



Mapleton Public Schools Board of Education

Regular Meeting
Administration Building

June 23, 2020
6:00 p.m.

DISTRICT MISSION

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

BOARD PURPOSE

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

CORE ROLES

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

2019 - 2020

FOCUS AREAS

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

BOARD MEMBERS

Cindy Croisant
Steve Donnell
Thomas Moe
Sheila Montoya
Patty Velasquez

SUPERINTENDENT

Charlotte Ciancio

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Board Business
6. What's Right in Mapleton
7. Public Participation
8. Approval of Minutes
 - 8.1 Approval of June 9, 2020, Board Meeting minutes
9. Report of the Secretary
10. Consent Agenda
 - 10.1 Personnel Action, Policy GCE/GCF – Ms. Branscum
11. Focus: Exceptional Staff
 - 11.1 Administrative Assignments, Policy GCE/GCF – Ms. Ciancio
 - 11.2 MEA Negotiated Agreement, Policy BBA – Ms. Branscum
 - 11.3 Classified Agreement, Policy BBA – Mr. Crawford
 - 11.4 Administrative Agreement, Policy BBA – Mr. Crawford
12. Focus: Communication
 - 12.1 Annual Budget, Temporary Reduction Operating Reserve, Policy DB – Mr. Janak
 - 12.2 Budget Adoption, Policy DBG – Mr. Janak
 - 12.3 Fund Balance Reconciliation – FY 2020, Policy DAB – Mr. Janak
 - 12.4 Use of Fund Balance, Policy DAB – Mr. Janak
 - 12.5 Supplemental Budget, Policy DBG – Mr. Janak
 - 12.6 Interfund Borrowing, Policy DBJ – Mr. Janak
 - 12.7 Intergovernmental Agreement, City of Thornton, Policy CBA/CBC - Mr. Sauer
 - 12.8 Transportation Dashboard, Policy EEA – Mr. Sauer
13. Focus: Community Involvement
 - 13.1 CAAC Update, Policy BDF – Mr. Crawford
14. Discussion of Next Agenda
15. Superintendent's Comments
16. Board Committee Update
17. School Board Discussion/Remarks
18. Next Business Meeting Notification – Tuesday, August 25, 2020
19. Adjournment

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

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

1.0 CALL TO ORDER

President Cynthia Croisant called the meeting of the Board of Education – Mapleton Public Schools to order at 6:02 p.m. on Tuesday, June 9, 2020, at the Administration Building Boardroom.

2.0 ROLL CALL

Cynthia Croisant - President	Present
Steve Donnell - Treasurer	Present
Tom Moe - Vice President	Present - <i>via Remote Call</i>
Sheila Montoya - Secretary	Present
Patty Velasquez – Asst. Secretary/Treasurer	Present - <i>via Remote Call</i>

3.0 PLEDGE OF ALLEGIANCE

Ms. Croisant led the Pledge of Allegiance.

4.0 APPROVAL OF AGENDA

MOTION: By Ms. Montoya, seconded by Mr. Donnell, to approve the Board Agenda dated June 9, 2020, as presented.

AYES: Ms. Croisant, Mr. Donnell, Mr. Moe, Ms. Montoya, and Ms. Velasquez
Motion carried: 5-0

5.0 BOARD BUSINESS

5.1 Resolution in Support of Licensed Stipend

MOTION: By Mr. Donnell, who read the Resolution, seconded by Ms. Montoya, to approve the Resolution in support of a stipend for Licensed Staff, as presented.

AYES: Ms. Croisant, Mr. Donnell, Mr. Moe, Ms. Montoya, and Ms. Velasquez
Motion carried: 5-0

Ms. Croisant said that the Board values the efforts by licensed staff to provide the best education for our students. She commended them for quickly adjusting to online learning. Ms. Croisant said she hopes that this Resolution sends a message that we appreciate our staff.

5.2 Resolution in Support of the Mapleton Restart Plan

MOTION: By Mr. Moe, who read the Resolution, seconded by Ms. Montoya, to approve the Resolution in support of the Mapleton Restart Plan, as presented.

AYES: Ms. Croisant, Mr. Donnell, Mr. Moe, Ms. Montoya, and Ms. Velasquez
Motion carried: 5-0

Ms. Croisant thanked Superintendent Ciancio and her team for their efforts to provide educational opportunities for all Mapleton students, while staying true to our roots. She said that she is confident that the plan to restart the 2020-2021 academic year will be a great success.

6.0 WHAT'S RIGHT IN MAPLETON

Dr. Brown said that What's Right in Mapleton would focus on the launch of Mapleton Online, the newest addition to Mapleton's robust menu of choices of learning. This new K-12 online school will open to students in the fall. Mapleton Online will be a standards-

based, project-based school that will encourage systems thinking and focus on an individualized approach to learning. Dr. Brown introduced Ms. Gayle Dunlap, the director for this new school. Board members thanked Ms. Dunlap for volunteering to take on the challenge of opening the new school. They also appreciated that the District is honoring the importance of connections and relationships for students in the planning.

7.0 PUBLIC PARTICIPATION

None

8.0 APPROVAL OF MINUTES

MOTION: By Ms. Velasquez, seconded by Ms. Montoya, to approve the minutes as stated on the Board Agenda dated June 9, 2020: 8.1 Board Meeting minutes of May 26, 2020, as presented.

AYES: Ms. Croisant, Mr. Donnell, Mr. Moe, Ms. Montoya, and Ms. Velasquez
Motion carried: 5-0

9.0 REPORT OF THE SECRETARY

None

10.0 CONSENT AGENDA

MOTION: By Mr. Donnell, seconded by Mr. Moe, to approve Agenda item 10.1 Personnel Action, as stated on the Board Agenda dated June 9, 2020.

