



BOARD OF EDUCATION
 Tom Green, President
 Mandy Thomas, Vice President
 Melinda Carbajal, Director
 Ashley Conn, Director
 Starr Trujillo, Director
 Rachel Wilhelm, Director

**BOARD OF EDUCATION
 27J SCHOOLS**

**November 13, 2024
 7:00 p.m. Regular Meeting
 Lois Lesser Board and Conference Room
 1850 Egbert Street
 Suite 120
 Brighton, CO 80601**

A livestream link will be available at www.sd27j.org

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

1. CALL TO ORDER President Green

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 Green

ROLL CALL FOR ATTENDANCE (Policy Reference: 2.C) President Green

3. COMMITMENT TO GOVERNING STYLE President Green

The Board will govern lawfully, observing Policy Governance principles, with an emphasis on (a) outward vision rather than internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of Board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) governing proactively rather than reactively.

4. APPROVAL OF AGENDA President Green

Recommended motion: “Move to approve the agenda dated November 13, 2024 as presented.”

ROLL CALL FOR VOTE (Policy Reference: 2.C)

President Green

5. BOARD OF EDUCATION RECOGNITIONS

President Green

- a. The Board would like to recognize Director Melinda Carbajal, Director Starr Trujillo, and Director Rachel Wilhelm for their service and dedication to the 27J Schools community, and their service on the Board of Education. President Green will present them with their one-year service pin.

6. STUDENT ADVISORY COUNCIL MONTHLY REPORT

Superintendent Pierce

Members of the student advisory council will present information regarding school activities.

7. SUPERINTENDENT'S REPORT

Superintendent Pierce

Superintendent Will Pierce will report on activities throughout the District.

8. MATTERS OF PUBLIC COMMENT

President Green

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. Therefore, 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. 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, we ask that the speaker limit their comments to only new information. We ask that you do not repeat views already expressed by other speakers, although we cannot prevent you from doing so.
- 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.

9. CONSENT AGENDA (Policy References: 2.C)

President Green

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 vote 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 Board of Education minutes dated October 23, 2024 Study Session and Regular Meeting (Enclosures)
- b. Approval of personnel items on memorandum dated November 7, 2024 (Confidential Enclosures)

Recommended Motion: “Move to approve the consent agenda as presented.”

ROLL CALL FOR VOTE (Policy Reference: 2.C) President Green

10. GOVERNANCE PROCESS THAT SUPPORTS OUR GLOBAL GOALS President Green

- a. Ownership Linkage – Members: Director Carbajal and Director Conn
- b. Board Education – Members: Director Conn and Director Thomas
- c. Board Committees
 - i. Facility Planning Advisory Committee – Member: Director Green
 - ii. Capital Facility Fee Foundation – Members: Director Conn, Director Green, and Director Trujillo
 - iii. Rocky Mountain Risk – Member: Director Carbajal
 - iv. The 27J Believers – Members: Director Green and Director Thomas
 - v. Commerce City and School District 27J Use Tax Committee – Members: Director Green and Director Wilhelm
 - vi. 2015/2021 Bond Oversight Committee – Members: Director Green and Director Thomas
 - vii. 2022 Mill Levy Override Oversight Committee – Members: Director Thomas and Director Wilhelm
 - viii. Brighton Youth Commission – Member: Director Trujillo
- d. Other Matters of Information for the Board
 - i. The Board will consider revising Policy 2.D – Board Officers & Meeting Conduct to include requiring at a minimum, retaining recordings of Board meetings made pursuant to CRS 22-32-108 (5)(c) (Enclosure)

Recommended Motion: “Move to approve the revisions to Board Policy 2.D – Board Officers & Meeting Conduct as presented.”

ROLL CALL FOR VOTE (Policy Reference: 2.C) President Green

11. EXPECTATIONS OF THE BOARD (Policy Reference 4.E) Superintendent Pierce

- a. Board acts to accept/reject the following reports due/submitted since last meeting. (ADDENDUM “A”) None at this time.
- b. Superintendent Will Pierce will present the Expectation of the Board report through 3.H Emergency Executive Succession as conveying reasonable interpretation of the executive limitations. (Separate Enclosure)

Recommended motion: “Move to accept the Expectations of the Board Report through 3.H Executive Succession as conveying reasonable interpretation of the executive limitations.”

