



**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  
May 27, 2025-Tuesday 5:30 pm Special Meeting  
Location: District Office-Room 11 & via Zoom

1. 5:30 Call to order
2. 5:31 Pledge of Allegiance
3. 5:32 Roll Call
4. 5:33 Preview Agenda
5. 5:34 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. 5:40 Spotlight-Hiring and Retention-Kathleen Fitzsimmons
7. 5:50 Lake County Financial Update by County Manager Candance Bryans
8. 6:05 Discussion items
  - a. LCSD & LCEA Negotiated Agreements
  - b. LCSD & AFSCME Negotiated Agreement
  - c. LCSD 2025-2026 Staff Calendars
9. 6:30 Action Items
  - a. LCSD & LCEA Negotiated Agreements
  - b. LCSD & AFSCME Negotiated Agreement
  - c. LCSD 2025-2026 Staff Calendars
  - d. Resolution NO. 25-21 Increase in Fund 22 and Fund 26
10. 6:40 LCSD Budget Reports
11. 6:50 End of Year District Performance and Data
12. 7:10 Board Handbook
13. 7:25 Agenda Planning
14. Adjourn
15. Upcoming meeting or event:
  - a. June 6, 2025 LCSD & AFSCME Negotiations @ 8:30 am @ District Office/Zoom
  - b. June 6, 2025 Members of the board may attend the End of Year Celebration @ 5:30 pm @ Colorado Southern Railroad
  - c. June 9, 2025 Regular Meeting @ 5:30 pm @ District Office/Zoom
  - d. June 14, 2025 Members of the board may attend Graduation @ 8:00 am (CCHS) & 10:00 am (LCHS) @ LCHS
  - e. June 23, 2025 Work Session @ 5:30 pm @ District Office/Zoom

Estimated duration of meeting is 2.5 to 3 hours \*\*Updated 5/22/2025

**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.



**Misión 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**  
**27 de mayo de 2025 5:30 pm Reunión especial**  
**Ubicación: Oficina del distrito y via Zoom**

1. 5:30 Llamada al orden
2. 5:31 Juramento a la bandera
3. 5:32 Pasar lista
4. 5:33 Vista previa de la agenda
5. 5:34 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. 5:40 Enfoque: Contratación y Retención - Kathleen Fitzsimmons
  7. 5:50 Actualización Financiera del Condado de Lake por la Administradora del Condado, Candance Bryans
  8. 6:05 Temas de discusión
    - a. Acuerdos Negociados entre el LCSD y la LCEA
    - b. Acuerdo Negociado entre el LCSD y la AFSCME
    - c. Calendario del Personal del LCSD 2025-2026
  9. 6:30 Temas de Acción
    - a. Acuerdos Negociados entre el LCSD y la LCEA
    - b. Acuerdo Negociado entre el LCSD y la AFSCME
    - c. Calendario del Personal del LCSD 2025-2026
    - d. Resolución N.º 25-21 Aumento de los Fondos 22 y 26
  10. 6:40 Informes presupuestarios del LCSD
  11. 6:50 Rendimiento y datos del distrito al final del año
  12. 7:10 Manual de la Junta
  13. 7:25 Planificación de la agenda
  14. Aplazar
  15. Próxima reunión o evento:
    - a. 6 de junio de 2025 Negociaciones de LCSD y AFSCME a las 8:30 a. m. en la Oficina del Distrito/Zoom
    - b. 6 de junio de 2025 Los miembros de la junta pueden asistir a la Celebración de fin de año a las 5:30 p. m. en Colorado Southern Railroad
    - c. 9 de junio de 2025 Reunión ordinaria a las 5:30 p. m. en la Oficina del Distrito/Zoom
    - d. 14 de junio de 2025 Los miembros de la junta podrán asistir a la graduación a las 8:00 a. m. (CCHS) y a las 10:00 a. m. (LCHS) en LCHS
    - e. Sesión de trabajo del 23 de junio de 2025 a las 5:30 p. m. en la Oficina del Distrito/Zoom

La duración estimada de la reunión es de 2,5 a 3 horas \*\* Actualizado 5/22/2025

**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; Limite 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.*

Lake County School District  
328 West 5<sup>th</sup> Street  
Leadville, Colorado 80461  
[www.lakecountyschools.net](http://www.lakecountyschools.net)

## AGENDA COVER MEMO

TO: Board of Education  
PRESENTER(S): Kathleen Fitzsimmons  
MEMO PREPARED BY: Kathleen Fitzsimmons  
INVITED GUESTS: 0  
TIME ALLOTTED ON AGENDA: 5-10 min  
DATE OF MEETING: 5/27/2025  
ATTACHMENTS: 1

RE: *Hiring and Retention-Spotlight*

### TOPIC SUMMARY

**Background:**

HR report on how hiring is going for the 2025-2026 school year.

**Topic for Presentation:**

Recruitment efforts; retention efforts; current openings and progress toward hiring.

# Hiring and Retention Spotlight

May 27, 2025



By Kathleen Fitzsimmons, HR Director

## Retention efforts:

Our early conversations by managers with their staff, to determine their plans for the upcoming year are informative and largely candid

Offering early contracts with the retention bonus (of up to \$1,500 if work agreement signed within one week -then a sliding scale for return within 30 days) was effective

All but two employees returned their signed agreements within the first week of issue

We appreciate the “leap of faith” our employees took in signing agreements early, prior to negotiations being done, so that we could plan staffing strategically

# Recruitment Efforts

I attended one job fair at UNC in Greeley in late March. There were 81 school districts from across the nation - and less than 50 applicants.

This didn't result in any hires, but our booth was well received and I had great conversations with so many people!

We continue to advertise in the paper, Indeed, movie theater, Teachers-Teachers, etc.



## Recruitment Efforts

Retention signing bonuses are super.

We are using our new [School Spring](#) platform, and so far hiring managers have positive reviews on how it streamlines applications, screening, references and hiring.

We are getting a nice amount of applicants and users are not expressing problems with submitting applications.

# What job openings do we have? (as of 5.21.25)

<b>Position</b>	<b>Location</b>	<b>Status?</b>
Secretary/Sped Secretary	CCHS	Advertised
Bilingual Secretary	LCIS	Advertised
2nd Grade Teacher	LCES	Signed
1st Grade Teacher	LCES	Signed
2nd Grade Teacher	LCES	Signed
.5 ELD Teacher	LCES	Signed
ELD PARA	LCES	Advertised
Social Studies	LCHS	Advertised (2 cancel)

<b>Position</b>	<b>Location</b>	<b>Status?</b>
ELA	LCHS	Signed
Special Education	LCHS	Signed
Special Education	LCHS	Advertised
SPED Para	LCIS	Signed
SPED para	LCHS	Advertised
SPED Para	LCIS	Offered
5th Grade teacher	LCIS	Signed
3rd grade teacher	LCIS	Offered
Re-Engagement Specialist	LCHS	Interviewing
Mechanic/Driver	District	Advertised
KG Teacher	LCES	Signed

<b>Position</b>	<b>Location</b>	<b>Status?</b>
ECSE Teacher	Center	Signed
Asst Pre K Director	Center	Advertised
Lead Preschool Teacher	Center	Advertised
Assistant Preschool Teacher	Center	Advertised
Custodial Director	District	Advertised
HS Out of Time Supervisor	HS	Advertised

There are several new positions - especially in special education- based upon caseload needs.

We have 13 positions still available and are actively hiring.

# Employee Group Vacancies -as of 5.21.2025

<b>Employee Group</b>	<b><i>Total</i> Number of Vacancies</b>
Secretaries	2- 2 still open
Certified Teachers	9.5 - 2 still open
Paraprofessional/Classified	3 -2 still open
Preschool	4 - 3 still open
Project Dream	1 (part time) - 1 still open
Custodian Director	1- 1 still open
Transportation	1- 1 still open
Grant Funded	1- 1 still open

## Good news:

Our hiring managers are great

Increased starting wages and salary landscape is more attractive

Four certified teachers are RETURNING to us

We have hired one LCHS graduate

We are being creative with staffing and combining roles into full-time positions, when possible, to attract employees

Word of mouth and Leadville notoriety are contributors to our success

New contract addenda will be issued this week and everyone will see their increased compensation



# Conclusion

While challenges persist, especially concerning compensation and geographic isolation, the combination of state support, and local initiatives is gradually improving the hiring landscape in Leadville. We also encounter individual circumstances that occasionally necessitate employee resignations.

We continue to use rural educator incentives, to improve our workplace culture, and to foster a positive workplace climate.

Continued investment in these programs is essential to ensure that all students, regardless of location, have access to qualified and committed educators.

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## AGENDA COVER MEMO

TO: Board of Education  
PRESENTER(S): Kate Bartlett  
MEMO PREPARED BY: Kate Bartlett  
INVITED GUESTS: 0  
TIME ALLOTTED ON AGENDA: 20 min  
DATE OF MEETING: 5/27/2025  
ATTACHMENTS: TBD

RE: *2025-2028 Negotiated Agreements with LCEA & AFSCME*, Presentation & Action Items

### TOPIC SUMMARY

**Background:** This year was a critical year for negotiations with our two employee associations, LCEA and AFSCME, because both three-year contracts were up for renewal. This means we negotiated contract language in addition to compensation, which we negotiate every year.

#### **Topic for Presentation:**

##### **LCEA**

Today we are presenting the 2025-2028 LCEA Certified and Classified contracts and compensation packages for ratification by the Board of Education. The clean version is included in the packet and the redline has been emailed to you so that you can see the changes.

##### **AFSCME**

As of this writing (5/20/2025), it is not clear what we will be presenting at this meeting because we have another negotiations session scheduled for 5/23/2025. We hope to at least have you ratify the AFSCME compensation package, as we hope to send out contract addenda to all LCSD employees with their updated salary amounts on 5/28/2025. This is to enable all employees to make an educated decision about their health insurance choices during open enrollment, which starts 6/5/2025.

