

Karen Ragland, President, Board of Education  
Dr. Don Haddad, Superintendent of Schools

Educational Services Center  
395 South Pratt Parkway  
Longmont, Colorado 80501

#### **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**

- Jim Berthold, Vice President
- Meosha Brooks, Member
- Jocelyn Gilligan, Treasurer
- Sarah Hurianek, Secretary
- Geno Lechuga, Member
- Karen Ragland, President
- Jackie Weiss, Assistant Secretary

#### **PUBLIC COMMENT PROCESS**

*The Board of Education values community perspectives and the feedback from our parents, teachers, staff and community. During Board Meetings, the Board will hear up to 30 minutes of public comment on non-agenda items and 30 minutes of public comment on agenda-specific items.*

- Each person is limited to three minutes of public comment
- The manner of your comments must be appropriate for the business meeting of the board.
- If you are speaking to a non-agenda item, you must limit your remarks to matters of public concern about the district.
- Concerns about the day-to-day operations of the district should first be referred through the proper administrative channels before it is presented to the board.

Learn more at <http://stvra.in/publiccomment>

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

6:00 pm Regular Business Meeting

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

#### **3. VISITORS:**

Fine Arts Presentation  
Future Business Leaders of America Presentation  
Longmont High School Robotics Team Presentation

#### **4. AUDIENCE PARTICIPATION:**

#### **5. SUPERINTENDENT'S REPORT:**

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

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

- 7.1. Approval: Staff Terminations/Leaves
- 7.2. Approval: Staff Appointments
- 7.3. Approval: Minutes for the April 10, 2024 Regular Meeting, April 17, 2024 Study Session, April 24, 2024 Study Session and April 24, 2024 Regular Meeting
- 7.4. Approval: Recommendation to Hire Assistant Principal at Erie High School
- 7.5. Approval: Increase to Spending Amount for Gold Creek Foods
- 7.6. Approval: Increase to Spending Amount for US Foods
- 7.7. Approval: Purchase and Installation of Point-of-Sale Tablets and Software Integration
- 7.8. Approval: Purchase of Epson Projectors

May 8, 2024

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- 7.9. Approval: Contract Award for Multi-Function Copier Equipment
- 7.10. Approval: Contract Award for Service Contract for Wide Area Network and Support

**8. ACTION ITEMS:**

- 8.1. Recommendation: Approval of Request to Grant an Exception to Board Policy GBEA - Staff Ethics/Conflict of Interest - Gunther
- 8.2. Recommendation: Approval of First Reading and Adoption to Board Policy KEC (Public Concerns/Complaints about Instructional Resources), Board Exhibit KEC-E and Board Regulation KEC-R (Procedures for Public Concerns/Complaints about Instructional Materials)

**9. DISCUSSION ITEMS:**

**10. ADJOURNMENT:**

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

Wednesday, May 15	6:00 - 8:00 pm Study Session
Wednesday, May 22	5:15 - 5:45 pm Study Session
Wednesday, May 22	6:00 - 8:00 pm Regular Meeting

