



DISTRICT MISSION

*... to guarantee that all students
can achieve their dreams and
contribute enthusiastically to their
community, country, 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*

2023 - 2024

FOCUS AREAS

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

BOARD MEMBERS

*Mallory Boyce
Cindy Croisant
Terry Donnell
Daisy Lechman
Thomas Moe*

SUPERINTENDENT

Charlotte Ciano

Mapleton Public Schools Board of Education

Regular Meeting
Administration Building

November 28, 2023
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 Recognition/ Comments
 - 5.2 Certification of Election Results
 - 5.3 Oath of Office
 - 5.4 Election of Board Officers
 - 5.5 Resolution to Authorize Use of Facsimile Signatures
 - 5.6 Confidentiality Compliance Affidavit
6. Public Participation
7. Approval of Minutes
 - 8.1 Approval of October 24, 2023, Board Meeting Minutes
 - 8.2 Approval of November 14, 2023, Board Study Minutes
8. Report of the Secretary
9. Consent Agenda
 - 9.1 Personnel Action, Policy GCE/GCF – Ms. Branscum
 - 9.2 Adoption of Policy, Policy BG – Ms. Ciano
10. Focus: Student Achievement
 - 10.1 Student Travel – Overnight Travel for Skyview Varsity Cheer Team, Policy JJH – Ms. Ansley
 - 10.2 2023-2024 Student October Count Enrollment Report, Policy CBA/CBC – Mr. Fuller
11. Focus: Communication
 - 11.1 Fiscal Year 2022-2023 Audit Presentation, Policy DIE – Mr. Storz
 - 11.2 1st Quarter Fiscal Year 2023-2024 Financial Report, Policy DIC – Mr. Storz
 - 11.3 SRO MOU – Adams County Sheriff's Office, Policy CBA/CBC – Mr. Sauer
12. Focus: Facilities Management
 - 12.1 Consideration of Construction Observation and Materials Testing for Meadow Community School, Policy DJE – Mr. Sauer
 - 12.2 Consideration of Design/Build Contract for Clayton/Academy HVAC Replacement, Policy BBA – Mr. Crawford
13. Discussion of the Next Agenda
14. Superintendent's Comments
15. Board Committee Update
16. School Board Discussion/Remarks
17. Next Business Meeting Notification – Tuesday, December 12, 2023
18. 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.

**CERTIFICATE OF ELECTION
BY ACCLAMATION**

I, Erica Branscum, Designated Election Official, within and for Adams County School District No.1 (Mapleton Public Schools), do hereby certify that the following candidates:

Daisy Lechman, District B

Michelle Ramos, District D

are deemed elected by acclamation for the office of School Director, District D, pursuant to the resolution of the Board of Education canceling the November 7, 2023, election.

IN WITNESS WHEREOF, I have hereunto set my hand and Official
Seal, this 28th day of November 2023.

Erica Branscum
Designated Election Official
Mapleton Public Schools

1.0 CALL TO ORDER

President Cynthia Croisant called the meeting of the Board of Education – Mapleton Public Schools to order at 6:01 p.m. on Tuesday, October 24, 2023, at the Administration Board Room.

2.0 ROLL CALL

Cynthia Croisant - President	Present
Terry Donnell - Treasurer	Present
Tom Moe - Vice President	Present
Daisy Lechman - Secretary	Present
Mallory Boyce – Asst. Secretary/Treasurer	Present

3.0 PLEDGE OF ALLEGIANCE

Ms. Croisant led the Pledge of Allegiance.

4.0 APPROVAL OF AGENDA

MOTION: By Ms. Donnell, seconded by Ms. Boyce, to approve the Board Agenda dated October 24, 2023, as presented.

AYES: Ms. Boyce, Ms. Croisant, Ms. Donnell, Ms. Lechman, and Mr. Moe.
Motion carried: 5-0

5.0 BOARD BUSINESS

5.1 Board Comments

Ms. Croisant said that at the October 17, 2023, Board Study Session the Board:

- Reviewed and discussed New Policy JLCDC
- Reviewed and discussed CTE Programs

6.0 WHAT'S RIGHT IN MAPLETON

Ms. Johnson introduced the Student Art Display for What's Right in Mapleton. The wall display will feature a rotating selection of student art throughout the year. The hope is to showcase the talent, creativity, and imagination of our student artists, preschool through twelfth grade, and share their gifts with Broadway building staff and guests.

7.0 PUBLIC PARTICIPATION

None

8.0 APPROVAL OF MINUTES

MOTION: By Mr. Moe, seconded by Ms. Lechman, to approve the minutes as stated on the Board Agenda dated October 24, 2023: 8.1 Board Meeting minutes of September 26, 2023, and 8.2 Board Study minutes of October 17, 2023, as presented.

AYES: Ms. Boyce, Ms. Croisant, Ms. Donnell, Ms. Lechman, and Mr. Moe.
Motion carried: 5-0

9.0 REPORT OF THE SECRETARY

Ms. Lechman shared that the Board received petitions from staff on the Skyview campus. Ms. Croissant said that the Board would review the petitions and asked Ms. Ciano to come up with a strategy plan to share with the Board regarding the petitions.

10.0 CONSENT AGENDA

10.1 Personnel Action

10.2 Financial Report August 2023

10.3 Adoption of Policy

MOTION: By Ms. Boyce, seconded by Ms. Lechman, to approve Agenda item 10.1 Personnel Action, 10.2 Financial Report August 2023, and 10.3 Adoption of Policy; as stated on the Board Agenda dated October 24, 2023.

AYES: Ms. Boyce, Ms. Croissant, Ms. Donnell, Ms. Lechman, and Mr. Moe.
Motion carried: 5-0

11.0 FOCUS: STUDENT ACHIEVEMENT

11.1 American Education Week

Ms. Ansley asked that the Board of Education approve the week of November 13 -17, 2023, as the annual observance of American Education Week.

MOTION: By Ms. Boyce, who read the Proclamation, seconded by Mr. Donnell, to approve the week of November 13-17, 2023, as American Education Week.

AYES: Ms. Boyce, Ms. Croissant, Ms. Donnell, Ms. Lechman, and Mr. Moe.
Motion carried: 5-0

11.2 PASB Career and Technical Education (CTE) Pathway

Ms. Ansley reported that Performing Arts School on Broadway (PASB) will seek to launch a CTE Technical Theater/Theater Design Pathway in the spring semester of 2024. Participating students will be members of the Colorado Technology Student Association and will attend the Student Leadership Conference in Denver each February.

11.3 Overnight Student Travel – Expeditionary Learning National Conference

Ms. Ansley requested the Board approve overnight travel for 16 MESA students, to attend the 4-day, 3-night Expeditionary Learning National Conference being held at the Sheraton Hotel in Denver, Colorado from November 28, 2023, through December 2, 2023.

MOTION: By Ms. Moe, seconded by Mr. Boyce, to approve the Overnight Student Travel-Expeditionary Learning National Conference, as presented.

AYES: Ms. Boyce, Ms. Croissant, Ms. Donnell, Ms. Lechman, and Mr. Moe.
Motion carried: 5-0

12.0 FOCUS: COMMUNITY INVOLVEMENT

12.1 DAAC Update

Mr. Fuller reported that the District Accountability Advisory Committee met in October. 9 members of DAAC and three guests convened to focus on updates to Career and Technical Education (CTE) options being developed for schools and learn about Mapleton Reads. The next meeting of this committee will be November 28, 2023, at 4:30 p.m. via Microsoft Teams.

13.0 DISCUSSION OF NEXT AGENDA

Ms. Croisant said agenda items for the November 28, 2023, Board meeting would include:

- October Count Enrollment Report
- DAAC Update
- Project LIFT Update

Ms. Croisant also said that the November 28th meeting will be an important meeting. New Board members will be sworn in and new officers will be elected.

14.0 SUPERINTENDENT'S COMMENTS

During the Superintendent's report, Superintendent Ciancio:

- Shared the November 28th Board meeting will begin at 4:00 pm with a reception, followed by New Board Member swear-in with Judge Don Quick, and the Board meeting to follow.
- Reported the 1st Student Advisory meeting was on October 19th. The advisory group is comprised of mostly seniors and a few juniors. Ms. Ciancio welcomed board members to attend any of the Student Advisory meetings.
- Reviewed other events happening in the month of November.

15.0 BOARD COMMITTEE UPDATE

Mr. Moe reported the Mapleton Education Foundation met on October 18th. The meeting included a Holiday Shop update, a report on a Sports Equipment Donation from a Precious Child, reviewed applications and selected Marchi Mini Grant winners, and a final Gala recap, in which the foundation exceeded its fundraising goal for the event.

Ms. Croisant reported the BOCES will meet on November 20th.

Ms. Boyce reported that she attended the CASB Fall Delegate Assembly on October 7th. She said that CASB set some great legislative priorities.

16.0 SCHOOL BOARD DISCUSSION / REMARKS

Ms. Croisant thanked the Mapleton Education Foundation for honoring her at the gala. She also said she was touched by the guest speaker, a former Mapleton graduate. It was great to hear her story and see how far she has come. Ms. Croisant it was a great reminder of the amazing work that Mapleton has done.

17.0 NEXT MEETING NOTIFICATION

The next Board Business meeting will be at 6:00 p.m. on November 28, 2023, in the Administration Board Room.

18.0 ADJOURNMENT

Ms. Croisant noted the Board would meet in a staff debrief session following the business meeting.

The Board motioned to adjourn at 6:35 p.m.

Cynthia Croisant, Board President

Daisy Lechman, Board Secretary

Submitted by Laura Milani, Recording Secretary for the Board of Education

Members of The Board of Education – Mapleton Public Schools met in a study session at 5:30 p.m. on Tuesday, November 14, 2023, in the Administration Boardroom.

Present: Cindy Croisant – President
Terry Donnell – Treasurer
Thomas Moe – Vice President
Daisy Lechman – Secretary
Mallory Boyce – Asst. Secretary/Treasurer

During the meeting, the Board:

- Reviewed and discussed Policy JH JHB
- Discussed the past, present, and future Role of the Board and Board Transition

No official Board action was taken at the meeting.

Cynthia Croisant, Board President

Daisy Lechman, Board Secretary

Submitted by Laura Milani, Recording Secretary for the Board of Education

Memo

TO: Charlotte Ciano, Superintendent
FROM: Erica Branscum, Deputy Superintendent, Talent Management
DATE: November 28, 2023

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.

Policy Interpretation: This policy is interpreted to include monthly updates to the Board on the District's hiring and staffing changes.

Decision Requested: The Office of Human Resources recommends the following personnel information to be approved by Board Action at the regular meeting on November 28, 2023.

CLASSIFIED STAFF

<u>NEW EMPLOYEES</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>HIRE DATE</u>	<u>REASON</u>
Bonilla, Paloma	HR Representative	Talent Management	10/23/2023	New Hire
Colmenero Chavez, Guadalupe	Preschool Paraprofessional	PoP	11/06/2023	New Hire
Dominguez Hernandez, Vanessa	Nutrition Services Assistant	GLA	10/24/2023	New Hire
Mireles, Yessica	Nutrition Services Assistant	Nutrition Services	10/24/2023	Re-Hire
Parr, Hilary	Executive Secretary	Talent Management	10/30/2023	New Hire
Scarpaci, Jacquelyn	Board Certified Behavior Analyst	Achieve	10/24/2023	New Hire
Sleeth, Kirk	Substitute Custodian	Operations	10/23/2023	New Hire
Smith, Carlee	Board Certified Behavior Analyst	GPA	11/13/2023	New Hire
Tyler, Christian	ILC Sp. Ed. Paraprofessional	Welby	10/23/2023	New Hire

<u>RESIGNATIONS/TERMS</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>TERM DATE</u>	<u>REASON</u>
Camacho, Kimberly	Sp.Ed. Paraprofessional	Adventure	11/15/2023	Resignation
Heckard, Bethany	Nutrition Services Assistant	Explore	11/16/2023	Resignation
Jadooram, Reshyra	Preschool Paraprofessional	Valley View	10/20/2023	Resignation
Medina, Brianna	ILC Sp. Ed. Paraprofessional	York	11/27/2023	Resignation
Mendoza, Irene	Sub. Nutrition Asst.	Nutrition Services	10/27/2023	Resignation
Milow, Karl	Bus Driver	Transportation	11/02/2023	Resignation
Underwood, Kenneth	ILC Sp. Ed. Paraprofessional	Achieve	11/17/2023	Resignation

CLASSIFIED REQUESTS

No requests at this time.

LICENSED STAFF

<u>NEW EMPLOYEES</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>HIRE DATE</u>	<u>REASON</u>
Figuroa, Deborah	3rd Grade	Achieve	11/30/2023	New Hire
Gerbus, Lindsey	Music	Valley View/GPA	10/18/2023	New Hire
Mefford, Ann	5th Grade	York	10/30/2023	New Hire
Wise, Amanda	6th Grade	Clayton	11/27/2023	New Hire
<u>RESIGNATIONS/TERMS</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>TERM DATE</u>	<u>REASON</u>
Baines Patten, Kathryn	Social Studies	York	12/19/2023	Resignation
Wilson, Jane	5th Grade	York	09/28/2023	Resignation

LICENSED REQUESTS

Cynthia Lewis, Science Teacher at Mapleton Online, is requesting to retire effective November 1, 2023.

