

***DISTRICT MISSION:***

**To ignite a passion for learning.**

**Board Priorities:**

- Ensure all students stay on or above grade level each year and graduate prepared to successfully implement a plan for college or career. *Every day, we are college or career-ready.*
- Provide all students with engaging learning opportunities. *Rigor and engagement are everywhere.*
- Create a space that is safe, inclusive and welcoming for all. *Diversity and culture make us better.*
- Plan and execute the capital and human capital investments that will make our district better. *We plan for the future.*



Lake County School District Board of Education  
June 27, 2017 6:30 pm Special Meeting/Work Session  
Lake County Schools District Office

Special Meeting

1. 6:30 Call to Order
2. Pledge of Allegiance
3. 6:31 Roll Call
4. 6:32 Consent agenda
  - a. Head Start-ERSEA Policies (Eligibility, Recruitment, Selection, Enrollment and Attendance), Human Resource System 2017-2018, Self-Assessment Report 2016-2017
5. 6:33 Action Item
  - a. Head Start COLA (Cost of Living Adjustment)
  - b. Head Start Change in Scope Amendment—Conversion of Head Start Slots to Early Head Start
  - c. 2<sup>nd</sup> Reading and Adoption of Strategic Policies-3 (SP-3) District Instruction and Learning Policy
6. 7:10 Adjourn Meeting

Work Session

7. 7:15 Master Plan
8. 7:45 ACCESS Data update
9. 7:50 Twin Lakes School House Rededication-Aug. 13<sup>th</sup> @ 5:00 pm
10. 7:55 BOE Retreat summary and Goals
11. Informational Items
  - a. LCSD Budget Reports
  - b. Head Start Reports

\*Estimated duration of meeting is 2.5 to 3 hours \*\*Updated 6/22/2017

**A few welcoming notes:**

*The board's meeting time is dedicated to its strategic mission and top priorities. • The "consent agenda" has items which have either been discussed prior or are highly routine. By not discussing these issues, we are able to spend time on our most important priorities. • "Public participation" is an opportunity to present brief comments or pose questions to the board for consideration or follow-up. Each person is asked to focus comments to five minutes. The boundaries are designed to help keep the strategic meeting focused and in no way limits conversations beyond the board meeting. • Your insights are needed and welcomed and the board encourages you to request a meeting with any board member, should you have something to discuss. • If you are interested in helping the district's achievement effort, please talk with any member of the leadership team or call the district office at 719-486-6800. Opportunities abound. Your participation is highly desired.*



**The Center**  
Early Childhood Programs  
Lake County School District R-1

315 West 6<sup>th</sup> Street  
Leadville, CO 80461

*Head Start, Colorado Preschool Program, Tuition-Based Preschool and School Age Programs, Services for Children with Special Needs*

## **Head Start items for Governing Board**

### **Contents:**

#### **Approval Items:**

1. ERSEA Policies (Eligibility, Recruitment, Selection, Enrollment, Attendance)  
These policies are red-lined for easy reference of changes and additions. All ERSEA policies were revised to reflect the new Head Start Performance Standards
2. Human Resource System 2017-2018  
This policy is red-lined for easy reference of changes and additions. Changes were made to reflect new Head Start Performance Standards and updated systems that have been put into place.
3. Self-Assessment Report 2016-2017  
This report reflects our self-assessment outcomes for the year 2016-2017. This is a compilation of data from a variety of sources. We also selected 2 key areas of focus for our self-assessment this year. These were 1) Health data – specific to blood lead and dental exams and 2) Family Enrollment and Engagement practices. There is a section in the self-assessment that outlines these two focus areas including the specific data we looked at, our findings, and some ideas and areas of focus for the future related to this topic.

Lake County School District  
Head Start Program

**Eligibility Policy**

Performance Standards: 1302.12

**POLICY-** To establish clear eligibility guidelines to provide fair enrollment opportunities for children and families in Lake County, and to ensure funded enrollment.

**PROCEDURE-**

1. The following guidelines shall be used to determine eligibility:

- a. Income documentation will be examined and an Income Verification form will be completed and signed by a Head Start staff member, according to Head Start Performance Standard 1302.12 (c) (2) i, ii & iii.
- b. Staff will facilitate an intake interview with families either in person or over the phone.
- c. Children must be 3 or 4 years old on or before October 1 of each year, using birth certificate or other documentation to verify age. Any applications received for children who will be 5 or older by October 1 of the program year will be referred to the office of West Park Elementary for registration. Children may attend classes on the first day if they will be at least 3 by October 1.
- d. An exception is that a child may be enrolled on the chronological 3<sup>rd</sup> birthday if on an IEP and 10% enrollment of children with disabilities is not exceeded.
- e. A mid-year vacancy may be filled with a child who is 3 years of age but was younger than 3 on October 1 and therefore not considered for enrollment at the beginning of the year.
- f. Only 10% of the total enrollment may be filled by families who are over-income according to guidelines.
- g. 10% of enrollment opportunities must be made available to children with disabilities.
- h. Children who are in foster care or are homeless as defined by McKinney-Vento Homeless Assistance Act are also eligible for enrollment. Staff may ask for court paper work as well as a written statement from an agency verifying both foster care and homelessness.
- i. If an opening occurs and there are no income-qualified children, and 10% over-income vacancies are filled, an opening can be filled with a child whose family income is between 101%-130% of federal poverty level, up to 35% of funded enrollment.
- j. Up-to-date immunizations records or signed exemptions are required to begin school.
- k. Children of current staff must follow the same procedure. No priority is given to staff children.

2. Second-year eligibility:

- a. An eligible child enrolled at age 3 is automatically eligible for a second year of enrollment.
- b. Parents will be notified at the end of their 3-year-old's first program year of eligibility for the second year of Head Start.

Policy Council Approval: May 22, 2017

Lake County School District  
Head Start Program

**Recruitment Policy**

Performance Standard: 1302.13

**POLICY:** Head Start shall establish and maintain an outreach and recruitment process, which systematically ensures enrollment for funded classroom placement, regardless of race, sex, creed, color, and national origin.

**PROCEDURE:**

1. Identify the demographic data and needs of the community to determine areas to be targeted for recruitment
  - a. If areas are targeted, recruitment efforts will increase focus there, otherwise our recruitment area is our service area of Lake County, Colorado
2. Develop an annual recruitment plan to meet recruitment goals and to ensure all areas have an adequate number of enrollees on waiting list
  - a. Update fliers, posters, and brochures.
  - b. Determine needed quantity of materials and produce them.
  - c. Identify areas for distribution
  - d. Provide recruitment materials to staff and parents according to timeline
  - e. Submit information to local media outlets to promote program activities
  - f. Add to calendars of appropriate local agencies and announce at meetings and events
3. Identify local events and activities within the community where recruitment could take place. Also coordinate with agency's to recruit homeless families as well as children within the foster care system.
4. Recruit children with disabilities for 10% of Head Start enrollment
  - a. Update contact list of agencies providing services for special needs
  - b. Disabilities Case Manager will refer children on IEPs to Head Start
  - c. Recruitment letters will be sent out in fall and spring
  - d. Make contacts with referral sources including: Health Dept, St. Vincent General Hospital, St Vincent Leadville Medical Clinic, Rocky Mountain Family Practice, School Nurse, Mountain BOCES, Mountain Valley Developmental Services, & Early Childhood Connections
  - e. Ensure that recruitment materials include children with special needs

Policy Council Approval: May 22, 2017

Lake County School District  
Head Start Program  
**Selection Policy**

Performance Standard: **1302.14**

**POLICY:** To systematically select children who meet eligibility requirements to ensure a fair and equal opportunity for enrollment for children and families in Lake County, without regard to race, sex, creed, or national origin, ensuring funded enrollment, and to provide enrollment opportunities for children with disabilities., chronic illness, homeless children, and children in Foster care..

**PROCEDURE:**

1. Annual selection will take place the first week in June. Available openings will be filled first with income-eligible applicants according to the selection criteria in 6 below, which were determined using input from the Community Assessment.
2. If there are not sufficient income-eligible applicants to fill funded enrollment, over-income children on an IEP for a disability will be enrolled and may be limited to 10% of funded enrollment.
3. If any openings remain following annual selection, a second selection will be held the first week in August, following the process as in 1 and 2 above.
4. If openings remain after all **income eligible** families and **Foster care or homeless children** have been selected, families are assigned spots and 10% of over-income slots are not filled, applicants will be chosen whose family income is over 100% of the Federal Poverty Level (FPL), according to selection criteria below.
5. If any openings still remain, they will be filled with applicants from 101-130% of FPL, at a maximum of 35% of enrollment, according to selection criteria. This guideline will be used only when there are no income-eligible applicants and 10% over-income slots are filled.
6. The following point system shall be used to prioritize eligibility for enrollment and in filling vacancies from the waiting list.

	Selection Criteria		Points
a.	<b>Age</b> by Kindergarten cut-off date of program year	Age 4	10
		Age 3	0
b.	<b>Disability</b> Determined by IEP staffing team	Once 10% of openings are filled by children with disabilities, these priority points no longer apply, and children with disabilities compete for openings equally with other applicants.	5
c.	Transfer from another Head Start program		2
d.	<b>Child needs</b>	Developmental concerns	1
		Referral from agency	1
		Speech/language concerns	1
e.	<b>Family needs</b> May include the following, determined by Family Partnerships Staff	Parent on active duty in US military	1
		Drug/alcohol	1
		Family Violence/abusive adult	1
		Homeless/more than 1 family in home	2
		One parent home	2
		Teen parent (less than 18 at child's birth)	2
		Abuse/neglect	1
		Family in crisis/ multiple needs	2
		Family member incarcerated	1
		Income below poverty guidelines	1
		Single parent unemployed	1
		Both parents unemployed	1
		Out of home placement	1
		Reliance on public assistance	1
		Frequent relocations	1
Parent unmarried at time of child's birth	1		
Parent education- less than HS diploma	2		

**Full Day/Full Year Selection-** Following annual selection, Head Start enrolled children whose families request the Full Day/Full Year option and who are eligible for Full Day services, will be selected using the above point system to prioritize them for enrollment and for the Full Day/Full Year waiting list.

Policy Council Approval: May 22, 2017

Lake County School District  
Head Start Program

**Enrollment Policy**

Performance Standard: 1302.15

**POLICY:** To establish a process that insures that families fully understand requirements for enrolling their child, and which provides equal and fair access to Head Start enrollment opportunities to families in Lake County.

**PROCEDURES:**

- 1) Applications are available year-round for The Center Early Childhood Programs.
- 2) Only parents or legal guardians of a child may apply for spots. An application must be signed by at least one adult whose name appears as a parent on a birth certificate or on legal documents showing custody of the child. Special consideration may be given to families with extenuating circumstances on a case by case basis after consultation with the Child Care Collaboration team and Policy Council.
- 3) A returned application will be reviewed for completeness by any manager at The Center, who will sign that all requirements are included. Requirements include: income documentation, birth certificate, up-to-date immunization record, and copy of health insurance card or indication that the family has no insurance.
- 4) Complete applications will be reviewed by the Family Partnerships Manager, income qualified if the application includes Head Start, and placed on a waiting list for enrollment.
- 5) Waiting list categories include:
  - a) Head Start income eligible below the federal poverty level
  - b) Head Start over-income above the federal poverty level
  - c) Head Start income eligible between 101-130% of the federal poverty level
  - d) Colorado Preschool Program- no Head Start
  - e) Tuition-based preschool- no CPP or Head Start
- 6) Parents will be informed of their child's enrollment status (enrolled, or on the waiting list) within three weeks of annual selection, or within two weeks of submitting complete application mid year.
- 7) It will be the responsibility of the family to provide all necessary information and documentation for a complete file. Incomplete files will not be considered for enrollment, except in the case of homelessness, when flexibility may be given to obtain needed documentation.
- 8) **Mid year vacancies will be filled with use of the wait list by a qualifying child within 30 days.**
- 9) Enrollment applications will be taken year-round to insure that classroom openings are filled and funded enrollment is maintained. In order to align all enrollment policies with Head Start guidelines, students on the Wait List will not be enrolled in the program less than sixty calendar days before the end of the program year. Exceptions will be made for new IEP students who require immediate enrollment and referrals from the Department of Human Services.
- 10) When enrolled, parents will attend orientation for The Center Early Childhood Programs, and attend an Open House with the child's classroom teachers before the child starts the program.
- 11) Children enrolled in no cost programs mid-year, who have an outstanding tuition balance at the time of the program change will be put on a payment plan to pay down the existing balance.
- 12) If a child is on the wait list after being dropped for non-attendance, parents must submit a plan for compliance with all program requirements, including improved attendance.

Policy Council Approval: May 22, 2017

Lake County School District  
Head Start Program

**Attendance Policy**

Performance Standard: 1302.16

**POLICY:** The Head Start program will document absences of enrolled children, analyze causes of absenteeism, and note drop in average daily attendance below 85%

1. Families will be advised of our Attendance Policy at orientation and it will be printed in our Parent Handbook. We will also provide this information as needed throughout the program year.
  2. Parents will be urged to provide information concerning absences and provided information about the benefits of regular attendance
  3. Attendance will be taken by the teaching staff on sign in sheets and registered in our electronic database by the Family and Community Partnerships Manager.
  4. Parents whose child has a pattern of inconsistent attendance will receive additional and appropriate family support in accordance with 1302.16.
4. The following steps will be taken:
- a. If a child is unexpectedly absent and a parent has not contacted the program within one hour of program start time, the FCPM will attempt to contact the parent to ensure the child's well-being.
  - b. Upon multiple unexplained or consecutive absences, staff will make attempts for direct contact with the family including a home visit as necessary.
  - c. If no improvement in attendance is seen following a contact, the family may be asked if they would like to make their child's Head Start slot available to a child on the waiting list.
  - d. Following 30 consecutive calendar days of absence, with or without notice from the family with the reason for absence, the selection committee may consult on enrollment of another child from the wait list, to meet the needs of families and the program.
5. Deviation from this policy may occur under special circumstances, to be approved by the Director, the Child Care Collaboration team (consisting of the Family & Community Partnerships Manager, and the Child Care Director), and Policy Council on an as-needed basis in accordance with 1302.16.
7. Attendance data will be reported at least monthly by the FCPM to the Head Start Director. If attendance levels fall below 85%, reasons for this drop will be described and analyzed.
8. Special considerations and supports will be provided to families experiencing homelessness in accordance with provisions in 1302.16.

Policy Council Approval: May 22, 2017

# The Center

Early Childhood Programs  
Lake County School District R-1

## HUMAN RESOURCE SYSTEM 2017-2018

Purpose: Develop a system that allows for the hiring and retention of knowledgeable, qualified and competent staff.

Performance Standards:	642 (2) (D) (vi)	Policy Council approval of new hires
	1301.40(b)(3)	Parent Committee participation - recruiting / screening employees
	1302.91 (b-e)	Staff Qualifications – general
	1302.91 (b1) (i) (ii) (b2) (i) (ii)	Background checks and selection procedures
	1302.93 (b) (6)	Preference to current and former HS parents for vacancies
	1302.90 (c)	Standards of Conduct
	1302.93	Staff health and wellness
	1302.92	Training and professional development

*Note: See Child Care Director procedures for detailed instructions on steps below, including new personnel paperwork, background checks, creating staff files, etc.*

### When there is an Opening

- Notify Director of Early Childhood Programs and Human Resources
- Post 3 days in-district **via district email**
- Advertise in community after internal posting (if no qualified person applies in-district) via Newspaper, Parent Newsletter, Workforce, and other appropriate means

### Review job description and interview questions

- Director of Early Childhood Programs and Managers review the necessary skills, knowledge & experience prior to receiving applications

### Form Interview/Selection Committee

Members may include:

Director of Early Childhood Programs  
Other Managers  
Head Start Parent Committee member  
Policy Council member  
Teacher  
Community Member

Responsibilities of committee:

- Be familiar with requirements of position
- Review applications & qualifications



- Complete qualification worksheet, if applicable
- Select candidates for interviews
- Set time and dates for interviews
- Notify candidates and committee members of times and location of interview
- Give preference to current former Head Start parents for vacancies for which they are qualified
- Conduct interviews
- Check references
- Select a Candidate

Prior to Policy Council and Board for Approvals:

- Child Care Director completes:
  - CBI On-line Background Check\* (this also includes Sex Offender Registry Check)

Director of Early Childhood Programs or Child Care Director completes "New Hire Checklist" (attached)

- Director of Early Childhood Programs Approval
- Superintendent Approval
- Policy Council Approval

A special meeting to approve new hires may be requested in accordance with Policy Council By-laws. Substitute teachers may be offered positions and begin their Orientation prior to Policy Council approval at the next regularly scheduled meeting, but will not be used to cover teaching positions until their approval is official.

- Board Approval

Notification of Candidate

- Candidate completes:
  - Fingerprints, including FBI criminal history records, and Child abuse and neglect state registry check (TRAILS) documents\*
  - Employee Packet
  - TB screening
  - Staff physical

\*Employee is not considered permanent until background checks are complete.

\*New employees will not have unsupervised access to children until all background checks are finalized.

\*Complete background checks will be conducted on each employee every 5 years. Child Care Director will track and coordinate necessary background check renewals.

Orientation Process

- New employee meets with Child Care Director, Director of Early Childhood Programs, and Managers (checklist attached) during 1<sup>st</sup> week or ASAP
- New employees receive handbook and sign acknowledgement of receipt
- New employee shadows teacher

### Coach/Mentor Process – conducted by Director of Early Childhood Programs with Teaching staff

- Preconference with teaching teams
- Observe classrooms
- Develop goals
- Provide support with resources and monthly visits
- Follow up and reflection conversations

### Professional Development Plans

- Teacher/Supervisor set goals during annual evaluation
- Professional Development plan created
- CMC career counseling provided
- Plan reviewed twice a year
- Transcripts are submitted annually
- Staff qualification worksheet revised as goals are met
- New payroll form completed if pay grade increase is met
- Program training needs gathered during yearly staff survey/evaluations
- Program training plan based on staff input, regulations, strategic plan

### Evaluations/Observations

- Supervisor observes during first 30 days of employment
- Pre-observation conference
- 3 month evaluation for all new staff
- 2 informal observations yearly
- Formal evaluation & self-appraisal annually
- Post observation conference

\*Note – job descriptions and program appraisal forms updated annually by Business Manager

### Improvement Plans

- May be developed after 30 days of employment when areas of concern are evident
- Plans usually follow: 1) verbal warning, 2) written warning
- Plan written by supervisor and reviewed with employee
- Supervisor monitors plan and schedules follow-up meeting with employee

### Termination

- Supervisor compiles documentation:
  - Conferences
  - Possible improvement plan
  - Non-compliance of job functions or non-compliance of District policies, procedures or code of conduct
  - Policy Council/sub-committee notified of possible concerns and/or termination of a Head Start employee

- Meeting with employee, supervisor, and Director of Early Childhood Programs regarding termination
- Development of separation agreement (optional)
- Policy Council approval sought for termination per regulations
- Notification of Human Resource Director
- Exit paperwork completed by Child Care Director

Most Recent Approval Dates:  
Policy Council: May 22, 2017

Revised: May 19, 2017



**The Center**  
Early Childhood Programs  
Lake County School District R-1

315 West 6<sup>th</sup> Street  
Leadville, CO 80461

*Head Start, Colorado Preschool Program, Tuition-Based Preschool and School Age Programs, Services for Children with Special Needs*

## **Head Start items for Governing Board**

### **Contents:**

### **Approval Items:**

1. COLA – Cost of Living Adjustment

The Office of Head Start released information regarding a COLA for a 1% increase or \$5399 to our grant. This proposal outlines our use of these funds. These are:

1. Provide a 1% increase to staff, teachers, and managers (this includes fringe); the 1% was also added to the salary scale which is also attached
2. Utilize the remainder to off-set the transportation personnel salary budget as this has been a rising cost
3. In-Kind match will be achieved through the partnership with Solvista and the time that Andrea Leibhart spends weekly supporting our program.

2. Change in Scope Amendment – Conversion of Head Slots to Early Head Start

Our recent proposal for a reduction to our enrollment from 68 to 40 Head Start spots and increasing duration for preschool children was returned to us in May. We were asked to relook at this as the submitted proposal equated to a higher cost per child and suggestions were to explore reducing our preschool budget and to consider other service options that we might be able to provide. We have done that and this is a Change in Scope Amendment for Conversion of Head Start to Early Head Start. This proposal outlines two main things.

1. Reduce Head Start Enrollment from 68 to 40
2. Convert the 28 Head Start spots to 18 Early Head Start spots and begin an Early Head Start Home Visiting program

In doing this, we have relooked at the preschool budget and decreased this in order to allocate for an Early Head Start budget. A budget justification is included in this amendment.

With beginning an Early Head Start program we propose to hire a .5 Early Head Start Director and 1.5 home visitors. The program would be housed out of The Center. The full time home

visitor will have a caseload of 12 families, while the .5 time home visitor has a caseload of 6 families.

The timeline for this change is also outlined in the Change in Scope Amendment with the reduction to 40 Head Start preschool spots beginning on August 23, 2017 which is aligned with the first day of school. For Early Head Start the timeline is as follows:

- September – November 2017, Planning and Implementation Phase; this will include hiring and training of Early Head Start staff, and ordering curriculum and supplies
- December 2017 – recruitment activities
- January 2018 – services begin for initial families
- March 2018 – full enrolled with all services in place for 18 families



**The Center**  
Early Childhood Programs  
Lake County School District R-1

315 West 6<sup>th</sup>  
Street  
Leadville, CO

*Head Start, Colorado Preschool & Kindergarten Program, Tuition-Based Preschool and School Age Programs, Services for Children with Special Needs*

Ms. Dolly Hull  
Program Specialist, Office of Head Start, Region VIII  
Department of Health and Human Services  
Administration for Children and Families  
999 18<sup>th</sup> Street  
South Terrace, Suite 499  
Denver, CO 80202

June 9, 2017

Dear Ms. Hull,

The following is a narrative and justification for a Cost-Of-Living Adjustment (COLA) of 1% to increase the permanent base funding for our Head Start grant. The requested award amount is \$5,399.

Our program serves all of Lake County, Colorado. The Center, a comprehensive family center, was developed through the collaboration of community agencies by the Lake County School District in 1988. Head Start is an integral part of the many Early Childhood Programs that operate within The Center. The Center is licensed for 132 children ages 3 to 5 years of age. The building is open 11 hours a day during the school year, providing preschool services to the majority of the county's three and four year olds. The program allows parents to commute long distances to work knowing that their children are well cared for. The Early Childhood programs and funding sources used to operate the building include Head Start, Colorado Preschool Program, Special Education, Colorado Child Care Assistance program (CCCAP), program tuition and private foundation monies. The Center has been able to offer affordable childcare rates through its system of braided funding. Each program collaborates with the others allowing for the best possible services for all children and families.

Currently, the Lake County Head Start program is funded for sixty-eight children who receive Head Start services at The Center. However, we are in the process of requesting a Change in Scope amendment. Head Start operates 9:30-1:30 pm Monday through Thursday, but many children in the half-day program stay longer through a combination of funding options. Those families not enrolled in one of many funded programs pay a sliding scale fee for childcare services.

Mission Statement:

Our mission is to serve and respect children and families by providing research-based early childhood services that promote the development of knowledge, life skills and self-esteem.

**Program & Budget Narrative**

COLA Allocations & Justification

We propose allocating the \$5,399 permanent COLA funding increase to staff salaries and fringe benefits. Over the last few years we have seen fluctuating teacher retention, with an average of 67% of teachers returning. Through increasing salaries to be more commensurate with similar programs, we feel it would allow us to hire and keep more experienced teachers and managers. This would, in turn, lead to more time and energy spent on increasing quality services and instruction rather than on hiring. Therefore, we propose using COLA funds to give our current managers, teachers and support staff a 1% increase, to fund a 1% increase to the salary schedule, and to fund the associated fringe benefit increases.

In addition, we propose using the remaining COLA funds to increase the transportation personnel salary budget. With bus driver costs continuing to rise over the past year, a commensurate budget increase is needed.

Budget Justification

Budget Category	Description	Amount
Personnel	COLA funds to be used for a 1% wage increase for managers, teachers and support staff	\$3,047
Fringe Benefits	COLA funds for increased fringe benefits related to above wage increases (PERA, Medicare)	\$550
Personnel	COLA funds to be used for increased transportation salary costs	\$1,802
<b>TOTAL COLA FUNDS</b>		<b>\$5,399</b>

In Kind

Our in kind match for this COLA funding opportunity is \$1,350. We plan to meet this requirement with additional volunteer support from Andrea Liebhart, a Mental Health Clinician at Solvista Health in Leadville. We have started a new partnership with Solvista Health where Andrea will attend CAT (Child Action Team) meetings weekly to discuss child concerns, provide support and observations in classrooms, and meet with families as needed.

Solvista Health, Andrea Liebhart

$$54 \text{ hours} \times \$25 \text{ (professional volunteer rate)} = \$1,350$$

**TOTAL ANTICIPATED IN KIND FUNDS**

**\$1,350**

Please consider our funding proposal to cover the increased cost of employee wages and fringe benefits.

Sincerely,

Tanya Lenhard, *Director of Early Childhood Programs*

The Center Early Childhood Programs  
Head Start/CPP  
Wage Scale

<b>LEAD TEACHER*</b>									
<b>STEP</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
<b>1</b>			11.85	12.91	14.40	14.55	15.69	16.95	18.23
<b>2</b>			11.97	13.03	14.54	14.66	15.80	17.07	18.34
<b>3</b>			12.08	13.14	14.65	14.76	15.92	17.18	18.44
									0.00
<b>ASSISTANT TEACHER*</b>									
<b>STEP</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
<b>1</b>		10.37	10.99	12.06	13.57	13.70	14.84	16.10	17.39
<b>2</b>		10.50	11.12	12.18	13.69	13.80	14.95	16.22	17.51
<b>3</b>		10.60	11.24	12.30	13.79	13.92	15.07	16.34	17.61
<b>SUPPORT STAFF</b>									
<b>STEP</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
<b>1</b>	9.39	9.74	10.16	11.22	12.72	12.85	13.98	15.26	
<b>2</b>	9.49	9.84	10.26	11.32	12.82	12.96	14.09	15.36	
<b>3</b>	9.60	9.94	10.36	11.42	12.92	13.06	14.19	15.46	
<b>SUBSTITUTE</b>									
<b>STEP</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
<b>SUB 1</b>	9.39	10.77	10.77	10.77	10.77	12.46	12.46	12.46	12.46
<b>SUB 2</b>	10.51	11.33	11.33	11.33	11.33	12.46	12.46	12.46	12.46

\*Bilingual Teachers will receive a \$.10 per hour increase above these amounts.

- A High School Diploma or equivalent
- B Group Leader Qualified
- C AA – Unrelated field
- D CDA or Crosswalk
- E AA – Early Childhood Education or Related Field
- F BA – Unrelated Field
- G BA – Early Childhood Education or Related Field
- H BA+15 – Early Childhood Education
- I MA – Early Childhood Education or Related Field



SUB 1 See Steps above

SUB 2 Step + 10 years of experience

NOTE: This schedule is strictly for placing an individual at the time of hire on a certain experience level. Thereafter, the employee shall receive a COLA raise as directed by the Lake County School District Board of Education on an annual basis.

#### WAGE INCREASE POLICY

Employees who successfully complete educational advancement will receive a wage increase as per the following schedule, effective immediately upon presenting a transcript demonstrating completion:

Completion of Group Leader qualification	
Completion of CDA qualification	Increase to Step 1 wage on scale D or a \$.50 per hour increase, whichever is
Completion of AA in ECE or Related	Increase to Step 1 wage on scale E or a \$1.50 per hour increase, whichever is
Completion of BA in ECE or Related	Increase to Step 1 wage on scale F or G or a \$1.50 per hour increase, whichever is more.
Completion of BA+15 Credits	Increase to Step 1 wage on scale H or a \$1.00 per hour increase, whichever is more
Completion of MA	Increase to Step 1 wage on scale I or a \$1.50 per hour increase, whichever is

Substitute Director pay will be \$2.50/hr or \$15.00/day.

Most Recent Policy Council Approval:

Most Recent Governing Board Approval:

The Center Early Childhood Programs  
Head Start/CPP  
Wage Scale

**LEAD TEACHER\***

STEP	A	B	C	D	E	F	G	H	I
1			11.74	12.79	14.26	14.40	15.53	16.79	18.05
2			11.85	12.90	14.39	14.52	15.65	16.90	18.16
3			11.96	13.01	14.51	14.62	15.76	17.01	18.25

**ASSISTANT TEACHER\***

STEP	A	B	C	D	E	F	G	H	I
1		10.27	10.88	11.94	13.44	13.56	14.69	15.94	17.21
2		10.39	11.01	12.06	13.55	13.66	14.80	16.06	17.34
3		10.50	11.13	12.18	13.65	13.78	14.92	16.18	17.44

**SUPPORT STAFF**

STEP	A	B	C	D	E	F	G	H	I
1	9.30	9.64	10.06	11.11	12.59	12.73	13.84	15.11	
2	9.40	9.74	10.16	11.21	12.69	12.83	13.95	15.21	
3	9.50	9.84	10.26	11.31	12.80	12.93	14.05	15.31	

**SUBSTITUTE**

STEP	A	B	C	D	E	F	G	H	I
SUB 1	9.30	10.66	10.66	10.66	10.66	12.34	12.34	12.34	12.34
SUB 2	10.41	11.22	11.22	11.22	11.22	12.34	12.34	12.34	12.34

\*Bilingual Teachers will receive a \$.10 per hour increase above these amounts.

- A High School Diploma or equivalent
- B Group Leader Qualified
- C AA – Unrelated field
- D CDA or Crosswalk
- E AA – Early Childhood Education or Related Field
- F BA – Unrelated Field
- G BA – Early Childhood Education or Related Field

- H BA+15 – Early Childhood Education
- I MA – Early Childhood Education or Related Field
- SUB 1 See Steps above
- SUB 2 Step + 10 years of experience

NOTE: This schedule is strictly for placing an individual at the time of hire on a certain experience level. Thereafter, the employee shall receive a COLA raise as directed by the Lake County School District Board of Education on an annual basis.

WAGE INCREASE POLICY

Employees who successfully complete educational advancement will receive a wage increase as per the following schedule, effective immediately upon presenting a transcript demonstrating completion:

Completion of Group Leader qualification	\$.50 per hour increase
Completion of CDA qualification	Increase to Step 1 wage on scale D or a \$.50 per hour increase, whichever is more
Completion of AA in ECE or Related	Increase to Step 1 wage on scale E or a \$1.50 per hour increase, whichever is more
Completion of BA in ECE or Related	Increase to Step 1 wage on scale F or G or a \$1.50 per hour increase, whichever is more.
Completion of BA+15 Credits	Increase to Step 1 wage on scale H or a \$1.00 per hour increase, whichever is more
Completion of MA	Increase to Step 1 wage on scale I or a \$1.50 per hour increase, whichever is more

Substitute Director pay will be \$2.50/hr or \$15.00/day.

Most Recent Policy Council Approval:  
 Most Recent Governing Board Approval:

**Lake County School District R-1**

**Change in Scope Amendment – Conversion**

**Head Start to Early Head Start**

**June 30, 2017**

Amy Frykholm, Board of Education President

Thea Gab, Policy Council Chairperson

Dr. Wendy Wyman, Executive Director (Superintendent)

Tanya Lenhard, Director of Early Childhood Programs

Claire Oatey, Business Manager

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## **Executive Summary**

In 2015, Lake County School District R-1 Head Start applied for and received funds from the Administration for Children and Families for a 5 year grant funding 68 Head Start children. During the 2016-2017 school year, we have been under-enrolled and have not been able to show an enrollment of 68 children at once during the year.

As a result of the trends we have seen in our enrollment and the data in our Community Assessment, we are requesting a reduction to our enrollment by 28 spots and to convert those 28 Head Start spots to 18 Early Head Start spots so that we may begin an Early Head Start program utilizing a home visiting option.

In preparation for converting some Head Start to Early Head Start we have decreased our overall Head Start budget and developed a budget for Early Head Start.

Our proposal is for these changes to take effect August 23, 2017, the date on which we would a) begin the 2017-2018 year serving 40 Head Start children and b) begin the planning phase for implementation of the Early Head Start program.

## **Recruitment Efforts and Community Needs**

The Lake County School District Head Start program and The Center's service area is all of Lake County, where the population is localized around the City of Leadville and the immediate surrounding area. Outreach efforts are programmed to reach the entire county. Recruitment is a year round effort, but the bulk of activities are scheduled for springtime in preparation for the following school year.

The Center has formed and maintains strong connections to community partners that also serve our target population. Communication with the Lake County Department of Human Services, including the Child Protection Team, helps us connect to low income families, families receiving TANF benefits, families with a member on disability, and families with children in foster care. We have a relationship with the Advocates, who serve victims of violence, and Solvista, a mental health provider, to help connect to families who may be in vulnerable situations. The Center's Health Advisory Committee forges connections to local health care providers, public health entities, the school district's nurse and the district's School Based Health Center, to recruit families with children who are age-eligible and have diagnosed disabilities or would benefit from preschool services. Our Special Education Specialist is also the Child Find coordinator for the district so she makes connections to families with age eligible children who may have a need for disability services. We connect with other buildings in the school district so that all staff can refer new families who may have younger siblings to our program. Program staff also attend community events to promote the program more widely. A substantial portion of the families with age eligible children speak Spanish as their first language. Recruitment materials are produced in both English and Spanish to reach all families.

Over the past few years, the Lake County School District Head Start program has seen some challenges with enrollment. We examined our Head Start enrollment trends over the past few years and noticed declines in our wait list numbers beginning in the 2013-2014 school year. It was not until the 2015-2016

school year, however, that the decline in numbers affected our actual enrollment. During the 2016-2017 school year, a total of 60 children were enrolled, but never more than 55 at one time. Enrollment included income eligible children, as well as over-income following the guidelines, and children within the 130% range of poverty. It is also to be noted that the school district as a whole has also seen some declining enrollment year by year.

Our Community Assessment data supports these trends. In our 2016 Community Assessment, we estimated there are between 170 and 227 age-eligible children in Lake County (median: 199 children). This is a significant drop compared to our estimate of 219-281 age-eligible children in our 2012 Community Assessment (median: 240 children). Economic data indicates that rent and home prices are rising and anecdotal data indicates that families are leaving town partially for this reason. In addition, unemployment rates are dropping (12.6% unemployment in 2010 compared to 4.8% in 2014), making fewer families income eligible for Head Start spots. KidsCount estimated the poverty rate for children under 6 at 13% for 2010-2014 compared to an estimated 36% of children under 6 living in poverty from 2006-2010.

#### Estimation of Head Start Eligible Children

<b>199 children</b> X <b>13%</b> Poverty Rate Under Age 6 (2010-2014)	25
<b>40-49</b> (max) funded enrollment X <b>10%</b> Over-Income allowed	4
<b>199 children</b> X <b>6.1%</b> categorically eligible under TANF (2015)	12
<b>199 children</b> X <b>.28%</b> categorically eligible under Foster/Out of Home Placement (2015)	0-1
<b>Total:</b>	<b>41-42</b> <u>Proposed new Head Start Enrollment number:</u> 40 with waitlist

While the above chart shows a tight range of eligible children, we also have taken to account that these numbers are estimated. During the 2016-2017 school year, we maintained enrollment at 55 for the year until April in which case we had 3 children drop from the program, two of them were siblings. Our proposed number of 40 Head Start children reflects our data and trends, as well as our recent enrollment data which also accommodates for a wait list. We are confident that we can maintain enrollment of 40 children. As of this writing, we already have 38 children qualified and enrolled for the next school year, which begins in late August. We often see several more eligible children enroll as the school year approaches and new families move to town. Finally, with the creation of an Early Head Start program, we will be developing a pipeline of Head Start eligible children who will already be served by us and who will be relatively easy to seamlessly enroll into our Head Start program once they turn three.

When combining the decrease in age-eligible children in Lake County along with the decrease in unemployment and poverty rates, which impacts eligibility for Head Start, the conclusion we have drawn is that there has been a shift in our community rendering the need for Head Start slots to be less than it has historically been. That being said, we are confident that our recruitment efforts are comprehensive and well-executed, and the declining enrollment numbers are due to the fact that there are fewer Head Start eligible families in our service area.

Within this work, we also utilized our Community Assessment data to assess the need for Early Head Start services in Lake County. Utilizing the reported birth rates from 2014 and 2015, 84 and 82 respectively, we estimate there are 166 children ages 1 and 2 in our community. The estimated average birth rate from 2010-2015 is 86. Therefore, we estimate approximately 252 children under the age of three. Using the Kids Count estimated poverty rate of 13%, it is estimated that 32 families would be eligible for Early Head Start services.

In terms of pregnant women, the rate of births to single women in Lake County has historically been and continues to be higher than the state average. The rate of teen pregnancy has shown a decrease since 2009 to be closer to the state average, however, a slight increase was seen in 2015. Our community assessment data also shows that 71% of pregnant women in Lake County receive early prenatal care, leaving 29% of pregnant women do not receive this care. With this data, we can conclude that Early Head Start services for pregnant women is a potential need in our community as well.

Along with our estimates of Early Head Start eligible children in the family, we also reviewed other Community Assessment data to help identify a specific Early Head Start program option. Of the families with children under 6 in Lake County 33.9% do not have all parents in the family in the labor force. Further, of the females with children under 6 years old, 46.7% do not participate with the labor force. Therefore, we can infer there are many families in our community have at least one parent in the home. We also took a sampling of our current Head Start families and determined that several of our current families have children younger than preschool age living in the home and 50% of our enrolled families report having parents that remain in the home with the younger children.

Recently Full Circle, a local community agency, conducted a feasibility study regarding the need for a home visiting program such as Parents as Teachers. Through this study it was determined that there are limited services for parents of infants and toddlers in our community. The outcome of the feasibility study indicated that a program focused on supporting families with children ages birth to five within the home would meet a need in community. It was also noted that there is a need for a program such as Early Head Start that can provide comprehensive services to a greater number of families than what is currently being served through other specialized options. Lake County currently has programs such as Wraparound, Birth to Three Early Intervention Services, Dare to Be You parenting classes for preschool and school age families and Nurse-Family Partnership that provide parenting support, but none of these single-handedly target the level of need for families with infants and toddlers that an Early Head Start Home Visiting Program would offer. Also, these agencies are getting a large volume of referrals for families that do not meet their criteria but would benefit from additional resources and support. Based



on this information, an Early Head Start home visiting program would add value without duplicating current services for families in Lake County

### **Proposal**

Given all of this information, our proposal to the Office of Head Start is to decrease our Head Start enrollment from 68 to 40 spots. We would then propose to convert the 28 Head Start spots to 18 Early Head Start spots so that we may begin an Early Head Start program using a home visitation model.

