



Wednesday, December 13, 2017
Board of Education Regular Meeting

Eagle County School District RE 50J

BOARD OF EDUCATION

Eagle County Government, County Commissioners Room, 500 Broadway, Eagle, CO 81631

Work Session 3:00 p.m.

Regular Session 6:00 p.m.

Estimated Meeting Time: 6 hours

A. General Function

Subject **1. Roll Call.**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category A. General Function

Type Procedural

B. Work Session (3:00 p.m.)

Subject **1. Impending Superintendent Search Leadership Profile. (90 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category B. Work Session (3:00 p.m.)

Type Discussion, Information

Pat Grippe and Rick O'Connell presenting.

1. The representatives from HYA & Associates will review with the Board of Education the findings from the online survey and meetings held with community, business partners, staff, and students.

Subject **2. Policy Council and Head Start Training. (60 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category B. Work Session (3:00 p.m.)

Type

Shelley Smith & Tere Keller, Grantee Specialist, Region VIII Head Start T&TA Contractor presenting.

With the new Performance Standards there have been major changes implemented in the Head Start application process as well as the Head Start review procedures that places greater emphasis on Board involvement in the grant development. To assure we meet the new expectation our Grantee Specialist from the Region VIII Head Start Training and Technical Assistance Center is providing training for our Board of Education and Policy Council.

Attached is the updated New Grant Guidance document to provide you information to help prepare for this session. The guidance does provide a high level of detail but it has been communicated to us that we should share with governing bodies.

The following are some of the ways the process has changed:

- Updated to better align with the new Head Start Program Performance Standards (HSPPS).
- A greater focus on questions that highlight flexibility in the program's approach.
- Added the Annual Report to the Public, the Cost Allocation Plan, and Selection Criteria as documents to upload electronically.
- The section on School Readiness Goals has been integrated into existing sections on Program Goals and Service Delivery.
- The section on Parent, Family, and Community Engagement has been integrated into the section on Service Delivery.
- There are significant changes to the program goals section.
- The Budget Section is better aligned to Head Start budget categories.
- In Continuation Applications, a grantee must describe the rationale for any changes to their program design such as those resulting from an updated community assessment, ongoing oversight, or from using data for continuous improvement.

File Attachments

Head Start Grant Application Instructions with Guidance - Version 3 (1).pdf (379 KB)

C. Dinner for Board Members (5:30 p.m.)

Subject	1. Dinner for Board Members (5:30 p.m.)
Meeting	Dec 13, 2017 - Board of Education Regular Meeting
Category	C. Dinner for Board Members (5:30 p.m.)
Type	Information, Procedural

The public is welcome to visit with the members while they eat their dinner.

D. Regular Session (6:00 p.m.)

Subject	1. Call to Order and Pledge of Allegiance
Meeting	Dec 13, 2017 - Board of Education Regular Meeting
Category	D. Regular Session (6:00 p.m.)
Type	Information, Procedural

E. Public Participation

Subject	1. Public Participation Guidelines.
Meeting	Dec 13, 2017 - Board of Education Regular Meeting
Category	E. Public Participation
Type	Information, Procedural

The public is invited to attend Board Meetings and provide input to the Board at the beginning of each meeting, and when related to an agenda item. Please complete a blue card for follow-up, and limit input to three minutes. If you are part of a large group, please appoint one spokesperson to be respectful of everyone's time. The Board cannot engage in a discussion nor provide an immediate response to the input. Rather, the Board can benefit from hearing the input and determine what follow-up action is required. This could include a future discussion, work session, or additional research, then followed by an official Board response.

F. Consent Agenda

Subject 1. Approval of Agenda.*

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category F. Consent Agenda

Type Action (Consent)

Recommended Action Move to approve the consent agenda.

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject 2. Approval of Minutes.*

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category F. Consent Agenda

Type Action (Consent)

Recommended Action Move to approve the minutes from the November 8, 30, and December 1, 2017 Board of Education meetings.

November 8, 30, and December 1, 2017 Board Minutes for approval.

File Attachments

November 8, 2017 Draft Minutes for Approval.pdf (39 KB)
 November 30, 2017 Draft Minutes for Approval.pdf (20 KB)
 December 1, 2017 Draft Minutes for Approval.pdf (21 KB)

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Subject 3. Approval of Consent Items.*

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category F. Consent Agenda

Type Action (Consent)

Recommended Action Move to approve the consent agenda items.

The following items are on the consent agenda and will be approved under this item unless a member pulls an item.