ADMINISTRATION STAFF

<u>NEW EMPLOYEES</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>HIRE DATE</u>	<u>REASON</u>
Hoppis, Karen	Assistant Director	Explore	11/06/2023	New Hire
<u>RESIGNATIONS/TERMS</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>TERM DATE</u>	<u>REASON</u>
	Choose an item.	Choose an item.	Click or tap	Choose an item.

ADMINISTRATION REQUESTS

No requests at this time.

LEAVE REQUESTS

<u>NAME</u>	<u>DATES</u>
Bryan, Lillian	11/27/2023 – 01/03/2024
Chavez, Adolph	10/23/2023 – 10/27/2023
Gutierrez, Beronica	10/16/2023 – 10/20/2023
Kuebler, Erin	10/18/2023 – 11/03/2023
Monnier, Peter	11/09/2023 – 11/24/2024
Thomas, Lezlie	11/07/2023 – 02/21/2024
Van Etten, Ericksen	12/18/2023 – 02/12/2024

Memo

TO: Board of Education
FROM: Charlotte Ciano, Superintendent
DATE: November 28, 2023

POLICY: School Board Policy Process, Policy BG
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 November 14, 2023, 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.

JH JHB	Student Attendance and Chronic Absenteeism
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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.

Student Attendance and Chronic Absenteeism

Mapleton Public Schools maintains a staunch commitment to the critical role of consistent school attendance in fostering educational success and is dedicated to ensuring an environment that promotes and supports the presence of every student in the classroom.

Good attendance plays a crucial role in a student's educational journey, serving as a key predictor of academic achievement and social development. Students who consistently attend school are more likely to grasp complex concepts, participate actively in class discussions, and benefit from collaborative learning opportunities, thereby laying a solid foundation for lifelong success. In contrast, poor attendance can initiate a ripple effect of challenges: academic underperformance due to missed instruction, diminished engagement with the school community, and a higher risk of dropping out.

Chronic absenteeism is a complex issue with far-reaching consequences. It hinders student learning, disrupts the educational process, and can be an early warning sign for greater educational and social challenges. The negative impacts of chronic absenteeism are profound: academically, students who are not in attendance cannot benefit from the teachings provided, leading to gaps in knowledge and understanding that can impact their long-term educational journey. Socially, students who frequently miss school may struggle to form stable relationships with peers and teachers, which are essential for a supportive learning environment.

Therefore, it is the intention of Mapleton Public Schools to actively promote school attendance and combat chronic absenteeism through early detection, parent/guardian collaboration, strategic interventions, and a commitment to providing resources necessary to support regular attendance. It is through the collective effort of school personnel, families, and the community that students have the foundational element of success: presence in school.

This policy is established to affirm our unwavering commitment to this cause, and to provide a structured approach to achieving the highest possible attendance rates, thereby ensuring that all students have equitable access to the educational opportunities afforded to them.

Attendance Requirements

Mandatory Attendance: Colorado Compulsory Attendance Laws are limited to students ages 6 – 17. This policy applies to all students enrolled in Mapleton Public Schools regardless of age, Preschool -12th grade. All students are required to attend school daily, in accordance with this policy and to be present for all schedule classes.

Excused Absences are absences for which students have been granted permission to be out of school. They include, but are not limited to:

1. Illness or injury of the student.
2. Family emergencies or death in the family.
3. Medical or dental appointments that cannot be scheduled outside of school hours.
4. Religious observances.
5. Court appearances.
6. School-sponsored events or activities.
7. Other absences as approved by the school administration.

Unexcused Absences are absences not approved by the school administration. They include, but are not limited to:

1. Truancy or skipping school without valid cause.
2. Absences without notification from parents/guardians.
3. Absences that do not meet the criteria for an excused absence regardless of parent or guardian permission.
4. Vacation or travel

Truancy is defined as the accumulation of four unexcused absences within any calendar month during the school year or the accumulation of ten unexcused absences over the course of the entire school year, including both full-day and partial-day absences. This means even if a student is only absent for part of a day, this missed time still contributes to the truancy count just as much as a full-day absence would.

Chronic Absenteeism is defined as a student missing 10% or more of the school days (an average of 2 days per month or 17 days over the course of the academic year) for any reason, excused or unexcused.

Tardiness: Tardiness is defined as the act of being late to school or a class. Tardiness includes arriving a few minutes late as well as arriving significantly late to school or a school period. Depending on how late a student arrives to school or a class period, the time may be recorded as a partial-day absence and be included in the truancy count as calculated above.

Make-Up Work: Students with excused absences shall be allowed to make up work missed and shall receive full credit for the work completed, subject to reasonable deadlines. Students identified with chronic absenteeism may be required to repeat a course or entire academic year to learn content and/or earn credit.

Positive Attendance Strategies: The school district will implement attendance awareness programs to educate students and parents/guardians about the consequences of truancy. Each school will work collaboratively with parents/guardians to identify positive support for good attendance and address barriers to school attendance.

Monitoring and Interventions for Chronic Absenteeism and Truancy

The district will monitor attendance patterns to identify students at risk for truancy and/or chronic absenteeism.

Early Identification: Schools will promptly identify students who are at risk of becoming truant or are chronically absent. Teachers, counselors, and school administrators shall monitor attendance records and report concerns to the attendance designee.

Notification of Truancy: Parents/guardians will be notified in writing at the earliest sign of unexcused absences. Continued truancy and chronic absenteeism will prompt a mandatory meeting with the student, parent/guardian, and school officials to develop a plan to address attendance issues.

Interventions may include counseling, mentoring, student and family services referrals, and academic support. A personalized attendance plan may be developed for the student, which may include performance contracts, behavior modification plans, or other interventions deemed appropriate.

Legal Consequences: Continued chronic absenteeism may prompt actions in accordance with state truancy laws. The district will pursue all interventions prior to resorting to legal measures however, the district will comply with all state-mandated reporting requirements and procedures for students who are habitually truant or chronically absent.

Re-Engagement Plan: For students returning from truancy-related absences, including chronic absenteeism, a re-engagement plan will be developed to integrate the student back into the school environment. The plan will address academic and social-emotional needs to support the student's successful return.

Notification and Communication

At the beginning of each academic year, or upon enrollment, all parents/guardians will be notified in writing of the attendance policy, including the distinctions between excused and unexcused absences as well as the definition and consequences of chronic absenteeism.

Roles and Responsibilities

Parents/guardians are responsible for ensuring that their children attend school regularly. Additionally, parents/guardians are expected to communicate with the school regarding their child's absences and work with the school to resolve attendance issues.

Students are expected to attend all assigned classes each day unless excused for a valid reason as defined by this policy. They are also responsible for completing missed assignments due to absences.

School officials are responsible for tracking attendance, differentiating between excused and unexcused absences, and identifying students with chronic absenteeism.

Reporting and Accountability

Regular reports on attendance and chronic absenteeism will be provided to district administration. Schools failing to enforce this policy will be subject to district-level review and intervention.

Data Monitoring and Reporting

Schools shall regularly review attendance data to identify and support students at risk of chronic absenteeism.

The district shall report chronic absenteeism data to the Colorado Department of Education as required.

Adopted November 28, 2023, by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. §§ 22-14-101 *et seq.* (dropout prevention and student re-engagement)

C.R.S. § 22-32-109(1)(n) (length of school year, instruction, and contact time)

C.R.S. § 22-32-109.1(2)(a) (conduct and discipline code)

C.R.S. § 22-32-138(6) (excused absence requirements for students in out-of-home placements)

C.R.S. §§ 22-33-101 *et seq.* (School Attendance Law of 1963)

C.R.S. 22-33-104 (compulsory school attendance)

C.R.S. 22-33-105 (suspension/expulsion)

C.R.S. § 22-33-105(3)(d)(III) (opportunity to make up work during suspension)

C.R.S. 22-33-107 (*enforcement of compulsory school attendance*)

C.R.S. § 22-33-108 (*judicial proceedings to enforce school attendance laws*)

C.R.S. § 22-33-203 (*educational alternatives for expelled students and determination of credit*)

1 CCR 301-67, Rule 2.01 (7) (*definition of “dropout” student*)

1 CCR 301-78 Rules 1.00 *et seq.* (*standardized calculation for counting student attendance and truancy*)

CROSS REFERENCES:

EBCE: Closing and Cancellations

IC/ICA: School Year/School Calendar/Instruction Time

IHBG: Home Schooling

JEA: Compulsory Attendance Ages

JFABE: Students in Foster Care

JFC: Student Withdrawal from School/Dropouts

JK: Student Discipline

JKD/JKE: Suspension/Expulsion of Students (and Other Disciplinary Interventions)

JLIB: Student Dismissal Precautions

Memo

TO: Charlotte Ciano, Superintendent
FROM: Michell Ansley, Chief Academic Officer
DATE: November 28, 2023

Policy: Student Travel, Policy JJH
Report Type: Decision Making
SUBJECT: Student Travel – Overnight Travel for Skyview Varsity Cheer Team

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

Policy Interpretation: This policy is interpreted to include submitting to the board all student travel requests including overnight stays and/or over 200 miles.

Decision Requested: District Administration is seeking Board approval for 27 Varsity Cheerleaders to travel to Orlando, Florida February 8th-13th 2024, to participate in the National Cheerleaders Association High School Cheerleading Championship.

Report: After many competitions this year and receiving 4th place at the UCA Colorado Regionals on October 14th, the Girls' Varsity Cheer Team has been invited to compete for a National Cheerleading title in February. There is a total of four chaperones: two parents, the head coach, and the assistant director.

Activities: The Cheer Competition is Friday, February 9th through Monday, February 12th. During this time the team will compete and observe other competitions. The invitation to attend also includes time in the competition schedule and tickets for the team to attend Disney World & Magic Kingdom.

Transportation and Contingency Planning: Skyview Varsity Cheer Team will meet at Skyview Campus and Mapleton District buses will transport students to and from Airport. The team will fly on Southwest Airlines and stay at a hotel within the Disney Resort. (Disney's Coronado Springs, Disney's All-Star Resorts or Disney's Pop Century). Four girls will share a room and chaperones will be in nearby rooms.

Emergency Consideration: The Head Coach is trained by the district nurse to administer student medications, First Aid and Cardiopulmonary Resuscitation (CPR), and the nearest hospital will be mapped.

Cost and Source of Funding: The price per athlete is \$1,053 plus airfare. The package includes entrance into the competition, entrance into the Magic Kingdom theme park and Disney World and a \$200 meal voucher will also be provided to each student. Attending parents are willing to provide healthy snacks for all the athletes in between meals. The team will fundraise to mitigate the cost of the trip.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Brian Fuller, Executive Director, Accountability
DATE: November 28, 2023

POLICY: Qualifications/Powers and Responsibilities of Superintendent, Policy
CBA/CBC

REPORT TYPE: Informational

SUBJECT: 2023-2024 Student October Count Enrollment Report

Policy Wording: The Superintendent shall provide necessary reports to the Board as directed.

Policy Interpretation: This policy is interpreted to include updates to the Board on student enrollment for each academic year.

Decision Requested: District administration is providing this report for information only. No decision is requested this evening.

Report: Each fall, Colorado school districts conduct official student enrollment counts during a window of time centered around October 1st. This annual October Count is used by the State and the District for planning, reporting, and funding purposes. Mapleton's report for the 2023-2024 school year will be filed with the Colorado Department of Education on or before November 22nd, 2023.

The official count date for this year was Monday, October 2nd, 2023. There are a few changes to the October Count collection this year with the most significant being the removal of funding codes for preschool students since the introduction of the Universal Preschool Colorado program.

Tonight's PowerPoint presentation is intended to provide the Board with information regarding current student enrollment.

District Enrollment Update

Preliminary Data

November 28th, 2023



Mapleton Public Schools
Achieve Your Dreams!

