



**District
Mission:**

LCSD Challenges students to reach their fullest potential through personal, engaged and rigorous learning in the classroom and beyond.

**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
April 13, 2021 5:00 pm Regular Meeting
Location: District Office-Room 11 & via Zoom

1. 5:00 Call to order
2. 5:01 Pledge of Allegiance
3. 5:02 Roll Call
4. 5:03 Preview Agenda
5. 5:04 Book Study-Superintendent Massey
6. 5:15 Public Participation

Members of the public who wish to address the board on non-agenda items are welcome to do so at this time. Please sign up with board secretary. We ask you to please observe the following guidelines:

- Confine your comments to matters that are germane to the business of the School District.
- Recognize that students often attend or view our meetings. Speaker's remarks, therefore, should be suitable for an audience that includes kindergarten through twelfth grade students.
- Understand that the board cannot discuss specific personnel matters or specific students in a public forum.

7. 5:30 Consent Agenda
 - a. March 9, 2021 Regular Meeting Minutes
 - b. March 12, 2021 Special Meeting Minutes
 - c. March 30, 2021 Special Meeting Minutes
 - d. Resolution NO. 21-19 Increase in Funds
 - e. Head Start-Policies: Eligibility, Recruitment, Enrollment, Selection, and Attendance
8. 5:31 BEST Update
9. 6:00 Action Item
 - a. 6:00 21st CCLC Cohort IX Application
 - b. 6:15 Head Start COLA Application
 - c. 6:25 ESSER II Funds
 - d. 6:45 St. George/LCSD MOU
 - e. 6:50 Employee Status
 - f. 6:55 SWAP MOU
10. 7:10 Student Representatives Report
11. 7:15 Break
12. 7:20 Discussion Items
 - a. 7:20 ARP ESSER III Funds
 - b. 7:50 LURA IGA and Land Dedication
13. 8:05 Oversight Calendar
 - a. Policy review GP-10 through GP-14 & BRS-1 through BRS-5E
14. 8:25 Superintendent Update
15. 8:30 Board Reports
16. Agenda planning
17. Informational Items
 - a. Head Start Reports
18. Adjourn
19. Meeting or event:
 - a. April 23, 2021 LCSD & LCEA Negotiations 8:00 am @ District Office/Zoom
 - b. April 27, 2021 Special Meeting 6:30 pm @ District Office/Zoom
 - c. May 11, 2021 Regular Meeting 5:00 pm @ District Office/Zoom

Estimated duration of meeting is 2.5 to 3 hours **Updated 4/8/2021

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. Time limits are 3 minutes for individual speakers if fewer than 20 individuals have signed up to speak; 2 minutes' limit and 5 minutes for groups of 20 signed up; and 1 minute for individual and 3 minutes for groups if more than 30 have signed up to speak. Please see Board Policy GP-14 (Governance Process) for the full policy. 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.



Mision del Distrito:

LCSD desafía a los estudiantes a alcanzar su máximo potencial a través del aprendizaje personal, comprometido y riguroso en el aula y más allá.

Prioridades de la junta:

Asegúrese de que todos los estudiantes se mantengan en o por encima del nivel de grado cada año y se gradúen preparados para implementar con éxito un plan para la universidad o una carrera.

Todos los días estamos preparados para la universidad o una carrera.

Brindar a todos los estudiantes oportunidades de aprendizaje interesantes.

El rigor y el compromiso están en todas partes.

Crea un espacio seguro, inclusivo y acogedor para todos.

La diversidad y la cultura nos hacen mejores.

Planificar y ejecutar las inversiones de capital y capital humano que mejorarán nuestro distrito.

Planeamos para el futuro.

Junta de Educación del Distrito Escolar del Condado de Lake 13 de abril de 2021 5:00 pm Reunión ordinaria Ubicación: Oficina del distrito y via Zoom

1. 5:00 Llamada al orden
2. 5:01 Juramento a la bandera
3. 5:02 Pasar lista
4. 5:03 Vista previa de la agenda
5. 5:04 Estudio de libro-Superintendente Massey
6. 5:15 Participación pública

Los miembros del público que deseen dirigirse a la junta sobre temas que no estén en la agenda pueden hacerlo en este momento. Regístrese con el secretario de la junta. Le pedimos que observe las siguientes pautas:

- Limite sus comentarios a asuntos relacionados con los negocios del Distrito Escolar.
- Reconozca que los estudiantes a menudo asisten o ven nuestras reuniones. Por lo tanto, los comentarios del orador deben ser adecuados para una audiencia que incluya a estudiantes de jardín de infantes a duodécimo grado.
- Entender que la junta no puede discutir asuntos específicos de personal o estudiantes específicos en un foro público.

7. 5:30 Agenda de consentimiento
 - a. Acta de la reunión ordinaria del 9 de marzo de 2021
 - b. Acta de la reunión especial del 12 de marzo de 2021
 - c. Acta de la reunión especial del 30 de marzo de 2021
 - d. Resolución NO. 21-19 Aumentos de fondos
 - e. Políticas de Head Start: Elegibilidad, Reclutamiento, Inscripción, Selección y Asistencia
8. 5:31 BEST Actualización
9. 6:00 Elementos de acción
 - a. 6:00 21st Solicitud de Cohorte IX del CCLC
 - b. 6:15 Solicitud COLA de Head Start
 - c. 6:25 Fondos ESSER II
 - d. 6:45 Memorando de Entendimiento de St. George/LCSD
 - e. 6:50 Estado de empleado
 - f. 6:55 MOU de Intercambio
10. 7:10 Informe de representante estudiantil
11. 7:15 descanso
12. 7:20 Tema de discusión
 - a. 7:20 Fondos ARP ESSER III
 - b. 7:50 LURA IGA y la dedicación a la tierra
13. 7:50 Calendario de supervisión
 - a. Revisión de políticas GP-10 a GP-14 y BRS-1 a BRS-5E
14. 8:10 Actualización del Superintendente
15. 8:20 Informes de la junta
16. Planificación de la agenda
17. Elementos informativos
 - a. Informes de Head Start
18. Aplazar
19. Next Reunion o evento:
 - a. 23 de abril de 2021 Negociaciones de LCSD y LCEA 8:00 am en la oficina del distrito/Zoom
 - b. 27 de abril de 2021 reunion especial 6:30 pm en la oficina del distrito/Zoom

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c. 11 de mayo de 2021 reunion sesión de trabajo 6:30 pm @ oficina del distrito/Zoom

La duración estimada de la reunión es de 2,5 a 3 horas ** Actualizado el 8 de abril de 2021

Algunas notas de bienvenida:

El tiempo de reunión de la junta se dedica a su misión estratégica y sus principales prioridades. • La “agenda de consentimiento” tiene elementos que han sido discutidos previamente o son muy rutinarios. Al no discutir estos temas, podemos dedicar tiempo a nuestras prioridades más importantes. • La “participación pública” es una oportunidad para presentar breves comentarios o plantear preguntas a la junta para su consideración o seguimiento. Los límites de tiempo son 3 minutos para oradores individuales si menos de 20 personas se han inscrito para hablar; Límite de 2 minutos y 5 minutos para grupos de 20 inscritos; y 1 minuto para individuales y 3 minutos para grupos si más de 30 se han inscrito para hablar. Consulte la Política de la Junta GP-14 (Proceso de gobernanza) para conocer la política completa). Los límites están diseñados para ayudar a mantener la reunión estratégica enfocada y de ninguna manera limita las conversaciones más allá de la reunión de la junta. • Sus ideas son necesarias y bienvenidas y la junta le anima a solicitar una reunión con cualquier miembro de la junta, en caso de que tenga algo que discutir. • Si está interesado en ayudar en el esfuerzo de rendimiento del distrito, hable con cualquier miembro del equipo de liderazgo o llame a la oficina del distrito al 719-486-6800. Abundan las oportunidades. Su participación es muy deseada d.

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SCHOOL BOARD MINUTES

Regular Meeting

March 9, 2021

Meeting called to order –Director Eudelia called the meeting to order at 5:00 pm.

Roll Call of Members - The regular meeting of the Board of Directors for Lake County School District R-1 was called to order on March 9, 2021 at 5:00 p.m. and was held at the District Office and via Zoom. Directors Baker, Contreras, Federico, Solomon, Director Weston (all via Zoom) and Superintendent Massey was present. Student representative Allen was present and student representative Main was absent and excused.

Pledge of Allegiance –Superintendent Massey led the pledge of allegiance from a video.

Preview of agenda- No changes were needed.

Book Study- Superintendent Massey spoke to the board about the book study that she is doing with the administrative staff.

Public Participation- Megan Parocha, Danny O’Brien, Luke Finken and Beverly Lauchner spoke to the board in regards to the instructional plans for the schools for the rest of the year.

Approval of consent agenda items- It was moved by Director Solomon to approve consent agenda. Director Baker seconded the motion;

	Baker	Contreras	Federico	Solomon	Weston
Aye	X	X	X	X	X
Nay					
Absent					

motion carried 5-0-0.

Best Update- Colleen Kaneda presented an update to the board on the West Park BEST project.

Discussion Item- Superintendent Massey started the conversation about instructional plans from the school buildings moving forward and shared data from parent surveys done over parent teacher conferences. Holly DeBell explained the proposed plans for The Center, Kathleen Fitzsimmons for West Park Elementary, Cheryl Talbot for LCIS, Ben Cairns for Lake County High School and Heather Moutoux for Cloud City High School. The board discussed the plans and asked follow up questions. There will be a special meeting on Friday, March 12 at 2:30 for a vote from the board on the proposed plans.

A short break was taken and the meeting resumed.

Action Item- It was moved by Director Solomon to approve Resolution NO. 21-17 surplus of property. Director Weston seconded the motion;

	Baker	Contreras	Federico	Solomon	Weston
Aye	X	X	X	X	X
Nay					
Absent					

motion carried 5-0-0.

Discussion Item- Superintendent Massey led a discussion about the 4 day calendar for next year and discussing if we should keep the MLK and Presidents Day off , with having school on Friday's those weeks. The board discussed and will wait to see what another year of data shows before looking to make a change.

Student Representative Report- Student representatives were not available for an update.

Superintendent Update- Superintendent Massey had no additional updates this evening.

Board reports- Director Baker spoke of attending his first executive team for the West Park Project. Director Contreras had no report. Director Federico spoke of the upcoming BOCES meeting. Director Solomon spoke of Policy council meeting and the changes that the Center has made to the enrollment application process. Director Weston spoke of there not being any recent LURA meetings but attending a community zoom meeting.

Upcoming meetings were discussed. The Special Meeting is planned for Friday, March 12 at 2:30 pm and our Work Session will be on March 30th, the 5th Friday due to Spring Break.

Meeting was debriefed and it was moved by Director Weston to adjourn the meeting.

Director Solomon seconded the motion; motion carried.

Meeting adjourned at 8:12 pm.

ATTEST:

Felicia (Federico) Roeder, Secretary

Eudelia Contreras, President

SCHOOL BOARD MINUTES

Special Meeting

March 12, 2021

Meeting called to order –Director Eudelia called the meeting to order at 2:30 pm.

Roll Call of Members - The special meeting of the Board of Directors for Lake County School District R-1 was called to order on March 12, 2021 at 2:30 p.m. and was held at the District Office and via Zoom. Directors Baker, Contreras, Federico, Solomon, Director Weston (all via Zoom) and Superintendent Massey was present.

Pledge of Allegiance –Superintendent Massey led the pledge of allegiance from a video.

Preview of agenda- No changes were needed.

Public Participation- Luke Finken, Megan Parocha, Colin McFee, Danny O’Brien and Cooper Mallozzi spoke to the board in regards to the instructional plans for the schools for the rest of the year.

Action Item- It was moved by Director Solomon to approve the Instructional Plans for all buildings. Director Federico seconded the motion;

There was discussion from the board on the plans brought forward.

It was moved by Director Weston to amend the motion to include a directive to administration to find additional certified teachers and move forward with the motion at that time. Director Baker seconded the motion;

There was discussion from the board about the amendment and a vote was called on the amendment;

	Baker	Contreras	Federico	Solomon	Weston
Aye					X
Nay	X	X	X	X	
Absent					

motion for amendment failed 1-4-0.

Director Solomon moved to reconsider her original motion to approve plans as proposed.

Director Federico seconded the motion;

A vote was called for.

	Baker	Contreras	Federico	Solomon	Weston
Aye			X	X	
Nay	X	X			X
Absent					

Motion for approval failed 3-2-0.

Director Weston moved that we reconvene next Tuesday to continue the discussion and reviewal of plans. There was no second and motion failed.

Director Contreras interjected and stated she believed that she missed something while dealing with internet issues and she believed she was voting on the amendment to the motion.

Director Solomon moved that we adopt the plans as presented.

Superintendent Massey clarified that the amendment motion failed and the second vote also failed. At this point in time we would continue with our current instructional plans unless there was a directive from the board and that Director Weston had proposed that we have a meeting on Tuesday. Director Contreras asked if we should be looking to propose that motion again, Director Solomon responded that she redo the motion as it sounded like Director Contreras was unclear of what she was voting on. Superintendent

Masses explained that with Roberts Rules of Order that Director Contreras would actually ask to resend her vote. Director Weston said he thought it would be a move to reconsider and was unusual immediately following the vote. Director Contreras asked to clarify that there was a motion on the table to come back to this motion on Tuesday. Superintendent Massey clarified that there would need to be a motion to move forward with having a meeting on Tuesday. Director Weston so moved his original motion to have a meeting on Tuesday. There was no second on the motion. Director Weston thanked everyone for the opportunity to participate in the meeting but as he had nowhere to plug his computer in, he would have to leave the meeting. Director Contreras apologized for her audio and not being able to hear well.

Superintendent Massey explained that what we needed to decide on was that an instructional plan was not voted on and an action was not take, there was a proposal to postpone the meeting that did not receive a second and therefore we either need to adjourn the meeting or there needs to be a new motion made for a different action that would be put forward. If there is new motion for a different action that would be put forward then a vote would be take. If there is no new motion taken forward then nothing has been adopted and we would continue our instruction as we currently are currently running.

It was moved by Director Solomon to reconsider to give our leadership clear direction.

Director Federico seconded the motion.

A vote was called.

	Baker	Contreras	Federico	Solomon	Weston
Aye		X	X	X	
Nay	X				
Absent					X

Motion was approved 3-1-1.

Upcoming meetings were discussed. There will be a Work Session will be on March 30th, the 5th Friday due to Spring Break.

It was moved by Director Solomon to adjourn the meeting. Director Baker seconded the motion; motion carried.

Meeting adjourned at 4:37 pm.

ATTEST:

Felicia (Federico) Roeder, Secretary

Eudelia Contreras, President

SCHOOL BOARD MINUTES

Special Meeting

March 30, 2021

Meeting called to order –Director Eudelia called the meeting to order at 6:30 pm.

Roll Call of Members - The special meeting of the Board of Directors for Lake County School District R-1 was called to order on March 30, 2021 at 6:30 p.m. and was held at the District Office and via Zoom. Directors Baker, Contreras, Federico, Solomon, Director Weston (all via Zoom) and Superintendent Massey was present.

Pledge of Allegiance –The pledge of allegiance was recited.

Preview of agenda- No changes were needed.

Public Participation- None at this time.

Superintendent Massey explained the need and reasoning for bringing the Instructional Plans back to the school board for a vote.

Action Item- It was moved by Director Solomon to approve the Instructional Plans for all buildings. Director Baker seconded the motion;

	Baker	Contreras	Federico	Solomon	Weston
Aye		X	X	X	
Nay	X				X
Absent					

Motion passed 3-2-0.

The employee status report was not included in the packet and was tabled. It will be added to the April 13th meeting.

Oversight Calendar- Superintendent Massey shared an oversight of the Master plan and reviewed and highlighted what has been done; spoke to changes that have happened that may have impacted the plan; went over additional considerations for proposed work and looked at next steps.

Superintendent Massey gave an overview of the nonrenewal process should we have one in the future and where to find more information from CASB.

Discussion Items- Paul Anderson and Kristi Galarza spoke to the board in regards to community housing in Lake County and the housing coalition committee work.

Superintendent Massey went over the Phase 1 of the Strategic Planning conversations that included students and staff.

A short break was taken and the meeting resumed.

Superintendent Massey share results from her 360 feedback survey.

Superintendent Massey lead the discussion about board meeting structures. Items of discussion were: in person vs zoom structure; facilitator or support for the board president in how to participate in the meeting; action item vs discussion items on agendas; when do we have public participation and chat feature on zoom meetings.

Agenda Planning- Agendas for upcoming meetings were discussed.

It was moved by Director Solomon to adjourn the meeting. Director Weston seconded the motion; motion carried.

Meeting adjourned at 9:52 pm.

ATTEST:

Felicia (Federico) Roeder, Secretary

Eudelia Contreras, President

RESOLUTION NO. 21-19

BE IT RESOLVED THAT, the Board of Education of Lake County School District R-1 authorizes an increase in the 2020-2021 Funds as follows:

Grants Fund 22

EASI (Empowering Action for School Improvement) Cohort 4 (new acquisition)	\$23,127.00
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Total \$	\$23,127.00
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Felicia (Federico) Roeder, Secretary

Eudelia Contreras, President

Dated: April 13, 2021



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

315 West 6th Street
Leadville, CO 80461

Phone 719 486-6928
Fax 719 486-9992

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

Head Start Action Items for Governing Board

Action Agenda Items:

1. Lake County School District R-1, Head Start and Early Head Start Policies (5) on
 - a. Eligibility
 - b. Recruitment
 - c. Enrollment
 - d. Selection
 - e. Attendance

Lake County School District
Head Start Program

Eligibility Policy Head Start & Early Head Start

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. Staff will utilize birth certificates or other documentation to verify age. Age eligibility requirements are as follows:
 - For Early Head Start a child must be an infant or toddler younger than three years old. Children may remain in Early Head Start until they are age-eligible for Head Start for up to 8 months beyond their 3rd birthday. Expectant mothers that meet the eligibility requirements may also be enrolled in Early Head Start.
 - For Head Start, children must be 3 or 4 years old on or before October 1 of each year. 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 Lake County Elementary School 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 3rd 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 (with other mandatory requirements by State guidelines) 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. EHS children maintain enrollment in the Home Visiting Early Head Start program until age eligible for transition into the Head Start program. Enrollment into Head Start is dependent on re-verification of income.
- b. An eligible child enrolled at age 3 is automatically eligible for a second year of enrollment.
- c. 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.

3. Third-year eligibility:

- a. An age eligible child who has been enrolled in Head Start for 2 years and may qualify for a third year must have proper documentation, including a re-verification of income.

Policy Council Approval: March 11, 2021

Governing Board Approval:

Política de Elegibilidad

Normas de Desempeño: 1302.12

Política- Establecer claras directrices de elegibilidad para proporcionar oportunidades de inscripción para niños y familias en el condado de Lake, y asegurar financió la inscripción.

PROCEDIMIENTO-

1. Las siguientes directrices serán utilizados para determinar la elegibilidad:

- a. Documentación de ingresos será examinado y un formulario de verificación de ingresos será completado y firmado por un miembro del personal de Head Start, según las Normas de Desempeño de Head Start 1302.12 (c) (2) I, II y III.
- b. El personal facilitará una entrevista de admisión con las familias, ya sea en persona o por teléfono.
- c. Los niños deben ser 3 o 4 años de edad en o antes del 1 de octubre de cada año, usando el certificado de nacimiento u otra documentación para verificar su edad. Solicitudes para niños que tengan 5 años o más antes del 1 de octubre del año del programa se referirán a la oficina en la escuela de West Park para el registro. Los niños pueden asistir a clases el primer día si van a ser al menos de 3 por 1 de octubre.
- d. Una excepción es que un niño puede estar matriculado en el 3er cumpleaños cronológico si en un IEP y el 10% de la inscripción de los niños con discapacidad no está superado.
- e. A mediados de año vacante puede llenarse con un niño de 3 años de edad pero menores de 3 en 1 de octubre y, por tanto, no se consideran para la inscripción en el comienzo del año.
- f. Sólo el 10% de la matrícula total puede ser llenado por las familias que tengan ingresos excesivos según las pautas.
- g. 10% de oportunidades de inscripción deben facilitarse a los niños con discapacidades.
- h. Los niños que están en cuidado adoptivo temporal o están sin Hogar McKinney-Vento según lo definido por la Ley de Asistencia a personas sin hogar son también elegibles para la inscripción. El Personal puede solicitar trabajo de papel de corte así como una declaración escrita de una agencia de verificación de cuidado adoptivo temporal y falta de hogar.
- i. Si, se produce una apertura y no hay niños calificados de ingresos, y un 10% más de ingresos se llenan las vacantes, la apertura puede llenarse con un niño cuyo ingreso familiar es de entre 101%-130% del nivel federal de pobreza, hasta el 35% de los fondos de la inscripción.
- j. Registros de vacunas actualizadas o firmadas exenciones están obligadas a comenzar la escuela.
- k. Niños de personal actual deben seguir el mismo procedimiento. No se prioriza a los niños del personal.

2. Segundo año de Elegibilidad:

- a. un niño elegible inscrito a los 3 años es automáticamente elegible para un segundo año de la inscripción.
- b. Los padres serán notificados al final de primer año del programa de sus 3 años de edad de elegibilidad para el segundo año de Head Start.

Aprobación del Consejo de Política: 16 de mayo de 2019

Aprobación de Junta Gobierno: 21 de mayo de 2019

Lake County School District
Head Start Program

Recruitment Policy Head Start & Early Head Start

Performance Standard: 1302.13

POLICY: The Center shall establish Head Start shall establish and maintain an outreach and recruitment process for our Head Start and Early Head Start program options, which systematically ensures enrollment for funded 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 agencies to recruit homeless families as well as children within the foster care system.
4. Recruit children with disabilities for 10% of Head Start and Early 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 and

IFSPs to Early 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, Child Find & School Based Health Center
- e. Ensure that recruitment materials include children with special needs

Policy Council Approval: March 11, 2021

Governing Board Approval:

Distrito Escolar del Condado de Lake
Programa Head Start

Política de Reclutamiento

Normas de Desempeño: 1302.13

POLÍTICA: Head Start deberá establecer y mantener un proceso de extensión y reclutamiento, que sistemáticamente se asegura la inscripción para financiar la colocación de aula, independientemente de su raza, sexo, credo, color y origen nacional.

PROCEDIMIENTO:

1. Identificar los datos demográficos y las necesidades de la comunidad para determinar las áreas para ser destinados a la reclutamiento
 - a. Si las áreas están dirigidas, esfuerzos de reclutamiento aumentará enfoque allí, de lo contrario nuestra área de reclutamiento es nuestra área de servicio del Condado de Lake, Colorado
2. Desarrollar un plan anual de reclutamiento para cumplir objetivos de reclutamiento y para que todas las áreas tengan un número suficiente de inscritos en la lista de espera
 - a. Actualización de folletos y carteles
 - b. Determinar la cantidad de materiales necesarios y producirlos.
 - c. Identificar las áreas de distribución
 - d. Proporcionar materiales de reclutamiento de personal y los padres según la línea de tiempo
 - e. Enviar información a medios locales de comunicación para promover las actividades del programa
 - f. Anadir a calendarios de organismos locales apropiados y anunciar en reuniones y eventos
3. Identificar los eventos locales y actividades dentro de la comunidad donde reclutamiento podría llevarse a cabo. También coordinar con agencias para reclutar a familias sin hogar como niños dentro del sistema de cuidado adoptivo temporal.
4. Reclutar a los niños con discapacidades 10% de la matrícula de Head Start
 - a. Actualizar la lista de contactos de agencias que prestan servicios para necesidades especiales.
 - b. Gerente de Casos Discapacidad referirá a niños en IEPs a Head Start
 - c. Cartas de reclutamiento serán enviado en otoño y primavera
 - d. Hacer contactos con fuentes de referencia incluyendo: Health Department, 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. Asegurar que los materiales de reclutamiento incluye a niños con necesidades especiales

Aprobación del Consejo de Política: 16 de mayo de 2019
Aprobación de la Junta de Gobierno: 21 de mayo de 2019

Lake County School District
Head Start Program

Enrollment Policy Head Start & Early Head Start

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 Early Head Start and 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, and copy of health insurance card or indication that the family has no insurance.
- 4) Complete applications will be reviewed by the Family Advocate Manager, income qualified if the application includes Head Start and Early Head Start, and placed on a waiting list for enrollment.
- 5) Waiting list categories for Head Start and Early Head Start include:
 - i) Income eligible below the federal poverty level
 - ii) Over-income above the federal poverty level
 - iii) Income eligible between 101-130% of the federal poverty level
 - iv) Colorado Preschool Program- no Head Start
 - v) Children with disabilities 10% of Head Start and Early Head Start-no Head Start or CPP
 - vi) 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 one week of first and second selection, or within two weeks of submitting a 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. A vacant spot can be held for an additional 30 days for a child experiencing homelessness or foster care.
- 9) Enrollment applications will be taken year-round to insure that openings are filled for each program option and funded enrollment is maintained. Early Head Start enrollment will occur year round; for Head Start, students on the Wait List will not be enrolled in the program less than 45 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: March 11, 2021

Governing Board Approval:

Distrito Escolar del Condado de Lake
Programa de Head Start

Política de Matricula

Normas de Desempeño: 1302.15

POLÍTICA Establecer un proceso que asegura que las familias comprenden plenamente los requisitos para inscribir a su niño, y que proporciona acceso equitativo y justo a las oportunidades de inscripción en Head Start para familias en el Condado de Lake.

PROCEDIMIENTO:

- 1) Las aplicaciones están disponibles durante todo el año para los Programas de Primera Infancia de The Center.
- 2) Sólo los padres o tutores legales de un niño pueden solicitar para espacios. La aplicación debe ser firmada por al menos un adulto cuyo nombre aparece como el padre en el certificado de nacimiento o en documentos legales demostrando custodia del niño. Podrá prestarse especial atención a las familias con circunstancias atenuantes sobre una base de caso por caso, previa consulta con el equipo de Colaboración de Cuidado de Niños y el Consejo de Política.
- 3) Devolución de solicitud será revisada por la exhaustividad por cualquier administrador de The Center, que será señal de que todos los requisitos están incluidos. Los requisitos incluyen: documentación de ingreso, certificado de nacimiento, registro de vacunas actualizada y copia de la tarjeta de seguro médico o indicación de que la familia no tiene seguro.
- 4) Aplicaciones completas serán revisadas por la Gerente de Asociaciones Familiares, ingreso calificado si la aplicación incluye Head Start y colocado en una lista de espera para la inscripción.
- 5) Categorías de la lista de espera incluyen:
 - a) Head Start elegibles de ingresos por debajo del nivel de pobreza federal
 - b) Head Start sobre ingresos por encima del nivel de pobreza federal
 - c) Head Start elegibles por ingresos entre 101-130% del nivel pobreza federal
 - d) Programa de Preescolar de Colorado - no Head Start
 - e) Preescolar Basada en la Enseñanza - no CPP o Head Start
- 6) Los padres le informará del estado de matrícula de sus niños (inscrito, o en lista de espera) dentro de tres semanas de selección anual, o dentro de dos semanas de presentar la solicitud completa a mediados de año.
- 7) Será responsabilidad de la familia para proporcionar toda la información necesaria y documentación para un archivo completo. Archivos incompletos no se considerarán para la inscripción, excepto en el caso de falta de hogar, Archivos incompletos no se considerarán para la inscripción, excepto en el caso de falta de vivienda, cuando se dé flexibilidad para obtener la documentación necesaria.
- 8) Medios del año vacantes se llenará con el uso de la lista de espera por un niño elegible dentro de 30 días.
- 9) Solicitudes de inscripción se tomará todo el año para asegurarse de que las aberturas del aula están llenos y financiado para mantener la inscripción. Con el fin de alinear todas las políticas de inscripción con las directrices de Head Start, los estudiantes en la lista de espera no se matricularán en el programa menos de sesenta días calendario antes de finalizar el año. Se harán excepciones para los nuevos estudiantes IEP que requieren inscripción inmediata y referencias del Departamento de Servicios Humanos.
- 10) Cuando inscritos, padres asisten a orientación para los Programas de Primera Infancia y asistir Casa Abierta con las maestras de aula del niño antes de que el niño inicia el programa.
- 11) Niños matriculados en un programa sin costo a mitad de año, que tienen un balance de matrícula excepcional en el momento del cambio de programa se pondrán en un plan de pago para pagar el saldo existente.

- 12) Si, un niño está en la lista de espera después de haber quitado por falta de asistencia, los padres deben presentar un plan para cumplir con todos los requisitos del programa, incluyendo asistencia mejorada.

Aprobación del Consejo de Política: 16 de mayo de 2019

Aprobación de unta de Gobierno: 21 de mayo de 2019

Lake County School District
Head Start Program

Selection Policy Head Start & Early Head Start

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. The first week on March applications for the upcoming school year will be available. First selection will take place the first week in June. Available openings will be filled first with income-eligible applicants according to the selection criteria for each program 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 last week in July, 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.
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.

HEAD START and EARLY HEAD START:

5. The following point system shall be used to prioritize eligibility for enrollment and in filling vacancies from the waiting list.

Selection Criteria				
This form is used to determine points for Head Start and Colorado Preschool Program. It is to insure Policy Council approved Selection Policy is followed.				
Child's Name:		Birthdate:	○ Second Year	
Requirements	Criteria	Points	Head Start	CPP
Age	Age 4 - Child is 4 at cutoff / October 1, 2021	20	20	20
	Age 3 – Child is 3 at cutoff / October 2, 2021	10	10	10
Special Needs	Diagnosed Special Need – Child is on a current IEP or IFSP	50	50	0
Early Head Start	Child is Transitioning from The Center's Early Head Start Program.	50	50	0
Transfer	Child has transferred from another Head Start Program	20	20	0
Child's Needs	Developmental Concerns – During Parent Interview / Application	20	20	0
	Speech / Language Concerns – Parent Interview / Application	20	20	20
	Language other than English – Dual Language Learner	20	20	20
	Needs Literacy / Language Development – Language Proficiency	25	0	25
	Referral from Agency – Referred to The Center from Doctor / DHS	30	30	30
	Needs Social Skills – Parent Interview / Application	20	0	20
	Health Issues – Parent Interview / Application / Documentation	20	0	20
Family Needs Parent Eligibility	Parent on Active Duty in US Military	20	20	0
	One Parent Home	30	30	30
	Single Parent Unemployed	30	30	0
	Both Parents Unemployed	30	30	0
	Teen Parent – Under the age of 18 at child's birth	30	30	30
	Parent Unmarried at Child's Birth	30	30	30
	Parent Education – Less than High School Diploma	30	30	30

Family Needs High Service Needs	Drug / Alcohol – Substance Abuse in the Family Home	20	20	20
	Family Violence – Abusive Adult in the Home	20	20	20
	Abuse / Neglect – Child has suffered from Abuse / Neglect	20	20	20
	Family in Crisis / Multiple Needs	30	30	30
	Family Member Incarcerated	30	30	30
Family Needs	Homeless	100	100	100
	Income Below Poverty Guidelines	100	100	0
	Foster Care	50	50	50
	Living with more than 1 family in the home	50	50	50
	Frequent Relocations	20	20	20
	Reliance on Public Assistance	50	50	0
	Qualify for Free / Reduced lunch	40	0	40
TOTAL SELECTION POINTS		1,035		
Income in relation to guidelines (Head Start Only)				
Family Size	Guidelines	Income	Amount Under	Amount Over
Signature of Family Advocate Manager			Date	

Full Day/Full Year Head Start 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.

Early Head Start

Selection continues for EHS throughout the program year as expectant mothers have their babies and children become age eligible and are enrolled in our Head Start Program.

Policy Council Approval: March 11, 2021

Governing Board Approval:

Distrito Escolar del Condado de Lake

Programa Head Start

Política de Selección

Normas de Desempeño: 1302.14

Política: Para seleccionar sistemáticamente los niños que cumplen con los requisitos de elegibilidad para asegurar una oportunidad justa y equitativa para la inscripción de niños y familias en el Condado de Lake, sin distinción de raza, sexo, credo u origen nacional, asegurando financiado en inscripción, y para proporcionar oportunidades de inscripción a los niños con discapacidades, enfermedades crónicas, niños sin hogar y niños en cuidado adoptivo temporal.

PROCEDIMIENTO:

1. Selección anual llevará a cabo la primera semana de junio. Aberturas disponibles se llenará primero los solicitantes ingresos elegibles según los criterios de selección en el 6 a continuación, se determinaron utilizando la entrada de la comunidad.
2. Si no hay suficientes ingresos elegibles solicitantes para llenar inscripción financiada, Los niños sobre exceso ingresos en un IEP para una discapacidad será inscrito y podrá limitarse a un 10% de los fondos de la inscripción.
3. Si las aberturas se mantienen después de selección anual, una segunda selección se celebrará la primera semana de agosto, tras el proceso como del 1 y 2.
4. Si las aberturas permanecen después de todas las familias de ingresos elegibles y cuidado adoptivo temporal, o niños sin hogar han sido seleccionados, familias se asignan espacios y 10% de ranuras sobre ingresos no están llenos, se elegirán los solicitantes cuyo ingreso familiar es más de 100% del Nivel de Pobreza Federal (FPL), según criterios de selección de abajo.
5. Si siguen las aperturas, se llenará con los solicitantes de 101-130% del FPL, en un máximo de 35% de la matrícula, según criterios de selección. Esta guía se utilizará sólo cuando no hay solicitantes de ingresos elegibles y llenan las ranuras sobre ingresos de 10%.
6. El siguiente sistema de puntos será utilizado para priorizar la elegibilidad para la matriculación y a llenar vacantes de la lista de espera.

Criterios de Selección		Puntos
a.	Edad de Kindergarten fecha de corte del año del programa	Edad 4 10
		Edad 3 0
b.	Discapacidad Determinada por equipo personal de IEP	Una vez que el 10% de las aberturas están llenos de niños con discapacidad, estos puntos de prioridad ya no se aplican, y los niños con discapacidad compiten por aberturas de igualdad con los demás candidatos. 5
c.	Transferencia de otro programa de Head Start	2
d.	Necesidades del Niño	Preocupaciones del desarrollo 1
		Referencia de agencia 1
		Problemas del habla y del lenguaje 1
e.	Necesidades de la Familia Pueden incluir lo siguiente, determinado por el personal de Asociaciones de la Familia	Padres en el servicio activo en las fuerzas armadas estadounidenses 1
		Droga y alcohol 1
		Violencia familiar/adulto abusivo 1
		Personas sin hogar y más de 1 familia en casa 2
		Solo un padre en casa 2
		Padres adolescentes (menores de 18 en el nacimiento del niño) 2
		Abuso y negligencia 1
		Familia en crisis/múltiples necesidades 2
		Miembro de la familia encarcelado 1
		Ingresos por debajo de las pautas de la pobreza 1
		Padre soltero desempleados 1
		Ambos padres desempleados 1
		Fuera de casa colocación 2
		Dependencia de la asistencia pública 1
		Traslados frecuentes 1
		Padre soltero en el momento del nacimiento del niño 1
		Educación de padre-menos de HS diploma 2

Selección de Día Completo/ Año Completo- Selección anual siguiente, Head Start niños matriculados cuyas familias solicitan el opción Día Completo/Año Completo y que son elegibles para servicios de Día Completo, serán seleccionados mediante el sistema de puntos anteriores para asignarles prioridad para la inscripción y para el pleno día/año completo lista de espera.