G. Consent Agenda Items

1. Approval of Agenda.*

2. Approval of Minutes.*
 3. Approval of Consent Items.*
- M. Board Policies and Administrative Regulations
2. Approval of Monitoring Report for Governance Policy EL-1, Global Executive Constraint.*
 4. Approval of Monitoring Report for Governance Policy EL-11, Accomplishment Report to the Public.*
 5. Approval of Monitoring Report for Governance Policy GP-1, Governance Commitment.*
 6. Approval of Monitoring Report for Governance Policy GP-3, Board Job Description.*
 7. Approval of Monitoring Report for Governance Policy GP-4, Monitoring Board Governance Process and Board/Staff Relationship Policies.*
 8. Approval of Monitoring Report for Governance Policy GP-5, President's Role.*
 9. Approval of Monitoring Report for Governance Policy GP-6, Board Committee Principals.*
 10. Approval of Monitoring Report for Governance Policy GP-9, Board Member's Code of Conduct.*
 11. Approval of Monitoring Report for Governance Policy GP-10, Board Members Covenants.*
 12. Approval of Monitoring Report for Governance Policy GP-11, Board Member Conflict of Interest.*
 13. Approval of Monitoring Report for Governance Policy GP-12, Board Member Financial Disclosure.*
 14. Approval of Monitoring Report for Governance Policy GP-13, Process for Addressing Board Member Violations.*
- N. Employee Relations
1. Approval of Personnel List.*

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

G. Recognition

Subject 1. Recognize the Battle Mountain Girls Cross Country Team. (10 min)

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category G. Recognition

Type Information

Kate Cocchiarella presenting.

1. The Board of Education would like to recognize the Battle Mountain Girls Cross Country Team and Coaches for their efforts and third place victory at Nationals.

Subject 2. Recognize Carolyn Knox Keep for her service. (5 min)

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category G. Recognition

Type Information

Kate Cocchiarella presenting.

1. Carolyn Knox Keep, the elected director from Director District C, submitted her letter of resignation from the District's Board of Education (Board) because she no longer resides in Director District C.
2. A resolution to declare the vacancy is on the agenda for approval but the Board of Education would like to take time to recognize Ms. Knox Keep for her hard work and dedication.

H. Report of the Superintendent (10 min)

I. Board Reports (10 min)

J. General Administration

Subject **1. New/Old Business (10 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category J. General Administration

Type Discussion, Information

1. In addition to the new and old business we are asking for input on the work session and other tentative agenda items. Tentative Work Session topics are attached for the Board to review and make any changes. Please note that some items are tentative and are subject to change.
 1. Tentative topics for January 10, 2018 Board of Education Meeting include:
 1. Executive Session
 1. Holding time if needed.
 2. Work Session
 1. Bond Project Update
 2. Strategic Plan Update
 1. Learners Tactic 2, Customized Pathways
 3. Possible Interviews of Potential Candidates for District C
 3. Regular Session
 1. Open Meetings Resolution
 2. Habitat for Humanity Agreement
2. With those topics in mind please prepare comments around these four questions:
 1. What would you like to learn?
 2. What questions do you have?
 3. Who would you like to hear from?
 4. Why would you like to know more this topic?

K. Public Interest Items for Discussion

Subject **1. Approval of Letter of Intent to Join the Climate Action Collaborative of Eagle County Community. (15 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category K. Public Interest Items for Discussion

Type Action

Recommended Action Move to approve Letter of Intent to join the Climate Action Collaborative of the Eagle County Community.

Sandra Mutchler presenting.

1. Eagle County Schools has been an active “stakeholder” in the development of the Climate Action Plan.
2. Pat Hirn, prior Board of Education, Director represented ECS on the committee. The committee is now taking the next steps to create the Climate Action Collaborative (CAC) of the Eagle County Community and is requesting ECS to sign a Letter of Intent.
3. The Letter of Intent outlines the vision, purpose and commitment of each “stakeholder”.
4. Financial contributions to support the work of the committee are requested, however not a requirement.
5. Kim Langmaid Ph.D., Founder/Vice President, Walking Mountains Science Center and Adam Palmer, Director of Sustainable Communities, Eagle County will present on the subject and be available to answer questions.
6. A list of community organizations who have already signed the letter of intent as well as a few that are considering is included for your information.



File Attachments
CAC Letter of Intent.TemplateFinaldocx.pdf (218 KB)
Climate Action Collaborative.pdf (110 KB)

Subject **2. Approval of Resolution 2017/18--7 for Vacancy in District C. (10 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category K. Public Interest Items for Discussion

Type Action

Recommended Action Move to approve the resolution 2017/18--7 for the Vacancy in District C of the Board of Education.

Kate Cocchiarella presenting.

1. Carolyn Knox Keep, the elected director from Director District C, submitted her letter of resignation from the District's Board of Education (Board) because she no longer resides in Director District C.
2. Attached is resolution 2017/18--7 for the Board to discuss dates and approve for the vacancy.

File Attachments
20171205 D - Resolution Vacancy.pdf (8 KB)

Subject **3. Early Childhood Education Review and Approve the Self-Assessment Process. (5 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category K. Public Interest Items for Discussion

Type Action

Recommended Action Move to approve the 2017-2018 Early Childhood Self-Assessment Process as presented.

Shelley Smith presenting.