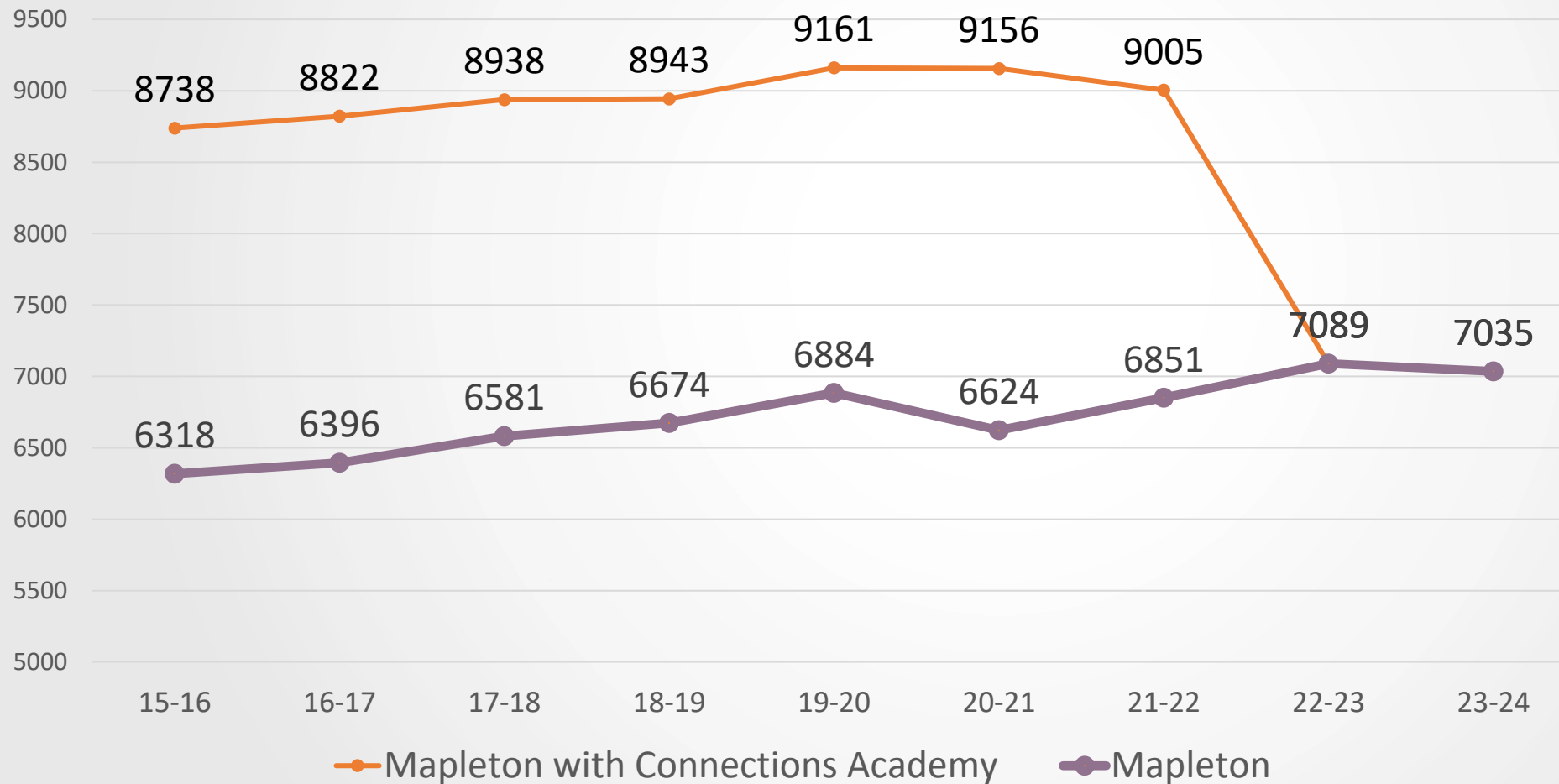


October Count Overview/Changes

- Reminder: Enrollment DOES NOT equal pupil funding.
- Infant Toddler (0-2 year old) students are no longer included in enrollment (n=32 for 2023-24)
- Preschool students are all now submitted as not eligible for funding (funding comes from a different source).



Total PK-12 Enrollment



Net Enrollment:

↓ 54 *

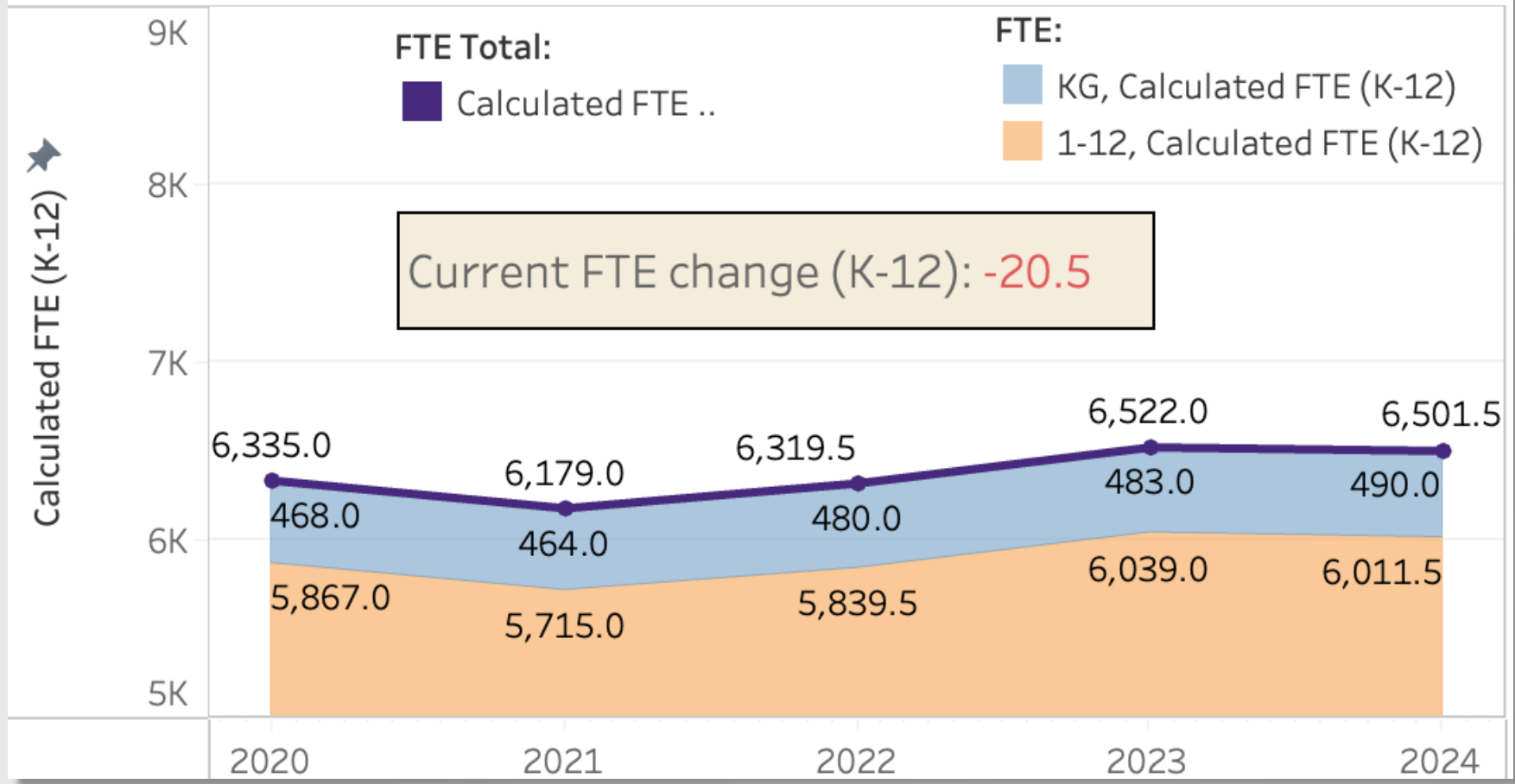
* 32 Infant Toddlers are not included in this count (new in 23-24)



Total K-12 Student Funding

Full Time Equivalent (FTE) 2023-2024

FTE Calculations (K-12)



Total FTE (Full Time Equivalent) funding is down 20.5 students.

Note: PK funding is no longer accounted for through October Count



Total PK-12 Student Funding

Where do we see changes?

Pre-K

School Year ^A _Z	64 - Full Time SPED/CPP	81 - Full Time CPP	83 - Part Time CPP	84 - Part Time SPED	86 - Not Eligible	87 - Not Eligible Tuition	Grand Total
2022-2023	23	85	265	67	24	70	534
2023-2024					496		496

PK Enrollment is down 38. (32 of which are tuition Infant/Toddlers)

Unknown impact on FTE funding.

- PK had a decline of 38 (32 are due to change in reporting of 0-2 year olds)

K-12

School Year	80 - Full Time	82 - Part Time	86 - Not Eligible	92 - Full Time Online	96 - Not Eligible Online	Grand Total
2022-2023	6,323	10	27	194	1	6,555
2023-2024	6,330	9	29	167	4	6,539

+7

-.5

Full and Part Time FTE for Bricks and Mortar Schools is up 6.5 FTE.

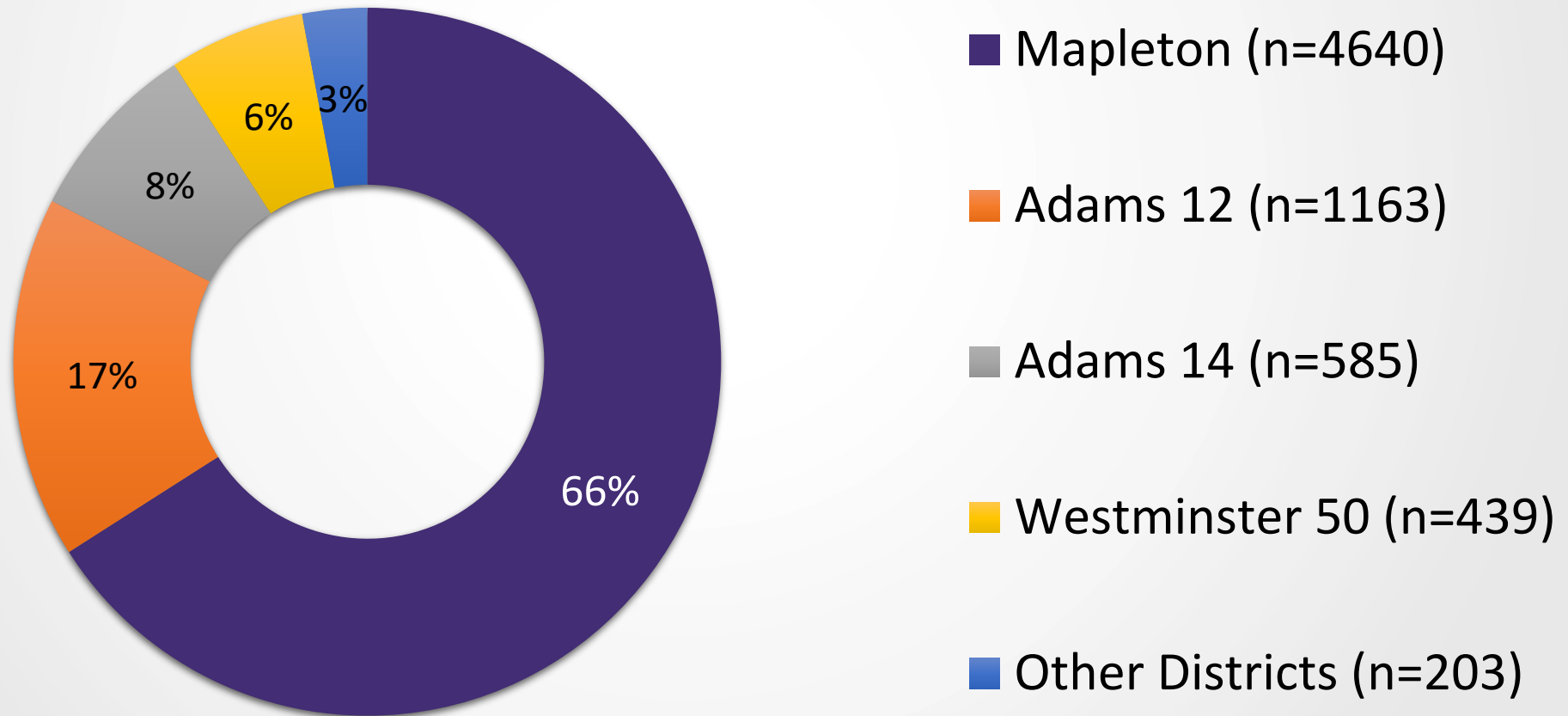
MOL FTE
down 27

Total Enrollment
(funded and unfunded)
K-12 is down 16.

- Total K-12 Funded Count is down 20.5 FTE.
- Total K-12 Enrolled Count is down 16.
- Brick and Mortar is up 6.5 FTE.
- Mapleton Online is down 27 FTE.

