C. Voter Lists.

Upon request of Entity, create and certify a list of registered voters containing the names and addresses of each elector registered to vote in Entity.

D. Property Owners.

Only applicable to Elections conducted under titles where owning property in the political subdivision is a requirement for voting in the election.

1. Provide mail ballot packets to all eligible property owners who are registered to vote at the eligible property address.
2. Mail affidavits to all property owners within Entity as stipulated in the "Duties of Entity", Article III(G). Each eligible elector who resides outside Entity, but is registered to vote in the State of Colorado, must complete, sign and return the affidavit to County Clerk. Those electors that reside on the property will not be required to complete the affidavit.
3. Provide mail ballot packets to all eligible property owners who do not reside on the property but are registered electors of the State of Colorado, upon receipt and verification of a signed affidavit.

E. Election Judges.

Appoint and compensate a sufficient number of election judges to conduct Election.

F. Mail Ballot.

1. Mail ballot packets to every active registered elector and conduct Election in accordance with C.R.S. Title 1, Article 7.5.
2. Establish drop-off locations in accordance with C.R.S. §1-5-102.9(4) for the purposes of allowing electors to drop-off their completed mail ballots.

G. Voter Service and Polling Center ("VSPC") sites.

1. Establish VSPC sites in accordance with C.R.S. §1-5-102.9, coordinate the location and operation of the VSPC sites, and conduct all accessibility site surveys.
2. Obtain and provide all ballots, forms, equipment and supplies necessary for mail and accessible voting.
3. Obtain and provide all ballots, forms, equipment and supplies necessary to verify and issue ballots to property owners who are registered to vote in the State of Colorado but who do not reside in Entity. *Only applicable to Elections conducted under titles where owning property in the political subdivision is a requirement for voting in Election.*
4. Provide all necessary Election personnel to conduct Election.

H. Voting Jurisdiction.

Pursuant to C.R.S. §1-5-303 and subject to Entity providing the information referenced in Article III(C)(1), County Clerk shall provide an Address Library Report from the Statewide Colorado Voter Registration and Election database ("Address Library Report") no later than July 26, 2019, which will list the street addresses located in both Entity and Larimer County according to the statewide voter registration system. In order to create Address Library Report, County Clerk must first receive from Entity the information referenced in Article III(C)(1).

I. Election Day Preparation.

1. Provide, no later than twenty days before Election, notice by publication of a mail ballot election. Such notice shall satisfy the publication requirement for all entities participating in Election pursuant to C.R.S. §1-5-205(1.4).
2. Prepare and conduct pre-election logic and accuracy testing in accordance with C.R.S. §1-7-509 and Rules.
3. Provide necessary electronic voting equipment together with personnel and related computer equipment for pre-election logic and accuracy testing and Election Day needs.
4. Prepare and conduct a risk-limiting audit in accordance with C.R.S. §1-7-515 and Rules.

J. TABOR Notice.

1. Coordinate the printing and labeling of the TABOR notice and mail it to all registered voters within Entity not less than thirty days prior to Election in compliance with Article X, Section 20 of the Colorado Constitution and any applicable Code and Rules.
2. Charge Entity for all expenses associated with printing, labeling and mailing (postage) for the TABOR notice. Said expenses shall be prorated among all Entities participating in the TABOR notice. Such proration shall be based, in part, upon the number of addresses where one or more active registered voters of Entity reside.
3. Determine the least cost method for mailing the TABOR notice and address the TABOR notice to "All Registered Voters" at each address in Larimer County where one or more active registered voters of Entity reside.
4. Nothing herein shall preclude County Clerk from sending the TABOR notice of Entity to persons in addition to the electors of Entity, if such sending arises from County Clerk's efforts to mail the TABOR notice at the least cost.

K. Counting Ballots.

1. Conduct and oversee the ballot counting process and report the results by entity.
2. Establish backup procedures and backup sites for ballot counting should counting equipment and/or building facilities fail. In such event, counting procedures will be moved to a predetermined site.

L. Certifying Results.

1. Appoint, instruct and oversee the Board of Canvassers.
2. Certify the results of Entity's Election within the time required by law and provide Entity with a copy of all Election statements and certificates required under Code and Rule.
3. Conduct a recount (if called for) in accordance with Code and Rule.

M. Recordkeeping.

1. Retain all Election records as required by C.R.S. §1-7-802.
2. Keep an accurate account of all Election costs.

N. No Expansion of Duties.

Nothing contained in Agreement is intended to expand the duties of County Clerk beyond those set forth in Code or Rules.

**ARTICLE III
DUTIES OF ENTITY**

A. Authority.

Provide County Clerk with a copy of the ordinance or resolution stating that Entity will participate in Election in accordance with the terms and conditions of Agreement. The ordinance or resolution shall further authorize the presiding officer of Entity or other designated person to execute Agreement.

B. Call and Notice.

Publish all notices relative to Election which Entity is required to provide pursuant to Code, Rules, Entity's Charter and any other statute, rule or regulation.

C. Voting Jurisdiction – Certifying Entity Address Boundaries.

1. If Entity is not already identified by a tax authority code in the County Assessor's records, Entity must:
 - Provide County Clerk with a legal description, map and listing of street addresses located within Entity in Larimer County, no later than 5:00 p.m. on July 1, 2019.
 - This information must be provided to County Clerk in Microsoft Excel and must include "high/low" street address ranges for both "odd/even" sides of each street.
 - Certify the accuracy of such information.
2. If Entity has annexed any properties into Entity since January 1, 2019, Entity must:
 - Provide County Clerk with a legal description, map and listing of street addresses for all properties annexed into Entity in Larimer County, no later than 5:00 p.m. on July 1, 2019.
 - This information must be provided to County Clerk in Microsoft Excel and must include "high/low" street address ranges for both "odd/even" sides of each street.
 - Certify the accuracy of such information.
3. Review all information in Address Library Report [as referenced in Article II(H)] and ensure that Address Library Report is an accurate representation of the streets contained within Entity's legal boundaries.
4. Indicate on Address Library Report Sign-Off Form ("Sign-Off Form") whether any changes are needed, or whether Address Library Report is complete and accurate.
 - If Entity requests any changes to Address Library Report on Sign-Off Form, County Clerk will make the requested changes and return the amended Address Library Report to Entity along with a second Sign-Off Form, no later than 5:00 p.m. on August 9, 2019.
5. Entity must return the final certified Sign-Off Form to County Clerk, no later than 5:00 p.m. on August 16, 2019.

