

## NOTICE OF REGULAR MEETING AND AGENDA



**September 26, 2018**

**Educational Services Center  
395 South Pratt Parkway  
Longmont, Colorado 80501**

Robert J. Smith, President, Board of Education

Dr. Don Haddad, Superintendent of Schools

### **DISTRICT VISION STATEMENT**

*To be an exemplary school district  
which inspires and promotes high  
standards of learning and student  
well-being in partnership with  
parents, guardians and the  
community.*

### **DISTRICT MISSION STATEMENT**

*To educate each student in a safe  
learning environment so that they  
may develop to their highest  
potential and become contributing  
citizens.*

### **ESSENTIAL BOARD ROLES**

*Guide the superintendent  
Engage constituents  
Ensure alignment of resources  
Monitor effectiveness  
Model excellence*

### **BOARD MEMBERS**

*John Ahrens, Asst Secretary  
Dr. Richard Martyr, Member  
Paula Peairs, Treasurer  
Karen Ragland, Member  
Joie Siegrist, Vice President  
Amory Siscoe, Secretary  
Robert J. Smith, President*

#### **1. CALL TO ORDER:**

6:00 pm Regular Business Meeting

#### **2. ADDENDUMS/CHANGES TO THE AGENDA:**

#### **3. AUDIENCE PARTICIPATION:**

#### **4. VISITORS:**

#### **5. REPORTS:**

1. 2018 Achievement Data

#### **6. CONSENT ITEMS:**

1. Approval: First Reading, Adoption, Board Exhibit CC-E – St. Vrain Administrative Organizational Chart
2. Approval: First Reading, Adoption, Board Policies JICEA – School-Related Student Publications; new Board Policy JICEA-R – School-Related Student Publications; JICEC\* – Student Petitions and Distribution of Non-Curricular Materials; JICEC\*-R – Student Petitions and Distribution of Non-Curricular Materials; JJA-1 – Curriculum Related Student Organizations; and JJA-2 – Non-Curricular Student Organizations (Secondary Schools)
3. Approval: Approval of Request to Grant Exception to Board Policy GBEA – Staff Ethics/Conflict of Interest-Scott Ramsaur
4. Approval: Approval of Recommendation to Hire Assistant Principal for Lyons M/S
5. Approval: Approval of Contract for Architect for Longmont High Addition and Remodel Project
6. Approval: Approval of Contract for Architect for Mead Middle Addition & Renovation Project
7. Approval: Approval of Contract for Architect for Skyline High Renovation Project
8. Approval: Approval of Fee Adjustment to Architect Agreement for Lyons Elementary Addition & Renovation Project

#### **7. ACTION ITEMS:**

1. Recommendation: Approval of Resolution Concerning Representation on the Broomfield Urban Renewal Authority Board
2. Recommendation: Approval of Vendors for the Purchase of Surplus Technology Products

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Amory Siscoe, Secretary  
Robert J. Smith, President*

### **8. DISCUSSION ITEMS:**

### **9. ADJOURNMENT:**

**Board of Education Meetings: Held at 395 South Pratt Parkway, Board Room, unless otherwise noted:**

Wednesday, October 10	6:00 pm Regular Meeting
Wednesday, October 17	6:00 – 8:00 pm Study Session-Trail Ridge
Wednesday, October 24	6:00 pm Regular Meeting

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: 2018 CMAS:ELA, Math, Science and Social Studies, and SAT and PSAT Achievement and Growth Data

PURPOSE

To provide the Board of Education with an update on 2018 CMAS:ELA, Math, Science and Social Studies, and SAT and PSAT Achievement and Growth Data in the St. Vrain Valley School District.

BACKGROUND

## 2018 CMAS:English Language Arts and Math Achievement Data

During the spring of 2018, students in grades three through eight took the Colorado Measures of Academic Success (CMAS) assessments for English Language Arts (ELA) and Math for the fourth time.

These scores measure student achievement and are aligned to the Colorado Academic Standards in English Language Arts and Math. The Colorado Academic Standards are rigorous and designed to help all students graduate high school college and career ready.

CMAS scores are reported as five levels of achievement: Exceeded Expectations, Met Expectations, Approached Expectations, Partially Met Expectations, and Did Not Yet Meet Expectations. Summaries of the scores are generally reported as the percent of students who Met or Exceeded Expectations.

Students in the St. Vrain Valley School District completed 26,748 ELA and Math tests.

## Highlights:

- St. Vrain outperformed the state of Colorado on 11 out of 14 CMAS assessments or 79% of assessments.
- St. Vrain outperformed the state on every ELA measure and averaged 4.3 percentage points higher than the state.

- St. Vrain increased scores on 57% of ELA and Math assessments compared to 2017.
- The highest scores in ELA were in grade 8 with a 53%, which is an increase of 1 percentage point over last year.
- The highest Math scores were in Geometry with a 77%.
- The scores that increased the most were Algebra I which increased 25 percentage points, Geometry which increased 18 percentage points, and Math 7 which increased 10 percentage points.
- Blue Mountain Elementary, Central Elementary, and Prairie Ridge Elementary all increased 67% of their assessment scores.
- Altona Middle School scored near perfect on their Algebra 1 tests with a 99% Met and Exceeded and 96% Met and Exceeded in Geometry.

## 2018 ELA and Math Results

### Percent Met or Exceeded Expectations

English Language Arts/Literacy	SVVS	COLORADO	Difference
Grade 3	42	40	+2
Grade 4	52	46	+6
Grade 5	52	47	+5
Grade 6	44	43	+1
Grade 7	50	47	+3
Grade 8	53	44	+9

Mathematics	SVVS	COLORADO	Difference
Grade 3	41	39	+2
Grade 4	37	34	+3
Grade 5	39	36	+3
Grade 6	35	30	+5
Grade 7	36	29	+7
Grade 8	22	28	-6
Algebra I	60	75	-15
Geometry	77	86	-9

### Increases in the 2018 Percent Met or Exceeded Expectations

Grade	Content	2017 Percentage	2018 Percentage	Change
5	ELA	51	52	1
6	ELA	43	44	1
8	ELA	52	53	1
5	Math	36	39	3
7	Math	26	36	10
8	Math	15	22	7
Algebra I	Math	35	60	25
Geometry	Math	59	77	18

### Decreases in Percentage Met or Exceeded Expectations

Grade	Content	2017 Percentage	2018 Percentage	Change
3	ELA	45	42	-3
4	ELA	53	52	-1
7	ELA	52	50	-2
3	Math	44	41	-3
4	Math	38	37	-1
6	Math	38	35	-3

### St. Vrain Valley School 2018 Participation Rates (% Participated)

Grade	ELA		Math	
	SVVS	State	SVVS	State
Grade 3	96.7	97.2	96.8	97.3
Grade 4	96.5	96.7	96.5	96.9
Grade 5	95.9	95.9	96.2	96.2
Grade 6	93.8	94.2	94.3	94.3
Grade 7	91.4	92.0	91.6	92.1
Grade 8	88.2	88.7	86.0	89.0
Algebra I	-	-	89.4	87.5
Geometry	-	-	91.1	86.7

### Comparison with the State

- St. Vrain outperformed the state of Colorado on 11 out of 14 measures.
- St. Vrain outperformed the state on every ELA measure and averaged 4.3 percentage points higher than the state.

