

## NOTICE OF REGULAR MEETING AND AGENDA



**February 24, 2021**

**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  
Jim Berthold, Member  
Chico Garcia, Member  
Dr. Richard Martyr, Member  
Paula Peairs, Vice President  
Karen Ragland, Treasurer &  
Asst Secretary  
Joie Siegrist, President*

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

5:30 pm January Financials  
6:00 pm Regular Business Meeting

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

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

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

#### **5. SUPERINTENDENT REPORT:**

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

1. District Financial Statements-January Fiscal Year 2021

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

1. Approval: Approval of Recommendation to Hire Principal for Central Elementary School
2. Approval: Approval of Recommendation to Hire Principal for Eagle Crest Elementary School
3. Approval: Approval of Purchase of Chromebooks & Google Management Licenses
4. Approval: Approval of Request to Grant an Exception to Board Policy GBEA – Staff Ethics/Conflict of Interest-Boele
5. Approval: Approval of Change Order to Contract Award for Cleaning Services

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

1. Recommendation: Approval of Renaming Olde Columbine High School, Career Development Center & St. Vrain Global Academy
2. Recommendation: Approval of 20-21 School District Calendar Adjustment
3. Recommendation: First Reading, Discussion, Board Policies JRA/JRC – Student Records/Release of Information on Students; KDB – Public's Right to Know/Freedom of Information; KDB-R – Public's Right to Know/Freedom of Information
4. Recommendation: Update to Approval of Vendors Providing Purchased Services Over \$100,000

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Joie Siegrist, President*

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

### **10. ADJOURNMENT:**

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

Wednesday, March 10  
Wednesday, March 17

6:00 pm Regular Meeting  
6:00 – 8:00 pm Study Session – **Mead Middle School**

## MEMORANDUM

DATE: February 24, 2021  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: District Financial Statements – January 2021  
Strategic Priority – Strong District Finances

PURPOSE

To provide the Board of Education with monthly financial reports.

BACKGROUND

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

At the work session prior to this Board meeting, information related to the January 2021 monthly financial statements will be provided to the Board in compliance with all aspects of Colorado Revised Statutes.



## **January 2021 Monthly Financial Report**

























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




Don Haddad, Ed.D., Superintendent

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

St. Vrain Valley School District RE-1J  
Financial Executive Summary  
For the period July 1, 2020 to January 31, 2021

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

Fund	PDF page	B/S	A2A	B2A	Notes
<i>Governmental Funds including General Fund, Major &amp; Non-Major Funds &amp; Special Revenue Funds . . .</i>					
General Fund	6				CY "due from other funds" is cash borrowed by Nutrition Services. CY "inventories" increase due to increased central warehouse restock (PPE). CY "payroll w/hold" decrease due to timing of PERA payment.
	7				CY "prop tax", "SOT" & "MLO" \$5.3m decrease due to timing of collections. CY "invest inc" \$1.3m decrease due to lower rates. CY "chgs for svc" \$884k decrease due to decreased PreK fees, field trips. CY "misc rev" \$230k increase due to e-rate, timing of svc paid by charters. CY "equalization" \$16.2m decrease due to decreased PPR & FY20 AV estimate. CY "BEST grant" \$933k decrease due to reduction of projects.
	8-9				CY "oth state rev" includes Kinder Facility Cap Construct grant (nearing end). CY "CARES Act / COVID Relief" includes CRF, At-Risk, and SSRG funding. CY "purch svc" \$975k decrease due to timing of payment for svcs (e.g. SROs). CY "supplies" \$4.6m increase due to tech purchases in response to COVID. CY "cap outlay" \$945k decrease due to timing of major renovations (e.g. MSB).
					CY budget set aside for Community Educ, District HS Athletics & Nutrition Svc. Based on passage of time, 58% through the fiscal year.
Colo Preschool	10-11	n/a	n/a		PY minor renovations at MSB.
Risk Management	13-15	n/a			CY increase in property, liability and cyber insurance premiums.
Bond Redemption	18-19	n/a	n/a		CY property tax decrease due to timing of collections.
Building	20-21	n/a	n/a		CY decrease in investment income due to lower balances, rates. PY arbitrage rebate received.
Capital Reserve	23-25	n/a			CY transfer in from District Athletics to support pool. CY transfer out to Facility Use returns cost savings for VBCA project.
Comm Education	27-29	n/a			In January, full day child care available only on Fridays. Federal CARES Act / COVID relief funding helps offset childcare costs.
Fair Contributions	30-31	n/a	n/a		CY construction permits increasing.
Grants	33-35	n/a			CY increase in grants receivable due to timing of IDEA Part B funding.
Nutrition Services	36-39				In January, increase in meals served. USDA extends free meals through June 2021.
Student Activity (23)	41-43	n/a			CY participation in athletics, extracurricular activities lower due to COVID.
<i>Proprietary Fund, the District's only internal service fund . . .</i>					
Self Insurance	46-49				CY "cash & invest" increase due to increased EE premiums for expanded benefits options and increased stop loss reimbursements.
<i>Other financial information . . .</i>					
Investments	51		n/a	n/a	CY interest rate is 0.12% compared to PY's 1.80%.

LEGENDS:		No issues or concerns; operating w/in expectations
To be reviewed w/ BOE		Matters of slight concern; monitoring closely
Non-talking point		Major issue or concern; requires immediate attention or action

St. Vrain Valley School District RE-1J  
**Financial Executive Summary (continued)**  
For the period July 1 to January 31

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

	FY20		FY21	
	Actual to Date	% of Budget	Actual to Date	% of Budget
<b>General Fund</b>				
Revenues	\$ 117,059,435	33%	\$ 106,571,875	31%
Expenditures	175,631,754	50%	179,978,847	50%
Capital lease	-	n/a	-	n/a
Transfers	(146,060)	25%	-	0%
Net change in fund balance	(58,718,379)		(73,406,972)	
Beg fund balance	116,333,865		141,633,897	
End fund balance	57,615,486		68,226,925	
Liabilities	183,993,491		173,840,193	
Deferred inflows of resources	-		-	
Total liabilities, deferred inflows, fund balance	\$ 241,608,977		\$ 242,067,118	
Assets	\$ 241,608,977		\$ 242,067,118	
<b>Risk Management Fund</b>				
Change in fund balance	\$ (813,575)		\$ (383,703)	
End fund balance	\$ 6,300,765		\$ 6,385,505	
<b>Bond Redemption Fund</b>				
Net change in fund balance	\$ (44,653,318)		\$ (48,116,231)	
End fund balance	\$ 8,121,919		\$ 20,684,397	
<b>Building Fund</b>				
Expenditures	\$ 24,006,644	28%	\$ 29,014,130	47%
End fund balance	\$ 103,397,781		\$ 50,627,131	
<b>Capital Reserve Fund</b>				
Net change in fund balance	\$ 55,416		\$ (272,295)	
End fund balance	\$ 9,360,831		\$ 7,255,963	
<b>Community Education Fund</b>				
Net change in fund balance	\$ 116,762		\$ (561,553)	
End fund balance	\$ 3,562,432		\$ 2,510,080	
<b>Fair Contributions Fund</b>				
End fund balance	\$ 7,579,678		\$ 8,020,901	
<b>Grants Fund</b>				
Grants receivable	\$ 741,995		\$ 2,039,939	
<b>Nutrition Services</b>				
Revenues	\$ 6,336,890	60%	\$ 3,392,917	47%
Expenditures	6,058,387	55%	4,211,575	45%
Transfers	-	n/a	-	0%
Change in fund balance	278,503		(818,658)	
Beg fund balance	2,058,984		1,446,890	
End fund balance	\$ 2,337,487		\$ 628,232	
<b>Student Activity (Special Rev)</b>				
Net change in fund balance	\$ 1,118,902		\$ 672,230	
End fund balance	\$ 6,632,175		\$ 6,252,431	
<b>Self Insurance Fund</b>				
Change in net position	\$ 2,455,695		\$ 968,508	
End net position	\$ 8,950,398		\$ 11,821,429	

## FUND ACCOUNTING

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

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

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

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

Fiduciary Funds’ reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds, and agency funds. The District no longer has fiduciary funds.

## GOVERNMENTAL FUNDS

### General Fund

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

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

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



St. Vrain Valley School District RE-1J

**General Fund (10)**

Balance Sheet (Unaudited)

As of January 31,

	<u>2020</u>	<u>2021</u>
<b>Assets</b>		
Cash and investments	\$ 73,116,598	\$ 78,592,894
Accounts receivable	26,676	67,624
Due from other funds	-	1,981,003
Taxes receivable, Net	167,089,557	159,755,555 A
Deposits	150	14,627
Prepaid items	211,200	185,740
Inventories	1,164,796	1,469,675
Total assets	<u>\$ 241,608,977</u>	<u>\$ 242,067,118</u>
<b>Liabilities</b>		
Due to other funds	\$ -	\$ 71,990
Accrued salaries and benefits	7,503,073	7,551,869 B
Payroll withholdings	9,301,497	6,460,129
Deferred revenues	167,188,921	159,756,205 A
Total liabilities	<u>183,993,491</u>	<u>173,840,193</u>
<b>Deferred inflows of resources</b>		
Unavailable property tax revenue	<u>-</u>	<u>-</u>
<b>Fund balance</b>		
Nonspendable: deposits, prepaids, inventories	1,376,146	1,670,042
Restricted: TABOR	10,482,766	11,166,827
Restricted: special federal contract	3,127,149	3,123,057
Committed: contingency	6,988,511	7,444,552
Committed: BOE allocations	11,713,574	7,960,293
Assigned: Mill Levy Override	23,927,340	36,862,154
Assigned: current year obligations	-	-
Unassigned	-	-
Total fund balance	<u>57,615,486</u>	<u>68,226,925</u>
Total liabilities, deferred inflows, and fund balances	<u>\$ 241,608,977</u>	<u>\$ 242,067,118</u>

Footnote

- A On January 1, when property taxes are levied, the District records property taxes receivable and a corresponding deferred revenue. As taxes are collected, the District reduces the receivable and deferred revenue and records the tax revenue.
- B The District is accruing salaries and benefits of employees whose contracts run from Aug 1 to Jul 31. The accrual rate is 1/11 of the contract amount per month. As of June 30, the District will have accrued the full amount of salaries and benefits payable.

St. Vrain Valley School District RE-1J

**General Fund (10)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to January 31

	FY20 July - January Actual	FY21 July - January Actual	Dollar Variance	Percent Variance
<b>1 Revenues</b>				
2 Local				
3 Property taxes	\$ 2,262,668	\$ 815,710	\$ (1,446,958)	-63.95%
4 Specific ownership taxes	6,251,725	3,219,765	(3,031,960)	-48.50%
5 Mill levy override	1,216,447	419,925	(796,522)	-65.48%
6 Investment income	1,397,496	141,973	(1,255,523)	-89.84%
7 Charges for service	1,604,436	720,197	(884,239)	-55.11%
8 Miscellaneous	2,067,291	2,297,163	229,872	11.12%
9 Total local revenues	<u>14,800,063</u>	<u>7,614,733</u>	<u>(7,185,330)</u>	-48.55%
10 State				
11 Equalization, net	85,328,158	69,113,329	(16,214,829)	-19.00%
12 Special Education	7,932,522	7,961,293	28,771	0.36%
13 Vocational Education	432,951	404,435	(28,516)	-6.59%
14 Transportation	2,075,404	2,062,956	(12,448)	-0.60%
15 Gifted and Talented	308,571	314,317	5,746	1.86%
16 English Language Proficiency Act	1,655,609	1,662,775	7,166	0.43%
17 BEST grant	936,576	3,200	(933,376)	-99.66%
18 PERA: State on Behalf Payment	-	-	-	N/A
19 Other state sources	1,712,598	1,421,288	(291,310)	-17.01%
20 Total state revenues	<u>100,382,389</u>	<u>82,943,593</u>	<u>(17,438,796)</u>	-17.37%
21 Federal				
22 BOCES	3,476	314	(3,162)	-90.97%
23 Build America Bond Rebates	716,293	717,816	1,523	0.21%
24 CARES Act / COVID Relief	-	14,056,160	14,056,160	N/A
25 Other federal sources	1,157,214	1,239,259	82,045	7.09%
26 Total federal revenues	<u>1,876,983</u>	<u>16,013,549</u>	<u>14,136,566</u>	753.15%
27 Total revenues	<u>117,059,435</u>	<u>106,571,875</u>	<u>(10,487,560)</u>	-8.96%
<b>28 Expenditures</b>				
29 Salaries	104,646,771	104,648,953	2,182	0.00%
30 Benefits	35,854,207	36,756,067	901,860	2.52%
31 Purchased services	9,179,393	8,204,887	(974,506)	-10.62%
32 Supplies and materials	9,472,269	14,094,039	4,621,770	48.79%
33 Other	471,551	381,935	(89,616)	-19.00%
34 Allocation to charter schools **	14,857,468	15,518,235	660,767	4.45%
35 Capital outlay	1,089,161	143,696	(945,465)	-86.81%
36 Debt service	60,934	231,035	170,101	279.16%
37 Total expenditures	<u>175,631,754</u>	<u>179,978,847</u>	<u>4,347,093</u>	2.48%
38 Excess (deficiency) of revenues				
39 over (under) expenditures	(58,572,319)	(73,406,972)	(14,834,653)	-25.33%
<b>40 Other Financing Sources (Uses)</b>				
41 Transfer - other funds	(146,060)	-	146,060	100.00%
42 Net change in fund balance	(58,718,379)	(73,406,972)	(14,688,593)	-25.02%
43 Fund balance, beginning	<u>116,333,865</u>	<u>141,633,897</u>	<u>25,300,032</u>	21.75%
44 Fund balance, ending	<u>\$ 57,615,486</u>	<u>\$ 68,226,925</u>	<u>\$ 10,611,439</u>	18.42%