### **Head Start**

Based on the data from our community assessment and our enrollment trends, we believe that an enrollment reduction for Head Start is an appropriate course of action to maintain full enrollment and have a waitlist. Our proposal is to reduce to 40 spots effective August 23, 2017.

With 35 out of 52 of our Head Start children from the 2016-2017 school year transitioning to kindergarten in August 2017, natural attrition will allow us to decrease enrollment to 40 children without displacing any families from the program. We will have 23 spots to fill with new Head Start eligible children assuming that all 17 returning children will re-enroll. We plan to start the year with six classrooms, rather than seven, based on our lower enrollment numbers overall. We strive to create classroom lists that are inclusive, balanced, and support children across all programs so all classrooms will include children who are funded by a variety of sources such as Head Start, Colorado Preschool Program, Colorado Child Care Assistance Program (CCCAP), Special Education, and tuition. Through collaboration between the various programs and funding sources, we provide children with the most rigorous standard for services based on all the program requirements we work under.

Within our current program structure, Head Start children attend half-day sessions Monday-Thursday, while 15 children receive up to 40 hours of childcare per week in the full day Head Start program. Head Start currently operates 9:30-1:30 Monday through Thursday, but many children in the half-day program have extended hours through a combination of funding options. We have revisited our program structure for the 2017-2018 program year. We will extend our preschool services for all Head Start children Monday-Thursday by providing a longer program day. We are able to do this by utilizing the combination of funding options, including the funding received with our Duration Supplement application submitted in June of 2016, and aligning our transportation schedule with the extended time. Aligning our bus schedule with these extended preschool hours will make access to the extended day easier for all Head Start families. As proposed in our Duration Amendment, we will also provide additional duration hours for identified children on Fridays. These children will be selected based on who would benefit the most from extra hours to become kindergarten ready (consideration given to 4 year olds without prior preschool experience, Dual Language Learners, and children on IEPs). Our Full Day Head Start children are the only children that have received services on Friday prior to the upcoming year. This opportunity will allow us to provide additional duration for children that do not meet the Full Day Head Start requirements but could benefit from a school readiness perspective.

### **Early Head Start**

For the conversion to Early Head Start, we propose 18 Early Head Start spots form our original 28 Head Start spots. Building our Early Head Start Budget, we used 1.6 Head Start spots to 1 Early Head Start spot in a home visiting option. This ratio was used to account for the year round services for Early Head Start which differ from our Center Based Head Start preschool model which follows the school district calendar. The Center is well positioned to begin an Early Head Start program; our program has a long standing reputation within our community. Our best recruitment tool is through word of mouth and families express both the quality of the program and their trust in the services that we offer. Our building is a place of comfort for families we already serve and we are confident that we can create this same environment for Early Head Start families. We plan to house the Early Head Start program out of our current facility, which is Pitts Elementary school, as there is enough space for Early Head Start staff, as well as a space that can be set up for group socializations.

For the Early Head Start program, we would hire and employ a .5 time Early Head Start Director. The Early Head Start director would oversee 1.5 home visitors. The full time home visitor would have a caseload of 12 families, while the half time position would have a caseload of 6 families. Our first step would be to develop a job description for the Early Head Start director and then recruit and hire a qualified person in this position. Once this position is in place, key next steps will be to collaborate and build effective systems that include and extend to Early Head Start. The Early Head Start Director would join the current Head Start management team to support communication and collaboration as this team will expand its focus to high quality services for families with children ages birth to five. Utilizing this lens, we will be able to as a team consider our current program structures, policies, and procedures to extend into birth to three services along with our current preschool services. By decreasing the number of Head Start children, this will also result in members of the management team to have the capacity to also provide supports to an Early Head Start option. Our Family and Community Partnerships Manager facilitates ERSEA policies and procedures and maintains connections to our community agencies and resources. Her role will expand to include Early Head Start so that we can use a similar application and enrollment process for our Early Head Start program. Our current health manager tracks and supports tracking of health services and provides as a necessary resource for families for health needs and follow up supports. These systems are already in place which alleviates the need to build these systems from the ground up for an Early Head Start option and also supports a shared transition and focus of our preschool program to a program that provides services from birth to age 5.

With the work completed with the feasibility study around the Parents as Teachers program, this was determined as a curriculum that would both benefit our families and meet what is seen as a need in our community. We plan to use this as our selected curriculum for Early Head Start and have included the cost of this program in our Early Head Start budget. We have also accounted for training for our Early Head Start staff with the Parents as Teachers curriculum and the implementation model. This will be included in our overall program training plan. The Early Head Start Director and the Director of Early Childhood Programs will collaborate to determine other training requirements and needs so that these can be included within the training plan for the year. Our preschool program currently utilizes Teaching Strategies GOLD as our assessment curriculum, but research will need to be done to determine if this will be an appropriate assessment tool for Early Head Start or if another option would be a better fit.

Another part of our initial work will include revisiting our current school readiness goals to ensure that these address and reflect goals for infants and toddlers as well as preschool. We will want our school readiness goals to reflect continuity of learning and development and to be grounded in the Head Start Early Learning Framework.

The Center already has very established partnerships with many local agencies in the community. This work will directly affect our ability to utilize community resources to expand our services into Early Head Start. Our current connections with the Lake County Department of Human Services, including the Child Protection Team, the Advocates, and our local medical agencies will enhance our abilities to connect with low-income families that could benefit from services before their children are preschool aged. Our Special Education Specialist is also the Child Find Coordinator for the district and she can serve as a connection for families of infants and toddlers as referrals are made to her. She also has appropriate screening materials and tools to be able to support screenings for Early Head Start families. The Center’s Health Advisory Committee has forged connections with local health care providers and public health entities that will also support the transition to offering Early Head Start services. This spring our program recently established a partnership with the Imagination Library. This is a program through the Dolly Parton foundation and enrolled families with children under the ages of 5 receive one free book a month by mail. This established relationship will directly benefit an Early Head Start program and can also serve as a resource for Home Visitors to use with families during their weekly visits.

While these factors will support the start of an Early Head Start program, we want to acknowledge that this is a new endeavor for us and ultimately for our community. Our proposed timeline involves utilizing from September to November to 1) hire and train staff; 2) complete necessary professional development and training; and 3) purchase supplies and curriculum. Our timeline also includes recruitment and enrollment to begin in December with services beginning in January. Since this is a new program in our community recruitment may take some time since this program is offering a new service that families in our community may not be as familiar with. Word of mouth is our best recruitment tool and it may take services to initial families to help get the word out. With this in mind, we will work to be fully enrolled for Early Head Start by March 1, 2018.

**Timeline and Action Plan Early Head Start:**

<b>Action Step</b>	<b>Responsibility</b>	<b>Timeline</b>	<b>Documentation</b>
Develop job description for a .5 Early Head Start Director	Director of Early Childhood Programs	August 2017	Finalized Early Head Start job description
Recruit and hire qualified Early Head Start Director	Director of Early Childhood Programs	Aug.-Sept. 2017	Applications and submitted information Interviews Reference Checks
Identify and establish building space for Early Head Start program, including socialization space	Director of Early Childhood Programs	Aug. 2017-Sept. 2017	
Develop home visitor job	Early Head Start	Sept. 2017	Finalized Home Visitor job

description	Director		description
Recruit and hire qualified Home Visiting staff (1.5)	Early Head Start Director	Sept. – Oct. 2017	Applications and submitted information Interviews Reference Checks
Revise program training plan to including training needs for Early Head Start Staff, including Parents as Teachers Curriculum and Implementation Model and Head Start Early Learning Outcomes Framework (ELOF)	Early Head Start Director	Oct-Dec 2017	Revised training plan Confirmed training registration and travel plans
Revise and/or develop policies and procedures to include Early Head Start services, including ERSEA and recruitment materials	Early Head Start Director	Oct-Nov. 2017	Updated Early Head Start Policies and Procedures Recruitment plan and materials Enrollment applications
Develop communication plan for sharing information regarding Early Head Start program and provided services with families and community partners	Early Head Start Director	Oct-Nov 2017	Communication plan
Revise school readiness goals to expand birth-three goals, as well as preschool school readiness goals	Director of Early Childhood Programs Early Head Start Director	Oct-Nov 2017	Revised School Readiness Goals
Enroll families in Early Head Start and organize family orientation process	Early Head start Director	Dec 2017	Family Orientation Checklist and Schedules
Develop a schedule for individual home visitors and group socialization schedule and locations	Early Head Start Staff	Dec 2017 and ongoing	Home Visiting Schedule Group Socialization Schedule and timeline
Begin Early Head Start services for families initially enrolled	Early Head Start Staff	January 9, 2018	
Full implementation and full enrollment for Early Head Start Services	Early Head Start Staff	March 1, 2018	Enrollment Reports

*Budget Justification*

**Budget**

**Year One: August 23, 2017-January 31, 2018**

We propose an effective date for our change in scope / Early Head Start conversion of August 23, 2017. This is the date on which we will (a) begin serving 40 Head Start children and (b) begin implementation of our planning period to serve 18 Early Head Start children. Our Head Start fiscal year ends on January 31, 2018. Therefore, the year one budget justification covers this approximate five-month period.

### Early Head Start Expenditures

For the planning and launch of our Early Head Start program, we propose using the months of September, October and November to (1) hire and train staff; (2) complete necessary professional development and training; and (3) purchase supplies and curriculum. We will then recruit and enroll 18 families for the program in December, and begin serving them with home visits in January. We will reallocate approximately \$44,539 of our FY17 Head Start grant to our Early Head Start year one activities, since we will be serving fewer Head Start children. We are also making a one-time funds request for some of the startup expenses associated with the conversion to Early Head Start.

#### Proposed Year One Budget – reallocation from within current Head Start grant allocation

.5 Early Head Start Director Salary:	\$8,626 (pro-rated for year one; based on annual half-time salary of \$23,000)
.5 Early Head Start Director Benefits:	\$1,937 (PERA and Medicare)
20% of Head Start Director Salary:	\$4,169 (to reflect oversight of EHS program)
20% of Head Start Director Benefits:	\$936 (PERA and Medicare)
20% of Manager Salaries:	\$6,852 (Health Manager, Family & Community Partnerships staff, to reflect service to EHS program)
20% of Manager Benefits:	\$2,339 (PERA, Medicare and portion of health insurance)
1.5 Home Visitor Salaries:	\$11,400 (pro-rated for year one; based on hourly rate of \$14/hour)
1.5 Home Visitor Benefits:	\$4,140 (includes health insurance for full-time employee)
Travel	\$500 (for home visitor mileage, December & January)
Telephone	\$720 (3 cell phones, monthly charges)
Supplies	\$1,600 (for office and other supplies)
Copy Machine	\$800 (for use of copier)
Utilities	\$520 (portion of building utilities)
<b><u>TOTAL</u></b>	<b><u>\$44,539</u></b>

#### Proposed Year One Budget – one-time startup funds request

Parents as Teachers Affiliate Fee	\$3,850 (initial year startup fee)
Travel	\$5,880 (registration and travel for Foundational Model and Implementation Training – PAT)
Supplies	\$7,000 (3 computers or tablets for staff, plus software; office furniture for Early Head Start staff; furniture for socialization space; books and other developmentally appropriate supplies)
<b><u>TOTAL</u></b>	<b><u>\$16,730</u></b>

### Head Start Expenditures

We propose reallocating funds from Head Start to Early Head Start on our August 23 effective date. This reallocation will necessitate a revision to the Head Start budget, as \$29,403 of the Head Start grant amount will be allocated to Early Head Start activities. The areas of the Head Start budget that will be adjusted as a result of the reallocation are as follows:

Reduce Personnel	-\$17,978 (made possible by reducing to 6 classrooms starting in August, plus reallocating 20% of Head Start
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	Director and Manager salaries to EHS budget as outlined above)
Reduce Health Insurance	-\$26,561 (made possible by a. Director is on spouse's insurance; b. school district moving toward less expensive plan for all employees in August)
<b>TOTAL</b>	<b><u>-\$44,539</u></b>

**Year Two: February 1, 2018-January 31, 2019**

For year two, we are proposing a \$149,946 annual Early Head Start budget to serve 18 families and a \$436,741 annual Head Start budget to serve 40 children. For context, this budget was developed as follows:

<b>FY17 (2/1/17-1/31/18) Head Start Grant Allocation</b>	<b>\$552,822</b>	<b>68 Head Start children</b>
Plus FY18 COLA funds (pending)	\$5,399	
Plus FY18 Duration funds (pending)	\$29,466	
<b>Equals FY18 (2/1/18-1/31/19) Projected Head Start Grant Allocation</b>	<b>\$586,687</b>	
FY18 Head Start Budget	\$436,741	40 Head Start children; \$10,918 per child
FY18 Early Head Start Budget	\$149,946	18 Early Head Start children; \$8,330 per child

**Early Head Start Expenditures**

In year two, the Early Head Start budget includes the following:

.5 Early Head Start Director Salary:	\$23,000
.5 Early Head Start Director Benefits:	\$5,163 (PERA and Medicare)
20% Head Start Director Salary	\$9,809
20% Head Start Director Benefits	\$2,203 (PERA and Medicare)
1.5 Home Visitor Salaries:	\$43,680
1.5 Home Visitor Benefits:	\$16,506 (includes health insurance for full-time employee)
20% Manager Salaries	\$21,176
20% Manager Benefits	\$5,754 (PERA, Medicare and portion of health insurance)
Professional Svcs	\$7,030 (Parents as Teachers training & PD)
Travel	\$5,977 (for home visitor mileage, training travel)
Supplies	\$3,788 (for office and socialization supplies)
Telephone	\$2,160 (for cell phones)
Copy Machine	\$2,700 (for use of copier)
Utilities	\$1,000 (portion of building utilities)
<b>TOTAL</b>	<b><u>\$149,946</u></b>

**Head Start Expenditures**

In year two, the Head Start budget includes the following:

Personnel	\$288,527
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Fringe	\$114,066 (PERA, Medicare and Health Insurance)
Head Start Travel	\$800
Supplies	\$11,367
Utilities	\$6,000
Student Transportation	\$400
Telephone	\$1,500
Parent Fund	\$1,500
Insurance/Consultants	\$650
Education/T/TA	\$11,931 (Note: we will wait for OHS to inform us of the percentage of our TTA allocation that should be allocated to the Early Head Start budget and will then make that change.)
<b><u>TOTAL</u></b>	<b><u>\$436,741</u></b>

**Non Federal Match**

We expect to maintain the same non-federal match sources for the grant after the conversion.

**Policy Type: Strategic Policies**

**District Instruction and Learning Policy**

**Purpose**

The purpose of this policy is to provide a unified vision, a strong foundation, and common educational values for the Lake County School District. This policy seeks to ensure that all Lake County learners can give and receive feedback, revise and confidently present their work, and strongly engage their community.

**Accordingly:**

1. Student learning and instruction is grounded in the following habits:

- Responsibility
- Perseverance
- Respect
- Collaboration with peers, teachers, family members, and the community
- Craftsmanship
- Compassion through empathy, caring, and service
- Curiosity and critical thinking

2. Learning is understood to be:

- Active
- Challenging
- Authentic
- Creative
- Continuous and life-long
- Shared and celebrated

3. Rigorous instruction is designed to lead students to meet and exceed grade level expectations.

4. Students learn in such a way that fosters diversity and inclusion among peers and community members. Students are guided in, and held responsible for, creating a school community that is equitable as well as physically and emotionally safe.

5. Learning connects students to the natural world.

6. Students are encouraged to:

- Take risks
- Grapple with situations, lessons, and problems that may be difficult for the individual learner
- Be adventurous inside and outside of school
- Make discoveries, overcome obstacles, and celebrate victories



- 7. The school community fosters time for reflection so that teachers and students may continuously learn, grow, and improve.
- 8. We educate the whole person—intellectual, emotional, social, and physical.

**This policy will be reviewed annually according to the Lake County School Board’s oversight calendar.**



## REQUEST FOR QUALIFICATIONS/PROPOSAL (RFQ/P) FOR A FACILITY MASTER PLANNER

### Lake County School District (Owner)

107 Spruce Street  
Leadville, CO 80461

**PROPOSAL DUE DATE/DELIVERY REQUIREMENTS- 4:30 p.m. **TBD**, 2017**

**Deliver 1 electronic copy via email + 4 Original Copies to:**

**Kate Bartlett**

107 Spruce Street  
Leadville, CO 80461

[kbartlett@lakecountyschools.net](mailto:kbartlett@lakecountyschools.net)

All official communication with Candidates and questions regarding this RFQ/P will be via email to the Owner Contact listed above. **No inquiries will be accepted after the clarification deadline as indicated in the project schedule.**

All Candidate inquiries will be responded to at the same time which will be after the "Clarification Deadline". Responses to clarification will be made available by email to all Candidates who requested the RFQ/P. Candidates should not rely on any other statements, either written or oral, that alter any specification or other term or condition of the RFQ/P during the open solicitation period. **Candidates should not contact any team members or any individual associated with the Owner or the Colorado Department of Education (CDE) regarding this RFQ or this project.**

### **I. PROJECT SCHEDULE**

RFQ/P Available	<b>TBD</b>
OPTIONAL Site Visit	<b>TBD</b>
RFQ/P Clarification Deadline	<b>TBD</b>
RFQ/P Clarification Responses	<b>TBD</b>
<b>RFQ/P Responses due</b>	<b>TBD</b>
Interview Invitations sent to Short-Listed Candidates	<b>TBD</b>
<b>Interviews</b>	<b>TBD</b>
Candidates Notified of Selection	<b>TBD</b>
Contract Negotiations Begin	<b>TBD</b>
<b>Master Plan Complete</b>	<b>TBD</b>
Draft Grant Application/CDE Coordination	TBD
Grant Application Submittal	TBD

Lake County School District  
Master Planner RFQ/P

## II. BACKGROUND

### Owner Background

Please visit our website, [www.lakecountyschools.net](http://www.lakecountyschools.net) for information about our district.

### Project Description

Lake County School District intends to engage in a master planning process to evaluate and identify needs of all of the facilities to best serve their students, staff and community. The owner wishes for the community to be invited to participate in this process with the selected master planning firm. If the master planning process results in identified need(s) for a large renovation, addition or building replacement at one or more of their facilities, then the district would like to pursue grant opportunities to partially fund these projects and investigate a bond initiative. These grants may include BEST, DOLA, Colorado Health Foundation among others.

### Facilities Included in the Scope of Services

1. The Center Early Childhood Programs (at Margaret J. Pitts Elementary)  
315 West 6<sup>th</sup> Street  
Leadville, CO 80461  
Constructed: 1955  
Additions: Media Center, 1971  
Current Enrollment: 100  
Square Footage: 34,231  
Description of Facility: Margaret J. Pitts Elementary School, built in 1955, is shared by the Preschool and Head Start programs and features a gymnasium and playground. Some district staff are also housed in the school.
2. West Park Elementary School  
130 West 12<sup>th</sup> Street  
Leadville, CO 80461  
Constructed: 1962  
Additions:  
Current Enrollment: 200  
Square Footage: 41,019  
Description of Facility: West Park Elementary School houses grades K-2 and was built in 1962, this school features a gymnasium and an exterior playground that was completely remodeled in 2016.  
Historical significance:
3. Lake County Intermediate School  
1000 West 6<sup>th</sup> Street  
Leadville, CO 80461  
Constructed: 1977  
Additions: This school was renovated in 2004 to add additional structural walls in the classroom wings and to provide more windows on exterior walls.  
Current Enrollment: 300  
Square Footage: 142,616  
Description of Facility: Lake County Intermediate School is one of the newer structures as it was built in 1977 and offers school programs for grades 3-6. In addition to District programming for elementary school

students, the school houses a pool that is operated and maintained by the County and used by the students and the entire community.

Historical significance:

4. Lake County High School

1000 West 4<sup>th</sup> Street

Leadville, CO 80461

Constructed: 1963

Additions: 2014 – Major Renovation & Addition (BEST Project)

Current Enrollment: 420

Square Footage: 120,000

Description of Facility: Lake County High School is a 1962 structure that underwent a significant expansion and renovation in 2014. The school now houses Grades 7-12 and offers a full complement of educational programming, vocational shops, a gymnasium and auditorium.

Historical significance:

5. Lake County School District Administration

107 Spruce Street

Leadville, CO 80461

Constructed: 1968

Additions:

Current Enrollment: N/A

Square Footage: 9,073

Description of Facility: Concrete Foundation, Slab on Grade Floor, Steel Columns & Beams, with Metal Walls

Historical significance:

6. Lake County School District Transportation Center

106 Spruce Street

Leadville, CO 80461

Constructed: 1968

Additions:

Current Enrollment: N/A

Square Footage: 7,350

Description of Facility: Concrete Foundation, Slab on Grade Floor, Steel Columns & Beams, with Metal Walls

Historical significance:

### III. MASTER PLAN OBJECTIVE

The objective of the Owner is assistance in the preparation of a facility master plan that will address both the short term and long term facility needs. The master plan will serve as a "road map" ultimately leading to high performing, 21<sup>st</sup> century school facilities.

### IV. SUBMITTAL REQUIREMENTS

Organize your RFQ/P response using the following outline. Please separate each section with dividers or tabs using the appropriate section labels. ***No fees shall be included in the RFQ Submittal.***

#### **SECTION 1 – LETTER OF INTEREST**

A maximum two page letter of interest that includes a synopsis of the firm, business principals, distinguishing characteristics, approach to completing this project, primary contact information, and signed by the principal-in-charge.

#### **SECTION 2 – EXPERIENCE AND QUALIFICATIONS**

Please address each criterion listed below as it relates to your firms relevant experience and qualifications.

1. Identify the individual who will be the main point of contact and the team responsible for providing services for the duration of the project. (the Owner reserves the right to determine the acceptability of these individuals)
2. Provide all team members experience, background and responsibilities including resumes.
3. Describe your firms past experience with master planning and educational programming.
4. Provide your firms project organization structure and responsibilities.
5. According to your firm, what is the value of a master plan and what is it used for?
6. What criterion does your firm use to determine if a building should be remodeled or if it should be torn down and rebuilt?
7. Describe your approach to integrating multiple sources of information about an Owner's facilities and community into the master plan.
8. How does your firm provide an in-depth cost evaluation associated with deficiencies in a facility? This should include hard and soft costs.
9. Show your ability/approach to organize and meet schedules.
10. Identify master plans your firm has completed with a similar size and scope to the proposed project.
11. Demonstrate experience understanding and analyzing school operations, school programs, enrollment projections and demographic data.
12. Knowledge of LEED & CO-CHPS criteria and program requirements.
13. Understanding of the Owner, its organization and leadership.
14. Identify any other unique challenges/approaches that you have experienced that will assist the Owner with developing a successful master plan and ultimately successfully implement the master plan.
15. Based on your current workforce and staffing in addition to the number of projects your firm currently has under contract or in negotiation does your firm have the capacity to complete this project? What percentage of your firm is currently involved in other projects?

16. This project requires the Candidate to carry, at a minimum, general liability insurance and workers compensation according to State laws.

### **SECTION 3 – SCOPE OF SERVICES**

The Candidate chosen will be expected to develop a master plan through a team effort involving school administration, staff, students, community members, and professional consultants with disciplines in education, planning, programming, architecture, engineering, construction, facility management, facility operations, and technology. The master plan should explore a variety of options, based on a thorough assessment of the facilities, to develop a strategic implementation plan for the long term facility needs.

Please address each of the following items below.

#### **1. Facilities Master Planning Services**

Complete the Scope of Services Matrix provided as Exhibit A. Exhibit A is broken up into three categories: required services, additional services desired by the Owner, and additional scope offered by Candidate. The Candidate must validate each line in the exhibit by marking either provided or excluded.

The required items in Exhibit A represent the minimum deliverable requested in this RFQ. By submitting a response and proposal to this RFQ, candidates are agreeing to provide all services associated with the development of the Master Plan deliverable described. In general, these services may include, but are not limited to:

- a. Facilitating Community/Committee Meetings to gather information and seek input;
- b. Performing Facilities Assessments and comparing findings with the CDE Statewide Facility Assessment;
- c. Performing SF, program, and classroom utilization studies to discover and correct inefficiencies;
- d. Assisting Owner and Owner’s committees with analyzing information and/or generating options;
- e. Developing multiple options for consideration, and provide adequate information for analysis;
- f. Assisting Owner in prioritizing potential capital projects toward build-out of selected option;
- g. Completing and publishing the Master Plan document as described in deliverable (Exhibit A)

In addition to completing Exhibit A, please provide a separate narrative description of your approach to the scope requested, describing quantity and types of proposed meetings, site visits, unique methodologies, etc. Additional services or scope may be proposed and identified in the final section of Exhibit A, however fees for these services should be identified as a line item in the fee proposal for consideration. Any exclusions from services or deliverables described must be explicitly identified in the submittal.

#### **2. ADD ALTERNATE #1 - Grant Application Support Services**

In the event that the master planning process results in the Owner proceeding with a BEST Grant application, the Owner may request assistance with preparation of a BEST grant application. These grant assistance services may include but are not limited to:

- a. Ensuring that all costs (hard, soft, and owner) and scope are included in grant application;

- b. Ongoing communication with the Owner;
- c. Coordination of and attendance at meetings as needed and requested (via conference call if possible);
- d. Reviewing BEST application requirements and familiarization with BEST grant information from CDE website;
- e. Compare master plan assessments with Owner's CDE Facility Assessment data, and coordinate notable discrepancies with CDE staff;
- f. Communication and cooperation with CDE staff as needed;
- g. Documentation required by CDE to provide to the Colorado Historical Society as applicable;
- h. Preparing the BEST grant application including scope narrative for final Owner approval;
- i. Preparing LEED and/or CO-CHPS scorecard and narrative;
- j. Providing additional information required for CDE to complete the analysis of the grant application;
- k. Acting as a liaison for the Owner for CDE follow-up grant questions;
- l. Other duties as required;

If the Candidate is interested in providing add alternate #1, please provide a narrative expressing your firms interest and capacity to complete this scope as presented.

### **3. ADD ALTERNATE #2 - Bond Issue Support Services**

In the event that the master planning process results in a successfully awarded BEST project, the Owner may request the following additional services:

- a. Assistance with providing the Owner with graphic images of conceptual design for the community
- b. Attendance at community meetings to discuss the bond election
- c. Attendance on conference calls, answering questions regarding the project, and providing the Owner with information as needed to prepare and communicate the project for the bond election

If the Candidate is interested in providing add alternate #2, please provide a narrative expressing your firms interest and capacity to complete this scope as presented.

## **SECTION 4 – SCHEDULE**

It is expected that your firm has the current capabilities and capacity to complete the master plan by the date listed in the project schedule. Provide a detailed master plan schedule, including milestones, from the notice to proceed date to the completion of the master plan. Provide reasoning, in this section, for any modifications or alterations your firm wishes to make to the recommended project schedule

## **SECTION 5 – REFERENCES**

Provide a comprehensive list of **ALL** school projects completed or begun within the last 5 years, with contact information, along with a project description. Identify in the reference list which projects this master team has performed collectively. The Owner reserves the right to check additional references beyond those provided in the submittal.

## V. SUBMITTAL REVIEW & SELECTION PROCESS

The selection process consists of two phases, followed by negotiations with the apparent winner.

### Phase 1 – RFQ Review

The Owner’s Selection Committee will evaluate and score the RFQ submittals based on the selection criteria listed below:

<b>Selection Criteria</b>	<b>Max Point Possible</b>
Section 1: <b>Letter of Interest.</b> How complete and concise was the letter of interest and RFQ/P response? Was the RFQ/P well organized, with complete information responding to all of the submittal criteria?	10 points
Section 2: <b>Experience and Qualifications</b> Provided a comprehensive and insightful experience and qualifications package which highlighted key personnel in addition to other items as stated.	30 points
Section 3: <b>Scope of Services.</b> Candidate has affirmed each of the Owners requirements for this project and demonstrates a clear understanding of Owner's needs and clear direction toward completing scope of work.	30 points
Section 4: <b>Schedule.</b> Ability to complete the planning tasks within the timeframe needed. Submitted complete & understandable schedule.	25 points
Section 5: <b>References.</b> Candidate has provided a comprehensive project list with contact information for projects completed over the last five years.	5 points
<b>Total Points</b>	<b>100 points</b>

### Phase 2 – Interview

An interview invitation will be sent out to the three Candidates with the highest RFQ/P submittal scores on the date noted in the project schedule. The invitation will explain the interview requirements and provide the time and location. The purpose of the interview is to ensure a full understanding of the RFQ/P responses and to introduce key members of the master plan team.

The interviews will consist of a short presentation followed by a longer period for questions and answers. During the short presentation, the lead consultant for the project should be identified along with members of the master planning team. Please note team members that will not be directly working on the project are not invited to the oral interviews.

The apparent winner will be determined based on their interview score, which is separate from their RFQ/P submittal score.



## VI. FEE PROPOSAL

Shortlisted Candidates shall prepare a detailed fee proposal. Additional information on how to present the fee proposals will be provided to the shortlisted candidates.

Fee will be considered as part of the selection evaluation matrix for the short-listed candidates. More information about the selection matrix will be provided to the shortlisted candidates.

## VII. Acceptance and Rejection

After the final selection has been made, the Owner will provide a summary of scores and a decision memorandum to each of the RFQ/P Candidates.

The Owner reserves the right to select any or reject any and all proposals in their best interest. The Owner also reserves the right to pre-qualify any or all Candidates or reject any or all Candidates as unqualified, including without limitation the right to reject any or all nonconforming, nonresponsive, unbalanced, or conditional, qualifications. The Owner also reserves the right to re-solicit, waive all informalities not involving price, time, or changes in the work, and to negotiate contract terms with the apparent successful proposer.

The Owner is not responsible for cost incurred in preparation of this proposal. Proposals will not be returned and become the property of the Owner once submitted. By submitting a proposal all Candidates agree to the terms and conditions of this RFQ/P and the RFQ/P will become part of the awarded Candidates contract. The apparent winner will be responsible for submitting a draft agreement to be used for this project. The Owner and the Owner's legal council will review the agreement and negotiate terms prior to commencement of work.

If the master planning process results in a decision to move forward on a capital project, the Owner will complete a separate competitive selection process to select the design and construction team for that project.

## VIII. RFQ/P Supporting Material

1. [Exhibit A: Master Planner Scope of Services Matrix](#) to be completed as part of this submittal

**The following are to be utilized by the master planner for reference in developing a master plan:**

1. Capital Construction Assistance Public Schools Facility Construction Guidelines. Master Planner to reference this document as a guideline during the master planning process.
2. Summary of 5B 07-51 re: High Performance Requirements. These requirements apply to building projects receiving 25% or more of state funding.
3. 24-80.1-104 C.R.S. ref: Colorado Historical Society.
4. Public School Facilities Master Plan Guidelines from CDE's Division of Public School Capital Construction Assistance. This document represents the Owner's minimum expectations for the deliverables and

associated scope of the master plan.

5. Statewide Facilities Assessment should be reviewed and failing systems further investigated in the assessment portion of the master plan.

# Exhibit A

## Master Plan Scope Matrix

*The following matrix is a worksheet to identify required and optional scope for master planning services, adapted from the CDE Master Plan Guidelines. Please identify the scope represented by your proposal. For items not described in the CDE Master Plan Guidelines, or with enhanced or limited scope, please provide a description in your proposal. Please list any other services proposed in the section provided at the end of the list below. Any non-required scope proposed should be broken out as a line-item in the fee proposal.*

Required	Provided	Excluded	
<b>X</b>			<b>I – Table of Contents</b>  
<b>Comments</b>			
Required	Provided	Excluded	
<b>X</b>			<b>II - Executive Summary</b> Provide a brief summary of the information provided in the master plan. At a minimum, the executive summary should include the following with additional detail provided within the body of the master plan: <ul style="list-style-type: none"> <li>• Background and Demographic Information:               <ul style="list-style-type: none"> <li>○ History;</li> <li>○ Location;</li> <li>○ Demographics comprising student body and community.</li> </ul> </li> <li>• Assessment Findings:               <ul style="list-style-type: none"> <li>○ School educational programming and adequacy;</li> <li>○ Facility conditions;</li> <li>○ Future use analysis.</li> </ul> </li> <li>• Conclusion.</li> </ul>
<b>Comments</b>			
Required	Provided	Excluded	
<b>X</b>			<b>III – History of the Owner</b> Describe the history of the Owner and the surrounding region, including but not limited to: <ul style="list-style-type: none"> <li>• When was the Owner established and why?</li> <li>• How was the Owner’s name determined?</li> <li>• Provide a timeline of events from the Owner’s establishment to present day describing major growth and decline periods and reason for growth/decline;</li> <li>• Provide supporting graphs and charts;</li> <li>• List any historically significant sites, any building over 50 years of age, or properties owned by the Owner, or located within the Owner’s boundaries.</li> </ul>
<b>Comments</b>			

Required	Provided	Excluded	
X			<p><b>IV - Location of Owner's boundaries</b></p> <ul style="list-style-type: none"> <li>• Provide map illustrating geographic location of the Owner in the state of Colorado;</li> <li>• Provide map delineating the Owner's boundary lines with facility sites identified;</li> <li>• Describe the location relative to other major cities and services. Include location to higher education facilities, universities, private schools, technical schools and community colleges;</li> <li>• On maps show major highways, streets, roads, railroads, airports and other transportation modes;</li> <li>• Describe the location in terms of elevation and climate trends;</li> <li>• Describe the location in regards to its potential for renewable energy savings. Evaluate the Owner's location in respect to: <ul style="list-style-type: none"> <li>○ Solar;</li> <li>○ Wind;</li> <li>○ Geothermal;</li> <li>○ Biomass.</li> </ul> </li> </ul>
<b>Comments</b>			
Required	Provided	Excluded	
X			<p><b>V – Owner's demographics</b></p> <p>An understanding of the demographics is important to determine past, current and future trends. Demographic information should be obtained and collected to provide an understanding of the demographic make-up and resulting needs.</p> <ul style="list-style-type: none"> <li>• Owner's population trends for the last 10-years in general and specifically the last 5-years. Include but don't limit to: <ul style="list-style-type: none"> <li>○ General population;</li> <li>○ Classroom population;</li> <li>○ Decline, increase, stable;</li> <li>○ Median age and is the population getting younger, stable, getting older.</li> </ul> </li> <li>• Economics of the general population, including but not limited to: <ul style="list-style-type: none"> <li>○ Industry and business make up of the area;</li> <li>○ Are the economics weak, strong, stable?</li> <li>○ Influences that may impact the economics: <ul style="list-style-type: none"> <li>▪ Currently;</li> <li>▪ In the next 5-years.</li> </ul> </li> <li>○ Median household income;</li> <li>○ Median home cost.</li> </ul> </li> <li>• Summary of the performance of the Owner, including but not limited to: <ul style="list-style-type: none"> <li>○ Graduation rates; <ul style="list-style-type: none"> <li>▪ Percent of pupils that go to college;</li> <li>▪ Percent of pupils that stay in the community;</li> <li>▪ Percent of pupils that move out of the community.</li> </ul> </li> <li>○ Test scores;</li> <li>○ Educational programs or specialties;</li> <li>○ Athletics.</li> </ul> </li> <li>• Geographic area;</li> <li>• Operation costs: <ul style="list-style-type: none"> <li>○ Utilities;</li> <li>○ Maintenance; <ul style="list-style-type: none"> <li>▪ Custodial;</li> <li>▪ Systems maintenance.</li> </ul> </li> <li>○ Cost per year and cost per SF to maintain each facility.</li> </ul> </li> </ul>
<b>Comments</b>			

<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>VI - Historical Significance</b></p> <ul style="list-style-type: none"> <li>The evaluation shall take into consideration the historical significance of the facility and other community valued attributes. At the earliest stages of planning, if a historical building defined as one that is 50 or more years old may be affected as part of the master planning process, CDE must be contacted to request a determination of effect from the Colorado Historical Society as per CRS 24-80.1-104(2)(a);</li> <li>The master planning team must take into consideration the historical society's position if a determination is made that the planned project may adversely affect a building of historical significance, and provide CDE with adequate information as part of the consultative process between the two state agencies (CDE &amp; CHS).</li> <li>The process outlined is a time sensitive process and must therefore be prioritized early in the initial phases of the master planning.</li> </ul>
<b>X</b>			
<b>Comments</b>			
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>VII – BEST Facility Assessment</b></p> <p>A complete and detailed facility assessment should be performed to evaluate the condition and suitability of all building systems, as part of the Facility Evaluation and Future Use analysis. A CDE statewide facility assessment report is available and may be referenced, however all systems should be independently evaluated by the master plan team. If the CDE Facility Assessment is utilized, note major discrepancies between the professional assessment and the statewide assessment report.</p>
<b>X</b>			
<b>Comments</b>			
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>VIII - Educational programming and adequacy</b></p> <p>This portion of the assessment should compare the Owner's offered programming against the Colorado Academic Standards listed below. If programs are not provided in the areas set forth indicate why. Describe programs that are provided by the Owner not included in the Colorado Academic Standards (VoAg &amp; VoTech) and reason for inclusion. Describe how the Owner's current facilities meet or are deficient in meeting the educational program needs being taught.</p> <p>Colorado Academic Standards: Dance, Drama and Theatre Arts, Comprehensive Health &amp; Physical Education, English Language Proficiency, Mathematics, Music, Reading, Writing and Communicating, Science, Social Studies, Visual Arts, World Languages.</p>
<b>X</b>			
<b>Comments</b>			