Aprobación del Consejo de Política: 16 de mayo 2019

Aprobación de la Junta de Gobierno: 21 de mayo 2019

Lake County School District
Head Start Program

Attendance Policy Head Start & Early Head Start

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 8%

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 attendance sheets and registered in our electronic database by the Family Advocate Manager.
 4. Parents whose child has a pattern of inconsistent attendance below 85% 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 FAM or another member of the management team will attempt to contact the parent to ensure the child's well-being.
 - b. Upon multiple unexplained absences or consecutive absences, staff will make attempts for direct contact with the family including a home visit as necessary. Part of this step will include identifying barriers to attendance or family needs in order to improve/maintain attendance.
 - c. If no improvement in attendance is seen following these steps, the family in partnership with the program will complete an agreement to support success with regular attendance. 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 15 consecutive calendar days of absence with or without notice and communication from the family and no improvement to overall attendance, the selection committee may consult on enrollment of another child from the wait list, to meet the needs of families and the program. Somewhere we need to decide and discuss if they miss how many visits, or do not participate in social events do we go to this step??
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 Advocate Manager, and the Child Care Director, Education Director, and Special Education Specialist), and Policy Council on an as-needed basis in accordance with 1302.16.

7. Attendance data will be reported at least monthly by the FAM 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: The Early Head Start program will document number of completed weekly home visits to ensure a total of 46 occur for the program year.

1. Weekly home visits will be tracked by the home visitor and entered into the electronic data base by the Family Advocate Manager. Attendance at group socialization events will also be tracked and entered.
2. Home visits cancelled by home visitor or program will be rescheduled at the convenience of the family in that same week wherever possible. Any cancelled group socialization events will be rescheduled to ensure a total of 22 offered for each program year.
3. Following 3 consecutive missed home visits or more than 2 a month for 2 consecutive months with or without completion of home visits, the selection committee may consult the enrollment of another child from the wait list, to meet the needs of families and the program.

Policy Council Approval: March 11, 2021

Governing Board Approval:

Distrito Escolar de Condado de Lake
Programa de Head Start

Política de Asistencia

Normas de Desempeño: 1302.16

POLÍTICA: El programa de Head Start documentará las ausencias de niños matriculados, analizar las causas de absentismo, y nota disminución del promedio de asistencia diaria por debajo del 85%

1. Las familias le informará de nuestra política de asistencia en orientación y se imprimirán en nuestro manual para padres. También proporcionamos esta información según sea necesario durante todo el año de programa.
 2. Los padres serán obligados a suministrar información sobre las ausencias y proporcionó información sobre los beneficios de la asistencia regular
 3. Asistencia será tomada por el personal docente en la muestra de hojas y registrada en nuestra base de datos electrónica por la Gerente de Asociaciones de la Familia y la Comunidad.
 4. Los padres cuyos niños tiene un patrón de incoherente recibirán asistencia adicional y apoyo familiar adecuado de conformidad con 1302.16.
- 4 Se adoptarán las medidas siguientes:
- a. Si, un niño está inesperadamente ausente y un padre no ha contactado con el programa dentro de una hora de programa hora de inicio, la FCPM intentará ponerse en contacto con los padres para asegurar el bienestar del niño.
 - b. Con varias ausencias inexplicables o consecutivas, personal hará intentos de contacto directo con la familia, incluyendo visitar un hogar según sea necesario.
 - c. Sí, no mejora en asistencia se observa después de un contacto, la familia se puede pedir si les gustaría disponer de ranura de su niño para Head Start a un niño en lista de espera.
 - d. Después de 30 días consecutivos de ausencia, con o sin previo aviso de la familia con el motivo de ausencia, el Comité de selección podrá consultar sobre la inscripción de otro niño de la lista de espera, para satisfacer las necesidades de las familias y el programa.
5. Desviación de esta política puede ocurrir bajo circunstancias especiales, que será aprobado por la Directora, el equipo de Colaboración de Cuidado de Niños (formado por la Gerente de Asociaciones de Familia y la Comunidad, y la Directora de Cuidado de Niños) y el Consejo de Políticas sobre una base como-necesaria según 1302.16.
6. Los datos de asistencia será comunicada al menos mensualmente por la FCPM al director de Head Start. Si los niveles de asistencia cae por debajo del 85%, las razones de esta disminución será descrito y analizado.

8. Consideraciones especiales y apoyo será proporcionado a las familias sin hogar, de conformidad con lo dispuesto en el 1302.16.

Aprobación del Consejo de Política: 16 de mayo de 2019

Aprobación de la Junta de Gobierno: 21 de mayo de 2019

Lake County Elementary School Project Progress Update #16 April 13th, 2021

Overall Schedule

- Design: Fall 2019 – Summer 2020
- Construction: Summer 2020 – Fall/Winter 2021

Overall Budget

Total Budget	Amount Committed	Spent to Date	Est. Local Expenditures
\$34,676,114	\$31,320,586	\$16,123,978	\$267,431

Team

- Owners Rep – Dynamic Program Management (DPM)
- Architect – Hord Coplan Macht (HCM)
- General Contractor – FCI Constructors
- Commissioning Agent – PCD Engineering
- Environmental Consultant – Weecycle Environmental
- Abatement Contractor - Earth Services & Abatement (ESA)
- Construction Material & 3rd Party Testing – Ground Engineering
- Traffic Consultant – McDowell Engineering
- Furniture, Fixtures, & Equipment Procurement – BCInteriors (BCI)
- Moving Company – Peak-to-Peak Movers
- Phones Supply and Install – New Cloud Networks

Recently Completed

- **Procurement**
 - o Moving Company – Peak-to-Peak Mover selected
 - o Phones Supply and Install – New Cloud Networks selected
- **Budget**
 - o FCI finalized pricing for snowmelt scope

In Progress

- **Design**
 - o Coordination with utility providers and local AHJs
- **Budget**
 - o Exec Comm continuing to review Add Alternates per decision schedule
 - o Exec Comm reviewing turf options for synthetic field

- **Construction**

- Foundation preparation for new addition
- Polishing concrete floors
- Interior paint
- Casework installation
- Grid ceiling installation
- Tile installation
- Window installation
- Hanging, taping, and finishing drywall
- MEP rough-in

- **Procurement**

- Technology – facilitated by LCSD & DPM

Upcoming

- **Procurement**

- Furniture donation in June 2021 at the completion of the school year
- Delivery of new furniture July 2021

- **Abatement**

- Abatement and demolition of existing West Park Elementary School Facility to occur summer/fall 2021

PHOTOS



3/23/2021 – Exterior of Elementary classroom wing



3/23/2021 – Bathroom wall tile



3/23/2021 – Classroom cubbies and wall paint

FCI Constructors, Inc.
WEST PARK ELEMENTARY SCHOOL
LEADVILLE, CO
GMP ESTIMATE

Item	Description	Date Required	Approved	Rejected	Notes
3	PROVIDE SOLID SURFACE COUNTERTOPS ILO PLAM	12/1/2020	Approved		
4A	SYNTHETIC TURF W/O SHOCK PAD	5/1/2021			Turf options under review
4B	SYNTHETIC TURF W/ SHOCK PAD	5/1/2021			Turf options under review
5	ADD CORRIDOR WAINSCOT TILE	10/1/2020	Approved		
7	EXTERIOR SNOWMELT	1/1/2021	Approved		
8	AUTOMOBILE RF SYSTEM	9/1/2020	Approved		
11	PROVIDE STAINLESS EXTERIOR HANDRAILS ILO PAINTED	10/1/2020	Approved		
12	CLIMBING WALL	2/1/2021	Approved		
14	SITE FURNISHINGS @ OUTDOOR CLASSROOM	1/1/2021	Approved		
19	DELETE 3 FORM FOLDED MOBILE	1/1/2021		Rejected	3 Form Folded Mobile to be included, not deleted
20	FIRE ALARM REDUCED TO CO REQUIREMENTS				
23	PROVIDE MONUMENT SIGN	3/1/2021			
24	MUSIC STORAGE	2/1/2021		Rejected	Need met with furniture
25	ADDITIONAL PLAYGROUND EQUIPMENT	2/2/2021	Approved		
26	GYM FLOOR PAINT UPGRADES	2/1/2021	Approved		
27	EXPANSION FOR GRADES 3-6, INCLUDING CONNECTION			Rejected	Cannot afford within current budget
28	PK 2 CLASSROOM EXPANSION - APPROX 3,000SF		Approved		Approved by BEST board; within current budget
29	25 YEAR ROOF WARRANTY WITH 115MIL			Rejected	Does not apply to roofing system
30	30 YEAR ROOF WARRANTY WITH 145MIL			Rejected	Does not apply to roofing system

Lake County School District
328 West 5th Street
Leadville, Colorado 80461
www.lakecountyschools.net

AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Bethany Massey
MEMO PREPARED BY: Bethany Massey
INVITED GUESTS: Taylor Trelka
TIME ALLOTTED ON AGENDA: 10 minutes
ATTACHMENTS: 1

RE: 21st CCLC Cohort IX Application

TOPIC SUMMARY

Project Dream Video

Project Dream through the Lake County School District is requesting funds through the Colorado Department of Education to continue a 21st Century Community Learning Center for grades 3-6 at Lake County Intermediate School (LCIS) and for grades 7-12 at Lake County High School (LCHS), as separate sites. LCSD seeks funds to continue and build on its successful after school, fifth day Friday, and summer programming in the 2021-2022 school year. The programs provided bolster turnaround efforts by increasing opportunities for targeted, well-paced intervention throughout the year, and reducing summer learning loss. Programs address the whole child and give students the chance to pursue enrichment opportunities. Students that participate in programs benefit from meaningful intervention and enrichment opportunities, effectively increasing contact hours to improve academic outcomes and social emotional wellbeing. LCSD has proven success in implementing 21st CCLC programs through 100% teacher survey return rates (even in 2020), meeting or exceeding goals, and reliance of programs - especially during the COVID-19 pandemic when centers provided double the amount of hours to meet the needs of schools and families. LCSD is requesting \$149,133 for programs at LCIS and \$61,360 for programs at LCHS per year for the next five years.

ESEA General Assurances Form

Purpose:

The purpose of the form is to collect the requisite general assurances for the administration of ESEA Title programs in a single location. The ESEA General Assurances form replaces the Single Assurances form previously collected for the administration of all Federal programs. The ESEA General Assurances form includes the general assurances outline in the Every Student Succeeds Act (ESSA), as well as the assurances required of all recipients of Federal funds.

Instructions:

Every local education agency (LEA) and board of cooperative educational services (BOCES) must submit an executed ESEA General Assurances form before the grant recipient will be granted substantial approval. **LEA/BOCES/21st CCLC Grant Applicant must submit the executed form with the 21st CCLC RFA due Wednesday, April 14, 2021.**

A copy of the signed form must be kept on file at your central office for review upon request by independent auditors, or State or Federal officials. Staff responsible for grants administration or fiscal management should either have a copy of the document or be informed of the location and contents of the document.

LEA/21st CCLC Applicant Name: **Lake County Schools R-1**

LEA Code: **1510**

In consideration of participating in any educational program for which Federal funds are available including, but not limited to, ESEA Title programs and any Federal competitive grant program administered by the Colorado Department of Education, and of receiving Federal funds to carry out any such program, the board of directors of **Lake County Schools R-1** by action at its meeting on **April 13, 2021**, provides the following assurances to the Colorado Department of Education.

The LEA/21st CCLC GRANT APPLICANT assures that it is, or will take action to become, in compliance with the following:

- ☐ Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d through 2000d-4) and its implementing regulations and in accordance therewith, no person in the United States shall; on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Education.¹
- ☐ Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794), as amended, and its implementing regulations which prohibit discrimination on the basis of handicap in programs and activities receiving Federal financial assistance.²
- ☐ Title II of the Americans With Disabilities Act (42 U.S.C. §§ 12131-34) and its implementing regulations which prohibit discrimination on the basis of disability by public entities³, or with Title III of the

¹ 34 C.F.R. Part 100

² 34 CFR Part 104

³ 28 C.F.R. Part 35



ESEA General Assurances Form

Americans with Disabilities Act (42 U.S.C. §§12181-89) and its implementing regulations which prohibit discrimination on the basis of disability by covered public accommodations and requires places of public accommodation and commercial facilities to be designed, constructed, and altered in compliance with the accessibility standards established in the implementing regulations⁴, whichever is applicable.

- ☐ Title IX of the Education Amendments of 1972 (20 U.S.C. §1681-1683), as amended, and its implementing regulations which prohibit discrimination on the basis of sex in education programs and activities receiving Federal financial assistance, whether or not the program or activity is offered or sponsored by an educational institution as defined in the implementing regulations.⁵
- ☐ All contractors, subcontractors, sub grantees or others with whom it arranges to provide services or benefits to its students or employees in connection with its education programs or activities are not discriminating in violation of the statutes, regulations, guidelines and standards associated with Title IX of the Education Amendments of 1972 against those students or employees.⁶
- ☐ Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), as amended, and its implementing regulations which prohibit discrimination on the basis of age in programs or activities receiving Federal financial assistance.⁷
- ☐ That the LEA/21st CCLC GRANT APPLICANT will:
 - administer each program covered by the application in accordance with all applicable statutes, regulations, program plans, and applications⁸;
 - use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for, Federal funds paid to that agency under each program⁹;
 - make reports to the State agency or board and to the Secretary as may reasonably be necessary to enable the State agency or board and the Secretary to perform their duties and that the local educational agency will maintain such records, including the records required under section 1232f of Title 20, and provide access to those records, as the State agency or board or the Secretary deem necessary to perform their duties¹⁰;
 - provide reasonable opportunities for the participation by teachers, parents, and other interested agencies, organizations, and individuals in the planning for and operation of each program;
 - The LEA/21st CCLC GRANT APPLICANT will ensure, in the case of any project involving construction—
 - the project is not inconsistent with overall State plans for the construction of school facilities, and
 - in developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed by the Secretary

⁴ 28 C.F.R. Part 36

⁵ 34 CFR part 106

⁶ 34 C.F.R. § 106.4 (2016).

⁷ 34 CFR part 110

⁸ § 8306(a)(2)(B).

⁹ § 8306(a)(6)(A)-(B).

¹⁰ § 8306(a)(5).



ESEA General Assurances Form

under section 794 of title 29 in order to ensure that facilities constructed with the use of Federal funds are accessible to and usable by individuals with disabilities; and

- adopt (or has adopted) effective procedures for acquiring and disseminating to teachers and administrators participating in each program significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects.¹¹
- ☐ The LEA/21st CCLC GRANT APPLICANT will ensure that the control of funds provided to the LEA/21st CCLC GRANT APPLICANT under each program, and title to property acquired with those funds, will be in a public agency or in an eligible private agency, institution, organization, or Indian tribe, if the law authorizing the program provides for assistance to those entities, and that a public agency or eligible agency will administer those funds and property.³¹²
- ☐ The LEA/21st CCLC GRANT APPLICANT will ensure that none of the funds expended under any program will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.³
- ☐ The LEA/21st CCLC GRANT APPLICANT will ensure that any application, evaluation, periodic program plan or report relating to each program will be made readily available to parents and other members of the general public.³
- ☐ The LEA/21st CCLC GRANT APPLICANT will provide, on a request made by military recruiters or an institution of higher education, access to the name, address, and telephone listing of each secondary school student served by the LEA/21ST CCLC GRANT APPLICANT , unless the parent of each student has submitted the prior consent request which, upon receiving, prohibits the LEA/21ST CCLC GRANT APPLICANT from releasing such information without the prior written consent of the parent.¹³
- ☐ The LEA/21st CCLC GRANT APPLICANT will ensure that a student who is attending a persistently dangerous public elementary or secondary school, or who becomes a victim of a violent criminal offense while in or on the grounds of a public elementary or secondary school, will be allowed to attend a safe public elementary or secondary school within the local educational agency, including a public charter school.¹⁴
- ☐ The LEA/21st CCLC GRANT APPLICANT will ensure that no policy of the LEA/21st CCLC GRANT APPLICANT prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary schools and secondary schools.¹⁵

¹¹ 20 U.S.C. 1232e (2015).

¹² 20 U.S.C. 1232e (2015); § 8306(a)(2)(A).

¹³ 20 U.S.C. § 7908(a) (2015).

¹⁴ Every Student Succeeds Act of 2015, § 8532.

¹⁵ 20 U.S.C. § 7904(b) (2015).



ESEA General Assurances Form

- ☐ The LEA/21st CCLC GRANT APPLICANT will ensure that it is in compliance with the requirements and provisions under the Children's Internet Protection Act and its implementing regulations.¹⁶
- ☐ That no federal appropriated funds have been paid or will be paid, by or on behalf of the recipient, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
 - a) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a federal grant or cooperative agreement the recipient shall complete and submit Standard Form - LLL "Disclosure Form to Report Lobbying" in accordance with its instructions along with the sub grant application, contract or cooperative agreement to which the disclosure applies.
 - b) The recipient shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements, and subcontracts) and all sub-recipients shall certify and disclose accordingly.

NOTE: This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any recipient that fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.¹⁷

- ☐ The LEA/21st CCLC GRANT APPLICANT has adopted appropriate procedures to implement the terms of the Family Educational Rights and Privacy Act of 1974¹⁸ and its regulations.¹⁹
- ☐ The LEA/21st CCLC GRANT APPLICANT will adopt and use proper methods of administering each program, including the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program and the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation.²⁰
- ☐ The LEA/21st CCLC GRANT APPLICANT will cooperate in carrying out any evaluation of each such program conducted by or for the SEA, the Secretary, or other Federal officials.²¹
- ☐ The LEA/21st CCLC GRANT APPLICANT afforded a reasonable opportunity for public comment on the application and considered such comment before the application was submitted.²²

¹⁶ 47 C.F.R. § 54.520(c) (2016).

¹⁷ 45 CFR Appendix A to Part 93

¹⁸ , 20 U.S.C. §1232g

¹⁹ (34 C.F.R. Part 99)

²⁰ § 8306(a)(3).

²¹ § 8306(a)(4).

²² § 8306(a)(7).



ESEA General Assurances Form

- ☐ To the extent authorized by law, the LEA/21st CCLC GRANT APPLICANT shall indemnify, save and hold harmless the State, its employees and agents, against any and all claims, damages, liability and court awards including costs, expenses and attorney(s)' fees incurred as a result of any act or omission by it, or its employees, agents, subcontractors or assignees in its operation of the programs.

This assurance form shall remain in effect for the duration of the programs it covers. The State shall not require the submission or amendment of this assurance form unless required by changes in Federal or State law or by other significant change in circumstances affecting the assurances contained herein.

Compliance with these assurances constitutes a condition of continued receipt of Federal financial assistance and is binding upon the district, administrative unit, LEA/21st CCLC GRANT APPLICANT, BOCES or other entity, its successors, transferees and assignees for the duration of the programs.

In the event of failure to comply with these assurances, it is understood that funds can be terminated and the right to receive further assistance can be denied.

These are statutorily required assurances for the receipt of Federal funds under the specifically designated programs. In addition, recipients are required to fulfill all statutory, regulatory and program plan requirements inherent in the application and approval process for each program.

Signature of Board President
(LEA/21st CCLC GRANT APPLICANT)

Eudelia Contreras

Name of Board President
(LEA/21st CCLC GRANT APPLICANT)

April 13, 2021

Date





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

315 West 6th Street
Leadville, CO 80461

Phone 719 486-6928
Fax 719 486-9992

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

Head Start Action Items for Governing Board

Action Agenda Items:

1. Lake County School District R-1 Supplemental Application – Cost of Living Allowance

Lake County School District R-1
Supplemental Application -
Cost of Living Allowance
April 15, 2021

Eudelia Contreras, Board of Education President

Olivia DeVargas, Policy Council Chairperson

Dr. Bethany Massey, Executive Director (Superintendent)

Holly DeBell, Director of Early Childhood Programs

Mary Jelf, Business Manager

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The following are narratives and budget justifications for a Cost-Of-Living Adjustment (COLA) of 1.22% increase to the permanent base funding for our Head Start and Early Head Start grant. The requested award amount is \$7895.00.

Our program serves all of Lake County, Colorado. The Center, a comprehensive early childhood 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 110 children ages 3 to 5 years of age. The building is open 10 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 their children are well cared for at The Center. 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 compliments the others allowing for the best possible services for all children and families. Those families not enrolled in one of many funded programs pay a sliding scale fee for childcare services.

Currently, the Lake County Head Start program is funded for forty children who receive Head Start preschool services at The Center. In addition to center-based care, we offer

home visiting with our Early Head Start program. The home visitor offers a full range of services through home visits with the child's family and group socializations. Our Early Head Start program is funded for twelve spots in the home based option.

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.

COLA Narrative & Budget Justification

We propose allocating the \$7895.00 permanent COLA funding increase to staff salaries and fringe benefits and supplies. Teacher retention is always a challenge. By increasing salaries to commensurate with similar programs and other local industries, we feel it would allow us to hire and retain the most qualified staff at The Center. Higher staff retention rates would translate into improved classroom quality and teaching practices along with overall staff "happiness." Therefore, we propose using COLA funds to permanently give our current early childhood staff a 1.22% increase to the wage scale, to fund a 1.22% increase to the salary schedule, and to fund the associated fringe benefit increases. This will be uniformly applied to all Head Start and Early Head Start

staff. This increase will be made retroactive to the beginning of the 2021 fiscal year, which was February 1, 2021.

Budget Allocation

Budget Category	Description	HS Amount	EHS Amount
Head Start – Personnel	COLA funds to be used for a 2% wage increase for early childhood teachers, support staff, and management staff	\$5062	
Head Start - Fringe Benefits	COLA funds for increased fringe benefits related to above wage increases (PERA, Medicare)	\$1266	
Early Head Start – Personnel	COLA funds to be used for a 2% wage increase for early childhood teachers, support staff, and management staff		\$1254
Early Head Start - Fringe Benefits	COLA funds for increased fringe benefits related to above wage increases (PERA, Medicare)		\$313
Total by program		\$6328	\$1567
TOTAL COLA FUNDS			\$7895

In Kind

Our in kind match for this COLA and QI funding opportunity is \$1974. We plan to meet this requirement with increasing the amount of time counted for services from our Speech Language Pathologist. Head Start children on IEPs receive services from school district employees who are not paid with Head Start funds. A percentage of the speech language pathologist's salary may be counted as a donation to the program based on the number of children being served by special education staff and the portion of their

weekly schedules spent in the building. The Speech Language Pathologist spends approximately half of their time in preschool and 47% of the children she serves on IEPs are in Head Start. We have been counting only \$1000 of her salary as a donation and can easily increase this by the required \$1974 to \$2974, which is still far less than that part of her salary spent in service to Head Start children.

Additional In Kind value = \$1974

The Center Early Childhood Programs
Head Start/CPP
Wage Scale - 2020-2021 + 1.22 %COLA

LEAD TEACHER or HOME VISITOR*																		
STEP		A	B	B	C	C	D	D	E	E	F	F	G	G	H	H	I	I
1					14.29	14.46	15.44	15.63	17.07	17.28	17.23	17.44	18.48	18.71	19.86	20.10	21.25	21.51
2					14.41	14.59	15.57	15.76	17.22	17.43	17.35	17.56	18.60	18.83	19.98	20.22	21.37	21.63
3					14.53	14.71	15.69	15.88	17.34	17.55	17.46	17.67	18.72	18.95	20.10	20.35	21.47	21.73
ASSISTANT TEACHER*																		
STEP	A	A	B	B	C	C	D	D	E	E	F	F	G	G	H	H	I	I
1	13.33	13.49	13.44	13.60	13.66	13.83	14.51	14.69	16.16	16.36	16.30	16.50	17.54	17.75	18.92	19.15	20.33	20.58
2			13.55	13.72	13.76	13.93	14.65	14.83	16.29	16.49	16.41	16.61	17.67	17.89	19.06	19.29	20.46	20.71
3					13.87	14.04	14.77	14.95	16.40	16.60	16.54	16.74	17.80	18.02	19.18	19.41	20.58	20.83
SUPPORT STAFF																		
STEP	A	A	B	B	C	C	D	D	E	E	F	F	G	G	H	H	I	I
1	12.96	13.12	13.07	13.23	13.23	13.39	13.44	13.60	13.89	14.06	14.04	14.21	15.27	15.46	16.67	16.87		
2	13.01	13.17	13.12	13.28	13.28	13.44	13.49	13.65	14.00	14.17	14.15	14.32	15.38	15.57	16.78	16.98		
3			13.17	13.33	13.39	13.55	13.55	13.72	14.12	14.29	14.26	14.43	15.50	15.69	16.89	17.10		
SUBSTITUTE																		
STEP	A	A	B	B	C	C	D	D	E	E	F	F	G	G	H	H	I	I
SUB 1	12.85	13.01	12.85	13.01	12.85	13.01	12.85	13.01	12.85	13.01	13.39	13.55	13.39	13.55	13.39	13.55	13.39	13.55
SUB 2	13.12	13.28	13.12	13.28	13.12	13.28	13.12	13.28	13.12	13.28	13.39	13.55	13.39	13.55	13.39	13.55	13.39	13.55

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

- A High School Diploma or equivalent
- B Early Childhood Teacher per Colorado Licensing Child Care Rules and Regs
- C AA – Unrelated field
- D CDA or Colorado Credential Level Equivalent
- 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.

Lake County School District
328 West 5th Street
Leadville, Colorado 80461
www.lakecountyschools.net

AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Paul Anderson
MEMO PREPARED BY: Paul Anderson
INVITED GUESTS: NA
TIME ALLOTTED ON AGENDA: 20 minutes
ATTACHMENTS: 2

RE: ESSER II Presentation

TOPIC SUMMARY

Background: In December 2020, the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) was signed into law, providing an additional \$82 billion in funding for the national Education Stabilization Fund (ESF). The ESF funding provides support for K-12 schools with a total of \$54.3 billion added to the Elementary and Secondary School Emergency Relief (ESSER) Fund (called ESSER II). Under CRRSA, Colorado has been allocated \$519,324,311 to the ESSER II fund, of which the Lake County School District will receive \$772,212.

Allowable uses include:

- Any allowable activity under ESEA, IDEA, Adult Education, Perkins CTE
- Coordination of COVID preparedness and response, numerous specific COVID response activities
- Addressing learning loss, including through assessment, evidence-based activities, parent engagement, tracking attendance, and improving student engagement*
- School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs; improve indoor air quality*
- Other activities that are necessary to maintain the operation of and continuity of services in LEAs.

Topic for Presentation: District allocation of ESSER II funds. This proposal prioritizes funding Counselors (3 FTE) across the district through FY23, Summer School, and Custodial Supplies. Additionally, upgrades to Pitts to accommodate Cloud City High School and an Erate match for technology upgrades scheduled for Summer 2021.

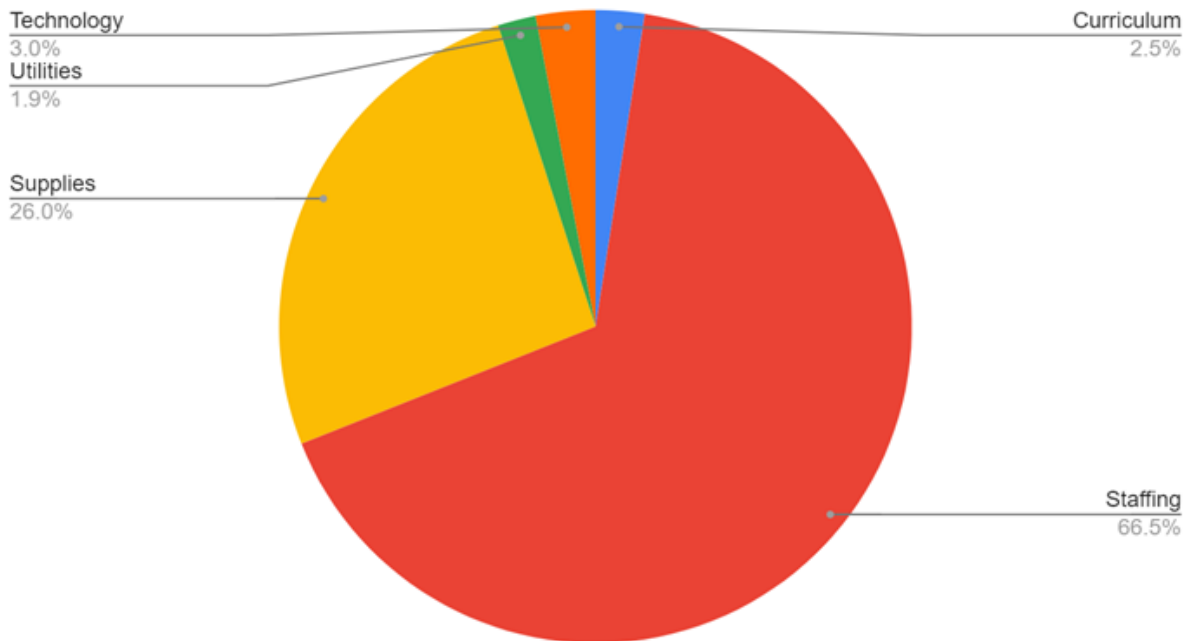
FY21 - \$144,923: Staffing (\$44,587) Due to budget cuts this year, a counselor role was not rehired at LCIS. The position is currently listed for hire due to this additional funding stream becoming available. Supplies (\$81,097) Upgrades to Pitts to accommodate Cloud City High

School, replacement filters for ventilation systems, camera for online instruction, and kids masks. Curriculum (\$19,239) Special Education assessments, and online curriculum.

FY22 - \$328,863: 3 FTE Counselors (\$230,363), Custodial Supplies (\$60,000), Erate Match - Technology update to servers and switches (\$23,500), Utilities for Cloud City High School move to Pitts (\$15,000).

FY23 - \$298,426: 3 FTE Counselors (\$238,426), Custodial Supplies (\$60,000).

ESSER II \$772,212



Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) Elementary and Secondary Emergency Relief II



Background

On Dec. 27, 2020, the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) was signed into law, providing an additional \$82 billion in funding for the national Education Stabilization Fund (ESF). The ESF funding provides support for K-12 schools with a total of \$54.3 billion added to the Elementary and Secondary School Emergency Relief (ESSER) Fund (called ESSER II) and \$4.05 billion for the Governor's Emergency Education Relief (GEER) Fund called GEER II.

Under CRSSA, Colorado has been allocated \$519,324,311 to the ESSER II fund and \$47,865,504 to the GEER II fund.

ESSER II Fund Distribution

ESSER II funds will be distributed according to the same process as the March 2020 ESSER I funds with 90% flowing to local education agencies based on their Title I formula and 10% reserved for state-level activities. Similar to ESSER I dollars, only 0.5% of the total state award may be used for administration activities. States are instructed to use all remaining ESSER funds before making use of the ESSER II funds, given the shorter remaining period of availability (see Timing section below).

Under ESSER II, Colorado has been allocated \$519,324,311 with at least \$467,391,880 for direct distribution to districts and no more than \$51,932,431 for state-level activities. Preliminary district allocations are available at <http://www.cde.state.co.us/caresact/esseriipreliminaryallocations>.

Although the ESSER II uses of funds are similar to those for ESSER, there are important distinctions between the ESSER I and ESSER II programs, including the period the funds are available, equitable services to non-public schools, maintenance of effort, and a report on efforts to measure and address learning loss.

ESSER II allowable uses include:

- Any allowable activity under ESEA, IDEA, Adult Education, Perkins CTE
- Coordination of COVID preparedness and response, numerous specific COVID response activities
- Other activities that are necessary to maintain the operation of and continuity of services in local education agencies
- Addressing learning loss, including through assessment, evidence-based activities, parent engagement, tracking attendance, and improving student engagement
- School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs; improve indoor air quality

Timing

The U.S. Department of Education awarded ESSER II funds to CDE on Jan. 5, 2021, and funds may be used until Sept. 30, 2023, whereas, ESSER I funds must be used by Sept. 30, 2022.

Equitable Services for Non-public Schools

Under the new act, there is no equitable services requirement for ESSER II funds. However, under GEER II, \$2.75 billion has been allocated for emergency assistance to non-public schools nationally through a new Emergency Assistance to Non-Public Schools (EANS) program to be administered by state education agencies (SEAs). Under EANS Colorado has been allocated \$28,433,931. Non-public schools can apply for EANS funds for “secular, neutral, and non-ideological” services and assistance, including sanitization, personal protective equipment, COVID testing, educational technology, and connectivity. SEAs are required to prioritize services or assistance to nonpublic schools that enroll low-income students and are most impacted by the qualifying emergency. Under this provision, SEA may only reserve the lesser of \$200,000 or 0.5% for administration.

