

**BOARD OF EDUCATION
SCHOOL DISTRICT 27J**

**June 10, 2014
7:00 p.m. Regular Meeting
Educational Service Center
Lois Lesser Board Room
18551 E. 160th Avenue
Brighton, CO 80601**

BOARD OF EDUCATION MISSION STATEMENT

The Board of Education is committed to the School District's overall success and improvement. The central focus of all meetings and discussions will be on establishing, monitoring, and supporting the District's goals. We will actively engage all segments of our community in this ongoing focus and provide an instructional program to assure that our students meet or exceed the highest and most rigorous standards.

AGENDA

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|---|---------------|
| 1. CALL TO ORDER | President Day |
| All matters noticed on this agenda, in any category, may be considered for action as listed. Any item not so noticed may not be considered. Items listed on this agenda may be considered in any order, at the discretion of the chairperson. | |
| 2. PLEDGE OF ALLEGIANCE | President Day |
| ROLL CALL FOR ATTENDANCE (Policy Reference: 2.G.1) | President Day |
| 3. APPROVAL OF AGENDA | President Day |
| ROLL CALL (Policy Reference: 2.G.1). | President Day |
| 4. RECOGNITIONS BY THE BOARD OF EDUCATION | President Day |

The Board of Education would like to honor the Destination Imagination teams from Southeast Elementary School (The Dizzas Team) and Brighton High School (The DSteins Team) for their qualification and competition at the Global Finals in Knoxville, Tennessee.

5. SUPERINTENDENT'S REPORT

Dr. Fiedler

Dr. Fiedler will report on activities throughout the district.

6. MATTERS OF PUBLIC COMMENT

President Day

The Board will now hear public comment on the following topics that have been indicated on the sign in sheet. A reminder that this Board meeting is a business meeting held in public not a public meeting. The Board hears public comment to learn about the preferences and concerns of our community. So, tonight we will listen. We are prohibited by state law to take any action on the items because law requires formal public notice prior to any action on an agenda item. During our next meeting, if appropriate, we will consider your comments in our discussion, and we will ask that the Superintendent attempt to find an answer for any of your questions by that time.

The Board welcomes the comments of our community members, but to ensure that everyone will have an opportunity to participate, we have a few ground rules we ask you to follow:

- Anyone intending to address the Board should sign the speaker sign-in sheet at the back of the room. I will call speakers in the order in which they signed in.
- Speakers' comments are limited to three minutes.
- If more than one person wishes to speak on the same topic, the new speaker is limited to providing only new information. Please, do not repeat views already expressed by other speakers.
- We ask you to refrain from making complaints or negative comments against individual students or district employees; however, we cannot prevent you from doing so. Such complaints and comments should be addressed first at the classroom or school level, and then if still unresolved, to the Superintendent.
- Disturbing good order by inappropriate language or gestures is grounds for removal from the meeting.

We thank you in advance for your participation tonight.

7. CONSENT AGENDA (Policy References: 2.C.4)

President Day

All matters listed under Consent Agenda are operational matters about which the Board has governing policies, implementation of which is delegated to the Superintendent. They will be enacted in one motion by category in the order listed below. There will be no discussion of these items prior to the time the Board of Directors votes on the motion, unless members of the board, staff or public request specific items to be discussed separately and/or removed from this section.

Any member of the public who wishes to discuss Consent Agenda items should notify the President of the Board at the time requested and be recognized by invitation of the President to address the Board.

- a. Approval of the Board of Education minutes dated May 27, 2014 Regular Board Meeting (Enclosure)

- b. Approval of personnel items on memorandum dated June 4, 2014 (Confidential Enclosure)
- c. Approval of the Administrative Assistant to the Superintendent as the election official for the 2014-2015 coordinated election (Enclosure)
- d. Approval to authorize the Superintendent or his designee to negotiate and execute any and all documents required to enter into a Bus Purchase and Student Lab Computer lease purchase plan. Funding for such lease/purchase will be available in the General Fund of the Fiscal Year 2015 budget and be subject to annual appropriations for the remainder of the agreement (Enclosure)
- e. Approval of the waiver of Management Limitations 3.E.6. for the expressed purpose of allowing for the completion of the construction of Brantner Elementary School (Enclosure)

ROLL CALL (Policy Reference: 2.G.1)