<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>IX - Complete Inventory of facilities</b></p> <p>This portion of the assessment should include, in spreadsheet format, all facilities owned or leased by the Owner including, educational facilities, administration buildings, gymnasiums, multipurpose facilities, libraries, cafeterias, maintenance buildings, storage buildings, storage sheds, water pump houses, concession stands and sports fields and bleachers.</p>
X			
<b>Comments</b>			<p>The following information should be included for each facility:</p> <ul style="list-style-type: none"> <li>• Name of facility;</li> <li>• Address of facility;</li> <li>• Use of facility (i.e. elementary school, preschool, etc.);</li> <li>• Square footage of facility;</li> <li>• Year built;</li> <li>• Description of construction (i.e. slab on grade with masonry walls and metal roof, etc);</li> <li>• Additions to facility: <ul style="list-style-type: none"> <li>○ Use of addition;</li> <li>○ Square footage of addition;</li> <li>○ Year of addition;</li> <li>○ Description of construction.</li> </ul> </li> </ul> <p>Provide a site plan of each facility locating the property line along with notes of important site and building elements. The use of satellite map imagery illustrates site and building elements.</p> <p>Provide floor plans with graphic scale of education facilities when possible.</p>
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	
X			<p><b>X - Facility Evaluation and Future Use Analysis</b></p> <ul style="list-style-type: none"> <li>• Provide a separate overall building analysis describing the condition and educational suitability of each of the buildings, the most pressing and long-term needs, and any additional relevant comments that would assist the reader in gaining a snapshot understanding of the buildings condition and needs. Provide relevant “titled” photos that support the Master Plan;</li> <li>• Floor plans are helpful in the Master Plan for all educational programmed spaces clearly identifying all current and existing educational programs within the floor plan. If as-built drawings are not available a sketch showing all current and existing programmed spaces within the buildings should be adequate;</li> <li>• Provide a professional evaluation on the structural soundness of each building;</li> <li>• Evaluate the building envelope including exterior wall and roof construction;</li> <li>• Evaluate all facilities and key building components compared against “Capital Construction Assistance Public Schools Facility Construction Guidelines”. (This document is available on the CDE’s web site under capital construction grants);</li> <li>• Each facility should be field assessed/reviewed to determine all the facilities deficiencies, and to provide repair/replacement cost associated to each identified deficiency. The assessment evaluation should utilize a facility condition index (FCI) or equal evaluation</li> </ul>
<b>Comments</b>			

			<p>approach;</p> <ul style="list-style-type: none"> <li>The Statewide Facilities Assessment is may be utilized in the assessment portion of the master plan, however it is not a substitute for further in-depth condition assessment of all building systems by the master planning team;</li> <li>List major code violations for ADA accessibility, fire safety systems, life safety systems, electrical systems, and mechanical and plumbing systems.</li> </ul>
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>XI - Energy, HVAC, O &amp; M Analysis</b></p> <ul style="list-style-type: none"> <li>Include a code review and energy efficiency evaluation. Include utility costs and other operating costs for each building. Identify areas of the building where thermal comfort is not being achieved through adequate heating, cooling and natural ventilation and identify areas where the thermal envelope is compromised. Identify areas not meeting current energy codes;</li> <li>Evaluate the major heating and cooling systems for energy efficiency, condition and operation and also evaluate the lighting systems for energy efficiency, condition and operation.</li> </ul>
X			
<b>Comments</b>			
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>XII - SF Analysis</b></p> <p>Master Plan materials should:</p> <ul style="list-style-type: none"> <li>Clearly outline the total SF and the SF for each facility;</li> <li>Identify SF/pupil;</li> <li>Identify capacity of the current facilities compared to the current enrollment and how it relates to the programs being delivered;</li> <li>Include a utilization matrix showing how the facilities are currently utilized.</li> </ul>
X			
<b>Comments</b>			
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>XIII - Site Evaluation</b></p> <ul style="list-style-type: none"> <li>Include site evaluations including bus/vehicle/pedestrian traffic patterns, sports fields, soft and hard playground surfaces, parking lots and safe parent/student/staff conditions, ADA compliance for general use of the building, site lighting, site drainage, and deficiencies noted;</li> <li>Emergency and fire department access to site and building for existing and proposed site</li> </ul>
X			
<b>Comments</b>			

	<p>improvements and building improvements;</p> <ul style="list-style-type: none"> <li>• Master plan should include evaluation of existing utility infrastructure and its location with respect to the existing and proposed facilities for power, water, sanitary and storm sewer, and telecommunication systems;</li> <li>• Acreage for each site.</li> </ul>
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<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>XIV – Technology</b> Describe the technology infrastructure:</p> <p><b>Network Topology</b></p> <ul style="list-style-type: none"> <li>• Type of cabling;</li> <li>• Age of hardware;</li> <li>• Security of servers;</li> <li>• Source and bandwidth of internet connectivity.</li> </ul> <p><b>Network Infrastructure</b></p> <ul style="list-style-type: none"> <li>• Data network equipment;</li> <li>• Voice network equipment;</li> <li>• Firewall and security;</li> <li>• Backup and Recovery;</li> <li>• Availability and campus connectivity if applicable.</li> </ul> <p><b>System Standards and Specifications</b></p> <ul style="list-style-type: none"> <li>• Operating System;</li> <li>• Active directory standards;</li> <li>• Email Services;</li> <li>• Wireless Services.</li> </ul> <p><b>Educational Technology</b></p> <ul style="list-style-type: none"> <li>• Smart Boards;</li> <li>• Student Equipment;</li> <li>• Laboratory Equipment;</li> <li>• Other Classroom Equipment.</li> </ul>
<b>X</b>			
<b>Comments</b>			

<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>XV - Future Use Analysis</b> Include analysis and narrative regarding the Owner and/or community’s current and future use of any facilities that are changing usage as a result of the planning process.</p>
<b>X</b>			
<b>Comments</b>			



<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>XVI – Strategic Plan for Implementation</b>  From the findings develop a strategic plan that establishes options for specific directions and actions to implement the Owner’s master plan.</p> <p><b>Options for Facilities</b></p> <ul style="list-style-type: none"> <li>• If applicable multiple options should be presented with associated costs, narrative discussion, life cycle analysis, and pros/cons of each option; <ul style="list-style-type: none"> <li>○ Impact on educational delivery;</li> <li>○ Itemized cost, including how cost are determined;</li> <li>○ Impact on operating cost</li> </ul> </li> <li>• Indicate the impact of options/recommendations/conclusions/proposed construction to the adjacent properties, streets, infrastructure and general area;</li> <li>• Provide a narrative that summarizes each of the options explored and use a matrix type exhibit for detailed pros/cons;</li> <li>• Indicate the impact on the community for each option presented;</li> <li>• Long range impact of implementing or not implementing each option including: educational delivery, initial cost, operation and maintenance costs and projected energy costs. Compare these costs to their current O &amp; M and energy costs of operating the existing facilities.</li> </ul> <p><b>High Performance Objectives</b>  High performance objectives/components should be evaluated and included as part of the master plan process including a LEED or CO-CHPS scorecard (if applicable) and narrative of high performance opportunities that can be achieved.</p> <p><b>Funding</b>  A funding discussion should be included noting multiple funding sources and a plan for contacting and applying/soliciting funding from each source.</p> <p><b>Capital Renewal</b>  A capital renewal plan should also be a part of the strategic plan. The capital renewal plan allows the Owner to plan for replacement costs in the future when the major building systems require replacement</p> <p><b>Prioritized long-term (5-10 year) project implementation list with cost estimates</b>  Relevant information regarding an implementation plan, phased if needed, should be included with the master plan.</p> <p>Provide in spreadsheet or database format a list of five year projects required to satisfy deficiencies identified in the facility assessment. Each project shall be accompanied with a cost estimate utilizing RS Means cost data, or equal. Projects proposed in years 2-5 should take inflation into account.</p>
<b>X</b>			
<b>Comments</b>			
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<p><b>XVII - Conclusion</b>  This section should clearly and concisely convey the final solutions and the rationale behind the final solutions determined through the master plan process. The following topics should be covered at a minimum:</p> <ul style="list-style-type: none"> <li>• Document master plan process in detail with brief narrative descriptions of each meeting held as part of the master planning process;</li> </ul>
<b>X</b>			
<b>Comments</b>			

			<ul style="list-style-type: none"> <li>Identify team members involved and their roles. Provide contact information for each member;</li> <li>Include all ideas discussed and options explored;</li> <li>Describe overall methodology.</li> </ul>
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<b>ADD ALTERNATE #1 - Grant Application Support Services</b> <ul style="list-style-type: none"> <li>Ensuring that all costs (hard, soft, and owner) and scope are included in grant application;</li> <li>Ongoing communication with the Owner;</li> <li>Coordination of and attendance at meetings as needed and requested (via conference call if possible);</li> <li>Reviewing BEST application requirements and familiarization with BEST grant information from CDE website;</li> <li>Compare master plan assessments with Owner’s CDE Facility Assessment data, and coordinate notable discrepancies with CDE staff;</li> <li>Communication and cooperation with CDE staff as needed;</li> <li>Documentation required by CDE to provide to the Colorado Historical Society as applicable;</li> <li>Preparing the BEST grant application including scope narrative for final Owner approval;</li> <li>Preparing LEED and/or CO-CHPS scorecard and narrative;</li> <li>Providing additional information required for CDE to complete the analysis of the grant application;</li> <li>Acting as a liaison for the Owner for CDE follow-up grant questions;</li> <li>Other duties as required;</li> </ul>
X			
<b>Comments</b>			
Short-listed candidate will be required to provide this fee separately .			
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<b>ADD ALTERNATE #2 - Bond Issue Support Services</b> <ul style="list-style-type: none"> <li>Assistance with providing the Owner with graphic images of conceptual design for the community;</li> <li>Attendance at community meetings to discuss the bond election;</li> <li>Attendance on conference calls, answering questions regarding the project, and providing the Owner with information as needed to prepare and communicate the project for the bond election.</li> </ul>
X			
<b>Comments</b>			
Short-listed candidate will be required to provide this fee separately .			
<b>Required</b>	<b>Provided</b>	<b>Excluded</b>	<b>Additional scope offered by Candidate :</b>
<b>Comments</b>			

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# ***ACCESS 2.0 Executive Summary***

***for***

***Lake County R-1 - Total***

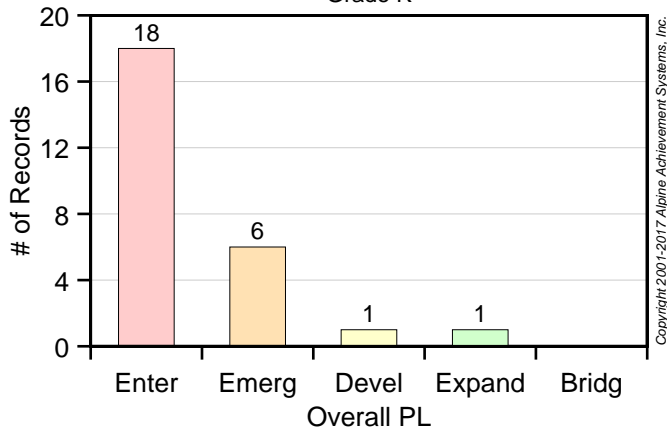


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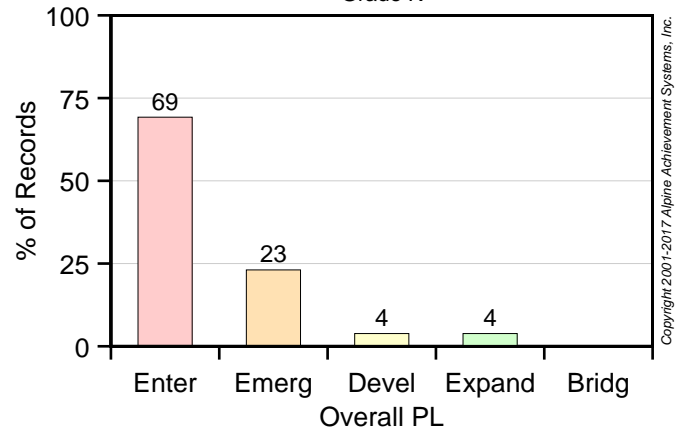
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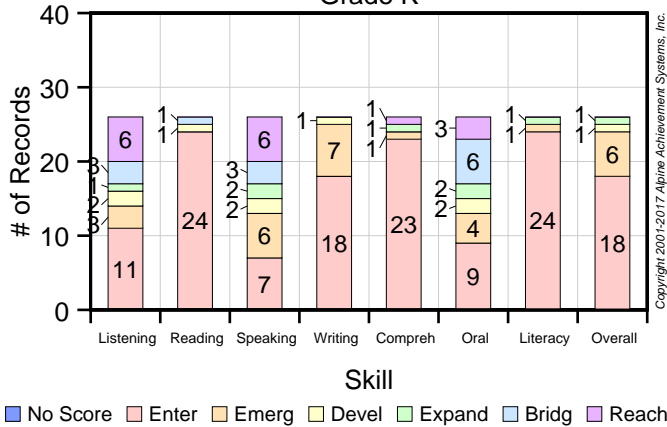
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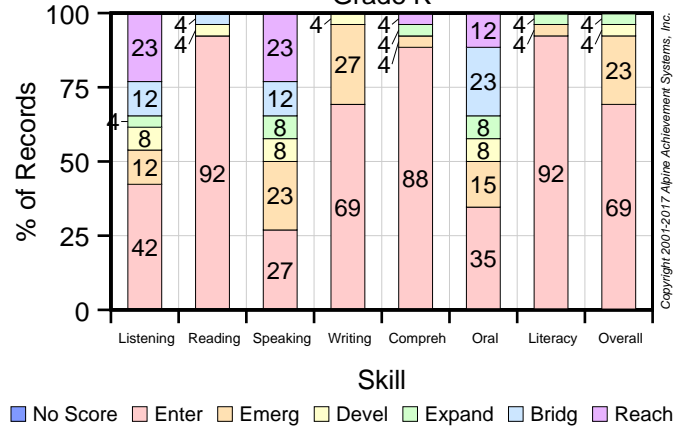
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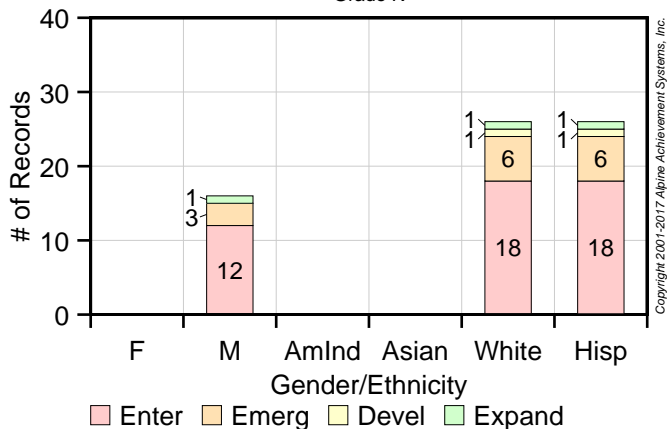
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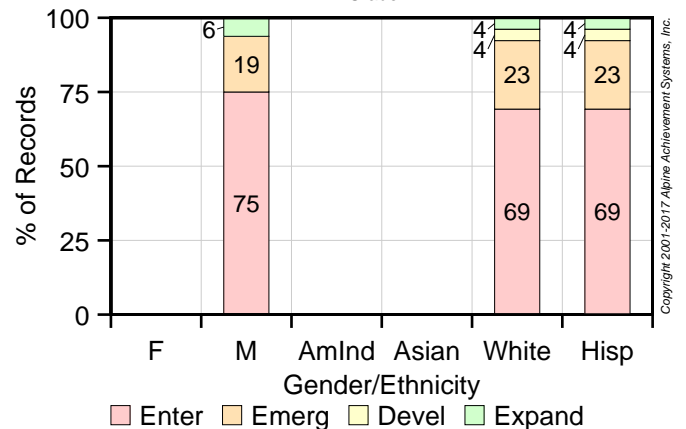
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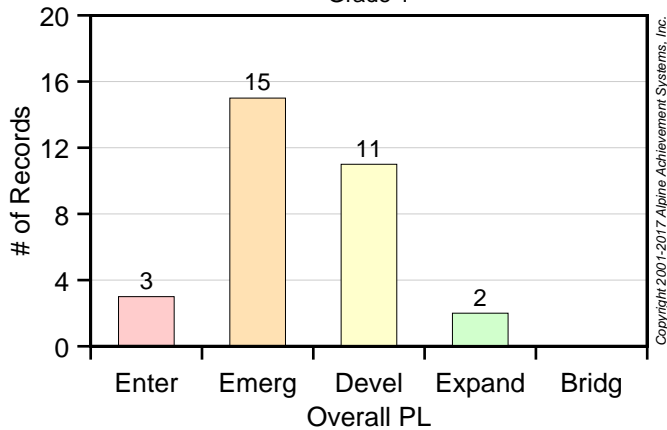
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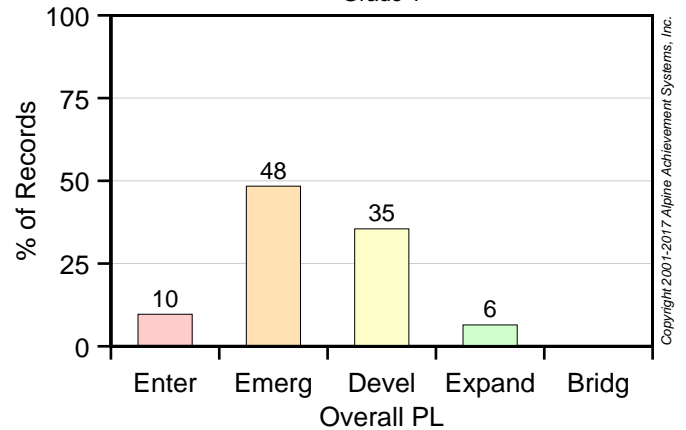


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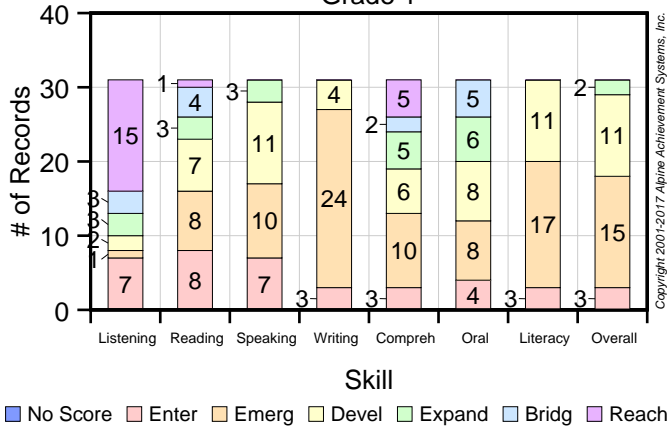
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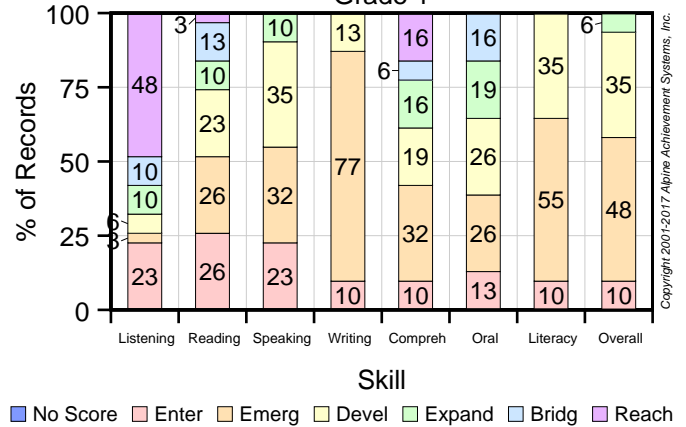
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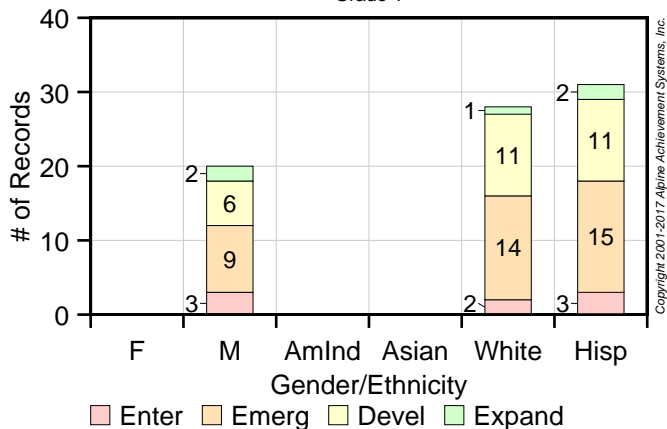
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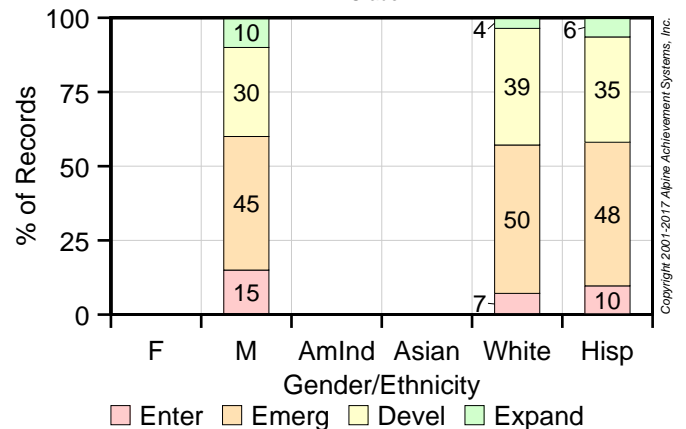
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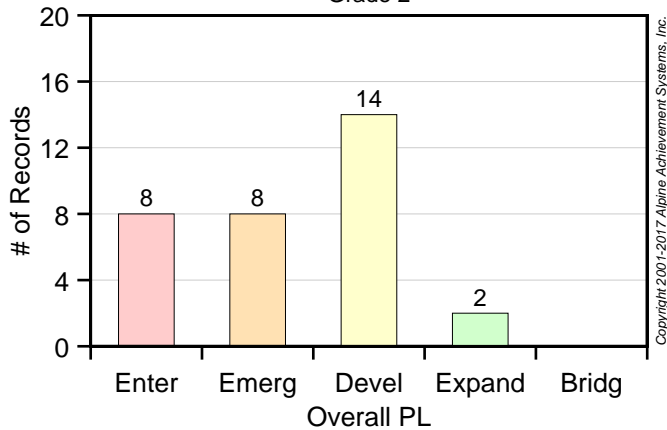
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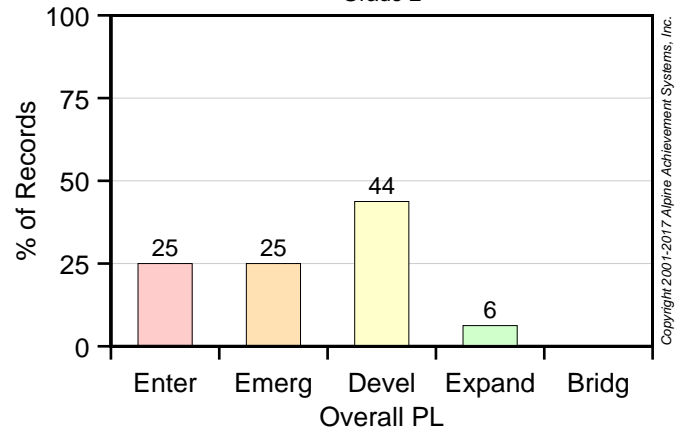


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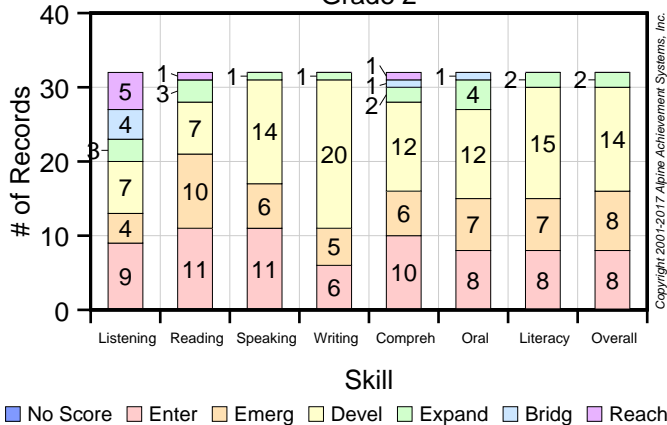
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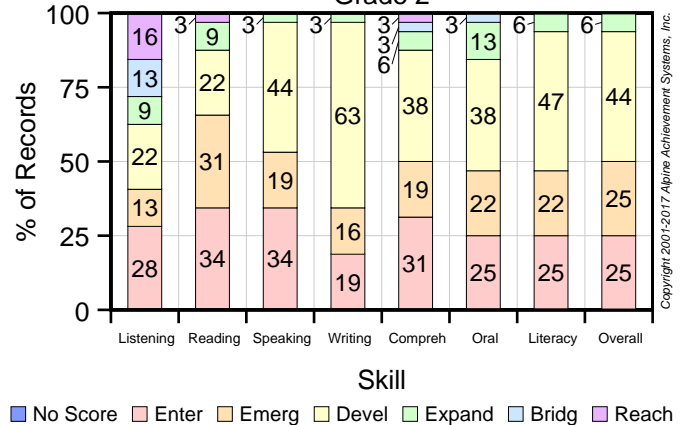
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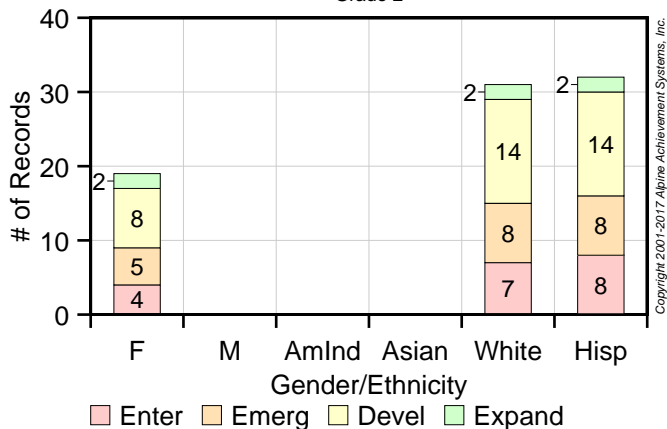
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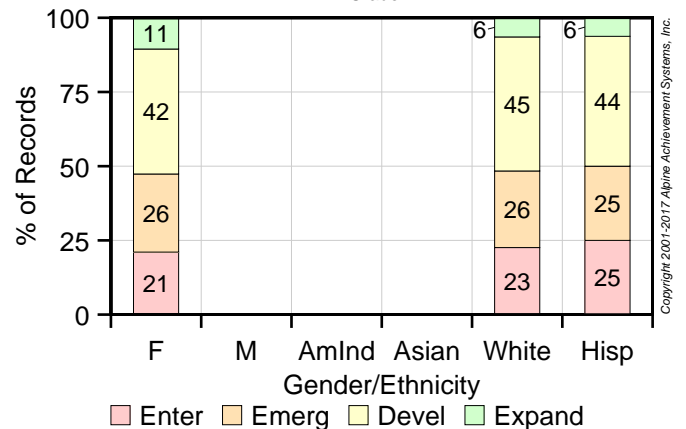
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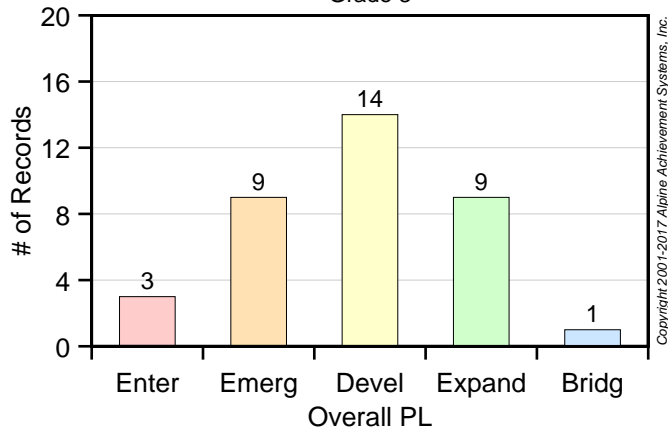


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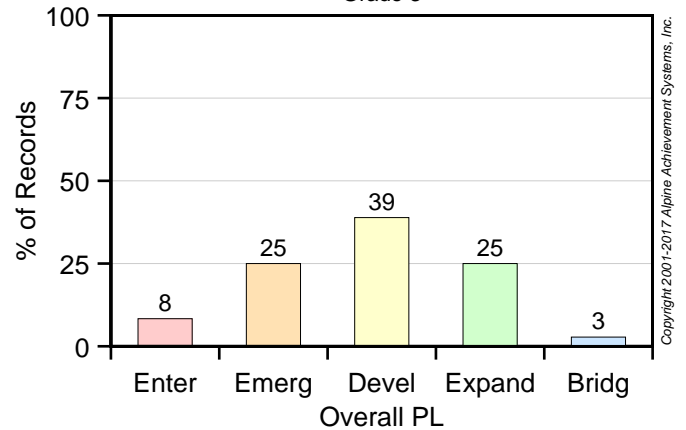




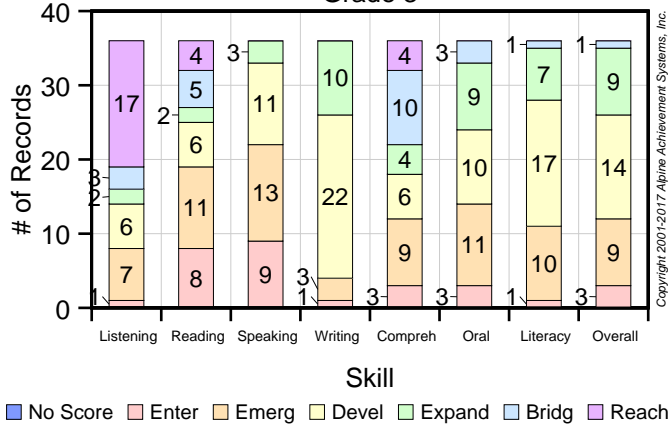
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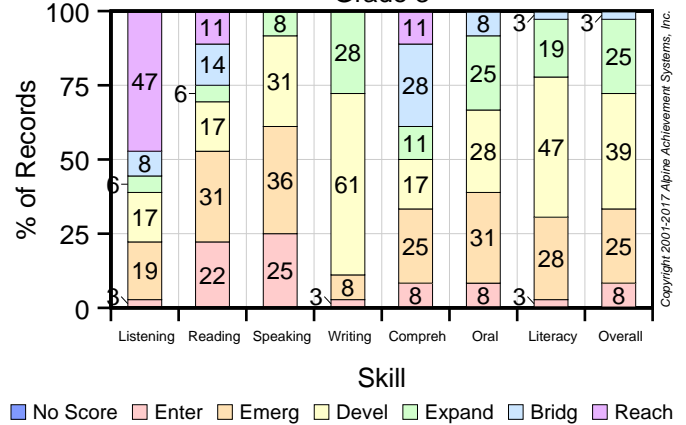
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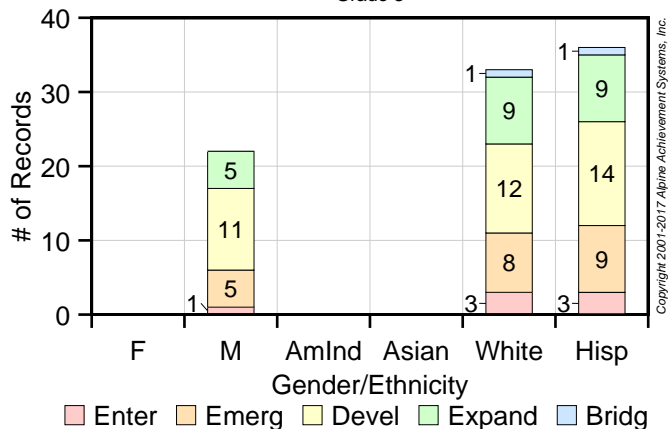
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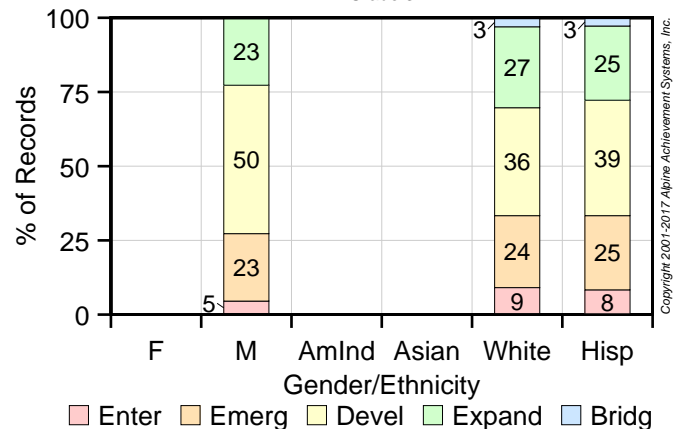
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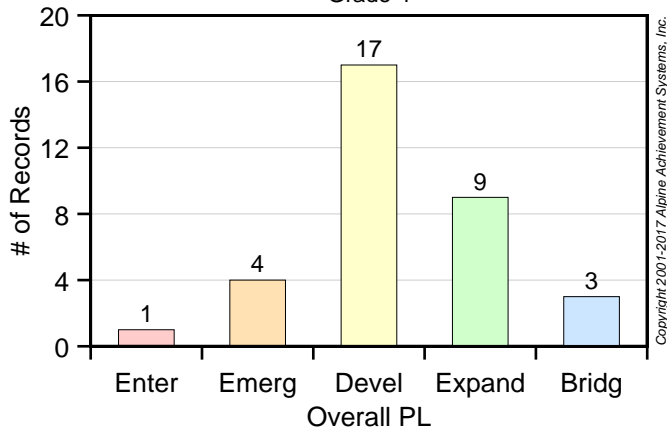




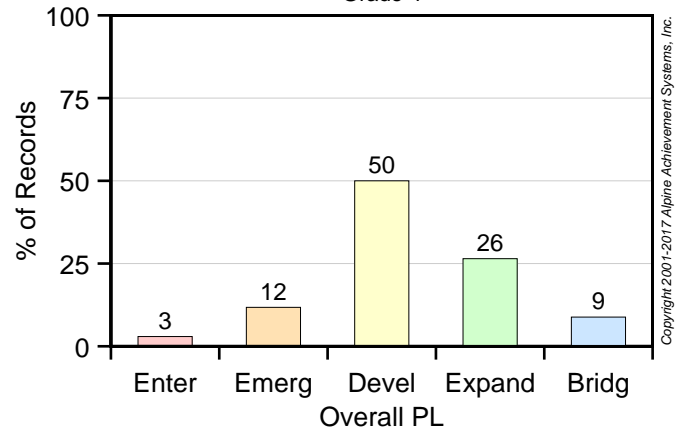


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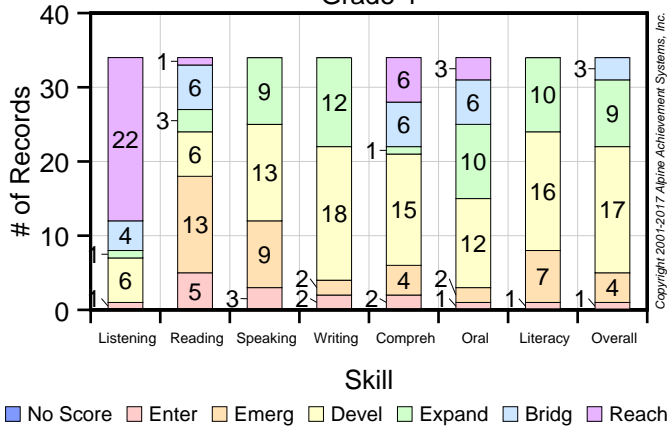
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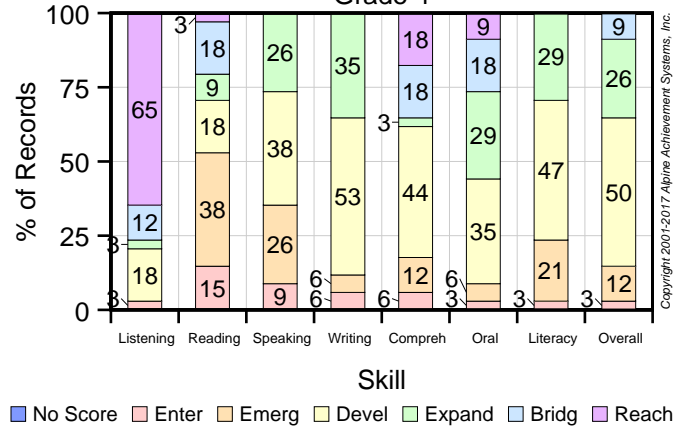
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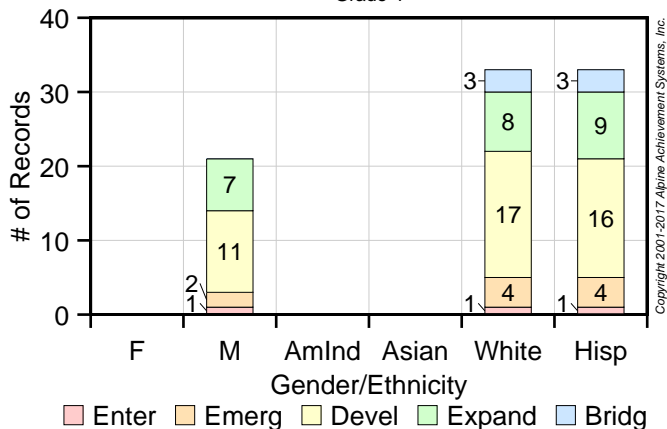
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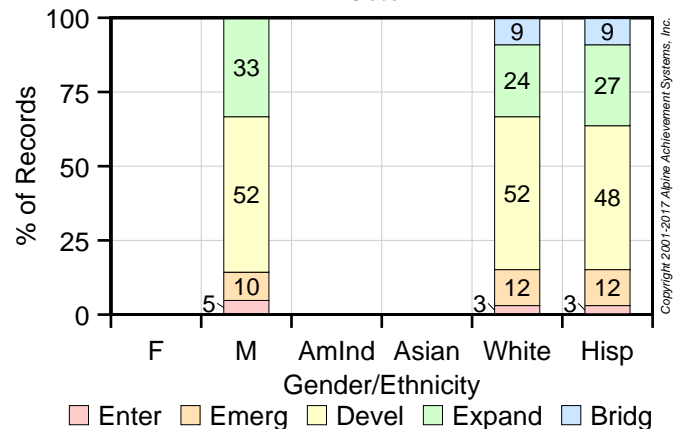
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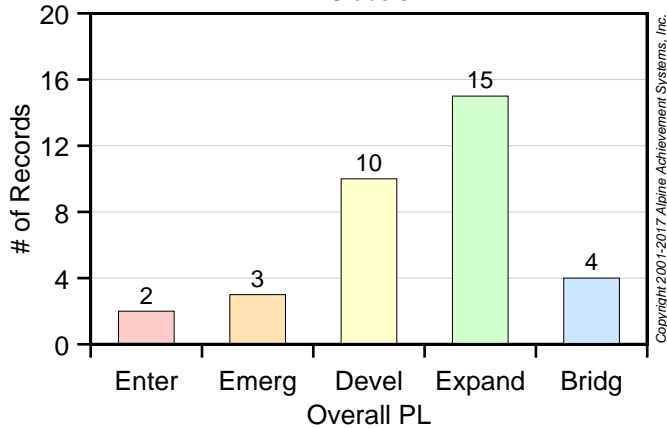
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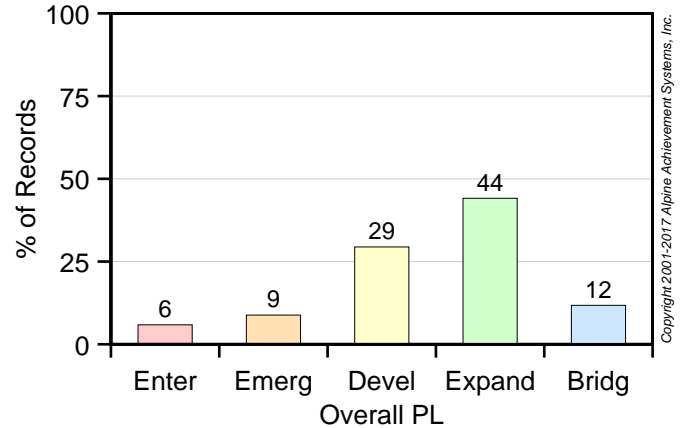