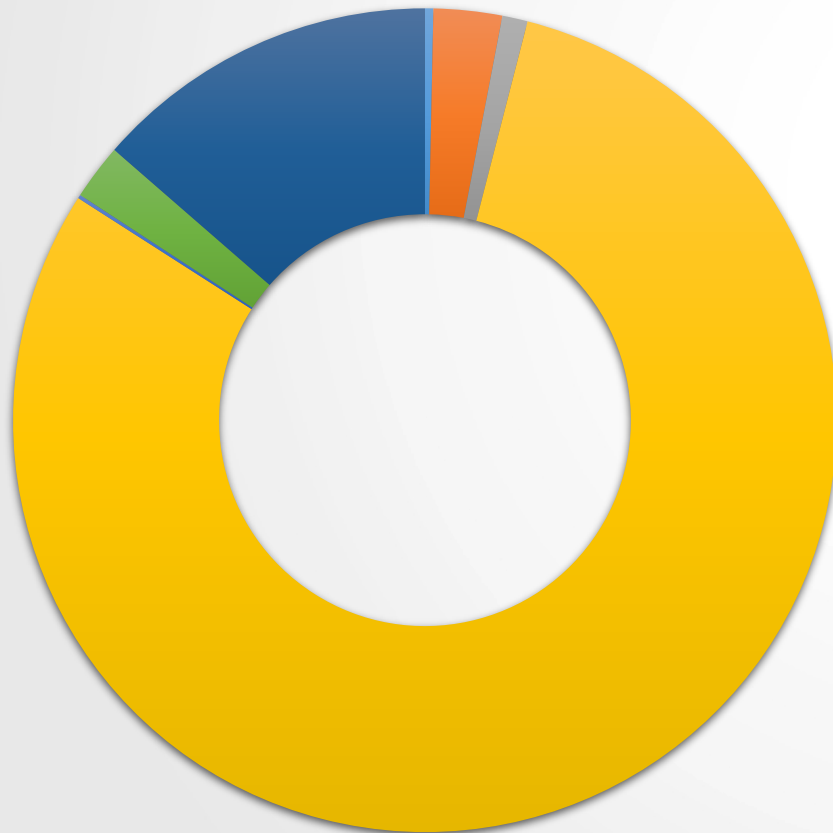


Where Students Live





Federal Race/Ethnicity

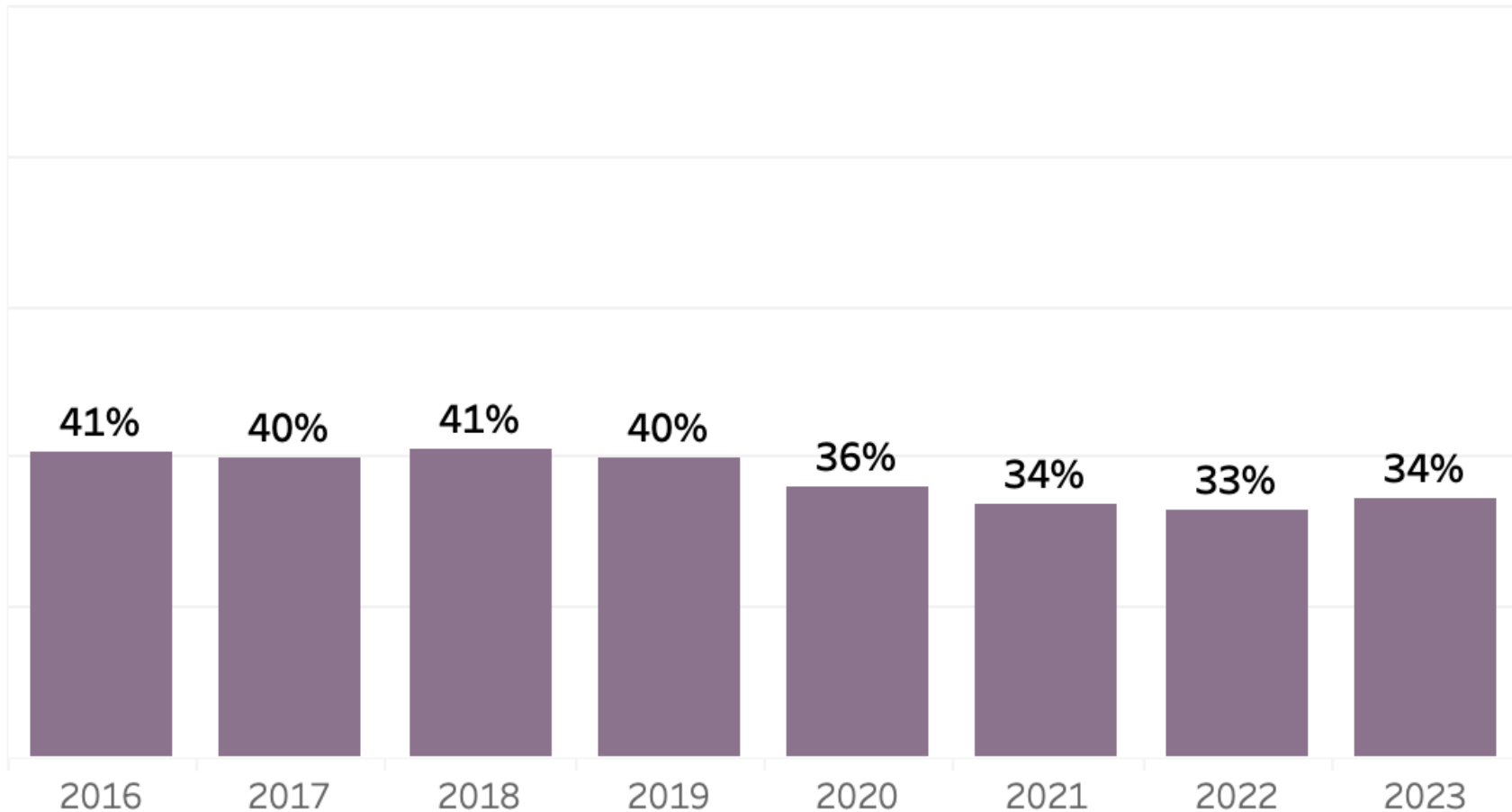


- <1% American Indian or Alaska Native
- 3% Asian
- 1% Black or African American
- 80% Hispanic or Latino
- < 1% Native Hawaiian or Other Pacific Islander
- 2% Two or More Races
- 14% White



English Language Learners

ELL - Percentage of Students

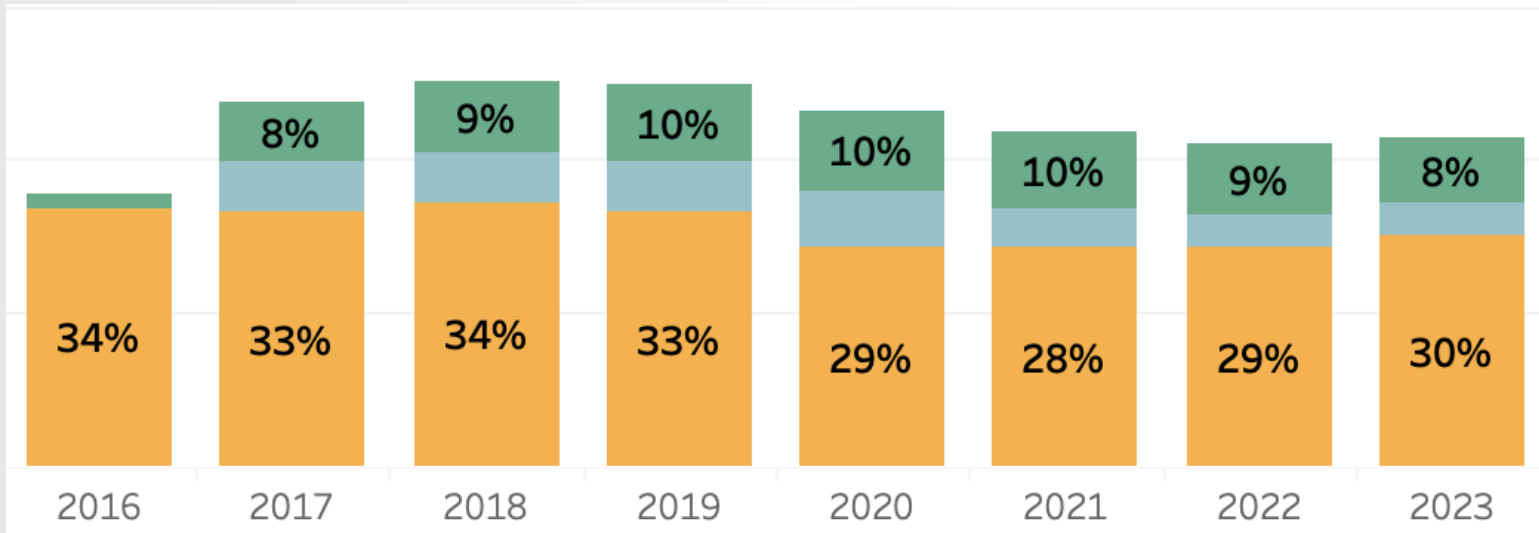


NOTE: ELL includes NEP, LEP and FEP

English Language Learners



ELL and Former ELL



30% NEP or LEP

NEP: Non-English Proficient

LEP: Limited English Proficient

4% FEP

FEP: Can comprehend, speak, read, and write English. Receive two years of additional support.

8% Former ELL

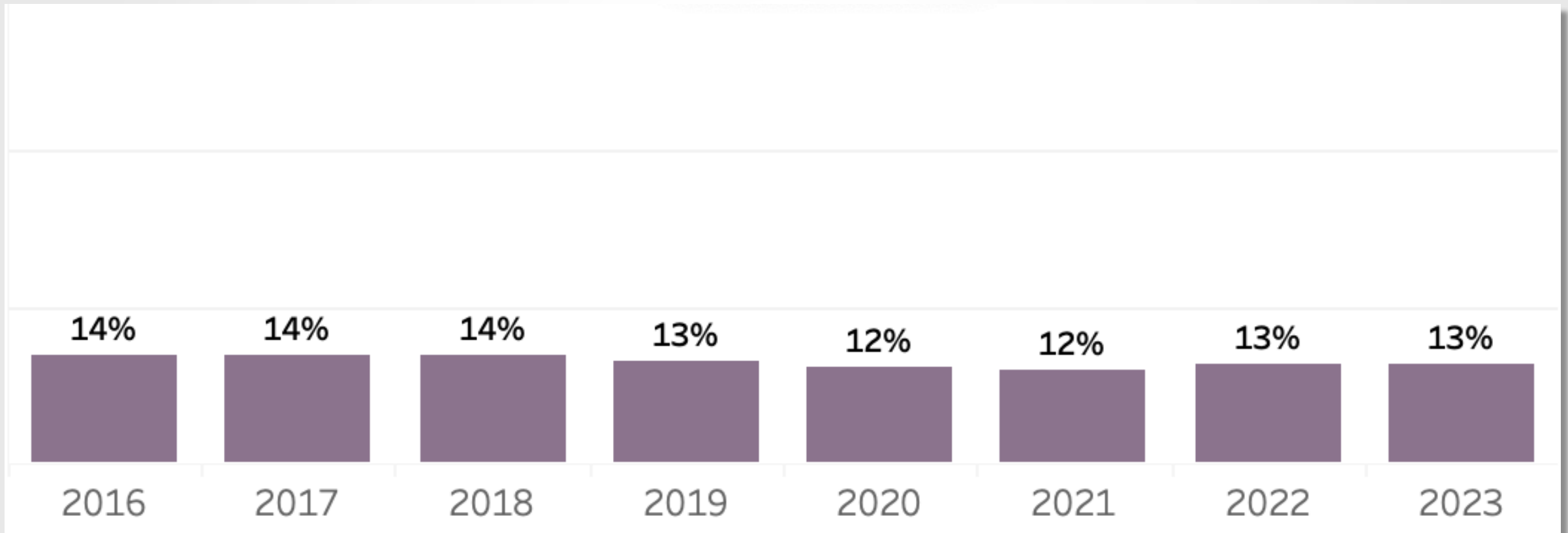
Students who have Exited the ELL program and are deemed to be proficient in English