D. Petitions, Preparation and Verification.

Perform all responsibilities required to certify any candidate, initiative petition, question or issue to the ballot.

E. Ballot Preparation.

1. Determine whether a ballot race, ballot question, or ballot issue is properly placed before the voters.

Prepare a list of candidates and the ballot title and text for each ballot question and ballot issue. **To avoid space issues on the ballot, County Clerk requests each ballot question and issue be not more than 250 words.**

Each ballot issue or ballot question submitted shall be followed by the words "yes/for" and "no/against".

Sign on the line provided below to indicate acknowledgement:

SIGNATURE



2. Provide a certified copy of the ballot content (race(s), question(s) and issue(s)) to County Clerk no later than 5:00 p.m. on September 6, 2019, pursuant to C.R.S. § 1-5-203(3)(a). Entity must provide certified ballot content as an email attachment to elections@co.larimer.co.us.

The ballot content must be certified exactly in the order in which it is to be printed on the ballot pages and sample ballots in the following format:

File Format: Microsoft Word (.doc or .docx)

Font Type: Arial

Font Size: 8 point

Justification: Left

All Margins: 0.5 inches

The certified list of ballot race(s), ballot question(s) and/or ballot issue(s) submitted by Entity shall be final.

3. Proofread and approve Entity's ballot content for printing immediately upon receipt from County Clerk. Entity must provide an email address and designate a person to be available for proofing and approving ballot content for printing.

Due to time constraints, Entity must provide contact information for someone who is available from 8:00 a.m. to 7:00 p.m. from September 6, 2019 until September 16, 2019, or until final approval of printing of ballots has been reached. County Clerk agrees to keep all contact personnel informed of ballot printing status. Entity has designated GREG FIETH, whose phone is 303-682-7203, cell is 303-210-0239, email is fieth-gregory@svvscd.org and fax is 303-682-7343.

Once approval has been received, County Clerk will not make any changes to the ballot content. If Entity fails to provide approval by the required deadline, the content will be considered approved.

4. Ensure that Entity's certified candidates file all Campaign and Political Finance forms required by the Colorado Secretary of State Rules Concerning Campaign and Political Finance online at <http://tracer.sos.colorado.gov>.

5. Provide (or ensure that Entity's certified candidates provide) an audio pronunciation of all candidates' names as they have been certified to County Clerk, no later than 5:00 p.m. on September 6, 2019. See Exhibit B for details.

Sign on the line provided below to indicate acknowledgement.

Signature



6. Defend and resolve at Entity's sole expense all challenges relative to the ballot race(s), ballot question(s) and/or ballot issue(s) as certified to County Clerk for inclusion in Election.

F. Election Participation.

If requested by County Clerk, provide person(s) to participate and assist in Election process. The person(s) provided by Entity must be registered to vote in Larimer County.

G. Property Owners.

Only applicable to Elections conducted under titles where owning property in the political subdivision is a requirement for voting in Election.

1. Notify and provide information and materials to property owners regarding the location(s) which an eligible elector may vote at any VSPC site in accordance with C.R.S. §1-7-104.
2. Obtain a list of Entity's property owners from the County Assessor's office in accordance with C.R.S. §1-5-304. Property owners listed in the County Assessor's property records may not be eligible electors of Entity. Entity must review and verify the eligibility of property owners to receive ballots regarding Entity's Ballot Issue(s).

Entity must provide an initial list of eligible electors who are registered to vote in Colorado and own property within Entity to County Clerk, no later than September 26, 2019, and must provide a final list of eligible electors who are registered to vote in Colorado and own property within Entity to County Clerk, no later than October 16, 2019. The list must be in Excel (.xls/.xlsx) format and must include the following columns:

Owner Name
Property Address
Property Parcel Number
Mailing Address
Mailing City
Mailing State
Mailing Zip

Each property owner must be listed as a separate entry. Exclude property owners who are already registered to vote within Entity.

Exclude Trusts, LLC, Corporations and Entities if ineligible to vote – *consult legal counsel.*

H. TABOR Notice.

1. Prepare the language for the TABOR notice [for any ballot issue(s) that require a TABOR notice] in compliance with Article X, Section 20 of the Colorado Constitution and any pertinent Code and Rules.

Entity shall be solely responsible for timely providing to County Clerk a complete TABOR notice. County Clerk shall in no way be responsible for Entity's compliance with TABOR or the accuracy or sufficiency of any TABOR notice.

3. Receive written comments relating to ballot issue(s) and summarize such comments, as required by TABOR.
4. Certify and submit all TABOR notice content, including pro and con summaries and fiscal information, to County Clerk no later than 5:00 p.m. on September 23, 2019, pursuant to C.R.S. §1-7-904. Such notice shall be provided to County Clerk as an email attachment to elections@co.larimer.co.us in the following format:

File Format: Microsoft Word (.doc/docx)

Font Type: Arial

Font Size: 8 point

Justification: Left

All Margins: 0.5 inches

Entity shall be solely responsible for the preparation, accuracy and contents of its TABOR notice(s). The certified TABOR notice, including all text, summary of comments and fiscal information shall be final. County Clerk may correct any spelling, grammar or formatting errors identified in Entity's certified TABOR notice, so long as those corrections do not change or otherwise impact the meaning of Entity's TABOR notice content.

