



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*

2018 - 2019

FOCUS AREAS

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

BOARD MEMBERS

*Cindy Croisant
Steve Donnell
Natalie Lord
Thomas Moe
Sheila Montoya*

SUPERINTENDENT

Charlotte Ciano

Mapleton Public Schools Board of Education

Regular Meeting
Administration Building

February 26, 2019
6:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Board Business
 - 5.1 Board Study Comments
6. What's Right in Mapleton
7. Public Participation
8. Approval of Minutes
 - 8.1 Approval of January 22, 2019, Board Meeting minutes
 - 8.2 Approval of February 12, 2019, Board Study minutes
9. Report of the Secretary
10. Consent Agenda
 - 10.1 Personnel Action, Policy GCE/GCF – Ms. Branscum
 - 10.2 Finance Report January, 2019, Policy DIC – Ms. Martinez
 - 10.3 Adoption of Policies, Policy BGA – Ms. Ciano
11. Focus: Student Achievement
 - 11.1 Student Travel – Moot Court, Policy JJH – Mrs. Allenbach
 - 11.2 Review of Instructional Materials, Policy IGF – Ms. Little
 - 11.3 Adoption of Instructional Materials-Writing, Policy BBA – Ms. Little
12. Focus: Communication
 - 12.1 Delegation of Duties, Policy CBA/CBC – Ms. Ciano
 - 12.2 Grant Acceptance-School Security, Policy DD – Mr. Sauer
13. Focus: Community Involvement
 - 13.1 CAAC Update, Policy BDF – Mr. Crawford
 - 13.2 DAAC Update, Policy AE – Mr. Fuller
14. Discussion of Next Agenda
15. Superintendent's Comments
16. Board Committee Update
17. School Board Discussion/Remarks
18. Next Business Meeting Notification – Tuesday, March 19, 2019
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.

1.0 CALL TO ORDER

Vice President Thomas Moe called the meeting of the Board of Education – Mapleton Public Schools to order at 6:00 p.m. on Tuesday, January 22, 2019, at the Administration Building.

2.0 ROLL CALL

Cindy Croisant - President	Absent
Steve Donnell - Secretary	Present
Natalie Lord - Asst. Secretary/Treasurer	Present
Tom Moe - Vice President	Present
Sheila Montoya - Treasurer	Present

3.0 PLEDGE OF ALLEGIANCE

Mr. Moe introduced the Airforce JROTC Color Guard to present the Colors for the playing of the National Anthem.

4.0 APPROVAL OF AGENDA

MOTION: By Ms. Montoya, seconded by Mrs. Lord, to approve the Board Agenda dated January 22, 2019, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

5.0 BOARD BUSINESS

5.1 Board Study Comments

Mr. Moe said that at the January 8 Board Study session, the Board:

- Discussed the Adams 14 EMO application
- Received an update on District construction projects
- Reviewed the Connections Contract
- Toured the new Global Leadership Academy building.

6.0 WHAT'S RIGHT IN MAPLETON

Ms. Johnson said that What's Right in Mapleton would feature the Airforce JROTC students to share about their program. Ms. Johnson also played a video celebrating Board members in recognition of National School Board Appreciation Month.

The Board members asked the students questions and thanked them for their presentation.

RECESS 6:20 p.m., reconvened at 6:21 p.m.

7.0 PUBLIC PARTICIPATION

None

8.0 APPROVAL OF MINUTES

MOTION: By Mrs. Lord, seconded by Ms. Montoya, to approve the minutes as stated on the Board Agenda dated January 22, 2019: 8.1 Board Meeting minutes of December 18, 2018 and 8.2 Board Study minutes of January 8, 2019, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

9.0 REPORT OF THE SECRETARY

None

10.0 CONSENT AGENDA

MOTION: By Ms. Montoya, seconded by Mrs. Lord, to approve Agenda items 10.1 Personnel Action, and 10.2 Finance Report for December, 2018, as stated on the Board Agenda dated January 22, 2019.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

11.0 FOCUS: STUDENT ACHIEVEMENT

11.1 Dashboard Report – Student Travel Recap

Mrs. Allenbach presented a review of the first semester student travel.

A copy of Mrs. Allenbach's chart is included with these minutes.

11.2 Grant Acceptance – Bullying Prevention

Ms. Allenbach presented a request to accept the Colorado Department of Education Bullying Prevention and Education Grant.

MOTION: By Ms. Montoya, seconded by Mrs. Lord, to accept the Colorado Department of Education Bullying Prevention and Education Grant for \$600,000, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

12.0 FOCUS: COMMUNICATION

12.1 2nd Qtr FY2019 Financial Report

Ms. Martinez presented the 2nd Quarter Fiscal Year 2019 financial report.

MOTION: By Mrs. Lord, seconded by Ms. Montoya, to approve the 2nd Quarter Fiscal Year 2019 Financial Report, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

A copy of Ms. Martinez's presentation is included with these minutes.

12.2 Interfund Borrowing

Ms. Martinez requested that the Board authorize short-term interfund cash borrowing to be used to fund short term cash needs of the district during fiscal year 2019.

MOTION: By Ms. Montoya, seconded by Mrs. Lord, to approve the authorization of interfund borrowing for fiscal year 2019, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

12.3 Supplemental Budget

Ms. Martinez presented the supplemental budget request for fiscal year 2019.

MOTION: By Mrs. Lord, seconded by Ms. Montoya, to approve the supplemental budget for fiscal year 2019, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

12.4 Grant Acceptance – 2018 BEST

Mr. Crawford requested Board approval to accept funding from the State of Colorado for the new Global Intermediate Academy building and the demolition of the vacated Global school building.

MOTION: By Ms. Montoya, seconded by Mrs. Lord, to approve the BEST program funding from the Colorado Department of Education, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

12.5 Consideration of Abatement & Demolition Contractor

Mr. Crawford requested Board approval to select Excel Environmental, Inc. as the asbestos abatement and demolition contractor of the vacated Global Leadership building in preparation for the new construction of the Global Intermediate Academy.

MOTION: By Mrs. Lord, seconded by Ms. Montoya, to approve the selection of Excel Environmental, Inc. for the abatement and demolition of the vacated Global Leadership building, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

12.6 Construction Materials Testing & Inspection Contractor

Mr. Crawford requested that the Board approve the selection of Olsson Associates, Inc. as the construction materials testing and inspection services contractor for the Explore PK-8 building. While the initial contract does not exceed \$75,000, it is possible that their scope of work could expand as the project progresses.

MOTION: By Ms. Montoya, seconded by Mrs. Lord, to approve the selection of Olsson Associates, Inc. as the construction materials testing and inspection services contractor for the Explore PK-8 building, as presented.

AYES: Mr. Donnell, Mrs. Lord, Mr. Moe and Ms. Montoya
Motion carried: 4-0

13.0 FOCUS: COMMUNITY INVOLVEMENT

13.1 CAAC Update

Mr. Crawford reported that the Construction Accountability Advisory Committee met on January 11. He shared an update on all construction projects in the District, including comments from committee members. The next meeting of the CAAC will be February 1 at 11:30 a.m. in the Board Room.

13.2 DAAC Update

Mr. Fuller reported that the District Accountability Advisory Committee met on January 15. The next meeting of this committee will be February 12 at 4:30 p.m. in the Board Room.

14.0 DISCUSSION OF NEXT AGENDA

Mr. Moe said agenda items for the February 26 Board meeting would include the Connections Academy contract, a DAAC update and a construction committee update.

15.0 SUPERINTENDENT'S COMMENTS

During the Superintendent's report, Superintendent Ciancio:

- Thanked the Board for their service and commitment to the District and students. She wished them a happy Board of Education Appreciation month.
- Reported that the Adams 14 application is currently under review.
- Said that the opening of the new Global building was very rewarding and that it was exciting to see the appreciation from students and parents.
- Announced that the District Science Fair would be Thursday, January 24.
- Encouraged Board members to consider attending the CASB Winter Legislative Conference with her.

16.0 BOARD COMMITTEE UPDATE

None

17.0 SCHOOL BOARD DISCUSSION / REMARKS

Mrs. Lord said that she enjoyed the tour of the new Global building and that it was very exciting to see the community grow.

Mr. Moe said that there was good representation from Board members and the community at the Global ribbon cutting ceremony. Mr. Moe also shared that he would be the new Board representative for the Mapleton Education Foundation and that he is looking forward to working with this team.