Both the Head Start Performance Standards and the Colorado Preschool Program require that The Governing Board receives communication on a regular basis to assure they have the information needed to make informed decisions.

1. The program is required by Head Start to conduct an annual self-assessment of the program as described below and the process utilized needs to be approved by governing bodies.
 - The program must effectively oversee their progress towards program goals on an ongoing basis and annually must:
 - Conduct a self-assessment that uses program data including aggregated child assessment data, professional development and parent and family engagement data as appropriate, to evaluate the program's progress towards meeting goals, and;
 - Assure compliance with program performance standards throughout the program year, the effectiveness of the professional development and family engagement systems in promoting school readiness.

2. The Self-Assessment Process is following the same structure that was established in 2016 based on the new Head Start Performance Standards and is as follows:

Phase One:

- Review plan with ECE Certified Teachers, Early Childhood Special Education Teachers, Family Service Coordinators and department support staff-11/27/2017
- Present Self-Assessment process to Board of Education (BOE) and Policy Council(PC) for approval (12/7 for PC and 12/13 BOE)
- Early Childhood Department staff gather on going monitoring data (OGM) and determine what data to bring forward. Data will include but not be limited to the following areas:
 - Children: Child Outcomes, Health Services, Response to Instruction (Screening), Attendance
 - Families: Home visits, Family Goals, Risk Factors, Services Provided, Engagement
 - Staff: Teacher Effectiveness, Professional Development Activities, Satisfaction and Retention
 - Program Management: Enrollment, Compliance (Health, Safety, Nutrition), Preschool Plus & Extended Day, and Fiscal Management.

Phase Two:

- At December ECE staff meeting review OGM data provided by support team
- Determine what areas to focus on for self-assessment
- Establish work groups that include all stakeholders for each area including but not limited to: Staff, Parents, Community Members and content experts when appropriate. Each work group identifies lead.

Phase three:

- Work groups meet in January and using root cause analysis process, come up with action plan to improve area of focus
- Area reports submitted to Program Director by 1/24/2018
- Program Director consolidates plans

Phase Four:

- 1/26/2018 Support Team develops final Self-Assessment report and action plan
- 2/1/2018 Final Self-Assessment and Report shared with ECE Self-Assessment Team
- 2/2018 Self-Assessment and action plan presented to PC and BOE for approval

File Attachments

Winter 2018 BOE ECE Update.pdf (760 KB)

Fall 2017-Preschool Plus Comparison.pdf (78 KB)

Subject 4. Early Childhood Education Approval of Strategic Plan. (5 min)

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category K. Public Interest Items for Discussion

Type Action

Recommended Action Move to approve the Early Childhood Strategic Plan as submitted.

Shelley Smith presenting.

- Head Start Performance Standards state the governing body members are expected to be able to describe how they have worked with senior program managers on the development of a strategic plan.
 - We strive to have the development of the strategic plan be an inclusive process that involves input from the many stakeholders we work with both internally and externally. The following process was utilized to develop this year's strategic plan:
 - During September and October, the strategic planning committee members made recommendations and proposed changes.
 - Strategic Committee members:
 - Shelley Smith-Early Childhood Department Director

- Jody Ejnes-Early Childhood Department Operations Coordinator
 - Sarah Givens-Preschool Director, Brush Creek Preschool
 - Jane Reichmuth-Preschool Specialist, Gypsum Preschool
 - Cristina Betancourt-Preschool Specialist, Avon Preschool
 - Maria Serna-Teaching Assistant ,Homestake Peak Preschool
- During established December meetings, Policy Council and Board of Education will review and approve the Strategic Plan.
- In December, make final changes, edits and/or additions.
- November presented draft of 2017-2018 plan to Strategic Plan Committee and Staff for Review.
- In October and/or November collected input from Policy Council and Stakeholder Group.
- In October and November input from Directors, Family Service Team, Early Childhood Special Education Teachers and Teacher Leaders was collected.
- Key Changes to 2017-2018 Plan
 - The formatting of the plan to align with district strategic plan.
 - To simplify the plan, the timeline and resources needed will be included in the work plan developed by individuals responsible for goals or tactics. These individuals are listed under each tactic.
 - Combined objective and expected outcomes to create the theory of action based on feedback from policy council.
 - Teaching and Learning Domain Goal
 - Combined Tactic 3 and 4 under outcomes based on feedback to combine the Project Based Learning and Global Ready Skills tactic since they focused on the same area.
 - Other changes in this area were semantic changes
 - Parent and Family Domain Goal
 - Added family engagement Teacher Lead and volunteer coordinators to the who, when appropriate.
 - Changed area 2 of Family Engagement section to focus on family services to better align with tactic
 - Added to Tactic 6 under family services “to provide tools and resources to families to assure they can implement” school-home connection activities aligned to families identified goals for their children “and district instructional focuses.”
 - Other changes in this area were semantic changes
- Wrap Around Services
 - Removed 3rd objective under Health and safety based on feedback from our health manager, as this has already embedded into our monitoring.
 - Other changes in this area were semantic changes

File Attachments

2017-18 Strategic Plan ECS Early Childhood Department-Final.pdf (109 KB)

Subject **5. Approval the Early Childhood Annual Report. (5 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category K. Public Interest Items for Discussion

Type Action

Recommended Action Move to approve the 2016-2017 Annual Report.