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

c. Policy Review Schedule

- i. November 13, 2024 3.H Emergency Executive Succession
- ii. December 11, 2024 3.I Board Awareness and Support
- iii. January 22, 2025 3.D External Financial Condition & Activities
- iv. February 26, 2025 3.C Treatment of Faculty/Staff/Volunteers
- 3.D Internal Financial Condition and Activities
- v. March 12, 2025 1.1 Graduation Rate
- 1.2 Post Secondary Readiness (3E's)
- 3.B Treatment of Parents/Guardians
- 1.4 School Social Emotional Learning Dashboard (Good Humans)
- 3.G Compensation & Benefits
- vi. April 23, 2025 3.E Asset Protection
- vii. May 28, 2025 3.A Treatment of Students/Public
- viii. June 11, 2025 3.F Financial Planning/Budgeting
- ix. August 27, 2025 3.0 Global Executive Constraint
- x. September 24, 2025 1.3 School Academic Dashboard
- 3.J Charter Schools
- xi. October 22, 2025 3.D Financial Condition & Activities Internal

12. PROCLAMATION RECOGNIZING NOVEMBER 18-22, 2024 AS AMERICAN EDUCATION WEEK

President Green

The Board will consider approving Proclamation Number Two 2024-2025 recognizing November 18-22, 2024 as American Education Week.(Enclosure)

The Proclamation may be read at this time.

Recommended Motion: "Move to approve Proclamation Number Two 2024-2025 as presented."

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

President Green

13. BOARD OF EDUCATION DIRECTOR DISTRICT 6 VACANCY

President Green

The Board of Education may discuss the Director District 6 vacancy process and timeline.

14. SCHEDULE OF MEETINGS

November 13, 2024 5:30 p.m. Study Session
 7:00 p.m. Regular Meeting
 Lois Lesser Board and Conference Room
 1850 Egbert Street, Suite 120
 Brighton, CO 80601
 **Note: Only regular meeting of the month due to fall break.

December 5-8, 2024 Colorado Association of School Boards Conference (CASB)
 The Broadmoor
 1 Lake Avenue
 Colorado Springs, CO 80906

December 11, 2024 5:30 p.m. Study Session
 7:00 p.m. Regular Meeting

Lois Lesser Board and Conference Room
1850 Egbert Street, Suite 120
Brighton, CO 80601

**Note: Only regular meeting of the month due to winter break.

15. BOARD MEETING EVALUATION

The next quarterly meeting evaluation will occur at the December 11, 2024 meeting. Director Thomas will present the evaluation. This will bring the evaluation schedule to the regular December, March, June and September schedule.

16. CLOSING COMMENTS

17. ADJOURNMENT

Date of Notice: November 7, 2024

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

**BOARD OF EDUCATION
27J SCHOOLS**

**October 23, 2024
Study Session Minutes**

Dinner was provided.

1. Call to order: 6:17 p.m.

Director Carbajal, Director Conn, Director Green, Director Thomas, and Director Trujillo, were present for the entire study session. Director Wilhelm was absent from the entire study session.

2. Linkage Meeting with Community Partners Debrief

- A. What did we learn?

- B. What do we have questions about?

- C. What recommendations/advice would you give to the superintendent?

3. Agenda Review

4. Adjourn: 6:45 p.m.

**BOARD OF EDUCATION
27J SCHOOLS**

**October 23, 2024
Regular Meeting Minutes**

A livestream link was available at www.sd27j.org

1. CALL TO ORDER: 7:02 p.m.

2. PLEDGE OF ALLEGIANCE

Director Carbajal, Director Conn, Director Green, Director Thomas, Director Trujillo, and Director Wilhelm were present for the entire regular meeting.

3. COMMITMENT TO GOVERNING STYLE

Director Green read the following statement: The Board will govern lawfully, observing Policy Governance principles, with an emphasis on (a) outward vision rather than internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of Board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) governing proactively rather than reactively.