ELL Classification

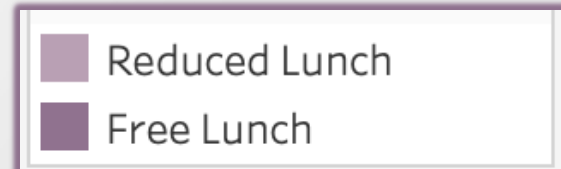
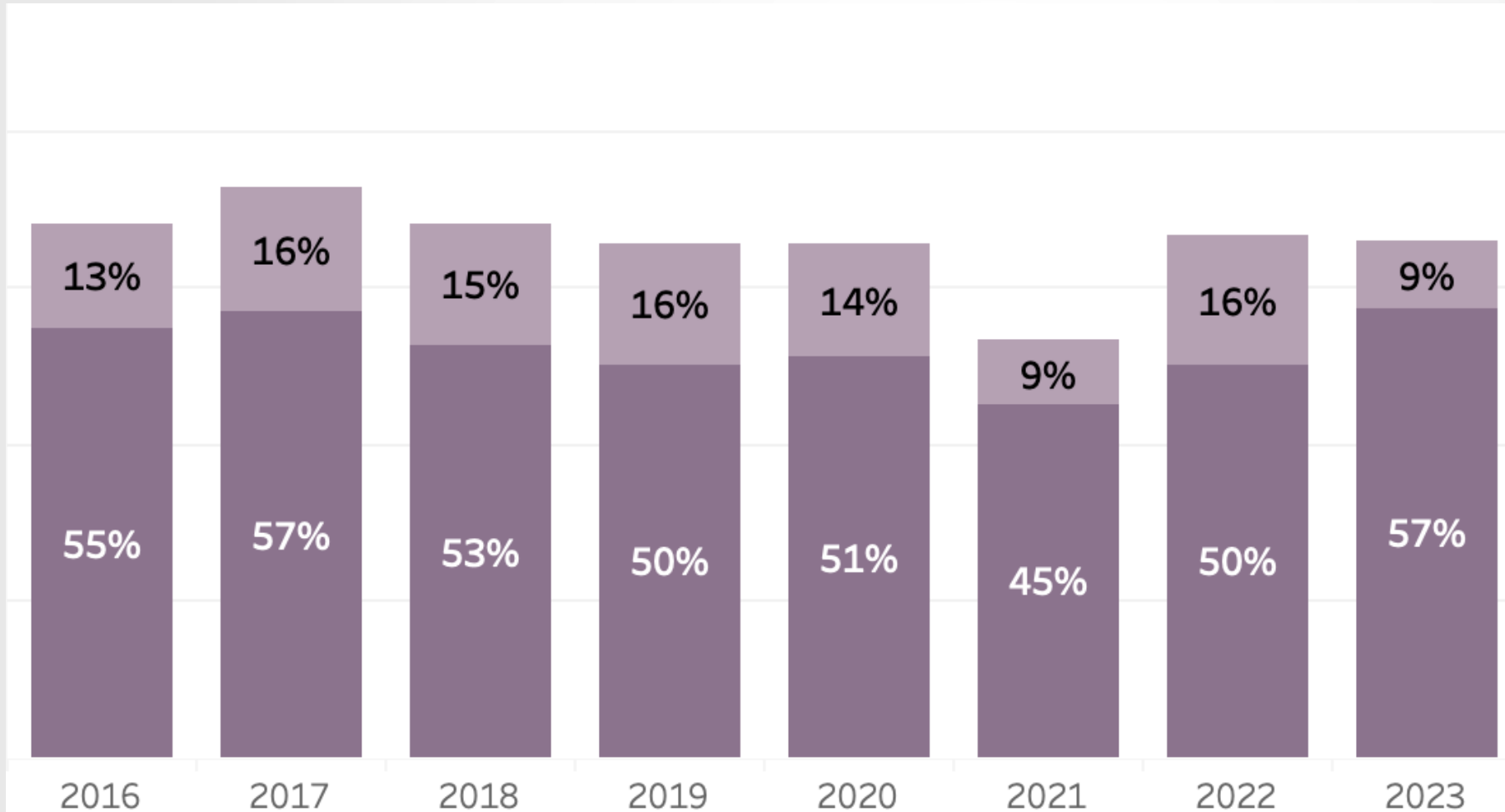


Students with IEP

(Individualized Education Program)



Free/Reduced Meal Status



SUMMARY

- Net Student Enrollment will be reported down 54 students. A change in accounting of 0-2 year-old students accounts for 32 of these 54.
- FTE is down 20.5
 - Brick and Mortar FTE was up 6.5
 - Mapleton Online FTE was down 27
- Mapleton has one-third (33%) of students who reside outside district boundaries.
- Over one-third (34%) of students are identified as English Language Learners.
- Thirteen percent (13%) of students have an Individualized Education Program.
- Two-thirds (66%) of students qualify for free or reduced meals.



Memo

TO: Charlotte Ciano, Superintendent
FROM: Eduard Storz, CFO
DATE: November 28, 2023

Policy: Annual Audit, Policy DIE
Report Type: Action Required
SUBJECT: Annual Audit for School Year 2022-2023

Policy Wording: The Board shall engage an independent auditor licensed to practice in Colorado, who is sufficiently knowledgeable in government accounting, to conduct the annual audit. The independent auditor shall audit the District's financial statements, related records, documents, and activities and then report their findings to the Board.

Policy Interpretation: This policy is interpreted as requiring the District's financial statements and related information to be audited each year by an independent auditor with results reported to the Board.

Decision Requested: The administration requests acceptance of the 2023 annual financial report and related audit opinion.

Report: The District contracted with independent certified public accounting firm, The Adams Group to complete this year's audit.

The audit resulted in an unqualified opinion, the best opinion possible on the financial statements. The Adams Group is reporting no findings for the current year, although they have supplied a letter with comments for the review of management.

Fiscal Year 2022-23 Audit Results

Board of Education
November 28, 2023

Eduard Storz, Chief Financial Officer



PRESENTATION AGENDA

1st Presentation

- Year end close, status of prior year finding
- Audit results and highlights of year end(6/30/2023) financial statements
- Questions

2nd Presentation

- 1st Quarter July – August financial results
- Discussion on financial next steps and outlook

YEAR-END CLOSE WHAT WE SAW

- Due to due from accounts unreconciled & incorrectly used
- Bank accounts not fully reconciled in any month of the year
- Budgeting for Certificates of Participation/Meadow project in wrong fund
- Staff unaware of how to complete year end accruals and schedules
- Amounts left as deferred revenue in prior year needlessly
- Negative fund balances left uncorrected
- Grants accounting practices inadequate
- Excess cash not invested to maximize returns

STATUS OF PRIOR YEAR FINDING = RESOLVED

(2nd Year) Material weakness in internal control over financial reporting

- District did not record prepaid contributions to insurance pool
- Material journal entries missing for receivables and revenue
- Material entries for retainage payable were not made

What we changed

- Implemented staff training, task scheduling and weekly year-end close meetings
- Redeveloped missing or incomplete workpapers
- Reconciled all months on bank statements fully
- Expanded internal reporting to monitor budget in General fund & Grants fund
- Created monthly grant team meeting to provide grant oversight
- Clarified job duties among staff




AUDIT RESULTS SUMMARY

- The audit completed by the District's independent certified public accounting firm The Adams Group LLC. resulted in an Unqualified Opinion
 - Also called a clean audit opinion and is the best possible result.
 - Indicates our financial statements are free from material misstatements.
- No findings were reported.



WHAT WE LEARNED

Area's tested each year-

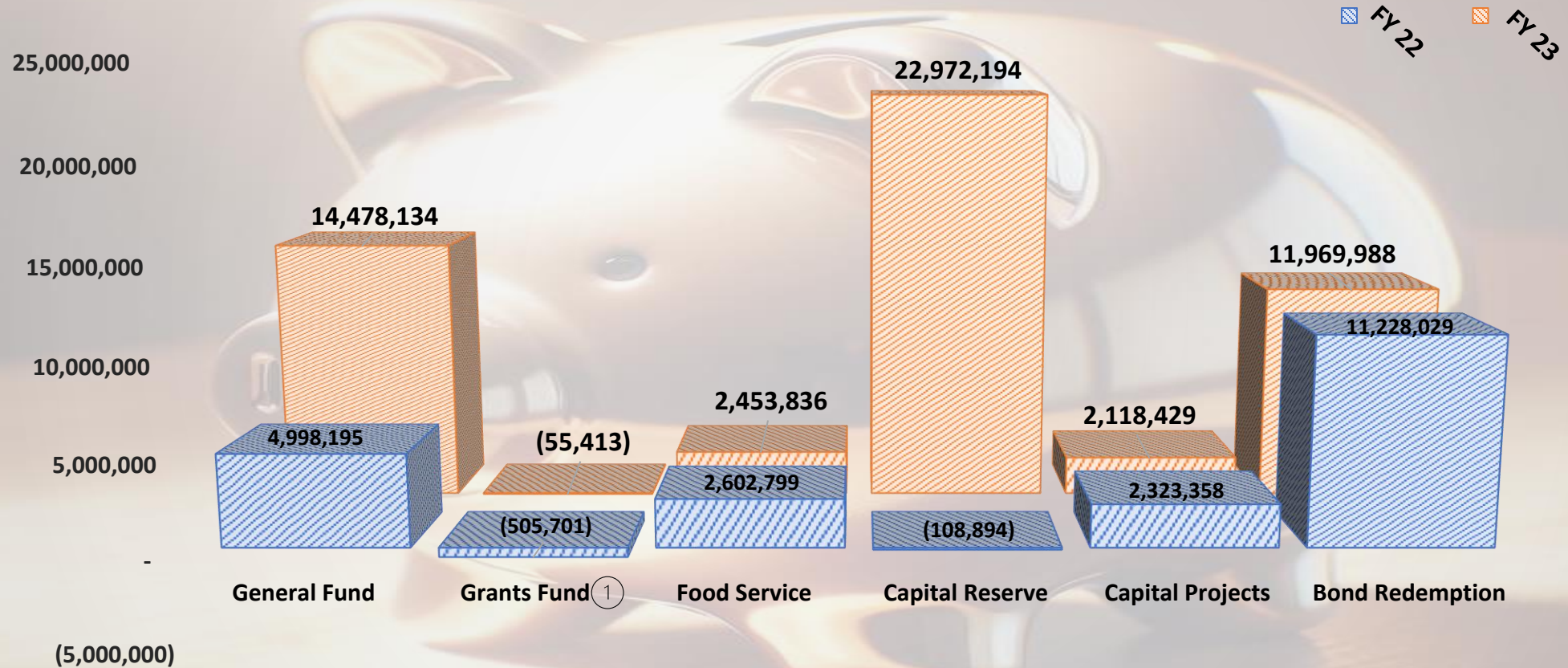
- Compliance with laws and regulations 
- Compliance with internal policies 
- Compliance with budget appropriations 
- Compliance with Grant regulations and single audit requirements 

Spending in the Grants and Capital Reserve funds was greater than the budget

Causes-

- Capital Reserve – Recording revenue in proper fund budget was in Capital Projects
- Grant fund – Unanticipated grant money received and spent

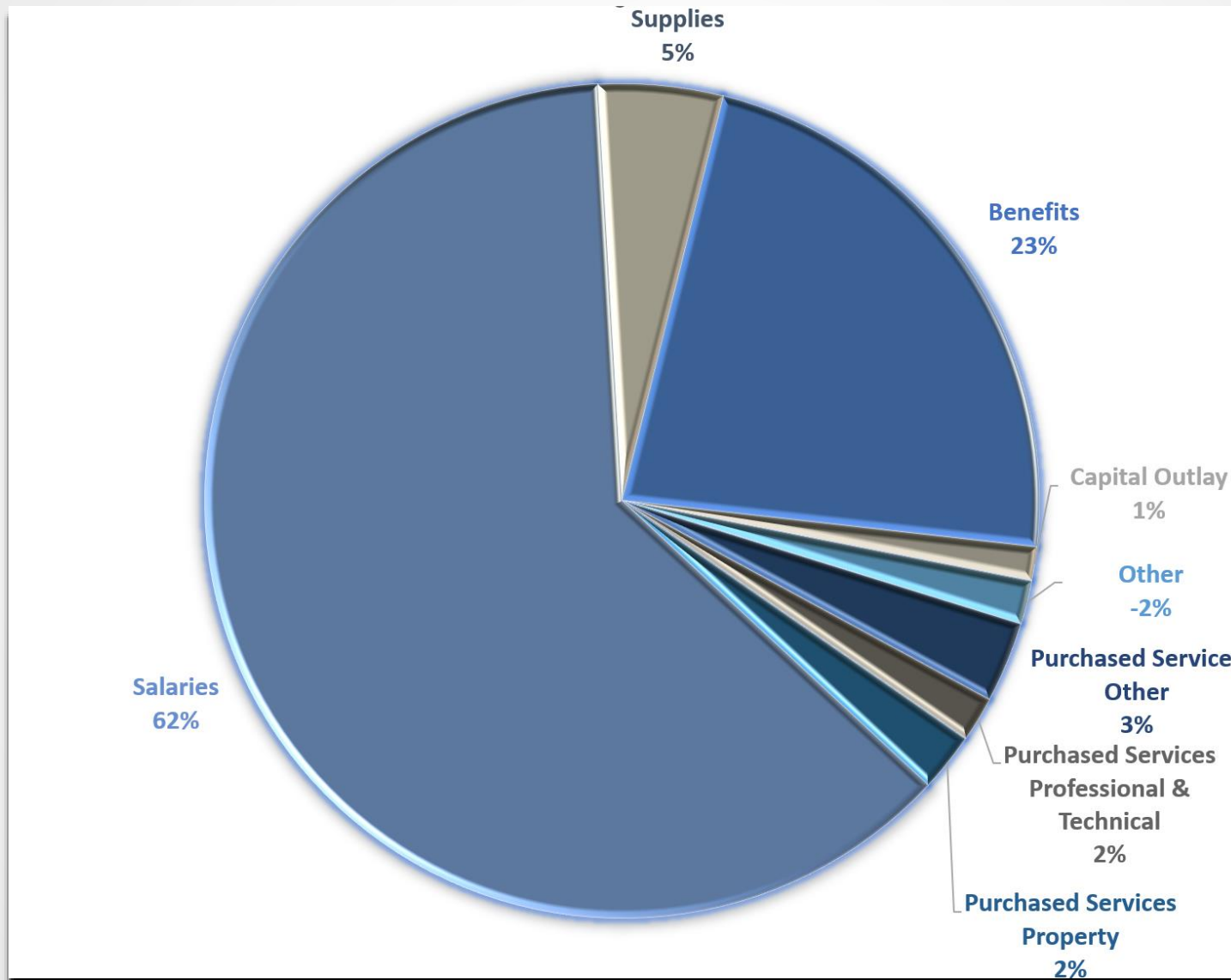
AS OF JUNE 30, 2023 FUND BALANCE BY FUND