CARES Act & CRRSA Expenditure Types vs Funding Sources: Guidance for Colorado School Districts

Sections (click to follow):

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Section 1: General Guidance

#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020)	CRF Allocation (effective March 1, 2020)
Supporting Documentation Required for CDE's Monitoring of Allocation			
1	For expenses to increase instructional hours that were reduced due to COVID-19	<p>All applicable acts, regulations, and assurances that apply to federal funds apply to ESSER funds. Specifically, compliance with the provisions of</p> <ul style="list-style-type: none"> • Education Department General Administrative Regulations (EDGAR) 34 CFR 76, 77, 81, 82, 84, 97, 98, and 99 • OMB Guidelines to Agencies on Governmentwide Department and Suspension (Nonprocurement) in 2 CFR part 180, as amended as regulations of the Department in 2 CFR part 3485; • Uniform Guidance in 2 CFR part 200, as adopted and amended as regulation of the Department in 2 CFR 3474. <p>Records must be maintained in compliance with General Education Provision Act (GEPA):</p> <p>Section 443. Records</p>	<p>Same as ESSER I 90%</p> <p>Performance Measure: Increasing instructional hours, either in-person or through distance learning, as measured by the number of instructional hours completed in Fall 2020 as compared to the number of instructional hours in Spring 2020. (Addendum A - 1.) See Section 2. A below.</p> <p>Additional Documentation Guidance: When salaries are charged to CRF funds, districts will need to have a different line item in their financial system data in order to tie these expenditures to the performance measure of increased instructional hours. This can be accomplished by tracking revenue and expenditures attributable to CRF using grant code 4012.</p> <p>Additionally districts must document increased instructional hours offered in Fall 2020 versus the baseline number of hours</p>



		<ul style="list-style-type: none"> This section imposes record-keeping requirements on recipients of federal education funds. Each recipient shall maintain records that fully disclose the amount and disposition of such funds, the total cost of the activity for which the funds are used, the share of that cost provided from other sources, and other records that contribute to an effective financial or programmatic audit. Records must be maintained for three years after the completion of the activity for which the funds are used. Any records maintained by the recipient that are related to, or pertinent to, the program shall be made accessible to the Secretary and the Comptroller General of the United States or their representatives for the purpose of audit examination. <p>A grantee and subgrantee must maintain appropriate records and cost documentation as required by 2 CFR § 200.302 (financial management), 2 CFR § 200.430(i) (standards for documenting personnel expenses), and 2 CFR § 200.333 (retention requirements for records) to substantiate the charging of any compensation costs related to interruption of operations or services.</p>	<p>offered in Spring 2020. This calculation may be done on a school level, grade level, or district level, as appropriate - this is a district level decision.</p>
2	Expenses for all other allowable uses	Same as above	Same as ESSER 90%



			<p>Allowable expenditures must be made prior to December 30, 2021. Materials related to allowable expenditures do not necessarily have to be received by December 30th: <i>If a recipient enters into a contract requiring the delivery of goods or performance of services by December 30, 2021, the failure of a vendor to complete delivery or services by December 30, 2021, will not affect the ability of the recipient to use payments from the Fund to cover the cost of such goods or services if the delay is due to circumstances beyond the recipient's control (Added 7/30/2020)</i></p> <p>Performance Measure: Increased expenses on the Allowable Uses outlined in Addendum A. See Section 2. B through I below.</p>
General Provisions			
3	Supplement not Supplant provision	Does not apply	<p>According to Treasury Department guidance, funds may not be used "to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments." (More information). Allowability provisions also apply depending on whether the expense was budgeted as of March 27, 2020. Please see guidance below.</p>



4	Facility Schools	Did not receive a direct allocation, but the LEA may choose to serve the facility school on equal footing with other public schools.	Received an allocation. Allocation must be spent on allowable expenditures outlined here.
5	Charter Schools (that are not an LEA)	Did not receive a direct allocation, but the LEA may choose to serve the school; CDE encourages LEAs to treat all public schools, including charters, on equal footing.	<p>The CRF funds are distributed on a per pupil basis based on a calculation inclusive of charter school students. Therefore, Section 22-30.5-112(3), C.R.S. directly applies and requires sharing with charter schools on a per pupil basis. The distribution approach used to share the funds for furniture, fixture and equipment for full-day kindergarten through HB19-1055 may be instructive for the distribution of the CRF funds, since both use the same allocation methodology.</p> <p>While not a statutory requirement, CDE's guidance will be that districts distribute CRF funds to charter schools up front (100% allocation, not by reimbursement) and then require charters to expend them based on the allowable uses guidance.</p> <p>A district cannot withhold the 0.5% for admin/indirect costs from the charter school's allocation</p> <p>District payments to charter schools, and charter school revenue recording, must follow flow-through accounting as detailed in the Chart of Accounts:</p> <ul style="list-style-type: none">• District records CRF revenue: source 4000, grant 4012• District records flow-through payment



			<p>to charter: object 0594, grant 4012</p> <ul style="list-style-type: none"> • Charter records CRF revenue from district: source 4954, grant 4012 • Charter records CRF expenditures per allowable uses, grant 4012 <p>(added 7/29/2020)</p>
6	Preschool	<p>ESSER I or II funds may be used to serve a Preschool that is part of an elementary school.</p> <p><i>Revised 02/01/21</i></p>	<p>Yes. CRF can be used for allowable preschool expenditures. Please refer to Addendum A on the Office of the State Controller website: Addendum A</p> <p>(Added 7/29/2020)</p>
7	Non-Public Schools	<p><u>ESSER I:</u> LEA is required to provide equitable services to all non-public schools in the district's boundary.</p> <p><u>ESSER II:</u> There is no equitable distribution provision in ESSER II, therefore, there is no requirement to provide services to non-public schools with these funds.</p> <p><i>Revised 02/01/21</i></p>	<p>There is no equitable distribution provision for CRF funds; therefore, there is no requirement to share these funds with non-public schools.</p>
8	Authoritative Guidance	<p>2 CFR as applicable EDGAR Guidance as applicable GEPA as applicable ESSER I: Section 18003 of Division B of the HR748 CARES Act as enacted on 3/27/20 ESSER II: Section 313 of HR133 CRRSA Act as enacted on 12/27/20 <i>Revised 02/01/21</i></p>	<p>2 CFR as Applicable EDGAR Guidance as applicable GEPA as applicable HR748 CARES Act as enacted</p>



9	Accounting Guidance	Based on allowable ESSER expenditures, a variety of funds may be used, including, but not limited to: General Fund (10), Charter School Fund (11), Colorado Preschool Program (19), Food Service Fund (21), Governmental Grants Fund (22), Pupil Activity Special Revenue Fund (26), Capital Reserve Capital Projects Fund (43) using grant code 4425 (Revised August 7, 2020).	<p>Based on allowable CRF expenditures, a variety of funds may be used, including, but not limited to: General Fund (10), Charter School Fund (11), Colorado Preschool Program (19), Food Service Fund (21), Governmental Grants Fund (22), Pupil Activity Special Revenue Fund (26), Capital Reserve Capital Projects Fund (43) using grant code 4012 (Revised August 7, 2020)</p> <p>Unspent money as of June 30, 2020 must be tracked by the district and reported using Unearned Revenue (Balance Sheet code 7482). Unexpended funds as of December 30, 2021 must be returned to the State of Colorado, no later than January 2022.</p>
10	Earned Interest on these Funds	Not applicable, ESSER funds are paid on a reimbursement basis only.	<p>OMB guidance indicates a repayment and cap for interest earned on Federal funds that were forward-funded. (200.305). However, CRF grant guidance from Treasury does indicate that the interest earned, must be utilized to offset those allowable expenses as indicated in the CRF FAQ and Guidance from the Treasury (COVID19 allowable expenditures as indicated for CRF).</p> <p>CRF funds can be deposited into an interest bearing, insured account. HOWEVER, those interest earnings must be tracked closely and separately to ensure that your district spends those earnings on CRF Allowable expenditures. In addition, if not all original</p>

			CRF funds and interest earned are fully expended by grants end (12/30/20), the CRF funds AND interest earned will be required to be returned.
11	<p>Record Retention Guidance:</p> <p>Examples of supporting documentation could include (this is not an exhaustive list):</p> <ul style="list-style-type: none"> • general ledger and subsidiary ledgers used to account for (a) the receipt of Coronavirus Relief Fund payments and (b) the disbursements from such payments to meet eligible expenses related to the public health emergency due to COVID-19; • budget records for 2019 and 2020; • payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the public health emergency due to COVID-19; • receipts of purchases made related to addressing the public health emergency due to COVID-19; 	<p>ESSER: funding is subject to 2CFR200.400-475 as well as 2CFR200.300-345 which specifically indicates Record Retention Requirements for Federal Funding. The requirements for record retention of expenditure detail and supporting documentation is subject to 3 years, following the date of the final expenditure report, or close out.</p> <p>A grantee and subgrantee must maintain appropriate records and cost documentation as required by 2 CFR § 200.302 (financial management), 2 CFR § 200.430(i) (standards for documenting personnel expenses), and 2 CFR § 200.333 (retention requirements for records) to substantiate the charging of any compensation costs related to interruption of operations or services.</p> <p><i>Revised 02/01/21</i></p>	<p>Recipients of CRF payments shall maintain records for a period of five (5) years following the date of the final expenditure report, or close out per https://home.treasury.gov/system/files/136/I-G-Coronavirus-Relief-Fund-Recipient-Reporting-Record-Keeping-Requirements.pdf.</p> <p>(Added 7/29/2020)</p>

	<ul style="list-style-type: none"> • contracts entered into using Coronavirus Relief Fund payments and all documents related to such contracts; • grant agreements entered into using Coronavirus Relief Fund payments and all documents related to such awards; • all documentation of reports, audits, and other monitoring of contractors, including subcontractors; • all documentation supporting the performance outcomes of contracts; • all internal and external email/electronic communications related to use of Coronavirus Relief Fund payments; and • all investigative files and inquiry reports involving Coronavirus Relief Fund payments. 		
12	<p>In order to eliminate the potential for Internal Policy and Procedure findings, it is highly recommended to ensure your entities internal policies and procedures address the possibility for contingencies or alternate policy/procedures in the event of an interruption of operations due to an emergency situation. This could include additions to internal procedures noting a change in procurement requirements, ‘wet’ signatures, time and effort certifications, and other areas covered in 2CFR200 Subpart D. While CDE cannot provide specific language, as this is a district policy, we encourage this update to be made. Federal funds are subject to monitoring activities, and part of the monitoring procedure is reviewing those processes followed, as compared to what is documented Policies and Procedures for the entity to ensure the entity follows their own internal Policy or Procedures.</p> <p><i>If a grantee or subgrantee does not currently have in place a policy that addresses extraordinary circumstances such as those caused by COVID-19, the grantee or subgrantee may amend or create a policy in order to put emergency contingencies in place for Federal and</i></p>		

non-Federal similarly situated employees. ... (<https://www2.ed.gov/documents/coronavirus/factsheet-fiscal-questions.pdf>)

(Revised August 5, 2020)

Section 2: Frequently Asked Questions on Allowable Expenditure Types

A.) Personnel providing increased instruction time to enable the State's workforce to return to work in response to COVID-19 -

CRF: The following expenditures fall within the broad allowable use category of providing economic support.

#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020) <i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i> <i>Additional information on allowable uses under ESEA, IDEA, etc. can be found here.</i> <i>**Must be reasonable and necessary as a part of the LEA's plans to prepare for, respond to, or prevent the spread of COVID-19.</i>	CRF Allocation
1	Increasing instructional time	Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA].	Increasing instructional hours that were reduced due to COVID-19 in order to return to a normal level of instructional hours in the fall of 2020 is an allowable use related to the provision of economic support in connection with the COVID-19 emergency to stimulate the economy by supporting Colorado's workforce through increasing free instructional hours for our kindergarten through 12th grade education system.



		<p>ESSER II award period = March 13, 2020 through January 6, 2022. [CRRSA Act, Section 313(d)(12), addressing learning loss].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, CRF funds were intended, in part, “to stimulate the economy by supporting Colorado’s workforce through increasing free instructional hours for our kindergarten through 12th grade education system.” As such, funds may be used for expenses to increase instructional hours that were reduced due to COVID-19 closures in the spring of 2020, in order to return to a normal level of instructional hours in the fall of 2020. This criteria, increasing instructional hours, can be evaluated on a standalone basis and does not need to be considered in combination with other criteria. (Addendum A)</p> <p>Instructional hours guidance: Increasing instructional hours can be demonstrated by increased instructional hours in fall of 2020 compared to instructional hours provided in spring of 2020 to enable the State’s workforce to return to work. Instructional time includes both in-person and remote.</p> <p>Allowable Example 1: If the high school within a district provided 4 hours of remote instruction per day following the change to remote learning and districts are providing 6 hours of in-person and/or remote instruction per day in the fall of 2020, the high school has increased instructional time</p>
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			<p>by 2 hours per day. Staff salaries and other expenses related to the increased instructional hours at this school (2 hours per day, or 33% of the total instructional hours provided in the fall) is allowable. Alternatively, if the district's elementary school provided 2.5 hours of remote instruction per day in Spring 2020 and is providing 6 hours of in-person and/or remote instruction per day in the fall of 2020, this school has increased instructional time by 3.5 hours. Staff salaries and other expenses related to the increased instructional hours at this school (3.5 hours per day, or 58% of the total instructional hours provided in the fall) is allowable.</p> <p>As stated above, the use of CRF funds to increase instructional time can be evaluated on a standalone basis. No additional criteria needs to be considered regarding whether the activities are "substantially different", etc. The remainder of this document provides guidance to assess additional allowable uses of funds, including but not limited to when an activity is considered "substantially different" as a result of COVID.</p>
2	Summer School: personnel, supplies and other costs	Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and	Yes , personnel, supplies, and other expenses are allowable for activities to recover lost learning time due to COVID-19, including summer school. This includes



		<p>incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(11) - planning and implementing activities relation to summer learning and supplemental afterschool programs].</p> <p>ESSER II award period = March 13, 2020 through January 6, 2022. [CRRSA Act, Section 313(d)(11) summer programs or (12) addressing learning loss among students].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>increasing instructional hours that were reduced due to COVID-19 and also includes adding instructional hours for vulnerable and at-risk children and youth. (Addendum A - 7.)</p>
3	After School Tutoring: personnel, supplies and other costs	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(11) - planning and implementing activities relation to summer learning and supplemental afterschool programs].</p> <p>ESSER II award period = March 13, 2020 through January 6, 2022. [CRRSA Act, Section 313(d)(11) summer programs or (12) addressing learning loss].</p>	<p>Yes, personnel, supplies, and other expenses are allowable for activities to recover lost learning time due to COVID-19, including after-school tutoring. This includes increasing instructional hours that were reduced due to COVID-19 and also includes adding instructional hours for vulnerable and at-risk children and youth. See section 1 for required documentation related to expenses to recover lost learning time due to COVID-19. (Addendum A - 7.)</p>



		<p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
4	Academic intervention programs: subscriptions, supplies	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(11) - planning and implementing activities relation to summer learning and supplemental afterschool programs].</p> <p>ESSER II award period = March 13, 2020 through January 6, 2022. [CRRSA Act, Section 313(d)(11) summer or after school programs or (12) addressing learning loss].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, subscriptions and supplies purchased between March 1, 2020 and December 30, 2021 are allowable expenses as academic intervention programs that aim to recover lost learning time due to COVID-19. This includes increasing instructional hours that were reduced due to COVID-19 and also includes adding instructional hours for vulnerable and at-risk children and youth. Districts may use CRF funds for one-time purchase costs for the accrued cost up until December 30, 2021 if subscription extends beyond December 30, 2021 . (Addendum A - 7.)</p>
5	Increase instructional time to recover lost learning and/or other strategies to help address student learning loss	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between</p>	<p>Yes, funds may be used for expenses to recover lost learning time due to COVID-19. Districts may choose to add instructional hours above and beyond the normal level.</p>



		<p>March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities that are necessary to maintain the operation of and continuity of services] or between March 13, 2020 and January 6, 2022 [CRSSA Act, Section 313(d)(12) - addressing learning loss among students....].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p><i>Allowable Example:</i> Increasing instructional hours or days in fall of 2020 compared to normal level of instructional hours as a replacement of lost in-person instructional days in the Spring of 2020, the salaries and other expenses related to these increased instructional hours or days from July 1 to December 30, 2021 is allowable as long as the increase is related to COVID-19 response.</p>
5a	Expenses associated with athletic and sporting events	<p>Yes, if reasonable (i.e., based on fair market value), necessary, and allocable to maintain operation of and continuity of services (i.e., a necessary part of the LEA's response to, preparation for, or prevention of the spread of COVID-19). Although ESSER II funds are intended to support learning loss and reopening of schools, using the funds to pay for athletic/sporting event expenses may be allowable if the above conditions are met. The LEA must have documentation to demonstrate that this is the most cost-effective way for the LEA to implement this activity (e.g., results of researching options for implementing such an activity) and that there is a direct relationship to COVID-19.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to</i></p>	<p><i>Please contact CDE if you wish to use CRF funds for this use. - 03/15/2021</i></p>



		<p>COVID-19.</p> <p>Added 03/15/2021</p>	
6	Specific support for Homeless students	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 through January 6, 2022. [CRRSA Act, Section 313(d)(1) - (15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p>Revised 02/01/21</p>	<p>Yes, expenses for outreach and specific support to students experiencing homelessness to increase instructional hours that were reduced due to COVID-19.</p> <p>(Addendum A - 7.)</p>
7	Specific support for students with IEPs	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 through</p>	<p>Yes, expenses for outreach and specific support to students with IEPs to increase instructional hours that were reduced due to COVID-19.</p> <p>(Addendum A - 7.)</p>



		<p>January 6, 2022. [CRRSA Act, Section 313(d)(1) - (15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
8	Specific support for students who are English Learners	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 through January 6, 2022. [CRRSA Act, Section 313(d)(1) - (15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, expenses for outreach and specific support to students who are English Language Learners to increase instructional hours that were reduced due to COVID-19.</p> <p>(Addendum A - 7.)</p>



9	In School/Before and After School Care	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER funds can be used to support supplemental afterschool programs and summer learning (Section 18003(d)(11)), if reasonable and necessary to respond to COVID-19 (Added 8/27/2020).</p> <p>ESSER II award period = March 13, 2020 through January 6, 2022. [CRRSA Act, Section 313(d)(11) after school programs or (12) addressing learning loss].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, in-school child care that is aimed at facilitating compliance with COVID-19 public health measures and to mitigate the second-order effects of COVID-19 through the provision of economic support, such as increasing instructional hours to enable the State's workforce return to work. (Treasury Guidance - 4. and 5.)</p> <p>Increased expenses associated with before and after school care is an allowable use of CRF funds - regardless of the fund type used to account for these types of child care. (Added 8/27/2020 and Clarified 9/17/2020)</p> <p>Schools must include an explanation of their budget plans for before and after school care, in particular the level at which these programs were budgeted for FY20-21 to demonstrate the additional expenses eligible to be covered by CRF. (Added 9/17/2020).</p>
10	New hires or contract changes	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities that are necessary to maintain the operation of and</p>	<p>Yes, allowable for increasing instructional hours in fall of 2020 compared to instructional hours provided in spring of 2020 to enable the State's workforce to return to work. Not allowable: Pre-paying the contract for the full year. Districts will have to find a different funding source for new hires starting December 31.</p>



		<p>continuity of services] or between March 13, 2020 and January 6, 2022 [CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services].</p> <p>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</p> <p>Revised 02/01/21</p>	<p>Allowable Example: Due to expected changes, needs and requirements of certified staff for planning the school year, a district negotiates a contract change, which moves the contract start date up one month. The new contract will run August 1 through July 31, instead of September 1 through August 31. Therefore, the district will pay a 13th month payroll cycle that is not budgeted. This is an allowable expense for increasing instructional hours where activities are taking place between March 1, 2020 - December 30, 2021 .</p> <p>(Addendum A)</p> <p>(OSC Payroll Eligibility Guidance)</p>
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B.) Technology - CRF: The following expenditures fall within the broad allowable use category of facilitating distance learning.			
#	Expenditure Type	<p>ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020)</p> <p><i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i></p> <p><i>Additional information on allowable uses under ESEA, IDEA, etc. can be found here.</i></p>	CRF Allocation
11	Student-facing devices (iPads, Chromebooks, laptops, cameras, microphones, etc.)	<p>Yes, for purchases made between March 13, 2020 and June 30, 2021, if necessary, reasonable, and allocable for the purpose of</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and</p>



		<p>continuing educational services during school closures or implementing a plan for return to normal operations [CARES Act, Section 18003(d)(9) - purchasing educational technology for students, including hardware, software, and connectivity]. Devices purchased for the benefit of private school students under equitable services must be owned and tracked by the LEA.</p> <p>ESSER II award period = March 13, 2020 through January 6, 2022. [CRRSA Act, Section 313(d)(9) purchasing educational technology].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>educators. (Addendum A - 6.)</p>
12	Staff-facing devices (iPads, Chromebooks, laptops, smartboards, cameras, microphones, security cameras, etc.)	<p>Yes, for purchases made between March 13, 2020 and June 30, 2021, <i>if</i> necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services]. Devices purchased for the benefit of private school students under equitable services must be owned and tracked by the LEA.</p> <p>ESSER II award period = March 13, 2020 through</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators and/or compliance with local public health orders , i.e. physical distancing. (Addendum A - 6.)</p>



		<p>January 6, 2022. [CRRSA Act, Section 313(d)(15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
13	Mobile hotspots	<p>If for students: same response as “Student-facing devices” above.</p> <p>If for faculty: same response as “Staff-facing devices” above.</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators. (Addendum A - 6.)</p>
14	Internet access contracts / monthly costs	<p>If for students: same response as “Student-facing devices” above.</p> <p>If for faculty: same response as “Staff-facing devices” above.</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators. (Addendum A - 6.)</p>
15	Costs to expand bandwidth	<p>If for students: same response as “Student-facing devices” above.</p> <p>If for faculty: same response as “Staff-facing devices” above.</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators. (Addendum A - 6.)</p>
16	Network / server infrastructure	<p>If for students: same response as “Student-facing devices” above.</p> <p>If for faculty: same response as “Staff-facing devices” above.</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators. (Addendum A - 6.)</p>



C.) Personnel performing allowable activities (other than increasing instructional time) in response to COVID-19 -

CRF: The following expenditures fall within the broad allowable use categories: facilitating distance learning, public health expense or substantially different use.

ESSER: Generally, a grantee or subgrantee may continue to charge the compensation (including but not necessarily limited to salaries, wages, and fringe benefits) of its employees who are paid by a currently active grant funded by the Department to that grant, consistent with the organization's policies and procedures for paying compensation from all funding sources, Federal and non-Federal, under unexpected or extraordinary circumstances, such as a public health emergency like COVID-19.[1] Thus, if the organization pays, consistent with its policies and procedures, similarly situated employees whose compensation is paid with non-Federal funds during an extended closure, those paid with grant funds from the Department may also continue to be paid.[2] However, an employee who is being paid with Department grant funds while the program grant activities are closed in whole or in part due to the COVID-19 pandemic may not also be paid for the time during which the program is closed by the organization or another organization for working on other activities that are not closed down.

If a grantee or subgrantee does not currently have in place a policy that addresses extraordinary circumstances such as those caused by COVID-19, the grantee or subgrantee may amend or create a policy in order to put emergency contingencies in place for Federal and non-Federal similarly situated employees. If the conditions exist for charges to be made to the Federal grant, charges may also be made to any non-Federal sources that are used by a grantee or subgrantee in order to meet a matching requirement.

#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020) <i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i> Additional information on allowable uses under ESEA, IDEA, etc. can be found here .	CRF Allocation
17	Bonuses or incentives	No , ESSER funds may not be used for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID-19 (i.e., the expense has been deemed necessary for continuing educational services during COVID-19-related school closures or implementing plans for return to normal operations).	No , bonuses are listed as a “non exclusive example of ineligible expenditure” in the Treasury’s guidance. (Treasury Guidance)



18	Salary Increases, permanent	No , ESSER funds may not be used for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID-19 (i.e., the expense has been deemed necessary for continuing educational services during COVID-19-related school closures or implementing plans for return to normal operations).	No , costs must be incurred between March 1, 2020 - December 30, 2021 and may not be used to support permanent salary increases. (Treasury Guidance)
19	Hazard Pay	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [for ESSER I, CARES Act, Section 18003(d)(12)] or between March 13, 2020 and January 6, 2022 [for ESSER II, CRSSA Act, Section 313(d)(15)].</p> <p>Allowable example: Additional pay for performing hazardous duty as determined by the LEA. Determination of the hazardous duty must be related to COVID-19. Must be supported by district policies. Compensation must be documented in accordance with 2 CRF200.430(f) and 200.431.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, if the hazard pay is related to disruptions or closures resulting from COVID-19 (i.e., the expense has been deemed necessary for continuing educational services during the COVID-19 school closures or implementing plans for return to normal operations). Hazard pay is defined by the Treasury as: “Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.”</p> <p>(Treasury FAQs) (OSC Payroll Eligibility Guidance)</p>
20	Sick Leave	Yes, if necessary, reasonable, and allocable for	Yes , per Treasury guidance, the following



		<p>the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA] and as long as funds are not subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the LEA, or expenditures related to state or local teacher/faculty unions or associations.</p> <p>[CARES Act, Section 18003(d)(12) and CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>are allowable: “Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.” (Treasury Guidance)</p> <p>Pursuant to temporary regulations under the Families First Coronavirus Response Act (FFCRA) certain employees are permitted to take sick leave for specified reasons related to COVID-19: Federal Register Link. Please ensure Section 826.40(c) is reviewed. (Added 8/7/2020)</p>
20 a	Incentive Pay for Getting COVID-19 Vaccine	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of</p>	<p><i>Please contact CDE if you wish to use CRF funds for this use. - 02/02/2021</i></p>



		<p>services and continuing to employ the existing staff of the LEA] and as long as funds are not subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the LEA, or expenditures related to state or local teacher/faculty unions or associations.</p> <p>Must be supported by district policies. Compensation must be documented in accordance with 2 CRF200.430(f) and 200.431.</p> <p>[CARES Act, Section 18003(d)(12) and CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
21	Overtime or extra duty	<p>ESSER funds may not be used for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID-19 (i.e., the expense has been deemed necessary for continuing educational services during COVID-19-related school closures or implementing plans for return to normal operations).</p> <p>Overtime or extra duty pay may be allowable under ESSER if such expenses are reasonable</p>	<p>Yes, if overtime/additional hourly pay or extra duty (over and above contract time)/stipends are related one of the “Allowable Uses” included in Addendum A, such as modifications to comply with public health order, to prepare for school closures and reopenings, to facilitate distance learning, and to recover lost learning time. (Addendum A - 1. through 8.)</p>



		<p>and necessary to prevent, prepare for, or respond to COVID-19.</p> <p>[CARES Act, Section 18003(d)(12) and CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
22	New hires or contract changes	<p><i>Yes, if</i> new hire's position and associated roles and responsibilities are allowable under the CARES Act, Section 18003(d)(1-12) and as long as funds are not subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the LEA, or expenditures related to state or local teacher/faculty unions or associations.</p> <p>[CARES Act, Section 18003(d)(12) and CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p><i>Yes</i>, allowable for activities tied specifically to COVID-19 where activities are taking place between March 1, 2020 - December 30, 2021 . <i>Not allowable:</i> Pre-paying the contract for the full year. Districts will have to find a different funding source for new hires starting December 31.</p> <p><i>Allowable Example:</i> Hiring new staff members who are substantially dedicated to supporting the district's COVID-19 response in the area of any allowable use.</p> <p><i>Allowable Example:</i> Due to expected changes, needs and requirements of certified staff for planning the school year, a district negotiates a contract change, which moves the contract start date up one month. The new contract will run August 1</p>



			<p>through July 31, instead of September 1 through August 31. Therefore, the district will pay a 13th month payroll cycle that is not budgeted. This is an allowable expense for activities tied specifically to COVID-19 where activities are taking place between March 1, 2020 - December 30, 2021 .</p> <p>(Addendum A) (OSC Payroll Eligibility Guidance)</p>
23	Existing custodial staff salaries & benefits	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA] and as long as funds are not subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the LEA, or expenditures related to state or local teacher/faculty unions or associations.</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p>	<p>Yes, allowable for employees who are diverted to a substantially different use related to COVID-19. Substantially different use is defined as more than 51% within the employee's pay period. Therefore, to be allowable the employee must work at least 51% or more of their time on any job duties that are related to COVID-19 response between March 1, 2020 - December 30, 2021 . <i>Not allowable:</i> All or a portion of normally assigned job description duties that are unable to demonstrate increasing instructional hours or relationship to COVID-19 response. (revised August 5, 2020)</p> <p>If staff are working 51% or their time on the additional services for COVID-19, these re-allocated hours of an existing staff could be covered by a district's CRF allocation.</p> <p><i>Allowable Example:</i> Temporarily adjusting job duties for current custodial staff to</p>



		<i>Revised 02/01/21</i>	<p>provide additional cleaning and sanitizing services to schools. (Appendix 1 - Utilizing the 51% Guidance)</p> <p>Also, allowable if additional hours are related to one of the “Allowable Uses” included in Addendum A, such as modifications to comply with public health order, to prepare for school closures and reopenings, or to facilitate distance learning.</p> <p>Allowable Example: Temporarily expanding the hours for current custodial staff to provide additional cleaning and sanitizing services to schools.</p> <p>Allowable Example: District budgeted \$1M for custodial staff in FY20 (2019-20). This expense was in the adopted budget on March 27. District ended up spending \$1.3M due to COVID response. Only \$300K is allocable to CRF. (Addendum A) (Treasury FAQs) (OSC Payroll Eligibility Guidance)</p>
24	Existing IT staff salaries & benefits	Yes, if reasonable, necessary, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act,	Yes , allowable for employees who are diverted to a substantially different use related to COVID-19. Substantially different use is defined as more than 51% within the employee’s pay period. Therefore, to be allowable the employee must work at least



		<p>Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA] and as long as funds are not subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the LEA, or expenditures related to state or local teacher/faculty unions or associations.</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>51% or more of their time on job duties that are related to COVID 19 response between March 1, 2020 - December 30, 2021 . <i>Not allowable:</i> All or a portion of normally assigned job description duties that are unable to demonstrate a relationship to COVID-19 response. (revised August 5, 2020) (Appendix 1 - Utilizing the 51% Guidance)</p> <p>If staff are working 51% or their time on the additional services for COVID-19, these additional or re-allocated hours of an existing staff could be covered by a district's CRF allocation.</p> <p><i>Allowable Example:</i> IT staff that work 51% or more of their time to plan for how to support students' access to online learning to facilitate distance learning as a result of COVID-19. (Addendum A) (OSC Payroll Eligibility Guidance)</p> <p>Also, allowable if additional hours are required to facilitate distance learning as a result of COVID-19.</p> <p><i>Allowable Example:</i> Temporarily expanding the hours or adjusting job duties for current IT staff to facilitate distance learning.</p>
25	Existing teacher / instructional staff	Yes, if necessary, reasonable, and allocable for	Yes, (separate from the increased



	salaries & benefits	<p>the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA] and as long as funds are not subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the LEA, or expenditures related to state or local teacher/faculty unions or associations.</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>instructional hours discussed above), allowable for employees who are diverted to a substantially different use. Substantially different use is defined as more than 51% within the employee's pay period. Therefore, to be allowable the employee must work at least 51% or more of their time on COVID-19 public health emergency between March 1, 2020 and December 30, 2021 . <i>Not allowable:</i> All or a portion of normally assigned job description duties that are unable to demonstrate increasing instructional hours or relationship to COVID-19 response. (revised August 5, 2020) (Appendix 1 - Utilizing the 51% Guidance)</p> <p>If staff are working 51% or their time on the additional services for COVID-19, these additional or re-allocated hours of an existing staff could be covered by a district's CRF allocation.</p> <p><i>Allowable Example:</i> Temporarily adjusting job duties for teachers/instructional staff to respond to the COVID-19 health emergency.</p> <p><i>Also,</i> allowable if additional hours are related to one of the "Allowable Uses" included in Addendum A, such as modifications to comply with public health order, to prepare for school closures and reopenings, or to facilitate distance</p>
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			<p>learning. (Treasury FAQs) (Addendum A) (OSC Payroll Eligibility Guidance)</p>
26	Existing admin staff salaries & benefits	Same as above	<p>Yes, allowable for staff who are diverted to a substantially different use. Substantially different use is defined as more than 51% within the employee’s pay period. Therefore, to be allowable the employee must work at least 51% or more of their time on any job duties related to COVID-19 response between March 1, 2020 - December 30, 2021 . Not allowable: all or a portion of normally assigned job description duties that are unable to demonstrate increasing instructional hours or relationship to COVID-19 response. (revised August 5, 2020)</p> <p>If staff are working 51% or their time on the additional services for COVID-19, these additional or re-allocated hours of an existing staff could be covered by a district’s CRF allocation. (Treasury FAQs) (Addendum A) (OSC Payroll Eligibility Guidance) (Appendix 1 - Utilizing the 51% Guidance)</p> <p>Also, allowable if additional hours are related to one of the “Allowable Uses” included in Addendum A, such as</p>



			modifications to comply with public health order, to prepare for school closures and reopenings, or to facilitate distance learning.
27	Existing food service staff salaries & benefits	Same as above	<p>Yes, allowable for employees who are diverted to a substantially different use. Substantially different use is defined as more than 51% within the employee's pay period. Therefore, to be allowable the employee must work at least 51% or more of their time on any job duties related to COVID-19 response between March 1, 2020 - December 30, 2021 . Not allowable: All or a portion of normally assigned job description duties that are unable to demonstrate increasing instructional hours or relationship to COVID-19 response.</p> <p>(revised August 5, 2020) (Appendix 1 - Utilizing the 51% Guidance)</p> <p>Allowable Example: Temporarily adjusting job duties for current food service staff to prepare and/or deliver meals to students. If staff are working 51% or their time on the additional services for COVID-19, these additional or re-allocated hours of an existing staff member could be covered by a district's CRF allocation.</p> <p>(Treasury FAQs) (Addendum A) (OSC Payroll Eligibility Guidance)</p>



			<p>Also, allowable if additional hours are related to one of the “Allowable Uses” included in Addendum A, such as modifications to comply with public health order, to prepare for school closures and reopenings, or to facilitate distance learning.</p>
28	Existing transportation staff salaries & benefits	Same as above	<p>Yes, allowable for employees who are diverted to a substantially different use. Substantially different use is defined as more than 51% within the employee’s pay period. Therefore, to be allowable the employee must work at least 51% or more of their time on any job duties related to COVID-19 response between March 1, 2020 - December 30, 2021 . Not allowable: All or a portion of normally assigned job description duties that are unable to demonstrate increasing instructional hours or relationship to COVID-19 response. (revised August 5, 2020) (Appendix 1 - Utilizing the 51% Guidance)</p> <p>Allowable Example: Temporarily adjusting job duties for current transportation staff to provide COVID-19 response, such as delivery of meals. If staff are working 51% or their time on the additional services for COVID-19, these additional or re-allocated hours of an existing staff could be covered by a district’s CRF allocation. (Treasury FAQs)</p>



			<p>(Addendum A) (OSC Payroll Eligibility Guidance)</p> <p>Also, allowable if additional hours are related to one of the “Allowable Uses” included in Addendum A, such as modifications to comply with public health order, to prepare for school closures and reopenings, or to facilitate distance learning.</p>
29	Existing family engagement staff salaries & benefits	Same as above	<p>Yes, allowable for employees who are diverted to a substantially different use. Substantially different use is defined as more than 51% within the employee’s pay period. Therefore, to be allowable the employee must work at least 51% or more of their time on any job duties related to COVID-19 response between March 1, 2020 - December 30, 2021 . Not allowable: All or a portion of normally assigned job description duties that are unable to demonstrate increasing instructional hours or relationship to COVID-19 response. (revised August 5, 2020) (Treasury FAQs) (Addendum A) (Appendix 1 - Utilizing the 51% Guidance)</p> <p>If staff are working 51% or their time on the additional services for COVID-19, these additional or re-allocated hours of an existing staff could be covered by a district’s CRF allocation.</p>



			<p>Also, allowable if additional hours are related to one of the “Allowable Uses” included in Addendum A, such as modifications to comply with public health order, to prepare for school closures and reopenings, or to facilitate distance learning.</p>
30	Existing support staff salaries & benefits	Same as above	<p>Yes, allowable for staff who are diverted to a substantially different use. Substantially different use is defined as more than 51% within the employee’s pay period. Therefore, to be allowable the employee must work at least 51% or more of their time on COVID-19 public health emergency between March 1, 2020 and December 20, 2020. Not allowable: All or a portion of normally assigned job description duties that are unable to demonstrate increasing instructional hours or relationship to COVID-19 response. (revised August 5, 2020)</p> <p>(Treasury FAQs) (Addendum A) (OSC Payroll Eligibility Guidance) (Appendix 1 - Utilizing the 51% Guidance)</p> <p>If staff are working 51% or their time on the additional services for COVID-19, these additional or re-allocated hours of an existing staff could be covered by a district’s CRF allocation.</p>



			<p>Also, allowable if additional hours are related to one of the “Allowable Uses” included in Addendum A, such as modifications to comply with public health order, to prepare for school closures and reopenings, or to facilitate distance learning.</p>
31	Existing school nurse and/or health assistant salaries & benefits	Same as above	<p>Yes, allowable for employees who are diverted to a substantially different use. Substantially different use is defined as more than 51% within the employee’s pay period. Therefore, to be allowable the employee must work at least 51% or more of their time on any job duties related to COVID-19 response between March 1, 2020 -December 30, 2021 . Not allowable: All or a portion of normally assigned job description duties that are unable to demonstrate increasing instructional hours or relationship to COVID-19 response.</p> <p>(revised August 5, 2020) (Treasury FAQs) (Addendum A) (OSC Payroll Eligibility Guidance) (Appendix 1 - Utilizing the 51% Guidance)</p> <p>If staff are working 51% or their time on the additional services for COVID-19, these additional or re-allocated hours of an existing staff could be covered by a district’s CRF allocation.</p>



			<p>Also, allowable if additional hours are related to one of the “Allowable Uses” included in Addendum A, such as modifications to comply with public health order, to prepare for school closures and reopenings, or to facilitate distance learning.</p>
32	Expenses incurred by employees to enable working remotely	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA].</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, if expenses for remote work are incurred between March 1, 2020 and December 30, 2021 and facilitate distance learning for students and educators and/or are necessary to comply with State and local public health orders.</p> <p>(Treasury FAQs) (Addendum A - 1. and 6.)</p>
33	Expenses incurred to make hiring/HR processes virtual	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and</p>	<p>Yes, if expenses for remote work are incurred between March 1, 2020 and December 30, 2021 and facilitate distance learning for students and educators and/or</p>



		<p>incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA].</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>are necessary to comply with State and local public health orders. (Addendum A - 1. and 6.)</p>
34	Costs of unemployment insurance	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA].</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary</i></p>	<p>Yes, funds may be used to pay for unemployment insurance costs incurred by the recipient as an employer. (Treasury FAQs)</p>



		<p><i>to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
35	Cost of expanded workers' compensation coverage	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA].</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</p> <p><i>Revised 02/01/21</i></p>	<p>Yes, increased workers compensation cost to the government due to the COVID-19 public health emergency incurred between March 1, 2020 and ending December 30, 2021 is an allowable expense.</p> <p>(Treasury FAQs)</p>
36	Student Interns	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of</p>	<p>Yes, allowable for increasing instructional hours and/or for activities tied specifically to COVID-19 where activities are taking place between March 1, 2020 - December 30, 2021 . Not allowable: Pre-paying the contract for the full year. Districts will have to find a different funding source for new hires starting December 31.</p>