**MASTER AGREEMENT**

**BETWEEN**

**LAKE COUNTY SCHOOL DISTRICT R-1**

**AND**

**LAKE COUNTY EDUCATION ASSOCIATION**

May 2025

Lake County School District R-1  
**Lake County, Colorado**

*Board of Education*

John Baker, President  
Grayson Cooper, Vice President  
Miriam Lozano, Treasurer  
Melissa Earley, Secretary  
Kerry Charles, Director

*Superintendent*

Kate Bartlett

*Members of the Negotiating Team*

Kate Bartlett, Superintendent  
Jim Mulcey, Chief Financial Officer  
Kathleen Fitzsimmons, Human Resources Director  
Roxie Aldaz, Lake County Education Association  
Jeff Spencer, Lake County Education Association  
Cody Jump, Lake County Education Association  
Julia Frattolin, Lake County Education Association  
Stephanie Koucherik, Lake County Education Association  
Eric Hansen, Colorado Education Association

## **MASTER AGREEMENT**

This agreement is made and entered into by and between LAKE COUNTY SCHOOL DISTRICT R-1, in the County of Lake, State of Colorado, on behalf of said school district, and the LAKE COUNTY EDUCATION ASSOCIATION, on behalf of itself and the teachers of said school district.

### **Preamble - Recognition Statement**

**The District recognizes the Association as the exclusive representative and negotiating agent for all teachers and Special Service Providers (SSP) for the duration of this Agreement.**

**The purpose of this Agreement is to promote collaborative relationships among the faculty, administration and the Board to cultivate student learning. This Agreement provides a structure that ensures mutual respect, value and honor among all parties.**

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## **ARTICLE 1 – DEFINITIONS AND RULES OF INTERPRETATION**

1.1 **Definitions.** As used in this Agreement, the following words shall have the following meanings, unless the context clearly requires otherwise:

ADMINISTRATOR shall mean any person who administers, directs, evaluates or supervises the education instructional program or operational program, or a portion thereof, in any school or school district in the state

AGREEMENT shall mean this Agreement.

ASSIGNMENT shall mean the position the District has assigned to the teacher.

ASSOCIATION shall mean the Lake County Education Association.

BOARD shall mean the Board of Education of Lake County School District R-1, Lake County, in the State of Colorado.

COLORADO OPEN RECORDS ACT shall mean Part 2 of Article 72 of Title 24, C.R.S., as amended from time to time throughout the term of this Agreement.

COMPLAINT shall mean a verbal allegation by a teacher covered by this Agreement, a group of teachers, or the Association that there has been a violation, misinterpretation or misapplication of any of the provisions of this Agreement.

TEMPORARY or GRANT BASED TEACHER shall mean a teacher under contract for a specific assignment or grant program (excluding Title I).

CONTRACT WORKDAY shall mean the 179 days of 8.0 hours for which the teacher is employed

CONTRACT YEAR shall mean the period of time covered by a teacher's written employment year.

DAY shall mean a calendar (not a working) day.

DISTRICT shall mean the Lake County School District R-1 in the State of Colorado.

ENDORSEMENT shall mean a designation of the teaching certificate. A teacher is usually endorsed for secondary, elementary, or subject matter area. Example: English endorsement, secondary, P.E., K-12, and elementary education.

FACT-FINDING shall mean a voluntary process in which a neutral third party considers the respective positions of the District and the Association, makes findings of fact, and recommends terms of settlement.

FMLA shall mean the federal Family and Medical Leave Act.

GRIEVANCE shall mean a written allegation by a teacher, a group of teachers or the Association that there has been a violation, misinterpretation or misapplication of any of the provisions of this Agreement, state law, or an applicable personnel policy of the District.

GRIEVANT shall mean the teacher who has filed a grievance, the group of teachers who has filed a grievance, or the Association if it has filed a class grievance.

HALF TIME TEACHER shall mean a teacher who works a minimum of 50% and less than 100% of an assignment.

IMMEDIATE FAMILY MEMBER shall include a teacher's spouse, parent, children, brother, sister, grandparent, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandchildren and domestic partner.

INTEREST BASED STRATEGIES' components include: story, interests, options, evaluation, commitment, and implementation.

INVOLUNTARY TRANSFER shall mean any reassignment not initiated by the teacher which changes more than half of the teaching assignment's content.

LONGEVITY shall mean the total amount of time that a teacher has been under contract to the District, taking the following into consideration the following:

- a. People who worked under a professional contract, left, and returned on a professional contract at a later time.
- b. Any paid leave will count as full-time employment.
- c. The date of the first day of work.
- d. People who worked the majority of a semester will be credited for the semester.
- e. Any certificated K-12 position in the District will count towards longevity.

MEDIATION shall mean a voluntary process in which a neutral third-party assists the District and the Association in attempting to reach an agreement on outstanding bargaining issues.

MEMBER shall mean a member of the Association.

PERA shall mean the Public Employees Retirement Association.

PART TIME TEACHER shall mean a teacher who normally works less than 50% of a full assignment per day.

PRINCIPAL/SUPERVISOR shall mean a person who has the responsibility to direct a teacher's activities and/or to evaluate the teacher's performance.

PROBATIONARY TEACHER means a teacher who has not completed three consecutive full years of demonstrated effectiveness or a non-probationary teacher who has had two consecutive years of demonstrated ineffectiveness, as defined by the rule adopted by the General Assembly pursuant to section 22.9.105.5. A probationary teacher attains non-probationary status on the first day of employment of their fourth year with the District following the three consecutive full years of demonstrated effectiveness with the

District. A non-probationary teacher reverts to probationary status on the first day of the next school year following their second consecutive year of demonstrated ineffectiveness.

QUALIFICATION shall mean the minimum number of hours that a teacher must have in a specific area to teach a course according to applicable Colorado law.

RE-ORGANIZATION shall mean any assignment which changes the teaching assignment content by exactly half or less, which may or may not be initiated by the teacher.

SENIORITY shall mean the first day a teacher worked under the teacher's first contract with the District. In the event two or more teachers have the same seniority date, the date their original contracts were signed shall govern.

SICK LEAVE BANK COMMITTEE (OR COMMITTEE) shall mean the Sick Leave Bank Committee created pursuant to Section 10.2 of this Agreement.

SUPERINTENDENT shall mean the Superintendent of Lake County School District R-1, or such person's designee.

TEACHER shall mean all non-administrative, K-12 certificated personnel employed by the District in an instructional position or serving as a professional specialist (including, but not limited to counselors, media specialists, and speech therapists), not including support staff and substitute teachers. Unless the context clearly requires otherwise, the term teacher includes full-time teachers, as well as Half Time Teachers and Part Time Teachers.

TEACHER WORKDAY shall mean a day designed for teachers to perform school duties unencumbered by teacher-student contact and building and District meetings.

VOLUNTARY TRANSFER shall mean any reassignment initiated by the teacher.

YEAR shall mean a single school year.

1.2 **Pronouns**. Wherever applicable within this Agreement, the singular shall include the plural, and the plural shall include the singular.

1.3 **Will; Shall; and May**. The words "will" and "shall" shall be interpreted as being mandatory. The word "may" shall be interpreted as being permissive.

1.4 **Common and Technical Usage**. Words and phrases not defined in this Agreement shall be read in context and construed according to the rules of grammar and common usage. Words and phrases not defined in this Agreement that have acquired a technical or particular meaning shall be construed accordingly.

1.5 **Computation of Time**. In computing a period of days, the first day is excluded and the last day is included. If the last day of any period is a Saturday, Sunday or legal holiday, the period is extended to include the next day which is not a Saturday, Sunday or legal holiday.

## ARTICLE 2 – TERM

2.1 The terms of this contract shall be in full force and effect from July 1, 2025, through and including June 30, 2028. It is also understood that only salary and insurance shall re-open for years 2026 and 2027. The Master Contract, other than salary and insurance, shall not open for negotiations again until the 2028 negotiations. It is understood by both the District and Lake County Education Association that negotiations shall be held with Interest Based Strategy facilitators if either side requests facilitation.

- A. This agreement shall automatically be renewed for successive terms of three years each unless and until the Board or the Association provides written notice of intent to negotiate a successor Agreement or to terminate this Agreement to the other party by April 1 of the year in which the contract is set to expire. Upon service of the notice of intent on the other party, the parties shall meet within ten working days and shall negotiate in good faith for the purpose of attempting to reach agreement regarding the continuation of this Agreement or a successor Agreement. If the parties fail to reach agreement on a successor Agreement, and absent an agreement to extend the terms of this Agreement, this Agreement shall expire on the next succeeding June 30<sup>th</sup> following the notice of intent to terminate.

2.2 Clause for the allowance of memorandums of understanding:

- A. The parties acknowledge that the terms and conditions of employment set forth in this contract are intended to be the full and complete agreement between the parties for the duration of this contract. The parties further acknowledge, however, that, in the event either of the parties concludes that the provisions set forth herein inadequately or inappropriately address terms and conditions of employment or new circumstances give rise to the need for new contract language, the following process shall be followed:
  - i. The party seeking a change or addition to the contract shall notify the other party at or prior to the next scheduled meeting of the Contract Maintenance and Language Team (made up of up to three members of each negotiating team, three individuals from LCEA and three individuals from LCSD).
  - ii. The district superintendent and LCEA president will meet in the first four weeks of the school year to determine the date(s) that the contract maintenance team will meet in that school year. This date may be adjusted based on district and team needs.
  - iii. In the event the party not seeking the change does not wish to consider a proposed change/addition, said party may refuse to negotiate over the change/addition, in which case no change/addition shall be made to the contract.
  - iv. In the event the parties agree to negotiate over the proposed change/addition and are able to reach tentative agreement regarding the proposal, the parties shall reduce the tentative agreement to writing and shall submit the tentative agreement to their respective constituents, consistent with each party's established practices and procedures.
  - v. In the event the parties agree to negotiate over the proposed change/addition but are unable to reach tentative agreement regarding the proposal, no change/addition shall be made to the contract.

## **ARTICLE 3 - ASSOCIATION RIGHTS**

3.1 **Right to Join Association; No Retaliation or Discrimination.** The District hereby agrees that every teacher shall have the right to freely join and support the Association for the purpose of engaging in professional bargaining or negotiations and other lawful activities. The District agrees that it will not directly or indirectly discourage, deprive or coerce any teacher in the exercising of any rights to join the Association; that it will not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of the teacher's: (i) membership in a professional organization; (ii) participation in any activities of a professional organization; (iii) participation in collective professional negotiations with the District; or (iv) institution of any grievance, complaint, or proceeding under this Agreement with respect to any terms or conditions of employment.

### 3.2 **Association Dues.**

A. Association dues deduction shall be available through payroll deduction.

B. Any member of the Association may revoke the member's dues deduction authorization at any time. Dues deduction will continue to be automatic unless revoked by the member.