5. Proofread and approve Entity's TABOR notice content for printing. Due to time constraints, Entity must provide an email address and designate a person to be available for proofing and approving TABOR notice content for printing from 8:00 a.m. to 7:00 p.m. from September 24, 2019 until September 27, 2019, or until final approval of the TABOR notice has been reached. County Clerk agrees to keep all contact personnel informed of TABOR notice printing status. Entity has designated GREG FIETH, whose phone is 303-682-7203, cell is 303-210-0239, email is fieth-gregory@8VVSD.org and fax is 303-682-7343.

Once approval has been received, County Clerk will not make any changes to the TABOR notice content. If Entity fails to provide approval by the required deadline, the content will be considered approved.

6. Mail the TABOR notice to each address of one or more active registered electors who own property but who do not reside within Entity in accordance with C.R.S. §1-7-906(2).

I. Cancellation of Election by Entity.

If Entity resolves not to participate in Election, Entity must immediately deliver to Contact Officer written notice that it is withdrawing one or more ballot questions or ballot issues; provided, however that Entity may not cancel after the 25th day prior to Election, October 11, 2019, pursuant to C.R.S. §1-5-208(2).

Entity must reimburse County Clerk for the actual expenses incurred in preparing for Election. If cancellation occurs after the certification deadline, full election costs may be incurred. Entity must publish all notices relative to Election which Entity is required to provide pursuant to Code, Rules, Entity's Charter and any other statute, rule or regulation.

ARTICLE IV COSTS

A. Election Costs.

The minimum fee for election services is \$650.00.

1. Entity's proportional share of costs shall be based on County expenditures relative to Election and the number of eligible electors per Entity. Costs include, but are not limited to, supplies, printing, postage, legal notices, temporary labor, rentals, and other expenses attributable to County Clerk's administration of Election for Entity. Entity shall be charged its prorated share of Election costs for any software programs used to count voted ballots as well as pre-election and post-election maintenance and on-site technical support.
2. Entity affirms that it has sufficient funds available in its approved budget to pay its prorated Election expenses.
3. If it is determined that counting must be moved to an established backup site, Entity shall be charged its prorated share.
4. The cost of any recount(s) will be charged to Entity, or if more than one Entity is involved in the recount, the cost will be prorated among the Entities participating in the recount.
5. Upon receipt of the invoice, pay to County Clerk within thirty days costs in an amount determined in accordance with the formula set forth on Exhibit A. If Exhibit A cannot be completed at the time of the mailing of Agreement, it will be provided as soon as possible.
6. Entity shall pay any additional or unique election costs resulting from Entity delays and/or special preparations or cancellations relating to Entity's participation in Election. Special preparations can include, but are not limited to: ballot addendums, affidavits, ballot language length exceeding 250 words or multiple page ballot.

B. TABOR Costs.

The minimum fee for TABOR services is \$350.00.

Entity shall pay a prorated amount for the costs to coordinate, label and print the TABOR notice, and for the mailing of such notice. Such proration to be based, in part, on addresses where one or more active registered electors of Entity reside.

C. Invoice.

County Clerk shall submit to Entity an itemized invoice for all costs incurred under Agreement and Entity shall remit to County Clerk the total due upon receipt. Any amount not paid within 30 days after receipt will be subject to an interest charge at the lesser of 1 ½% per month or the highest rate permitted under law.

ARTICLE V MISCELLANEOUS

A. Entire Agreement.

Agreement and its Exhibits constitute the entire agreement between County Clerk and Entity as to the subject matter hereof and supersede all prior or current agreements, proposals, negotiations, understandings, representations and all other communications, both oral and written.

B. Indemnification.

County Clerk and Entity agree to be responsible and assume liability for its own wrongful or negligent acts and omissions, and those of its officers, agents and employees to the extent required by law. No term or condition of Agreement shall be construed or interpreted as a waiver, either express or implied, of the notice requirements, immunities, rights, benefits, defenses, limitations, and protections available to the parties under the Colorado Governmental Immunity Act as currently written or hereafter amended.

In the event a court of competent jurisdiction finds Election for Entity was void or otherwise fatally defective as a result of the sole breach or failure of County Clerk to perform in accordance with Agreement or laws applicable to Election, Entity shall be entitled to recover expenses or losses caused by such breach or failure up to the maximum amount paid by Entity to County Clerk. County Clerk shall in no event be liable for any expenses, damages or losses in excess of the amounts paid under Agreement. This remedy shall be the sole and exclusive remedy for the breach available to Entity.

C. Conflict of Agreement with Law, Impairment.

Should any provision of Agreement be determined by a court of competent jurisdiction to be unconstitutional or otherwise null and void, it is the intent of County Clerk and Entity hereto that the remaining provisions of Agreement shall be of full force and effect.

D. Time of Essence.

Time is of the essence in the performance of Agreement. The time requirements of Code and Rules shall apply to completion of required tasks.

E. No Third Party Beneficiaries.

Enforcement of the terms and conditions of Agreement and all rights of action relating to such enforcement shall be strictly reserved to County Clerk and Entity, and nothing contained herein shall give or allow any such claim or right of action by any other person or Entity.

F. Governing Law; Jurisdiction & Venue.

Agreement, the interpretation thereof, and the rights of County Clerk and Entity under it will be governed by, and construed in accordance with, the laws of the State of Colorado. The courts of the State of Colorado shall have sole and exclusive jurisdiction of any disputes or litigation arising under Agreement. Venue for any and all legal actions arising shall lie in the District Court in and for the County of Larimer, State of Colorado.

G. Headings.

The section headings in Agreement are for reference only and shall not affect the interpretation or meaning of any provision of Agreement.

H. Severability.

If any provision of Agreement is declared by a court of competent jurisdiction to be invalid, void or unenforceable, such provision shall be deemed to be severable, and all other provisions of Agreement shall remain fully enforceable, and Agreement shall be interpreted in all respects as if such provision were omitted.

