Strasburg School District 31-J

Agenda

SCHOOL DISTRICT BOARD OF EDUCATION
Regular Meeting
May 12, 2025 6:00 PM

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/9805 7290855
Meeting ID: 980 5729 0855

Mission Statement (Policy AD):
Strasburg 31J will develop resourceful, responsible, and resilient engaged citizens who are empowered in a safe learning environment for all to achieve their full potential in an evolving world.

Board of Education

Michael Marrero, President

Diana Elliott, 1st Vice President

Daymon Johnson, 2nd Vide President

Mary O'Malley, Secretary

Gema Gomez, 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 Meeting
Michael Marrero
a. Roll Call
b. Pledge of Allegiance
c. Adoption of the Minutes
d. Adoption of the Agenda

II. Board of Education Statement

III. Celebrations
Kelle Bongard
a. Oklahoma!
b. Construction Class Project
c. ELL Program Success
d. Teacher Appreciation Week
e. Employee Service Pins
f. SAFER Grant Update
g. CDE Audit

IV. Public Participation/General
Michael Marrero
a. Matt Vance
b. Courtney Vance
c. Robyn Handy

V. Old Business

VI. New Business
a. March 2025 Financial Update
b. 2025-2026 Budget Discussion

VII. Board Reports/Discussion
a. Board Feedback
Michael Marrero
b. Legislative and Colorado Association of School Boards
Diana Elliott
c. District Accountability Committee
Mary O'Malley
d. East Central Board of Cooperative Educational Services
Diana Elliott
e. Chamber of Commerce
Michael Marrero

VIII. Superintendent Report/Discussion
Kelle Bongard
a. ICC Update
b. SNAP Council Land Acknowledgement
c. 2025-2026 Goals
d. Policy Update: AC R-3 (Title IX)
e. Family Survey's

IX. Adoption of Consent Agenda
a. Personnel Matters Contract/Letter of Assignments – New Hires/Renewals
- Josie Hemphill- MS English
- Shayla Franklin- 2nd Grade
- Catherine Ellis- Kinder
- Amanda Beals- MS English
- Aurora Estrada-Bustillos- 2nd Grade
- Diana Flores- SES Front Office Paraprofessional
- Courtney Manahan- MS Head Volleyball Coach
- Maria Pedraza Malagon- Custodian
- Sharron Rutz- 3rd Grade
- Michelle Farhner- Elementary Special Education Paraprofessional

- Meranda Long- Elementary Paraprofessional
- Sara Iannone- Elementary Paraprofessional
- Gina Baker- Middle School Counselor
- Jordan Myrick- HS English
- Esther Aldana- 1st Grade
- John Ricks- Middle and High School Music Teacher

b. Personnel Matters Contract/Letter of Assignments – Reassignments
    - Erin Seibel- Elem Art Teacher
    - Jodie Archuleta- 1st Grade
    - Dawna Miller- ELL Coordiantor/Distict Assessment Coordinator
    - Jasel Estrada- Elementary ELL Teacher
    - Desiree Keyworth- Elementary Special Education Teacher
    - Riley Blagg- 3rd Grade

c. Personnel Matters Contract/Letter of Assignments – Terminations/Resignations/Non-Renewals
    - Rosalba Sanchez- Custodian
    - Alexis Trujillo- 3rd Grade & Hs Asstistant Volleyball Coach
    - Tori Showman- Elementary Special Education Paraprofessional
    - Kea Mullarky- High School Special Education Teacher
    - Damaris Sierra Canales- HS Paraprofessional
    - Rebecca Matthews- Kindergarten
    - Christina Spence- Middle School Paraprofessional

d. Approve ELA Curriculum and Expense Allocation

e. 2025-2026 Salary Schedule

f. Policy Update: AC-R3 (TItle IX)

X. Calendar Review

a. Meeting Times and Dates Review

b. Future Agenda Topics

XI. Adjournement

Shed Specifications

9' X 12' With Loft (9' wide X 4' deep X 4 ½ ' high)

Double Front Door: 7' high X 5' wide

Asphalt Shingles

Smart Side Siding

Has electrical outlets and lights with electrical hookup

Tan with White Trim

Minimum bid: $3,500

Strasburg School District 31J
Quarterly Financial Statements
Fiscal Year 2024-25

March 31, 2025

Strasburg School District 31J
2102 Wagner Street
Strasburg, Co. 80136

Kelle Bongard
Superintendent

Nancy Taylor
Chief Financial Officer

Unaudited for management use only.

Strasburg School District 31J

Quarterly Financial Summary

Table of Contents

March 31, 2025

I. Financial Section

General Fund 3

Food Service Fund (21) 7

Bond Redemption Fund (31) 10

Building Fund (41) 13

Capital Reserve Fund (43) 16

Pupil Activity Fund 19

Strasburg School District 31J
Quarterly Financial Summary
General Fund
March 31, 2025

	FY 24-25 THIRD QUARTER				FY 24-25 YEAR-TO-DATE				FY 23-24 3rd Quarter	Footnotes
	3rd Quarter Actual	1/4 x Annual Budget (1)	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used	QTD Actual	
Revenues										
Local Revenue	1,424,248	1,157,964	266,284	123.00%	7,130,871	4,631,855	2,499,016	153.95%	1,494,590	(2)
Intermediate Sources	0	89	(89)	0.00%	665	357	308	186.33%	0	
State Revenue	2,384,225	2,620,587	(236,362)	90.98%	9,958,103	10,482,349	(524,245)	95.00%	2,385,588	
Federal Revenue	39,899	27,288	12,611	146.21%	192,147	109,151	82,996	176.04%	6,584	(3)
Allocations	0	(540,000)	540,000	0.00%	0	(2,160,000)	2,160,000	0.00%	0	
Total Revenues	$ 3,848,372	$ 3,265,928	$ 582,444	117.83%	$ 17,281,786	$ 13,063,711	$ 4,218,075	132.29%	$ 3,886,761	
Expenditures by Program										
Instructional Services	2,230,405	2,236,088	5,683	99.75%	5,903,797	8,944,354	3,040,557	66.01%	2,082,601	
Pupil Services (2100)	305,261	249,504	(55,757)	122.35%	759,328	998,015	238,687	76.08%	285,128	
Instr. Staff Support (2200)	91,592	91,261	(331)	100.36%	264,799	365,042	100,243	72.54%	94,195	
General Administration (2300)	85,312	106,132	20,820	80.38%	284,829	424,527	139,698	67.09%	93,605	
School Administration (2400)	300,670	288,802	(11,868)	104.11%	916,383	1,155,208	238,825	79.33%	283,260	
Business Services (2500)	46,664	57,849	11,185	80.67%	138,792	231,397	92,605	59.98%	59,029	
Maintenance & Operations (2600)	434,579	527,587	93,008	82.37%	1,585,102	2,110,350	525,248	75.11%	496,428	
Transportation Services (2700)	185,275	149,066	(36,209)	124.29%	490,237	596,263	106,026	82.22%	152,024	
Central Services (2800)	128,304	128,187	(117)	100.09%	474,322	512,747	38,426	92.51%	111,590	
Other Services	0	39,310	39,310	0.00%	153,239	157,239	4,000	97.46%	0	
Total Expenditures	$ 3,808,063	$ 3,873,786	$ 65,723	98.30%	$ 10,970,829	$ 15,495,143	$ 4,524,314	70.80%	$ 3,657,860	
Other Financing Uses										
Transfers Out	0	0	0	N/A	0	0	0	N/A	0	
Total Other Financing Uses	$ -	$ -	$ -	N/A	$ -	$ -	$ -	N/A	$ -	
Income (Loss)	$ 40,309	$ (607,858)	$ 648,167		$ 6,310,957	$ (2,431,432)	$ 8,742,389	$ (3)	$ 228,901	
Audited/Estimated Fund Balance, Beginning of Year					6,072,753	6,072,753				
Fund Balance, End of Period					$ 12,383,710	$ 3,641,321	$ 8,742,389			

Footnotes:

(1) The quarterly budget column is only the annual budget divided by 4. Please keep in mind that while expenditures happen fairly evenly throughout the year, revenues are highly variable based on the property tax collection cycle and the timing of categorical and grant revenues.

(2) Property taxes primarily received in April and June.

(3) Timing of federal revenue payments for grants.

The General Fund is used to account for and report all financial resources that are not required to be accounted for and reported in another fund and is considered the main operating fund of the District.

Strasburg School District 31J
Quarterly Financial Summary
General Fund
March 31, 2025

	FY 24-25 THIRD QUARTER				FY 24-25 YEAR-TO-DATE				FY 23-24 3rd Quarter	Footnotes
	3rd Quarter Actual	1/4 x Annual Budget	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used	YTD Actual	
Expenditures by Object										
Salaries	2,050,784	2,071,342	20,558	99.01%	5,763,519	8,285,368	2,521,849	69.56%	2,013,429	
Employee Benefits	650,620	691,811	41,191	94.05%	1,867,434	2,767,243	899,809	67.48%	620,167	
Professional Services	99,796	102,863	3,067	97.02%	268,554	411,450	142,896	65.27%	71,063	
Property Services	165,725	148,911	(16,814)	111.29%	435,489	595,643	160,154	73.11%	134,788	
Other Services	603,252	461,261	(141,991)	130.78%	1,511,509	1,845,046	333,536	81.92%	493,932	
Supplies & Materials	229,069	332,913	103,844	68.81%	934,496	1,331,654	397,158	70.18%	254,620	
Capital Outlay	8,216	57,685	49,469	14.24%	164,265	230,739	66,474	71.19%	67,275	(1)
Other Objects	600	7,000	6,400	8.57%	25,563	28,000	2,437	91.30%	2,586	
Other Uses	0	0	0	N/A	0	0	0	N/A	0	
Total Expenditures	$ 3,808,063	$ 3,873,786	$ 65,723	98.30%	$ 10,970,829	$ 15,495,143	$ 4,524,314	70.80%	$ 3,657,860	

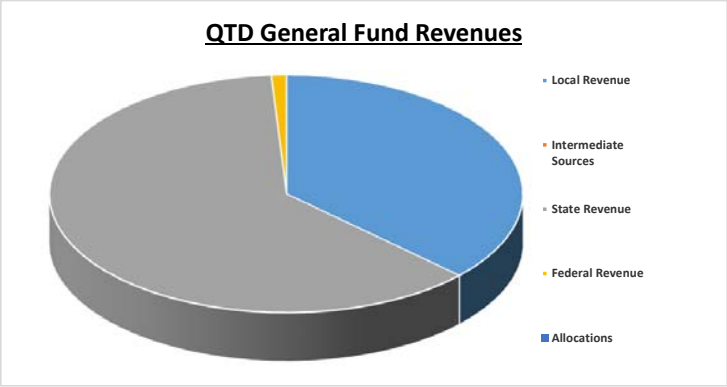
Footnotes:

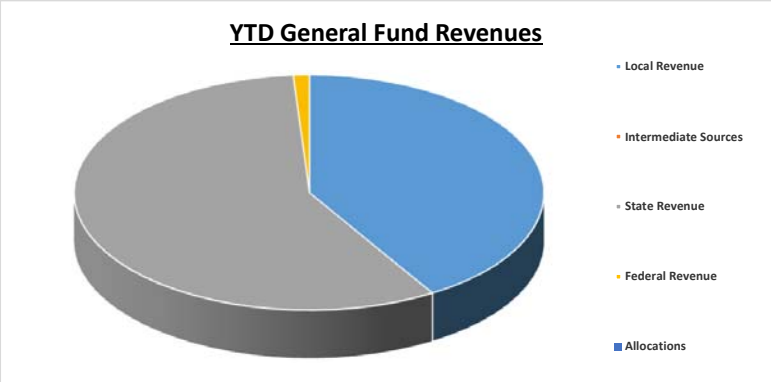
(1) Final payment for hail insurance claim.