St. Vrain Valley School District RE-1J  
**General Fund (10)**  
**Prior Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>1 Revenues</b>				
2 Local				
3 Property taxes	\$ 111,063,650	\$ 2,262,668	\$ (108,800,982)	2.04%
4 Specific ownership taxes	12,000,000	6,251,725	(5,748,275)	52.10%
5 Mill levy override	56,755,906	1,216,447	(55,539,459)	2.14%
6 Investment income	2,900,000	1,397,496	(1,502,504)	48.19%
7 Charges for service	4,637,935	1,604,436	(3,033,499)	34.59%
8 Miscellaneous	4,331,181	2,067,291	(2,263,890)	47.73%
9 Total local revenues	<u>191,688,672</u>	<u>14,800,063</u>	<u>(176,888,609)</u>	7.72%
10 State				
11 Equalization, net	137,897,121	85,328,158	(52,568,963)	61.88%
12 Special Education	7,832,142	7,932,522	100,380	101.28%
13 Vocational Education	875,028	432,951	(442,077)	49.48%
14 Transportation	2,020,380	2,075,404	55,024	102.72%
15 Gifted and Talented	308,571	308,571	-	100.00%
16 English Language Proficiency Act	1,655,609	1,655,609	-	100.00%
17 BEST grant	2,006,103	936,576	(1,069,527)	46.69%
18 PERA: State on Behalf Payment	4,700,000	-	(4,700,000)	0.00%
19 Other state sources	1,975,120	1,712,598	(262,522)	86.71%
20 Total state revenues	<u>159,270,074</u>	<u>100,382,389</u>	<u>(58,887,685)</u>	63.03%
21 Federal				
22 BOCES	10,000	3,476	(6,524)	34.76%
23 Build America Bond Rebates	1,432,587	716,293	(716,294)	50.00%
24 CARES Act / COVID Relief	-	-	-	N/A
25 Other federal sources	1,943,538	1,157,214	(786,324)	59.54%
26 Total federal revenues	<u>3,386,125</u>	<u>1,876,983</u>	<u>(1,509,142)</u>	55.43%
27 Total revenues	<u>354,344,871</u>	<u>117,059,435</u>	<u>(237,285,436)</u>	33.04%
<b>28 Expenditures</b>				
29 Salaries	196,557,091	104,646,771	91,910,320	53.24%
30 Benefits	70,967,155	35,854,207	35,112,948	50.52%
31 Purchased services	15,905,256	9,179,393	6,725,863	57.71%
32 Supplies and materials	26,548,974	9,472,269	17,076,705	35.68%
33 Other	1,636,287	471,551	1,164,736	28.82%
34 Allocation to charter schools	30,697,249	14,857,468	15,839,781	48.40%
35 Capital outlay	3,464,932	1,089,161	2,375,771	31.43%
36 Debt service	4,153,888	60,934	4,092,954	1.47%
37 Total expenditures	<u>349,930,832</u>	<u>175,631,754</u>	<u>174,299,078</u>	50.19%
38 Excess (deficiency) of revenues				
39 over (under) expenditures	4,414,039	(58,572,319)	(62,986,358)	
<b>40 Other Financing Sources (Uses)</b>				
41 Transfer - other funds	(596,060)	(146,060)	450,000	24.50%
42 Net change in fund balance	3,817,979	(58,718,379)	(62,536,358)	
43 Fund balance, beginning	116,333,865	116,333,865	-	
44 Fund balance, ending	<u>\$ 120,151,844</u>	<u>\$ 57,615,486</u>	<u>\$ (62,536,358)</u>	
45 Expected year-end fund balance as percentage				
46 of annual expenditure budget	<u>34.34%</u>			

St. Vrain Valley School District RE-1J

**General Fund (10)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>1 Revenues</b>				
2 Local				
3 Property taxes	\$ 104,075,467	\$ 815,710	\$ (103,259,757)	0.78%
4 Specific ownership taxes	14,000,000	3,219,765	(10,780,235)	23.00%
5 Mill levy override	55,680,088	419,925	(55,260,163)	0.75%
6 Investment income	191,999	141,973	(50,026)	73.94%
7 Charges for service	2,296,070	720,197	(1,575,873)	31.37%
8 Miscellaneous	4,372,999	2,297,163	(2,075,836)	52.53%
9 Total local revenues	<u>180,616,623</u>	<u>7,614,733</u>	<u>(173,001,890)</u>	4.22%
10 State				
11 Equalization, net	117,145,060	69,113,329	(48,031,731)	59.00%
12 Special Education	7,961,293	7,961,293	-	100.00%
13 Vocational Education	885,000	404,435	(480,565)	45.70%
14 Transportation	2,062,956	2,062,956	-	100.00%
15 Gifted and Talented	314,317	314,317	-	100.00%
16 English Language Proficiency Act	1,662,775	1,662,775	-	100.00%
17 BEST grant	3,200	3,200	-	100.00%
18 PERA: State on Behalf Payment	-	-	-	N/A
19 Other state sources	1,531,088	1,421,288	(109,800)	92.83%
20 Total state revenues	<u>131,565,689</u>	<u>82,943,593</u>	<u>(48,622,096)</u>	63.04%
21 Federal				
22 BOCES	3,500	314	(3,186)	8.97%
23 Build America Bond Rebates	1,437,528	717,816	(719,712)	49.93%
24 CARES Act / COVID Relief	25,836,241	14,056,160	(11,780,081)	54.40%
25 Other federal sources	2,151,082	1,239,259	(911,823)	57.61%
26 Total federal revenues	<u>29,428,351</u>	<u>16,013,549</u>	<u>(13,414,802)</u>	54.42%
27 Total revenues	<u>341,610,663</u>	<u>106,571,875</u>	<u>(235,038,788)</u>	31.20%
<b>28 Expenditures</b>				
29 Salaries	200,360,498	104,648,953	95,711,545	52.23%
30 Benefits	68,012,878	36,756,067	31,256,811	54.04%
31 Purchased services	24,921,593	8,204,887	16,716,706	32.92%
32 Supplies and materials	29,342,836	14,094,039	15,248,797	48.03%
33 Other	1,686,515	381,935	1,304,580	22.65%
34 Allocation to charter schools	32,257,296	15,518,235	16,739,061	48.11%
35 Capital outlay	703,398	143,696	559,702	20.43%
36 Debt service	857,774	231,035	626,739	26.93%
37 Total expenditures	<u>358,142,788</u>	<u>179,978,847</u>	<u>178,163,941</u>	50.25%
38 Excess (deficiency) of revenues				
39 over (under) expenditures	(16,532,125)	(73,406,972)	(56,874,847)	
<b>40 Other Financing Sources (Uses)</b>				
41 Transfer - other funds	(3,343,000)	-	3,343,000	0.00%
42 Net change in fund balance	(19,875,125)	(73,406,972)	(53,531,847)	
43 Fund balance, beginning	141,633,897	141,633,897	-	
44 Fund balance, ending	<u>\$ 121,758,772</u>	<u>\$ 68,226,925</u>	<u>\$ (53,531,847)</u>	
45 Expected year-end fund balance as percentage				
46 of annual expenditure budget	<u>34.00%</u>			

St. Vrain Valley School District RE-1J  
**Colorado Preschool Program Fund (19)**  
**Prior Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Allocation from General Fund, net	\$ 2,056,904	\$ 1,035,519	\$ (1,021,385)	50.34%
Investment income	19,000	9,057	(9,943)	47.67%
Miscellaneous	-	5,673	5,673	N/A
Total revenues	<u>2,075,904</u>	<u>1,050,249</u>	<u>(1,025,655)</u>	50.59%
<b>Expenditures</b>				
Salaries	209,771	119,068	90,703	56.76%
Benefits	66,230	37,394	28,836	56.46%
Purchased services	1,373,350	778,585	594,765	56.69%
Supplies and materials	91,500	59,415	32,085	64.93%
Other	27,600	600	27,000	2.17%
Capital outlay	550,000	-	550,000	0.00%
Total expenditures	<u>2,318,451</u>	<u>995,062</u>	<u>1,323,389</u>	42.92%
Excess (deficiency) of revenues over (under) expenditures	(242,547)	55,187	297,734	
Fund balance, beginning	<u>800,737</u>	<u>800,737</u>	<u>-</u>	
Fund balance, ending	<u>\$ 558,190</u>	<u>\$ 855,924</u>	<u>\$ 297,734</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>24.08%</u>			

St. Vrain Valley School District RE-1J  
**Colorado Preschool Program Fund (19)**  
**Current Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Allocation from General Fund, net	\$ 1,409,713	\$ 822,333	\$ (587,380)	58.33%
Investment income	1,000	553	(447)	55.30%
Miscellaneous	-	-	-	N/A
Total revenues	<u>1,410,713</u>	<u>822,886</u>	<u>(587,827)</u>	58.33%
<b>Expenditures</b>				
Salaries	221,918	122,714	99,204	55.30%
Benefits	68,277	38,822	29,455	56.86%
Purchased services	1,123,660	18,903	1,104,757	1.68%
Supplies and materials	121,300	24,662	96,638	20.33%
Other	27,600	888	26,712	3.22%
Capital outlay	150,000	-	150,000	0.00%
Total expenditures	<u>1,712,755</u>	<u>205,989</u>	<u>1,506,766</u>	12.03%
Excess (deficiency) of revenues over (under) expenditures	(302,042)	616,897	918,939	
Fund balance, beginning	<u>560,060</u>	<u>560,060</u>	<u>-</u>	
Fund balance, ending	<u>\$ 258,018</u>	<u>\$ 1,176,957</u>	<u>\$ 918,939</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>15.06%</u>			

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St. Vrain Valley School District RE-1J

**Risk Management Fund (18)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to January 31

	FY20 July - January Actual	FY21 July - January Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Investment income	\$ 82,443	\$ 7,743	\$ (74,700)	-90.61%
Allocation from General Fund	2,181,299	2,589,633	408,334	18.72%
Miscellaneous	3,190	2,839	(351)	-11.00%
Total revenues	<u>2,266,932</u>	<u>2,600,215</u>	<u>333,283</u>	14.70%
<b>Expenditures</b>				
Salaries	185,976	170,822	(15,154)	-8.15%
Benefits	57,237	50,437	(6,800)	-11.88%
Purchased services				
Professional services	221,248	128,762	(92,486)	-41.80%
Self insurance pools	2,015,242	2,308,344	293,102	14.54%
Claims paid	547,243	311,646	(235,597)	-43.05%
Supplies	45,322	11,518	(33,804)	-74.59%
Other	8,239	2,389	(5,850)	-71.00%
Total expenses	<u>3,080,507</u>	<u>2,983,918</u>	<u>(96,589)</u>	-3.14%
Excess (deficiency) of revenues over (under) expenditures	(813,575)	(383,703)	429,872	-52.84%
Fund balance, beginning	<u>7,114,340</u>	<u>6,769,208</u>	<u>(345,132)</u>	-4.85%
Fund balance, ending	<u>\$ 6,300,765</u>	<u>\$ 6,385,505</u>	<u>\$ 84,740</u>	1.34%



St. Vrain Valley School District RE-1J

**Risk Management Fund (18)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 146,000	\$ 82,443	\$ (63,557)	56.47%
Allocation from General Fund	3,739,370	2,181,299	(1,558,071)	58.33%
Miscellaneous	<u>50,000</u>	<u>3,190</u>	<u>(46,810)</u>	6.38%
Total revenues	<u>3,935,370</u>	<u>2,266,932</u>	<u>(1,668,438)</u>	57.60%
<b>Expenditures</b>				
Salaries	330,721	185,976	144,745	56.23%
Benefits	104,719	57,237	47,482	54.66%
Purchased services	3,638,700	2,236,490	1,402,210	61.46%
Claims paid	1,632,000	547,243	1,084,757	33.53%
Supplies	132,685	45,322	87,363	34.16%
Other	<u>50,500</u>	<u>8,239</u>	<u>42,261</u>	16.31%
Total expenses	<u>5,889,325</u>	<u>3,080,507</u>	<u>2,808,818</u>	52.31%
Excess (deficiency) of revenues over (under) expenditures	(1,953,955)	(813,575)	1,140,380	
Fund balance, beginning	<u>7,114,340</u>	<u>7,114,340</u>	<u>-</u>	
Fund balance, ending	<u>\$ 5,160,385</u>	<u>\$ 6,300,765</u>	<u>\$ 1,140,380</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>87.62%</u>			

St. Vrain Valley School District RE-1J

**Risk Management Fund (18)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 10,500	\$ 7,743	\$ (2,757)	73.74%
Allocation from General Fund	4,439,370	2,589,633	(1,849,737)	58.33%
Miscellaneous	25,000	2,839	(22,161)	11.36%
Total revenues	<u>4,474,870</u>	<u>2,600,215</u>	<u>(1,874,655)</u>	58.11%
<b>Expenditures</b>				
Salaries	312,943	170,822	142,121	54.59%
Benefits	92,505	50,437	42,068	54.52%
Purchased services	4,312,950	2,437,106	1,875,844	56.51%
Claims paid	1,582,000	311,646	1,270,354	19.70%
Supplies	167,500	11,518	155,982	6.88%
Other	95,000	2,389	92,611	2.51%
Total expenses	<u>6,562,898</u>	<u>2,983,918</u>	<u>3,578,980</u>	45.47%
Excess (deficiency) of revenues over (under) expenditures	(2,088,028)	(383,703)	1,704,325	
Fund balance, beginning	<u>6,769,208</u>	<u>6,769,208</u>	<u>-</u>	
Fund balance, ending	<u>\$ 4,681,180</u>	<u>\$ 6,385,505</u>	<u>\$ 1,704,325</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>71.33%</u>			

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## **GOVERNMENTAL FUNDS**

### **Major Governmental Funds**

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

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

### **Nonmajor Governmental Fund**

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

St. Vrain Valley School District RE-1J

**Bond Redemption Fund (31)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Property taxes	\$ 73,294,052	\$ 1,570,795	\$ (71,723,257)	2.14%
Investment income	1,200,000	541,601	(658,399)	45.13%
Miscellaneous	-	22,499	22,499	N/A
Total revenues	<u>74,494,052</u>	<u>2,134,895</u>	<u>(72,359,157)</u>	2.87%
<b>Expenditures</b>				
Debt principal	33,775,000	33,775,000	-	100.00%
Debt interest - Dec 15 & June 15	25,208,839	13,007,963	12,200,876	51.60%
Fiscal charges	21,000	5,250	15,750	25.00%
Total expenditures	<u>59,004,839</u>	<u>46,788,213</u>	<u>12,216,626</u>	79.30%
Excess (deficiency) of revenues over (under) expenditures	15,489,213	(44,653,318)	(60,142,531)	
Fund balance, beginning	<u>52,775,237</u>	<u>52,775,237</u>	<u>-</u>	
Fund balance, ending	<u>\$ 68,264,450</u>	<u>\$ 8,121,919</u>	<u>\$ (60,142,531)</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>115.69%</u>			