① Remaining negative fund balance in Grants fund to be corrected in current year by reconciliation and/or transfers



GENERAL FUND EXPENDITURES



FISCAL YEAR 2022-23 HIGHLIGHTS

Revenue

- New property tax raised \$9.5 million in new revenue
- Certificates of Participation issued for \$23,427,193 in Capital Reserve to fund Meadow match of Best Grant
- Accounting change caused a one time doubling of transportation reimbursement revenue exceeding budget by \$268,251
- Investment income of \$198,681 was received but zero had been budgeted
- ELPA funds of \$390,650 previously deferred were identified and used during year end close

FISCAL YEAR 2022-23 HIGHLIGHTS

Expenses

- Payment to PERA made by state imprecisely budgeted in Instructional program but charged to Central Support program for \$3,553,108

Questions



Memo

TO: Charlotte Ciano, Superintendent
FROM: Eduard Storz, Chief Financial Officer
DATE: November 28, 2023

POLICY: Financial Administration, Policy DAB
REPORT TYPE: Decision Making
SUBJECT: 1st Quarter 2023-2024 Financial Report

Policy Wording: With respect to the actual, ongoing financial condition and activities of Mapleton Public Schools (the "District"), the Superintendent shall not cause or allow fiscal jeopardy or a material deviation from the annual budget or any budget policies adopted by the Board of Education for Mapleton Public Schools (the "Board"), or any fiscal condition that is inconsistent with achieving the District's objectives. The Superintendent (or designee) shall prepare and submit a quarterly fiscal actions report of all District funds to the Board.

Policy Interpretation: This policy is interpreted to include quarterly updates to the Board on the District's financial position.

Decision Requested: District Administration is requesting approval of the 1st Quarter 2023-2024 financial report.

Report: District administration has provided the Board with the 1st Quarter 2023-2024 Financial Report. The following PowerPoint presentation outlines key highlights of 1st Quarter FY 2023-24.

1st Quarter FY 23-24 Financial Presentation

Board of Education
November 28, 2023

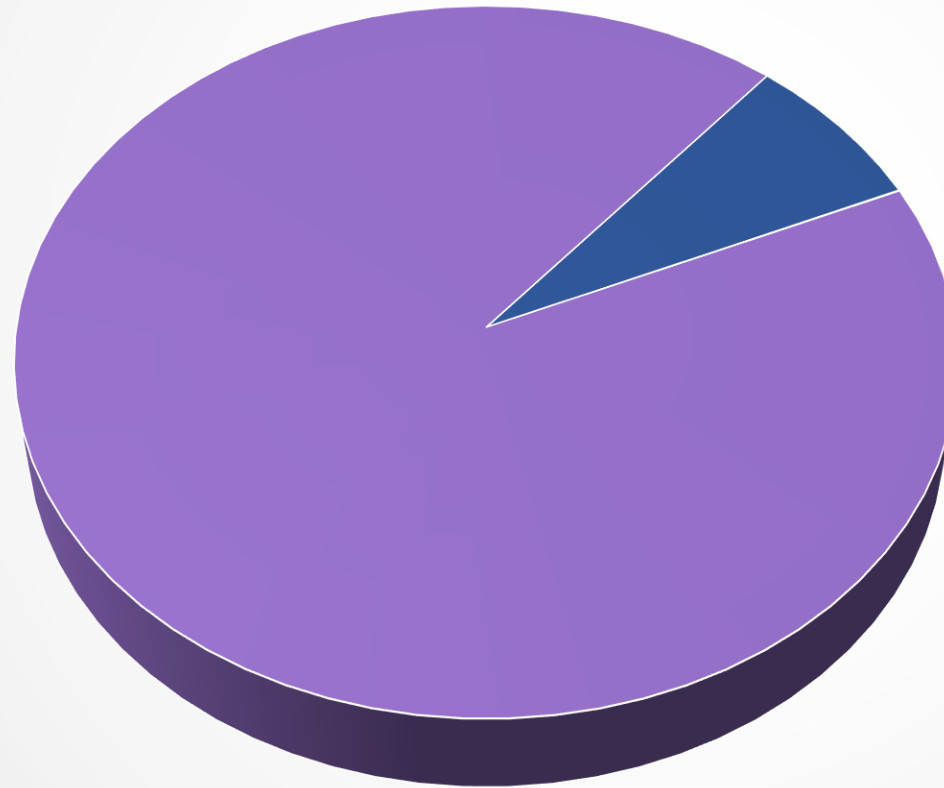


SUMMARY

- General Fund revenues and expenses are trending within Budget or slightly positive for the year
- Note Risk fund (18) is combined with General Fund (10) in current year but not in prior
- Note Meadow project was budgeted in Capital Projects fund but is properly recorded in Capital Reserve Fund

General Fund Revenue

Revenues by Sources as of 9/30/2023

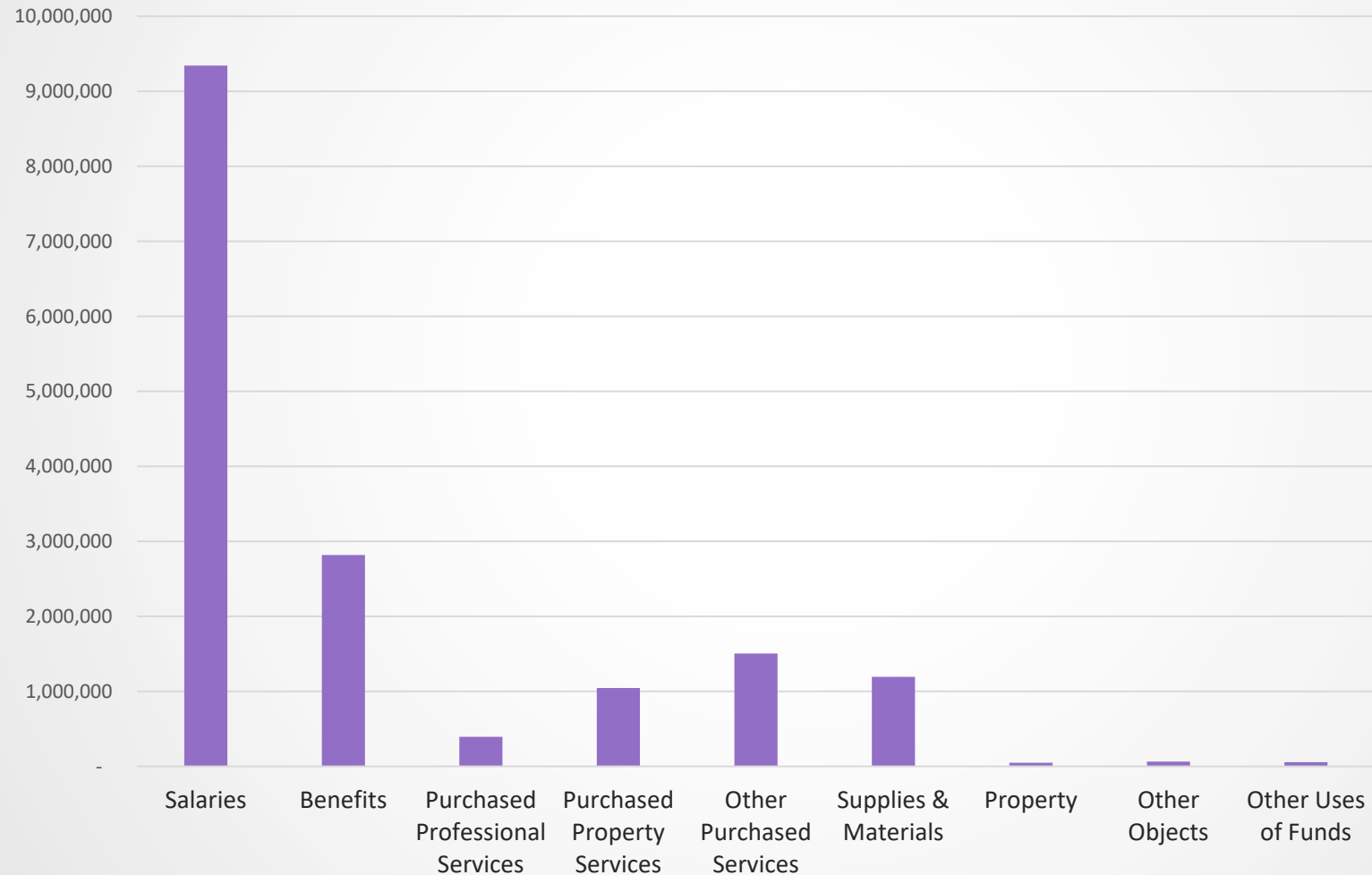


■ Local ■ Intermediate ■ County ■ State



GENERAL FUND EXPENDITURES

Expenditures by Type as of 9/30/2023



1ST QUARTER YEAR TO DATE GENERAL FUND

- **Revenues** were \$15,244,210; no transfers have been made yet
 - 16.02% Received
- **Expenditures** were \$16,468,831.
 - 16.95% disbursed

1ST QUARTER YEAR TO DATE GENERAL FUND VARIANCE

Revenue

- Increased (\$1,675,921) state equalization vs prior year
- Transfers pending

Expenditures

- This year's expenditures include \$1,365,112 in insurance premiums previously in fund 18
- Unused contingency in “Other Objects” of \$3,224,261

In January we will provide a projection of ending balances in the budget amendment process which will be more meaningful

1ST QUARTER YEAR TO DATE PRESCHOOL FUND VARIANCE

Revenue

- No transfer from General Fund made yet, calculating amount needed

Expenditures

- Comparable to this time in prior year

1ST QUARTER YEAR TO DATE COLORADO PRESCHOOL PROGRAM FUND

- **Revenues** were \$662,829
 - 10.57% Received
- **Expenditures** were \$790,444
 - 12.60% disbursed

1ST QUARTER YEAR TO DATE FOOD SERVICE FUND

- **Revenues** were \$807,583
 - 22.05% Received
- **Expenditures** were \$581,723
 - 11.86% disbursed

1ST QUARTER YEAR TO DATE FOOD SERVICE FUND VARIANCE

Revenue

- Timing of payments received this year compared to prior year caused increase from prior year 1st quarter revenues

Expenditures

- Budgeted spend down of fund balance of \$1,240,434
 - \$500,000 is contingency
 - \$350,000 is indirect (transfer to Capital Reserve Fund)
 - Will continue to monitor the balance of this fund

1ST QUARTER YEAR TO DATE GOVERNMENTAL GRANTS FUND

- **Revenues** were \$531,421
 - 8.41% Received
- **Expenditures** were \$787,329
 - 12.34% disbursed

1ST QUARTER YEAR TO DATE GOVERNMENTAL GRANTS VARIANCE

Revenues and Expenditures

- Draws for reimbursements and receipt of revenue normally follow grant expenditures

1ST QUARTER YEAR TO DATE STUDENT ACTIVITIES FUND

- **Revenues** were \$45,978
 - No revenues were budgeted
- **Expenditures** were \$33,323
 - 13.46% disbursed

1ST QUARTER YEAR TO DATE BOND REDEMPTION FUND

- **Revenues** were \$161,809
 - 1.31% Received
- **Expenditures** were \$675
 - 0.01% disbursed

1ST QUARTER YEAR TO DATE BOND FUND VARIANCE

Revenues

- Other than interest, all revenue budgeted in the Bond Fund is property tax received March – June

Expenditures

- Payments from the Bond Fund are based on debt schedule payments made at the end of November and May

1ST QUARTER YEAR TO DATE BUILDING FUND

- **Revenues** were \$257
 - Not budgeted
- **Expenditures** were \$58,101
 - 13.5% disbursed

1ST QUARTER YEAR TO DATE BUILDING FUND VARIANCE

- Revenues in the Building Fund are typically from interest or bond proceeds for this fiscal year; no revenue was budgeted
- Expenditures in the Building Fund are the final use of the most recent bond issuance

1ST QUARTER YEAR TO DATE CAPITAL RESERVE FUND

- **Revenues** were \$56,996
 - Not budgeted
- **Expenditures** were \$151,763
 - Not budgeted

1ST QUARTER YEAR TO DATE CAPITAL RESERVE FUND VARIANCE

Revenue

- Revenue here is reimbursements from the BEST grant
- Budget will be added in the January amendment

Expenditures

- Expenditures here are for the Meadow project which was budgeted in the Building fund

FINANCE NEXT STEPS

- Adopt property tax mill levies (December)
- Consider Supplemental Budget items (January)
 - Appropriations for new grants
 - Capital reserve allocation
 - Potential capital projects