18.0 NEXT MEETING NOTIFICATION

The next Board Business meeting will be at 6:00 p.m. on Tuesday, February 26, 2019, at the Administration Boardroom.

19.0 ADJOURNMENT

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

The Board motioned to adjourn at 7:06 p.m.

Thomas Moe, Board Vice President

Stephen Donnell, Board Secretary

Members of The Board of Education – Mapleton Public Schools met in study session at 5:30 p.m. on Tuesday, February 12, 2019, at the Administration Building Boardroom.

Present: Cindy Croisant – President
Steve Donnell – Secretary
Natalie Lord – Asst. Secretary/Treasurer
Thomas Moe – Vice President
Sheila Montoya - Treasurer

During the meeting, the Board:

- Reviewed Board Policies
- Reviewed proposed Health curriculum
- Reviewed Salary Schedules

No official Board action was taken at the meeting.

Cynthia Croisant, 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, Assistant Superintendent, Talent Recruitment and Development
DATE: February 21, 2019

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 February 26, 2019.

CLASSIFIED STAFF

NEW EMPLOYEES

	<u>POSITION/FACILITY</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Aldana, Ismael	At-Risk Advocate/Integrated Services	01/22/2019	New Hire
Comer, Preston	Instructional Para./GIA	02/14/2019	New Hire
Garcia, Alexzandria	Lunch-Playground Para./Meadow	01/24/2019	New Hire
Villasana, Kathia	Health Para./MEC/MESA	02/07/2019	New Hire

RESIGNATIONS/TERM.

	<u>POSITION/FACILITY</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Gotchey, Kaylene	Instructional Para./York	01/25/2019	Resignation
Mares-Solano, Isaac	Special Education Para./BPCCA	01/31/2019	Termination
Ramirez, Rosa	Nutrition Asst./ Mec/MESA	02/22/2019	Resignation
Simon, Lauren	Special Education Para./GPA	2/12/2019	Resignation
Trujillo, Gerald	Bus Driver/Transportation	02/20/2019	Termination

CLASSIFIED REQUESTS

No requests at this time

LICENSED STAFF

NEW EMPLOYEES

POSITION/FACILITY

EFFECTIVE DATE

REASON

No requests at this time

RESIGNATIONS/TERM.

POSITION/FACILITY

EFFECTIVE DATE

REASON

Sabatella, Kari	Grant Coordinator/Welby	02/15/2019	Resignation
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LICENSED REQUESTS

No requests at this time

ADMINISTRATION STAFF

NEW EMPLOYEES

POSITION/FACILITY

EFFECTIVE DATE

REASON

No requests at this time

RESIGNATIONS/TERM.

POSITION/FACILITY

EFFECTIVE DATE

REASON

No requests at this time

ADMINISTRATION REQUESTS

Diane Blumenschein, Director of Student Services, is requesting to retire effective 6/30/2019.

SUBSTITUTE TEACHERS/OTHER ON CALL

ADDITIONS

Andreski, Alison
Fletcher, Kaitlyn
Higgins-Long, Isabel
Hopkins, Jonathan
Ryckman, Alex
Stover, Brandon

DELETIONS

Garcia, Michelle
Golden, Sean

LEAVE REQUESTS

NAME

Barros, Regina
Black, Shannon
Garcia, Kristine
Lerman, Moriah
Lewis, Cynthia
Orrin, Esmeralda
Sandoval, Ana

DATES

02/25/2019 – 03/10/2019
02/19/2019 – 03/22/2019
Intermittent
04/15/2019 – 05/31/2019
02/07/2019 – 02/26/2019
02/12/2019 – 03/04/2019
01/25/2019 – 03/14/2019

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

GENERAL FUND

	Period* Jan 1 - Jan 31	Year to Date** 2018-19	Budget*** 2018-19
REVENUES			
Total Local Revenue	787,996	3,393,201	30,792,651
Total Intermediate Revenue	0	5,341	5,341
Total County Revenue	0	0	0
Total State Revenue	3,964,398	32,226,201	52,786,175
Total Federal Revenue	0	0	0
Total Transfers	(158,863)	(2,208,385)	(3,896,665)
Total Loan Revenue	1,684,509	1,684,509	0
 Total General Fund Revenue	 6,278,040	 35,100,867	 79,687,502
EXPENDITURES			
Total Salaries	3,624,743	21,117,984	48,312,382
Total Benefits	1,048,836	6,057,635	13,668,893
Total Purchased Professional Services	135,569	1,763,110	5,546,605
Total Purchased Property Services	137,658	1,186,786	1,795,107
Total Other Purchased Services	1,396,568	7,366,392	1,956,552
Supplies & Materials	249,109	3,557,264	12,313,893
Property	11,664	489,227	813,565
Other Objects	5,988	(200,955)	(755,034)
Other Uses of Funds	-	-	-
Other			
Total General Fund Expenditures	6,610,136	41,337,442	83,651,962
 Beginning Fund Balance		 9,544,052	
Fund Balance Year to Date		3,307,477	

* Revenue and Expenditures for the month.

** Revenue and Expenditures from July 1, 2018

*** Based on Supplemental FY2018-19 Budget

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

GENERAL FUND

	Percent of 2018-19	Prior Year to Date 2017-18	Percent of 2017-18
REVENUES			
Total Local Revenue	11.02%	2,520,254	8.88%
Total Intermediate Revenue	100.00%	4,340	55.96%
Total County Revenue	0.00%	0	0.00%
Total State Revenue	61.05%	29,897,586	60.33%
Total Federal Revenue	0.00%	0	0.00%
Total Transfers	56.67%	(2,288,748)	53.64%
Total Loan Revenue	0.00%	2,152,213	0.00%
 Total General Fund Revenue	 44.05%	 32,285,645	 43.83%
EXPENDITURES			
Total Salaries	43.71%	19,009,903	44.96%
Total Benefits	44.32%	5,578,765	46.16%
Total Purchased Professional Services	31.79%	2,725,595	52.41%
Total Purchased Property Services	66.11%	890,161	57.87%
Total Other Purchased Services	376.50%	2,862,521	158.46%
Supplies & Materials	28.89%	5,547,287	45.41%
Property	60.13%	358,794	51.80%
Other Objects	26.62%	37,610	-5.59%
Other Uses of Funds	0.00%	0	0.00%
Other	0.00%		0.00%
Total General Fund Expenditures	49.42%	37,010,635	49.25%

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

OTHER FUNDS

	Period* Jan 1 - Jan 31	Year to Date** 2018-19	Budget*** 2018-19
REVENUES			
CPP/Preschool Fund	158,993	966,765	1,842,215
Governmental Grants Fund	134,879	1,815,730	6,456,370
Capital Reserve Fund	4,027	407,020	1,323,697
Insurance Reserve Fund	26	879,550	920,150
Bond Redemption Fund	219,737	314,829	13,726,211
Food Service Fund	226,732	1,475,124	2,897,019
Building Fund	135,360	10,401,828	13,507,183
Total Revenue, Other Funds	879,754	16,260,845	40,672,845
EXPENDITURES			
CPP/Preschool Fund	159,775	762,564	1,869,077
Governmental Grants Fund	242,194	1,814,851	6,456,370
Capital Reserve Fund	34,748	643,580	1,983,352
Insurance Reserve Fund	380	884,783	949,387
Bond Redemption Fund	-	9,885,047	13,223,602
Food Service Fund	267,828	1,390,929	3,731,732
Building Fund	5,036,196	27,467,561	53,291,294
Total Expenditures, Other Funds	5,741,121	42,849,314	81,504,814

* Revenue and Expenditures for the month.