- St. Vrain scores higher than the state by eight percentage points on English Language Arts in 8<sup>th</sup> grade, and in math is higher than the state seven percentage points in grade 7.

#### Outstanding Achievement

Top three performances by schools for each assessment shown in percent Met and Exceeded Expectations. This list only includes schools who tested 16 or more students on the assessment.

<b>English Language Arts/Literacy</b>	<b>School</b>		<b>School</b>		<b>School</b>	
Grade 3	Blue Mountain El.	67	Fall River Elem.	66	Lyons Elem.	65
Grade 4	Niwot Elem.	78	Blue Mountain	75	Hygiene Elem.	72
Grade 5	Lyons Elem.	82	Black Rock Elem.	77	Blue Mountain Elem.	77
Grade 6	Altona Middle	71	Flagstaff Academy	71	Mead Middle	63
Grade 7	Altona Middle	81	Imagine Charter	75	Mead Middle	70
Grade 8	Altona Middle	78	Flagstaff Academy	75	Imagine Charter	71

<b>Mathematics</b>	<b>School</b>		<b>School</b>		<b>School</b>	
Grade 3	Blue Mountain El.	73	Hygiene Elem.	66	Lyons Elem.	65
Grade 4	Lyons Elem.	69	Black Rock Elem.	59	Niwot Elem.	58
Grade 5	Blue Mountain El.	72	Black Rock Elem.	63	Fall River Elem.	59
Grade 6	Altona Middle	58	Flagstaff Academy	58	Twin Peaks Charter	54
Grade 7	Altona Middle	67	Aspen Ridge Prep.	56	Mead Middle	48
Grade 8	Flagstaff Academy	66	Imagine Charter	53	Altona Middle	48
Algebra I	Altona Middle	99	Lyons Mid./Senior	70	Mead Middle	64
Geometry	Altona Middle	96	Coal Ridge Middle	87	Erie Middle	84

#### Schools Showing Improvement for 2018

Nineteen schools showed an increase in the percentage of students who scored Met or Exceeded Expectations in half or more of their tests and are listed below.

<u>Elementary</u>		<u>Middle</u>
Black Rock	Prairie Ridge	Coal Ridge
Blue Mountain	Red Hawk	Longs Peak
Central	Rocky Mountain	Sunset
Columbine		
Fall River		
Hygiene		<u>Multi-level</u>
Indian Peaks		Flagstaff Academy
Lyons		Imagine Charter
Mead		Twin Peaks Charter
Northridge		

CMAS:ELA and Math Growth (Colorado Growth Model)

District growth rates are determined by combining growth percentiles from individual students. Growth rates for individual students are calculated by comparing CMAS scores in ELA and mathematics over consecutive years. Student growth percentiles are computed by comparing each student's growth with other similar students across the state. The state median growth percentile for any grade is 50; districts and schools with growth above 50 are outpacing the state. Growth percentiles between 35 and 65 are considered typical growth. Growth percentiles at or above 65 are considered high growth, and growth percentiles at or below 35 are considered low growth.

#### Highlights:

- St. Vrain is at or above the state median growth percentiles on the majority of measures.
- For all students combined, Mead Middle School led the district in ELA growth with a 71 median growth percentile and Black Rock led the district in math growth with a 70.
- The highest median growth percentile in the district was Mead Middle School with an outstanding 84 percentile in 7<sup>th</sup> grade ELA growth.

District Growth Model CMAS Data (Percentile)

	ELA		Math	
	2017	2018	2017	2018
All Students	53	50	51	50
Grade 4	57	53	53	49
Grade 5	51	48.5	52	51
Grade 6	49	44	54	53
Grade 7	54	51	50	48
Grade 8	61.5	54	50	46

Top Three School Growth Percentile Scores

English Language Arts/Literacy	School		School		School	
All	Mead Middle	71	Flagstaff Charter	64	Black Rock Elem.	63.5
Grade 4	Black Rock Elem.	74.5	Flagstaff Charter	72	Sanborn	66
Grade 5	Lyons Elem.	74.5	Twin Peaks Charter	68	Flagstaff Charter	63
Grade 6	Flagstaff Charter	65.5	Mead Middle	61	Imagine Charter	59
Grade 7	Mead Middle	84	Altona Middle	68	Imagine Charter	61.5
Grade 8	Flagstaff Charter	66	Altona/Mead Mid	64	Twin Peaks Charter	64

Mathematics	School		School		School	
All	Black Rock Elem.	70	Lyons Mid/Senior	66.5	Prairie Ridge Elem.	63
Grade 4	Black Rock Elem.	75	Twin Peaks Charter	69	Prairie Ridge Elem.	65
Grade 5	Northridge Elem.	70	Rocky Mt. Elem	70	Blue Mt. Elem.	66
Grade 6	Twin Peaks Ch.	71	Aspen Ridge Prep.	70	Altona/Thunder Valley	65
Grade 7	Altona Middle	64	Mead Middle	61.5	Imagine Charter	60
Grade 8	Flagstaff Charter	73	Twin Peaks Charter	62	Imagine/Lyons Mid.	55

## 2018 Colorado Measures of Academic Success (CMAS): Science and Social Studies

The CMAS:Science and Social Studies tests measure the success of students in meeting academic standards and the success of schools in advancing student learning. Students in grades 4 and 7 are tested on Social Studies standards, and grades 5, 8, and 11 are tested on Science standards. The Social Studies assessment is given on a sampling basis, so schools only give the test every three years. The schools chosen for the social studies sample each year are randomly determined by the Colorado Department of Education. CDE does not release district and school level Social Studies summary data, so that data is not included in this report.

### Highlights

- St. Vrain outperformed the state of Colorado in all three science assessments by an average of 6.3 percentage points.
- St. Vrain increased scores on all three science tests.
- Central Elementary, Erie High School, Fall River Elementary, Longs Peak Middle (5<sup>th</sup> grade), Lyons Middle/Senior, Mead Middle, and Twin Peaks Charter Academy (5<sup>th</sup> and 8<sup>th</sup>), all showed gains of over 10% Met & Exceeded on the Science test.