Shelley Smith presenting.

The Head Start Performance Standards requires grantees to complete an annual report for the public that includes the following:



Attached is a copy of the Annual Head Start Report for the 2016-2017 Program year.

File Attachments
2016-2017 Annual Report-Final.pdf (505 KB)

Subject **6. Reading is My SUPERPOWER Introduction Footsteps2Brilliance Update.
(15 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category K. Public Interest Items for Discussion

Type Information

Tammy Schiff presenting.

Reading is My SUPERPOWER

Delivering early literacy opportunities for all children in Eagle County

Reading is My SUPERPOWER is Eagle County Schools' comprehensive early literacy initiative to ensure the children in Eagle County are prepared for success in school and life. In addition to the Bookmobile, "One Card-One Valley" library card program, and various in-school book delivery programs like Book Trust at GES, Eagle County Schools has partnered with Footsteps2Brilliance® to provide mobile access to thousands of interactive books, games, and songs, in both English and Spanish, through a free, easy to use, early literacy app.

Eagle County Schools is launching **Reading is My SUPERPOWER** on 12/13/17 to the community. A briefing document is included in this packet. Marketing materials and tactics will be presented during the meeting.

File Attachments
Reading is my SUPERPOWER.pdf (82 KB)

Subject 7. Strategic Plan Update - Finance Tactic 1 - Finance Committee. (25 min)

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category K. Public Interest Items for Discussion

Type Discussion, Information

Sandra Mutchler presenting.

1. The Board of Education will receive regular updates on the strategies and tactics from the ECS Strategic Plan.

This update will focus on **Finance Tactic 1: Maintain a community-based finance committee to provide additional oversight on audit reports.**

Educator Strategy in Brief – Finance Committee

The Tactic and Theory of Action	The SMART Goal	Milestones SY2017-18
If committee members monitor the financial position and outcomes-based budgeting process of the district, then assurance is provided to the Board of Education that the district is operating in a fiscally prudent manner with a high level of financial stewardship.	On an annual basis, 100% of the Board of Education is assured that the district is operating in a fiscally prudent manner with a high level of financial stewardship.	Survey completed by December 31, 2017 Comments or Feedback analyzed and addressed by March 31, 2018



File Attachments
Tactic 1 17.18.pdf (1,924 KB)

Subject **8. Strategic Plan Update - Finance Tactic 4 - Financial Base. (25 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category K. Public Interest Items for Discussion

Type Discussion, Information

Sandra Mutchler presenting.

1. The Board of Education will receive regular updates on the strategies and tactics from the ECS Strategic Plan.

This update will focus on **Finance Tactic 1: Identify opportunities to continuously strengthen the District's financial base.**

Educator Strategy in Brief – Strengthen Financial Base

The Tactic and Theory of Action	The SMART Goal	Milestones SY2017-18
If we strengthen the District's financial base then the district is in a position to provide the resources needed to deliver Global-Ready Graduates.	Annually, the district will be within the associated benchmark of 4 out of the 5 State Fiscal Health Indicators.	<ul style="list-style-type: none"> • Submit 2016-17 financial information to the State Auditor – Dec 2017



File Attachments

Tactic 4 2017-18.pdf (2,113 KB)

L. Business and Operations**Subject** **1. Approval of the Resolution 2017/18--8 Authorizing the Acquisition of Maloit Park Property. (10 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category L. Business and Operations

Type Action

Recommended Action Move to approve Resolution 2017/18--8 and authorize the Superintendent and Chief Operating Officer to take all actions necessary and appropriate to effectuate the early termination of the Lease between EVCF and the District as part of the acquisition for the purchase price of ten dollars and other consideration.

Sandra Mutchler presenting.

1. ECS has been looking for options to temporarily relocate Red Sandstone Elementary School during major renovations, which will occur during the 2018-19 school year.
2. The best alternative the district has arrived at is to establish a temporary modular school at Maloit Park next to Vail Ski and Snowboard Academy. There is enough space to relocate the majority of the classrooms.

3. On Sep. 27, 2017 the Board of Education approved the termination of the Community Fund Agreement to support the facility needs for the district.
4. EVCF is terminating the Lease and conveying all of its rights to and interest in the Property, including Building A, all furniture, fixtures, equipment, contents, goods, chattels, debris, and any and all personal property on the Property to the District.
5. It is in the best interests of the District to enter into, execute and deliver the Full and Final Release and Bill of Sale regarding the Property.