** Revenue and Expenditures from July 1, 2018

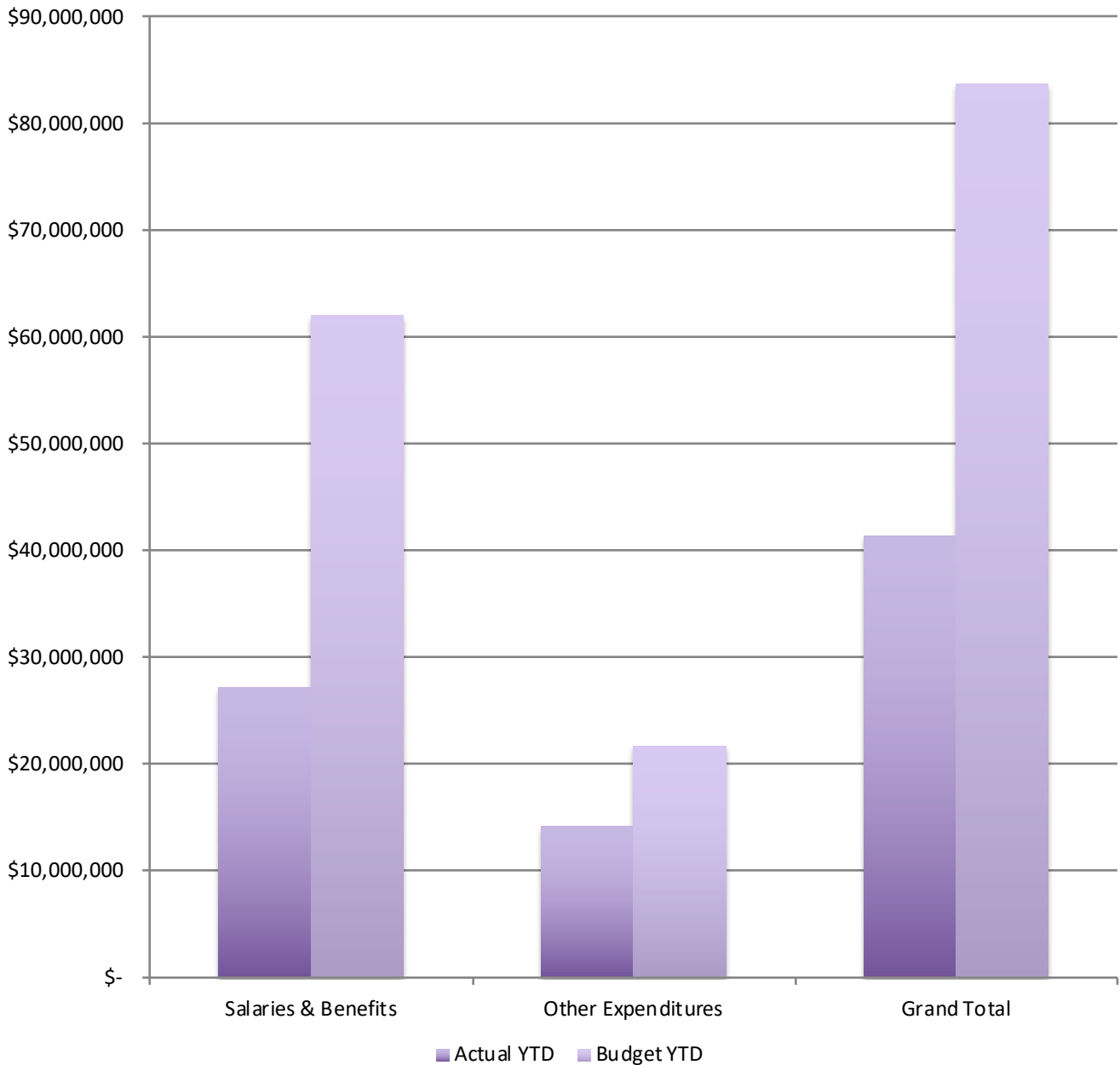
*** Based on Supplemental FY2018-19 Budget

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

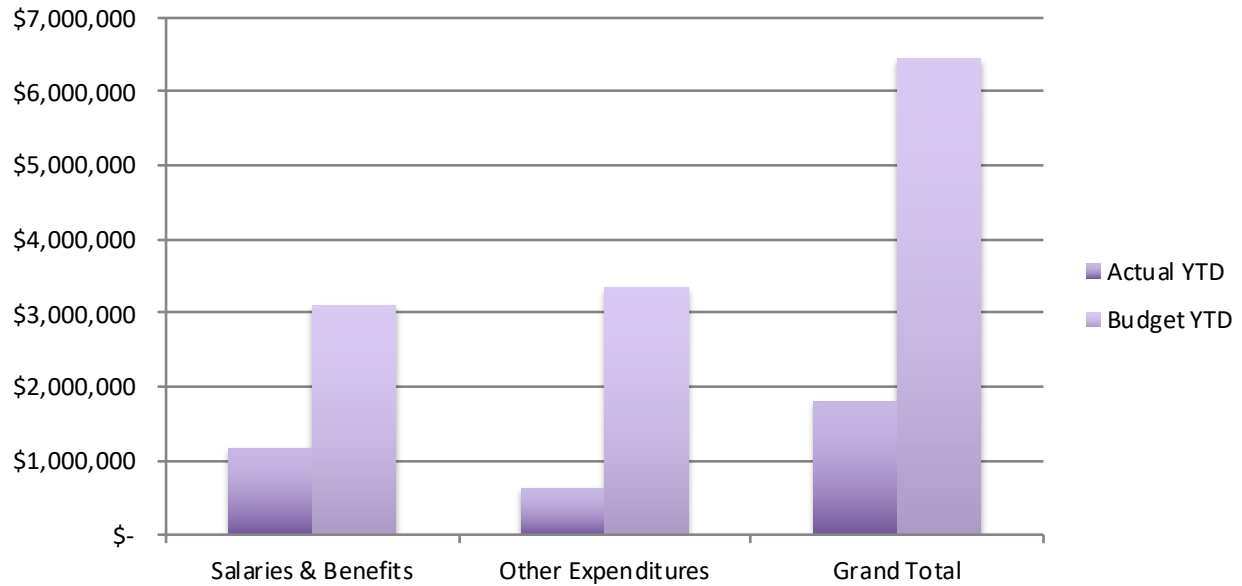
OTHER FUNDS

	Percent of 2018-19	Prior Year to Date 2017-18	Percent of 2017-18
REVENUES			
CPP/Preschool Fund	8.63%	659,152	41.27%
Governmental Grants Fund	0.00%	1,456,542	27.21%
Capital Reserve Fund	0.30%	932,851	41.42%
Insurance Reserve Fund	0.00%	734,306	95.97%
Bond Redemption Fund	1.60%	32,005	0.24%
Food Service Fund	7.83%	1,397,600	53.54%
Buidling Fund	1.00%	2,549,384	52.03%
Total Revenue, Other Funds	39.98%	7,761,840	25.41%
EXPENDITURES			
CPP/Preschool Fund	40.80%	644,953	40.50%
Governmental Grants Fund	0.00%	1,216,152	22.72%
Capital Reserve Fund	32.45%	2,551,131	67.35%
Insurance Reserve Fund	93.20%	735,876	95.78%
Bond Redemption Fund	74.75%	11,279,072	76.75%
Food Service Fund	37.27%	1,209,012	38.34%
Building Fund	0.00%	22,789,748	38.04%
Total Expenditures, Other Funds	52.57%	40,425,945	45.29%

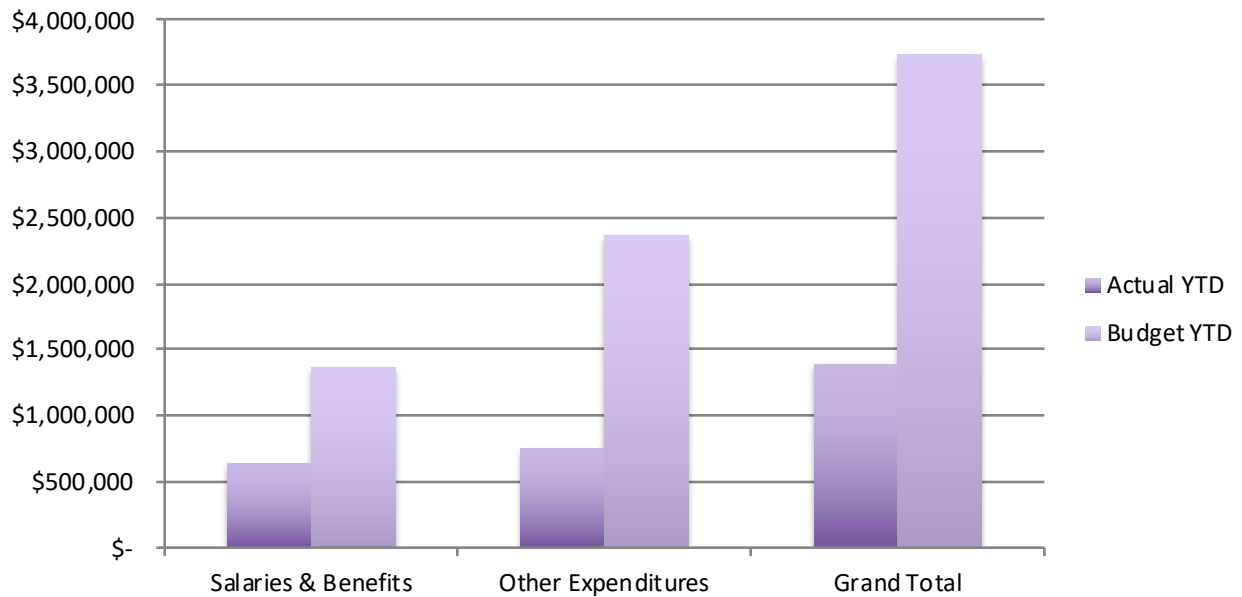
Executive Financial Summary
General Fund Unaudited Expenditures
Budget vs. Actual
As of January 31, 2019