### Comparisons between 2017 and 2018 Percent Met and Exceeded

Grade	Content	2017 Percent	2018 Percent	Change in %
5 <sup>th</sup>	Science	38.8	41.9	+3.1
8 <sup>th</sup>	Science	35.8	39.4	+3.6
11 <sup>th</sup>	Science	26.3	28.4	+2.1

### Comparison with the State

Grade	Content	State Percent	District Percent	Difference
5 <sup>th</sup>	Science	35.5	41.9	+6.4
8 <sup>th</sup>	Science	31.2	39.4	+8.2
11 <sup>th</sup>	Science	24.1	28.4	+4.3

### Participation Rates

2018 CMAS Science Participation Rates (%)		
Grade	SVVS	State
5	95.4	94.9
8	86.8	87.0
11	56.1	61.4



## School Increases from 2017 to 2018

Many schools showed strong performances with increases in the percent of students scoring Met & Exceeded. Central Elementary, Erie High School, Fall River Elementary, Longs Peak Middle (5<sup>th</sup> grade), Lyons Middle/Senior, Mead Middle, and Twin Peaks Charter Academy (5<sup>th</sup> and 8<sup>th</sup>), all showed gains of over 10% Met & Exceeded on the Science test.

Thirty-six schools increased the percent Met & Exceeded in Science and are listed below.

### Science Grade 5:

Black Rock Elementary  
Blue Mountain Elementary  
Burlington Elementary  
Central Elementary  
Columbine Elementary  
Erie Elementary  
Fall River Elementary  
Imagine Charter  
Legacy Elementary  
Longs Peak Middle

Lyons Elementary  
Mead Elementary  
Northridge Elementary  
Prairie Ridge Elementary  
Red Hawk Elementary  
Rocky Mountain Elementary  
Sanborn Elementary  
Thunder Valley K-8  
Twin Peaks Charter Academy

### Science Grade 8:

Altona Middle School  
Coal Ridge Middle School  
Erie Middle School  
Imagine Charter  
Lyons Middle/Senior

Mead Middle School  
Sunset Middle School  
Thunder Valley K-8  
Trail Ridge Middle School  
Twin Peaks Charter Academy

### Science Grade 11:

Erie High School  
Longmont High School  
Niwot High School  
Olde Columbine High School

Skyline High School  
St. Vrain Online Global Academy  
Twin Peaks Charter Academy

## SAT/PSAT

During the spring of 2018, the SAT was given to all 11<sup>th</sup> graders for the second time, the PSAT 10 was given to all 10<sup>th</sup> graders for the third time, and the PSAT 8/9 was given to all 9<sup>th</sup> graders for the first time. St. Vrain Valley students took 6,835 PSAT or SAT tests.

Scores are reported in three main categories: Total, EBRW (Evidence-based Reading and Writing), and Math. There are also readiness benchmarks for the subcategories EBRW and Math. If a student scores on or above the benchmark score, they are considered on track to be college and career ready. SAT readiness benchmarks indicate that a student has a 75% chance of earning at least a C in the first semester college course in that content.

#### Highlights:

- St. Vrain Valley outscores state and national scores on the SAT, PSAT 10, and PSAT 9.
- The district has a higher percentage of students meeting the EBRW and Math readiness benchmarks than the state and nation as a whole.
- The majority of St. Vrain students meet the EBRW readiness benchmarks on all three tests. Seventy percent (70%) of our students meet the PSAT 10 EBRW benchmark and 67% of students meet the EBRW readiness benchmark on both the SAT and the PSAT 9.
- The district's SAT mean total scores grew by 15.2 points from 2017 to 2018.
- Erie, Lyons, Niwot, and Silver Creek high schools mean scores exceed the readiness benchmarks for EBRW and Math for all three tests.
- Top three school mean total scores in order are as follows:
  - SAT – Niwot, Silver Creek, Erie
  - PSAT 10 – Lyons Middle/Senior, Niwot, St. Vrain Online Global Academy
  - PSAT 9 – Silver Creek, Niwot, Erie

District PSAT 9 Scores

	Mean Total	EBRW	Math	% Participation
2018	917	464	453	96.9

State PSAT 9 Scores

	Mean Total	EBRW	Math	% Participation
2018	902	454	448	93.8

District PSAT 10 Scores

	Mean Total	EBRW	Math	% Participation
2016	951	483	468	94.2
2017	964	491	473	97.0
2018	957	490	467	96.5

### State PSAT 10 Scores

	Mean Total	EBRW	Math	% Participation
2016	944	476	468	88.3
2017	948	479	469	91.9
2018	944	479	465	92.7

### District SAT Scores

	Mean Total	EBRW	Math	% Participation
2017	1022	520	502	98.4
2018	1037	529	508	97.5

### State SAT Scores

	Mean Total	EBRW	Math	% Participation
2017	1014	513	501	93.0
2018	1018	515	503	91.5

### Readiness Benchmark Data

	2018 SAT				
	Mean Scale Score	Met Both Benchmarks	Met EBRW	Met Math	Met None
District	1037	40%	67%	42%	32%
State	1018	38%	61%	40%	37%
Nation	997	34%	57%	36%	41%

	2018 PSAT 10				
	Mean Scale Score	Met Both Benchmarks	Met EBRW	Met Math	Met None
District	957	43%	70%	45%	28%
State	944	42%	66%	44%	31%
Nation	930	39%	63%	41%	34%

	2018 PSAT 9				
	Mean Scale Score	Met Both Benchmarks	Met EBRW	Met Math	Met None
District	917	50%	67%	54%	29%
State	902	46%	66%	50%	31%
Nation	885	42%	62%	46%	35%

## PSAT and SAT Growth (Colorado Growth Model)

Growth scores for high schools are calculated the same way CMAS ELA and Math growth are calculated, and are calculated for the following tests: CMAS 8<sup>th</sup> grade to PSAT 9, CMAS 9<sup>th</sup> grade to PSAT 10, and PSAT 10 to SAT. This is the first year growth has been calculated for CMAS to PSAT 9 or 10, and the second year for growth from PSAT 10 to SAT.

### Highlights:

- St. Vrain outscored the state in SAT median growth percentile in both EBRW and math.
- The District's highest median growth percentile was in grade 10 EBRW.
- Erie High School scored the highest median growth percentile with an outstanding 82 percentile in grade 10 EBRW. They also led the District in growth scores in EBRW in grades 9 and 10, and in SAT math.