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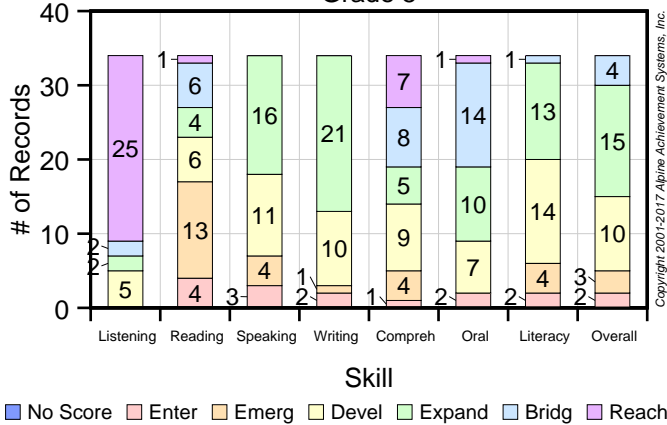
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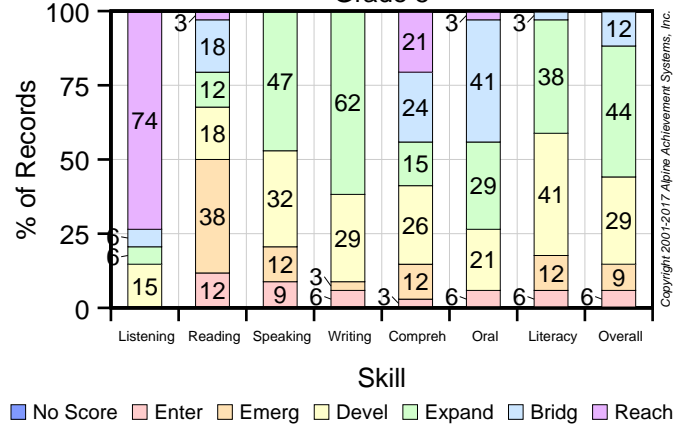
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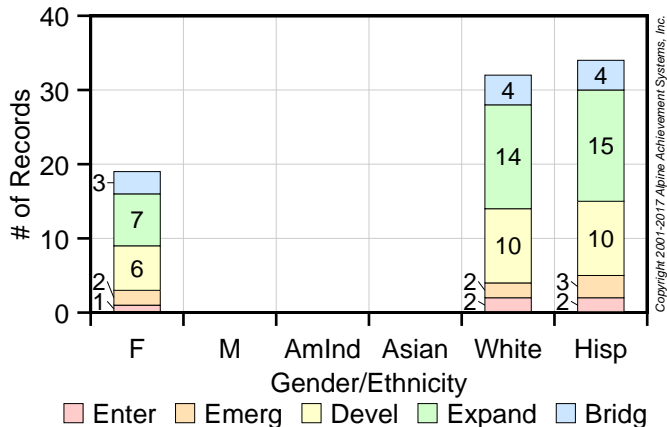
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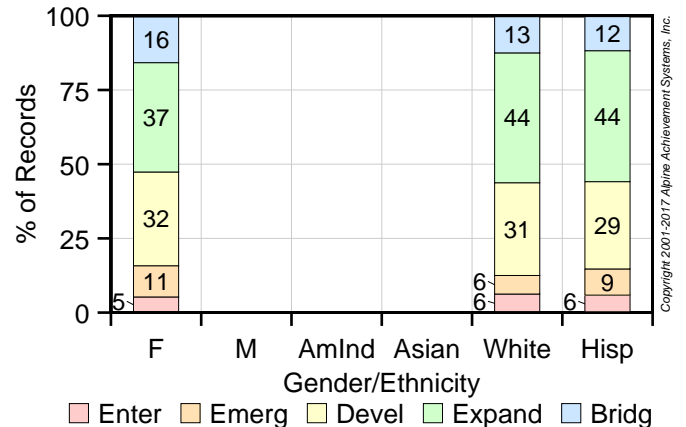
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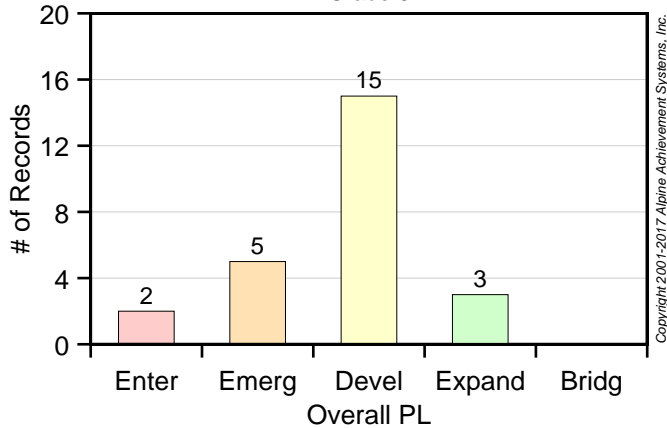


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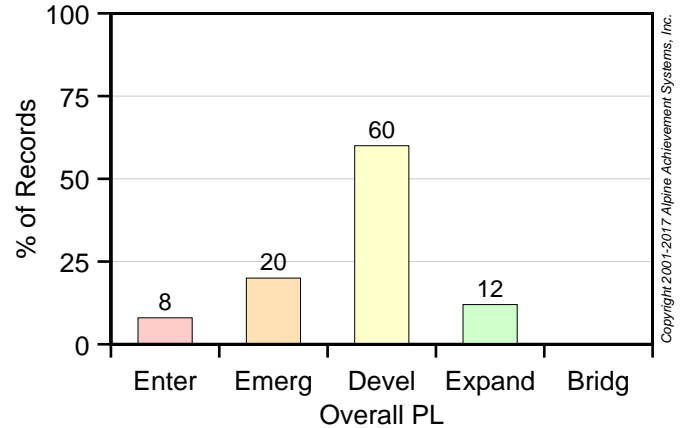




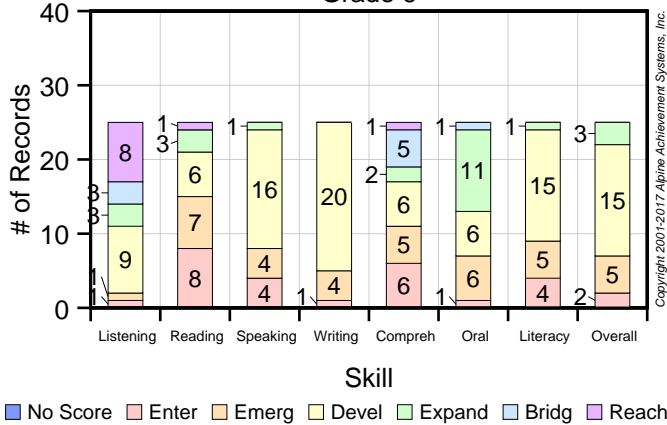
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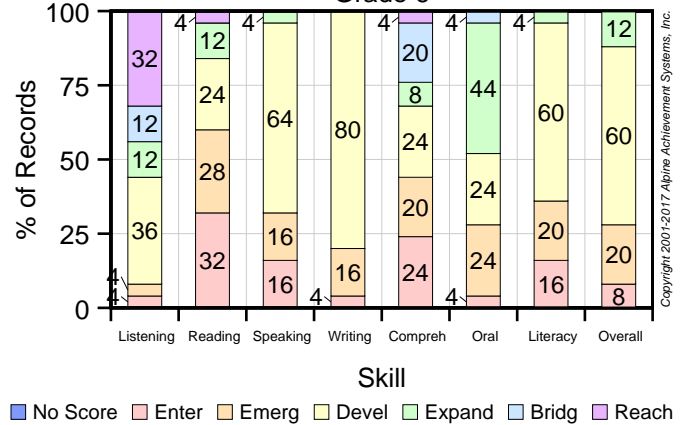
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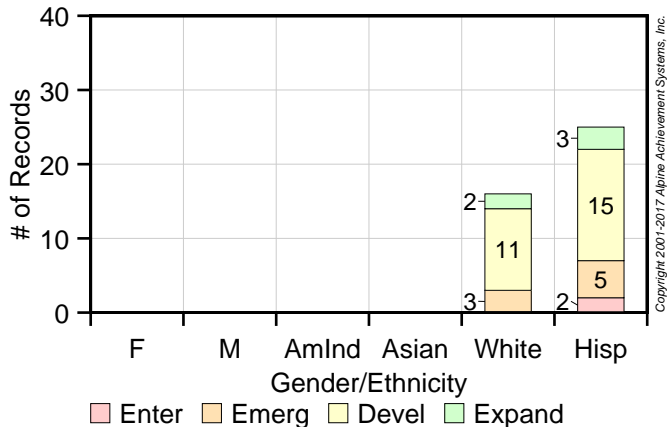
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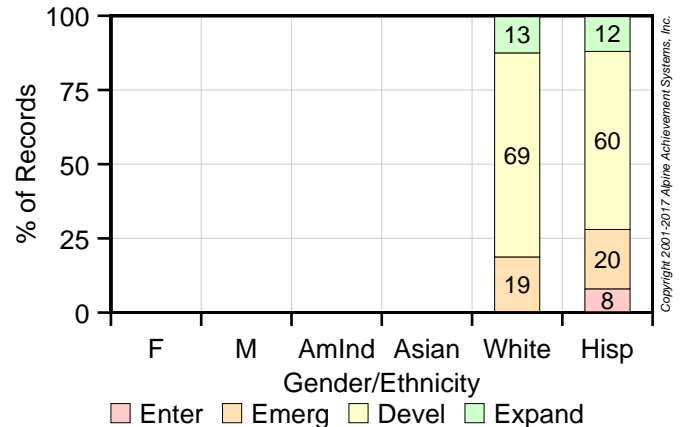
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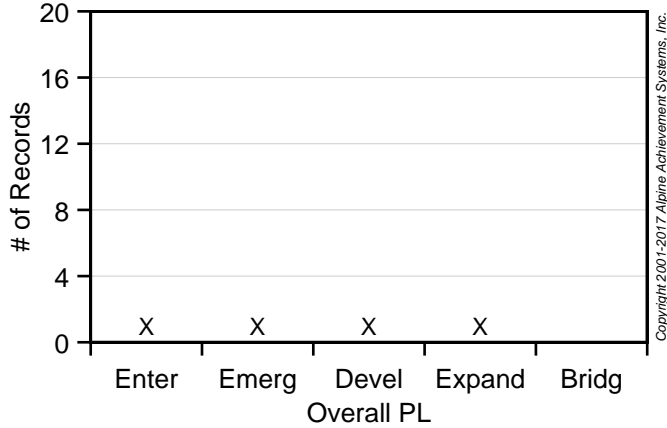
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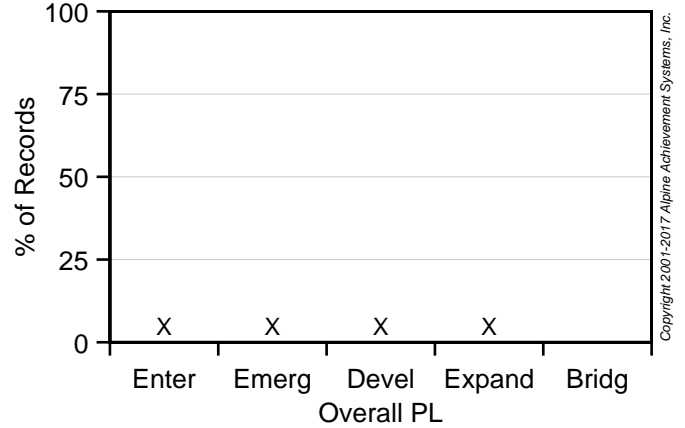


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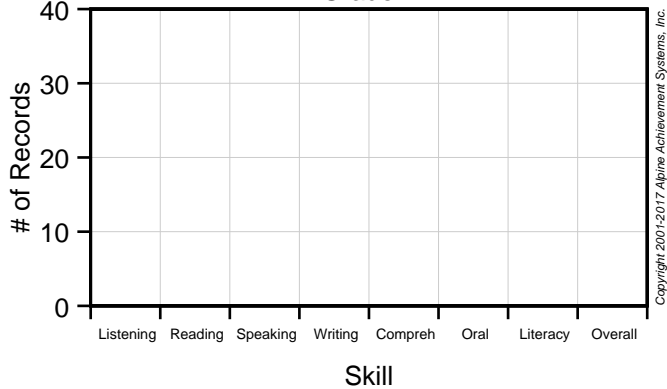
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ACCESS 2.0 - Overall Proficiency Level - % of Records  
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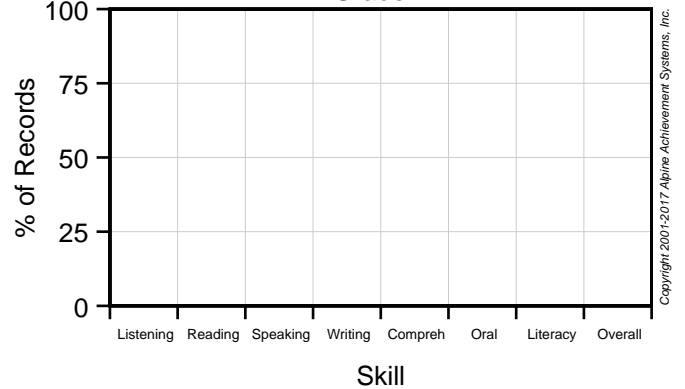


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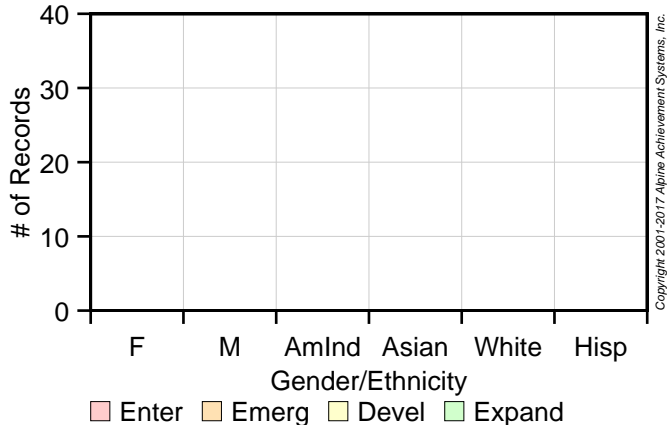
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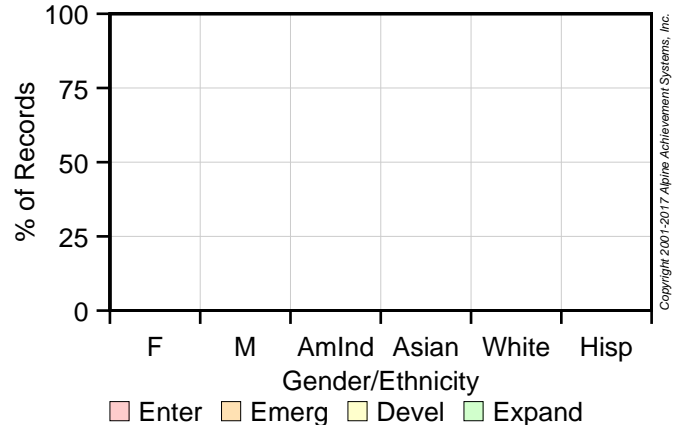
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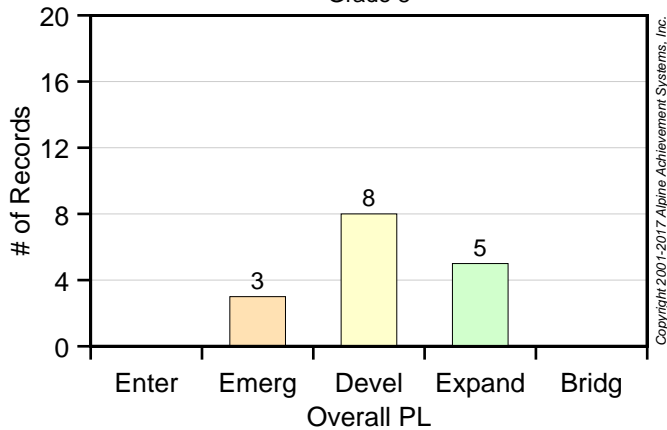


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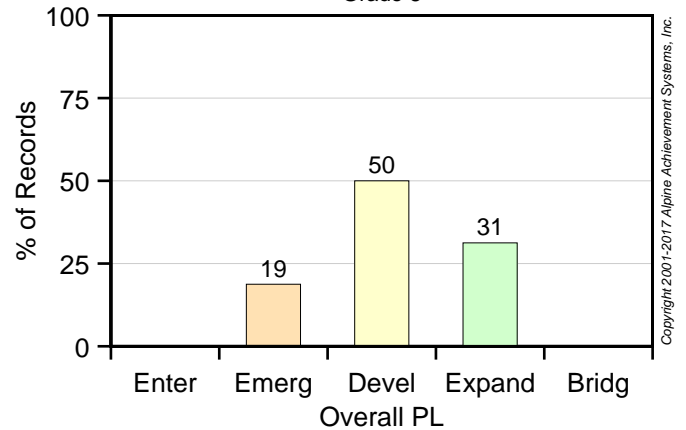


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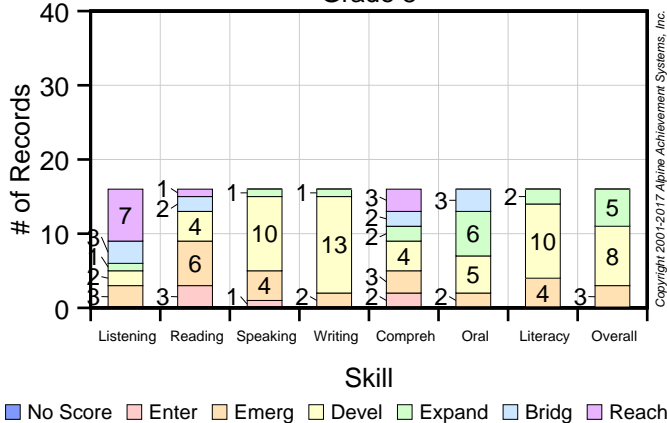
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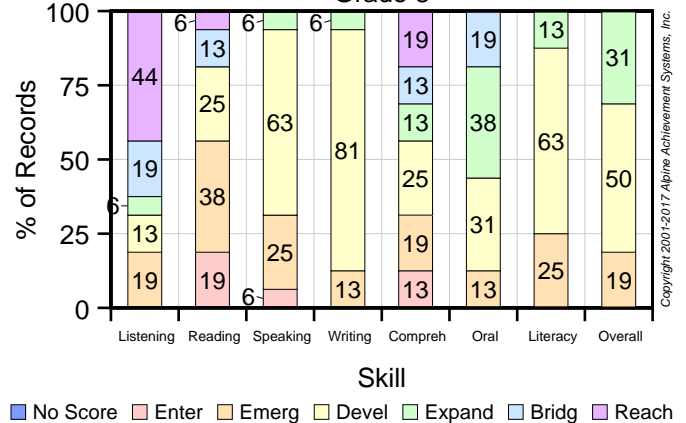
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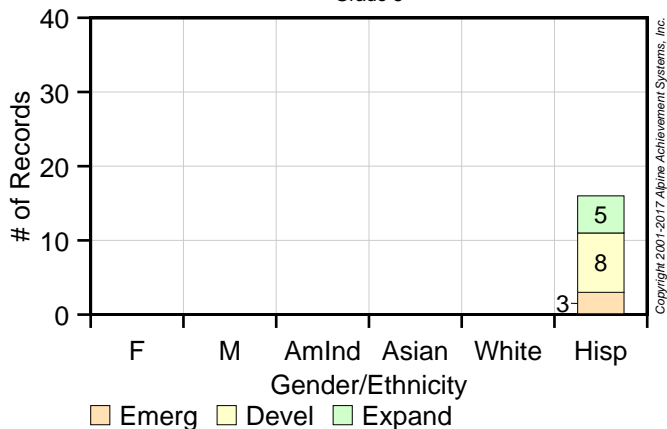
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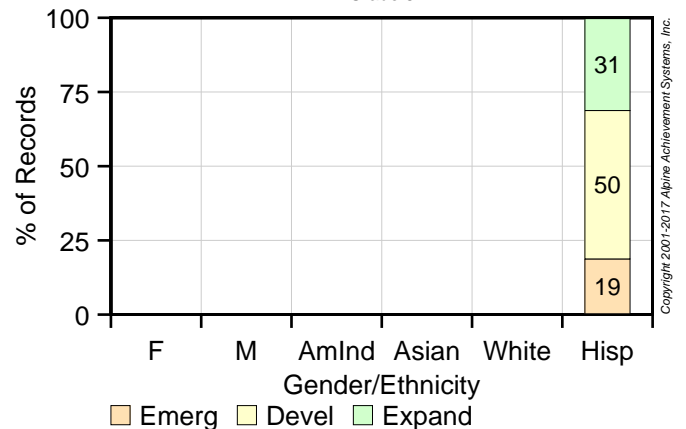
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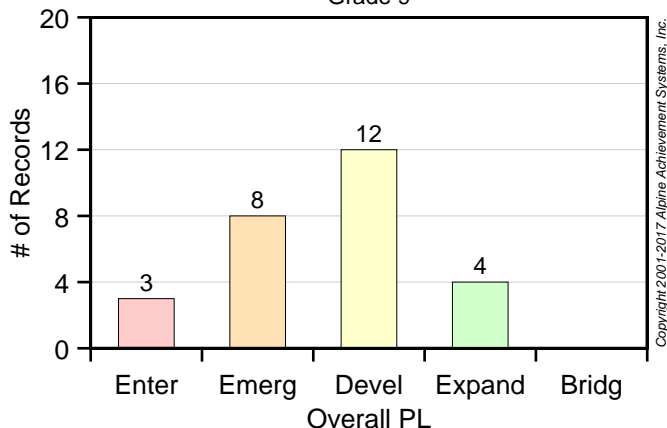


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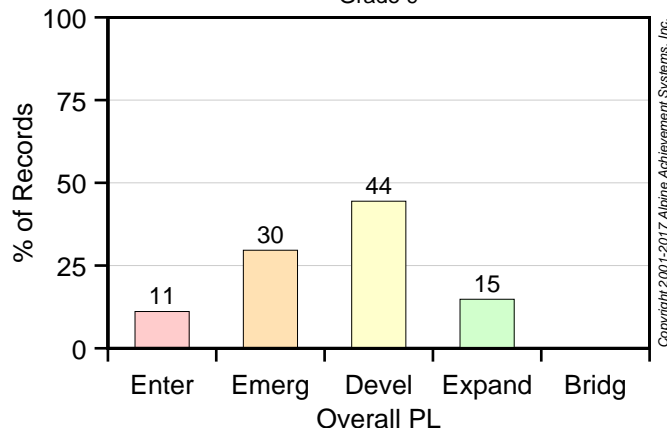




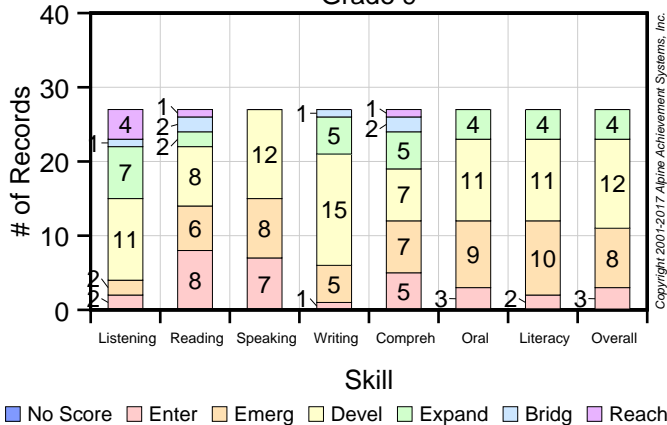
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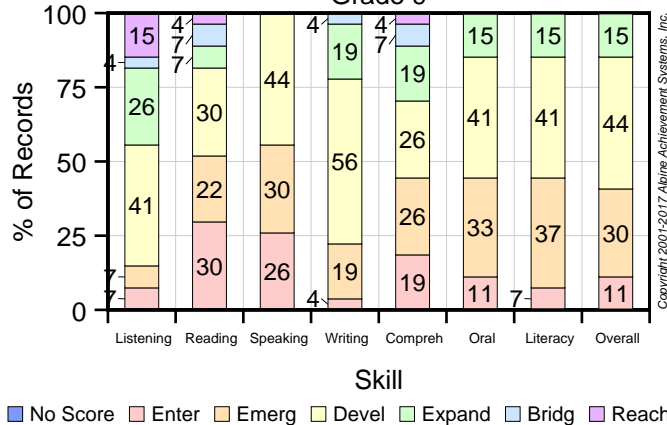
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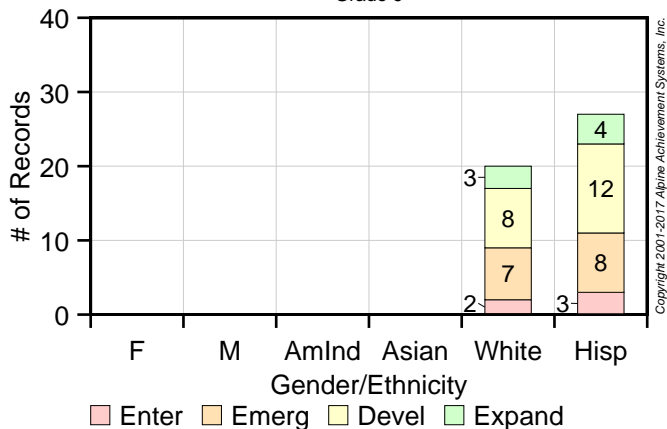
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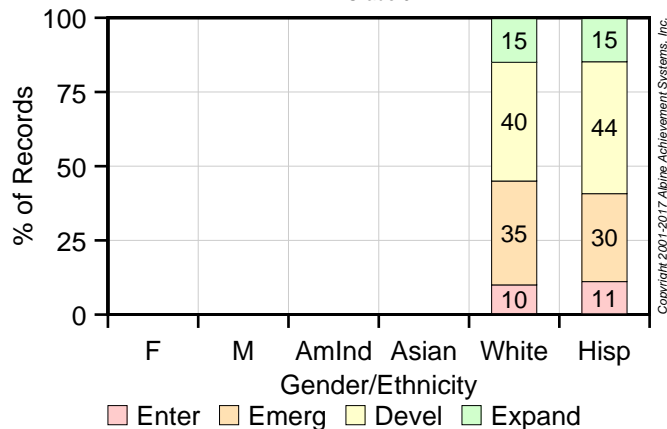
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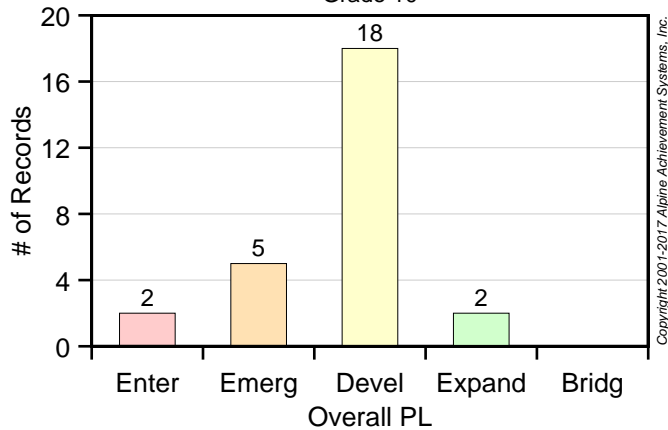


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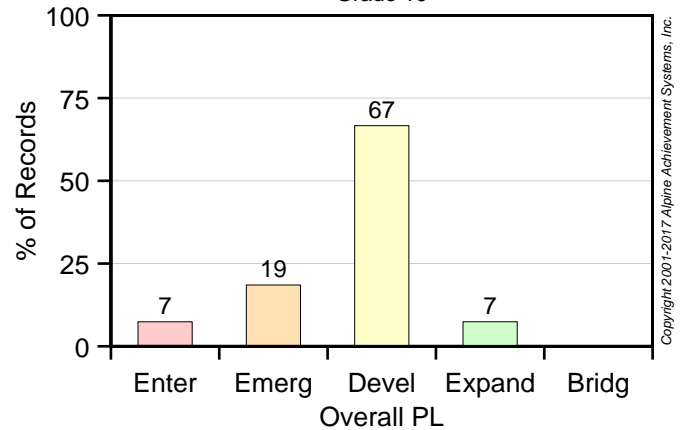




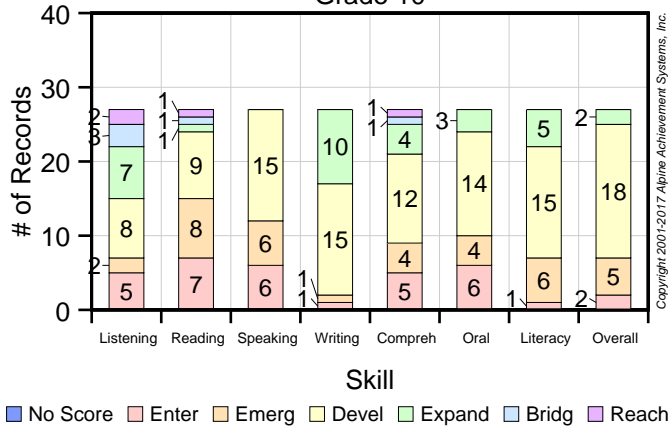
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Grade 10



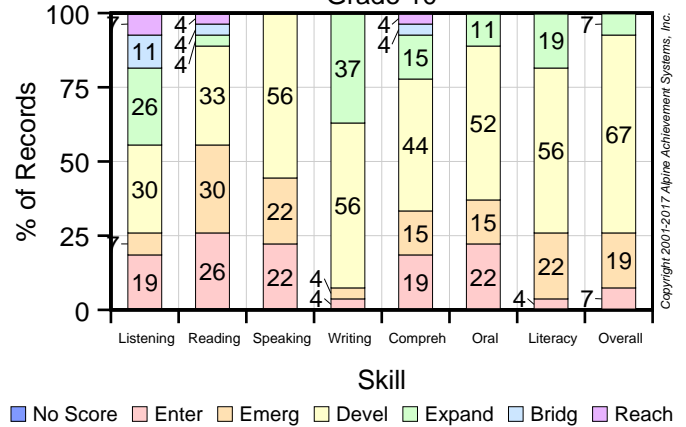
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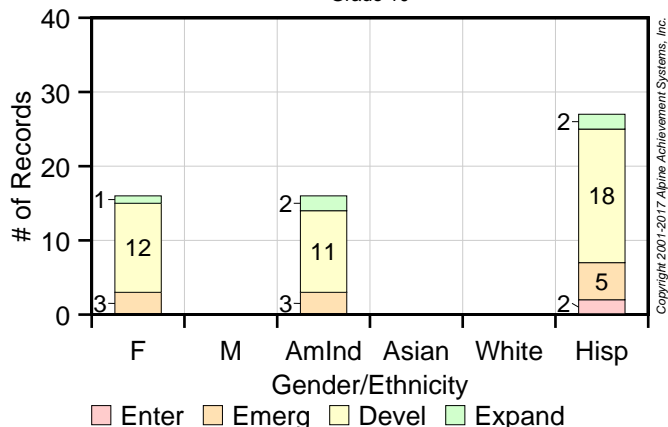
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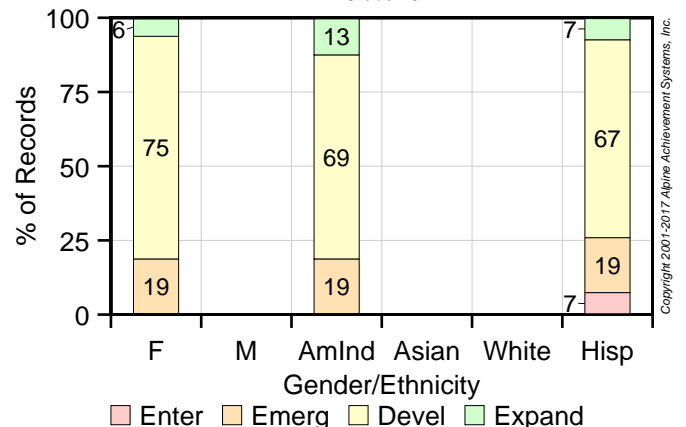
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ACCESS 2.0 - Gender and Ethnic Disaggregations - # of Records  
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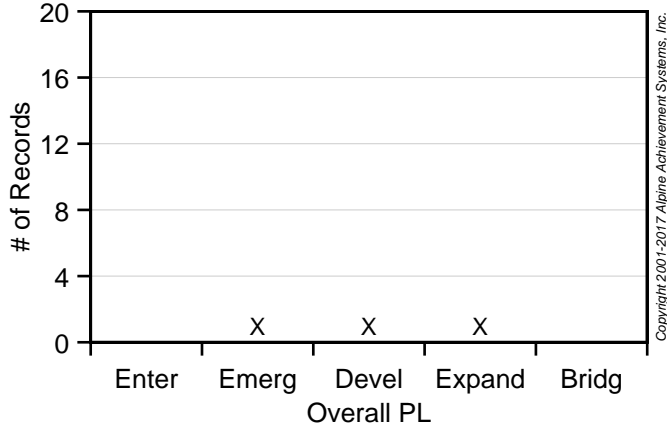
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Grade 10



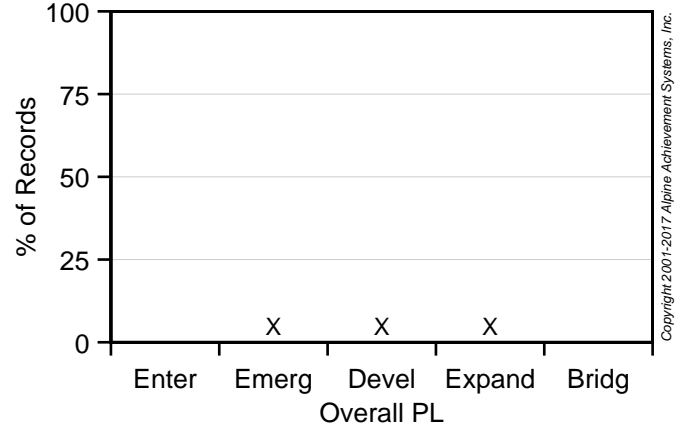


# ACCESS 2.0 Executive Summary Lake County R-1 - Total

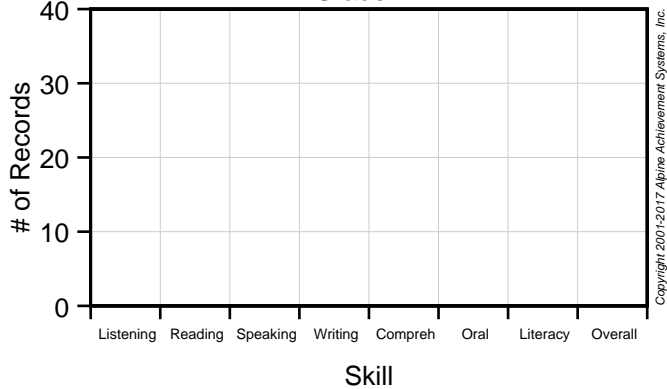
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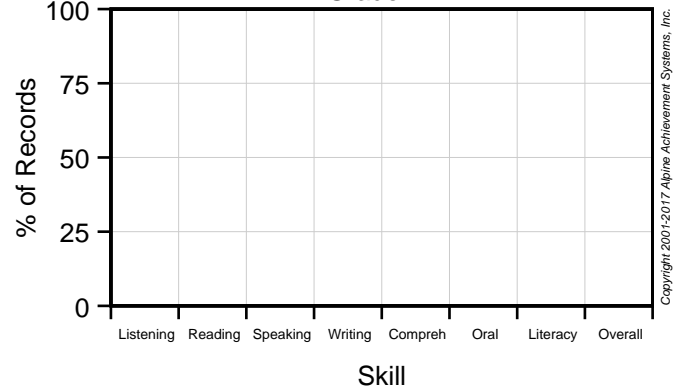
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ACCESS 2.0 - PL by Skill - # of Records  
Grade 11



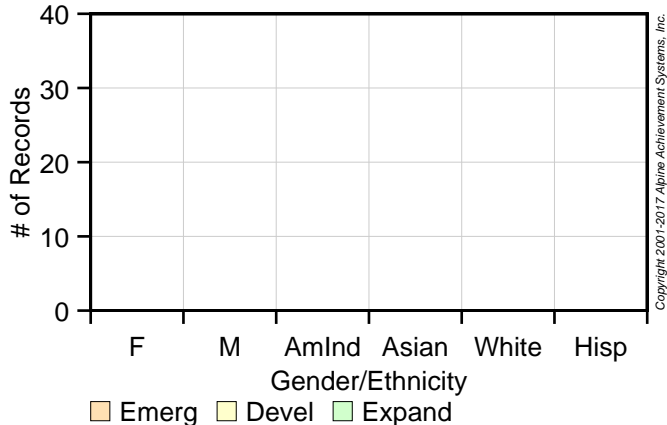
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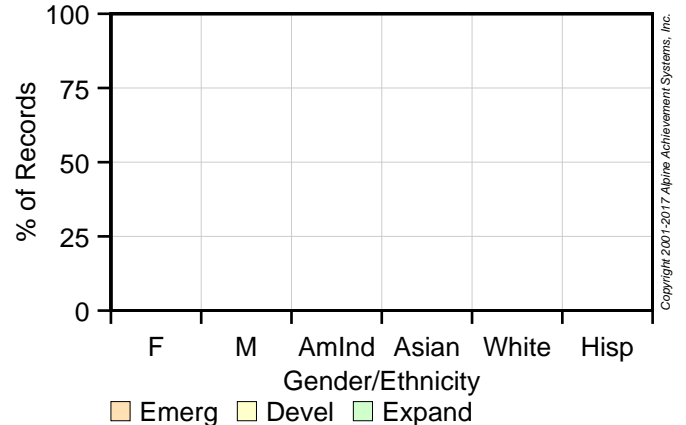
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ACCESS 2.0 - Gender and Ethnic Disaggregations - # of Records  
Grade 11