St. Vrain Valley School District RE-1J

**Bond Redemption Fund (31)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Property taxes	\$ 71,891,049	\$ 542,768	\$ (71,348,281)	0.75%
Investment income	85,000	65,862	(19,138)	77.48%
Miscellaneous	900,000	61,015	(838,985)	6.78%
Total revenues	<u>72,876,049</u>	<u>669,645</u>	<u>(72,206,404)</u>	0.92%
<b>Expenditures</b>				
Debt principal	36,585,000	36,585,000	-	100.00%
Debt interest - Dec 15 & June 15	23,559,439	12,200,876	11,358,563	51.79%
Fiscal charges	20,000	-	20,000	0.00%
Total expenditures	<u>60,164,439</u>	<u>48,785,876</u>	<u>11,378,563</u>	81.09%
Excess (deficiency) of revenues over (under) expenditures	12,711,610	(48,116,231)	(60,827,841)	
Fund balance, beginning	<u>68,800,628</u>	<u>68,800,628</u>	<u>-</u>	
Fund balance, ending	<u>\$ 81,512,238</u>	<u>\$ 20,684,397</u>	<u>\$ (60,827,841)</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>135.48%</u>			

St. Vrain Valley School District RE-1J

**Building Fund (41)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 2,600,000	\$ 1,400,553	\$ (1,199,447)	53.87%
Miscellaneous	610,000	605,713	(4,287)	99.30%
Total revenues	<u>3,210,000</u>	<u>2,006,266</u>	<u>(1,203,734)</u>	62.50%
<b>Expenditures</b>				
Salaries	580,000	303,089	276,911	52.26%
Benefits	180,000	92,612	87,388	51.45%
Purchased services	14,000,000	3,616,014	10,383,986	25.83%
Construction projects	70,000,000	19,992,619	50,007,381	28.56%
Other	<u>6,000</u>	<u>2,310</u>	<u>3,690</u>	38.50%
Total expenditures	<u>84,766,000</u>	<u>24,006,644</u>	<u>60,759,356</u>	28.32%
Excess (deficiency) of revenues over (under) expenditures	(81,556,000)	(22,000,378)	59,555,622	
Fund balance, beginning	<u>125,398,159</u>	<u>125,398,159</u>	<u>-</u>	
Fund balance, ending	<u>\$ 43,842,159</u>	<u>\$ 103,397,781</u>	<u>\$ 59,555,622</u>	
Expected year-end fund (deficit) as percentage of annual expenditure budget	<u>51.72%</u>			

St. Vrain Valley School District RE-1J

**Building Fund (41)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 108,000	91,087	\$ (16,913)	84.34%
Miscellaneous	5,000	-	(5,000)	0.00%
Total revenues	<u>113,000</u>	<u>91,087</u>	<u>(21,913)</u>	80.61%
<b>Expenditures</b>				
Salaries	647,000	348,156	298,844	53.81%
Benefits	207,000	111,750	95,250	53.99%
Purchased services	9,000,000	3,249,241	5,750,759	36.10%
Construction projects	52,000,000	25,302,673	26,697,327	48.66%
Other	<u>6,000</u>	<u>2,310</u>	<u>3,690</u>	38.50%
Total expenditures	<u>61,860,000</u>	<u>29,014,130</u>	<u>32,845,870</u>	46.90%
Excess (deficiency) of revenues over (under) expenditures	(61,747,000)	(28,923,043)	32,823,957	
Fund balance, beginning	<u>79,550,174</u>	<u>79,550,174</u>	-	
Fund balance, ending	<u>\$ 17,803,174</u>	<u>\$ 50,627,131</u>	<u>\$ 32,823,957</u>	
Expected year-end fund (deficit) as percentage of annual expenditure budget	<u>28.78%</u>			



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St. Vrain Valley School District RE-1J  
**Capital Reserve Capital Projects Fund (43)**  
**Year-to-Date Actual to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1 to January 31

	FY20 July - January Actual	FY21 July - January Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Allocation from General, CPP Funds	\$ 4,185,434	\$ 4,175,898	\$ (9,536)	-0.23%
Investment income	124,881	8,009	(116,872)	-93.59%
Miscellaneous	186,848	93,972	(92,876)	-49.71%
Total revenues	<u>4,497,163</u>	<u>4,277,879</u>	<u>(219,284)</u>	-4.88%
<b>Expenditures</b>				
Capital projects	<u>4,812,807</u>	<u>4,790,123</u>	<u>(22,684)</u>	-0.47%
Total expenditures	<u>4,812,807</u>	<u>4,790,123</u>	<u>(22,684)</u>	-0.47%
Excess (deficiency) of revenues over (under) expenditures	(315,644)	(512,244)	(196,600)	62.29%
<b>Other Financing Sources (Uses)</b>				
Transfer - General Fund (Fd 10)	146,060	-	(146,060)	-100.00%
Transfer - Student Activities (Fd 23)	-	300,000	300,000	N/A
Transfer - Facility Use (Fd 27)	<u>225,000</u>	<u>(60,051)</u>	<u>(285,051)</u>	-126.69%
Total other financing sources (uses)	<u>371,060</u>	<u>239,949</u>	<u>(131,111)</u>	-35.33%
Net change in fund balance	55,416	(272,295)	(327,711)	-591.37%
Fund balance, beginning	<u>9,305,415</u>	<u>7,528,258</u>	<u>(1,777,157)</u>	-19.10%
Fund balance, ending	<u>\$ 9,360,831</u>	<u>\$ 7,255,963</u>	<u>\$ (2,104,868)</u>	-22.49%

St. Vrain Valley School District RE-1J  
**Capital Reserve Capital Projects Fund (43)**  
**Prior Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Allocation from General, CPP Funds	\$ 6,080,821	\$ 4,185,434	\$ (1,895,387)	68.83%
Investment income	220,000	124,881	(95,119)	56.76%
Miscellaneous	191,677	186,848	(4,829)	97.48%
Total revenues	6,492,498	4,497,163	(1,995,335)	69.27%
<b>Expenditures</b>				
Capital projects	10,044,106	4,812,807	5,231,299	47.92%
Total expenditures	10,044,106	4,812,807	5,231,299	47.92%
Excess (deficiency) of revenues over (under) expenditures	(3,551,608)	(315,644)	3,235,964	
<b>Other Financing Sources (Uses)</b>				
Transfer - other funds, net	371,060	371,060	-	100.00%
Total other financing sources (uses)	371,060	371,060	-	100.00%
Net change in fund balance	(3,180,548)	55,416	3,235,964	
Fund balance, beginning	9,305,415	9,305,415	-	
Fund balance, ending	\$ 6,124,867	\$ 9,360,831	\$ 3,235,964	
Expected year-end fund balance as percentage of annual expenditure budget	60.98%			

St. Vrain Valley School District RE-1J  
**Capital Reserve Capital Projects Fund (43)**  
**Current Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Allocation from General, CPP Funds	\$ 7,158,683	\$ 4,175,898	\$ (2,982,785)	58.33%
Investment income	15,000	8,009	(6,991)	53.39%
Miscellaneous	76,500	93,972	17,472	122.84%
Total revenues	<u>7,250,183</u>	<u>4,277,879</u>	<u>(2,972,304)</u>	59.00%
<b>Expenditures</b>				
Capital projects	<u>12,809,367</u>	<u>4,790,123</u>	<u>8,019,244</u>	37.40%
Total expenditures	<u>12,809,367</u>	<u>4,790,123</u>	<u>8,019,244</u>	37.40%
Excess (deficiency) of revenues over (under) expenditures	(5,559,184)	(512,244)	5,046,940	
<b>Other Financing Sources (Uses)</b>				
Transfer - other funds, net	<u>(60,051)</u>	<u>239,949</u>	<u>300,000</u>	-399.58%
Net change in fund balance	(5,619,235)	(272,295)	5,346,940	
Fund balance, beginning	<u>7,528,258</u>	<u>7,528,258</u>	<u>-</u>	
Fund balance, ending	<u>\$ 1,909,023</u>	<u>\$ 7,255,963</u>	<u>\$ 5,346,940</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>14.90%</u>			

## GOVERNMENTAL FUNDS

### Special Revenue Funds

The *Community Education Fund* is used to record the tuition-based activities including summer school, Pre-K child care, K-5 child care, full day child care and enrichment, as well as facility use rental income and community grants and awards.

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

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

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

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

St. Vrain Valley School District RE-1J  
**Community Education Fund (27)**  
**Year-to-Date Actual to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1 to January 31

	FY20 July - January Actual	FY21 July - January Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Investment income	\$ 45,960	\$ 4,375	\$ (41,585)	-90.48%
Charges for services				
A Drivers Education Program	(1,085)	-	1,085	-100.00%
B Summer School Program	22,233	6,110	(16,123)	-72.52%
Community School Programs				
C Pre-K Child Care	431,346	169,212	(262,134)	-60.77%
D K-5 Child Care	2,256,277	137,843	(2,118,434)	-93.89%
E Full Day Child Care		715,802	715,802	N/A
F Enrichment	369,007	(286)	(369,293)	-100.08%
G C/S Central Office	115,707	961,271	845,564	730.78%
Facility Use				
H School Bldgs' Share	46,001	26,079	(19,922)	-43.31%
I Central Office Share	193,926	-	(193,926)	-100.00%
J Community Grants & Awards	328,502	602,900	274,398	83.53%
K Other Programs	109,607	75,209	(34,398)	-31.38%
Total revenues	<u>3,917,481</u>	<u>2,698,515</u>	<u>(1,218,966)</u>	-31.12%
<b>Expenditures</b>				
A Drivers Education Program	104,486	-	(104,486)	-100.00%
B Summer School Program	54,287	21,600	(32,687)	-60.21%
Community School Programs				
C Pre-K Child Care	382,435	328,113	(54,322)	-14.20%
D K-5 Child Care	1,779,168	368,392	(1,410,776)	-79.29%
E Full Day Child Care		939,450	939,450	N/A
F Enrichment	236,304	13,849	(222,455)	-94.14%
G C/S Central Office	550,959	1,052,478	501,519	91.03%
Facility Use				
H School Bldgs' Share	34,215	23,586	(10,629)	-31.07%
I Central Office Share	193,075	96,225	(96,850)	-50.16%
J Community Grants & Awards	304,010	379,848	75,838	24.95%
K Other Programs	125,817	96,578	(29,239)	-23.24%
Total expenditures	<u>3,764,756</u>	<u>3,320,119</u>	<u>(444,637)</u>	-11.81%
Excess (deficiency) of revenues over (under) expenditures	152,725	(621,604)	(774,329)	-507.01%
<b>Other Financing Sources (Uses)</b>				
Transfer - General Fund (Fd 10)	-	-	-	N/A
Transfer - Student Activities (Fd 23)	(35,963)	-	35,963	-100.00%
Transfer - Capital Reserve (Fd 43)	-	60,051	60,051	N/A
Net change in fund balance	116,762	(561,553)	(678,315)	-580.94%
Fund balance, beginning	<u>3,445,670</u>	<u>3,071,633</u>	<u>(374,037)</u>	-10.86%
Fund balance, ending	<u>\$ 3,562,432</u>	<u>\$ 2,510,080</u>	<u>\$ (1,052,352)</u>	-29.54%

St. Vrain Valley School District RE-1J

**Community Education Fund (27)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 86,000	\$ 45,960	\$ (40,040)	53.44%
Charges for services	7,014,000	3,543,019	(3,470,981)	50.51%
Community Grants & Awards	-	328,502	328,502	N/A
CARES Act / COVID Relief Funding	-	-	-	N/A
Total revenues	<u>7,100,000</u>	<u>3,917,481</u>	<u>(3,182,519)</u>	55.18%
<b>Expenditures</b>				
Instruction	4,916,918	2,602,735	2,314,183	52.93%
Support services	2,383,082	1,126,474	1,256,608	47.27%
Capital outlay	<u>100,000</u>	<u>35,547</u>	<u>64,453</u>	35.55%
Total expenditures	<u>7,400,000</u>	<u>3,764,756</u>	<u>3,635,244</u>	50.88%
Excess (deficiency) of revenues over (under) expenditures	(300,000)	152,725	452,725	
<b>Other Financing Sources (Uses)</b>				
Proceeds on capital lease	-	-	-	N/A
Transfer - General Fund (Fd 10)	450,000	-	(450,000)	0.00%
Transfer - Student Activities (Fd 23)	(42,000)	(35,963)	6,037	85.63%
Transfer - Capital Reserve (Fd 43)	-	-	-	N/A
Total other sources (uses)	<u>408,000</u>	<u>(35,963)</u>	<u>(443,963)</u>	
Net change in fund balance	108,000	116,762	8,762	
Fund balance, beginning	<u>3,445,670</u>	<u>3,445,670</u>	<u>-</u>	
Fund balance, ending	<u>\$ 3,553,670</u>	<u>\$ 3,562,432</u>	<u>\$ 8,762</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>48.02%</u>			

St. Vrain Valley School District RE-1J  
**Community Education Fund (27)**  
**Current Year Budget to Actual (Unaudited)**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 7,900	\$ 4,375	\$ (3,525)	55.38%
Charges for services	1,836,457	1,142,053	(694,404)	62.19%
Community Grants & Awards	415,000	602,900	187,900	145.28%
CARES Act / COVID Relief Funding	949,187	949,187	-	100.00%
Total revenues	<u>3,208,544</u>	<u>2,698,515</u>	<u>(510,029)</u>	84.10%
<b>Expenditures</b>				
Instruction	4,140,194	2,609,973	1,530,221	63.04%
Support services	1,436,360	649,972	786,388	45.25%
Capital outlay	<u>60,000</u>	<u>60,174</u>	<u>(174)</u>	100.29%
Total expenditures	<u>5,636,554</u>	<u>3,320,119</u>	<u>2,316,435</u>	58.90%
Excess (deficiency) of revenues over (under) expenditures	(2,428,010)	(621,604)	1,806,406	
<b>Other Financing Sources (Uses)</b>				
Transfer - General Fund (Fd 10)	1,423,051	-	(1,423,051)	0.00%
Transfer - Student Activities (Fd 23)	-	-	-	N/A
Transfer - Capital Reserve (Fd 43)	-	60,051	60,051	N/A
Total other sources (uses)	<u>1,423,051</u>	<u>60,051</u>	<u>(1,363,000)</u>	
Net change in fund balance	(1,004,959)	(561,553)	443,406	
Fund balance, beginning	<u>3,071,633</u>	<u>3,071,633</u>	<u>-</u>	
Fund balance, ending	<u>\$ 2,066,674</u>	<u>\$ 2,510,080</u>	<u>\$ 443,406</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>36.67%</u>			