Questions



**Mapleton Public Schools
General Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	1,115,188	2.21%	1,109,258	2.20%	50,356,528.00
Intermediate Revenue	5,224	104.48%	4,998	99.96%	5,000.00
County Revenue	-		-		-
State Revenue	12,490,277	27.08%	14,129,954	30.63%	46,123,599.00
Federal Revenue	18,980	-1.41%	-	0.00%	(1,344,756.00)
Transfers	(2,760,326)		-		-
Total General Fund Revenues	10,869,343	11.42%	15,244,210	16.02%	95,140,371
Expenditures					
Salaries	8,877,501	14.88%	9,342,256	15.66%	59,672,488
Benefits	2,689,764	13.82%	2,817,323	14.48%	19,461,133
Purchased Professional Services	246,149	9.08%	395,019	14.57%	2,710,938
Purchased Property Services	1,216,026	44.17%	1,045,874	37.99%	2,753,205
Other Purchased Services	206,397	7.21%	1,504,262	52.53%	2,863,473
Supplies & Materials	1,059,875	21.27%	1,193,498	23.95%	4,983,904
Property	126,151	40.47%	49,705	15.95%	311,719
Other Objects	22,648	0.61%	64,869	1.76%	3,689,245
Other Uses of Funds	51,791	7.47%	56,025	8.08%	693,207
Total General Fund Expenditures	14,496,302	14.92%	16,468,831	16.95%	97,139,312
Beginning Fund Balance	4,570,429		14,478,134		7,847,075
Net Change in Fund Balance	(3,626,959)		(1,224,621)		(1,998,941)
Fund Balance Year to Date	943,470	16.13%	13,253,513	226.63%	5,848,134

**Mapleton Public Schools
Risk Management Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	12,678		-		-
Intermediate Revenue	-		-		-
State Revenue	-		-		-
Federal Revenue	-		-		-
Transfers	1,187,681		-		-
Total Risk Management Fund Revenues	1,200,359		-		-
Expenditures					
Salaries	-		-		-
Benefits	-		-		-
Purchased Professional Services	-		-		-
Purchased Property Services	21,266		-		-
Other Purchased Services	1,187,681		-		-
Supplies & Materials	-		-		-
Property	(10,950)		-		-
Other Objects	131		-		-
Other Uses of Funds	-		-		-
Total Risk Management Fund Expenditures	1,198,128		-		-
Beginning Fund Balance	1,342,034		-		-
Net Change in Fund Balance	2,230		-		-
Fund Balance Year to Date	1,344,265		-		-

**Mapleton Public Schools
Colorado Preschool Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	151,349	19.03%	274,876	34.56%	795,296
Intermediate Revenue	-		-		-
State Revenue	-	0.00%	387,953	7.08%	5,477,485
Federal Revenue	-		-		-
Transfers	1,736,927		-		-
Total Colorado Preschool Fund Revenues	1,888,276	30.10%	662,829	10.57%	6,272,781
Expenditures					
Salaries	555,198	12.31%	585,825	12.99%	4,509,220
Benefits	177,371	11.80%	182,923	12.17%	1,503,449
Purchased Professional Services	2,040	16.42%	2,425	19.52%	12,426
Purchased Property Services	1,340	19.92%	1,449	21.55%	6,724
Other Purchased Services	975	12.34%	245	3.10%	7,900
Supplies & Materials	23,251	11.31%	9,232	4.49%	205,561
Property	-	0.00%	-	0.00%	10,000
Other Objects	10,555	60.31%	8,345	47.69%	17,500
Other Uses of Funds	-		-		-
Total Colorado Preschool Fund Expenditures	770,729	12.29%	790,444	12.60%	6,272,780
Beginning Fund Balance	(76,990)		-		(76,990)
Net Change in Fund Balance	1,117,547		(127,615)		1
Fund Balance Year to Date	1,040,557	-1351.57%	(127,615)	165.76%	(76,989)

**Mapleton Public Schools
Nutrition Services Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	73,648	33.47%	6,257	2.84%	220,027
Intermediate Revenue	-		-		-
State Revenue	40,243	4.65%	11,109	1.28%	865,233
Federal Revenue	564,444	21.90%	790,217	30.66%	2,577,328
Transfers	-		-		-
Total Nutrition Services Fund Revenues	678,335	18.52%	807,583	22.05%	3,662,588
Expenditures					
Salaries	248,737	14.72%	242,240	14.34%	1,689,556
Benefits	75,689	14.55%	73,254	14.08%	520,130
Purchased Professional Services	44,710	59.53%	49,526	65.94%	75,110
Purchased Property Services	8,751	10.59%	3,613	4.37%	82,600
Other Purchased Services	3,307	50.88%	3,499	53.83%	6,500
Supplies & Materials	223,693	13.33%	208,568	12.43%	1,677,626
Property	5,951		11		-
Other Objects	874	0.10%	1,012	0.12%	851,500
Other Uses of Funds	-		-		-
Total Nutrition Services Fund Expenditures	611,712	12.48%	581,723	11.86%	4,903,022
Beginning Fund Balance	1,693,364		2,453,836		2,167,228
Net Change in Fund Balance	66,623		225,860		(1,240,434)
Fund Balance Year to Date	1,759,988	189.90%	2,679,696	289.14%	926,794

**Mapleton Public Schools
Grants Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	50,000		50,000		-
Intermediate Revenue	-		-		-
State Revenue	287,273	28.61%	258,739	25.76%	1,004,238
Federal Revenue	622,679	11.71%	222,681	4.19%	5,318,108
Transfers	-		-		-
Total Grants Fund Revenues	959,951	15.18%	531,420	8.41%	6,322,346
Expenditures					
Salaries	692,668	48.00%	355,434	24.63%	1,443,173
Benefits	211,286	43.71%	105,600	21.84%	483,411
Purchased Professional Services	119,405	10.45%	43,186	3.78%	1,142,869
Purchased Property Services	19,879	112.95%	10,730	60.97%	17,600
Other Purchased Services	64,653	12.20%	103,760	19.59%	529,766
Supplies & Materials	33,329	3.89%	25,039	2.93%	855,884
Property	239,740	978.53%	138,180	564.00%	24,500
Other Objects	-	0.00%	5,400	0.29%	1,883,294
Other Uses of Funds	-		-		-
Total Grants Fund Expenditures	1,380,961	21.64%	787,329	12.34%	6,380,497
Beginning Fund Balance	-		(55,413)		-
Net Change in Fund Balance	(421,010)		(255,909)		(58,151)
Fund Balance Year to Date	(421,010)	N/A	(311,322)	N/A	(58,151)

**Mapleton Public Schools
Student Activities Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	11,375		45,978		-
Intermediate Revenue	-		-		-
State Revenue	-		-		-
Federal Revenue	-		-		-
Transfers	-		-		-
Total Student Activities Fund Revenues	11,375		45,978		-
Expenditures					
Salaries	-		-		-
Benefits	-		-		-
Purchased Professional Services	-		-		-
Purchased Property Services	-		-		-
Other Purchased Services	235		-		-
Supplies & Materials	17,407	7.03%	33,323	13.46%	247,534
Property	-		-		-
Other Objects	-		-		-
Other Uses of Funds	-		-		-
Total Student Activities Fund Expenditures	17,642	7.13%	33,323	13.46%	247,534
Beginning Fund Balance	232,737		247,534		254,048
Net Change in Fund Balance	(6,267)		12,655		(247,534)
Fund Balance Year to Date	226,471	3476.67%	260,189	3994.30%	6,514

**Mapleton Public Schools
Bond Redemption Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	124,183	1.01%	161,809	1.31%	12,353,467
Intermediate Revenue	-		-		-
State Revenue	-		-		-
Federal Revenue	-		-		-
Other Financing Sources	-		-		-
Total Bond Redemption Fund Revenues	124,183	1.01%	161,809	1.31%	12,353,467
Expenditures					
Salaries	-		-		-
Benefits	-		-		-
Purchased Professional Services	6,475	91.20%	675	9.51%	7,100
Purchased Property Services	-		-		-
Other Purchased Services	-		-		-
Supplies & Materials	-		-		-
Property	-		-		-
Other Objects	-	0.00%	-	0.00%	12,346,347
Other Uses of Funds	-		-		-
Total Bond Redemption Fund Expenditures	6,475	0.05%	675	0.01%	12,353,447
Beginning Fund Balance	10,152,931		11,940,067		9,959,669
Net Change in Fund Balance	117,708		161,134		20
Fund Balance Year to Date	10,270,640	103.12%	12,101,201	121.50%	9,959,689

**Mapleton Public Schools
Building Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	4		257		-
Intermediate Revenue	-		-		-
State Revenue	-		-		-
Federal Revenue	-		-		-
Other Financing Sources	(164,282)		-		-
Total Building Fund Revenues	(164,278)		257		-
Expenditures					
Salaries	-		-		-
Benefits	-		-		-
Purchased Professional Services	17,850		9,400		-
Purchased Property Services	39,128	0.34%	48,701	0.42%	11,500,000
Other Purchased Services	-		-		-
Supplies & Materials	727		-		-
Property	29,013		-		-
Other Objects	-		-		-
Other Uses of Funds	-		-		-
Total Building Fund Expenditures	86,719	0.75%	58,101	0.51%	11,500,000
Beginning Fund Balance	12,072,120		2,118,429		33,685,954
Net Change in Fund Balance	(250,997)		(57,844)		(11,500,000)
Fund Balance Year to Date	11,821,123	53.28%	2,060,585	9.29%	22,185,954

**Mapleton Public Schools
Capital Reserve Fund
July - September 2023-24**

	July - September 2022-23	Budget Percent	July - September 2023-24	Budget Percent	Adopted Budget 2023-24
Revenues					
Local Revenue	8,642		-		-
Intermediate Revenue	-		-		-
State Revenue	-		56,996		-
Federal Revenue	-		-		-
Transfers	-		-		-
Total Capital Reserve Fund Revenues	8,642		56,996		-
Expenditures					
Salaries	-		-		-
Benefits	-		-		-
Purchased Professional Services	-		-		-
Purchased Property Services	13,253		-		-
Other Purchased Services	-		-		-
Supplies & Materials	-		-		-
Property	-		151,763		-
Other Objects	-		-		-
Other Uses of Funds	-		-		-
Total Capital Reserve Fund Expenditures	13,253		151,763		-
Beginning Fund Balance	689,355		22,972,194		-
Net Change in Fund Balance	(4,611)		(94,766)		-
Fund Balance Year to Date	684,744		22,877,427		-

Mapleton Public Schools
2020-21 Ending Fund Balance Forecast
July - September 2023-24

Fund	Budgeted Ending Fund Balance 2023-24	Ending Fund Balance Forecast July - September 2023-24
General Fund	5,848,134	13,253,513
Risk Management Fund	-	-
Colorado Preschool Fund	(76,989)	(127,615)
Nutrition Services Fund	926,794	2,679,696
Grants Fund	(58,151)	(311,322)
Student Activities Fund	6,514	260,189
Bond Redemption Fund	9,959,689	12,101,201
Building Fund	22,185,954	2,060,585
Capital Reserve Fund	-	22,877,427

1st Quarter Fund Financial Narrative

September 30, 2023
Provided by Business Services Staff

Unaudited activities for the 2023-2024 fiscal year are presented in the attached September 30, 2023, 1st Quarter Financial Statements.

The format of these financial statements also presents the audited financial statements for the 2022-2023 fiscal years as well as the 2023-24 Board of Education Budget. The year-to-date actual balances, variance compared to budget, and detailed percentages of actual expenditures versus budget are also presented.

General Fund (10) – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the District, except those required to be accounted for in another fund.

Summary

- The 1st quarter total year-to-date (YTD) revenues for the General Fund were \$15,244,210 after transfers and expenditures were \$16,468,831. So far 16.02% of budgeted revenue was received and 16.95% of budgeted expenditures were disbursed.

Explanation of Significant Variance Items - Revenues

- **State Equalization Revenue** – The District’s total revenue coming from equalization increased from fiscal year 2022-23 by \$1,675,921 in the first quarter.
- **Transfers** – Required transfers are being calculated as the state of funding in the Preschool Fund becomes clear to minimize transfers out where possible while ensuring transfers are sufficient to avoid negative fund balances.

Explanation of Significant Variance Items - Expenditures

- Current year expenditures include \$1,365,112 of annual insurance premiums that were recorded in fund 18 in prior year however we have combined that fund into fund 10 moving forward.
- Other Objects Budget included a contingency of \$3,224,261 that has not been used causing a variance between Budget and Actual. The District is expecting to need to use at least a portion of this contingency for unforeseen expenditures, such as to increase the transfer to the preschool fund in the January budget amendment.

Insurance Reserve Fund (18) – The Insurance Fund accounts for the resources used for the District’s liability, property, and worker’s compensation insurance needs.

Summary

- Effective with the adoption of the fiscal year 2023-2024 budget this fund is now combined with the General Fund (10).

Colorado Preschool Program Fund (19) – This fund records the District’s expenditures related to Universal Preschool as well as any related grants and programs.