I. Amendments/Modifications.

Amendments or strikethroughs to this Agreement are not allowed without written consent of both parties.

IN WITNESS WHEREOF, the parties hereto have executed Agreement to be effective upon the date signed by both parties.

COUNTY CLERK

**ANGELA MYERS
LARIMER COUNTY, COLORADO
CLERK AND RECORDER**

Date

DATE: 7-17-19
APPROVED AS TO FORM:

DEPUTY COUNTY ATTORNEY

ENTITY

Name of Entity

Date

BY:

**Printed Name of Authorized Representative
Signing on behalf of Entity**

Signature of Authorized Representative

Title of Authorized Representative

Entity phone number

LARIMER COUNTY

NOVEMBER 5, 2019 COORDINATED ELECTION

COST PRORATION **ESTIMATED** COSTS

EXHIBIT A (WITH STATE and NO COUNTY ISSUE(S)) - 6/14/19

PARTICIPATING ENTITY	ELECTION	TABOR	NUMBER OF HOUSEHOLDS MAILED ESTIMATED	COST SUBJECT TO MINIMUM CHARGE \$350	% OF TOTAL HOUSEHOLDS FOR GENERAL COST PRORATION	BALANCE OF COSTS X% OF HOUSEHOLDS INCL MIN	ESTIMATED COSTS OF TLABOR				ESTIMATED ELECTION BILLING COSTS				TOTAL
							NUMBER OF REGISTERED ACTIVE VOTERS ESTIMATED	COST SUBJECT TO MINIMUM CHARGE \$650	% OF TOTAL REGISTERED VOTERS FOR GENERAL COST PRORATION	BALANCE OF COSTS X% OF REG VOTERS INCL MIN & SOS					
State of Colorado (Active voters @ .80 ea)	YES	NA	NA	NA	NA	NA	237,002	NA	NA	\$189,601.60					\$189,601.60
Larimer County	NO	NO	0	\$0.00	0.00000%	\$0.00	228,678	\$0	0.00000%	\$0.00					\$0.00
City of Loveland	YES	YES	27,434	NA	23.08579%	\$8,085.57	51,652	NA	16.81654%	\$51,949.55					\$60,035.12
Town of Johnstown	YES	NO	1,282	\$0.00	0.00000%	\$0.00	2,228	\$650	0.00000%	\$650.00					\$650.00
Town of Estes Park	YES	YES	2,346	\$350.00	0.00000%	\$350.00	4,388	\$650	0.00000%	\$650.00					\$1,000.00
Poudre School District R-1	YES	YES	76,593	NA	64.45323%	\$22,574.10	141,559	NA	46.08790%	\$142,374.48					\$164,948.58
Thompson School District R2-J	YES	NO	42,125	\$0.00	0.00000%	\$0.00	86,358	NA	28.11590%	\$86,855.48					\$86,855.48
Estes Park School District R-3	YES	YES	4,946	NA	4.16207%	\$1,457.72	8,530	NA	2.77714%	\$8,579.14					\$10,036.86
St Vrain Valley School District RE-1J	YES	NO	261	\$0.00	0.00000%	\$0.00	542	\$650	0.00000%	\$650.00					\$650.00
Estes Valley Public Library District	YES	YES	4,989	NA	4.18143%	\$1,464.50	8,559	NA	2.78659%	\$8,608.31					\$10,072.81
North Weld County Water	YES	YES	252	\$350.00	0.00000%	\$350.00	560	\$650	0.00000%	\$650.00					\$1,000.00
Berthoud Fire Protection	YES	YES	4,893	NA	4.11747%	\$1,442.10	10,492	NA	3.41592%	\$10,552.44					\$11,994.55
Riviera Estates PID No. 65	YES	YES	21	\$350.00	0.00000%	\$350.00	48	\$650	0.00000%	\$650.00					\$1,000.00
Ridgeview Meadows PID	YES	YES	30	\$350.00	0.00000%	\$350.00	62	\$650	0.00000%	\$650.00					\$1,000.00
TOTAL			165,072	\$1,400.00	100%	\$36,424.00	543,856	\$3,900	100.00000%	\$502,421.00					\$538,845.00
PLEASE NOTE: THIS IS AN ESTIMATION BASED ON ENTITIES THAT MAY OR MAY NOT PARTICIPATE IN THE 2019 COORDINATED ELECTION.															
Cost subject to minimum charge (\$36,424) less the total of all minimum charges to entities (\$1,400) X percentage of total households for general cost proration for your district										Cost subject to minimum charge (\$502,421) less the total balance of cost subject to minimum charge (\$3,900) less the total elections costs of State of Colorado (\$189,601.60) X percentage of total registered voters for general costs proration for your district					

EXHIBIT B AUDIO

In accordance with Rule 4.6.2, all candidates shall provide an audio recording of their name to County Clerk no later than the last day upon which Entity certifies the ballot content (September 6, 2019), pursuant to C.R.S. §1-5-203(3)(a).

It is the responsibility of Entity to ensure an audio pronunciation is provided for each candidate as it is certified to County Clerk. The purpose of the audio recording is to be compliant with disability and accessibility laws providing voting equipment pursuant to C.R.S. §1-5-704.

To be in compliance with Code and Rule, County Clerk's office is providing a voice mailbox at **970.498.7946** that candidates are required to call to provide the correct pronunciation of their name.

Upon calling the voice mailbox, they will receive instructions on recording their information, as well as, options for listening, deleting, re-recording and saving their message. **Please inform candidates within your district of the necessity of recording the correct pronunciation of their name.**

County Clerk's office will contact Entity if pronunciation guidelines on any ballot race(s), ballot question(s) and/or ballot issue(s) are needed.

Please contact County Clerk's office at 970.498.7820 if you have any questions or need additional information.

