



DISTRICT MISSION

... Ensure that each student is empowered to achieve his or her dreams and contribute to his or her community and world ...

BOARD PURPOSE

Providing highly effective governance for Mapleton's strategic student achievement effort.

CORE ROLES

*Guiding the district through the superintendent
Engaging constituents
Ensuring effective operations and alignment of resources
Monitoring effectiveness
Modeling excellence*

2016 - 2017

FOCUS AREAS

*Student Achievement
Exceptional Staff
Character Development
Learning Environment
Communication
Community Involvement
Facilities Management
District Image*

BOARD MEMBERS

*Cindy Croisant
Steve Donnell
Sheila Montoya
Ken Winslow
Vacancy*

SUPERINTENDENT

Charlotte Ciancio

Mapleton Public Schools Board of Education

Regular Meeting
Administration Building

September 26, 2017
6:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. What's Right in Mapleton
6. Board Business/Organizational Session
 - 6.1 Board Member Appointment
 - 6.2 Oath of Office
 - 6.3 Certificate of Appointment
 - 6.4 Re-Election of Officers
 - 6.5 Resolution of Use of Facsimile Signatures
 - 6.6 Confidentiality Compliance Affidavit
7. Public Participation
8. Approval of Minutes
 - 8.1. Approval of August 22, 2017, Board Meeting minutes
 - 8.2. Approval of September 12, 2017, Study Session minutes
9. Report of the Secretary
10. Consent Agenda
 - 10.1. Personnel Action, Policy GCE/GCF – Ms. Branscum
 - 10.2. Finance Report August 2017, Policy DIC – Ms. Martinez
 - 10.3. Adoption of Policies, Policy BGA – Ms. Ciancio
11. Focus: Exceptional Staff
 - 11.1 Classified School Employee Week, Policy AC – Ms. Branscum
 - 11.2 Dashboard Report – New Licensed Staff, Policy CBA/CBC – Ms. Branscum
12. Focus: Student Achievement
 - 12.1 Mapleton Community Reads Initiative, Policy ILBC – Ms. Toussaint
 - 12.2 Accreditation Report, Policy AED - Mr. Fuller
13. Focus: Community Involvement
 - 13.1 CAAC Update, Policy BDF – Mr. Crawford
 - 13.2 CAAC Appointments, Charges and Updates, Policy AE – Mr. Crawford
 - 13.3 DAAC Appointments, Charges and Updates, Policy AE – Mr. Fuller
14. Discussion of Next Agenda
15. Superintendent's Comments
16. Board Committee Update
17. School Board Discussion/Remarks
18. Next Meeting Notification – Tuesday, October 24, 2017
19. Adjournment

Welcome to a meeting of the Mapleton Public School Board of Education!

The Board's meeting time is dedicated to addressing Mapleton's mission and top-priority focus areas. "Public Participation" is an opportunity during the business meeting to present brief comments or pose questions to the Board for consideration or follow-up. Each person is asked to limit his or her comments to 3 minutes. If you are interested in helping Mapleton's efforts, please talk with any member of the district leadership team or call the district office at 303-853-1015. Opportunities abound. Your participation is desired.

**BOARD OF EDUCATION
Mapleton Public Schools**

September 26, 2017

AUTHORIZING USE OF FACSIMILE SIGNATURE

WHEREAS, _____ has been duly appointed as Treasurer and _____ as Assistant Treasurer of the Board of Education of Mapleton Public Schools at an organizational meeting of the Board held on September 26, 2017; and

WHEREAS, _____ has been duly appointed as Secretary of the Board and Jayna Burtner as Secretary to the Board of Education of Mapleton Public Schools at an organizational meeting of the Board held on September 26, 2017; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education, acting under the authority of C.R.S. 22-32-121 does hereby authorize and approve the use of a facsimile signature for _____ as Treasurer of the Board of Education of Mapleton Public Schools under the terms of the Consent to Use Facsimile Signature; and

BE IT FURTHER RESOLVED that the Board of Education does hereby authorize Shae Martinez, Chief Financial Officer, to affix the facsimile signature of the Board Treasurer to warrants, orders, or checks issued in the conduct of the official fiscal business of Mapleton Public Schools and to negotiate and implement financial transactions of the District; and

BE IT FURTHER RESOLVED that the administration of the School District is directed to purchase a surety bond in an amount prescribed by law for the Treasurer, Secretary, and Secretary to the Board of Education of Mapleton Public Schools

MAPLETON PUBLIC SCHOOLS

ATTEST:

President, Board of Education

Secretary, Board of Education

STATE OF COLORADO)
) ss.
COUNTY OF ADAMS)

CONFIDENTIALITY COMPLIANCE AFFIDAVIT

I, Thomas Moe, personally appearing before the undersigned attesting officer duly authorized to administer oaths, and after first being duly sworn, do state and affirm the following:

1. I am a member of the Board of Education (“Board”) of Mapleton Public Schools, Adams County School District 1 (“District”).

3. I understand that from time-to-time the Board at a public meeting may convene in an executive session devoted to matters covered within the specific provisions of the Colorado Open Meetings Act, C.R.S. § 24-6-402. I acknowledge that I am aware of and will comply with the confidentiality requirements and restrictions applicable to executive sessions of the Board as described in section C.R.S. § 24-6-402.

4. I will comply with these confidentiality requirements and restrictions of C.R.S. § 24-6-402 regardless of whether I participate in the executive session of the Board in person or electronically in accordance with any applicable Board policy adopted pursuant to C.R.S. § 22-32-108(7).

Signature: _____ Date: _____

Subscribed and sworn to before me this _____ day of _____ 20__, by Thomas Moe.

WITNESS my hand and official seal.

My commission expires:_____.

[SEAL]

Notary Public

1.0 CALL TO ORDER

President Ken Winslow called the meeting of the Board of Education – Mapleton Public Schools to order at 6:02 p.m. on Tuesday, August 22, 2017, at the Administration Building.

2.0 ROLL CALL

| | |
|---------------------------------|---------|
| Cindy Croisant – Vice President | Present |
| Steve Donnell – Secretary | Present |
| Sheila Montoya – Treasurer | Present |
| Ken Winslow – President | Present |

3.0 PLEDGE OF ALLEGIANCE

Mr. Winslow led the Pledge of Allegiance.

4.0 APPROVAL OF AGENDA

MOTION: By Ms.Montoya, seconded by Ms. Croisant, to approve the Agenda as presented.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

5.0 WHAT'S RIGHT IN MAPLETON

Mr. Crawford said that the focus of What's Right in Mapleton would be the new CareerX program. He explained that 40 in-coming 9th graders participated in the first CareerX camp this summer, focusing on the basics of construction and architecture. Students learned how to use tools to construct benches and toolboxes, also utilizing math and English language arts skills. Mr. Crawford thanked Mr. Winston Nurse, Ms. Teresa Sena, and Ms. Esther Herreda for piloting this first, very successful CareerX summer camp. CareerX is continuing in four of our schools this year, Clayton, Meadow, Valley View, and Monterey.

Mr. Crawford introduced MEC student, Gabby Wills and Global Leadership student, Yael Sanchez, to share their experiences in the CareerX summer camp. Gabby shared that she loved the learning techniques that were used. She learned about different tools, with the drill being her favorite. She stated that she had completed three toolboxes in one day, gaining more confidence and improving her math skills. The staff was very supportive and made it fun to learn. Yael said that the CareerX summer camp was interesting and enjoyable and he would definitely recommend it to others. His projects included a keyholder and an Adidas logo. He said that he is very excited about this program and is looking forward to next year.

Mr. Donnell asked the students if they knew what a speed square was and how it was used. Yael explained that it is a tool used to find and mark angles.

Ms. Croisant said that the students were at the forefront of this new program and she was excited to see that Mapleton is helping to develop our workforce. There is such a great need for the trades and training.

Mr. Winslow thanked the students for sharing their experiences with the CareerX summer camp. He told them that this is an exciting program and they will learn a lot. He shared that he is also a craftsman and that it is rewarding to see the projects that you worked on in your community. He congratulated them on their participation.

RECESS 6:13 p.m., reconvened at 6:15 p.m.

6.0 PUBLIC PARTICIPATION

None

7.0 APPROVAL OF MINUTES

MOTION: By Ms. Croisant, seconded by Mr. Donnell, to approve the minutes as stated on the Board Agenda dated August 22, 2017: 7.1 Board Meeting minutes of June 27, 2017; Special Board Meeting minutes of July 25, 2017, Study Session minutes of August 16, 2017, and Special Board Meeting minutes of August 16, 2017.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

8.0 REPORT OF THE SECRETARY

None

9.0 CONSENT AGENDA

MOTION: By Ms. Montoya, seconded by Mr. Donnell, to approve Agenda items 9.1 Personnel Action; 9.2 Finance Report for June, 2017; and 9.3 Finance Report for July, 2017, as presented.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

10.0 FOCUS: BOARD BUSINESS

10.1 Board Resolution - Election

RESOLUTION

**FOR THE SPECIAL COORDINATED ELECTION TO BE HELD NOVEMBER 7, 2017
AUTHORIZING THE DESIGNATED ELECTION OFFICIAL TO CANCEL ELECTION**

WHEREAS pursuant to § 1-1-111(2), C.R.S., the Board of Education of Adams County School District No. 1, Mapleton Public Schools, is authorized to designate an election official to exercise the statutory authority of the Board in conducting an election on November 7, 2017; and

WHEREAS pursuant to § 1-5-208, C.R.S., the Board can authorize the Designated Election Official to cancel the election upon certain conditions;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION FOR MAPLETON PUBLIC SCHOOLS THAT:

(1) The Board has named Mike Crawford as the Designated Election Official for the regular biennial district election scheduled for the 7th day of November, 2017; and

(2) The Board hereby authorizes and directs the Designated Election Official to cancel said election, if the legal conditions are met.

(3) The Board further authorizes and directs the Designated Election Official to publish and post notice of the cancellation at the offices of the Designated Election Official and with the Clerk and Recorder of Adams County in which the district is located.

Adopted this 22nd day of August, 2017.

MOTION: By Mr. Donnell, seconded by Ms. Croisant, to adopt the Resolution authorizing the Designated Election Official to cancel the 2017 Regular Biennial School Election as presented.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

11.0 FOCUS: STUDENT ACHIEVEMENT

11.1 Student Travel – District-wide

Mrs. Allenbach explained that over the past four years Mapleton students have benefitted from overnight fieldwork experiences that provide opportunities to support the mastery of standards, such as participating in trips to Cal-Wood Education Center and Keystone Science School. Students have also participated in overnight trips for competitions and tournaments.

She explained that since several necessary and/or valuable student travel requests take place on an annual basis, and to ensure overnight student travel requests were addressed in a timely manner, District administration was seeking Board approval of student travel requests with overnight stays for the 2017-2018 school year.

Mrs. Allenbach also explained that all student travel taking place throughout the school year would be recapped for the Board through quarterly reports. She noted that all student travel requests involving students in grades PK-3, as well as out-of-state student travel requests, would continue to be presented in advance for Board approval.

MOTION: By Ms. Croisant, seconded by Mr. Donnell, to approve occasional overnight stays for students who participate in District clubs, Athletics, Performing Arts, Jr. ROTC and fieldwork experiences as presented.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

11.2 Constitution Day

Ms. Toussaint noted that in August of 2009, the Mapleton Board of Education declared the annual recognition of September 17, 2017 as Constitution Day. Because September 17th falls on a Sunday this year, Mapleton staff and students will recognize Constitution Day during the week of September 18, 2017. Specifically, Ms. Toussaint noted:

- Each 5th grade classroom will receive an instructional resource package from Liberty Day.
- All 5th grade students would have the opportunity to participate in the Saluting America Tribute Card Program.
- All 12th grade students would receive a copy of the Constitution.

11.3 Dashboard Report - Attendance

Ms. Blumenschein explained that each year, school districts across Colorado are required to submit attendance and behavior data to the Colorado Department of Education. The purpose of the Dashboard Report was to provide information to the Board related to the attendance and behavior reporting for the 2016-2017 school year, including longitudinal data. She then reviewed charts comparing daily average attendance, both district-wide and by school; chronic absenteeism; and suspensions and expulsions.

Ms. Blumenschein stated that the trend shows a slow but steady increase in attendance District-wide while the state shows a slight decline in average yearly attendance. She also pointed out the significant decline in expulsions over the past three years, noting that the consistent implementation of classroom management programs along with continued professional development in the areas of social emotional well-being attribute to the reduction.

Mr. Donnell commented that as he had been seeking petition signatures for the Board election in November, community members shared with him that they are seeing a definite improvement in the behavior of our Mapleton students. He pointed out that the dashboard report showed the dramatic decrease in suspensions and expulsions for last year which is reflected in our community.

11.4 MAP Assessment Report

Mrs. Allenbach reported the District used the Measurement of Academic Progress (MAP) to assess student achievement periodically throughout the school year. She explained that MAP was a computerized, standardized assessment which precisely measured progress and growth for each individual student.

Mrs. Allenbach reviewed graphs showing median test percentiles for elementary, middle school and high school students in the areas of reading, language usage and math. She summarized those results by saying:

- Student achievement has been flat over the past 3 years in all content areas and at all grade spans.
- Student growth has also remained flat at the elementary and high school level.
- Student growth has declined in all content areas at the middle school level which is being addressed in the District Unified Improvement Plan with a focus on student engagement and support at the middle level.

Ms. Croisant asked if it was typical for Language Usage scores to be higher than reading scores. Ms. Ciancio responded that the District always expects Language Usage scores to be higher than reading because those scores are based on skills rather than high level comprehension.

12.0 FOCUS: COMMUNICATION

12.1 4th Quarter FY 2017 Financial Report

Ms. Martinez said the Board was provided with a Quarterly Financial Report for the 4th Quarter FY 2017 period ended June 30, 2017. She then reviewed details of the 4th Quarter financials covering April 1 - June 30, 2017. Ms. Martinez pointed out that the increase of insurance premiums should level off soon.