District PSAT and SAT Median Growth Percentiles

	EBRW		Math	
	2017	2018	2017	2018
All Students	48	52	50	49
Grade 9	-	47	-	46
Grade 10	-	57	-	46
Grade 11	48	53	50	53

Top Three School PSAT and SAT Median Growth Percentile Scores

EBRW	School		School		School	
All	Erie High	68	Niwot High	61	Twin Peaks Ch.	60
Grade 9	Erie High	67	Twin Peaks Charter	66	Lyons Mid/Senior	62
Grade 10	Erie High	82	Niwot High	74	Lyons Mid/Senior	61
Grade 11	Twin Peaks Ch.	60.5	Niwot High	60	Silver Creek	59

Math	School		School		School	
All	Lyons Mid/Senior	66.5	Erie High	58	Twin Peaks Ch.	55.5
Grade 9	Lyons Mid/Senior	74	Twin Peaks Ch.	65.5	Erie High	56
Grade 10	Lyons Mid/Senior	73	Erie High	63	Twin Peaks Ch.	53.5
Grade 11	Erie High	58	Mead High	57	Silver Creek High	56

## Overall Closing Comments

We increased scores and outperform the state on the majority of assessments. Most of our median growth scores are strong and indicate that our students are achieving at or above “a year’s growth for a year’s time.” We will use this data in addition to many other data sources to identify ways to improve student achievement. Our goal is to increase learning opportunities and improve student achievement for all of our students.

MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Adoption, Board Exhibit CC-E – St. Vrain  
Organizational Chart

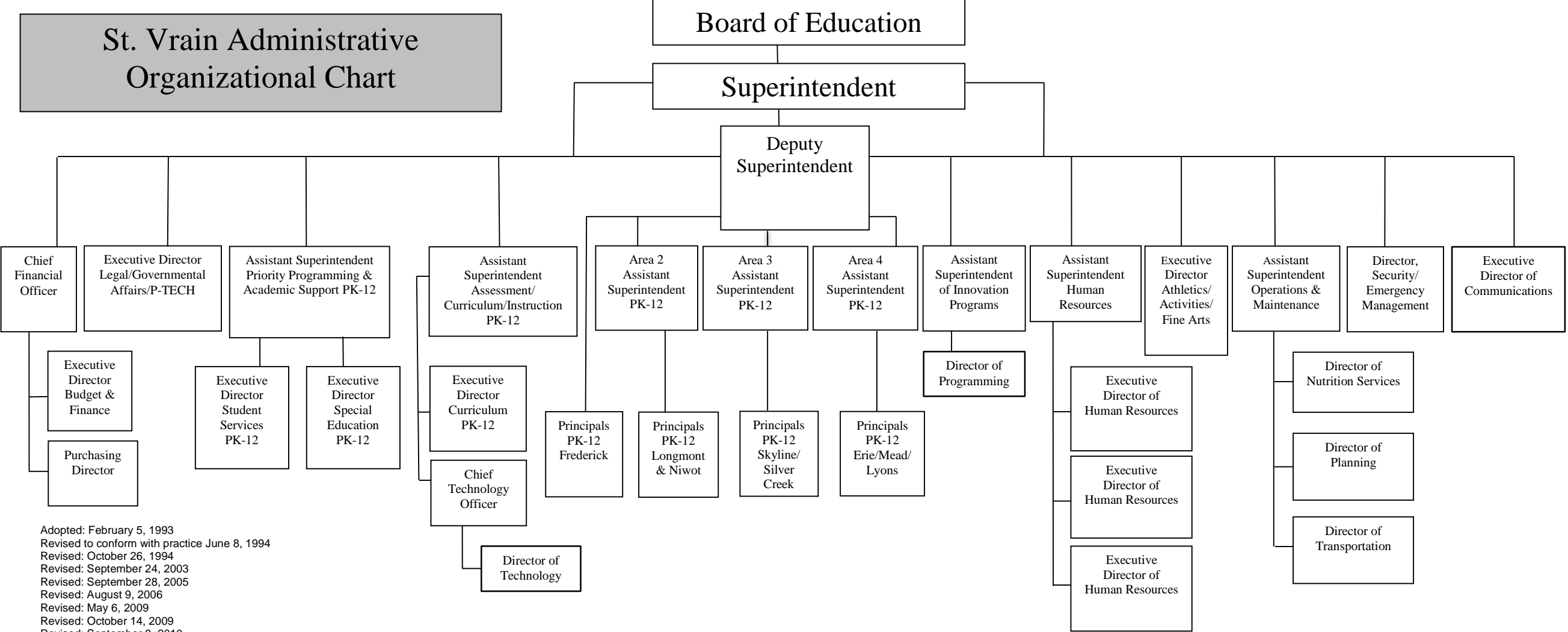
RECOMMENDATION

That the Board of Education approve revisions to Board Exhibit CC-E – St. Vrain Organizational Chart.

BACKGROUND

These revisions are necessary for alignment with current practice and have been reviewed by the Superintendent.

St. Vrain Administrative  
Organizational Chart



Adopted: February 5, 1993  
Revised to conform with practice June 8, 1994  
Revised: October 26, 1994  
Revised: September 24, 2003  
Revised: September 28, 2005  
Revised: August 9, 2006  
Revised: May 6, 2009  
Revised: October 14, 2009  
Revised: September 8, 2010  
Revised: November 12, 2014  
Revised: October 28, 2015  
Revised: January 27, 2016  
Revised: September 28, 2016  
Revised: October 11, 2017

Statement of Purpose

The leadership structure of the St. Vrain Valley School District represents a systems approach to student achievement. This structure is designed to maximize organizational performance and optimize resources dedicated to the alignment of standards, curriculum, instruction and assessment, as well as technology, professional development, communications, and partnerships with business and industry, post-secondary institutions, parents and other stakeholders.

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: First Reading, Adoption, Board Policies JICEA – School-Related Student Publications; new Board Policy JICEA-R – School-Related Student Publications; JICEC\* – Student Petitions and Distribution of Non-Curricular Materials; JICEC\*-R – Student Petitions and Distribution of Non-Curricular Materials; JJA-1 – Curriculum Related Student Organizations; and JJA-2 – Non-Curricular Student Organizations (Secondary Schools)

RECOMMENDATION

For the Board of Education to adopt revisions to Board Policies JICEA – School-Related Student Publications; and to adopt new Board Policy JICEA-R – School-Related Student Publications; and to adopt revisions to Board Policies JICEC\* – Student Petitions and Distribution of Non-Curricular Materials; JICEC\*-R – Student Petitions and Distribution of Non-Curricular Materials; JJA-1 – Curriculum Related Student Organizations; and JJA-2 – Non-Curricular Student Organizations (Secondary Schools).

BACKGROUND

These Board policies have had revisions to reflect changes in law and recommendations made by Colorado Association of School Boards, and have been reviewed and approved by administration and District legal counsel.

Board Policy BG – School Board Policy Process states, “Policy revision shall be accomplished in the same manner as policy adoption, except that revisions mandated by changes in law shall not require a second reading and may be adopted upon majority vote of the Board.”