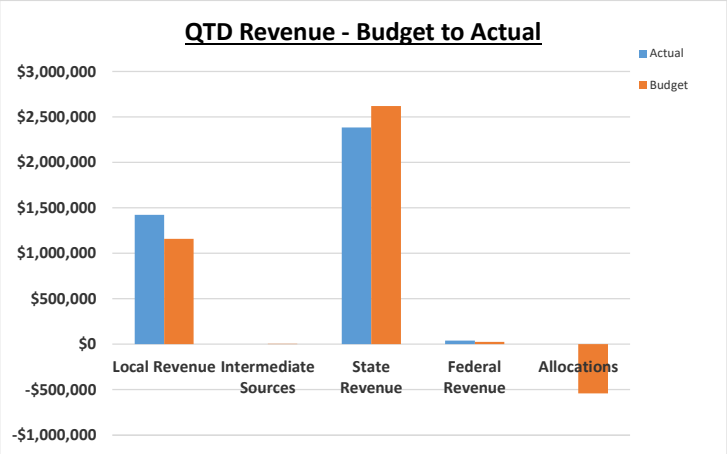
Strasburg School District 31J
Balance Sheet
General Fund
March 31, 2025

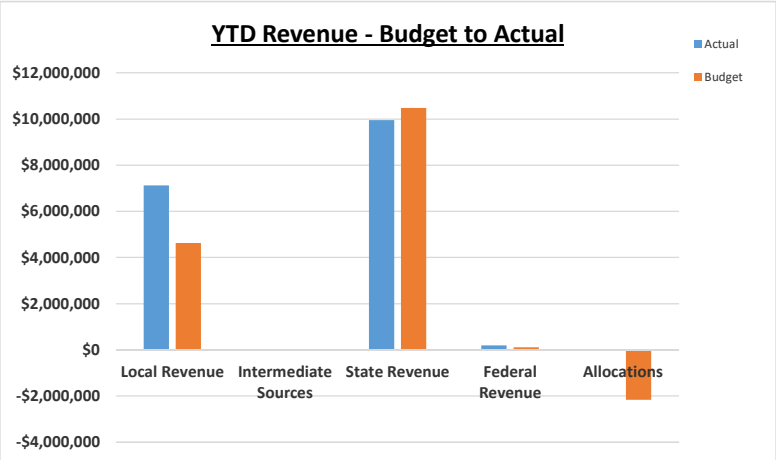
	FY 24-25	FY 23-24
Assets		
Cash and investments	$4,131,928	$5,220,826
Receivables	$75,268	$41,170
Prepaid expenses	$0	$0
Due from other Funds	$2,220,000	$147,480
Total Assets	**$6,427,196**	**$5,409,476**
Liabilities		
Accounts Payable	$64,611	$5,107
Accrued Salaries	$0	$0
Deferred Revenue	$34,017	$0
Due to other funds	$0	$0
Total Liabilities	**$98,628**	**$5,107**
Fund Equity		
Restricted	$528,000	$511,000
Unassigned	$5,800,567	$4,893,368
Total Fund Equity	**$6,328,567**	**$5,404,368**
Total Liabilities and Fund Equity	**$6,427,196**	**$5,409,475**

Strasburg School District 31J
Quarterly Financial Summary
General Fund
March 31, 2025





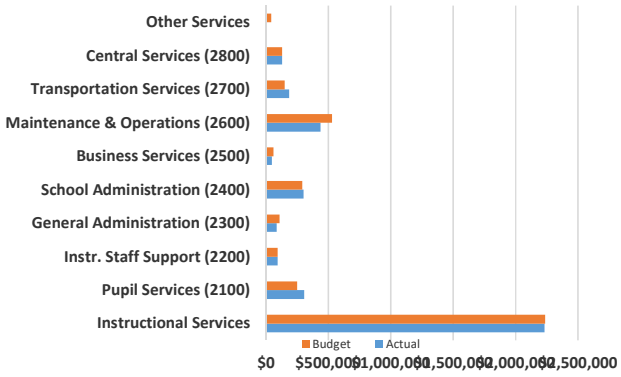




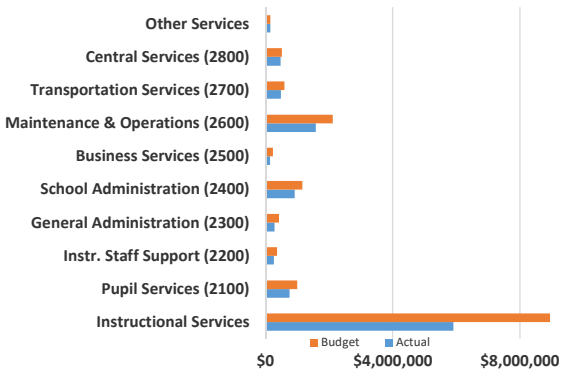
Strasburg School District 31J

Quarterly Financial Summary
General Fund
March 31, 2025

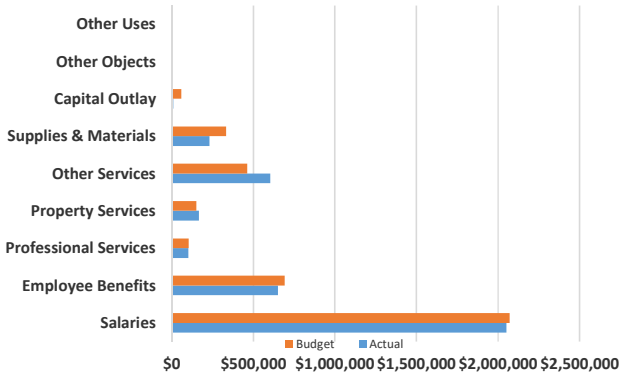
QTD Expenditures by Program



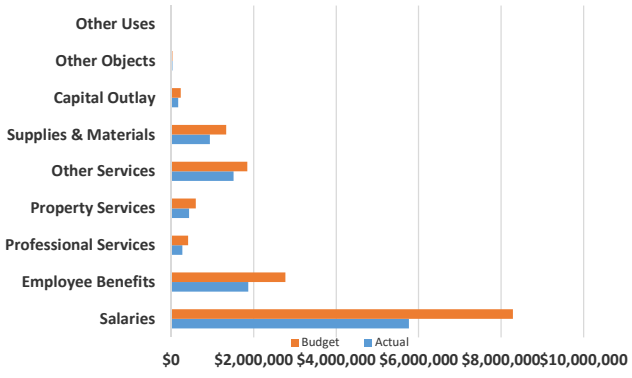
YTD Expenditures by Program



QTD Expenditures by Object



YTD Expenditures by Object



Strasburg School District 31J
Quarterly Financial Summary
Food Services Fund (21)
March 31, 2025

	FY 24-25 THIRD QUARTER				FY 24-25 YEAR-TO-DATE				FY 23-24 3rd Quarter	Footnotes
	3rd Quarter Actual	1/4 x Annual Budget (1)	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used	QTD Actual	
Revenues										
Local Revenue	8,536	7,700	836	110.86%	33,705	30,800	2,905	109.43%	10,962	
State Revenue	80,455	50,925	29,530	157.99%	358,766	203,700	155,066	176.12%	67,477	
Federal Revenue	137,089	91,443	45,646	149.92%	432,277	365,770	66,507	118.18%	63,311	
Allocations	0	25,000	(25,000)	0.00%	0	100,000	(100,000)	0.00%	0	
Total Revenues	$ 226,080	$ 175,068	$ 51,012	129.14%	$ 824,748	$ 700,270	$ 124,478	117.78%	$ 141,750	
Expenditures										
Salaries	58,777	54,794	(3,983)	**107.27%**	157,837	219,176	61,339	72.01%	52,650	
Employee Benefits	13,600	12,630	(970)	**107.68%**	36,566	50,520	13,954	72.38%	14,029	
Professional Services	706	300	(406)	**235.33%**	840	1,200	360	70.00%	19	
Property Services	0	750	750	0.00%	0	3,000	3,000	0.00%	0	
Other Services	0	0	0	**N/A**	0	0	0	**N/A**	0	
Supplies & Materials	103,099	123,766	20,667	83.30%	310,059	431,154	121,095	71.91%	144,145	
Equipment	0	0	0	**N/A**	0	0	0	**N/A**	0	
Other Objects	0	0	0	**N/A**	0	0	0	**N/A**	0	
Total Expenditures	$ 176,182	$ 192,240	$ 16,058	91.65%	$ 505,302	$ 705,050	$ 199,747	71.67%	$ 210,844	
Other Financing Uses										
Transfers Out	0	0	0	**N/A**			0	**N/A**		
Total Other Financing Uses	$ -	$ -	$ -	**N/A**	$ -	$ -	$ -	**N/A**	$ -	
Income (Loss)	$ 49,897	$ (17,172)	$ 67,069		$ 319,446	$ (4,780)	$ 324,226	-6683.35%	$ (69,094)	
Audited/Estimated Fund Balance, Beginning of Year					53,578	53,578				
Fund Balance, End of Period					$ 373,024	$ 48,798	$ 324,226			

Footnotes:

(1) The quarterly budget column is only the annual budget divided by 4. Please keep in mind that while expenditures happen fairly evenly throughout the year, revenues are highly variable based on the property tax collection cycle and the timing of categorical and grant revenues.

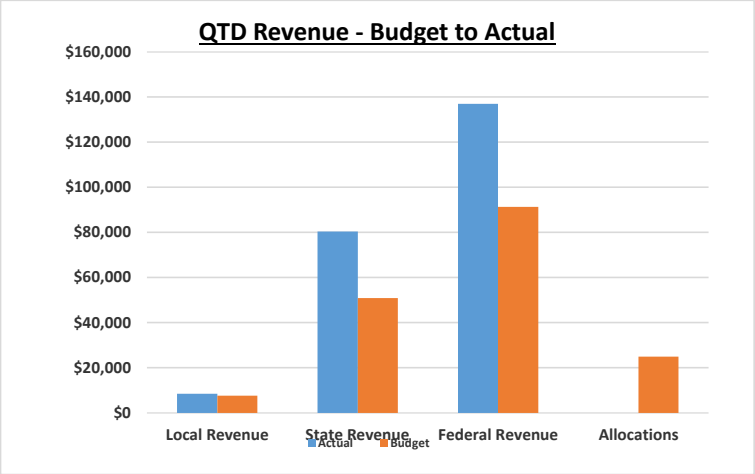
The Food Services Fund is a special revenue fund to record financial transactions related to nutrition services operations.

