



Strasburg School District 31-J Agenda

SCHOOL DISTRICT BOARD OF EDUCATION
DECEMBER MEETING
December 12, 2023 6:30pm

Central Service Building
2102 Wagner Street, Strasburg CO 80136

Meeting is In-Person
Audience may observe via Zoom
Join Zoom Meeting

<https://ecboces.zoom.us/j/98057290855>

Meeting ID: 980 5729 0855

Board of Education

Michael Marrero, President

Dillon Kent, 1st Vice President

Daymon Johnson, 2nd Vice President

Diana Elliott, Secretary

Julie Winter, Treasurer

*Strasburg School Board strives to follow our
guiding principles:*

T – Transparency

R – Respect

U – Unity

T – Trust

H – Honesty

Board Procedures:

Board meeting time is dedicated to the mission and goals of the Strasburg 31J School District. Public opinion is valuable to the Board, and there is an opportunity during request from patrons to address the Board. Individuals who try to address the Board outside of public comment may not be recognized.

Members of the public who intend to offer public comment to the Board must sign up for comment before each Board meeting. The Board President has discretion to call on those who have signed up and set the order of speakers.

Presentations must be no more than three minutes.

- I. Opening of the Meeting (5 minutes)
 - a. Call to Order
 - b. Roll Call
 - c. Pledge of Allegiance
 - d. Adoption of the Minutes
 - e. Adoption of Agenda
- II. Celebration (20 min)
 - a. Healthy Kids Colorado Survey Participation Results
 - b. Colorado Association of School Board- Student Strand
 - c. Transportation Addition/Upgrade
- III. Public Participation/General (3 minutes per individual)
- IV. Seating New Board Members and Election of Officers
 - a. Oath of Office/Swearing-Ceremony- Nancy Taylor
 - b. Election/Appointment of Board President
 - c. Election/Appointment of Board Vice President
 - d. Election/Appointment of 2nd Vice President
 - e. Election/Appointment of Board Secretary
 - f. Election/Appointment of Board Treasurer
 - g. Board Members to Sign Confidentiality Agreements
- V. Board Reports/Discussion (15 minutes)
 - a. Legislative updates
- VI. Superintendent Report/Discussion (1 hour)
 - a. Strategic Plan: Profile of a Learner & Engagement Report with Cheri Wrench & Susan Meek
 - i. Review of November Community Strategic Planning Committee
 - b. RTA Architects- Project Update
- VII. Adoption of Consent Agenda Recommended Motion (5 minutes): Move to accept all items on the consent agenda.
Recommended Motion: I move to accept all items on the consent agenda
 - a. Mill Levy Resolution
 - b. Recommended Motion/Personnel Matters:

New Hires:
 - I. Carmen Aguirre, Custodian, SHS, 1.0 FTE, 8 hours per day, 148 days, effective November 29th, 2023 through June 30th 2024, hourly
Terminations/Resignations:
 - i. Chris Houggy
 - ii. Heather Neira
- II. Meeting Times & Dates (5 minutes)
 - a. Future agenda items
- III. Calendar Review (5 minutes)
- IV. Adjourn (1 minute)



Strasburg School District 31-J Agenda

**Minutes of the Board of Education Regular Meeting
November 14, 2023 6:00pm
2102 Wagner St
Strasburg, CO 80136**

CALL TO ORDER:

Meeting was called to order at 6:00pm by President Michael Marrero.

ATTENDANCE: (Roll Call)

Board members present were: Diana Elliott, Dillon Kent, Michael Marrero, Daymon Johnson and Julie Winter.

Others participating were Brooke Kartus (Secretary to the BOE), Dan Hoff (Superintendent) & Nancy Taylor (CFO).

ADOPTION OF THE AGENDA:

On a motion by Julie Winter and seconded by Dillon Kent, it is hereby resolved to amend the agenda as presented.

AYE: Elliott, Kent, Marrero, Johnson, Winter

NAY: NONE – MOTION CARRIED 5-0

ADOPTION OF THE MINUTES:

On a motion by Julie Winter and seconded by Diana Elliott, it is hereby resolved to approve the minutes as presented.