Memorandum of Intergovernmental Agreement
For Conduct of Coordinated Elections

St. Vrain Valley School District RE-1J, hereinafter referred to as "Jurisdiction," does hereby agree and contract with the Board of County Commissioners of the County of Weld, hereinafter referred to as "Commissioners," and the Weld County Clerk and Recorder, hereinafter referred to as "County Clerk," concerning the administration of the November 5, 2019, Coordinated Election conducted pursuant to the Uniform Election Code of 1992 as amended (hereinafter "Code"), and the rules and regulations promulgated thereunder, found at 8 C.C.R. 1505-1. This Agreement is not intended to address or modify statutory provisions regarding voter registration, nor to address or modify the County Clerk's duties thereunder.

WHEREAS, the Jurisdiction desires to conduct an election pursuant to its statutory authority or to have certain items placed on the ballot at an election pursuant to its statutory authority, such election to occur via mail ballot on November 5, 2019; and

WHEREAS, the Jurisdiction agrees to conduct a Coordinated Election with the County Clerk acting as the Coordinated Election Official; and

WHEREAS, the County Clerk is the "Coordinated Election Official," pursuant to § 1-7-116, C.R.S., and is to perform certain election services in consideration of performances by the Jurisdiction of the obligations herein below set forth; and

WHEREAS, such agreements are authorized by statute at §§ 1-1-111(3), 1-7-116, 22-30-104(2), 22-31-103, and 29-1-203, et seq., C.R.S.

NOW, THEREFORE, in consideration of the mutual covenants herein, the parties agree as follows:

1. The Jurisdiction encompasses territory within Weld, Boulder, Larimer Counties and the City and County of Broomfield. This Agreement shall be construed to apply only to that portion of the Jurisdiction within Weld County.
2. Term of Agreement: This Agreement is intended only to deal with the conduct of the November 5, 2019, Coordinated Election.
3. The Jurisdiction agrees to perform the following tasks and activities:
 - a. Conduct all procedures required of the clerk or designated election official for initiatives, referenda, and referred measures under the provisions of §§ 31-11-101 through 31-11-118 and 22-30-104(4), C.R.S.
 - b. To do all tasks required by law of designated election officials concerning nomination of candidates by petition, including, but not limited to: issue approval as to form, where appropriate, of nominating petition; determine candidate eligibility; receive candidate acceptance of nominations; accept notice of intent, petitions for nomination, and affidavits of circulators; verify signatures on nominating petitions; and hear any protests of the nominating petitions, as said tasks are set forth in any applicable provisions of Title 1, Article IV, Parts 8 and 9, and §§ 1-4-501, 22-31-103, and 22-31-107, C.R.S.
 - c. Establish order of names and questions for Jurisdiction's portion of the ballot and submit to the County Clerk in final form. The ballot content, including a list of candidates, ballot title, and text, must be certified to the County Clerk no later than 60 days before the election, pursuant to § 1-5-203(3)(a), C.R.S.

Memorandum of Intergovernmental Agreement
For Conduct of Coordinated Elections

- d. Accept written comments for and against ballot issues pursuant to §§ 1-7-901 and Article 10, Section 20(3)(b)(v), C.R.S. Comments to be accepted must be filed by noon on the Friday before the 45th day before the election. Preparation of summaries of written comments shall be done by the Jurisdiction but only to the extent required pursuant to § 1-7-903(3), C.R.S. The full text of any required ballot issue notices must be transmitted to and received by the County Clerk no later than 43 days prior to the election pursuant to § 1-7-904, C.R.S. No portion of this Subsection 3(d) shall require the County Clerk to prepare summaries regarding the Jurisdiction's ballot issues.
- e. Collect, prepare, and submit all information required to give notice pursuant to Colorado Constitution Section 20, Article 10(3)(b), the Taxpayer's Bill of Rights. Such information must be received by the County Clerk no less than 43 days prior to the election to give the County Clerk sufficient time to circulate the information to voters.
- f. Accept affidavits of intent to accept write-in candidacy up until close of business on the 64th day before the election, and provide a list of valid affidavits received and forward them to the County Clerk pursuant to § 1-4-1102(2), C.R.S.
- g. Pay the sum of \$1.25 per registered elector eligible to vote in the Jurisdiction's election as of November 5, 2019, with a \$200 minimum, within 30 days of billing, regardless of whether or not the election is actually held. If the Jurisdiction cancels the election before its Section 20, Article X, the Taxpayer's Bill of Rights, notices are due to the County, and prior to the County Clerk incurring any expenses for the printing of the ballots, the Jurisdiction shall not be obligated for any expenses under this Subsection 3(g). The Jurisdiction shall also be responsible for costs of recounts pursuant to §§ 1-10.5-107, 1- 10.5-104, or 1-11-215 C.R.S., except for costs collected from an "interested party" pursuant to § 1-10.5-106 which shall be collected by the entity conducting the recount.
- h. Designate an "election official" who shall act as the primary liaison between the Jurisdiction and the County Clerk and who will have primary responsibility for the conduct of election procedures to be handled by the Jurisdiction hereunder.
- i. Mail ballot issue notices pursuant to § 1-7-906(2) for active registered electors who do not reside within the county or counties where the political subdivision is located.
- j. Carry out all action necessary for cancelation of an election including notice pursuant to § 1-5-208, C.R.S., and pay any costs incurred by the County Clerk within 30 days of receipt of an invoice setting forth the costs of the canceled election pursuant to § 1-5- 208(5), C.R.S.
- k. Jurisdiction shall verify as being accurate the list of registered elector's names and addresses previously forwarded to the Jurisdiction by the Weld County Clerk and Recorder's Office. By signing this Agreement, Jurisdiction represents that the list of registered elector's names and addresses has been reviewed by the Jurisdiction and is accurate. The Jurisdiction will promptly notify Adam Gonzales, the Weld County Election Manager (see contact information in 5(h)), of any changes to the information contained in said list.