President Day

8. GOVERNANCE PROCESS THAT SUPPORTS OUR GLOBAL GOALS

President Day

- a. Ownership Linkage
- b. Board Education
- c. Board Committees
 - 1. Facility Planning Advisory Committee (Formerly Long Range Planning)
 - 2. Capital Facility Fee Foundation
 - 3. BOCES
 - 4. Reaching Out/In
- d. Board Reports – Board Members will report on activities in which they have been involved that support our Global Goals.
- e. Other Matters of Information for the Board

9 PRE-BOND/MILL LEVY PLANNING ACTIVITIES

Dr. Fiedler

Chief Operations Officer, Terry Lucero will discuss the Pre-Bond/Mill Levy Planning Activities. This is for informational purposes only. No official Board of Education action will occur at this time.

10. CAPITAL FACILITY FEE FOUNDATION DRAW REQUEST (Policy References: 2.C.4)

President Day

Chief Operations Officer, Terry Lucero will present information concerning a draw request to the Capital Facility Fee Foundation in the amount of \$204, 275 to fund pre-bond design services for the completion of Brantner Elementary School. (Enclosure)

ROLL CALL (Policy Reference: 2.G.1)

President Day

11. POLICY WORK

President Day

a. Policy Review Schedule

1. June 10, 2014	None
2. August 26, 2014	3.0 General Executive Constraint
3. September 23, 2014	1.2 Composite ACT Scores/1.3 TCAP/CSAP Reading Writing, Math, and Science 3.J Charter Schools
4. October 28, 2014	3.D Financial Conditions & Activities Internal
5. November 11, 2014	3.H Emergency Executive Succession
6. December 9, 2014	3.D External Financial Conditions & Activities 3.I Board Awareness and Support Internal & Direct Insp.
7. January 27, 2015	3.D Internal Financial Conditions & Activities 3.C Treatment of Faculty/Staff/Volunteers
8. February 24, 2015	1.1 Graduation Rate 3.B Treatment of Parents/Guardians
9. March 10, 2015	3.G Compensation & Benefits
10. April 28, 2015	3.E Asset Protection
11. May 26, 2015	3.A Treatment of Students/Public 3.F Financial Planning/Budgeting

12. SCHEDULE OF MEETINGS

June 24, 2014	5:30 p.m. Board Planning Session Executive Conference Room/Educational Service Center 18551 E. 160 th Avenue Brighton, CO 80601
July 29, 2014	6:00 p.m. Linkage Meeting with the 27J Principals District Training Room 80 S. 8 th Avenue Brighton, CO 80601
August 12, 2014	5:30 p.m. Board Planning Session Executive Conference Room/Educational Service Center 18551 E. 160 th Avenue Brighton, CO 80601
August 26, 2014	5:30 p.m. Study Session 7:00 p.m. Regular Board Meeting North Elementary School 89 N. 6 th Avenue Brighton, CO 80601

13. BOARD MEETING EVALUATION

Director Doucet

14. CLOSING COMMENTS

15. ADJOURNMENT

Date of Notice: June 5, 2014

Expectations of the Board Report Evaluation Worksheet

Date Due	Policy No.	Policy Title	Frequency	Date Submitted	Date of Board Action	Accepted	Not Accepted	Comments Conditions

**BOARD OF EDUCATION
SCHOOL DISTRICT 27J**

**May 27, 2014
Regular Meeting Minutes**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Director Day, Director Gallegos, Director Landwehr, Director Petrocco, and Director Thimmig were present. Director Doucet and Director Piotraschke were absent.

3. APPROVAL OF AGENDA

Motion by Director Petrocco, seconded by Director Landwehr to approve the agenda dated May 27, 2014 as presented. Roll Call Vote: All Ayes.

4. RECOGNITIONS BY THE BOARD OF EDUCATION

The Board of Education honored Ethan Thomas-Gonzales, a Thimmig Elementary School student for arranging a Buddy Bench to be installed at his school. The Board of Education granted permission for Ethan to go forward with his project to expand to every elementary school in the district. John Carr assisted Ethan in explaining the process. The Prairie View High School Welding Department will be assisting in designing the benches, and getting donors for the benches.

Director Piotraschke arrived at 7:10 p.m.

5. SUPERINTENDENT'S REPORT

Dr. Fiedler reported on events throughout the district. He mentioned that Brighton Police Officer Alex Covarrubias and Officer Danny Sandoval are leaving School District 27J's School Resource Officer Program. They are pursuing advanced placement positions within the Brighton Police Department.