### 3.3 **Use of School Facilities.**

A. The Association and its members shall have the right to use school kitchen facilities, audio visual equipment, physical education equipment, and school buildings for Association business at all reasonable times without cost. School vehicles may be rented from the District for Association business at a cost established from time to time by the District. Telephone calls and other expendable items, such as paper, will be paid for by the Association at the District's actual cost.

B. The Association shall have the right to deliver and receive materials through the inter-school delivery service. The Association shall have the right to place notices and other materials directly related to the Association's business on a designated school bulletin board mutually agreed upon by the building representative and the building principal. The Association shall have access to communicate through teachers' mailboxes and e-mail.

C. Duly authorized representatives of the Association, and its respective affiliates, shall be permitted to transact official business on school property as long as it does not interfere with normal classroom procedures or other related District business.

### 3.4 **Association Leave.**

A. The Association shall receive twenty-seven leave days each year to be used for Association business including, but not limited to, Association meetings, professional development through the Association, and meetings with the Superintendent. The Association board will determine the use of the Association leave days.

3.5 **Rights Exclusively for Association.** All rights and privileges granted to the Association under the terms and provisions of this Agreement are for the exclusive use of the Association.

## **ARTICLE 4 - NEGOTIATION PROCESS**

4.1 **Negotiation Process.** Negotiations related to this Agreement, or future collective bargaining agreements between the District and the Association, shall be conducted by a team comprised of up to six representatives from the association and six representatives from the District. Such negotiations will be limited to work days, unless otherwise agreed upon by the parties. These days shall not be included in the twenty-seven Association leave days described in Section 3.4(A). The District and the Association will split the cost of substitutes. If negotiations need to continue beyond the two half days, they will proceed during evening hours. Negotiations will use a solution-oriented, collaborative process.

4.2 **Future Negotiations.** Negotiations concerning an extension of this Agreement, or other future collective bargaining agreements between the District and the Association, shall begin by the second week in March with five openers, excluding salaries and benefits, to set an agenda, calendar of future meeting dates for the negotiations process. All reasonable efforts should be made to conclude no later than the second week of May, unless there is an impasse or agreement to continue. Parties may reopen provisions of the master contract by mutual consent through the clause for the allowance of memorandums of understanding referenced in Article 2.2.

4.3 **Bargaining Process/Impasse.** The following procedures shall be available to the parties to attempt to resolve any impasse which may be reached in the bargaining process:

A. Mediation.

- i. During the course of negotiations, either party or both parties may jointly request mediation services from the Federal Mediation and Conciliation Services, or other mediator mutually agreeable to the parties, to assist the parties in attempting to reach an accord.
- ii. The mediator shall meet with the parties within ten working days of the request. The mediator shall establish the mediation schedule and the ground rules.
- iii. The cost of mediation, if any, shall be shared equally by the parties.

B. Fact-Finding.

- i. The fact-finding procedure may be initiated if the mediator is unable to resolve the dispute and determines the fact-finding is appropriate. The parties may request a list of fact-finders from the mediator. The parties shall alternately strike names from the list, the first to strike determined by a coin flip, until one name remains. The parties shall jointly request the services of the fact-finder.
- ii. The fact-finder shall meet with the parties within ten working days of the request and consider their respective positions. The fact-finder may make additional inquiries and investigations, hold hearings, and take such steps as are deemed appropriate by the parties.
- iii. The fact-finding report shall be issued to the parties within thirty working days of the conclusion of any hearing. The report shall contain the findings of fact and recommend terms of a proposed settlement.
- iv. After the fact-finding report is received, the District and the Association shall give the report due consideration; provided, however, that the final decision with respect to the matter which was the subject of the fact-finding shall remain in the discretion of the Board.
- v. The cost of fact-finding, if any, shall be shared equally by the parties.

4.4 **Bargaining Process in “Off-Years.”** Parties may reopen provisions of the master contract by mutual consent through the clause for the allowance of memorandums of understanding as referenced in Article 2.2

## **ARTICLE 5 – NO STRIKE**

It is agreed by the Association that during the term of this Agreement there will be no strike, picketing, picket line observance, work slowdown, or other concerted work-related activity by members of the Association, including, without limitation, any activity which impairs the classroom performance of the members of the Association. The parties acknowledge that the provisions of this Article are essential for the protection of the District, and that any breach of this Article would cause immediate and irreparable damage to District.

## **ARTICLE 6 - EMPLOYMENT**

6.1 Nothing in this section shall be construed to limit or impair the right of the District to exercise its own discretion in determining whom to employ.

6.2 **Salary and Benefits.** The parties agree that the salary and benefit package provided by the District may be subject to annual negotiations, provided the party desiring to change the package furnishes written notice to the other party no later than March 15 of the year in which the change is desired. The salary schedule for the current year is attached hereto as Appendix A. In the event the parties are unable to reach agreement on a new salary schedule and benefit package on or before June 30 of the year in question, the District may, consistent with Colorado law, impose a new schedule and benefit package for the following year.

### 6.3 **Personnel File.**

A. A personnel file for each teacher shall be accurately maintained in the District administrative office. Personnel records shall include home addresses and telephone numbers, financial information, and other information maintained because of the employer-employee relationship.

B. A teacher's personnel file shall be considered confidential unless the Colorado Open Records Act provides otherwise. A teacher's personnel file shall not be open for public inspection, except as provided in the Colorado Open Records Act. The Superintendent shall take the necessary steps to safeguard against unauthorized disclosure of all confidential material.

C. No material critical of a teacher's conduct, service, character, or personality shall be placed in a teacher's personnel file unless the teacher has been given the opportunity to review such material and initial it. The parties understand and agree that the signature merely means that the teacher has read such material and not that the teacher necessarily agrees with the statements contained in such materials. The teacher shall have the right to file a written reply to such materials with the Superintendent within ten days of the date on which the teacher was given the opportunity to review such material. Such reply shall be attached to the material to which it pertains. If a teacher refuses to initial, the administrator will document, initial and place in the teacher's personnel file. No anonymous complaints about the teacher shall be placed in a teacher's personnel file or in the teacher's personal building file.

D. Each teacher shall have the right, upon request, to review the contents of the teacher's personnel file, and bring an Association representative to review such file if they choose. This right shall not apply to references and recommendations provided to the District on a confidential basis by universities, colleges or persons not connected with the District.

E. Each teacher shall have the right to petition the Superintendent to remove any document from the teacher's personnel file.

F. A personnel file is the property of the District, and cannot be altered, rearranged or removed from the District's offices without the District's consent.

G. The evaluation report of certificated personnel, with the exception of the Superintendent, and all records used in preparing the evaluation report, shall be confidential and available only to: (i) the evaluatee;

(ii) the administrator(s) who supervise the teacher's work; (iii) a hearing officer conducting a dismissal hearing; or (iv) a court reviewing a dismissal decision.

H. A list of teacher's addresses shall not be released for general public use.

Personnel records shall be available upon request to members of the Board in accordance with Section 22-32-103(2), C.R.S.

#### 6.4 **Transfers, Vacancies and In-Building Reassignments.**

A. In-Building reassignments may be initiated either by the building administrator or staff member. The building principal involved shall have the authority to make final decisions in all transfers, assignments and reassignments.

B. All teacher vacancies will be advertised by the Human Resources Director, prior to any re-assignments taking place. No teachers will be re-assigned positions until the transfer process has been completed. Vacancies will be posted in a designated area in each building, in the administration office, and on the District's e-mail for three workdays prior to posting outside the District. In the event of emergencies, LCEA will be notified of the situation in which this process cannot apply.

C. Hiring committees will be utilized, when possible, for teaching vacancies. The committee will be voluntary and formed by the building principal. The committee will make a recommendation to the building principal.

D. The assignment of instructional staff members and their transfer to positions in the various schools and departments of the District shall be recommended by the Superintendent.

E. When the need for re-organization is required, the following process will occur: The affected teachers, principal and others as determined by the team will meet collaboratively. The issue will be presented along with supporting relevant data. As a group, options and solutions will be discussed and a joint written decision created. The written plan will identify the support needed to ensure a successful transition, including evaluation at the end of the school year for effectiveness and needs for improvement. This process will be initiated as soon as issues requiring reorganization arise, and whenever possible, will be completed before the end of the contract year.

F. The following criteria shall serve as guidelines to consider transfer into a vacant position:

- i. Qualifications, skills and abilities that align with and match the job description compared to those of other candidates, both for position to be vacated and for position to be filled.
- ii. Recommendation and/or approval of the principal(s) involved.
- iii. Opportunity for the staff member's professional growth.
- iv. Wishes of staff member regarding assignment or transfer.
- v. Input from colleagues who will work with the employee.
- vi. When there is more than one applicant for a position and all of the above criteria are essentially equal, priority shall be given to the applicant with the most seniority as a non-temporary teacher in the District.

#### 6.5 **Temporary or Grant Based Teachers.**

- A. A temporary or grant based teacher may not apply for a transfer into a position during the term of their contract. However, they may apply as an outside candidate.
- B. At termination of the contract or grant period, temporary or grant based teacher may be considered for a transfer under the above provisions.
- C. Teachers on a temporary contract or grant are not guaranteed employment with the district upon termination of their contract or grant.

#### 6.6 **Request For Transfer.**

- A. An applicant for transfer must submit an official transfer request form to Human Resources. Interest in a transfer may be submitted prior to postings. Transfer requests must be submitted each school year.
- B. Endorsement will be the main consideration when a teacher is moved to another assignment
- C. All qualified District teachers who apply for a transfer will be granted an interview. Interviews for in-district transfers will occur as soon as possible after the 3-day posting and will be scheduled prior to other interviews for the position. After his or her interview, the transfer candidate will be notified of his or her status in the hiring process by the building administrator. In the event of a hiring within 2 weeks prior to the first contract day of each year, interviews for in-district transfers and outside candidates may occur simultaneously.
- D. An employee making a request for transfer whose request is denied has the option to schedule a meeting with the building administrator to discuss the reason(s) for denial.
- E. When there may be a need for re-organization of content/subject area, the following process will take place: The affected teachers, principal and others (as determined by the team) will meet collaboratively. The issue will be presented along with supporting relevant data. As a group, options and solutions will be discussed and a written decision created. The written plan will also identify the support needed to ensure a successful transition, including evaluation at the end of the school year for effectiveness and needs for improvement. This process will be initiated as soon as issues arise, which may necessitate re-organization and, whenever possible, will be completed before the end of the contract year.
- F. Nothing in this Section shall be construed to limit or impair the right of the District to exercise its own discretion in determining whom to employ.