4. APPROVAL OF AGENDA

Motion by Director Carbajal, seconded by Director Wilhelm move to approve the agenda dated October 23, 2024 as presented. Roll Call Vote: all ayes

5. BOARD OF EDUCATION RECOGNITIONS

- a. Director Conn, along with the Board of Education members congratulated Director Tom Green as the 2024 winner for the Colorado Association of School Boards (CASB) McGuffey Award. Director Green is a dedicated and hardworking Board member and very deserving of this honor. The McGuffey Award is named after the McGuffey Readers which were first published in 1836. After the Civil War they were standard schoolbooks in 37 states. The McGuffey Readers were a series of seven books with stories and poems that not only taught kids reading and grammar, but also helped them to develop good qualities. It was one of the most widely used and influential textbooks of its time in transferring not only knowledge but also certain virtues required to fulfill the responsibilities of citizenship in a free society. The CASB McGuffey Award has been designed to honor that unique board member whose committed and passionate service is fueled by both the head and the heart.
- b. The Board of Education recognized the following staff and community member as recipients of the 27J Believer Award – Best Treats in the Building:

Classified Staff:

Leslie Baca – Executive Assistant Communications Department

Pedro Delgado – Custodian at Innovations & Options

Katrina Lincoln – Special Education Paraprofessional at West Ridge Elementary
Jaylene Maes – Health Paraprofessional/Aide at Northeast Elementary

Certified Staff:

Kevin Levitt – School Counselor at Innovations & Options
Joshua Kellison – STEAM Teacher at Southeast Elementary
Judd Farnier – Teacher/Program Lead at Riverdale Ridge High School
Sarah Mooney – School Psychologist at Padilla Elementary School
Autumn Hartley – Media Arts Teacher at Prairie View High School
Katelyn Ryan – 1st Grade Teacher at Southeast Elementary School

Group:

Prairie View High School Campus Monitors – Marissa Serna, Erika Reyes-Minora, Nicholas Rutherford, Mason Ursetta, Josh Kelley, Ayden Grace

Volunteer:

Fernanda Gallegos – Parent Volunteer at Southeast Elementary

A reception occurred at 7:32 p. m.to honor the winners.

The meeting reconvened at 7:42 p.m. The Board members that were previously present remained present.

6. 2021 BOND OVERSIGHT COMMITTEE PRESENTATION

The Board of Education was presented with a report from the 2015/2021 Bond Oversight committee. Chairperson Troy Whitmore presented the report.

Motion by Director Thomas, seconded by Director Trujillo to accept the report from the 2015/2021 Bond Oversight committee as presented. Roll Call Vote: all ayes

7. 2022 MILL LEVY OVERRIDE OVERSIGHT COMMITTEE PRESENTATION

The Board of Education was presented with the report from the 2022 Mill Levy Override Oversight committee. Co-Chairperson Michael Kouba presented the report.

Motion by Director Thomas, seconded by Director Wilhelm move to accept the report from the 2022 Mill Levy Override Oversight committee as presented. Roll Call Vote: all ayes

8. STUDENT ADVISORY COUNCIL MONTHLY REPORT

Members of the student advisory council presented information regarding school activities.

9. SUPERINTENDENT’S REPORT

Superintendent Will Pierce reported on activities throughout the District.

10. MATTERS OF PUBLIC COMMENT

Name	In/Out of District	Topic
Janine Runfola	In District	Dyslexia
Jamie Dodero	In District	Dyslexia

11. CONSENT AGENDA

Motion by Director Thomas, seconded by Director Conn to approve the consent agenda as presented. Roll Call Vote: all ayes

- a. Approval of Board of Education minutes dated September 25, 2024 Study Session and Regular Meeting, and October 9, 2024 Linkage and Regular Meeting
- b. Approval of personnel items on memorandum dated October 16, 2024