6. MATTERS OF PUBLIC COMMENT

7. CONSENT AGENDA

Motion by Director Piotraschke, seconded by Director Landwehr to approve the May 27, 2014 agenda as presented. Roll Call Vote: All Ayes.

- a. Approval of the Board of Education minutes dated April 22, 2014 Regular Board Meeting
- b. Approval of personnel items on memorandum dated May 20, 2014 and Resolution No. 8 Non-Renewal of Contracts of Probationary Teachers

- c. Approval to authorize the Superintendent or his designee to negotiate and execute the Brighton Learning and Resource Campus (B.L.R.C.) Real Property Lease

7.1 CONSENT AGENDA

Approval of the Fee Schedule for the Fiscal Year 2014-2015

Motion by Director Thimmig, seconded by Director Gallegos to approve the Fee Schedule for the Fiscal Year 2014-2015 as presented. Roll Call Vote: All Ayes.

7.2 CONSENT AGENDA

Approval of Resolution Number 9 for the Fiscal Year 2014-2015 Use of Fund Balance Resolution

Motion by Director Landwehr, seconded by Director Piotraschke to approve Resolution Number 9 for the Fiscal Year 2014-2015 Use of Fund Balance as presented. Roll Call Vote: All Ayes.

7.3 CONSENT AGENDA

Approval of a Resolution Number 10 regarding the Adoption of the Fiscal Year 2014-2015 Budget and Appropriations.

Motion by Director Gallegos, seconded by Director Piotraschke to approve Resolution Number 10 regarding the Adoption of the Fiscal Year 2014-2015 Budget and Appropriations. Roll Call Vote: All Ayes.

8. GOVERNANCE PROCESS THAT SUPPORTS OUR GLOBAL GOALS

- a. Ownership Linkage: Board members met with graduating high school seniors. Director Piotraschke stated it was nice to have the seniors attend. They were an involved and diverse group. The information concerning students being financially prepared through social studies courses was very helpful. Director Piotraschke stated the district should design a register to vote process/campaign for our students that become 18 years old. He was pleased that they wanted to know when the next high school will be built. They feel the overcrowding. Director Landwehr noticed that the students had strong convictions and enjoyed their educational experience. They were proud to be a part of District 27J. He noted that suggestions were made that we could improve on class offerings. Director Day liked that students mentioned how teachers, clubs, and counselors assisted with tough times. It was good to hear that students had the personal human contact, and they would refer back to their experiences in the future.
- b. Board Education: None
- c. Board Committees
 - 1. Facility Planning Advisory Committee (Formerly Long Range Planning) Director Day explained that the group discussed the results from the Quality Schools Initiative (QSI) group recommendation. They discussed overcrowding mitigation, plan B, and failure of the bond. He stated that it was an interesting discussion.

Possible recommendation may be to pursue alternate plans for relief of congestion such as year round schedule and extended day schedule. They are looking at gross projection up to 2018 with a shortage of approximately 3000 seats. Director Day explained the work of the group. The district has experienced 500 new students each year for the past 14 years.

2. Capital Facility Fee Foundation – The group did not meet last month.
3. BOCES – Director Day explained that the group has a new, more expanded format. Director Thimmig serves as alternate for Director Day. Director Thimmig explained that with the new format there is a line item where each district got to express their positive points with the BOCES group. The group discussed graduation locations. They discussed School District 27J's QSI process, and the group was very interested in the concept. She stated that the group seemed to be congenial. Another line item was a request of the BOCES staff to learn more about the individual districts. Director Day feels this will create a greater value to the member districts. Director Day stated that the group liked the tradition that at the Brighton High School Top 10 ceremony and the Prairie View High School Top 15 ceremony, each student chooses a specific teacher to honor.
4. Reaching Out/In – Nominations will be distributed for honor at the October Board meeting.
- d. Board Reports – Board Members will report on activities in which they have been involved that support our Global Goals. Board members attended numerous graduations. Director Day enjoyed seeing the difference in the graduation ceremonies. Director Petrocco commended Eagle Ridge Academy Principal Ben Ploeger for a great graduation ceremony. Joan Kniss gave a wonderful commencement address. Director Piotraschke apologized for not attending the graduations. He was in Washington D.C. assisting in the process for teacher preparedness. He made great connections and looking forward to focusing his time here locally.
- e. Other Matters of Information for the Board-None.