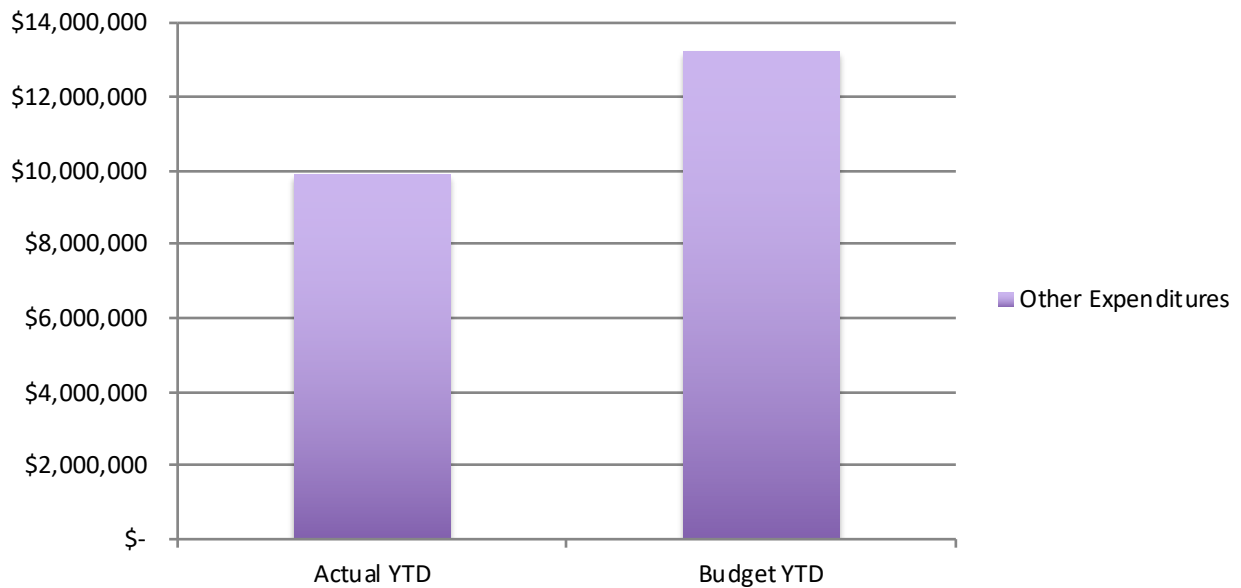
Grants Fund
Budget vs. Actual Expenditures
As of January 31, 2019
(Unaudited)



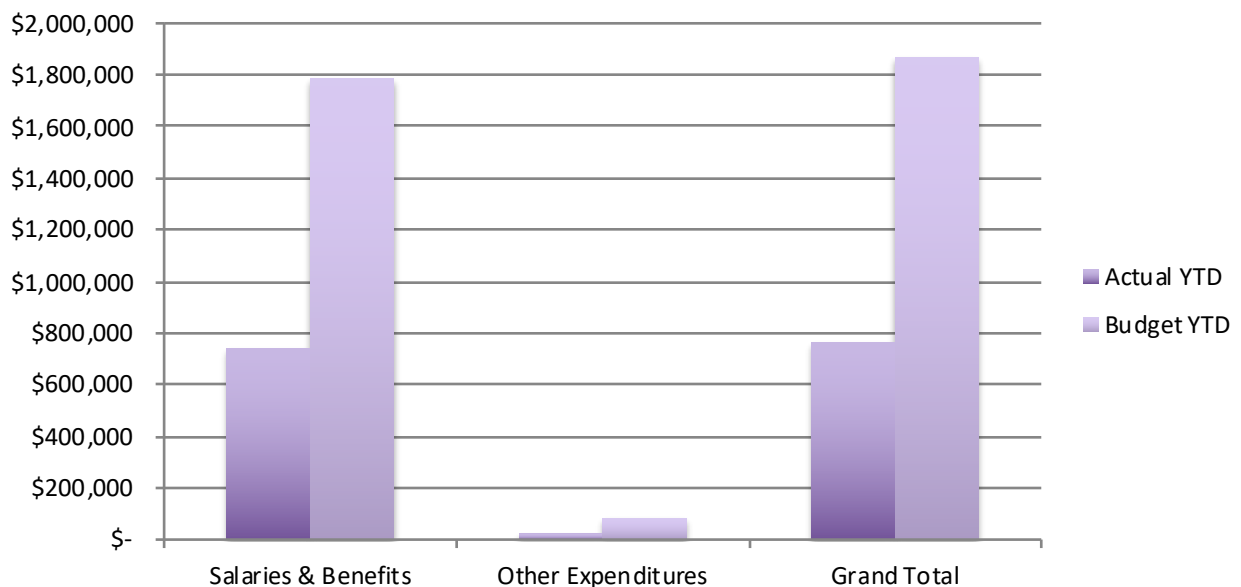
Nutrition Services Fund
Budget vs. Actual Expenditures
As of January 31, 2019
(Unaudited)



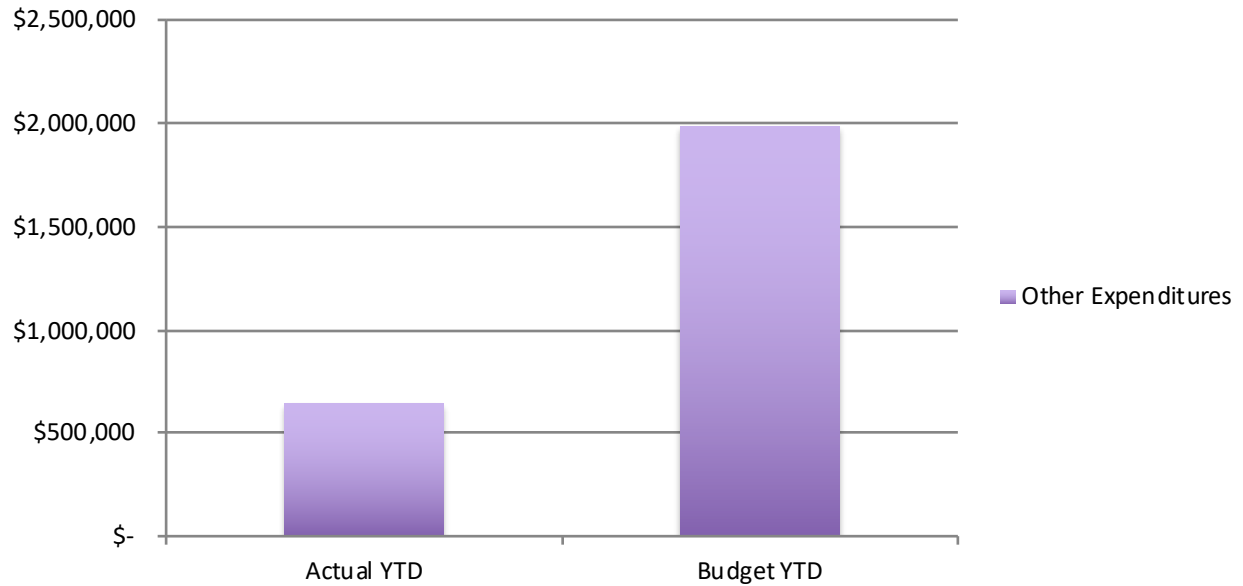
Bond Redemption Fund
Budget vs. Actual Expenditures
As of January 31, 2019
(Unaudited)