		<p>services and continuing to employ the existing staff of the LEA].</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p><i>Allowable Example:</i> Hiring new staff members who are substantially dedicated to supporting the district's COVID-19 response in the area of any allowable use.</p> <p>(Addendum A)</p>
37	Hiring Substitute Teachers	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA]. (Added 9/1/2020).</p> <p>[CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, hiring substitute teachers due to teacher absences due to the COVID-19 public health emergency incurred between July 1, 2020 and ending December 30, 2021 is an allowable expense.</p>



D.) Educational Materials & Supports - CRF: The following expenditures fall within the broad allowable use category of facilitating distance learning.			
#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020) <i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i> Additional information on allowable uses under ESEA, IDEA, etc. can be found here .	CRF Allocation
38	Development of remote or online learning capabilities	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(9) - purchasing educational technology for students, including hardware, software, and connectivity or (12)].</p> <p>[CRSSA Act, Section 313(d)(9) or (15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, if costs for the development of remote or online learning capabilities are incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators. (Addendum A - 6.)</p> <p>Note: The development of remote or online learning capabilities is distinct from the delivery of remote learning itself. Delivering remote or online instruction in lieu of in-person instruction is not an allowable CRF expense per the US Treasury. This includes daily lesson planning, teaching, student interaction and the other regular duties that teaching staff would normally have in an in-person learning environment.</p> <p>However, a school or district's development of remote or online learning capabilities, which may include curriculum or online learning platform development or selection, planning or systems development, is an</p>



			allowable CRF expense. (Treasury FAQs)
39	Online learning platform subscriptions Or Online course enrollment (added 7/30/2020)	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(9) - purchasing educational technology for students, including hardware, software, and connectivity].</p> <p>Licenses and subscriptions must be prorated for the grant award period.</p> <p>[CRSSA Act, Section 313(d)(9) - purchasing educational technology for students, including hardware, software, and connectivity]</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators. Districts may use CRF funds for one-time purchase costs for the accrued cost up until December 30, 2021 if subscription extends beyond December 30, 2021 . (Addendum A - 6.)</p> <p>Colorado Empowered Learning offers various options to school districts, some of these are priced for a semester and others are priced for an entire school year. The full expenditure for options for the fall semester are eligible for CRF. Only half of the expenditure for options for the entire school year are eligible for CRF; other funding sources must be used to cover the remaining portion of these costs. (Added 7/31/2020)</p>
40	Educational software / intervention subscriptions	<p>Yes, if necessary, reasonable, and allocable y for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators. Districts may use CRF funds for</p>



		<p>incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(9) - purchasing educational technology for students, including hardware, software, and connectivity or (12)].</p> <p>Licenses and subscriptions costs that will exceed the grant award period must be prorated and cannot be prepaid.</p> <p>[CRSSA Act, Section 313(d)(9) - purchasing educational technology for students, including hardware, software, and connectivity]</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>one-time purchase costs for the accrued cost up until December 30, 2021 if subscription extends beyond December 30, 2021 .</p> <p>(Addendum A - 6.)</p>
41	Curriculum to support remote learning	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>May also use ESSER funds for planning and</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators.</p> <p>(Addendum A - 6.)</p>



		<p>coordinating how to ensure educational services can continue consistent with federal, state, or local requirements [CARES Act, Section 18003(d)(8) - planning and coordinating during long-term closures].</p> <p>LEA will need to demonstrate how such purchases aid in regular and substantive educational interaction between students and their classroom instructors [Section 18003(d)(9)], how will aid with planning or coordinating how to ensure educational services can continue [Section 18003(d)(8)], or how are necessary to maintain the operation of and continuity of services [Section 18003(d)(12)].</p> <p>[CRSSA Act, Section 313(d)1-15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
42	Supplies to support remote learning	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and facilitates distance learning for students and educators.</p>



		<p>incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(9) - purchasing educational technology for students, including hardware, software, and connectivity].</p> <p>LEA will need to demonstrate how such purchases aid in regular and substantive educational interaction between students and their classroom instructors [Section 18003(d)(9)], how supplies will aid with planning or coordinating how to ensure educational services can continue [Section 18003(d)(8)], or how supplies are necessary to maintain the operation of and continuity of services [Section 18003(d)(12)].</p> <p>[CRSSA Act, Section 313(d)(9) or (15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	(Addendum A - 6.)
43	Printing or reproduction costs	Same response as “Supplies” above	Yes , if purchase cost is incurred between March 1, 2020 and December 30, 2021 and printing or reproduction facilitates distance



			learning for students and educators. (Addendum A - 6.)
E.) Facilities & Health and Safety - The following expenditures fall within the broad allowable use category of public health expense.			
#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020) <i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i> Additional information on allowable uses under ESEA, IDEA, etc. can be found here .	CRF Allocation
44	Cleaning and/or sanitizing supplies	Yes, if reasonable, necessary, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [for ESSER I, CARES Act, Section 18003(d)(7)] and March 13, 2020 through January 6, 2022 [for ESSER II, CRSSA Act, Section 313(d)(7)]. All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19. Revised 2/1/21	Yes , if purchase cost is incurred between March 1, 2020 and December 30, 2021 and supplies are intended to limit transmission of the COVID-19 virus among students and faculty including cleaning, sanitizing and ventilating school, and administration buildings. (Addendum A - 3.)
45	Personal Protective Equipment (PPE): Masks, Gloves, thermometers, etc.	Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)], incurred between March 13, 2020 and June 30, 2021 [for ESSER I, CARES Act, Section 18003(d)(7)] and March 13,	Yes , if purchase cost is incurred between March 1, 2020 and December 30, 2021 and PPE is intended to protect the health of students, faculty and administrators exposed or at risk of exposure to COVID-19,



		<p>2020 through January 6, 2022 [for ESSER II, CRSSA Act, Section 313(d)(7)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 2/1/21</i></p>	<p>including nursing care, sick leave, temperature monitoring, and school health clinics.</p> <p>(Addendum A - 4.)</p>
46	Supplies and technology for health screening, including COVID-19 testing of students and teachers. (updated 8/20/2020)	<p><i>Yes, if</i> reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)] , incurred between March 13, 2020 and June 30, 2021 [for ESSER I], and March 13, 2020 through January 6, 2022 [for ESSER II, CRSSA Act, Section 313(d)(1) - (15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Reviewed 2/1/21</i></p>	<p><i>Yes</i>, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and supplies are intended to limit transmission of the COVID-19 virus and protect the health of students, faculty, and administrators.</p> <p>(Addendum A - 4.)</p> <p><i>Yes</i>, COVID-19 testing of students and teachers is an allowable public health measure. (Added 8/20/2020)</p>
47	Reconfiguring school buildings: staff time	<p><i>Yes, if</i> reasonable and necessary to prevent, prepare for, or respond to COVID-19, and incurred between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12)] and March 13, 2020 through January 6, 2022 [for ESSER II, CRSSA Act, Section 313(d)(13-15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p>	<p><i>Yes</i>, if staff time cost is incurred between March 1, 2020 and December 30, 2021 that is above existing staff cost and staff time is used for modifications / renovations necessary to comply with State and local public health orders and/or to prepare for school closures and reopenings, including but not limited to planning, human resources, and parent communication.</p> <p>(Addendum A - 1. and 2.)</p>



		<i>Reviewed 2/1/21</i>	
48	Reconfiguring buildings: supplies or materials to facilitate physical distancing and/or reduce sharing of items in schools	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(13-15)]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and supplies or materials support modifications necessary to comply with State and local public health orders and address the COVID-19 public health emergency. These costs are allowable as long as they do not increase the useful life of the building.</p> <p>(Addendum A - 1.)</p>
49	Reconfiguring buildings: furniture	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(13-15)].</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and furniture supports modifications necessary to comply with State and local public health orders and address the COVID-19 public health emergency.</p> <p>(Addendum A - 1.)</p>



		<p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
50	Leasing or Temporarily Paying for Additional Space to Accommodate Space Needs (in the event that existing buildings do not have capacity to allow for modifications to address social distancing challenges)	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(13-15)]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, if lease or other cost is incurred between March 1, 2020 and December 30, 2021 and leased space supports modifications necessary to comply with State and local public health orders and address the COVID-19 public health emergency.</p> <p>(Addendum A - 1.)</p>
51	Purchasing modulars and/or purchasing and/or constructing buildings to accommodate physical distancing	<p>Updated on 10/6/20 Based on Guidance from the U.S. Department of Education:</p> <ul style="list-style-type: none"> Because ESSER funds may be used for “any activity authorized by the ESEA,” and construction is an allowable activity under the ESEA’s Impact Aid program, an LEA may use ESSER funds for construction, subject to prior written 	<p>As with all uses of payments from the Fund, the use of payments to acquire or improve property is limited to that which is necessary due to the COVID-19 public health emergency. In the context of acquisitions of equipment or leased property, this means that the acquisition itself must be necessary. In particular, a government must (i) determine that it is not</p>



		<p>approval by its SEA. See section 18003(d)(1) of the CARES Act, Title VII of the ESEA, and 2 CFR § 200.439(b)(1).</p> <ul style="list-style-type: none">Specifically, the Impact Aid definition of “construction” includes remodeling and renovations, under which many activities related to COVID-19 would likely fall. As is the case with all activities charged to the ESSER Fund, construction costs must be reasonable and necessary to meet the overall purpose of the program, which is “to prevent, prepare for, and respond to” the COVID-19 pandemic. See CARES Act Department of Education, Education Stabilization Fund heading and 2 CFR §§ 200.403-200.405.This might include renovations that would permit an LEA to clean effectively (e.g., replacing old carpet with tile that could be cleaned more easily) or create a learning environment that could better sustain social distancing (e.g., bringing an unused wing of a school into compliance with fire and safety codes in order to reopen it to create more space for students to maintain appropriate social distancing).Approved construction projects must comply with applicable Uniform Guidance requirements, as well as the	<p>able to meet the need arising from the public health emergency in a cost-effective manner by leasing equipment or by improving property already owned and (ii) maintain documentation to support this determination. Likewise, an improvement, such as the installation of modifications to permit social distancing, would need to be determined to be necessary to address the COVID-19 public health emergency.</p> <p>Previous guidance regarding the requirement that payments from the Fund may only be used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2021 focused on the acquisition of goods and services and leases of equipment, but the same principles apply to acquisitions and improvements of equipment as well as leases of property. Such acquisitions and improvements must be completed and the acquired or equipment be put to use in service of the COVID-19-related use for which it was acquired or improved by December 30. Finally, as with all costs covered with payments from the Fund, such costs must not have been previously accounted for in the budget most recently approved as of March 27, 2020.</p> <p>As an example, the lease of modular units (building) to expand classroom availability directly affects social distancing. Also, the</p>
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		<p>Department's regulations regarding construction at 34 CFR § 76.600. As is the case with all construction contracts using laborers and mechanics financed by federal education funds, an LEA that uses ESSER funds for construction contracts over \$2,000 must meet all Davis-Bacon prevailing wage requirements and include language in the construction contracts that all contractors or subcontractors must pay wages that are not less than those established for the locality of the project (prevailing wage rates). (See 20 U.S.C. 1232b Labor Standards.)</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(13-15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>upgrade and improvement of an HVAC system to respond directly to the public health emergency by providing cleaner air, more air flow, etc., would also be an allowable usage of CRF funds.</p> <p>The acquisitions/modifications must be installed and completed by 12/30 (no accruals), and only the lease portion applicable to the CRF availability of funds is that portion expensed from March through Dec.</p>
52	Purchasing buses or other vehicles to accommodate physical distancing	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary</p>	<p>No, buses and other vehicles have a useful life of over one year and likely exceed the entity's capitalization threshold and would not be eligible for CARES Act funding. However, CRF allocations may be used for the short-term lease expenses of, for example, temporary facilities to improve</p>



		<p>to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA].</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p>Prior written approval (final approval on the ESSER application) from CDE is required before the direct charge rate to the ESSER funds.</p> <p>Reasonableness includes being able to demonstrate that purchasing a bus is a more cost-effective approach than other alternative solutions (e.g., leasing a bus).</p> <p>LEA purchasing and procurement policies must be followed, including following the capitalization policies. If depreciation is applied for capitalized equipment, then it must also be applied to bus purchases.</p> <p>State safety requirements for purchasing vehicles must also be met.</p> <p><i>Revised 02/01/21</i></p>	<p>COVID-19 mitigation measures between March 1, 2020 and December 30, 2021 . (Addendum A - 1.) (Treasury FAQs)</p>
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53	<p>Purchasing large pieces of equipment, i.e. for cleaning, that are considered capital equipment purchases</p>	<p>Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA].</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p>Reasonableness includes being able to demonstrate that purchasing such equipment is a more cost-effective approach than other alternative solutions (e.g., leasing for a temporary period of time).</p> <p>LEA purchasing and procurement policies must be followed, including following the capitalization policies. If depreciation is applied for capitalized equipment, then it must also be applied to bus purchases.</p> <p><i>Revised 02/01/21</i></p>	<p>As with all uses of payments from the Fund, the use of payments to acquire or improve property is limited to that which is necessary due to the COVID-19 public health emergency. In the context of acquisitions of equipment or leased property, this means that the acquisition itself must be necessary. In particular, a government must (i) determine that it is not able to meet the need arising from the public health emergency in a cost-effective manner by leasing equipment or by improving property already owned and (ii) maintain documentation to support this determination. Likewise, an improvement, such as the installation of modifications to permit social distancing, would need to be determined to be necessary to address the COVID-19 public health emergency.</p> <p>Previous guidance regarding the requirement that payments from the Fund may only be used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2021 focused on the acquisition of goods and services and leases of equipment, but the same principles apply to acquisitions and improvements of equipment as well as leases of property. Such acquisitions and improvements must be completed and the acquired or equipment be put to use in service of the COVID-19-related use for</p>
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			<p>which it was acquired or improved by December 30. Finally, as with all costs covered with payments from the Fund, such costs must not have been previously accounted for in the budget most recently approved as of March 27, 2020.</p> <p>As an example, the lease of modular units (building) to expand classroom availability directly affects social distancing. Also, the upgrade and improvement of an HVAC system to respond directly to the public health emergency by providing cleaner air, more air flow, etc., would also be an allowable usage of CRF funds.</p> <p>The acquisitions/modifications must be installed and completed by 12/30 (no accruals), and only the lease portion applicable to the CRF availability of funds is that portion expensed from March through Dec.</p>
54	Purchasing equipment, i.e. carts or additional point of sale devices for food service delivery to classrooms or automatic door openers, auto-flush toilets, touchless faucets, etc. to comply with public health orders that are <u>not</u> considered capital equipment purchases	Yes, if necessary, reasonable, and allocable for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021 [CARES Act, Section 18003(d)(12) - other activities necessary to maintain the operation of and continuity of services and continuing to employ the existing staff of the LEA].	Yes, smaller equipment purchases to comply with State and local public health orders and address the COVID-19 public health emergency, and are not capitalized, would be eligible for CARES Act funding. (Addendum A - 1.)



		<p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(15) - other activities that are necessary to maintain the operation of and continuity of services].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
55	Payments to parents for mileage in lieu of providing school transportation	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities listed in [CARES Act, Section 18003(d)(12)] or [CRSSA Act, Section 313(d)(15) for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, payments to parents for mileage reimbursements in lieu of providing school transportation to comply with State and local public health orders and address the COVID-19 public health emergency, and would be eligible for CARES Act funding. Note: Districts are not required to reduce their CDE-40 form Current Operating Expenditures by any CRF moneys used for purposes such as this..</p>
F.) Student & Staff Supports - The following expenditures fall within the broad allowable use category of public health expense.			
#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental	CRF Allocation



		<p>Funds & ESSER II 90% Allocation (effective March 13, 2020)</p> <p><i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i></p> <p><i>Additional information on allowable uses under ESEA, IDEA, etc. can be found here.</i></p>	
56	Mental Health Support for students: salaries & benefits	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(10); CRRSA Act, Section 313(d)(10)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, funding may be used to meet payroll expenses for employees not accounted in the most recently approved budget whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency, which could include mental health staff to meet the mental health needs of students experiencing trauma or mental health challenges as a result of the COVID-19 public health emergency. These funds may only be used for costs of salaries and benefits for additional mental health supports incurred between the period of March 1, 2020 - December 30, 2021 . <i>Not allowable:</i> Pre-paying the salary and benefits for the full year. (Treasury Guidance - 3.) (Addendum A - 1.)</p>
57	Mental Health Support for students: contracts	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(10)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p>	<p>Yes, funding may be used to meet contract expenses for employees not accounted in the most recently approved budget whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency, which could include mental health staff to meet the mental health needs of students</p>



		<p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRRSA Act, Section 313(d)(10)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>experiencing trauma or mental health challenges as a result of the COVID-19 public health emergency. These funds may only be used for costs of contracts for additional mental health supports incurred between the period of March 1, 2020 - December 30, 2021 . Not allowable: Pre-paying contracts for the full year. (Treasury Guidance - 3.) (Addendum A - 1.)</p>
58	Mental Health Support for staff	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(10)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRRSA Act, Section 313(d)(10)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>No, expenses to support the health of staff are limited to protecting faculty and administrators from exposure or risk of exposure to COVID-19. (Addendum A - 4.)</p>
59	Mental Health Support: curriculum or supplies	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)] for the purposes of continuing educational services during school</p>	<p>Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and curriculum or supplies support meeting the mental health needs of students</p>



		<p>closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRRSA Act, Section 313(d)(10)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>experiencing trauma or mental health challenges as a result of the COVID-19 public health emergency. (Addendum A - 5.)</p>
G.) Communications & Family Engagement - CRF: The following expenditures fall within the broad allowable use category of facilitating distance learning.			
#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020) <i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i> <i>Additional information on allowable uses under ESEA, IDEA, etc. can be found here.</i>	CRF Allocation
60	Software subscriptions to platforms that facilitate communication with families	Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.	Yes, if purchase cost is incurred between March 1, 2020 and December 30, 2021 and the use of the subscription is to communicate with families about school closures and reopenings and/or to facilitate distance learning. Districts may use CRF funds for one-time purchase costs for the accrued cost up until December 30, 2021 if



		<p>Software subscriptions must be prorated for the award period. [CRRSA Act, Section 313(d)(15)].</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>subscription extends beyond December 30, 2021 .</p> <p>(Addendum A - 2. and 6.)</p>
61	Website design / content development	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRRSA Act, Section 313(d)(15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, if cost is incurred between March 1, 2020 and December 30, 2021 and if the website design / content development serves to communicate with families about school closures and reopenings and/or to facilitate distance learning.</p> <p>(Addendum A - 2. and 6.)</p>
62	Social media content development	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act,</p>	<p>Yes, if cost is incurred between March 1, 2020 and December 30, 2021 and if the</p>



		<p>Section 18003(d)(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRRSA Act, Section 313(d)(15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>social media content development serves to communicate with families about school closures and reopenings and/or to facilitate distance learning. (Addendum A - 2. and 6.)</p>
63	Printing and reproduction costs	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRRSA Act, Section 313(d)(15)].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p>	<p>Yes, if cost is incurred between March 1, 2020 and December 30, 2021 and if the printing and reproduction serves to communicate with families about school closures and reopenings and/or to facilitate distance learning. (Addendum A - 2. and 6.)</p>



		Revised 02/01/21	
64	Mailing costs	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>All ESSER-funded activities must be necessary to prevent, ESSER II award period = March 13, 2020 - January 6, 2022. [CRRSA Act, Section 313(d)(15)]. prepare for, or respond to COVID-19.</p> <p>Revised 02/01/21</p>	<p>Yes, if cost is incurred between March 1, 2020 and December 30, 2021 and if the mailing costs serve to communicate with families about school closures and reopenings and/or to facilitate distance learning. (Addendum A - 2. and 6.)</p>
H.) Professional Development - The following expenditures fall within the broad allowable use category of facilitating distance learning or public health expenses.			
#	Expenditure Type	<p>ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020)</p> <p><i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i> Additional information on allowable uses under ESEA, IDEA, etc. can be found here.</p>	CRF Allocation
65	Professional Development days in lieu	Yes, if reasonable, necessary, and allocable to	Yes, per Treasury guidance, training that is



	of furlough days	<p>one of the allowable activities list in [CARES Act, Section 18003(d)(12); CRRSA Act, Section 18003(d)(15)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>offered related to furlough is allowable. Professional development content must be focused on delivering remote learning and/or complying with public health orders. Please see additional allowable use guidance related to professional development below. (Treasury FAQs)</p>
66	Professional Development costs associated with cleanliness and complying with public health orders	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(6); CRSSA Act, Section 313(d)(6)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022.</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to</i></p>	<p>Yes, if cost is incurred between March 1, 2020 and December 30, 2021 . Even if districts had previous professional development days scheduled, if the content of these days is focused on delivering remote learning and/or complying with public health orders, the district may use CRF funds to pay for staff time, registration fees, and/or travel costs for those days. (Addendum A - 1. and 6.)</p>



		<p>COVID-19.</p> <p>Revised 02/01/21</p>	
67	Professional Development costs associated with delivering remote learning	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(12)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRRSA Act, Section 313(d)(15)].</p> <p>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</p> <p>Revised 2/1/21</p>	<p>Yes, if cost is incurred between March 1, 2020 and December 30, 2021 . Even if districts had previous professional development days scheduled, if the content of these days is focused on delivering remote learning and/or complying with public health orders, the district may use CRF funds to pay for staff time, registration fees, and/or travel costs for those days. (Addendum A - 6.)</p>
68	Professional Development costs associated with supporting student mental health	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in CARES Act, Section 18003(d)(10)] for the purposes of continuing educational services during school closures or for implementing a plan for return to normal operations, and incurred during the award period between March 13, 2020 and June 30, 2021.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(10)]</p>	<p>Yes, if cost is incurred between March 1, 2020 and December 30, 2021 . Even if districts had previous professional development days scheduled, if the content of these days is focused on supporting students' mental health as a result of COVID, the district may use CRF funds to pay for staff time, registration fees, and/or travel costs for those days. (Addendum A - 5.)</p>



		<p>- other activities that are necessary to maintain the operation of and continuity of services].</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	
I.) Indirect & Admin Costs			
#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020) <i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i> <i>Additional information on allowable uses under ESEA, IDEA, etc. can be found here.</i>	CRF Allocation
69	Expenses for administration and accounting expenses of these funds	Yes , recipients can use the negotiated restricted indirect cost rate.	Yes , up to 0.5% of recipient's allocation allowed for administrative and accounting expenses to comply with the provisions of the Notice of Award and Certification Letter, as well as the allowable uses and conditions of use set forth in the addendum. (Addendum A - 9.) Pursuant to Treasury FAQ (Sep 2, 2020), question 39: CRF can be used for administrative expenses which represent an INCREASE over previously budgeted amounts and are limited to what is necessary (Added 9/17/2020)



J.) Additional Budget Guidance			
#	Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental Funds & ESSER II 90% Allocation (effective March 13, 2020) <i>*Must be for the purpose of continuing education during school closure &/or returning to normal operations*</i> Additional information on allowable uses under ESEA, IDEA, etc. can be found here .	CRF Allocation
70	Unbudgeted expenses	<p>Yes, if reasonable, necessary, and allocable to one of the allowable activities list in [CARES Act, Section 18003(d)(1)-(12)]. There is no explicit provision under ESSER pertaining to unbudgeted expenses.</p> <p>ESSER II award period = March 13, 2020 - January 6, 2022. [CRSSA Act, Section 313(d)(1) - (15) - other activities that are necessary to maintain the operation of and continuity of services]</p> <p><i>All ESSER-funded activities must be necessary to prevent, prepare for, or respond to COVID-19.</i></p> <p><i>Revised 02/01/21</i></p>	<p>Yes, to the extent that expenses that were previously not accounted for in the budget most recently approved as of March 27, 2020 are allowable to be covered with CRF funds.</p> <p>(Treasury FAQs) (Treasury Guidahttps://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf)</p>

Section 3: Agency Roles and Responsibilities, Contacts, and Additional Resources

CDE's Monitoring of Allocation		
Expenditure Type	ESSER I 90% Allocation, ESSER I Supplemental	CRF Allocation



	Funds & ESSER II 90% Allocation (effective March 13, 2020)	
Agency Roles and Responsibilities	CDE will monitor allowable uses of funds in supporting all public schools in the LEA, compliance with all statutory and regulatory requirements listed in the LEA application assurances , the SEA Certification and Agreements , and equitable services provided to non-public schools.	<p>CDE will monitor allowable uses of funds, compliance with all statutory and regulatory requirements, and performance measures, subject to additional monitoring by the Office of the State Controller and subject to audit by the Office of the State Auditor.</p> <p>The Governor’s Office of State Planning and Budgeting is the final authority for resolution of any issues that may arise during the expenditure or allocation of these funds.</p>
Contacts	CDE: Nazanin Mohajeri-Nelson (mohajeri-nelson_n@cde.state.co.us) or DeLilah Collins (collins_d@cde.state.co.us)	<p>CDE: Jennifer Okes (okes_j@cde.state.co.us) or Kate Bartlett (bartlett_k@cde.state.co.us)</p> <p>Governor’s Office: Grace Glover (grace.glover@state.co.us) or Aaron Ray (aaron.ray@state.co.us)</p> <p>State Controller: Madalena Garcia (madalena.garcia@state.co.us)</p>
Additional Resources	<p>ESSER I LEA application for funds: Link</p> <p>ESSER I FAQ: Link</p> <p>ESSER II LEA application for funds: <i>Link coming Soon</i></p> <p>ESSER II FAQ: Link Coming Soon</p>	<p>Treasury Guidance: Link</p> <p>Treasury FAQs: Link</p> <p>CRF NOA and Addendum: Link</p>

Other Grant Funds: In addition to ESSER and CRF funds, other grant funds may be used to address COVID-related expenses. More information is available here .		

Section 4: Budgeting Considerations for CRF Funds (Grant Code 4012)

Budgeting Considerations
<p>FY 2019-20: Prior to the end of FY19-20 (June 30, 2020)</p> <ul style="list-style-type: none"> Recipients should deposit CRF money and book a liability (Balance Sheet Code 7482, Grant Code 4012) Recipients should identify appropriate/eligible expenditures to be coded to CRF in FY19-20, and code to the appropriate/detailed Program and Object Code, with Grant Code 4012. Based on the expenditures for FY19-20, that you attribute to CRF, does the district have spending authority for these expenditures? <ul style="list-style-type: none"> If yes: <ul style="list-style-type: none"> No further action for total appropriation purposes The district may need to move budget lines to the appropriate Object (expense) category in the Chart of Accounts – which the Superintendent may be allowed to do based on the District’s specific budgetary policies If no: <ul style="list-style-type: none"> A supplemental budget is required to provide additional spending authority, so the district is not in violation of having expenditures in excess of appropriated (budgeted) amounts for FY19-20 <p>Update: 2/1/2021 - Period of Performance for ESSER I and ESSER II began on March 13, 2020. Funds can be utilized for expenditures beginning March 13, 2020. If your district decides to utilize ESSER funds for expenditures in Fiscal Year 2020 at this point, some considerations should be made:</p> <ul style="list-style-type: none"> Are your books closed? Is your Audit closed? Has your district already sent data pipeline? <p>Districts will want to work with their auditor to determine ramifications and steps to utilize ESSER funds for expenditures in the prior fiscal year.</p>

FY 2020-21: Beginning July 1, 2020

- Recipients should identify appropriate/eligible expenditures for FY20-21, and code to the appropriate/detailed Program and Object Code, with Grant Code 4012.
- If the district has not included CRF funds in their FY20-21 budget, the district revise the budget to incorporate planned expenditures. Districts can do as many budgetary revisions as needed, up until January 31, 2021. After January 31, 2021 – a supplemental budget must be adopted.

Appendix 1: Utilizing the 51% “Substantially Dedicated” Guidance for Personnel Expenditures under CRF

Considerations for Payroll Eligibility when Employees’ Job Duties change due to COVID response

The following is adapted from the Office of the State Controller’s payroll guidance document. Use this guidance primarily when an employee’s job duties have changed due to COVID-19 response. When evaluating increasing instructional time, please use the guidance in line 37 instead. These questions should allow districts to determine if an employee’s time is eligible for CRF funding under allowable uses related to having their job duties becoming “substantially different” due to COVID-19 response. In addition to “substantially different,” an employee’s time under this guidance must also be “substantially dedicated” to COVID-19 response, as described here:

Did the employee work 51% or more on COVID-19 in a pay period (in other words, were they “substantially dedicated to mitigating or responding to the COVID-19 public health emergency”)?

1. If yes, then the pay for hours worked on COVID-19 is eligible for CRF CARES Act funds.
 - a. The OSC is interpreting “substantially dedicated” to mean 51% or more time devoted to the COVID-19 public health emergency. The OSC is using this interpretation based on comments from a high-ranking official at the US Department of Treasury.
 - b. All recipients of CRF CARES Act funds from the Governor’s Office shall use 51% for “substantially dedicated” so that there are no different interpretations of this term.
 - c. It is possible that the Treasury may issue future Guidance or FAQs that explicitly include the percentage that meets the “substantially dedicated” threshold.
 - d. Definition of 51%



- i. Pay Periods – Entities may have different pay periods, including weekly, biweekly, semi-monthly, monthly, and other schedules.
 1. Entities shall have their staff who are eligible for CARES Act funds track their time for COVID-19 projects.
 2. 51% shall apply to the pay period worked by the employee, rounded up to the next whole hour.
 - ii. Example - Biweekly employee who works 40 hours per week; 80 hours in the pay period.
 1. $80 \text{ hours} \times 51\% = 41 \text{ hours}$ (rounded up to the nearest whole hour)
 2. $72 \text{ hours} \times 51\% = 37 \text{ hours}$ (rounded up the nearest whole hour for a biweekly period with one holiday)
 3. $40 \text{ hours} \times 51\% = 21 \text{ hours}$ (rounded up to the nearest whole hour for biweekly period where employee took 40 hours of annual or sick leave)
2. If no, then ineligible for CRF CARES Act funds.

School District Examples:

1. Front office staff member's normal job duties are greeting visitors, answering phones and responding to school staff needs. In fall 2020, staff members will spend 75% of their time doing temperature and health checks for students.
 - a. Substantially different job duty, related to COVID-19 response? Yes
 - b. Substantially dedicated to COVID-19 response (51% or more of time in a pay period)? Yes
 - c. Eligible for CRF? Yes
 - d. Percentage eligible for relevant pay periods? 75% of payroll expenses
2. Front office staff member's normal job duties are greeting visitors, answering phones and responding to school staff needs. In fall 2020, staff members will spend 25% of their time doing temperature and health checks for students.
 - a. Substantially different job duty, related to COVID-19 response? Yes
 - b. Substantially dedicated to COVID-19 response (51% or more of time in a pay period)? No - does not meet the 51% threshold
 - c. Eligible for CRF? No
 - d. Percentage eligible for relevant pay periods? N/A
3. Teacher normally spends 8 hours a day on instructional duties. In March-May 2020 pay periods, teachers will spend 3.5 hours per day on instructional duties and 4.5 hours a day providing IT technical support to students and families to address COVID-19 pandemic.
 - a. Substantially different job duty, related to COVID-19 response? Yes
 - b. Substantially dedicated to COVID-19 response (51% or more of time in a pay period)? Yes
 - c. Eligible for CRF? Yes
 - d. Percentage eligible for relevant pay periods? $4.5 / 8 = 56\%$

Lake County School District
328 West 5th Street
Leadville, Colorado 80461
www.lakecountyschools.net

AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Paul Anderson
MEMO PREPARED BY: Bethany Massey
INVITED GUESTS: Brittany Woodrum
TIME ALLOTTED ON AGENDA: 10 minutes
ATTACHMENTS: 1 (short term contract)

RE: St George and use of space

TOPIC SUMMARY

Background:

Since October 2020, St. George has been supplying rescued food to LCSD to support its Child & Adult Care Food Program (CACFP). As of March 2021, a need for additional space has become a reality.

Lake County's program prepares 100 meal boxes each Friday, which supply 5-7 days worth of breakfasts, lunches, and dinners as well as afternoon snacks/meals for after-school programs, including Project Dream. There is currently an open agreement with Luz Escalera, St. George's Kitchen & Food Procurement Manager, and Julie Mehle that the school may take as it needs from both our storage at the bus garage as well as our walk-in pantry housed at the church. Items that are commonly shared include fresh & dried fruit, meat (frozen & canned), cereals, apple sauce, snacks, soups & stews, eggs, and assorted dry goods.

Additionally, St. George has agreed to cover the food procurement costs for LCSD's new Mobile Learning Center. Since the grant for the Center covers the cost of a fridge but not food procurement, St. George has offered to purchase the food that will stock the fridge. We estimate that we will purchase a minimum of \$1,200-worth of fruit and snacks for the MLC per month. Our hope is that we can continue to deliver and store food at the bus garage for an easy, seamless exchange between the two parties and are happy to share invoices or any tracking that your Board might require.

Topic for Presentation:

An MOU that would allow a year commitment for St. George to use space at the old district office will be shared with the board.

Lake County School District R-1

Memorandum of Understanding

Food Pantry Storage

This Memorandum of Understanding (“**MOU**”) is made and entered into between the LAKE COUNTY SCHOOL DISTRICT R-1 (“**District**”) and St. George Community Meals and Pantry (“**St George**”) to establish the space needed and duration of this agreement.

District agrees to allow St George to use its building located at 107 Spruce St. Leadville, Colorado to provide storage for food. The area to be utilized is one large room on the south side of the building which historically was the board room. In addition, a freezer and refrigerator located in the maintenance shop can be utilized. These units are backup units for the district, the understanding is that immediate access would be needed by the district in the event a unit would fail in one of the school cafeterias.

St George agrees that it will exercise reasonable care in the conduct of its activities in said facilities and will be responsible for replacing, restoring, or repairing damage occasioned by the use of any building, facilities or equipment belonging to the District.

District recognizes the St. George food program as an asset to the community for supplying food to support the Districts 100 meal boxes every Friday that provide 5-7 days worth of breakfasts, lunches, and dinners as well as afternoon snacks for after-school programs, including Project Dream. Additionally, St. George has agreed to cover the food procurement costs for the Districts new Mobile Learning Center. The estimated cost to St George is \$1,200 a month for fruit and snacks.

Nothing in this MOU is intended to conflict with current laws or regulations of the United States of America, the State of Colorado, or any applicable local government. If a term of this MOU is inconsistent with such authority, then that term will be invalid, but the remaining terms and conditions of this MOU will remain in full force and effect. The term of this MOU begins the date signed by both parties through June 30, 2022; provided, however, either District or St George may terminate this MOU upon sixty (60) days’ written notice to the other party.

This MOU will become effective when signed by both District and St George, and may be modified upon the mutual written consent of the parties. Oral amendments to this MOU are not permitted.