EFFECTIVE	NAME	POSITION	LOCATION	LEAVE OF ABSENCE	SEPARATION RESIGNED RETIRED	NON-RENEWAL
<b>ADMINISTRATIVE/PROFESSIONAL/TECHNICAL</b>						
6/20/24	Carter, Sherry	Principal - Elementary	Black Rock ES		X	
6/20/24	Eker, Lauren	Principal - Elementary	Erie ES		X	
5/16/24	Keith, Heather	Risk Manager	Human Resources	X		
6/28/24	Thomas, Darcy	Director - Innovation Center	Innovation Center		X	
<b>LICENSED</b>						
5/6/24	Anderson, Desmond	Instrumental Music Teacher	Coal Ridge MS	X		
3/15/24	Avis, Pauline	Special Education Teacher	Prairie Ridge ES		X	
5/24/24	Beall, Amy	4th Grade Teacher	Timberline PK-8		X	
3/25/24	Betting, Derrick	Counselor	Skyline HS	X		
4/18/24	Bustillos, Kate	2nd Grade Teacher	Alpine ES	X		
5/24/24	Carheden, Shannon	Science Teacher	Lyons M/S		X	
5/24/24	Clear, Melissa	Counselor	Grand View ES		X	
5/24/24	Clink, DeAnna	Elementary Music Teacher	Thunder Valley K-8		X	
5/6/24	Cummings, Robin	5th Grade Teacher	Erie ES	X		
6/28/24	DeAndrea, Elena	Science Teacher	Longs Peak MS		X	
5/22/24	Everhart, Megan	Social Studies Teacher	Erie HS	X		
5/24/24	Hulstrom, Miranda	Kindergarten Teacher	Erie ES			X
4/22/24	Julien, Susan	Counselor	Central ES	X		
4/19/24	Koran, Amber	Special Education Teacher	Fall River ES	X		
5/7/24	Kuenzel, Stephanie	Math Teacher	New Meridian HS	X		
5/24/24	Leach, Nicholas	Science Teacher	Coal Ridge MS		X	
5/15/24	Maguire, Jason	Physical Education Teacher	Skyline HS	X		
5/24/24	Maida, Danielle	Social Worker	Frederick HS		X	
5/24/24	McKissock, Joseph	Focus/STEM Teacher	Thunder Valley K-8		X	
5/24/24	Moretz, Aleta	Social Studies Teacher	Thunder Valley K-8		X	
5/24/24	Neumann, Carly	Vocal Music Teacher	Westview MS		X	
5/24/24	Oldziej, Karol	Math Teacher	Erie HS		X	
5/24/24	Oleszczuk, Halie	2nd Grade Teacher	Red Hawk ES		X	
5/24/24	Orellana, Renita	Art Teacher	Erie HS		X	
5/24/24	Patenaude, Benjamin	Physical Education Teacher	Frederick HS		X	
7/31/24	Pelone, Karlien	Science Teacher	Coal Ridge MS		X	
5/13/24	Rodriguez, Janette	ESL Teacher	Skyline HS	X		
8/6/24	Roth, Ashley	Foreign Language Teacher	Sunset MS	X		
5/24/24	Sauseda, Victoria	6th Grade Teacher	Thunder Valley K-8		X	
5/8/24	Steele, Sarah	Science Teacher	Lyons M/S	X		
5/24/24	Stuart, Mackenzie	Social Studies Teacher	Erie HS		X	
3/25/24	Sturgeon, Jeannine	Math Teacher	Erie High School	X		
5/24/24	Troup, Victoria	Focus/STEM Teacher	Thunder Valley K-8		X	
5/24/24	Villarreal, Steve	TOSA-SVVEA	Auxiliary Services		X	
<b>CLASSIFIED</b>						
4/1/24	Anderson, Samatha	Nutrition Services - Kitchen Manager	Nutrition Services		X	
3/29/24	Antunez, Daijah	Nutrition Services Worker	Nutrition Services		X	
5/10/24	Barela, Andrew	Technician - Electrical	Operations	X		
5/23/24	Bounds, Ashley	Preschool Para	Niwot ES		X	
6/28/24	Bureau, Robert	Plumber - Journey	Operations		X	
5/23/24	Campbell, Breea	Instructional Para	Highlands ES		X	
4/12/24	Chavez, Claudia	Nutrition Services Worker	Nutrition Services		X	
4/8/24	Coronado, Devin	Custodian	Custodial Services		X	
6/27/24	Diaz, Katherine	Instructional Para	Grand View ES		X	
5/17/24	Dunaway, Kaylene	Child Care Director	Burlington ES		X	
4/1/24	Escobedo, Cornelia	Nutrition Services Worker	Nutrition Services	X		
6/7/24	Ficuciello, Christopher	Mechanic IV	Transportation	X		
2/2/24	Figueroa, Salma	Nutrition Services Worker	Nutrition Services		X	
5/6/24	Hernandez, Neftaly	Health Clerk	Thunder Valley K-8	X		
4/5/24	Hummel, Kimberly	Nutrition Services Worker	Nutrition Services		X	
5/23/24	Im, Gohzazong	Instructional Para	Red Hawk ES		X	
4/8/24	Klemisch, Emily	Special Education Para	Central ES		X	
4/26/24	Lafaye, JeanPierre	Campus Supervisor	Indian Peaks ES		X	
4/5/24	Levernway, Joyce	Nutrition Services Worker	Nutrition Services		X	
5/23/24	Logan, Julie	Specialized Program Para	Highlands ES		X	
4/15/24	Miller, Sheryl	Community Schools Manager	Community Schools	X		
4/19/24	Rios, Pascuala	Preschool Para	Timberline PK-8		X	
5/13/24	Rousseau, Michele	Preschool Para	Soaring Heights PK-8	X		
5/23/24	Shealey, Mary	Campus Supervisor	Innovation Center		X	
4/5/24	Shruti, Fnu	Nutrition Services Worker	Nutrition Services		X	
5/23/24	Singleton, Stephanie	Preschool Para	Grand View ES		X	
4/5/24	Squires, Marissa	Department Secretary	Gifted and Talented		X	
5/2/24	Van Treeck, Brittany	Community Schools Manager	Community Schools	X		