AYE: Elliott, Kent, Marrero, Johnson, Winter

NAY: NONE – MOTION CARRIED 5-0

Celebrations:

- Matt Nelson: Saved a HMS student by performing the Heimlich. Thank you for being present and putting our student's safety first
- Talent Show Winner: Ensely Ownens recognized for 1st place in Strasburg talent show

Board Reports:

- Election just occurred. Looking to swear in new board member end of November- depends on when the County certifies the votes.
- Legislative Updates: More activity lately. Bylaws are a hot topic. Votes should be to benefit all children across the state.

Superintendent Report:

- DAC: Met 11/14: Strategic Plan update- CTE, Performing arts. Policy overview. Honor's courses- more schools. Financial report. 4 day school week.
- Recruit, Retain, succeed: HR Manager Jill Schmidt presented the Strasburg Recruit, Retain & Succeed plan. Some of which are currently being done and some of which are being implemented in the near future.

- Career & Technical Education Program Update: Presented by Kim Harris. What is CTE? What goes into offering CTE? Additional licensing, program approvals, CTSO, teacher to be willing to teach, work base learning, reporting. Strasburg recently added computer science. Next year hoping to add patient care technician (phlebotomy & EKG certifications). Looking into construction and personal training. Exploring reimbursement options. Grow with Google- certifications outside of school, self-paced. Focus: College credit, industry certifications & applicable skills.
- Social Emotional Learning Update: Update from Marisa Clifton, Social Worker. Tier I & Tier II preventative work. Interventions available for students. Weekly lessons. Monthly themes. All based on social emotional development and needs. Care Cottage is open for district families. Anti-bullying program. Chronic absenteeism cohort, threat assessment & suicide prevention. Implementation of programs & supports for students.
- Community Drive Strategic Plan Update: Today was day 1 of the Strategic Plan Committee. Currently in phase 3 of 4 of the overall plan. Survey phases are all complete and from all of the prior phases we now have an engagement report. Working to develop the profile of a learner. Goal is a district roadmap.
- Healthy Kids Colorado Survey Update: Multiple strands of communication have been sent on this survey ahead of time. This is an active opt in, so will need to opt in to participate. Only students who have opted in will get the code to take the survey. Opportunity to evaluate trends in the district. Do we have capacity to support students needs? Opportunity for future grants? Need the data to be able to access the needs. Prevention, intervention & retainment of students in need.
- Compensation Snapshot: Sent an email to all staff regarding a compensation snapshot available in our Employee EASE portal. This allows employees to see their entire overall compensation on top of their annual base income. This is inclusive of PERA & benefits. Bonus is not a standard practice. In August of 2023 we specifically allocated an increase to salaries to do right by the employees as paying up front and ongoing. If during the rest of the year there is an opportunity to bring forth a recommendation for discretionary funds, we will always do so.
- Construction Update: 3D Virtual Tours available. Funding that was already planned for. Construction to be completed by July 2024. Pride in history of their school and focus on retaining that from a student perspective.
- Election Update: Election is over. Waiting on the counties to certify the elections. Then we have 10 days to seat the new board member. Seating, oath of office and seat elections are tentatively set for 10/28 at 6:00PM.
- 5 Essentials: Another survey. Need input and data. Focus is continuous school improvement. Teacher to teacher, teacher to student, teacher to admin and parent to school. 5 areas on a wheel, goal is to get at least 3 of the 5 on an upward scale. More information to come. This will not come out until January or February.

MOTION TO APPROVE CONSENT AGENDA ITEMS:

On a motion by Diana Elliott and seconded by Julie Winter, it is hereby resolved to approve the agenda as presented. One correction as Tona was removed- no longer a new hire.

AYE: Elliott, Kent, Marrero, Johnson, Winter

NAY: NONE – MOTION CARRIED 5-0

ADJOURNMENT

On a motion by Julie Winter and seconded by Diana Elliott it is hereby resolved to adjourn.