## School-Related Student Publications (School Publications Code)

The Board encourages students to express their views in school-sponsored publications while observing rules for responsible journalism and complying with this policy and state and federal law. To protect the rights of all members of the school community and to support the district's educational mission and purposes, students are prohibited from publishing expression which:

- is false or obscene;
- is libelous, slanderous or defamatory under state law;
- presents a clear and present danger of the commission of unlawful acts, violation of school rules or material and substantial disruption of the orderly operation of the school;
- violates the privacy rights of others; ~~or~~
- threatens violence to property or persons; ~~or~~
- violates copyrights.

Student editors of school-sponsored publications shall be responsible for determining the news, opinion and advertising content of their publications subject to the limitations of this policy, its accompanying regulation and applicable state and federal law. The publications advisor within each school shall be responsible for supervising the production of school-sponsored publications and for teaching and encouraging free and responsible expression and professional standards of journalism.

The publications advisor has authority to establish or limit writing assignments for students working with publications and to otherwise direct and control the learning experience that publications are intended to provide when participation in a school-sponsored publication is part of a school class or activity for which grades or school credits are given.

~~The right of the student to individual freedom of expression shall not be restricted unless its exercise interferes with the orderly conduct of classes and the overall school program. Within that limitation, students may freely express their points of view provided they do not attempt to coerce others to join their mode of expression and provided also that they do not otherwise intrude upon the rights of others.~~

~~On the other hand, school officials have the duty to provide for an ordered educational program free from turmoil and distraction. Opportunity for individuals to express their views shall be provided through official student publications.~~

~~All publications shall reflect and be guided by accepted journalistic standards. Responsibility for the content of a publication shall rest with the individuals responsible for the publication. No school-related publication shall be published or distributed which would endanger the health or safety of the students, imminently threaten to disrupt the educational process or contain slanderous or libelous statements.~~

~~A publication shall be considered unacceptable when it contains:~~

- ~~1. Material that otherwise violates Board policy prohibiting unlawful discrimination and harassment;~~
- ~~2. Statements which tend to create hostility or are conducive to violence;~~

~~3. Obscene, libelous or slanderous material as interpreted in relation to the school setting rather than as may be circulated to the public at large;~~

~~4. Commercial advertisements or solicitations for funds except when such material receives prior approval from the principal and is related to school activities.~~

~~Copies of this policy shall be distributed to all high school students and made available to other students and parents/guardians upon request.~~

Adopted: August 8, 1984  
Revised: June 8, 1994  
Revised: October 12, 2005  
Revised: June 24, 2015

LEGAL REFS.: C.R.S. 22-1-120 ~~(6)~~ (rights of free expression for public school students~~student participation in school-sponsored publications~~)  
C.R.S. 22-1-123 (5) ~~(e)~~ (state law does not prevent a student who is working under the supervision of a journalism teacher or sponsor from preparing or participating in a survey, analysis or evaluation without obtaining written parental consent as long as participation is not prohibited by federal law~~consent for surveys in student journalism context~~)  
C.R.S. 22-32-110 (1)(r) (power to exclude materials that are immoral or pernicious)

CROSS REF.: JLDAC, Screening/Testing of Students  
JICEC\*, Student Petitions and Distribution of Non-Curricular Materials  
JICEC\*-R, Student Petitions and Distribution of Non-Curricular Materials

St. Vrain Valley School District RE-1J, Longmont, Colorado

## **School-Related Student Publications** (School Publications Code)

### **1. Purpose**

School-sponsored publications provide an educational activity through which students can gain experience in reporting, writing, editing and understanding responsible journalism. Content of school-sponsored publications should reflect all areas of student interest, including topics about which there may be dissent or controversy.

### **2. Prohibited publications and materials**

The following defines those publications and materials prohibited by this regulation's accompanying policy.

- a. Students may not publish or distribute material that is obscene. "Obscene" means:
  - (1) The average person applying contemporary community standards finds that the publication, taken as a whole, appeals to a minor's prurient interest in sex.
  - (2) The publication depicts or describes in a patently offensive way sexual conduct such as ultimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of genitals.
  - (3) The work, taken as a whole, lacks serious literary, artistic, political or scientific value.
- b. Students may not publish expression that is libelous, slanderous or defamatory under state law. "Libelous" is defined as a false and unprivileged statement about a person that injures the individual's reputation in the community.
- c. Expression that is false as to any person who is not a public figure or involved in a matter of public concern is prohibited.

If the allegedly libeled individual is a "public figure or official," the official must show that the false statement was published with actual malice, as the terms are defined in law.
- d. Expression which presents a clear and present danger of the commission of unlawful acts, violation of school rules, or material and substantial disruption of the orderly operation of the school, violates the rights of others to privacy, or threatens violence to property or persons is prohibited.

In order for a student publication to be considered disruptive, there must exist specific facts upon which it would be reasonable to forecast that a clear and present likelihood of an immediate, substantial material disruption to normal school activity would occur if the material were distributed. Material that stimulates heated discussion or debate does not constitute the type of disruption that is prohibited.

e. Students may not violate copyrights.

f. Commercial advertisements or solicitation of funds is only permitted with prior approval from the principal and must be related to school activities.

**3. Time, place and manner restrictions**

The principal will coordinate with the publications advisor on the time, place and manner of distributing school-sponsored publications to reduce any conflict with school instructional time and/or reduce any disruption of the orderly operation of the school which might be caused by the distribution of school-sponsored publications.

**4. Procedures for resolving differences**

Student editors will work first with the publications advisor to resolve any differences. If the problem cannot be resolved at this level, the student editors and/or the publications advisor will work with the principal to resolve any problems. If the problem is not resolved at the principal level, the student editors and/or the publications advisor may appeal to the superintendent. The superintendent's decision shall be final.

Adoption:

St. Vrain Valley School District RE-1J, Longmont, Colorado

## Student Petitions and Distribution of Non-Curricular Materials

To understand Constitutional values such as the right to free speech, students must not only study such principles but also have an opportunity to put them into practice. However, there are limitations on the right of student free speech in the school setting that have been upheld by the courts because of the unique nature of the school community.

It is the goal of this policy to strike a necessary balance between a student's right of free speech and the ~~district~~~~school~~'s responsibility to maintain an orderly and safe school environment which respects the rights of students, staff members and others on ~~school~~district grounds and during ~~school~~district-sponsored activities.

Students ~~may~~shall be allowed to circulate petitions and distribute non-curricular materials on ~~school~~district property in person or electronically in accordance with this policy, its subject to restrictions on time, place and manner of distribution set out below and in the accompanying regulations and applicable state and federal law.