LAKE COUNTY SCHOOL DISTRICT R-1

By: _____

Title: _____

Date Signed: _____

ST GEORGE COMMUNITY MEALS
AND PANTRY

By: _____

Title: _____

Date Signed: _____

Lake County School District R-1
Employee Status Report
April 13, 2021

4/8/2021

Certified Staff

Recommended for Hire

<u>Name</u>	<u>Assignment</u>	<u>Degree</u>	<u>License- Endorsement</u>	<u>Experience</u>
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Transfers

<u>Name</u>	<u>Current Assignment</u>	<u>Transfer Assignment</u>	<u>Location</u>	<u>Effective</u>
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Resignations/Terminations

Maeder, Clara	7-12 Spanish Teacher		LCHS	End of 2020-2021 SY
Martin, Valerie	5th Grade Teacher		LCIS	End of 2020-2021 SY

Eudelia Contreras, President

Rod Weston, Secretary

Lake County School District R-1
Employee Status Report
April 13, 2021

4/8/2021

Support Staff/Classified

Recommended for Hire

Cieply, Krystyn
Dulaney, Ashley
Regan, Kathryn

Special Educaton Paraprofessional
PreK Substitute
Substitute Teacher

Center

WPE
District

Voluntary Incentive Retirement

Martinez, Melody

Special Education Paraprofessional

WPE End of 2020-2021 SY

Transfers

Name

Current Assignment

Transfer Assignment

Resignations/Terminations

Effective

Eudelia Contreras, President

Rod Weston, Secretary

Lake County School District R-1
Employee Status Report
April 13, 2021

4/8/2021

Certified Staff

Recommended for Hire

<u>Name</u>	<u>Assignment</u>	<u>Degree</u>	<u>License- Endorsement</u>	<u>Experience</u>
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Transfers

<u>Name</u>	<u>Current Assignment</u>	<u>Transfer Assignment</u>	<u>Location</u>	<u>Effective</u>
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Resignations/Terminations

Maeder, Clara	7-12 Spanish Teacher		LCHS	End of 2020-2021 SY
Martin, Valerie	5th Grade Teacher		LCIS	End of 2020-2021 SY

Eudelia Contreras, President

Rod Weston, Secretary

Lake County School District
328 West 5th Street
Leadville, Colorado 80461
www.lakecountyschools.net

AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Bethany Massey
MEMO PREPARED BY: Bethany Massey
INVITED GUESTS:
TIME ALLOTTED ON AGENDA: 5 minutes
ATTACHMENTS: 1 (drafted MOU)

RE: Early Retirement MOU for SWAP coordinator

TOPIC SUMMARY

Background:

LCSD assigned the role of implementing the School to Work Alliance Program (SWAP) within the district for the 2020-2021 school year with the intent of this program continuing. This year, the Mountain Board of Cooperative Educational Services (BOCES) had interest in obtaining the SWAP program of LCSD and other districts of which the BOCES services and hiring the Employee to continue program implementation beginning the 2021-2022 school year. This shift allows 1) dollars that currently have to be set-aside at the beginning of the school year to be used throughout the school year for meeting monthly cash obligations such as payroll. 2) we anticipate benefiting from additional supports for the SWAP position as a result of the BOCES oversight of the program.

Our current SWAP employee qualifies for the incentive retirement program (LCSD policy GCQEA) for a severance bonus paid by the district to the employee in sixty equal monthly installments, without interest, commencing in September following the date of retirement.

As the district and BOCES benefit from the staff person continuing to deliver services and programming, it is in our best interest to support the transition of this employee over to the BOCES. An MOU has been crafted to allow for the employee to continue to qualify for the incentive program while she remains in

this specific role within BOCES. Terms and conditions have been outlined in the provided MOU.

Topic for Presentation:

An overview of the drafted MOU will be shared as well as an explanation of the conditions specific to this MOU will be discussed.

EDUCATIONAL SERVICES AGREEMENT

This Incentive Retirement Eligibility requirements Agreement is by and between Lake County School District ("LCSD") and Lauren Bissonnette ("Employee")(collectively the "Parties"), concerning the provision of policy GCQEA Incentive retirement of professional staff members adopted prior to 2016 and revised September 2020.

RECITALS

WHEREAS, LCSD policy GCQEA offers an incentive retirement of professional staff members employed by the district on June 30, 2016 to be eligible for a severance bonus paid by the district to the employee in sixty equal monthly installments, without interest, commencing in September following the date of retirement; and

WHEREAS, the Employee has been employed in the district since August 8, 2013 and has maintained their full assignment with uninterrupted service to the district through the 2020-2021 school year; and

WHEREAS, LCSD policy GCQEA notes that the employee must have a minimum of twenty years of full assignments in the district, the last ten years of which must be uninterrupted service to the district; and

WHEREAS, LCSD policy GCQEA notes that leaves that are approved by the Board and/or superintendent are not an interruption of service; and

WHEREAS, LCSD policy GCQEA defines the severance bonus equal to one year's annual salary, based on the employee's final contract with the district; and

WHEREAS, LCSD hired the Employee as the staff person to implement the School to Work Alliance Program (SWAP) within the district for the 2020-2021 school year; and

WHEREAS, the Mountain Board of Cooperative Educational Services (BOCES) has interest in obtaining the SWAP program of LCSD and other districts of which the BOCES services and hiring the Employee to continue program implementation beginning the 2021-2022 school year; and

WHEREAS, LCSD benefits both in service provisions as well as financial considerations from BOCES obtaining the SWAP program; and

WHEREAS, the Parties wish to enter into an agreement pursuant to policy GCQEA regarding the provision of leaves approved by the Board and/or Superintendent; and

NOW, THEREFORE, in consideration of the foregoing Recitals and the mutual understandings, releases, covenants, and payments specified below, the Parties agree as follows:

AGREEMENT

1. Term. This Agreement is effective beginning July 1, 2021.

2. Termination of Agreement. This Agreement will be in effect for the duration of the Employee's leave from the district while in the sole role of SWAP coordinator employed by Mountain BOCES.

3. Full Assignments. Full Assignment for the position of SWAP coordinator will be defined as and through the annual contract provided to the Employee by BOCES and must, at a minimum, meet the full assignment equivalent of an LCSD teacher contract.

4. Uninterrupted Service to the District. LCSD will consider the Employee's fulfillment of the BOCES SWAP coordinator position as an approved leave, and years of service in this role may count toward the uninterrupted service to the district required in policy GCQEA.

4.1 Any change to Employee's job title or position while employed with BOCES will result in an interruption of service to the district. Pre-approval of such change may be granted by the Board and/or superintendent.

5. Final Contract with the District. The final contract considered for establishing the severance bonus amount will be the most recent employment contract signed between Parties.

5.1 LCSD will utilize the employee's last salary step/lane (cell) placement with LCSD (currently at MA+32) to identify the salary amount for the incentive bonus. Utilizing the cell placement (currently MA+32) the correlated cell of the salary schedule of the fiscal year in which the employee submits the letter of resignation by February 1 will be used to identify the incentive bonus amount.

6. Eligibility Requirements, incentive retirement bonus, and General Conditions of Policy GCQEA. All other eligibility requirements, incentive retirement bonus, and general conditions of policy as defined in GCQEA apply as adopted by the Board of Education.

7. Entire Agreement. This Agreement constitutes the entire agreement of the Parties regarding the subject matter addressed herein and supersedes all prior agreements, whether oral or written, pertaining to said subject matter.

IN WITNESS WHEREOF, the Parties have signed this Agreement with the intent that it be effective as of July 1, 2021.

Lauren Bissonnette, Employee

Bethany Massey, Superintendent

Eudelia Contreras, Board President

Dated: April 13, 2021

Lake County School District
328 West 5th Street
Leadville, Colorado 80461
www.lakecountyschools.net

AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Paul Anderson
MEMO PREPARED BY: Paul Anderson
INVITED GUESTS: NA
TIME ALLOTTED ON AGENDA: 30 Minutes
ATTACHMENTS: 1

RE: ARP ESSER III, Presentation

TOPIC SUMMARY

Background: On March 11, 2021 the American Rescue Plan (ARP) Act was signed into law. The ARP ESSER III funding from the ARP Act provides support for K-12 schools with a total of nearly \$122 billion to States and school districts to help safely open and sustain the safe operations of schools and address the impacts of the coronavirus pandemic on the nation's students. The ARP Act also allocates \$39.6 billion for the Higher Education Emergency Relief Fund, \$450 billion to the Individuals with Disabilities Education Act (IDEA), and \$2.8 billion for the Governor's Emergency Education Relief Fund. Under ESSER III, Colorado has been allocated \$1,166,328,632 of which the Lake County School District will receive \$1,734,278.

Allowable uses include:

- coordinating preparedness and response efforts with State, local, Tribal, and territorial public health departments to prevent, prepare for, and respond to COVID-19;
- training and professional development on sanitizing and minimizing the spread of infectious diseases;
- purchasing supplies to sanitize and clean the LEA's facilities;
- repairing and improving school facilities to reduce risk of virus transmission and exposure to environmental health hazards;
- improving indoor air quality;
- addressing the needs of children from low-income families, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth;
- developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs;
- planning for or implementing activities during long-term closures, including providing meals to eligible students and providing technology for online learning;

- purchasing educational technology (including hardware, software, connectivity, assistive technology, and adaptive equipment) for students that aids in regular and substantive educational interaction between students and their classroom instructors, including students from low-income families and children with disabilities;
- providing mental health services and supports, including through the implementation of evidence-based full-service community schools and the hiring of counselors.

Topic for Presentation: Prioritizing Lake County School District Use of ASR ESSER III Funds

Topic	ESSER III (ARPA)
Use of 10% Allocation	<ul style="list-style-type: none"> • 5% for the implementation of evidence-based interventions aimed at addressing learning loss • 1% for evidence-based summer enrichment programs • 1% for evidence-based comprehensive after school programs. • .5% for SEA administration • <i>Remainder to be determined</i>

U.S. DEPARTMENT OF EDUCATION FACT SHEET
American Rescue Plan Act of 2021
ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND (ARP ESSER)

This document outlines the American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, enacted on March 11, 2021. ARP ESSER provides a total of nearly \$122 billion to States and school districts to help safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation's students. In addition to ARP ESSER, the ARP Act includes \$3 billion for special education, \$850 million for the Outlying Areas, \$2.75 billion to support non-public schools, and additional funding for homeless children and youth, Tribal educational agencies, Native Hawaiians, and Alaska Natives.

To address the immediate needs of schools and districts, the U.S. Department of Education (Department) will begin making ARP ESSER funds available to States this month.

ARP ESSER OVERVIEW

State Allocation of ARP ESSER Funds

- A State must **subgrant not less than 90 percent of its total ARP ESSER allocation to local educational agencies (LEAs)** (including charter schools that are LEAs) in the State to help meet a wide range of needs arising from the coronavirus pandemic, including reopening schools safely, sustaining their safe operation, and addressing students' social, emotional, mental health, and academic needs resulting from the pandemic. The State must allocate these funds to LEAs on the basis of their respective shares of funds received under Title I, Part A of the Elementary and Secondary Education Act of 1965 (ESEA) in fiscal year (FY) 2020.
- The ARP ESSER Fund includes **three State-level reservations for activities and interventions that respond to students' academic, social, and emotional needs and address the disproportionate impact of COVID-19 on underrepresented student subgroups**, including each major racial and ethnic group, children from low-income families, children with disabilities, English learners, gender, migrant students, students experiencing homelessness, and children and youth in foster care:
 - **5 percent of the total ARP ESSER allocation for the implementation of evidence-based interventions aimed specifically at addressing learning loss**, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs.
 - **1 percent of the total ARP ESSER allocation for evidence-based summer enrichment programs.**
 - **1 percent of the total ARP ESSER allocation for evidence-based comprehensive afterschool programs.**
- A State may use **up to ½ of 1 percent of its total ARP ESSER allocation for administrative costs and emergency needs** as determined by the State to address issues related to COVID-19.

Reservation for Homeless Children & Youth

The ARP ESSER Fund also requires the Department to reserve \$800 million to support efforts to identify homeless children and youth, and provide them with comprehensive, wrap-around services that address needs arising from the COVID-19 pandemic and allow them to attend school and participate fully in all school activities. The Department will award these funds expeditiously, and will work to coordinate these new resources with supports provided through the McKinney-Vento Homeless Assistance Act as well as other ARP ESSER Fund activities targeting homeless children and youth.

LEA Use of ARP ESSER Funds

Of the total amount allocated to an LEA from the State's ARP ESSER award, the LEA must **reserve at least 20 percent of funds to address learning loss through the implementation of evidence-based interventions and ensure that those interventions respond to students' social, emotional, and academic needs and address the disproportionate impact of COVID-19 on underrepresented student subgroups** (each major racial and ethnic group, children from low-income families, children with disabilities, English learners, gender, migrant students, students experiencing homelessness, and children and youth in foster care).

Remaining LEA funds may be used for a **wide range of activities** to address needs arising from the coronavirus pandemic, including any activity authorized by the ESEA, the Individuals with Disabilities Education Act (IDEA), Adult Education and Family Literacy Act (AEFLA), or Carl D. Perkins Career and Technical Education Act of 2006 (Perkins CTE). Specifically, ARP ESSER funds may be used to develop strategies and implement public health protocols including, to the greatest extent practicable, policies in line with guidance from the Centers for Disease Control and Prevention (CDC) on reopening and operating schools to effectively maintain the health and safety of students, educators, and other staff, as well as:

- coordinating preparedness and response efforts with State, local, Tribal, and territorial public health departments to prevent, prepare for, and respond to COVID-19;
- training and professional development on sanitizing and minimizing the spread of infectious diseases;
- purchasing supplies to sanitize and clean the LEA's facilities;
- repairing and improving school facilities to reduce risk of virus transmission and exposure to environmental health hazards;
- improving indoor air quality;
- addressing the needs of children from low-income families, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth;
- developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs;
- planning for or implementing activities during long-term closures, including providing meals to eligible students and providing technology for online learning;
- purchasing educational technology (including hardware, software, connectivity, assistive technology, and adaptive equipment) for students that aids in regular and substantive educational interaction between students and their classroom instructors, including students from low-income families and children with disabilities;
- providing mental health services and supports, including through the implementation of evidence-based full-service community schools and the hiring of counselors;

- planning and implementing activities related to summer learning and supplemental after-school programs;
- addressing learning loss; and
- other activities that are necessary to maintain operation of and continuity of and services, including continuing to employ existing or hiring new LEA and school staff

LEA Safe Return to In-Person Instruction Plan

An LEA that receives ARP ESSER funds must, within 30 days of receiving the funds, make publicly available on its website a plan for the safe return to in-person instruction and continuity of services. Before making the plan publicly available, the LEA must seek public comment on the plan.

Comparison of ESSER Fund (CARES Act), ESSER II Fund (CRRSA Act), and ARP ESSER (ARP Act)

This following table outlines the primary differences between the American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) Fund under the American Rescue Plan (ARP) Act 2021, Public Law 117-2, enacted on March 11, 2021; the ESSER II Fund under the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, enacted on December 27, 2020; and the ESSER Fund under the Coronavirus Aid, Relief, and Economic Security (CARES) Act enacted on March 27, 2020.

Topic	ESSER Fund (CARES Act)	ESSER II Fund (CRRSA Act)	ARP ESSER (ARP Act)
Authorizing Legislation	Section 18003 of Division B of the Coronavirus Aid, Relief, and Economic Security (CARES) Act	Section 313 of the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act	Section 2001 of the American Rescue Plan (ARP) Act
Period of Funds Availability, excluding 12-month Tydings Amendment period	May be used for pre-award costs dating back to March 13, 2020, when the national emergency was declared. Available for obligation by State educational agencies (SEAs) and subrecipients through September 30, 2021.	May be used for pre-award costs dating back to March 13, 2020, when the national emergency was declared. Available for obligation by SEAs and subrecipients through September 30, 2022.	May be used for pre-award costs dating back to March 13, 2020, when the national emergency was declared. Available for obligation by SEAs and subrecipients through September 30, 2023.
SEA Deadline for Awarding Funds	An SEA must award the funds within one year of receiving them, which will be April through June 2021, depending on an SEA's award date.	An SEA must award the funds within one year of receiving them, which will be January 2022.	With respect to making local educational agency (LEA) subgrants (90% of the total ARP ESSER allocation), the SEA must allocate ARP ESSER funds in an expedited and timely manner and, to the extent practicable, not later than 60 days after the SEA receives those funds. An SEA must award ARP ESSER funds not allocated to LEAs within one year of the date the SEA receives those funds.
Definition of "Awarded"	For the 90 percent of funds for LEAs, funds are generally considered "awarded" when the SEA subgrants the funds to an LEA. For the SEA reserve (see section 18003(e)), funds	Same as ESSER: For the 90 percent of funds for LEAs, funds are generally considered "awarded" when the SEA subgrants the funds to an LEA. For the SEA reserve (see section 313(e)), funds are "awarded" when the SEA	Same as ESSER: For the 90 percent of funds for LEAs, funds are generally considered "awarded" when the SEA subgrants the funds to an LEA. For the funds that the SEA reserves (section 2001(f)),

Topic	ESSER Fund (CARES Act)	ESSER II Fund (CRRSA Act)	ARP ESSER (ARP Act)
	are “awarded” when the SEA awards a contract or subgrant, or when it retains funds to provide direct services.	awards a contract or subgrant, or when it retains funds to provide direct services.	funds are “awarded” when the SEA awards a contract or subgrant, or when it retains funds to provide direct services.
LEA Uses of Funds and Reservations	<p>The CARES Act includes allowable uses of funds related to preventing, preparing for, and responding to COVID-19.</p> <p>ESSER funds may be used for the same allowable purposes as ESSER II and ARP ESSER, including hiring new staff and avoiding layoffs.</p> <p>No required reservations of funds.</p>	<p>ESSER II funds may be used for the same allowable purposes as ESSER and ARP ESSER, including hiring new staff and avoiding layoffs.</p> <p>Note that the “additional” LEA allowable uses of funds under the CRRSA Act (addressing learning loss, preparing schools for reopening, and testing, repairing, and upgrading projects to improve air quality in school buildings) already are permitted under the CARES Act.</p> <p>No required reservations of funds.</p>	<p>An LEA must reserve not less than 20 percent of its total ARP ESSER allocation to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs, and ensure that such interventions respond to students’ academic, social, and emotional needs and address the disproportionate impact of COVID-19 on underrepresented student subgroups.</p> <p>The remaining ARP ESSER funds may be used for the same allowable purposes as ESSER and ESSER II, including hiring new staff and avoiding layoffs.</p> <p>Note that section 2001(e) specifically authorizes an LEA to use ARP ESSER funds to develop strategies and implement public health protocols including, to the greatest extent practicable, policies in line with guidance from the CDC for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff. An LEA may also</p>

Topic	ESSER Fund (CARES Act)	ESSER II Fund (CRRSA Act)	ARP ESSER (ARP Act)
			use its ESSER and ESSER II funds for this purpose, although it is not expressly listed in the CARES or CRRSA Act.
Equitable Services	An LEA that receives ESSER funds under the CARES Act (section 18005) must provide equitable services to non-public school students and teachers in the same manner as provided under section 1117 of Title I, Part A of the ESEA.	The CRRSA Act (section 312(d)) includes a separate program of Emergency Assistance for Non-Public Schools under which eligible non-public schools may apply to an SEA to receive services or assistance. Consequently, LEAs do not provide equitable services under ESSER II.	The ARP (section 2002) includes a separate program of Emergency Assistance for Non-Public Schools (EANS). Consequently, LEAs do not provide equitable services under ARP ESSER. Under EANS, an SEA provides services or assistance to non-public schools that enroll a significant percentage of children from low-income families and are most impacted by COVID-19. EANS funds may not be used to provide reimbursements for costs incurred by non-public schools.
Maintenance of Effort (MOE)	Under the CARES Act (section 18008), there is a State MOE requirement for each of fiscal years (FYs) 2020 and 2021 (based on dollar levels of State support for education).	Under the CRRSA Act (section 317), there is a State MOE requirement for FY 2022 (based on percentages of the State's overall spending used to support education).	Under the ARP (section 2004(a)), there is a State MOE requirement for each of FYs 2022 and 2023 (based on percentages of the State's overall spending used to support education).
Maintenance of Equity	Not applicable	Not applicable	The ARP (section 2004(b) and (c)) contains both State and LEA maintenance of equity requirements for each of FYs 2022 and 2023. The Department intends to provide additional guidance on these important requirements.
Reporting	An SEA must meet the reporting requirements of section 15011, which are satisfied through the Federal Funding Accountability and	An SEA must meet the CARES Act reporting requirements that apply to ESSER funds and submit a report to the Secretary within six months of award that contains a detailed	An SEA must comply with all reporting requirements at such time and in such manner and containing such information as the Secretary may reasonably require.

Topic	ESSER Fund (CARES Act)	ESSER II Fund (CRRSA Act)	ARP ESSER (ARP Act)
	Transparency Act (FFATA) reporting, and other reporting as the Secretary may require.	accounting of the use of ESSER II funds, that includes how the State is using funds to measure and address learning loss among students disproportionately affected by the coronavirus and school closures, including: children from low-income families, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care.	FFATA reporting requirements apply.
Tracking of Funds	ESSER funds must be tracked separately from other funds (including from ESSER II and ARP ESSER funds).	ESSER II funds must be tracked separately from other funds (including from ESSER and ARP ESSER funds).	ARP funds must be tracked separately from other funds (including from ESSER and ESSER II funds).

Additional Preschool Classrooms Increasing from 6 classrooms up to 8 in the new LCES.	
Smaller Class Sizes K-2 4 sections per grade level as needed based on registration numbers	
Instructional Paras	
Districtwide ELL Lead Teacher	
LCIS Behavior Dean	
Out of School Time (Afterschool, Fridays, Summer)	
Mobile Learning Center Extend funding for MLC an additional year	
Cleaning Supplies	
Custodian FTE	
EL Curriculum & Coaching	
Other:	

Lake County School District
328 West 5th Street
Leadville, Colorado 80461
www.lakecountyschools.net

AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Paul Anderson
MEMO PREPARED BY: Paul Anderson
INVITED GUESTS: NA
TIME ALLOTTED ON AGENDA: 15 minutes
ATTACHMENTS: 3

RE: LURA IGA & City of Leadville Land Dedication Ordinance, Presentation

TOPIC SUMMARY

Background: In 2018 the City of Leadville created the Leadville Urban Renewal Authority (LURA). The attached Resolution 13, Series 2018 defines the agreement between the City of Leadville, the Lake County School District and the Leadville Urban Renewal Authority. The City agreed to present and consider an ordinance, generally satisfactory to the District, requiring subdividers in the City to dedicate school land to the City on behalf of the District or to make a payment in lieu of dedication.

Topic for Presentation: On April 6, 2021 the Leadville City Council approved a Land Dedication Ordinance for first reading. The second reading will be on April 20th and the Ordinance will be fully approved 30 days after that reading.

**CITY OF LEADVILLE, COLORADO
RESOLUTION NO. 13
SERIES 2018**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEADVILLE
APPROVING AN AGREEMENT BY AND AMONG THE LAKE COUNTY SCHOOL
DISTRICT, CITY OF LEADVILLE AND LEADVILLE URBAN RENEWAL
AUTHORITY**

WHEREAS, pursuant to the Colorado Urban Renewal Law, Section 31-25-101, et seq., C.R.S. (the “Act”), and by City of Leadville Resolution No. 08, Series 2017, the City Council of the City of Leadville created the Leadville Urban Renewal Authority (“Authority”); and

WHEREAS, pursuant to the Act, the City Council of the City is considering adoption of an urban renewal plan referred to as the Central Leadville Urban Renewal Plan (the “Plan”) to carry out urban renewal projects within the Urban Renewal Plan Area (“Plan Area”) described with particularity in the Plan; and

WHEREAS, Lake County School District (“School District”) is a taxing entity whose boundary includes real property within the boundary of Authority; and

WHEREAS, the Act authorizes, and the Plan will provide, for the use of tax increment financing by the Authority to assist with the development of projects subject to approval of a development agreement between the Authority and a property owner or developer; and

WHEREAS, the Act provides for the division of taxes collected from the taxable property within a plan area in the following order: first, to existing taxing districts of the base amount determined in accordance with statute; second, to any bonds, loans, or advances to, or indebtedness incurred by, any urban renewal project or to make payments under an agreement executed pursuant to § 31-25-107(11), C.R.S.; and third, upon payment of such bonds, loans, advances, indebtedness, and contractual obligations, to the respective taxing entities; and

WHEREAS, C.R.S. § 31-25-107(9.5), requires that the Plan may be adopted with a provision for tax increment financing, the LURA and the School District must enter into an agreement regarding the sharing of incremental property tax revenue; and

WHEREAS, the School District wishes to cooperate with the City and the LURA concerning the adoption of the Plan based on the sharing of incremental property tax revenue as set forth in the attached Agreement; and

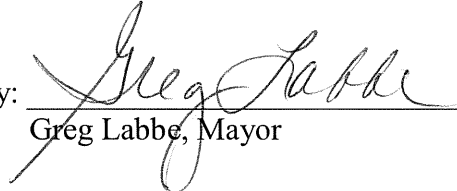
WHEREAS, the Agreement approved pursuant to this Resolution satisfies the requirements of C.R.S. 31-25-107(9.5).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Leadville, Colorado as follows:


Section 1. The Leadville City Council hereby approves the Intergovernmental Agreement by and between the City of Leadville, Lake County School District and the Leadville Urban Renewal Authority in substantially the same form as attached hereto as Attachment 1 and authorizes the Mayor to execute the same on behalf of the City.

Section 2. **Effective Date.** This Resolution shall take effect upon its adoption by the City Council.

CITY OF LEADVILLE, COLORADO

By: 
Greg Labbe, Mayor

ATTEST:


Deputy City Clerk

ADOPTED by a vote of 7 in favor and 0 against, and 0 abstaining, this 3rd day of April, 2018.

ATTACHMENT A
INTERGOVERNMENTAL AGREEMENT

**AGREEMENT REGARDING LEADVILLE URBAN RENEWAL AUTHORITY
TAX INCREMENT FINANCING**

This **AGREEMENT REGARDING LEADVILLE URBAN RENEWAL AUTHORITY TAX INCREMENT FINANCING** (the “Agreement”) is entered into by and among the **CITY OF LEADVILLE** (“City”), a municipal corporation and political subdivision of the State of Colorado; the **LEADVILLE URBAN RENEWAL AUTHORITY** (“LURA”), an urban renewal authority and body corporate and politic of the State of Colorado, and the **LAKE COUNTY SCHOOL DISTRICT R-1** (the “District”), a body corporate and political subdivision of the State of Colorado (each party individually referred to herein as a “Party” and collectively referred to herein as the “Parties”).

RECITALS

WHEREAS, pursuant to the Colorado Urban Renewal Law, Section 31-25-101, et seq., C.R.S. (the “Act”), the City Council of the City formed LURA by Resolution No. 08, Series 2017; and

WHEREAS, pursuant to the Act, the City Council of the City is considering adoption of an urban renewal plan (the “Plan”) to carry out urban renewal projects within the Urban Renewal Plan Area (“Plan Area”) described with particularity in the Plan; and

WHEREAS, the District is a taxing entity whose boundary includes real property within the boundary of LURA; and

WHEREAS, the Act authorizes, and the Plan will provide, for the use of tax increment financing by LURA to assist with the development of projects subject to approval of a development agreement between LURA and a property owner or developer; and

WHEREAS, the Act provides for the division of taxes collected from the taxable property within a plan area in the following order: first, to existing taxing districts of the base amount determined in accordance with statute; second, to any bonds, loans, or advances to, or indebtedness incurred by, any urban renewal project or to make payments under an agreement executed pursuant to C.R.S. § 31-25-107(11); and third, upon payment of such bonds, loans, advances, indebtedness, and contractual obligations, to the respective taxing entities; and

WHEREAS, C.R.S. § 31-25-107(9.5) requires that the Plan may be adopted with a provision for tax increment financing and that LURA and the District must enter into an agreement regarding the sharing of incremental property tax revenue; and

WHEREAS, C.R.S. § 31-25-107(9) requires that revenues from a property tax mill levy increase approved by District voters in the future be paid to the District; and

WHEREAS, the Parties recognize that this Agreement satisfies the requirements of C.R.S. 31-25-107(9.5).

AGREEMENT

NOW THEREFORE, in consideration of the foregoing Recitals, which are incorporated herein, the mutual covenants and promises set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Incorporation of Recitals. The foregoing recitals are incorporated into and made a part of this Agreement.

2. District Mill Levy Allocation and Payment. The District agrees that LURA may retain all incremental property tax revenues generated in the Plan Area solely as a result of the levy of the District's mill levy upon taxable property within the Plan Area except that after deducting LURA's Administrative Fee and upon receipt of TIF Revenues, LURA shall calculate and deposit into the School District Account, the TIF Shareback. LURA agrees to hold and earn interest on the amounts deposited in the School District Account in investments permitted by Colorado law which investments shall mature or be subject to redemption by LURA without penalty on or before the date LURA is required to pay amounts in the School District Account to the District. On or about August 1 or within sixty (60) days of receipt from Lake County, whichever occurs first, and beginning in the first year in which TIF Revenues are received by LURA and annually thereafter, LURA shall pay to the District all amounts on deposit in the School District Account. If the voters of the District approve an increase in property taxes in the future, LURA agrees to pay to the District an amount equal to the mill levy imposed pursuant to any such voter approval times the incremental assessed value within the Plan Area if LURA receives such amount. LURA shall pay the amounts due to the District pursuant to the preceding sentence to the District on or before the 15th day of the month immediately succeeding the month in which any such amount is received by LURA.

3. Land Dedication Ordinance. The City agrees to present and consider an ordinance, generally satisfactory to the District, requiring subdividers in the City to dedicate school land to the City on behalf of the District or to make a payment in lieu of dedication (the "Ordinance").

4. Definitions. For purposes of this Agreement, the following terms shall have the following definitions:

- a) *Administrative Fee* means a fee to cover LURA's administrative expenses associated with collection, accounting and distribution of TIF Shareback in an amount equal to one percent (1%) of the total revenues received from Lake County generated from that portion of property taxes levied by the School District in excess of the amount of base property taxes paid into the fund of the School District in accordance with C.R.S. § 31-25-107(9)(a)(I).

- b) *Backfill Amount* means State of Colorado's (the "State") contribution towards the District's total program funding as determined pursuant to Title 22, Article 54, Part 1 of C.R.S. in an amount equal to the mill levy imposed by the District pursuant to C.R.S. §22-54-106 times the incremental assessed value within the Plan Area.
- c) *District* means the Lake County School District R-1, a body corporate and political subdivision of the State of Colorado.
- d) *Leadville Urban Renewal Authority* means the urban renewal authority created by the City Council of the City of Leadville, Colorado pursuant to Resolution No. 08, Series 2017.
- e) *Plan* means the urban renewal plan adopted or to be adopted by the Leadville Urban Renewal Authority known as the Central Leadville Urban Renewal Plan.
- f) *Plan Area* means the area described in the Central Leadville Urban Renewal Plan as more specifically and legally described in Exhibit A to the Plan.
- g) *School District Account* means a separate interest-bearing account held by LURA for the benefit of the School District in which is deposited the revenues of the District's TIF Shareback.
- h) *TIF Shareback* means an amount equal to ten percent (10%) of the total incremental property tax revenues generated in the Plan Area calculated in accordance with C.R.S. § 31-25-107(9)(a)(II) and received by LURA, solely as a result of the levy of the School District's mill levy upon taxable property within the Plan Area.

5. Term, Termination. The term of this Agreement shall commence on the date of mutual execution of this Agreement by the Parties, and shall run for a term of Twenty-five (25) years following the formal adoption of the Plan unless terminated earlier due to the abolishment of LURA or termination of the Plan. This Agreement may be terminated at any time upon the mutual written agreement of the Parties. This Agreement shall terminate if the City repeals or modifies the Ordinance without the consent of the District.

6. Modification. This Agreement may not be amended, modified, or changed, in whole or in part, without a written agreement executed by the Parties. The Parties agree to negotiate in good faith to amend this Agreement if the State ever reduces the Backfill Amount. The District shall give written notice to LURA that the State has reduced the Backfill Amount. If, after a period of one hundred twenty days from the date of notice or such longer or shorter period as LURA and the District may agree, there is no agreement between LURA and the District, LURA and the District shall submit to mediation on the issue of appropriate sharing of incremental property tax revenues and urban renewal project costs between LURA and the District. The mediation must be conducted by a mediator who has been jointly selected by the LURA and the District; except that, if LURA and the District are unable to agree on the selection of a mediator, then LURA shall select one mediator, the District shall select a second mediator,

and these two mediators shall then select a third mediator. In such circumstances, the mediation will be jointly conducted by the three mediators. Unless LURA and the District otherwise agree, any mediator selected must be an attorney licensed in the state for at least ten years and must be experienced in both land use and administrative law. Payment of the fees and costs for the mediation must be split equally between LURA and the District.

In making a determination of the appropriate sharing, the mediator must consider: (i) the nature of the project, (ii) the nature and relative size of the revenue and other benefits that are expected to accrue to LURA and the District as a result of the project, (iii) to what extent, if any, the State will replace the Backfill Amount with a funding source which is not available to a school district which does not have a tax increment area within its boundaries, (iv) any legal limitations on the use of revenues belonging to LURA or the District, and (v) any capital or operating costs that are expected to result from the project. Within ninety days, the mediator must issue his or her findings of fact as to the appropriate sharing of costs and incremental property tax revenues, and shall promptly transmit such information to LURA and the District. Following the issuance of findings by the mediator, LURA and the District shall incorporate the mediator's findings into this Agreement.

7. Assignment. No Party shall assign this Agreement or any interest hereunder in whole or in part, without the prior written consent of each of the other Parties. Any assignment attempted without the prior written consent of all Parties hereto, which consent shall not be unreasonably withheld, shall be deemed void, and of no force or effect. Consent to one assignment shall not be deemed to be consent to any subsequent assignment nor the waiver of any right to consent to such subsequent assignment. Notwithstanding the foregoing this Agreement may be assigned to the successor entity of the District or to the District's constituent entities.

8. Notices. Any notices or other communications required or permitted by this Agreement or by law to be served on, given to or delivered to any Party hereto, by any other Party shall be in writing and shall be deemed duly served, given or delivered when personally delivered to the Party to whom it is addressed or in lieu of such personal service, upon receipt in the United States' mail, first-class postage prepaid, addressed as follows:

To the District:

Lake County School District R-1
107 Spruce Street
Leadville, Colorado 80461

With a copy to:

Butler Snow LLP
Attn: Dee P. Wisor
1801 California Street, Suite 5100
Denver, Colorado 80202

To the City and LURA:

City of Leadville
Leadville LURA
800 Harrison Ave.
Leadville, CO 80461

With a copy to:

Michow, Cox & McAskin, LLP
Attn: Linda C. Michow
6530 S. Yosemite St., Suite 200
Greenwood Village, Colorado 80111

Any Party may change its address for the purpose of this Paragraph by giving written notice of such change to the other Parties in the manner provided in this Paragraph.

9. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and together shall constitute one and the same instrument.

10. Binding Agreement. This Agreement shall inure to and be binding on the administrator, successors, and permitted assigns of the Parties hereto.

11. Entire Agreement. This Agreement constitutes the complete and exclusive statement of the agreement of the Parties with respect to the subject matter of this Agreement and supersedes all prior oral and written proposals, negotiations, representations, promises, agreements, warranties or understandings concerning such subject matter.

12. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall nonetheless remain in full force and effect.

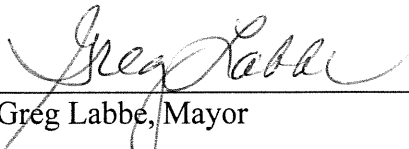
13. Governmental Immunity. Nothing in this Agreement shall be construed as a waiver of the rights and privileges of the Parties pursuant to the Colorado Governmental Immunity Act, § 24-10-101, et seq., C.R.S., as the same may be amended from time to time.

14. Authority to Enter Into Agreement. Each Party hereby confirms it is lawfully authorized to enter into this Agreement, has received legal counsel and advice as to the legal effect of this Agreement, and has taken all steps necessary to authorize the execution of the Agreement by the respective signatories below.

[The remainder of this page is left intentionally blank. Signature page follows.]