	NAME	POSITION	LOCATION
	<b>ADMINISTRATIVE/PROFESSIONAL/TECHNICAL</b>		
7/1/24	Donaldson, Alexis	Assistant Principal - Middle	Coal Ridge MS
4/10/24	Luttrell, Karen	Private Duty Nurse	Student Assistance Services
8/1/24	Shaw, Lindsey	Student Engagement Specialist	Longmont HS
7/1/24	Wille, Daniel	Assistant Principal - High	Erie HS
7/30/24	Williams, Carey	Assistant Principal - K8	Timberline PK-8
4/17/24	Zager, Kaylin	Private Duty Nurse	Student Assistance Services
	<b>LICENSED</b>		
8/6/24	Anderson, Hannah	1st Grade Teacher	Alpine ES
8/6/24	Atkinson, Monika	ECSE Teacher	Fall River ES
8/6/24	Babulski, Tamara	Social Studies Teacher	Erie HS
8/6/24	Bartell, Elizabeth	ESCE Teacher	Fall River ES
8/6/24	Beavers, Bailey	Math Teacher	Westview MS
8/6/24	Benesch, Krista	Elementary Music Teacher	Thunder Valley K-8
8/6/24	Billeter, Rachel	2nd Grade Teacher	Fall River ES
8/6/24	Boman, Breanna	2nd Grade Teacher	Mead ES
8/6/24	Briesacher, Adam	Math Teacher	Erie HS
8/6/24	Brunson, Camryn	Business Teacher	Frederick HS
8/6/24	Carius, Jamie	Instructional Program Consultant	Innovation Center
8/6/24	Christopher, Delaney	4th Grade Teacher	Mountain View ES
8/6/24	Dempsey, Megan	3rd Grade Teacher	Mead ES
8/6/24	Dolan, Tammy	Math Teacher	Erie HS
8/6/24	Duncan, Caroline	Counselor	Erie HS
8/6/24	Elson, Madison	Foreign Language Teacher	Erie HS
8/6/24	Francis, Daniel	Physical Education Teacher	Frederick HS
8/6/24	Hodges, Ashley	Social Studies Teacher	Frederick HS
8/6/24	Lehn, Calvin	Science Teacher	Sunset MS
8/6/24	Logan, Nina	Kindergarten Teacher	Columbine ES
8/6/24	Long, Ann	Art Teacher	Erie MS
8/6/24	McMahan, Carrie	Dean of Students	Legacy ES
8/6/24	Miller, Grace	4th Grade Teacher	Erie ES
8/6/24	Newton, Molly	Art Teacher	Erie HS
8/6/24	Platt, Scott	Physical Education Teacher	Frederick HS
8/6/24	Polutchko, Stephanie	Science Teacher	Niwot HS
8/6/24	Rees, Kyle	Art Teacher	Niwot HS
8/6/24	Richardson, Matthew	Special Education Teacher	Alpine ES
8/6/24	Roberts, Nicolle	Special Education Teacher	Columbine ES
8/6/24	Romero, Natalie	Kindergarten Teacher	Thunder Valley K-8
8/6/24	Spicer, Adam	Science Teacher	Frederick HS
8/6/24	Utz, Taylor	Math Teacher	Niwot HS
	<b>CLASSIFIED</b>		
4/15/24	Adams, Maria	Nutrition Services Worker	Nutrition Services
4/10/24	Basilieri, Kimberly	Nutrition Services Worker	Nutrition Services
4/24/24	Butchadee, Pairat	Custodian	Custodial Services
4/2/24	Cervantes Torres, Yazmin	Specialized Program Para	Main Street School
4/15/24	Chavez, Julisa	Community Liaison	Student Services
4/17/24	Coronado, Mycah	Custodian	Custodial Services
4/23/24	Dawson, Michelle	Accompanist	Skyline HS
4/29/24	Dieterich, Elizabeth	Attendance Clerk	APEX
4/1/24	Feldmiller, Vijaya	Preschool Para	Soaring Heights PK-8
4/24/24	Gee, Andra	Nutrition Services Worker	Nutrition Services
5/2/24	Guerrero, Jacqueline	Nutrition Services Worker	Nutrition Services
4/23/24	Michel, Brenda	Nutrition Services Worker	Nutrition Services
4/5/24	Nieto Lara, Janet	Apprentice IT	District Technology Services
4/17/24	Novak, Michelle	Nutrition Services Worker	Nutrition Services
4/19/24	Ochoa Avila, Maria	Child Care Director	Sanborn ES
4/15/24	Palma Reyes, Deilyn	Nutrition Services Worker	Nutrition Services
4/2/24	Pavia Anaya, Bertha	Nutrition Services Worker	Nutrition Services
4/8/24	Petrocco, Ewa	Nutrition Services Worker	Nutrition Services
8/8/24	Prieto, Larissa	Instructional Para	Alpine ES
4/25/24	Roman Ocando, Gabriela	Nutrition Services Worker	Nutrition Services
4/10/24	Root, Russell	Bus Driver	Transportation
4/17/24	Schlagel, Mary	Nutrition Services Worker	Nutrition Services

## MEMORANDUM

DATE: May 8, 2024  
TO: Board of Education  
FROM: Dr. Don Haddad, Superintendent of Schools  
SUBJECT: Approval of Board of Education Meeting Minutes  
Strategic Priority – High Functioning School Board

RECOMMENDATION

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

BACKGROUND

The Board will be asked to approve the minutes from the April 10, 2024 Regular Meeting, April 17, 2024 Study Session, April 24, 2024 Study Session, and the April 24, 2024 Regular Meeting.

## MEMORANDUM

DATE: May 8, 2024

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

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

RECOMMENDATION

That the Board of Education approve the recommendation to hire Mr. Joe Newswander as the Assistant Principal at Erie High School beginning July 1, 2024.

BACKGROUND

Mr. Newswander graduated with a Bachelor's degree in Social Studies Education from Illinois State University. He obtained a Special Education endorsement from Roosevelt University, IL. Mr. Newswander also received a Master's degree in Administrative Leadership and Policy Studies with principal licensure from the University of Colorado.

From 2011 to 2014, Mr. Newswander served as a Special Education teacher in Denver Public Schools. From 2014 to 2019, he served as a Math Teacher, Instructional Coach and Dean of Curriculum and Instruction at Denver South High School. Since 2019, Mr. Newswander has been serving as the Assistant Principal at Denver South High School.

SALARY

Annual salary will be according to schedule.

## MEMORANDUM

DATE: May 8, 2024

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Increase to Spending Amount for Gold Creek Foods  
Strategic Priority – Strong District Finances

RECOMMENDATION

That the Board of Education approve a \$30,000 increase to the spending amount with Gold Creek Foods for a new total amount of \$180,000. Further, authorize Brian Lamer, Assistant Superintendent of Operations, or his designee, to sign appropriate documents.

BACKGROUND

The Board previously approved spending up to \$150,000 with Gold Creek Foods for the school year. Nutrition Services has experienced a positive impact from Healthy School Meals for All, resulting in a notable 40% increase in meal participation. This increase will provide funding for the remainder of the 2023/2024 school year.

This increase is being brought forth to comply with Board Policy DJ/DJA stating any single, non-budgeted purchase or expenditure greater than \$100,000 shall require advance approval by the Board.

## MEMORANDUM

DATE: May 8, 2024

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Increase to Spending Amount for US Foods  
Strategic Priority – Strong District Finances

RECOMMENDATION

That the Board of Education approve a \$1,180,000 increase to the spending amount with US Foods for a new total amount of \$4,980,000. Further, authorize Brian Lamer, Assistant Superintendent of Operations, or his designee, to sign appropriate documents.

BACKGROUND

The Board previously approved spending up to \$3,800,000 with US Foods for the school year. Nutrition Services has experienced a positive impact from Healthy School Meals for All, resulting in a notable 40% increase in meal participation. This increase will provide funding for the remainder of the 2023/2024 school year.