ACCESS 2.0 - Gender and Ethnic Disaggregations - % of Records  
Grade 11



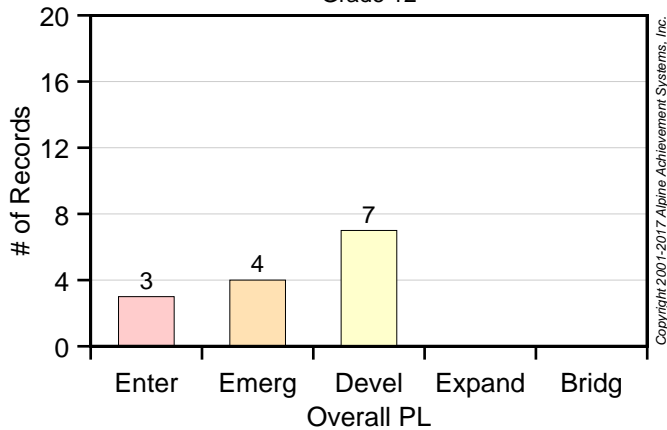
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Legend: Emerg (orange), Devel (yellow), Expand (green)

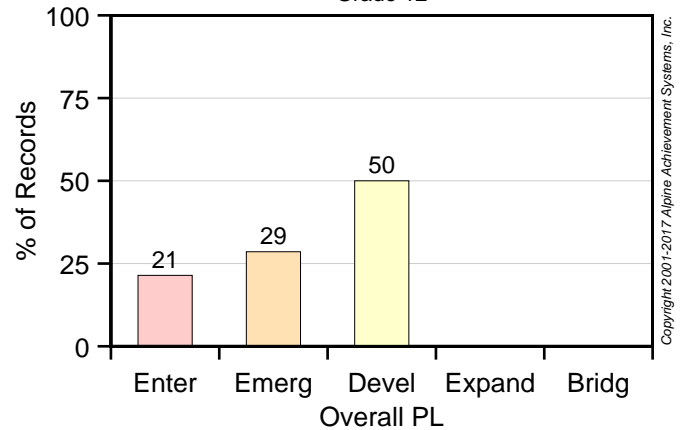




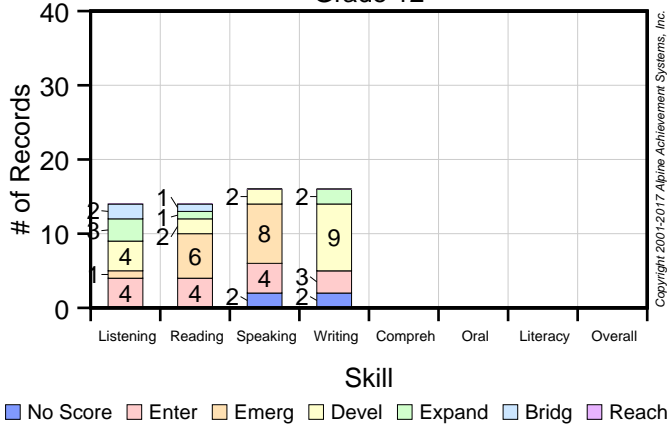
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Grade 12



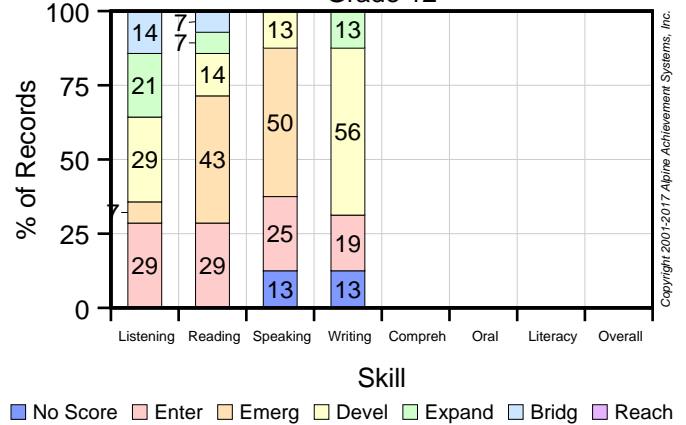
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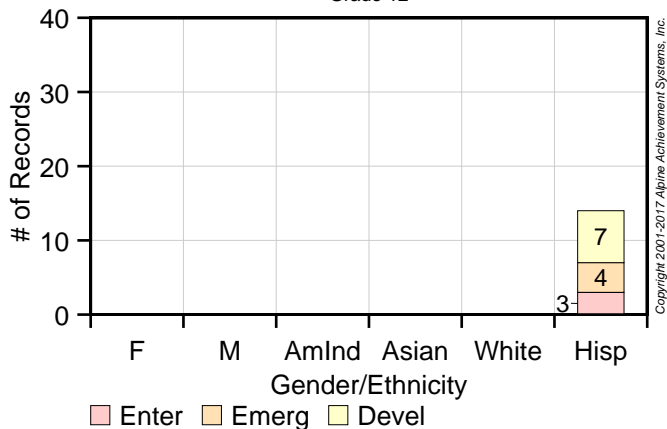
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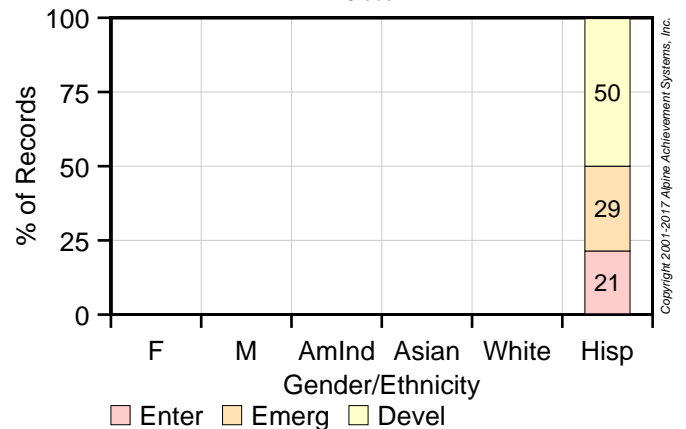
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Grade 12



ACCESS 2.0 - Gender and Ethnic Disaggregations - # of Records  
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ACCESS 2.0 - Gender and Ethnic Disaggregations - % of Records  
Grade 12



Lake County School Board

Special Meeting and Work Session

June 27, 2017

Below is a copy of the letter received from Kelly Sweeney

Good morning:

Hope you all are enjoying a little quiet following the busy school year.

We are considering holding the rededication of the Schoolhouse on August 13th at 5:00 for our 2nd annual picnic at the Schoolhouse. It would be wonderful if we could combine the events so that our greater community can express in person thanks to the Lake County School District key personnel and Board for your support of Friends of Twin Lakes' efforts to rehabilitate and use the Schoolhouse. Please discuss among yourselves and contact other board members (I don't have all of their email addresses) to see if that would work for some or all of you? We can also do it on a separate date or host one of your board meetings at the Schoolhouse and do it before the meeting, if that would be more convenient.

Thanks for your consideration of this request. We look forward to your response.

On a different note, former students of the Schoolhouse are holding a reunion at the Schoolhouse on the afternoon of June 24th. A few will hold a "fire side chat" that evening at 7:00 at the Schoolhouse if you would be interested in hearing about their experiences in the Schoolhouse and area during the late 50s and early 60s. We welcome your attendance at the chat.

Warm regards,

Kelly Sweeney

Friends of Twin Lakes

## Board Retreat Debrief

Items that are included in this packet:

1. Board self-evaluation summary and notes
2. Revised board self-evaluation

To do in preparation for discussion:

1. Brainstorm and/or research items related to Priority #1: Communications
2. Brainstorm and/or research items related to Priority #2: Onboarding checklist
3. Look over the revised self-evaluation. Revised questions are starred.

Questions: How do we want to integrate this into the Oversight Calendar?

Who would like to take responsibility for various aspects of these priorities?

Are there other items from the self-evaluation that board members would like to discuss?

## 2017 Board Self-Evaluation Summary

Question	2017	2016	2015	Priority	Notes
1. highest priority is student achievement.	0/2/4	0/3/4	0/2/3		desire to change this question to read: highest priority is outstanding student outcomes. I have made this change. New board self-eval is attached. Also Wendy encouraged us to think about how to send a message about academic strength to faculty.
2. core beliefs and commitments	0/2/4	0/3/4			How often and in what ways do we need to communicate our core commitments ?
3. reform strategies	0/0/6	0/1/6		*2016-2017 priority	
4. monitoring strategies	0/2/4	0/6/1		*2016-2017 priority *2017-2018 priority	It is useful to keep wondering about this. But we also noted great progress. We would like to emphasize <b>disaggregate d data</b> for 2017-2018.
5. policy development and oversight	0/1/5 (+1 😊)	0/2/5	0/2/3		We clearly understand that policy is our work.

6. implementation of policies	0/1/5	0/3/4		*2016-2017 priority *2017-2018 priority	How do we know if we are getting the results in terms of big picture thinking? At the time of renewing the strategic plan, we should take a step back and evaluate our goals. Again we see strong improvement.
7. data and relevant research	0/3/3	0/2/5			Desire to change this question to “data informed.” Change made in the attached.
8. meeting efficiency and effectiveness	0/0/6	0/4/3	0/5/0	*2016-2017 priority	Yay! Improvement here. Thanks all.
9. respect	0/0/6	0/1/6	0/0/5		We noted that one way we show respect is by having the public or guests speak first.
10. board cohesion	0/0/6	0/0/7	0/0/5		

11. superintendent relationship	0/1/5	0/3/4	0/2/3		Amy was the one “partly” vote here and she wanted to use the opportunity to urge the group to hold consistent 2 x1s. We decided that Wendy does not have to have an agenda to make these meetings valuable. <b>We committed to holding these meetings.</b>
12. Community input	0/5/1	0/6/1	0/3/2	*2016-2017 priority *2017-2018 priority	<b>We wondered about how to be clearer on our role as representatives. See below for more.</b>
13. Communication to community	0/5/1	0/5/2	1/2/2	*2016-2017 priority *2017-2018 priority	<b>Connected to #12. See below.</b>
14. governance/management line	0/0/6	0/1/6			

15. Constituent service	0/0/6	1/5/1	0/4/1	*2016-2017 priority	A strong sense of improvement here. We want to be careful that “constituent service” doesn’t mean being the source of complaints and rumors. But we agreed on a 2x1 solution for sharing what’s going on. Do we need more?
16. management oversight	0/1/5	0/1/6	0/2/3	2015-2016 area of growth	<b>We are going to add to agenda planning a preparation for upcoming briefings.</b>
17. fiscal responsibility	0/1/5	0/1/6	0/1/4	*2017-2018 priority	We wondered about big picture thinking here and the need to plan for things like employee housing. Kate and Wendy will bring us this.
18. equitability of funds	0/4/2	1/3/2	0/2/3		We agreed that equity is something we want to keep in front of us as a question and a tension. We noted that the disaggregated data question in #4 can help us get clearer on this.

19. superintendent evaluation	0/0/6	0/1/6	0/4/1	2015-2016 area of growth	
20. board evaluation	0/0/6	0/1/6	1/3/1	2015-2016 area of growth	
21. training of new members	0/3/2 (1 no answered)	0/2/5	n/a	*2017-2018 priority	We want to create an “onboarding checklist” to ensure that board members have access to the full spectrum of their work.

Notes from the board retreat:

The board retreat was held on June 11, 2017 at the Vertex workspace. Amy led the board, Wendy, and Bunny in some reflection exercises about their experience in education.

1. Draw a picture with crayons of an experience you had in early elementary.
2. Pass a note about an experience you had in middle school. Try to guess who was who.
3. Act out the answer to, “In high school, you would have found me...”
4. Write down what you think our board’s biggest accomplishment to date is.

Then Amy asked the group to tear up their cards, so we could be focused on the future, on the children now in our district, and on the challenges ahead.

We then worked through the self-evaluation. In our debriefing of the evaluation, we settled on three goals and two on-going practices that we would like to make priorities in 2017-2018. Just to be clear, we remain focused on the four goals of the strategic plan, and specifically the two high lighting academic progress. But we believe that these priorities are specifically board work that will make us more effective as a team and further the work of the four goals.

**Priority 1 (Based on #12-13 above)**

Communication and our role as representatives

Several concrete ideas/questions were generated in a brief brainstorming session:

- How do we generate input on questions from the Oversight calendar?
- Could we put board notes into the newsletter? Roar? PawPrints? Facebook? Newspaper? English and Spanish? Could we add this to agenda planning—Key take ways we want to ask for input on, for example?
- Streaming of meetings
- How to reach out to a board member
- Look at how Millie Hammner does it
- Education of the public as to the role of the board

Next steps: Continue brainstorm, prioritize and set a time line.

**Priority 2 (Based on #21 above)**

Create an on boarding checklist for new members

Other ideas:



Perhaps create a calendar for board-info workshops similar to the management oversight calendar to remind us to do things like “how to read a financial report” and “legal implications of board work” periodically.

Next steps: Assign this work to one or more of us?

**Priority 3 (Based on #6 and #17 above)**

Engage in more long-term planning

Wendy and Kate will bring us master-planning information.

**Practices**

- 2 x 1s (#11 and #15)

- More disaggregated data

We need to think about the meaningful subgroups that we are grappling with in terms of equity. We need to better understand equity and equality. We need to understand better what supports our various communities need.

## **Board Self-Evaluation**

**Goal:** an annual, formal, written board self-evaluation process that promotes effective governance for the district as it aims for high student achievement.

The board self-evaluation should:

- reflect the governance team's (superintendent and board) core beliefs and commitments
- align with district goals
- align with superintendent evaluation

**Timeline:** Every year during the annual June retreat.

The board president will:

- prepare the instrument, tweaking it as needed
- facilitate the self-evaluation during the retreat
- follow up with a written document that reflects the substance of the conversation (as we do with the superintendent evaluation).

### **Process:**

- Board members and superintendent fill out the evaluation tool individually.
- Board assistant calculates the results.
- Board president leads a discussion of results.
- A plan of action for continuous improvement is developed by the group and next steps are determined.

### **Other thoughts:**

76 percent of school boards in the country do not self-evaluate.

Board performance is a strong indicator of superintendent performance.

A board self-evaluation is developmental, not judgmental. We are not being evaluated as individuals, but in our effectiveness as a team.

Lake County School Board Self-Evaluation

Updated June 2016

Revised June 2017. Questions that were revised are marked with a \*.

Please mark the most appropriate response (Not Present, Partly Present, or Fully Present) to each of the indicators.

	<b>Not present</b>	<b>Partly Present</b>	<b>Fully Present</b>
<p><b>1. *Board members view outstanding student outcomes as their central priority.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	<p>Board members make excuses for poor performance and/or do not demonstrate a commitment to high standards for all students.</p>	<p>Board members may profess a commitment to high standards for all children but do not follow through consistently with action (i.e. policies, programs, metrics). Board lacks a sense of urgency about high performance and the achievement gap.</p>	<p>Board members accept no excuses for poor performance and demonstrate a strong commitment to all children’s achievement. Board views achievement gap with urgency and actively pursues policies, programs, and other actions to address it. Board meetings and agendas are focused on student outcomes.</p>
<p><b>2. The board has approved core beliefs and commitments that lead to efficient and effective operations. Staff members can refer to these core commitments when asking themselves what should be done.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	<p>Board has not discussed or articulated core beliefs and commitments.</p>	<p>Board has discussed and perhaps formulated core beliefs and commitments but never formally adopted them.</p>	<p>Board has formulated core beliefs and commitments, formally adopted them, and reaffirms them yearly. Board has communicated its core beliefs to staff and community.</p>

	<b>Not present</b>	<b>Partly Present</b>	<b>Fully Present</b>
<p><b>3. The board has clear goals that it believes will help the district achieve its potential.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	Board has no clear goals.	Board is somewhat knowledgeable about the district's reform strategies but lacks explicit and aligned goals.	Board has explicit and clear goals aligned with the superintendent and schools, state standards and assessments. Board is deeply knowledgeable about district reforms.
<p><b>4. The board monitors district progress on its goals and has access to disaggregated data to measure progress.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	Board does not have a monitoring strategy. Data reviewed by the board is not disaggregated.	Board has a monitoring strategy, but it is not well aligned. Only limited disaggregation.	Board has a monitoring strategy that is well implemented and comprehensive. The board regularly monitors district and school progress using disaggregated data.
<p><b>5. The board is active in policy development and ensures that its reform priorities are codified into policy.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	Board spends most of its time dealing with operational issues or reacting to problems as they arise rather than developing and overseeing policies to help achieve district goals.	Board spends some time on policy development and oversight, but this is not its primary focus.	Board spends most of its time developing and overseeing the implementation of policies designed to achieve district goals.

	<b>Not present</b>	<b>Partly Present</b>	<b>Fully Present</b>
<p><b>6. The board is diligent about monitoring the implementation of its policies to determine whether or not they are achieving their intended objectives.</b></p> <p><input type="checkbox"/> Not Present  <input type="checkbox"/> Partly Present  <input type="checkbox"/> Fully Present</p>	<p>Board does not have a formal process for monitoring the implementation of the policies it approves.</p>	<p>Board does not build in sufficient oversight mechanisms into its policies. Or, it relies too much on informal feedback rather than on regular, formal reporting on policy implementation.</p>	<p>Board has strong mechanisms in place to monitor the implementation of the policies it approves. Board receives regular reports from the superintendent and staff to determine whether policies are having desired impact/results.</p>
<p><b>7. *The board makes decisions informed by relevant research and data.</b></p> <p><input type="checkbox"/> Not Present  <input type="checkbox"/> Partly Present  <input type="checkbox"/> Fully Present</p>	<p>Board often makes decisions without first analyzing data or considering relevant research.</p>	<p>Board sometimes makes decisions or policies without first analyzing data or considering relevant research.</p>	<p>Board, with superintendent, analyzes data and relevant research before making policies or decisions.</p>
<p><b>8. Board meetings are efficient and effective and focus primarily on student achievement and other district priorities. "We do our most important work first."</b></p> <p><input type="checkbox"/> Not Present  <input type="checkbox"/> Partly Present  <input type="checkbox"/> Fully Present</p>	<p>Board meetings are often long, inefficient, chaotic or disorganized. Board spends most of its time discussing non-academic, non-priority issues.</p>	<p>Board meetings are sometimes long and/or not highly efficient. Board spends considerable time discussing academic and other priority issues, but wastes too much time on secondary matters.</p>	<p>Board meetings are usually efficient and tightly run. Boards spends the vast majority of its time discussing academic and priority issues.</p>

	<b>Not present</b>	<b>Partly Present</b>	<b>Fully Present</b>
<p><b>9. Board members treat each other, the superintendent, staff, and members of the public with respect.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	<p>Board members clearly dislike and/or distrust each other, the superintendent or staff, and this is made public during board meetings, in media comments, etc.</p>	<p>Some board members may dislike and/or distrust each other, the superintendent or staff. Disagreements are sometimes aired publicly.</p>	<p>Board members respect each other, the superintendent, and staff, and relate in an honest, trustworthy manner. Conflicts are handled discreetly.</p>
<p><b>10. The board is generally cohesive; not all votes are unanimous, but there are no "fixed factions."</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	<p>Board is fractured. Most decision are made on split votes.</p>	<p>Board is not deeply divided, but neither is it cohesive. Decisions and policies about student achievement and other policy priorities are sometimes approved on split votes.</p>	<p>Board is cohesive and has a stable working majority. Decisions and policies about student achievement and other priority issues are usually supported by the full board.</p>
<p><b>11. The board maintains a close relationship of trust with the superintendent and strives to facilitate her success.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	<p>Board members often show a lack of support for the superintendent. Some board members actively undermine the superintendent. Disagreements or concerns are often voiced publicly rather than discreetly.</p>	<p>Most board members work well with the superintendent, but board members sometimes act in ways that undermine the superintendent.</p>	<p>Board actively supports the superintendent. Concerns are handled discreetly and constructively.</p>

	<b>Not present</b>	<b>Partly Present</b>	<b>Fully Present</b>
<p><b>12. The board ensures opportunities for the diverse range of views in the community to inform board deliberations and decisions.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	<p>Board does not seek input from the community when making decisions.</p>	<p>Board sometimes seeks input from the community, but does not do so consistently.</p>	<p>Community input is consistently taken into account by the board when making decisions.</p>
<p><b>13. The board ensures effective communication of its goals, plans, and policies to the community to build public understanding and support.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	<p>Board does not ensure communication of its goals, plans, and policies to the community. Public knowledge of board actions is limited to meetings and media coverage. When the board communicates its actions publicly, it is often doing so in reaction to criticism.</p>	<p>Board sometimes ensures communication of its goals, plans, and policies to the community. But much of this communication is reactive rather than proactive, and public understanding of the board's work is limited.</p>	<p>Board proactively uses its meetings and a variety of other means (newsletters, letters to the editor, community stakeholder meetings) to communicate with the public and build support for its goals, plans, and policies. Board consistently strives to be proactive in its communication.</p>
<p><b>14. Board members understand their role is to govern, not manage, and act accordingly.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	<p>Most or all board members frequently cross the line between governance and management and involve themselves extensively in day-to-day operations of the district.</p>	<p>Board generally respects the line between governance and management but sometimes crosses over and becomes overtly involved in management decisions.</p>	<p>Board consistently respects the line between governance and management and avoids interfering with the superintendent's management of the district.</p>

	Not present	Partly Present	Fully Present
<p><b>15. *Board members provide necessary constituent service without attempting to solve problems or otherwise cross the line into management.</b></p> <p><input type="checkbox"/> Not Present  <input type="checkbox"/> Partly Present  <input type="checkbox"/> Fully Present</p>	<p>Board members frequently try to solve constituent problems themselves or influence management decisions. Procedures for board to manage constituent complaints are not clearly articulated or agreed upon.</p>	<p>Board members generally avoid trying to solve constituent problems themselves or influence management decisions. Procedures for the board to manage constituent complaints work reasonably well and are used fairly consistently.</p>	<p>Board has established effective protocols for handling constituent complaints, uses them consistently, and has communicated them to the public. Board receives regular reports of constituent complaints. This information is then used to improve system performance.</p>
<p><b>16. The board exercises its oversight responsibilities through audits, workshops, reports, and other methods to assure the integrity and performance of the district's management systems.</b></p> <p><input type="checkbox"/> Not Present  <input type="checkbox"/> Partly Present  <input type="checkbox"/> Fully Present</p>	<p>Board does not exercise management oversight and/or has become, in effect, part of the district's management.</p>	<p>Board exercises some management oversight from time to time via questions or requests for information, but these efforts tend to be sporadic, reactive or superficial.</p>	<p>Board has developed a systematic approach to management oversight that enables the board to periodically review all major business systems for integrity and performance (using reports, workshops, audits, reviews by external parties, or other methods) without crossing the line into management.</p>
<p><b>17. The board adopts a fiscally responsible budget based on the district's vision and goals and regularly monitors the fiscal health of the district.</b></p> <p><input type="checkbox"/> Not Present  <input type="checkbox"/> Partly Present  <input type="checkbox"/> Fully Present</p>	<p>Board has abandoned its fiduciary responsibility. There are no regular budget updates or internal/external audits and reviews.</p>	<p>Board and/or community has insufficient information to determine whether the district budget is fiscally responsible. Board exercises some oversight, but these efforts are not sufficient to provide confidence that the board is adequately monitoring the fiscal health of the district. External or internal reviews of finances are seldom used.</p>	<p>Board adopts a fiscally responsible budget that is closely aligned with the district's vision and goals. Board regularly monitors the fiscal health of the district and the integrity of its finances through internal and external audits and regular budget updates for revenue and expenditures based on budget-to-actual and 3-year projections.</p>



	<b>Not present</b>	<b>Partly Present</b>	<b>Fully Present</b>
<p><b>18. The board strives to provide adequate resources and allocate them equitably to meet the needs of all children in the district.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	Board does not provide adequate resources, allocate them equitably, or monitor the effectiveness of the resources in meeting the needs of all children.	Board has made some effort to allocate funds more equitably and adequately, although inadequacies and inequities still exist. The board does not regularly monitor the effectiveness of its resources in meeting the needs of all children.	Board is actively driving a policy agenda to allocate funds more equitably and provide adequate resources to meet the needs of all students. The board regularly monitors the effectiveness of its resources.
<p><b>19. The board annually evaluates the superintendent based on the goals and performance of the district.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	Board does not set annual measurable goals for the superintendent or district.	Board sets annual goals for the superintendent or district, but they are not closely aligned or the goals are subjective and difficult to measure.	Board sets annual measurable goals for the superintendent and district and uses these to evaluate the superintendent.
<p><b>20. The board periodically evaluates its own effectiveness.</b></p> <p><input type="checkbox"/> <b>Not Present</b>  <input type="checkbox"/> <b>Partly Present</b>  <input type="checkbox"/> <b>Fully Present</b></p>	Board seldom or never evaluates its effectiveness or holds retreats to improve its effectiveness.	Board occasionally reflects on or informally evaluates its effectiveness, but it appears that the board is not highly motivated to improve itself or its governance.	Board regularly reflects on and evaluates its effectiveness and appears motivated to continuously improve itself and its governance.

	Not present	Partly Present	Fully Present
<p><b>21. *The board provides adequate and effective training for new members in order to keep institutional memory and best practices consistent and developing.</b></p> <p><input type="checkbox"/> Not Present  <input type="checkbox"/> Partly Present  <input type="checkbox"/> Fully Present</p>	<p>Board does not provide adequate training for new members. Processes and procedures are always being reinvented.</p>	<p>Board provides sporadic and inconsistent training, usually reactive.</p>	<p>Board has a strategy for adequate and effective training of new members. Members feel strongly grounded in board <b>norms and practices</b>.</p>
<p><b>22. *The board made progress on the previous year's priorities. For 2017-2018, those priorities were:</b></p> <p><b>Communication</b></p> <p><b>Onboarding checklist for new members</b></p> <p><b>Long-range planning</b></p> <p><input type="checkbox"/> Not Present  <input type="checkbox"/> Partly Present  <input type="checkbox"/> Fully Present</p>	<p>The board never mentioned these priorities again after creating them.</p>	<p>The board made some progress toward these priorities, and worked on them publicly and explicitly. Communication about the priorities was not as frequent as it should have been.</p>	<p>The board made considerable progress on their priorities. They worked on the priorities publicly and explicitly, as well as effectively. Communication about the priorities was an integrated part of board work.</p>

Does this evaluation reflect the governance team's core beliefs and commitments?  Yes  No  To a degree

Does this evaluation align with district goals?  Yes  No  To a degree

Does this evaluation align with the superintendent's evaluation?  Yes  No  To a degree

Suggestions for improving this evaluation:

## **ACCOUNT REFERENCE SHEET BY OBJECT**

01's	All salaries
02's	Health, dental, life, vision insurances, PERA and Medicare benefits
03's	Legal, audit and consulting services
04's	Disposal, snow removal and repairs and maintenance services
05's	Student transportation, all insurances, telephone, postage, advertising, printing and binding, tuition, and travel and registration
06's	General supplies, natural gas and heating expenses, fuel, food, books and periodicals
07's	Equipment
08's	Dues and fees, interest and indirect costs, reserves
52-58	Transfers, allocations and leases

For 05/01/17 - 05/31/17

Expenditure Summary Report

FJEXS01A

Periods 11 - 11

MONTHLY BUDGET STATUS REPORT

BUDGET STATUS (Copy)

Account No/Description	Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
<b>10 GENERAL FUND</b>						
01 SALARIES	5,246,016.00	.00	443,452.79	4,878,202.29	367,813.71	92.99
02 BENEFITS	2,036,822.00	.00	162,312.06	1,803,846.24	232,975.76	88.56
03 PROF/TECH SERVICES	681,089.00	535.00	45,495.26	718,749.74	-38,195.74	105.61
04 PURCHASED SERVICES	138,800.00	.00	10,659.67	126,268.44	12,531.56	90.97
05 OTHER SERVICES	574,243.00	.00	80,661.68	537,928.77	36,314.23	93.68
06 SUPPLIES	641,324.82	32,200.34	67,279.76	524,164.62	84,959.86	86.75
07 EQUIPMENT	46,284.00	.00	.00	23,101.86	23,182.14	49.91
08 OTHER OBJECTS	2,717,861.00	.00	-124.12	26,062.52	2,691,798.48	.96
52	70,000.00	.00	.00	37,499.94	32,500.06	53.57
10 GENERAL FUND	12,152,439.82	32,735.34	809,737.10	8,675,824.42	3,443,880.06	71.66
<b>19 COLO. PRESCHOOL PROGRAM</b>						
01 SALARIES	189,700.00	.00	14,393.56	165,857.06	23,842.94	87.43
02 BENEFITS	84,350.00	.00	6,169.26	71,950.27	12,399.73	85.30
04 PURCHASED SERVICES	6,500.00	.00	631.34	6,081.15	418.85	93.56
05 OTHER SERVICES	300.00	.00	.00	.00	300.00	.00
06 SUPPLIES	16,000.00	.00	1,362.82	35,602.25	-19,602.25	**
08 OTHER OBJECTS	115,842.00	.00	.00	.00	115,842.00	.00
19 COLO. PRESCHOOL PROGRAM	412,692.00	.00	22,556.98	279,490.73	133,201.27	67.72
<b>21 FOOD SERVICE FUND</b>						
01 SALARIES	319,231.00	.00	24,063.18	221,954.48	97,276.52	69.53
02 BENEFITS	137,100.00	.00	10,136.48	97,240.46	39,859.54	70.93
05 OTHER SERVICES	2,500.00	.00	416.03	1,693.38	806.62	67.74
06 SUPPLIES	440,669.00	.00	27,187.60	271,662.86	169,006.14	61.65
21 FOOD SERVICE FUND	899,500.00	.00	61,803.29	592,551.18	306,948.82	65.88
<b>22 DESIGNATED PURPOSE GRANTS</b>						
01 SALARIES	599,075.00	.00	60,186.19	531,839.89	67,235.11	88.78
02 BENEFITS	203,884.00	.00	17,798.48	167,565.37	36,318.63	82.19
03 PROF/TECH SERVICES	379,177.00	7,548.85	375.00	318,709.12	52,919.03	86.04
05 OTHER SERVICES	55,785.00	.00	4,945.60	25,632.32	30,152.68	45.95
06 SUPPLIES	69,829.00	1,320.68	4,377.18	30,385.17	38,123.15	45.40
07 EQUIPMENT	60,045.00	1,613.73	478.00	58,667.59	-236.32	100.39
08 OTHER OBJECTS	2,936.00	.00	.00	.00	2,936.00	.00
22 DESIGNATED PURPOSE GRANTS	1,370,731.00	10,483.26	88,160.45	1,132,799.46	227,448.28	83.41
<b>26 THE CENTER - CHILD CARE</b>						
01 SALARIES	89,174.00	.00	7,232.32	76,684.37	12,489.63	85.99
02 BENEFITS	34,925.00	.00	2,907.58	31,453.58	3,471.42	90.06
03 PROF/TECH SERVICES	4,000.00	.00	.00	439.71	3,560.29	10.99
06 SUPPLIES	15,575.00	.00	3,616.12	20,398.30	-4,823.30	130.97
08 OTHER OBJECTS	6,841.00	.00	112.20	1,524.65	5,316.35	22.29
26 THE CENTER - CHILD CARE	150,515.00	.00	13,868.22	130,500.61	20,014.39	86.70
<b>27 HEAD START PROGRAM</b>						
01 SALARIES	349,890.00	.00	31,854.02	336,605.08	13,284.92	96.20

For 05/01/17 - 05/31/17

Expenditure Summary Report

FJEXS01A

Periods 11 - 11

MONTHLY BUDGET STATUS REPORT

BUDGET STATUS(Copy)

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>27 HEAD START PROGRAM</b>						
02 BENEFITS	163,944.00	.00	12,188.97	132,192.75	31,751.25	80.63
03 PROF/TECH SERVICES	15,831.00	.00	2,085.77	18,692.37	-2,861.37	118.07
05 OTHER SERVICES	5,745.00	.00	131.31	3,097.15	2,647.85	53.91
06 SUPPLIES	15,912.00	.00	695.59	13,203.56	2,708.44	82.98
08 OTHER OBJECTS	500.00	.00	.00	1,558.20	-1,058.20	**
27 HEAD START PROGRAM	551,822.00	.00	46,955.66	505,349.11	46,472.89	91.58
<b>31 BOND REDEMPTION FUND</b>						
08 OTHER OBJECTS	1,519,522.00	.00	144,576.40	296,112.81	1,223,409.19	19.49
09 OTHER USES OF FUNDS	463,090.00	.00	.00	463,090.00	.00	100.00
31 BOND REDEMPTION FUND	1,982,612.00	.00	144,576.40	759,202.81	1,223,409.19	38.29
<b>43 CAPITAL PROJECTS FUND</b>						
07 EQUIPMENT	702,110.00	1,772.40	13,929.07	318,108.42	382,229.18	45.56
08 OTHER OBJECTS	368,220.00	.00	.00	.00	368,220.00	.00
43 CAPITAL PROJECTS FUND	1,070,330.00	1,772.40	13,929.07	318,108.42	750,449.18	29.89

FINANCIAL REPORT AS OF 5/31/17

**GENERAL FUND**

**EXPENDITURES**

**REVENUE**

			<b>BUDGET</b>				<b>BUDGET</b>		
	<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>		<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>
Jul-2016	\$ 11,260,452.00	\$ 849,554.30	\$ 10,410,897.70	7.54%	Jul-2016	\$ 11,260,452.00	\$ 257,439.53	\$ 11,003,012.47	2.29%
Aug-2016	\$ 11,260,452.00	\$ 1,592,977.34	\$ 9,667,474.66	14.15%	Aug-2016	\$ 11,260,452.00	\$ 619,271.70	\$ 10,641,180.30	5.50%
Sept.-2016	\$ 11,260,452.00	\$ 2,422,205.50	\$ 8,838,246.50	21.51%	Sept.-2016	\$ 11,260,452.00	\$ 1,022,108.18	\$ 10,238,343.82	9.08%
Oct-2016	\$ 11,260,452.00	\$ 3,234,240.31	\$ 8,026,211.69	28.72%	Oct-2016	\$ 11,260,452.00	\$ 1,355,655.17	\$ 9,904,796.83	12.04%
Nov-2016	\$ 11,261,057.00	\$ 4,084,191.68	\$ 7,176,865.32	36.27%	Nov-2016	\$ 11,261,057.00	\$ 1,596,296.19	\$ 9,664,760.81	14.18%
Dec-2016	\$ 11,261,057.00	\$ 4,820,360.98	\$ 6,440,696.02	42.81%	Dec-2016	\$ 11,261,057.00	\$ 1,879,525.00	\$ 9,381,532.00	16.69%
Jan-2017	\$ 12,148,438.00	\$ 5,562,102.08	\$ 6,586,335.92	45.78%	Jan-2017	\$ 12,148,438.00	\$ 2,093,182.27	\$ 10,055,255.73	17.23%
Feb-2017	\$ 12,149,439.82	\$ 6,388,315.13	\$ 5,761,124.69	52.58%	Feb-2017	\$ 12,149,439.82	\$ 2,592,301.68	\$ 9,557,138.14	21.34%
Mar-2017	\$ 12,149,439.82	\$ 7,223,805.25	\$ 4,925,634.57	59.46%	Mar-2017	\$ 12,149,439.82	\$ 3,585,526.06	\$ 8,563,913.76	29.51%
Apr-2017	\$ 12,149,439.82	\$ 7,916,805.41	\$ 4,232,634.41	65.16%	Apr-2017	\$ 12,149,439.82	\$ 4,050,107.85	\$ 8,099,331.97	33.34%
May-2017	\$ 12,152,439.82	\$ 8,708,559.76	\$ 3,443,880.06	71.66%	May-2017	\$ 12,152,439.82	\$ 8,528,439.50	\$ 3,624,000.32	70.18%
Jun-2017			\$ -		Jun-2017	\$ -	\$ -	\$ -	

**CPP FUND**

**EXPENDITURES**

**REVENUE**

			<b>BUDGET</b>				<b>BUDGET</b>		
	<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>		<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>
Jul-2016	\$ 425,602.00	\$ 25,223.80	\$ 400,378.20	5.93%	Jul-2016	\$ 425,602.00	\$ 24,712.50	\$ 400,889.50	5.81%
Aug-2016	\$ 425,602.00	\$ 46,860.95	\$ 378,741.05	11.01%	Aug-2016	\$ 425,602.00	\$ 49,425.00	\$ 376,177.00	11.61%
Sept.-2016	\$ 425,602.00	\$ 68,893.20	\$ 356,708.80	16.19%	Sept.-2016	\$ 425,602.00	\$ 74,137.50	\$ 351,464.50	17.42%
Oct-2016	\$ 425,602.00	\$ 94,263.03	\$ 331,338.97	22.15%	Oct-2016	\$ 425,602.00	\$ 98,850.00	\$ 326,752.00	23.23%
Nov-2016	\$ 425,602.00	\$ 118,541.21	\$ 307,060.79	27.85%	Nov-2016	\$ 425,602.00	\$ 123,562.50	\$ 302,039.50	29.03%
Dec-2016	\$ 425,602.00	\$ 146,149.32	\$ 279,452.68	34.34%	Dec-2016	\$ 425,602.00	\$ 148,275.00	\$ 277,327.00	34.84%
Jan-2017	\$ 412,692.00	\$ 169,053.15	\$ 243,638.85	40.96%	Jan-2017	\$ 412,692.00	\$ 172,987.50	\$ 239,704.50	41.92%
Feb-2017	\$ 412,692.00	\$ 193,840.82	\$ 218,851.18	46.97%	Feb-2017	\$ 412,692.00	\$ 197,700.00	\$ 214,992.00	47.90%
Mar-2017	\$ 412,692.00	\$ 216,837.58	\$ 195,854.42	52.54%	Mar-2017	\$ 412,692.00	\$ 219,882.51	\$ 192,809.49	53.28%
Apr-2017	\$ 412,692.00	\$ 256,933.75	\$ 155,758.25	62.26%	Apr-2017	\$ 412,692.00	\$ 244,313.90	\$ 168,378.10	59.20%
May-2017	\$ 412,692.00	\$ 279,490.73	\$ 133,201.27	67.72%	May-2017	\$ 412,692.00	\$ 268,745.29	\$ 143,946.71	65.12%
Jun-2017		\$ -	\$ -		Jun-2017	\$ -	\$ -	\$ -	