### Prohibited distribution

Students shall not circulate petitions or distribute non-curricular materials in person or electronically on school district property, or at school district-sponsored activities or events, or through the district's electronic network(s) that in themselves or in the manner they are distributed:

- create or threaten to create a substantial disruption or material interference with the normal operation of the school district, school district activity or event;
- advocate or encourage unlawful conduct or conduct that violates Board policy, including but not limited to the Board's policies prohibiting unlawful discrimination, harassment and bullying;
- cause or threaten to cause injury to persons or property; or
- are obscene, defamatory or violate any person's privacy rights.

~~which is obscene; which is libelous, slanderous or defamatory under state law; which advocates or encourages the violation of any Board policy or federal, state or local law; or which creates or threatens to create substantial disruption of school or district operations.~~

Students who circulate petitions or distribute non-curricular materials ~~which, in the judgment of school officials, are~~ in violation of this policy ~~will be required to discontinue such activity and shall~~ may be subject to appropriate disciplinary action, including suspension and/or expulsion.

~~School-District~~ equipment and supplies and district technology devices ~~and supplies~~ shall not be used for the creation or publication of such material~~petitions or written materials unless authorized as a school-sponsored activity.~~

The principal shall present to any student or students wishing to circulate petitions or distribute non-curricular materials a copy of this policy and its accompanying regulation.

~~Students who wish to appeal the decision of school officials may do so to the principal or designated representative. The appeal must be in writing and received within five working days after the school official's decision. The principal or designated~~

~~representative will consider the appeal and respond back to the student(s) within ten working days.~~

~~If the student(s) wish to further appeal, they may do so by filing their request in writing to the superintendent or designee.~~

Adopted: August 8, 1984  
Revised: July 28, 1993  
Revised: May 24, 1995  
Revised: October 12, 2005  
Revised: June 24, 2015

LEGAL REFS.: [Tinker v. Des Moines Indep. Comm. Sch. Dist., 393 U.S. 503 \(1968\)](#)  
[Taylor v. Roswell Indep. Sch. Dist., 713 F.3d 25 \(10<sup>th</sup> Cir. 2013\)](#)  
[Colo. Const. Art 9, 5](#)  
[C.R.S. 22-1-120 \(rights of free expression for public school students\)](#)  
[C.R.S. 22-32-110 \(1\)\(r\) \(power to exclude materials that are immoral or pernicious\)](#)

CROSS REFS.: JICEA, School-Related Student Publications  
[JII, Student Concerns, Complaints and Grievances](#)  
JK, Student Discipline, and subcodes  
KHC, Distribution/Posting of Promotional Materials  
[JS\\*, Student Responsible Use of the Internet and Electronic Communications](#)

## Student Petitions and Distribution of Non-Curricular Materials

### Approval required prior to distribution

Students who wish to circulate petitions or distribute more than 10 items or copies of non-curricular materials in person or electronically on school district property or in conjunction with at a schooldistrict-sponsored activity or event shall submit the material to must notify the students' principal for approval at minimum of three least five school days in advance of the planned distribution date so that details may be worked out regarding the time, place and manner of distribution. The principal or principal's designee shall respond to such requests within three school days. The principal is authorized to shorten this time period for good cause shown.

Students are required to produce an advance copy of the petitions or non-curricular materials that will be distributed for the principal's review solely for the purposes of determining whether the student has exercised proper judgment with respect to the content of such petition or materials and to determine whether they contain information which, in the principal's judgment, is prohibited by Board policy.

### Appeal

If the principal does not approve the materials for distribution, the principal or principal's designee shall provide a written explanation of why the materials were not approved under the policy accompanying this regulation.

The student may then appeal the decision as follows:

1. Within 10 school days of receiving the principal's or designee's decision, the student may file a written notice of appeal with the superintendent.
2. The superintendent shall make a written determination within 10 school days of receiving the student's appeal.
3. Within 10 school days of receiving the superintendent's decision, the student may submit a written appeal to the superintendent, requesting a hearing before the Board.
4. The superintendent shall schedule the hearing on the agenda of the next regularly scheduled Board meeting, which generally will be held within 30 days of the filing of a request for a hearing.

After providing the student with an opportunity to be heard, the Board shall render a decision, which shall be final.

The following restrictions ~~will~~ apply to all requests to circulate petitions or distribute more than 10 items or copies of non-curricular materials by students on school district property or at a schooldistrict-sponsored activity:

- 1. Place.** Circulation of petitions or distribution of non-curricular materials must be made at physical or electronic places within the school district or on school grounds district property as designated by the principal except that in no event may such petitions or materials be circulated or distributed in any classroom of any building then being occupied by a regularly-scheduled class.

2. **Time.** Circulation or distribution may be made up to one-half hour before school and/or during regularly scheduled lunch periods and/or ~~up to~~ 15 minutes after the last bell. Any other times during the school day are considered to be disruptive of normal school-district activities.
3. **Littering.** All distributed petitions or non-curricular materials discarded in school or on school-district grounds must be removed by the persons distributing such ~~items~~petitions or materials.
4. **Manner.** No student may in any way be compelled or coerced to sign any petitions or accept any non-curricular materials ~~being circulated or distributed by any person~~. In the alternative, no school-district official or student may interfere with the circulation or distribution of such petitions or materials distributed in accordance with this regulation and its accompanying policy.

Violation of ~~any of these~~ this regulations and/or accompanying policy will be sufficient cause for denial of the privilege to circulate petitions or distribute non-curricular materials at future dates and ~~or~~ may be cause for disciplinary action, including suspension and/or expulsion.

Adopted: July 28, 1993  
Revised: May 24, 1995  
Revised: October 12, 2005  
Revised: June 24, 2015



## Curriculum Related Student Organizations

Schools in the district may encourage students to broaden their knowledge and citizenship by permitting the formation of clubs or other groups that relate to subject matter covered by the curriculum. Such organizations shall operate within the framework of state statutes, Board policy, administrative rules and the parameters of the learning program.

Each building principal shall develop general guidelines for the establishment and operation of student organizations within the particular school. Among other provisions, such guidelines shall require the approval of the principal prior to the formation of any club or organization in a school and the assignment of at least one faculty adviser to each approved student organization.

The principal is responsible for determining whether the purpose of a student organization is related to the curriculum.

Student organizations shall be considered directly related to the curriculum if one or more of the following applies:

1. The subject matter of the organization represents the primary or majority of content taught in a regularly offered district approved course.
2. The subject matter of the organization concerns the body of courses as a whole.
3. Participation in the organization is required for a particular course.
4. Academic credit or extra credit is given for participation in the organization.

Meetings of student organizations may not interfere with the regular educational activities of the school. Meetings may take place before, during or after school as determined by the principal.

Subject to principal approval, student curricular-related organizations may:

1. Hang a limited number of posters or signs around the school.
2. Use the school's PA system to announce meetings.
3. Post club and meeting information on the school's website.

The faculty adviser must attend every meeting of the student organization whether conducted on school premises or at another location.