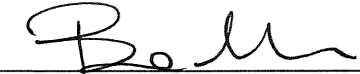
IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

CITY OF LEADVILLE, a municipal corporation and political subdivision of the State of Colorado:



Greg Labbe, Mayor

ATTEST:



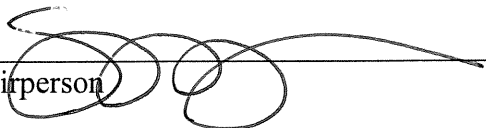
By: Bethany Maher
Its: Deputy City Clerk

Approved as to form:




City Attorney

LEADVILLE URBAN RENEWAL
AUTHORITY, an urban renewal authority:



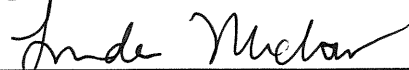
Chairperson

ATTEST:



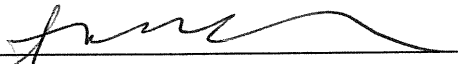
By: Bethany Maher
Its: Deputy City Clerk

Approved as to form:




LURA Counsel

LAKE COUNTY SCHOOL DISTRICT R-1, a
body corporate and political subdivision of the State
of Colorado:

By: 
President

ATTEST:

By: 
Secretary

**CITY OF LEADVILLE, COLORADO
RESOLUTION NO. 7
SERIES 2021**

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL
AGREEMENT BETWEEN THE CITY OF LEADVILLE AND LAKE
COUNTY SCHOOL DISTRICT R-1 CONCERNING LAND DEDICATION
REQUIREMENTS AND PAYMENT OF FEES IN LIEU OF LAND
DEDICATION REQUIREMENTS FOR SCHOOL PURPOSES**

WHEREAS, the City of Leadville, Colorado ("City") is authorized to enter into contracts for the performance of general municipal governance and services; and

WHEREAS, the Lake County School District ("School District") and the City are government entities authorized to enter into intergovernmental agreements pursuant to C.R.S. § 29-1-203 to cooperate and contract with one another to provide any function, service or facility lawfully authorized to each of the cooperating or contracting units; and

WHEREAS, local governments are encouraged and authorized to cooperate or contract with other units of government pursuant to C.R.S. § 29-20-105 for the purpose of planning or regulating development of land, including but not limited to the joint exercise of planning, zoning, subdivision, building and related regulations; and

WHEREAS, the growth in residential land development in the City creates for the School District the need to build additional school facilities or to expand existing school facilities in order to accommodate the corresponding increases in the student population, which requires, in connection with such new development within the City, the dedication of land for new school facilities ("School Sites") or the payment of an in-lieu fee to be used to buy the needed land or to expand existing school facilities ("In-Lieu Fee") to help to meet such demand; and

WHEREAS, the School District has adopted a methodology for calculating the School District's need for additional land or expanded school facilities that will result from any proposed land use approval by the City involving new residential development; and

WHEREAS, the City is authorized to adopt appropriate ordinances and regulations for the purpose of promoting and preserving the public health, safety and welfare of the City's residents; and

WHEREAS, City Council finds that there is an essential nexus between the need for the dedication of School Sites or the payment of an In-Lieu Fee and the legitimate public purposes of promoting and preserving the public health, safety and welfare of the residents living in the boundaries of the City and the School District; and

WHEREAS, in order to provide adequate school facilities to serve new residential land developments, it is imperative that the School District be consulted regarding land dedication for School Sites or the payment of an In-Lieu Fee in order to achieve rational and cost-effective planning and to assure that the requirements for land dedications or payment of an In-Lieu Fee are sufficient to serve student populations in areas that are experiencing new development; and

WHEREAS, school land dedication or payment of an In-Lieu Fee serve to implement the City's Comprehensive Plan by making provisions for public improvements in a manner appropriate for a modern, efficiently functioning municipality and by implementing those provisions of the Comprehensive Plan that are intended to ensure new development does not negatively impact the provision of municipal services; and

WHEREAS, the City, upon consideration of the effect of residential land developments and the ability of the School District to provide school facilities within the City, has determined that it is in the best interests of the City and its residents to enter into the Intergovernmental Agreement Concerning Land Dedication or Payment of a Fee in Lieu of Land Dedication for School Purposes ("Agreement") in substantially the form attached hereto as **Exhibit 1**.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Leadville, Colorado as follows:

Section 1. The foregoing recitals are incorporated herein by this reference as findings and determinations of City Council.


Section 2. The City Council hereby: (a) approves the Intergovernmental Agreement Concerning Land Dedication or Payment of a Fee in Lieu of Land Dedication for School Purposes ("Agreement") in substantially the form attached hereto as **Exhibit 1**; (b) authorizes the City Attorney, in consultation with the Mayor, to make any non-substantive changes to the Agreement as may be necessary; and (c) authorizes the Mayor and Deputy City Clerk to execute the Agreement on behalf of the City once in final form.

Section 3. **Severability.** If any part, section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

Section 4. **Effective Date.** This Resolution shall take effect upon its adoption by the City Council.

ADOPTED THIS 6TH DAY OF APRIL, 2021.

CITY OF LEADVILLE, COLORADO:

By: 
Greg Labbe, Mayor

ATTEST:


Deputy City Clerk

ADOPTED by a vote of 6 in favor and 0 against, and 0 abstaining, this 6th day of April, 2021.

EXHIBIT 1
INTERGOVERNMENTAL AGREEMENT

(see attached document)

**INTERGOVERNMENTAL AGREEMENT CONCERNING LAND DEDICATION
OR PAYMENT OF A FEE IN LIEU OF LAND DEDICATION
FOR SCHOOL PURPOSES**

THIS INTERGOVERNMENTAL AGREEMENT ("IGA") is entered into by and between Lake County School District R-1, a political subdivision of the State of Colorado, ("School District") and the City of Leadville, a municipal corporation and political subdivision of the State of Colorado, ("City"), with the School District and City being referred to jointly herein as the "Parties" or individually as "Party". This IGA shall be effective as of the date of its mutual execution by the Parties ("Effective Date").

RECITALS

A. Local governments are encouraged and authorized to cooperate or contract with other units of government, pursuant to § 29-20-105 of the Colorado Revised Statutes ("C.R.S."), for the purpose of planning or regulating the development of land, including but not limited to the joint exercise of planning, zoning, subdivision, building and related regulations.

B. C.R.S. § 22-54-102(3)(a) recognizes the authority of local governments and school districts to cooperate through intergovernmental agreements to fund, construct, maintain and manage capital construction projects, provided that funding is derived from a source of local government revenue that is otherwise authorized by law.

C. The growth in residential land development in the City creates for the School District the need to build additional School Facilities or to expand existing School Facilities in order to accommodate the corresponding increases in the student population, which requires, in connection with such new development within the City, the dedication of land for new School Facilities or the payment of an in-lieu fee to be used to buy the needed land or to expand existing School Facilities ("In-Lieu Fee") to help to meet such demand.

D. The School District has adopted a methodology for calculating the School District's need for additional land or expanded School Facilities that will result from any proposed land use approval by the City.

E. The City is authorized to adopt appropriate ordinances and regulations for the purpose of promoting and preserving the public health, safety and welfare of the City's residents.

F. There is an essential nexus between the need for the dedication of School Sites or the payment of an In-Lieu Fee and the legitimate public purposes of promoting and preserving the public health, safety and welfare of the residents living in the boundaries of the City and the School District.

G. In order to provide adequate School Facilities to serve new residential land developments, it is imperative that the School District be consulted regarding land dedication or the payment of an In-Lieu Fee for school sites in order to achieve rational and cost-effective planning and to assure that the requirements for land dedications or payment of an In-Lieu Fee are sufficient to serve student populations in areas that are experiencing new development.

H. School land dedication or payment of an In-Lieu Fee serve to implement the City's Comprehensive Plan by making provisions for public improvements in a manner appropriate for a modern, efficiently functioning municipality and by implementing those provisions of the Comprehensive Plan that are intended to ensure new development does not negatively impact the provision of municipal services.

I. The City, upon consideration of the effect of residential land developments and the ability of the School District to provide school facilities within the City, has determined that it is in the best interests of the City and its residents to enter into this IGA for the purpose of providing for the dedication of land for School Sites or the payment of an In-Lieu Fee as provided in this Agreement.

J. Further, the Leadville City Council (the "City Council") is considering adoption of an ordinance to codify and implement the provisions of this Agreement (the "Implementing Ordinance").

AGREEMENT

NOW, THEREFORE, in consideration of the objectives, policies and findings expressed in the Recitals of this Agreement, which are hereby adopted by the Parties and incorporated by this reference, and the mutual promises contained in this IGA, the City and School District agree as follows:

A. Definitions.

These words and terms, when capitalized in this IGA, shall be given the following meanings:

"City Code" means the Leadville Municipal Code, as amended.

"Community Housing" means residential dwelling units within the City that are deed-restricted to the housing size and type for individuals and households meeting income, occupancy and employment guidelines approved by the City for a Land Development Project.

"Developer" means the person or entity seeking land use approval from the City for a Land Development Project or the person or entity otherwise responsible for land dedication or payment of an In-Lieu Fee under this IGA.

"Dwelling Unit" shall have the same meaning as defined in the Land Use Code.

"Land Development Project" or "Project" means any proposed land development project for which a development application or development application for permitted use has been filed with the City under the City Code or any subsequent amendment to a previously approved subdivision and which, if approved, could result in the construction of new Dwelling Units.

"Land Use Code" means Title 16 and Title 17 of the City Code, together, as amended.

"Methodology" means the formulas for calculating land dedication requirements and the In-Lieu Fee, set forth in **Exhibit A** attached hereto and incorporated herein by this reference.

"School Facility" means any building, structure or appurtenant facility, whether combined in a single structure or separate structures, that is required in the judgment of the School District Board of Education for the provision of K-12 educational services within the City, including, without limitation, any classroom building, administrative office building, transportation center, athletic field and/or structure, stadium, indoor pool, maintenance building, teacherage and other employee housing and/or training facility.

"School Site" means a tract or parcel of land dedicated by express language in the final plat of a Project for the construction or expansion of School Facilities.

"School Site Acquisition and Development" means the purchase and/or preparation of a School Site and shall include, without limitation, survey work, grading, installation of utilities, street improvements, raw water acquisition, mobile classrooms and the expansion of existing School Facilities. The term "purchase" for purposes of this definition refers to the dedication and conveyance of a School Site to the School District and any other means by which the School District may obtain the legal right to develop, use and occupy a tract or parcel of land. The term "preparation" as used in this definition, may include expenditures for infrastructure on property adjacent to or related to the development of a School Site itself. By way of illustration and not limitation, such expenditures may include streets and roads, extension of utilities and drainage structures and facilities.

B. Determination of Land Dedication and In-Lieu Fee Requirements

1. The City and School District find and agree that the Methodology in **Exhibit A** is reasonable, and that the implementation of the Methodology will ensure the following as to each proposed Land Development Project:
 - a. That there is an essential nexus between the dedication or payment contemplated and a legitimate public purpose;
 - b. That the dedication or In-Lieu Fee payment will be reasonably proportional, both in nature and extent, to School District's need for additional space to serve an increased student population expected to result from the proposed Land Development Project; and
 - c. That the amount of any In-Lieu Fee payment to the School District will be based upon the market value of the land needed as a result of the Land Development Project.
2. Prior to or at the time that an application is submitted to the City for any Land Development Project, the School District shall have the right to obtain from the Developer any and all information the School District deems reasonably necessary for the purpose of determining whether the School District desires the dedication of any land for School Facilities within the Land Development Project.
3. If the School District determines that the dedication of School Sites is not feasible, is not consistent with School Facilities planning or usage, or is otherwise not in the best interests of the School District, the School District agrees to accept from the

Developer the payment of an In-Lieu Fee as provided in this IGA.

4. Upon the City receiving an application for any proposed Land Development Project, the City shall refer the Developer's application to the School District for its review, comment and recommendation concerning the adequacy of School Sites and School Facilities within the context of the proposed Land Development Project. The School District shall review the proposed Project within the time allotted on the City's "Request for Referral Agency Review and Comment" form, and shall submit its comments and recommendations, if any, to the City; provided, however, that the School District shall have a minimum of three weeks for new projects and two weeks for subsequent reviews of an existing project, unless otherwise agreed to by the parties in writing, in which to complete its review and provide comments.
5. The School District shall make a determination concerning the space available in its existing School Sites and School Facilities to serve the increased student populations expected to result from the Project based upon any planning standards of the School District in effect at the time the Developer's application is submitted to the School District for its review.
6. The City shall review any and all comments, recommendations and determinations made by the School District concerning the Project and, if the School District's recommendations and determinations are substantially in accordance with the Methodology and any other applicable provisions of this IGA, the City shall adopt the School District's recommendations and determinations and shall impose such requirements on the Developer that will ensure the implementation of the same as provided in this IGA.
7. If the School District determines that it would be beneficial for a Developer to dedicate land, the School District may negotiate with the Developer for such dedication. If the Developer and the School District do not reach agreement on a School Site within the time set forth for the School District to submit its comments to the City, the City agrees to defer action on the Land Development Project's application until a future time to allow the City, School District and Developer to negotiate further, but in no event shall the City be required to defer action on the application beyond an additional ninety (90) days.
8. The City agrees to conduct its process to review applications for Land Development Projects in a manner that encourages each Developer to cooperate with the School District's requests for information and participation in meetings as necessary for the determinations and undertakings contemplated in this Section B.

C. Dedication and Conveyance of School Sites

1. If, as a result of the process set forth in Section B above, agreement is reached between the School District and Developer for a School Site to be dedicated to the School District as part of the approval of any Land Development Project, the School District shall notify the City in writing. Upon receipt of such notification, the City

shall thereafter accept the final plat for the Land Development Project, or any portion of it, for recording only if such plat provides for the contemporaneous dedication and conveyance of such School Site to the School District.

2. If, as a result of the process set forth in Section B above the School District determines that it would be beneficial for a Developer to dedicate land, but no agreement is reached between the School District and Developer for dedication of a School Site as part of the approval of the Land Development Project, the School District shall so notify the City in writing within the time provided in paragraph 5 of Section B above. Upon receipt of such notification, and provided that the School District's land dedication requirement is substantially in accordance with the Methodology and any other applicable provisions of this IGA, the City shall, to the extent permitted by law, adopt the School District's determination and shall reject the final plat for the Land Development Project, or any portion of it. Thereafter, the final plat for such Land Development Project shall be accepted by the City for recording only if such plat provides for the contemporaneous dedication and conveyance of a School Site acceptable to the School District.
3. Dedication of a School Site shall occur no later than the date of final approval of the Land Development Project and shall be evidenced by dedication language set forth in the final plat for the Project.
4. The following shall occur prior to the issuance of the first building permit for the Land Development Project containing a School Site:
 - a. The School Site shall have overlot grading, direct access to a publicly dedicated street(s) improved to City standards and utilities stubbed to the School Site; and
 - b. Title to the School Site shall be conveyed to the School District by general warranty deed, free and clear of all liens, encumbrances and exceptions (except those approved in writing by the School District), including, without limitation, real property taxes, which will be prorated and paid as of the date of conveyance. The Developer shall provide the School District with a title insurance commitment and policy in an amount equal to the fair market value of the dedicated property.

D. Assessment and Amount of In-Lieu Fee

If the School District determines that it wishes to receive a payment of the In-Lieu Fee, then the amount of the In-Lieu Fee payment shall be determined according to the Methodology then in effect and paid to the School District prior to issuance by the City of any building permit for the Land Development Project. In the event the Developer obtains approval from the City for the phasing of the Land Development Project that results in separate filings and final plats for each phase, the Developer may defer the payment of the In-Lieu Fee until the recording of the final plat for each phase; provided, however, that in such case the amount of the payment shall be based on the Methodology in effect at the time of the approval of the application

materials for each phase.

E. Methodology for Assessing In-Lieu Fee

1. The Parties agree that the Methodology has been developed in a manner so as to fairly apportion the cost of acquiring School Sites made necessary by residential development and to ensure that any In-Lieu Fee revenues received by the School District will be used by it for the purposes of School Site Acquisition and Development or the expansion of School Facilities within or serving City. All dedication requirements and In-Lieu Fee payments shall be based upon the Methodology, as the same may be amended from time to time in accordance with paragraph 2 below, which is in effect at the time the Developer submits to the City the application for the subject Land Use Development.
2. The Methodology adopted pursuant to the provisions of this IGA shall remain in effect unless and until updated by the School District and approved by the City Council. If and when updates are adopted by the School District, a copy of **Exhibit A**, reflecting such updates, shall be furnished to the City within thirty (30) days after its adoption by the School District. The City Council shall thereafter either approve or reject the updated Methodology; provided, however, that the City Council shall not unreasonably withhold or delay approval.
3. Notwithstanding the foregoing, the City Council shall not be required to approve any updated Methodology that proposes an increase in the School Site dedication requirements or the In-Lieu Fee amounts that are in excess of 10% of the requirements and amounts that are in Methodology being replaced and in no event shall the City Council be required to approve any Methodology that proposes dedication requirements or In-Lieu Fee amounts that the City is not authorized by law to impose. The last approved Methodology shall be in effect until such revised Methodology becomes effective following the City's approval. The City shall amend any ordinances necessary to implement and codify any updated Methodology within a reasonable time following the City's approval of such updates to this IGA. The updated Methodology and any new assessments associated with the updated Methodology shall not be effective until the ordinance codifying such changes in the City Code becomes effective.

F. Collection, Deposit and Expenditure of In-Lieu Fee

1. All payments of the In-Lieu Fee shall be paid directly to the School District by the Developer. The School District shall be solely responsible for the funds it receives, and the City shall not be responsible for collection of or accounting for any payment of an In-Lieu Fee.
2. The School District shall earmark and expend the funds collected from the In-Lieu Fees only for the purposes of School Site Acquisition and Development, expansion of School Facilities, and for the planning and development of such acquisitions and expansions. When expenditures of In-Lieu Fees are made for the acquisition of a

School Site or the expansion of a School Facility, the expenditures may be made for School Sites located within or serving the City.

G. Exemptions

1. Each of the following shall be exempt from the land dedication requirements and the In-Lieu Fee payment requirements in this IGA:
 - a. Previously-approved and recorded Land Development Projects, other than those phases for which final plats have not been approved;
 - b. The installation of any mobile home that replaces a previously existing mobile home on an existing mobile home lot under Chapter 17.56 of the City Code;
 - c. Alteration or expansion of a Dwelling Unit;
 - d. Replacement of a Dwelling Unit;
 - e. Construction of an accessory building or structure other than an accessory dwelling unit;
 - f. Group homes, as defined in the Land Use Code;
 - g. Land Development Projects or portions thereof that are subject to recorded covenants permanently restricting the age of all residents to 18 years of age or older and permanently restricting the affordability for all residents of all dwelling units and which combine the housing with services that help people who face the most complex challenges to live with stability, autonomy and dignity, such that the dwelling units may be classified as "permanent supportive housing"; and
 - h. Land Development Projects for which the land-dedication requirement or the In-Lieu Fee payment requirement of this IGA are prohibited by law.
2. Unless exempt by law from land dedication or the In-Lieu Fee, any claim of exemption as provided in this Section G must be made no later than the time of submission of the application for the Land Development Project. Any claim of exemption not so made shall be deemed by the School District and the City to have been waived by the Developer.
3. In addition, the School District acknowledges and agrees that its right to receive and retain In-Lieu Fees under this IGA is subject to and governed by:
 - a. The City Council's ability, in consultation with the School District, to waive or reduce In-Lieu Fee or land dedication requirements for certain

Community Housing projects and “housing for older persons,” as that term is used and defined in the Federal Fair Housing Amendments Act of 1988, 42 U.S.C. § 3607, as may be amended from time to time; and

- b. The required refund by the School District to the City of In-Lieu Fees collected by the School District if not used by the School District for the purposes authorized under this IGA within ten (10) years of collection; provided, however, that the City Council may extend the ten-year expenditure deadline upon the request of the School District for good cause shown and following a public hearing. "Good cause," for purposes of extending the ten-year deadline, shall include, without limitation, a showing by the School District that it has plans approved by its board for School Site Acquisition and Development that will occur within the period of the extension requested and for which the In-Lieu Fees are needed.

H. Accounting

1. The School District shall establish and maintain an accounting system to ensure that all revenues it receives from the In-Lieu Fee are expended in accordance with Section F of this IGA.
2. At any time it deems necessary, the City may request an accounting from the Superintendent of the School District concerning the expenditure of the In-Lieu Fee revenues the School District has received under this IGA and the School District agrees to promptly provide such accounting.

I. Term

The term of this IGA shall commence on the Effective Date and shall continue for a period of five (5) years thereafter. This IGA shall automatically renew for successive and additional five (5) year terms unless one of the Parties notifies the other of intent to non-renew at least thirty (30) days prior to the expiration of any of these five-year terms.

J. Miscellaneous

1. Faith and Credit: Neither Party shall extend the faith or credit of the other to any third person or entity.
2. Amendments: This IGA may be amended only by agreement of the Parties evidenced by a written instrument authorized and executed with the same formality as accorded this IGA.
3. Notice: Any notice required by this IGA shall be in writing. If such notice is hand delivered or personally served, it shall be effective immediately upon such delivery or service. If given by mail, it shall be certified with return receipt requested and addressed to the following addresses:

If to the City:**If to School District:**

City of Leadville Attn: City Admin. Services Manager 800 Harrison Avenue Leadville, Colorado 80461	Lake County School District R-1 Attn: Paul Anderson 328 West 5th Street Leadville, CO 80461
With Copy to: Leadville City Attorney Michow Cox & McAskin LLP 6530 S. Yosemite Street, Suite 200 Greenwood Village, Colorado 80111	With Copy to:

Notice given by mail shall be effective three (3) days after it is deposited in the United States mail depository correctly addressed and with sufficient postage for delivery.

4. Governing Law and Venue: This IGA and the rights and obligations of the Parties under it shall be interpreted and construed in accordance with the laws of the State of Colorado, the City Code, the Land Use Code and the Implementing Ordinance (collectively, the "Controlling Laws"). In the event of any conflict between this IGA and the Controlling Laws, the Controlling Laws shall control the interpretation of the IGA and the Parties' performance of their obligations under it. Neither Party shall be obligated under this IGA to take any action that would be a violation of or in conflict with any of the Controlling Laws. The Parties agree that venue for any judicial action to interpret, enforce or seek damages under this IGA shall be in the District Court of Lake County, Colorado.
5. Severability: If this IGA, or any portion of it, is for any reason held invalid or unlawful by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of the IGA.
6. Indemnification: The City and School District agree to cooperate with one another in the defense of any legal action that may be brought contesting the validity of this IGA or the Implementing Ordinance. To the extent permitted by law, the School District shall be responsible for defending such claim (whether filed against the City, the School District or both) and for the payment of any final monetary judgment entered against the City in any such action. Nothing contained in this IGA shall constitute any waiver by the City or the School District of any defenses, immunities or limitations of liability under the Colorado Governmental Immunity Act or available under any other applicable Colorado or federal law. This paragraph shall survive termination of this IGA and be enforceable until all claims are precluded by statutes of limitation.
7. Survival: Any provision or obligation of this IGA, for the benefit of either Party,

that has not been fully performed or discharged at the time of termination shall survive such termination and continue to bind the defaulting Party until the expiration of any applicable legal or equitable period of limitation.

8. Financial Obligations: This IGA shall not be deemed a pledge of the credit of the City or the School District, or a guarantee of collection or payment by the City to the School District. Nothing in this IGA shall be construed to create a multiple-fiscal year direct or indirect City or School District debt or financial obligation.
9. Police Powers Reserved: Nothing in this IGA waives or is intended to waive the City's authority to exercise its police powers.
10. No Third-Party Beneficiaries: None of the terms, conditions or covenants in this IGA shall give or allow any claim, benefit or right of action by any third person or entity not a party hereto.
11. No Assignment: The rights, benefits and obligations of this IGA shall not be assigned by either of the Parties without the other Party's prior written consent. Any assignment without such prior written consent shall be deemed null and void and of no effect.
12. Binding Effect: This IGA shall inure to the benefit of and be binding on the Parties' respective successors and permitted assigns.
13. Recording of Agreement: This IGA shall be recorded with the Lake County Clerk and Recorder at the shared cost of the Parties.

[signature pages follow]

IN WITNESS WHEREOF, the Parties have executed this IGA as of the date indicated below and this IGA shall be in full force and effect on the Effective Date.

CITY OF LEADVILLE, COLORADO:

By: 

Printed Name: GREG LABBE

Title: MAYOR

Date of execution: 4/7/21

ATTEST:



Deputy City Clerk

APPROVED AS TO FORM (*excluding exhibits*):



City Attorney

**LAKE COUNTY SCHOOL DISTRICT
R-1:**

By: _____

Printed Name: _____

Title: _____

Date of execution: _____

ATTEST:

APPROVED AS TO FORM (*excluding exhibits*):

School District Attorney

Exhibit A

Lake County School District Methodology

Land Dedication/Payment in Lieu of Dedication Calculations	
Single-Family Dwelling Unit	[.0151] acre/\$[1,032.36] per unit
Multi-Family Dwelling Unit	[.0025] acre/\$[1,032.36] per unit
Mobile Home Park	[.0151] acre/\$[636.68] per space

The dollar amounts set forth in the table above shall be adjusted annually for inflation beginning January 1, 2022, which annual adjustment shall be based on the percentage change in the United States Bureau of Labor Statistics Consumer Price Index for Denver-Aurora-Lakewood, All Urban Consumers, or its successor index, or an equivalent index applied to the City.

CITY OF LEADVILLE, COLORADO

Ordinance No. 5

Series of 2021

**AN ORDINANCE AMENDING TITLE 16 OF THE LEADVILLE
MUNICIPAL CODE TO ADD A NEW CHAPTER 16.40
CONCERNING SCHOOL LAND DEDICATION**

WHEREAS, the City Council of the City of Leadville ("City Council") possesses the authority pursuant to C.R.S. § 31-15-401 and its general police powers to pass and enforce regulations which may be necessary or expedient for the promotion of the health, safety and welfare of the citizens of Leadville; and

WHEREAS, local governments are encouraged and authorized to cooperate or contract with other units of government, pursuant to § 29-20-105 of the Colorado Revised Statutes ("C.R.S."), for the purpose of planning or regulating the development of land, including but not limited to the joint exercise of planning, zoning, subdivision, building and related regulations; and

WHEREAS, C.R.S. § 22-54-102(3)(a) recognizes the authority of local governments and school districts to cooperate through intergovernmental agreements to fund, construct, maintain and manage capital construction projects, provided that funding is derived from a source of local government revenue that is otherwise authorized by law; and

WHEREAS, the growth in residential land development in the City creates for the Lake County School District R-1 ("School District") the need to build additional school facilities or to expand existing school facilities in order to accommodate the corresponding increases in the student population, which requires, in connection with such new development within the City, the dedication of land for new school facilities or the payment of an in-lieu fee to be used to buy the needed land or to expand existing school facilities ("In-Lieu Fee") to help to meet such demand; and

WHEREAS, the School District has adopted a methodology for calculating the School District's need for additional land or expanded School Facilities that will result from proposed land-use approvals by the City; and

WHEREAS, there is an essential nexus between the need for the dedication of land for school facilities or the payment of an In-Lieu Fee for the legitimate public purposes of promoting and preserving the public health, safety and welfare of the residents living in the boundaries of the City; and

WHEREAS, in order to provide adequate school facilities to serve new residential land developments, it is imperative that the School District be consulted regarding land dedication or the payment of an In-Lieu Fee for school facilities in order to achieve rational and cost-effective planning and to assure that the requirements for land dedications or payment of an In-Lieu Fee are sufficient to serve student populations in areas that are experiencing new development; and

WHEREAS, land dedication for school purposes or payment of an In-Lieu Fee serve to

implement the City's Comprehensive Plan by making provisions for public improvements in a manner appropriate for a modern, efficiently functioning municipality and by implementing those provisions of the Comprehensive Plan that are intended to ensure new development does not negatively impact the provision of municipal services; and

WHEREAS, the City, upon consideration of the effect of residential land developments and the ability of the School District to provide school facilities within the City, has determined that it is in the best interests of the City and its residents to adopt a new Chapter 16.40 in the City's Municipal Code for the purpose of providing for the dedication of land for school facilities or the payment of an In-Lieu Fee as set forth in this Ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CITY OF LEADVILLE, COLORADO, AS FOLLOWS:

Section 1. **Recitals.** The recitals contained above are incorporated herein by reference and are adopted as findings and determinations of the City Council.

Section 2. **Chapter 16.40 Added.** Title 16 of the Leadville Municipal Code is hereby amended to add a new Chapter 16.40, titled "Dedication of Land for School Sites or Payment of In-Lieu Fee," to read as follows:

Chapter 16.40 – DEDICATION OF LAND FOR SCHOOL SITES OR PAYMENT OF IN-LIEU FEE

16.40.010 – Establishment of land dedication requirements or payment of fee in-lieu.

In accordance with and pursuant to the Intergovernmental Agreement Concerning Land Dedications or Payment of a Fee in Lieu of Land Dedication for School Purposes entered into by the city and Lake County School District R-1, the city hereby establishes school land dedication requirements, or payments of an in-lieu fee, for residential land development projects located in the city. Dedication of land or payment of an in-lieu fee shall be a condition of final approval of any land development project, as that term is defined in this chapter.

16.40.020 – Definitions.

"Community housing" means residential dwelling units within the city that are deed-restricted to the housing size and type for individuals and households meeting income, occupancy and employment guidelines approved by the city for a land development project.

"Developer" means the person or entity seeking land-use approval from the city for a land development project or the person or entity otherwise responsible for school land dedication or payment of an in-lieu fee under this chapter.

"Dwelling unit" shall have the same meaning as defined in the chapter 17.08 of the city's code.

"Land development project" means any proposed land development project for which a development application or development application for permitted use has been filed with the city under the city code or any subsequent amendment to a previously approved subdivision and which, if approved, could result in the construction of new dwelling units.

"In-lieu fee" means the payment of a fee in lieu of the dedication of land pursuant to this chapter, which fee shall be used to buy the needed land for new school district facilities or to expand existing school district facilities to help to meet such demand.

"Intergovernmental agreement" shall mean that certain Intergovernmental Agreement Concerning Land Dedication or Payment of a Fee in Lieu of Land Dedication for School Purposes by and between the city and the school district, dated _____, as may be amended from time to time.

"School district" shall mean the Lake County School District R-1.

16.40.030 – Exemptions and in-lieu fee waiver.

- A. The following land development projects shall be exempted from the school land dedication requirements and payments of an in-lieu fee for school purposes as established by this chapter:
1. Previously approved and recorded land development projects, except those phases of a land development project for which final plats have not been approved;
 2. The installation of any mobile home that replaces a previously existing mobile home on an existing mobile home lot under Chapter 17.56 of the city code;
 3. Alteration or expansion of a dwelling unit;
 4. Replacement of a dwelling unit;
 5. Construction of an accessory building or structure other than an accessory dwelling unit;
 6. Group homes, as defined in the city's code; and
 7. Land development projects or portions thereof that are subject to recorded covenants permanently restricting the age of all residents to 18 years of age or older and permanently restricting the affordability for all residents of all dwelling units and which combine the housing with services that help people who face the most complex challenges to live with stability, autonomy and dignity, such that the dwelling units may be classified as permanent supportive housing.
- B. Unless the land dedication requirement or in-lieu fee payment is prohibited by law, any claim for exemption as set forth herein must be made no later than at the time of the submission of the land development project to the city for approval. Any claim not so made may be deemed by the city to have been waived by the developer.
- C. The city may, in consultation with the school district, upon application of a developer at the time of submission of the developer's application for a land development project, waive the requirement to dedicate land or pay an in-lieu fee under this chapter or reduce such

requirement for any portion of a land development project for which the dwelling units constructed thereon will be a community housing project or “housing for older persons,” as that term is used and defined in the Federal Fair Housing Act of 1988, 42 U.S.C. § 3607, as may be amended from time to time. The city may impose reasonable conditions on such waiver or reduction.

16.40.040 – Land dedication and in-lieu fee calculations.

The calculations set forth in this section shall be used to determine the land dedication or in-lieu fee requirements for a land development project within the city and is consistent with the intergovernmental agreement between the city and school district.

Land Dedication/Payment in Lieu of Dedication Calculations	
Single-Family Dwelling Unit	[.0151] acre/\$[1,032.36] per unit
Multi-Family Dwelling Unit	[.0025] acre/\$[1,032.36] per unit
Mobile Home Park	[.0151] acre/\$[636.68] per space

The dollar amounts set forth in the table above shall be adjusted annually for inflation beginning January 1, 2022, which annual adjustment shall be based on the percentage change in the United States Bureau of Labor Statistics Consumer Price Index for Denver-Aurora-Lakewood, All Urban Consumers, or its successor index, or an equivalent index applied to the city.

16.40.050 – Requirements and procedure for land dedication or payment of in-lieu fee.

The following shall apply to all land development projects that are not exempt from the land dedication or in-lieu fee requirements of this chapter:

- A. Time of dedication. Dedication of land by a developer to the school district shall occur no later than the date of final approval of the land development project and shall be evidenced by dedication language set forth in the final plat for the land development project.
- B. Requests for information. Prior to or at the time that a developer submits an application to the city for any land development project, developer shall comply with all reasonable requests from the school district for information that the school district deems reasonably necessary for the purpose of determine whether the school district desires the dedication of any land or payment of an in-lieu fee for school facilities related to the land development project.

- C. Negotiation. If the school district determines that it would be beneficial for a developer to dedicate land or pay an in-lieu fee, the school district may negotiate with the developer for such dedication or payment of an in-lieu fee.
- D. Agreement Between Developer and School District. If the developer and the school district agree regarding the dedication of land, the school district shall so notify the city in writing. Thereafter, the city shall accept the final plat for the land development project, or any portion of it, for recording only if such plat provides for the contemporaneous land dedication and conveyance of such land to the school district.
- E. No Agreement Between Developer and School District.
1. If the school district determines that it would be beneficial for a developer to dedicate land, but no agreement is reached between the school district and developer for land dedication by the deadline for the school district to submit its comments regarding land dedication or an in-lieu fee to the city, the school district shall so notify the city in writing, and the city shall defer action on the land development project's application until a specified future date to allow the city, school district and developer to negotiate further. In no event shall the city be required to defer action on the application beyond an additional ninety (90) days.
 2. Upon receipt of such notification, and provided that the school district's land dedication requirement is substantially in accordance with the calculations set forth in section 16.40.040, the city shall adopt the school district's determination to the extent permitted by law and shall reject the final plat for the land development project, or any portion of it, as applicable. Thereafter, the final plat for such land development project shall be accepted by the city for recording only if such plat provides for the contemporaneous dedication and conveyance of land acceptable to the school district.
- F. Payment of In-Lieu Fee. If the school district determines that it wishes to receive a payment of the in-lieu fee instead of requiring developer to dedicate land, then the amount of the payment by developer to the school district shall be determined according to the section 16.40.040 of this code. Developer shall pay such in-lieu fee to the school district.
- G. Issuance of Building Permits.
1. The city shall not issue any building permit for a land development project for which a developer is required to dedicate land to the school district pursuant to this chapter until the developer completes of the following:
 - a. The developer shall convey to the school district title to the land dedicated to the school district by general warranty deed, free and clear of all liens, encumbrances and exceptions (except those approved in writing by the school district), including, without limitation, real property taxes, which will be prorated and paid as of the date of conveyance. The developer shall also provide the school district with a title insurance commitment and policy in an amount equal to the fair market value of the dedicated property.

- b. The developer shall complete overlot grading, provide direct access to publicly dedicated street or streets improved according to city standards, and stub utilities to such dedicated land.
2. If the school district determines to receive an in-lieu fee instead of requiring land dedication, the city shall not issue any building permit for a land development project unless and until such in-lieu fee has been paid to the school district by the developer.

16.40.060 – Revision of land dedication requirements or in-lieu fees.

The city council, in coordination with school district, may from time to time review and update the land dedication requirements and the in-lieu fee schedule requirements set forth in the intergovernmental agreement between the city and school district. Within a reasonable time thereafter, the city shall codify such changes through the adoption of an ordinance updating the applicable regulations set forth in this chapter. Such changes shall not be effective until the ordinance codifying such changes in the city code becomes effective

Section 3. Remaining Provisions. Except as specifically amended hereby, all other provisions of the Leadville Municipal Code shall continue in full force and effect.

Section 4. Codification Amendments. The codifier of Leadville's Municipal Code is hereby authorized to make such numerical, technical and formatting changes as may be necessary to incorporate the provisions of this Ordinance within the Leadville Municipal Code.

Section 5. Severability. Should any one or more sections or provisions of this Ordinance be judicially determined invalid or unenforceable, such judgment shall not affect, impair or invalidate the remaining provisions of this Ordinance, the intention being that the various sections and provisions are severable.