**FOOD SERVICE FUND**

**EXPENDITURES**

**REVENUE**

			<b>BUDGET</b>				<b>BUDGET</b>		
	<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>		<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>
Jul-2016	\$ 655,717.00	\$ 9,531.33	\$ 646,185.67	1.45%	Jul-2016	\$ 655,717.00	\$ 7,414.42	\$ 648,302.58	1.13%
Aug-2016	\$ 655,717.00	\$ 20,437.14	\$ 635,279.86	3.12%	Aug-2016	\$ 655,717.00	\$ 17,419.95	\$ 638,297.05	2.66%
Sept.-2016	\$ 655,717.00	\$ 75,038.60	\$ 580,678.40	11.44%	Sept.-2016	\$ 655,717.00	\$ 35,914.13	\$ 619,802.87	5.48%
Oct-2016	\$ 655,717.00	\$ 155,159.96	\$ 500,557.04	23.66%	Oct-2016	\$ 655,717.00	\$ 63,340.53	\$ 592,376.47	9.66%
Nov-2016	\$ 655,717.00	\$ 226,425.94	\$ 429,291.06	34.53%	Nov-2016	\$ 655,717.00	\$ 115,591.06	\$ 540,125.94	17.63%
Dec-2016	\$ 655,717.00	\$ 294,227.45	\$ 361,489.55	44.87%	Dec-2016	\$ 655,717.00	\$ 244,660.83	\$ 411,056.17	37.31%
Jan-2017	\$ 899,500.00	\$ 342,362.94	\$ 557,137.06	38.06%	Jan-2017	\$ 899,500.00	\$ 294,269.08	\$ 605,230.92	32.71%
Feb-2017	\$ 899,500.00	\$ 407,479.09	\$ 492,020.91	45.30%	Feb-2017	\$ 899,500.00	\$ 315,849.89	\$ 583,650.11	35.11%
Mar-2017	\$ 899,500.00	\$ 472,933.25	\$ 426,566.75	52.58%	Mar-2017	\$ 899,500.00	\$ 450,910.95	\$ 448,589.05	50.13%
Apr-2017	\$ 899,500.00	\$ 530,747.89	\$ 368,752.11	59.00%	Apr-2017	\$ 899,500.00	\$ 476,267.90	\$ 423,232.10	52.95%
May-2017	\$ 899,500.00	\$ 592,551.18	\$ 306,948.82	65.88%	May-2017	\$ 899,500.00	\$ 585,743.22	\$ 313,756.78	65.12%
Jun-2017		\$ -	\$ -		Jun-2017	\$ -	\$ -	\$ -	

**GRANT FUND**

**EXPENDITURES**

**REVENUE**

			<b>BUDGET</b>				<b>BUDGET</b>		
	<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>		<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>
Jul-2016	\$ 1,360,699.00	\$ 107,523.33	\$ 1,253,175.67	7.90%	Jul-2016	\$ 1,360,699.00	\$ -	\$ 1,360,699.00	0.00%
Aug-2016	\$ 1,477,428.00	\$ 269,817.51	\$ 1,207,610.49	18.26%	Aug-2016	\$ 1,477,428.00	\$ 1,359.79	\$ 1,476,068.21	0.09%
Sept.-2016	\$ 1,519,414.00	\$ 325,546.35	\$ 1,193,867.65	21.43%	Sept.-2016	\$ 1,519,414.00	\$ 318,536.29	\$ 1,200,877.71	20.96%
Oct-2016	\$ 1,519,414.00	\$ 539,773.30	\$ 979,640.70	35.53%	Oct-2016	\$ 1,519,414.00	\$ 329,328.41	\$ 1,190,085.59	21.67%
Nov-2016	\$ 1,582,094.00	\$ 679,747.74	\$ 902,346.26	42.97%	Nov-2016	\$ 1,582,094.00	\$ 381,008.41	\$ 1,201,085.59	24.08%
Dec-2016	\$ 1,582,094.00	\$ 724,313.19	\$ 857,780.81	45.78%	Dec-2016	\$ 1,582,094.00	\$ 639,865.10	\$ 942,228.90	40.44%
Jan-2017	\$ 1,306,903.00	\$ 794,194.79	\$ 512,708.21	60.77%	Jan-2017	\$ 1,306,903.00	\$ 699,968.10	\$ 606,934.90	53.56%
Feb-2017	\$ 1,306,903.00	\$ 866,885.69	\$ 440,017.31	66.33%	Feb-2017	\$ 1,306,903.00	\$ 740,330.10	\$ 566,572.90	56.65%
Mar-2017	\$ 1,306,903.00	\$ 943,306.34	\$ 363,596.66	72.18%	Mar-2017	\$ 1,306,903.00	\$ 777,839.10	\$ 529,063.90	59.52%
Apr-2017	\$ 1,370,731.00	\$ 1,053,048.96	\$ 317,682.04	76.82%	Apr-2017	\$ 1,370,731.00	\$ 840,277.39	\$ 530,453.61	61.30%
May-2017	\$ 1,370,731.00	\$ 1,143,282.72	\$ 227,448.28	83.41%	May-2017	\$ 1,370,731.00	\$ 899,934.39	\$ 470,796.61	65.65%
Jun-2017		\$ -	\$ -		Jun-2017	\$ -	\$ -	\$ -	

**CENTER FUND**

**EXPENDITURES**

**REVENUE**

			<b>BUDGET</b>				<b>BUDGET</b>		
	<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>		<b>BUDGET AMOUNT</b>	<b>YTD ACTIVITY</b>	<b>BALANCE</b>	<b>%</b>
Jul-2016	\$ 192,132.00	\$ 8,618.55	\$ 183,513.45	4.49%	Jul-2016	\$ 192,132.00	\$ 1,201.60	\$ 190,930.40	0.63%
Aug-2016	\$ 192,132.00	\$ 18,332.75	\$ 173,799.25	9.54%	Aug-2016	\$ 192,132.00	\$ 1,873.80	\$ 190,258.20	0.98%
Sept.-2016	\$ 192,132.00	\$ 28,985.01	\$ 163,146.99	15.09%	Sept.-2016	\$ 192,132.00	\$ 10,847.90	\$ 181,284.10	5.65%
Oct-2016	\$ 192,132.00	\$ 42,888.42	\$ 149,243.58	22.32%	Oct-2016	\$ 192,132.00	\$ 18,691.95	\$ 173,440.05	9.73%
Nov-2016	\$ 192,132.00	\$ 53,792.98	\$ 138,339.02	28.00%	Nov-2016	\$ 192,132.00	\$ 27,006.51	\$ 165,125.49	14.06%
Dec-2016	\$ 192,132.00	\$ 69,366.59	\$ 122,765.41	36.10%	Dec-2016	\$ 192,132.00	\$ 66,564.07	\$ 125,567.93	34.64%
Jan-2017	\$ 150,515.00	\$ 81,671.63	\$ 68,843.37	54.26%	Jan-2017	\$ 150,515.00	\$ 110,778.42	\$ 39,736.58	73.60%
Feb-2017	\$ 150,515.00	\$ 93,449.65	\$ 57,065.35	62.09%	Feb-2017	\$ 150,515.00	\$ 121,124.97	\$ 29,390.03	80.47%
Mar-2017	\$ 150,515.00	\$ 105,301.37	\$ 45,213.63	69.96%	Mar-2017	\$ 150,515.00	\$ 132,383.63	\$ 18,131.37	87.95%
Apr-2017	\$ 150,515.00	\$ 116,632.39	\$ 33,882.61	77.49%	Apr-2017	\$ 150,515.00	\$ 142,791.52	\$ 7,723.48	94.87%
May-2017	\$ 150,515.00	\$ 130,500.61	\$ 20,014.39	86.70%	May-2017	\$ 150,515.00	\$ 153,253.28	\$ (2,738.28)	101.82%
Jun-2017		\$ -	\$ -		Jun-2017	\$ -	\$ -	\$ -	

HEADSTART FUND									
EXPENDITURES					REVENUE				
	BUDGET		BUDGET			BUDGET		BUDGET	
	BUDGET AMOUNT	YTD ACTIVITY	BALANCE	%		BUDGET AMOUNT	YTD ACTIVITY	BALANCE	%
Jul-2016	\$ 542,276.00	\$ 40,909.98	\$ 501,366.02	7.54%	Jul-2016	\$ 542,276.00	\$ -	\$ 542,276.00	0.00%
Aug-2016	\$ 542,276.00	\$ 77,999.31	\$ 464,276.69	14.38%	Aug-2016	\$ 542,276.00	\$ 42,113.00	\$ 500,163.00	7.77%
Sept.-2016	\$ 542,276.00	\$ 119,527.23	\$ 422,748.77	22.04%	Sept.-2016	\$ 542,276.00	\$ 77,649.00	\$ 464,627.00	14.32%
Oct-2016	\$ 542,276.00	\$ 247,617.78	\$ 294,658.22	45.66%	Oct-2016	\$ 542,276.00	\$ 199,205.14	\$ 343,070.86	36.74%
Nov-2016	\$ 542,276.00	\$ 304,291.52	\$ 237,984.48	56.11%	Nov-2016	\$ 542,276.00	\$ 253,758.99	\$ 288,517.01	46.80%
Dec-2016	\$ 542,276.00	\$ 368,058.67	\$ 174,217.33	67.87%	Dec-2016	\$ 542,276.00	\$ 315,884.66	\$ 226,391.34	58.25%
Jan-2017	\$ 551,822.00	\$ 430,192.57	\$ 121,629.43	77.96%	Jan-2017	\$ 551,822.00	\$ 396,288.55	\$ 155,533.45	71.81%
Feb-2017	\$ 551,822.00	\$ 498,848.30	\$ 52,973.70	90.40%	Feb-2017	\$ 551,822.00	\$ 467,371.44	\$ 84,450.56	84.70%
Mar-2017	\$ 551,822.00	\$ 411,858.42	\$ 139,963.58	74.71%	Mar-2017	\$ 551,822.00	\$ 377,902.67	\$ 173,919.33	68.48%
Apr-2017	\$ 551,822.00	\$ 458,393.45	\$ 93,428.55	83.07%	Apr-2017	\$ 551,822.00	\$ 426,941.67	\$ 124,880.33	77.37%
May-2017	\$ 551,822.00	\$ 505,349.11	\$ 46,472.89	91.58%	May-2017	\$ 551,822.00	\$ 473,603.67	\$ 78,218.33	85.83%
Jun-2017		\$ -	\$ -		Jun-2017	\$ -	\$ -	\$ -	
BOND FUND									
EXPENDITURES					REVENUE				
	BUDGET		BUDGET			BUDGET		BUDGET	
	BUDGET AMOUNT	YTD ACTIVITY	BALANCE	%		BUDGET AMOUNT	YTD ACTIVITY	BALANCE	%
Jul-2016	\$ 1,835,337.00	\$ -	\$ 1,835,337.00	0.00%	Jul-2016	\$ 1,835,337.00	\$ 48,525.91	\$ 1,786,811.09	2.64%
Aug-2016	\$ 1,835,337.00	\$ -	\$ 1,835,337.00	0.00%	Aug-2016	\$ 1,835,337.00	\$ 57,407.66	\$ 1,777,929.34	3.13%
Sept.-2016	\$ 1,835,337.00	\$ -	\$ 1,835,337.00	0.00%	Sept.-2016	\$ 1,835,337.00	\$ 64,189.84	\$ 1,771,147.16	3.50%
Oct-2016	\$ 1,835,337.00	\$ -	\$ 1,835,337.00	0.00%	Oct-2016	\$ 1,835,337.00	\$ 71,116.70	\$ 1,764,220.30	3.87%
Nov-2016	\$ 1,835,337.00	\$ -	\$ 1,835,337.00	0.00%	Nov-2016	\$ 1,835,337.00	\$ 76,336.03	\$ 1,759,000.97	4.16%
Dec-2016	\$ 1,835,337.00	\$ 614,626.41	\$ 1,220,710.59	33.49%	Dec-2016	\$ 1,835,337.00	\$ 21,568.78	\$ 1,813,768.22	1.18%
Jan-2017	\$ 1,982,612.00	\$ 614,626.41	\$ 1,367,985.59	31.00%	Jan-2017	\$ 1,982,612.00	\$ 22,418.37	\$ 1,960,193.63	1.13%
Feb-2017	\$ 1,982,612.00	\$ 614,626.41	\$ 1,367,985.59	31.00%	Feb-2017	\$ 1,982,612.00	\$ 50,259.31	\$ 1,932,352.69	2.54%
Mar-2017	\$ 1,982,612.00	\$ 614,626.41	\$ 1,367,985.59	31.00%	Mar-2017	\$ 1,982,612.00	\$ 134,965.26	\$ 1,847,646.74	6.81%
Apr-2017	\$ 1,982,612.00	\$ 614,626.41	\$ 1,367,985.59	31.00%	Apr-2017	\$ 1,982,612.00	\$ 159,894.37	\$ 1,822,717.63	8.06%
May-2017	\$ 1,982,612.00	\$ 759,202.81	\$ 1,223,409.19	38.29%	May-2017	\$ 1,982,612.00	\$ 676,066.01	\$ 1,306,545.99	34.10%
Jun-2017		\$ -	\$ -		Jun-2017	\$ -	\$ -	\$ -	
CAPITAL PROJECT FUND									
EXPENDITURES					REVENUE				
	BUDGET		BUDGET			BUDGET		BUDGET	
	BUDGET AMOUNT	YTD ACTIVITY	BALANCE	%		BUDGET AMOUNT	YTD ACTIVITY	BALANCE	%
Jul-2016	\$ 823,428.00	\$ 156,448.78	\$ 666,979.22	19.00%	Jul-2016	\$ 823,428.00	\$ -	\$ 823,428.00	0.00%
Aug-2016	\$ 823,428.00	\$ 188,936.00	\$ 634,492.00	22.95%	Aug-2016	\$ 823,428.00	\$ -	\$ 823,428.00	0.00%
Sept.-2016	\$ 823,428.00	\$ 213,253.30	\$ 610,174.70	25.90%	Sept.-2016	\$ 823,428.00	\$ 8,119.11	\$ 815,308.89	0.99%
Oct-2016	\$ 1,081,218.00	\$ 233,506.90	\$ 847,711.10	21.60%	Oct-2016	\$ 1,081,218.00	\$ 8,119.11	\$ 1,073,098.89	0.75%
Nov-2016	\$ 1,081,218.00	\$ 301,260.22	\$ 779,957.78	27.86%	Nov-2016	\$ 1,081,218.00	\$ 8,119.11	\$ 1,073,098.89	0.75%
Dec-2016	\$ 1,081,218.00	\$ 284,075.24	\$ 797,142.76	26.27%	Dec-2016	\$ 1,081,218.00	\$ 4,132.19	\$ 1,077,085.81	0.38%
Jan-2017	\$ 1,070,330.00	\$ 300,684.51	\$ 769,645.49	28.09%	Jan-2017	\$ 1,070,330.00	\$ 95,503.87	\$ 974,826.13	8.92%
Feb-2017	\$ 1,070,330.00	\$ 305,391.73	\$ 764,938.27	28.53%	Feb-2017	\$ 1,070,330.00	\$ 95,503.87	\$ 974,826.13	8.92%
Mar-2017	\$ 1,070,330.00	\$ 307,533.99	\$ 762,796.01	28.73%	Mar-2017	\$ 1,070,330.00	\$ 95,503.87	\$ 974,826.13	8.92%
Apr-2017	\$ 1,070,330.00	\$ 317,456.25	\$ 752,873.75	29.66%	Apr-2017	\$ 1,070,330.00	\$ 114,128.32	\$ 956,201.68	10.66%
May-2017	\$ 1,070,330.00	\$ 319,880.82	\$ 750,449.18	29.89%	May-2017	\$ 1,070,330.00	\$ 114,128.32	\$ 956,201.68	10.66%
Jun-2017		\$ -	\$ -		Jun-2017	\$ -	\$ -	\$ -	





		<u>Beginning Balance</u>	<u>Activity</u>	<u>Deposits</u>	<u>Ending Balance</u>
<b><u>Lake County Middle</u></b>					
LCMS Activity Fund	July	\$ 55,128.15	\$ 830.41	\$ 502.32	\$ 54,800.06
8299	August	\$ 54,800.06	\$ 199.12	\$ 2.32	\$ 54,603.26
	September	\$ 54,603.26	\$ 5,006.86	\$ 1,297.32	\$ 50,893.72
	October	\$ 50,893.72	\$ 1,100.18	\$ 1.74	\$ 49,795.28
	November	\$ 49,795.28	\$ 1,896.84	\$ 3,267.86	\$ 51,166.30
	December	\$ 51,166.30	\$ 1,741.80	\$ 466.27	\$ 49,890.77
	January	\$ 49,890.77	\$ 2,255.12	\$ 7,847.91	\$ 55,483.56
	February	\$ 55,483.56	\$ 3,104.28	\$ 2,319.56	\$ 54,698.84
	March	\$ 54,698.84	\$ 1,284.23	\$ 5,549.21	\$ 58,963.82
	April	\$ 58,963.82	\$ 1,500.75	\$ 2.23	\$ 57,465.30
	May	\$ 57,465.30	\$ 14,372.09	\$ 24,212.15	\$ 67,305.36
	June				\$ -
<b><u>Lake County High School</u></b>					
LCHS Activity Fund	July	\$ 100,083.13	\$ 2,786.92	\$ 4,164.27	\$ 101,460.48
2102	August	\$ 101,460.48	\$ 8,146.85	\$ 15,536.56	\$ 108,850.19
	September	\$ 108,850.19	\$ 7,417.91	\$ 16,066.04	\$ 117,498.32
	October	\$ 117,498.32	\$ 11,830.14	\$ 15,675.31	\$ 121,343.49
	November	\$ 121,343.49	\$ 10,213.64	\$ 10,912.05	\$ 122,041.90
	December	\$ 122,041.90	\$ 13,921.54	\$ 9,058.02	\$ 117,178.38
	January	\$ 117,178.38	\$ 2,197.33	\$ 13,664.98	\$ 128,646.03
	February	\$ 128,646.03	\$ 8,226.00	\$ 12,071.92	\$ 132,491.95
	March	\$ 132,491.95	\$ 24,139.85	\$ 28,939.91	\$ 137,292.01
	April	\$ 137,292.01	\$ 22,334.40	\$ 16,360.48	\$ 131,318.09
	May	\$ 131,318.09	\$ 25,404.79	\$ 5,647.12	\$ 111,560.42
	June				\$ -



CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	LAKE COUNTY SCHOOL RENA SANCHEZ	
Account Number		
Statement Closing Date	06/02/17	
Days in Billing Cycle	31	
Next Statement Date	07/04/17	

For 24-Hour Customer Service Call:  
800-231-5511

Inquiries or Questions:  
WF Business Direct PO Box 29482  
Phoenix, AZ 85038-8650

Payments:  
Payment Remittance Center PO Box 6415  
Carol Stream, IL 60197-6415

Credit Line	\$50,000
Available Credit	\$39,241

Payment Information

New Balance	\$9,678.63
<b>Current Payment Due (Minimum Payment)</b>	<b>\$500.00</b>
<b>Current Payment Due Date</b>	<b>06/27/17</b>

10  
256

Thank you for using our Automatic Payment service. See the **important information** section below for your next scheduled payment.

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-231-5511 for payoff information.

Account Summary

Previous Balance	\$9,190.90
Credits	\$337.07
Payments	\$8,853.83
Purchases & Other Charges	\$9,678.63
Cash Advances	\$0.00
Finance Charges	\$0.00
New Balance	\$9,678.63

Wells Fargo Business Card Rewards - Legacy

<b>Membership No:</b>	
Previous Balance	332,952
Points Earned this Month	9,430
Points From Other Company Cards	0
Bonus Points Earned	100
Adjustments	0
Earn More Mail® Bonus Points	0
Redeemed	0
<b>Total Available</b>	<b>= 342,482</b>

Rewards Notice

Check your point balance and redeem your points at wellsfargorewards.com. You can also call our Rewards Service Center from 8 a.m. to midnight (ET) at 1-800-213-3365.

See reverse side for important information.

5596 0029 YTG 1 7 2 170602 0 PAGE 1 of 6 1 0 3268 1000 ELAC 01DR5596 58663

DETACH HERE

Detach and mail with check payable to "Wells Fargo" to arrive by Current Payment Due Date.

Make checks payable to: Wells Fargo

Account Number	
New Balance	\$9,678.63
<b>Total Amount Due (Minimum Payment)</b>	<b>\$500.00</b>
<b>Current Payment Due Date</b>	<b>06/27/17</b>

Print address or phone changes:

Work ( )



Amount Enclosed: \$

PAYMENT REMITTANCE CENTER YTG 30  
PO BOX 6415  
CAROL STREAM IL 60197-6415

LAKE COUNTY SCHOOL  
RENA SANCHEZ  
107 SPRUCE ST  
LEADVILLE CO 80461-3661

58663  
J206





**Rate Information**

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	11.990%	.03284%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	22.740%	.06230%	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>				\$0.00	\$0.00	\$0.00

**Important Information**

\$0 - \$9,678.63 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 06/27/17. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

**Summary of Sub Account Usage**

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
NOREEN FLORES		9,000	\$491.42
WENDY WYMAN		10,000	\$225.81
STEPHANIE GALLEGOS		5,000	\$1,563.82
KATE BARTLETT		5,000	\$1,554.62
BUNNY TAYLOR		5,000	\$158.57
JAMES FOGARTY		5,000	\$0.00
TODD COFFIN		5,000	\$1,274.61
TANYA LENHARD		5,000	\$0.00
JARED OUBRE		5,000	\$248.81
KATHLEEN FITZSIMMONS		5,000	\$0.00
BEN CAIRNS		5,000	\$168.25
GRACIELA HESS		5,000	\$195.00
EMILY BORDOGNA		5,000	\$82.00
MICHAEL VAGHER		5,000	\$2,634.38
RENA SANCHEZ		10,000	\$832.34

**Transaction Details**

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans Post	Reference Number	Description	Credits	Charges
05/02	05/03	24484613V00XTMJG6		50.00
05/04	05/04	F3268003W000AF124	138.07	
05/30	05/30	F3268004N00CHGDDA	8,853.83	
		TOTAL	\$8,941.90-	

Transaction Summary For **NOREEN FLORES**

Sub Account Number	Ending In	Credits	Charges
05/03	05/03		6.85
05/12	05/12		328.96
05/16	05/16		109.26
05/18	05/18		6.85
06/01	06/01		39.50
	<b>TOTAL</b>	<b>\$491.42</b>	

**NOREEN FLORES / Sub Acct Ending In**

**Transaction Details**

Trans Post	Reference Number	Description	Credits	Charges
Transaction Summary For <b>WENDY WYMAN</b>				
Sub Account Number	Ending In			
05/07	05/07	#24692163Z00BFNGHX		13.95
05/10	05/10	24164074313QX2XTJ		55.91
05/23	05/23	24164074G13QWNOAF		155.95
		<b>TOTAL</b>	<b>\$225.81</b>	
		<b>WENDY WYMAN / Sub Acct Ending In</b>		
Transaction Summary For <b>STEPHANIE GALLEGOS</b>				
Sub Account Number	Ending In			
05/13	05/13	2443106452DLBPWGA		874.09
05/13	05/13	244450046BLN6LLME		41.60
05/14	05/14	2422638472LR5EA5Y		50.00
05/23	05/23	24431064G2MDE1R0T		21.38
05/25	05/25	24692164J00FFAQXQ		545.95
		07/10/17		
		1 WN Q		
		2 WN H		
05/30	05/30	24013394P04QZ995E		30.79
		<b>TOTAL</b>	<b>\$1,563.82</b>	
		<b>STEPHANIE GALLEGOS / Sub Acct Ending In</b>		
Transaction Summary For <b>KATE BARTLETT</b>				
Sub Account Number	Ending In			
05/03	05/03	24493983V8AFXDPFY		550.00
05/11	05/11	244309944BMS58590J		49.95
05/21	05/21	#24906414D150A4FWB		149.40
05/26	05/26	24164074L13QX3FTH		11.43
05/26	05/26	24492154JJH8A6FM4		90.00
05/31	05/31	24692164P00Q8TXMY		228.00
06/01	06/01	#24692164R006S5E2R		475.84
		<b>TOTAL</b>	<b>\$1,554.62</b>	
		<b>KATE BARTLETT / Sub Acct Ending In</b>		
Transaction Summary For <b>BUNNY TAYLOR</b>				
Sub Account Number	Ending In			
05/09	05/09	244273342LM8V7RFG		9.88
05/09	05/09	244273342LM8V7T8S		8.07
05/17	05/17	24013394A02FB31F7		40.62
05/17	05/17	244921549JH84AWPQ		100.00
		<b>TOTAL</b>	<b>\$158.57</b>	
		<b>BUNNY TAYLOR / Sub Acct Ending In</b>		
Transaction Summary For <b>TODD COFFIN</b>				
Sub Account Number	Ending In			
05/04	05/04	#24431063X8B1JQQH9		313.42
05/16	05/16	24445004A00MA2BPN		399.89
05/22	05/22	#24431064F8B1HKZGW		251.90
05/23	05/23	#24431064G6B1HX5MV		144.50
05/25	05/25	#24431064J8B1JQGDN		164.90
		<b>TOTAL</b>	<b>\$1,274.61</b>	
		<b>TODD COFFIN / Sub Acct Ending In</b>		
Transaction Summary For <b>JARED OUBRE</b>				
Sub Account Number	Ending In			
05/03	05/03	24164073VGDAML8L5		44.97
05/03	05/03	24231683WRBGHEH7R		56.50
05/04	05/04	24164073X13QX350Z		35.68
05/09	05/09	24164074213QY0YGX		25.45
05/11	05/11	24164074413QX30LS		28.76
05/15	05/15	24013394802628A42		34.54
05/16	05/16	24164074913QX32YW		8.77
05/18	05/18	24164074B13QWMTNT		14.14
		<b>TOTAL</b>	<b>\$248.81</b>	
		<b>JARED OUBRE / Sub Acct Ending In</b>		
Transaction Summary For <b>BEN CAIRNS</b>				
Sub Account Number	Ending In			
05/04	05/04	24164073X13QX355W		62.36
05/04	05/04	24736933W00H4ZQ9G		105.89
		<b>TOTAL</b>	<b>\$168.25</b>	
		<b>BEN CAIRNS / Sub Acct Ending In</b>		



**Transaction Details**

Trans Post	Reference Number	Description	Credits	Charges
Transaction Summary For <b>GRACIELA HESS</b>				
Sub Account Number Ending In				
05/05	05/05	24164073Y13QX2W5L		86.97
05/09	05/09	24164074213QW8DSS		50.35
05/09	05/09	2443106422MDA7MT1		57.68
<b>TOTAL</b>				<b>\$195.00</b>
<b>GRACIELA HESS / Sub Acct Ending In</b>				
Transaction Summary For <b>EMILY BORDOGNA</b>				
Sub Account Number Ending In				
05/18	05/18	24013394B02L27VVJ		82.00
<b>TOTAL</b>				<b>\$82.00</b>
<b>EMILY BORDOGNA / Sub Acct Ending In</b>				
Transaction Summary For <b>MICHAEL VAGHER</b>				
Sub Account Number Ending In				
05/04	05/04	74492153Z608PQP7		
05/08	05/08	244921541S0TWF9TR		
05/09	05/09	2405523420T3LFSPP		
05/11	05/11	24210734461GJLV6V		
05/12	05/12	2470780460W10P4HS		
05/13	05/13	2475542463H07FLQ8		
05/19	05/19	24492154QS13ZD5XH		
05/19	05/19	24492154QS13ZFLZP		
05/20	05/20	24445004DBLMFGYBL		
05/20	05/20	24692164D005KKKEQ		
05/21	05/21	24692164E00N1YMX		
05/21	05/21	24692164E00N1YMYF		
05/21	05/21	24692164E00N1YMYP		
05/21	05/21	24760624E8R7H43KD		
05/21	05/21	24760624E8R7H43KZ		
05/23	05/23	24202984H0GRS22P0		
05/24	05/24	24760624H8VJSM47Z		
<b>TOTAL</b>				<b>\$2,634.38</b>
<b>MICHAEL VAGHER / Sub Acct Ending In</b>				
Transaction Summary For <b>RENA SANCHEZ</b>				
Sub Account Number Ending In				
05/01	05/03	24431063S05KJNBGB		
05/09	05/09	24431064205L1Q22Y		
05/14	05/14	24692164600NW91J6		
05/22	05/22	74924274E4NAXX25A		
<b>TOTAL</b>				<b>\$832.34</b>
<b>RENA SANCHEZ / Sub Acct Ending In</b>				
05/01	05/03	RODEWAY INN LEADVILLE CO		149.65
05/09	05/09	RODEWAY INN LEADVILLE CO		49.95
05/14	05/14	SXM*SIRIUSXM.COM/ACCT 888-635-5144 NY		218.55
05/22	05/22	REFURB IO 905-5010099 CD		413.99
<b>TOTAL</b>				<b>\$832.34</b>
<b>RENA SANCHEZ / Sub Acct Ending In</b>				

**Wells Fargo News**

Now you have more choices when it comes to paying with your card. Mobile wallets make it easy to use your Wells Fargo Business Elite Card at over 1 million merchants displaying the "contactless" symbol. Mobile wallets allow you to:

- Tap and pay without physically taking out a card
- Save time when making online purchases
- Control the security of your PIN and account number at point of purchase
- Explore Mobile Wallet features and how to use them by going to <https://www.wellsfargo.com/mobile-payments/mobile-wallet-basics>

Check Date 05/01/17 - 05/31/17

Vendor Detail Report

FMVEN10A

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>401 (K) VOL. INVESTMENT PLAN</b>		<b>175</b>					
	0100004272	05/31/17	05-31-2017_3		5/401K	7-10-000-00-0000-7477-000-000000	1,540.33
						Check Total	1,540.33
						<b>Vendor Total</b>	<b>1,540.33</b>
<b>A-1 COLLECTION AGENCY LLC</b>		<b>2573</b>					
	0100090352	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-600-00-0000-1920-000-000000	446.34
						Check Total	446.34
						<b>Vendor Total</b>	<b>446.34</b>
<b>ACORN PETROLEUM, INC.</b>		<b>270</b>					
	0100090200	05/03/17	833656		DEF ALL BUSES	7-10-720-27-2700-0430-000-000000	212.50
						Check Total	212.50
	0100090219	05/05/17	837628		EARLY PAY DISCOUNT	7-10-720-27-2700-0626-000-000000	-17.75
	0100090219	05/05/17	837628		4/15-4/30 FUEL	7-10-720-27-2700-0626-000-000000	1,706.09
	0100090219	05/05/17	837628		4/15-4/30 FUEL	7-10-710-26-2600-0626-000-000000	85.88
						Check Total	1,774.22
	0100090220	05/05/17	000834340		2 BARRELS-BUS OIL	7-10-720-27-2700-0430-000-000000	1,492.70
						Check Total	1,492.70
	0100090319	05/24/17	839997		5/1-5/15 FUEL	7-10-710-26-2600-0626-000-000000	130.88
	0100090319	05/24/17	839997		5/1-5/15 FUEL	7-10-720-27-2700-0626-000-000000	2,370.43
	0100090319	05/24/17	839997		EARLY PAY DISCOUNT	7-10-720-27-2700-0626-000-000000	-37.16
						Check Total	2,464.15
						<b>Vendor Total</b>	<b>5,943.57</b>
<b>AFSCME COUNCIL 76</b>		<b>257</b>					
	0100090353	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-26-000-00-0000-7421-000-000000	5.36
	0100090353	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-27-000-00-0000-7421-000-000000	39.77
	0100090353	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	227.27
	0100090353	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-21-000-00-0000-7421-000-000000	35.70
	0100090353	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-19-000-00-0000-7421-000-000000	13.20
						Check Total	321.30
						<b>Vendor Total</b>	<b>321.30</b>

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>ALISON SANDOVAL</b>		<b>337</b>					
	0100090287	05/17/17	05-16-2017_20		FOOD REIM	7-10-720-27-2700-0690-000-000000	21.12
						Check Total	21.12
	0100090320	05/24/17	05-23-2017_37		FOOD REIM	7-10-720-27-2700-0690-000-000000	27.48
						Check Total	27.48
						<b>Vendor Total</b>	<b>48.60</b>
<b>ALL COVERED</b>		<b>24350</b>					
	0100090201	05/03/17	781246		4/CHARGES	7-10-602-20-2290-0300-000-000000	7,545.00
	0100090201	05/03/17	781359	170382	QUOTE DOC#219483	7-43-602-00-4000-0734-000-000000	7,980.00
						Check Total	15,525.00
	0100090202	05/03/17	779789		GO DADDY CERTIFICATE RENEWAL	7-10-602-20-2290-0612-000-000000	70.00
						Check Total	70.00
						<b>Vendor Total</b>	<b>15,595.00</b>
<b>ALMA SARELLANA DE GUERRA</b>		<b>30589</b>					
	0100090288	05/17/17	05-16-2017_10		4/12-5/3 MILEAGE REIM	7-21-740-31-3100-0580-000-000000	7.02
						Check Total	7.02
						<b>Vendor Total</b>	<b>7.02</b>
<b>ALYSON BEERY</b>		<b>26689</b>					
	0100090221	05/05/17	05-04-2017_3		GROUP SUPPLIES	7-10-101-20-2122-0610-000-000000	53.80
						Check Total	53.80
						<b>Vendor Total</b>	<b>53.80</b>



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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>AMAZON.COM</b>		<b>4304</b>					
	0100090289	05/17/17	05162017_9	170412	FITDESK TABLE TOP STANDING DESK WITH MAS	7-22-602-00-2100-0610-000-003202	853.64
	0100090289	05/17/17	05162017_4	170377	PLACE VALUE DISKS (140 DISKS 20 FOR EACH	7-10-100-10-0010-0616-000-000000	836.56
	0100090289	05/17/17	05162017_5	170386	SMEAD CASCADING WALL ORGANIZER 6 POCKETS	7-10-100-10-0010-0616-000-000000	1,039.21
	0100090289	05/17/17	05162017_3	170385	BULK PLASTIC PENCIL SHARPENER ASSORTMENT	7-10-100-10-0010-0616-000-000000	1,412.45
	0100090289	05/17/17	047280827333		RETURNED IPHONE CASE CREDIT	7-10-602-10-0090-0531-000-000000	-3.85
	0100090289	05/17/17	086520991342		IPHONE CASES	7-10-602-10-0090-0531-000-000000	15.98
	0100090289	05/17/17	047288701892		IPHONE CASES	7-10-602-10-0090-0531-000-000000	60.81
	0100090289	05/17/17	05162017_8	170411	LITERARY TERMS MINI QUOTE POSTER SET FEA	7-10-301-10-0500-0610-000-000000	824.47
	0100090289	05/17/17	05162017_10	170419	BEHRING EUROPORT MPA40BT- PRO	7-10-100-10-0010-0610-000-000000	205.79
	0100090289	05/17/17	05162017_7	170405	4"X6' SAFCORD CORD COVER - BLUE	7-10-100-10-0010-0610-000-000000	81.06
	0100090289	05/17/17	05162017_6	170404	TRU EL-766AW YELLOW GENERAL PURPOSE ELEC	7-10-100-10-0010-0610-000-000000	63.60
						Check Total	5,389.72
						Vendor Total	5,389.72
<b>AMERICAN FAMILY LIFE ASSUR. CO</b>		<b>18</b>					
	0100090354	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-22-000-00-0000-7421-000-000000	35.28
	0100090354	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	56.62
	0100090354	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	223.24
	0100090354	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-27-000-00-0000-7421-000-000000	7.36
						Check Total	322.50
						Vendor Total	322.50
<b>AMERICAN FIDELITY ASSURANCE</b>		<b>3685</b>					
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-19-000-00-0000-7421-000-000000	80.55
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-27-000-00-0000-7421-000-000000	136.16
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-19-000-00-0000-7421-000-000000	23.63
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-21-000-00-0000-7421-000-000000	26.10
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-26-000-00-0000-7421-000-000000	7.87
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	4,201.43
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-21-000-00-0000-7421-000-000000	177.65
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-26-000-00-0000-7421-000-000000	36.87
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	1,202.80
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-22-000-00-0000-7421-000-000000	274.30
	0100090355	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-22-000-00-0000-7421-000-000000	65.92
						Check Total	6,233.28
						Vendor Total	6,233.28

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>AMERICAN READING CO</b>		<b>25577</b>					
	0100090249	05/09/17	0000083607	170406	DRAGONWINGS PB	7-10-602-10-0090-0640-000-000000	89.08
						Check Total	89.08
						<b>Vendor Total</b>	<b>89.08</b>
<b>ANDREWS FOODSERVICE SYSTEMS</b>		<b>1038</b>					
	0100090222	05/05/17	2225823		COMMODITY STORAGE FEE	7-21-740-31-3100-0630-000-000000	349.60
						Check Total	349.60
						<b>Vendor Total</b>	<b>349.60</b>
<b>ANNE SIFUENTES</b>		<b>30325</b>					
	0100090321	05/24/17	05-23-2017_25		HOME VISIT MILEAGE REIM	7-27-971-17-3330-0580-000-008600	11.25
						Check Total	11.25
						<b>Vendor Total</b>	<b>11.25</b>
<b>ANTHEM LIFE INSURANCE CO.</b>		<b>398</b>					
	0100090356	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-27-000-00-0000-7421-000-000000	68.96
	0100090356	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-26-000-00-0000-7421-000-000000	20.07
	0100090356	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	358.23
	0100090356	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-22-000-00-0000-7421-000-000000	2.96
	0100090356	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-19-000-00-0000-7421-000-000000	48.05
						Check Total	498.27
						<b>Vendor Total</b>	<b>498.27</b>
<b>BATTERIES PLUS BULBS</b>		<b>30236</b>					
	0100090240	05/08/17	081-499907	170314	12V 8AH AGM	7-10-602-20-2290-0610-000-000000	96.00
	0100090240	05/08/17	822-259335	170314	12V 8AH AGM	7-10-602-20-2290-0610-000-000000	422.40
						Check Total	518.40
						<b>Vendor Total</b>	<b>518.40</b>
<b>BIGHORN HARDWARE</b>		<b>93</b>					
	0100090223	05/05/17	05-04-2017_5		4/CHARGES	7-10-710-26-2600-0430-000-000000	594.41
						Check Total	594.41
						<b>Vendor Total</b>	<b>594.41</b>
<b>BRIAN HESTER</b>		<b>28401</b>					
	0100090290	05/17/17	05-16-2017_16		4/27 WP PRINCIPAL SUB	7-10-602-10-0090-0300-000-000000	250.00
	0100090290	05/17/17	05-16-2017_17		4/27 WP PRINCIPAL SUB MILEAGE	7-10-602-10-0090-0580-000-000000	60.30
						Check Total	310.30
						<b>Vendor Total</b>	<b>310.30</b>