For Conduct of Coordinated Elections

- b. Conflict of Agreement with Law.

**Memorandum of Intergovernmental Agreement
For Conduct of Coordinated Elections**

This Agreement shall be interpreted to be consistent with the Code, provisions of Titles 31 and 22 applicable to the conduct of elections, and the Colorado Election Rules contained in 8 C.C.R. 1505-1. Should there be an irreconcilable conflict between the statutes, this Agreement and the Colorado Election Rules, the statutes shall first prevail, then this Agreement and lastly the Colorado Election Rules.

c. Right of Termination.

If Jurisdiction fails to accomplish its obligations, County is relieved of any further obligation under this agreement. Jurisdiction is fully responsible for any actions that result from its failure to meet its obligations.

d. Liquidated Damages.

In the event that a Court of competent jurisdiction finds that the election for the Jurisdiction was void or otherwise fatally defective as a result of the sole negligence or failure of the County Clerk to perform in accordance with this Agreement or laws applicable thereto, then the County Clerk shall, as liquidated damage, not as a penalty, refund all payments made, pursuant to Subsection 3(g) of this Agreement and shall, if requested by the Jurisdiction, conduct the next Coordinated Election which may include any election made necessary by a defect in the election conducted pursuant to this Agreement with no fee assessed to the Jurisdiction. This remedy shall be the sole and exclusive remedy for damages available to the Jurisdiction under this Agreement.

e. No Waiver of Privileges or Immunities.

No term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections or other provisions, of the Colorado Governmental Immunity Act §§ 24-10-101 et seq., as applicable now or hereafter amended, or any other applicable privileges or immunities held by the parties to this Agreement.

f. No Third Party Beneficiary Enforcement.

It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned parties and nothing in this Agreement shall give or allow any claim or right of action whatsoever by any other person not included in this Agreement. It is the express intention of the undersigned parties that any entity other than the undersigned parties receiving services or benefits under this Agreement shall be an incidental beneficiary only.

g. Entire Agreement, Modification, Waiver of Breach.

This Agreement contains the entire Agreement and understanding between the parties to this Agreement and supersedes any other agreements concerning the subject matter of this transaction, whether oral or written. No modification, amendment, novation, renewal, or other alteration of or to this Agreement and any attached exhibits shall be deemed valid or of any force or effect whatsoever, unless mutually agreed upon in writing by the undersigned parties. No breach of any term, provision, or clause of this Agreement shall be deemed waived or excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party hereto, or waiver of, a breach by any other party, whether express or implied, shall not constitute a consent to, waiver of, or excuse

Memorandum of Intergovernmental Agreement
For Conduct of Coordinated Elections
for any other, or subsequent, breach.

- h. Notice provided for in this Agreement shall be given by the Jurisdiction to the primary liaison designated according to section 4.f. above:

Adam Gonzales
Phone: (970) 400-3178
Fax: (970) 304-6566
Email: aggonzales@weldgov.com
Address: PO Box 459, Greeley, CO 80632

Notice provided for in this Agreement shall be given to the Jurisdiction election official referred to in Subsection 3(h) of this Agreement by phone:

Designated Election Official for Jurisdiction: Greg Fieth
Phone: 303-682-7203
After hour phone number: 303-210-0239
Additional Contact Information:
Fax: 303-682-7343
E-mail: fieth_gregory@svvsd.org
Address: 395 South Pratt Parkway, Longmont, CO 80501

DATED this _____ day of _____, 2019.

WELD COUNTY CLERK AND RECORDER

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF WELD COUNTY

Carly Koppes, Clerk and Recorder

Barbara Kirkmeyer, Chair

APPROVED AS TO FORM:

ATTEST: _____
Clerk to the Board of County Commissioners

County Attorney

Deputy Clerk to the Board

St. Vrain Valley School District RE-1J
APPROVED AS TO FORM:

ATTEST:



Attorney for Jurisdiction (Signature)

Designated Election Official for Jurisdiction
(Signature)

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Update to Approval of Vendors Providing Purchased Services
Strategic Priority – Strong District Finances

RECOMMENDATION

That the Board of Education approve the following updated list of vendors who are anticipated to provide purchased services over \$100,000 during Fiscal Year 2020.

Vendor Name	Services Provided	Pricing Method	FY20 Est. Purchases	FY19 Total Purchases
American Logistics Company	Alternative Transportation Svcs	Contract	\$660,000.00	\$592,000.00
Anderson Mason Dale Architects	Design Svcs Construction	Contract	Unknown	\$1,386,000.00
Apex Pavement Solutions	Asphalt Paving	Contract	Unknown	\$314,500.00
Aspen Personnel Services	Custodial Services	Contract	\$145,000.00	\$115,000.00
BG Constructors	Construction	Contract	Unknown	\$330,000.00
Black Hills Energy (Source Gas)	Utility Service	Monthly Invoice	\$400,000.00	\$297,500.00
Boulder County	Interventionists & Student Support	Contract	\$350,000.00	\$305,000.00
Boulder County Treasurer	Service Fees	Prop. Tax	\$157,500.00	\$150,000.00
Boulder Valley Individual Practice Assoc. – BVIPA	HR / Benefits	Contract	\$150,000.00	\$132,000.00
Centennial Board of Coop Ed Svcs		Contract	\$400,000.00	\$347,382.00
Centerpoint Energy Services	Utility Service	Monthly Invoice	\$525,000.00	\$485,000.00
Century Link QC	Phone Service	Monthly		
Citrix Systems, Inc.	Technology	Per User	\$100,000.00	\$160,135.00
CLA-CliftonLarson	Auditing Svcs	Contract	\$120,000.00	\$120,000.00
The College Board	AP Program	Contract	\$400,000.00	\$387,600.00
Colo Hazard Control	Operations	Contract	\$100,000.00	\$108,900.00
Colo School District Self Insurance Pool	Property & Liability Insurance	Premiums	\$1,655,000.00	\$966,000.00
Computer Information Concepts	Infinite Campus Services	Per Student	\$330,000.00	\$326,500.00
Converge One	Network Consulting	Contract	\$500,000.00	\$500,000.00