Summary

- As of the end of the 1st Quarter this fund had a negative change in fund balance of \$127,615. Overall, we anticipate likely needing a slightly larger transfer into this fund than the budgeted amount. This increased transfer amount, if needed, will be calculated as part of our January supplemental budget.

Food Service Fund (21) – This fund account for all financial activities associated with the District’s nutrition program.

Summary

- The 1st quarter total YTD revenues for the Food Service Fund were \$807,583 and expenditures were \$581,723. Of the YTD total budget, 22.05% of all revenues were received and 11.86% of all expenses were disbursed.

Explanation of Significant Variance Items – Revenues & Expenditures

- The adopted budget for this fund includes a spend down of its reserves from \$2,453,836 to \$1,213,402. Note this budgeted spend down includes indirect costs of \$350,000 and a contingency of \$500,000 which will only be spent in unforeseen circumstances. We will continue to monitor this funds spending versus revenues to ensure it remains in a positive financial position.

Governmental Grants Fund (22) – This fund is provided to account for monies received from various federal, state and local grant programs.

Summary

- The 1st Quarter total YTD revenues for the Governmental Grants Fund were \$531,420 and expenditures were \$787,329. Of the YTD total budget, 8.41% of all revenues have been received and 12.34% of all expenditures have been expended.

Explanation of Significant Variance Items – Revenues & Expenditures

- Draws for grant revenues typically lag expenditures as most grants are on a reimbursement basis.

Student Activities Fund (23) – This fund is used to account for assets that support each school’s student activities.

Summary

- The 1st Quarter total YTD revenues for the Student Activities Fund were \$45,978 and expenditures were \$33,323. Of the YTD total budget, 13.46% of all expenditures have been expended.

Explanation of Significant Variance Items – Revenues & Expenditures

- Revenue budget assumed no new revenues from fundraising.
- Expenditures typically occur later in the year after fundraising efforts.

Bond Redemption Fund (31) – This fund is authorized by Colorado law. It provides revenues based upon a property tax mill levy set by the Board of Education to satisfy the District’s bonded indebtedness on an annualized basis.

Summary

- The 1st Quarter YTD revenues for the Bond Redemption Fund were \$161,809 and expenditures were \$675. Of the YTD total budget, 1.31% of revenues have been received and 0.01% of expenditures have been expended. Expenditures in this fund are made according to debt payment schedules with typical debt payment dates of November 30th and June 1st.

Building Fund (41) – This fund is used to account for all Bond related resources available for acquiring capital sites, buildings, and equipment.

Summary

- 1st Quarter YTD revenues for the Building Fund were \$257 and expenditures were \$58,101.

Explanation of Significant Variance Items – Revenues & Expenditures

- Budgeted expenditures in this fund include spending related to the Meadow project while that work is being properly recorded in the Capital Reserve Fund.

Capital Reserve Fund (43) – This fund is used to account for revenues restricted for ongoing capital needs not funded by Bonds such as site acquisition, buildings, building additions, repairs and maintenance, and equipment purchases.

Summary

- The 1st Quarter total YTD revenues/transfers in for the Capital Reserve Fund were \$56,996 and expenditures were \$151,763.

Explanation of Significant Variance Items – Revenues & Expenditures

- This fund was originally budgeted to be discontinued however to adhere to proper accounting per statutes it will be maintained to record expenditures related to the Meadow project and budgets will be moved here from the Building Fund (41) during the budget amendment in January.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Sauer, Chief Operations Officer
DATE: November 28, 2023

POLICY: Authority and Duties of the Superintendent, Policy CBA/CBC
REPORT TYPE: Decision Making
SUBJECT: Adams County Sheriff's Office Memorandum of Understanding

Policy Wording: The Superintendent shall maintain a cooperative working relationship between the schools and the community and community agencies.

Decision Requested: District administration requests Board approval to enter into a Memorandum of Understanding (MOU) with the Adams County Sheriff's Office to provide School Resource Officers (SRO) for Mapleton schools.

Report: The Adams County Sheriff Office is proposing an MOU for the placement of Deputies, to serve as a School Resource Officer (SRO) within Mapleton schools located in the unincorporated areas of Adams County. Deputies assigned to each school will be trained as School Resource Officers through the National Association of School Resource Officers (NASRO) and will assist their assigned schools in aspects of emergency planning, safety presentations, Crime Prevention Through Environmental Design (CPTED), teaching law-related education and enforce all applicable laws as required by statute and Sheriff's office policies. Deputies understand the standards and practices of Mapleton will be followed as long as there is no conflict with the policies and procedures of the Sheriff's Office. There will be no charge to Mapleton for the SRO services.

The SRO program has been in place for many years and is valued by school directors at the Mapleton schools that reside in unincorporated Adams County. The Sheriff's Office and the District continue to work collaboratively to make sure this program ensures safe school environments and meets the needs of our school communities.

District administration has reviewed the scope of services and believes the arrangement is in the best interest of our students and community. It is recommended that the Board of Education approve the MOU with the Sheriff's Office for SRO services for Mapleton schools.

MEMORANDUM OF UNDERSTANDING

ADAMS COUNTY SHERIFF'S OFFICE
4430 SOUTH ADAMS COUNTY PARKWAY
BRIGHTON, COLORADO 80601

AGREEMENT FOR ADDITIONAL SPECIALIZED LAW ENFORCEMENT SERVICES

This agreement dated this 23 day of October, 2023, made and entered into by and between the Adams County Sheriff's Office, ("Sheriff") and Adams County School District 1 stated below (Mapleton Public Schools).

WITNESSETH

WHEREAS the Organization desires to obtain additional/specialized law enforcement services; and

WHEREAS the services requested hereby are additional/specialized law enforcement services which the Sheriff is not required by law to provide; and

WHEREAS the Sheriff is prepared and willing to permit sworn certified deputies ("Deputies") of the Sheriff's Office to provide additional/specialized law enforcement services requested by the Organization.

Now, therefore, for and in consideration of the promises and mutual covenants set forth herein, the Sheriff and the Organization agree as follows:

1. SCOPE OF SERVICES

- (a) The Sheriff will permit Deputies (SROs) of the Sheriff's Office to provide additional/specialized law enforcement serves ("Services") to schools in the Organization.
- (b) Deputies assigned to each School District will be trained as School Resource Officers through the National Association of School Resource Officers (NASRO) and will assist their assigned schools in aspects of emergency planning, safety presentations, Crime Prevention Through Environmental Design (CPTED), teaching Law Related Education and enforce all applicable laws as required by statute and Sheriff's Office Policies.
- (c) Deputies understand the standards and practices of the Organization will be followed as long as there is not a conflict with the Policies and Procedures of the Sheriff's Office, local, state, or federal laws.

- (d) Assigned SROs are subject to assisting the Patrol Division as necessitated by events. At any time an SRO can be called on to assist with situations that will require them to be away from their assigned schools.
- (e) SROs will spend time in their assigned schools throughout the Organization and will equally divide their time between these schools unless dictated otherwise by events. The SROs will assist each other with events taking place in the schools and may be called onto assist with events taking place in the community.
- (f) SROs will work in conjunction with their assigned school principals to ensure that the necessary steps are being taken to ensure school safety/security is being identified and addressed. SROs are required to develop positive working relationships with their assigned schools' staff members, students, and parents.
- (g) SROs will be supervised and evaluated by a Patrol Division supervisor that oversees the Juvenile Services Unit (JSU). The SRO schedules will be assigned based on the needs of both the school district and the Sheriff's Office.
- (h) All schools in the Organization will have an assigned SRO that can assist them in areas of school-based policing, emergency planning and Law Related Education.

2. PAYMENT TO ADAMS COUNTY

There will be no charge to the Organization for SRO services. Overtime will be managed by the JSU supervisor at the expense of the Sheriff's Office.

3. EXTENT OF RESPONSIBILITY

This Agreement specifies the terms pursuant to which the Sheriff will allow Deputies to perform additional specialized law enforcement services. The Sheriff does not, by reason of this Agreement, assume any duty or responsibility to the Organization or any other person except as required by statute or specified in this Agreement. This Agreement is for the benefit of the parties hereto only and creates no rights to any third party.

4. AUTHORIZED REPRESENTATIVES

The Sheriff's Office Patrol Chief shall be the designated representative of the Sheriff under this Agreement, and may be reached at 720-322-1100. Each party reserves the right to change its Authorized Representative by written notice to the other party.

Attest: Mapleton Public Schools
7350 Broadway
Denver, CO. 80221

Representative Signature: _____

Representative Printed Name: _____

Address: _____

Phone: _____

Date: _____

Adams County Sheriff's Office
4430 South Adams County Parkway
Brighton, Colorado 80601

Signature: _____

Adams County Sheriff: _____

Date: _____

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Sauer, Chief Operations Officer
DATE: November 28, 2023

POLICY: Bidding Procedures, Policy DJE
REPORT TYPE: Decision Making
SUBJECT: Consideration of Construction Observation and Materials Testing for Meadow Community School

Policy Wording: Policy DJE states all contractual services, professional services, and purchases of supplies, materials, and equipment in the amount of \$75,000 or more shall be formally solicited.

Policy Interpretation: This policy is interpreted as requiring Board approval for all formal bids prior to award.

Requested: The District is seeking Board approval to execute a contract with Ground Engineering for Construction Observation and Materials Testing for the Meadow Community School construction project.

Report: A formal solicitation process was completed in October 2023 by Mapleton Public Schools to seek a qualified construction observation and materials testing firm to review the architectural plans, assist with onsite supervision during construction, and provide material testing for the Meadow Community School project. Five responses were received. Final selection was made based on price, past performance, and ability to meet the requirements of the solicitation. The approximate cost of the award is \$79,385.00. This will be supported by the mill levy override as well as Building Excellent Schools Today (BEST) funding.

The recommendation is to award to Ground Engineering for construction observation and materials testing for the Meadow Community School project.

Memo

TO: Charlotte Ciano, Superintendent
FROM: Mike Crawford, Senior Deputy Superintendent
DATE: November 28, 2023

Policy: School Board Powers and Responsibilities, Policy BBA
Report Type: Decision Making
SUBJECT: Consideration of Design/Build Contractor for Clayton/Academy HVAC Replacement

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

- 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.

Policy Interpretation: This policy is interpreted to require Board approval of significant contractors related to capital construction.

Decision Requested: District administration is recommending the selection of Iconergy to serve as the design/build contractor for a near-total replacement of the HVAC system at the Clayton Partnership School/Academy High School building on the Skyview Campus.

Report: Over the past 10+ years the HVAC systems installed on the Skyview campus have persistently failed to meet expectations. District operations staff as well as past general contractors and subcontractors have spent significant time, money and effort in attempts to render the systems effective, but repairs, enhancements, and improvements have produced only short-term results. Various rooms on the campus are consistently uncomfortable, compromising student learning and working conditions. While the LG Variable Refrigerant Flow (VRF) systems were thought to be state of the art in 2010, they have since proved to be poorly suited to school buildings in our region. While all three VRF systems on the Skyview campus experience failures from time to time, the system serving the Clayton/Academy has presented the most persistent problems and has been the most difficult to keep operating satisfactorily. Our intent is to replace the Clayton/Academy system first, and then move on to the other systems in future years, as needed.

The Colorado Energy Office administers a program called Energy Performance Contracting (EPC). This program allows public entities to select contractors from a pre-qualified list, thereby accelerating and streamlining the typical RFQ process. Contractors perform energy audits and then enhance, repair, or replace building systems to render them more energy efficient. The program also includes pathways to possible financing for projects.

District administration interviewed three contractors on the EPC list. All have local offices and significant experience in Colorado schools. They each presented their own unique approach to the Clayton/Academy project. Iconergy was the only one of the three who

presented a detailed approach to replace the current VRF system with a different type of system during summer 2024. Iconergy has been the commissioning agent on most of Mapleton's new school buildings over the past six years. They are a Colorado-owned company and have provided us with valuable service, and reliably good advice. They also assisted us with coordinating an earlier set of repairs to Skyview systems, and so they are familiar with the current problems and shortcomings. Their fees (as percentages of total project) were between those of the other two companies. District administration has concluded that contracting with Iconergy through the EPC program is the best option to address the many issues with the Clayton/Academy HVAC system.

The total cost of the HVAC replacement at the Clayton/Academy building will likely be between \$4.1 million and \$4.4 million. District administration will investigate possible grants and financing mechanisms. However, with or without an alternate funding mechanism, the approval of this project will also signal the Board's intention to prioritize this project in the 2024-2025 budget.

Specifically, administration is recommending that the Board approve:

- Mapleton Public Schools to sign an Intergovernmental Agreement with the Colorado Energy Office to move forward with an Energy Performance Contracting project; and
- Iconergy as the design/build contractor for the Clayton/Academy HVAC replacement project, allowing them to begin ordering equipment and securing sub-contractors.

Students and staff on the Skyview campus have been patient with attempts to render the VRF systems effective, but a more comprehensive solution is now warranted to ensure them an environment conducive to working and learning.