9. EXPECTATIONS OF THE BOARD

- a. Board acts to accept/reject the following reports due/submitted since last meeting (ADDENDUM "A"): None at this time.
- b. Chief Financial Officer, Suzi DeYoung presented the Expectations of the Board Report through 3.F Financial Planning and Budgeting

Motion by Director Petrocco, seconded by Director Gallegos to accept the Expectations of the Board Report through 3.F Financial Planning and Budgeting as conveying reasonable interpretation of the executive limitations. Roll Call Vote: All Ayes

- c. Chief Academic Officer, Kelly Corbett presented the Expectations of the Board Report though 3.A – Treatment of Students/Public

Motion by Director Thimmig, seconded by Director Landwehr to accept the Expectations of the Board Report through 3.A Treatment of Student/Public as conveying reasonable interpretation of the executive limitations. Roll Call Vote: All Ayes.

10. POLICY WORK

a. Policy Review Schedule

1. May 27, 2014	3.A Treatment of Students/Public 3.F Financial Planning/Budgeting
2. June 10, 2014	None
3. August 26, 2014	3.0 General Executive Constraint
4. September 23, 2014	1.2 Composite ACT Scores/1.3 TCAP/CSAP Reading Writing, Math, and Science 3.J Charter Schools
5. October 28, 2014	3.D Financial Conditions & Activities Internal
6. November 11, 2014	3.H Emergency Executive Succession
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9. February 24, 2015	1.1 Graduation Rate 3.B Treatment of Parents/Guardians
10. March 10, 2015	3.G Compensation & Benefits
11. April 28, 2015	3.E Asset Protection

11. SCHEDULE OF MEETINGS

June 10, 2014	5:30 p.m. Study Session – Possible presentation by Mr. Kevin West 7:00 p.m. Regular Board Meeting Lois Lesser Board Room/Educational Service Center 18551 E. 160 th Avenue Brighton, CO 80601
June 24, 2014	5:30 p.m. Board Planning Session Executive Conference Room/Educational Service Center 18551 E. 160 th Avenue Brighton, CO 80601
July 29, 2014	6:00 p.m. Linkage Meeting with the 27J Principals District Training Room 80 S. 8 th Avenue Brighton, CO 80601
August 12, 2014	5:30 p.m. Board Planning Session Executive Conference Room/Educational Service Center 18551 E. 160 th Avenue Brighton, CO 80601
August 26, 2014	5:30 p.m. Study Session 7:00 p.m. Regular Board Meeting North Elementary School 89 N. 6 th Avenue Brighton, CO 80601

12. BOARD MEETING EVALUATION

Director Piotraschke presented the meeting evaluation.

13. CLOSING COMMENTS

14. ADJOURNMENT: Time 8:21 p.m.

Board of Education Agenda Item

Board Meeting of: June 10, 2014

Subject: Designation of the 2014-2015 Election Official

Status of Item: Consent Agenda

PERTINENT FACTS:

- a. The Board of Education must appoint an election official.
- b. The Administrative Assistant to the Superintendent has traditionally been appointed to fill this position.

Originator: Dr. Chris Fiedler

Board of Education Consent Agenda Item

Board Meeting of: June 10, 2014

Subject: Bus Purchase and Student Lab Computer Plan and Related Lease

Status of Item: Consent Agenda

PERTINENT FACTS:

- The District has seen a consistent increase in Special Education students. In December 2009 the District had 1,470 identified students and in December 2013 the number was 1,599.
- Several of these students require transportation as part of the Individual Education Plan (IEP)
- Overall student enrollment has increased over 2,700 students from 2009 to 2013.
- District staff and Colorado/West Equipment Inc. have negotiated an agreement for the purchase of four propane powered, left equipped vehicles at total cost of \$474,400, three propane route buses at a total cost of \$310,725 and one diesel bus for a total cost of \$106,905.
- The Board of Education approved the appropriation for the leasing of the buses in May 2014 as part of the recommended budget. Buses will be ordered and available for use in time for the start of the 2014-2015 school year.
- In FY2012-13 the District created a five year computer replacement cascade process that would ensure the District maintains the appropriate hardware and software in the schools. The District maintained this plan in FY2013-14.
- To continue this process the District recommended to the Board of Education the lease of 400 computers to be distributed to schools in accordance with the cascade plan as outlined by the Technology Department in May as part of the budget.
- The total cost for all machines is \$209,600.
- District staff solicited lease quotes from four vendors. The respondents were:
 - J.P. Morgan Chase
 - Tetra Financial Group
 - American Capital
 - SunTrust Equipment Finance
- The request for quote requested a three year lease commencing on or after July 1, 2014 with one payment at the beginning of each fiscal year.
- Annual interest rates ranged from 1.13% to 4.18% for a total interest rate paid over the term of the lease ranging from \$12,375.91 to \$50,380 and initial documentation fees ranging from \$0 to \$250.
- The District is recommending the approval of the lease with J.P. Chase Morgan because they provided all of the lease documents as required in the request for quote, they have a local branch in the district, and the District used J.P. Chase Morgan to lease the buses and computers purchased in FY12-13. Their proposal included a rate lock and escrow option to account for the difference in timing in the delivery of the computers and buses. Interest over the term of the lease is \$15,210.25.
- SunTrust quoted a lower interest rate, but did not provide the required Board resolution, does not have a local presence, and does not have a rate lock in the quote.

- The significant terms of the overall lease agreement are as follows:
 - **Type of Transaction:** This proposal is for a fixed-rate, fully amortizing tax-exempt lease-purchase agreement.
 - **Lessor:** JPMorgan Chase Bank, NA or any affiliate of JPMorgan Chase Bank, NA, its successors and/or assigns
 - **Lessee:** School District 27J
 - **Commencement Date:** Anticipated to be July 2014
 - **Interest Rate:** 1.39%
 - **Financing Amount:** \$1,099,355
 - **Payments:** Lessee will be required to make three (3) consecutive annual payments of principal and interest, in advance. The first payment of \$371,521.75 will be made on July 11, 2014 or a mutually agreeable date. The remaining payments will be \$371,521.75 on July 11, 2015 and \$371,521.75 on July 8, 2016. Payments will be made via ACH from a JPMorgan Chase account unless otherwise specified by the Lessee.
 - **Use of Proceeds:** To finance eight (8) 2015 model Blue Bird Vision school buses and Dell computers, the legal title of which will vest with Lessee during the term of the Agreement. All equipment proposed for financing will be subject to final review and acceptance by Lessor prior to closing.
 - **Prepayment:** The Financing may be prepaid without penalty, in whole but not in part, prior to maturity, on any payment date after the initial 12 months from Commencement, subject to 30 days prior written notice. If Lessee prepays the financing prior to the 12th month from Commencement, the payment may be subject to a fixed rate / “make whole” break funding charge.
 - **Security:** Lessee will grant Lessor a first priority security interest in the financed equipment. UCC I and UCCII filings will be completed as applicable.
 - **Disbursement of Proceeds:** The transaction will fund via an initial escrow deposit, to a mutually agreeable escrow agent, equal to the full Financing Amount. Disbursements will be made to vendors or as reimbursements to Lessee (in compliance with Treasury Reg. 1.150-2) as funds are required.

- Staff will be available to provide additional detail on the need for the buses, computers or the terms of the lease agreement.

Board Policies of C.R.S. Relating to Item:

C.R.S. 22-31-110(1)(b) – Board of Education- Specific Powers
 Board Policy III.C.7. - The Superintendent will not acquire, encumber, lease or dispose of real property.

Originator: Suzi DeYoung

Board of Education Agenda Item

Board Meeting of: June 10, 2014

Subject: Waiver of Management Limitation 3.E.6 – Related to the Construction Services required for the Completion of Brantner Elementary School

Status of Item: Consent Agenda

PERTINENT FACTS:

- Management Limitation 3.E.6. last revised on June 25, 2013, states “The Superintendent will not: Engage in design, construction, or any other aspect related to development of real property including financing or payment of such services, without obtaining comparative prices through a fair bidding process with supporting documentation.”
- Saunders Construction Inc. was selected as the Construction Manager/General Contractor (CM/GC) for the construction of Brantner Elementary School through a fair bidding process conducted in September 2010.
- Responses to the original request for qualifications for a design build project were received from 11 teams.
- Four of these teams were short listed and requested to submit a formal proposal.
- Three firms submitted proposals in a timely fashion.
- After a review of the proposals, Saunders Construction, Inc. was selected as CM/GC and entered into a contract in March 2011.
- Due to financial constraints the design and construction of the school was reduced in scope to meet existing financial resources.
- Phase I of the school was constructed and opened in the fall of 2012.
- District Staff and I believe it is in best interest of the District and recommend to the Board of Education the waiver of the formal bidding procedures and proposal requirements required under 3.E.6. for the CM/GC services required for the completion of Brantner Elementary.
- This action will allow for the selection of Saunders Construction, Inc. to serve as CM/GC for the project.
- A similar exemption for the design services required for the completion of Brantner Elementary School was approved by the Board of Education on April 22, 2014.
- This action is required to proceed with the development of scheduling and cost requirements for inclusion in a potential 2014 bond election.