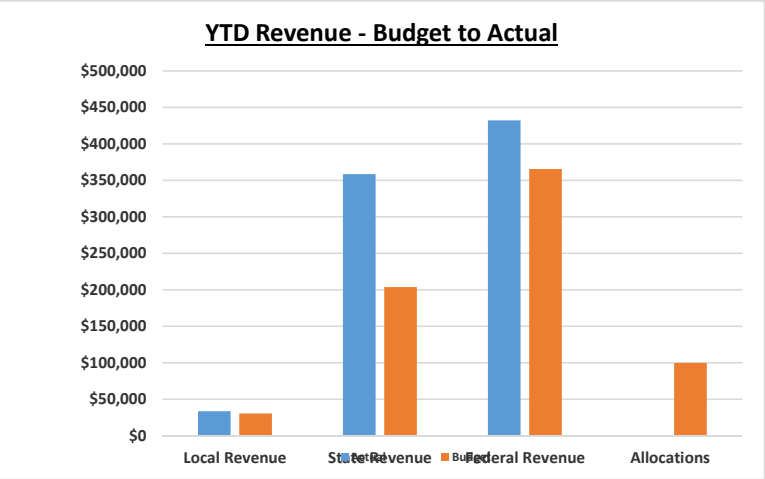
Strasburg School District 31J

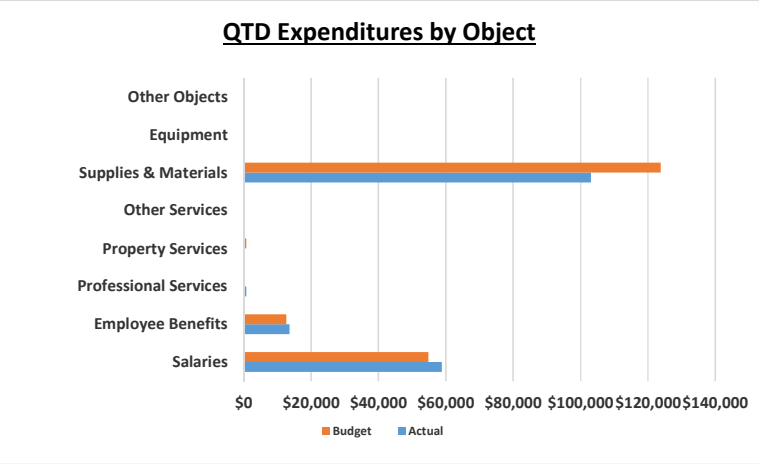
Balance Sheet
Food Services Fund (21)
March 31, 2025

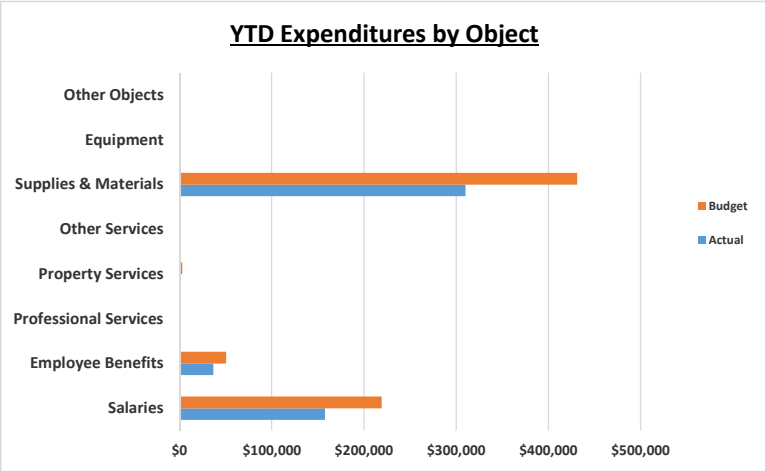
	FY 24-25	FY 23-24
Assets		
Cash and investments	$57,840	$51,318
Inventory	$17,870	$13,097
Prepaid expenses	$0	$0
Due from other funds	$63,114	$0
Total Assets	**$138,824**	**$64,415**
Liabilities		
Accounts Payable		
Accrued Salaries	$0	$0
Unearned Revenue	$0	$14,332
Due to other funds	$150,000	$147,480
Total Liabilities	**$150,000**	**$161,812**
Fund Equity		
Restricted	$17,870	$13,097
Unassigned	($29,046)	($110,494)
Total Fund Equity	**($11,176)**	**($97,397)**
Total Liabilities and Fund Equity	**$138,824**	**$64,415**

Strasburg School District 31J
Quarterly Financial Summary
Food Services Fund (21)
March 31, 2025









Strasburg School District 31J
Quarterly Financial Summary
Bond Redemption Fund (31)
March 31, 2025

	FY 24-25 THIRD QUARTER				FY 24-25 YEAR-TO-DATE				FY 23-24 3rd Quarter	Footnotes
	3rd Quarter Actual	1/4 x Annual Budget (1)	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used	QTD Actual	
Revenues										
Local Revenue	505,493	385,500	119,993	131.13%	1,540,506	1,542,000	(1,494)	99.90%	460,969	
State Revenue		0	0	N/A			0	N/A		
Federal Revenue		0	0	N/A			0	N/A		
Allocations		0	0	N/A			0	N/A		
Total Revenues	$ 505,493	$ 385,500	$ 119,993	131.13%	$ 1,540,506	$ 1,542,000	$ (1,494)	99.90%	$ 460,969	
Expenditures										
Interest Payments (0800)	0	224,350	224,350	0.00%	454,700	897,400	442,700	50.67%	0	
Principal Payments (0900)	0	200,000	200,000	0.00%	800,000	800,000	0	100.00%	0	
Other Objects	0	0	0	N/A	0	0	0	N/A	0	
Total Expenditures	$ -	$ 424,350	$ 424,350	0.00%	$ 1,254,700	$ 1,697,400	$ 442,700	73.92%	$ -	
Other Financing Uses										
Transfers Out	0	0	0	N/A			0	N/A		
Total Other Financing Uses	$ -	$ -	$ -	N/A	$ -	$ -	$ -	N/A	$ -	
Income (Loss)	$ 505,493	$ (38,850)	$ 544,343		$ 285,806	$ (155,400)	$ 441,206	-184%	$ 460,969	
Audited/Estimated Fund Balance, Beginning of Year					2,180,196	2,180,196				
Fund Balance, End of Period					$ 2,466,002	$ 2,024,796	$ 441,206			

Footnotes:

(1) The quarterly budget column is only the annual budget divided by 4. Please keep in mind that while expenditures happen fairly evenly throughout the year, revenues are highly variable based on the property tax collection cycle and the timing of categorical and grant revenues.

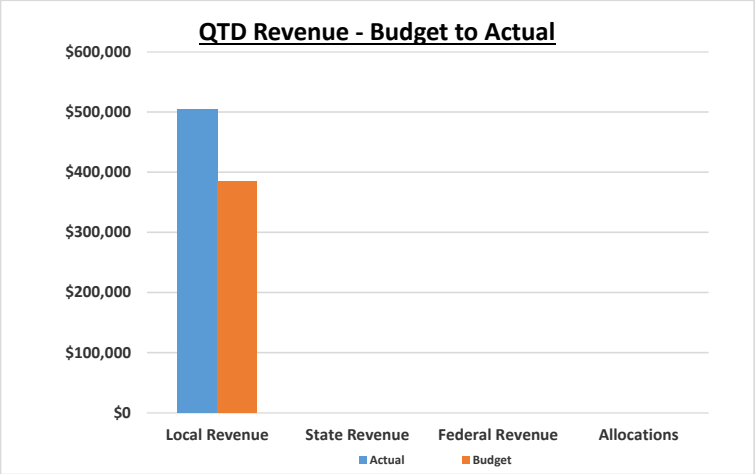
The purpose of the Bond Redemption Fund is to record the revenues from a tax levy for the purpose of satisfying voter-spproved bonded indeptedness obligations, including principal, interest, and related expenditures.

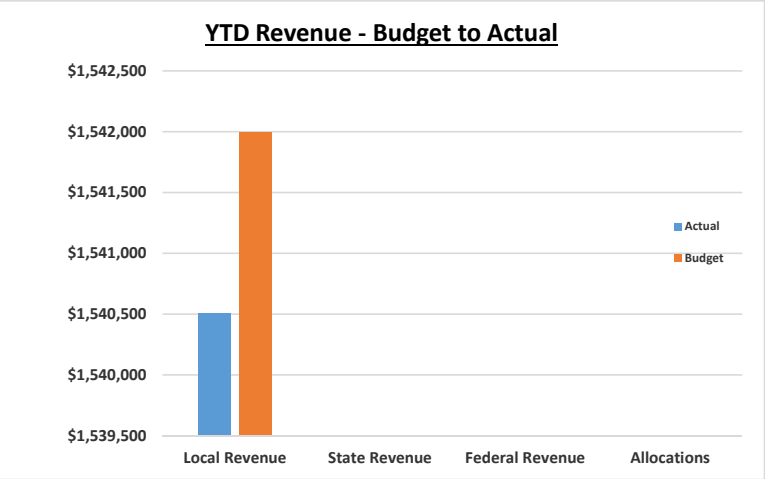
Strasburg School District 31J

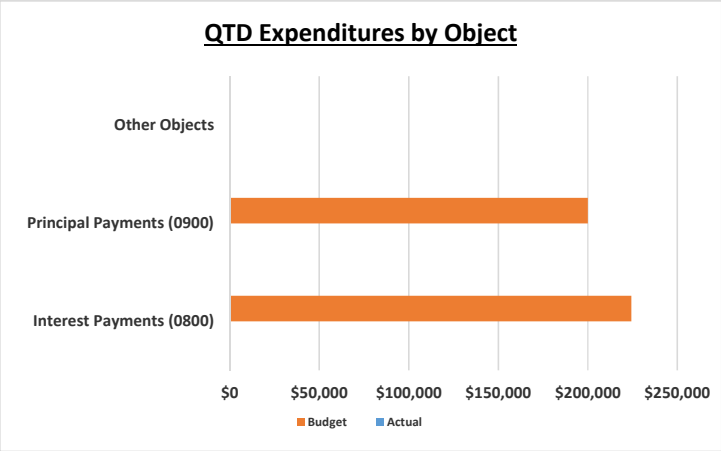
Balance Sheet
Bond Redemption Fund (31)
March 31, 2025

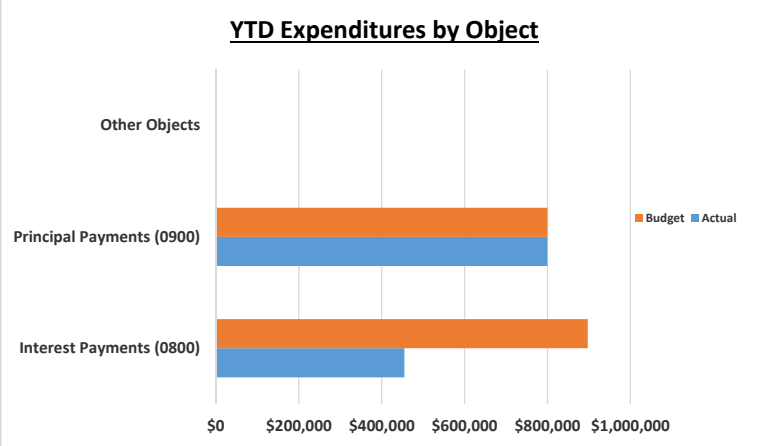
	FY 24-25	FY 23-24
Assets		
Cash and investments	$1,486,088	$1,135,817
Receivables	($194,017)	
Prepaid expenses		
Due to other Funds		
Total Assets	**$1,292,071**	**$1,135,817**
Liabilities		
Accounts Payable		
Accrued Salaries		
Deferred Revenue	($210,174)	
Due to other funds		
Total Liabilities	**($210,174)**	**$0**
Fund Equity		
Restricted	$1,502,245	$1,135,817
Unassigned		
Total Fund Equity	**$1,502,245**	**$1,135,817**
Total Liabilities and Fund Equity	**$1,292,071**	**$1,135,817**

Strasburg School District 31J
Quarterly Financial Summary
Bond Redemption Fund
March 31, 2025









Strasburg School District 31J
Quarterly Financial Summary
Building Fund (41)
March 31, 2025

	FY 24-25 THIRD QUARTER				FY 24-25 YEAR-TO-DATE				FY 23-24 3rd Quarter	Footnotes
	3rd Quarter Actual	1/4 x Annual Budget (1)	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used	QTD Actual	
Revenues										
Local Revenue	37	2,500	(2,463)	1.48%	64,604	10,000	54,604	646.04%	16,668	
State Revenue		0	0	N/A			0	N/A		
Federal Revenue		0	0	N/A			0	N/A		
Allocations		590,000	(590,000)	0.00%		2,360,000	(2,360,000)	0.00%		
Total Revenues	$ 37	$ 592,500	$ (592,463)	0.01%	$ 64,604	$ 2,370,000	$ (2,305,396)	2.73%	$ 16,668	
Expenditures										
Salaries	0	0	0	N/A	0	0	0	N/A		
Employee Benefits	0	0	0	N/A	0	0	0	N/A		
Professional Services	0	0	0	N/A	0	0	0	N/A		
Property Services	133,953	342,853	208,900	39.07%	1,286,982	1,371,413	84,431	93.84%	4,150	
Other Services	0	0	0	N/A	0	0	0	N/A		
Supplies & Materials	0	0	0	N/A	0	0	0	N/A		
Equipment	71,720	240,321	168,601	29.84%	1,033,005	961,285	(71,720)	107.46%	11,215	
Other Objects	0	0	0	N/A	0	0	0	N/A		
Total Expenditures	$ 205,673	$ 583,174	$ 377,501	35.27%	$ 2,319,987	$ 2,332,698	$ 12,711	99.46%	$ 15,365	
Other Financing Uses										
Transfers Out	0	0	0	N/A			0	N/A		
Total Other Financing Uses	$ -	$ -	$ -	N/A	$ -	$ -	$ -	N/A	$ -	
Income (Loss)	$ (205,636)	$ 9,326	$ (214,962)		$ (2,255,383)	$ 37,302	$ (2,292,685)	-6046.23%	$ 1,304	
Audited/Estimated Fund Balance, Beginning of Year					(158,765)	(158,765)				
Fund Balance, End of Period					$ (2,414,148)	$ (121,463)	$ (2,292,685)			

Footnotes:

(1) The quarterly budget column is only the annual budget divided by 4. Please keep in mind that while expenditures happen fairly evenly throughout the year, revenues are highly variable based on the property tax collection cycle and the timing of categorical and grant revenues.