12. GOVERNANCE PROCESS THAT SUPPORTS OUR GLOBAL GOALS

- a. Ownership Linkage – Members: Director Carbajal and Director Conn: Director Carbajal reported that the meeting with the 27J Community Partners was a great meeting, and well attended. The committee is excited about the next meeting in January 2025. The potential group may be families that are new to 27J.
- b. Board Education – Members: Director Conn and Director Thomas: No report
- c. Board Committees
 - i. Facility Planning Advisory Committee – Member: Director Green: Director Green reminded the group about the Talon Ridge groundbreaking ceremony on November 2, 2024.
 - ii. Capital Facility Fee Foundation – Members: Director Conn, Director Green, and Director Trujillo: No meeting has occurred since the last Board of Education meeting.
 - iii. Rocky Mountain Risk – Member: Director Carbajal: No report
 - iv. The 27J Believers – Members: Director Green and Director Thomas: Director Thomas reported that awards were distributed at tonight’s meeting to a great group of winners. The committee is planning the next topic.
 - v. Commerce City and School District 27J Use Tax Committee – Members: Director Green and Director Wilhelm: No meeting has occurred since the last Board of Education meeting.
 - vi. 2015/2021 Bond Oversight Committee – Members: Director Green and Director Thomas: The Board received a report at tonight’s meeting. Director Green enjoyed the presentation.
 - vii. 2022 Mill Levy Override Oversight Committee – Members: Director Thomas and Director Wilhelm: The Board received a report at tonight’s meeting.
 - viii. Brighton Youth Commission – Member: Director Trujillo: No meeting has occurred since the last Board of Education meeting.
- d. Other Matters of Information for the Board: Director Thomas provided a report about the Colorado Association of School Boards (CASB) Fall Conference. Some topics included a possible tight budget for next year, the funding for universal preschool is still being negotiated, and 80% of students rely on schools for their mental health resources. She thanked the Board for the opportunity to attend.

13. 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 Stacey Yoshimoto presented the Expectation of the Board Report through 3.D Financial Condition & Activities.

Motion by Director Trujillo, seconded by Director Wilhelm to accept the Expectations of the Board Report through 3.D Financial Condition & Activities as conveying reasonable interpretation of the executive limitations. Roll Call Vote: all ayes

- c. Policy Review Schedule

- | | |
|------------------------|---|
| i. October 23, 2024 | 3.D Financial Condition & Activities Internal |
| ii. November 13, 2024 | 3.H Emergency Executive Succession |
| iii. December 11, 2024 | 3.I Board Awareness and Support |
| | 3.D External Financial Condition & Activities |
| iv. January 22, 2025 | 3.C Treatment of Faculty/Staff/Volunteers |
| | 3.D Internal Financial Condition and Activities |
| v. February 26, 2025 | 1.1 Graduation Rate |
| | 1.2 Post Secondary Readiness (3E's) |
| | 3.B Treatment of Parents/Guardians |
| vi. March 12, 2025 | 1.4 School Social Emotional Learning Dashboard
(Good Humans) |
| | 3.G Compensation & Benefits |
| vii. April 23, 2025 | 3.E Asset Protection |
| viii. May 28, 2025 | 3.A Treatment of Students/Public |
| ix. June 11, 2025 | 3.F Financial Planning/Budgeting |
| x. August 27, 2025 | 3.0 Global Executive Constraint |
| xi. September 24, 2025 | 1.3 School Academic Dashboard |
| | 3.J Charter Schools |

14. RESOLUTION OF OPPOSITION TO 2024 PROPOSED COLORADO AMENDMENT 80

The Board of Education considered approving Resolution Number Four 2024-2025 in opposition to proposed Colorado Amendment 80.

The motion was read by Director Thomas.

Motion by Director Thomas, seconded by Director Trujillo to approve Resolution Number Four 2024-2025 as presented. Director Carbajal, yes, Director Conn, no, Director Green, yes, Director Thomas, yes, Director Trujillo, yes, and Director Wilhelm, yes. Motion passed by majority.

15. SCHEDULE OF MEETINGS

Canceled - October 29, 2024 5:30 p.m. 5th Tuesday – Joint Meeting with City Council Members
27J Schools to Host
Lois Lesser Board and Conference Room
1850 Egbert Street, Suite 120
Brighton, CO 80601

November 6, 2024 6:00 p.m. Director District 6 Candidate Interviews
(Dinner at 6:00 p.m. Interviews will start at 7:00 p.m.)
Lois Lesser Board and Conference Room
1850 Egbert Street, Suite 120
Brighton, CO 80601

November 13, 2024 5:30 p.m. Study Session
7:00 p.m. Regular Meeting
Lois Lesser Board and Conference Room
1850 Egbert Street, Suite 120
Brighton, CO 80601
**Note: Only regular meeting of the month due to fall break.