St. Vrain Valley School District RE-1J

**Fair Contributions Fund (29)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 150,000	\$ 82,842	\$ (67,158)	55.23%
Cash in lieu	<u>2,500,000</u>	<u>739,428</u>	<u>(1,760,572)</u>	29.58%
Total revenues	<u>2,650,000</u>	<u>822,270</u>	<u>(1,827,730)</u>	31.03%
<b>Expenditures</b>				
Purchased services	500,000	-	500,000	0.00%
Capital outlay	<u>1,600,000</u>	<u>834,413</u>	<u>765,587</u>	52.15%
Total expenditures	<u>2,100,000</u>	<u>834,413</u>	<u>1,265,587</u>	39.73%
Excess (deficiency) of revenues over (under) expenditures	550,000	(12,143)	(562,143)	
Fund balance, beginning	<u>7,591,821</u>	<u>7,591,821</u>	<u>-</u>	
Fund balance, ending	<u>\$ 8,141,821</u>	<u>\$ 7,579,678</u>	<u>\$ (562,143)</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>387.71%</u>			

St. Vrain Valley School District RE-1J

**Fair Contributions Fund (29)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 13,000	\$ 9,347	\$ (3,653)	71.90%
Cash in lieu	1,600,000	1,022,609	(577,391)	63.91%
Total revenues	1,613,000	1,031,956	(581,044)	63.98%
<b>Expenditures</b>				
Purchased services	25,000	7,175	17,825	28.70%
Capital outlay	1,600,000	928,185	671,815	58.01%
Total expenditures	1,625,000	935,360	689,640	57.56%
Excess (deficiency) of revenues over (under) expenditures	(12,000)	96,596	108,596	
Fund balance, beginning	7,924,305	7,924,305	-	
Fund balance, ending	\$ 7,912,305	\$ 8,020,901	\$ 108,596	
Expected year-end fund balance as percentage of annual expenditure budget	486.91%			

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St. Vrain Valley School District RE-1J

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

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to January 31

	FY20 July - January Actual	FY21 July - January Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Local grants	\$ -	\$ -	\$ -	N/A
State grants	1,464,078	1,945,873	481,795	32.91%
Federal grants	3,267,419	1,245,766	(2,021,653)	-61.87%
Total revenues	<u>4,731,497</u>	<u>3,191,639</u>	<u>(1,539,858)</u>	-32.54%
<b>Expenditures</b>				
Salaries	3,431,872	3,301,403	(130,469)	-3.80%
Benefits	1,202,551	1,175,698	(26,853)	-2.23%
Purchased services	335,478	209,451	(126,027)	-37.57%
Supplies and materials	496,449	287,658	(208,791)	-42.06%
Other	7,142	4,519	(2,623)	-36.73%
Capital outlay	-	252,849	252,849	N/A
Total expenditures	<u>5,473,492</u>	<u>5,231,578</u>	<u>(241,914)</u>	-4.42%
Excess (deficiency) of revenues over (under) expenditures	(741,995)	(2,039,939)	(1,297,944)	-174.93%
Fund balance, beginning	-	-	-	N/A
Fund (deficit), ending	<u>\$ (741,995)</u>	<u>\$ (2,039,939)</u>	<u>\$ (1,297,944)</u>	-174.93%

St. Vrain Valley School District RE-1J

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

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Local grants	\$ -	\$ -	\$ -	N/A
State grants	2,303,255	1,464,078	(839,177)	63.57%
Federal grants	11,775,660	3,267,419	(8,508,241)	27.75%
Total revenues	14,078,915	4,731,497	(9,347,418)	33.61%
<b>Expenditures</b>				
Salaries	6,476,980	3,431,872	3,045,108	52.99%
Benefits	2,439,271	1,202,551	1,236,720	49.30%
Purchased services	1,234,654	335,478	899,176	27.17%
Supplies and materials	3,038,661	496,449	2,542,212	16.34%
Other	889,349	7,142	882,207	0.80%
Capital outlay	-	-	-	N/A
Total expenditures	14,078,915	5,473,492	8,605,423	38.88%
Excess (deficiency) of revenues over (under) expenditures	-	(741,995)	(741,995)	
Fund balance, beginning	-	-	-	
Fund balance (deficit), ending	\$ -	\$ (741,995)	\$ (741,995)	
Expected year-end fund (deficit) as percentage of annual expenditure budget	0.00%			

St. Vrain Valley School District RE-1J

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

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Local grants	\$ 9,850	\$ -	\$ (9,850)	0.00%
State grants	2,218,965	1,945,873	(273,092)	87.69%
Federal grants	12,147,225	1,245,766	(10,901,459)	10.26%
Total revenues	14,376,040	3,191,639	(11,184,401)	22.20%
<b>Expenditures</b>				
Salaries	6,863,224	3,301,403	3,561,821	48.10%
Benefits	2,590,775	1,175,698	1,415,077	45.38%
Purchased services	768,553	209,451	559,102	27.25%
Supplies and materials	3,119,400	287,658	2,831,742	9.22%
Other	728,974	4,519	724,455	0.62%
Capital outlay	305,114	252,849	52,265	82.87%
Total expenditures	14,376,040	5,231,578	9,144,462	36.39%
Excess (deficiency) of revenues over (under) expenditures	-	(2,039,939)	(2,039,939)	
Fund balance, beginning	-	-	-	
Fund balance (deficit), ending	\$ -	\$ (2,039,939)	\$ (2,039,939)	
Expected year-end fund balance as percentage of annual expenditure budget	0.00%			

St. Vrain Valley School District RE-1J  
**Nutrition Services Fund (21)**  
 Balance Sheet (Unaudited)  
 As of January 31,

	<u>2020</u>	<u>2021</u>
<b>Assets</b>		
Cash and investments	\$ 1,102,982	\$ 483,772
Accounts receivable	781	419
Grants receivable	572,423	1,261,955 A
Inventories	<u>765,981</u>	<u>968,528</u>
Total assets	<u><u>\$ 2,442,167</u></u>	<u><u>\$ 2,714,674</u></u>
<b>Liabilities</b>		
Due to other funds	\$ -	\$ 1,981,003
Accrued salaries and benefits	<u>104,680</u>	<u>105,439</u>
Total liabilities	<u><u>104,680</u></u>	<u><u>2,086,442</u></u>
<b>Fund balance</b>		
Nonspendable: prepaids, inventories	765,981	968,528
Restricted	<u>1,571,506</u>	<u>1,746,146</u>
Total fund balance	<u><u>2,337,487</u></u>	<u><u>628,232</u></u>
Total liabilities and fund balance	<u><u>\$ 2,442,167</u></u>	<u><u>\$ 2,714,674</u></u>

Footnote

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

St. Vrain Valley School District RE-1J

**Nutrition Services Fund (21)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1 to January 31

	FY20 July - January Actual	FY21 July - January Actual	Dollar Variance	Percent Variance
<b>1 Revenues</b>				
2 Investment income	\$ 13,057	\$ 590	\$ (12,467)	-95.48%
3 Charges for service	2,667,773	25,485	(2,642,288)	-99.04%
4 Miscellaneous	42,329	39,144	(3,185)	-7.52%
5 State match	162,139	84,042	(78,097)	-48.17%
6 Commodities entitlement	431,663	279,363	(152,300)	-35.28%
7 a Nat'l School Lunch/Breakfast Pgm	3,019,929	3,462	(3,016,467)	-99.89%
b CARES Act Emergency Feeding	-	439,636	439,636	N/A
c "Summer" Food Service Program	-	2,521,195	2,521,195	N/A
8 Total revenues	<u>6,336,890</u>	<u>3,392,917</u>	<u>(2,943,973)</u>	-46.46%
9				
<b>10 Expenditures</b>				
11 Salaries	2,138,209	1,926,517	(211,692)	-9.90%
12 Benefits	920,963	877,023	(43,940)	-4.77%
13 Purchased services	81,255	36,350	(44,905)	-55.26%
14 Supplies and materials	2,916,773	1,349,024	(1,567,749)	-53.75%
15 Capital outlay	-	22,611	22,611	N/A
16 Other	1,187	50	(1,137)	-95.79%
17 Total expenditures	<u>6,058,387</u>	<u>4,211,575</u>	<u>(1,846,812)</u>	-30.48%
18				
19 Excess (deficiency) of revenues				
20 over (under) expenditures	278,503	(818,658)	(1,097,161)	-393.95%
21				
<b>22 Other Financing Sources (Uses)</b>				
23 Transfer from General Fund	<u>-</u>	<u>-</u>	<u>-</u>	N/A
24				
25 Net change in fund balance	278,503	(818,658)	(1,097,161)	-393.95%
26				
27 Fund balance, beginning	<u>2,058,984</u>	<u>1,446,890</u>	<u>(612,094)</u>	-29.73%
28				
29 Fund balance, ending	<u>\$ 2,337,487</u>	<u>\$ 628,232</u>	<u>\$ (1,709,255)</u>	-73.12%

Footnote

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



St. Vrain Valley School District RE-1J

**Nutrition Services Fund (21)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>1 Revenues</b>				
2 Investment income	\$ 24,000	\$ 13,057	\$ (10,943)	54.40%
3 Charges for service	4,588,000	2,667,773	(1,920,227)	58.15%
4 Miscellaneous	60,000	42,329	(17,671)	70.55%
5 State match	199,500	162,139	(37,361)	81.27%
6 Commodities entitlement	670,000	431,663	(238,337)	64.43%
7 Nat'l School Lunch/Breakfast Pgm	5,049,000	3,019,929	(2,029,071)	59.81%
8 Total revenues	<u>10,590,500</u>	<u>6,336,890</u>	<u>(4,253,610)</u>	59.84%
9				
<b>10 Expenditures</b>				
11 Salaries	3,940,800	2,138,209	1,802,591	54.26%
12 Benefits	1,734,300	920,963	813,337	53.10%
13 Purchased services	108,000	81,255	26,745	75.24%
14 Supplies and materials	5,121,600	2,916,773	2,204,827	56.95%
15 Capital outlay	35,000	-	35,000	0.00%
16 Other	100,000	1,187	98,813	1.19%
17 Total expenditures	<u>11,039,700</u>	<u>6,058,387</u>	<u>4,981,313</u>	54.88%
18				
19 Excess (deficiency) of revenues				
20 over (under) expenditures	(449,200)	278,503	727,703	
21				
<b>22 Other Financing Sources (Uses)</b>				
23 Transfer from General Fund	-	-	-	N/A
24				
25 Net change in fund balance	(449,200)	278,503	727,703	
26				
27 Fund balance, beginning	<u>2,058,984</u>	<u>2,058,984</u>	<u>-</u>	
28				
29 Fund balance, ending	<u>\$ 1,609,784</u>	<u>\$ 2,337,487</u>	<u>\$ 727,703</u>	
30				
31 Expected year-end fund balance as percentage				
32 of annual expenditure budget	<u>14.58%</u>			

St. Vrain Valley School District RE-1J

**Nutrition Services Fund (21)**

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>1 Revenues</b>				
2 Investment income	\$ 1,000	\$ 590	\$ (410)	59.00%
3 Charges for service	38,000	25,485	(12,515)	67.07%
4 Miscellaneous	92,000	39,144	(52,856)	42.55%
5 State match	84,042	84,042	-	100.00%
6 Commodities entitlement	670,000	279,363	(390,637)	41.70%
7 Nat'l School Lunch/Breakfast Pgm	6,362,000	2,964,293	(3,397,707)	46.59%
8 Total revenues	<u>7,247,042</u>	<u>3,392,917</u>	<u>(3,854,125)</u>	46.82%
9				
<b>10 Expenditures</b>				
11 Salaries	4,229,000	1,926,517	2,302,483	45.55%
12 Benefits	1,718,000	877,023	840,977	51.05%
13 Purchased services	126,000	36,350	89,650	28.85%
14 Supplies and materials	3,183,000	1,349,024	1,833,976	42.38%
15 Capital outlay	44,000	22,611	21,389	51.39%
16 Other	-	50	(50)	N/A
17 Total expenditures	<u>9,300,000</u>	<u>4,211,575</u>	<u>5,088,425</u>	45.29%
18				
19 Excess (deficiency) of revenues				
20 over (under) expenditures	(2,052,958)	(818,658)	1,234,300	
21				
<b>22 Other Financing Sources (Uses)</b>				
23 Transfer from General Fund	<u>1,630,000</u>	<u>-</u>	<u>(1,630,000)</u>	0.00%
24				
25 Net change in fund balance	(422,958)	(818,658)	(395,700)	
26				
27 Fund balance, beginning	<u>1,446,890</u>	<u>1,446,890</u>	<u>-</u>	
28				
29 Fund balance, ending	<u>\$ 1,023,932</u>	<u>\$ 628,232</u>	<u>\$ (395,700)</u>	
30				
31 Expected year-end fund balance as percentage				
32 of annual expenditure budget	<u>11.01%</u>			

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St. Vrain Valley School District RE-1J

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

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY20 July - January Actual	FY21 July - January Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Investment income	\$ 71,972	\$ 6,841	\$ (65,131)	-90.49%
Athletic activities	2,000,627	732,516	(1,268,111)	-63.39%
Pupil activities	2,608,631	1,055,358	(1,553,273)	-59.54%
PTO/Gift activities	390,907	303,418	(87,489)	-22.38%
Total revenues	<u>5,072,137</u>	<u>2,098,133</u>	<u>(2,974,004)</u>	-58.63%
<b>Expenditures</b>				
Athletic activities	1,629,279	525,990	(1,103,289)	-67.72%
Pupil activities	1,780,491	458,832	(1,321,659)	-74.23%
PTO/Gift activities	354,428	141,081	(213,347)	-60.19%
Total expenditures	<u>3,764,198</u>	<u>1,125,903</u>	<u>(2,638,295)</u>	-70.09%
Excess (deficiency) of revenues over (under) expenditures	1,307,939	972,230	(335,709)	
<b>Other Financing Sources (Uses)</b>				
Transfer - General Fund (Fund 10)	-	-	-	N/A
Transfer - Community Educ (Fund 27)	35,963	-	(35,963)	-100.00%
Transfer - Capital Reserve (Fund 43)	(225,000)	(300,000)	(75,000)	-33.33%
Total other financing sources (uses)	<u>(189,037)</u>	<u>(300,000)</u>	<u>(110,963)</u>	58.70%
Net change in fund balance	1,118,902	672,230	(446,672)	
Fund balance, beginning	<u>5,513,273</u>	<u>5,580,201</u>	<u>66,928</u>	
Fund balance, ending	<u>\$ 6,632,175</u>	<u>\$ 6,252,431</u>	<u>\$ (379,744)</u>	