#### 6.7 **Involuntary Transfer.**

- A. Reassignments from one building to another, or within a building, may be made by the District.
- B. The assignment of a teacher to a specific building will not imply permanent assignment to that building.
- C. Involuntary transfers will not be made for disciplinary or arbitrary reasons. The district will notify the teacher as soon as possible if he or she is being considered for an involuntary transfer.

Once the decision is made to involuntarily transfer a teacher, the teacher will be contacted by the administrator and, if possible, a meeting will take place. The teacher will be provided the reasons for the transfer, followed by a letter documenting those reasons and indicating whether the transfer is intended to be permanent or temporary. In addition, the teacher and administrator will identify any needed support (which may include additional training, meetings, or site visits, etc.) for successful transition into the new position. The administrator may provide follow-up throughout the year, as needed.

#### 6.8 **Reduction in Force and Reassignments**

A. Consistent with the procedures below, the Superintendent may cancel an employment contract with any teacher without penalty to the District when the Board determines that there has been a justifiable decrease in the number of teaching positions within a particular assignment, endorsement or qualification area. Justifiable decreases in teaching positions will be determined by enrollment of students, present or projected, the student/teacher ratio, and the ratio needed in each area and level. Funding will be another consideration as presented to the Board by the administration.

B. The Superintendent shall establish the actual number of licensed staff to be reduced consistent with the Board's authority to establish educational programs within the District. The Superintendent shall determine the specific positions to be affected.

C. When a justifiable reduction in the number of teaching positions within a particular assignment, endorsement or qualification area occurs, normal attrition, retirement and resignations shall be considered prior to any teacher reductions.

D. When cancellation of a teaching position occurs within any particular endorsement area, the contracts of first-year probationary teachers who are occupying such positions shall be canceled first.

E. Recommendations for specific reduction in force shall be made by the Superintendent. Factors listed in order of priority shall be:

- i. Endorsement, assignment or qualification areas (this shall be District-wide);
- ii. Recommendation of current immediate supervisor
- iii. Longevity within the district

F. If, after considering these factors, two or more teachers are equally qualified for a particular position which is to be retained, each teacher shall be interviewed by the Superintendent and the administrator who will supervise the position and a recommendation shall be made to the Board on the basis of the considered professional judgment of the Superintendent and immediate supervisor.

G. Non-probationary teachers whose contracts are to be canceled under this Section, and probationary teachers whose contracts are to be canceled during instead of at the end of a school year, shall be given notice in writing at least thirty days in advance of such action. Such notice shall be served upon the teacher personally or by certified or registered mail.

H. Every teacher whose contract is to be canceled under this Section shall be granted the opportunity for a hearing before the Board to determine whether there is sufficient reason or reasons for the cancellation of

their contract. If such a hearing is desired, the teacher must request it in writing and file the request with the president or secretary of the Board or Superintendent within ten days of receiving notice of cancellation of the contract. The failure of a teacher to request the hearing within such period shall be considered a waiver of the teacher's right to the hearing.

I. At the hearing, a teacher may be represented by an attorney or other representative of their choice at their expense.

J. The last to leave will be the first to be recalled in the endorsement area of the position needed. That means the last teacher who is "rified" from an elementary assignment who has an elementary endorsement will be recalled first when there is an opening in elementary. If a person who has multiple endorsements is "rified" from a subject matter area after the person "rified" in elementary, the subject matter teacher would be the first to be recalled for the elementary position if one of the endorsements is elementary, even though this person had previously taught in another endorsement area. If there are several people on the recall list who have the same longevity and endorsement, each person will go through the interview process for the selection. Two of the main additional considerations will be number of endorsements and the amount of course work in the assigned area. Recall will take place for one year after a reduction in force. If a teacher is recalled to the District, and this teacher is under contract to another school district, the teacher will be able to accept the position effective the beginning of the next school year and a substitute will fill that spot until that time.

K. A teacher shall be recalled to work in the following manner:

i. The last teacher involved in a reduction in force will be the first to be recalled according to endorsement, assignment or qualification area.

ii. Any teacher recalled will have ten days to respond in writing to the Board or Superintendent and indicate whether the teacher accepts the position. The failure of the teacher to timely indicate an acceptance of the position shall be deemed to be a rejection of the position.

iii. Recall will take place for up to one year from the final contract date after a reduction in force.

iv. Any person recalled to the District shall come back with the status they had prior to leaving, including non-probationary positions on the salary plan, sick leave days accumulated prior to the reduction in force and any other benefits that are available.

L. The recommendation of immediate supervisor will be used whenever two or more people have the same endorsement and longevity. Two factors of equal weight in making this consideration will be the amount of course work in the assigned areas and the number of additional endorsements.

## 6.9 **Resignation of Instructional Staff.**

A. In accordance with Section 22-63-202(2)(a), C.R.S., a teacher may cancel a contract prior to the beginning of an academic year by giving the Board written notice thirty days prior to the beginning of the contract year or, during an academic year, a teacher may request to be relieved of the teacher's contract for the remainder of the contract year as of a certain date by giving the Board at least thirty days' written notice. A teacher's contract may also be terminated at any time by mutual agreement of the teacher and the Board.

B. A teacher who fails to honor a contract, except in accordance with Section 22-63-202(2)(a), C.R.S., shall be held responsible for the ordinary and necessary expenses incurred by the Board in securing the services of a suitable replacement teacher, not to exceed 1/12th of the teacher's annual salary specified in the teacher's employment contract. In addition, the teacher's or administrator's certificate/license may be suspended as provided by law.

C. A teacher who resigns during the term of the teacher's contract shall be paid the prorated amount of the teacher's annual salary for each day the teacher has been on duty.

#### 6.10 **Incentive Retirement**

##### A. **Eligibility requirements.**

i. The teacher must be actively employed by the District on June 30, 2016 to be eligible for incentive retirement. The employee must work their full assignment during the fiscal year of electing early retirement. Full assignment is defined in each specific job and may be verified through the human resource department.

ii. The teacher 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. Leaves approved by the Board are not an interruption of service.

##### B. **Incentive Retirement Bonus.**

i. A teacher who has a letter of resignation on file by February 1 and meets all the requirements for participation in the early retirement plan shall be entitled to a severance bonus equal to one year's annual salary, based on the teacher's final contract with the District.

ii. The severance bonus shall be paid by the District to the teacher in sixty equal monthly installments, without interest, commencing in September following the date of retirement.

##### C. **General Conditions of Incentive Retirement.**

i. Participation in the incentive retirement plan shall become effective only upon approval by the Superintendent and the Board's acceptance of the teacher's resignation.

ii. Notice of intent to retire and to participate in the incentive retirement incentive plan must be filed in writing with the Superintendent on or before February 1 in order to qualify. Applications will be given priority by date and time received. For good cause, the Superintendent may waive this requirement and permit the filing of a notice of intent to retire and participate in the incentive retirement plan later than February 1.

iii. The district will allow up to three teachers per year for this benefit. For good cause, the Superintendent may waive this requirement and permit additional approvals.

iv. If an applicant qualifies and applies for the incentive retirement but is denied because the amount of requests exceeds availability, then that person may rescind their retirement, and may request that their name be placed on a waiting list for the next year. In this case, the person on the waiting list will be given first priority in the following year.

v. Approved requests for incentive retirement shall be irrevocable as of the effective date of the teacher's resignation. A teacher participating in the incentive retirement program waives all potential continued employment by the District; however, for good cause the Superintendent may waive this requirement and permit continued employment by the District.

vi. This Section shall not be applicable to any teacher whose employment with the District is terminated for cause.

vii. No payment of benefits shall be made by the District in the event of the death of an active teacher prior to applying for incentive early retirement.

viii. Any changes in the benefits provided by this Section shall not apply retroactively to individuals already receiving incentive retirement benefits from the District, unless otherwise specifically provided for in a subsequent amendment to this Section.

ix. In the event of a teacher's death prior to having received full payment of the incentive retirement severance bonus described in this Section, the retired teacher's designated beneficiary, or the teacher's estate, will receive 100 percent of the remaining benefit. Any remaining payments shall be made in accordance with this Section.

x. Incentive retirement benefits shall be based only upon a teacher's salary listed or computed from the salary schedule or the contracted annual rate at the time of early retirement, and shall not include pay for extra performance, overtime, activities, special assignment pay, stipend payment, PERA benefits, etc., or any other teacher benefits.

xi. Payment of all applicable taxes shall be the employee's responsibility.

xii. Years of service shall be calculated as school years during which the employee was employed on a full assignment in a continuous basis.

xiii. PERA benefits will not apply to early retirement.

xiv. By December 31<sup>st</sup> of each year, the district will determine the number of allowed incentive retirements for that academic year.

6.11 **Mutual Consent.** If a non-probationary teacher is displaced as a result of decrease in enrollment, turnaround, phaseout, reduction in program or reduction in building consistent with Board policy and state law, the teacher may be assigned to a particular school within the district only with the consent of the hiring principal at the school. The hiring principal shall receive input from at least two teachers employed at the school and chosen by the school's faculty and shall review the TEACHER's demonstrated effectiveness and qualifications to determine whether the TEACHER's qualifications and teaching experience support the instructional practices at the school.

6.12 **Hiring Cycle.** Hiring cycles will be determined by the district on an annual basis. The current annual hiring cycle can be found in Appendix C, the evaluation timeline.

## **ARTICLE 7 - DUTIES OF TEACHERS**

### **7.1 Number of Working Days.**

A. Certified staff will be contracted for 179 days, which shall include 162 student contact days. Teachers newly hired by the District will be required to work one additional day prior to the beginning of the contract year, which will be compensated at a per diem rate.

### **7.2 Hours.**

A. A contract workday will consist of 8.0 hours. A workweek will be Monday through Friday.

B. Certified staff will be allowed a minimum of thirty continuous minutes per day for a duty-free lunch.

C. For teachers who work in more than one building and must consequently travel during the work day, a minimum of 15 minutes travel time to and from schools is allotted starting at the end of one class period and the beginning of the next class period. Travel time will not infringe on the teacher's lunchtime or planning time. Building administrators will be responsible to accommodate for emergencies and special schedules.