The Building Fund is used to account for revenues and expenditures related to current construction project.

Strasburg School District 31J

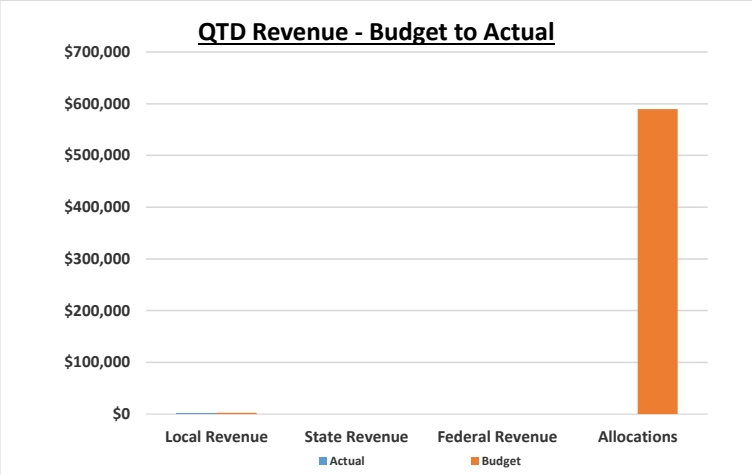
Balance Sheet
Building Fund (41)
March 31, 2025

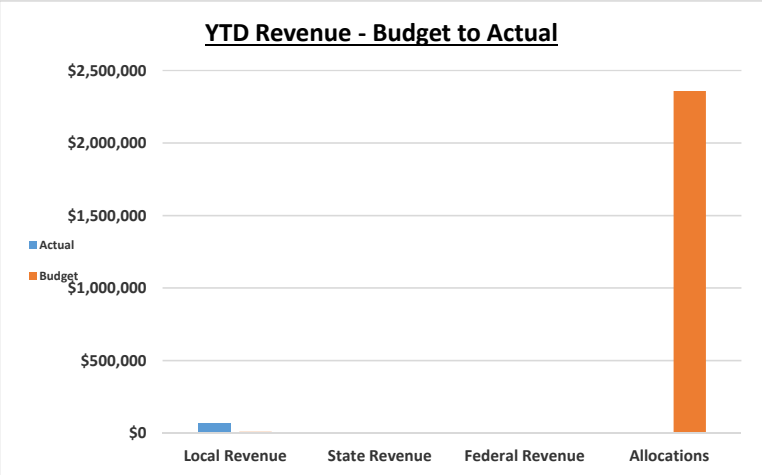
	FY 24-25	FY 23-24
Assets		
Cash and investments	$7,946	$1,229,958
Receivables		
Prepaid expenses		
Due to other Funds	($2,420,000)	
Total Assets	**($2,412,054)**	**$1,229,958**
Liabilities		
Accounts Payable	$0	
Accrued Salaries		
Deferred Revenue		
Due to other funds		
Total Liabilities	**$0**	**$0**
Fund Equity		
Restricted		
Unassigned	($2,412,054)	$1,229,958
Total Fund Equity	**($2,412,054)**	**$1,229,958**
Total Liabilities and Fund Equity	**($2,412,054)**	**$1,229,958**

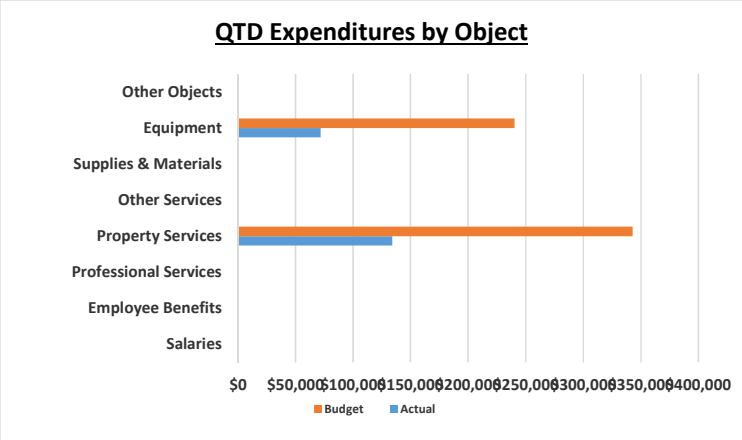
Strasburg School District 31J

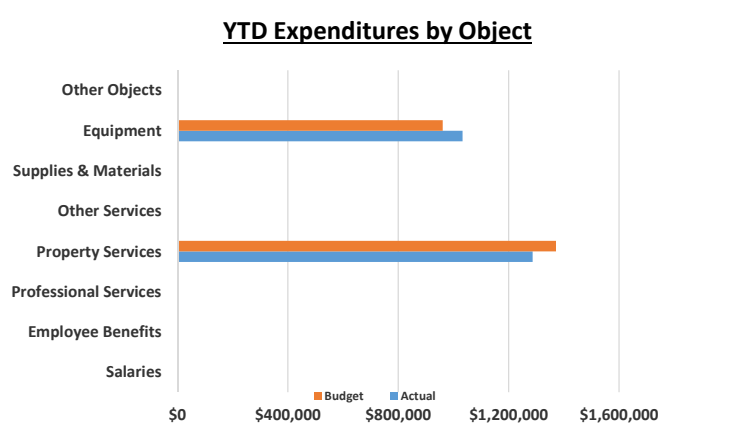
Quarterly Financial Summary
Building Fund (41)
March 31, 2025

Building Fund









Strasburg School District 31J
Quarterly Financial Summary
Capital Reserve Fund (43)
March 31, 2025

	FY 24-25 THIRD QUARTER				FY 24-25 YEAR-TO-DATE				FY 23-24 3rd Quarter	Footnotes
	3rd Quarter Actual	1/4 x Annual Budget	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used	QTD Actual	
Revenues										
Local Revenue	81	47,006	(46,925)	0.17%	6,656	188,025	(181,369)	3.54%	1,684	
State Revenue	0	0	0	N/A	4,858		4,858	N/A	4,858	
Federal Revenue	0	0	0	N/A	0		0	N/A	0	
Allocations	0	(75,000)	75,000	0.00%	0	(300,000)	300,000	0.00%	0	
Total Revenues	$ 81	$ (27,994)	$ 28,075	-0.29%	$ 11,514	$ (111,975)	$ 123,489	-10.28%	$ 6,542	
Expenditures										
Salaries	0	0	0	N/A	0	0	0	N/A	0	
Employee Benefits	0	0	0	N/A	0	0	0	N/A	0	
Professional Services	0	0	0	N/A	0	0	0	N/A	0	
Property Services	0	0	0	N/A	0	0	0	N/A	0	
Other Services	0	0	0	N/A	0	0	0	N/A	0	
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	0	
Equipment	0	0	0	N/A	0	0	0	N/A	0	
Other Objects	0	0	0	N/A	0	0	0	N/A	0	
Total Expenditures	$ -	$ -	$ -	N/A	$ -	$ -	$ -	N/A	$ -	
Other Financing Uses										
Transfers Out	0	0	0	N/A			0	N/A		
Total Other Financing Uses	$ -	$ -	$ -	N/A	$ -	$ -	$ -	N/A	$ -	
Income (Loss)	$ 81	$ (27,994)	$ 28,075		$ 11,514	$ (111,975)	$ 123,489	-10.28%	$ 6,542	
Audited/Estimated Fund Balance, Beginning of Year					568,578	568,578				
Fund Balance, End of Period					$ 580,092	$ 456,603	$ 123,489			

Footnotes:

(1) The quarterly budget column is only the annual budget divided by 4. Please keep in mind that while expenditures happen fairly evenly throughout the year, revenues are highly variable based on the property tax collection cycle and the timing of categorical and grant revenues.

Strasburg School District 31J

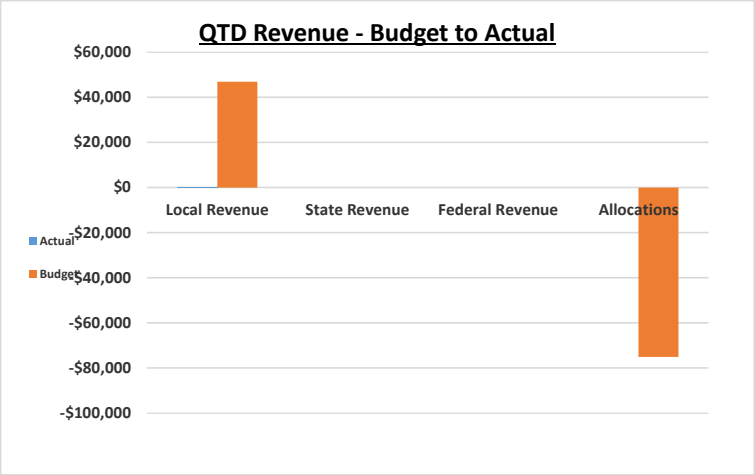
Balance Sheet
Capital Reserve Fund (43)
March 31, 2025

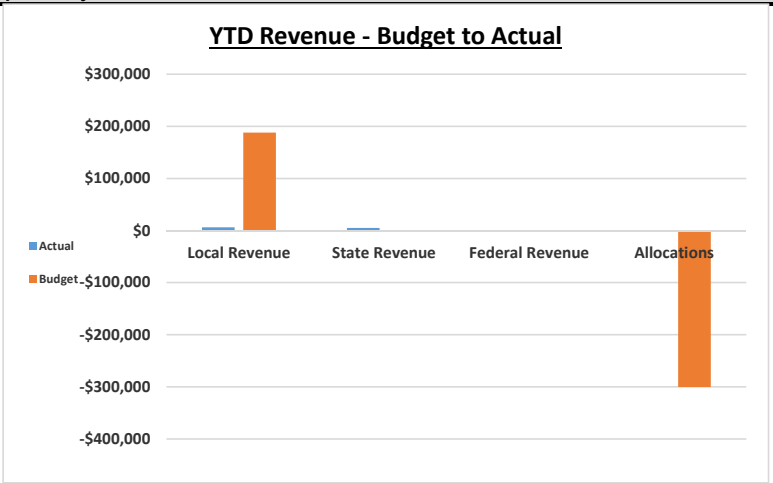
	FY 24-25	FY 23-24
Assets		
Cash and investments	$220,669	$566,885
Receivables		
Prepaid expenses		
Due from other Funds	$350,000	
Total Assets	**$570,669**	**$566,885**
Liabilities		
Accounts Payable		
Accrued Salaries		
Deferred Revenue		
Due to other funds		
Total Liabilities	**$0**	**$0**
Fund Equity		
Restricted		
Unassigned	$570,669	$566,885
Total Fund Equity	**$570,669**	**$566,885**
Total Liabilities and Fund Equity	**$570,669**	**$566,885**