St. Vrain Valley School District RE-1J

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

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 128,000	\$ 71,972	\$ (56,028)	56.23%
Athletic activities	2,900,000	2,000,627	(899,373)	68.99%
Pupil activities	3,800,000	2,608,631	(1,191,369)	68.65%
PTO/Gift activities	940,000	390,907	(549,093)	41.59%
Total revenues	7,768,000	5,072,137	(2,695,863)	65.30%
<b>Expenditures</b>				
Athletic activities	3,300,000	1,629,279	1,670,721	49.37%
Pupil activities	3,800,000	1,780,491	2,019,509	46.86%
PTO/Gift activities	900,000	354,428	545,572	39.38%
Total expenditures	8,000,000	3,764,198	4,235,802	47.05%
Excess (deficiency) of revenues over (under) expenditures	(232,000)	1,307,939	1,539,939	
<b>Other Financing Sources (Uses)</b>				
Transfer - General Fund (Fund 10)	-	-	-	N/A
Transfer - Community Educ (Fund 27)	42,000	35,963	(6,037)	85.63%
Transfer - Capital Reserve (Fund 43)	(225,000)	(225,000)	-	100.00%
Total other financing sources (uses)	(183,000)	(189,037)	(6,037)	103.30%
Net change in fund balance	(415,000)	1,118,902	1,533,902	
Fund balance, beginning	5,513,273	5,513,273	-	
Fund balance, ending	\$ 5,098,273	\$ 6,632,175	\$ 1,533,902	
Expected year-end fund balance as percentage of annual expenditure budget	63.73%			

St. Vrain Valley School District RE-1J

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

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

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 10,000	\$ 6,841	\$ (3,159)	68.41%
Athletic activities	1,200,000	732,516	(467,484)	61.04%
Pupil activities	1,300,000	1,055,358	(244,642)	81.18%
PTO/Gift activities	320,000	303,418	(16,582)	94.82%
Total revenues	<u>2,830,000</u>	<u>2,098,133</u>	<u>(731,867)</u>	74.14%
<b>Expenditures</b>				
Athletic activities	1,400,000	525,990	874,010	37.57%
Pupil activities	1,300,000	458,832	841,168	35.29%
PTO/Gift activities	400,000	141,081	258,919	35.27%
Total expenditures	<u>3,100,000</u>	<u>1,125,903</u>	<u>1,974,097</u>	36.32%
Excess (deficiency) of revenues over (under) expenditures	(270,000)	972,230	1,242,230	
<b>Other Financing Sources (Uses)</b>				
Transfer - General Fund (Fund 10)	350,000	-	(350,000)	0.00%
Transfer - Community Educ (Fund 27)	-	-	-	N/A
Transfer - Capital Reserve (Fund 43)	-	(300,000)	(300,000)	N/A
Total other financing sources (uses)	<u>350,000</u>	<u>(300,000)</u>	<u>(650,000)</u>	-85.71%
Net change in fund balance	80,000	672,230	592,230	
Fund balance, beginning	<u>5,580,201</u>	<u>5,580,201</u>	<u>-</u>	
Fund balance, ending	<u>\$ 5,660,201</u>	<u>\$ 6,252,431</u>	<u>\$ 592,230</u>	
Expected year-end fund balance as percentage of annual expenditure budget	<u>182.59%</u>			

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## **PROPRIETARY FUNDS**

### **Internal Service Fund**

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



St. Vrain Valley School District RE-1J  
**Self Insurance Fund (65)**  
Statement of Fund Net Position (Unaudited)  
As of January 31,

	<u>2020</u>	<u>2021</u>
<b>Assets</b>		
Current assets		
Cash and investments	\$ 6,733,089	\$ 9,666,848
Accounts receivable	92	92
Total current assets	<u>6,733,181</u>	<u>9,666,940</u>
Noncurrent assets		
Restricted cash and cash equivalents	<u>3,830,217</u>	<u>3,852,489</u>
Total assets	<u>10,563,398</u>	<u>13,519,429</u>
<b>Liabilities</b>		
Claims payable	<u>1,613,000</u>	<u>1,698,000</u> A
Total liabilities	<u>1,613,000</u>	<u>1,698,000</u>
<b>Net Position</b>		
Restricted for contractual obligations	3,830,217	3,852,489
Unrestricted	<u>5,120,181</u>	<u>7,968,940</u>
Total net position	<u>\$ 8,950,398</u>	<u>\$ 11,821,429</u>

Footnote

- A Claims payable represents the approximate amount incurred but not paid or incurred but not reported as of the prior fiscal year end (6/30) and is adjusted annually.

St. Vrain Valley School District RE-1J

**Self Insurance Fund (65)**

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

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

For the period July 1 to January 31

	FY20 July - January Actual	FY21 July - January Actual	Dollar Variance	Percent Variance
<b>Revenues</b>				
Investment income	\$ 67,405	\$ 9,345	\$ (58,060)	-86.14%
Miscellaneous	77,200	74,509	(2,691)	-3.49%
Employee benefit premiums	13,438,901	14,546,334	1,107,433	8.24%
Total revenues	<u>13,583,506</u>	<u>14,630,188</u>	<u>1,046,682</u>	7.71%
<b>Expenses</b>				
Salaries	96,572	125,344	28,772	29.79%
Benefits	29,724	42,921	13,197	44.40%
Purchased services	1,716,806	2,316,928	600,122	34.96%
Supplies and materials	-	-	-	N/A
Other	434,801	569,102	134,301	30.89%
Claims paid	8,849,908	10,607,385	1,757,477	19.86%
Total expenses	<u>11,127,811</u>	<u>13,661,680</u>	<u>2,533,869</u>	22.77%
Change in net position	2,455,695	968,508	(1,487,187)	-60.56%
Net position, beginning	<u>6,494,703</u>	<u>10,852,921</u>	<u>4,358,218</u>	67.10%
Net position, ending	<u>\$ 8,950,398</u>	<u>\$ 11,821,429</u>	<u>\$ 2,871,031</u>	32.08%

St. Vrain Valley School District RE-1J

**Self Insurance Fund (65)**

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

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

For the period July 1, 2019 to January 31, 2020

	FY20 Amended Budget	FY20 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 120,000	\$ 67,405	\$ (52,595)	56.17%
Miscellaneous	10,000	77,200	67,200	772.00%
Employee benefit premiums	23,571,000	13,438,901	(10,132,099)	57.01%
Total revenues	<u>23,701,000</u>	<u>13,583,506</u>	<u>(10,117,494)</u>	57.31%
<b>Expenses</b>				
Salaries	205,200	96,572	108,628	47.06%
Benefits	60,480	29,724	30,756	49.15%
Purchased services	3,652,480	1,716,806	1,935,674	47.00%
Supplies and materials	5,400	-	5,400	0.00%
Other	820,000	434,801	385,199	53.02%
Claims paid	18,791,136	8,849,908	9,941,228	47.10%
Total expenses	<u>23,534,696</u>	<u>11,127,811</u>	<u>12,406,885</u>	47.28%
Change in net position	166,304	2,455,695	2,289,391	
Net position, beginning	<u>6,494,703</u>	<u>6,494,703</u>	<u>-</u>	
Net position, ending	<u>\$ 6,661,007</u>	<u>\$ 8,950,398</u>	<u>\$ 2,289,391</u>	
Expected year-end net position as percentage of annual deduction budget	<u>28.30%</u>			

St. Vrain Valley School District RE-1J

**Self Insurance Fund (65)**

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

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

For the period July 1, 2020 to January 31, 2021

	FY21 Amended Budget	FY21 July - January Actual	Balance Remaining	% of Actual to Budget
<b>Revenues</b>				
Investment income	\$ 17,000	\$ 9,345	\$ (7,655)	54.97%
Miscellaneous	10,000	74,509	64,509	745.09%
Employee benefit premiums	24,368,400	14,546,334	(9,822,066)	59.69%
Total revenues	<u>24,395,400</u>	<u>14,630,188</u>	<u>(9,765,212)</u>	59.97%
<b>Expenses</b>				
Salaries	214,875	125,344	89,531	58.33%
Benefits	71,383	42,921	28,462	60.13%
Purchased services	4,406,100	2,316,928	2,089,172	52.58%
Supplies and materials	5,400	-	5,400	0.00%
Other	1,005,000	569,102	435,898	56.63%
Claims paid	20,569,325	10,607,385	9,961,940	51.57%
Total expenses	<u>26,272,083</u>	<u>13,661,680</u>	<u>12,610,403</u>	52.00%
Change in net position	(1,876,683)	968,508	2,845,191	
Net position, beginning	<u>10,852,921</u>	<u>10,852,921</u>	<u>-</u>	
Net position, ending	<u>\$ 8,976,238</u>	<u>\$ 11,821,429</u>	<u>\$ 2,845,191</u>	
Expected year-end net position as percentage of annual deduction budget	<u>34.17%</u>			

## **INVESTMENT REPORT**

St. Vrain Valley School District RE-1J  
Monthly Investment Report  
At January 31, 2021

Fund	Colotrust	UMB	Total	Annualized Percent	Current Month Interest
General	\$ 83,814,296		\$ 83,814,296	0.12	\$ 7,635
CRF FUNDS	\$ 7		\$ 7	0.12	37
FUND 10 TOTAL			\$ 83,814,303		7,672
Risk Management	\$ 5,814,485		\$ 5,814,485	0.12	521
Colorado Preschool	\$ 448,343		\$ 448,343	0.12	40
Nutrition Service	\$ 478,626		\$ 478,626	0.12	43
Student Activity Spec Revenue	\$ 5,549,057		\$ 5,549,057	0.12	497
Community School	\$ 3,548,940		\$ 3,548,940	0.12	318
Fair Contributions	\$ 6,848,116		\$ 6,848,116	0.12	613
UMB Bond		\$ 18,743,427	\$ 18,743,427	NRA	1,603
Building 2016	\$ 21,310,413		\$ 21,310,413	0.12	1,966
Building 2018	\$ 30,480,069		\$ 30,480,069	0.12	2,972
Building Total			\$ 51,790,481		4,937
Capital Reserve	\$ 5,564,659		\$ 5,564,659	0.12	498
Health Insurance Trust	\$ 3,852,489		\$ 3,852,489	0.12	345
Minimum Liability	\$ 3,727,494		\$ 3,727,494	0.12	334
Self Insurance Total			\$ 7,579,983		679
Total	\$ 171,436,994	\$ 18,743,427	\$ 190,180,421		\$ 17,422



## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Principal for Central  
Elementary School  
Strategic Priority – Strong/Visionary Leadership

RECOMMENDATION

That the Board of Education approve the recommendation to hire Ms. LuAnn Tallman as the Principal for Central Elementary School, effective July 1, 2021.

BACKGROUND

Ms. Tallman has spent the past four school years as Principal of Palmer Elementary in Denver Public Schools and has served in the role of principal for nearly 17 years in both Denver Public Schools and Aurora Public Schools. Prior to her school leadership roles, she held various classroom positions and taught multiple grade levels from kindergarten to sixth grade. Ms. Tallman has a Bachelor of Arts in Education from the University of Northern Iowa, a Master of Arts in Curriculum and Design of Literacy from Lesley University and a Principal License from the University of Phoenix.

SALARY

Annual salary will be according to schedule.



## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Principal for Eagle Crest Elementary School  
Strategic Priority – Strong/Visionary Leadership

### RECOMMENDATION

That the Board of Education approve the recommendation to hire Ms. Amanda Holden as the Principal for Eagle Crest Elementary School, effective July 1, 2021.

### BACKGROUND

Ms. Holden has served as Assistant Principal at Louisville Elementary, Columbine Elementary, and Angevine Middle School in the Boulder Valley School District. She currently serves as Principal at Bayfield Primary School in the Bayfield School District. Ms. Holden also served as a Reading Specialist and English Language Learner classroom teacher for several years in the Boulder Valley School District. Her academic background includes a Master of Education in Language and Literacy from Harvard University, a Bachelor of Science in Elementary/Special Education from Green Mountain College in Vermont, and an Educational Specialist Degree in Administrative Leadership and Policy Studies from the University of Colorado Denver.

### SALARY

Annual salary will be according to schedule.

## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Purchase of Chromebooks and Google Management Licenses  
Strategic Priority – Strong District Finances & Cutting-Edge Technology  
and Innovation

RECOMMENDATION

That the Board of Education approve the purchase of Chromebooks and Management Licenses for a net amount of \$310,965.50 from DHE Computer Systems, LLC.

BACKGROUND

The Purchasing Department issued Bid No. 2021-033 on January 28, 2021. Twenty-three responses were received on Thursday, February 11, 2021. All responses were reviewed for minimum submittal requirements and equivalency of products offered. One response did not fulfill the minimum requirements to be considered for award. Award is recommended to the low responsive and responsible bidder, DHE Computer Systems, LLC. Due to the number of responses, the bid tabulation is attached for reference.

In addition to supporting a refresh of instructional and assessment technology, this purchase of 1,565 Chromebooks and Licenses will support the new Highlands Elementary School Learning Technology Plan. The terms of the bid also allowed for the purchase of additional Chromebooks on an as-needed basis for a period of 90 days.

The funding is from mill levy dollars dedicated to technology as well as the General Fund.