File Attachments

ECSD Resolution for Acquisition of EVCF Property.pdf (86 KB)
 Full and Final Release and Bill of Sale.pdf (84 KB)
 Quick Claim Deed.pdf (129 KB)

Subject 2. Approval of the presentation of 2017-18 Financial Statements. (20 min)

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category L. Business and Operations

Type Action

Recommended Action Move approve the presentation of 2017-18 Financial Statements.

Sandra Mutchler presenting.

1. The 2016-17 DRAFT Financial Statements will be presented to the Board of Education. Financial information and the Report are reviewed by Swanhorst & Company, LLC, an independent auditing firm, which expresses an opinion as to whether or not the financial statements present fairly the financial position of the district.
2. The Statements are DRAFT until we receive the Independent Auditors Report. You will see in the document, the beginning of the Financial Section, a place holder for this report. Additional auditor reports are also pending in the compliance section. We anticipate completing a Comprehensive Annual Financial Report including the auditor's opinion and compliance reports by December 31, 2017.
3. Wendy Swanhorst, Swanhorst and Company, LLC is scheduled to attend the board meeting and present their opinion.
4. An electronic copy of ECS statements is attached for your reference. The presentation of the Statements will focus on the Financial Section. Highlights include:
 1. General fund increased \$3,132,897. This is mostly attributed to the influx of 3A funds and the amount being carried over. All expenditures were within the appropriation.
 2. Building Fund increased due to bond proceeds by \$129,718,187. These are the actual bond proceeds used to pay for the bond projects and is within the appropriated amount.
 3. The Bond Fund increased by \$3,983,872 to provide a year end fund balance sufficient to cover the December 2017 bond principal and interest payments. Expenditures were within the appropriated amount.
 4. Nonmajor funds decreased \$133,245.
 1. Nutrition Services increased by \$57,068. This is comparable to prior years and within the appropriated amount.
 2. Governmental Designated Grant Fund is within the appropriated amount. No fund balance is maintained with this fund.

3. Capital Reserve decreased by \$137,000. This was within the appropriated budget and under \$167,954 than planned spending.
 4. Transportation decreased by \$53,313. This was more than expected and a result of an increase in traveling more than 35,000 miles than expected and employees working more than 5,000 more hours than expected. Many of the costs were recouped through the related charges for services however an additional \$20,000 was transferred from the General Fund to support the increased costs. The expenditures are significantly higher than the original budget appropriation. This will be noted in the final Comprehensive Annual Report and reported to the Colorado Department of Education for exceeding the appropriation. Additional measures will be put in place next year to do a supplemental budget appropriation for the increased revenue and costs related to the increased services.
 5. District Housing increased by \$1,652 and is within the appropriated amount.
 6. The Student Agency (activity funds) asset balance is \$1,291,253 and available to be spent specifically for the activity the funds were generated for.
5. The auditors are continuing to prepare the Comprehensive Annual Financial Report with the help and support of Business Services. A complete and final audited report will be available by December 31, 2017.

File Attachments

Draft Financial Statements audit presentation.pdf (286 KB)

Subject 3. Certification of 2017 Calendar Year Mill Levy. (15 min)

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category L. Business and Operations

Type Action

Recommended Action Move to approve resolution 2017/18--9 resolving that the Board of Education of Eagle County School District RE50J hereby certifies the mill levies for the General, Transportation and Bond Redemption funds to the Board of County Commissioners of the counties wherein said school district is located.

Sandra Mutchler presenting.

1. K-12 public schools in Colorado are primarily funded through a combination of local property taxes and state revenues.
2. The Eagle County Treasurer's Office bills, collects and distributes the property taxes for the District as well as other taxing authorities. The amount charged to property owners is based on the assessed value of their property and the certified mills levied by each taxing authority. The mill levy is the "tax rate" that is applied to the assessed value of a property. One mill is one dollar per \$1,000 dollars of assessed value or one-tenth (.001).
3. Property taxes are collected from taxpayers Feb – June for the prior year. The timeline is identified below.
 - Aug 15, 2017 – ECS receives a copy of the preliminary assessment for calendar year 2016 values
 - Dec 8, 2017 - ECS receives final assessment for calendar year 2017 values
 - Dec 13, 2017 – ECS BOE certifies mills necessary to generate revenues for the 2017-18 fiscal year
 - Jan 31, 2017 – Eagle County Treasurer sends tax statement to property owners for the 2016 calendar year.
 - Feb 28, 2018 – Taxpayers first ½ of tax statement is due for the calendar year 2017 taxes
 - April 28, 2018 – Taxpayers second ½ of tax statement is due for the calendar year 2017 taxes.
 - June 15, 2018 – Taxpayers second ½ of tax statement is due for the calendar year 2017 taxes.
 - ECS reports all property tax collections received for the 2017calendar year tax bill through September 30, 2018.

4. Assessed value increased by \$160,911,190 or 5.87%. Total mills are 0.297 less than last year. Generally, as assessed values increase, the mills can decrease to generate the same or even greater dollar amount.
5. General fund mills include total overrides that generate \$16,285,631 of revenue.
6. A copy of the Colorado Department of Education Worksheet is attached.