This increase is being brought forth to comply with Board Policy DJ/DJA stating any single, non-budgeted purchase or expenditure greater than \$100,000 shall require advance approval by the Board.



## MEMORANDUM

DATE: May 8, 2024

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Purchase and Installation of Point-of-Sale Tablets and Software Integration  
Strategic Priority – Cutting-Edge Technology and Innovation

RECOMMENDATION

That the Board of Education approve the purchase of Point-of-Sale Hardware and Software Integration from Sand Dune Ventures Inc./DBA/TabletKiosk, for a total amount of \$209,808.30. Further, that Board authorizes Brian Lamer, Assistant Superintendent of Operations, to sign appropriate documents.

BACKGROUND

This purchase will upgrade all 73 point-of-sale computers utilized by the Nutrition Services department to Windows 11-compatible systems. The existing machines are outdated and cannot support the new operating system. Nutrition Services and DTS conducted a thorough assessment to ensure that the selected kiosks fulfill requirements for security, data collection, and confidentiality.

RFP No. 2024-046 was issued on March 19, 2024. One response was received on April 23, 2024, and reviewed. Award is recommended to the lowest qualified, responsive and responsible bidder Sand Dune Ventures Inc./DBA/TabletKiosk.

Sand Dune Ventures Inc./DBA/TabletKiosk
\$209,808.30

## MEMORANDUM

DATE: May 8, 2024

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Purchase of Epson Projectors  
Strategic Priority - Strong District Finances/Cutting-Edge Technology and  
Innovation

RECOMMENDATION

That the Board of Education approve the purchase of Epson Projectors for a net bid amount of \$143,079 from Bluum USA, Inc.

BACKGROUND

The Purchasing Department issued Bid No. 2024-064 on March 18, 2024. Thirteen (13) responses were received on Tuesday, April 2, 2024. All responses were reviewed for minimum submittal requirements and equivalency of products offered. Award is recommended to Bluum USA, Inc. who submitted a bid with the most competitive price from a qualified, responsive and responsible bidder. Due to the number of responses, the bid tabulation is attached for reference.

Epson projectors are used as part of the standard classroom presentation system throughout the District. Two hundred seventeen (217) projectors will be purchased to replace aging projectors in existing schools. The funding for this is from mill levy dollars dedicated to technology.

Recommended for award		<b>Aztec Computers</b>	<b>Bluum USA Inc</b>	<b>CDW Government LLC</b>	<b>DHE Computer Systems LLC</b>	<b>Howard Industries Inc</b>
Signed Bid		YES	YES	YES	YES	YES
Insurance		YES	YES	YES	YES	YES
Lead Time ARO		30 DAYS	14-21 DAYS	7-10 DAYS	NOT GIVEN	7-12 BUSINESS DAYS

Line	Description	Model	Product Code	Qty	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	PowerLite 119W 3LCD WXGA Classroom Projector w/ Dual HDMI	PowerLite 119W	V11H985020	170	\$ 599.62	\$ 101,935.40	\$ 529.00	\$ 89,930.00	\$ 533.00	\$ 90,610.00	\$ 537.63	\$ 91,397.10	\$ 540.00	\$ 91,800.00
2	PowerLite L210SW Wireless WXGA 3LCD Short Throw Lamp-Free Laser Display	PowerLite L210SW	V11HA76020	8	\$ 1,237.22	\$ 9,897.76	\$ 926.00	\$ 7,408.00	\$ 1,144.00	\$ 9,152.00	\$ 1,107.77	\$ 8,862.16	\$ 1,110.00	\$ 8,880.00
3	PowerLite 982W 3LCD WXGA Classroom Projector w/ Dual HDMI	PowerLite 982W	V11H987020	3	\$ 821.80	\$ 2,465.40	\$ 619.00	\$ 1,857.00	\$ 636.00	\$ 1,908.00	\$ 626.11	\$ 1,878.33	\$ 625.00	\$ 1,875.00
4	PowerLite 760W Wireless WXGA 3LCD Ultra Short Throw Lamp-Free Laser Display	PowerLite 760W	V11HAQ81020	36	\$ 1,705.71	\$ 61,405.56	\$ 1,219.00	\$ 43,884.00	\$ 1,299.00	\$ 46,764.00	\$ 1,302.99	\$ 46,907.64	\$ 1,299.00	\$ 46,764.00
<b>TOTAL BID PRICE:</b>					<b>\$ 175,704.12</b>		<b>\$ 143,079.00</b>		<b>\$ 148,434.00</b>		<b>\$ 149,045.23</b>		<b>\$ 149,319.00</b>	

Vendor total is \$145,249.00

Math incorrect. Vendor total is \$149,046.88

		<b>Hypertec USA Inc</b>	<b>Morgan Inglad LLC</b>	<b>Planet Cellular</b>	<b>Taza Supplies Inc</b>	<b>Tech Micro USA</b>
Signed Bid		YES	YES	YES	YES	YES
Insurance		YES	YES	YES	YES	YES
Lead Time ARO		30-45 DAYS	6-8 WEEKS	30 DAYS	20-40 BUSINESS DAYS	15 DAYS