MOTION: By Ms. Montoya, seconded by Mr. Donnell, to approve the 4th Quarter Fiscal Year 2017 Financial Report as presented.

Ms. Croisant asked for clarification on the Building Fund balance. Ms. Martinez explained that the remaining budgeted fund balance for FY 2017 was \$115.2 million.

Note: The attached Building Fund Power Point was updated to respond to Ms. Croisant's question.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

12.2 Attendance Awareness Month

Ms. Blumenschein explained that September was recognized nationally as Attendance Awareness Month. She noted this recognition gave the District the opportunity to communicate the importance of consistent attendance at the local level. She asked that as part of the District's emphasis on attendance, the Board proclaim September as Attendance Awareness Month.

MOTION: By Ms. Croisant, seconded by Mr. Donnell, to proclaim the month of September as Attendance Awareness Month.

In his comments, Mr. Winslow recognized the importance of this proclamation and the opportunity to celebrate the District focus on attendance.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

12.3 Grant Request

Mr. Crawford, on behalf of Ms. Setzer, explained that Mapleton has seen an increase in disciplinary referrals related to substance abuse last year. The School Health Professionals grant from the Colorado Department of Education will allow the District to hire and train four CDE-licensed school counselors who will focus their work in four schools: Academy High School, Big Picture College and Career Academy, Mapleton Expeditionary School of the Arts and Valley View.

District administration is asking for approval to accept the amount of \$258,082 per year for a total of \$774,246. The District will provide a match in the amount of \$25,808 per year for three years.

MOTION: By Mr. Donnell, seconded by Ms. Montoya, to accept a three-year School Health Professionals grant from the Colorado Department of Education in the amount of \$258,082 per year for a total of \$774,246 as presented.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

12.4 Grant Request

Mr. Crawford, on behalf of Ms. Setzer, explained that over the last two years, the Colorado Department of Education Student Re-Engagement Grant has supported programs aimed at increasing student engagement at Academy High School, MESA, York International, MEC

and North Valley. Tutoring services, attendance and social-emotional supports as well as CareerX and Trips for Kids have all been made possible because of this grant.

Administration is asking approval to accept the funding for year threes.

MOTION: By Ms. Montoya, seconded by Ms. Croisant, to accept \$170,976 from the Colorado Department of Education to fund year three of the Student Re-engagement grant as presented.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

12.5 Grant Request

Mr. Crawford, on behalf of Ms. Setzer, explained that Meadow Community School is in the third year of the five-year, 21st Century grant. The funding allows the school to offer a rich after-school menu of opportunities for students including art, music and theater. The additional money this year will make it possible for Meadow to offer even more enrichment programs.

MOTION: By Ms. Croisant, seconded by Ms. Montoya, to accept \$87,040 from the Colorado Department of Education for Meadow Community School's 21st Century Community Learning Centers grant as presented.

Ms. Croisant asked about the student participation at Meadow for these activities. Ms. Ciancio reported that the participation is high and the activities are always busy.

AYES: Ms. Croisant, Mr. Donnell, Ms. Montoya, and Mr. Winslow
Motion carried: 4-0

13.0 DISCUSSION OF NEXT AGENDA

Mr. Winslow said that the next meeting would be September 26, 2017 at the new Broadway Administration Building. The agenda will include the following: Classified Employee Week, a dashboard report on New Licensed Staff and a DAAC update.

14.0 SUPERINTENDENT'S COMMENTS

During her report, Ms. Ciancio welcomed the Board back for the first meeting of the 2017-2018 school year. She said that almost all students were back in class, with Big Picture College and Career and Welby Community starting right after Labor Day. She said that the District had received the temporary certificate of occupancy and Big Picture was moving in. The District Administration and staff will have everything ready to move to the new Administration building on September 22 and report to the new offices on Monday, September 25. Operations and Transportation will then move their offices into the main building on the 80th Street Campus.

Ms. Ciancio reported that enrollment for kindergarten and preschool is looking very strong for this year. Staff will have a better idea of enrollment numbers at the next Board meeting. The District will be adding an additional Preschool class at Adventure Elementary for and additional fifteen students.

Ms. Ciancio shared some construction updates. She stated that Welby Community was on track to open on September 5th and would be ready for students. Adventure Elementary

has some water issues which are being resolved. The Community Accountability Advisory Committee will give a more detailed construction update at the September meeting.

15.0 BOARD COMMITTEE UPDATE

Ms. Croisant reported that the Rocky Mountain Risk did not meet in August. She stated that Adams 14 and Adams 12 had paid the outstanding fees that were owed. Meetings will resume in September.

Mr. Donnell reported that the Mapleton Education Foundation will host the Annual Gala on October 20 at the Westin Hotel in Westminster. Tickets will be \$130.00 per person. Mr. Donnell explained that people could also purchase a table for this event. He also encouraged individuals and groups to create baskets for the auction and explained that the baskets donated for the Silent Auction are a huge part of the fundraising.

16.0 SCHOOL BOARD DISCUSSION / REMARKS

None

17.0 NEXT MEETING NOTIFICATION

The next Board meeting will be at 6:00 p.m. on Tuesday, September 26, 2017, at the Broadway Administration Boardroom.

18.0 ADJOURNMENT

Mr. Winslow noted the Board would meet in a staff debrief session following the business meeting.

The Board motioned to adjourn at 6:57 p.m.

Kenneth Winslow, Board President

Stephen Donnell, Board Secretary

Submitted by Jayna Burtner, Recording Secretary for the Board of Education

Members of The Board of Education – Mapleton Public Schools met in study session at 5:30 p.m. on Tuesday, September 12, 2017, at the Administration Building Boardroom.

Present: Cindy Croisant – Vice President
 Steve Donnell – Secretary
 Sheila Montoya - Treasurer
 Ken Winslow - President

During the meeting, the Board:

- Toured the new Administration offices and Big Picture College and Career Academy.
- Received a report on Accreditation (Board Policy AED) focusing on Global Primary, Meadow Community and Connections. Strengths and gaps for each school were discussed and strategies for improvement were reviewed.
- Reviewed updated and revised Board Policies.
- Received a construction update.
- Considered options for naming the new school in the Midtown area.

No official Board action was taken at the meeting.

Kenneth Winslow, Board President

Stephen Donnell, Board Secretary

Submitted by Jayna Burtner, Recording Secretary for the Board of Education

Memo

TO: Charlotte Ciano, Superintendent
FROM: Erica Branscum, Executive Director, Talent Recruitment and Development
DATE: September 21, 2017

Policy: Professional Staff Recruiting and Hiring, Policy GCE/GCF
Report Type: Decision Making (Consent)
SUBJECT: Personnel Action

Policy Wording: The Board of Education for Mapleton Public Schools directs the Superintendent to develop and maintain a recruitment program designed to attract and hold the best possible personnel.

Decision Requested: The Office of Human Resources recommends the following personnel information to be approved by Board Action at the regular meeting of September 26, 2017.

CLASSIFIED STAFF

| <u>NEW EMPLOYEES</u> | <u>POSITION/FACILITY</u> | <u>EFFECTIVE DATE</u> | <u>REASON</u> |
|----------------------------------|---------------------------------------|------------------------------|----------------------|
| Alvarado, Julie | Nutrition Services Sub./District | 08/30/2017 | New Hire |
| Astorga, Victor | Bus Driver/Transportation | 09/14/2017 | Re-Hire |
| Castro, Lucia | Substitute Custodian/District | 09/12/2017 | Re-Hire |
| Castro-Dreiling, Kristina | Bus Paraprofessional/Transportation | 09/05/2017 | New Hire |
| Croisant, Nicole | Instructional Para./Valley View | 09/18/2017 | Re-Hire |
| Crook, Gloria Kate | Exec. Secretary/Technology | 08/23/2017 | New Hire |
| Crow, Melanie | Preschool Para./Achieve | 08/23/2017 | New Hire |
| Diehl, Rebecca | Preschool Para. Sub./District | 08/21/2017 | New Hire |
| Dixon, La Crea | Lunch/Playground Para./Achieve | 09/08/2017 | Re-Hire |
| Eberlein, Ford | Bus Paraprofessional/Transportation | 08/21/2017 | New Hire |
| Haynes, Aimee | Special Education Para./Achieve | 09/06/2017 | New Hire |
| Hernandez, Brooke | Bus Paraprofessional/Transportation | 08/29/2017 | New Hire |
| Lahr, Andrea | Special Education Para./Clayton | 09/05/2017 | New Hire |
| Lucas, Jasmine | Special Education Para./Achieve | 08/07/2017 | New Hire |
| Marcoot, Alayna | Health Para./BPCCA | 08/07/2017 | New Hire |
| Martinez, JoAnn | Nutrition Services Assistant/District | 09/18/2017 | New Hire |
| Martinez, Rachel | Custodian/Administration | 09/05/2017 | New Hire |
| Munoz, Gabriela | Nutrition Services Assistant/Meadow | 09/05/2017 | New Hire |
| Munoz, Rosa | Nutrition Services Sub./District | 09/14/2017 | New Hire |
| Olivas, Blanca | Nutrition Services Sub./District | 09/20/2017 | New Hire |
| Ott, Leon | Custodian/District | 08/21/2017 | New Hire |
| Palacios, Ericka | Nutrition Services Sub./District | 08/24/2017 | New Hire |
| Ramirez, Melina | Preschool Para./Global Primary | 09/11/2017 | New Hire |
| Saerang, Wasana | Bus Paraprofessional/Transportation | 09/12/2017 | New Hire |
| Salazar, Arthur | Substitute Custodian/District | 09/07/2017 | Re-Hire |
| Sennott, Lauren | Special Education Para./Achieve | 09/06/2017 | New Hire |
| Sowell, Veronica | Special Education Para./Achieve | 10/02/2017 | New Hire |
| Spencer, Garry | Substitute Custodian/District | 09/20/2017 | New Hire |
| Webber, Vivian | Bus Driver/Transportation | 08/24/2017 | New Hire |
| Woodard, Lawanda | Nutrition Services Sub./District | 09/05/2017 | New Hire |
| <u>RESIGNATIONS/TERM.</u> | <u>POSITION/FACILITY</u> | <u>EFFECTIVE DATE</u> | <u>REASON</u> |
| Bierdek, Betsy | Special Education Para./Adventure | 08/25/2017 | Resignation |
| Brashers, Donna | Special Education Para./Achieve | 08/14/2017 | Resignation |
| Gaona, Cynthia | Office Clerk/Para./Monterey | 09/17/2017 | Resignation |
| Johnson, Linette | Bus Driver/Transportation | 08/31/2017 | Resignation |
| Kroonenberg, Amanda | Secretary/Achieve | 09/27/2017 | Resignation |
| Reyes, Clara | Custodian/Achieve | 08/28/2017 | Resignation |
| Scanlan, Marie | Preschool Para./Welby | 08/07/2017 | Reduction |

CLASSIFIED REQUESTS

Cynthia Valdez, Secretary at York, is requesting a Family Medical Leave of Absence beginning September 26, 2017 through October 17, 2017.

LICENSED STAFF

| <u>NEW EMPLOYEES</u> | <u>POSITION/FACILITY</u> | <u>EFFECTIVE DATE</u> | <u>REASON</u> |
|----------------------------------|-----------------------------------|------------------------------|----------------------|
| Jacobson, Jenna | Early Childhood Special Ed./Welby | 08/23/2017 | New Hire |
| Timmerman, Rebecca | Kindergarten/Monterey | 08/28/2017 | New Hire |
| <u>RESIGNATIONS/TERM.</u> | <u>POSITION/FACILITY</u> | <u>EFFECTIVE DATE</u> | <u>REASON</u> |
| Rodriguez, Stephanie | School Psychologist/District | 09/11/2017 | Resignation |
| Waldrop, Angela | .5 Intervention/Clayton | 08/07/2017 | Resignation |

LICENSED REQUESTS

Melanie Bosquez, Instructional Guide at Achieve, is requesting a maternity leave of absence beginning October 9, 2017 through December 20, 2017.

Benjamin Schneider, English Teacher at York, is requesting a Family Medical Leave of Absence beginning August 25, 2017 through September 12, 2017.

Lanaye Smith, 3rd Grade Teacher at Monterey, is requesting a Family Medical Leave of Absence beginning August 9, 2017 through September 15, 2017.

ADMINISTRATION STAFF

| <u>NEW EMPLOYEES</u> | <u>POSITION/FACILITY</u> | <u>EFFECTIVE DATE</u> | <u>REASON</u> |
|----------------------------------|---------------------------------|------------------------------|----------------------|
| | No requests at this time | | |
| <u>RESIGNATIONS/TERM.</u> | <u>POSITION/FACILITY</u> | <u>EFFECTIVE DATE</u> | <u>REASON</u> |
| | No requests at this time | | |

ADMINISTRATION REQUESTS

Paul Frank, Director of Operations, is requesting to retire September 30, 2017 and transition through the end of the 2017-2018 school year.