Vendor Name	Services Provided	Pricing Method	FY20 Est. Purchases	FY19 Total Purchases
Cunningham Group Architecture	Construction	Contract	Unknown	\$345,000.00
DesignScapes Colorado	Construction	Contract	Unknown	\$155,500.00
Devereux Colorado	Student Services	Per Student	Unknown	\$100,000.00
DLR Group Inc.	Construction	Contract	Unknown	\$216,000.00
DR Associates LLC	Construction	Contract	Unknown	\$147,000.00
DS Constructors	Construction	Contract	Unknown	\$229,800.00
Educational Policy Institute	Evaluation Services	Contract	\$100,000.00	\$97,543.37
Eidos Architects PC	Construction	Contract	Unknown	\$283,760.00
Elite Industries	Grounds Mowing	Contract	\$200,000.00	\$160,000.00
FCI Constructors, Inc.	Construction	Contract	Unknown	\$12,700,000.00
Florida Virtual School	Technology	Per User	\$410,000.00	\$322,400.00
Franzen Pittman GC	Construction	Contract	Unknown	\$2,775,500.00
Front Range Community College	Classes	Tuition	\$1,000,000.00	\$810,000.00
Front Range Orthopedic Center	Coverage for Athletic Events	Contract	\$200,000.00	\$200,000.00
Garland/DBS Inc	Construction/Roofing	Contract	Unknown	\$430,000.00
GCC Longmont Holdings LTD	APEX	Contract	\$1,200,000.00	\$500,000.00
Golden Triangle Construction	Construction	Various	Unknown	\$1,527,000.00
Ground Engineering Consultants, Inc.	Inspection Services	Various	Unknown	\$268,907.00
Halcyon Construction	Construction	Contract	Unknown	\$144,000.00
The Hartford	HR/Benefits	Contract	\$150,000.00	\$144,000.00
Haselden Construction	Construction	Contract	Unknown	\$2,468,000.00
Hellas Construction	Construction	Contract	\$200,000.00	\$180,380.00
Hord Coplan Macht Inc.	Architect Svcs	Contract	Unknown	\$202,600.00
Iconergy LTD	Operations	Contract	Unknown	\$200,557.00
Illuminate Education (Formerly Alpine Achievement Systems)	Student Data Management	Contract	\$275,000.00	\$200,000.00
International Baccalaureate	Student Services	Contract	\$120,000.00	\$115,000.00
The Interpreting Agency	Special Education	Per Student	Unknown	\$146,850.00
JHL Enterprises	Construction	Contract	Unknown	\$6,100,000.00
Joshua School	Treatment Services	Per Student	Unknown	\$476,500.00
Kaiser Permanente	HR/Benefits	Contract	Unknown	\$7,957,600.00
Krische Construction	General Contractor	Contract	Unknown	\$141,591.00
Laradon Hall	Student Services	Per Student	\$125,000.00	\$90,500.00
City of Longmont	Utility Service / WAN	Monthly Invoice	\$4,000,000.00	\$2,916,000.00
Lyons, Gaddis, Kahn & Hall PC	Legal Services	Monthly Invoice	\$300,000.00	\$242,800.00
McCarthy Building Co.	Construction	Bid	Unknown	\$2,208,000.00
Nextera Healthcare LLC	HR/Benefits	Contract	\$700,000.00	\$475,500.00
Northern Colorado School District's Worker's Compensation Pool	Worker's Compensation	Premiums	\$1,550,000.00	\$1,090,000.00
Overdrive Inc	Instruction	Per Student	\$300,000.00	\$301,936.00
PCMG/Global GovEd	SmartNet Support	Contract	\$350,000.00	\$450,000.00
Peak Environmental	Operations	Contract	Unknown	\$193,700.00

Vendor Name	Services Provided	Pricing Method	FY20 Est. Purchases	FY19 Total Purchases
Poudre Valley REA	Utility Service	Monthly Invoice	\$150,000.00	\$94,500.00
Procure Therapy Inc	Student Services	Per Student	\$250,000.00	\$221,800.00
Qwest Corp.	Utility Service	Monthly Invoice	\$175,000.00	\$95,100.00
RB & B Architects, Inc.	Architect	Various	Unknown	\$116,200.00
Renaissance Learning Inc	Instruction	Contract	Unknown	\$180,000.00
RevTrack	Online Credit Card Processing	Per transaction	\$300,000.00	\$278,600.00
Schoology	Technology	Contract	\$250,000.00	\$117,800.00
Sierra School / SECO	Student Services	Contract	\$1,250,000.00	\$1,025,000.00
Soliant Health	Student Services	Monthly Invoice	\$325,000.00	\$193,900.00
Taylor Associates Communications	Web-Based Student Instruction	Contract	\$150,000.00	\$137,200.00
Temple Grandin School	Student Services	Per Student	Unknown	\$172,854.00
Tennyson Center for Children	Student Services	Per Student	Unknown	\$30,000.00
Town of Erie	Utility Service	Monthly Invoice	\$290,000.00	\$305,500.00
Town of Firestone	Utility Service	Monthly Invoice	\$77,000.00	\$120,506.00
Town of Frederick	Utility Service	Monthly Invoice	\$363,500.00	\$487,500.00
Town of Lyons	Utility Service	Monthly Invoice	\$80,000.00	\$90,000.00
Triad Service Solutions, Inc.	Cleaning Services	Contract	\$350,000.00	\$304,000.00
Tyler Technologies	ERP System	Contract	\$150,000.00	\$135,902.27
UMR	HR/Benefits	Contract	Unknown	\$644,800.00
Unite Private Networks, LLC	Technology	Monthly Invoice	\$715,000.00	\$993,096.00
United Power, Inc.	Utility Service	Monthly Invoice	\$1,416,000.00	\$867,500.00
Verizon	Cell Phone Service	Monthly Invoice	\$240,000	\$161,200.00
Vision Service Plan	HR/Benefits	Contract	Unknown	\$250,000.00
Vivio Health Inc	HR/Benefits	Contract	Unknown	\$812,000.00
Weld County Treasurer	Service Fees	Prop. Tax	\$110,250.00	\$105,000.00
Wells Fargo Vendor Financial Svc	Service Fees	Monthly Invoice	\$4,136,800.00	\$4,136,800.00
Western Disposal	Trash & Recycling Services	Contract	\$290,000.00	\$286,500.00
Willis Towers Watson	Benefits Broker	Contract	\$150,000.00	\$139,000.00
Wild Plum Center	Student Services	Contract	\$160,000.00	\$151,380.00
Wold Architects and Engineers	Construction	Contract	Unknown	\$983,000.00
Xcel Energy	Utility Service	Monthly Invoice	\$538,500.00	\$340,000.00
The Zero Card	HR/Benefits	Contract	Unknown	\$261,200.00