Line	Description	Model	Product Code	Qty	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	PowerLite 119W 3LCD WXGA Classroom Projector w/ Dual HDMI	PowerLite 119W	V11H985020	170	\$ 611.31	\$ 103,922.70	\$ 645.88	\$ 109,799.60	\$ 675.00	\$ 114,750.00	\$ 718.00	\$ 122,060.00	\$ 659.99	\$ 112,198.30
2	PowerLite L210SW Wireless WXGA 3LCD Short Throw Lamp-Free Laser Display	PowerLite L210SW	V11HA76020	8	\$ 1,210.79	\$ 9,686.32	\$ 1,273.47	\$ 10,187.76	\$ 1,398.00	\$ 11,184.00	\$ 1,560.00	\$ 12,480.00	\$ 1,309.99	\$ 10,479.92
3	PowerLite 982W 3LCD WXGA Classroom Projector w/ Dual HDMI	PowerLite 982W	V11H987020	3	\$ 774.34	\$ 2,323.02	\$ 843.75	\$ 2,531.25	\$ 1,046.00	\$ 3,138.00	\$ 830.00	\$ 2,490.00	\$ 863.99	\$ 2,591.97
4	PowerLite 760W Wireless WXGA 3LCD Ultra Short Throw Lamp-Free Laser Display	PowerLite 760W	V11HAQ81020	36	\$ 1,697.06	\$ 61,094.16	\$ 1,785.82	\$ 64,289.52	\$ 1,883.50	\$ 67,806.00	\$ 1,820.00	\$ 65,520.00	\$ 1,829.99	\$ 65,879.64
<b>TOTAL BID PRICE:</b>					<b>\$ 177,026.20</b>		<b>\$ 186,808.13</b>		<b>\$ 196,878.00</b>		<b>\$ 202,550.00</b>		<b>\$ 191,149.83</b>	

Delivery will be after 5/31

Delivery will be after 5/31

Delivery will be after 5/31

Math incorrect. Vendor total is \$186,808.64

		<b>Unistar-Sparco Computers Inc</b>	<b>vPrime Tech Inc</b>	<b>Wisecom Technology</b>
Signed Bid		NON RESPONSIVE	YES	YES
Insurance			YES	YES
Lead Time ARO			NOT CONFIRMED YET	3 WEEKS

Line	Description	Model	Product Code	Qty	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	PowerLite 119W 3LCD WXGA Classroom Projector w/ Dual HDMI	PowerLite 119W	V11H985020	170	\$ -	\$ -	\$ 663.75	\$ 112,837.50	\$ 600.00	\$ 102,000.00
2	PowerLite L210SW Wireless WXGA 3LCD Short Throw Lamp-Free Laser Display	PowerLite L210SW	V11HA76020	8	\$ -	\$ -	\$ 1,315.45	\$ 10,523.60	\$ 1,304.00	\$ 10,432.00
3	PowerLite 982W 3LCD WXGA Classroom Projector w/ Dual HDMI	PowerLite 982W	V11H987020	3	\$ -	\$ -	\$ 869.31	\$ 2,607.93	\$ 693.00	\$ 2,079.00
4	PowerLite 760W Wireless WXGA 3LCD Ultra Short Throw Lamp-Free Laser Display	PowerLite 760W	V11HAQ81020	36	\$ -	\$ -	\$ 1,844.67	\$ 66,408.12	\$ 1,522.00	\$ 54,792.00
<b>TOTAL BID PRICE:</b>					<b>NON RESPONSIVE</b>		<b>\$ 192,377.15</b>		<b>\$ 169,303.00</b>	

## MEMORANDUM

DATE: May 8, 2024

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract Award for Multi-Function Copier Equipment  
Strategic Priority - Strong District Finances/Cutting-Edge Technology and  
Innovation

RECOMMENDATION

That the Board of Education approve contract award to Frontier Business Products (Ricoh Brand) and authorize the Purchasing Department to finalize a lease purchase agreement for multi-function copier equipment, service and supplies pending successful validation of the solution proposed (proof of concept) and completion of contract negotiation and legal review. Further authorization is requested for Greg Fieth, Chief Financial Officer, or designee, to sign all necessary contract documents once the above steps have been completed.

BACKGROUND

Purchasing and DTS staff issued Request for Proposal (RFP) No. 2024-024 on January 28, 2024. Eight responses were received for consideration. Three finalists were selected to provide an interview and product presentation with the evaluation team. Frontier Business Products (Ricoh Brand) provided the most advantageous solution to the district. The costs to the district for the five-year agreement period will be approximately \$2,100,000.00 based on an estimated annual copy volume of 40 million copies.

The successful supplier is required to provide and install new multi-function copiers districtwide to replace the current fleet of copiers originally installed in 2018. Copy control usage measures with supplier performance criteria will be in place to monitor contract costs and maintain accountability.

## MEMORANDUM

DATE: May 8, 2024

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract Award for Service Contract for Wide Area Network and Support  
Strategic Priority - Strong District Finances/Cutting-Edge Technology and Innovation

RECOMMENDATION

That the Board of Education approve contract award to the City of Longmont/NextLight and authorize the Purchasing Department to finalize an Intergovernmental Agreement (IGA) for a Service Contract for Wide Area Network (10G) and Support. Further authorization is requested for the Board President to sign the IGA documents once the above steps have been completed.

BACKGROUND

This IGA is a result of Request for Proposal (RFP) 2024-043 for a Wide Area Network (10G) and Support on January 11, 2024. One (1) response was received on February 13, 2024. As a result of this process the City of Longmont (our current provider) provided the most advantageous solution to the District. The cost to the District for the five-year agreement period will be approximately \$2,832,000.00 based on an annual cost of \$566,400. The District will realize an annual cost savings of approximately \$283,200 each year for the contract term as a result of E-Rate reimbursement for WAN Services.

The IGA with the City of Longmont will result in a high-speed ten (10) gigabit network along with support and maintenance that is upgradeable to forty (40) gigabit if needed in the future. This IGA is to support the bandwidth required to meet the business and learning needs of the District.

The Intergovernmental Agreement is in review with the City's and the District's legal counsels.