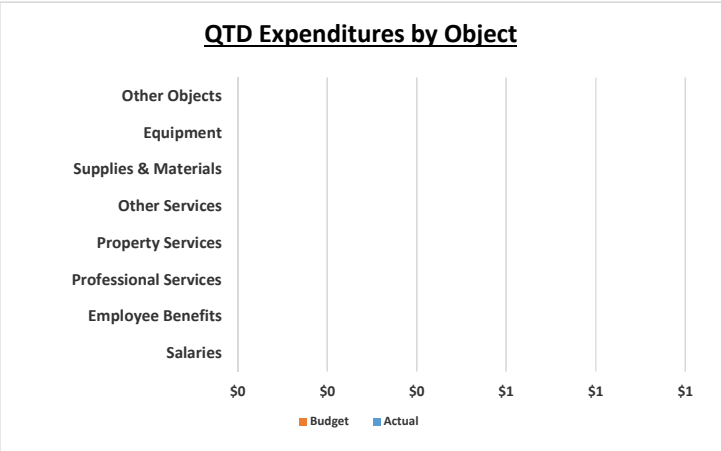
Strasburg School District 31J

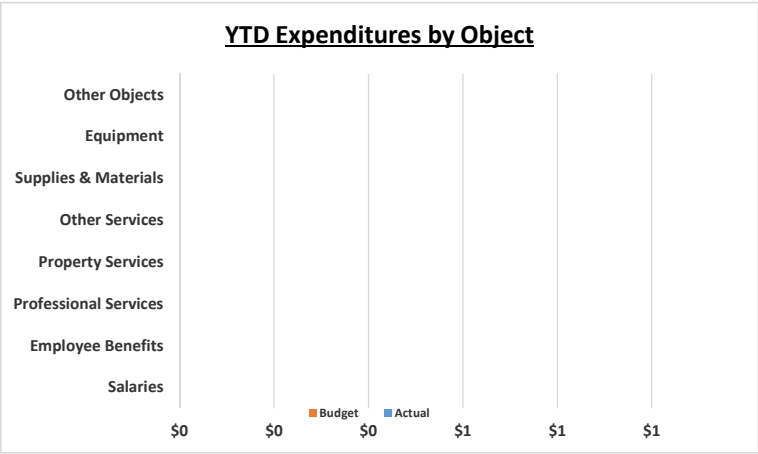
Quarterly Financial Summary
Capital Reserve Fund (43)
March 31, 2025

Capital Reserve/Capital Projects Fund









Strasburg School District 31J
Quarterly Financial Summary
Student Activity Fund
March 31, 2025

	FY 24-25 THIRD QUARTER				FY 24-25 YEAR-TO-DATE				FY 23-24 3rd Quarter	Footnotes
	3rd Quarter Actual	1/4 x Annual Budget	Variance	% Used	YTD Actual	Annual Budget	Variance	Percentage Recvd or Used	QTD Actual	
Revenues										
Local Revenue	56,491	100,000	(43,509)	56.49%	197,902	400,000	(202,098)	49.48%	69,340	
State Revenue		0	0	N/A			0	N/A		
Federal Revenue		0	0	N/A			0	N/A		
Allocations		0	0	N/A			0	N/A		
Total Revenues	$ 56,491	$ 100,000	$ (43,509)	56.49%	$ 197,902	$ 400,000	$ (202,098)	49.48%	$ 69,340	
Expenditures										
Salaries		0	0	N/A			0	N/A		
Employee Benefits		0	0	N/A			0	N/A		
Professional Services		0	0	N/A			0	N/A		
Property Services		0	0	N/A			0	N/A		
Other Services		0	0	N/A			0	N/A		
Supplies & Materials	54,544	93,750	39,206	58.18%	216,293	375,000	158,707	57.68%	82,542	
Equipment		0	0	N/A			0	N/A		
Other Objects		0	0	N/A			0	N/A		
Total Expenditures	$ 54,544	$ 93,750	$ 39,206	58.18%	$ 216,293	$ 375,000	$ 158,707	57.68%	$ 82,542	
Other Financing Uses										
Transfers Out	0	0	0	N/A			0	N/A		
Total Other Financing Uses	$ -	$ -	$ -	N/A	$ -	$ -	$ -	N/A	$ -	
Income (Loss)	$ 1,946	$ 6,250	$ (4,304)		$ (18,391)	$ 25,000	$ (43,391)	-73.56%	$ (13,202)	
Audited/Estimated Fund Balance, Beginning of Year					187,478	191,356				
Fund Balance, End of Period					$ 169,087	$ 216,356	$ (43,391)			

Footnotes:

(1) The quarterly budget column is only the annual budget divided by 4. Please keep in mind that while expenditures happen fairly evenly throughout the year, revenues are highly variable based on the property tax collection cycle and the timing of categorical and grant revenues.

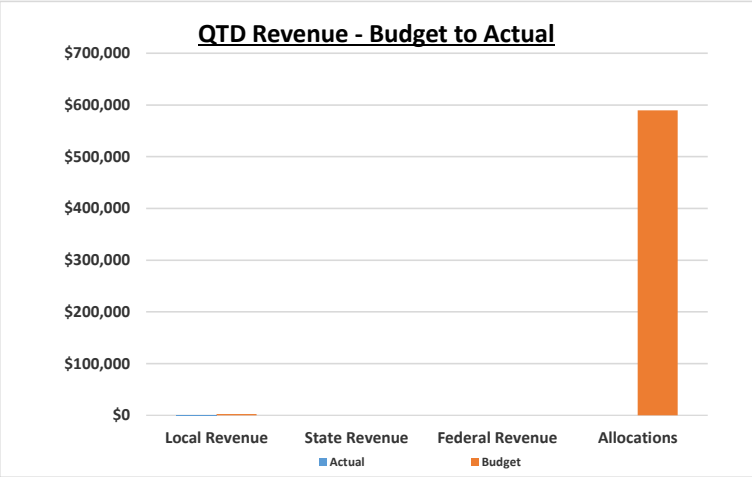
The Activity Fund is used to record financial transactions related to school-sponsored pupil interscholastic and intrascholastic athletic and related events. These activites are supported in whole or in part by revenues from pupils and fund-raising activities.

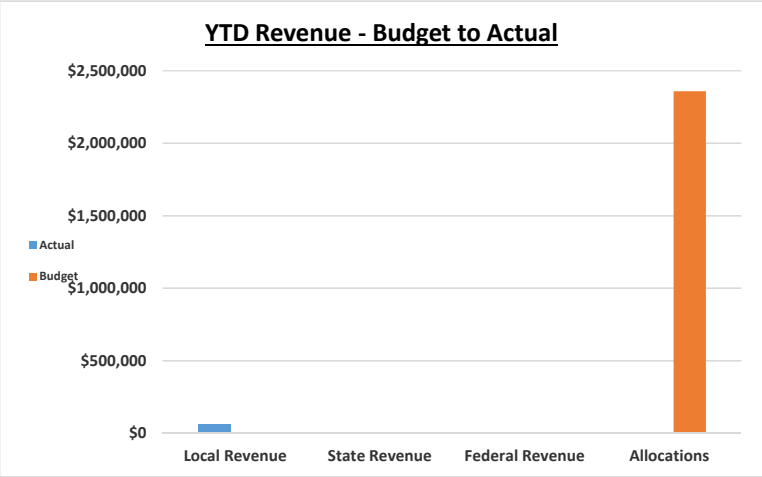
Strasburg School District 31J

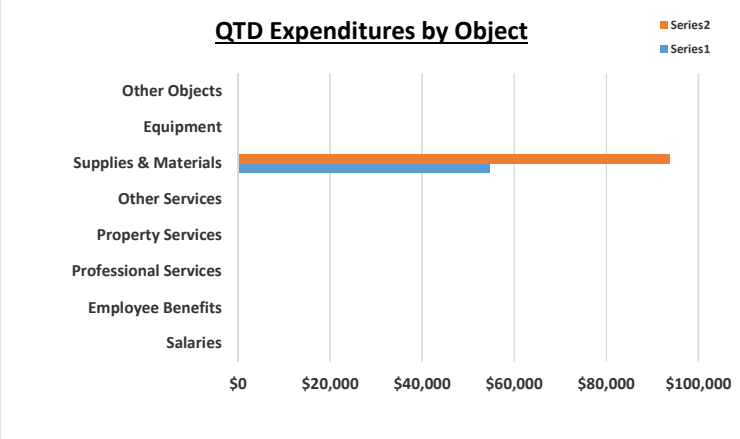
Balance Sheet
Student Activity Fund
March 31, 2025

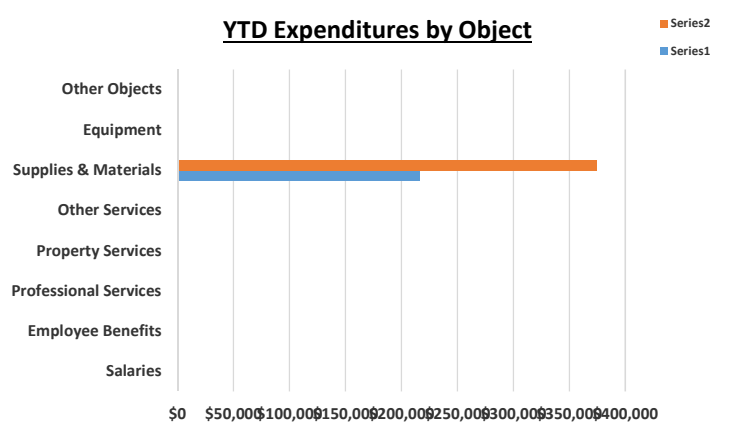
	FY 24-25	FY 23-24
Assets		
Cash and investments	$169,088	$181,203
Receivables		
Prepaid expenses		
Due to other Funds		
Total Assets	**$169,088**	**$181,203**
Liabilities		
Accounts Payable		
Accrued Salaries		
Deferred Revenue		
Due to other funds		
Total Liabilities	**$0**	**$0**
Fund Equity		
Restricted		
Unassigned	$169,088	$181,203
Total Fund Equity	**$169,088**	**$181,203**
Total Liabilities and Fund Equity	**$169,088**	**$181,203**

Strasburg School District 31J
Quarterly Financial Summary
Student Activity Fund
March 31, 2025









CRS - 22-45-102 (b)

(b) The board of education of each school district shall review the financial condition of said school district at least quarterly during the fiscal year. The board shall require the secretary, treasurer, or any employee who has duties which relate to the fiscal affairs of said school district to submit a financial report covering the fiscal actions involving the general fund, and other funds that the board may request, at least quarterly. At a minimum, the report shall include:

> **(I)** The actual amounts spent and received as of the date of the report from each of the several funds budgeted by the district for the fiscal year, expressed as dollar amounts and as percentages of the annual budget;
> **(II)** The actual amounts spent and received for each fund for the same period in the preceding fiscal year, expressed as dollar amounts and as percentages of the annual budget;
> **(III)** The expected year-end fund balances, expressed as dollar amounts and as percentages of the annual budget; and
> **(IV)** A comparison of the expected year-end fund balances with the amount budgeted for that fiscal year.

Strasburg School District 31J
Certified Salary Schedule - 160 Days
2025-2026 School Year

Years of Experience	BA	BA+15	BA+30	MA	MA+15	MA+30	EDD/MA+40
1	47,285	48,231	49,195	52,541	53,854	55,200	56,580
2	47,994	48,954	49,933	53,329	54,662	56,028	57,429
3	48,714	49,688	50,682	54,129	55,482	56,869	58,291
4	49,445	50,434	51,442	54,941	56,314	57,722	59,165
5	50,187	51,190	52,214	55,765	57,159	58,588	60,052
6	50,939	51,958	52,997	56,601	58,016	59,467	60,953
7	51,703	52,738	53,792	57,450	58,886	60,359	61,868
8	52,479	53,529	54,599	58,312	59,770	61,264	62,796
9	53,266	54,332	55,418	59,187	60,666	62,183	63,737
10	54,065	55,146	56,249	60,074	61,576	63,116	64,694
11	54,876	55,974	57,093	60,976	62,500	64,062	65,664
12	55,699	56,813	57,950	61,890	63,437	65,023	66,649
13	56,535	57,666	58,819	62,818	64,389	65,999	67,649
14	57,383	58,530	59,701	63,761	65,355	66,989	68,663
15	58,244	59,408	60,597	64,717	66,335	67,993	69,693
16	59,117	60,300	61,506	65,688	67,330	69,013	70,739
17	60,004	61,204	62,428	66,673	68,340	70,049	71,800
18	60,904	62,122	63,365	67,673	69,365	71,099	72,877
19	61,818	63,054	64,315	68,688	70,406	72,166	73,970
20	62,745	64,000	65,280	69,719	71,462	73,248	75,080

Footnotes to salary schedule:

*Salary schedule will be used for initial placement only, no steps.