### **7.3 Planning Time.**

A. Teachers will be given a minimum of 280 minutes within the week, duty free, for planning preparation during the student school day, in addition to a maximum of 225 non-instructional minutes per week, which may include duties. These planning minutes shall be exclusive of time needed for a teacher to escort students to another class or to lunch. Teachers will receive at least one planning period per student contact day of at least 45 consecutive minutes. Exceptions for individuals that affect plan time or non-instructional minutes, that extend for a week or longer as part of the daily school schedule, shall be agreed upon in writing by the impacted teacher(s), building administration and the Association.

B. Planning time is part of the workday. The 280 duty free minutes of individual plan time are to be teacher-directed and may not be used for meetings, Professional Learning Communities (PLCs), or any other tasks or duties unless agreed upon by the individual teacher. Teachers should remain in the building during this time; however, if needed, teachers may leave the building as long as they sign out and notify an office staff member.

C. Collaborative planning time, including PLC team time, is essential to well-planned, responsive instruction and is a district expectation. Educators and administration shall engage in collaborative, building-level conversations to determine a consistent schedule for collaborative planning / PLC time within the teacher work week that does not interfere with teacher-directed planning time as defined in 7.3A or 7.3B.

D. Alternative building schedules, i.e. parent-teacher conferences, field trips, assemblies, exams and testing, shall be developed collaboratively with the building leadership team, building administration and the Association.

### **7.4 Other Teacher Duties.**

A. Faculty meetings are a part of the standard teaching assignment and may occur outside of the standard workday at no additional compensation.

i. Faculty meetings will be limited to a total of two (2) hours per month.

ii. Faculty meetings will not occur during weeks containing Parent-Teacher conferences, back-to-school nights, open houses, celebrations of learning or during weeks in which teachers have a contract day on Friday.

B. Exclusive of those defined in 7.4A, events requiring staff participation as determined by the building principal or designee that are not scheduled during the teacher workday will be limited to a total of four (4) hours per academic year per teacher.

C. Other duties performed by a teacher outside of the workday, as assigned or required by a building administrator, will be paid at a rate of \$30.00 per hour.

#### 7.5 **Extra Duties.**

A. Extra duties are paid at the posted amount on sign-up sheets. There will be equal opportunity to sign up, but performance of extra duties will not be required. The building principal will make the final decision.

#### 7.6 **Professional Development.**

A. Required District professional development, beyond the 179 day contract, will be limited to a maximum of two days per school year and paid at a per diem rate.

B. Other non-required professional development (outside of the 179 days) may be compensated. The rate, if any, will depend upon available resources (such as limitations in funding from grants).

C. Professional Development Days

i. Definitions: For the purposes of this agreement, Professional Development Days are defined as days dedicated to the advancement of professional skills and knowledge, and administrative tasks related to the educational environment. The activities on these days fall into the following potential categories:

1. Administrative Tasks: Activities mandated by the administration that are necessary for the maintenance and operation of the school. This may include, but is not limited to, paperwork, data entry, and compliance trainings.
2. District Directed Professional Development: Learning activities specifically designed and required by the district that aim to enhance professional skills according to district-wide educational goals and standards.
3. Individually Directed Professional Development: Learning activities chosen by the individual teacher that align with their personal and professional growth goals. These activities are self-selected and should

be conducive to advancing the teacher's effectiveness in their subject area or instructional methodology.

4. Individually Directed Work Time: Time allocated for teachers to independently manage their workload including lesson planning, grading, and preparing classroom materials.
  5. Team Directed Professional Development: Collaborative learning activities chosen by departmental or grade-level teams focusing on specific educational strategies, curriculum development, or project planning that benefits the whole team.
  6. Team Directed Work Time: Time allocated for departmental or grade-level teams to collaboratively work on specific projects or tasks that benefit their collective instructional responsibilities. This may include, but is not limited to, curriculum mapping, assessment design, resource development, and planning for integration of interdisciplinary teaching methods. This work is planned and executed by the team, allowing for shared input and collaborative effort to enhance student outcomes and instructional practices.
- ii. Professional Development Day Agenda Development: The agenda for each Professional Development Day shall be developed by the building leader in collaboration with the Building Leadership Team (BLT).
  - iii. Professional Development Day Time Allocation: Each Professional Development Day shall include activities from one or more of the categories outlined in Section 1. The distribution of time shall be as follows:
    1. On full day Professional Development days, a minimum of 25% of the day shall be allocated to Individually Directed Professional Development or Teacher Directed Work Time. These hours are in addition to the work time provided as per article 7.6B.
    2. The remaining time shall be distributed among the other categories as determined by the building leader in collaboration with the BLT based on the needs and priorities of the staff, district requirements and the district's educational goals.
    3. The BLT will determine what category each of the agenda items falls into.
  - iv. Activities on Professional Development days may or may not contribute to lane advancement. See Appendix A for the district salary lane advancement procedure.
  - v. Oversight and Evaluation: The effectiveness of Professional Development Days shall be reviewed annually by the BLT in consultation with the district administration. Adjustments to the agenda may be made based on feedback from staff and evolving educational objectives.

## **7.7 Teacher Workdays and Professional Development Days.**

A. Full day Teacher Workdays shall consist of 7.33 hours including a 1 hour lunch break. Professional development days consist of 8 hours including a one-hour lunch break. The ½-day Professional Development

Day and the ½-day workday consists of 3.5 hours of Professional Development and 3.5 hours of work time and a one-hour lunch.

B. There will be no less than seven (7) teacher work days annually. Teachers will have the option of flexing up to three (3) of these workdays annually, meaning that teachers may complete the associated hours at a time and place of their choosing. Teachers will document the workdays they are flexing in the district's leave tracking system.

**7.8 Class Coverage.** Teacher compensation for covering another's class or students in cases when a substitute is not available or when coverage is requested by the administrator or designee will be paid \$30.00 per hour. The principal or supervisor should be notified, preferably, 48 hours in advance to allow time to arrange for a substitute, if necessary.

**7.9 Stipend Positions.** Stipend positions will have a written job description. Teachers will be encouraged to express interest for consideration of available positions. Supervisors of the program will develop, and implement, a method of evaluation based upon the job description.

**7.10 Class Size.**

- A. Purpose: The Lake County School District is committed to maintaining an optimal learning environment for students by striving to keep class sizes reasonable, while allowing flexibility to accommodate district needs. The District recognizes that student-teacher ratios impact student success, and class size should be monitored and adjusted as necessary to promote effective teaching and learning. At the same time, smaller class sizes may drive higher costs and the need for more classroom space in a fiscally constrained environment.
- B. Class Size Considerations: When classroom enrollments reach a level that may impact instruction, class sizes will be determined collaboratively at the school level with input from the affected teachers, taking into account the following factors:
  - i. Grade level and the developmental needs of students.
  - ii. Subject area considerations, including core subjects, electives, and specialized programs.
  - iii. Student needs, including the number of students with IEPs, 504 plans, Multilingual Learners (MLs), READ Plans, and other special support needs.
  - iv. Availability of resources, including staffing levels, physical space, and instructional materials.
  - v. Equity across classrooms and schools with a fair distribution of our limited resources.
  - vi. Special Considerations
    - 1. Early Education (Pre-K - Grade 2): Additional consideration will be given to younger students to keep appropriate teacher-student ratios and developmentally appropriate.
    - 2. Secondary Schools (Grades 7-12): Teaching loads will be monitored for a fair distribution across subject areas while maintaining an appropriate balance between student contact hours and instructional planning time.
    - 3. Specialized Programs (Special Education, ELL, etc.): The District strives for educators and support staff to receive the necessary resources and assistance to effectively support students with diverse needs.

C. Class Size Review Process: To maintain reasonable class sizes, a class size review will be initiated when classroom enrollments reach a level that may impact instruction. The review process will include:

i. Building-level Review

1. The affected teacher(s), school principal, and a district representative will assess whether additional support is needed.
2. Potential solutions may include redistribution of students, additional staffing, or other instructional adjustments.
3. Collaborative Problem-Solving may include:
  - a. Additional paraprofessional assistance.
  - b. Adjustment of teaching loads or class schedules.

D. Transparency and Continuous Monitoring:

- i. Schools will review class sizes at the beginning of each semester and mid-year to ensure appropriate student distribution.
- ii. Principals will report classroom enrollment trends to the District Office.
- iii. Educators may request a class size review if they believe their class size affects instruction.
- iv. The District will prioritize flexibility in addressing class size concerns while ensuring fiscal and operational sustainability.

### **7.11 Staff Safety**

A. The District shall not tolerate threats, bullying, intimidation, or physical force directed toward any teacher by another staff member, supervisor, parent/guardian, student or member of the public on school property, through electronic communication, or at events which the District is sponsoring or in which it is involved or otherwise related to the teacher's employment by the District, and will take appropriate measures to help ensure the teacher's safety in those circumstances. Instances of physical and/or verbal threats, or assault upon staff, or damage to personal property, should be reported to the staff member's supervisor in accordance with District policy GBGB (Staff Personal Security and Safety). The District will collect input from the Association prior to making amendments to District policy GBGB.

## **ARTICLE 8 - TEACHER EVALUATION PROCESS**

8.1 **Responsibility for Evaluation.** The building principal, program administrator, assistant principal or dean, or superintendent will be responsible for the evaluation. In cases of split assignments, one administrator will perform the evaluation. In the event of special circumstances, the teacher may appeal to the Superintendent to complete the evaluation.

8.2 **Multiple Measures.** Multiple measures of student performance shall be included as part of classroom instruction and the evaluation process. Multiple measures include, but are not limited to, teacher observation, teacher daily records, student performance, tasks on assessments for various content areas, student portfolios, and other indicators utilized by the District or individual teacher for instruction purposes.

8.3 **Timeline for Evaluation Summaries.** Evaluations summaries will be completed according to state requirements see the general evaluation timeline in Appendix C. Specific dates for each school year will be updated and distributed. Adjustments to the timeline may be mutually agreed upon by the evaluator and the evaluatee in writing.

### 8.4 **Evaluation of Teachers.**

A. All teachers will be evaluated according to the evaluation schedule. Probationary teachers will receive two formal observations each school year. All non-probationary teachers will receive one formal observation each school year. An agreed upon time will be set for observations.

B. Prior to each formal observation a pre-conference between the teacher and the administrator will be held to explain the observation process, to review annual goals, and to discuss the lesson to be observed. (see Appendix "C" for criteria)

C. Each observation will be a minimum of one lesson or classroom period.

D. A post-conference between the administrator and the teacher will be held within ten working days following each formal observation. The purpose of such conference will be to discuss strengths and weaknesses, design strategies for improvement and, if necessary, set a time for additional observations.