December 5-8, 2024 Colorado Association of School Boards Conference (CASB)
The Broadmoor
1 Lake Avenue
Colorado Springs, CO 80906

December 11, 2024 5:30 p.m. Study Session
7:00 p.m. Regular Meeting
Lois Lesser Board and Conference Room
1850 Egbert Street, Suite 120
Brighton, CO 80601
**Note: Only regular meeting of the month due to winter break.

16. BOARD MEETING EVALUATION

Director Conn presented the quarterly meeting evaluation.

Note: The June meeting evaluation was presented in August, so this presentation now aligns the quarterly evaluations.

17. CLOSING COMMENTS: None

18. ADJOURNMENT: 9:18 p.m.

Board Meeting of: November 13, 2024

Subject: Revision to Board Policy 2.D Board Officers and Meeting Conduct adding a provision for retention of meeting recordings

Status: Action

Time Needed: 10 Minutes

PERTINENT FACTS:


- The Board of Education secretary maintains written minutes and audio recordings of all regular and special meetings.
- Per CRS 22-32-108(5)(c) the Board shall institute a policy requiring at the minimum, retaining recordings of Board meetings made pursuant to the subsection (5) for a minimum of 90 days. Current procedure is to destroy recordings immediately after 90 days.
- During COVID restrictions, the Board of Education meetings occurred virtually and a livestream of the meetings were provided for the public to observe in real time due to transparency and open meeting requirements. A recording of the livestream was created through that process, and remains on the YouTube Channel platform.
- When COVID restrictions were lifted, in-person meeting resumed, and the livestream option continued for convenience to the District's community, but not as a requirement.
- Melissa Barber from Caplan and Earnest recommends that the livestream recordings be destroyed immediately after 90 days to be consistent with the audio recordings the Board secretary maintains.

Board Policies and/or Relating to Item:


CRS 22-32-108 (5) (c) – Meetings of the Board of Education Legislative Content

Board Policy 2.D Board Officers and Meeting Conduct

Originator: Lynn Ann Sheats



27J-SCHOOLS
GOVERNING POLICY OF
THE BOARD OF EDUCATION



Policy 2.D – BOARD OFFICERS & MEETING CONDUCT
Date Adopted: January 27, 2009
Revised: May 22, 2012, May 26, 2015, September 26, 2017, April 14, 2020, December 14, 2022 → *Governance Process*

The Board President assures the integrity of the Board’s process.

Accordingly:

1. The President is to see to it that the Board behaves consistently with its policies and those legitimately imposed upon it from outside the organization.
 - a) Meeting discussion content will include only those issues that clearly (according to Board policy) belong to the Board to decide, consider or to monitor.
 - b) Information that is for neither monitoring performance nor board decisions will be avoided or minimized and always noted as such.
 - c) Deliberation will be fair, open, thorough, timely, orderly, and kept to the point.
2. The President is authorized to make decisions consistent with the Board’s Governance Process and Board/Management Delegation policies, with the exception of (a) employment/termination of the Superintendent, or (b) instances where the Board specifically delegates portions of this authority to others. The President is authorized to use any reasonable interpretation of these policies.
 - a) The President is empowered to preside at Board meetings with all of the commonly accepted power of that position, such as ruling and recognizing.
 - b) The President has no authority to make decisions about policies created by the Board within Goals and Management Limitations policy areas. Therefore, the President has no authority to supervise or direct the Superintendent.
 - c) The President may represent the Board to outside parties in announcing Board-stated positions and in stating decisions and interpretations within the area delegated to her or him.
 - d) The President may delegate this authority but remains accountable for its use.
 1. The Vice President will assume the responsibility of the Board President stated in Board Policy 2.D upon the absence of the Board President. The Vice President will assist the President in new board member training and mentorship. The President will delegate authority to the Vice President but will remain accountable for its use.
 - e) The President will appoint Board members to serve on Board Committees and as Chair of such committees, except where specified otherwise in Board policies.