SUBSTITUTE TEACHERS/OTHER ON CALL

| <u>ADDITIONS</u> | <u>DELETIONS</u> |
|-------------------------|-------------------------|
|-------------------------|-------------------------|

No requests at this time

**MAPLETON PUBLIC SCHOOLS
ADAMS COUNTY SCHOOL DISTRICT NO 1
REVENUES & EXPENDITURES**

GENERAL FUND

| | Period* <u>Jul 1 - Jul 31</u> | Year to Date** <u>2017-18</u> | Budget*** <u>2017-18</u> |
|---------------------------------------|----------------------------------|----------------------------------|-----------------------------|
| REVENUES | | | |
| Total Local Revenue | 648,332 | 729,169 | 26,567,092 |
| Total Intermediate Revenue | 0 | 0 | 7,755 |
| Total County Revenue | 0 | 0 | 0 |
| Total State Revenue | 3,980,430 | 7,839,604 | 49,930,341 |
| Total Federal Revenue | 0 | 0 | 0 |
| Total Transfers | (289,134) | (1,019,134) | (3,614,695) |
| Total Loan Revenue | 0 | 0 | |
| Total General Fund Revenue | <u>4,339,628</u> | <u>7,549,639</u> | <u>72,890,493</u> |
| EXPENDITURES | | | |
| Total Salaries | 929,720 | 1,802,224 | 39,273,393 |
| Total Benefits | 247,082 | 485,024 | 10,651,061 |
| Total Purchased Professional Services | 129,696 | 163,961 | 10,171,920 |
| Total Purchased Property Services | 113,699 | 208,669 | 1,360,130 |
| Total Other Purchased Services | 1,475,535 | 2,749,894 | 1,702,724 |
| Supplies & Materials | 272,636 | 317,885 | 11,513,382 |
| Property | 11,768 | 11,648 | 551,082 |
| Other Objects | 4,115 | 20,328 | (606,438) |
| Other Uses of Funds | 0 | 0 | - |
| Other | | | |
| Total General Fund Expenditures | <u>3,184,251</u> | <u>5,759,632</u> | <u>74,617,254</u> |
| Beginning Fund Balance | | 8,335,571 | |
| Fund Balance Year to Date | | 10,125,577 | |

* Revenue and Expenditures for the month.

**Revenue and Expenditures from July 1, 2017

*** Based on Adopted FY2017-18 Budget

**MAPLETON PUBLIC SCHOOLS
ADAMS COUNTY SCHOOL DISTRICT NO 1
REVENUES & EXPENDITURES**

GENERAL FUND

| | Percent of 2017-18 | Prior Year to Date 2016-17 | Percent of 2016-17 |
|---------------------------------------|-----------------------|-------------------------------|-----------------------|
| REVENUES | | | |
| Total Local Revenue | 2.74% | 441,234 | 1.66% |
| Total Intermediate Revenue | 0.00% | 0 | 0.00% |
| Total County Revenue | 0.00% | 0 | 0.00% |
| Total State Revenue | 15.70% | 8,225,436 | 16.47% |
| Total Federal Revenue | 0.00% | 0 | 0.00% |
| Total Transfers | 28.19% | (1,090,020) | 30.16% |
| Total Loan Revenue | 0.00% | 0 | 0.00% |
| Total General Fund Revenue | 10.36% | 7,576,650 | 10.39% |
| EXPENDITURES | | | |
| Total Salaries | 4.59% | 1,881,592 | 4.79% |
| Total Benefits | 4.55% | 502,063 | 4.71% |
| Total Purchased Professional Services | 1.61% | 225,594 | 2.22% |
| Total Purchased Property Services | 15.34% | 408,639 | 30.04% |
| Total Other Purchased Services | 161.50% | 2,827,205 | 166.04% |
| Supplies & Materials | 2.76% | 271,841 | 2.36% |
| Property | 2.11% | 74,066 | 13.44% |
| Other Objects | -3.35% | 9,616 | -1.59% |
| Other Uses of Funds | 0.00% | 0 | 0.00% |
| Other | 0.00% | | 0.00% |
| Total General Fund Expenditures | 7.72% | 6,200,618 | 8.31% |

**MAPLETON PUBLIC SCHOOLS
ADAMS COUNTY SCHOOL DISTRICT NO 1
REVENUES & EXPENDITURES**

OTHER FUNDS

| | Period* <u>Jul 1 - Jul 31</u> | Year to Date** <u>2017-18</u> | Budget*** <u>2017-18</u> |
|---------------------------------|----------------------------------|----------------------------------|-----------------------------|
| REVENUES | | | |
| CPP/Preschool Fund | 189,205 | 189,276 | 1,494,895 |
| Governmental Grants Fund | 96,830 | 135,330 | 3,456,893 |
| Capital Reserve Fund | 104,374 | 106,470 | 1,396,000 |
| Insurance Reserve Fund | 17 | 730,031 | 730,275 |
| Bond Redemption Fund | 5,960 | 5,960 | 13,003,611 |
| Food Service Fund | 9,076 | 9,968 | 2,573,816 |
| Building Fund | 85,742 | 171,012 | 6,504,158 |
| Total Revenue, Other Funds | <u>491,204</u> | <u>1,348,047</u> | <u>29,159,648</u> |
| EXPENDITURES | | | |
| CPP/Preschool Fund | 15,099 | 24,680 | 1,491,074 |
| Governmental Grants Fund | 81,975 | 93,532 | 3,456,893 |
| Capital Reserve Fund | 592,994 | 1,689,068 | 2,916,867 |
| Insurance Reserve Fund | 1,849 | 725,109 | 729,886 |
| Bond Redemption Fund | - | - | 14,394,492 |
| Food Service Fund | 99,840 | 125,649 | 2,965,339 |
| Building Fund | 3,824,586 | 4,777,271 | 65,837,171 |
| Total Expenditures, Other Funds | <u>4,616,343</u> | <u>7,435,309</u> | <u>91,791,722</u> |

* Revenue and Expenditures for the month.

**Revenue and Expenditures from July 1, 2017

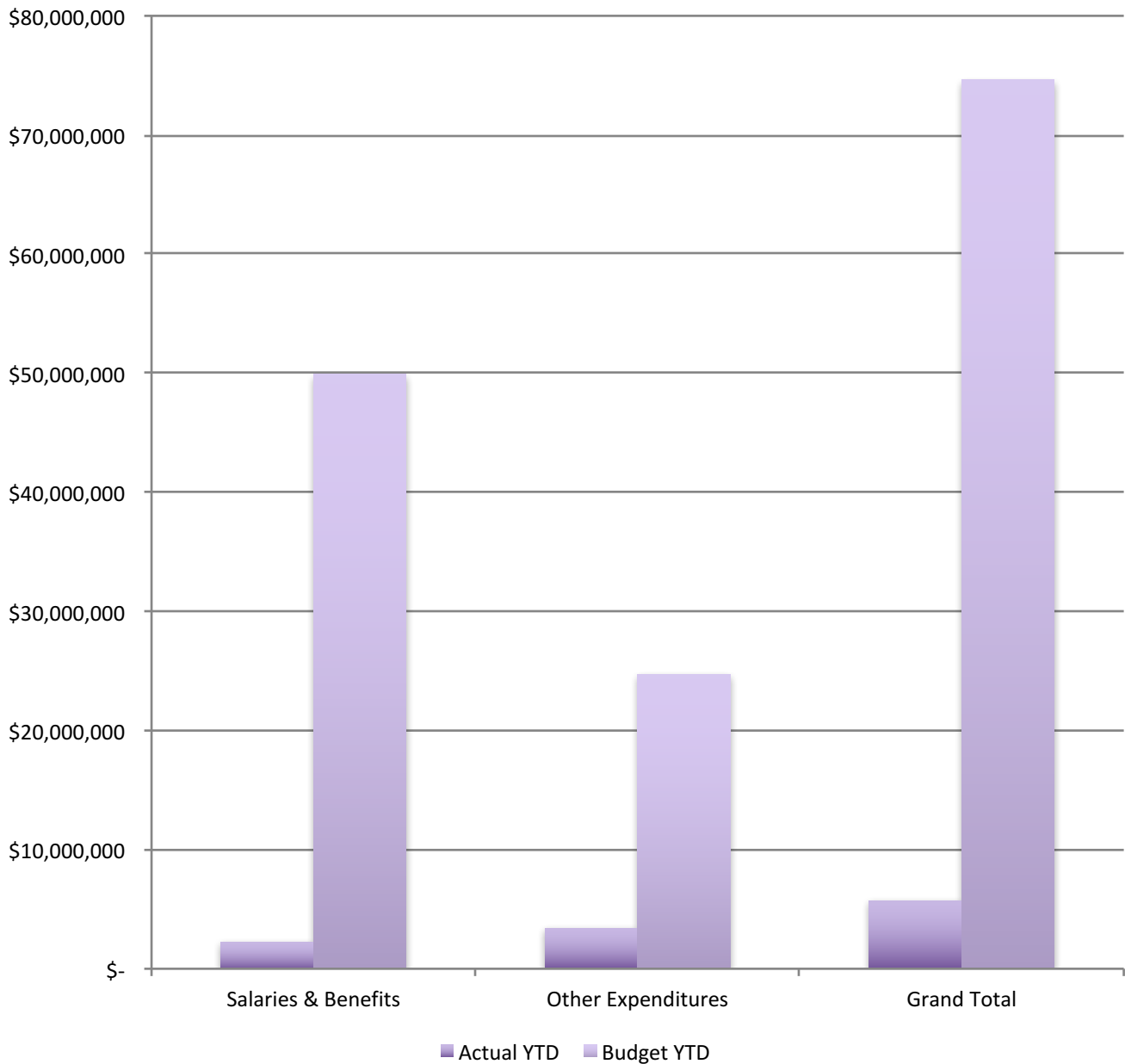
*** Based on Adopted FY2017-18 Budget

**MAPLETON PUBLIC SCHOOLS
ADAMS COUNTY SCHOOL DISTRICT NO 1
REVENUES & EXPENDITURES**

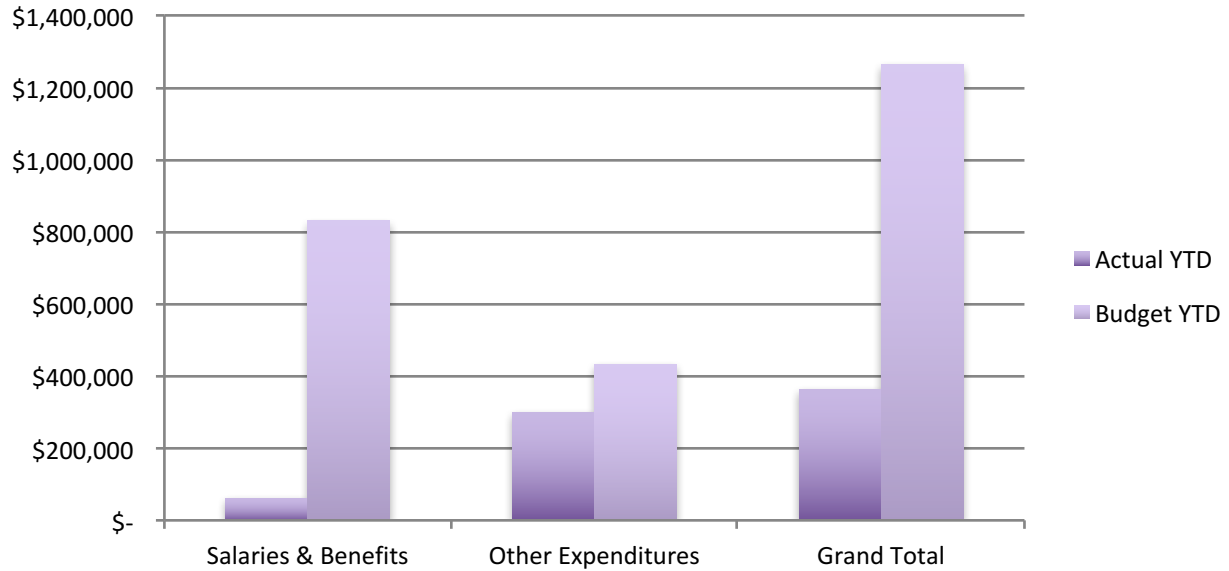
OTHER FUNDS

| | Percent of <u>2017-18</u> | Prior Year to Date <u>2016-17</u> | Percent of <u>2016-17</u> |
|---------------------------------|------------------------------|--------------------------------------|------------------------------|
| REVENUES | | | |
| CPP/Preschool Fund | 12.66% | 140,065 | 9.37% |
| Governmental Grants Fund | 0.00% | 123,567 | 24.91% |
| Capital Reserve Fund | 7.48% | 610,072 | 43.70% |
| Insurance Reserve Fund | 0.00% | 408,024 | 55.87% |
| Bond Redemption Fund | 0.05% | 4,449 | 0.03% |
| Food Service Fund | 0.35% | 162,238 | 6.30% |
| Buidling Fund | 0.00% | | 0.00% |
| Total Revenue, Other Funds | <u>4.62%</u> | <u>1,448,416</u> | <u>5.53%</u> |
| EXPENDITURES | | | |
| CPP/Preschool Fund | 1.66% | 19,546 | 1.31% |
| Governmental Grants Fund | 0.00% | 256,164 | 51.64% |
| Capital Reserve Fund | 57.91% | 508,902 | 17.45% |
| Insurance Reserve Fund | 99.35% | 417,652 | 57.22% |
| Bond Redemption Fund | 0.00% | 0 | 0.00% |
| Food Service Fund | 4.24% | 152,902 | 5.16% |
| Building Fund | 0.00% | | 0.00% |
| Total Expenditures, Other Funds | <u>8.10%</u> | <u>1,355,166</u> | <u>1.53%</u> |