AYE: Elliott, Johnson, Marrero, Johnson, Winter

NAY: NONE – MOTION CARRIED 5-0

Michael Marrero, President

Date

Julie Winter, Treasurer

Date



Strasburg School District 31-J Agenda

**Minutes of the Board of Education Regular Meeting
November 17, 2023 9:30 a.m.
2102 Wagner St
Strasburg, CO 80136**

CALL TO ORDER:

Meeting was called to order at 9:30 a.m. by President Michael Marrero.

ATTENDANCE: (Roll Call)

Board members present were: Diana Elliott, Dillon Kent, Michael Marrero, Daymon Johnson and Julie Winter.

Others participating were Mary O'Malley (Incoming Superintendent), Dan Hoff (Superintendent) & Nancy Taylor (CFO).

ADOPTION OF THE AGENDA:

On a motion by Diana Elliott and seconded by Julie Winter, it is hereby resolved to amend the agenda as presented.

AYE: Elliott, Kent, Marrero, Johnson, Winter

NAY: NONE – MOTION CARRIED 5-0

Superintendent Evaluation & Renewal:

- Delivered mid-year evaluation to Superintendent on November 16th.
- Goals established next year.
- Reviewed Superintendent Induction Letter which is needed for the renewal of his license that expires in January.

Mill Levy Review (Preliminary):

- CFO Taylor reviewed the preliminary mill levy certification numbers based on the August property values.

Calendar – 4 Day Week:

- Superintendent Hoff presented a proposed 4-day calendar, and the Board discussed the pros and cons of a 4-day week.

October Count (Preliminary):

- CFO Taylor and Superintendent Hoff reviewed preliminary October count data and the impact on the 2023-2024 budget.
- Board ensued in discussion around pursuing an online education option.

Director Marrero left the meeting at 10:45 a.m.

CASB/Policy Student Reviews:

- Graduation & Postsecondary: Superintendent Hoff reviewed policies that are currently being reviewed with student leaders in the District including moving to a 5.0 grading system.
- BEAA: Board reviewed policy and terms that would assist in being defined.
- Going forward, Superintendent Hoff would like to see a policy designee on the Board that reviews District and CASB policy on a regular basis.

BOE Annual Retreat Dates:

- January mid-year date: January 19th (8-3:30) at Colorado Air and Space Port
- Annual Retreat Dates in June/July

Quarterly Financial Reports:

- CFO Taylor was available for questions regarding the quarterly financial reports.

ADJOURNMENT

On a motion by Diana Elliott and seconded by Julie Winter it is hereby resolved to adjourn at 11:23 p.m.

AYE: Elliott, Johnson, Johnson, Winter

NAY: NONE – MOTION CARRIED 4-0

Michael Marrero, President

Date

Diana Elliott, Secretary

Date

Bid Tabulation Form



RTA Architects
Project: Strasburg HS Commons and Field House
Location: Strasburg, CO
Bid Date: 11/30/23