All student organizations are required to open membership to all interested and/or eligible students. Fraternities, sororities and/or secret societies shall not receive recognition in any manner under this policy.

All forms of hazing ~~in initiations~~ shall be prohibited in a student organization. No initiation shall be held for a student organization which will be degrading and/or harmful to the student, or is unlawful.

In the event the principal denies a group of ~~middle and/or high school~~secondary students the right to organize and conduct meetings as a curriculum-related student organization,

~~then~~ students may seek permission to meet as a non-curricular student organization in accordance with Board policy JJA-2.

Adopted: July 28, 1993

Revised: June 8, 1994

Revised: October 12, 2005

Revised and recoded: June 24, 2015

LEGAL REFS.: 20 U.S.C. §4071 *et. seq.* (~~Equal Access Act~~~~denial of equal access~~  
~~prohibited~~)  
C.R.S. 22-1-117 (secret fraternities forbidden)  
C.R.S. 22-1-118 (school board has power to enforce prohibition ~~on~~  
secret fraternities)

CROSS REF.: JJA-2, Non-Curricular Student Organizations (~~Secondary Schools~~)

## **Non-Curricular Student Organizations – Open Forum** **(Secondary Schools)**

In addition to clubs and groups related to the curriculum, students in middle and high secondary schools in this district shall be permitted to organize and conduct meetings of non-curriculum related student clubs or other groups to pursue specialized activities outside the classroom. Such groups shall not be considered school-sponsored student organizations nor be given all the privileges afforded to school-sponsored organizations.

Students may conduct meetings under this policy on school premises only during non-instructional time so that meetings do not interfere with the orderly conduct of the educational activities of the school. For purposes of this policy, “non-instructional time” means time set aside by each school before actual classroom instruction begins or after actual classroom instruction ends. Lunch period is considered “non-instructional time.” Meetings of non-curricular student groups must be scheduled, organized and conducted within the guidelines established by this policy and accompanying regulation.

Requests for permission to conduct a non-curricular student meeting on campus must originate from a student or groups of students. Persons not attending school in this district, parents, school personnel or any other non-school persons are prohibited from directing, conducting, controlling or regularly attending the activities of a non-curricular student group.

The building administration shall develop general guidelines and rules so that students will be informed about the procedure for scheduling meetings and activities, the hours available for meetings and the facilities available for meeting space. Students must request permission for a meeting of a non-curriculum related group from the principal and submit all scheduling requests to the principal for approval.

Students shall be responsible for ensuring the presence of a faculty monitor prior to every meeting. Under no circumstances shall the school compel a faculty member or school employee to monitor or attend a meeting of a non-curricular student group if the content of the speech at the meeting is contrary to the beliefs of the school employee.

All non-curricular student groups meeting on school premises are required to open membership to all interested and/or eligible students. Fraternities, sororities and/or secret societies shall not receive recognition in any manner under this policy. Attendance at all meetings must be voluntary.

All forms of hazing ~~in initiations~~ shall be prohibited in any group meeting on school premises. No initiation shall be held for any non-curricular student group which will be degrading and/or harmful to the student, or is unlawful.

The school district, through the building principal, retains the authority to prohibit meetings which otherwise would be unlawful. Disruptive behavior or continued violation of Board policies or regulations could result in suspension of permission to use school facilities.

Further, nothing in this policy shall be construed to limit the authority of the school to maintain discipline on school premises, to protect the well-being of students and faculty and to ensure that attendance at meetings is voluntary. Neither shall anything in this policy be used to imply that the school is sponsoring a non-curricular student group. No public funding or support shall be extended to non-curricular student groups other than an opportunity to meet on school premises.

In providing equal access to school facilities for all non-curricular groups, the district is not expressing any opinion or approval of the subject matter discussed at any meeting nor is it advocating or supporting in any manner the point of view expressed by any student or group meeting as allowed by this policy.

Adopted: July 28, 1993

Revised: September 25, 1996

Revised: October 26, 2005

Revised and recoded: June 24, 2015

LEGAL REFS.: 20 U.S.C. §4071 *et seq.* (~~Equal Access Act~~~~denial of equal access~~  
~~prohibited~~)  
C.R.S. 22-1-117 (~~S~~secret fraternities forbidden)  
C.R.S. 22-1-118 (~~S~~school board has power to enforce prohibition on  
secret fraternities)

CROSS REF.: JICDA, Code of Conduct

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Request to Grant Exception to Board Policy GBEA – Staff Ethics/Conflict of Interest-Scott Ramsaur

RECOMMENDATION

That the Board of Education allow an exception to the current Board Policy GBEA – Staff Ethics/Conflict of Interest. This exception would enable Scott Ramsaur to provide martial arts training to individuals within the District.

BACKGROUND

Board Policy GBEA - Staff Ethics/Conflict of Interest states, "No school district employee or firm owned by a school district employee shall be allowed to sell to the school district or its schools or staff goods or services of any kind without express prior written consent of the Board of Education."

New Soaring Heights PK-8 employee, Scott Ramsaur, owns a company called Origin Martial Arts. In the past, he has provided Community Schools with martial arts training. Since Mr. Ramsaur is now a District employee, he is requesting a waiver from Board Policy GBEA so that he can still provide classes to Community Schools.

The administration recommends approval of this exception, with services for the 2018-2019 school year not to exceed \$5,000. If so, his exception will be brought back to the Board of Education for additional approval.

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Recommendation to Hire Assistant Principal for Lyons Middle/Senior High School

### RECOMMENDATION

That the Board of Education approve the recommendation to hire Ms. Colleen Ford as the Assistant Principal for Lyons Middle/Senior High School, effective September 17, 2018.

### BACKGROUND

Ms. Ford graduated from Arizona State University with a Bachelor of Science in Biology. She continued her education at the University of Northern Colorado, where she completed her Master of Arts in Educational Leadership. In addition, she earned her Principal Licensure from the University of Northern Colorado.

For the past two years, Ms. Ford has served as a Science Teacher, high school coach, and in a variety of leadership roles at Niwot High School. Her current leadership roles include Professional Development Leader, Science Department Chair, Ninth Grade Transition Co-Facilitator, and Eighth to Ninth Grade Jumpstart Program Coordinator. In these roles, she has helped teachers implement more organizational structures in their classrooms, improved department efficiency, analyzed data to identify areas of improvement to better support students, and aided countless students in their transition to high school. Prior to 2016, Ms. Ford was a Chemistry and Biology Teacher and coached high school sports in Arizona, which afforded her the opportunity to develop effective leadership skills and a strong connection to the community.

### SALARY

Annual salary will be according to schedule.

