



**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
July 6, 2023 5:00 pm Special 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 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.

6. 5:15 Policy review SSG-1 to SSG-9
7. 5:45 Discussion Item
 - a. LCIS Next Steps
8. 6:30 Action Item
 - a. LCIS Next Steps
9. 7:00 Break
10. The Board will vote to convene into executive session pursuant to C.R.S 24-6-402 (4) (f)
Personnel specifically to conduct the Superintendent Evaluation
11. Resume Special Meeting
12. Agenda planning
13. Adjourn
14. Upcoming Meetings or events:
 - a. Aug. 14, 2023 Regular Meeting @ 6:30 pm @ District Office/Zoom

Estimated duration of meeting is 2.5 to 3 hours **Updated 6/28/2023

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 humano que mejorarán nuestro distrito.

Planeamos para el futuro.

Junta de Educación del Distrito Escolar del Condado de Lake
6 de julio 2023 5:00 pm Reunión especial
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 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.

6. 5:15 Revision de politicas SSG-1 a SSG-9
7. 5:45 Elemento de discusión
 - a. LCIS Próximos pasos
8. 6:30 Elemento de acción
 - a. LCIS Próximos pasos
9. 7:00 descanso
10. The Board will vote to convene into executive session pursuant to C.R.S 24-6-402 (4) (f)
Personnel specifically to conduct the Superintendent Evaluation
11. Reanudar reunion especial
12. Planificación de la agenda
13. Aplazar
14. Proxima reunion o evento:
 - a. 14 de agosto de 2023 reunión ordinaria a las 6:30 pm en la oficina del distrito/Zoom

La duración estimada de la reunión es de 2,5 a 3 horas ** Actualizado 6/28/2023

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.

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.

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Policy Type: Staff/Superintendent Guidelines

Global Staff and Superintendent Guideline

The Superintendent shall not cause or allow any practice, activity, decision or organizational circumstance which is unlawful, unethical, unsafe or imprudent.

Policy Type: Staff/Superintendent Guidelines

Treatment of Students, Parents and Community

With respect to staff interactions with students, parents and the community, the Superintendent shall not cause or allow conditions, procedures, actions or decisions that are or have the potential of being disrespectful or disruptive.

Accordingly, the Superintendent shall:

1. Use methods of collecting, reviewing, transmitting and storing information that reasonably protect confidential information.
2. Provide for effective handling of grievances and complaints.
3. Adequately inform students, parents and the community of district policies, procedures and school choices within the district.
4. Respond meaningfully and in a timely manner to concerns raised by students, parents and community members and report, in a timely manner, on any serious or repeated concerns and responses to the Board.

Policy Type: Staff/Superintendent Guidelines

Staff Treatment

The Superintendent shall not cause or allow disruptive, inconsistent or unfair treatment of paid or volunteer staff.

Accordingly, the Superintendent shall:

1. Make all inquiries required by law prior to hiring any personnel.
2. Recommend candidates to the Board for staff positions.
3. Operate with written personnel policies which:
 - a. Clarify personnel rules and procedures for staff.
 - b. Provide for effective handling of grievances.
 - c. Protect against wrongful conditions.
 - d. Include adequate job descriptions for all district positions.
 - e. Include adequate salary and compensation plans.
 - f. Include a personnel performance evaluation system.
4. Not prevent staff from grieving to the Board when internal grievance procedures have been exhausted and the employee alleges that Board policy has been violated.
5. Not discriminate against any staff member for alleging a violation of Board policy, law, or civil rights.
6. Protect confidential information.
7. Honor the terms of negotiated agreements with staff, recognizing that the evidence related to resolution of a staff grievance is not necessarily evidence of failure to honor the terms of such an agreement.
8. Provide staff with an opportunity to become familiar with their rights under this policy.

[Adopted January 2016]

LAKE COUNTY SCHOOL DISTRICT R-1, LEADVILLE, COLORADO

Policy Type: Staff/Superintendent Guidelines

Staff Compensation

The Superintendent shall not cause or allow jeopardy to the fiscal integrity or public image of the district with respect to employment compensation and benefits for employees.

Accordingly, the Superintendent shall:

1. Not change his or her own compensation and benefits.
2. Not promise or imply permanent or guaranteed employment.
3. Not create obligations over a longer term than revenues can be safely projected, in no event longer than one year.
4. Develop and implement salary schedules and pay plans for licensed/ certificated personnel that:
 - a. Compensate the district's regular teaching personnel commensurate with at least the teacher's education and prior experience.
 - b. Condition salary increments upon evidence of the continued professional growth of the teacher.
 - c. Recognize that, within the framework of state statutes, employees who do not comply with the requirements of the district and state may not be granted salary increases or they may not be retained on the staff.
5. Develop and implement compensation plans to attract and maintain top quality staff.
6. Develop and implement salary schedules and/or pay plans for classified personnel.
7. Develop and implement salary schedules and/or pay plans for administrative personnel.
8. Provide incentives for high performance.