## MEMORANDUM

DATE: May 8, 2024

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 - John Gunther  
Strategic Priority - Outstanding Communication and Collaboration with Community and Corporate Partners

RECOMMENDATION

That the Board of Education allow an exception to the current Board Policy GBEA - Staff Ethics/Conflict of Interest. This exception would enable John Gunther to provide services as a guest clinician at the Skyline High School Jazz Festival.

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."

John Gunther's spouse, Stephanie Texera, is a school counselor at Westview Middle School. Due to her standing as a district employee, he is requesting a waiver from Board Policy GBEA, to provide his services at Skyline High School.

The administration recommends approval of this exception, with services for the 2023-2024 school year not to exceed \$5,000. If the services should exceed \$5,000, the exception will be brought back to the Board of Education for additional approval.

## MEMORANDUM

DATE: May 8, 2024

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of First Reading and Adoption to Board Policy KEC (Public Concerns/Complaints about Instructional Resources), Board Exhibit KEC-E and Board Regulation KEC-R (Procedures for Public Concerns/Complaints about Instructional Materials)  
Strategic Priorities - High-Functioning School Board

RECOMMENDATION

For the Board of Education to adopt updates to Board Policy KEC (Public Concerns/Complaints about Instructional Resources), adopt Board Exhibit KEC-E and Board Regulation KEC-R (Procedures for Public Concerns/Complaints about Instructional Materials)

BACKGROUND

Revisions have been made to the Board Policy to include new language, a written procedure, and a new form to be used by a community member who objects to a book or other material. The new form is KEC-E.

## Public Concerns/Complaints about Instructional Resources

The Board has approved principles governing the selection of all instructional materials including library books and has established policies pertaining to the selection process. However, the Board wishes to amplify its principles on the selection of books and other materials which present controversial topics or which for other reasons might be challenged.

Material that is challenged usually belongs to one of the three basic categories: religion, ideology or profanity/obscenity. Board policies regarding these areas shall be as follows:

1. Religion—Factual, unbiased material on all major religions has a place in school libraries.
2. Ideologies—Libraries should, with no thought toward swaying reader judgment, make available a balanced collection of primary and factual material on the level of their students on various ideologies or philosophies which exert or have exerted a strong force, either favorably or unfavorably, in government, current events, politics, education and other phases of life.
3. Profanity/obscenity—Materials shall be subjected to a test of literary merit by media specialists and teachers who will take into consideration the maturity of students and the standards of the community.

Criticism of a book or other materials used in the schools may be expected from time to time. In such instances:

1. The Board recognizes that it is accountable to the public and that it is the right of an individual parent/guardian to request that his/her/their child not read a given book. When such a request is presented, the teacher and/or school administrator should resolve the situation by arranging for use of alternative materials meeting essentially the same instructional purpose. This does not apply, however, to basic program texts and materials that the Board has adopted.
2. The Board shall not permit any individual or group to exercise censorship over instructional materials and library collections but recognizes that at times a reevaluation of certain materials may be desirable. Should an individual or group any district student, parent/guardian of a district student, district teacher or district administrator ask to have any book or other material withdrawn from school use:
  - a. The person who objects to the book or other material shall be asked to sign a complaint on a standard form, KEC-E, on which that person will document the criticism.
  - b. Following receipt of the formal complaint, the superintendent or designee shall provide for a reevaluation of the material in question.



- c. The reevaluation shall be based on the points offered above as well as the principles governing the selection of all instructional materials. Additionally, the Board wishes to emphasize that:
  - (1) A book shall not be excluded because of the writer's race or nationality or political or religious views.
  - (2) The value of any book or other material shall be judged as a whole, taking into account the purpose of the material rather than individual, isolated expressions or incidents in the work.
- d. The superintendent or designee shall review the complaint and reevaluation and shall render a decision in the matter. Should the solution be unsatisfactory, the complainant may appeal the decision to the Board.

In summary, the Board assumes final responsibility for all books and instructional materials it makes available to students. It holds its professional staff accountable for their proper selection. It recognizes the rights of individual parents/guardians with respect to controversial materials used by their own children. It will provide for the reevaluation of materials in library collections upon formal request.

Adopted: February 16, 1976  
Revised: September 12, 1984  
Revised: April 22, 1992  
Revised: June 25, 2008  
Revised: October 28, 2015  
Revised:

CROSS REF.: IJ, Instructional Resources and Materials

CONTRACT REF.: SVVEA Agreement, Article 12–Academic Freedom and Controversial Issues

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

## Public Concerns/Complaints about Instructional Resources (Sample Notice) – Exhibit

The reconsideration form will only be completed if you request that this book be removed from the current library. Parents always have the choice to restrict their child’s access to library materials. Please use this form to initiate a request.

Before completing this form, **you must read or view the library item in its entirety.** Forms submitted without a complete examination of the disputed item will not be considered.

1. All fields on this form must be completed in a full and meaningful way.

Your Name:	Date:
Your Address:	
Phone:	Email:
What is your relationship with the district?	
<input type="checkbox"/> Current student <input type="checkbox"/> Parent of the current student <i>Student name:</i>	<input type="checkbox"/> Current staff member <input type="checkbox"/> Other, <i>describe:</i>
Who do you represent? <input type="checkbox"/> Self <input type="checkbox"/> Organization, <i>describe:</i> _____	
What type of resource are you commenting on?	
<input type="checkbox"/> Book <input type="checkbox"/> Ebook <input type="checkbox"/> Periodical <input type="checkbox"/> Database	<input type="checkbox"/> Film/DVD/Kit <input type="checkbox"/> Audio Materials <input type="checkbox"/> Online subscription <input type="checkbox"/> Other:

Title/Description:
Author or creator:
Publisher or producer:
Date of publication or production:
Have you personally read or viewed the material in its entirety ( <b>required</b> )?