Description	Symmetry			GH Phipps			Adolfson Peterson		
Price Proposal Evaluation	Base Bid			Base Bid			Base Bid		
Total Base Bid (\$\$): Commons	\$ 819,510.00			\$ 991,825.00			\$ 780,000.00		
Total Base Bid (\$\$): Field House	\$ 2,054,547.00			\$ 2,356,251.00			\$ 2,090,000.00		
Attended Pre-Bid Meeting	Yes			No			No		
Bid Bond	No			No			No		
Insurance Form	Yes			Yes			No		
Proposal Granularity	No			Yes			No		
Sign and Sealed	Yes			Yes			Yes		
Addendum No. 1 Acknowledged receipt	Yes			Yes			Yes		
Addendum No. 2 Acknowledged receipt	Yes			Yes			Yes		
Addendum No. 3 Acknowledged receipt	No			No			No		
Addendum No. 4 Acknowledged receipt	No			No			No		
Addendum No. 5 Acknowledged receipt	No			No			No		
Project Alternates									
Project Alternate No. 1 - Administration Area Renovation (Add)	Include:	☐	\$ 285,552.00	Include:	☐	\$ 332,604.00	Include:	☐	\$ 225,000.00
Project Alternate No. 2 - STEM Lab Renovation (Add)	Include:	☐	\$ 134,233.00	Include:	☐	\$ 245,231.00	Include:	☐	\$ 154,000.00
Project Alternate No. 3 - Commons Floor Infill (Add)	Include:	☐	\$ 43,422.00	Include:	☐	\$ 33,770.00	Include:	☐	\$ 30,000.00
Project Alternate No. 4 - Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternate No. 5 - Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternate No. 6 - Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternate No. 7 - Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternate No. 8 - Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternate No. 9 -Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternate No. 10 - Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternate No. 11 -Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternate No. 12 -Description (Add or Subtract?)	Include:	☐	\$ -	Include:	☐	\$ -	Include:	☐	\$ -
Project Alternates Sub-Total:	\$ 463,207.00			\$ 611,605.00			\$ 409,000.00		
Construction Cost Total:	\$ 3,337,264.00			\$ 3,959,681.00			\$ 3,279,000.00		
Project Budget: \$ 3,000,000.00	\$ 3,000,000.00			\$ 3,000,000.00			\$ 3,000,000.00		
Delta between Budget and Bid:	\$ (337,264.00)			\$ (959,681.00)			\$ (279,000.00)		

Strasburg School District 31J

Review of Requests for Proposal

High School Renovations:

Commons Area Renovation	780,000.00
Student Centered Flex Space	225,000.00
STEM Lab Renovation	154,000.00
Commons Floor Infill	30,000.00
Contingency	100,000.00
Total	<u><u>1,289,000.00</u></u>

Sources of Revenue:

Bond Funds	1,000,000.00
Capital Fund	500,000.00
	<u><u>1,500,000.00</u></u>

Stadium Project:

Fieldhouse (including restrooms and concessions)	2,090,000.00
Bleachers	
Contingency	100,000.00
Total	<u><u>2,190,000.00</u></u>

Sources of Revenue:

Fund Balance (See Next Page)