AYES: Ms. Croisant, Mr. Donnell, Mr. Moe, Ms. Montoya, and Ms. Velasquez
Motion carried: 5-0

11.0 FOCUS: STUDENT ACHIEVEMENT

11.1 Dashboard Report – Student Travel Recap

Ms. Ansley presented a review of the second semester student travel.

A copy of Ms. Ansley's chart is included with these minutes.

12.0 FOCUS: COMMUNICATION

12.1 Proposed Budget FY 2021

Mr. Janak reported that Colorado law required the proposed budget be submitted to the Board at least thirty days prior to the beginning of the next fiscal year. A copy of the proposed budget was delivered to the Board on May 28, 2020.

Mr. Janak said the public hearing regarding the proposed budget was being held that evening, June 9, with final adoption of the budget scheduled for the Board meeting on June 23, 2020, at 6:00 p.m. at the District Administration Building.

Mr. Janak then reviewed a PowerPoint presentation with the Board regarding information relevant to the preparation of the proposed 2020-2021 budget.

A copy of Mr. Janak's presentation is attached as a part of these minutes.

12.2 Milk Vendor Contract

Mr. Sauer requested that the Board approve the selection of Royal Crest Dairy as the vendor to provide milk and dairy services for the District.

MOTION: By Mr. Donnell, seconded by Ms. Velasquez, to approve the selection of Royal Crest Dairy for milk and dairy services, as presented.

AYES: Ms. Croisant, Mr. Donnell, Mr. Moe, Ms. Montoya, and Ms. Velasquez
Motion carried: 5-0

12.3 Consideration of Asbestos Abatement Contractor, Monterey

Mr. Crawford requested Board approval to select JKS Industries, Inc. as the asbestos abatement contractor for Monterey Community School.

MOTION: By Ms. Montoya, seconded by Mr. Donnell, to approve the selection of JKS Industries, Inc. for the asbestos abatement at Monterey Community School, as presented.

AYES: Ms. Croisant, Mr. Donnell, Mr. Moe, Ms. Montoya, and Ms. Velasquez
Motion carried: 5-0

13.0 DISCUSSION OF NEXT AGENDA

Ms. Croisant said agenda items for the June 23 Board meeting would include a Transportation report and adoption of the 2020-2021 budget.

14.0 SUPERINTENDENT'S COMMENTS

During the Superintendent's report, Superintendent Ciancio:

- Thanked the Board for acknowledging the efforts of licensed employees to transition quickly and professionally to online learning during the COVID19 building closures. She said that the Resolution shows how much their efforts are valued by the Board.
- Said that she appreciated the Board's support for the restart plan for the 2020-2021 academic year. She said that she is very excited to see the addition of the online school to the District's menu of choices.
- Said that she is excited to see that the District will receive CARES dollars, providing money for additional projects in the District.

15.0 BOARD COMMITTEE UPDATE

Mr. Moe said that the Mapleton Education Foundation (MEF) met on May 27. He said that the MEF Board approved the 2020-2021 budget and said that \$30,000 will also be returned to the budget due to unclaimed scholarship money. Mr. Moe said that the group agreed to continue to provide support to the Adventures in Mapleton program for the 2020-2021 school year. Members also discussed the 2020 Gala and the virtual or live options. Mr. Moe said that the Executive Director of the Foundation had recently resigned so the search will begin for a replacement.

Mr. Donnell said that the Mapleton Ambassadors would meet virtually on June 11.

16.0 SCHOOL BOARD DISCUSSION / REMARKS

Mr. Moe reported that the Valley View building has been demolished. He said that it will be exciting to see the District move forward with the new project.

Ms. Croisant said that she had also noticed the demolition of the Valley View building. She added that it has been exciting to watch the giant crane working on the Mapleton Fine Arts building.

17.0 NEXT MEETING NOTIFICATION

The next Board Business meeting will be at 6:00 p.m. on Tuesday, June 23, 2020, at the Administration Boardroom.

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 6:50 p.m.

Cynthia Croisant, Board President

Sheila Montoya, Board Secretary

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

Memo

TO: Charlotte Ciancio, Superintendent
FROM: Erica Branscum, Assistant Superintendent, Talent Recruitment and Development
DATE: June 18, 2020

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

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

Decision Requested: The Office of Human Resources recommends following personnel information to be approved by Board Action at the regular meeting on the June 23, 2020.

CLASSIFIED STAFF

<u>NEW EMPLOYEES</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>HIRE DATE</u>	<u>REASON</u>
<u>RESIGNATIONS/TERMS</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>TERM DATE</u>	<u>REASON</u>
Ramirez, Mayra	Budget Analyst/Accountant	Business Services	06/26/2020	Resignation
Zavada, Jennifer	Program Manager	CareerX/MEF	06/30/2020	Reduction

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>
Albrecht, Sadie	MS ELA	Academy	08/06/2020	New Hire
Bankston, Taylor	4th/5th Grade	Welby	08/06/2020	New Hire
Burnside, Andrew	6th Grade	Welby	08/06/2020	New Hire
Cianfichi, Vanessa	Instructional Guide	Adventure	08/06/2020	Re-Hire
Jessie, Rebecca	Special Education	Adventure	08/06/2020	Re-Hire
Lumbard, Sarah	6th Grade	GIA	08/06/2020	New Hire
Maxson, Janelle	Psychologist	Adventure	08/06/2020	New Hire
Morris, Holly	Music	Trailside	08/06/2020	New Hire
Oss, Megan	3rd Grade	Welby	08/06/2020	New Hire
Rodriguez, Shannon	2nd Grade	Academy	08/06/2020	New Hire
Yeomans, Jessica	3rd Grade	GPA	08/06/2020	New Hire
<u>RESIGNATIONS/TERMS</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>TERM DATE</u>	<u>REASON</u>
Johnson, Cody	P.E.	Academy	05/29/2020	Resignation
Laidley, Yoko	Science	Academy	05/29/2020	Resignation