3. The President shall be responsible for affecting a leadership plan to orient members of the Board to the roles of the President and Vice President of the Board prior to their election to such positions.
4. The Board Secretary is an ex-officio officer of the Board whose purpose is to ensure the integrity of the Board's documents.
 - a) The Secretary's job is to see to it that all Board documents and filings are accurate and timely.
 - b) Board Policies will be kept in a clear, well organized, and current format.
 - c) The Secretary has authority to access and maintain control over Board documents, and the use of staff time as necessary to fulfill the duties outlined above.
 - d) The Secretary will see to the following:
 1. full and timely notice is given to the public of any meeting at which the adoption of any proposed policy or formal action shall occur or at which a quorum of the Board is expected to attend. Normally regular Board meetings are scheduled on the fourth Tuesday of each month.
 2. dates of regular meetings of the Board shall be provided in annual announcements and made available in printed form and electronic form to the news media and public.
 3. the agenda for all regular meetings shall be posted on designated bulletin boards in the administration, school, and other buildings where employees are assigned prior to the time of the meeting. The agenda shall be made available upon request.
 4. cause notice of special meetings, community linkage meetings and study meetings to be posted at the designated public place in the Lois Lesser Board and Conference Room no less than 24 hours prior to the meeting. This notice shall include specific agenda information where possible.
 5. written notification of all special/rescheduled meetings shall be sent to the news media sufficiently in advance for the public to be notified when feasible.
 6. an agenda with appropriate enclosures shall be prepared and sent electronically to each Board member by the superintendent together with the minutes of the previous meeting. These shall reach Board members at least 24 hours before the meeting time and, if mailed, no later than 72 hours prior to the hour set for the meeting.
5. The Board Treasurer is an ex-officio officer of the Board whose purpose is to ensure the financial integrity of the Board's accounts. The treasurer shall execute a bond in such sum as directed by the Board. The cost of such bond shall be paid by the district. He/she shall perform, or cause to be performed, the duties as prescribed by law.
 - a) The Treasurer's job is to see to it that all Board transactions are conducted in a fiscally responsible manner, following all accepted standard business practices.
 - b) The Treasurer has authority to expend and receive funds on behalf of the board and as directed.
 - c) The position of Board Treasurer will be filled by the sitting Chief Financial Officer.

6. Meetings

All meetings of a quorum or of three or more members of the Board, whichever is fewer, at which any public business may be discussed or any formal action taken shall be open to the public at all times except for periods in which the Board is in executive session.

Regular Meetings

Regular meetings of the Board shall be held at 7:00 p.m. on the fourth Wednesday of each month in the Lois Lesser Board and Conference Room or at a site designated by the Board of Education.

Special Meetings

Special meetings of the Board may be called by the Board President at any time and shall be called upon the written request of a majority of the members.

Any member may waive notice of a special meeting at any time before, during or after such meeting, and attendance thereat shall be deemed to be a waiver.

No business other than that stated in the notice of the meeting shall be transacted unless all members are present and agree to consider and transact other business.

Regular Study Session

The Board, as a decision-making body, is confronted with a continuing flow of problems, issues and needs which require action. While the Board is determined to expedite its business, it also is mindful of the importance of planning, brainstorming and thoughtful discussion without action. Therefore, from time to time the Board may schedule work/study session, which shall be open to the public, in order to provide its members and the executive staff with just such opportunities. Topics for discussion and study shall be announced publicly.

Community Linkage Meetings

Community Linkage meetings with specified groups shall be held at least quarterly in the Lois Lesser Board and Conference Room or at a site designated by the Board of Education.

7. Executive Session

All regular and special meetings of the Board shall be open to the public except that at any regular or special meeting the Board may proceed into executive session upon a majority vote of two-thirds of the quorum present.

The Board shall not make final policy decisions nor shall any resolution, policy or regulation be adopted or approved nor shall any formal action of any kind be taken during any executive session.

The Board may hold an executive session for the sole purpose of considering any of the following matters.

- a) Purchase, acquisition, lease, transfer or sale of any real, personal or other property. However, no executive session shall be held to conceal the fact that a member of the Board has a personal interest in such property transaction.
- b) Conferences with an attorney for the purpose of receiving legal advice on specific legal questions. The mere presence or participation of an attorney at an executive session shall not be sufficient to satisfy this requirement.
- c) Matters required to be kept confidential by federal or state law or regulations.
- d) Specialized details of security arrangements or investigations.
- e) Determination of positions relative to matters that may be subject to negotiations, development of strategy for negotiations and instruction of negotiators.
- f) Personnel matters except if an employee who is the subject of an executive session requests an open meeting. If the personnel matter involves more than one employee, all of the employees must request an open meeting.