The following questions are to be answered after the requester has **read, viewed, or listened to the material in its entirety.**

1. What brought this material to your attention?
2. Explain the purpose and theme of this material as you understand it.
3. If the material is used in an instructional setting, are you aware of the educators' purpose for selecting or producing this material? If so, what is it?

4. Does this material have any redeeming instructional value? What worthy qualities does this material contain?

5. What are your concerns about this material?

6. To what in the material do you object? Please cite page numbers or locations and quote specific passages in the material that demonstrate your concerns.

7. What might be the result of reading, viewing, hearing, or examining this material?

8. How has this material been assessed by professional reviewers or educators? Please provide the text of a review and the citation from an objective, professional review source (e.g., *School Library Journal*, *School Library Connection*, *Library Journal*, *Kirkus*, *Booklist*).

9. In place of the challenged material, what high-quality educational resources do you suggest to provide additional information or other viewpoints on this topic? Please provide title, author, publisher, and copyright date.

<p>10. Please provide the text of a review and the citation from an objective, professional review source for the material you recommended above.</p>
<p>11. What action are you requesting the district take about this material?</p> <p><input type="checkbox"/> Use with professional guidance</p> <p><input type="checkbox"/> Use with parental permission</p> <p><input type="checkbox"/> Re-evaluate the material for removal from the collection</p> <p><input type="checkbox"/> Relocate the material to (circle one) elementary, middle school, and high school</p> <p><input type="checkbox"/> Other, <i>describe</i>:</p>

By signing this form, the request initiator is waiving the right of confidentiality to this information and is granting approval for copies of this form to be shared as necessary with school employees, parents, students, and community members to facilitate a resolution to the concern identified within.

\_\_\_\_\_  
*Signature of request initiator*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date of Receipt of this form*

\_\_\_\_\_  
*Received by*

To be completed by committee member:

Members of the school or district reconsideration committee	
Others in attendance at meetings	
Dates of meetings	
The decision of the school or district reconsideration committee:	

Within the waiting period, did the principal, supervisor, or Assistant Superintendent for Assessment, Curriculum, and Instruction receive any letters from sources within the District that expressed opposition to the decision rendered by the reconsideration committee?

If so, attach the letter(s) and forward all related materials to the Assistant Superintendent for Assessment, Curriculum, and Instruction or designee who will initiate hearing procedures.

Adopted:

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

## Procedures for Public Concerns/Complaints about Instructional Materials – Regulation

### Purpose

To establish the procedures for reviewing challenges of library materials selected according to the current SVVSD curation criteria.

### Overview

#### Standing and Right to Challenge

The district provides opportunities for the parents or legal guardians of children enrolled in the district who are currently subject to and directly impacted by the required use or availability of a specific material in the school library to initiate challenges to the use or availability of specific material consistent with this board regulation. (collectively, “complainants”). District students or staff members currently subject to and directly impacted by the use or availability of specific materials may also initiate such challenges.

District students, parents/legal guardians, teachers or administrators may file one formal reconsideration request at a time with a school in which they attend, have a student enrolled, or where they work. A parent/legal guardian may restrict their student’s access to specific library materials by providing them with related instructions. As a courtesy, parents/legal guardians may request that a note be added to Destiny, the district’s library system, restricting their student’s access to sensitive titles. District staff, however, are not responsible for enforcing parental or guardian guidance to individual students. Students and district employees may file one formal reconsideration request at a time with a school in which they are enrolled or where they work.

### Definitions

*Challenge:* A request by an individual to restrict the use of, withdraw from use, or expand the use of any library materials, as defined herein.

*Complainant:* An individual district student, parent/legal guardian of a district student, or district teacher or administrator making a challenge to library materials, as defined herein.

*District librarian:* A district-level librarian with a teacher librarian endorsement.

*District Reconsideration Committee:* A committee formed at the request of the Assistant Superintendent of Curriculum and Instruction or their designee to address challenges to library materials that are in more than one school. The District Reconsideration Committee members shall consist of a building-level administrator, the district librarian, a teacher, a reading specialist or language arts teacher or school certified librarian, and a member of the district community, as appointed by the Assistant Superintendent of Curriculum and Instruction or their designee.

Library materials are any books, periodicals, or digital items purchased centrally or accepted as gifts by a school’s library.

*School librarian:* A building-level school librarian with a teacher librarian endorsement.

*School library professional:* A building-level school librarian without a teacher librarian endorsement, including Certified Teachers, Media Techs, and Media Clerks.

*School business day* is when a school's office is open for regular school business.

*District business day* is when a district's office is open for regular school business.

### **Procedures Applicable to All Challenges**

- Complainants interested in challenging materials shall be apprised of the procedures and receive a copy.
- The library material in question shall remain on library shelves and in circulation until a decision is made by the school or District Reconsideration Committee, the Superintendent or designee, or the Board of Education under the Formal Reconsideration Request procedures outlined below.
- Concerns regarding library materials begin with an informal conference at the local school. If the complainant is the school principal, the principal may file a Formal Reconsideration Request in lieu of the informal conference.
- Complainants may request removal, restriction, or expanded access to library materials.
- Challenges are limited to one book or other material per challenge.
- No complainant may file a new challenge until all of that individual's previously filed challenges have been decided.
- No complainant may challenge materials on which the School Board has previously ruled or declined to rule until five or more years after the School Board's decision.
- Failure of the complainant to comply with the requirements of this procedure at any step (including the requirement that the complainant will have read the library material in its entirety) will result in dismissal of the challenge.
- A complainant who believes their challenge was improperly dismissed for procedural reasons may appeal to the Superintendent or designee of the principal or committee's decision. Based on the written record, the Superintendent or designee will decide whether or not the challenge should proceed.