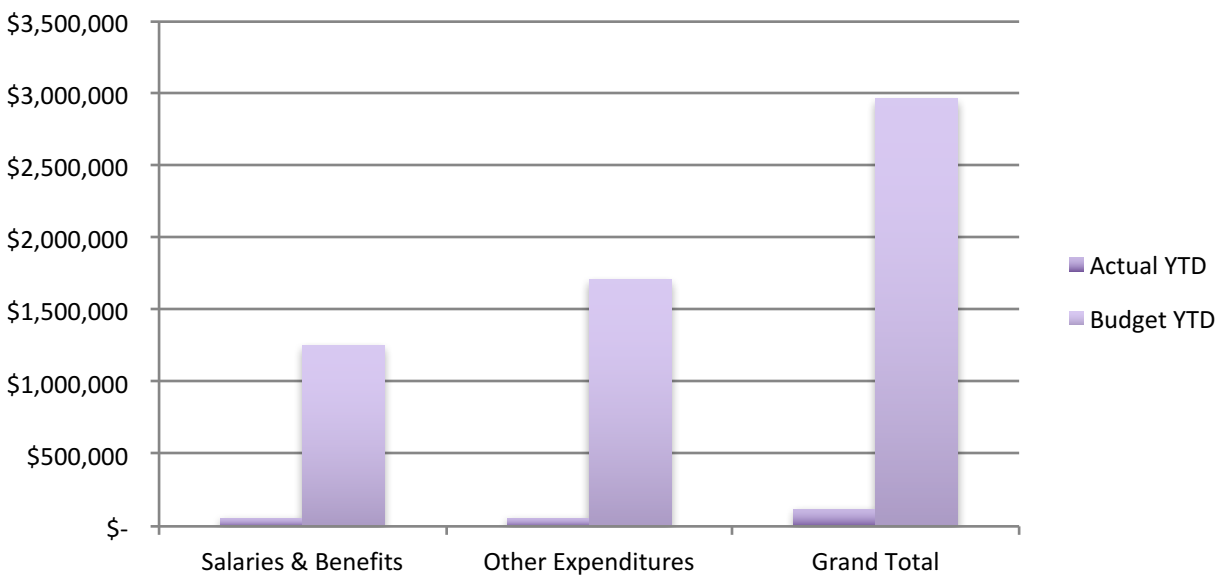
Executive Financial Summary
General Fund Unaudited Expenditures
Budget vs. Actual
As of August 31, 2017



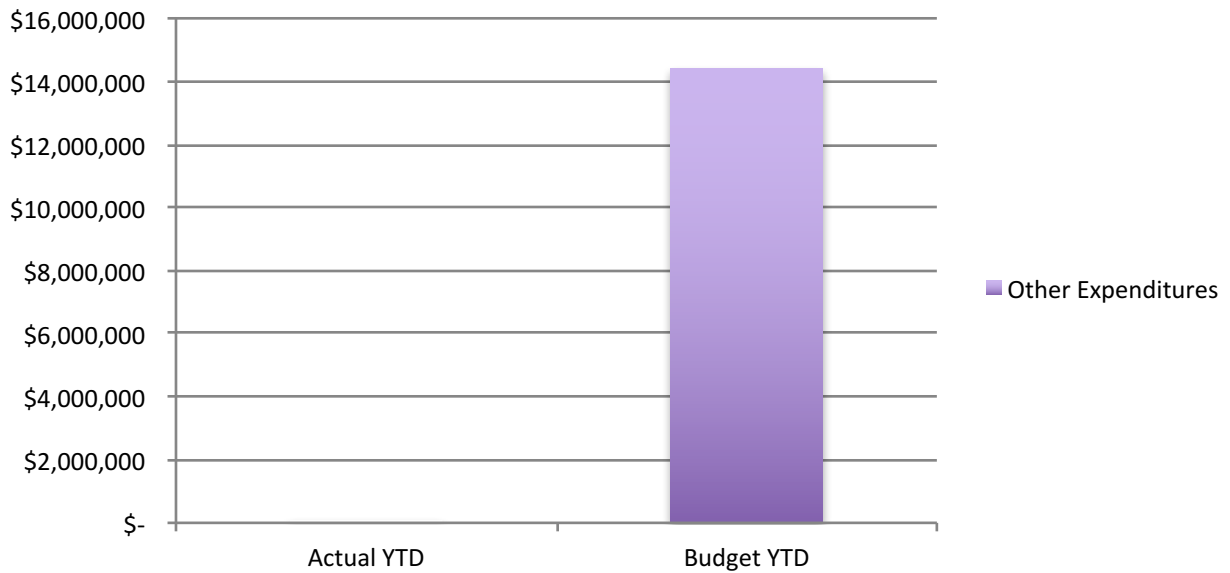
Grants Fund
Budget vs. Actual Expenditures
As of August 31, 2017
(Unaudited)



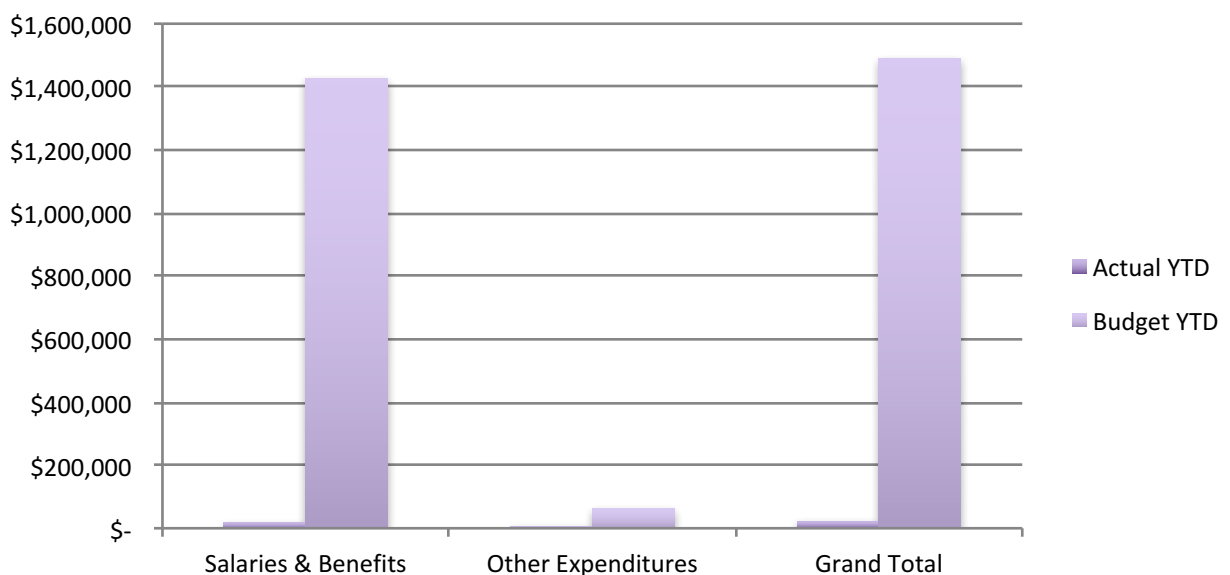
Nutrition Services Fund
Budget vs. Actual Expenditures
As of August 31, 2017
(Unaudited)



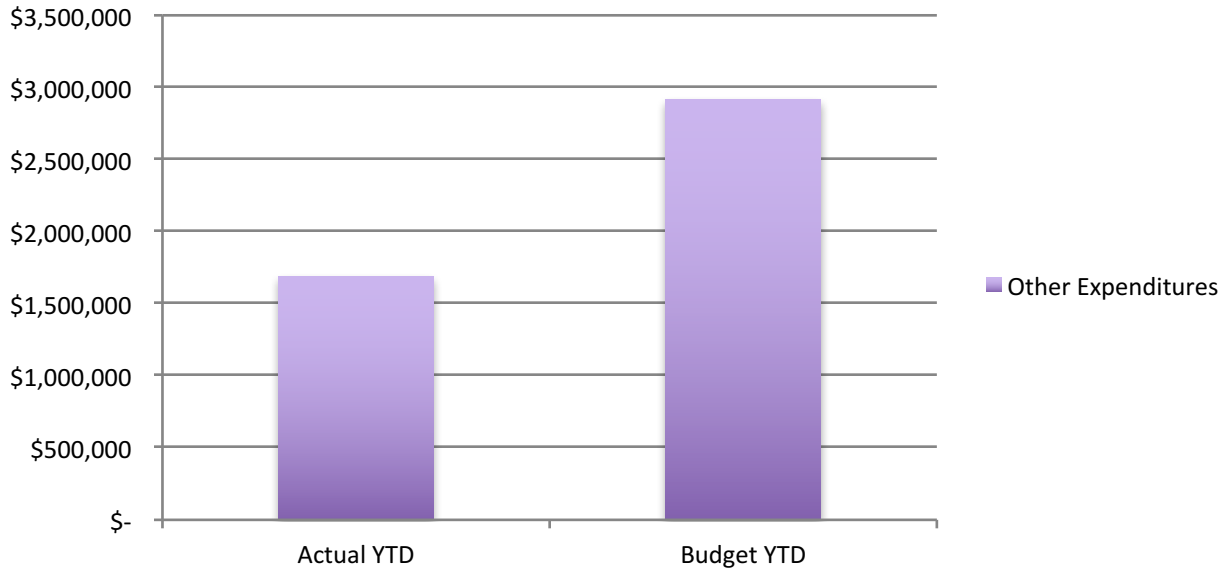
Bond Redemption Fund **Budget vs. Actual Expenditures** **As of August 31, 2017** **(Unaudited)**



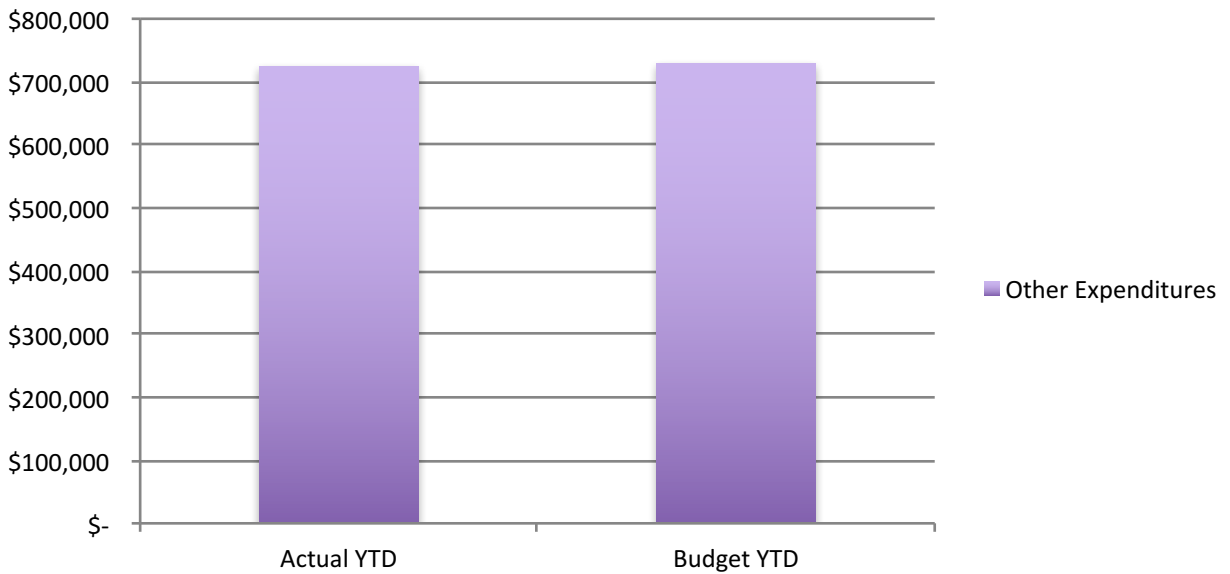
CPP Fund **Budget vs. Actual Expenditures** **As of August 31, 2017** **(Unaudited)**



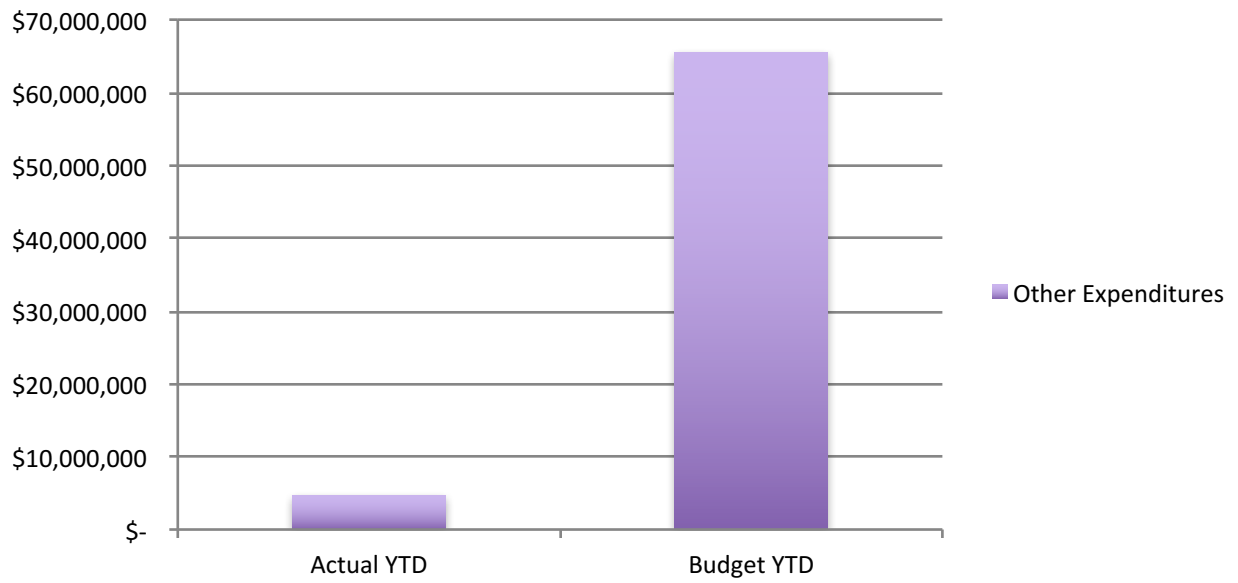
Capital Reserve Fund
Budget vs. Actual Expenditures
As of August 31, 2017
(Unaudited)