*Long-term substitute pay will be $46,590

*Educational (horizontal) increases are dependent on achieving the next indicated degree level; or for the completed accumulation of college or university semester hours as indicated. Hours must be reported by February 15th or August 15th of each year.

- Trainings that the district funds, required or non-required, where educational credits may be obtained, must be fully funded by the staff member. Hours may be counted for CDE re-licensure.

Strasburg School District 31J
Special Service Provider Salary Schedule - 178 Days
2025-2026 School Year

Years of Experience	BA	BA+15	BA+30	MA	MA+15	MA+30	EDD/MA+40
1	52,539	53,590	54,662	58,379	59,838	61,334	62,867
2	53,327	54,394	55,481	59,254	60,736	62,254	63,810
3	54,127	55,210	56,314	60,143	61,647	63,188	64,767
4	54,939	56,038	57,158	61,045	62,571	64,136	65,739
5	55,763	56,878	58,016	61,961	63,510	65,098	66,725
6	56,599	57,731	58,886	62,890	64,463	66,074	67,726
7	57,448	58,597	59,769	63,834	65,429	67,065	68,742
8	58,310	59,476	60,666	64,791	66,411	68,071	69,773
9	59,185	60,368	61,576	65,763	67,407	69,092	70,820
10	60,073	61,274	62,499	66,749	68,418	70,129	71,882
11	60,974	62,193	63,437	67,751	69,444	71,181	72,960
12	61,888	63,126	64,389	68,767	70,486	72,248	74,055
13	62,817	64,073	65,354	69,798	71,543	73,332	75,165
14	63,759	65,034	66,335	70,845	72,617	74,432	76,293
15	64,715	66,010	67,330	71,908	73,706	75,548	77,437
16	65,686	67,000	68,340	72,987	74,811	76,682	78,599
17	66,671	68,005	69,365	74,082	75,934	77,832	79,778
18	67,671	69,025	70,405	75,193	77,073	78,999	80,974
19	68,686	70,060	71,461	76,321	78,229	80,184	82,189
20	69,717	71,111	72,533	77,465	79,402	81,387	83,422

Footnotes to salary schedule:

*Salary schedule will be used for initial placement only, no steps.

*Educational (horizontal) increases are dependent on achieving the next indicated degree level; or for the completed accumulation of college or university semester hours as indicated. Hours must be reported by February 15th or August 15th of each year.

- Trainings that the district funds, required or non-required, where educational credits may be obtained, must be fully funded by the staff member. Hours may be counted for CDE re-licensure.

*Covers Building Counselor, District Social Worker, and Data Coach/TLC

Strasburg School District 31J
Classified Staff Wage Schedule
2025-2026 School Year

Days	Position	Grade	Min	Max
160	Paraprofessional	A	16.40	25.42
154	Food Services			
204	Custodian			
213	Courier			
160	Media Specialist			
160	Administrative Assistant - AD/HS Office Aide			
160	Nurse Aid	B	17.22	26.69
154	Food Services Worker-Lead	C	17.43	27.02
151	Small Car Driver			
178	Administrative Assistant - Building Secretary	D	19.17	29.71
178	Administrative Assistant - Counseling			
204	Grounds Technician			
204	Lead Custodian	E	20.67	32.04
213	Fiscal Services Specialist	F	21.89	33.93
151	Bus Driver (CDL)	G	22.73	35.23
213	Executive Assistant	H	25.23	39.11
204	Operations & Maintenance Technician			

Strasburg School District 31J

Administrators Salary Schedule - 178 Contract Days

2025-2026 School Year

Position	Min	Max
High School Principal	94,314	146,187
Middle School Principal Elementary Principal	80,987	125,530
Secondary Asst. Principal High School Principal-AEC	65,198	101,057
Elementary Asst. Principal Dean of Students	68,263	105,808

Strasburg School District 31J
Professional Salary Schedule
2025-2026 School Year

Days	Position	Grade	Min	Max
167	Food Service Director	AA	43,900	68,044
160	District Nurse	BB	46,132	71,504
227	IT Specialist	CC	101,500	157,325
178	Preschool Director			
204	Director of Operations and Maintenance	DD	66,635	103,284
227	Director of Transportation			
227	Director of Technology			
213	Chief Financial Officer			
213	HR Manager			
178	Athletic Director	EE	141,086	218,683
213	Executive Director - Finance and Operations	FF	102,515	158,898

Strasburg School District 31J
Coaching Salary Schedule
2025-2026 School Year

Base of: $ 47,285

Years of Experience	HS Head	HS Asst.	MS Head/ Girls on the Run	MS Asst
1	4,303	2,837	2,364	1,466
2	4,367	2,880	2,400	1,488
3	4,433	2,923	2,436	1,510
4	4,499	2,967	2,472	1,533
5	4,567	3,011	2,509	1,556

For every additional week needed to compete in playoff competition, coaches will be paid as follows:

Head Coach - $150/week
Asst. Coach - $75/week

Strasburg School District 31J

Sub Pay

2025-2026 School Year

Position	Hourly Rate
Paraprofessional*	14.42
Food Services	
Custodian	15.00
Building Secretary	16.67
Bus Driver (CDL)	19.77

Position	Daily Rate
PK-12 Teacher	150.00
PK-12 Long Term Sub**	250.00

*Adjusts to minimum wage on January 1

**Sub longer than 30 calendar days

Strasburg School District 31J
2025-2026 School Year

Base = $ 47,285

Category	Rate	Amount	Positions
I			Clubs -Tier I (See Scope of Work)
7% of Base		$ 3,310	Gifted and Talented - Director
			Performing Arts - Tier I (See Scope of Work)
			Sub Finder
II			Asst. Preschool Director
3.50% of Base		$ 1,655	Board of Education Secretary
			Clubs - Tier II (See Scope of Work)
			Department Chair
			ELL Coordonator
			Gifted and Talented - Building Coordinator
			Leadership Team
			MTSS Coordinator
			Performing Arts - Tier II (See Scope of Work)
			PLC Coordinator
			READ Act Coordinator
			Yearbook-Elementary
III			504 Coordinator
1.25% of Base		$ 591	Clubs - Tier III (See Scope of Work)
			CTE Coordinator-Per Program
			Employee Engagement Coordinator
			Graduation Coordinator
			House Leader
			Mentor
			Prom
			Promotion Coordinator - HMS
			SAC
			Student Council-Elementary/Middle School

Extra Duty/Other:

Summer School	$35/Hour for Certified Teacher
Homework Club	$35/hour
Detention	$15/hour
Coverage during plan	$35/hour

Special Education Caseload:

$150 for Annual/$300 for Triennial (Paid in January and June)
See Case Load procedure for additional information

SOSA Payout:

SOSAs will be paid out evenly over 9 months (September - May)
See Additional Compensation procedure for additional information

Strasburg School District 31J

2024-2025 Curriculum Purchase

Strasburg Elementary School				
Curriculum	Cost	PD Cost	Total	Notes
Benchmark Curriculum	195,779.11	-	195,779.11	4 days of training provided with no additional cost based on money spent; $100K paid for next year
		Building Total	195,779.11	

Hemphill Middle School				
Curriculum	Cost	PD Cost	Total	Notes
CommonLit	24,000.00	6,000.00	30,000.00	
Novel Set (Read 180)	5,000.00		5,000.00	
		Building Total	35,000.00	

Strasburg High School				
Curriculum	Cost	PD Cost	Total	Notes
HMH	54,383.91	3,990.00	58,373.91	
No Red Ink	19,577.00		19,577.00	3 Year
		Building Total	77,950.91	

Grand Total	308,730.02

B E N C H M A R K
E D U C A T I O N
C O M P A N Y
145 Huguenot Street, 8th Floor
New Rochelle, New York 10801

QUOTE: 78295

Contact representative
COED LLC
Email: cmorris.coedllc@gmail.com
Office Phone:
Phone: 720-965-0007

Customer:
STRASBURG SCHOOL DIST 31-J
56729 COLORADO AVE
STRASBURG CO 80136
United States

Ship To:
Attn: Cameron Schiller, Assistant Principal
Strasburg Elementary
56729 Colorado Ave
Strasburg CO 80136

Product Code	Title	Price Level	Unit Price	Qty	Total Price
XY11977D	BEC Benchmark Advance 2022 (National Edition) Gr. K Classroom 20-Copy Print and Digital 4-Year	Current	$4,470.00	4	$17,880.00
Discount (Custom)	* Gratis Materials Applied				($9,797.47)
Y65401	BEC Decodables Gr. K Take Home Book 25-Copy Consumable Set 4-Year	Current	$820.00	3	$2,460.00
Y65409	BEC Decodables Gr. K Take Home Book 5-Copy Consumable Set 4-Year	Current	$164.00	1	$164.00
XY11978D	BEC Benchmark Advance 2022 (National Edition) Gr. 1 Classroom 20-Copy Print and Digital 4-Year	Current	$4,470.00	4	$17,880.00
Y63130	BEC Benchmark Advance 2022 (National Edition) Gr. 1 My Reading and Writing Units 1-10 5-Copy Consumables 4-Year	Current	$440.00	1	$440.00
X100875	BEC Benchmark Advance 2022 (National Edition) Gr. 1 Student Digital Subscription	4-Year	$17.80	5	$89.00
Y58185	BEC Decodables Gr. 1 Take Home Book 25-Copy Set - 72-Titles Consumables 4-Year	Current	$1,510.00	3	$4,530.00
Y58209	BEC Decodables Gr. 1 Take Home Book 5-Copy Set - 72-Titles Consumables 4-Year	Current	$300.00	2	$600.00
XY11979D	BEC Benchmark Advance 2022 (National Edition) Gr. 2 Classroom 20-Copy Print and Digital 4-Year	Current	$5,290.00	4	$21,160.00
Y45127	My Word Study (National Edition) Gr.2 Consumables 30-Copy Print 4-Year	Current	$960.00	3	$2,880.00
XY10620D	Dynamite Decodables Gr. 2 Complete 6-Pack Set Print and Digital 4-Year	Current	$2,305.00	4	$9,220.00
Y58963	Dynamite Decodables Gr. 2 Take Home Books 25-Copy Set Consumables 4-Year	Current	$1,070.00	3	$3,210.00
Y58971	Dynamite Decodables Gr. 2 Take Home Books 5-Copy Set Consumables 4-Year	Current	$215.00	1	$215.00

B E N C H M A R K
E D U C A T I O N
C O M P A N Y
145 Huguenot Street, 8th Floor
New Rochelle, New York 10801

QUOTE: 78295

Contact representative
COED LLC
Email: cmorris.coedllc@gmail.com
Office Phone:
Phone: 720-965-0007