BACKGROUND

This updated information is presented in an effort to streamline the District's policy requirement that the Board approve all vendors to whom the District pays over \$100,000 in a single fiscal year, per Board Policy DJ/DJA – Purchasing/Purchasing Authority. This is specifically to address vendors who provide goods that are not competitively bid, competitive bids that are extended into a new fiscal year, or FY20 newly-awarded contracts.

MEMORANDUM

DATE: August 14, 2019

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Update to Approval of Vendors Providing Purchased Goods
Strategic Priority – Strong District Finances

RECOMMENDATION

That the Board of Education approve the following updated list of vendors who are anticipated to provide purchased goods over \$100,000 during Fiscal Year 2020.

Vendor Name	Goods Provided	Pricing Method	FY20 Est. Purchases	FY19 Total Purchases
Amazon.Com	General Supplies and Equipment	Per Unit	\$325,000.00	\$739,500.00
American Produce	Nutrition Services	Bid	\$450,000.00	\$329,500.00
Apple, Inc.	Computers	Per Unit	\$2,000,000.00	\$921,500.00
BC Interiors	Educational Furniture	Contract	\$100,000.00	\$260,800.00
Bedrock LLC	Construction	Bid	Unknown	\$115,370.00
Bimbo Bakeries (Earth Grains Baking Co.)	Nutrition Services	Bid	\$100,000.00	\$96,000.00
CDW Government	Technology	Per Unit	\$285,000.00	\$284,000.00
Curriculum Associates LLC	Instruction Materials	Per Unit	\$350,000.00	\$313,195.00
Dirsec	Technology	Contract	\$105,000.00	\$104,700.00
Follett School Solutions	Instruction/Library	Contract	\$115,000.00	\$105,600.00
Gopher Sport	PE Supplies/Equip	Contract	Unknown	\$140,000.00
Hertz Furniture Systems	Educational Furniture	Contract	Unknown	\$1,520,000.00
Hill Petroleum	Fuel	Various	\$750,000.00	\$652,000.00
Hillyard	Janitorial Chemicals	Contract	\$250,000.00	\$172,000.00
JAMF	Technology	Bid	\$260,000.00	\$260,000.00
Jennie-O	Nutrition Services	Bid	Unknown	\$110,000.00
Jostens	Yearbooks/Diplomas	Various	\$150,000.00	\$99,162.00
King Soopers	Food and Supplies	Per Unit	\$175,000.00	\$160,887.00
Mackin Educational Resources	Instruction Materials	Per Unit	Unknown	\$170,000.00
McCandless Truck Centers	Operations	Bid	\$950,000.00	\$1,202,000.00
Meadow Gold Dairy Foods	Nutrition Services	Bid	\$700,000.00	\$482,900.00
Miracle Recreation Equip	Playground Equip	Sole Source	Unknown	\$216,900.00
Office Depot	Office Supplies	Contract	\$280,000.00	\$235,000.00
OfficeScapes	Educational Furniture	Contract	Unknown	\$1,686,700.00
Pearson Education	Instruction Materials	Per Unit	\$475,000.00	\$420,000.00

Vendor Name	Goods Provided	Pricing Method	FY20 Est. Purchases	FY19 Total Purchases
School Specialty	Supplies and Equipment	Various	\$125,000.00	\$110,500.00
SNJ Juice (Inta Juice)	Nutrition Services	Sole Source	\$150,000.00	\$90,600.00
Smucker Food Service	Nutrition Services	Per Unit	\$120,000.00	\$93,700.00
Home Depot Pro (Formally SupplyWorks)	Paper and Custodial Supplies	Bid	\$125,000.00	\$114,700.00
Twotrees	Windows Technology	Contract	\$250,000.00	\$283,500.00
Tyson Foods, Inc.	Nutrition Services	Contract	\$275,000.00	\$240,000.00
United Restaurant Supply	Nutrition Services	Bid	\$100,000.00	\$75,312.00
US Food Service, Inc.	Nutrition Services	Bid	\$2,200,000.00	\$1,995,000.00
Virco	Educational Furniture	Contract	Unknown	\$189,200.00
Vista Higher Learning	Instruction Texts	Contract	\$200,000.00	\$153,800.00
Vistar (Performance Food Group)	Nutrition Services	Sole Source	\$105,000.00	\$93,500.00
Walmart	Supplies/Materials	Per Unit	Unknown	\$105,200.00
Waxie Sanitary Supply	Warehouse	Contract	\$200,000.00	\$142,800.00
Wilson Language Training	Foundations Books	Contract	\$215,000.00	\$200,306.00
Zones	Technology	Bid	\$200,000.00	\$161,200.00

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