File Attachments
 Board Resolution - Certification of 2017 Mill Levy_.pdf (59 KB)
 CDE Certification_.pdf (16 KB)

M. Board Policies and Administrative Regulations

Subject **1. Approval of Monitoring Report for Governance Policy GP-7, Committee Structure. (15 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-7, Committee Structure as presented.

Kate Cocchiarella presenting.

The monitoring of Governance Policy GP-7 holds the definition for two types of committees as listed below. GP-7 requires the Board of Education to review and reassign committees following an election year. Attached is the policy with a brief description of each committee and the member that has volunteered to sit on that committee.

A. Definition of a Board Committee:

A committee is a Board committee only if its existence and charge come from the Board, whether or not Board members sit on the committee. The only standing Board committees are those, which are set forth in this policy. Unless otherwise stated, a committee ceases to exist as soon as its task is complete.

B. Definition of a Non-Board Committee:

The Non-Board Committees existence and charge does not come from the Board; however, they are committees on which a Board Member serves as a representative.



File Attachments
GP-7 Committee Structure.pdf (51 KB)

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Subject 2. Approval of Monitoring Report for Governance Policy EL-1, Global Executive Constraint.*

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy EL-1, Global Executive Constraint as presented.

Maggie Lopez presenting.

1. This policy states that the superintendent shall not allow any unlawful or imprudent activity to occur in the District.
2. To support all requirements of this policy, I conduct:
 - Weekly District Office Leadership Team meetings regarding the initiatives of each Department, the status of activities underway and the decisions in process.
 - Regular meetings with the Assistant Superintendents reviewing the performance of Principals regarding all aspects of their work with additional time for new administrators.
 - Purposeful activities which pertain to all Executive Limitations Policies, Administrative Policies referenced by Principals, and the student discipline policies and the Student Code of Conduct as they pertain to students.
 - Regular communication with the Board President and the entire Board regarding the status of legal issues and other matters involving the District.
 - Frequent communication with the school district legal council regarding pending and potential issues facing the District.

In all cases, I attempt to lead by example, proactively confront issues while they are still small and model integrity and commitment in the community.

File Attachments
EL-1 Global Executive Constraint.pdf (7 KB)

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Subject **3. Approval of Monitoring Report for Governance Policy EL-8, Fiscal Management (Quarterly Reports). (15 min)**

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action

Recommended Action Move to accept the quarterly monitoring report for policy EL-8, Fiscal Management. Sandra Mutchler presenting.

1. Attached is the 1st Quarter Report for 2017-18 as prepared by the Business Services Department. This report is intended to provide the Board and public with a summary of the District's financial condition as of September 30, 2017. Also provided is comparable data from the prior fiscal year.
2. The report focuses primarily on the trends in income and expenses for the first 3 months of the fiscal year.
3. The Finance Committee reviewed the 1st Quarter report on November 9th.

File Attachments

1st Quarter Financial Reports.pdf (548 KB)
EL-8 Financial Management.pdf (9 KB)

Subject **4. Approval of Monitoring Report for Governance Policy EL-11, Accomplishment Report to the Public.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy EL-11, Accomplishment Report to the Public as presented.

Tammy Schiff presenting.

1. The State of Colorado requires each public school district to “report in writing its progress on district and school accreditation indicators.” The state mandates several factors that must be presented in the report including items such as test scores, graduation rates and requirements, number of students enrolled in advanced placement classes and school safety indicators.
2. Eagle County School District meets this state requirement by producing a single notification letter, The Annual Letter, that includes a link to SchoolView, https://edx.cde.state.co.us/SchoolView/DataCenter/reports.aspx?_afrlLoop=9217264657381205&_afrWindowMode=0&_adf.ctrl-state=11pty4i9ux_4
3. Letters will be sent in Spanish and English by the end of January. Copies of the required data will be available at district office.
4. The Annual Report letter will be e-mailed to all elementary, middle and high school parents. Letters will also go home with students when email contact is not possible. Additionally, copies of the reports from SchoolView will be available at the Eagle County Schools Administrative Offices at 948 Chambers Avenue in Eagle.

File Attachments

AnnualReportLetter2018DraftBilingual_ts.pdf (410 KB)
EL-11 Accomplishment Reporting to Public.pdf (8 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject **5. Approval of Monitoring Report for Governance Policy GP-1, Governance Commitment.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-1, Governance Commitment, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. The essence of this policy is that the Board will ensure that all actions it takes with regard to students, staff, parents and the community are consistent with the mission of the District, with state and federal law, and with the Board's Goals policies.
2. In accordance with this policy, the Board of Education has
 - designed meaningful educational programs for all students; provided resources to staff for the execution of educational programs; communicated the reason for decisions that affect the taxpayer; communicated the purpose of District programs to parents; and communicated the benefits of public education to the community made all decisions with the best interests of students in mind;
 - made decisions honoring staff involvement; proactively sought communication and involvement with parents; been accountable to the taxpayer for all decisions; proactively communicated with the community
 - measured quality of student performance; provided training and resources necessary for staff development; identified and eliminated barriers to quality and achievement; provided quality school-to-work experiences
 - engaged students and their parents as active partners in student learning; valued and recognized employee contributions; been accountable to the public for our results; developed partnerships between schools and community groups
3. This policy is to be monitored annually in December by Board self-assessment.