BID TABULATION SHEET  
ITB 2021-033  
CHROMEBOOKS AND GOOGLE MANAGEMENT LICENSES (SUMMER PROJECTS)  
FEBRUARY 11, 2021 2:00PM

Recommended for Award

Bid Dertermined to be Non-Responsive

	All About IT Inc.	Archangel Tablets	Axelliant LLC	Brightcentra Inc.	CDW Government LLC
Insurance	Y	Y	Y	Y	Y
Immigrant Worker Regulation	Y	Y	Y	Y	Y
Signed Bid	Y	Y	Y	Y	Y

Line	Qualified Products	Qty	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	*Hewlett Packard Chromebook 11 G8 EE (Intel) 1A762UT#ABA or 3D326UT#ABA *Hewlett Packard Chromebook 11A G8 EE (AMD) 16W64UT#ABA *Hewlett Packard Chromebook 11 MK G9 EE 349Y8UT#ABA *Samsung Chromebook 4 XE310XBA-K01US *Asus Chromebook C204 EE C204EE-YS02-GR or C204EE-YB02-GR *Lenovo 100e (2nd Gen) (Intel) 81M8005FUS *Lenovo 100e (2nd Gen) (AMD) 82CD0000US *Lenovo 100e (2nd Gen) (MediaTek) 81QB0008US	1565	\$ 256.80	\$ 401,892.00	\$ 210.64	\$ 329,651.60	\$ 218.40	\$ 341,796.00	\$ -	\$ -	\$ 209.00	\$ 327,085.00
	Brand Offered:		LENOVO 82CD0000US		SAMSUNG		HP 1A762UT#ABA		SAMSUNG			
	OR EQUIVALENT	1565	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 206.00	\$ 322,390.00	\$ -	\$ -
	MANUFACTURER:								LENOVO			
	MODEL:								100e (2nd Gen) MediaTek			
	SKU/PART NUMBER:								81QB000MUS			
2	Google Chrome Management Console, Education Perpetual (Required) CROSSWDISEDU	1565	\$ 42.00	\$ 65,730.00	\$ 24.15	\$ 37,794.75	\$ 24.18	\$ 37,841.70	\$ 22.95	\$ 35,916.75	\$ 24.00	\$ 37,560.00
	TOTAL COST:		\$ 467,622.00		\$ 367,446.35		\$ 379,637.70		\$ 358,306.75		\$ 364,645.00	
	DELIVERY:		12-15 DAYS		NO LATER THAN 5/1/21		WITHIN 15 DAYS ARO		WITHIN 2 WEEKS ARO		NO LATER THAN 5/1/21	

\*VENDOR ADDED \$1000 SHIPPING  
COST FOR BID TOTAL OF \$368,446.35

	Chromebookparts.com	CounterTrade Products Inc.	DHE Computer Systems LLC	GHA Technologies	GovConnection Inc.
Insurance	Y	N	Y	N	Y
Immigrant Worker Regulation	Y	Y	Y	N	Y
Signed Bid	Y	Y	Y	N	Y

Line	Qualified Products	Qty	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	*Hewlett Packard Chromebook 11 G8 EE (Intel) 1A762UT#ABA or 3D326UT#ABA *Hewlett Packard Chromebook 11A G8 EE (AMD) 16W64UT#ABA *Hewlett Packard Chromebook 11 MK G9 EE 349Y8UT#ABA *Samsung Chromebook 4 XE310XBA-K01US *Asus Chromebook C204 EE C204EE-YS02-GR or C204EE-YB02-GR *Lenovo 100e (2nd Gen) (Intel) 81M8005FUS *Lenovo 100e (2nd Gen) (AMD) 82CD0000US *Lenovo 100e (2nd Gen) (MediaTek) 81QB0008US	1565	\$ 247.97	\$ 388,073.05	\$ 207.07	\$ 324,064.55	\$ -	\$ -	\$ -	\$ -	\$ 206.53	\$ 323,219.45
	Brand Offered:		HP 16W64UT#ABA		HP 16W64UT#ABA & SAMSUNG		LENOVO 82CD0000US		HP 16W64UT#ABA			
	OR EQUIVALENT	1565	\$ -	\$ -	\$ -	\$ -	\$ 175.00	\$ 273,875.00	\$ -	\$ -	\$ -	\$ -
	MANUFACTURER:											
	MODEL:											
	SKU/PART NUMBER:											
2	Google Chrome Management Console, Education Perpetual (Required) CROSSWDISEDU	1565	\$ 25.99	\$ 40,674.35	\$ 24.00	\$ 37,560.00	\$ 23.70	\$ 37,090.50	\$ -	\$ -	\$ 24.50	\$ 38,342.50
	TOTAL COST:		\$ 428,747.40		\$ 361,624.55		\$ 310,965.50		\$ -		\$ 361,561.95	
	DELIVERY:		NO LATER THAN 5/1/21		8-10 WEEKS		IMMEDIATE DELIVERY				10 BUSINESS DAYS ARO	

\*PRICING FOR HP AND \$24 MGMT  
EXPIRES ON 2/28. MGMT GOES UP  
TO \$31.15 3/1

	Hypertech USA Inc (Hypertech Direct)	Insight Public Sector Inc.	Limitless USA Inc	Malor & Company Inc	Mvation Worldwide Inc
Insurance	Y	Y	Y	Y	Y
Immigrant Worker Regulation	Y	Y	Y	Y	Y
Signed Bid	Y	Y	Y	Y	Y

Line	Qualified Products	Qty	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	*Hewlett Packard Chromebook 11 G8 EE (Intel) 1A762UT#ABA or 3D326UT#ABA *Hewlett Packard Chromebook 11A G8 EE (AMD) 16W64UT#ABA *Hewlett Packard Chromebook 11 MK G9 EE 349Y8UT#ABA *Samsung Chromebook 4 XE310XBA-K01US *Asus Chromebook C204 EE C204EE-YS02-GR or C204EE-YB02-GR *Lenovo 100e (2nd Gen) (Intel) 81M8005FUS *Lenovo 100e (2nd Gen) (AMD) 82CD0000US *Lenovo 100e (2nd Gen) (MediaTek) 81QB0008US	1565	\$ 211.90	\$ 331,623.50	\$ 243.26	\$ 380,701.90	\$ 265.00	\$ 414,725.00	\$ 219.00	\$ 342,735.00	\$ 184.31	\$ 288,445.15
	Brand Offered:		SAMSUNG		ASUS C204EE-YB02-GR		SAMSUNG		LENOVO 82CD0000US		LENOVO 82CD0000US	
	OR EQUIVALENT	1565	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MANUFACTURER:											
	MODEL:											
	SKU/PART NUMBER:											
2	Google Chrome Management Console, Education Perpetual (Required) CROSSWDISEDU	1565	\$ 23.26	\$ 36,401.90	\$ 24.50	\$ 38,342.50	\$ 30.00	\$ 46,950.00	\$ 25.00	\$ 39,125.00	\$ 23.61	\$ 36,949.65
	TOTAL COST:		\$ 368,025.40		\$ 419,044.40		\$ 461,675.00		\$ 381,860.00		\$ 325,394.80	
	DELIVERY:		5/1/2021		5/1/2021		4/30/2021		30 DAYS		NOT IN STOCK AND DELIVERY NOT INDICATED	

\*VENDOR BID TOTAL IS  
\$538,360. MAY HAVE MEANT  
TO PUT \$319

	Riverside Technologies Inc	Saitech Inc	SDF Professional Computer Service Inc dba SAI Computers	Staples Advantage	Troxell Communications Inc
Insurance	N	Y	Y	Y	Y
Immigrant Worker Regulation	N	Y	Y	Y	Y
Signed Bid	N	Y	Y	Y	Y

Line	Qualified Products	Qty	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	*Hewlett Packard Chromebook 11 G8 EE (Intel) 1A762UT#ABA or 3D326UT#ABA *Hewlett Packard Chromebook 11A G8 EE (AMD) 16W64UT#ABA *Hewlett Packard Chromebook 11 MK G9 EE 349Y8UT#ABA *Samsung Chromebook 4 XE310XBA-K01US *Asus Chromebook C204 EE C204EE-YS02-GR or C204EE-YB02-GR *Lenovo 100e (2nd Gen) (Intel) 81M8005FUS *Lenovo 100e (2nd Gen) (AMD) 82CD0000US *Lenovo 100e (2nd Gen) (MediaTek) 81QB0008US	1565	\$ 214.00	\$ 334,910.00	\$ 215.38	\$ 337,069.70	\$ 199.00	\$ 311,435.00	\$ 219.00	\$ 342,735.00	\$ -	\$ -
	Brand Offered:		HP 1A762UT#ABA		HP 349Y8UT#ABA		HP 16W64UT#ABA		SAMSUNG		HP 16W64UT#ABA	
	OR EQUIVALENT	1565	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182.95	\$ 286,316.75
	MANUFACTURER:										ACER	
	MODEL:										CHROMEBOOK 311	
	SKU/PART NUMBER:										NXHBNA001	
2	Google Chrome Management Console, Education Perpetual (Required) CROSSWDISEDU	1565	\$ 24.00	\$ 37,560.00	\$ 23.00	\$ 35,995.00	\$ 23.00	\$ 35,995.00	\$ 24.00	\$ 37,560.00	\$ 24.00	\$ 37,560.00
	TOTAL COST:		\$ 372,470.00		\$ 373,064.70		\$ 347,430.00		\$ 380,295.00		\$ 323,876.75	
	DELIVERY:		IMMEDIATELY ARO		5/1/2021		4-6 WEEKS ARO		1-4 BUSINESS DAYS ARO		10 DAYS ARO	

\*PRICING FOR MGMT GOES  
UP TO \$33 3/1

\*PRICING FOR MGMT GOES  
UP TO \$29.88 AFTER 3/5

	Twotrees Technologies	Wisecom Technology	Y&S Technologies
Insurance	Y	Y	Y
Immigrant Worker Regulation	Y	Y	Y
Signed Bid	Y	Y	Y

Line	Qualified Products	Qty	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	*Hewlett Packard Chromebook 11 G8 EE (Intel) 1A762UT#ABA or 3D326UT#ABA *Hewlett Packard Chromebook 11A G8 EE (AMD) 16W64UT#ABA *Hewlett Packard Chromebook 11 MK G9 EE 349Y8UT#ABA *Samsung Chromebook 4 XE310XBA-K01US *Asus Chromebook C204 EE C204EE-YS02-GR or C204EE-YB02-GR *Lenovo 100e (2nd Gen) (Intel) 81M8005FUS *Lenovo 100e (2nd Gen) (AMD) 82CD0000US *Lenovo 100e (2nd Gen) (MediaTek) 81QB0008US	1565	\$ 183.00	\$ 286,395.00	\$ 202.02	\$ 316,161.30	\$ -	\$ -
	Brand Offered:		LENOVO 82CD0000US		LENOVO 81M8005FUS			
	OR EQUIVALENT	1565	\$ -	\$ -	\$ -	\$ -	\$ 206.00	\$ 322,390.00
	MANUFACTURER:						LENOVO	
	MODEL:							
	SKU/PART NUMBER:						81MA0022US	
2	Google Chrome Management Console, Education Perpetual (Required) CROSSWDISEDU	1565	\$ 24.00	\$ 37,560.00	\$ 23.68	\$ 37,059.20	\$ 23.10	\$ 36,151.50
TOTAL COST:			\$ 323,955.00		\$ 353,220.50		\$ 358,541.50	
DELIVERY:			APRIL 30 OR SOONER		NOT IN STOCK AND DELIVERY NOT		APRIL 25TH	

## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Request to Grant an Exception to Board Policy GBEA – Staff Ethics/Conflict of Interest – Jeffrey Boele  
Strategic Priority – Student and Staff Well-Being

RECOMMENDATION

That the Board of Education allow an exception to the current Board Policy GBEA— Staff Ethics/Conflict of Interest. This one-time exception would enable Jeffrey Boele, an employee of Functional Approach Sports Training, to provide sports specific manual physical therapy to student athletes at Niwot High School.

BACKGROUND

Board Policy GBEA - Staff Ethics/Conflict of Interest, states, "No school district employee or firm owned by a school district employee shall be allowed to sell to the school district or its schools or staff goods or services of any kind without the express prior written consent of the Board of Education."

Jeffrey Boele is currently employed as an Assistant Track Coach at Lyons High School. Due to his standing as a District employee, he is requesting a waiver from Board Policy GBEA, so that he can provide sports-specific manual physical therapy to student athletes within the District, excluding his student athletes at Lyons High School.

Administration has reviewed the cost proposal and recommends approval of this exception, with services for the 2020-2021 school year not to exceed \$5,000. If his services should exceed \$5,000, his exception will be brought back to the Board of Education for additional approval.

## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Change Order to Contract Award for Cleaning Services  
Strategic Priority – Student & Staff Well-Being, Districtwide Safety & Security

RECOMMENDATION

That the Board of Education approve the change order to the contract award for cleaning services to three different companies listed below for a total of \$1,000,000, providing services to the end of June, 2021, and authorize Brian Lamer, Assistant Superintendent of Operations, to execute all necessary contract documents in accordance with the Board of Education policy.

BACKGROUND

On September 23, 2020, the Board approved a budget of \$945,000 for contracted cleaning and disinfecting services. The companies currently being used are:

- BestCCS (30 disinfecting crew, 23 temp custodians = 53 staff)
- CCS (25 disinfecting crew, 4 temp custodians = 29 staff)
- Metro Building Services (5 disinfection crew, 7 temp custodians = 12)

Each company is providing people who are staffed throughout the District and provide additional COVID-19 related disinfection/cleaning services throughout the day. They also address the understaffed situation at some schools.

This change order provides funding through June, 2021. A budget of \$1,000,000 has been established coming out of COVID-19 Fund.

## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Renaming Olde Columbine High School, Career Development Center, and St. Vrain Online Global Academy  
Strategic Priority – Portfolio of 21<sup>st</sup>-Century Instructional Focus Schools and Robust Co-Curricular Opportunities

RECOMMENDATION

That the Board of Education approve the renaming of the following:

- Career Development Center (CDC) as Career Elevation and Technology Center (CETC),
- Olde Columbine High School as New Meridian High School,
- St. Vrain Online Global Academy as St. Vrain Virtual High School, and
- Name the campus at 1200 S. Sunset Street as Global Acceleration Campus.

This recommendation is submitted by Kerri McDermid and Dina Perfetti-Deany as part of a comprehensive rebranding initiative for the campus and programs at 1200 S. Sunset Street.