LICENSED REQUESTS

No requests at this time

ADMINISTRATION STAFF

<u>NEW EMPLOYEES</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>HIRE DATE</u>	<u>REASON</u>
Hazah, Julianne	Assistant School Director	GIA	07/01/2020	New Hire
Hirsch, Joshua	Assistant School Director	Mapleton Online School	07/01/2020	New Hire
LeNoble, David	Assistant School Director	GLA	07/01/2020	New Hire
Molinaro, Lindzy	Assistant School Director	Explore	07/01/2020	New Hire
Moran, Megan Kirby	Assistant School Director	Welby	07/01/2020	New Hire
Pepple, Janelle	Assistant School Director	Adventure	07/01/2020	New Hire
Thomas, Justin	Assistant School Director	Achieve	07/01/2020	New Hire
Weir, Patrick	Assistant School Director	MESA	07/01/2020	New Hire

RESIGNATIONS/TERMS

POSITION

LOCATION

TERM DATE

REASON

ADMINISTRATION REQUESTS

No requests at this time

SUBSTITUTE TEACHERS/OTHER ON CALL

No requests at this time

ADDITIONS

DELETIONS

LEAVE REQUESTS

<u>NAME</u>	<u>DATES</u>
Arzate-Fonseca, Marcela	5/15/2020-5/28/2020
Davis Jr., Samuel	6/15/2020-7/10/2020
Hernandez, Annette	6/22/2020-7/27/2020
Ignacio, Jaqueline	8/6/2020-10/30/2020

Memo

TO: Board of Education
FROM: Charlotte Ciancio, Superintendent
DATE: June 9, 2020

Policy: Professional Staff Recruiting and Hiring, Policy GCE/GCF
Report Type: Decision Making
SUBJECT: Administrative Assignments

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

Decision Requested: The Superintendent recommends the following administrative plan for the 2020-2021 school year:

Academy High School	School Director	Ronald Salazar
	Asst. Director	Matt Coates
Achieve Academy	School Director	Chua Vue
	Asst. Director	Justin Thomas
Adventure Elementary	School Director	Amber von der Hofen
	Asst. Director	Janelle Pepple
Big Picture College & Career Academy	School Director	Brian Barringer
Clayton Partnership School	School Director	Janice Phelps
	Asst. Director	Lindsay Keese
Explore Elementary	School Director	Angie Van Decar
	Asst. Director	Lindzy Molinaro
Global Campus		
Global Primary	School Director PK-3	Laura Nelson
Global Intermediate/Leadership	School Director	A.J. Staniszewski
	Asst. Director	Julianne Hazah
Global Leadership	School Director	Tiffany Dragoo
	Asst. Director	David LeNoble
Mapleton Early College	School Director	Robin Graham
	Asst. Director	Jim Lefebvre
Mapleton Expeditionary School of the Arts	School Director	Annaleah Bloom
	Asst. Director	Pat Weir
	Asst. Director	Jackson Westenskow
Mapleton On-Line School	School Director	Gayle Dunlap
	Asst. Director	Josh Hirsch
Meadow Community School	School Director	Jill Bolton
	Asst. Director	Julie Barton
Monterey Community School	School Director	Connie Io
	Asst. Director	Lanaye Smith
	School Director	Ronaldo Ortiz
North Valley School for Young Adults		
Poze Preschool	School Director	Ryan Fiore

Trailside Academy	School Director	Jessie Massey
	Asst. Director	Sarah Kopperud
Welby Community School	School Director	Toni Booth
	Asst. Director	Megan Kirby
York International	School Director	Eriksen Van Etten
	Asst. Director	Danielle Dickson
	Asst. Director	Ben Schneider
Special Assignment	School Director	Christopher Byrd

Sr. Deputy Superintendent	Mike Crawford
Deputy Superintendent, School Improvement & Leadership Development	Karla Allenbach
Deputy Superintendent, Talent Management	Erica Branscum
Deputy Superintendent, Organizational Systems& Community Engagement	Damon Brown
Chief Academic Officer	Michell Ansley
Chief Financial Officer	David Janak
Chief Operations Officer	Dave Sauer

Executive Director, Accreditation/Accountability/Assessment	Brian Fuller
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Director, Performing Arts	Robin Cutting
Director, Integrated Services, Special Populations	Jill Fuller
Director, Athletics and Student Activities	Susan Gerhart
Director, Transportation	Ronna Gerst
Director, Nutrition Services	Lindsay Hull
Director, School & Community Engagement	Melissa Johnson
Director, Integrated Services, Health Services	Kathleen Keelan
Director, Teaching & Learning Services	Allyson Mallory
Director, Early Childhood	Kristen Morel
Director, Assessment	Austin Mueller
Director, Technology	TBD

Assistant Director, Data Driven Instruction	Karla Gruenwald
Assistant Director, Integrated Services, Special Populations	Janel Lawson
Assistant Director, Talent Management	Ingrid Marin
Assistant Director, Teaching & Learning Services	Brad Russell
Assistant Director, Operations/Custodial	Billy Wright

Memo

TO: Charlotte Ciancio, Superintendent
FROM: Erica Branscum, Assistant Superintendent
DATE: June 18, 2020

Policy: School Board Powers and Responsibilities, Policy BBA
Report Type: Decision Making
SUBJECT: Mapleton Education Association Agreement

Policy Wording: Policy BBA states that the Board considers the following responsibilities of particular importance and, in those cases where action is required, reserves authority to take final action: To determine salary schedules, after consultation and discussion with the Superintendent or designee.