File Attachments
GP-1 Governance Commitment.doc (91 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject **6. Approval of Monitoring Report for Governance Policy GP-3, Board Job Description.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-3, Board Job Description, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. In summary, this policy defines the role of the Board and distinguishes it from the roles of the Superintendent and staff.
2. In accordance with this policy, the Board of Education has
 - utilized all avenues, including the District advisory accountability program, to ensure input from students, staff, parents and the community
 - developed written governing policies that broadly address Goals, Executive Limitations, Governance Process, and Board/Staff Relationships
 - ensured Superintendent performance through monitoring of Goals and Executive Limitations policies
 - ensured that the District's mission and commitments are fulfilled
3. This policy is to be monitored quarterly in March, June, September and December by Board self-assessment.

File Attachments
GP-3 Board Job Description.docx (20 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject **7. Approval of Monitoring Report for Governance Policy GP-4, Monitoring Board Governance Process and Board/Staff Relationships Policies.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-4, Monitoring Board Governance Process and Board/Staff Relationships Policies, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. In summary, this policy defines the purpose of monitoring the Governance Process and Board/Staff Relationships policies and the schedule for monitoring them.
2. In accordance with this policy, the Board of Education has monitored the Governance Process and Board/Staff Relationships policies through self-assessment, using a minimum of time in meetings, and according to the schedule outlined in policy GP-4.
3. This policy is to be monitored annually in December by Board self-assessment however, was intentionally held for January to coincide with the planning of the Board norms work session.

File Attachments
GP-4 Governance Process.docx (17 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject **8. Approval of Monitoring Report for Governance Policy GP-5, President's Role.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-5, President's Role, completed by Board self-assessment..

Kate Cocchiarella presenting.

- 1.
2. In summary, this policy defines the Board President's role, authority and duties.
3. In accordance with this policy, the President has
 - Ensured that only Board issues, as defined in Board policy, are deliberated in meetings
 - Ensured that Board meeting deliberations are fair, open, and thorough but also orderly and to the point
 - Chaired Board meetings as described in Robert's Rules of Order and in accordance with law
 - Used reasonable interpretations of the provisions of Board policies on Governance Process in matters covered by those policies
 - Refrained from making any decision about Board Goals and Executive Limitations policies
 - Refrained from exercising authority as an individual to supervise or direct the Superintendent
 - Represented the Board to outside parties in 1) announcing Board positions and decisions within areas delegated to the President and 2) delegating this authority to other Board members, when appropriate, but remaining accountable for its use
 - Signed all contracts authorized by the Board
 - Signed all official Board reports
3. This policy is to be monitored twice annually in June and December by Board self-assessment, however was intentionally held for January to coincide with the planning of the Board norms work session.

File Attachments
GP-5 President's Role.docx (21 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject 9. Approval of Monitoring Report for Governance Policy GP-6, Board Committee Principals.*

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-6, Board Committee, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. In summary, this policy defines the purpose, authority, and conduct of Board committees. It is a policy that applies only to committees formed by Board action, not those formed under authority of the Superintendent.

2. In accordance with this policy, Board committees have
 - Assisted the Board in doing its job by preparing policy alternatives and implications for the Board to deliberate
 - Spoken or acted for the Board only when formally given authority to do so
 - Refrained from exercising authority over the Superintendent or staff
 - Abstained from monitoring performance on policies the committee helped to create
 - Remained subject to open meeting laws during meetings of the committee
3. Board Members will volunteer to the committees necessary to be assigned to under GP-7.

File Attachments
 GP-6 Board Committee Principles.docx (17 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject **10. Approval of Monitoring Report for Governance Policy GP-9, Board Member's Code of Conduct.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to accept the monitoring of Governance Policy GP-9, Board Member's Code of Conduct, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. This policy outlines the expectations that board members demonstrate ethical, business like and lawful conduct including the appropriate use of authority and appropriate decorum at all times.
2. The policy states that board members must represent the interest of the whole district. Additionally the policy identifies that board members may not exercise individual authority over the organization except as set forth by Board policies.
3. Lastly, the policy states that Board members will respect confidentiality when dealing with all sensitive issues.

File Attachments
 GP-9 Board Member's Code of Conduct.pdf (8 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject **11. Approval of Monitoring Report for Governance Policy GP-10, Board Members Covenants.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to accept the monitoring of Governance Policy GP-10, Board Member Covenants, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. This policy identifies what is required by the Board in order to build effective relationships.
2. The intent of the policy is to allow the Board to establish a system of communication that builds on mutual expectations and trust.