BACKGROUND

Advisory committees were formed to rebrand Olde Columbine High School, Career Development Center (CDC), and St. Vrain Online Global Academy. As part of that effort, it was determined that the program and school names should be updated to better represent the current mission and role of the programs on this campus and the community they serve.

Board Policy FF, Naming of Facilities:

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



deceased individual who has made a significant contribution to the field of education at either the local, state or national level. An advisory committee will be formed to solicit community input for naming or renaming a school.

### Process

During school year 2019-2020, the Communications team and the Area Assistant Superintendent hosted advisory group meetings comprised of District leadership, staff, students, parents, and business partners. Advisory group discussions focused on each program's purpose, values, and goals. This resulted in options for updated names that better reflect the direction and purpose of the programs. Further input was gathered from stakeholders on the name options and the selection was narrowed to a final recommendation. The process was interrupted and placed on hold when school closures occurred due to the start of the COVID pandemic crisis in March of 2020. The process of communication with stakeholders was restarted in 2020-2021, in conjunction with long-term planning for the campus and programs.

## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of 2020-2021 School District Calendar Adjustment  
Strategic Priority – Outstanding Communication and Collaboration with  
Community and Corporate Partners

RECOMMENDATION

That the Board of Education approve a change to the 2020-2021 District Calendar.

BACKGROUND

Due to the COVID pandemic and increases in numbers of students graduating, a number of changes in graduation dates/times need to be made to adhere to social distancing measures. In order to make this accommodation, the graduation date for Universal High School will shift from May 27, 2021 to May 28, 2021. Olde Columbine High School graduation will change from 3:00 p.m. to 9:00 a.m. on May 28.

Board Policy IC/ICA School Year/School Calendar/Instruction Time states “Any change in the calendar except for emergency closings or other unforeseen circumstances shall be preceded by adequate and timely notice of no less than 30 days.” Having approval by the Board on February 24, 2021 more than satisfies that policy rule so that the District is able to communicate that change to parents and students.

Dr. Diane Lauer, Assistant Superintendent of Priority Programs and Academic Support, will be present to address any questions.

# ST. VRAIN VALLEY SCHOOLS

*academic excellence by design*

## CALENDAR LEGEND

**Professional Learning Community Day/Late Start - 8 Total**  
Previously scheduled on Wednesdays, are now scheduled for select Fridays. Asynchronous learning will take place 2.5 hours later than normal as staff engage in professional development



**Non-Student Contact Days**  
12 Total - 5 Work, 4 Comp, 3 Split



**Schools Closed**



**Split Day**



**Beginning of quarter**



**End of quarter**



**Group 1 In Person**



**Group 2 In Person**



**Asynchronous Learning Days**



**Graduation**



**Denotes "A" Day**  
For 9-12 grade students



**Summer school, & academic enrichment**



**Remote Learning Days**  
At home learning

## IMPORTANT DATES

Aug 6-7 & 10, 2020: New Teacher Orientation  
Aug 11-14 & 17, 2020: Non-Student Contact Days (Aug 12 & 13, 2020 Split Day)  
Oct 2, 2020: 9th Grade In-Person Transition Day (Group 1 AM/Group 2 PM)  
Oct 16, 19, 2020: Non-Student Contact Day  
Oct 29, 2020: PSAT/NMSQT for 11th Graders In Person (all others remote Asynchronous Day)  
Nov 23-27, 2020: Thanksgiving Break  
Dec 16-18, 2020: 1st Semester Finals  
Dec 21, 2020-Jan 1, 2021: Winter Break  
Jan 4-5, 2021: Non-Student Contact Days (Jan 5, 2021 Split Day)  
Jan 18, 2021: Martin Luther King Day  
Feb 12, 2021: Non-Student Contact Day  
Feb 15, 2021: Presidents' Day  
Mar 22-26, 2021: Spring Break  
Apr 30, 2021: Non-Student Contact Day  
May 25-27, 2021: 2nd Semester Finals  
May 26, 2021: Graduation - Life Skills ACE Completion Ceremony  
May 27, 2021: Last Day of School for Students  
May 28, 2021: Non-Student Contact Day  
May 28, 2021: Graduation - Olde Columbine HS, Universal HS  
May 28, 2021: Graduation - St. Vrain Online Global Academy  
May 29, 2021: Graduation - Erie HS, Frederick HS, Longmont HS, Lyons M/S, Niwot HS, Silver Creek HS  
May 29, 2021: Graduation - Mead HS, Skyline HS - Staggered  
May 31, 2021: Memorial Day

If for any reason this calendar must be altered the Board of Education may schedule makeup dates on Saturdays, during scheduled school breaks, and/or at the end of the present calendar.

## 2020-2021 Academic Calendar (High School)

July 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

March 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## STUDENT INSTRUCTIONAL DAYS

Quarters/Semesters

1st Quarter: 42  
2nd Quarter: 39 1st Semester: 81  
3rd Quarter: 50  
4th Quarter: 43 2nd Semester: 93  
174 Total Days

## ASYNCHRONOUS LEARNING DAYS

INCLUDE BUT ARE NOT LIMITED TO:

- Independent At-Home Assignments
- Additional Academic Support
- Teacher Office Hours
- Student Engagement Checks
- Pre-arranged virtual Tutoring

## NON-STUDENT CONTACT DAYS

5 Teacher Work Days

4 Teacher Compensation Days for evening parent conferences. Conferences are frequently scheduled in the evening to accommodate the schedules of working parents. Please check with your student's school for specific dates and times for their conferences. 3 Split Days for teacher professional development.

## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Discussion, Board Policies JRA/JRC – Student Records/Release of Information on Students; KDB – Public’s Right to Know/Freedom of Information; and KDB-R – Public’s Right to Know/Freedom of Information Strategic Priority – Outstanding Communication and Collaboration with Community and Corporate Partners

RECOMMENDATION

For the Board of Education to discuss proposed revisions to Board Policies JRA/JRC – Student Records/Release of Information on Students; KDB – Public’s Right to Know/Freedom of Information; and KDB-R – Public’s Right to Know/Freedom of Information.

BACKGROUND

Revisions to these policies were made due to alignment with current practice and procedures and have been reviewed by administration and outside legal counsel.

Kerri McDermid, Chief Communications and Global Impact Officer, and Brandon Shaffer, Executive Director of Legal/Governmental Affairs, Community Outreach, and P-TECH will be available via Webex for questions.

## **Student Records/Release of Information on Students**

In recognition of the confidential nature of student education records, no person or agency may access student education records without prior written consent from the student's parent/guardian or the eligible student, except as set forth in law and this policy.

The superintendent or designee shall provide for the proper administration of student education records in accordance with law, including the implementation of safeguard measures or procedures regarding access to and disclosure of student education records.

### **Content and custody of student education records**

The principal is the official custodian of student education records in his or her building.

Student education records ~~in all formats and media, including photographic and electronic~~, are those records that relate directly to a student. Student education records may contain, but will not necessarily be limited to, the following information: identifying data; academic work completed; level of achievement (grades, standardized achievement test scores); attendance data; scores on standardized intelligence, aptitude and psychological tests; interest inventory results; health and medical information; family background information; teacher or counselor ratings and observations; reports of serious or recurrent behavior patterns and any Individualized Education Program (IEP).

Student education records do not include records maintained by a law enforcement unit of the school district that are created by that unit for the purpose of law enforcement.

Nothing in this policy shall prevent administrators, teachers or staff from disclosing information derived from personal knowledge or observation and not derived from a student's education records.

In accordance with applicable law, requests for inspection and review of student education records, requests for copies of such records, and disclosure of personally identifiable information therein shall be maintained and logged as a part of each student's education record.

School personnel shall use reasonable methods to authenticate the identity of parents/guardians, students, school officials, and other parties to whom they disclose student education records. Authentication of identity prior to disclosure of electronic records through passwords or other security measures shall be required.

### **Access to student education records by parents/guardians and eligible students**

A parent/guardian has the right to inspect and review his or her student's education records if the student is under 18 years of age. If a student is 18 years old or older ("eligible student"), the student may inspect or review his or her own education records and provide written consent for disclosure of such records and personally identifiable information therein. However, the parent/guardian also is entitled to access his or her student's education records, despite the lack of written consent from the eligible student, if an eligible student is a dependent for federal income tax purposes or the disclosure is in connection with a health or safety emergency. Access to student education records by parents or eligible students shall be in accordance with the regulation accompanying this policy.

### **Request to amend student education records**

A parent/guardian or eligible student may ask the district to amend a student education record they believe is inaccurate, misleading or otherwise violates the privacy rights of the student. Student grades cannot be challenged pursuant to this policy. Requests to amend a student education record shall be in accordance with the regulation accompanying this policy.

### **Disclosure with written consent**

Whenever the district is required by law or policy to seek written consent prior to disclosing personally identifiable information from a student's education record, the notice provided to the parent/guardian or eligible student shall contain the following:

- a. the specific records to be disclosed;
- b. the specific reasons for such disclosure;
- c. the specific identity of any person, agency or organization requesting such information and the intended uses of the information;
- d. the method or manner by which the records will be disclosed; and
- e. the right to review or receive a copy of the records to be disclosed.

The parent/guardian's or eligible student's consent shall only be valid for the specific instance for which it was given. Consent for a student to participate in any course, school activity, special education program or in any other school program shall not constitute the specific written consent required by this policy.

All signed consent forms shall be retained by the district.

### **Disclosure without written consent**

The district may disclose student education records or personally identifiable information contained therein without written consent of the parent/guardian or eligible student if the disclosure meets one of the following conditions:

1. The disclosure is to a school official having a legitimate educational interest in the student education record or the personally identifiable information contained therein.
  - a. For purposes of this policy, a "school official" is a person employed by the district as an administrator, supervisor, teacher or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board of Education; a person or company with whom the district has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, consultant or therapist); a parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student or other volunteer assisting another school official in performing his or her tasks.
  - b. A school official has a "legitimate educational interest" if disclosure to the school official is: (1) necessary for that official to perform appropriate tasks that are specified in his or her position description or by contract agreement; (2) used within the context of official district business and not for purposes extraneous to the official's area of responsibility; (3) relevant to the accomplishment of some task or to a determination about the student; and (4) consistent with the purposes for which the data are maintained.

2. The disclosure is to officials of another school, school system or postsecondary institution that has requested the records and in which the student seeks or intends to enroll, or has enrolled. Any records sent during the student's application or transfer period may be supplemented, updated or corrected as necessary.
3. The disclosure is to authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or state and local educational authorities.
4. The disclosure is in connection with a student's application for, or receipt of, financial aid.
5. The disclosure is to state and local officials and concerns the juvenile justice system's ability to effectively serve, prior to adjudication, the student whose records are disclosed as provided under the Colorado Open Records Act and Colorado Children's Code. Such records and personally identifiable information shall only be disclosed upon written certification by the officials that the records and information will not be disclosed to any other party, except as specifically authorized or required by law, without the prior written consent of the parent or eligible student.
6. The disclosure is to organizations conducting studies for, or on behalf of, educational agencies or institutions to develop, validate or administer predictive tests; to administer student aid programs; or to improve instruction.
7. The disclosure is to accrediting organizations for accrediting functions.
8. The disclosure is to the parent/guardian of an eligible student and the student is a dependent for IRS tax purposes.
9. The disclosure is in connection with an emergency, if knowledge of the information is necessary to protect the health or safety of the student or others.
10. The disclosure is to comply with a judicial order or lawful subpoena. The district shall make a reasonable effort to notify the parent or eligible student prior to complying with the order or subpoena unless:
  - a. The court order or subpoena prohibits such notification; or
  - b. The parent is a party to a court proceeding involving child abuse and neglect or dependency matters and the court order is issued in the context of that proceeding.
11. The disclosure is to the Secretary of Agriculture, or authorized representative from the USDA Food and Nutrition Service or contractors acting on behalf of the USDA Food and Nutrition Service, for the purposes of conducting program monitoring, evaluations and performance measurements of state and local educational agencies receiving funding or providing benefits of program(s) authorized under the National School Lunch Act or Child Nutrition Act.
12. The disclosure is to an agency caseworker or other representative of a state or local child welfare agency or tribal organization who has the right to access the student's case plan because such agency or organization is legally responsible, in accordance with applicable state or tribal law, for the care and protection of the student.

13. The disclosure is of “directory information” as defined by this policy.

### **Disclosure of directory information**

Directory information may also be disclosed without written consent of the parent/guardian or eligible student. “Directory information” means information contained in a student’s education record that would not generally be considered harmful or an invasion of privacy if disclosed. The superintendent, or designee, reserves the right to determine, in his or her sole discretion, if a disclosure is considered harmful or an invasion of privacy. Directory information which may be released includes but is not limited to the student’s name, ~~email address, photograph, date and place of birth, major field of study, photographs, grade level,~~ participation in officially recognized activities and sports, weight and height of ~~members of athletic teams, dates of attendance, grade level, enrollment status, degrees, degrees,~~ honors and awards received, and dates of attendance ~~the most recent previous education agency or institution attended by the student, and other similar information.~~ Directory information also includes ~~a student identification number or other unique personal identifier displayed on a student ID badge or used by the student to access or communicate in electronic systems, but only if the identifier cannot be used to gain access to student education records except when used in conjunction with one or more factors that authenticate the user’s identity, such as a password known only by the authorized user.~~

Student telephone numbers and mailing addresses shall not be disclosed pursuant to this section. Bulk data requests made by third parties, such as requests for lists of student names, phone numbers, email addresses, etc., for marketing purposes, may be denied at the discretion of the superintendent or designee.

### **Disclosure of disciplinary information to school personnel**

In accordance with state law, the principal or designee shall communicate disciplinary information concerning any student enrolled in the school to any teacher who has direct contact with the student in the classroom and to any counselor who has direct contact with the student. Any teacher or counselor to whom disciplinary information is reported shall maintain the confidentiality of the information and shall not communicate it to any other person.

State law requires the principal or designee to inform the student and the student’s parent/guardian when disciplinary information is communicated and to provide a copy of the shared disciplinary information. The eligible student and/or the student’s parent/guardian may challenge the accuracy of such disciplinary information through the process outlined in this policy and accompanying regulation.

### **Disclosure to military recruiting officers**

Names, addresses and home telephone numbers, as well as directory information, of secondary school students shall be released to military recruiting officers within 90 days of the request, unless a parent/guardian or eligible student submits a written request that such information not be released. Reasonable and customary actual expenses directly incurred by the district in furnishing this information will be paid by the requesting service.