E. Written feedback will be shared by the administrator during the post-observation conference. The feedback will:

- i. Specifically identify when a direct observation was made.
- ii. Be specific as to the strengths and weakness in the performance of the individual being appraised.
- iii. Contain written strategies for improvement, where necessary, which shall be specific as to what improvements are needed in the performance of the teacher.

F. Informal observations will occur throughout the year and data collected through this process will be used to inform the evaluation process.

G. The teacher will have the opportunity to respond in writing to the observation or evaluation document and comments may be attached, within ten working days of receiving the document.

H. Written notice of non-renewal will be given to the probationary teacher by the Board by June 1 in accordance with the requirements of Section 22-63-203, C.R.S.

#### 8.5 **Remediation Plan.**

A. If a non-probationary teacher is judged to be deficient in any one of the quality standards from the evaluation document, the teacher may be placed on a remediation plan.

B. The administrator will hold a conference with the teacher within five working days following written notification of movement from the standard evaluation process to a remediation plan. At the conference the teacher and administrator shall:

- i. Review the specific performance concerns.
- ii. Identify, in writing, the objectives for improvement.
- iii. Identify, in writing, the resources available to implement the objectives.
- iv. Develop, in writing, a timeline for completing the objectives.
- v. Develop, in writing, the criteria by which the attainment of the objectives will be measured.

C. A written summative evaluation document will be prepared by the administrator at the end of the remediation timeline that will:

- i. Be specific as to the strengths and weaknesses in the performance of the teacher being evaluated;
- ii. Specifically identify when a direct observation was made including all informal observations;
- iii. Identify all data sources;
- iv. Include a remediation plan, if still needed, that is specific about continued areas of concern; and
- v. Include a statement by the evaluator, in writing, specifying whether the teacher has corrected the identified performance problems or not, and a recommendation to either return the teacher to the standard evaluation process or to proceed to appropriate action.

D. At the summative evaluation conference after remediation, the teacher will be allowed to have a representative (not including legal counsel) present at that conference and any other conference until the culmination of the remediation plan. Both the administrator and the teacher shall sign the report, and each shall receive a copy. The signature of any person on the report shall not be construed to indicate agreement with the information contained therein. The teacher shall have the right to consult with legal counsel concerning the results of the summative evaluation conference, or any other conference until the culmination of the remediation plan.

E. The teacher may attach any written comments or pertinent data which will become part of the document to the evaluation report before it is reviewed by the Superintendent.

F. Each report shall be reviewed and signed by the Superintendent. The Superintendent shall approve any final recommendations in the remediation evaluation.

G. If agreement on any or all of the above items in this section cannot be reached, the teacher may appeal to the Superintendent. The Superintendent will act upon the appeal in an expedient manner. Decisions by the Superintendent will be final.

#### **8.6 Other Provisions of the Teacher Evaluation Process.**

A. No audio or video evaluation data shall be gathered by electronic devices without the consent of the teacher.

B. The teacher may appeal the evaluation by submitting a request for review to the Superintendent within twenty working days after the teacher has received the evaluation report. The Superintendent shall review the appeal, and make a final ruling within ten working days after receipt of the teacher's request for review.

C. Non-probationary members of the bargaining unit, having more than three years of fulltime continuous service in the District, shall not be dismissed, except in accordance with Part 3 of Article 63 of Title 22, C.R.S. (pertaining to the statutory procedures for the dismissal of a non-probationary teacher).

D. The administrator shall maintain a cumulative file of all pertinent data relating to each teacher's evaluation report. This file shall be available for the teacher's review and shall include any written comments signed and submitted by the teacher. A copy of any item requested will be available to the teacher.

## **Article 9—Correction Action, Due Process, and Just Cause**

9.1 **Just Cause Requirement.** No teacher will be disciplined without just cause.

- A. Adequate Warning: employees have been informed of or had access to the rules and policies that may result in corrective action, except where the wrongdoing or misconduct would be known or reasonably expected to be known or implicitly understood by a reasonable person under the same or similar circumstances.
- B. Reasonable Rules: rules and policies are not arbitrary, capricious or discriminatory.
- C. Investigation: prior to issuing corrective action, administration has conducted a fair, consistent, and thorough investigation tailored in scope to the nature and impact of the offense in order to determine whether the employee did in fact violate or disobey a rule or policy.
- D. Proof: the greater weight of the evidence supports proof of infraction.
- E. Equal Treatment: all rules, policies and penalties have been applied even-handedly without discrimination.
- F. Penalties: the corrective action administered adheres to progressive process outlined in this article.

9.2 **Restorative Practices Restorative Practices.** Nothing in this article shall limit the District's ability to utilize restorative practices in lieu of the formal disciplinary contract with the consent of the staff member involved.

9.3 **Right to a Representative.** Every staff member has the right to have a union representative in attendance at any meeting when corrective action is delivered, and/or at any meeting that a reasonable employee believes could potentially result in corrective action or any other disciplinary action. The employer shall, whenever possible, provide the employee adequate notice in order to allow time to secure representation. The employee has the right to reasonably delay a meeting in order to secure representation; provided, however, in no case will the meeting be delayed for more than two work days. The role of the representative is limited to advising the staff member.

9.4 **Progressive Discipline.** Disciplinary action will be separate from the evaluation process except in the case where a directive related to performance is not followed. In the event that a concern arises regarding a teacher, the following process will be utilized to resolve the issue. Unless conduct is sufficiently serious (defined as behavior that is immoral, unethical, illegal, unsafe, or that a reasonable person would implicitly understand to be serious) as to warrant immediate escalation, the District shall follow the progressive discipline procedure included below. Generally speaking, the District will only escalate progressive discipline for behavior that is similar to that for which the staff member has previously been disciplined. However, the District reserves the right to escalate progressive discipline if warranted when a pattern of concerning behavior and or lack of professionalism exists, regardless of whether infractions are similar.

- A. Step 1- Verbal Warning & Letter of Warning (letter will be placed in the employee's personnel file and will be active for 18 months, unless subsequent, related infractions occur which will reset

that clock). The administrator will clarify expectations. If needed, supports will be identified collaboratively.

- B. Step 2 - Letter of Reprimand. The administrator will clarify expectations. If needed, supports will be identified collaboratively. Letter will be placed in the employee's personnel file.
- C. Step 3 - Suspension without pay. (At the discretion of the Superintendent who will determine the length of the suspension individually in each case based on its specific circumstances.)
- D. Step 4 - Termination

9.5 **Appeal.** Every staff member has the right to appeal disciplinary action as outlined in the Grievance Article.

9.6 **Staff Member Response.** Staff members may respond to any letter of warning or letter of reprimand in writing. These responses must be provided to their administrator within ten (10) working days of receipt of the letter of warning or letter of reprimand. These letters will then be attached to the appropriate letter in their personnel file.

## **ARTICLE 10 – LEAVES**

### **10.1 Paid Time Off (PTO).**

- A. Each teacher shall earn ten (10) days of Paid Time Off (PTO) each contract year. Five (5) PTO days shall be allotted in July, and five (5) PTO days shall be allotted in January. Part time staff will receive PTO at a rate proportional to their FTE percentage.
- B. PTO is provided for the teacher's use under the following conditions:
  - i. SICK LEAVE:
    - a. For an appointment with a doctor, dentist or other health care specialist.
    - b. For the illness of the teacher or the teacher's immediate family.
  - ii. PERSONAL LEAVE:
    - a. For any other purpose.
  - iii. AND other allowable uses as allowed per law.
- C. If a teacher exhausts all Current and Accrued PTO leave, any excess PTO days taken by the teacher that are not covered by the sick leave bank shall be deducted from the teacher's pay as Leave Without Pay at the teacher's daily rate. Any employee taking more than four (4) days as Leave Without Pay will be subject to possible progressive discipline for not working the contracted number of days. Health insurance and FMLA coverage may be in jeopardy if excessive days of Leave Without Pay are taken.
- D. PTO shall be requested at least 3 working days prior to absence. Hot Zone PTO days, as described below, shall be requested as least five (5) working days prior to the absence. The only exception shall be in cases of illness or emergency. Teachers shall follow procedure to notify the substitute coordinator and supervisor so that arrangements can be made for substitutes or other necessary personnel. PTO requests may be granted or denied based on the availability of substitutes.
- E. A Hot Zone PTO day is one in which an employee's presence with students and staff is critical to the essential job functions. Each employee is permitted to take three (3) Hot Zone PTO days annually at the normal rate. Any Hot Zone PTO day taken above three (3) will be deducted at a rate of one and a half (1.5) PTO days from the employee's available leaves. The only exception shall be in cases of illness or emergency.
- F. PTO Hot Zone days are as follows: the first day of the employee's contract, the first four days of student contact, the last student contact day, the day before and the day after any break (Labor Day weekend, Thanksgiving Break, Winter Break, Spring Break, Memorial Day weekend), parent/teacher conferences, and any days taken beyond two consecutive contract days (excepting weekends).

### **10.2 Accrued PTO.**

- A. Unused PTO days shall accrue from year to year during a teacher's employment up to a maximum of 90 days of Accrued PTO. All current sick and personal leave accrued before July 1, 2019 shall roll

over and be included in the teacher's Accrued PTO balance. Accrued PTO is subject to the following regulations:

- i. Unused PTO days after those processed according to 10.3 that would take a teacher's Accrued PTO balance over 90 days shall be "cashed in" at the end of each fiscal year (June 30) and paid to the teacher at the base substitute rate, rather than rolled over into the Accrued PTO balance.
  - ii. No teacher shall receive pay for Accrued PTO at the time of termination of employment, except for retiring teachers (defined as teachers retiring through PERA or having 20 years or more of service in LCSD), who shall be paid half of the base substitute daily rate per unused Accrued PTO day.
- B. Accrued PTO may only be used for the purposes of sick leave, as defined above in 10.1.
- C. Current PTO must be used before Accrued PTO may be used in a given year.