## **PROCEDURES**

### **Informal Conference**

1. Before filing a Formal Reconsideration Request, a complainant must meet with the local principal and the school-certified librarian (if applicable, based on the staffing at that school) to identify the specific library material at issue and discuss the



nature of the concern.

2. A complainant should contact the principal to schedule the informal conference.
3. Upon receipt of a complaint, the principal should schedule the informal conference within ten school business days. The meeting should occur at the school that owns the library material. The purpose of this meeting is for school personnel to gather information to inform a future decision regarding the material, and **no decisions** will be made at the meeting.
4. If the principal cannot schedule the informal conference within this period, the complainant is relieved of the responsibility to meet before filing a Reconsideration Request.
5. The principal shall maintain a written record of the informal conference and any subsequent meetings with the complainant relating to the identified library material and share this information with the district librarian.

#### Filing a Formal Reconsideration Request

1. If the complainant's concern about the library material cannot be resolved in the informal conference, the principal shall provide the complainant with an explanation of the reconsideration process, a copy of this SVVSD Reconsideration Procedure, and the form titled SVVSD Reconsideration Request.
2. The complainant is required to complete and submit the reconsideration form to the principal.
3. The matter is closed if a completed reconsideration form is not submitted.
4. If the book is only in one school at a level, it will be a school-based committee at that school. If the book is at more than one school at the level questioned, it will be a district-based committee- see district details below in step 7.
5. Upon receipt of the completed reconsideration form, the principal shall schedule a formal reconsideration meeting. The initial meeting date of the School Reconsideration Committee and any subsequent committee meeting dates shall take into consideration staff resources. The principal shall notify the following individuals of the initial meeting date of the School Reconsideration Committee:
  - a. Assistant Superintendent of Curriculum and Instruction
  - b. District Librarian
  - c. School Reconsideration Committee
  - d. School librarian or school library professional
6. The School Reconsideration Committee (when the book is only in one school at that level) shall be appointed by the principal and consist of a building-level administrator, the school librarian or the district librarian, a teacher, a reading specialist or language arts teacher, and a member of the district community. The

committee's makeup varies depending on the school, but the number should be odd.

7. The District Reconsideration Committee (when the book is at more than one school at that level) shall be appointed by the Assistant Superintendent of Curriculum and Instruction or their designee and consist of a building-level administrator, the district librarian, a teacher, a reading specialist or language arts teacher or school certified librarian, and a member of the district community.
8. The district librarian will obtain digital or print copies of the material to review by the School or District Reconsideration Committee.
9. The district librarian will provide each School or District Reconsideration Committee member with a packet of information that includes:
  - a. SVVSD library materials curation criteria
  - b. SVVSD Library Materials Reconsideration procedure
  - c. The Library Bill of Rights
  - d. Completed SVVSD Reconsideration Request of Library Material form
  - e. Reviews of the resource being reconsidered
  - f. A list of awards or honors, if any, that the material has received
10. The School or District Reconsideration Committee shall follow these procedures:
  - a. The building-level administrator or Assistant Superintendent of Curriculum and Instruction will chair the committee
  - b. At the initial meeting, committee members will review the information packet, including the School Reconsideration Committee procedures.
  - c. The Assistant Superintendent of Curriculum and Instruction shall keep minutes.
  - d. Before voting, all committee members shall fully review the resource (read the entire work) and the information packet. The committee can use outside expertise if necessary to help in its decision-making process.
  - e. The complainant may choose to, but is not required to, make an initial verbal presentation about the resource under reconsideration. The complainant is asked to provide sources for quotes used during this presentation. The committee chair may choose to give committee members time to ask questions.
  - f. The complainant may not participate in or observe the committee's deliberations.
  - g. During the initial or subsequent meetings, the committee will decide, determined by the simple majority, to retain the resource, move the

resource to a different level, or remove the resource. This will be a secret ballot vote.

- h. The committee's written decision, which should reflect the committee's rationale and can include dissenting perspectives, shall be presented to the following individuals within ten school business days after the decision is made:
  - i. Complainant
  - ii. Assistant Superintendent of Curriculum and Instruction
  - iii. District librarian
  - iv. School librarian or school library professional
- i. A decision to sustain a challenge shall not be interpreted as a judgment of irresponsibility on the part of the professionals involved in the original selection or use of the material.
- j. Decisions on reconsidered materials will stand for five years before new requests for reconsideration of those items will be accepted.
- k. The committee will complete this process in accordance with the District Calendar and the availability of committee members.

#### Appeal to the Superintendent or Designee

1. If the complainant wishes to appeal the decision of the School Reconsideration Committee, he or she must file a written request for appeal with the district librarian.
2. A panel selected and chaired by the Superintendent's designee shall review the appeal and make a recommendation to the Superintendent.
3. The Superintendent or designee shall review the panel's recommendations and render a decision.
4. Decisions on reconsidered materials will stand for five years before new requests for reconsideration of those items will be accepted.
5. Any appeal of the Superintendent's or designee's decision shall be submitted to the Board of Education.

#### Appeal to the Board of Education

1. If the complainant wishes to appeal to the Board of Education (Board), he or she shall file a written request for appeal with the Board following the complainant's receipt of the Superintendent's decision.
2. If the same library material is challenged at a future date, a copy of any final written recommendation, decision, and any Board action in the previous challenge shall be sent to the complainant with an explanation that a previous challenge has resolved the issues raised.

3. Counsel may represent any party at any step of the reconsideration process.
4. This procedure is in addition to all other policies/procedures of the District.
5. No complainant may challenge materials on which the Board has previously ruled or declined to rule until five or more years after the Board's decision.

Adopted: