

**BOARD OF EDUCATION
SCHOOL DISTRICT 27J**

July 28, 2015

**6:00 p.m. Linkage Meeting with School District Principals and Regular Meeting
District Training Room
80 S. 8th 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.

LINKAGE MEETING AGENDA

Dinner will be served.

**1. BOARD OF EDUCATION LINKAGE MEETING WITH SCHOOL DISTRICT 27J
PRINCIPALS**

President Day

- A. The Board of Education will conduct a linkage meeting with the School District 27J principals. The Board of Education directors will choose from the following questions to discuss:
1. How would you describe your current responsibilities? How do you share responsibility so that you can maintain focus?
 2. What are the challenges and successes you hear in the perspectives of the community?
 3. How do you use the 27J Evaluation System to improve instruction? How do you help your staff improve?
 4. Everyone has a story, a complaint, an opinion, etc. How do you listen to those comments and what do you do with them?
 5. We are always hearing new educational phrases. Help us to understand the Thinking Classroom and how do you implement it in your school?
 6. What is the best thing about your school and staff?
 7. We all have tools in our work. What tool do you find most useful in your role as the principal? What tool do you need?
 8. What evidence that your student achievement is improving?

Participants of the Linkage Meeting are welcome to leave at this time.

REGULAR MEETING AGENDA

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

Recommended motion: “Move to approve the Board of Education Regular Meeting Agenda dated July 28, 2015 as presented.”

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

President Day

4. 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.

5. 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 Regular Meeting and Planning Session minutes dated June 23, 2015 (Enclosure)
- b. Approval to request a draw from the School District 27J Capital Facility Fee Foundation in the amount of \$119,400 to fund design services for the Brantner Elementary completion and to authorize staff to execute all necessary documents agreeing to abide by the requirements of the Foundation. (Enclosure)

Recommended motion: "...move to approve the consent agenda items as presented."

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

President Day

6. ESTABLISHMENT OF COMMERCE CITY AND SCHOOL DISTRICT 27J USE TAX COMMITTEE

President Day

Terry Lucero will present information regarding the establishment of a Commerce City and School District 27J Use Tax Committee.

Recommended Motion: "... move to authorize the establishment of the Commerce City and District 27J Use Tax Committee and the appointment of Board members _____ and _____ to serve on such committee."

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

President Day

7. SCHEDULE OF MEETINGS

- August 4, 2015 6:00 p.m. Director District 4 Candidate Interviews
Educational Service Center
18551 E. 160th Avenue
Brighton, CO 80601
- August 11, 2015 Director District 4 Candidate Appointment and
Linkage with Main Street Businesses, Brighton Chamber of
Commerce and Brighton Economic Development Group
Educational Service Center
18551 E. 160th Avenue
Brighton, CO 80601

August 25, 2015	5:30 p.m. Study Session 7:00 p.m. Regular Board Meeting Stuart Middle School 15955 E. 101 st Way Commerce City, CO 80022
August 29, 2015	8:30 a.m. to 3:00 p.m. Board Planning Session Executive Conference Room Educational Service Center 18551 E. 160 th Avenue Brighton, CO 80601
September 8, 2015	6:00 p.m. Linkage Meeting with Places of Worship Harvest Fellowship 11401 E. 160 th Avenue Brighton, CO 80602
September 22, 2015	5:30 p.m. Study Session 7:00 p.m. Regular Board Meeting Brantner Elementary School 7800 E. 133 rd Avenue Thornton, CO 80602
September 29, 2015	6:00 p.m. Joint Meeting with City Councils School District 27J to Host District Training Room 80 S. 8 th Avenue Brighton, CO 80601

8. BOARD MEETING EVALUATION

Director Petrocco

9. CLOSING COMMENTS

10. ADJOURNMENT

Date of Notice: July 24, 2015

**BOARD OF EDUCATION
SCHOOL DISTRICT 27J**

**June 23, 2015
Regular Meeting and Planning Session Minutes**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

ROLL CALL FOR ATTENDANCE

Director Day, Director Petrocco, Director Piotraschke, and Director Thimmig were present for the entire meeting. Director Doucet, Director Gallegos, and Director Landwehr were unable to attend.

3. APPROVAL OF AGENDA

Motion by Director Thimmig and seconded by Director Petrocco to approve the agenda dated June 23, 2015 as presented. Roll Call Vote: All Ayes.

4. BOARD MEMBER RESIGNATION

Per Colorado Revised Statutes 22-31-129 (c) A school director office shall be deemed to be vacant upon the occurrence of any one of the following events prior to the expiration of the term of office: c. If the person who was duly elected or appointed submits a written resignation to the Board of Education and such resignation has been duly accepted by the Board of Education. A written resignation was received from Director Michael Landwehr on June 13, 2015.

Motion by Director Petrocco, seconded by Director Thimmig to approve the resignation of Board Member Michael Landwehr. Roll Call Vote: All Ayes

It is noted that many directors were regretful that Mr. Landwehr submitted his resignation due to moving out of his director district. They stated that they will miss his contribution to the Board of Education.

5. BOARD VACANCY RESOLUTION

Per Colorado Revised Statutes 22-31-129 (2) At the next Board of Education meeting immediately following the occurrence of any condition specified in subsection (1) of this section, the Board of Education of the district shall adopt a resolution declaring a vacancy in the school director office. Because of the resignation of Michael Landwehr, a Resolution declaring a vacancy in Director District 4 needs to be approved. (Enclosure)

Motion by Director Piotraschke, seconded by Director Petrocco to approve Resolution Number Eleven 2014-2015 declaring a vacancy in Director District 4. Roll Call Vote: All Ayes.

6. MATTERS OF PUBLIC COMMENT

None.

7. CONSENT AGENDA

Motion by Director Thimmig, seconded by Director Piotraschke to approve the agenda items as presented. Roll Call Vote: All Ayes.

- a. Approval of the Board of Education minutes dated May 25, 2015 Regular Board Meeting
- b. Approval of personnel items on memorandum dated June 16, 2015

8. SCHEDULE OF MEETINGS

President Day revised the order of the agenda to review the schedule of meetings prior to conducting the planning session. This was originally item number nine.

July 28, 2015	6:00 p.m. Linkage with School District 27J Principals District Training Room 80 S. 8 th Avenue Brighton, CO 80601
August 4, 2015	6:00 p.m. Director District 4 Candidate Interviews Educational Service Center 18551 E. 160 th Avenue Brighton, CO 80601
August 11, 2015	Director District 4 Candidate Appointment and Linkage with Main Street Businesses, Brighton Chamber of Commerce and Brighton Economic Development Group Educational Service Center 18551 E. 160 th Avenue Brighton, CO 80601
August 25, 2015	5:30 p.m. Study Session 7:00 p.m. Regular Board Meeting Stuart Middle School 15955 E. 101 st Way Commerce City, CO 80022

9. BOARD OF EDUCATION PLANNING SESSION

The Board of Education conducted a planning session.

10. BOARD MEETING EVALUATION

Director Piotraschke presented the meeting evaluation.

11. CLOSING COMMENTS

None

12. ADJOURNMENT: 8:53 p.m.

Board of Education Agenda Item

Board Meeting of: July 28, 2015

Subject: Draw Request from the Capital Facility Fee Foundation to Fund Design Services for the Brantner Elementary School Completion

Time Needed: 5 Minutes

PERTINENT FACTS:

- The District is anticipating a bond election November 2015.
- Included in this referendum is the full build-out of Brantner Elementary School.
- Brantner Elementary - Phase One was completed in July 2012. Available funding allowed for the completion of the core facilities and a portion of the final number of classrooms plus a four classroom modular building only, providing capacity for 403 students.
- Enrollment for the fall of 2015 is estimated to be 391 students and 410 students in 2016.
- The District entered in to contract with Larson Incitti Architects on July 18, 2014 for Schematic Design and Design Development for the project completion. Design Development drawings were completed on October 31, 2014. Funding for Schematic Design Phase and Design Development Phase was provided by the Capital Facility Fee Foundation.
- The cost to proceed through Construction Documents will be \$119,400.
- Completing Construction Documents prior to November 2015 would allow for sufficient time to proceed to bidding and construction to maintain the August 2016 completion schedule.
- The District is requesting a total of \$119,400. This funding will be used for design services for Brantner Elementary School completion, including: architectural, civil, landscape, structural, mechanical, and electrical design services through the completion of Construction Documents prior to 2015 Bond Election.
- 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

DRAW REQUEST

Date: July 28, 2015
To: Board of Directors
School District 27J Capital Facility Fee Foundation

From: Board of Education
School District 27J

RE: Draw Request

Pursuant to Section 9.5, Article IX – Capital Facility Fees of the Bylaws of the School District 27J Capital Facility Fee Foundation, the Board of Education of School District 27J hereby makes a Draw Request for Pre-Bond Design Services for Brantner Elementary School Completion.

A. Description of the purpose for which Capital Facility Fees are being released.

The District is anticipating a bond election November 2015. Included in this referendum is the full build-out of Brantner Elementary School. Brantner Elementary Phase One was completed in July 2012 from savings from completed 2006 bond projects. Available funding was enough to complete the core facilities and a portion of the final number of classrooms plus a four classroom modular building only, providing capacity for 403 students. Enrollment for the fall of 2015 is estimated to be 391 students and 410 students in 2016.

The District entered in to contract with Larson Incitti Architects on July 18, 2014 for Schematic Design and Design Development for the project completion. Design Development drawings were completed on October 31, 2014.

The cost to proceed through Construction Documents will be \$119,400. Funding for Schematic Design Phase and Design Development Phase was provided by the Capital Facility Fee Foundation. Completing Construction Documents prior to November 2015 would allow for sufficient time to proceed to bidding and construction to maintain the August 2016 completion schedule.

B. The dollar amount of Capital Facility Fees requested.

The District is requesting a total of \$119,400. This funding will be used for: site preparation for the relocation of the existing modular classroom building, and design services for Brantner Elementary School completion, including: architectural, civil, landscape, structural, mechanical, and electrical design services through the completion of Construction Documents prior to 2015 Bond Election.

C. A statement that the Capital Facility Fees so released shall be forthwith deposited in an account of the District, and used solely for the purposes stated in the Draw Request.

The fees received from the Draw Request will be withdrawn from the Foundation and placed in a designated District 27J project account identified by a unique expense code for the purposes designated by this Draw Request and audited through the School District and Foundation audits. The District will provide quarterly statements to the Foundation summarizing the use of funds released under this Draw Request.

D. A statement describing the time frame within which the funds are expected to be used.

All requested funds are expected to be expended by November 4, 2015.

E. A statement that the District is in compliance with its obligations under the Participant Agreement.

The District affirms that it is in compliance with its obligations under Participant Agreements in effect as of the date of this Draw Request.

F. Such documentation as the Foundation may reasonably require in order to substantiate the contents of the Draw.

Additionally, at such time as the District in good faith determines that any funds in excess of \$5,000 released under this Draw Request are not required for the purposes described in "A" above, the District will notify the Foundation within a reasonable period of time of the excess amount, and the District shall, 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.

Sincerely,

Patrick Day, President
Board of Education

Board of Education Agenda Item

Board Meeting of: July 28, 2015

**Subject: Establishment of the Commerce City – District 27J
Use Tax Committee**

Status of Item: Action

Time Needed: 10 minutes

PERTINENT FACTS:

- The Board of Education entered into an agreement with Commerce City in 2002 regarding the collection and expenditure of use tax collected by Commerce City for school construction projects within Commerce City.
- The agreement was amended in 2012 to expand the allowable uses of the funds.
- Commerce City is currently holding in excess of one million dollars in this fund.
- The agreement calls for applicable proposals to be reviewed by a joint committee of the two elected bodies.
- The final approval for the expenditure of funds must be obtained from each respective elected body.
- Commerce City has initiated a proposal and is asking that the joint committee meet to review the proposal.
- District staff is also preparing a proposal for enhancement to the ES #12 project.
- In order to comply with the agreement and move forward the review and consideration of the aforementioned proposals the Board is being requested to establish such a committee and appoint two members to serve on the Commerce City – District 27J Use Tax Committee.

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

Board Policy 2.I – Board Committee Structure - ... the Board in its discretion may establish advisory committees for a specific time and task.

Originator: Dr. Chris Fiedler