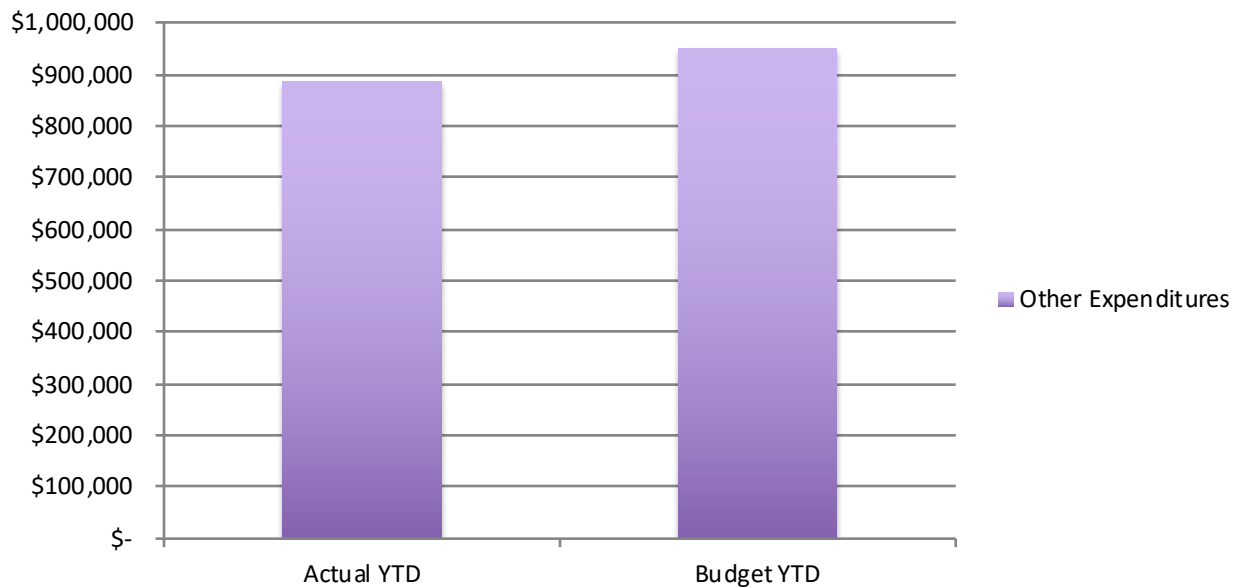
CPP Fund
Budget vs. Actual Expenditures
As of January 31, 2019
(Unaudited)



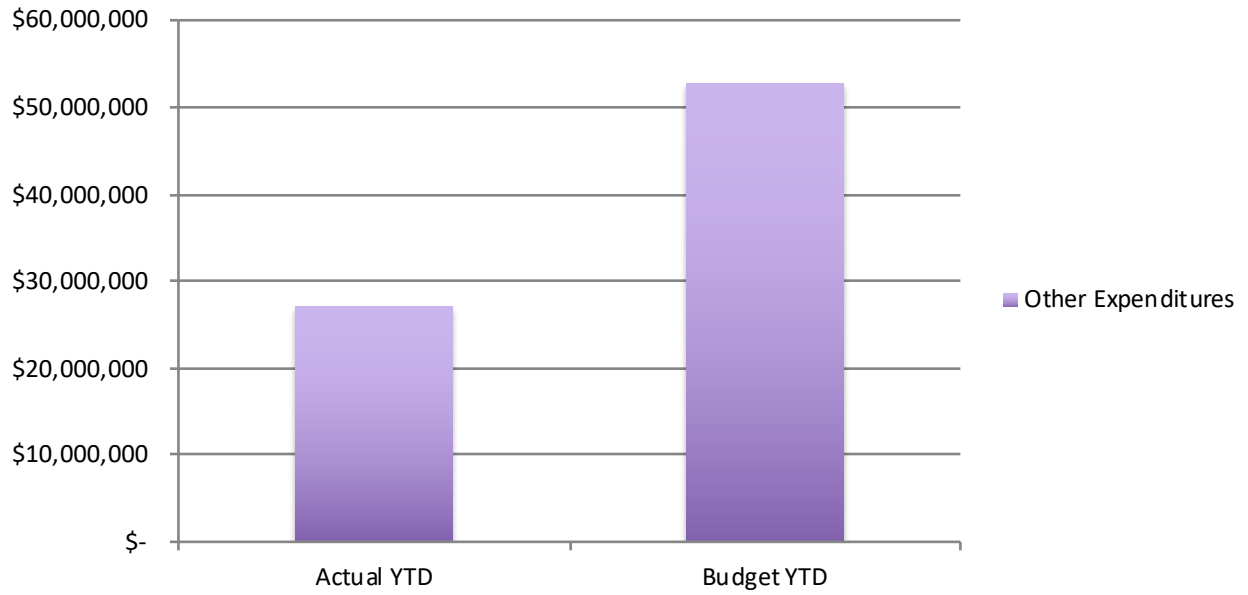
Capital Reserve Fund
Budget vs. Actual Expenditures
As of January 31, 2019
(Unaudited)



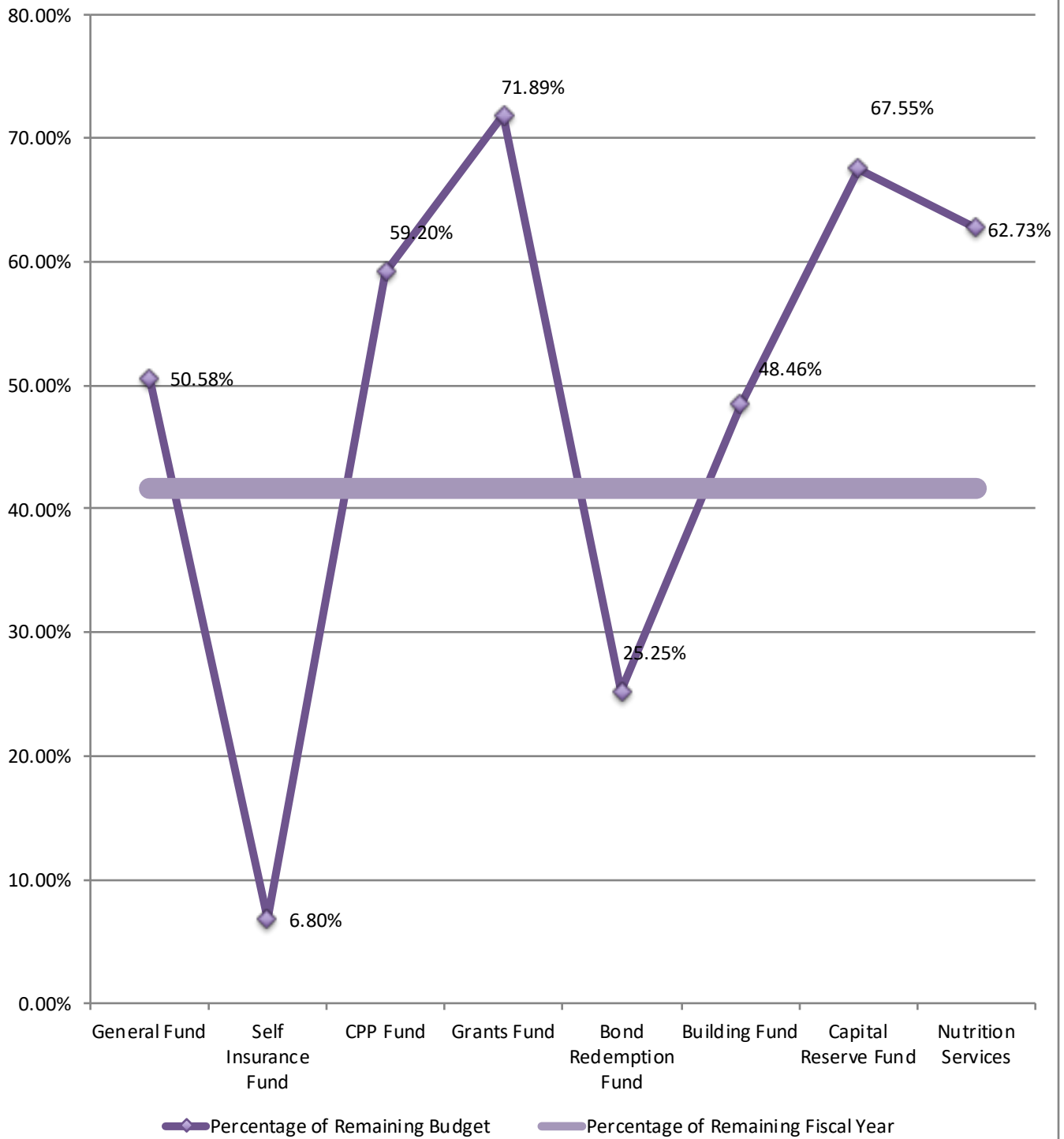
Insurance Reserve Fund
Budget vs. Actual Expenditures
As of January 31, 2019
(Unaudited)