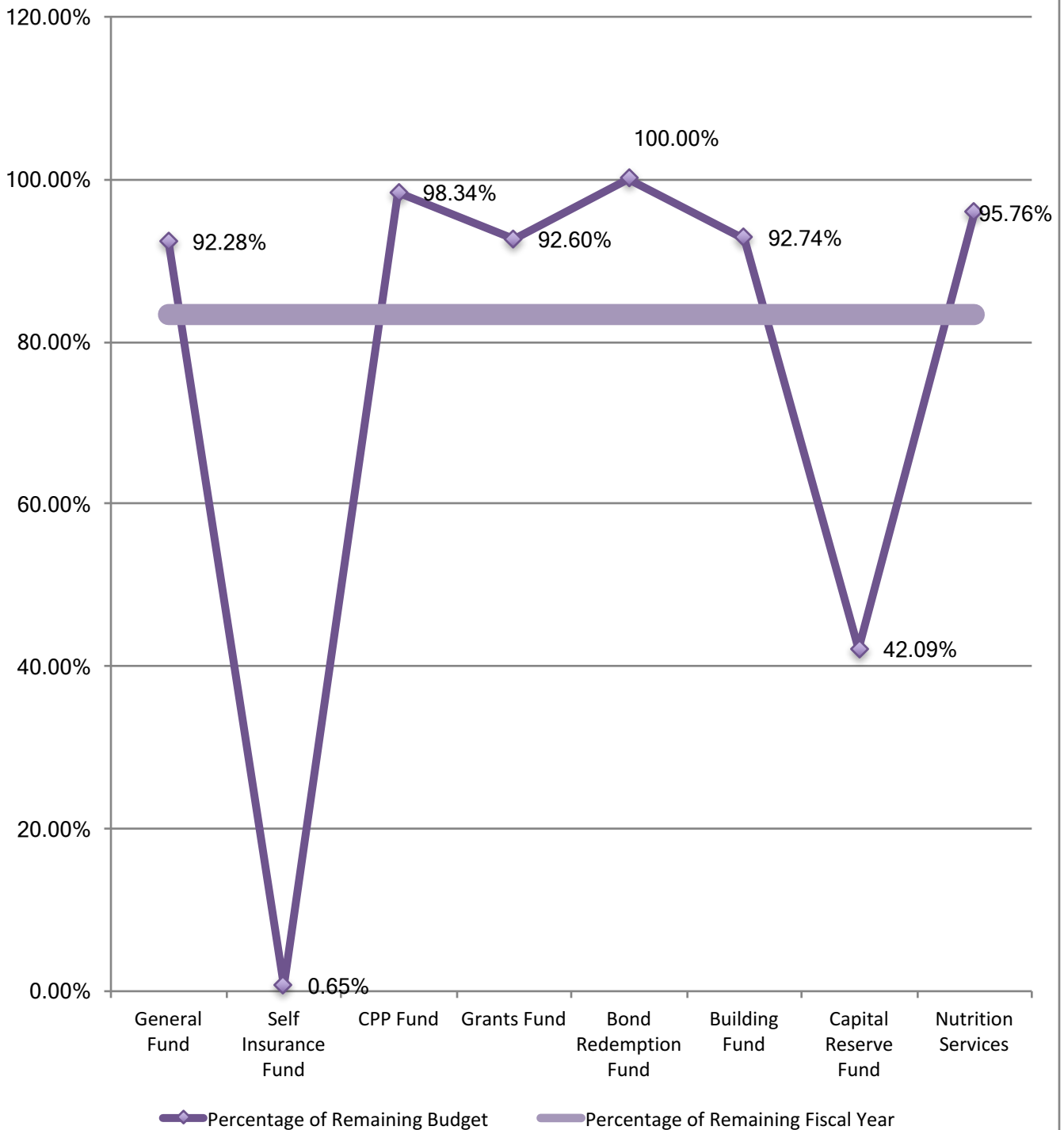
Insurance Reserve Fund
Budget vs. Actual Expenditures
As of August 31, 2017
(Unaudited)



Building Fund
Budget vs. Actual Expenditures
As of August 31, 2017
(Unaudited)



2017-18 Percentage of Budget Remaining by Fund **August 31, 2017** **(Unaudited)**



Mapleton Public Schools

Account Level Balance Sheet As of 08/31/2017

Fiscal Year: 2017-2018

| | | <u>Year To Date</u> |
|-------------------------------------------|---------------------------------------|-------------------------|
| General Fund | | |
| ASSET | | |
| LineDesc | | YTD |
| 10.000.00.0000.8101.000.0000.00 | Cash-US Bank | (\$4,597,702.70) |
| 10.000.00.0000.8101.000.0000.01 | Cash-NVB | \$47,334.45 |
| 10.000.00.0000.8111.000.0000.01 | Investment-ColoTrust | \$1,175,133.72 |
| 10.000.00.0000.8132.000.0000.19 | Due To/From C.P.P. Fund | (\$169,071.58) |
| 10.000.00.0000.8132.000.0000.21 | Due To/From Food Service Fund | (\$82,931.68) |
| 10.000.00.0000.8132.000.0000.22 | Due To/From Gov't Grants Fund | \$6,642.73 |
| 10.000.00.0000.8132.000.0000.41 | Due to / From bldg fund | \$12,787.73 |
| 10.000.00.0000.8132.000.0000.73 | Due To/From ECPAC | (\$135,109.84) |
| 10.000.00.0000.8132.000.0000.74 | Due To/From Student Activities | \$822.84 |
| 10.000.00.0000.8132.000.0000.85 | Due To/From MEF | (\$1,003.41) |
| 10.000.00.0000.8153.000.0000.01 | Accounts Receivable | (\$329,561.66) |
| 10.000.00.0000.8153.000.0000.02 | Accounts Receivable-Retired | (\$157.11) |
| 10.000.95.0000.8142.000.4010.00 | Consolidated Title I Receivable | (\$291,923.00) |
| 10.519.00.0000.8141.000.0000.00 | AFROTC Reimbursable A/R | (\$4,125.55) |
| ASSET | | (\$4,368,865.06) |
| LIABILITY | | |
| LineDesc | | YTD |
| 10.000.00.0000.7421.000.0000.01 | Prior Yrs Accounts Payable | \$227,226.18 |
| 10.000.00.0000.7471.000.0000.00 | Direct Deposit Payable | \$3,167,168.18 |
| 10.000.00.0000.7471.000.0000.01 | Payable-PERA | \$1,217,805.13 |
| 10.000.00.0000.7471.000.0000.02 | Payable-Federal Tax W/H | \$392,749.92 |
| 10.000.00.0000.7471.000.0000.03 | Payable-State Tax W/H | \$130,393.32 |
| 10.000.00.0000.7471.000.0000.05 | Payable-Kaiser | \$570,674.44 |
| 10.000.00.0000.7471.000.0000.06 | Payable-Disab Adm/Class | \$2,948.07 |
| 10.000.00.0000.7471.000.0000.08 | Payable-MEA Dues | \$37,060.62 |
| 10.000.00.0000.7471.000.0000.10 | Payable-Credit Union | \$62,821.00 |
| 10.000.00.0000.7471.000.0000.11 | Payable-Pace Dues | \$4.00 |
| 10.000.00.0000.7471.000.0000.12 | Payable-Group Life | \$20,449.61 |
| 10.000.00.0000.7471.000.0000.13 | Payable-Tax Sheltered Annuities | \$95,686.56 |
| 10.000.00.0000.7471.000.0000.15 | Payable-Medicare | \$124,686.30 |
| 10.000.00.0000.7471.000.0000.16 | Payable-CCSEA | \$1,492.50 |
| 10.000.00.0000.7471.000.0000.20 | Payable-Cancer Care | \$30.29 |
| 10.000.00.0000.7471.000.0000.22 | Payable-Garnishment W/H | \$2,681.53 |
| 10.000.00.0000.7471.000.0000.23 | Payable-Dental | \$11,212.81 |
| 10.000.00.0000.7471.000.0000.24 | Payable-Vision-VSP | \$7,240.14 |
| 10.000.00.0000.7471.000.0000.26 | Payable-Mapleton Education Foundation | \$4,374.76 |
| 10.000.00.0000.7471.000.0000.29 | Payable-Disab Certified | \$4,184.67 |
| 10.000.00.0000.7471.000.0000.30 | FSA | \$25,584.94 |
| 10.661.00.0000.7421.000.0000.01 | General Accounts Payable | \$52,396.56 |
| LIABILITY | | \$6,158,871.53 |
| Total Liability & Fund Balance | | \$6,158,871.53 |
| Total (Income)/Loss | | (\$1,790,006.47) |
| Total Liability and Equity | | \$4,368,865.06 |

Note: Balance Sheet accounts' balances from FY2016-17 have not been rolled into FY2017-18 due to the ongoing fiscal year close and annual audit. The balance sheet information presented is only from activity in FY2017-18.

Memo

TO: Board of Education
FROM: Charlotte Ciano, Superintendent
DATE: September 26, 2017

Policy: Policy Development and Implementation, Policy BGA
Report Type: Decision Making
SUBJECT: Adoption of Board Policy

Policy Wording: The Board develops policies and puts them in writing to provide for the successful, consistent and efficient operation of Mapleton's schools and the high achievement of Mapleton's students.

Decision Requested: District administration is requesting Board adoption of the attached policies.

Report: At the September 12 Board Study, district administration and the Board of Education received the following policies for first review. These policies are being presented for final review and adoption.

| | |
|------|------------------------------------------------------|
| ADE | Innovation in Education |
| AEA | Standards Based Education |
| AEE | Waiver of State Law and Regulation |
| BBA | School Board Powers and Responsibilities |
| BC | School Board Member Conduct |
| BCA | School Board Member Code of Ethics |
| BDFA | District Personnel Performance Evaluation Council |
| BDFD | District Safe and Drug-Free Schools Advisory Council |
| BG | School Board Policy Process |
| CBB | Recruitment of Superintendent |
| CBD | Superintendent's Contract |
| CBF | Superintendent's Conduct |
| CBI | Evaluation of Superintendent |
| CC | Administrative Organization |
| CF | School Building Administration |
| CH | Policy Implementation |
| CHCA | Handbooks and Directives |
| CHD | Administration in the Absence of Policy |

This evening, District Administration recommends that these policies be adopted. The attached copy represents the "final" version of these policies and is submitted for Board approval.

Innovation in Education

Mapleton Public Schools (the “District”) prides itself as an innovative school district and has developed unique learning environments in each of its schools, allowing students to select from a menu of schools based on his or her learning style, interests, and passions. The Board of Education for Mapleton Public Schools (the “Board”) is committed to ensuring each student is provided a quality education.

The State of Colorado allows school districts to designate “innovation schools” or “innovation school zones.” These designations were created with the intention of improving student achievement by providing a broader range of educational options. In accordance with State law, the Board may delegate to these schools a high degree of autonomy in implementing curriculum, making personnel decisions, organizing the school day, determining the most effective use of resources, and generally organizing the delivery of high-quality educational services. That autonomy is reflected in the Board’s designation of a school as an “innovation school.” A group of schools within the District that share common interests, such as geographical location or educational focus, or that sequentially serve classes of students as they progress through elementary or secondary education, may jointly submit a plan to the Board to create an “innovation school zone.”

Pursuant to the Board’s constitutional authority to control instruction in its schools, as well as the Board’s duty to determine the educational programs to be carried on in its schools, the decision to approve or deny a request to become or renew an innovation school or innovation school zone lies exclusively with the Board. The Board shall continue to govern all approved innovation schools or schools in an innovation school zone in accordance with the Board’s constitutional and statutory role. The Board may initiate and collaborate with one or more District schools to create an innovation school or innovation school zone. When initiating an innovation school or innovation school zone, the Board shall ensure that each public school that would be affected has an opportunity to participate in the creation of the plan. The Board may also approve or create an innovation school zone that includes all of the District’s schools.

To seek designation as an innovation school or innovation school zone, the applicant shall follow the procedures prescribed in the regulation accompanying this policy. These procedures require the applicant to provide, among other information, evidence that a majority of the administrators and teachers employed at each school consent to designation as an innovation school or school zone, as well as evidence that a majority of the school advisory council at each affected school consent to designation as an innovation school or school zone. The applicant must also provide a statement of the level of support for designation as an innovation school or school zone, including input from school

employees other than teachers and administrators; students and parents of students enrolled in the school(s); and the community surrounding the school(s).

Focus Areas

The Board encourages the development of an innovation school or innovation school zone that will:

- Serve the needs of students at risk of educational failure, as evidenced by student performance on state assessments and other evidence used by the District;
- Improve student achievement;
- Provide an educational program with student performance standards and curriculum that meets or exceeds State and District academic standards;
- Provide diverse approaches to learning and education to best meet its student population; and
- Better allocate resources for the benefit of students served.

Limitations

The Board shall not approve an application for an innovation school or school zone that will:

- Exclusively serve high-performing students, as evidenced by student performance on State assessments and other evidence used by the District;
- Be detrimental to other District educational programs or District schools;
- Duplicate existing District educational programs;
- Provide an educational program with student performance standards and curriculum that fails to meet or exceed state and District content standards; or
- Fail to meet the needs of the students served.

An innovation school or innovation school zone shall start at the beginning of the school year following the date the application is approved, unless another starting time is agreed upon by the Board and the applicant school(s). The period for which a new innovation school or innovation school zone may be approved is one academic year. In accordance with State law, the Board shall review any approved innovation school or innovation school zone's performance at least every three years. Renewal of an innovation school or innovation school zone shall be for specified periods of time.

Once the Board approves an application to become an innovation school or innovation school zone, the Board may seek designation as a district of innovation from the State Board of Education. This step may be necessary to obtain the waivers of State law or regulation identified in the plan or to waive selected provisions of a collective bargaining agreement as provided in State law.

Adopted _____, by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

Colo. Const. Art. IX, § 15 (*board has control of instruction within the district*)

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

C.R.S. § 22-32-109(1)(f)(I) (*board may delegate duty to employ personnel to innovation school*)

C.R.S. § 22-32-109(1)(t) (*board duty to determine educational program and prescribe textbooks*)

C.R.S. § 22-32-110(1)(h) (*board may delegate authority to terminate personnel to innovation school*)

C.R.S. §§ 22-32.5-101 *et seq.* (*Innovation Schools Act of 2008*)

CROSS REFERENCES:

AEE: Waiver of State Law and Regulation

Standards Based Education

Mapleton Public Schools (the “District”) supports a system of education that develops and teaches standards that enable students to achieve the highest level of knowledge and skills. Academic standards clearly identify what students should know and be able to do at key points in their school careers.