The Teacher Employment, Compensation and Dismissal Act shall prevail in teacher dismissal hearings. (It provides that a dismissal hearing shall be open unless either the administration or employees requests the hearing be closed.)

- g) Consideration of any documents protected under the mandatory nondisclosure provision of the Open Records Act.
- h) Discussion of individual students where public disclosure would adversely affect the person or persons involved.

Prior to convening in executive session, the Board president shall announce the general topic of the executive session which shall be reflected in the minutes. Only those persons invited by the Board may be present during any executive session.

8. Except as otherwise specified by state law or Board policies pertaining to its own operating procedures, the Board shall operate by the rules prescribed in Robert's Rules of Order, Newly Revised.
9. All voting shall be by roll call, with each member present voting "Aye" or "No" alphabetically. However, election of the president and vice president may be by secret ballot.

A member may abstain from voting only if excused by the Board for good cause.

A Board member who has a personal or private interest in any proposed or pending matter which presents a conflict of interest in accordance with Board policy shall disclose such interest and shall not vote unless his/her participation is necessary to obtain a quorum or otherwise enable the Board to act. Under such circumstances, the member shall comply with the voluntary disclosure requirements set out in state law.

To pass, any motion must be approved by a majority of the members present except as state law or policies of this Board may require a majority of full membership.

10. Official minutes of the meetings of the Board of Education constitute the written record of all proceedings of the Board. Therefore, the minutes shall include:
 - a) The nature of the meeting, whether regular or special; time and place; members present; approval of the minutes of the preceding meeting or meetings.
 - b) A record of all actions taken by the Board, the motion, the name of the member making the motion and seconding it; the record of the vote, with the vote of each member recorded. Reports and documents related to a formal motion may be omitted if they are referred to by title and date.
 - c) A record of all business that comes before the Board through reports of the superintendent and others and through communications from the staff and the public.
 - d) The names of all persons who speak before the Board and the topic of their remarks.
 - e) A record that an executive session was held, including the names of those present and the topic for discussion in the executive session.
 - f) The record of adjournment.

The official minutes will be signed by the secretary, and following their approval, the official copy shall also be signed by the president of the Board of Education.

The official minutes shall be in the custody of the secretary to the Board and shall be made available to the public at the administrative offices of the district upon request during normal office hours.

11. A recording shall be made of regular and special meetings, and executive sessions as required by law and at a minimum, shall be an audio recording. When possible a livestream of the regular and special meetings will be available. Audio recordings and livestream recordings shall be maintained for 90 days.

12. Public Participation in Meetings

All regular and special meetings of the Board shall be open to the public. Because the Board desires to hear the viewpoints of citizens throughout the district and also needs to conduct its business in an orderly and efficient manner, it shall schedule one or more periods during each meeting for brief comments and questions from the public. The Board shall set a time limit on the length of this period and/or time limit for individual speakers.

Members of the public wishing to make formal presentations before the Board should make arrangements in advance with the superintendent so that such presentations may be scheduled on the agenda.

Comments and questions at a regular meeting may deal with any topic related to the Board's administration and governance of the district. Comments at special meetings must be related to the call of the meeting.

The Board president shall be responsible for recognizing all speakers, who shall properly identify themselves, for maintaining proper order, and for adherence to any time limits set.

13. Electronic Participation in School Board Meetings

Board members may attend and participate electronically in regular or special meetings of the Board in accordance with this policy and state law. For purposes of this policy, “electronically” shall be defined as attendance via telephone, videoconferencing, or other electronic means that enable the public to hear the comments made by the Board member(s) participating electronically and allow the Board member(s) to hear the comments made by the public.