Policy Interpretation: This policy is interpreted as requiring District administration to seek Board approval of conditions contained in the Mapleton Education Association Negotiated Agreement.

Decision Requested: Administration is seeking approval for the implementation of changes to the Agreement negotiated during spring 2020 between Mapleton Education Association (MEA), representing licensed employees, and the Mapleton Public Schools Board of Education.

Report

On June 11, 2020, representatives of the MEA met with representatives of District administration to negotiate revisions to teacher salaries and benefits for the 2020-2021 school year. The following are highlights of the proposed tentative agreement recommended by all parties for Board approval:

Summary of Financial Agreements

- Eligible licensed employees will move one vertical step on the existing teacher salary schedule.
- Horizontal movement on the salary schedule will be implemented for licensed employees who submit appropriate documentation of completed education.
- A new temporary step will be added to each column of the schedule so that licensed employees at the top of their range will receive a 3% raise this year.
- The first step of each column will be adjusted to match the second step of that column. The intent is to raise starting salaries by creating a uniform “probationary salary” over time.

Other Agreements

- The parties agreed to extend the current agreement by one (1) year until June of 2023.
- Further negotiations will take place in fall 2020 to address language items and co-curricular salary schedules.

Request

This year, the parties participated in an abbreviated but collaborative, interest-based process to reach an agreement. The Association and the Board will continue to work in partnership to meet the learning needs of Mapleton students.

The membership of MEA has ratified the agreement by a vote of approximately 98% to 2%. Administration is recommending Board approval.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: Mike Crawford, Deputy Superintendent
DATE: June 18, 2020

Policy: School Board Powers and Responsibilities, Policy BBA
Report Type: Decision Making
SUBJECT: Classified Employee Handbook Revisions

Policy Wording: Policy BBA states that the Board considers the following responsibilities of particular importance and, in those cases where action is required, reserves authority to take final action: To determine salary schedules, after consultation and discussion with the Superintendent or designee.

Policy Interpretation: This policy is interpreted as requiring District administration to seek Board approval of conditions contained in the Classified Employee Handbook.

Decision Requested: Administration is seeking approval for implementation of the Classified Employee Meet and Confer Agreement for 2019–2020 between Mapleton Classified Employees and the Mapleton Public Schools Board of Education.

Report

On June 18, 2020, representatives of Mapleton's classified employees met with District administration to confer about changes to the classified employee salary schedule for the 2020-2021 school year. The following is a summary of the proposed changes recommended by all parties for Board approval:

Financial Items

- Eligible classified employees will take experience "steps" on the salary schedule.
- In order for the District to remain competitive with similar employers regarding compensation for the most experienced employees, an additional "step" will be added to the top of the classified salary schedule.

No changes to language in the Classified Employee Handbook will occur for the start of the 2020-2021 school year. Classified employee leadership and District administration will continue to work together through Classified Employee Communications meetings.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: Mike Crawford, Deputy Superintendent
DATE: June 17, 2020

Policy: School Board Powers and Responsibilities, Policy BBA
Report Type: Decision Making
SUBJECT: Administrator Handbook Revisions

Policy Wording: Policy BBA states that the Board considers the following responsibilities of particular importance and, in those cases where action is required, reserves authority to take final action: To determine salary schedules, after consultation and discussion with the Superintendent or designee.

Policy Interpretation: This policy is interpreted as requiring District administration to seek Board approval of conditions contained in the Administrator Handbook.

Decision Requested: Board approval is sought for implementation of new administrator salaries and salary ranges.

Report

Following a review of administrator salary ranges in other metro area districts, differences were discovered in the compensation systems among districts for school level administrators.

For a number of years, Mapleton has used a single salary range for school directors, and another for school assistant directors. All other districts studied used multiple ranges to determine school administrator salaries. Typically, administrators at secondary schools have higher salaries than those at elementary schools and administrators at large schools have higher salaries than those at small schools.

While all Mapleton schools are relatively small, they do have important differences. They range in size from less than 100 students to more than 800 students, and include differing requirements for supervision of activities and events. Some contain specialized programs such as center-based special education programs and preschool, and some have unique performance challenges.

For 2020-2021, the recommended published salary ranges are based on grouping schools with like characteristics into ranges, and then adjusting salaries within those ranges based on school specific programs and challenges. Overall, within this system, salaries for assistant school directors will be between \$80,000 and \$120,000 and salaries for school directors will be between \$90,000 and \$135,000. Current school administrators will be placed in the appropriate range based on their assignment and experience. Ranges for central administrators will be unchanged, except where range must expand in order to ensure that all administrators receive a minimum raise of three percent.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Janak, Chief Financial Officer
DATE: June 18, 2020

POLICY: Annual Budget, Policy DB
REPORT TYPE: Decision
SUBJECT: Reduction Operating Reserve

Policy Wording: The Board of Education for Mapleton Public Schools recognizes that maintaining a fiscal year-end fund balance as an operating reserve in the general fund is a beneficial and sound financial management practice. The Board therefore assigns to the Superintendent (or designee) the responsibility of accumulating and maintaining a general fund balance amounting to 10% of the District's current fiscal year adopted budget as an operating reserve.

Policy Interpretation: This policy is interpreted to direct the Superintendent (or designee), to maintain a general fund balance amounting to 10% of the District's current fiscal year adopted budget, unless the Board approves a reduction that permits the balance to be no less than the emergency reserve required by TABOR and other externally enforceable legal restrictions.