In accordance with State law, the Board of Education for Mapleton Public Schools (the “Board”) has adopted a standards-based education system which focuses on student learning of the District's academic standards. It is the intent of the Board that the District's program of instruction and assessments be aligned with the District's academic standards. In standards-based education, courses and units of study are clearly defined, understood by teachers and students and communicated to staff members, families, and the community. The District's standards-based education system will advance equity, promote student learning, and reinforce accountability.

The Superintendent (or designee) is responsible for developing a plan to implement the District's academic standards that meet or exceed the model State academic standards and for revising curriculum and programs of instruction to align them with the District's standards to provide students with the educational experiences necessary to achieve the standards. The plan shall also address the professional development of teachers and administrators to enable successful implementation of standards-based education. The plan shall ensure that the educational programs of the District actively address the needs of exceptional students, consciously avoid gender or cultural bias, and address the different learning styles and needs of students of various backgrounds and abilities, eliminating barriers to equity. The plan shall conform to all timelines established by law.

The District shall work with educators, parents, students, business persons, members of the community, and the District Accountability Committee to review and revise the District's academic standards as necessary to ensure maximum effectiveness and develop assessments that will adequately measure each student's progress. Parents shall be kept informed of student progress in achieving the District's academic standards and how such progress will be measured. This information shall also be provided to the District Accountability Committee and the School Accountability Committees.

Adopted _____, by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-1-104(6)(a) (*financial assistance to develop and promote programs that address state content standards for civics*)

C.R.S. § 22-7-1013(1) (*adoption of academic standards*)

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

C.R.S. § 22-32-109(1)(r), (t) (*duty to comply with state regulations and determine programs*)

CROSS REFERENCES:

AE: Accountability/Commitment to Accomplishment

IA: Instructional Goals and Learning Objectives

IGA: Curriculum Development

IGD: Curriculum Adoption

IGF: Curriculum Review

IL: Evaluation of Instructional Programs

ILBA: District Program Assessments

ILBB: State Program Assessments

ILBC: Early Literacy and Reading Comprehension (Colorado READ Act)

Waiver of State Law and Regulation

Mapleton Public Schools (the “District”) recognizes that while legislators and policymakers pass laws related to education with the best of intentions, there are some State laws and regulations that impede the District's progress toward achieving its mission. Therefore, the Board of Education for Mapleton Public Schools (the “Board”) directs the Superintendent to work with District legal counsel, the District Accountability Committee, District administrators, and school directors to:

1. Review State laws and regulations for which a waiver application can be filed;
2. Determine which State laws and regulations, if waived, would enhance educational opportunity and quality within the District and reduce or eliminate costs that are significantly limiting educational opportunities within the District; and,
3. Make recommendations to the Board regarding which state laws and regulations the Board should consider for waiver.

This determination shall be made on a school-by-school basis and a District-wide basis.

The Board must consider whether to apply for waivers in a public meeting that includes a public hearing. The Board shall consult with the District Accountability Committee concerning the intent to seek waivers at least 60 days prior to the scheduled public hearing.

In the Board meeting, which includes a public hearing, the Board shall adopt a resolution stating the Board's intent to apply for waivers and specify the statutes or rules for which the Board will request waivers. In the waiver application, the Board shall state the manner in which the District will comply with the intent of the waived rule or statute and be accountable to the State Board of Education.

The Board shall post notice of the public meeting in three public places within the District not less than 30 days prior to the meeting. The notice shall include a description of the waivers to be considered. If there is a newspaper published in the county, the Board shall also publish notice once a week for four weeks prior to the meeting.

A school district that has been designated as a district of innovation may seek waivers from the State Board in accordance with the Innovation School Act of 2008, C.R.S. § 22-32.5-109.

The Board recognized that the State Board of Education cannot waive the following state laws:

- Requirements pertaining to the data necessary for performance reports (C.R.S. §§ 22-11-501 *et seq.*)
- State assessments (C.R.S. § 22-7-1006.3)

- Duties of board president and vice president (C.R.S. § 22-32-105)
- Prohibition of tobacco products on school property (C.R.S. § 22-32-109(1)(bb)(I))
- Establishing program outside state boundaries (C.R.S. § 22-32-109 (2))
- Attendance policy (C.R.S. § 22-33-104 (4))
- Public School Finance Act (C.R.S. §§ 22-54-101 *et seq.*)
- Exceptional Children's Educational Act (C.R.S. §§ 22-20-101 *et seq.*)
- Provisions related to fingerprinting and criminal history record checks of personnel (C.R.S. §§ 22-32-109.7, 109.8, 109.9, 22-2-119)
- Children's Internet Protection Act (C.R.S. §§ 22-87-101 *et seq.*)
- Student conduct and discipline code requirements (C.R.S. § 22-32-109.1 (2)(a))

Adopted _____, by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-2-117 (*state board power to grant waivers*)

1 CCR 301-35, Rules 2217-R-1.00 *et seq.* (*waiver rules*)

CROSS REFERENCES:

AE: Accountability/Commitment to Accomplishment

School Board Powers and Responsibilities

The Board of Education (the “Board”) for Mapleton Public Schools (the “District”) functions in two categories: legislative and judicial. In both areas, the Board shall act largely as a policy determining body, delegating executive and supervisory responsibilities to the Superintendent.

The legislative authority and duties of the Board imply the power and obligation to contract for services and materials, to inspect and to veto acts of any employee when such acts are deemed contrary to the legal rights of the District or established Board policies.

The Board considers the following responsibilities of particular importance and, in those cases where action is required, reserves authority to take final action:

1. To select a Superintendent and to support the Superintendent in the discharge of the duties of the office.
2. To pass upon the annual budget for operation and maintenance prepared by the Superintendent (or designee).
3. To consider and pass upon recommendations of the Superintendent (or designee) for capital outlays, building sites and improvements, and determine the means of financing such outlays.
4. To confer with the Superintendent (or designee) on educational issues.
5. To approve the hiring of administrators, supervisors, teachers, and other employees, upon recommendation of the Superintendent.
6. To determine salary schedules, after consultation and discussion with the Superintendent (or designee).
7. To require and consider reports of business, transacted or pending, and, of the financial status of the school system.
8. To require and discuss reports of the Superintendent (or designee) concerning progress of the schools in terms of achievement of pupils, teachers, and supervisors.
9. To pass upon architect's plans, approved by the Superintendent (or designee), for authorized buildings.
10. To consider recommendations of the Superintendent (or designee) on legal matters, deciding steps to be taken.
11. To approve textbooks selected by the Superintendent (or designee), approving recommended courses of study.
12. To represent needs of the schools before the public and/or public authorities.

13. To act, at the Board's discretion, as a court of final appeal for staff, students, and the public in cases which the Superintendent has not been able to dispose of or which may be appealed from a decision made.

14. To hear communications, written or oral, from citizens or organization on matters of administration or policy.

The Board recognizes that all powers lie in its action as a group and individual Board members exercise their authority over District affairs only as they vote in an official session. At other times, Board members have no official authority regarding school matters.

Adopted _____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. §§ 22-9-101 *et seq.* (licensed personnel evaluations)

C.R.S. §§ 22-31-104(3) *et seq.* (school district directors elected shall serve until their successors are elected and qualified. A director shall take office no later than fifteen days following the date on which the school district receives the official abstract of votes)

C.R.S. §§ 22-32-109 (specific duties of boards)

C.R.S. §§ 22-32-110 (specific powers of boards)

School Board Member Conduct

Being elected to public office is an honor, reflecting the trust and confidence of the public. To preserve this confidence and to maintain a high level of integrity, it is the desire of the Board of Education (the “Board”) for Mapleton Public Schools (the “District”) to operate under the highest ethical standards.

In carrying out his/her fiduciary duties, members of the Board shall not:

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

State law defines "economic benefit tantamount to a gift of substantial value" to include:

1. A loan at a rate of interest substantially lower than the prevailing commercial rate;
2. Compensation received for private services rendered at a rate substantially exceeding the fair market value; and
3. Goods or services for the Board member’s personal benefit offered by a person who is at the same time providing goods or services to the District under a contract or other means by which the person receives payment or other compensation from the District.

The type of items that are not considered “gifts of substantial value or substantial economic benefit tantamount to a gift of substantial value,” and are therefore permissible for a Board member to receive, include:

1. Campaign contributions or contributions in kind that are reported in accordance with the Fair Campaign Practices Act;

2. An unsolicited token or award of appreciation in the form of a plaque, trophy, desk item, wall memento, or similar item; or
3. An unsolicited item of trivial value (as defined in Colo. Const. Art. XXIX, Section 3(6)) such as a pen, calendar, plant, book, notepad, or similar item.

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

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

Board members are permitted to receive goods or services if the “totality of the circumstances” indicates the transaction is legitimate, the terms are fair to both parties, the transaction is supported by full and adequate consideration, and the Board member does not receive any substantial benefit resulting from the Board member’s status that is unavailable to members of the public generally.

Adopted _____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. §§ 1-45-101 *et seq.* (*Fair Campaign Practices Act*)

C.R.S. § 22-32-110(1)(k) (*specific powers of boards*)

C.R.S. §§ 24-6-201 *et seq.* (*Public Official Disclosure Law*)

C.R.S. § 24-18-104 (*rules of conduct for all public officers, general assembly, local government officials and employees*)

C.R.S. § 24-18-109 (*rules of conduct for local government officials and employees*)

CROSS REFERENCES:

BCA: School Board Member Ethics

BCB: School Board Member Conflict of Interest

School Board Member Code of Ethics

The Board of Education (the “Board”) of Mapleton Public Schools (the “District”) adopts the following code of ethics for members of the Board.

As a member of the Board, we will strive to improve public education, and to that end, we commit to:

- Attend all regularly scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;
- Endeavor to make policy decisions only after full discussion at publicly held Board meetings;
- Render all decisions based on the available facts and independent judgment, and refuse to surrender that judgment to individuals or special interest groups;
- Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, staff, and all elements of the community;
- Work with other Board members to establish effective Board policies;
- Delegate authority for the administration of the schools to the Superintendent;
- Communicate to other Board members and the Superintendent expression of public reaction to Board policies and school programs;
- Be informed about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by State and national school board associations;
- Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;
- Avoid being placed in a position of conflict of interest;
- Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law; and,
- Remember always that the first and greatest concern must be the educational welfare of the students of Mapleton Public Schools.

Adopted _____ by the Board of Education for Mapleton Public Schools.

District Personnel Performance Evaluation Council

The Board of Education (the “Board”) for Mapleton Public Schools (the “District”) shall appoint, pursuant to State law, an advisory council known as the District Personnel Performance Evaluation Council. This council shall consult with the Board as to the fairness, effectiveness, credibility, and professional quality of the licensed personnel performance evaluation system and its processes and procedures and shall conduct a continuous evaluation of the system.

The District Personnel Performance Evaluation Council shall, at a minimum, consist of a teacher, administrator, school director, parent, and one resident of the District who does not have a child in the District.

If there is another District committee or council having the membership attributes specified above, it is acceptable to appoint that committee or council to additionally serve the duties of the District Personnel Performance Evaluation Council.

Adopted _____, by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-9-107 (*school district personnel performance evaluation councils*)

CROSS REFERENCES:

CBI: Evaluation of Superintendent

GCO: Evaluation of Licensed Personnel

District Safe and Drug-Free Schools Advisory Council

Mapleton Public Schools (the “District”) is dedicated to ensuring its schools are safe and drug-free. To that end, the Board of Education for Mapleton Public Schools (the “Board”) shall appoint a District Safe and Drug-Free Schools Advisory Council (the “Council”) in accordance with federal law and as a recipient of funding under the Safe and Drug-Free Schools and Communities Act.

At a minimum, the Council shall consist of one individual representing each of the following groups: parents, state and local government officers, teachers and other District staff, representatives of the schools to be served (including private schools), community-based organizations, and other groups with interest and expertise in the field of drug and violence prevention activities, such as medical, mental health, and law enforcement professionals. One individual may represent more than one of these groups.

The Council may provide advice to the District and Board in the planning, implementation, and evaluation of school-based programs and may help coordinate such programs with related community efforts and resources.

Adopted_____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

20 U.S.C. § 7114(c) (*Safe and Drug-Free Schools and Communities Act*)

CROSS REFERENCES:

GBEC: Alcohol and Drug-Free Workplace

IHAMA: Teaching about Drugs, Alcohol, and Tobacco

JICH: Drug and Alcohol Use by Students

School Board Policy Process

The Board of Education (the “Board”) for Mapleton Public Schools (the “District”) considers policy development its chief responsibility. The Board strives to reflect the community's values in its policies and commits itself to an ongoing effort to engage the community regarding policy-level concerns. The Board develops policies and puts them in writing to provide for the successful, consistent, and efficient operation of the District's schools and the high achievement of District students. Policy development shall be aimed primarily toward the continual formation and evaluation of goals and desired end results for students, rather than toward daily District operations.

The Board uses the policy development and codification system of the National Education Policy Network/National School Boards Association (NEPN/NSBA), as recommended by the Colorado Association of School Boards.

This system, while it may be modified to meet needs, is to serve as a general guideline for such tasks as policy research, drafting of preliminary policy proposals, reviewing policy drafts with concerned groups, presenting new and revised policies to the Board for consideration and action, policy dissemination, policy monitoring, and the continuous maintenance of the District's policy manual.

The policies of the Board shall be interpreted in accordance with State and Federal laws and regulations.

Policy Adoption

Adoption of new policies or the revision or repeal of existing policies is solely the responsibility of the Board. Proposals regarding policies may originate with a Board member, the Superintendent, staff members, parents, students, consultants, civic groups, or other residents of the District. A careful and orderly process shall be used in examining such proposals prior to action upon them by the Board.

The Board shall adhere to the following procedure in formally considering and adopting policy proposals to ensure thoughtful examination of the issues prior to final adoption.