Section 6. Repeal. Any and all ordinances or codes or parts thereof in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed; provided, however, that the repeal of any such ordinance or code or part thereof shall not revive any other section or part of any ordinance or code provision heretofore repealed or superseded and this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance or code hereby repealed prior to the taking effect of this ordinance.

Section 7. Safety Clause. The City Council hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the City of Leadville, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The City Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section 8. Effective Date. This ordinance shall become effective thirty (30) days after publication following final passage.

INTRODUCED, READ, APPROVED AND ORDERED PUBLISHED in full on first reading this 6th day April, 2021.

CITY OF LEADVILLE, COLORADO:



Greg Labbe, Mayor

ATTEST:



Deputy City Clerk

PUBLISHED in full in The Herald Democrat, a newspaper of general circulation in the City of Leadville, Colorado, on the 1st day of April, 2021.

PASSED AND ADOPTED ON FINAL READING AND ORDERED PUBLISHED, with any amendments, this ____ day of _____, 2021.

CITY OF LEADVILLE, COLORADO:

Greg Labbe, Mayor

ATTEST:

Deputy City Clerk

PUBLISHED BY TITLE ONLY, with any amendments, in The Herald Democrat, a newspaper of general circulation in the City of Leadville, Colorado, following final reading on this _____ day of _____, 20____.

Policy Type: Governance Process

Board Member Conflict of Interest

Public office is a trust created by the confidence the electorate reposes in the integrity of local government officials for the common good and for the benefit of the people. A conflict of interest arises when a public officer is unable to devote complete loyalty and singleness of purpose to the general public interest.

It is the intent of this policy to protect the public trust placed in directors of this school district. For purposes of this policy, the Board declares that a conflict of interest is a personal, pecuniary interest that is immediate, definite and demonstrable.

1. A Board member who has a personal or private interest in a matter proposed or pending before the Board shall disclose such interest to the Board, shall not vote on it and shall not attempt to influence the decisions of other Board members in voting on the matter.

However, if a Board member has complied with statutory disclosure requirements by voluntarily notifying the secretary of state of interest in the matter, the member may vote if participation is necessary to obtain a quorum or otherwise enable the Board to act. If a member votes under these circumstances, the member shall state for the record the fact and summary nature of the potential conflict of interest.

The written disclosure to the secretary of state shall list as applicable the amount of the member's financial interest, the purpose and duration of any services rendered, compensation received for services or such other information necessary to describe the interest.

2. The Board considers it a conflict of interest for a Board member to also be employed by the district with the exception of part-time, occasional or seasonal positions, including but not limited to athletic/activities coaches, substitutes in any area and/or temporary positions. Any board member so hired shall be compensated in the same manner as would any other person providing such services. If the Board makes a determination that such employment presents minimal opportunity for a conflict of interest said conflict will be avoided by an abstention of the board member from discussion or action relating directly or indirectly to the Board Member's employment.
3. This policy does not prohibit any employee of Lake County School District from seeking a position on the Board of Education but does prohibit any change in the contract position.
4. The Board shall not enter into any contract with any of its members or with a firm or corporation in which a member has a financial interest unless one or more of the following apply:

- a. The contract is awarded to the lowest responsible bidder based on competitive bidding procedures.
 - b. The merchandise is sold to the highest bidder at a public auction.
 - c. The transaction involves investing or depositing money in a financial institution which is in the business of loaning money or receiving money.
 - d. If, because of geographic restrictions, the district could not otherwise reasonably afford the contract because the additional cost to the district would be greater than 10 percent of the contract with the interested member or if the contract is for services that must be performed within a limited time period and no other contractor can perform the services.
 - e. If the contract is one in which the Board member has disclosed a personal interest and is one on which the member has not voted or has voted as allowed in state law following disclosure to the secretary of state and to the Board.
 - f. Except as described herein, a Board member shall not be a purchaser at any sale or a vendor for any purchase made by the district.
5. A Board member may request an advisory opinion from the secretary of state concerning issues relating to personal conduct and potential conflict of interest.
6. A Board member must avoid conflict of interest with respect to his or her fiduciary responsibility. Accordingly, a Board member may not:
- a. Disclose or use confidential information acquired in the course of official duties to further substantially personal financial interests.
 - b. Accept a gift of substantial value or substantial economic benefit tantamount to a gift of substantial value which would tend to improperly influence a reasonable person in that position or which the Board member knows or should know is primarily for the purpose of a reward for official action taken (The phrase "economic benefit tantamount to a gift of substantial value" includes a loan at a rate of interest substantially lower than the prevailing commercial rate and compensation received for private services rendered at a rate substantially exceeding the fair market value).
 - c. Engage in a substantial financial transaction for private business purposes with a person whom the Board member supervises in the course of official duties.
 - d. Perform an official act which directly and substantially confers an economic benefit on a business or other undertaking in which the Board member has a substantial financial interest or is engaged as a counsel, consultant, representative or agent.
7. It is permissible for a Board member to receive:

- a. Campaign contributions and contributions in kind which are reported in accordance with state law.
 - b. An occasional nonpecuniary gift which is insignificant in value.
 - c. A nonpecuniary award publicly presented by a nonprofit organization in recognition of public service.
 - d. Payment or reimbursement for actual and necessary expenditures for travel and subsistence for attendance at a convention or other meeting at which the Board member is scheduled to participate.
 - e. Reimbursement for or acceptance of an opportunity to participate in a social function or meeting which is not extraordinary when viewed in light of the position.
 - f. Items of perishable or nonpermanent value including but not limited to meals, lodging, travel expenses or tickets to sporting, recreational, educational or cultural events. Tickets to these events may have to be reported in accordance with the public official disclosure law.
 - g. Payment for speeches, appearances or publications reported in accordance with the public office disclosure law.
8. It is not considered a breach of conduct for a Board member to:
- a. Use school facilities and equipment to communicate or correspond with constituents, family members or business associates.
 - b. Accept or receive a benefit as an indirect consequence of transacting school district business.

Policy Type: Governance Process**School Board Member Financial Disclosure**

Board members are required by law to disclose certain items received in connection with serving on the Board. If Board members receive such items, they must file a report with the county clerk and recorder on forms supplied by the secretary of state. Such reports must be filed on or before January 15, April 15, July 15 and October 15 of each year, and shall cover the period since the last report. The report must contain the name of the person from whom the reportable item was received, its value and the date of receipt. Board members who do not receive any items that must be reported are not required to file a report.

1. Items which must be reported include the following:

- a. Any money received including a loan, advance or guarantee of a loan with a value of \$25 or more.
- b. Any gift of any item of real or personal property other than money with a value of \$50 or more.
- c. Any loan of real or personal property if the value of the loan is \$50 or more. "Value of the loan" means the cost saved or avoided by the Board member by not borrowing, leasing or purchasing comparable property from a source available to the general public.
- d. Any payment for a speech, appearance or publication.
- e. Tickets to a sporting, recreational, educational or cultural event with a value of \$50 or more for a single event or a series of tickets to sporting events of a specific team during a season or to cultural events of a specific company with a total value of \$100 or more.
- f. Payment of or reimbursement for actual and necessary expenses for travel and lodging for attendance at a convention or other meeting at which the Board member or candidate for the Board is scheduled to participate unless the payment for such expenditures is made from public funds or from the funds of any association of public officials or public entities such as the Colorado Association of School Boards (CASB).

2. The financial disclosure need not include the following:

- a. A contribution or contribution in kind that already has been reported pursuant to the Fair Campaign Practices Act.

- b. Any item of perishable or nonpermanent value including meals unless such item is required to be reported under paragraph 1. e. above.
 - c. A nonpecuniary award publicly presented by an organization in recognition of public service.
 - d. Payment of or reimbursement for actual or necessary expenses for travel and lodging for attendance at a convention in which the individual is scheduled to participate if the payment or reimbursement is made from public funds or from the funds of any association of public officials or public entities such as CASB.
 - e. Payment of salary from employment including other government employment.
- 3. To avoid misunderstanding about the value of an item, the donor must furnish the Board member with a written statement of the dollar value of the item when it is given.
 - 4. Board members who do not receive any reportable items are not required to file a report.

Policy Type: Governance Process

Process for Addressing Board Member Violations

The Board and its members are committed to faithful compliance with the provisions of the Board's policies. In the event of a member's violation of policy, the Board will seek remedy by the following process:

- a. First, conversation in a private setting between the member in question and the Board president or other individual member.
- b. Second, discussion in a work session between the member in question and the full Board.
- c. Third, public censure of the member in question.

Policy Type: Governance Process

Development of New Board Policy

It is the Board's responsibility to develop governing policy. A systematic, predictable means of developing policy will promote community, school, parent and student involvement in policy decisions of the Board and encourage careful and well informed decision making by the Board. Accordingly, the Board will develop new policy or substantially revise existing policy as follows:

1. Informal Introduction:

Any new policy concept may be introduced, informally by any person, during the public comment portion of the Board meeting. The policy concept may be discussed by the Board at that time, scheduled for in depth discussion at a Board workshop or referred to staff for further drafting. No formal action will be taken on informal policy proposals.

2. Formal Introduction:

Prior to consideration, all new or revised policies must be submitted to the Board in writing:

- a. A Board member may introduce a new or revised policy if the Board member has notified the Board President in sufficient time so that the proposed policy can be placed on the agenda and each Board member can be provided a copy of the policy.
- b. A community member, student, parent, staff member, teacher or administrator may seek introduction of a new or revised policy by discussing it with a Board member or giving it to a Board member in writing. The Board member may then at his or her discretion introduce it as provided above.

3. First Reading:

Any policy that is formally introduced pursuant to paragraph 2 above, shall be given a "first reading" by the Board at the scheduled time on the agenda. After the first reading, the Board will entertain discussion to those attending the meeting.

If the policy fails to meet with the approval of a majority of the Board, it will be eliminated from further discussion. The policy may be redrafted and resubmitted for another first reading.

If the policy with or without amendments, meets with approval of a majority of the Board it will be placed on the agenda for the next monthly business meeting under "action items."

4. Second Reading:

A policy that is placed on the agenda as an action item pursuant to paragraph 3 above shall receive a second reading. After the reading, the Board will entertain discussion to those attending the meeting.

5. Adoption:

After the second reading, upon motion and second, the policy may be adopted, with or without amendments, by approval of a majority of the Board. If extensive or controversial amendments are necessary as determined by the Board President, the policy will be rescheduled as an action item, as amended, for the next monthly business meeting of the Board and will receive another reading pursuant to paragraph 4 above.

6. Form of Readings:

Readings may be aloud or silent, at the discretion of the President. Copies of the proposal will be provided for those attending the meeting.

Any portion of this policy may be waived by a majority vote of the Board for good cause or in case of emergency.

Policy Type: Governance Process

Public Participation at School Board Meetings

All regular and special meetings of the Board shall be open to the public. While the Board's meeting time is dedicated to its strategic mission and top priorities, the Board desires to hear the viewpoints of all community residents. The Board shall therefore schedule time during Board meetings for comments and questions from the public for consideration or follow-up. Public comment at regular meetings may be on items on the agenda or any topic related to the Board's oversight of the schools. Comments at special meetings must be on the topic of the agenda item being considered by the Board.

The Board shall set reasonable time limits on the length of public participation and on the length of individual speeches. Speakers must sign in. Time limits may be set by the Board President following the guidance outlined below or other approaches, at their discretion, taking into account the issues under consideration and number of individual speakers or groups wishing to be heard.

- a three-minute time limit for individual speakers if fewer than 20 individuals have signed up to speak. If four or more individuals sign up as a group on the same topic, they may be allotted 10 minutes to arrange their time in any respectful way the collective individuals decide.
- a two-minute limit and five minutes for groups, if more than 20 individuals sign up to speak to the Board.
- a one-minute time limit for individual speakers and three minutes for groups, if more than 30 individuals sign up to speak to the Board.

Members of the public are encouraged to exercise their rights to free speech responsibly. Specifically, the Board reminds members of the public that school-age children may be present, and that Board and School District meetings shall model the respectful behavior that we teach our students. The Board encourages the discussion of all personnel matters be conducted in executive session.

The Board president shall be responsible for recognizing all speakers who shall properly identify themselves, for maintaining proper order, and for adherence to any time limits set. Questions asked by the public may be referred to the superintendent or the superintendent's designee for consideration and later response.

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

In addition to public participation during meetings, the Board is committed to engaging members of the community on an ongoing basis regarding community values about education during times other than the Board's regular meetings.

LEGAL REF.: C.R.S. 24-6-401 et seq. (open meetings law)

CROSS REF: Administrative Policy: KE, Public Concerns and Complaints

Policy Type: Board/Superintendent Relationship

Global Governance-Management Connection

The Board's sole connection to the operational organization of the school district is the Superintendent.

Policy Type: Board/Superintendent Relationship

Unity of Control

Only motions officially passed by the Board acting as a whole are binding on the Superintendent.

Accordingly:

1. Decisions or instructions of individual Board members, officers or committees are not binding on the Superintendent except in rare instances when the Board has specifically authorized such exercise of authority.
2. Individual Board members, when requesting information, shall forward all such requests to the Superintendent.
3. In the case of Board members or committees requesting information or assistance without Board authorization, the Superintendent can refuse such requests that require, in the Superintendent's opinion, a material amount of staff time or resources or that are disruptive or unreasonable.

Policy Type: Board/Superintendent Relationship

Accountability of the Superintendent

The Superintendent is the Board's only link to the operational organization of the school district; all authority and accountability of staff, as far as the Board is concerned, is considered to be the responsibility of the Superintendent.

Accordingly:

1. The Board will never give instructions to persons who report directly or indirectly to the Superintendent.
2. The Board will refrain from formally evaluating any staff other than the Superintendent; however, this shall not prevent the Board, in exercising its legal responsibilities, from making, exercising or considering judgments regarding staff members.
3. The Board will view successful Superintendent performance as organizational accomplishment of the Board's *District Priorities* policies and compliance with the Board's *Staff/Superintendent Guidelines* policies.

Policy Type: Board/Superintendent Relationship

Delegation to the Superintendent

The Board will instruct the Superintendent through written policies which prescribe the organizational ends to be achieved and describe organizational situations and actions to be avoided, allowing the Superintendent to use any reasonable interpretation of these policies.

Accordingly:

1. The Board will develop policies instructing the Superintendent to achieve certain results for certain recipients at a specified cost. These policies will be developed systematically from the broadest, most general level to more defined levels and will be called *District Priorities* policies.
2. The Board will develop policies which limit the latitude the Superintendent may exercise in choosing the organizational means. These policies will be developed systematically from the broadest, most general level to more defined levels and they will be called *Staff/Superintendent Guidelines* policies.
3. As long as the Superintendent uses any reasonable interpretation of the Board's *District Priorities* and *Staff/Superintendent Guidelines* policies, the Superintendent is authorized to establish all further policies, make all decisions, take all actions, establish all practices and develop all activities.
4. The Board may change its *District Priorities* and *Staff/Superintendent Guidelines* policies, thereby shifting the boundary between Board and Superintendent domains. By doing so, the Board changes the latitude of choice given to the Superintendent. However, as long as any specified delegation of authority is in place, the Board will respect and support any reasonable interpretation of its policies.

Policy Type: Board/Superintendent Relationship

Monitoring Superintendent Performance

Superintendent Job performance will be monitored systematically and rigorously against the only Superintendent Job expectations: organizational accomplishment of Board's *Strategic Policies* and organizational operation within the boundaries established in the Board's *Staff/Superintendent Guidelines* policies.

Accordingly:

1. Monitoring determines the degree to which board policies are being met. Information that does not contribute to this purpose is not considered monitoring data.
2. Monitoring fulfills the Board's responsibility of overseeing management of the school district's major systems. More specific information is contained in the Management Oversight policy.
3. The Board will acquire monitoring data on *Strategic Policies* and *Staff/Superintendent Guidelines* policies by one or more of three methods:
 - a. By internal report, in which the Superintendent discloses compliance information to the Board.
 - b. By external report, in which an external, disinterested third party selected by the Board assesses compliance with Board policies.
 - c. By direct Board inspection, in which the Board assesses compliance with the appropriate policy criteria.
4. In every case, the standard for compliance shall be whether the Superintendent has reasonably interpreted the Board policy being monitored. The Board will make the final determination as to whether a Superintendent interpretation is reasonable.
5. All policies which instruct the Superintendent will be monitored at a frequency and by a method chosen by the Board. The Board may monitor any policy at any time by any method, but ordinarily will depend on the following schedule and method, as described in the Oversight Calendar, see SP-4C-1, SP-4C-2 and SP-4C-3.
6. In conjunction with the conclusion of the Board's annual planning cycle, each January the Board will conduct a formal summative evaluation of the Superintendent. The summative evaluation will be based upon data derived during the year from monitoring Board policies on Strategic Policies and Superintendent/Staff Guideline. A written evaluation document will be prepared by

the Board. The Superintendent will have the opportunity to review the document with the Board in executive session. The report will be signed by the Superintendent and the president of the Board.

The evaluation document will consist of:

- a. A summary of the data derived throughout the year from monitoring the Board's policies on *Strategic Policies* and *Staff/Superintendent Guidelines*.
- b. Conclusions relative to whether each end has been achieved or whether reasonable progress has been made toward its achievement.
- c. Conclusions relative to whether the Superintendent has properly operated within the boundaries established in the Superintendent/Staff Guideline policies.

Nothing in this policy will be construed to imply in any manner the establishment of any personal rights not explicitly established by statute, Board policy or contract. All employment decisions regarding the Superintendent remain within the sole and continuing discretion of the Board.

Policy Type: Board/Superintendent Relationship**Monitoring Superintendent Performance**

In Board Policies the Board has set forth areas in which they wish to evaluate the superintendent. By focusing on these areas to evaluate the superintendent the board has prioritized these areas. This document serves as a mechanism to bring those systems together. Each year as part of the Superintendent's evaluation the strategic plan and oversight documents will be updated and then this document will be updated to match those documents. This document clarifies the Board's expectations for the Superintendent's performance on a yearly basis.

Strategic Plan

12/2015

Lake County School District Strategic Plan	
Mission: To ignite a passion for learning	
Vision: We are Elevating Expectations	
July 1, 2015-- - June 31, 2018-	
District Core Beliefs: <ul style="list-style-type: none"> • Inspire all students to be life-long problem-solvers • Create a culture of academic achievement • Build on the strengths of every individual 	

- Provide opportunities for risk-taking in learning
- Respect the whole person: physical, mental, emotional
- Empower all community members to be active participants in our schools
- Foster a safe environment for all students and staff
- Honor cultural difference
- Partner with families and community members

Instruction

Priority	Current Reality	Priority Description	Implementation Strategies	Implementation Strategy Activity by Year		Performance Metric	Proximity to Performance Metric
Priority #1: <i>Every day, we are college and career-ready.</i>	1. Purpose of ICAP is generally unclear to students and teachers.	The superintendent and staff will ensure all students stay on or above grade level each year and graduate prepared to successfully implement a plan for college or	1. Implement ICAP in 9 th -12 th grade.	15-16	Adapt new ICAP structure in grades 9-12.	High School Staff (9 th -12 th) will complete readiness assessment.	___Performance Exceeds Expectations <i>Assessment completed and additional steps taken.</i> ___Proficient (Progress Satisfactory) <i>Assessment completed.</i>
				16-17	Fully implement new ICAP structure in grades 9-12.	High School Staff (9 th -12 th) will show growth in at least two areas on the readiness assessment	___Progress Less than Satisfactory <i>Assessment not completed.</i>

		career.		17-18	Continue implementation and re-evaluate needs.	High School Staff (9 th -12 th) will show growth in at least two additional areas on the readiness assessment	
Priority #1: <i>Every day, we are college and career-ready.</i>	1. PARCC Language Arts 2015	The superintendent and staff will ensure all students stay on or above grade level each year and graduate prepared to successfully implement a plan for college or career.	All schools will have an instructional and professional development focus that supports student access to complex, grade-level appropriate texts.	15-16	PD on text complexity and data use in language arts.	PARCC 2015 +3% improvement in a language arts area. Increase the percent of students scoring at benchmark on DIBELS by 3%.	____Performance Exceeds Expectations +3% growth in more than one language arts area. ____Proficient (Progress Satisfactory) +3% growth in one language arts area. ____Progress Less than Satisfactory >3% growth in any language arts areas.
	2. Increase the percent of students scoring			16-17	PD on text complexity and data use in all content areas.	PARCC 2016 +3% improvement in a language arts category.	

	at benchmark on DIBELS by 3%					Increase the percent of students scoring at benchmark on DIBELS by 3%.	
				17-18	PD on text complexity and data use and implementation in writing.	PARCC 2017 +3% improvement in a language arts category. Increase the percent of students scoring at benchmark on DIBELS by 3%16-17.	
Priority #2: <i>Rigor and engagement are everywhere.</i>	1. Students are less engaged	The superintendent and staff will provide all students	1. All schools will focus on building student engagement	15-16	PD on student engagement.	Scores on two H KCS items *will increase by 3%	___Performance Exceeds Expectations +3% growth in more than one language arts area. ___Proficient (Progress

	age d tha n we wo uld like the m to be.	with engaging learning opportunities.	nt.	16- 17	PD on student engagement.	Scores on two H KCS items *will increase by 3%	Satisfactory) +3% growth in one language arts area. ___Progress Less than Satisfactory >3% growth in any language arts areas.
			*HKCS items: 1. How often do you feel that the school work you are assigned is meaningful and important? Never Seldom Sometimes Often Almost Always (3% increase will be in the aggregate of Sometimes, Often, Almost Always.) 2. During the past 12 months, how would you describe your grades in school? Mostly A's Mostly B's Mostly C's Mostly D's Mostly F's None of these (3% increase will be in the aggregate of Mostly C's, D's and F's.)	17- 18	PD on student engagement.	Scores on two H KCS items *will increase by 3%	

Climate & Culture						
Priorities	Current Reality	Priority Description	Implementation Strategy	Implementation Strategy Activity by Year		Proximity to Performance Metric
Priority #3: <i>Diversity and culture make us better.</i>	Relational trust among adults has not been a school goal in the recent past.	The superintendent and staff will create a space that is safe, inclusive, and welcoming for all.	1. All schools will have a professional development focus on climate and culture that supports building relational trust between all stakeholders.	15-16	Focus on building trust among adults	Increase relational trust survey, Tell, or teacher perception survey scores on 5 school-selected items. ____Performance Exceeds Expectations <i>Scores improve on more than 5 school selected items.</i> ____Proficient (Progress Satisfactory) <i>Scores improved on 5 school selected survey items.</i> ____Progress Less than Satisfactory <i>Scores did not improve on at least 5 school selected items.</i>
				16-17	Focus on building trust among adults	Increase relational trust survey, Tell, or teacher perception survey scores on 5 school-selected items.
				17-18	Focus on building trust among adults	Increase relational trust survey, Tell, or

						teacher perception survey scores on 5 school-selected items.
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Infrastructure							
Priorities	Current Reality	Priority Description	Strategy	Strategy Activity by Year		Performance Metric	Proximity to Performance Metric
Priority #4: <i>("We plan for the future.")</i>	1. No clear capital plan 2. Hiring process plan started.	1. The superintendent and staff will plan and execute the capital and human capital investments that will make our district better.	1. Create a 5-year capital plan.	15-16	Assess capital needs	Initial list completed	___Performance Exceeds Expectations <i>Initial list includes projected needs and preventive maintenance needs.</i>
				16-17	Engage master planner	Master plan created	___Proficient (Progress Satisfactory) <i>Initial list includes projected needs.</i>
				17-18	Implement master plan.	Completion of first year plan.	___Progress Less than Satisfactory <i>Initial list is not created.</i>
			2. Create	15-16	Focus on certifie	New hiring process	___Performance Exceeds Expectations <i>New hiring process in place with central documents and training for all hiring managers.</i>

			a ne w re cr ui ti ng an d hi ri ng pr oc es s		d	in place with central docume nts and training for hiring manage rs who hire license d staff.	____Proficient (Progress Satisfactory) <i>New hiring process in place with central documents and training for hiring managers, who hire licensed staff.</i> ____Progress Less than Satisfactory <i>New hiring process in place with central documents and training for all hiring managers.</i>
				16-17	Focus on appropriate staffing levels.	Appropriate staffing level system is created.	
				17-18	Focus on retention	Retain 70% of staff who align with district expectations.	



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

315 West 6th Street
Leadville, CO 80461

Phone 719 486-6928
Fax 719 486-9992

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

Head Start Informational Items for Governing Board

Informational Items:

1. February
 - a. Director's Report with Head Start and Early Head Start Budget Reports
 - b. February 11th Policy Council Minutes
2. March
 - a. Director's Report with Head Start and Early Head Start Budget Reports
 - b. March 11th Policy Council Minutes

**Lake County School District
Early Head Start and Head Start
Director's Report - February, 2021**

Program Enrollment & Attendance										
Program	Funded Enrollment			Current Enrollment		Over Income Enrollment (Incl. 130%)	Wait List	Children with Disabilities		Average Daily Attendance
	Total	Regular	Full Day	Regular	Full Day					
Head Start	40	40		35	4	3	1	6	15%	61.9%
CPP	75	67	8	47	8	N/A	3	6	11%	61.9%
Early Head Start	12			7		1	2 (OI)	1	8%	n/a
Tuition				4			16			

- Attendance - 5 classrooms were on quarantine the first week of February. Some children were on quarantine after classrooms resumed in person learning.
- Enrollment by COVID program option for all funding sources:
 - In person – 64
 - Virtual – 11 (HS – 3)
- Ongoing recruitment continues for EHS and HS.

	Head Start	Early Head Start
Current Enrollment	39	7
Physicals – Complete	39	5
Physicals – Not Up to Date	0	2

**Lake County School District
Early Head Start and Head Start
Director's Report - February, 2021**

Physicals – Follow up needed	0	0
Immunizations Up to Date	39	7
Immunizations – Not Up to Date	0	0
Immunization Waiver	0	0
Lead	34	6
Lead – Incomplete	5	1
Lead – Follow-Up Needed	9	3
Lead – Follow-Up Complete	6	2
Hearing	38	3
Hearing Incomplete	1	4
Hearing Rescreen needed	0	1
Hearing Referral Needed	0	0
Hearing Referral Complete	0	0
Vision	38	2
Vision Incomplete	1	5
Vision Referral Needed	1	0
Vision Rescreen Needed	0	0
Vision Follow Up Complete	0	0
Dental	20	4
Dental - Incomplete	19	3
Dental – Follow-Up needed	8	1
Dental – Follow-up complete	6	0
Developmental (ASQ)	40	7
Social/Emotional (DECA)	40	7

- The Health Manager is working with families to make appointments for health screenings for all enrolled students, in-person & virtual.

**Lake County School District
Early Head Start and Head Start
Director's Report - February, 2021**

Budget, In-Kind & Volunteers						
	Budget	In-Kind			Volunteers	
		Monthly	YTD (\$164,768)	% complete	Monthly	YTD
Head Start Budget – FY 20	Attached	\$2,313	\$2,313	1%	17	17
Early Head Start Budget –FY20	Attached					
					Meal Counts	
CACFP – Free/Reduced meal reimbursement	Total Claim- January: \$37,959.30				Breakfast	
					Lunch	
					Snack	

Note: our new designation as an "At Risk" facility means that all of the meals at the Center are counted the same as the meals at other buildings and programs.

Grant and Program Updates, Goals, Program Monitoring & Self-Assessment	
Grant Updates	<p>Seeking applications for supplement operating costs</p> <p>Submitted applications to:</p> <ul style="list-style-type: none"> • Lake County Community Fund for 2022 ski program funds • Expanding and Emerging Child Care Funds from the state to help support opening 2 new rooms for 2021-2022 school year • Knights of Columbus donated \$498 to support Special Education program <p>We have received additional funding:</p> <ul style="list-style-type: none"> •
Family Fun Night	paused for 2020-2021 school year due to COVID precautions
Staffing	Need for classroom subs.

February 1, 2020 to January 31, 2021	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	Adj from CPV	Adj to EHS	YTD	Rev FY20 with COLA & COVID, BUS	One time supplements & COVID, BUS	Rev FY20 - Continuation	COLA/QE supplements	
REV 27.07.20.0000.4020.000.000000 FY20 Revenue							\$ 39,053.00	\$ 36,887.00	\$ 41,411.00	\$ 42,986.00	\$ 32,330.00	\$ 46,607.00			\$ 244,016.00	\$ 307,715.00	\$ 273,261.00	\$ 34,458.00	\$ 34,458.00	
27.071.20.2600.0110.600.000000 CUSTODIAN SALARY	\$ 1,048.32	\$ 1,048.32	\$ 1,148.16	\$ 998.40	\$ 1,148.16	\$ 1,159.68	\$ 230.40	\$ 1,159.68	\$ 1,494.00	\$ 1,289.60	\$ 1,494.00	\$ 1,287.20	\$ 691.20			\$ 12,432.64	\$ 14,090.00			5,880
27.071.20.2600.0210.600.000000 CUSTODIAN MEDICARE	\$ 15.30	\$ 15.30	\$ 16.45	\$ 14.40	\$ 16.45	\$ 16.45	\$ 3.34	\$ 16.45	\$ 21.46	\$ 18.37	\$ 21.46	\$ 18.37	\$ 9.82			\$ 180.32	\$ 203.00			1,238
27.071.20.2600.0230.600.000000 CUSTODIAN PERA	\$ 213.86	\$ 213.86	\$ 234.23	\$ 203.67	\$ 234.23	\$ 242.38	\$ 48.15	\$ 204.65	\$ 252.81	\$ 312.24	\$ 264.84	\$ 144.46				\$ 2,569.38	\$ 2,940.00			1,167
27.071.20.2600.0250.600.000000 CUSTODIAN HEALTH	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10			\$ 11.00	\$ 12.00			6,300
27.071.20.2700.0110.602.000000 BUS DR SALARY	\$ 2,172.53	\$ 2,167.03	\$ 1,647.53	\$ 1,647.53	\$ 1,647.53	\$ 705.11	\$ 705.11	\$ 705.11	\$ 2,020.71	\$ 1,514.71	\$ 1,514.71	\$ 1,514.71	\$ 1,514.71			\$ 19,552.92	\$ 15,000.00			92
27.071.20.2700.0210.602.000000 BUS DR MEDICARE	\$ 16.84	\$ 15.90	\$ 16.93	\$ 8.15	\$ 8.15	\$ 8.15	\$ 8.15	\$ 8.15	\$ 23.93	\$ 18.93	\$ 18.93	\$ 18.93	\$ 18.93			\$ 191.24	\$ 216.00	\$ 217.00		
27.071.20.2700.0230.602.000000 BUS DR PERA	\$ 429.04	\$ 416.02	\$ 430.40	\$ 305.91	\$ 305.86	\$ 311.84	\$ 122.83	\$ 214.16	\$ 389.13	\$ 285.27	\$ 283.81	\$ 285.71	\$ 285.71			\$ 3,694.76	\$ 4,156.00			
27.071.20.2700.0250.602.000000 BUS DR HEALTH	\$ 558.38	\$ 563.78	\$ 533.45	\$ 449.20	\$ 449.20	\$ 443.61	\$ 441.30	\$ 233.76	\$ 233.76	\$ 236.37	\$ 242.32	\$ 236.37	\$ 242.32			\$ 4,314.04	\$ 4,865.00			
27.071.20.3330.0110.104.000000 ADM SALARIES	\$ 1,787.50	\$ 1,787.50	\$ 1,787.50	\$ 1,787.50	\$ 1,787.50	\$ 1,787.50	\$ 2,008.28	\$ 1,850.06	\$ 1,850.06	\$ 2,378.45	\$ 1,850.06	\$ 1,850.06	\$ 2,400.00	\$ (3,000.00)		\$ 21,511.97	\$ 20,200.00	\$ 400.00	\$ 400.00	
27.071.20.3330.0110.403.000000 CC SALARY	\$ 23,596.36	\$ 22,070.76	\$ 19,176.36	\$ 21,964.56	\$ 21,964.56	\$ 19,071.12	\$ 25,187.22	\$ 22,355.30	\$ 22,815.61	\$ 22,660.40	\$ 22,414.31	\$ 21,000.00	\$ 22,414.31	\$ (4,000.00)		\$ 301,176.02	\$ 300,440.00	\$ 736.00	\$ 26,940.00	
27.071.20.3330.0110.403.000000 ADM MEDICARE	\$ 24.95	\$ 24.95	\$ 24.95	\$ 24.95	\$ 24.95	\$ 24.95	\$ 28.14	\$ 25.86	\$ 33.45	\$ 25.86	\$ 25.86	\$ 25.86	\$ 25.86	\$ (45.00)		\$ 299.24	\$ 293.00	\$ 6.00	\$ 6.00	
27.071.20.3330.0210.403.000000 CC MEDICARE	\$ 324.61	\$ 305.48	\$ 351.64	\$ 308.23	\$ 303.65	\$ 271.73	\$ 349.58	\$ 254.20	\$ 331.42	\$ 311.67	\$ 456.22	\$ 307.67	\$ 500.00	\$ (120.00)		\$ 4,286.14	\$ 4,390.00	\$ 4,300.00	\$ 247.00	
27.071.20.3330.0230.104.000000 ADM PERA	\$ 364.65	\$ 364.65	\$ 364.65	\$ 364.65	\$ 364.65	\$ 373.35	\$ 438.75	\$ 386.46	\$ 386.46	\$ 492.13	\$ 386.66	\$ 492.13	\$ 492.13	\$ (500.00)		\$ 4,470.23	\$ 4,242.00	\$ 84.00	\$ 84.00	
27.071.20.3330.0230.403.000000 CC PERA	\$ 4,567.18	\$ 4,302.17	\$ 4,951.79	\$ 4,340.32	\$ 4,276.47	\$ 5,029.74	\$ 5,051.32	\$ 4,253.48	\$ 4,509.83	\$ 4,505.08	\$ 6,392.95	\$ 4,472.14	\$ 7,300.00	\$ (1,840.00)		\$ 61,062.47	\$ 63,070.00	\$ 4,375.00	\$ 4,375.00	
27.071.20.3330.0250.104.000000 ADM HEALTH	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89			\$ 2,802.68	\$ 2,800.00			
27.071.20.3330.0250.403.000000 CC HEALTH	\$ 3,764.82	\$ 3,733.31	\$ 3,929.33	\$ 3,470.90	\$ 3,470.90	\$ 3,708.14	\$ 3,781.51	\$ 3,788.14	\$ 3,788.14	\$ 3,788.14	\$ 3,788.14	\$ 3,788.14	\$ 3,788.14	\$ 16,000.00		\$ 45,654.97	\$ 56,180.00	\$ 3,075.00	\$ 3,075.00	
27.071.20.3330.0300.000.000000 PRO/TECH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 95.00			
27.071.20.3330.0320.000.000000 EDUCATION	\$ -	\$ 774.00	\$ 980.02	\$ 3,299.00	\$ 1,109.90	\$ 157.26	\$ 33.86	\$ -	\$ 764.50	\$ 62.00	\$ -	\$ 2,321.43	\$ -			\$ 9,683.35	\$ 7,000.00			
27.071.20.3330.0330.000.000000 COPY MACHINE	\$ -	\$ 387.17	\$ 380.63	\$ 317.76	\$ 298.61	\$ 298.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 2,164.75	\$ 3,000.00			
27.071.20.3330.0335.000.000000 MED/DENTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70.00			\$ 70.00	\$ 750.00			
27.071.20.3330.0350.000.000000 PARENT FUND	\$ -	\$ 291.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 1,312.00	\$ 1,500.00			
27.071.20.3330.0510.000.000000 STUD TRANS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 800.00			
27.071.20.3330.0520.000.000000 INSURANCE/AUDIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 400.00			
27.071.20.3330.0531.000.000000 TELEPHONE	\$ 33.87	\$ 86.02	\$ 85.80	\$ 87.75	\$ 85.80	\$ 88.88	\$ 53.43	\$ 124.61	\$ 91.22	\$ 89.38	\$ 89.42	\$ 54.78	\$ -			\$ 676.74	\$ 1,100.00			
27.071.20.3330.0533.000.000000 POSTAGE	\$ -	\$ -	\$ -	\$ 33.24	\$ 127.20	\$ 41.00	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ 221.94	\$ -			\$ 221.94	\$ 150.00			
27.071.20.3330.0580.000.000000 TRAVEL/REGISTRATION	\$ 684.04	\$ 145.57	\$ 153.49	\$ 117.24	\$ 7.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 1,076.06	\$ 1,000.00			
27.071.20.3330.0610.000.000000 SUPPLIES	\$ 79.17	\$ 1,274.33	\$ 341.64	\$ 812.01	\$ 465.64	\$ 3,579.96	\$ 3,574.93	\$ (8,118.67)	\$ 944.68	\$ 531.94	\$ 1,113.13	\$ 400.77	\$ 7,232.33	\$ (4,783.37)		\$ 7,404.44	\$ 15,333.00	\$ 5,325.00	\$ 5,335.00	
27.071.20.3330.0620.000.000000 UTILITIES	\$ -	\$ 362.83	\$ 336.61	\$ 196.17	\$ 249.61	\$ 63.71	\$ 105.63	\$ 78.52	\$ 240.60	\$ 312.84	\$ 210.16	\$ 362.33	\$ 4,600.00			\$ 5,138.01	\$ 4,000.00			
27.071.20.3330.0630.000.000000 EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 385.30	\$ 481.00			
27.071.20.3330.0730.000.000000 VEHICLES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -			
TOTAL	\$ 39,754.19	\$ 40,800.31	\$ 42,330.00	\$ 36,237.51	\$ 38,556.00	\$ 36,968.00	\$ 42,525.23	\$ 27,729.70	\$ 40,351.00	\$ 38,721.00	\$ 52,872.00	\$ 52,872.00	\$ 52,872.00			\$ 366,994.34	\$ 366,711.33	\$ (16,478.37)	\$ 36,711.33	
HS CASH	\$ 39,754.19	\$ 40,800.31	\$ 42,330.00	\$ 36,237.51	\$ 38,556.00	\$ 36,968.00	\$ 42,525.23	\$ 27,729.70	\$ 40,351.00	\$ 38,721.00	\$ 52,872.00	\$ 52,872.00	\$ 52,872.00			\$ 366,994.34	\$ 366,711.33	\$ (16,478.37)	\$ 36,711.33	
Cumulative CASH	\$ 39,754.19	\$ 80,554.50	\$ 122,884.50	\$ 159,122.01	\$ 197,678.01	\$ 234,646.01	\$ 277,173.24	\$ 319,702.47	\$ 360,053.47	\$ 402,924.47	\$ 455,796.47	\$ 508,668.47	\$ 561,540.47			\$ 918,562.81	\$ 954,279.81	\$ 881,000.00	\$ 881,000.00	
TOTAL CASH	\$ 482,781.88	\$ 515,133.90	\$ 553,907.00	\$ 591,429.00	\$ 626,985.00	\$ 666,947.00	\$ 702,516.00	\$ 732,726.00	\$ 759,406.00	\$ 786,586.00	\$ 813,266.00	\$ 840,346.00	\$ 867,426.00			\$ 1,318,106.00	\$ 1,353,676.00	\$ 1,280,100.00	\$ 125,576.00	
HS CASH	\$ 39,754.19	\$ 40,800.31	\$ 42,330.00	\$ 36,237.51	\$ 38,556.00	\$ 36,968.00	\$ 42,525.23	\$ 27,729.70	\$ 40,351.00	\$ 38,721.00	\$ 52,872.00	\$ 52,872.00	\$ 52,872.00			\$ 366,994.34	\$ 366,711.33	\$ (16,478.37)	\$ 36,711.33	
COLA/QE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
TOTAL CASH	\$ 482,781.88	\$ 515,133.90	\$ 553,907.00	\$ 591,429.00	\$ 626,985.00	\$ 666,947.00	\$ 702,516.00	\$ 732,726.00	\$ 759,406.00	\$ 786,586.00	\$ 813,266.00	\$ 840,346.00	\$ 867,426.00			\$ 1,318,106.00	\$ 1,353,676.00	\$ 1,280,100.00	\$ 125,576.00	
Cumulative CASH	\$ 995,875.18	\$ 1,513,752.78	\$ 2,011,811.78	\$ 2,491,778.78	\$ 2,949,778.78	\$ 3,386,778.78	\$ 3,805,423.78	\$ 4,214,946.78	\$ 4,617,471.78	\$ 5,014,996.78	\$ 5,410,521.78	\$ 5,803,046.78	\$ 6,192,571.78			\$ 9,521,106.78	\$ 9,874,781.78	\$ 9,481,000.00	\$ 393,781.78	