Product Code	Title	Price Level	Unit Price	Qty	Total Price
XY11980D	BEC Benchmark Advance 2022 (National Edition) Gr. 3 Classroom 20-Copy Print and Digital 4-Year	Current	$5,290.00	4	$21,160.00
Y65314	BEC Benchmark Advance 2022 (National Edition) Gr. 3 Text for Close Reading 10 Volumes 5-Copy Consumables 4-Year	Current	$440.00	1	$440.00
X100877	BEC Benchmark Advance 2022 (National Edition) Gr. 3 Student Digital Subscription	4-Year	$29.40	5	$147.00
Y45139	My Word Study (National Edition) Gr.3 Consumables 30-Copy Print 4-Year	Current	$960.00	3	$2,880.00
XY11925D	BEC Benchmark Advance 2022 (National Edition) Gr. 4 Classroom 30-Copy Print and Digital 4-Year	Current	$5,480.00	2	$10,960.00
Y64259	BEC Benchmark Advance 2022 (National Edition) Gr. 4 Texts for Close Reading 30-Copy Consumables 4-Year	Current	$2,640.00	1	$2,640.00
X100878	BEC Benchmark Advance 2022 (National Edition) Gr. 4 Student Digital Subscription	4-Year	$29.40	30	$882.00
Y45151	My Word Study (National Edition) Gr.4 Consumables 30-Copy Print 4-Year	Current	$960.00	3	$2,880.00
XY11926D	BEC Benchmark Advance 2022 (National Edition) Gr. 5 Classroom 30-Copy Print and Digital 4-Year	Current	$5,480.00	2	$10,960.00
Y64220	BEC Benchmark Advance 2022 (National Edition) Gr. 5 Texts for Close Reading 25-Copy Consumables 4-Year	Current	$2,200.00	1	$2,200.00
X100879	BEC Benchmark Advance 2022 (National Edition) Gr. 5 Student Digital Subscription	4-Year	$29.40	25	$735.00
Y45163	My Word Study (National Edition) Gr.5 Consumables 30-Copy Print 4-Year	Current	$960.00	3	$2,880.00
Y41145	Word Study Resources Grade 2 Teacher Resource	Current	$30.00	4	$120.00
Y56166	Benchmark Advance 2021 (National Edition) Gr. 3 Phonics and Word Study 2-Volume Teacher Resource	Current	$165.00	4	$660.00
Y56167	Benchmark Advance 2021 (National Edition) Gr. 4 Phonics and Word Study 2-Volume Teacher Resource	Current	$165.00	2	$330.00
Y56168	Benchmark Advance 2021 (National Edition) Gr. 5 Phonics and Word Study 2-Volume Teacher Resource	Current	$165.00	2	$330.00

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Contact representative
COED LLC
Email: cmorris.coedllc@gmail.com
Office Phone:
Phone: 720-965-0007

Product Code	Title	Price Level	Unit Price	Qty	Total Price
XY11228D	StartBuildSpiralUP Phonics Set Print and Digital 4-Year	Current	$12,295.00	1	$12,295.00
XY9359D	Steps to Advance Literacy Solutions Gr. 2 Teacher Package Print and Digital 4-Year	Current	$375.00	1	$375.00
XY9360D	Steps to Advance Literacy Solutions Gr. 3 Teacher Package Print and Digital 4-Year	Current	$375.00	1	$375.00
XY9361D	Steps to Advance Literacy Solutions Gr. 4 Teacher Package Print and Digital 4-Year	Current	$375.00	1	$375.00
XY9362D	Steps to Advance Literacy Solutions Gr. 5 Teacher Package Print and Digital 4-Year	Current	$375.00	1	$375.00
XY9319D	Steps to Advance Literacy Solutions Gr. 2 Student Package 5-Copy Print and Digital 4-Year	Current	$1,075.00	4	$4,300.00
XY9320D	Steps to Advance Literacy Solutions Gr. 3 Student Package 5-Copy Print and Digital 4-Year	Current	$1,075.00	4	$4,300.00
XY9321D	Steps to Advance Literacy Solutions Gr. 4 Student Package 5-Copy Print and Digital 4-Year	Current	$1,075.00	4	$4,300.00
XY9322D	Steps to Advance Literacy Solutions Gr. 5 Student Package 5-Copy Print and Digital 4-Year	Current	$1,075.00	4	$4,300.00
XY10491D	Express! Asset-based Access to English Gr. K Teacher Package Print and Digital 4-Year	Current	$740.00	1	$740.00
XY10492D	Express! Asset-based Access to English Gr. 1 Teacher Package Print and Digital 4-Year	Current	$740.00	1	$740.00
XY10493D	Express! Asset-based Access to English Gr. 2 Teacher Package Print and Digital 4-Year	Current	$740.00	1	$740.00
XY10494D	Express! Asset-based Access to English Gr. 3 Teacher Package Print and Digital 4-Year	Current	$740.00	1	$740.00
XY10495D	Express! Asset-based Access to English Gr. 4 Teacher Package Print and Digital 4-Year	Current	$740.00	1	$740.00
XY10496D	Express! Asset-based Access to English Gr. 5 Teacher Package Print and Digital 4-Year	Current	$740.00	1	$740.00

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QUOTE: 78295

Contact representative
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Email: cmorris.coedllc@gmail.com
Office Phone:
Phone: 720-965-0007

Product Code	Title	Price Level	Unit Price	Qty	Total Price
XY10484D	Express! Asset-based Access to English Gr. K Student Package Print and Digital 4-Year	Current	$225.00	12	$2,700.00
XY10485D	Express! Asset-based Access to English Gr. 1 Student Package Print and Digital 4-Year	Current	$225.00	12	$2,700.00
XY10486D	Express! Asset-based Access to English Gr. 2 Student Package Print and Digital 4-Year	Current	$225.00	17	$3,825.00
XY10487D	Express! Asset-based Access to English Gr. 3 Student Package Print and Digital 4-Year	Current	$225.00	13	$2,925.00
XY10488D	Express! Asset-based Access to English Gr. 4 Student Package Print and Digital 4-Year	Current	$225.00	17	$3,825.00
XY10489D	Express! Asset-based Access to English Gr. 5 Student Package Print and Digital 4-Year	Current	$225.00	17	$3,825.00
Y61269	Sound-Spelling Gr. K Display Size Cards Letter Card NAT .75	Current	$65.00	1	$65.00
Y61270	Sound-Spelling Gr. 1-2 Display Size Cards Letter Card NAT .75	Current	$110.00	1	$110.00
PR991	PD-Free Implementation (Gratis)	On-Site	$0.00	3	$0.00

Subtotal	Discount Total	Sales Tax	Shipping Cost	Total
$196,342.00	($9,797.47)	$0.00	$9,234.58	$195,779.11 USD

Memo
* One-Time Special Offer of Gratis Materials + Reduced Shipping from 10% to 5% Applied.

* The above pricing cannot be combined with any other offers.
* Price valid through 5/10/2025. Price quote must be attached to school purchase orders to receive the quoted price.
* All digital subscriptions will end on July 31st the last year of the term purchased.
* Any changes, including cancellations to the originally agreed upon PD trainings, must be made at least 10 business days prior to the delivery of the PD trainings. Customized PD changes must be submitted at least 15 business days prior to agreed delivery date and must go through the customized request process. Benchmark Education will do its best to accommodate the requested changes; however, it reserves the right to render services according to the initial agreement. Please note that any changes requested may incur an additional charge or reduction of number of PD training days rendered. Please note that no changes can be requested on site and all requests must go through the Company approval process.

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145 Huguenot Street, 8th Floor
New Rochelle, New York 10801

QUOTE: 78295

Contact representative
COED LLC
Email: cmorris.coedllc@gmail.com
Office Phone:
Phone: 720-965-0007

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER ALONG WITH THE FOLLOWING INFORMATION

- Billing Contact Name _____
- Billing Contact Email _____
- Billing Contact Phone _____

PLEASE INCLUDE THE FOLLOWING INFORMATION FOR ALL DIGITAL SUBSCRIPTIONS

- Name of School(s) That Will Use the Subscription(s)
Attach separate document if necessary _____
- Onboarding Tech Contact Name _____
- Onboarding Tech Contact E-Mail _____
- REQUIRED

SEND ORDER TO: Benchmark Education Company
6295 Commerce Center Drive, Suite B| Groveport, OH 43125-1160
Email: neworders@benchmarkeducation.com
Phone: 877-236-2465| Fax: 877-732-8273

Terms of Service
* By placing an order for Benchmark Education Company ("BEC") products (the "Products"), the entity ("Customer") that this proposal has been prepared for agrees to be bound by BEC's Terms of Service and Terms of Use and Privacy Policy (Please visit this site: https://help.benchmarkuniverse.com/bubateacher/Content/Customer%20Support/Privacy%20Policy.htm?Highlight=privacy).
Subject to the Customer's payment of the fees set out above, BEC grants to Customer a non-exclusive and non-transferable license to access and use the Products under the terms described in this Terms of Service. The proposal contains the scope of use allowed and the term of Customer's license to the Products.

SCHOOL ESSENTIALS PRO PLUS

SY25-29

Prepared for ***Hemphill Middle School, CO*** *on 2024-10-29*

Grades 6-8
1 school building(s)

CommonLit Representative: *Victoria Nelsen, at victoria.nelsen@commonlit.org*

CommonLit School Essentials PRO Plus

With CommonLit School Essentials PRO Plus, your team will get access to the tools you need to make the most of the CommonLit 360 curriculum and CommonLit's full digital literacy program:

Professional Learning

- Kickoff webinars
- On demand training modules in CommonLit's Professional Development Portal
- Quarterly virtual trainings for CommonLit 360
- Curriculum consulting for CommonLit 360

Assessments & Data

- CommonLit Assessment Series benchmarks
- Administrator Data Dashboard
- Unit Skills Assessments for CommonLit 360

Premium Support & Integrations

- Dedicated Account Manager
- ClassLink and Clever rostering integrations
- Priority user support
- Full Canvas LMS Integration

Teachers and students will always have access to CommonLit's ever-growing library of free, high-quality, easy-to-use lessons.

Standard Contract Options and Discounts

1-2 Year Contract	$6,500 / school / year
3-4 Year Contract	$6,000 / school / year *($500 discount per school)*
5+ Year Contract	$5,750 / school / year *($750 discount per school)*

Quote for SY25-29

Package	Number of Schools	Length of contract	Cost per school per year	Total Cost
School Essentials PRO Plus	1 school(s)	4 years	$6,000 / school / year *Including $500 discount per school*	$24,000

Payment Schedule

Date	Payment Due
August 1, 2025	100% of contract for SY25-29

If you have any questions, please reach out to Victoria Nelsen, at victoria.nelsen@commonlit.org

CommonLit and Hemphill Middle School

On-Site Professional Development

*Prepared for **Hemphill Middle School** on 11/01/2024*

***CommonLit Representative:** Victoria Nelsen, at victoria.nelsen@commonlit.org*

Hemphill Middle School and CommonLit

At CommonLit, we believe that teachers, along with high-quality curriculum, drive student outcomes. As needs vary from classroom to classroom and student to student, teachers are entrusted to make decisions about the content and instruction that is best suited for their own students. Through meaningful curriculum-based experiences, CommonLit Professional Development enhances teachers' skill, knowledge, and capacity, so that they are equipped to make these instructional choices with confidence.

We will work with your team to develop a plan for On-Site Professional Development that meets your needs. Sessions will give teachers and leaders the opportunity to:

- Explore CommonLit 360 unit design, content, and core components
- Experience of a CommonLit 360 reading lesson
- Plan and prepare amongst grade-level teams
- Apply and practice instructional strategies

Pricing

If scheduling a 2-day session, both days must be consecutive.

	Total Cost
CommonLit 360 Foundations: Jumpstart *or* Advanced Days • 1 facilitator • 6 hours of sessions • *Recommended for groups up to 50* • *Advanced Days recommended for partners who have completed all Foundations sessions*	**$6,000 per day**
CommonLit 360 Foundations: Jumpstart or Advanced Days • 2 facilitators • 6 hours of sessions • *Recommended for larger groups or for district's who'd like to run two parallel tracks of learning* • *Advanced Days recommended for partners who have completed all Foundations sessions*	**$8,000 per day**

If you have any questions, please reach out to Victoria Nelsen, at victoria.nelsen@commonlit.org

Requirements

- If scheduling a Jumpstart Day 1 and a Jumpstart Day 2 session, both days **must be consecutive.**
- At least 3 weeks before the scheduled on-site day(s), Hemphill Middle School must:
  - Provide a signed contract **or** Purchase order
  - Confirm the date and times
  - Schedule a pre-meeting with the CommonLit team to go over logistics, content, etc.