Board Policies of C.R.S. Relating to Item:

Board Policy III.E.6. - The Superintendent will not engage in design, construction, or any other aspect related to development of real property including financing or payment for such services,

without obtaining comparative prices through a fair bidding process with supporting documentation.

Originator: Dr. Chris Fiedler

Board of Education Agenda Item

Board Meeting of: June 10, 2014

Subject: Pre-Bond/Mill Levy Planning Activities

Status of Item: Information

Time Needed: 20 minutes

PERTINENT FACTS:

- District staff has been actively engaged in preparing a recommendation for the Board of Education related to a potential Bond and or Mill Levy Override election in November of 2014.
- In compliance with Policy 3.I- Board Awareness and Support, the Superintendent would like to provide the Board with information relative to this issue.

Board Policies of C.R.S. Relating to Item:

Board Policy 3.I - The Superintendent will not allow the Board to be uninformed or unsupported in its work.

Originator: Dr. Chris Fiedler

Board of Education Agenda Item**Board Meeting of: June 10, 2014****Subject: Draw Request from the Capital Facility Fee Foundation to Fund
Pre-Bond Design Services for Brantner Elementary School Completion****Time Needed: 5 Minutes****PERTINENT FACTS:**

- Based on current enrollment projections, a significant increase to Brantner Elementary School capacity will be required by the fall of 2015.
- The completion of full build-out of Brantner Elementary is contemplated in a November 2014 bond referendum to provide this needed capacity.
- Enrollment has continued to grow in the west, and it is projected to continue with significant new housing development underway and planned. Completion of this school will help to serve this growing area of the district.
- LIA Architects designed and supervised construction of the first phase of Brantner Elementary, and will lead the design services for its completion.
- LIA has submitted an estimated fee of \$204,275 for design services and site preparation for the relocation of the existing modular building, and for services through the Schematic Design and Design Development phases for this project.
- District staff is recommending that the Board of Education seek funding in the amount of \$204,275 from the Capital Facility Fee Foundation for these services.
- Through this CFFF Draw Request, the District agrees that any funds in excess of \$5,000 released under this Draw Request are not required for the purposes described in the request, the District will notify the Foundation and the District may, at that time, either:
 - i) submit an amended Draw Request, and retain such funds until the Draw Request is approved; or, if no amended Draw Request is submitted,
 - ii) return the unused funds to the Foundation for release in the future pursuant to a new Draw Request.
- The District affirms that it is in compliance with its obligations under the CFFF Bylaws in effect as of the date of this Draw Request.
- The CFFF Draw Request documenting the purpose and District obligations is attached.

Board Policy or C.R.S. regarding this item:

None

Originator: Joy A. Gerdom/Terry Lucero

	METHOD	FREQUENCY	SCHEDULE
3.D - Financial Condition & Activities	Internal	Semi - Annually	January & October
	External	Annually	December
3.C - Treatment of Faculty/Staff/Volunteers	Internal	Annually	January
1.1 -Graduation Rate	Internal	Annually	February
3.B -Treatment of Parents/Guardians	Internal	Annually	February
3.G -Compensation & Benefits	Internal	Annually	March
3.E - Asset Protection	Internal	Annually	April
3.A - Treatment of Students/Public	Internal	Annually	May
3.F -Financial Planning/Budgeting	Internal	Annually	May
3.0 -General Executive Constraint	Internal	Annually	August
1.2 -Composite ACT Scores	Internal	Annually	September
1.3 –CSAP/TCAP in reading, writing, math and Science	Internal	Annually	September
3.J Charter Schools	Internal	Annually	September
3.H -Emergency Executive Succession	Internal	Annually	November
3.I -Board Awareness & Support	Internal	Annually	December
	Direct Inspection	Annually	December