Decision Requested: District Administration is requesting approval for the reduction to the operating reserve that permits the fund balance to be reduced to the legal level required by TABOR and other externally enforceable legal requirements.

Report: Maintaining the full 10% general fund balance in the reserve was deemed a priority in previous years as a mechanism to assure the District payroll obligations could be met each year prior to the local tax collection timeline. The State of Colorado now offers a 0% loan program that meets this important need. Although maintaining this level of reserve has been an impressive achievement, the impact of COVID19 has significantly changed the State's and District's fiscal reality. By allowing the District to reduce the reserve to the level required by TABOR plus all other externally enforceable legal requirements, the District will be able to meet the Board goals and obligations previously identified and prioritized. To this end, the District will utilize additional moneys from the general fund balance and reduce the operating reserve to the TABOR required limit. Given the uncertainty of the COVID19 impact to the ongoing State fiscal picture, the District will take all necessary precautions and cost saving measures while monitoring the general fund balance over the next couple of years.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Janak, CFO
DATE: June 23, 2020

POLICY: Budget Adoption Process, Policy DBG
REPORT TYPE: Decision Preparation
SUBJECT: Budget Adoption FY 2021

Policy Wording: The Board shall officially adopt the budget and an accompanying appropriations resolution prior to the end of the fiscal year. The adopted budget shall be posted online within 60 days in accordance with the Public School Financial Transparency Act.

Policy Interpretation: This policy is interpreted as requiring district administration to seek Board approval for the annual budget adoption.

Decision Requested: District administration requests adoption of the budget with the following changes from the proposed budget presented at the June 9, 2020 Board of Education meeting.

Report: Colorado law requires the Board of Education of each school district to adopt an appropriation resolution at the time it adopts the annual budget. The appropriation resolution shall specify the amount of money appropriated to each fund; except that the operating reserve authorized by section 22-44-106 (2) shall not be subject to appropriation for the fiscal year covered by the budget, and except that the appropriation resolution may, by reference, incorporate the budget as adopted by the board of education for the current fiscal year.

The amounts appropriated to a fund shall not exceed the amount thereof as specified in the adopted budget. (1C.R.S. 22-44-107).

Fund	Proposed June 9, 2020	Adjusted June 23, 2020
General Fund	\$83,570,258	\$86,046,952
Risk Management Fund	\$1,297,493	\$1,297,493
CPP Fund	\$3,561,773	\$3,561,773
Student Nutrition Fund	\$3,388,574	\$3,388,574
Grants Fund	\$5,161,169	\$5,161,169
Student Activities Fund	\$309,049	\$246,950
Bond Redemption Fund	\$12,332,342	\$12,332,342
Capital Projects Fund	\$40,397,751	\$40,397,751
Capital Reserve Fund	\$726,390	\$660,813
Total Appropriation	\$150,744,802	\$153,093,817

*General Fund Revenue and Fund Balance.....	\$91,215,040
Required Reserve.....	(\$5,168,088)
General Fund Appropriation.....	\$86,046,952

Be it resolved by the Board of Education of Mapleton Public Schools in Adams County, Colorado, that the amounts shown in the schedule above be appropriated to each fund as specified in the "Adopted Budget" for the ensuing fiscal year beginning July 1, 2020 and ending June 30, 2021.

Signature, Board President (1C.R.S. 22-44-110(4)) Date of Budget Adoption

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Janak, CFO
DATE: June 23, 2020

POLICY: Financial Administration, Policy DAB
REPORT TYPE: Monitoring
SUBJECT: Fund Balance Reconciliation for FY 2020

Policy Wording: The Superintendent (or designee) shall prepare for the Board an itemized reconciliation between the fiscal year-end fund balances based on the budgetary basis of accounting and the modified accrual basis of accounting...

Policy Interpretation: This policy is interpreted to include updates to the Board on the District's fund balance over the course of the fiscal year.

Report: The following table details variances between the budgeted beginning fund balance and the actual beginning fund balance for fiscal year 2020. These figures are represented on the basis of generally accepted accounting principles and do reflect the accrued salaries liability for the months of July and August.

Fund	Budgeted Beginning Fund Balance FY 20	Audited Beginning Fund Balance FY 20	Variance Actual to Budget
General	7,678,059	7,895,789	217,730
Insurance Reserve	317,823	403,164	85,341
CPP Fund	198,624	275,258	76,634
Food Service	1,151,240	1,607,647	456,407
Bond Redemption	10,775,969	10,745,886	-30,083
Building Fund	31,190,717	34,221,259	3,030,542
Capital Reserve	666,792	670,367	3,575
Total Fund Balance	51,979,224	55,819,370	3,840,146

All fund balances were adjusted to match the audited fund balance in the first supplemental budget process.

This item is submitted for information only. No Board action is required.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Janak, CFO
DATE: June 23, 2020

POLICY: Financial Administration, Policy DAB
REPORT TYPE: Decision Preparation
SUBJECT: Use of Fund Balance Report

Policy Wording: The Superintendent shall take reasonable steps to ensure that only funds that have been received in the fiscal year to date are expended, unless authorized by Board resolution.

Policy Interpretation: This policy is interpreted as requiring District administration seek board approval when any portion of the fund balance is to be spent.

Decision Requested: District administration requests Board approval for the use of fund balance as set forth in this document.

Report: Colorado law states: "if any portion of the beginning fund balance is used to cover expenditures, interfund transfers, or reserves, a specific resolution must be adopted by the local board of education authorizing the use of that portion of the beginning fund balance in the school district's budget. The resolution shall specify at a minimum:

- The amount of the beginning fund balance to be spent under the budget.
- The purpose for which the expenditure is needed.
- The district's plan to ensure the use of beginning fund balance will not lead to an ongoing deficit.