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>BUNNY TAYLOR</b>		<b>2902</b>					
	0100090267	05/12/17	05-10-2017_6		5/9 SCHOOL SAFETY MTG MILEAGE REIM	7-10-602-10-0090-0580-000-000000	88.65
						Check Total	88.65
						<b>Vendor Total</b>	<b>88.65</b>
<b>CACTE</b>		<b>3942</b>					
	0100090291	05/17/17	05-16-2017_30		ALDAZ CACTE REGISTRATION	7-22-602-00-0090-0580-000-004048	595.00
						Check Total	595.00
						<b>Vendor Total</b>	<b>595.00</b>
<b>CAPLAN &amp; EARNEST, LLC.</b>		<b>3779</b>					
	0100090322	05/24/17	144429		4/CHARGES	7-10-602-10-0090-0300-000-000000	672.00
						Check Total	672.00
						<b>Vendor Total</b>	<b>672.00</b>
<b>CASA BLANCA</b>		<b>2564</b>					
	0100090268	05/12/17	05-10-2017_15		EOY STAFF RECOGNITION CERTIFICATES	7-10-601-23-2310-0610-000-000000	175.00
						Check Total	175.00
						<b>Vendor Total</b>	<b>175.00</b>
<b>CDHS</b>		<b>7457</b>					
	0100090250	05/09/17	05-09-2017_1		TRAILS BACKGROUND CHECK-NEW SUB	7-26-971-33-3310-0810-000-000000	28.00
						Check Total	28.00
						<b>Vendor Total</b>	<b>28.00</b>
<b>CEBT</b>		<b>75</b>					
	0100090203	05/03/17	05-03-2017_12		5/INS	7-10-000-00-0000-7464-000-000000	126,796.30
						Check Total	126,796.30
						<b>Vendor Total</b>	<b>126,796.30</b>
<b>CENTURYLINK</b>		<b>2139</b>					
	0100090323	05/24/17	05-23-2017_4		5/719-486-3423 309B	7-10-602-10-0090-0531-000-000000	54.57
						Check Total	54.57
						<b>Vendor Total</b>	<b>54.57</b>

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>CHANTEL MASCARENEZ</b>		<b>18082</b>					
	0100090324	05/24/17	05-23-2017_27		HOME VISIT MILEAGE REIM	7-27-971-17-3330-0580-000-008600	17.78
						Check Total	17.78
						<b>Vendor Total</b>	<b>17.78</b>
<b>CISNEROSES'</b>		<b>124</b>					
	0100090241	05/08/17	604428		TEACHER APPRECIATION CAKE	7-10-101-24-2410-0610-000-000000	30.00
						Check Total	30.00
	0100090269	05/12/17	604431		STUDENT BOARD MEMEBER THANK YOU CAKE	7-10-601-23-2310-0610-000-000000	30.00
						Check Total	30.00
	0100090325	05/24/17	604440		STAFF SYMPATHY PLANT	7-10-601-23-2310-0610-000-000000	40.00
						Check Total	40.00
						<b>Vendor Total</b>	<b>100.00</b>
<b>CITY OF LEADVILLE</b>		<b>1975</b>					
	0100090326	05/24/17	5162017		SRO FY17 FINAL HALF	7-10-602-10-0090-0300-000-000000	6,900.00
						Check Total	6,900.00
						<b>Vendor Total</b>	<b>6,900.00</b>
<b>CLERK OF LAKE COMBINED COURTS</b>		<b>30295</b>					
	0100090357	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	206.86
	0100090357	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-22-000-00-0000-7421-000-000000	192.64
						Check Total	399.50
						<b>Vendor Total</b>	<b>399.50</b>
<b>CLOUD CITY SKI CLUB</b>		<b>2809</b>					
	0100090292	05/17/17	05-16-2017_7		ALPINE SKI ENTRY FEE REIM	7-10-301-14-1800-0584-000-000000	1,750.00
						Check Total	1,750.00
						<b>Vendor Total</b>	<b>1,750.00</b>
<b>COLO. BUREAU OF INVESTIGATION</b>		<b>567</b>					
	0100090270	05/12/17	A171000356		BACKGROUND CHECK	7-10-601-23-2391-0300-000-000000	118.50
	0100090270	05/12/17	A171000342		NEW EMPLOYEE FINGERPRINT FEE	7-26-971-33-3310-0810-000-000000	39.50
						Check Total	158.00
						<b>Vendor Total</b>	<b>158.00</b>

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>COLO. DEPT. OF REVENUE</b>		<b>100</b>					
	0100004274	05/31/17	05-31-2017_5		5/SIT	7-10-000-00-0000-7471-000-000000	15,180.00
						Check Total	15,180.00
						<b>Vendor Total</b>	<b>15,180.00</b>
<b>COLORADO MOUNTAIN COLLEGE</b>		<b>877</b>					
	0100090327	05/24/17	05-23-2017_24		CARAVEO TUITION STUDENT ID 0551124	7-27-971-17-3330-0320-000-008600	205.00
	0100090327	05/24/17	05-23-2017_23		LUJAN TUITION STUDENT ID 0523055	7-27-971-17-3330-0320-000-008600	205.00
						Check Total	410.00
						<b>Vendor Total</b>	<b>410.00</b>
<b>COLORADO YOUTH FOR A CHANGE</b>		<b>32247</b>					
	0100090328	05/24/17	05-23-2017_15		COLO YOUTH FOR A CHANGE CONTRACT	7-10-602-10-0090-0300-000-000000	5,000.00
						Check Total	5,000.00
						<b>Vendor Total</b>	<b>5,000.00</b>
<b>DAVE ELLERMAN</b>		<b>18457</b>					
	0100090293	05/17/17	05-16-2017_18		DOT PHYSICAL REIM	7-10-720-27-2700-0300-000-000000	99.00
						Check Total	99.00
	0100090329	05/24/17	05-23-2017_5		FOOD REIM	7-10-720-27-2700-0690-000-000000	97.15
						Check Total	97.15
						<b>Vendor Total</b>	<b>196.15</b>
<b>DEPENDABLE AUTO GLASS</b>		<b>23388</b>					
	0100090251	05/09/17	1028956		BUS 20 WINDSHIELD	7-10-720-27-2700-0430-000-000000	600.00
						Check Total	600.00
						<b>Vendor Total</b>	<b>600.00</b>
<b>DIEDRICH CONSTRUCTION CO</b>		<b>2068</b>					
	0100090224	05/05/17	51103		4/MONTHLY TRASH SERVICE	7-10-710-26-2600-0421-000-000000	1,800.00
						Check Total	1,800.00
						<b>Vendor Total</b>	<b>1,800.00</b>
<b>DMTI INC.</b>		<b>30732</b>					
	0100090294	05/17/17	05-16-2017_9		REG CODE 10-4-1-CB61-SUM MATH INS-TALBOT	7-22-100-07-0010-0300-000-005010	375.00
						Check Total	375.00
						<b>Vendor Total</b>	<b>375.00</b>

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>E-470 PUBLIC HIGHWAY AUTHORITY</b>		<b>13285</b>					
	0100090252	05/09/17	2029882479		3/26 LACOME SPED BUS TRAINING	7-10-720-27-2700-0580-000-000000	4.95
						Check Total	4.95
						<b>Vendor Total</b>	<b>4.95</b>
<b>ELIZABETH SATHER</b>		<b>22241</b>					
	0100090204	05/03/17	05-03-2017_14		4/PHYSICAL THERAPIST MILEAGE	7-10-602-10-0090-0580-000-000000	54.00
	0100090204	05/03/17	05-03-2017_13		4/PHYSICAL THERAPIST	7-10-602-12-1700-0110-235-003130	135.00
						Check Total	189.00
						<b>Vendor Total</b>	<b>189.00</b>
<b>EMPLOYERS UNITY</b>		<b>6327</b>					
	0100090242	05/08/17	23259		UNEMPLOYMENT	7-10-602-28-2850-0521-000-000000	1,526.00
						Check Total	1,526.00
						<b>Vendor Total</b>	<b>1,526.00</b>
<b>FBLA</b>		<b>32239</b>					
	0100090295	05/17/17	1213580		4/19-4/20 STATE LEADERSHIP CONF ADVISOR	7-22-602-00-0090-0580-000-004048	300.00
	0100090295	05/17/17	1213580		4/19-4/20 STATE LEADERSHIP CONF	7-10-301-14-1800-0580-000-000000	900.00
						Check Total	1,200.00
						<b>Vendor Total</b>	<b>1,200.00</b>
<b>FLEX ACCOUNT ADMINISTRATION AMERICA</b>		<b>3686</b>					
	0100090358	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-19-000-00-0000-7421-000-000000	97.50
	0100090358	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-22-000-00-0000-7421-000-000000	202.19
	0100090358	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-26-000-00-0000-7421-000-000000	49.29
	0100090358	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-27-000-00-0000-7421-000-000000	231.76
	0100090358	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-21-000-00-0000-7421-000-000000	4.02
	0100090358	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-19-000-00-0000-7421-000-000000	114.28
	0100090358	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	2,763.59
	0100090358	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-26-000-00-0000-7421-000-000000	32.50
						Check Total	3,495.13
						<b>Vendor Total</b>	<b>3,495.13</b>
<b>FOLLETT SCHOOL SOLUTIONS</b>		<b>174</b>					
	0100090243	05/08/17	05-07-2017_1		FY18 DESTINY RENEWAL QUOTE 7155663	7-10-602-20-2222-0300-000-000000	3,000.00
						Check Total	3,000.00
						<b>Vendor Total</b>	<b>3,000.00</b>

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<b>FRANCES BLYTHE DEE</b>		<b>24384</b>					
	0100090296	05/17/17	05-16-2017_8		SPORTS CLUB SUPPLY REIM	7-22-101-00-0090-0610-000-005287	40.36
					Check Total		40.36
					<b>Vendor Total</b>		<b>40.36</b>
<b>GAVIN LAING</b>		<b>30880</b>					
	0100090297	05/17/17	05-16-2017_24		4/19 CHROMEBOOK SERVICE	7-10-602-10-0090-0300-000-000000	10.00
					Check Total		10.00
					<b>Vendor Total</b>		<b>10.00</b>
<b>GEORGE T. SANDERS CO.</b>		<b>778</b>					
	0100090271	05/12/17	13814489-01	170270	TACO CX254 EXPANSION TANK	7-43-602-00-4000-0720-000-000000	1,762.25
	0100090271	05/12/17	13814489-00	170270	TACO CX254 EXPANSION TANK	7-43-602-00-4000-0720-000-000000	1,762.25
					Check Total		3,524.50
					<b>Vendor Total</b>		<b>3,524.50</b>
<b>GREAT WOLF LODGE</b>		<b>32182</b>					
	0100090205	05/03/17	05-03-2017_1		HEALTHY SCHOOLS COOR RETREAT	7-22-602-00-2100-0580-000-003202	339.98
					Check Total		339.98
					<b>Vendor Total</b>		<b>339.98</b>
<b>HEIDI LEONHARD</b>		<b>21431</b>					
	0100090206	05/03/17	05-03-2017_6		GIFTED ED SUPPLIES	7-10-602-00-0090-0610-000-003150	33.16
					Check Total		33.16
					<b>Vendor Total</b>		<b>33.16</b>
<b>HERALD DEMOCRAT</b>		<b>60</b>					
	0100090253	05/09/17	05-09-2017_11		KINDERGARTEN ADS	7-10-100-10-0010-0610-000-000000	338.00
					Check Total		338.00
					<b>Vendor Total</b>		<b>338.00</b>
<b>HILTON GARDEN INN DENVER</b>		<b>11231</b>					
	0100090330	05/24/17	05-23-2017_33		6/12-6/13 CSNA CONF HOTEL	7-21-740-31-3100-0580-000-000000	178.00
					Check Total		178.00
					<b>Vendor Total</b>		<b>178.00</b>

Vendor Detail Report

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>HORACE MANN LIFE INSURANCE CO.</b>		<b>211</b>					
	0100090359	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-22-000-00-0000-7421-000-000000	8.45
	0100090359	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	583.49
					Check Total		<u>591.94</u>
					<b>Vendor Total</b>		<b>591.94</b>
<b>INTERNAL REVENUE SERVICE</b>		<b>838</b>					
	0100004273	05/31/17	05-31-2017_4		5/FIT	7-10-000-00-0000-7472-000-000000	44,186.08
	0100004273	05/31/17	05-31-2017_4		5/FIT	7-10-000-00-0000-7467-000-000000	15,801.86
					Check Total		<u>59,987.94</u>
					<b>Vendor Total</b>		<b>59,987.94</b>
<b>J.W. PEPPER OF DALLAS</b>		<b>2091</b>					
	0100090254	05/09/17	13691608		MUSIC	7-10-301-10-1240-0610-000-000000	34.34
	0100090254	05/09/17	13692225		MUSIC	7-10-301-10-1240-0610-000-000000	386.75
	0100090254	05/09/17	13691974		MUSIC	7-10-201-10-1240-0610-000-000000	222.54
					Check Total		<u>643.63</u>
					<b>Vendor Total</b>		<b>643.63</b>
<b>JAIME BURTON</b>		<b>32263</b>					
	0100090331	05/24/17	05-23-2017_36		1-1 SPED SUPERVISION 6TH GR CAMP MILEAGE	7-10-602-12-1700-0580-000-003130	90.00
					Check Total		<u>90.00</u>
					<b>Vendor Total</b>		<b>90.00</b>
<b>JAMES LOWHAM</b>		<b>25801</b>					
	0100090332	05/24/17	2017LAKECSD-01		2/28 IBS CONTRACTED SERVICE	7-10-602-10-0090-0300-000-000000	1,169.06
					Check Total		<u>1,169.06</u>
					<b>Vendor Total</b>		<b>1,169.06</b>
<b>JARED OUBRE</b>		<b>28576</b>					
	0100090333	05/24/17	05-23-2017_6		COOKING CLUB REIM	7-22-101-00-0090-0610-000-005287	415.39
					Check Total		<u>415.39</u>
					<b>Vendor Total</b>		<b>415.39</b>
<b>JEFFERSON CNTY. PUBLIC SCHOOLS</b>		<b>520</b>					
	0100090298	05/17/17	LC-17-27		FY17 MT. VIEW YOUTH SERVICES	7-10-602-10-0090-0565-000-000000	7,991.14
					Check Total		<u>7,991.14</u>
					<b>Vendor Total</b>		<b>7,991.14</b>



Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>JONATHAN COLE</b>		<b>24325</b>					
	0100090207	05/03/17	05-03-2017_8		ALL STATE BAND MEALS	7-10-301-14-1800-0580-000-000000	59.92
					Check Total		59.92
	0100090299	05/17/17	05-16-2017_6		ALL STATE BAND MEAL REIM	7-10-301-14-1800-0580-000-000000	59.92
					Check Total		59.92
					<b>Vendor Total</b>		<b>119.84</b>
<b>JOSHUA PROPFE</b>		<b>31933</b>					
	0100090208	05/03/17	05-03-2017_4		LCIS BIKE CLUB SUPPLY REIM	7-22-101-00-0090-0610-000-005287	28.49
					Check Total		28.49
					<b>Vendor Total</b>		<b>28.49</b>
<b>JOYCE LACOME</b>		<b>5738</b>					
	0100090300	05/17/17	05-16-2017_21		FOOD REIM	7-10-720-27-2700-0690-000-000000	16.03
					Check Total		16.03
					<b>Vendor Total</b>		<b>16.03</b>
<b>JULIE MEHLE</b>		<b>143</b>					
	0100090255	05/09/17	05-09-2017_6		ART FAIR GLUTEN FREE TORTILLAS	7-21-740-31-3100-0630-000-000000	13.88
					Check Total		13.88
					<b>Vendor Total</b>		<b>13.88</b>
<b>KELLY EDMUNDS FINLEY</b>		<b>31496</b>					
	0100090334	05/24/17	05-23-2017_2		JOHNSON COUNSELOR PRGM SUPERVISOR	7-10-602-10-0090-0300-000-000000	1,250.00
					Check Total		1,250.00
					<b>Vendor Total</b>		<b>1,250.00</b>
<b>KELLY HOFER</b>		<b>28096</b>					
	0100090272	05/12/17	05-10-2017_10		PRE-COLLEGIATE MENTOR EOY GIFTS	7-22-301-10-0030-0610-000-001202	25.66
					Check Total		25.66
	0100090335	05/24/17	05-23-2017_21		LOST CHECK REISSUE	7-22-301-10-0030-0610-000-001202	18.33
					Check Total		18.33
					<b>Vendor Total</b>		<b>43.99</b>

Check Date 05/01/17 - 05/31/17

Vendor Detail Report

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>KELLY MARTINEZ</b>		<b>3509</b>					
	0100090301	05/17/17	05-16-2017_33		10/5 TEACHERS PAY TEACHERS REIM	7-10-101-12-1771-0610-000-003130	39.80
	0100090301	05/17/17	05-16-2017_31		BOOK REIM	7-10-101-12-1771-0610-000-003130	44.84
	0100090301	05/17/17	05-16-2017_32		11/28 TEACHERS PAY TEACHERS REIM	7-10-101-12-1771-0610-000-003130	36.00
	0100090301	05/17/17	05-16-2017_34		11/28 TEACHERS PAY TEACHERS REIM	7-10-301-12-1700-0610-000-003130	48.24
	0100090301	05/17/17	05-16-2017_37		BOOK REIM	7-10-301-12-1700-0610-000-003130	53.10
	0100090301	05/17/17	05-16-2017_36		3/7,11,11/29TEACHERS PAY TEACHERS REIM	7-10-301-12-1700-0610-000-003130	51.30
	0100090301	05/17/17	05-16-2017_35		11/8 TEACHERS PAY TEACHERS REIM	7-10-301-12-1700-0610-000-003130	46.37
						Check Total	<u>319.65</u>
						<b>Vendor Total</b>	<b>319.65</b>
<b>KERRI QUINLAN</b>		<b>24570</b>					
	0100090336	05/24/17	05-23-2017_1		WP PLAYGROUND WELCOME SIGN REIM	7-22-100-08-4000-0730-000-001212	478.00
						Check Total	<u>478.00</u>
						<b>Vendor Total</b>	<b>478.00</b>
<b>KEVIN TEESDALE</b>		<b>29017</b>					
	0100090361	05/24/17	05-24-2017_2		LOST CHECK REISSUE	7-10-101-10-0620-0610-000-000000	43.97
	0100090361	05/24/17	05-24-2017_3		LOST CHECK REISSUE	7-10-101-10-0620-0610-000-000000	21.64
						Check Total	<u>65.61</u>
						<b>Vendor Total</b>	<b>65.61</b>
<b>KIM JACKSON</b>		<b>26573</b>					
	0100090256	05/09/17	05-09-2017_9		FOOD REIM	7-10-720-27-2700-0690-000-000000	47.41
						Check Total	<u>47.41</u>
	0100090337	05/24/17	05-23-2017_3		FOOD REIM	7-10-720-27-2700-0690-000-000000	36.75
						Check Total	<u>36.75</u>
						<b>Vendor Total</b>	<b>84.16</b>

Vendor Detail Report

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>KONICA MINOLTA</b>		<b>2292</b>					
	0100090257	05/09/17	30192151		5/COPIERS	7-10-602-10-0090-0330-000-000000	705.75
						Check Total	705.75
	0100090302	05/17/17	30224005		5/COPIERS	7-19-971-00-0040-0610-000-003141	444.66
	0100090302	05/17/17	30224005		5/COPIERS	7-27-971-17-3330-0330-000-008600	444.65
	0100090302	05/17/17	30224005		5/COPIERS	7-10-602-10-0090-0330-000-000000	3,489.83
	0100090302	05/17/17	30224006		5/COPIERS	7-10-602-10-0090-0330-000-000000	5,153.53
						Check Total	9,532.67
						<b>Vendor Total</b>	<b>10,238.42</b>
<b>LA QUINTA INN</b>		<b>2081</b>					
	0100090303	05/17/17	05-16-2017_5		TRACK STATE ROOMS	7-10-301-14-1800-0580-000-000000	1,340.00
						Check Total	1,340.00
						<b>Vendor Total</b>	<b>1,340.00</b>
<b>LA RESISTANCE</b>		<b>32212</b>					
	0100090258	05/09/17	05-09-2017_5		STAFF APPRECIATION WEEK CAKE	7-10-201-24-2410-0610-000-000000	75.00
						Check Total	75.00
	0100090273	05/12/17	05-10-2017_14		EOY STAFF RECOGNITION CERTIFICATES	7-10-601-23-2310-0610-000-000000	200.00
						Check Total	200.00
						<b>Vendor Total</b>	<b>275.00</b>
<b>LAKE COUNTY HEALTH DEPARTMENT</b>		<b>392</b>					
	0100090338	05/24/17	05-23-2017_7		NEW EMPLOYEE TB TEST	7-26-971-33-3310-0810-000-000000	31.00
						Check Total	31.00
						<b>Vendor Total</b>	<b>31.00</b>
<b>LAKE COUNTY LANDFILL</b>		<b>370</b>					
	0100090225	05/05/17	05-04-2017_10		4/DISPOSAL SERVICES	7-10-710-26-2600-0421-000-000000	21.00
						Check Total	21.00
						<b>Vendor Total</b>	<b>21.00</b>

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>LAKE COUNTY RECREATION DEPT.</b>		<b>150</b>					
	0100090339	05/24/17	05-23-2017_32		PRESCHOOL ICE SKATING/RENTAL	7-27-971-17-3330-0320-000-008600	15.00
	0100090339	05/24/17	05-23-2017_32		PRESCHOOL ICE SKATING/RENTAL	7-19-971-00-0040-0610-000-003141	15.00
						Check Total	30.00
						<b>Vendor Total</b>	<b>30.00</b>
<b>LANGUAGE SERVICES ASSOC</b>		<b>28932</b>					
	0100090226	05/05/17	1142747		4/PHONE TRANSLATION	7-10-602-10-0090-0300-000-000000	8.32
						Check Total	8.32
						<b>Vendor Total</b>	<b>8.32</b>
<b>LCEA</b>		<b>20214</b>					
	0100090360	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-21-000-00-0000-7421-000-000000	1.21
	0100090360	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-10-000-00-0000-7421-000-000000	3,240.99
	0100090360	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-27-000-00-0000-7421-000-000000	79.01
	0100090360	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-19-000-00-0000-7421-000-000000	3.01
	0100090360	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-22-000-00-0000-7421-000-000000	233.77
	0100090360	05/26/17	26-MAY-17		PAYROLL LIABILITIES	7-26-000-00-0000-7421-000-000000	7.39
						Check Total	3,565.38
						<b>Vendor Total</b>	<b>3,565.38</b>
<b>LEADVILLE SANITATION DISTRICT</b>		<b>259</b>					
	0100090209	05/03/17	05-03-2017_10		4/SEWER AND SANITATION	7-10-710-26-2600-0411-000-000000	3,278.12
	0100090209	05/03/17	05-03-2017_10		4/SEWER AND SANITATION	7-19-971-00-2600-0410-000-003141	107.91
	0100090209	05/03/17	05-03-2017_10		4/SEWER AND SANITATION	7-27-971-17-3330-0620-000-008600	114.25
						Check Total	3,500.28
						<b>Vendor Total</b>	<b>3,500.28</b>
<b>LEXIA</b>		<b>29947</b>					
	0100090304	05/17/17	SIN029923	170426	QUOTE Q-00187669.1	7-10-602-10-0090-0612-000-000000	196.54
						Check Total	196.54
						<b>Vendor Total</b>	<b>196.54</b>
<b>LINDA LEAL</b>		<b>12696</b>					
	0100090305	05/17/17	05-16-2017_12		4/11-5/10 MILEAGE REIM	7-21-740-31-3100-0580-000-000000	26.86
						Check Total	26.86
						<b>Vendor Total</b>	<b>26.86</b>

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>LIZZ HOLM</b>		<b>14443</b>					
	0100090244	05/08/17	05-07-2017_5		KINDERGARTEN TRANSITION NIGHT SUPPLIES	7-19-971-00-0040-0610-000-003141	12.16
	0100090244	05/08/17	05-07-2017_5		KINDERGARTEN TRANSITION NIGHT SUPPLIES	7-27-971-17-3330-0610-000-008600	12.15
						Check Total	24.31
	0100090340	05/24/17	05-23-2017_26		HOME VISIT MILEAGE REIM	7-27-971-17-3330-0580-000-008600	14.40
						Check Total	14.40
						<b>Vendor Total</b>	<b>38.71</b>
<b>LUZ NAVA</b>		<b>19399</b>					
	0100090306	05/17/17	05-16-2017_39		3/11-5/10 TRAVEL REIM	7-21-740-31-3100-0580-000-000000	16.20
						Check Total	16.20
						<b>Vendor Total</b>	<b>16.20</b>
<b>MACGILL</b>		<b>2004</b>					
	0100090259	05/09/17	IN0595503	170420	3/4X3 FELXIBLE BANDAGES 8100/CASE	7-10-100-10-0010-0610-000-000000	383.26
						Check Total	383.26
						<b>Vendor Total</b>	<b>383.26</b>
<b>MARCIA CATES</b>		<b>32255</b>					
	0100090341	05/24/17	05-23-2017_34		2/27-3/3 ORTON-GILLINGHAM TRNG EXP REIM	7-10-602-12-1700-0580-000-003130	332.12
	0100090341	05/24/17	05-23-2017_35		4/3-4/5 SPED/EL SYMPOSIUM EXP REIM	7-10-602-12-1700-0580-000-003130	160.85
						Check Total	492.97
						<b>Vendor Total</b>	<b>492.97</b>
<b>MARIA ANTONIETA LIZARDO</b>		<b>17922</b>					
	0100090210	05/03/17	05-03-2017_5		LCIS COOKING CLUB SUPPLIES	7-22-101-00-0090-0610-000-005287	20.52
						Check Total	20.52
						<b>Vendor Total</b>	<b>20.52</b>
<b>MARIAH GARZA</b>		<b>30600</b>					
	0100090274	05/12/17	05-10-2017_3		DANCE CLUB SUPPLY REIM	7-22-101-00-0090-0610-000-005287	154.82
						Check Total	154.82
						<b>Vendor Total</b>	<b>154.82</b>

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>MARK STENZEL</b>		<b>30210</b>					
	0100090307	05/17/17	05-16-2017_40		SES SUPPLY REIM	7-22-602-00-0090-0510-000-004010	39.50
						Check Total	39.50
						<b>Vendor Total</b>	<b>39.50</b>
<b>MCCANDLESS INTERNATIONAL TRUCK</b>		<b>1735</b>					
	0100090227	05/05/17	P101123750:01		BUS 17 STOP ARM	7-10-720-27-2700-0430-000-000000	474.70
						Check Total	474.70
						<b>Vendor Total</b>	<b>474.70</b>
<b>MCI</b>		<b>2960</b>					
	0100090260	05/09/17	05-09-2017_16		5/LONG DISTANCE FAX	7-10-602-10-0090-0531-000-000000	79.30
						Check Total	79.30
	0100090342	05/24/17	05-23-2017_19		5/HEADSTART FAX 6P603161	7-27-971-17-3330-0531-000-008600	35.05
						Check Total	35.05
						<b>Vendor Total</b>	<b>114.35</b>
<b>MEADOW GOLD DAIRIES</b>		<b>1343</b>					
	0100090211	05/03/17	05-03-2017_9		4/MILK	7-21-740-31-3100-0631-000-000000	6,446.25
						Check Total	6,446.25
						<b>Vendor Total</b>	<b>6,446.25</b>
<b>MELINA COMPEAN</b>		<b>4321</b>					
	0100090343	05/24/17	05-23-2017_29		HOME VISIT MILEAGE REIM	7-27-971-17-3330-0580-000-008600	9.00
						Check Total	9.00
						<b>Vendor Total</b>	<b>9.00</b>
<b>MELODY MARTINEZ</b>		<b>6380</b>					
	0100090275	05/12/17	05-10-2017_11		WP COOKING CLUB SUPPLY REIM	7-22-101-00-0090-0610-000-005287	20.63
						Check Total	20.63
						<b>Vendor Total</b>	<b>20.63</b>
<b>MICHAEL VAUGHN</b>		<b>29068</b>					
	0100090308	05/17/17	9		FEB-CURRENT/CONTRACTED SERVICE	7-10-602-10-0090-0300-000-000000	680.00
						Check Total	680.00
						<b>Vendor Total</b>	<b>680.00</b>

Vendor Detail Report

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>MOUNTAIN BRD. OF COOP. SERV.</b>		<b>302</b>					
	0100090344	05/24/17	FY16-17-119		FEB-MAY QUARTERLY ASSESSMENTS-FY17 FINAL	7-10-602-10-0090-0591-000-000000	41,724.48
						Check Total	41,724.48
						<b>Vendor Total</b>	<b>41,724.48</b>
<b>NAPA AUTO PARTS OF BUENA VISTA</b>		<b>10871</b>					
	0100090228	05/05/17	05-04-2017_7		4/CHARGES	7-10-720-27-2700-0431-000-000000	147.60
	0100090228	05/05/17	05-04-2017_7		4/CHARGES	7-10-720-27-2700-0430-000-000000	30.98
						Check Total	178.58
						<b>Vendor Total</b>	<b>178.58</b>
<b>NASCO ARTS &amp; CRAFTS</b>		<b>21016</b>					
	0100090229	05/05/17	285482	170383	SCRAPER W/TEETH	7-10-301-10-0200-0610-000-000000	279.84
	0100090229	05/05/17	294626	170383	SCRAPER W/TEETH	7-10-301-10-0200-0610-000-000000	21.73
						Check Total	301.57
						<b>Vendor Total</b>	<b>301.57</b>
<b>NASSP</b>		<b>212</b>					
	0100090230	05/05/17	9000896522		NHS AFFILIATION DUES	7-10-301-14-1939-0610-000-000000	385.00
						Check Total	385.00
						<b>Vendor Total</b>	<b>385.00</b>
<b>NEOPOST USA</b>		<b>9563</b>					
	0100090261	05/09/17	54821756		6/2-9/1 POSTAGE METER ONLINE MAINT	7-10-602-10-0090-0533-000-000000	162.00
						Check Total	162.00
	0100090345	05/24/17	15126522		POSTAGE MACHINE SURE SEAL	7-10-602-10-0090-0533-000-000000	30.00
						Check Total	30.00
						<b>Vendor Total</b>	<b>192.00</b>
<b>NEWCLOUD NETWORKS</b>		<b>6334</b>					
	0100090212	05/03/17	171200086		4/LOCAL AND LONG DISTANCE	7-10-602-10-0090-0531-000-000000	577.05
						Check Total	577.05
						<b>Vendor Total</b>	<b>577.05</b>
<b>NICHOLE GLASER</b>		<b>31364</b>					
	0100090231	05/05/17	05-04-2017_13		BALTIMORE CONF EXP REIM	7-27-971-17-3330-0320-000-008600	983.98
						Check Total	983.98
						<b>Vendor Total</b>	<b>983.98</b>

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>O'REILLY AUTOMOTIVE, INC</b>		<b>27090</b>					
	0100090262	05/09/17	4790-201905		4/CHARGES	7-10-710-26-2600-0610-000-000000	69.99
						Check Total	69.99
						<b>Vendor Total</b>	<b>69.99</b>
<b>ORKIN PEST CONTROL</b>		<b>1156</b>					
	0100090232	05/05/17	156625205		4/PEST CONTROL ACCT 26049729	7-10-710-26-2600-0300-000-000000	169.59
	0100090232	05/05/17	156625162		4/PEST CONTROL ACCT 26054143	7-10-710-26-2600-0300-000-000000	177.22
	0100090232	05/05/17	156625128		4/PEST CONTROL ACCT 26058965	7-10-710-26-2600-0300-000-000000	178.77
	0100090232	05/05/17	156625454		4/PEST CONTROL ACCT 26049728	7-10-710-26-2600-0300-000-000000	173.37
	0100090232	05/05/17	156625248		4/PEST CONTROL ACCT 26054142	7-10-710-26-2600-0300-000-000000	170.23
						Check Total	869.18
						<b>Vendor Total</b>	<b>869.18</b>
<b>PANORAMA EDUCATION</b>		<b>32220</b>					
	0100090276	05/12/17	1081		PANORAMA PLATFORM LICENSE FEE	7-10-602-10-0090-0300-000-000000	4,125.00
						Check Total	4,125.00
						<b>Vendor Total</b>	<b>4,125.00</b>
<b>PEARSON</b>		<b>16586</b>					
	0100090263	05/09/17	11155015	170421	NNAT3 ONLINE LICENSE (GRADES K-12) !ALL	7-10-602-00-2100-0300-000-003150	590.18
	0100090263	05/09/17	11155015	170421		7-10-602-00-0090-0610-000-003228	1,001.82
						Check Total	1,592.00
						<b>Vendor Total</b>	<b>1,592.00</b>
<b>PEOPLES BANK</b>		<b>110</b>					
	0100004270	05/23/17	05-31-2017_1		5/PAYROLL	7-10-000-00-0000-8102-000-000000	440,000.00
						Check Total	440,000.00
						<b>Vendor Total</b>	<b>440,000.00</b>
<b>PERA</b>		<b>340</b>					
	0100004271	05/31/17	05-31-2017_2		5/PERA	7-10-000-00-0000-7473-000-000000	152,913.81
						Check Total	152,913.81
						<b>Vendor Total</b>	<b>152,913.81</b>



Check Date 05/01/17 - 05/31/17

Vendor Detail Report

FMVEN10A

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>PHYLLIS SALAZAR</b>		<b>273</b>					
	0100090309	05/17/17	05-16-2017_22		REIM FOR BROKEN GLASSES FR STUDENT	7-10-602-12-1700-0610-000-003130	155.00
						Check Total	155.00
						<b>Vendor Total</b>	<b>155.00</b>
<b>PINNACOL ASSURANCE</b>		<b>454</b>					
	0100090346	05/24/17	18567431		WORKERS COMP DEDUCTIBLE	7-10-602-28-2850-0521-000-000000	215.96
						Check Total	215.96
						<b>Vendor Total</b>	<b>215.96</b>
<b>POSTMASTER</b>		<b>7456</b>					
	0100090310	05/17/17	05-16-2017_4		STAMPS- 2 ROLLS	7-10-301-10-0030-0533-000-000000	49.00
	0100090310	05/17/17	05-16-2017_4		STAMPS- 2 ROLLS	7-10-201-10-0020-0533-000-000000	49.00
						Check Total	98.00
						<b>Vendor Total</b>	<b>98.00</b>
<b>PRO-ED</b>		<b>445</b>					
	0100090213	05/03/17	05032017_3	170415	SEE ATTACHED QUOTE GR-00071	7-10-602-00-0090-0610-000-003150	214.50
						Check Total	214.50
						<b>Vendor Total</b>	<b>214.50</b>
<b>QUILL CORPORATION</b>		<b>539</b>					
	0100090233	05/05/17	5657374		ALDAZ CLASSROOM SUPPLIES	7-10-301-10-0300-0610-000-000000	37.75
						Check Total	37.75
	0100090311	05/17/17	6583851		CLASSROOM SUPPLIES	7-10-301-10-0300-0610-000-000000	50.38
						Check Total	50.38
						<b>Vendor Total</b>	<b>88.13</b>
<b>QUINCY'S</b>		<b>2704</b>					
	0100090277	05/12/17	05-10-2017_17		EOY STAFF RECOGNITION CERTIFICATES	7-10-601-23-2310-0610-000-000000	75.00
						Check Total	75.00
						<b>Vendor Total</b>	<b>75.00</b>
<b>REBECCA KATZ</b>		<b>31909</b>					
	0100090362	05/24/17	05-24-2017_1		LOST CHECK REISSUE	7-10-601-23-2391-0585-000-000000	5.00
						Check Total	5.00
						<b>Vendor Total</b>	<b>5.00</b>

Check Date 05/01/17 - 05/31/17

Vendor Detail Report

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>RENA SANCHEZ</b>		<b>7006</b>					
	0100090278	05/12/17	05-10-2017_4		ADVANCE	7-10-000-00-0000-8134-000-000000	600.00
						Check Total	600.00
						<b>Vendor Total</b>	<b>600.00</b>
<b>RESILITE</b>		<b>3320</b>					
	0100090279	05/12/17	110614	170326	LITE WEIGHT MAT 1-5/8 THICK INCLUDES BAG	7-10-710-26-2690-0610-000-000000	31,838.01
						Check Total	31,838.01
						<b>Vendor Total</b>	<b>31,838.01</b>
<b>RODRIGO PEREZ</b>		<b>29416</b>					
	0100090280	05/12/17	05-10-2017_2		WOOD WORKING CLUB SUPPLY REIM	7-22-101-00-0090-0610-000-005287	314.03
						Check Total	314.03
						<b>Vendor Total</b>	<b>314.03</b>
<b>RUTH KEDZIOR</b>		<b>32190</b>					
	0100090234	05/05/17	05-04-2017_15		FY17 CSNA CONF-JULIE MEHLE	7-21-740-31-3100-0580-000-000000	175.00
						Check Total	175.00
						<b>Vendor Total</b>	<b>175.00</b>
<b>SAFEWAY INC.</b>		<b>376</b>					
	0100090347	05/24/17	05-23-2017_18		5/CHARGES	7-10-602-10-0090-0610-000-000000	1,439.48
	0100090347	05/24/17	05-23-2017_18		5/CHARGES	7-26-971-33-3310-0610-000-000000	81.50
						Check Total	1,520.98
						<b>Vendor Total</b>	<b>1,520.98</b>
<b>SALLY GLASER</b>		<b>1017</b>					
	0100090348	05/24/17	05-23-2017_28		HOME VISIT MILEAGE REIM	7-27-971-17-3330-0580-000-008600	4.95
						Check Total	4.95
						<b>Vendor Total</b>	<b>4.95</b>
<b>SANGRE DE CRISTO ELECTRIC</b>		<b>382</b>					
	0100090264	05/09/17	05-09-2017_13		4/TWIN LAKES SCHOOLHOUSE	7-10-710-26-2600-0620-000-000000	31.30
						Check Total	31.30
						<b>Vendor Total</b>	<b>31.30</b>