Quote for Hemphill Middle School

Session	Facilitators	Days	Total Cost
Jumpstart Day 1	1 facilitator(s)	1 days	$6,000

Payment Schedule

Date	
08/01/2025	100% of payment due

noredink

Order Form NRI-52735

Customer name: Strasburg High School

Primary contact name:

Victoria Dickens

Primary contact email:
vdickens@strasburg31j.com

NoRedInk Remittance Address for Checks:
NoRedInk Corp.
PO Box 92507
Las Vegas, NV 89193-2507

Billing address:
56729 Colorado Ave
Strasburg, Colorado 80136
United States

Will a PO be required? (If Yes, please provide form)

Billing email:

Billing contact name:

Service start date:
07-15-2025
Service end date:
07-14-2029
Payment terms:
Upfront
Billing terms:
Net 30

SUMMARY

PRODUCT	SCHOOL	DESCRIPTION	SALES PRICE	QTY	TOTAL PRICE
School NRI Premium	Strasburg High School	25-26: Promo access 5.5.25 - 7.14.25. NRI Premium for 350 students (with a 25 student buffer).	$5,800.00	1	$5,800.00
School NoRedInk Premium	Strasburg High School	26-27: NRI Premium for 350 students (with a 25 student buffer).	$5,974.00	1	$5,974.00
School NoRedInk Premium	Strasburg High School	27-28: NRI Premium for 350 students (with a 25 student buffer).	$6,153.00	1	$6,153.00
Live Virtual Training	Strasburg High School	One PD session per year. Each virtual training session can have up to 20 teachers.	$550.00	3	$1,650.00
				TOTAL:	$19,577.00

- Start date will be as stated or later pending receipt of signatures and any required documents (PO and tax exempt certificates, as applicable).
- End date will be as stated or later to maintain the term length.
- If applicable, all unused Premium training services will expire annually on the service end date.
- Training dates can only be confirmed after order forms are signed by both parties.
- If applicable, state sales tax will be added to your invoice unless proof of exemption has been received by NoRedInk prior to invoicing.

Please sign and return to: lauren.berry@noredink.com

Contract terms: This Order Form incorporates and is subject to the Master Services Terms — collectively the “Agreement” — and constitutes a binding contract entered into by and between NoRedInk Corp. (“NoRedInk”), a Delaware corporation with its principal place of business at 548 Market Street, PMB 66984, San Francisco, CA 94105, and the entity listed below as client (“Client”). The Master Services Terms are available at: NoRedInk Master Services Agreement. The Data Protection Addendum is available at: NoRedInk Data Protection Addendum

NoRedInk Corp. Signature	Strasburg High School Signature
Signature: **Name:** **Title: Director, Inside Sales** **Date:**	**Signature:** **Name:** **Title:** **Email:** **Date:**

Proposal #009329840

Prepared For

Strasburg School Dist 31-J

Attention:
Stacey Alonzi
salonzi@strasburg31j.com

For the Purchase of:

Into Literature 9-12 w/Writable 4YR

Grade 12 (Brit. Lit.) student editions adjusted to 40 students.

Prepared By
Michael Corey
michael.corey@hmhco.com

Please submit this proposal with your purchase order.

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

For greater detail, the complete Terms of Purchases may be reviewed here:
http://www.hmhco.com/common/terms-conditions

Coupon Code: PRODPB5

Send **Check Payments** to:
HMH Education Company
14046 Collection Center Drive
Chicago, IL 60693

Attention:
Stacey Alonzi
salonzi@strasburg31j.com

Send **Orders** to:
orders@hmhco.com
FAX: 800-269-5232

HMH Confidential and Proprietary

ISBN		Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Grade 9							
Student Digital Licenses							
1857730	9780358880196	Into Literature Connected Solutions Student License Digital High School 4 Year Includes: Into Literature Digital Student Resources 4 Year Grades 9-12 Writable for Into Literature Digital Student Resources 4 Year Grades 9-12 Implementation Success	$142.20	87	$12,371.40	$618.57	$11,752.83
Total for Student Digital Licenses			**$11,752.83**				
Teacher Digital Licenses							
1857735	9780358880240	Into Literature Connected Solutions Teacher License Digital High School 4 Year Includes: Into Literature Digital Teacher Resources 4 Year Grades 9-12 Writable for Into Literature Digital Teacher Resources 4 Year Grades 9-12 Access to Teacher's Corner	$1,119.60	1	$1,119.60	$1,119.60	
Total for Teacher Digital Licenses			**$0.00**				
A la Carte Items Available for Purchase							
Teacher Materials							
1791538	9780358416517	Into Literature Teacher Edition Grade 9	$197.35	1	$197.35	$9.87	$187.48
Student Materials							
1812099	9780358580904	Into Literature Softcover Student Edition 4 Year Print Grade 9	$22.00	87	$1,914.00	$95.70	$1,818.30
Total for A la Carte Items Available for Purchase			**$2,005.78**				
Total for Grade 9			**$13,758.61**				

Coupon Code: PRODPB5

Send **Check Payments** to:
HMH Education Company
14046 Collection Center Drive
Chicago, IL 60693

Attention:
Stacey Alonzi
salonzi@strasburg31j.com

Send **Orders** to:
orders@hmhco.com
FAX: 800-269-5232

HMH Confidential and Proprietary

ISBN		Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Grade 10							
Student Digital Licenses							
1857730	9780358880196	Into Literature Connected Solutions Student License Digital High School 4 Year	$142.20	88	$12,513.60	$625.68	$11,887.92
Includes: Into Literature Digital Student Resources 4 Year Grades 9-12; Writable for Into Literature Digital Student Resources 4 Year Grades 9-12; Implementation Success							
Total for Student Digital Licenses			**$11,887.92**				
Teacher Digital Licenses							
1857735	9780358880240	Into Literature Connected Solutions Teacher License Digital High School 4 Year	$1,119.60	1	$1,119.60	$1,119.60	
Includes: Into Literature Digital Teacher Resources 4 Year Grades 9-12; Writable for Into Literature Digital Teacher Resources 4 Year Grades 9-12; Access to Teacher's Corner							
Total for Teacher Digital Licenses			**$0.00**				
A la Carte Items Available for Purchase							
Teacher Materials							
1791539	9780358416524	Into Literature Teacher Edition Grade 10	$197.35	1	$197.35	$9.87	$187.48
Student Materials							
1812100	9780358580911	Into Literature Softcover Student Edition 4 Year Print Grade 10	$22.00	88	$1,936.00	$96.80	$1,839.20
Total for A la Carte Items Available for Purchase			**$2,026.68**				
Total for Grade 10			**$13,914.60**				

Coupon Code: PRODPB5

Send **Check Payments** to:
HMH Education Company
14046 Collection Center Drive
Chicago, IL 60693

Attention:
Stacey Alonzi
salonzi@strasburg31j.com

Send **Orders** to:
orders@hmhco.com
FAX: 800-269-5232

HMH Confidential and Proprietary

ISBN		Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Grade 11							
Student Digital Licenses							
1857730	9780358880196	Into Literature Connected Solutions Student License Digital High School 4 Year Includes: Into Literature Digital Student Resources 4 Year Grades 9-12 Writable for Into Literature Digital Student Resources 4 Year Grades 9-12 Implementation Success	$142.20	80	$11,376.00	$568.80	$10,807.20
Total for Student Digital Licenses			**$10,807.20**				
Teacher Digital Licenses							
1857735	9780358880240	Into Literature Connected Solutions Teacher License Digital High School 4 Year Includes: Into Literature Digital Teacher Resources 4 Year Grades 9-12 Writable for Into Literature Digital Teacher Resources 4 Year Grades 9-12 Access to Teacher's Corner	$1,119.60	1	$1,119.60	$1,119.60	
Total for Teacher Digital Licenses			**$0.00**				
A la Carte Items Available for Purchase							
Teacher Materials							
1791540	9780358416531	Into Literature Teacher Edition Grade 11	$197.35	1	$197.35	$9.87	$187.48
Student Materials							
1812101	9780358580928	Into Literature Softcover Student Edition Set 4 Year Print Grade 11	$22.00	80	$1,760.00	$88.00	$1,672.00
Total for A la Carte Items Available for Purchase			**$1,859.48**				

Total for Grade 11 **$12,666.68**

Coupon Code: PRODPB5

Send **Check Payments** to:
HMH Education Company
14046 Collection Center Drive
Chicago, IL 60693

Attention:
Stacey Alonzi
salonzi@strasburg31j.com

Send **Orders** to:
orders@hmhco.com
FAX: 800-269-5232

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ISBN		Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Grade 12							
Student Digital Licenses							
1857730	9780358880196	Into Literature Connected Solutions Student License Digital High School 4 Year Includes: Into Literature Digital Student Resources 4 Year Grades 9-12 Writable for Into Literature Digital Student Resources 4 Year Grades 9-12 Implementation Success	$142.20	80	$11,376.00	$568.80	$10,807.20
Total for Student Digital Licenses			**$10,807.20**				
Teacher Digital Licenses							
1857735	9780358880240	Into Literature Connected Solutions Teacher License Digital High School 4 Year Includes: Into Literature Digital Teacher Resources 4 Year Grades 9-12 Writable for Into Literature Digital Teacher Resources 4 Year Grades 9-12 Access to Teacher's Corner	$1,119.60	1	$1,119.60	$1,119.60	
Total for Teacher Digital Licenses			**$0.00**				
A la Carte Items Available for Purchase							
Teacher Materials							
1791541	9780358416548	Into Literature Teacher Edition Grade 12	$197.35	1	$197.35	$9.87	$187.48
Student Materials							
1812102	9780358580935	Into Literature Softcover Student Edition Set 4 Year Print Grade 12	$22.00	40	$880.00	$44.00	$836.00
Total for A la Carte Items Available for Purchase			**$1,023.48**				

Total for Grade 12 **$11,830.68**

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Strasburg School Dist 31-J

ISBN		Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
		Professional Services - Into Literature 9-12 WR					
		Implementation Support for Into Literature 9-12 WR					
1857559	9780358878414	Into Literature Connected Solutions Getting Started In-Person (1,3 HR Session+Plan) 6-Hour Grades 9-12	$4,200.00	1	$4,200.00	$210.00	$3,990.00
		In this six-hour Getting Started, participants explore the essential components of Into Literature and its instructional model, walk through a lesson, and practice accessing key resources on HMH Ed. To strengthen learning, they collaborate with colleagues to explore their new program and engage in rich discussions. Participants become prepped and ready to plan their first lessons as they continue learning on the Teacher Success Pathway. Getting Started is the initial step towards a successful first 30 days. Ongoing training and support will be provided on Ed through their Into Literature Teacher Success Pathway. This guided learning pathway offers a recommended sequence of topics, including live sessions, videos, interactive media, and related resources, to help teachers plan, teach, and assess student learning using their new HMH program. After teachers complete pathway topics, they receive a certificate of completion.					
		Total for Implementation Support for Into Literature 9-12 WR	**$3,990.00**				
		Total for Professional Services - Into Literature 9-12 WR	**$3,990.00**				

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ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials

Total Savings:	**$7,434.23**
Subtotal Purchase Amount:	**$56,160.57**
Shipping & Handling:	**$2,213.34**
Total Cost of Proposal (PO Amount):	**$58,373.91**

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  - Point of Contact for Print materials
  - Point of Contact for Digital materials
  - Point of Contact for Scheduling Professional Development
  - Email address for Accounts Payable contact
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to:	**Sold to:**
Strasburg School District 31 J	Strasburg School District 31 J
56729 Colorado Ave	56729 Colorado Ave
Strasburg, CO 80136-7809	Strasburg, CO 80136-7809

- Please provide funding start and end dates.
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