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract - Architect for the Longmont High School Addition and Remodel Project

RECOMMENDATION

That the Board of Education approve the contract with Wold Architects for \$850,000 for the design of the Longmont High School Addition and Remodel Project, and further authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

The architect review committee reviewed responses to RFQ 2017-037 "Architectural Services for District Projects." Wold Architects was selected based on their experience, proposed team, and availability.

The remodel includes a new office addition, as well as building preservation items.

The project design is funded in the 2016 Bond program.

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract - Architect for the Mead Middle School Addition and Renovation Project

RECOMMENDATION

That the Board of Education approve the contract with Cuningham Group Architecture, Inc., for up to \$216,000 for the design of the Mead Middle School Addition and Renovation Project, and further authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

The architect review committee reviewed responses to RFQ 2017-037 "Architectural Services for District Projects." Cuningham was selected based on their experience, proposed team, cost, and availability.

The addition and renovation includes a four-classroom addition, science room safety upgrades, and a partial re-roof.

The project design is funded in the 2016 Bond program.



## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Contract - Architect for the Skyline High School Renovation Project

RECOMMENDATION

That the Board of Education approve the contract with Hord Coplan Macht for \$260,000 for the design of the Skyline High School Renovation Project, and further authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents and initiate scope changes in accordance with Board of Education policy.

BACKGROUND

The architect review committee reviewed responses to RFQ 2017-037 "Architectural Services for District Projects." Hord Coplan Macht was selected based on their experience, proposed team, cost, and availability.

The remodel includes a 4-6 classroom addition, as well as building preservation items.

The project design is funded in the 2016 Bond program.

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Fee Adjustment to Architect Agreement for Lyons Elementary Addition and Renovation Project

RECOMMENDATION

That the Board of Education approve a contract increase of \$28,000 for a total contract amount of \$165,390 with Cuningham Group Architecture for the design of the Lyons Elementary Addition and Renovation Project, and further authorize Brian Lamer, Assistant Superintendent of Operations, to sign contract documents.

BACKGROUND

On December 13, 2017, the Board approved a total contract value of \$118,800 for this project. On August 8, 2018, a contract increase of \$18,590 was approved for sump pump and retaining wall design.

This contract increase includes ADA ramp design.

Funding for the contract increase is available in the 2016 Bond program. This item is being brought forth to comply with Board policy FEH stating any accumulative changes that exceed the Board approved project budget must have Board approval.

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Resolution Concerning Representation on the Broomfield Urban Renewal Authority Board

RECOMMENDATION

That the Board of Education approve the attached Resolution concerning Broomfield Urban Renewal Authority (URA) Board representation.

BACKGROUND

The Broomfield URA anticipates making a substantial modification to its urban renewal area in the near future and, through its representatives, has asked the five school districts located within Broomfield (Adams 12 Five Star Schools, Boulder Valley School District, Jeffco Public Schools, School District 27J and St. Vrain Valley School District) to appoint a single elected member of one of their respective boards of education members to serve as a commissioner on the Broomfield Urban Renewal Authority.

Adams 12 Board of Education member and Broomfield resident Laura Mitchell has agreed to participate as a commissioner on the Broomfield URA as the school district representative on behalf of these multiple school districts.

Greg Fieth, Chief Financial Officer, will be available to answer questions.

**RESOLUTION FOR ST. VRAIN VALLEY SCHOOL DISTRICT**  
**Consent to School District Representation on Broomfield Urban Renewal Authority**

WHEREAS, pursuant to C.R.S. 31-25-104(2)(a)(I) and 107(9.7)(b), upon formation of a new or substantially modified urban renewal plan, one commissioner on the Broomfield Urban Renewal Authority ("Broomfield URA") "must also be an elected member of a board of education of a school district levying a mill levy within the boundaries of the urban renewal authority area;"

WHEREAS, the Broomfield URA anticipates making a substantial modification to its urban renewal area in the near future and through its representatives has asked the five school districts located within Broomfield (Adams 12 Five Star Schools, Boulder Valley School District, Jeffco Public Schools, School District 27J and St. Vrain Valley School District) to appoint a single elected member of one of their respective boards of education member to serve as a commissioner on the Broomfield Urban Renewal Authority; and

WHEREAS, multiple school districts, including St. Vrain Valley School District are located within the boundaries of the Broomfield URA and in the coming months Broomfield URA will be creating a new or substantially modified plan; and

WHEREAS, the Broomfield URA has asked these multiple school districts to agree to a single representative on the Broomfield URA, and Adams 12 Board of Education member and Broomfield resident Laura Mitchell has agreed to participate as a commissioner on the Broomfield URA as the school district representative on behalf of these multiple school districts.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education ("Board") of the St. Vrain Valley School District RE-1J that the Board consents to Adams 12 Board of Education member Laura Mitchell participating as the school district commissioner on the Broomfield URA for the current discussion of the new or substantially modified plan through and until November 30, 2019, conditioned upon her remaining as a member of the Adams 12 Board of Education; and,

St. Vrain Valley School District Board Member John Ahrens will act as a liaison between Ms. Mitchell and the SVVSD Board of Education and will update the Board as needed on the matters coming before the Broomfield URA.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J  
Robert J. Smith, Board President

Attest:

\_\_\_\_\_  
ST. VRAIN VALLEY SCHOOL DISTRICT RE-1J  
Amory Siscoe, Board Secretary

## MEMORANDUM

DATE: September 26, 2018

TO: Board of Education

FROM: Dr. Don Haddad, Superintendent of Schools

SUBJECT: Approval of Vendors for the Purchase of Surplus Technology Products

**RECOMMENDATION**

That the Board of Education approve the following pre-qualified vendors to purchase surplus technology products over \$100,000 during Fiscal Year 2019.

<b>Vendor Name</b>	<b>Pricing Method</b>	<b>FY18 Total Purchases</b>
Cal State Electronics	RFP	\$0
CDR Global, Inc.	RFP	\$0
Computer Dealers, Inc.	RFP	\$0
Diamond Assets, LLC.	RFP	\$0
Secure Recycling	RFP	\$0
Sycamore International, Inc.	RFP	\$0

**BACKGROUND**

The Purchasing Department and District Technology Services (DTS) issued Request for Qualifications (RFQ) 2018-065, Surplus Technology Buyback Providers on May 22, 2018. Fourteen (14) responses were received on May 31, 2018. Responses were evaluated based on each vendor's expertise such as years of operation, project team, proposed services and industry certifications for data sanitation and recycling (zero waste). Reference and financial background checks were also performed. With each RFQ response, vendors were also required to sign a Data Protection Addendum and in each purchase proposal, vendors will be required to specify how they will provide for data sanitization and proper eWaste handling for each lot purchased.

As a result of this extensive process, these six (6) firms were selected as pre-qualified vendors and eligible to submit Request for Proposals (RFP) for the purchase of the District's surplus technology products.