### **Disclosure to Medicaid**

In all cases in which a student is enrolled in the Colorado Medicaid program, the district shall release directory information consisting of the student’s name, date of birth and



gender to Health Care Policy and Financing (Colorado's Medicaid agency) to verify Medicaid eligibility of students. The district shall obtain written consent annually from a parent/guardian before the release of any non-directory information required for billing. To accomplish this, the district shall:

- include a consent form with the "start of school" information each fall.
- include a consent form with IEP packet materials.
- include a consent provision on the Medical Emergency form.

### **Disclosure to the Colorado Commission on Higher Education (CCHE)**

On or before December 31 of each school year, the school district shall disclose to the CCHE the names and mailing addresses of those students enrolled in the eighth grade for use in mailing the notice of postsecondary educational opportunities and higher education admission guidelines as required by state law.

### **Publication of student photos on district/school web pages**

Student pictures shall not be published on district or school web pages without prior written parent/guardian or eligible student permission. Students' last names shall not accompany pictures, except for senior high students. No other personal student information may be included on a page (address, phone number, email address, etc.). School staff is responsible for collecting and retaining all parent/guardian or eligible student photo permits.

### **Annual notification of rights**

The district shall notify parents and eligible students of their rights pursuant to this policy at the beginning of each academic year. A copy of this policy and accompanying regulation will be included annually in the annual notification to parents/guardians and behavioral code of conduct book given to each student and is available electronically on the district's website. For notice to parents/ guardians or eligible students who are disabled or whose primary or home language is other than English, the format or method of notice will be modified so it is reasonably likely to inform them of their rights.

A copy of the Family Educational Rights and Privacy Act (FERPA), and this policy and accompanying regulation may be obtained from the office of the superintendent during normal business hours.

### **Governing law**

The district shall comply with the Family Educational Rights and Privacy Act (FERPA) and its regulations as well as state law governing the confidentiality of student education records. The district shall be entitled to take all actions and exercise all options authorized under the law.

In the event this policy or accompanying regulation does not address a provision in applicable state or federal law, or is inconsistent with or in conflict with applicable state or federal law, the provisions of applicable state or federal law shall control.

Adopted: April 25, 1979  
Revised: May 22, 1985  
Revised: October 13, 1993  
Revised: September 25, 1996

Revised: September 9, 1998  
Revised: November 14, 2001  
Revised: February 9, 2005  
Revised: February 22, 2006  
Revised: June 11, 2008  
Revised: February 8, 2012  
Revised: June 24, 2015

LEGAL REFS.: 20 U.S.C. §1232g (Family Educational Rights and Privacy Act)  
20 U.S.C. §7908 (military recruiter access to student records)  
34 C.F.R. 99.1 *et seq.* (FERPA regulations)  
C.R.S. 19-1-303 and 304 (records and information sharing under Colorado Children's Code)  
C.R.S. 22-1-123 (district shall comply with FERPA)  
C.R.S. 22-32-109 (1)(ff) (duty to establish policy on disclosing eighth grade students' names and mailing addresses to the Colorado Commission on Higher Education)  
C.R.S. 22-32-109.1 (6) (duty to establish policy on sharing information consistent with state and federal law in the interest of making schools safe)  
C.R.S. 22-32-109.3 (2) (duty to share disciplinary and attendance information with criminal justice agencies)  
C.R.S. 22-33-106.5 (court to notify of conviction of crime of violence and unlawful sexual behavior)  
C.R.S. 22-33-107.5 (school district to notify of failure to attend school)  
C.R.S. 24-72-204 (2)(e) (denial of inspection of materials received, made or kept by Safe2Tell Program)  
C.R.S. 24-72-204 (3)(a)(VI) (schools cannot disclose address and phone number without consent)  
C.R.S. 24-72-204 (3)(d) (information to military recruiters)  
C.R.S. 24-72-204 (3)(e)(I) (Certain FERPA provisions enacted into Colorado Law)  
C.R.S. 24-72-204 (3)(e)(II) (disclosure by staff of information gained through personal knowledge or observation)  
C.R.S. 24-72-205 (5) (fee for copying public record)  
C.R.S. 25.5-1-116 (confidentiality of HCPF records)  
C.R.S. 25.5-5-318 (districts who contract to receive federal funds for health services for students receiving Medicaid benefits may share information as allowed by parent/guardian)

CROSS REFS.: JK, Student Discipline  
JLC, Student Health Services and Requirements  
JRCA\*, Sharing of Student Records/Information between School District and State Agencies

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

## Public's Right to Know/Freedom of Information

The Board is a public servant, and its meetings and records shall be matters of public information, subject to such restrictions as are set by federal law or regulation, by state statute or by pertinent court rulings.

The official minutes of the Board, its written policies and its financial records shall be open for inspection on the district's website ([www.svvsd.org](http://www.svvsd.org)), and available for in-person review, with prior notice, by any citizen desiring to examine them during the regular business hours at the district's public information office. However, no records shall be released for inspection by the public or any unauthorized persons—either by the superintendent or any other person designated as custodian for school district records—if such disclosure would be contrary to the public interest as described in state law or otherwise prohibited by law. The district's financial information shall be posted online in accordance with the Public School Financial Transparency Act.

In responding to a request for the district's public records, the district may charge a fee for staff time spent in excess of one hour for the following: researching and retrieving the requested records; conducting searches for requested records; reviewing records to determine whether they are responsive to the request; and identifying and separating those records that are not public and/or are privileged or confidential. Such fee shall be ~~\$3033.58~~ per hour, which may be increased from time to time as permitted by applicable state law. If a records request requires more than mere retrieval of records, such as manipulation of data requiring technical expertise to synthesize or legal expertise from attorneys, the district may also charge other reasonable fees in responding to a request for the district's public records in accordance with the accompanying regulation. The district may also charge other reasonable fees in responding to a request for the district's public records, in accordance with the accompanying regulation.

The Board supports the right of the people to know about the programs and services of their schools and shall make reasonable efforts to disseminate information. Each principal is authorized to use all means available to keep parents/guardians and others of that particular school's community informed about the school's program and activities.

Adopted: June 8, 1994  
Revised: August 14, 1996  
Revised: November 11, 1998  
Revised: September 24, 2003  
Revised: October 28, 2015

LEGAL REFS.: C.R.S. 22-9-109 (exemption from public inspection)  
C.R.S. 22-32-109 (1)(c) (documents available for public inspection)  
C.R.S. 22-44-301 *et seq.* (Public School Financial Transparency Act)  
C.R.S. 24-72-201 *et seq.* (access to public records)  
C.R.S. 24-72-205 (6)(a) (must adopt policy regarding the fee for research and retrieval of public records, if the district imposes such a fee; policy must be posted on website or otherwise published)  
C.R.S. 24-72-205 (6)(b) (maximum hourly fee for research and retrieval of public documents adjusted on July 1, 2019, and every five-year period thereafter)  
C.R.S. 24-72-205 (3) (reasonable fee for manipulating data to generate a record)

CROSS REFS.: BEDA, Notification of School Board Meetings

BEDG, Minutes  
DAB\*, Financial Administration  
EGAEA, Electronic Communication  
GBJ, Personnel Records and Files  
JRA/JRC, Student Records/Release of Information on Students

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

## Public's Right to Know/Freedom of Information

The following procedure applies to requests by members of the public, including parents, community members, media organizations and other third parties, for inspection of public records maintained by the district. A person who has the right to inspect a public record also has the right to request to be furnished a copy of the record.

### Process for requesting records

1. All requests for public record(s) maintained by the district shall be specific enough to allow the district to efficiently identify the requested record and respond to the request. To clarify and facilitate the processing of a request to inspect and/or obtain copies of records, the district may require that the request be made in writing.
2. ~~The district has no duty to create a public record that does not already exist.~~
2. If the requested public record is in active use, in storage, or otherwise not readily available at the time of the person's request, the person requesting the record shall be informed of that fact. The custodian of records will then make the record available within a reasonable time of the person's request.

A reasonable time shall not exceed three (3) working days, but may be extended by an additional seven (7) working days if certain extenuating circumstances exist, in accordance with state law.

3. If the person seeking the record requests transmission of the record, the custodian of records shall notify the person once the record is available that it will only be transmitted when the custodian receives payment or makes arrangements for receiving payment for all costs associated with the record transmission and for all other fees lawfully allowed, unless the custodian waives all or any portion of such costs or fees.

Upon receipt of payment of any applicable copy costs, mailing costs, and/or other fees or upon making payment arrangements with the person requesting the record, the custodian of records will transmit a copy of the record by United States mail, other delivery service, facsimile or electronic mail. Transmission will occur as soon as practicable but no more than three (3) business days after the district's receipt of payment, or making arrangements to receive such payment.

4. Inspection of any public record shall take place in an area designated by the district's custodian of records and shall occur in a manner that will not be disruptive to district operations. District employees may be assigned to monitor any inspection of public records.
5. If the district does not have facilities for making a copy of a record that a person has the right to inspect, the person shall be granted access to the record for the purpose of making a copy. The copy shall be made under the supervision of the custodian of records or designee. When practical, the copy shall be made in the place where the record is kept but if it is impractical to do so, the custodian may allow arrangements for the copy to be made at another facility.

### District responsibilities

The district has no duty to create a public record that does not already exist.

If the district stores the public record in a digital format, the district must provide a copy of the record in a digital format. Public records stored in a searchable format must be provided in a searchable format and public records stored in a sortable format must be provided in a sortable format. However, public records do not need to be provided in a searchable or sortable format if any of the following exceptions apply:

- a. producing the record in the requested format would violate the terms of a copyright or licensing agreement;
- b. producing the record in the requested format would result in the release of third party proprietary information;
- c. after making reasonable inquiries, the records custodian determines that:
  - (1) it is not technologically or practically feasible to permanently remove information that the district is required or permitted to withhold;
  - (2) it is not technologically or practically feasible to provide a copy of the record in a searchable or sortable format;
  - (3) producing the record in a searchable or sortable format would require the purchase of software, or the creation of additional programming or functionality in existing software, to remove information the district is required or permitted to withhold.

## **Fees**

1. The fee for copying public records will be \$0.25 per page unless actual costs exceed that amount.
2. Mailing costs will be charged to the requesting party; however, No transmission fee will be charged for transmission via electronic mail.
3. The first hour of staff time researching and retrieving requested records is provided at no charge. If a records request requires more than mere retrieval of records, such as manipulation of data requiring technical expertise to synthesize or legal expertise from attorneys, the district will charge the requestor for such costs, in accordance with the guidelines below. Any costs charged to a requestor shall not exceed the actual cost of producing the records.~~If the district in response to a specific request manipulates data to generate a record in a form not used by the district, it may charge a reasonable fee not to exceed the actual cost of manipulating the data and generating the record. Fulfilling such a request will be at the option of the district.~~
4. Prior to producing requested records, the district will provide an estimate of the costs of production to the requestor. If the requestor does not wish to pay the fees, the district can provide the requestor with information on how the request can be modified to reduce or eliminate the fees. After a requestor has agreed to the costs of production, the district will keep the requestor informed if any additional costs are anticipated and will not incur any additional costs without the requestor's consent. After producing the requested records, the district will provide an invoice to the requestor. Costs must be paid in full before records are released.~~If a requested record is a result of computer output other than word processing, the fee for a copy will be based on recovery of the actual costs of providing the electronic service and product together with a reasonable portion~~

~~of the costs associated with building and maintaining the information system. This fee may be reduced or waived by the superintendent or designee if the electronic service or product is used for a public purpose.~~

5. ~~The district will charge for the actual costs of a request based on the following guidelines: If another facility is necessary, the costs of providing them shall be paid by the person requesting the copy. The custodian may establish a reasonable schedule of times for making a copy and may charge the same fee for services rendered in supervising the copy as the custodian may charge for furnishing a copy.~~

<u>Type of Request</u>	<u>Actual Costs Based on the Below Rates</u>
<u>Records</u>	<u>\$0.25 per page for all documents photocopied, unless actual costs exceed that amount</u>
<u>Requests that require more than one hour of staff time for retrieval of records</u>	<u>\$33.58 per hour, after the first hour</u>
<u>Requests that require more than mere retrieval of records, such as manipulation of data requiring technical expertise to synthesize or legal expertise from attorneys</u>	<u>Hourly rate of staff member (based on actual salary divided by annual hours), attorney billable hourly rate, or contractor hourly rate, as applicable</u>

### Denial of access and dispute resolution

1. If the district denies a request for access to district records and the person requesting the records asks for a written statement of the grounds for denial, the district shall provide a written statement to the person, citing the law or regulation under which the district denied access.
2. A person denied access to district records may seek a court order compelling disclosure.
3. Before seeking a court order, the person must provide written notice to the records custodian at least 14 days before filing an application in court.
4. During the 14-day period, the records custodian shall meet in person or communicate on the telephone with the person denied access to district records to determine if the dispute may be resolved without court involvement.
5. Any common expense necessary to resolve the dispute shall be apportioned equally between the person requesting the records and the district, unless the district and person agree to a different method of allocating the costs.

In addition to the procedures contained in this regulation, the district may develop further procedures governing the inspection, copying and transmission of its records as it deems necessary to protect its records and prevent unnecessary interference with district staff responsibilities and district operations.

Approved: June 8, 1994

Revised: November 11, 1998

Revised: September 24, 2003

Revised: October 28, 2015

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

## MEMORANDUM

DATE: February 24, 2021

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Update to Approval of Vendors Providing Purchased Services Over \$100,000  
Strategic Priority – Strong District Finances & Staff and Student Well-Being

RECOMMENDATION

That the Board of Education approve the following vendors anticipated to provide purchased services over \$100,000 during Fiscal Year 2021.

<b>Vendor Name</b>	<b>Services Provided</b>	<b>Pricing Method</b>	<b>FY21 Est. Purchases</b>	<b>FY20 Total Purchases</b>
Ampersand Therapy	Student Therapy Services	Contract	\$200,000.00	\$20,000.00
Brightmont Academy	Student Tuition	Contract Per Student	\$200,000.00	\$100,000.00

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 Authorization. This is specifically to address vendors who provide services that are not competitively bid, competitive bids that are extended into a new fiscal year, or FY21 newly awarded contracts.