### 10.3 **Annual PTO Buy-Back.**

A. If a teacher has six(6) or more days of remaining Current PTO at the end of the fiscal year (June 30), they may receive payout for the remaining days at the employee's per diem rate according to the schedule below:

- i. A teacher who has ten (10) or more remaining Current PTO days may opt to receive payout for up to five (5) PTO days at the employee's per diem rate.
  - ii. A teacher who has nine (9) remaining Current PTO days may opt to receive payout for up to four (4) PTO days at the employee's per diem rate.
  - iii. A teacher who has eight (8) remaining Current PTO days may opt to receive payout for up to three (3) PTO days at the employee's per diem rate.
  - iv. A teacher who has seven (7) remaining Current PTO days may opt to receive payout for up to two (2) PTO days at the employee's per diem rate.
  - v. A teacher who has six (6) remaining Current PTO days may opt to receive payout for up to one (1) PTO day at the employee's per diem rate.
  - vi. A teacher who has five (5) or fewer remaining Current PTO days does not have a payout option.
- B. Days that are eligible for and opted for payout will be paid on the June paycheck of the contract year, and will be paid at the employee's per diem rate. Any additional days missed, other than those allowed herein or in other leave policies, will result in a reduction of pay on a per diem basis.
- C. A teacher who does not opt to have eligible PTO days paid out will have those days roll over into Accrued PTO as defined above.

### 10.4 **Sick Leave Bank.**

A. A sick leave bank shall be established, based upon PTO days contributed by teachers to the bank, to provide a source of leave beyond an individual teacher's Current and Accrued PTO for teachers, or teachers immediate family members, whose illness(es) cause them to exhaust their Current and

Accrued PTO leave. A teacher must exhaust all Current and Accrued PTO before accessing the sick leave bank for any purpose.

B. Sick leave bank may only be used for the teacher's, or the teacher's immediate family member's, illness (including mental or physical), disability, or for the teacher's emotional well-being associated with a traumatic event or emergency. Use of the sick leave bank is not intended for elective procedures or procedures that can be delayed without health consequences until a time during which school is not in session. The bank may be used for a teacher's maternity leave. Maternity leave is defined as 6 weeks for a "normal" delivery and 8 weeks for a "complicated" delivery.

C. To become a member of the sick leave bank, a teacher shall donate one PTO day each year for the first three years the teacher is a member. If, at any time, the balance of days in the sick leave bank drops below one hundred days, participating teachers will be required to donate one additional day per year until the balance in the bank equals or exceeds one thousand days. In the event a teacher chooses not to participate in the bank, or wishes to withdraw from the bank, the teacher must provide written notice to the Human Resources Director and to the Association.

D. A Sick Leave Bank Committee shall consist of the President of the Association and up to two members of LCEA leadership. The Committee shall be governed by guidelines which shall be drafted by the Association, reviewed by legal counsel for the District and the Association, and approved by the District and the Association. The Committee shall review applications for the use of sick leave bank days, shall apply the guidelines in good faith, and shall approve or deny the application. The Committee will report documentation and outcome to the HR Director.

E. A member of the sick leave bank seeking to utilize days from the bank must submit a written application to the Sick Leave Bank Committee. Before approving the application, the Sick Leave Bank Committee may require the member to submit verification from the member's physician that the member is unable to work and the estimated period of recovery for the member or the member's immediate family.

G. No member may use more than 60 days from the sick leave bank in any school year.

## 10.5 **Civic Duty Leave.**

A. Leave with pay will be granted to any teacher to fulfill the teacher's civic duty including, but not limited to, the following:

i. Being summoned for jury duty and required to be present at the courthouse for such jury duty.

ii. Being subpoenaed as a witness to appear at a legal proceeding in connection with the teacher's performance of duties as a teacher of the District.

iii. Being subpoenaed to appear as a witness at a legal proceeding when the teacher is not a litigant or party.

B. Civic duty leave is limited to the time necessary to discharge the teacher's legal obligations to attend the trial or other judicial proceeding, and reasonable travel time to and from the place of required attendance. The teacher must return to work as soon as possible following the trial or other judicial proceeding.

C. Any jury or witness fees received by a teacher on civil duty leave must be tendered to the District. However, the teacher may deduct travel and other out-of-pocket expenses actually incurred for jury duty before reimbursing the District.

#### **10.6 Bereavement Leave.**

A. A leave of absence will be granted to a teacher by the Superintendent for death in the teacher's immediate family. Bereavement leave shall be allowed for a maximum of five working days.

B. Bereavement leave for the death of a person other than immediate family members may be given upon recommendation by the Superintendent. Such leave shall be on the same terms and conditions as bereavement leave for the death of an immediate family member.

C. Any absence taken by a teacher, in excess of the allowed bereavement leave, shall be taken from the teacher's Current or Accrued PTO. If PTO is not available, the teacher may apply to the Superintendent for an extended bereavement.

#### **10.7 Child Care Leave.**

A. **Short Term Leave.** A teacher, who desires to spend time with a newborn or newly adopted child, may use up to five days of the teacher's Current or Accrued PTO leave for this purpose.

#### **B. Extended Leave.**

- i. Extended leave for a newborn child or adoptive child care leave, generally not to exceed one year in length, may be granted without pay to a teacher.
- ii. A teacher, who desires to take extended leave for this purpose, shall submit a written request to the Superintendent. Such request shall indicate the length of leave desired.
- iii. If the Superintendent recommends approval of the leave request, the matter shall be submitted to the Board of Education. Approval or denial of the leave request shall be at the discretion of the Board of Education.
- iv. A teacher, on leave for one or more semesters under this provision, must provide written notice to the Superintendent no later than December 1st or March 1st before the expiration of the leave indicating whether the teacher will return to work at the end of the leave period.
- v. Re-employment of a teacher on general leave during the year shall be at the discretion of the Superintendent. Re-employment of such a teacher for the beginning of the next year shall be guaranteed, unless the teacher is involved in a reduction in force. Re-employment does not guarantee the same position.
- vi. Neither seniority nor PTO shall accrue while a teacher is on extended leave for child care.

#### **10.8 Educational Leave of Absence.**

A. An educational leave of absence shall only be approved for the purpose of improving a teacher's ability to instruct or for further study related to a teacher's duties in the District. Such leave shall not be paid leave, except as provided below, and is granted at the discretion of the Superintendent. All of the conditions established for the general leave of absence shall also apply to the educational leave of absence, except as stated below.

B. All applications for educational leaves of absence must be filed with the building principals by the February 1 and will be acted on by the Superintendent within two weeks of receipt of the request. An educational plan must accompany the request.

C. The maximum period of an educational leave shall be twelve months, beginning the first day of the contract year in which the leave is granted and ending the day preceding the first day of the next ensuing contract year.

D. If a teacher returns to the District following a full year of educational leave of absence and successfully completes the first semester of the following year, the District will pay such teacher a stipend of \$2,000.

### **10.9 General Leave of Absence.**

A. A general leave of absence shall mean time off from the District without pay for a teacher to revitalize, to travel, to regain health or to undertake special projects.

B. Requests for general leaves shall be made, in writing, to the building principal or immediate supervisor. Leave shall be granted upon recommendation of the principal and upon the approval of the Superintendent. Granting of general leaves is at the discretion of the Superintendent.

C. General leaves of absence shall be provided only to those teachers who have been employed by the District for a minimum of four consecutive years.

D. Teachers on general leave shall not lose seniority or status with regard to the applicable salary plan or schedule, but salary advancements shall not apply. Teachers on general leave of absence shall not lose their current positions on the longevity list. If a teacher elects to continue health or other fringe benefits while on general leave, the teacher shall pay the full cost of the benefit.

E. A teacher on general leave of absence shall not accrue PTO days during such leave, but unused PTO held by the teacher at the start of the general leave shall be reinstated upon the teacher's return to work.

F. A teacher on general leave of absence shall provide the Superintendent with written notice indicating whether the teacher will return to work at the District or resign from District employment not later than March 1 of the year the teacher is on such leave. If the teacher does not notify the Superintendent by March 1, the teacher shall be deemed to have resigned effective as of the end of the year in which the leave was taken.

G. Re-employment of a teacher on general leave during the year shall be at the discretion of the Superintendent. Re-employment of such a teacher for the beginning of the next year shall be guaranteed, unless the teacher is involved in a reduction in force. Re-employment does not guarantee the same position.

H. When a general leave of absence is taken for mental or physical health reasons, the District may require a physical by a District designated physician, at District expense, upon the return of the teacher.

### **10.10 Family and Medical Leave.**

A. The federal Family and Medical Leave Act provides for up to twelve work weeks of leave during a twelve month period to eligible employees for the following purposes:

- i. the birth, adoption or foster care placement of a child;
- ii. care of a spouse, child or parent with a serious health condition; or
- iii. the employee's own serious health condition.

B. FMLA leave shall ordinarily be unpaid leave; however, a teacher may use current or accrued PTO in lieu of or in combination with unpaid leave for the period of the FMLA leave.

C. The District shall adopt regulations governing the use of FMLA leave by teachers.

#### **10.11 Federal Military Leave.**

A.A military leave of absence must be granted if a full or part-time teacher enters any branch of the armed services, reserves, National Guard, Public Health Corp., or is called to duty or for training, for a period generally not to exceed five years. Employees returning from military leave possess reinstatement, seniority, compensation, benefits, and other rights. Additionally, applicants and employees may not be discriminated against in any area of employment because of past, current, or prospective military service. Teachers on military leaves must be provided the same benefits and rights as are provided to employees on other types of leaves. Additionally, teachers returning from military leave must receive any benefits determined by seniority that they would have accrued if continuously employed. Note also, that time served in the military counts when calculating Family and Medical Leave Act eligibility.

#### **10.12 Religious Leave.**

A. A maximum of three (3) days of paid religious leave shall be granted to a Teacher per school year for religious observances for holidays established by the religious body upon request to the Superintendent.

#### **10.13 Crisis Leave.**

A. The District will provide swift response to any teacher who is the victim of workplace violence or a District-vetted credible threat and shall use administrative leave to provide immediate support as needed. In addition, such teacher shall be entitled to up to three (3) days of crisis leave. To access this crisis leave, an employee shall be required to consult and receive a recommendation for leave from an appropriate medical provider, the District's Employee Assistance Program (EAP) or equivalent mental health provider. This leave is intended to help with the recovery and recuperation of the teacher and will not impact their leave balances.

## **ARTICLE 11 - CONCERNS/COMPLAINTS/GRIEVANCE PROCESS**

**11.1 Purpose.** The purpose of this procedure set forth in this Article is to secure, at the lowest possible administrative level, equitable solutions to the problems which may from time to time arise and which are alleged to constitute a violation, misinterpretation or misapplication of the terms of this Agreement.

**11.2 Informal Complaint.** A teacher who believes that there has been a violation, misinterpretation or misapplication of this Agreement shall first discuss such complaint with the principal or responsible administrator with the objective of attempting to resolve the matter informally. If the complaint is not successfully resolved within five working days after such discussion, the teacher may file a grievance.