Fund	Revenue/Transfers from General Fund	Expenditures	Appropriation of Beginning Fund Balance
General Fund (10)	\$80,934,909	\$86,046,952	\$5,112,043
Risk Mgmt. Fund (18)	\$809,717	\$1,297,493	\$487,776
Pre-School Fund (19)	\$3,561,773	\$3,561,773	
Student Nutrition (21)	\$3,013,799	\$3,388,574	\$374,775
Grant Fund (22)	\$5,161,169	\$5,161,169	
Student Activities (23)	\$246,950	\$246,950	
Bond Redemption (31)	\$12,472,000	\$12,332,342	\$139,658*
Capital Projects (41)	\$9,817,582	\$40,397,751	\$30,580,169
Capital Reserve (43)	\$717,870	\$726,390	\$8520
Total all Funds	\$116,735,769	\$153,159,394	36,423,625

The appropriation of fund balance to the General Fund are based on a very conservative enrollment calculation within the state formula. We anticipate a higher overall enrollment figure which would reduce the need for an ongoing contribution.

The appropriation of fund balance in the Risk Management fund is intentional to eliminate the fund balance in that fund.

The appropriation of fund balance in the Student Nutrition fund is consistent with a spending plan required to reduce to fund balance to 90 days of expenditures.

The addition to fund balance in the Bond Redemption fund is to allow for an under collection of property taxes and insures the District's ability to make its full bond payment.

The appropriation of fund balance in the Capital Projects fund is an intentional draw down of the bond proceeds being used for the District's capital projects.

The appropriation of fund balance in the Capital Reserve fund is intentional to eliminate the fund balance in that fund.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Janak, Chief Financial Officer
DATE: June 23, 2020

Policy: Budget Adoption Process, Policy DBG
Report Type: Decision
SUBJECT: Supplemental Budget 2 FY 2019-20

Policy Wording: If money for a specific purpose other than ad valorem taxes becomes available to meet a contingency after January 31, the Board may adopt a supplemental budget for expenditures not to exceed that amount.

Policy Interpretation: This policy is interpreted as requiring district administration to seek Board approval for a second supplemental budget.

Report: This second supplemental budget reflects a subsequent increase in revenues from grants over the adopted budget.

Decision Requested: District administration is requesting that the Board approve the second supplemental budget for fiscal year 2019-20.

SUPPLEMENTAL BUDGET 2

Governmental Grant Fund

REVENUE AND EXPENDITURES

ACCOUNT NAME	FY 20 Adopted	FY 20 Supp 2
Local Grants	45,000	908,813
State Grants	884,900	1,337,248
Federal Grants	4,787,125	6,853,057
Total Governmental Grant Fund Appropriation	5,717,025	9,099,118

APPROPRIATION RESOLUTION

SUPPLEMENTAL BUDGET 2 - FISCAL YEAR 2019-20

BE IT RESOLVED by the Board of Education of Mapleton Public Schools in Adams County that the amounts shown in the following schedule be appropriated to each fund as specified in the Supplemental Budget for the ensuing fiscal year beginning July 1, 2019 and ending June 30, 2020.

Fund	Appropriation Amount
Governmental Grant Fund	\$9,099,118
FY 2019-20 Appropriation	\$9,099,118

Date of Adoption

Signature of President of the Board

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Janak, Chief Financial Officer
DATE: June 17, 2020

POLICY: Budget Transfers, Policy DBJ
REPORT TYPE: Decision Preparation
SUBJECT: Authorization for Interfund Borrowing 2020-21

Policy Wording: This policy governs the transfer of funds within Mapleton Public Schools. Unencumbered monies shall not be transferred from one fund to another unless authorized in advance by the Board of Education for Mapleton Public Schools.

Policy Interpretation: The Superintendent shall not cause or allow the District to conduct interfund shifting without approval from the Board of Education and in amounts greater than can be restored to a condition of discrete fund balances by certain, otherwise unencumbered revenues, by the end of the fiscal year.

Report: Under state law 22-44-113, CRS, the district must receive authorization from the Board of Education in order to borrow available unencumbered cash balances in the General, Designated Purpose Grants, Colorado Preschool Project, Capital Reserve, Insurance Reserve, Food Service, and Pupil Activity funds, to be used to fund short term cash needs of the district during fiscal year 2020-21.

In order to ensure cash balances are available to timely pay district liabilities, we are requesting the board authorize short-term interfund cash borrowing for FY 2020-21. The term of this borrowing is for the current fiscal year, July 1, 2020-June 30, 2021. The interfund borrowing will be repaid upon receipt of sufficient property taxes and other revenues. Balances will only be transferred as needed and only at amounts needed. Repayments will likely be made before June 30, 2021; however, in extenuating circumstances the District has up to three months after the end of the fiscal year to restore the funds.

District administration recommends the authorization of interfund borrowing for FY 2020-21.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: David Sauer, Chief Operations Officer
DATE: June 8, 2020

POLICY: Authority and Duties of the Superintendent, Policy CBA/CBC
REPORT TYPE: Decision Making
SUBJECT: Contracts for School Resource Officers

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 renew the District's school resource officer agreement with the City of Thornton.

Report: The City of Thornton has proposed the renewal of the previous agreement for provision of two School Resource Officers (SRO). The SROs will be working with the Skyview Campus and the York Campus as well as the surrounding Mapleton schools within the City of Thornton. Under the agreement, the City of Thornton and Mapleton each pay 50% of the salary and benefits costs for the two full-time police officers.

The SRO program has been in place for several years and is valued by school directors at the Mapleton schools in the City. The City of Thornton 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 the contract cost and believes the arrangement is in the best interest of our students and community. It is recommended that the Board of Education approve the contract for School Resource Officer services for Mapleton schools located within the City of Thornton.