1. First meeting: the proposal shall be presented as an information item.
2. Second meeting: the proposal shall be presented for a first reading, discussion, and first vote.
3. Third meeting: the proposal shall be presented for a second reading, discussion, and

final vote.

During discussion of a policy proposal, the Board shall seek out the views of the community and staff. The Board shall take action only after hearing recommendations of the Superintendent and interested groups or persons who attend the Board meeting.

Amendments may be proposed by Board members. An amendment shall not require that the policy go through an additional reading except when the Board determines that further study is needed or that an additional reading would be helpful.

Under unusual circumstances, the Board may temporarily approve a policy to meet emergency conditions.

Policy Revision and Review

In an effort to keep its written policies up-to-date, the Board shall review its policies on a continuous basis.

The Superintendent shall be responsible for calling to the Board's attention all policies that are out of date or for other reasons appear to need revision. Policy revision shall be accomplished in the same manner as policy adoption, except that revisions mandated by changes in law shall not require a second reading and may be adopted upon final vote at the second meeting.

Board Review of Regulations

The Board reserves the right to review regulations issued by the administration at its discretion, but it shall revise or veto such regulations only when, in the Board's judgment, they are inconsistent with policies and regulations adopted by the Board. The Board shall be provided with copies of all District-wide regulations issued by the administration.

Regulations shall be officially approved by the Board when required by State or Federal law or when strong community, staff, or student attitudes make it advisable.

Before issuance, regulations shall be properly titled and coded.

Policy Communication

The Superintendent shall establish and maintain an orderly plan for preserving and disseminating District policies and regulations. Staff will be informed of policy changes on a regular basis.

The Board's policy manual is a public record and shall be open for inspection at the administrative offices of the District and on the District's website.

Monitoring Policy Implementation

The Board shall continuously monitor the implementation of its policies to ensure that reasonable progress is being made toward achieving the Board's goals and that operation of the District is consistent with its policies.

Suspension/Repeal of Policy

In the event of special circumstances, the operation of any Board policy, including those governing its own operating procedures, may be temporarily suspended by a majority vote of Board members present at any regular or special meeting. This, however, shall not apply to any Board policy established by law or by contract.

Policy repeal shall be accomplished in the same manner as policy adoption.

Adopted _____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-32-109(1)(a-c),(y)(I) (*specific duties of board*)

Recruitment of Superintendent

Appointment of the Superintendent is a function of the Board of Education (the “Board”) for Mapleton Public Schools (the “District”). The Board shall take steps to find the person it believes can most effectively translate into action the policies of the Board and the aspirations of the community and the professional staff.

The Board may seek the advice and counsel of interested individuals or of an advisory committee, or it may employ a consultant to assist in the selection. It may also, at its discretion, determine that an external search is not necessary due to a qualified internal candidate. Final selection shall rest with the Board after a thorough consideration of qualified applicants.

A vote of the majority of Board members present at a Board meeting for which due notice has been given of the intended action shall be required for the appointment of the Superintendent.

Search Process

When the Board conducts a search for the position, the writing or revising of the job description, requirements for applicants, selection procedures and applicable deadlines shall be adopted at a public meeting.

Records submitted to the District by an applicant for a superintendent position shall remain confidential until the applicant becomes a finalist for the position. If only three or fewer candidates possess the minimum qualifications for the position, said candidates are all considered finalists.

A list of all finalists being considered for the position shall be made public by the Board at least 14 days prior to appointing one of the finalists to fill the position. No offer of appointment shall be made prior to this public notice.

When an applicant becomes a finalist, all records submitted by the applicant shall be available for public inspection except that letters of reference or medical, psychological, and sociological data shall remain confidential.

Adopted _____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-32-110(1)(g) (*power to employ a CEO*)

C.R.S. § 22-44-115(4) (*administrative contracts*)

C.R.S. § 24-6-402(2)(d)(IV) (*outcome of a secret ballot vote must be recorded contemporaneously in the minutes*)

C.R.S. § 24-6-402(3.5) (*search committee duties*)

C.R.S. § 24-72-204(3)(a)(XI)(A) (*inspection of public records*)

Superintendent's Contract

The Board of Education (the "Board") for Mapleton Public Schools (the "District") recognizes that the role of the Superintendent is becoming more demanding as the responsibilities and expectations become more complex. Accordingly, the Board realizes the importance of ensuring that the rewards of the position are commensurate with its challenges and to ensure that able persons are willing to serve in this role. The Board further realizes the importance of ensuring the Superintendent security from the threat of sudden and unjustified dismissal.

The Board, upon the selection of a candidate or upon reappointment of the incumbent Superintendent, shall endeavor to secure the dignity of the position and the freedom of leadership appropriate to the responsibilities of the Superintendent through an explicit contractual agreement. This contract shall meet the requirements of State law and shall protect the rights of both the Board and the Superintendent.

Adopted _____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

Constitution of Colorado, Article X, § 20(4)(b) (*TABOR*)

C.R.S. § 22-9-109 (*specific portions of superintendent's evaluation open to public inspection*)

C.R.S. § 22-32-110(1)(g) (*power to employ a CEO*)

C.R.S. § 22-44-115(4) (*administrative contracts*)

C.R.S. § 22-63-202(2) (*employment contracts damages provisions*)

C.R.S. § 24-72-204(3)(a)(II)(B) (*inspection of public records*)

CROSS REFERENCES:

GCOE: Evaluation of Evaluators

Superintendent's Conduct

The Superintendent for Mapleton Public Schools (the "District") shall observe rules of conduct established in law which specify that a school district employee shall not:

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

State law defines "economic benefit tantamount to a gift of substantial value" to include:

1. A loan at a rate of interest substantially lower than the prevailing commercial rate;
2. Compensation received for private services rendered at a rate substantially exceeding the fair market value; and
3. Goods or services for the District employee's personal benefit offered by a person who is at the same time providing goods or services to the District under a contract or other means by which the person receives payment or other compensation from the District.

The type of items that are not considered "gifts of substantial value or substantial economic benefit tantamount to a gift of substantial value," and are therefore permissible for a District employee to receive, include:

1. Campaign contributions or contributions in kind that are reported in accordance with the Fair Campaign Practices Act;
2. An unsolicited token or award of appreciation in the form of a plaque, trophy, desk item, wall memento, or similar item; or
3. An unsolicited item of trivial value (as defined in Colo. Const. Art. XXIX, Section 3(6)) such as a pen, calendar, plant, book, notepad, or similar item.

It shall not be considered a breach of conduct for the Superintendent to:

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

District employees are permitted to receive goods or services if the “totality of the circumstances” indicates the transaction is legitimate, the terms are fair to both parties, the transaction is supported by full and adequate consideration, and the employee does not receive any substantial benefit resulting from the employee’s status that is unavailable to members of the public generally.

Adopted _____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 18-8-308 (*disclosure of pecuniary conflicts of interest*)

C.R.S. § 22-32-110(1)(k) (*board power to adopt conduct rules*)

C.R.S. § 24-6-203(8) (*gift limit is identical to the gift limit in Colo. Const. Art. XXIX, Section 3*)

C.R.S. § 24-18-104 (*rules of conduct for all public officers, general assembly, local government officials and employees*)

C.R.S. § 24-18-109 (*rules of conduct for local government officials and employees*)

Evaluation of Superintendent

The Board of Education for Mapleton Public Schools (the “Board”) shall institute and maintain a comprehensive program for the evaluation of the Superintendent on a regular basis that is agreed upon by the Board and the Superintendent.

Through evaluation of the Superintendent, the Board shall strive to accomplish the following:

1. Clarify the Superintendent’s role in the school system as seen by the Board by defining objectives that will contribute to achievement of District-wide goals.
2. Clarify for all Board members the role of the Superintendent in view of the job description and the immediate priority among responsibilities as agreed upon by the Board and the Superintendent.
3. Develop positive communication and harmonious working relationships between the Board and Superintendent.
4. Provide administrative leadership of excellence for the school system including implementation of education programs for the achievement of the educational objectives of the District, including the District’s academic standards.
5. Measure the Superintendent's professional growth and development and level of performance.

Those portions of the Superintendent's written evaluation relating to the performance in fulfilling adopted District objectives, fiscal management of the District, District planning responsibilities, and supervision and evaluation of District personnel shall be available for inspection by the public during regular office hours.

Nothing in this policy shall be construed to imply in any manner the establishment of any personal rights not explicitly established by law or contract. Further, nothing in this policy or the accompanying regulation shall be construed to be a prerequisite to or a condition of suspension, dismissal, or termination. All employment decisions remain within the sole and continuing discretion of the Board.

Adopted _____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-9-106(4)(b) (*local board of education shall have exclusive authority for evaluating the superintendent*)

C.R.S. § 22-9-109 (*specific portions of superintendent’s evaluation open to public inspection*)

CROSS REFERENCES:

ADA: School District Educational Objectives



CBI

CBA/CBC: Qualifications/Powers and Responsibilities of Superintendent

CBD: Superintendent's Contract

Administrative Organization

The legal authority of the Board of Education (the "Board") for Mapleton Public Schools (the "District") shall be transmitted through the Superintendent to the administration in accordance with applicable law.

The Superintendent shall have freedom to create an administrative structure as appropriate for supervision and accountability throughout the District.

Adopted _____, by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-32-109(1)(b) (*Board duty to adopt policies necessary and proper for the efficient administration of the district*)

School Building Administration

All School Directors in Mapleton Public Schools (the “District”) shall act as the Chief Administrative Officer of their school, building, and grounds. They shall be responsible for and shall have authority over the actions of the students, professional, and support staff members, visitors, and persons hired to perform special tasks.

School Directors are responsible for achieving the goals set forth in the District Unified Improvement Plan that pertain to students and staff in their schools. As part of the District’s small-by-design educational approach, School Directors shall be responsible for putting into practice the specific school design principles associated with their Board adopted school model or approach. Additionally, School Directors are responsible for incorporating District adopted curriculum and instructional programs in a manner consistent with the school design. School Directors shall rigorously monitor and modify the approach to ensure that all students meet or exceed the District’s academic standards or complete the requirements and goals as listed on a student’s Individualized Education Program (IEP) in accordance with State law.

In the absence of a School Director, the Superintendent (or designee) shall assume all authority and duties of the School Director.

Adopted _____ by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-32-109(1)(jj) (*boards to identify areas where principals need professional development*)

C.R.S. § 22-32-126 (*employment of principals*)

C.R.S. §§ 22-60.5-301 & 306 (*principal and administrator licenses*)

C.R.S. § 22-63-103(1.5) (*definition of administrator*)

C.R.S. § 22-63-201 (*exception to licensure requirement*)

CROSS REFERENCES:

AEA: Standards Based Education

IKE: Ensuring All Students Meet Standards

Policy Implementation

The Superintendent for Mapleton Public Schools (the “District”) is responsible for carrying out the policies established by the Board of Education. The Superintendent shall develop additional administrative regulations consistent with Board policies.

In the development of administrative regulations, the Superintendent shall involve at the planning stage those who would be affected by such rules including staff members, students, parents, and the public when feasible. The Superintendent shall weigh with care the counsel given by representatives of staff, student, and community organizations.

The Board itself shall approve regulations when specific State or Federal laws require the Board to do so or when the Board or Superintendent considers such approval desirable.

The policies developed by the Board and the administrative regulations developed to implement policy are designed to increase the probability of an effective and efficient school system. Consequently, it is assumed that all District employees and students will carry them out willingly.

The Superintendent will develop a method for disseminating District policies and regulations to District employees, students, parents/guardians, and members of the public who are affected by them.

Disregard for District policies and administrative regulations by employees may be interpreted as insubordination and/or willful neglect of duty.

Adopted _____, by the Board of Education for Mapleton Public Schools.

CROSS REFERENCES:

BG: School Board Policy Process

Handbooks and Directives

In order to ensure that pertinent policies, regulations, and/or school rules may be known by all staff members and students affected by them, administrators and school directors for Mapleton Public Schools (the “District”) are granted authority to issue staff and student handbooks as deemed necessary and desirable.

It is essential that the contents of all handbooks conform to District-wide policies and regulations. It also is important that all handbooks bearing the name of the District or one of its schools be of a quality that reflects the high standards of the District. Therefore, all handbooks shall be reviewed by the Chief Communications Officer and approved by the Superintendent (or designee) prior to publication.

The Superintendent (or designee) shall review and approve District personnel handbooks and student handbooks to ensure the contents conform to Board-approved policy and District regulations. The Superintendent shall use judgment as to whether other handbooks need Board approval. All handbooks shall be made available to the Board for informational purposes.

Adopted _____, by the Board of Education for Mapleton Public Schools.

Administration in the Absence of Policy

In cases when action must be taken and the Board of Education (the “Board”) for Mapleton Public Schools (the “District”) has provided no guides in policy for such action, the Superintendent shall have the power to act.

The Superintendent shall promptly inform the Board of such action, which shall be subject to review by the Board at its next regular meeting. The Board shall decide whether a policy should be created.

Adopted _____, by the Board of Education for Mapleton Public Schools.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Erica Branscum, Executive Director Talent Recruitment and Development
DATE: September 26, 2017

Policy: Nondiscrimination/Equal Opportunity, Policy AC
Report Type: Decision Making
SUBJECT: Classified School Employee Week

Policy Wording: Mapleton Public Schools is committed to providing a safe learning and work environment where all members of the school community are treated with dignity and respect.

Decision Requested: Administration recommends that the Board of Education support the week of October 9 through October 13, 2017, as Classified School Employee Week.