27.071.03.3330.0110.104.000000 COVID ADM SALARIES														Adj from CPV	Adj to EHS						
27.071.03.3330.0110.403.000000 COVID CC SALARY																					
27.071.03.3330.0210.104.000000 COVID ADM MEDICARE																					
27.071.03.3330.0210.403.000000 COVID CC MEDICARE																					
27.071.03.3330.0230.104.000000 COVID ADM PERA																					
27.071.03.3330.0230.403.000000 COVID CC PERA																					
27.071.03.3330.0610.000.000000 COVID SUPPLIES																					
COVID Cash																					

Draw down - COVID

adj in HS

Draw Downs - HS	8,968.00	10,324.00	10,562.00	9,151.00	9,532.00	9,213.00	10,330.00	9,035.00	11,042.00	9,892.00	7,441.00
Total monthly/Draw Downs	48,722.00	50,027.00	55,024.00	46,942.00	48,585.00	46,100.00	51,790.00	45,971.00	53,072.00	52,876.00	56,048.00
Cumulative drawdowns	98,729.00	153,753.00	200,695.00	249,280.00	295,380.00	347,130.00	393,101.00	436,473.00	489,351.00	545,399.00	

Difference	0.00	(1,128.78)	0.22	(488.78)	0.22	(46.78)	7,630.71	(0.29)	4,264.71			\$	8,421.53
	(12,818.87)	(13,448.57)	(14,078.27)	(14,707.97)	(15,337.67)	(15,967.37)	(16,597.07)	(17,226.77)	(17,856.47)	(18,486.17)	(19,115.87)		

Difference	0.00	(1,136.78)	0.22	(686.78)	0.22	(46.76)	(1,213.76)	7,630.71	(8.20)	4,284.71			\$ 8,421.53
In Kind	\$2,307.00	\$5,467.00	\$100.00	\$100.00	\$0.00	\$0.00	\$1,360.00	\$100.00	\$1,632.00	\$1,748.00			\$ 13,285.00

FY 2020 EHS Budget	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	Adj from HS	YTD	Rev FY20 with COLA & COVID	COVID supplement	Rev FY20 - Continuation
27.071.03.3330.0110.104.000000 ADM SALARIES	704.17	704.17	704.17	704.17	704.17	704.17	791.14	728.81	728.81	728.81	937.84	937.84		2008.00	\$11,988.44	\$10,546.00	\$0.00
27.071.03.3330.0110.403.000000 HV SALARY	2373.80	2390.83	2220.50	2220.50	2220.50	2220.50	2537.43	2254.50	2287.66	2283.28	0.00	0.00	0.00	4600.00	\$27,819.81	\$0.00	\$0.00
27.071.03.3330.0110.403.000000 CC SALARY	3170.61	3170.61	4096.31	3170.61	3170.61	3170.61	3234.03	3234.03	3535.18	3525.57	4374.46	3252.95	3400.00	\$45,274.00	\$0.00	\$0.00	\$0.00
27.071.03.3330.0210.104.000000 ADM MEDICARE	9.83	9.83	9.83	9.83	9.83	9.82	11.08	10.19	10.19	13.26	16.19	45.00		\$169.07	\$0.00	\$0.00	\$0.00
27.071.03.3330.0210.403.000000 HV MEDICARE	33.70	33.95	31.48	31.48	31.48	31.48	36.07	32.11	32.45	32.39	0.00	0.00	69.00	\$395.09	\$0.00	\$0.00	\$0.00
27.071.03.3330.0210.403.000000 CC MEDICARE	42.48	42.48	55.07	42.48	42.48	42.59	51.69	42.59	47.97	47.97	66.52	44.09		\$518.02	\$0.00	\$0.00	\$0.00
27.071.03.3330.0230.104.000000 ADM PERA	143.65	143.65	143.65	143.65	143.65	147.17	165.30	152.32	152.32	152.32	195.84	152.32	696.00	\$2,026.89	\$0.00	\$0.00	\$0.00
27.071.03.3330.0230.403.000000 HV PERA	474.11	477.58	442.83	442.83	442.83	453.69	519.93	462.88	467.72	466.81	0.00	0.00	1059.00	\$5,709.21	\$0.00	\$0.00	\$0.00
27.071.03.3330.0230.403.000000 CC PERA	597.61	597.61	786.30	597.60	611.20	614.03	774.24	628.39	691.24	689.30	872.18	635.36	792.00	\$8,877.14	\$0.00	\$0.00	\$0.00
27.071.03.3330.0230.104.000000 ADM HEALTH	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	na	\$1,143.48	\$0.00	\$0.00	\$0.00
27.071.03.3330.0230.403.000000 CC HEALTH	732.00	732.00	732.00	732.00	732.00	732.00	732.00	732.00	732.00	732.00	732.00	732.00	na	\$7,120.00	\$0.00	\$0.00	\$0.00
27.071.03.3330.0230.403.000000 CC HEALTH	546.89	546.89	546.89	432.49	432.49	432.49	432.49	432.49	432.49	432.49	432.49	432.49	na	\$5,533.07	\$0.00	\$0.00	\$0.00
27.071.03.3330.0300.000000 EDUCATION	0.00	0.00	0.00	0.00	119.50	0.00	8.46	99.00	43.00	0.00	0.00	1317.64	na	\$2,484.00	\$0.00	\$0.00	\$0.00
27.071.03.3330.0300.000000 COPY MACHINE	0.00	387.17	306.63	317.76	298.93	298.93	0.00	0.00	125.16	136.48	123.83	136.38		\$2,132.12	\$0.00	\$0.00	\$0.00
27.071.03.3330.0300.000000 TELEPHONE	0.00	52.82	52.84	52.84	52.84	52.76	57.50	48.42	50.64	50.64	50.64	50.79		\$512.00	\$0.00	\$0.00	\$0.00
27.071.03.3330.0300.000000 TRAVEL/REGISTRY	0.00	9.30	0.00	0.00	0.00	0.00	0.00	0.00	16.50	0.00	0.00	0.00		\$26.70	\$0.00	\$0.00	\$0.00
27.071.03.3330.0610.000000 SUPPLIES	42.55	57.87	0.00	0.00	107.39	47.42	18.00	43.65	8.00	194.32	66.35	31.95	4763.00	\$5,919.21	\$0.00	\$0.00	\$0.00
27.071.03.3330.0620.000000 UTILITIES	0.00	362.83	336.61	61.17	240.61	171.49	232.29	78.52	240.60	312.84	219.16	362.33		\$2,762.45	\$0.00	\$0.00	\$0.00
PROTECT																	\$0.00
MEDICENTRAL																	\$0.00
PARENT FUNG																	\$0.00
STUD TRANS																	\$0.00
INSURANCE/AUDIT																	\$0.00
POSTAGE																	\$0.00
QUESTIES																	\$0.00
EQUIPMENT																	\$0.00
IRS/CASH	8,967.49	110,333.59	110,562.21	99,190.78	99,532.02	92,722.08	110,400.15	99,996.89	110,651.71	58,991.95	57,446.06	57,349.99	118,478.98	\$131,323.00	\$0.00	IRRFI	\$0.00

The Center Early Childhood Programs – Policy Council Minutes – Meeting Date – February 11, 2021

Attending: Olivia DeVargas, Kathleen Law, and Chelsea Luna

Not Attending: Ashlee Cruz, Jasmine Bujanda, and Katrina Hanger

Roll Call: Due to COVID-19, our meeting was conducted through Google Meets. Lisa called roll and determined there was a quorum.

Approval of Agenda: Chelsea made a motion to approve the Policy Council Meeting Agenda for February 11m 2021. Olivia seconded. All were in favor with no one opposed.

Approval of Minutes: Olivia made a motion to approve the meeting minutes from January 13, and the Special Meeting on January 21, 2021. Chelsea seconded. All were in favor with no one opposed.

Parent Activity Fund: The new Parent Activity Fund was introduced to the Council for the new fiscal year. The Parent Activity Fund will begin with 1,500.00. Olivia made a motion to approve the 2021-2022 Parent Activity Fund. Chelsea seconded. All were in favor with no one opposed.

New Business: The Council reviewed the ERSEA policy at The Center. Lisa reviewed the selection policy with the Council and addressed the need to update criteria points. She also discussed the enrollment policy and how The Center is looking at updating this as well. The Council asked questions and suggested some ideas. These Policies will be worked on and later introduced to the Council for approval. Holly talked to the Council about providing the families with dinner and packets for the next Policy Council meeting in March. The Council thought this would be nice. Council Members can come by The Center and pick up dinner and meeting documents before the meeting,

Unfinished Business: Lisa also provided the Council with the new 2021-2022 Center application. She explained how The Center started using Childplus. With this new program, we thought the application should match some of the criteria we document.

Announcements: February 11-Regular Policy Council Meeting, February 15-No School, The Center is Closed for the Holiday, February 19-Regular School Day, February 25-District Advisory Council Colorado Preschool Program walkthrough 10:00-11:00. March 11-Regular Policy Council Meeting.

Respectfully Submitted,
Lisa Roeder – Substitute for the Policy Council Secretary

**Lake County School District
Early Head Start and Head Start
Director's Report for March, 2020**

Program Enrollment & Attendance										
Program	Funded Enrollment			Current Enrollment		Over Income Enrollment (Incl. 130%)	Wait List	Children with Disabilities		Average Daily Attendance
	Total	Regular	Full Day	Regular	Full Day					
Head Start	40	25	15	25	14	10	7	5	135%	73.2%
CPP	75	67	8	64	8	N/A	13	8	12%	73.2%
Early Head Start	12			11		1	2 (OI)	0		
Tuition				8			22			

- Attendance is lower due to school closure for COVID-19 for the weeks of March 20th and 27th.
- Ongoing recruitment continues for EHS and HS. Open slots are still within 30 day grace period.

	Head Start	Early Head Start
Current Enrollment	39	11
Physicals – Complete	35	6
Physicals – Not Up to Date	4	4
Physicals – Follow up needed	0	0
Immunizations Up to Date	38	10
Immunizations – Not Up to Date	1	0
Immunization Waiver	0	0

**Lake County School District
Early Head Start and Head Start
Director's Report for March, 2020**

Lead	37	2
Lead – Incomplete	2	8
Lead – Follow-Up Needed	3	0
Lead – Follow-Up Complete	1	0
Hearing	36	7
Hearing Incomplete	3	3
Hearing Rescreen needed	0	0
Hearing Referral Needed	0	0
Hearing Referral Complete	0	0
Vision	36	8
Vision Incomplete	3	2
Vision Rescreen Needed	0	0
Vision Follow Up Complete	0	0
Dental	14	2
Dental - Incomplete	25	8
Dental – Follow-Up needed	11	0
Dental – Follow-up complete	8	0
Developmental (DIAL ₄ or ASQ)	40	2
Social/Emotional (ASQ-SE)	40	6

- Due to the COVID-19 closure, exams and screenings are not able to be completed at this time. In school screenings are also not able to be completed
- Incomplete dental exams are higher due to children's 6 month exams expiring.

Lake County School District
Early Head Start and Head Start
Director's Report for March, 2020

Budget, In-Kind & Volunteers						
	Budget	In-Kind			Volunteers	
		Monthly	YTD	% complete	Monthly	YTD
Head Start Budget – FY 19 (\$153,017)	Attached	\$5,467	\$7,774	5%	13	22
Early Head Start Budget –FY19	Attached					
					Meal Counts	
CACFP – Free/Reduced meal reimbursement	Total Claim: \$6,947.65				Breakfast	551
					Lunch	562
					Snack	183

Grant and Program Updates, Goals, Program Monitoring & Self-Assessment	
Grant Updates	Discussion regarding COLA/Quality Improvement funding application due May 15, 2020
Family Fun Night	Scheduled on March 25th. Cancelled due to COVID-19 school closures
Staffing	

February 1, 2020 to January 31, 2021		FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	Encumbered		YTD	Rev FY20 with COLA, Q1, COVID, BUS
REV 27.97.20.0000.4020.000.008600	FY20 Revenue						\$ 39,053.00	\$ 36,887.00	\$ 41,411.00	\$ 3,636.00	\$ 32,330.00	\$ 42,986.00	\$ 48,607.00			\$ 244,910.00	\$ 801,009.00
27.971.20.2600.0110.608.008600	CUSTODIAN SALARY	\$ 1,048.32	\$ 1,048.32	\$ 1,148.16	\$ 998.40	\$ 1,148.16	\$ 1,159.68	\$ 230.40	\$ 979.20	\$ 1,209.60	\$ 1,494.00	\$ 1,267.20	\$ 691.20			\$ 12,422.64	\$ 14,000.00
27.971.20.2600.0221.608.008600	CUSTODIAN MEDICARE	\$ 15.20	\$ 15.20	\$ 16.65	\$ 14.48	\$ 16.65	\$ 16.81	\$ 3.34	\$ 14.20	\$ 17.54	\$ 21.66	\$ 18.37	\$ 10.02			\$ 180.12	\$ 202.00
27.971.20.2600.0230.608.008600	CUSTODIAN PERA	\$ 213.86	\$ 213.86	\$ 234.23	\$ 203.67	\$ 234.23	\$ 242.38	\$ 48.15	\$ 204.65	\$ 252.81	\$ 312.24	\$ 264.84	\$ 144.46			\$ 2,569.38	\$ 2,940.00
27.971.20.2600.0250.608.008600	CUSTODIAN HEALTH	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.11	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10	\$ 1.10			\$ 13.21	\$ 2,660.00
27.971.20.2700.0110.602.008600	BUS DR SALARY	\$ 2,232.53	\$ 2,165.03	\$ 2,232.53	\$ 1,647.53	\$ 1,647.53	\$ 705.11	\$ 705.11	\$ 1,652.71	\$ 2,020.71	\$ 1,514.71	\$ 1,514.71	\$ 1,514.71			\$ 19,552.92	\$ 15,000.00
27.971.20.2700.0110.602.008600	BUS DR MEDICARE	\$ 16.84	\$ 15.90	\$ 16.93	\$ 8.15	\$ 8.28	\$ 8.45	\$ 8.52	\$ 21.93	\$ 26.93	\$ 19.79	\$ 19.69	\$ 19.83			\$ 191.24	\$ 218.00
27.971.20.2700.0230.602.008600	BUS DR PERA	\$ 429.04	\$ 416.02	\$ 430.40	\$ 306.91	\$ 308.66	\$ 121.84	\$ 122.83	\$ 316.16	\$ 388.13	\$ 285.27	\$ 283.81	\$ 285.71			\$ 3,694.78	\$ 3,150.00
27.971.20.2700.0250.602.008600	BUS HEALTH	\$ 558.26	\$ 563.76	\$ 533.65	\$ 449.29	\$ 462.61	\$ 241.30	\$ 233.76	\$ 259.90	\$ 276.57	\$ 266.35	\$ 266.37	\$ 242.22			\$ 4,354.04	\$ 2,850.00
27.971.20.3330.0110.104.008600	ADM SALARIES	\$ 1,787.50	\$ 1,787.50	\$ 1,787.50	\$ 1,787.50	\$ 1,787.50	\$ 1,787.50	\$ 2,008.28	\$ 1,850.06	\$ 1,850.06	\$ 1,850.06	\$ 2,378.45	\$ 850.06			\$ 301,178.19	\$ 300,446.00
27.971.20.3330.0110.403.008600	CC SALARY	\$ 23,396.36	\$ 22,075.76	\$ 25,282.59	\$ 19,176.36	\$ 21,984.00	\$ 19,827.13	\$ 25,187.22	\$ 21,355.30	\$ 22,815.61	\$ 22,556.07	\$ 31,605.48	\$ 45,916.31			\$ 299.94	\$ 293.00
27.971.20.3330.0221.104.008600	ADM MEDICARE	\$ 24.95	\$ 24.95	\$ 24.95	\$ 24.95	\$ 24.95	\$ 24.94	\$ 28.14	\$ 25.86	\$ 25.86	\$ 25.86	\$ 33.65	\$ 10.88			\$ 4,280.14	\$ 4,300.00
27.971.20.3330.0221.403.008600	CC MEDICARE	\$ 324.61	\$ 305.48	\$ 351.64	\$ 308.23	\$ 303.69	\$ 271.73	\$ 349.58	\$ 294.20	\$ 315.42	\$ 311.67	\$ 456.22	\$ 687.67			\$ 4,470.24	\$ 4,242.00
27.971.20.3330.0230.104.008600	ADM PERA	\$ 364.65	\$ 364.65	\$ 364.55	\$ 364.65	\$ 364.65	\$ 373.59	\$ 419.73	\$ 386.66	\$ 386.66	\$ 386.66	\$ 497.13	\$ 196.66			\$ 60,862.47	\$ 63,070.00
27.971.20.3330.0230.403.008600	CC PERA	\$ 4,567.18	\$ 4,302.17	\$ 4,951.79	\$ 4,340.32	\$ 4,276.47	\$ 3,929.74	\$ 5,051.32	\$ 4,253.48	\$ 4,559.83	\$ 4,505.08	\$ 6,392.95	\$ 9,732.14			\$ 2,902.68	\$ 3,300.00
27.971.20.3330.0250.104.008600	ADM HEALTH	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89	\$ 241.89			\$ 61,052.44	\$ 56,180.00
27.971.20.3330.0250.403.008600	CC HEALTH	\$ 3,764.82	\$ 3,935.31	\$ 3,929.33	\$ 3,470.90	\$ 3,470.90	\$ 3,788.14	\$ 3,781.51	\$ 3,788.16	\$ 3,788.16	\$ 3,787.13	\$ 3,760.97	\$ 19,787.13			\$ -	\$ 95.00
27.971.20.3330.0300.000.008600	PRO/TECH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62.50	\$ 2,321.43			\$ 9,083.55	\$ 9,083.00
27.971.20.3330.0320.000.008600	EDUCATION	\$ -	\$ 774.00	\$ 560.92	\$ 3,299.00	\$ 1,109.98	\$ 157.36	\$ 33.86	\$ -	\$ 764.50	\$ 145.02	\$ 131.58	\$ 144.88			\$ 2,164.75	\$ 3,000.00
27.971.20.3330.0330.000.008600	COPY MACHINE	\$ -	\$ 387.17	\$ 306.63	\$ 317.76	\$ 298.93	\$ 299.83	\$ -	\$ -	\$ 132.95	\$ -	\$ -	\$ -			\$ 70.00	\$ 750.00
27.971.20.3330.0335.000.008600	MED/DENTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70.00		\$ 1,503.58	\$ 1,500.00
27.971.20.3330.0500.000.008600	PARENT FUND	\$ -	\$ 291.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,212.09		\$ -	\$ 800.00
27.971.20.3330.0510.000.008600	STUD TRANS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 400.00
27.971.20.3330.0520.000.008600	INSURANCE/AUDIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 1,007.56	\$ 1,100.00
27.971.20.3330.0531.000.008600	TELEPHONE	\$ 33.87	\$ 86.02	\$ 85.80	\$ 87.75	\$ 85.80	\$ 88.86	\$ 53.43	\$ 124.41	\$ 91.22	\$ 89.38	\$ 89.42	\$ 91.60			\$ 221.94	\$ 150.00
27.971.20.3330.0533.000.008600	POSTAGE	\$ -	\$ -	\$ -	\$ 53.24	\$ 127.20	\$ 41.00	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 1,078.09	\$ 1,000.00
27.971.20.3330.0580.000.008600	TRAVEL/REGISTRATION	\$ 654.04	\$ 145.57	\$ 153.49	\$ 117.24	\$ 7.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 7,569.32	\$ 12,325.00
27.971.20.3330.0610.000.008600	SUPPLIES	\$ 79.17	\$ 1,276.33	\$ 343.66	\$ 822.02	\$ 405.54	\$ 3,575.98	\$ 3,574.93	\$ (8,118.67)	\$ 944.68	\$ 531.94	\$ 1,112.13	\$ 2,521.87	\$ 131.74	\$ 368.00	\$ 5,128.01	\$ 4,000.00
27.971.20.3330.0620.000.008600	UTILITIES	\$ -	\$ 362.83	\$ 336.61	\$ 196.17	\$ 249.61	\$ 63.71	\$ 105.63	\$ 78.52	\$ 240.60	\$ 312.84	\$ 219.16	\$ 2,962.33			\$ 385.50	\$ 494.00
27.971.20.3330.0810.000.008600	DUES/FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 336.00	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -
27.971.20.3330.0730.000.008600	EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 238,109.00	\$ 238,109.00
27.971.20.3330.0732.000.008600	VEHICLES															\$ 239,572.33	\$ 765,857.00
TOTAL	HS CASH without COVID	\$ 39,754.19	\$ 40,800.31	\$ 43,335.00	\$ 38,237.51	\$ 38,566.08	\$ 36,968.08	\$ 42,525.23	\$ 27,729.70	\$ 40,350.83	\$ 38,721.22	\$ 52,876.55	\$ 86,052.67			\$ 765,857.00	\$ 765,857.00
		\$ 80,554.50	\$ 123,889.50	\$ 162,127.01	\$ 200,693.09			\$ 79,493.31	\$ 107,223.01	\$ 147,573.84	\$ 186,295.06	\$ 239,171.61	\$ 325,224.28				

HS CASH	\$ 39,754.19	\$ 40,800.31	\$ 43,335.00	\$ 38,238.00	\$ 38,566.00	\$ 36,968.00	\$ 42,525.23	\$ 27,729.70	\$ 40,351.00	\$ 38,721.00	\$ 52,872.00	\$ 86,053.00				
EHS CASH	\$8,967.69	\$10,333.59	\$10,562.00	\$9,191.00	\$9,532.00	\$9,199.00	\$10,391.69	\$9,996.89	\$10,052.00	\$9,892.00	\$7,441.00	\$25,679.00				
TOTAL CASH	\$48,721.88	\$51,133.90	\$53,897.00	\$47,429.00	\$48,098.00	\$46,147.00	\$52,916.92	\$37,726.59	\$50,403.00	\$48,613.00	\$60,313.00	\$111,732.00				
Cumulative CASH		\$99,855.78	\$153,752.78	\$201,181.78	\$249,279.78	\$295,426.78	\$348,343.70	\$386,070.29	\$436,473.29	\$485,086.29	\$545,399.29	\$657,131.29				

27.971.03.3330.0110.104.008600	COVID ADM SALARIES											\$ 4,526.79		Adj from CPP		Adj to EHS	
	COVID CC SALARY							\$ 270.69		\$ 698.62		\$ 9,583.90		\$ 3,354.77		(1397.00)	\$ 3,129.79
	COVID CC MEDICARE											\$ 62.31				(5905.00)	\$ 8,002.98
	COVID CC MEDICARE							\$ 3.92		\$ 10.13		\$ 136.91				(21.00)	\$ 41.31
	COVID ADM PERA											\$ 903.41				(86.00)	\$ 113.60
	COVID CC PERA											\$ 1,977.12				(321.00)	\$ 582.41
	COVID SUPPLIES							\$ 56.58		\$ 146.01		\$ 3,237.85				(1358.00)	\$ 1,593.30
	COVID Cash							\$ 9,078.04	\$ 277.00	\$ 10,553.72						(1458.00)	\$ 21,688.61
								\$ 9,409.23	\$ 277.00	\$ 11,408.48	\$ 20,428.29	\$ -	\$ 4,175.00			(10,546.00)	\$ 35,152.00
									\$ 9,686.23	\$ 21,094.71	\$ 41,523.00	\$ 41,523.00	\$ 45,696.00				

Draw down - COVID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,686.00	\$11,137.00	\$13,814.00		\$ 11,061.00			
										\$20,823.00	\$34,637.00		\$45,698			

adj in HS																	
Draw Downs - HS	39,754.00	39,683.00	44,462.00	37,751.00	39,053.00	36,887.00	41,411.00	36,936.00	32,330.00	42,986.00	48,607.00	86,053.00					
Draw Downs - EHS	8,968.00	10,324.00	10,562.00	9,191.00	9,532.00	9,213.00	10,339.00	9,035.00	11,042.00	9,892.00	7,441.00	25,679.00					
Total monthlyDraw Downs	48,722.00	50,007.00	55,024.00	46,942.00	48,585.00	46,100.00	51,750.00	45,971.00	43,372.00	52,878.00	56,048.00	111,732.00					
cumulative drawdowns		98,729.00	153,753.00	200,695.00	249,280.00	295,380.00	347,130.00	393,101.00	436,473.00	489,351.00	545,399.00	657,131.00					
Difference	0.00	(1,126.78)	0.22	(486.78)	0.22	(46.78)	(1,213.70)	7,030.71	(0.29)	4,264.71	(0.29)	(0.29)				\$ 8,420.95	
In Kind	\$2,307.00	\$5,467.00	\$300.00	\$350.00	\$0.00	\$0.00	\$1,360.00	\$100.00	\$1,652.00	\$1,749.00	\$24,060.00	\$127,453.00				\$ 164,798.00	

FY 2020 EHS Budget		FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	Encumbered
							\$9,532	\$9,213	\$10,339	\$9,035	\$11,042	\$9,892	\$7,441	
27.971.02.3330.0110.104.008600	ADM SALARIES	704.17	704.17	704.17	704.17	704.17	704.17	791.14	728.81	728.81	728.81	937.04	3728.81	16.85
27.971.02.3330.0110.400.008600	HV SALARY	2373.80	2390.83	2220.50	2220.50	2220.50	2220.50	2537.43	2264.50	2287.66	2283.29	0.00	0.00	
27.971.02.3330.0110.403.008600	CC SALARY	3170.61	3170.61	4096.32	3170.61	3235.86	3170.61	3937.19	3234.03	3535.18	3525.57	4374.46	11252.95	
27.971.02.3330.0221.104.008600	ADM MEDICARE	9.83	9.83	9.83	9.83	9.83	9.82	11.08	10.19	10.19	10.19	13.26	55.19	
27.971.02.3330.0221.400.008600	HV MEDICARE	33.70	33.95	31.48	31.48	31.48	31.48	36.07	32.11	32.45	32.39	0.00	0.00	
27.971.02.3330.0221.403.008600	CC MEDICARE	42.48	42.48	55.87	42.48	43.45	42.59	53.69	43.59	47.97	47.81	60.52	164.09	
27.971.02.3330.0230.104.008600	ADM PERA	143.65	143.65	143.65	143.65	143.65	147.17	165.35	152.32	152.32	152.32	195.84	842.32	
27.971.02.3330.0230.400.008600	HV PERA	474.11	477.58	442.83	442.83	442.83	453.69	519.93	462.88	467.72	466.81	0.00	0.00	
27.971.02.3330.0230.403.008600	CC PERA	597.61	597.61	786.30	597.68	611.20	614.03	774.24	628.39	691.24	689.30	872.18	2475.36	
27.971.02.3330.0250.104.008600	ADM HEALTH	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	95.29	
27.971.02.3330.0250.400.008600	HV HEALTH	733.00	733.00	733.00	733.00	733.00	733.00	733.00	733.00	733.00	733.00	0.00	0.00	
27.971.02.3330.0250.403.008600	CC HEALTH	546.89	546.89	546.89	432.49	432.49	432.49	432.49	432.49	432.48	432.49	432.49	432.49	
27.971.02.3330.0320.000.008600	EDUCATION	0.00	0.00	0.00	0.00	119.50	0.00	8.46	990.00	413.00	0.00	0.00	1317.04	
27.971.02.3330.0330.000.008600	COPY MACHINE	0.00	387.17	306.63	317.76	298.93	299.83	0.00	0.00	125.16	136.48	123.83	136.35	
27.971.02.3330.0531.000.008600	TELEPHONE	0.00	52.83	52.84	52.84	52.84	53.70	53.70	50.62	50.64	50.64	50.64	50.79	
27.971.02.3330.0580.000.008600	TRAVEL/REGISTRATION	0.00	9.20	0.00	0.00	0.00	0.00	0.00	16.50	0.00	0.00	0.00	0.00	
27.971.02.3330.0610.000.008600	SUPPLIES	42.55	575.67	0.00	0.00	107.39	47.42	18.80	43.65	8.00	194.32	66.35	4766.23	31.98
27.971.02.3330.0620.000.008600	UTILITIES	0.00	362.83	336.61	196.17	249.61	171.49	232.29	78.52	240.60	312.84	219.16	362.33	
Total	EHS CASH	8,967.69	\$10,333.59	\$10,562.21	\$9,190.78	\$9,532.02	\$9,227.28	\$10,400.15	\$9,996.89	\$10,051.71	\$9,891.55	\$7,441.06	\$25,679.24	\$48.83
			\$19,301	\$29,863	\$39,054	\$48,586		\$19,627.43	\$29,624.32	\$39,676.03	\$49,567.58	\$57,008.64		

27.971.04.3330.0110.104.008600	COVID ADM SALARIES											1397.00		
27.971.04.3330.0110.400.008600	COVID HV SALARY											0.00		
27.971.04.3330.0110.403.008600	COVID CC SALARY											5905.00		
27.971.04.3330.0221.104.008600	COVID ADM MEDICARE											21.00		
27.971.04.3330.0221.400.008600	COVID HV MEDICARE											0.00		
27.971.04.3330.0221.403.008600	COVID CC MEDICARE											86.00		
27.971.04.3330.0230.104.008600	COVID ADM PERA											321.00		
27.971.04.3330.0230.400.008600	COVID HV PERA											1358.00		
27.971.04.3330.0620.000.008600	COVID SUPPLIES											1458.00		
TOTAL COVID												\$10,546	\$0	

The Center Early Childhood Programs – Policy Council Minutes – Meeting Date – March 11, 2021

Attending: Olivia DeVargas, Kathleen Law, Chelsea Luna, Fernando Luna, Ashlee Cruz, and Katrina Hanger

Not Attending: Jasmine Bujanda

Roll Call: Due to COVID-19, our meeting was conducted through Google Meets. Lisa called roll and determined there was a quorum.

Approval of Agenda: Olivia made a motion to approve the Policy Council Meeting Agenda for March 11, 2021. Fernando seconded. All were in favor with no one opposed.

Approval of Minutes: Katrina made a motion to approve the meeting minutes from February 11, 2021. Chelsea seconded. All were in favor with no one opposed.

Parent Activity Fund: The Parent Activity Fund was shown, with the balance of 1,500.00.

New Business: Lizz, the health manager at The Center did a training on our health requirements, and where The Center is with them. She explained our numbers to the Council, and how they look with COVID. There was a new staff approval for Ashley Dulaney. She has applied for a substitute teaching position. She moved here from Alabama. She has a Bachelor's Degree in Elementary Education, and she has worked in a preschool setting for the last 16 years. She thinks The Center is a great fit, and is ready to start working. Chelsea made a motion to approve Ashley Delaney for the assistant teaching position. Kathleen seconded. All were in favor with no one opposed. The Council reviewed the ERSEA policy again for The Center. Since there have been changes made to the selection criteria along with enrollment, these Policies had to be reviewed and approved. The Council had time for discussion and questions. Olivia made a motion to accept the updated ERSEA Policies. Katrina seconded. All were in favor with no one opposed. Holly then explained the Self-Assessment process, and informed the Council that this has started to take place at The Center.

Unfinished Business: The Advocacy Policy Approval was tabled until next month.

Announcements: March 4, 5, & 8 – Home Visits, The Center is Closed, and there is No School. March 5 – Applications for the 2021-2022 School Year are available. March 22 through March 26-Spring Break. March 31-Applications for the 2021-2022 School Year will start to be accepted. April 8-Regular April Policy Council Meeting.

Respectfully Submitted,
Lisa Roeder – Substitute for the Policy Council Secretary