Memo

TO: Charlotte Ciancio, Superintendent
FROM: Dave Sauer, Chief Operations Officer
DATE: June 23, 2020

Policy: Policy CBA/CBC Qualifications/Powers and Responsibilities of Superintendent
Report Type: Information Only
SUBJECT: Dashboard Report-Transportation Department

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

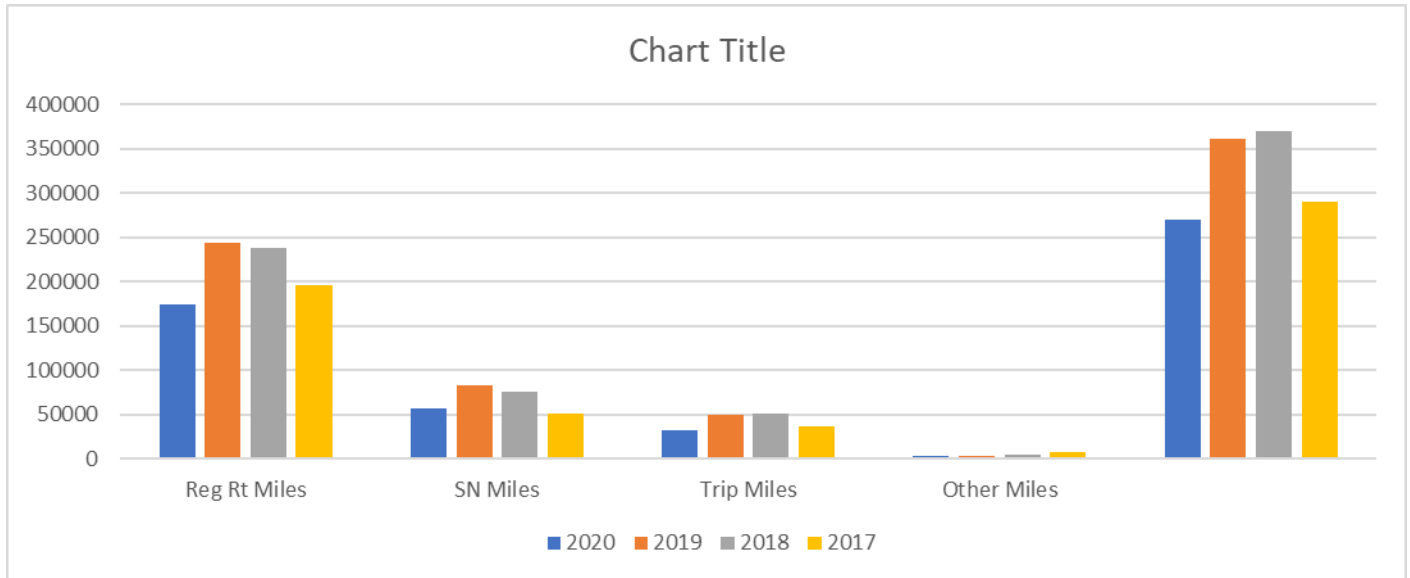
Policy Interpretation: This policy is interpreted to provide information to the Board of Education related to Transportation for the 2019-2020 school year. This is an information only report and does not require board action.

Report: The purpose of this Dashboard is to provide information to the Board of Education related to the Transportation Department. This includes data related to the reporting requirements of the Colorado Department of Education (CDE).

Mileage:

The chart below Shows the number of regular route miles, trip miles, Learning Labs and Athletic after school programs, and miles driven for routine maintenance checks. The chart provides information on changes from 2017 thru 2020. The chart shows a large decrease due to school building closures for the last 2 ½ months of the 2019-2020 school year. Of the decrease in mileage; regular route miles were down 22,000 miles, and special needs transportation increased 6,356 miles.

Year	Reg Rt Miles	SN Miles	Trip Miles	Other Miles	Total Miles
2020	173643	56856	31738	3177	269777
2019	24359	81945	48612	2920	361942
2018	238271	75017	51225	4695	369208
2017	195643	50500	36714	7562	290419