Policy Type: Staff/Superintendent Guidelines

Emergency Superintendent Succession

In order to protect the district in the event of sudden loss of Superintendent services, the Superintendent shall assure that no fewer than one other executive staff member is familiar with Board and Superintendent issues and processes and is capable of assuming Superintendent responsibilities on an interim basis, should the unexpected need arise.

Policy Type: Staff/Superintendent Guidelines

Budgeting

Financial planning for any fiscal year shall not deviate materially from the Board's *District Priorities* policies, risk fiscal jeopardy or fail to be derived from a multi-year plan.

Accordingly, the Superintendent will present to the Board a recommended budget which:

1. Is in a summary format understandable by a lay person.
2. Itemizes district expenditures by fund and by student.
3. Adequately describes expenditures.
4. Shows the amount budgeted for the current fiscal year and the amount budgeted for the ensuing fiscal year including personnel allocation and a projection of expenses, projected capital expenditures and financing proposals.
5. Complies with spending limitations in the state constitution.
6. Considers the recommendations made by each school-level accountability committee relative to priorities for expenditures of district funds.
7. Contains information which enables credible projection of revenue and expenses.
8. Discloses budget planning assumptions.
9. Does not provide for the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period unless otherwise approved by the Board.
10. Does not reduce, without approval of the Board, the current cash reserves at any time to less than the minimum amount required by the spending limitations set forth in the state constitution.
11. Provides adequate and reasonable budget support for Board development and other governance priorities, including the costs of fiscal audit, Board and committee meetings, Board memberships and district legal fees.
12. Takes into consideration fiscal soundness in future years and provides for the building of organizational capabilities sufficient to achieve *District Priorities* in future years.
13. Reflects anticipated changes in employee compensation including inflationary adjustments, step increases, performance increases and benefits.

Policy Type: Staff/Superintendent Guidelines

Financial Administration

The Superintendent shall not cause or allow any fiscal condition that is inconsistent with achieving the Board's *District Priorities* policies, disregards the Board's ultimate authority to determine financial matters of the district, places the long-term financial health of the district in jeopardy or causes a material deviation in spending from the annual budget or budget policy adopted by the Board with respect to the actual, ongoing condition of the district's financial health.

Accordingly, the Superintendent shall:

1. Not expend more funds than have been received in the fiscal year to date unless authorized by the Board through use of reserves or unless revenues are made available through other legal means.
2. Not expend funds beyond amounts set forth in the budget without the Board's approval.
3. Settle payroll and debts in a timely manner.
4. Not allow reports or filings required by any state or federal agency to be overdue or inaccurately filed.
5. Arrange for the annual audit of all district funds and accounts following the close of the fiscal year in accordance with state law.
6. Seek all customary and pursue receivables after a reasonable grace period.
7. Keep complete and accurate financial records by funds and accounts in accordance with generally recognized principles of governmental accounting.
8. Appropriately seek all federal and state funds to which the district is or may be entitled and report to the board accordingly.
9. Seek any loan only with approval of the Board.

Policy Type: Staff/Superintendent Guidelines

Asset Protection

The Superintendent shall ensure assets are protected, adequately maintained, appropriately used and not unnecessarily risked.

Accordingly, the Superintendent shall:

1. Obtain insurance coverage against theft and casualty losses to 100% of replacement value and against liability losses to Board members, staff or the district itself in an amount that is reasonable for school districts of like size.
2. Ensure that the facilities and equipment are not subject to improper wear and tear or insufficient maintenance.
3. Limit exposure of the district, its Board and staff to legal liability.
4. Request approval of the Board for any single, non-budgeted purchase or expenditure of greater than \$5,000.
5. Not make any purchase:
 - a. Wherein normally prudent protection has been given against conflict of interest.
 - b. Without having obtained comparative prices based on similar quality.
 - c. Without considering a balance between long-term quality and cost.
 - d. Without reasonable consideration of local vendors.
7. Use a competitive bidding procedure for all contracted services, except professional services, and purchases of supplies, materials and equipment in the amount of \$10,000 or more.
8. Protect intellectual property, information and files from loss or significant damage.
9. Not receive, process or disburse funds under controls which are insufficient under generally accepted accounting procedures.
10. Not acquire, encumber or dispose of real property.
11. Protect the district's public image and credibility, and ensure district's ability to accomplish its mission.

12. Not allow the district to enter into a contract in which an employee of the district has an interest unless one or more of the following apply:
- a. The contract is awarded to the lowest responsible bidder based on competitive bidding procedures that have previously been set forth in district administrative policies.
 - 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.

Policy Type: Staff/Superintendent Guidelines

Communication and Counsel to the Board

The Superintendent shall give the Board as much information as necessary to allow Board members to be adequately informed and supported in their work.