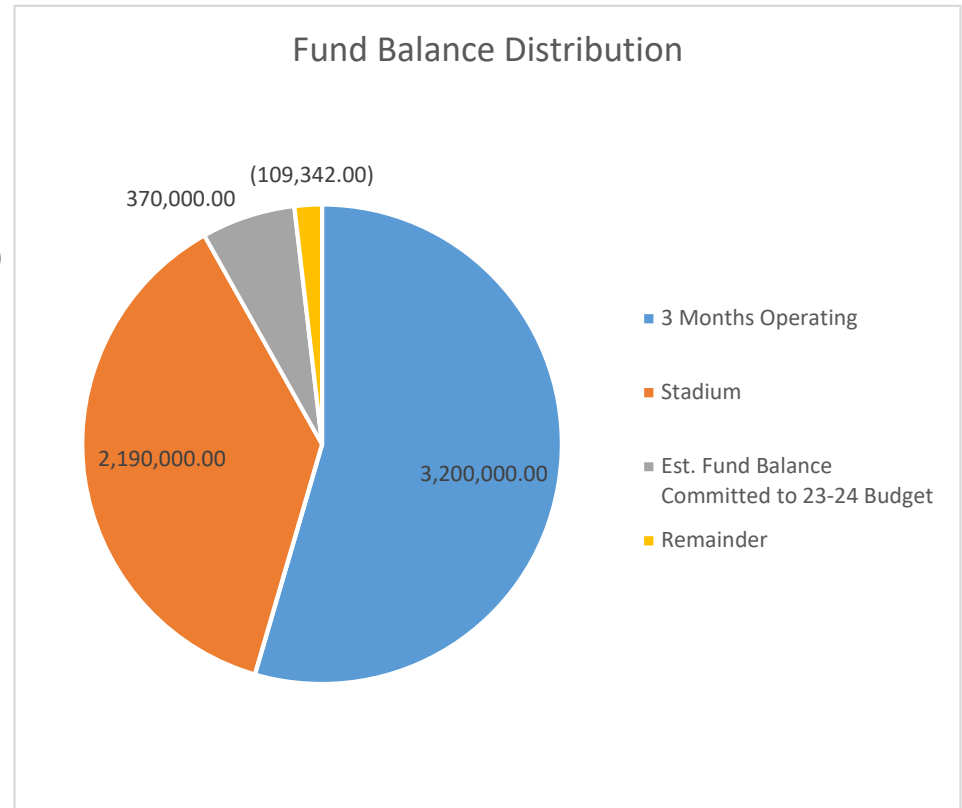
Total Project Costs **3,479,000.00**



Strasburg School District 31J

Fund Balance Distribution

Fund Balance as of 6/30/2023	5,650,658.00
3 Months Operating	3,200,000.00
Stadium	2,190,000.00
Est. Fund Balance Committed to 23-24 Budget	370,000.00
Remainder	(109,342.00)
Other High Priority Capital Planning Requests	3,687,616.00
CTE Building	
Recarpet HS	
Card Key Access-All Buildings	
HMS Modifications to Library/Outside Area	
Carpet in SES (4th & 5th)	
Auditorium	





Strasburg School District 31J

MILL LEVY CERTIFICATION RESOLUTION

WHEREAS, pursuant to section 22-40-102, Colorado Revised Statutes, on or before January 10, 2024, the Board of Education of Strasburg School District 31J shall certify to the Board of County Commissioners of Adams and Arapahoe Counties the amounts necessary to be raised from levies against the valuation for assessment of all taxable property located within the School District for the General Fund and the Bond Redemption Fund for the current fiscal year; and,

WHEREAS, the Adams and Arapahoe County Assessors have provided to Strasburg School District 31J the 2023 Certifications of Valuation, and written notice to the School District of refunds and abatements as of August 1, 2023; and,

WHEREAS, under applicable Colorado law, including the provisions of section 39-10-114, Colorado Revised Statutes, the Board of Education of Strasburg School District 31J shall adjust its mill levy, as determined under the Public School Finance Act of 1994, section 22-54-101 et seq., Colorado Revised Statutes, to collect revenues lost through previous years' abatements and refunds.

NOW THEREFORE, BE IT RESOLVED by the Board of Education of Strasburg School District 31J, Adams County, Colorado, herewith authorizes and certifies to the Board of County Commissioners of Adams and Arapahoe Counties, State of Colorado, the total amount of \$3,952,873 to be raised from a levy of 29.354 mills consisting of a standard levy of 27.000 mills pursuant to the Public School Finance Act of 1994, 2.227 mills approved by voters as mill levy overrides, and .127 mills for abatements and refunds against the net valuation of assessment in the amount of \$134,662,161 for all taxable property located within the boundaries of the School District for the General Fund of the School District for the fiscal period beginning July 1, 2023 and ending June 30, 2024; and

BE IT FURTHER RESOLVED, that the Board of Education of the Strasburg School District 31J, Adams County, Colorado, herewith authorizes and certifies to the Board of County Commissioners of Adams and Arapahoe Counties, State of Colorado, the total amount of \$1,500,002 to be raised from a levy of 11.139 mills against the net valuation of assessment in the amount of \$134,662,161 for all taxable property located within the boundaries of the School District for the Bond Redemption Fund of the School District for the fiscal period beginning July 1, 2023 and ending June 30, 2024; and

BE IT FURTHER RESOLVED, that the Strasburg School District31J Board of Education, Adams County, Colorado, hereby authorizes its Superintendent and Chief Financial Officer to modify the final mill levy to generate the budgeted property tax revenues as may be required by changes in assessed valuation value made by the Adams and Arapahoe County Assessors prior to January 10, 2024.

BE IT FURTHER RESOLVED, that the Secretary of the Board of Education be, and is hereby directed to forward the certification for each fund by a copy of this Resolution to the Board of County Commissioners for Adams and Arapahoe Counties, State of Colorado.

Approved this 12th day of December, 2023.

STRASBURG SCHOOL DISTRICT 31J

By: _____
President

Attest:

Secretary