Building Fund
Budget vs. Actual Expenditures
As of January 31, 2019
(Unaudited)



2018-19 Percentage of Budget Remaining by Fund January 31, 2019 (Unaudited)



Mapleton Public Schools

Account Level Balance Sheet As of 01/31/2019

Fiscal Year: 2018-2019

Year To Date

General Fund

ASSET

LineDesc		YTD
10.000.00.0000.8101.000.0000.00	Cash-US Bank	\$2,721,272.84
10.000.00.0000.8101.000.0000.01	Cash-NVB	\$50,000.00
10.000.00.0000.8101.000.0000.03	Payroll Acct-US Bank	\$2,437.44
10.000.00.0000.8103.000.0000.01	Petty Cash-Academy High School	\$600.00
10.000.00.0000.8103.000.0000.02	Petty Cash-Student Activities & Safety	\$250.00
10.000.00.0000.8103.000.0000.03	Petty Cash-MESA	\$1,000.00
10.000.00.0000.8103.000.0000.04	Petty Cash-BPCCA	\$300.00
10.000.00.0000.8103.000.0000.05	Petty Cash-Explore Elem	\$500.00
10.000.00.0000.8103.000.0000.06	Petty Cash-Student Support	\$150.00
10.000.00.0000.8103.000.0000.07	Petty Cash-Assistant Superintendent	\$300.00
10.000.00.0000.8103.000.0000.08	Petty Cash-SPED	\$300.00
10.000.00.0000.8103.000.0000.11	Petty Cash-Achieve	\$400.00
10.000.00.0000.8103.000.0000.12	Petty Cash-Adventure	\$500.00
10.000.00.0000.8103.000.0000.13	Petty Cash-Clayton Partnership	\$400.00
10.000.00.0000.8103.000.0000.15	Petty Cash-Valley View	\$500.00
10.000.00.0000.8103.000.0000.16	Petty Cash-Welby Montessori	\$400.00
10.000.00.0000.8103.000.0000.17	Petty Cash-Meadow Community	\$600.00
10.000.00.0000.8103.000.0000.18	Petty Cash-Monterey Community	\$500.00
10.000.00.0000.8103.000.0000.19	Petty Cash-Preschool	\$400.00
10.000.00.0000.8103.000.0000.20	Petty Cash-Preschool Admin	\$300.00
10.000.00.0000.8103.000.0000.21	Petty Cash-York Intl	\$800.00
10.000.00.0000.8103.000.0000.31	Petty Cash-Performing Arts	\$850.00
10.000.00.0000.8103.000.0000.35	Petty Cash-MEC	\$500.00
10.000.00.0000.8103.000.0000.36	Petty Cash-GLA	\$1,000.00
10.000.00.0000.8103.000.0000.37	Petty Cash-NVSYA	\$400.00
10.000.00.0000.8103.000.0000.39	Petty Cash-Global Primary Academy	\$500.00
10.000.00.0000.8103.000.0000.46	Petty Cash-Learning Services	\$200.00
10.000.00.0000.8103.000.0000.50	Petty Cash-Communications	\$250.00
10.000.00.0000.8103.000.0000.51	Petty Cash-Technology	\$200.00
10.000.00.0000.8103.000.0000.53	Petty Cash-Office of Superintendent	\$350.00
10.000.00.0000.8103.000.0000.57	Petty Cash-Human Resources	\$500.00
10.000.00.0000.8103.000.0000.61	Petty Cash-Finance Office	\$200.00
10.000.00.0000.8103.000.0000.66	Petty Cash-Maintenance	\$400.00
10.000.00.0000.8103.000.0000.67	Petty Cash-Custodial	\$200.00
10.000.00.0000.8103.000.0000.68	Petty Cash-Athletics	\$200.00
10.000.00.0000.8111.000.0000.01	Investment-ColoTrust	\$200,723.95
10.000.00.0000.8121.000.0000.00	Property Taxes Receivable	(\$61,866.63)
10.000.00.0000.8132.000.0000.19	Due To/From C.P.P. Fund	\$49.50
10.000.00.0000.8132.000.0000.21	Due To/From Food Service Fund	\$112,922.38
10.000.00.0000.8132.000.0000.22	Due To/From Gov't Grants Fund	\$453,051.82
10.000.00.0000.8132.000.0000.31	Due To/From Bond Redemption Fund	\$0.01
10.000.00.0000.8132.000.0000.41	Due to / From bldg fund	\$40,026.47
10.000.00.0000.8132.000.0000.43	Due To/From Capital Reserve Fund	(\$727.09)
10.000.00.0000.8132.000.0000.74	Due To/From Student Activities	\$16,228.46
10.000.00.0000.8132.000.0000.85	Due To/From MEF	\$7,710.57
10.000.00.0000.8153.000.0000.01	Accounts Receivable	\$117,834.80
10.000.00.0000.8153.000.0000.02	Accounts Receivable-Retired	\$42,010.48
10.000.00.0000.8153.000.0000.05	P-Card Fraud Accounts Receivable	\$87.43
10.519.00.0000.8141.000.0000.00	AFROTC Reimbursable A/R	\$157.91
ASSET		\$3,715,870.34

LIABILITY

LineDesc		YTD
10.000.00.0000.7421.000.0000.02	Payroll Liability	(\$3,071.58)

Mapleton Public Schools

Account Level Balance Sheet As of 01/31/2019

Fiscal Year: 2018-2019

Year To Date

10.000.00.0000.7451.000.0000.00	Colorado Treasury Interest Free Loan	(\$1,684,509.00)
10.000.00.0000.7471.000.0000.00	Direct Deposit Payable	(\$2,111.58)
10.000.00.0000.7471.000.0000.05	Payable-Kaiser	(\$17,034.33)
10.000.00.0000.7471.000.0000.13	Payable-Tax Sheltered Annuities	\$100.00
10.000.00.0000.7471.000.0000.19	Payable-CASE Dues	(\$204.00)
10.000.00.0000.7471.000.0000.20	Payable-Cancer Care	\$1,473.44
10.000.00.0000.7471.000.0000.23	Payable-Dental	\$16,025.34
10.000.00.0000.7471.000.0000.24	Payable-Vision-VSP	(\$3,441.06)
10.000.00.0000.7471.000.0000.30	FSA	\$8,306.08
10.000.00.0000.7471.000.0000.33	Preschool & Daycare Tuition	(\$18,632.38)
10.000.00.0000.7471.000.0000.35	Payable-Finger Printing Fee	(\$110.00)
10.000.00.0000.7481.000.0000.00	Deferred Revenue	(\$273,234.00)
10.585.00.0000.7481.000.3139.00	ELL Deferred Revenue	(\$116,462.30)
LIABILITY		(\$2,092,905.37)

FUND BALANCE

LineDesc		YTD
10.000.00.0000.6710.000.0000.00	Non-Spend Fund Balance	\$2.97
10.000.00.0000.6721.000.0000.00	Restricted for Tabor 3% Reserve	(\$2,091,129.00)
10.000.00.0000.6722.000.0000.00	Restricted for Multi-Yr Contracts	(\$993,550.00)
10.000.00.0000.6750.000.0000.00	Committed Fund Balance	(\$1,371,100.00)
10.000.00.0000.6770.000.0000.00	Unassigned fund balance	(\$5,088,273.00)
FUND BALANCE		(\$9,544,049.03)

Total Liability & Fund Balance	(\$11,636,954.40)
Total (Income)/Loss	\$7,921,084.06
Total Liability and Equity	(\$3,715,870.34)

Memo

TO: Board of Education
FROM: Charlotte Ciano, Superintendent
DATE: February 20, 2019

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 policy.

Report: At the February 12, 2019 Board Study, district administration and the Board of Education received the following policy for first review. This policy is being presented for final review and adoption.

ADD	Safe Schools
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This evening, District Administration recommends that this policy be adopted. The attached copy represents the "final" version of the policy and is submitted for Board approval.