Accordingly, the Superintendent shall:

1. Submit monitoring data required by the Board in a timely, accurate and understandable fashion, directly addressing provisions of the Board policies being monitored.
2. Submit to the Board monitoring data required by the State Board of Education regarding accreditation and accountability.
3. Advise the Board in a timely manner of relevant trends, facts and information, including personnel trends.
4. Advise the Board of significant transfers of moneys within funds or other changes substantially affecting the district's financial condition.
5. Advise the Board of changes in assumptions upon which budgets or Board policy have been established.
6. Provide for the Board as many staff and external points of view and opinions as needed for fully informed Board choices.
7. Advise the Board of anticipated significant media coverage.
8. Advise the Board if, in the Superintendent's opinion, the Board is not in compliance with its own policies.
9. Not present information in unnecessarily complex or lengthy form.
10. Provide a mechanism for official Board, officer or committee communications.
11. Work with the Board as a whole on Board policy issues except when:
 - a. Fulfilling individual requests for information as long as such requests do not require a material amount of staff time or resources or are not disruptive.
 - b. Working with officers or committees duly charged by the Board.

- c. Communicating with the Board president.
- 12. Report in a timely manner any actual or anticipated noncompliance with any Board *District Priorities* or *Staff/Superintendent Guidelines* policies.
- 13. Supply for the consent agenda all items delegated to the Superintendent that are required by law or contract to be Board-approved, along with the minimum amount of supporting data necessary to keep the Board informed.

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: Colleen Kaneda, Reilly O'Brien, Lyn Eller, Matt Porta, Dan O'Connell, Jeff Fiedler, Jane Harelson

TIME ALLOTTED ON AGENDA:

ATTACHMENTS: 0

RE: *LCIS Next Steps*, Discussion & Action Item

TOPIC SUMMARY

Background:

The Board will consider the polling results, architectural review/presentations and other answered questions about the LCIS building to determine appropriate next steps for the LCIS facility. The board has asked for clarification around the following:

Bond guidance.... How will the closing of the mine impact the bond? Do we have to collect the full \$ amount of an election question? With the LURA, what impacts of the bond should be considered?

Pool... how accurate are our numbers for the pool renovation if we add this to the ballot? What should we anticipate for operation costs? Is there a group willing to take responsibility for ongoing operations?

BEST...if we go for a small renovation ballot question, and then we go for the BEST to supplement this, what do we need to consider with the BEST/Bond use of funds? Could this be done?

Construction...what would be the experience of staff/students for the construction of the different options?

In reaching out to partner groups, the following items have been shared and may contribute to the Board conversation.

Lyn Eller: The pool cost was an estimation provided by PbSwims with an added inflation calculation. An accurate assessment would be required and would take at least two meetings with the group completing the assessment.

Topic for Discussion:

The Board discussion topic related to LCIS will provide time for Board Directors to get clarity around the above questions. The board action item will focus on the Board making a decision around: will there be a November ballot question and if so, what will that question be? What other next steps does the Board need to take?

Master Plan Options - Recommended Schedules

Lake County School District

Tier 1 LCIS Reno (with BEST Grant) – *A limited Tier 1 scope may likely be accomplished in 1 summer*

- Design Starts SEPT 25, 2023
- Election Day NOV 7, 2023
- Order Long-lead items DECEMBER 27, 2023 (*Vestibule items, HVAC and Elec Equip*)
- Submit for Building Permit FEB 07, 2024
- BEST Grant Decision MAY 24, 2024
- Building Permit MAY 29, 2024
- BEST Funds available AUG 6, 2024 (Reimbursement)
- Construction Complete **AUG 16, 2024**

Tiers 1 + 2 LCIS Reno (with BEST Grant) *Tiers 1+2 scope will likely take 2 summers to avoid disruption*

- Design Starts SEPT 25, 2023
- Election Day NOV 7, 2023
- Order Long-lead items DECEMBER 27, 2023
- Submit for Building Permit FEB 07, 2024
- BEST Grant Decision MAY 24, 2024
- Building Permit MAY 29, 2024
- BEST Funds available AUG 6, 2024 (Reimbursement)
- Construction Complete **AUG 8, 2025**

Tier 4 LCIS 50-year Reno (with BEST Grant) *Phased Renovation during 1+ occupied school years*

- Design Starts SEPT 25, 2023
- Election Day NOV 7, 2023
- Order Long-lead items JANUARY 10, 2024
- Submit for Building Permit FEB 21, 2024
- BEST Grant Decision MAY 24, 2024 (add scope)
- Building Permit JUNE 13, 2024
- BEST Funds available AUG 6, 2024
- Construction Complete **DEC 22, 2025**

LCES Addition (no BEST Grant)

- Design Starts SEPT 25, 2023
- Election Day NOV 7, 2023

- Order Long-lead items DECEMBER 27, 2023
- Submit for Building Permit FEB 07, 2024
- Building Permit MAY 29, 2024
- Construction Complete **JULY 1, 2025**

LCES Addition, Contingent upon BEST Grant

- Election Day NOV 7, 2023
- BEST Grant Decision MAY 24, 2024
- BEST Funds available AUG 6, 2024
- Design Starts SEPT 25, 2024
- Order Long-lead items DECEMBER 27, 2024
- Submit for Building Permit FEB 21, 2025
- Building Permit JUNE 13, 2025
- Construction Complete **AUG 8, 2026**