WHEREAS, the Colorado Classified School Employees are an essential part of the State's education system by providing safe and orderly facilities where students learn and grow; and

WHEREAS, classified school employees perform the daily cleaning and maintenance of school property, safely transport students to and from school, prepare and serve nourishing lunches, maintain records and reports and assist in classrooms and on school playgrounds; and

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

WHEREAS, it is appropriate for Colorado to recognize the role classified school employees hold in our education system and to salute these employees for the valuable service each provides to Colorado's students and communities,

NOW THEREFORE, The Board of Education of Mapleton Public Schools hereby proclaims October 9 through October 13, 2017, as:

CLASSIFIED SCHOOL EMPLOYEE WEEK

We urge all parents, students, and administrators to join us in saluting these dedicated men and women.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: Erica Branscum, Executive Director Talent Recruitment and Development
DATE: September 21, 2017

Policy: Professional Staff Recruiting/Hiring, Policy GCE/GCF
Report Type: Information Only
SUBJECT: New Licensed Staff

Policy Wording: Mapleton Public Schools is committed to maintaining a recruitment program designed to attract and hold the best possible personnel.

Decision Requested: This is an information-only report. No formal Board action is required

Report: The purpose of this report is to give information to the Board regarding the employees in Mapleton Public Schools for the 2017-18 school year.

Mapleton Public Schools employees a total of 823 staff which consist of 425 Licensed employees, 340 Classified employees and 58 Administrators. Of the 425 Licensed employees 72 are new to Mapleton. The majority of our new staff have at least six years or more years of experience in education and an advanced degree. Recruiting teachers with longevity in the field was a hiring priority and focus for administrators.

New licensed staff were surveyed at New Teacher Orientation and during the onboarding process. We learned that the majority of our new employees learned about Mapleton by current employees, through our website or by their student teaching experience in Mapleton. The majority completed their teacher preparation in Colorado. In addition, our reputation, location, reinvention and competitive salaries were amongst the top reasons why they chose our district.

During the 2017-18 school year, our new licensed staff who are new to career will complete an induction program facilitated by our building Instructional Guides and Student Achievement Directors. The induction program purpose is to ensure that our new staff have the skills and training needed to successfully support our students academic needs.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Sue-Lin Toussaint, Ed.D., Executive Director of Student Achievement
DATE: September 26, 2017

Policy: Early Literacy and Reading Comprehension, Policy ILBC
Report Type: Informational
SUBJECT: Mapleton Community Reads Initiative

Policy Wording: Board Policy ILBC states that Mapleton Public Schools believes that literacy and reading comprehension are the skills most closely associated with success in school.

Decision Requested: This is an information-only report. No formal Board action is required.

Report: On March 27, 2012, Mapleton Public Schools Board of Education launched a campaign to cultivate a culture of reading by encouraging the exchange of ideas and promoting community building through a Community Read. The Community Read engages students, parents and community members in reading a common book. The first Community Read book title in 2012 was *Michael Vey: The Prisoner of Cell 25* by Richard Paul Evans. Since that date, Mapleton has hosted an annual Community Read.

This year will mark the fifth year of this Community Read initiative. During October 2017 through January 2018, Mapleton Public Schools will promote the following book titles:

- I am Malala by Christina Lamb and Malala Yousafzia
- Word of Mouse by James Patterson

The students, staff and residents of Mapleton are encouraged and challenged to participate in this reading initiative as a way of conveying the importance and value of literacy. A class set of the book titles will be available for each school in the District. Book titles will also be available for community check out in the Mapleton Public Schools Administration building.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Brian Fuller, Chief Information Officer
DATE: September 26, 2017

Policy: Accreditation, Policy AED
Report Type: Informational
SUBJECT: Accountability Update

Policy Wording: The Board of Education for Mapleton Public Schools (the "District") believes its primary responsibility is to provide leadership in the area of student achievement. In conjunction with accreditation, the Board is committed to adopting content standards for student learning, achievement performance levels, systems for measuring student achievement, and methods for improving student achievement.

Policy Interpretation: This policy is interpreted to include informational updates to the Board on external systems of accountability impacting the District's work and reputation.

Report: Colorado state statute SB09-163 requires the Colorado Department of Education assign an accreditation plan type to districts based on three criteria. These criteria include: student achievement (based on PARCC), student growth (PARCC and ACCESS), and Postsecondary and Workforce Readiness measures which include graduation rate, dropout rate, Matriculation rate and ACT scores. Individual districts are eligible for one of five accreditation categories based on the percent of points earned on the above-mentioned criteria. The five accreditation categories, from highest to lowest, are:

| |
|-----------------------------|
| Distinguished |
| Accredited |
| Accredited with Improvement |
| Priority Improvement |
| Turnaround |

Mapleton was assigned the preliminary accreditation rating of *Accredited with Improvement Plan* for the 2017-18 school year. Mapleton Public Schools has earned this rating for the past four years. Although this level of accreditation is considered "healthy" it is far from acceptable. Clearly a rating of "Accredited" is an attainable goal in the near future.

Mapleton also received preliminary school ratings earlier this month. Mapleton has 7 schools in the "Performance" category, the top accreditation plan type in 2017-18. This is great news and is the second highest number of schools we've had in the performance category since the new accreditation frameworks were established in 2010.

In addition to the 7 schools receiving a "Performance" rating, 1 of the two schools previously accredited with Priority Improvement Plans and therefore "on the 5 year clock" earned rating of Performance, taking them off of the "clock".

For the 2017-18 school year, three schools have been identified as Priority Improvement or Turnaround and those schools are Colorado Connections Academy, Meadow Community School and Global Primary Academy.

At Global Primary Academy and Meadow Community School we are currently deeply digging into the data as part of the school improvement planning process to see where we can provide additional support.

Colorado Connections Academy earned enough points to be accredited with Improvement Plan, however, due to low test participation rates, their score was decreased one level to accredited with Priority Improvement Plan.

The accreditation plan types assigned to each of the schools demonstrate a continued trend of increasing performance for most of the schools.

This report is provided for information only. No action is necessary at this time.

| 2017 | |
|--------------------------|---------------|
| Schools | Points |
| York | 66.1 |
| Achieve | 61.6 |
| Welby | 61.3 |
| Explore | 57.2 |
| MESA | 53.7 |
| MEC | 53.1 |
| Monterey | 52.1 |
| Clayton | 51.1 |
| Valley View | 49.4 |
| GIA | 49.2 |
| Academy | 47.7 |
| Adventure | 46.3 |
| CO Connections | 46.1 |
| GLA | 45.3 |
| Big Picture | 45.1 |
| Meadow | 40.7 |
| GPA | 25.0 |
| AEC: North Valley | 67.4 |

Memo

TO: Charlotte Ciano, Superintendent
FROM: Mike Crawford, Deputy Superintendent
DATE: September 20, 2017

Policy: Advisory Committees, Policy BDF
Report Type: Monitoring
SUBJECT: Construction Accountability Advisory Committee Update

Policy Wording: The Board shall appoint advisory committees that function within the organizational frameworks approved by the Board.

Policy Interpretation: This policy is interpreted as requiring periodic reports from advisory committees.

Decision Requested: District administration and the Construction Accountability Advisory Committee (CAAC) Co-Chair are providing this report for information only. No decision is requested.

Report: The Construction Accountability Advisory Committee (CAAC) met twice during summer 2017, on July 7th and August 4th. They also met for an initial meeting this fall, on September 8th.

During the July meeting:

- a brief update was provided regarding each of the current projects;
- the group planned for their participation in the Wolverine Welcome Back event where the CAAC staffed a table with construction information for parents;
- several committee members toured the Welby site to view progress to date on the renovation of the existing classrooms and common spaces.

During the August meeting:

- the group discussed parent feedback from the Wolverine Welcome Back event;
- moving plans were described for Big Picture College and Career Academy, Welby Community School, and Central Administration;
- a tour of the administration site on 80th Avenue took place, so that committee members could learn about how current spaces would be re-purposed or vacated;
- a more in-depth discussion of the Welby project, and its current challenges was held. The Welby challenges included difficulties with completing the civil engineering, some necessary changes to the interior design, and some adjustments to the overall project schedule. The group talked about how to mitigate the impact of very limited on-site parking and virtually no outdoor play space this fall.

During the September meeting:

- the committee toured the Broadway Building and expressed satisfaction with the way in which the Big Picture and Central Administration spaces were nearing completion;

- a draft budget/expenditure report was reviewed, regarding all 2016 Bond projects. The group provided input regarding the format of the report for ongoing use;
- the committee decided to staff a Mapleton construction table at Welby Days to provide the community with bond program information;
- updates were provided regarding milestones and pending issues for each project underway. Highlights are as follows:
 - Adventure: Drilled piers and grade beams are complete; underground electrical and plumbing are in progress.
 - Welby: The current timeline has playgrounds opening in October, the parking lot opening in November, and the building addition opening in January.
 - Global Primary: Soils testing and filling has begun in preparation for pouring the building foundation.
 - Global Leadership: as the design nears completion, the project scope has increased somewhat to accommodate more square footage in shared spaces and also artificial turf; groundbreaking is anticipated in December.
 - Midtown: The design is nearly complete. We are planning for an October groundbreaking, however, the land conveyance is still pending and that could cause a delay.
 - Skyview: Turf is currently being installed, the HVAC units on the ROTC building have been replaced, and the new wrestling room wall is complete;
 - Broadway Building: School started at Big Picture on September 7th; Central Administration will open in the new space on September 25th.

The next meeting of the Construction Accountability Advisory Committee will be Friday October 6th, at 11:30 in the Board Room.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Mike Crawford, Deputy Superintendent
DATE: September 19, 2017

Policy: Advisory Committees, Policy BDF
Report Type: Decision Making
SUBJECT: Construction Accountability Advisory Committee

Policy Wording: The Board shall appoint advisory committees that function within the organizational frameworks approved by the Board. A staff member or members will be assigned to each group to help it carry out its functions. Appointments of citizens to advisory committees shall be approved by the Board.

Policy Interpretation: This policy is interpreted as requiring the Board to establish and charge any necessary advisory committee, and to formally appoint members to advisory committees.

Decision Requested: District administration is recommending continuation of the Construction Accountability Advisory Committee (CAAC), along with the adoption of the committee charge outlined below, and the appointment of specific individuals to the committee.

Report:

Following the passage of the 2016 Bond initiative, the Board established the Construction Accountability Advisory Committee. A call for committee members was issued, and the group began meeting monthly in March of 2017.

For 2017-2018, administration is recommending the following charge to the committee:

The Construction Accountability Advisory Committee is charged with meeting monthly to receive reports on the status and implementation of bond projects, and to provide monthly updates to the Board regarding their activities. The committee will provide enhanced accountability and fiscal responsibility for the 2016 bond program, and will ensure that each bond construction project is accomplished in accordance with the construction plan approved by voters.

Administration is also recommending the appointment of the individuals listed below to the CAAC.

Community Appointees: Tracy Crespino, Alexandra Frazier, Alan Kitchings, Loc Nguyen, and Jessica Reardon.

Administration Appointee: Mike Crawford, Deputy Superintendent

The Construction Accountability Advisory Committee tentatively plans to continue to meet one Friday per month.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Brian Fuller, Chief Information Officer
DATE: September 26, 2017

Policy: Accountability/Commitment to Accomplishment, Policy AE
Report Type: Monitoring
SUBJECT: 2017-17 DAAC Update

Policy Wording: In accordance with State law, the Board shall appoint a School District Accountability Committee. The District Accountability Advisory Committee (DAAC) shall have those powers and duties prescribed by State law. The Board and the DAAC shall, at least annually, cooperatively determine the areas of study, in addition to budget preparation, that the DAAC shall provide input, and on which it may make recommendations to the Board.

Decision Requested: District administration is requesting the Board appoint specific individuals to the 2017-2018 DAAC and that the Board determine specific areas of study for the 2017-2018 DAAC.

Report: Colorado law requires that local Boards of Education create a School District Accountability Committee through either election or appointment. District administration recommends the Mapleton Board of Education appoint the individuals listed below to Mapleton's District Advisory and Accountability Committee (DAAC). Their terms of appointment will extend throughout the 2017-18 school year.

The individuals listed below have volunteered to be on the DAAC, either by directly indicating their interest to a District or school administrator or by responding affirmatively to community outreach efforts by District or school administrators. The roster of proposed DAAC appointees has been reviewed and endorsed by District administration.

Parent/Community Appointees: Kami Moore, LaShelle Huehn, Paloma Escobar, Leana Kelly, Alejandra Estela, Fred Kerst, Linda Kerst, Tamara Musch, Tara Nolasco, Larry Nolasco, Cindy Wood, Artie Thompson, Melanie Newton

Administration Appointees:
Brian Fuller, Chief Information Officer

Faculty/Staff Appointees: Pat Weir, Melanie Bosquez, Rhonda Garramone, Jessica Carter, Matt Neely, John Haynes, Erika Camunez, Lauren Hemann, Beth Schamp, Anastasia Maines, Byron Spears, Sandra Munoz, Anna Neefe, Sarah Eichert, Lindzy Molinaro, Amanda Murphy, Robert Boaz, Melissa Lewis

In addition to DAAC membership appointments, District administration is also requesting the Board assign DAAC areas of study for the 2017-18 school year.

After reviewing State laws concerning DAAC responsibilities and District needs, the following areas of study for the 2017-18 school year are recommended:

- *Review and comment on District goals and objectives for the 2017-18 school year (Note: particular emphasis on the Unified Improvement Plan)*
- *Provide input to the Board concerning the creation and enforcement of the Conduct and Discipline Code*
- *Review and comment on District budget priorities for the 2017-18 school year*
- *Review and comment on charter applications prior to consideration by the Board*
- *Review and comment on Federal grants submitted by the District*
- *Review and monitor the District Attendance Initiative*
- *Serve as the District Title 1 Parent Committee*
- *Serve as the District Wellness Committee*
- *Serve as the District Personnel Evaluation Council*
- *Serve as the District Safe and Drug-Free Schools Advisory Council*

If necessary, other Board charges will be accepted by the DAAC for the 2017-18 school year. DAAC meetings will be held the third Tuesday of each month from 4:30-6:00 pm in the Boardroom. Additional meeting dates will be added when DAAC participants request additional time to understand and comment on specific topics. This information is being presented for discussion and Board action.