Safe Schools

The Board of Education for Mapleton Public Schools (the “District”) recognizes that effective learning and teaching takes place in a safe, secure, and welcoming environment and that safe schools contribute to improved attendance, increased student achievement, and community support. Safe schools are a priority of the District and the District is committed to providing a safe environment in school, on school vehicles, and at school-sponsored activities. To that end, the Board directs the Superintendent to develop and maintain a safe schools plan that includes the following:

1. Procedures that address the supervision and security of school buildings and grounds.
2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities.
4. Training programs for staff and students in crisis prevention and management.
5. Training programs for staff and students in emergency response procedures that include practice drills.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.
7. Training and support for students that aims to relieve the fear, embarrassment, and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
8. Procedures for safe, confidential reporting of security and safety concerns at each school building.
9. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary.
10. Procedures for regular assessments to determine whether students feel safe and to provide recommendations for improvements in school climate at each District building.
11. Procedures to provide for regular communications between District officials, law

enforcement officers, fire department officials, city and county officials, and local medical personnel to discuss crisis prevention and management strategies, including involvement by these parties in the development and revision of crisis prevention and management plans.

12. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
13. Procedures for the reporting of criminal activity to law enforcement.
14. A child sexual abuse and assault prevention plan, including comprehensive, age appropriate curricula regarding child sexual abuse and assault awareness and prevention and professional development for school personnel and parents in preventing, identifying, and responding to child sexual abuse and assault.
15. Procedures for notifying parents of an employee's criminal charges when such notification is required by State law.

Each school director shall be responsible for the supervision and implementation of the safe school program at his or her school. The school director shall submit annually, in the manner and by the date specified by the State Board of Education, a written report to the Superintendent concerning the learning environment in the school during that school year. The report shall contain, at a minimum, the information required by law. The Superintendent shall provide the report to the Board of Education.

It shall be the responsibility of the Superintendent (or designee) to compile the annual safety reports from every school in the District and submit the compilation to the Colorado Department of Education in a format specified by the State Board of Education. The report will be made available to the public on the District's website.

Adopted March 26, 2013, by the Board of Education for Mapleton Public Schools.

Revised _____.

LEGAL REFERENCES:

C.R.S. §§ 9-1-101 to 106 (*construction requirements for public school buildings*)

C.R.S. § 22-1-130(6) (*safe school plan must include parent notification of employee criminal charges*)

C.R.S. §§ 22-3-101 to 104 (*school board duty to provide protective eyewear to students engaged in, or observing, an activity or the use of hazardous substances likely to cause injury to the eyes and staff duty to supervise use of protective eyewear*)

C.R.S. § 22-32-109.1(1)(b.5) (*definition of “community partners” that board may wish to consult with in developing and implementing its safe school plan*)

C.R.S. § 22-32-109.1(2) (*safe schools plan*)

C.R.S. § 22-32-109.1(2)(b) (*detailing information required in annual principal reports on the learning environment*)

C.R.S. § 22-32-109.1(2.5) (*districts are “encouraged” to adopt a child sexual abuse and assault prevention plan as part of the safe school plan*)

C.R.S. § 22-32-109.1(5) (*safe schools policy must require annual inspection of schools to remove hazards, vandalism, and other barriers to safety and supervision*)

C.R.S. § 22-32-110(1)(k) (*board authority to adopt policies related to employee safety and official conduct*)

C.R.S. § 22-32-124(2), (3) (*inspection of school buildings*)

C.R.S. § 24-10-106.5 (*duty of care*)

CROSS REFERENCES:

ECA/ECAB: Security/Access to Buildings

KDE: Crisis Management (Safety, Readiness, and Incident Management Planning)

KDBA: Parent Notification of Employee Criminal Charges

KI: Visitors to School

Memo

TO: Charlotte Ciano, Superintendent
FROM: Karla Allenbach, Assistant Superintendent of Schools
DATE: February 21, 2019

Policy: Student Travel, Policy JJH
Report Type: Decision Making
SUBJECT: Student Travel – National Marshall-Brennan Moot Court Competition

Policy Wording: All overnight trips and trips exceeding 200 miles round trip have prior approval of the Board of Education.

Decision Requested: District administration is seeking Board approval for an out of state, overnight trip for students attending Academy High School and Global Leadership Academy to participate in the National Moot Court Competition in Washington D.C.

Report:

Participants: Sheri Kangas, Director at Academy, and Jeremy Jimenez, Director at Global Leadership Academy are seeking approval for a total of four students from both schools to compete in the National Marshall-Brennan Moot Court competition in Washington D.C. David Penny, teacher at Academy and Taylor Alcantar, teacher at Global Leadership Academy will chaperone the trip.

Destination: The group will spend three days and two nights in Washington D.C. Taxi, shuttle, or public transportation will be accessed to transport the group to activities and out for meals. Students will be asked to bring professional attire for the competition.

Duration: Students and chaperones will depart for Washington D.C. Friday, April 5, 2019 and return to Denver on Sunday, April 7, 2019.

Purpose: Mapleton students participated in the state level Moot Court competition this past February, at the University of Colorado Law School. The purpose of this trip is to allow the students who ranked in the top ten at the state competition the opportunity to compete at the national level. The Moot Court process provides students with opportunities to develop critical thinking skills and build their knowledge of the Constitution. Additionally, the Moot Court process aligns with the High School Social Studies Standard 4.1: Research, formulate positions, and engage in appropriate civic participation to address local, state, or national issues or policies.

Activities: In addition to attending the competition, a tour of the Supreme Court has been scheduled. The group will also visit museums and monuments in the area as time allows.

Transportation and Contingency Planning: The group will be taking direct flights both to and from Washington D.C. The public transportation system will be accessed as the primary transportation source during their stay. Taxi or shuttle services will be accessed

when needed. Parent permission slips, including medical information and medical release signatures, will also be collected.

Cost and Source of Funding: All travel, food, and lodging for the student finalists and one of the chaperones will be paid for by University of Colorado Law School budget. The additional chaperone will be paid out of Mapleton funds. Students have been asked to bring their own money to purchase desired souvenirs.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Cyndee Little, Director of Student Achievement
DATE: February 26, 2019

Policy: Curriculum Review, Policy IGF
Report Type: Decision Preparation
SUBJECT: Review of Instructional Materials- Comprehensive Health

Policy Wording: The District reviews its curriculum and educational programs regularly to ensure they reflect relevant academic content standards and are effectively meeting the District's educational objectives.

Policy Interpretation: This policy is interpreted as ensuring the Board officially adopts programs and curriculum for use in the School District upon recommendation of the Superintendent.

Board Action: District administration is requesting the Board's review of the following instructional resources:

- *HealthSmart – Grades K-12*
- *FLASH – Grades 6-12*
- *Second Step – Grades 1-8*
- *Olweus – Grades K-12*

No decision is being requested at this time.

Report: The Department of Student Achievement requests the Board's review of the following instructional materials to be utilized beginning fall of 2019.

HealthSmart is a comprehensive health education curriculum. This program is grounded in educational and behavioral theory. Topics are developed sequentially and build upon one another throughout the grade levels and are aligned to Colorado's 2020 Standards for Comprehensive Health.

FLASH, a 6-12 grade Sex Education Program, is based on the Theory of Planned Behavior. Engaging lessons include a variety of strategies designed to create positive attitudes, beliefs and norms, and to build skills in order to reduce rates of pregnancy, STDs and sexual violence. FLASH supports and respects diverse community values through its inclusive design.

Second Step is a 1-8 grade social and emotional curriculum. It is designed to help students learn, practice, and apply skills for self-regulation and social-emotional competence as well as promote school connectedness within a safe and respectful school climate.

Olweus Bully Prevention Program, grades K-12, will provide each of Mapleton's schools with a comprehensive, schoolwide approach to reduce bullying problems along with cyber bullying incidences. Simultaneously, classroom and advisory/crew classes will be utilized to support schoolwide implementation and positive school and community culture.

A set of these instructional materials will be on public display in the lobby of the Mapleton Administration building for 30 days. Final approval will be requested at the Board meeting scheduled for March 19, 2019.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Cyndee Little, Director of Student Achievement
DATE: February 26, 2019

Policy: School Board Powers and Responsibilities, Policy BBA
Report Type: Decision Making
SUBJECT: Adoption of Instructional Materials- K-8 Writing

Policy Wording: It is the responsibility of the School Board to approve textbooks selected by the Superintendent, or designee, approving recommended courses of study.

Policy Interpretation: This policy is interpreted as ensuring the Board officially adopts programs and curriculum for use in the School District upon recommendation of the Superintendent.