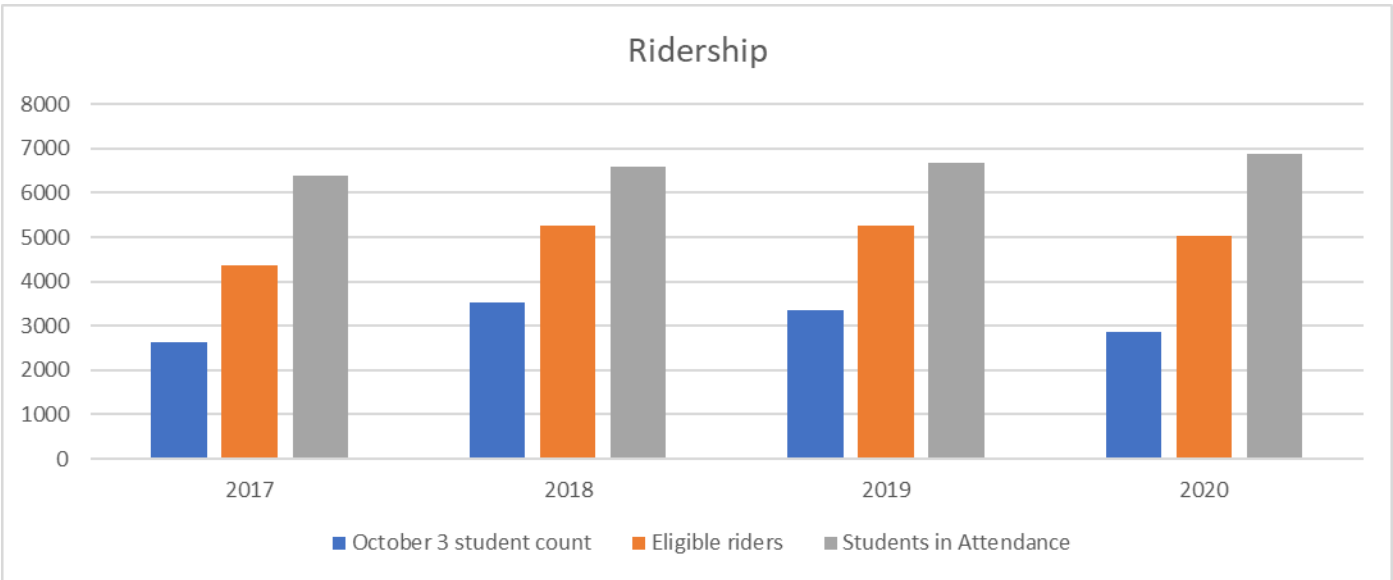


This information is provided to the Colorado Department of Education to calculate the amount the state will reimburse for transportation for regular route miles and special needs miles. The remaining miles are not reimbursable from the State. Trip miles include all athletic trips and field trips taken by students; these miles are not reimbursable.

Ridership:

The chart below shows the district ridership. Students eligible for transportation on count day, 73%, has dropped a few percentage points this year. This could be due to more students living closer to their school of choice. Eligible riders are reimbursable, even though the actual count is significantly lower. Mapleton Public Schools transported 57% of the total students enrolled on count day.

	October 3 student count	Eligible riders	Students in Attendance	% of students transported on count day	% of students eligible to be transported on count day
2017	2631	4352	6396	60%	68%
2018	3522	5261	6581	67%	80%
2019	3368	5275	6664	64%	79%
2020	2859	5029	6875	57%	73%



The chart above shows district enrollment, eligible, and actual riders over the last 4 years.

Mapleton transports the highest percentage of students in the Metro area. Surrounding school districts are transporting between 16% and 36% of their students.

	Mapleton	Westminister	Adams 14	Denver	Aurora	Douglas Co.	Littleton
% of students Tansported	57%	34%	27%	36%	27%	16%	25%

Transportation Department Data:

Employees:

The chart below shows the number of employees in the transportation department and the overall years of experience we have transporting students safely. There are no documented cases of a student having any type of substantial injury on a school bus in Mapleton.

Of the 57 transportation staff members, 45 hold a Class B CDL license or above, with a P2 and S endorsement. Our drivers go through vigorous training to gain the credentials needed to drive a commercial vehicle, once completed they are required by CDE to complete at least 6 hours of continued professional development per year. In Mapleton we exceed those requirements to ensure our drivers are trained to be the best drivers on the road. All totaled there is a combined 317 years of experience in the transportation department.

Employee's	Count	Total Years of Experience
Office Staff	6	107
Drivers	38	186
Paraprofessionals	12	19
Mechanics	3	55
Total	59	367

Fleet Details:

The chart below shows the number of vehicles owned by Mapleton Public Schools and the age of our fleet. We are excited about the 14 new vehicles we have add to our fleet in the last 5 years. Even though we have updated our fleet there are still 33 buses that need to be replaced. We take pride in keeping safe vehicles for our students to ride in, we may have some older buses, but they are well maintained.

Vehicles	Count	1-5 years	6-10 years	11-15 years	16-20 Years	21 and up
Buses	47	14	0	5	14	14
Passenger Vans	1		1			
Maintenance	16	6	1	1	4	4
Nutrition Service	7	5		2		
MISC. Career X, Intergrated services)	4	4				

Memo

TO: Charlotte Ciancio, Superintendent
FROM: Mike Crawford, Deputy Superintendent
DATE: June 12, 2020

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

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

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

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

Report:

The Construction Accountability Advisory Committee (CAAC) met for its regular monthly meeting on Friday, June 12, 2020.

Due to current Covid19 social distancing guidelines, this meeting was held virtually, and a copy of the agenda and budget report were emailed to the members prior to the meeting.

A project update was provided regarding each of the bond projects currently underway. Highlights are as follows:

- Welby Learning Park
 - The Adams County Open Space grant is closing out.
 - Communication with the North Washington Water and Sanitation District regarding sewer easement access route is on-going.
- Global Intermediate Academy
 - Interior finishes and casework are being installed
 - Playground installation is scheduled to start in June
 - Completion is expected for teacher move-in beginning August 17, 2020
- Mapleton Arts Center at the Broadway Campus
 - Concrete foundations are complete
 - Steel and concrete erection is in process
 - The Center is expected to open in Fall 2021
- Explore PK-8
 - Certificate of occupancy was received in May

- Furniture has been installed
 - Playground installation, site landscape and hardscape are mostly complete
 - School will open fall of 2020
- Monterey Community School
 - School staff has moved out of the building to facilitate the start of phase 1 construction, demolition is underway
 - RLH is coordinating asbestos testing and removal, JKS Industries Inc. will be the abatement contractor
 - Project renovation and addition are expected to be completed by August of 2021
- Preschool on Poze
 - Design and construction documents are complete
 - Building permit has been received
 - Project renovation is expected to be complete by September of 2021.
- Valley View PK-8
 - Building demolition is complete and haul-off is in process
 - Construction is expected to start on October/November 2020 with an expected completion date in 2022.

Members had the opportunity to ask questions regarding current projects. A member expressed her enthusiasm for the Arts Center and how it will provide a new learning opportunity for students. Overall, members continue to support current projects.

It was decided to hold the next CAAC meeting in September 2020.