File Attachments
GP-10 Board Member Covenants____.pdf (13 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject 12. Approval of Monitoring Report for Governance Policy GP-11, Board Member Conflict of Interest.*

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-11, Board Member Conflict of Interest, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. In summary, this policy defines what does and does not constitute "conflict of interest" and the responsibilities and requirements of individual Board members with regard to any conflict of interest that may exist or arise.
2. In accordance with this policy,
 - Board members have disclosed to the Board any personal or private interest in a matter proposed or pending before the Board and has not voted on it nor attempted to influence the decision of other Board members on the matter (see section #1 of the policy for exceptions to this rule)
 - The Board has not hired any of its members as an employee of the District
 - The Board has not entered into any contract with any of its members or with a firm or corporation in which a Board member has a financial interest (see section #3 of the policy for exceptions to this rule)
 - Board members have not been the purchaser or the vendor in any purchase made by the District
 - Board members have avoided conflict of interest by
 - Not disclosing or using confidential information acquired in the course of official duties to further personal financial interests;
 - Not accepting a gift of substantial value that would tend to improperly or unduly influence a reasonable person in that position (see section #6b of the policy for details);
 - Not engaging in a substantial financial transaction for private business purposes with a person whom the Board member supervises in the course of official duties;
 - Not performing an official act that directly and substantially confers an economic benefit on an entity in which the Board member has a substantial financial interest (see section #6d of policy for details)

File Attachments
GP-11 Board Member Conflict of Interest.pdf (32 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject **13. Approval of Monitoring Report for Governance Policy GP-12, Board Member Financial Disclosure.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-12, Board Member Financial Disclosure, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. In summary, this policy defines the financial disclosures that are required of Board members by law in regard to certain items received in connection with serving on the Board.
2. In accordance with this policy, Board members have properly reported the receipt quarterly of the following:
 - Any loan, advance or guarantee of a loan with a value of \$53 or more.
 - Any gift of real or personal property (not money) with a value of \$53 or more.
 - Any loan of real or personal property if the value of the loan is \$53 or more.
 - Any payment for a speech, appearance or publication.
 - Tickets to a sporting, recreational, educational or cultural event with a value of \$53 or more per event or a series of tickets to sporting events of a specific team during a season.
 - Payment of or reimbursement for actual and necessary expenses for travel and lodging for attendance at a convention or other meeting for which the Board member or candidate for the Board is scheduled, unless the payment is made from public funds or the funds of any association of public officials or entities such as CASB.
 - Any gift of a meal to a fundraising event of a political party.

File Attachments
GP-12 Board Member Financial Disclosure.pdf (10 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

Subject **14. Approval of Monitoring Report for Governance Policy GP-13, Process for Addressing Board Member Violations.***

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category M. Board Policies and Administrative Regulations

Type Action (Consent)

Recommended Action Move to approve the monitoring report for Governance Policy GP-13, Process for Addressing Board Member Violations, completed by Board self-assessment.

Kate Cocchiarella presenting.

1. The intent of this policy is to define the process in which board members will be responsible to faithfully comply with all board policies.
2. Additionally, the policy outlines the process that will be used to address board members violating the policy.

File Attachments
GP-13 Process for Addressing Board Member Violations.pdf (7 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

N. Employee Relations

Subject 1. Approval of Personnel List.*

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category N. Employee Relations

Type Action (Consent)

Recommended Action Move to approve the personnel list as presented.

Maggie Lopez presenting.

File Attachments
Personnel List 12_13_17.pdf (175 KB)

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board of Education to focus on other items contained in a lengthy agenda. An item may be "removed" from the Consent Agenda and considered separately by any member of the Board of Education.

O. Feedback and Evaluation of Meeting

Subject 1. Evaluate Decisions of the Board Meeting in Terms of Governance Policies

Meeting Dec 13, 2017 - Board of Education Regular Meeting

Category O. Feedback and Evaluation of Meeting

Type Discussion, Information, Procedural

Subject 2. Did the Meeting Advance the goals and Mission of the District?

Meeting Dec 13, 2017 - Board of Education Regular Meeting
Category O. Feedback and Evaluation of Meeting
Type Discussion, Information, Procedural

P. Adjournment

Subject 1. Meeting Adjournment

Meeting Dec 13, 2017 - Board of Education Regular Meeting
Category P. Adjournment
Type Procedural

Subject 2. Upcoming Board of Education Meetings

Meeting Dec 13, 2017 - Board of Education Regular Meeting
Category P. Adjournment
Type Information

The next regularly scheduled BOE meeting is:

Wednesday, January 10, 2018, 3:00 P.M. at Eagle County Government Building, County Commissioners Room, 500 Broadw
CO 81631



Eagle County Schools - Board of Education