Board members may attend and participate electronically in a regular or special Board meeting only when extenuating circumstances prevent the Board member from physically attending the meeting. For purposes of this policy, “extenuating circumstances” means a Board member’s job or military service requires the member to be outside of the district at the time of the meeting, inclement weather that prevents the Board member from traveling to the location of the meeting, acute illness that prevents the Board member from physically attending the meeting or the Board president or, in his or her absence or inability, the vice-president, determines and announces in the notice of the meeting that public health, safety or welfare considerations warrant Board member participation electronically.

A meeting at which Board members attend and participate electronically shall be open to the public, except for periods in which the Board is in executive session as authorized by law. A quorum of the Board may be established by a sufficient number of members being present at the meeting either physically or electronically.

Board member(s) participating electronically shall have real-time access to any materials that are presented and made available to Board members who physically attend the meeting. A Board member participating electronically may vote and will be included in the recording of the Board meeting.

Except in the case of extenuating circumstances declared for public health, safety or welfare considerations, a Board member who seeks to attend and participate electronically in a Board meeting shall notify the Board president and superintendent at least one week prior to the meeting and shall explain the extenuating circumstances that prevent the Board member from physically attending the meeting. If such notification is not possible, the Board member shall notify the Board president and superintendent as soon as is reasonably possible of the request to attend electronically. The Board president or, in his or her absence or inability, the vice-president, is delegated the authority to consider and approve the request, subject to review by the Board members who are in attendance physically or electronically at the meeting if the request for attendance electronically is denied.

If the request is approved, a Board member who attends and participates electronically shall make a statement at the meeting, identifying the location from which the Board member is participating, those present, and the extenuating circumstances that prevented the Board member from physically attending the meeting. If the Board convenes in executive session, the Board member attending and participating by electronic means shall ensure confidentiality during that portion of the meeting.

Except for meetings that the Board president determines should be held electronically due to extenuating circumstances as described above, a Board member may attend and participate electronically in a maximum of two Board meetings per calendar year. Unless otherwise approved by the Board, additional requests to attend and participate electronically will be denied. In accordance with state law, the Board shall declare a vacancy if a Board member fails to attend three consecutive regular Board meetings, unless the Board member’s absence is otherwise excused by the Board.

A Board member's failure to comply with this policy may result in the Board's refusal to allow the member to participate electronically in Board meetings.



**GOVERNING POLICY OF
THE BOARD OF EDUCATION
Policy 4.E – MONITORING SUPERINTENDENT PERFORMANCE**

(Accepted 8-24-10)

Management Limitations
3.H Emergency Executive Succession

To: Board of Education

From: Will Pierce, Superintendent

Re: Expectations of the Board Report – Management Limitations – 3.H Emergency Executive Succession

I hereby present my Expectations of the Board Report on our Management Limitations – 3.H Emergency Executive Succession, in accordance with the monitoring schedule as set forth in Board policy. I certify the information in this report is true. (Separate Enclosure)

Signed:

A handwritten signature in black ink, appearing to read 'Will Pierce', written in a cursive style.

Date: November 13, 2024

Will Pierce
Superintendent
27J Schools

**27J SCHOOLS
BOARD OF EDUCATION
PROCLAMATION NUMBER TWO
2024-2025**

American Education Week

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they'll need to maintain our nation's precious values of freedom, civility, and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees – be they teachers, substitute teachers, paraprofessionals, and department staff that work in transportation, nutrition services, custodial, office, technology, communications, finance, safety and security, student achievement, intervention services, human resources, construction, planning and operations – work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise;

NOW, THEREFORE, the Board of Education of 27J Schools does hereby proclaim the week of November 18 - 22, 2024 as the annual observance of AMERICAN EDUCATION WEEK.

PROCLAIMED AND PASSED THIS 13th day of November 2024.

BRIGHTON, COLORADO

27J SCHOOLS

By: _____
Tom, President
Board of Education

ATTEST:

By: _____
Lynn Ann Sheats, Secretary
Board of Education

	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
1.2 - Post Secondary Readiness (3E's)	Internal	Annually	February
3.B - Treatment of Parents/Guardians	Internal	Annually	February
3.G - Compensation & Benefits	Internal	Annually	March
1.4 – School SEL Dashboard (Good Humans)	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 (Remained in June due to State Budgeting Timeline 2024)
3.0 - Global Executive Constraint	Internal	Annually	August
1.3 –School Academic Dashboard	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