Board Action: District administration is requesting the Board include the following writing programs to the previously adopted reading curricula to assure a more comprehensive approach to balanced literacy:

- American Reading Company (ARC)
- EL Education (*Expeditionary Learning*) Modules
- Lucy Calkins - *Writing Units of Study*

Report: In June 2016, The Mapleton Board of Education adopted three curricula for K-8 reading instruction. That adoption included the American Reading Company (ARC) K-8, EL Education - ELA Modules K-8, and the Lucy Calkins Reading Units of Study K-8. In November 2018, it was determined through a diverse team comprised of teachers, instructional guides and school and district leaders, that ARC, EL Education Modules, and Lucy Calkins Writing Units of Study align with Colorado 2020 ELA Standards. This adoption would ensure ELA Standards are met K-8.

In Mapleton, Balanced Literacy is the structural approach to literacy instruction consisting of shared instruction (whole group), guided instruction (small group) and independent work. Students are taught through gradual release of responsibility toward mastery of standards. Each one of the recommended programs aligns with the model of balanced literacy.

American Reading Company resources as well as EL Education ELA Modules have been reviewed for alignment to the 2020 Writing Standards within the ELA Standards. The Lucy Calkins Writing Units of Study K-8 is a new adoption that directly and purposefully correlates with the Reading Units of Study previously adopted.

Upon Board approval, these instructional resources will be available for use. American Reading Company, EL Modules and Lucy Calkins Units of Study in Writing would provide literacy resource alignment to support both reading and writing instruction K-8.

Memo

TO: Board of Education
FROM: Charlotte Ciano, Superintendent
DATE: February 13, 2019

Policy: Qualifications/Powers and Responsibilities of Superintendent, Policy CBA/CBC
Report Type: Decision Making
SUBJECT: Delegation of Duties

Policy Wording: The Superintendent for Mapleton Public Schools (the "District") shall exercise general authority to direct actions and affairs of the District... The Superintendent shall be charged specifically with the following responsibility: directing and delegating operations and activities of other supervisory staff to include, sufficient authority to accomplish their tasks.

Policy Interpretation: This policy is interpreted as requiring the Superintendent to seek Board approval to designate any additional staff members as Board designees for specific areas of responsibility.

Decision Requested: Board approval is requested for specific individuals to sign as Board designees on documents related to the 2016 Bond construction program.

Report: On November 21, 2016 the Board passed a resolution certifying the mill levy and bond election results. The bond revenue is being used to provide new and updated learning environments and experiences at each Mapleton site as determined in the District's facility master plan.

At times, individual vendors and/or governmental agencies require the signature of a Board designee when working within a project that has been previously approved by the Board of Education. This designee allows the work to continue within the scope of the previously approved project.

To facilitate this work, the superintendent is recommending the following appropriate staff be granted signatory authority as Board designees within their assigned areas of responsibility:

- Mike Crawford, Deputy Superintendent
- Dave Sauer, Chief Operations Officer

Memo

TO: Charlotte Ciano, Superintendent
FROM: Dave Sauer, Chief Operations Officer
DATE: February 21, 2019

POLICY: Funding Proposals, Grants, and Special Projects, Policy DD
REPORT TYPE: Decision Making
SUBJECT: Request to Accept Grant Funds – Colorado Department of Public Safety's School Security Disbursement Grant

Policy Wording: Policy DD: *Funding Proposals, Grants and Special Projects* encourages the District to pursue all available sources of funding consistent with achieving the District's objectives.

Further, the policy stipulates that District administration must formally seek Board approval before accepting supplemental or special project funds if the amount is \$50,000 or greater.

Decision Requested: District administration is requesting Board approval to accept a recently awarded \$580,000 grant that will support the purchase of additional security equipment and software at four Mapleton schools.

Report: In January, District administration submitted a grant proposal to the Colorado Department of Public Safety's School Security Disbursement Program to support the purchase of security equipment and software at Achieve Academy, Meadow Community School, Monterey Community School and York International.

The grant will specifically fund the purchase of new front doors and frames, as well as the purchase of secondary doors. Funding will also support the purchase of equipment, which includes the access control system, camera system, wiring for the access control and camera system, and door hardware.

Ultimately, funding will assist with the standardization of the District's security systems, as older schools will be compatible with current systems in place at newly renovated and constructed schools.

District administration recommends approval of this grant to support the purchase and implementation of the activities outlined in the proposal.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Mike Crawford, Deputy Superintendent
DATE: February 8, 2019

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 for its regular monthly meeting on Friday, February 1, 2019.

Following introductions, several items were distributed to the group, including:

- the report from the January CAAC meeting;
- the Expenditure Report from January; and
- written reports from Mapleton's owner representative from January.

The committee reviewed the new format of the Expenditure Report and project-specific budget updates and forecasts were discussed. An update was provided regarding each of the bond projects currently underway. Highlights are as follows:

- Adventure
 - Remaining landscaping, including the soccer field and other recreational amenities, will be installed in phases, weather permitting, with completion expected spring 2019.
- Global Intermediate 4-8
 - Excel Environmental has begun abatement activities at the original Global building, including removal of decommissioned equipment;
 - Interior finishes were proposed to the project team for review and refinement;
 - Construction is currently scheduled to commence in spring 2019 and completion is expected summer 2020.
- Global Leadership 9-12
 - Punch walks have been completed, minor corrections are on-going;
 - Final Certificate of Occupancy is expected by early February and school opened to students on Monday, January 14, 2019.

- CareerX at the Global Campus
 - Construction documents have been submitted for permit with construction starting in February;
 - Anticipated completion is fall of 2019.
- The Arts Building at the Global Campus
 - Design Team conducted site visits of area school performing art buildings;
 - Neenan held a collaborative design charrette on 1/24/19, which produced sketches to determine final design direction;
 - Potential partnerships are being explored.
- Trailside Academy
 - Roof installation is complete. Interior wall framing is making good progress;
 - Design modifications are in process related to ductwork encasements and cornerstone plaque placement.
 - Final furniture selections were reviewed with Jordy Carter;
 - School is expected to open for all grades PK-8 in fall of 2019.
- Explore
 - A Guaranteed Maximum Price (GMP) contract with JHL was signed for \$20,835,255, including design and preconstruction costs;
 - Olsson was selected as the vendor to conduct materials testing and inspection;
 - Coordination of site improvements and easements with McStain and the City of Thornton are making good progress.
 - Construction activities are projected to start February 4, 2019 with a Groundbreaking Ceremony scheduled on March 1, 2019 and school opening in 2020.
- Other Projects
 - Valley View Elementary- Writing has started for BEST grant submission.

Finally, committee members toured the Trailside Academy construction site. Members commented on the innovative use of the smaller parcel size allotted for school building construction. The committee was pleased with the modern, free-flowing building design that felt spacious through use of large windows, ceiling height, and curving exterior walls. The heated floors in the common area and use of different flooring options throughout the building to denote learning environment transitions were highlights of the tour.

The next meeting of the Construction Accountability Advisory Committee will be Friday, March 1st, at 11:30 a.m. in the Board Room.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Brian Fuller, Chief Information Officer
DATE: February 26, 2019

Policy: Accountability/Commitment to Accomplishment, Policy AE
Report Type: Monitoring
SUBJECT: 2018-19 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 and the DAAC Chair are providing this report for information only. No decision is requested this evening.

Report: In February, 8 members of DAAC convened to:

- Receive an update on construction projects and the groundbreaking at the new Explore site;
- Receive an update on the status of the application to be the EMO for Adams 14;
- Review achievement and growth data related to the district UIP; and
- Study the DAAC topic for February, completing the third of 3 sessions focused on the review of the Code of Conduct document.

The meeting began with DAAC members receiving an update on the construction projects at Trailside and the new Explore site. The groundbreaking ceremony for Explore is scheduled for March 1, 2019 at 1 p.m.

DAAC members reviewed District achievement and growth data from the 2017-18 school year including trend data. DAAC members reviewed MAP, CMAS, PSAT, and SAT achievement and growth data for the past 3 years. They were able to ask clarifying questions to better understand the context of the data presented in preparation for the UIP review which is scheduled for the March DAAC meeting.

Much of the meeting was spent reviewing the third section of the student Code of Conduct document that the DAAC is annually charged with reviewing. DAAC members were able to review the final sections of the document. Comments and feedback were recorded as part of the overall review process. District staff will compile all comments made by DAAC members during the 3 review sessions and present the summary of recommendations to DAAC for final review during the April DAAC meeting.

The next DAAC meeting will be held on Tuesday, March 19, 2019 from 4:30 to 6:30 P.M. at the Global Leadership Academy Student Center. Additional meeting dates will be added when DAAC participants request additional time to understand and comment on specific topics.