Vendor Detail Report

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>SAX VISUAL ART RESOURCES</b>		<b>2759</b>					
	0100090214	05/03/17	308102714673	170374	GLAZE ELEMENTS MIRROR BLUE PINT	7-10-301-10-0200-0610-000-000000	434.45
						Check Total	434.45
						<b>Vendor Total</b>	<b>434.45</b>
<b>SCHOOL SPECIALTY</b>		<b>4091</b>					
	0100090215	05/03/17	208118086749	170407	MATS ECONOMY PRE CUT	7-10-301-10-0200-0610-000-000000	63.65
						Check Total	63.65
	0100090235	05/05/17	308102712877	170394	MAGNETIC BOARD DRY ERASE	7-10-100-10-0010-0610-000-000000	204.64
						Check Total	204.64
	0100090265	05/09/17	208118153661	170423	SANITIZER 2 LITER	7-10-100-10-0010-0610-000-000000	398.52
	0100090265	05/09/17	208118164867	170416	PLEASE SEE ONLINE ORDER 7783483495	7-10-101-10-1310-0610-000-000000	289.11
	0100090265	05/09/17	208118163792	170422	EXPO MARKERS BLACK	7-10-100-10-0010-0616-000-000000	336.40
						Check Total	1,024.03
	0100090281	05/12/17	308102726157	170413	PLEASE SEE ONLINE ORDER CART # 778439935	7-10-101-12-1700-0610-000-003130	254.17
						Check Total	254.17
	0100090312	05/17/17	308102728318	170427	PLEASE SEE ONLINE ORDER - CART #	7-10-101-10-0010-0610-000-000000	147.26
						Check Total	147.26
						<b>Vendor Total</b>	<b>1,693.75</b>
<b>SILVER CITY PRINTING</b>		<b>413</b>					
	0100090216	05/03/17	91870		BUSINESS CARDS-TAYLOR	7-10-601-25-2510-0550-000-000000	6.65
						Check Total	6.65
	0100090236	05/05/17	91897		OFFICE SUPPLIES	7-10-301-24-2410-0610-000-000000	89.69
						Check Total	89.69
	0100090245	05/08/17	91807		ALL SCHOOLS-LIBRARY SUPPLIES	7-10-602-20-2222-0610-000-000000	74.94
						Check Total	74.94
	0100090349	05/24/17	91941		HR SUPPLIES	7-10-601-23-2391-0610-000-000000	65.97
	0100090349	05/24/17	91933		CARDSTOCK	7-10-101-10-0010-0610-000-000000	38.85
						Check Total	104.82
						<b>Vendor Total</b>	<b>276.10</b>

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>STAPLES</b>		<b>4758</b>					
	0100090246	05/08/17	8043838428		BATTERIES	7-10-201-24-2410-0610-000-000000	89.96
						Check Total	89.96
						<b>Vendor Total</b>	<b>89.96</b>
<b>STELLA SALAS</b>		<b>1998</b>					
	0100090313	05/17/17	05-16-2017_11		4/11-5/4 MILEAGE REIM	7-21-740-31-3100-0580-000-000000	12.95
						Check Total	12.95
						<b>Vendor Total</b>	<b>12.95</b>
<b>STEPHANIE GALLEGOS</b>		<b>21873</b>					
	0100090237	05/05/17	05-04-2017_11		TEACHER APPRECIATION SUPPLIES	7-10-101-24-2410-0610-000-000000	119.27
						Check Total	119.27
						<b>Vendor Total</b>	<b>119.27</b>
<b>SUMMIT PAC</b>		<b>30821</b>					
	0100090282	05/12/17	003		SPED ASSESSMENT AND CONSULTANT	7-10-602-12-1700-0300-000-003130	6,952.27
						Check Total	6,952.27
						<b>Vendor Total</b>	<b>6,952.27</b>
<b>SUSAN FARMER</b>		<b>28991</b>					
	0100090350	05/24/17	05-23-2017_30		C.O.L SUPPLY REIM	7-10-101-24-2410-0610-000-000000	27.04
						Check Total	27.04
						<b>Vendor Total</b>	<b>27.04</b>
<b>TAYLOR TRELKA</b>		<b>27359</b>					
	0100090314	05/17/17	05-16-2017_3		1ST GRADE MATH FIELD TRIP STUDENT SNACK	7-10-100-10-1100-0610-000-000000	113.91
						Check Total	113.91
						<b>Vendor Total</b>	<b>113.91</b>
<b>TENNESSEE PASS CAFE</b>		<b>1559</b>					
	0100090283	05/12/17	05-10-2017_18		EOY STAFF RECOGNITION CERTIFICATES	7-10-601-23-2310-0610-000-000000	50.00
						Check Total	50.00
						<b>Vendor Total</b>	<b>50.00</b>

Check Date 05/01/17 - 05/31/17

Vendor Detail Report

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>THE GRILL</b>		<b>2624</b>					
	0100090284	05/12/17	05-10-2017_16		EOY STAFF RECOGNITION CERTIFICATES	7-10-601-23-2310-0610-000-000000	25.00
						Check Total	25.00
						<b>Vendor Total</b>	<b>25.00</b>
<b>THE SPYGLASS GROUP, LLC</b>		<b>32204</b>					
	0100090247	05/08/17	12584		PHONE CONSULTING FEE	7-10-602-10-0090-0531-000-000000	3,196.80
						Check Total	3,196.80
	0100090315	05/17/17	12638		PHONE SERVICE CONSULTING FEE	7-10-602-10-0090-0531-000-000000	6,087.31
						Check Total	6,087.31
						<b>Vendor Total</b>	<b>9,284.11</b>
<b>THYSSENKRUPP ELEVATOR CORP.</b>		<b>9638</b>					
	0100090238	05/05/17	3003167401		5/1-7/31 LCHS,LCIS ELEVATOR MAINT	7-10-710-26-2600-0300-000-000000	2,155.38
						Check Total	2,155.38
						<b>Vendor Total</b>	<b>2,155.38</b>
<b>TIGER, INC</b>		<b>29874</b>					
	0100090248	05/08/17	0417176663		4/UTILITIES-GAS	7-27-971-17-3330-0620-000-008600	289.59
	0100090248	05/08/17	0417176664		4/UTILITIES-GAS	7-10-710-26-2600-0620-000-000000	1,410.00
	0100090248	05/08/17	0417176663		4/UTILITIES-GAS	7-19-971-00-2600-0410-000-003141	273.52
	0100090248	05/08/17	0417176663		4/UTILITIES-GAS	7-10-710-26-2600-0620-000-000000	1,045.75
	0100090248	05/08/17	0417176667		4/UTILITIES-GAS	7-10-710-26-2600-0620-000-000000	609.44
	0100090248	05/08/17	0417176665		4/UTILITIES-GAS	7-10-710-26-2600-0620-000-000000	3,931.41
	0100090248	05/08/17	0417176662		4/UTILITIES-GAS	7-10-710-26-2600-0620-000-000000	2,839.52
	0100090248	05/08/17	0417176666		4/UTILITIES-GAS	7-10-710-26-2600-0620-000-000000	614.53
						Check Total	11,013.76
						<b>Vendor Total</b>	<b>11,013.76</b>
<b>TIM BEST</b>		<b>29327</b>					
	0100090285	05/12/17	05-10-2017_12		WP COOKING CLUB SUPPLY REIM	7-22-101-00-0090-0610-000-005287	7.86
						Check Total	7.86
						<b>Vendor Total</b>	<b>7.86</b>
<b>TIMOTHY POWELL</b>		<b>31771</b>					
	0100090316	05/17/17	05-16-2017_19		FOOD REIM	7-10-720-27-2700-0690-000-000000	75.03
						Check Total	75.03
						<b>Vendor Total</b>	<b>75.03</b>

Check Date 05/01/17 - 05/31/17

Vendor Detail Report

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>TRANSWEST TRUCKS</b>		<b>5134</b>					
	0100090266	05/09/17	501S511909		BUS 21 REPAIR	7-10-720-27-2700-0430-000-000000	2,007.66
						Check Total	2,007.66
						<b>Vendor Total</b>	<b>2,007.66</b>
<b>U.S. FOOD SERVICE, INC. ALLIANT</b>		<b>2117</b>					
	0100090217	05/03/17	05-03-2017_11		4/FOOD	7-21-740-31-3100-0630-000-000000	20,627.87
						Check Total	20,627.87
						<b>Vendor Total</b>	<b>20,627.87</b>
<b>VERIZON WIRELESS</b>		<b>3373</b>					
	0100090317	05/17/17	9785156413		5/CHARGES	7-22-602-00-2100-0531-000-001229	49.85
	0100090317	05/17/17	9785156413		5/CHARGES	7-27-971-17-3330-0531-000-008600	38.88
	0100090317	05/17/17	9785156413		5/CHARGES	7-22-301-10-0030-0531-000-001202	38.95
	0100090317	05/17/17	9785156413		5/CHARGES	7-10-602-10-0090-0531-000-000000	1,381.83
	0100090317	05/17/17	9785156413		5/CHARGES BUS PHONES	7-10-602-10-0090-0531-000-000000	103.75
						Check Total	1,613.26
						<b>Vendor Total</b>	<b>1,613.26</b>
<b>WENDY SCOTT</b>		<b>27138</b>					
	0100090218	05/03/17	05-03-2017_7		GIFTED ED SUPPLIES	7-10-602-00-0090-0610-000-003150	20.00
						Check Total	20.00
						<b>Vendor Total</b>	<b>20.00</b>
<b>WESTERN SLOPE BAR SUPPLIES</b>		<b>3682</b>					
	0100090351	05/24/17	05-23-2017_17		4/ACCT LE3747	7-10-720-27-2700-0610-000-000000	28.15
	0100090351	05/24/17	05-23-2017_16		4/ACCT 34150000	7-10-602-10-0090-0610-000-000000	77.75
						Check Total	105.90
						<b>Vendor Total</b>	<b>105.90</b>
<b>WILLIAM CONNER CAMP</b>		<b>31887</b>					
	0100090318	05/17/17	05-16-2017_23		4/12-5/9 CHROMEBOOK SERVICE	7-10-602-10-0090-0300-000-000000	70.00
						Check Total	70.00
						<b>Vendor Total</b>	<b>70.00</b>
<b>XCEL ENERGY</b>		<b>3732</b>					
	0100090239	05/05/17	54407529		4/UTILITIES	7-19-971-00-2600-0410-000-003141	249.91
	0100090239	05/05/17	54407529		4/UTILITIES	7-10-710-26-2600-0620-000-000000	13,912.41
	0100090239	05/05/17	54407529		4/UTILITIES	7-27-971-17-3330-0620-000-008600	264.60
						Check Total	14,426.92
						<b>Vendor Total</b>	<b>14,426.92</b>

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
<b>YOUTH CULTURE WORKS</b>		<b>27014</b>					
	0100090286	05/12/17	05-10-2017_8		GRADUATION	7-10-602-10-0090-0300-000-000000	105.00
	0100090286	05/12/17	05-10-2017_8		LCIS STUDY OF SUCCESS	7-10-602-10-0090-0300-000-000000	560.00
	0100090286	05/12/17	05-10-2017_8		DOOR PROGRAM	7-10-602-10-0090-0300-000-000000	2,135.00
						Check Total	<u>2,800.00</u>
						<b>Vendor Total</b>	<u><b>2,800.00</b></u>
						<b>Grand Total</b>	<u><b>1,068,131.21</b></u>

Cash Flow Financial Report  
FY 2016-2017

		<u>Beginning Balance</u>	<u>Activity</u>	<u>Deposits</u>	<u>Ending Balance</u>
<b>Lake County School District</b>					
<b>Operating Account</b>					
	July	\$ 650,595.12	\$ 1,182,600.82	\$ 1,056,589.59	\$ 524,583.89
	August	\$ 524,583.89	\$ 1,002,844.40	\$ 1,009,392.44	\$ 531,131.93
	September	\$ 531,131.93	\$ 1,022,318.78	\$ 1,200,172.84	\$ 708,985.99
	October	\$ 708,985.99	\$ 1,263,206.35	\$ 997,121.27	\$ 442,900.91
	November	\$ 442,900.91	\$ 1,236,981.67	\$ 1,469,069.94	\$ 674,989.18
	December	\$ 674,989.18	\$ 1,187,943.23	\$ 1,634,723.57	\$ 1,121,769.52
	January	\$ 1,121,769.52	\$ 840,950.07	\$ 358,256.37	\$ 639,075.82
	February	\$ 639,075.82	\$ 1,003,662.23	\$ 1,010,785.43	\$ 646,199.02
	March	\$ 646,199.02	\$ 1,762,202.98	\$ 2,052,145.98	\$ 936,142.02
	April	\$ 936,142.02	\$ 1,001,192.19	\$ 832,406.38	\$ 767,356.21
	May	\$ 767,356.21	\$ 4,812,362.64	\$ 4,777,959.08	\$ 732,952.65
	June				\$ -
<b>Colostrust Account</b>					
	July	\$ 3,636,704.43	\$ 900,000.00	\$ 186,197.32	\$ 2,922,901.75
	August	\$ 2,922,901.75	\$ 700,000.00	\$ 186,066.25	\$ 2,408,968.00
	September	\$ 2,408,968.00	\$ 450,000.00	\$ 185,854.45	\$ 2,144,822.45
	October	\$ 2,144,822.45	\$ 700,000.00	\$ 185,742.01	\$ 1,630,564.46
	November	\$ 1,630,564.46	\$ 807,000.00	\$ 185,175.30	\$ 1,008,739.76
	December	\$ 1,008,739.76	\$ -	\$ 343,382.69	\$ 1,352,122.45
	January	\$ 1,352,122.45	\$ -	\$ 209,081.94	\$ 1,561,204.39
	February	\$ 1,561,204.39	\$ 400,000.00	\$ 211,612.55	\$ 1,372,816.94
	March	\$ 1,372,816.94	\$ 400,000.00	\$ 212,257.23	\$ 1,185,074.17
	April	\$ 1,185,074.17	\$ -	\$ 212,324.30	\$ 1,397,398.47
	May	\$ 1,397,398.47	\$ 2,091,280.00	\$ 3,896,393.98	\$ 3,202,512.45
	June				\$ -
<b>Payroll Account</b>					
	July	\$ 10,032.17	\$ 391,757.79	\$ 390,000.00	\$ 8,274.38
	August	\$ 8,274.38	\$ 381,191.61	\$ 380,000.00	\$ 7,082.77
	September	\$ 7,082.77	\$ 415,853.51	\$ 420,943.23	\$ 12,172.49
	October	\$ 12,172.49	\$ 440,454.82	\$ 437,000.00	\$ 8,717.67
	November	\$ 8,717.67	\$ 441,200.74	\$ 440,100.00	\$ 7,616.93
	December	\$ 7,616.93	\$ 434,457.26	\$ 550,000.00	\$ 123,159.67
	January	\$ 123,159.67	\$ 399,167.41	\$ 283,170.36	\$ 7,162.62
	February	\$ 7,162.62	\$ 430,397.78	\$ 431,316.92	\$ 8,081.76
	March	\$ 8,081.76	\$ 422,775.53	\$ 420,000.00	\$ 5,306.23
	April	\$ 5,306.23	\$ 407,384.33	\$ 410,000.00	\$ 7,921.90
	May	\$ 7,921.90	\$ 434,457.16	\$ 440,000.00	\$ 13,464.74
	June				\$ -





**The Center**  
Early Childhood Programs  
Lake County School District R-1

315 West 6<sup>th</sup> Street  
Leadville, CO 80461

*Head Start, Colorado Preschool Program, Tuition-Based Preschool and School Age Programs, Services for Children with Special Needs*

**Head Start items for Governing Board**

**Contents:**

**Informational Items:**

1. Head Start Director's Report – May
2. Budget Report for May FY2017
3. Credit Card Summary Logs for Wells Fargo, Safeway, and Sam's Club
4. Policy Council May Meeting Minutes
5. Approved Waiver for Nancy Lopez from the office of Head Start

**Lake County School District**  
**Head Start Program**  
**Director Report Month of – May 2017**

<b>Task</b>	<b>Status</b>	<b>Comments</b>
<b><u>Head Start Enrollment</u></b>	52	Total Funded Enrollment: 68 14 Full Day Head Start spots assigned
<b><u>Head Start only Wait list*:</u></b> <b>Income qualified</b>	0	
<b>Over income</b>	20	
	***children on Head Start wait list may be enrolled in CPP or tuition slots	
<b>Preschool CPP</b>	74	64 children served; 10 double CPP slots have been assigned
<b>Total <u>unserved</u> by any ECE program</b>	4	4-Tuition Wait List
<b>Attendance</b>	83%	
<b>In-kind to date FY17</b>	May: \$740.79 YEAR TO DATE: \$8,751.49 (Required in-kind for FY17: \$137,956 by 1/31/2018)	
<b><u>Current Month:</u> Parent Volunteers</b>	Overall: 34 Head Start Parent Volunteers: 14	
<b><u>Budget-FY17</u></b>	<b><i>FY17 Attached</i></b> Budget is on track	
<b>CACFP- Free/reduced meal Reimbursement</b>	Total Claim for The Center – May: \$5,016.39	The Center meal counts: May 2017 Breakfasts: 1,134 Lunches: 1,062 Snacks: 322

<p><b>Program Self-Assessment and Monitoring</b></p>	<p>Self-Assessment Focus Areas are: (some of these were adjusted from April Director’s Report)</p> <ul style="list-style-type: none"> <li>• Birth to Three and Pregnant Women Community Assessment – needs and gaps in our community</li> <li>• Family Engagement Practices – deeper look at recruitment practices and enrollment timelines from the past two years; deeper look at attendance at events also considering various subgroups of families</li> <li>• Child Health and Wellness Numbers – deeper look at health data overall, including follow-up timelines in an effort to streamline processes</li> <li>• Pyramid Plus Staff Reflection – staff utilized a tool to determine what areas of the Pyramid Model are being implemented with fidelity, what is going well, and what areas they would like continued training in</li> </ul> <p>Self-Assessment Focus groups are scheduled for June, we are compiling data to help us take a more in depth look at the above areas.</p> <p>On-going Monitoring is on track</p>	
<p><b>1) Head Start Federal Financial Reports</b></p> <p><b>2) Grant Awards</b></p>	<p>1. Federal Cash Transaction Report and Admin Cost Report Quarter 2 for FY2017 due on 7/30/17</p> <p>CPP annual report and application submitted on May 19, 2017 10 CPP Double Slots were awarded for the 2017-2018 school year, this allows us to serve 10 children with two slots instead of one, which will equate to 20 CPP hours a week. We will utilize our selection points and identified risk factors to select the children with the highest needs for these double slots.</p> <p>Head Start has released information that a 1% COLA (Cost of Living Adjustment) will be awarded to programs, we expect a funding letter outlining the details in June.</p>	
<p><b>*Goal development</b></p>	<p>As a reminder, the program goals for our 5 year grant cycle are:</p> <ol style="list-style-type: none"> <li>I. Our program will be productive and efficient with respect to building use and school district partnerships</li> <li>II. Our program will provide high quality services through clear communication of updated policies and resources.</li> <li>III. Our program will focus on mentoring, team building, and targeted professional development to provide high quality learning experiences for children.</li> <li>IV. Our program will celebrate and enhance parent’s role as their child’s first and most important teacher by providing access to resources about child development, early learning, health, wellness, and strong families.</li> <li>V. Our program will understand and promote the connection between family engagement and school readiness.</li> </ol>	
<p><b>Head Start Health Screenings completed</b></p>	<p>Dental: 33 complete, 11 no exam, 8 expired          Physicals: 51 complete; 1 Expired          Lead: 33 complete, 8 incomplete, 11 expired          Hemoglobin: 33 complete, 8 incomplete, 11 expired          Immunizations: 52          Immunization Follow up: 0          Hearing: Passed Exam – 49; No exam – 1          Rescreen Required – 1</p>	<p>IIEP: Head Start – 13          Total – 21</p>

	Vision: Passed Exam – 51; No exam – 1 Rescreen Required – 0 DIAL: 52 complete Ages & Stages: 41; 11 incomplete	
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<b>Task</b>	<b>X = Attended</b>	<b>Comment</b>
<b>Meetings attended:</b> <b>Policy Council</b> <b>Parent Committee/FFN</b> <b>Manager’s Meeting</b> <b>Child Protection Team</b> <b>School Board</b> <b>LCECC</b> <b>CHSA</b> <b>Child Care Collab</b> <b>Health Services</b> <b>Advisory Committee</b> <b>Ed. Committee</b>	X  X	Attended the CPP Regional Meeting on May 12, 2017 in Denver.  CPP District Advisory Council Spring Site Visit occurred at The Center on May 10, 2017. Walk throughs occurred in the classrooms.
<b>Program Trainings</b>	All staff participated in the following trainings in the month of May at PLC: <ul style="list-style-type: none"> <li>• May 2, 2017 – Kindergarten Transition Events and Informational Cards</li> <li>• May 2, 2017 – Head Start Early Learning Outcomes Framework, Teaching Strategies GOLD, and The Center School Readiness Alignment</li> </ul>	

**Other:**

Staffing changes:

- Kayla Marcella has been hired as the new business manager. Her initial training will take place with Claire Oatey, our current business manager in June. She will officially start in August for the 2017-2018 school year.
- Teaching Staff for the 2017-2018 currently looks to be complete as we will have 12 teachers with the intent to return and are projecting needing 12 teachers given that we are planning for 6 classes instead of 7 for the 2017-2018 school year. No teaching staff will be cut since 1 teacher has resigned and 1 teacher was hired in a temporary role.
- 3 teachers successfully completed all requirements for the CDA certification – Trisha Lopez, Brenda Caraveo, and Anne Sifuentes.

Head Start Updates:

- Annual Site visit occurred with Dolly Hull, Regional Specialist (Linda Fiock is retiring so Dolly has been assigned as our new specialist) and Debbie Hedin. Overall this site visit went very well including their conversation with members from the board and Policy Council and the classroom visits.
- Change In Scope Amendment for our reduction to enrollment was returned to us. We have been asked to relook at this, our proposed cost per child with the reduction is considered high. It was also recommended that utilize our Community Assessment data to identify any potential Early Head Start needs, there is currently no Early Head Start services in our community. This work is in progress and a revised proposal will be submitted for approval and then to the Office of Head Start by June 30, 2017.

**Approval Items:**

- Revised Change in Scope Amendment for enrollment reduction will be submitted for approval the week of June 19 to Policy Council and then the Lake County School Board at the June 27<sup>th</sup> meeting. – as noted above this will request a conversion to Early Head Start slots as a part of our Head Start reduction
- Self-Assessment Updated Policy
- Self-Assessment Results

**Informational Items:** Attached please find for your information

- May 2017 Head Start Budget Report
- May 2017 Credit Card Charges Summary Report (Wells Fargo, Safeway, and Sam's Club)

**Submitted by: Tanya Lenhard****Date: 6/7/17**

Lake County School District Head Start Budget FY17

February 1, 2017 to January 31, 2018		FEBRUARY	MARCH	APRIL	MAY	YTD	FY17 Budget
REV 27.97.17.0000.40	FY17 Revenue	\$ 40,797.00	\$ 48,668.00	\$ 46,662.00	\$ 46,810.00	\$ 182,937.00	\$ 551,822.00
27.971.17.2600.0110.6	CUSTODIAN SALARY	\$ 2,525.26	\$ 2,337.25	\$ 2,103.38	\$ 2,011.93	\$ 8,977.82	\$ 20,912.00
27.971.17.2600.0221.6	CUSTODIAN MEDICARE	\$ 36.39	\$ 33.67	\$ 30.28	\$ 28.92	\$ 129.26	\$ 500.00
27.971.17.2600.0230.6	CUSTODIAN PERA	\$ 493.13	\$ 456.20	\$ 410.24	\$ 391.76	\$ 1,751.33	\$ 3,848.00
27.971.17.2600.0250.6	CUSTODIAN HEALTH	\$ 448.60	\$ 448.60	\$ 448.60	\$ 315.26	\$ 1,661.06	\$ 5,100.00
27.971.17.2700.0110.6	BUS DR SALARY	\$ 2,499.85	\$ 2,205.75	\$ 1,866.00	\$ 2,352.80	\$ 8,924.40	\$ 18,000.00
27.971.17.2700.0221.6	BUS DR MEDICARE	\$ 18.92	\$ 16.39	\$ 12.92	\$ 17.97	\$ 66.20	\$ 370.00
27.971.17.2700.0230.6	BUS DR PERA	\$ 456.19	\$ 398.31	\$ 327.92	\$ 431.43	\$ 1,613.85	\$ 3,249.00
27.971.17.2700.0250.6	BUS HEALTH	\$ 533.52	\$ 538.00	\$ 544.64	\$ 534.61	\$ 2,150.77	\$ 4,500.00
27.971.17.3330.0110.1	ADM SALARIES	\$ 4,046.55	\$ 4,046.55	\$ 4,046.55	\$ 4,046.55	\$ 16,186.20	\$ 48,559.00
27.971.17.3330.0110.4	CC SALARY	\$ 19,104.61	\$ 23,994.81	\$ 22,373.32	\$ 23,442.74	\$ 88,915.48	\$ 262,419.00
27.971.17.3330.0221.1	ADM MEDICARE	\$ 57.37	\$ 57.37	\$ 57.37	\$ 57.37	\$ 229.48	\$ 704.00
27.971.17.3330.0221.4	CC MEDICARE	\$ 257.11	\$ 326.36	\$ 303.63	\$ 319.18	\$ 1,206.28	\$ 3,833.00
27.971.17.3330.0230.1	ADM PERA	\$ 777.46	\$ 777.46	\$ 777.46	\$ 777.46	\$ 3,109.84	\$ 9,204.00
27.971.17.3330.0230.4	CC PERA	\$ 3,484.62	\$ 4,422.84	\$ 4,115.00	\$ 4,325.44	\$ 16,347.90	\$ 50,158.00
27.971.17.3330.0250.1	ADM HEALTH	\$ 2.52	\$ 2.52	\$ 2.52	\$ 2.52	\$ 10.08	\$ 10,500.00
27.971.17.3330.0250.4	CC HEALTH	\$ 4,605.12	\$ 5,163.41	\$ 4,987.08	\$ 4,987.05	\$ 19,742.66	\$ 71,978.00
27.971.17.3330.0300.0	PRO/TECH	\$ -	\$ -	\$ 130.00	\$ -	\$ 130.00	\$ 50.00
27.971.17.3330.0320.0	EDUCATION	\$ 488.22	\$ 1,458.46	\$ 1,421.48	\$ 1,393.98	\$ 4,762.14	\$ 11,931.00
27.971.17.3330.0330.0	COPY MACHINE	\$ 517.74	\$ 597.76	\$ 569.89	\$ 444.65	\$ 2,130.04	\$ 3,100.00
27.971.17.3330.0335.0	MED/DENTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00
27.971.17.3330.0500.0	PARENT FUND	\$ -	\$ 201.00	\$ -	\$ -	\$ 201.00	\$ 1,500.00
27.971.17.3330.0510.0	STUD TRANS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800.00
27.971.17.3330.0520.0	INSURANCE/AUDIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00
27.971.17.3330.0531.0	TELEPHONE	\$ 34.59	\$ 91.75	\$ 54.68	\$ 73.93	\$ 254.95	\$ 1,850.00
27.971.17.3330.0533.0	POSTAGE	\$ 49.00	\$ -	\$ -	\$ -	\$ 49.00	\$ 195.00
27.971.17.3330.0580.0	TRAVEL/REGISTRATION	\$ -	\$ 133.30	\$ -	\$ 121.29	\$ 254.59	\$ 1,000.00
27.971.17.3330.0610.0	SUPPLIES	\$ 360.43	\$ 185.92	\$ 1,350.23	\$ 64.53	\$ 1,961.11	\$ 6,712.00
27.971.17.3330.0620.0	UTILITIES	\$ -	\$ 773.96	\$ 728.34	\$ 668.44	\$ 2,170.74	\$ 9,200.00
27.971.17.3330.0810.0	DUES/FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00
27.971.17.3330.0730.0	EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>CASH</b>	<b>\$ 40,797.20</b>	<b>\$ 48,667.64</b>	<b>\$ 46,661.53</b>	<b>\$ 46,809.81</b>	<b>\$ 182,936.18</b>	<b>\$ 551,822.00</b>
	<b>In Kind</b>	<b>\$ 593.07</b>	<b>\$ 952.43</b>	<b>\$ 6,485.10</b>	<b>\$ 720.79</b>	<b>\$ 8,751.39</b>	<b>\$ 137,956.00</b>

**Safeway Card & Sam's Card**

Claire Oatey  
Business Manager

Date	Card	Description	Amount
9/3/2015	Safeway	School Supplies (HS & CPP) and Teacher Appreciation (candy - Activity Account)	\$ 137.55
9/24/2015	Safeway	Supplies for Family Fun Night (HS & CPP)	\$ 33.19
10/6/2015	Safeway	Snacks for CPP Site Visit (Activity Account)	\$ 24.96
10/19/2015	Safeway	Snacks for teachers for home visits (Activity Account)	\$ 59.46
12/3/2015	Safeway	Water for Family Fun Night	\$ 5.99
12/4/2015	Safeway	Snacks for Health Services Advisory Committee Meeting (Activity Account)	\$ 34.70
12/9/2015	Safeway	Snacks for Head Start Regional Visit (Activity Account)	\$ 38.21
12/17/2015	Safeway	Breakfast for Trail 100 holiday party helpers (Activity Account)	\$ 34.21
2/1/2016	Safeway	Classroom cleaning supplies and toothbrush supplies (HS & CPP)	\$ 11.17
2/9/2016	Safeway	Classroom celebrations on 2/10 (HS & CPP)	\$ 84.43
2/10/2016	Safeway	Classroom celebrations on 2/10 (HS & CPP)	\$ 6.03
2/10/2016	Safeway	Teacher food for conferences (Activity Account)	\$ 44.86
2/22/2016	Safeway	Family Fun Night supplies (HS & CPP)	\$ 12.28
2/24/2016	Safeway	Cold Packs purchased by Health Manager	\$ 17.06
3/11/2016	Safeway	Policy Council Meal (HS)	\$ 23.99
3/24/2016	Safeway	Food Friends (Activity Account)	\$ 62.94
4/22/2016	Safeway	Policy Council Meal (HS), Health Meeting (AA), CPP site visit (AA)	\$ 68.09
5/13/2016	Safeway	Policy Council Meal (HS)	\$ 25.96
6/1/2016	Safeway	Snacks for Strategic Planning (Activity Account)	\$ 28.48
6/28/2016	Sam's Club	Mailing envelopes for staff packets	\$ 9.57
9/15/2016	Safeway	Policy Council Meal (HS)	\$ 38.97
10/4/2016	Safeway	Classroom Supplies (HS/CPP/CC), CPP Site visit (AA)	\$ 70.46
10/17/2016	Safeway	Policy Council Meal (HS), Home visit snacks (AA)	\$ 94.36
10/24/2016	Safeway	Classroom Supplies (HS/CPP/CC)	\$ 81.85
11/7/2016	Safeway	Classroom Supplies (HS/CPP/CC)	\$ 70.00
11/14/2016	Safeway	Classroom Supplies (HS/CPP/CC); PC Meal (HS)	\$ 45.94
12/8/2016	Safeway	Classroom Supplies (HS/CPP/CC)	\$ 10.45
12/14/2016	Safeway	Activity Account	\$ 40.14
1/23/2017	Safeway	Ski Program (Activity Account)	\$ 9.69
2/23/2017	Safeway	FFN Supplies (HS/CPP)	\$ 4.99
3/8/2017	Safeway	Supplies (HS/CPP/CC) + Food Friends (Activity Account)	\$ 17.87
3/13/2017	Safeway	Classroom Supplies (HS/CPP/CC)	\$ 7.79
4/4/2017	Safeway	Teacher Snacks (Activity Account)	\$ 37.97
5/11/2017	Safeway	Teacher snacks for home visits (Activity Account)	\$ 81.50

**Wells Fargo Card**

Claire Oatey

Business Manager

<b>Statement Closing Date</b>	<b>Description</b>	<b>Amount</b>
3/2/2016	Valet Parking at Hyatt Hotel for RMECC	\$ 39.00
5/3/2016	Shuttle for Lauren & Marissa at FCIC National Training Institute. Plane ticket for Claire to Nashville for National Head Start Conference.	\$ 405.52
Jun-16	Meals for Tanya's Head Start Conference in Denver	\$ 112.12
10/4/2016	TPO Training: Cost of training for Lauren & Tanya, two dinners for Tanya, Hotel for 2 nights	\$ 716.75
11/2/2016	Preschool CDA Competency Books for staff: HS Education fund	\$ 224.00
12/2/2016	Gifts for children from Target: Paid for by Legacy Foundation	\$ 338.02
12/2/2016	Gifts for children from Walmart: Paid for by Legacy Foundation	\$ 1,100.59
12/2/2016	Gifts for children from Walmart: Paid for by Legacy Foundation	\$ 120.05
12/2/2016	Gifts for children from Toys R Us: Paid for by Legacy Foundation	\$ 997.39
12/2/2016	REFUND for part of Target - packaged delivered to wrong address	\$ (266.57)
2/2/2017	Lauren's flight to Seattle for Incredible Years Training	\$ 269.40
3/2/2017	Meals for HS Leadership Conference (Tanya), hotel for Incredible Years (Lauren)	\$ 942.08
4/4/2017	Flights for conferences (Nichole, Tanya, Lisa), Hotel for conference (Tanya & Lisa) for 2 nights	\$ 1,266.78
5/2/2017	Airport Shuttles and meals for conference (Tanya & Lisa)	\$ 247.14



The Center Early Childhood Programs – Policy Council Minutes – Meeting Date – May 22,2017

**Attending:** Thea Gab, Chelsea Luna, Bethany Godsman, Erin Duggan, Kelly Martinez, Erin Duggin, and Crystal Flores. Guests – Lisa Roeder, Tanya Lenhard, and Ellie Solomon

**Not Attending:** Sandra Cano, Alyssa Gallegos, Rosa Guzman, Maria Salas, Danielle Swago, and Amy Small.

**Roll Call:** Thea called roll and determined that a quorum was present. In the secretary's absence, Lisa Roeder filled out the minutes.

**Approval of Agenda and Minutes:** Bethany motioned to approve the agenda, and Erin seconded the motion. All were in favor. Kelly motioned to approve the minutes of the March regular meeting and the minutes of the April and May special meetings. Chelsea seconded the motion, and all were in favor.

**Special Guest:** Mary Jelf talked to the council about the Parents as Teachers program. Mary is looking for suggestions and insight as the need to bring this program to Lake County.

**Training:** Lisa did the training on the ERSEA Policy's, and there was discussion around the changes made that reflect the new Head Start Performance Standards.

**New Business:** After the training and reviewing of the ERSEA policy's there was a motion made by Kelly Martinez to approve them, and Crystal Flores seconded the motion. All were in favor of approving the policies. The council suggested reaching out to the doctor's offices in Summit County and Frisco. Tanya introduced Kayla Marcella to the council for the Business Manager Position. Kayla has an Associate's Degree in Accounting and a Bachelor's Degree in Business Administration. She has six years of experience as the financial director for Lake County. She also has grant management experience, which includes supporting, reporting, and maintaining grant requirements. The interview committee expressed she has good organizational skills, and professionalism. Chelsea Luna motioned to approve Kayla Marcella, and Crystal Flores seconded the motion. All were in favor. Tanya talked about the HR Policy's and the changes that have been made according to the Head Start Performance Standards. After being reviewed, Bethany motioned to approve the HR Policy and Chelsea seconded the motion. All were in favor.

**Unfinished Business:** We will look at the Staff Handbook and Advocacy Policy in the fall. In June we will look at COLA.

**Treasures Report:** Crystal Flores reported the balance of the Parent Activity Fund. There was a deduction for the meal for the March meeting.

**Committee Reports:** School board reported on their upcoming board meetings, as well as what they will be working on. They have a meeting in June, but will not have one in July.

**Directors Report:** Tanya presented the budget reports. The credit card reports were also presented. Tanya updated on the enrollment reduction, and there were discussions over ideas and revisions. Tanya asked that we hold another meeting once the new changes are available. Tanya also talked about the Head Start Site Visit that took place on May 17<sup>th</sup>. Thea also discussed their time with them and what some of the suggestions were. The visit went very well from both perspectives.

**Announcements:** Enrollment for the 2017 – 2018 school year will continue. We will have a June meeting to discuss the Change in Scope Amendment to Head Start Enrollment.

**Adjournment:** The meeting was adjourned at 7:27 pm by Thea

Respectfully Submitted,

Lisa Roeder – Substitute for the Policy Council Secretary



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | Region VIII | 1961 Stout Street, Room 8-148, Denver, CO 80294 | [eclkc.ohs.acf.hhs.gov](http://eclkc.ohs.acf.hhs.gov)

MAY 02 2017

Amy Frykholm  
Board Chairperson  
Lake County School District #1  
315 W 6th St  
Leadville, CO 80461-3519

Grant Number: 08CH1096

Dear Ms. Frykholm:

We have reviewed your request to waive staff qualification requirements described in the Head Start Act of 2007 (42 § USC. 9801 et. seq.) for one or more center-based Head Start teachers. Your request has been found consistent with the regulatory requirements. Waivers have been approved for a three-year period for the following center-based Head Start teachers. The expiration date for each individual is provided for your convenience.

Lopez, Nancy

Expiration Date: 05/01/2020

It is the grantee's responsibility to ensure teachers maintain an active Child Development Associate (CDA) credential that is appropriate to the age of children being served in center-based programs or a State-awarded certificate for preschool teachers that meets or exceeds the requirements for a CDA credential. Approved waivers are valid based on meeting and maintaining eligibility criteria, one of which is an appropriate current CDA or State-awarded certificate.

If you have any questions regarding these waivers, please contact your Program Specialist, Linda Fiock, at (303) 844-1199. Thank you for your continued support for children and families in your community.

Sincerely,

Debra Hedin  
Regional Program Manager  
Office of Head Start, Region 8

cc: Dr. Wendy Wyman, Executive Director  
Tanya Lenhard, Head Start Director  
Mari Spinner, Policy Council Chairperson