**11.3 Level One-Formal Complaint.** If the informal complaint has not been resolved informally, a grievance may be filed with the principal or responsible administrator. The grievance shall contain a concise written statement of the provisions of this Agreement which were allegedly violated, misinterpreted or misapplied, and the relief requested. A grievance must be filed within ten working days from the date of the grievant knew or should have known of the occurrence of the event giving rise to the grievance. A grievance may be filed by an individual teacher, a group of teachers or the Association as a class grievance.

The principal or responsible administrator shall within ten (10) days of receiving the formal complaint shall request a meeting with the grievant to discuss the grievance. The grievant and principal or responsible administrator shall meet and discuss the grievance within five working days after the meeting has been requested. The principal or responsible administrator shall then have five working days after the meeting in which to communicate a written decision to the grievant. A copy of such response shall be provided to the grievant and the Association.

**11.4 Level Two: Appeal to Superintendent.**

In the event the formal complaint has not been satisfactorily resolved at Level One, the grievant or the Association may file an appeal in writing with the Superintendent within ten working days of the receipt of the administrator's written response at Level One. Within (10) days after receiving the written appeal, the Superintendent shall meet with the grievant and within (5) days of the meeting, communicate a written decision to the grievant. A copy of such response shall be provided to the grievant and the Association.

**11.5 Level Three: Mediation.** If the appeal to the superintendent has not resolved the complaint satisfactorily at Level Two, it may be submitted to mediation at the request of either party. The parties shall then request the Federal Mediation and Conciliation Services, or another mutually acceptable mediator, to provide staff assistance without cost to the parties. Meetings between the parties may be held separately or together at the request of the mediator. If mediation fails in whole or in part, the mediator shall report the grievance issues that remain in dispute to the respective parties.

**11.6 Level Four: Arbitration.** If the mediation has not resolved the complaint satisfactorily at Level Three, it may be submitted for arbitration at the request of either party. This appeal must be made in writing within fourteen (14) days of the ending of Mediation (Level 3).

**A. Procedure.**

i. Unless both sides agree otherwise, the parties shall, within seven (7) days after delivery of the notice under Section 10.6.5.2, submit a written request for an arbitrator to the American Arbitration Association. The request to the American Arbitration Association shall ask that a list of five (5) qualified arbitrators be submitted to the parties.

ii. The arbitrator shall be selected by the parties within seven (7) days after receipt of the names of arbitrators. The procedure shall be (unless mutually agreed otherwise) for each party to alternately strike names from the list until only one (1) name remains. This person shall then be asked to arbitrate the dispute. The party striking first shall be determined by coin toss. If the arbitrator declines to accept, the last two names that have been struck from the list shall be sent to the American Arbitration Association with the request to select the arbitrator from between the two.

iii. The proposed budget/costs (supplied by the chosen arbitrator) of the hearing process must be approved in advance of final acceptance of the Agreement.

iv. If the organization selected to represent staff chooses not to support the grievance, the aggrieved party has the option of paying for all costs necessary to implement Level 4, Arbitration.

v. Sixty percent (60%) of the fees and expenses of the arbitrator shall be paid by the non-prevailing party. Forty percent (40%) of the fees and expenses of the arbitrator shall be paid by the prevailing party.

vi. The format of the hearing will be left to the discretion of the Arbitrator. Objective decisions, based upon comprehensive data, will be expected.

#### **B. Outcomes.**

i. The Arbitrator must issue a report within a reasonable time (such as 2 weeks) after the date of the close of the hearings. Decisions and recommendations made by the Arbitrator will be advisory to the Board. Within 7 days of receipt of the arbitrator's report, the parties will meet to discuss the report and attempt to come to a mutually agreeable resolution. No public releases of information may be made until after such meeting.

ii. If no mutually agreeable resolution is met, the Board will receive a report from the Arbitrator not later than the next regular Board meeting and will make a final decision not later than one (1) month from the date of receiving the recommendations of the Arbitrator.

**11.7 Right to Be Present; Right to Representation.** A grievant shall have the right to be present at all meetings related to the grievance and, at the option of the grievant(s), may be represented at such meetings by a representative of the Association.

**11.8 No Retaliation.** Neither the Board, the Association, nor any member of the administrative staff of the District shall retaliate against a teacher because the teacher has participated in the grievance process.

**11.9 Failure To Comply With Time Deadlines.** Failure to file a grievance within the required time, or failure to appeal the grievance to the next level within the required time, shall constitute a waiver of the grievance. The failure of the responsible administrator to render a decision on a grievance within the required time shall constitute a denial of the grievance and permit appeal of the grievance to the next level. In such an instance, the appeal deadline shall be calculated from the date the administrator missed the deadline to respond. Timelines may be changed through mutual agreement of the parties.

## **ARTICLE 12 - GENERAL PROVISIONS**

**12.1 Board Policy.** This Agreement constitutes officially adopted Board policy for the term of this Agreement, and the Board and the Association will carry out the commitments contained herein and give them full force and effect.

**12.2 Boards Retained Powers.** Except as expressly provided in this Agreement the following matters are vested exclusively in the Board: (i) the determination and administration of school policy, (ii) the determination of school curriculum, (iii) the operation and management of the schools, (iv) and all matters related to the employment of employees of the District. In the adoption of this Agreement, the parties agree that nothing contained herein is intended to be construed to delegate or limit the powers, duties, discretions, and responsibilities of the Board of Education as prescribed by the Constitution and laws of the State of Colorado.

**12.3 Preservation of Rights.** Nothing in this Agreement shall be construed to deny or restrict any rights a teacher may have under the laws and Constitution of the State of Colorado and the United States.

**12.4 Governing Law.** This Agreement shall be governed and construed according to the laws of the State of Colorado. In the event any Colorado statute referenced or related to this Agreement is amended or repealed during the term of this Agreement, this Agreement shall be deemed to automatically be amended to incorporate such statutory change.

**12.5 Waiver.** The failure of either party to exercise any of its rights under this Agreement shall not be deemed to be a waiver of those rights. A party waives only those rights specified in writing and signed by the party waiving such rights.

**12.6 Budgetary Crises.** In the event the District experiences a fiscal emergency within the meaning of Section 22-44-115.5, C.R.S., the District shall notify the Association of the emergency and shall negotiate in good faith with the Association over any reduction in salary and over alternatives to a reduction in salaries. However, the final decision with respect to any reduction in salaries shall be made by the Board of Education as provided in Section 22-44-115.5, C.R.S.

**12.7 Statutory Limitations.** Consistent with Section 22-32-110(5), C.R.S., the parties acknowledge that, in this Agreement and in subsequent agreements, the District may not commit revenues for a period of time in excess of one year unless the agreement includes a provision which allows for the reopening of the portion of the agreement relating to salaries and benefits.

**12.8 Written Teacher Contracts.** Nothing in this Agreement shall eliminate the obligation of the District to enter into written employment contracts with individual teachers as required by Section 22-63-202(A), C.R.S. Only insofar as its contents are addressed in this Agreement will any contract between the Board and any individual teacher be subject to and depend upon the terms and provisions of this Agreement.

**12.9 Section Headings.** Section headings are inserted for convenience only and in no way limit or define the interpretation to be placed upon this Agreement.

**12.10 Amendment.** This Agreement may be modified or amended only by a duly authorized written instrument executed by the parties hereto. No oral amendment to this Agreement shall be permitted.

**12.11 No Adverse Construction.** Both parties acknowledge having had the opportunity to participate in the drafting of this Agreement. This Agreement shall not be construed against either party based upon authorship.

**12.12 Authority.** The individuals executing this Agreement on behalf of each of the parties represent and warrant that they have all requisite powers and authority to cause the party for whom they sign to enter into this Agreement and to bind such party to fully perform its obligations as set forth in this Agreement.

**12.13 Incorporation of Appendices.** Appendices A through D, inclusive, shall be deemed incorporated into this Agreement.

**12.14 Severability.** In case one or more of the provisions contained in this Agreement, or any application hereof, shall be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this Agreement and the application hereof shall not in any way be affected or impaired thereby.

**12.15 Entire Agreement.** This Agreement constitutes the entire agreement and understanding between the parties as to the subject matter of this Agreement, and supersedes any prior agreement or understanding relating to the subject matter of this Agreement.

**SIGNATURE PAGE**

IN WITNESS WHEREOF, the parties have caused their corporate names to be hereunto subscribed by their respective Presidents and attested by their respective representatives, this 23<sup>rd</sup> day of May, 2022

LAKE COUNTY EDUCATION ASSOCIATION

by:

\_\_\_\_\_  
Cody Jump, CO-President  
Lake County Education Association

Date\_\_\_\_\_

by:

\_\_\_\_\_  
Julia Frattolin, CO-President  
Lake County Education Association

Date\_\_\_\_\_

LAKE COUNTY SCHOOL DISTRICT R-1  
LAKE COUNTY, CO

by:

\_\_\_\_\_  
John Baker, President  
Lake County Board of Education

Date\_\_\_\_\_

by:

\_\_\_\_\_  
Melissa Earley, Secretary  
Lake County Board of Education

Date\_\_\_\_\_

ATTEST:

by:

\_\_\_\_\_  
Kate Bartlett, Superintendent

Date\_\_\_\_\_

by:

\_\_\_\_\_  
LCEA Representative

Date\_\_\_\_\_

# Appendix "A"

## Salary Schedule

### 2025-2026 Certified Teacher Salary Schedule

#### Lake County School District

Lake County School District Certified Staff Salary Schedule 2025-26

STEP	BA	BA +8	BA +16	BA +24	BA +32	MA (or 40 hours)	MA +8 (or 48 hours)	MA +16 (or 56 hours)	MA +24 (or 64 hours)	MA +32 (or 72 hours)	MA +40 (or 80 hours)	MA +48 (or 88 hours)	MA +56 (or 96 hours)	MA +64 (or 104 hours)	MA +72 (or 112 hours)	MA +80 (or 120 hours)	MA +88 (or 128 hours)	MA +96 (or 136 hours)	MA +104 (or 144 hours)	MA +112 (or 152 hours)	MA +120 (or 160 hours)	MA +128 (or 168 hours)	New Hire Experience Placement
A	\$ 45,570	\$ 46,184	\$ 46,797	\$ 47,411	\$ 48,024	\$ 48,638	\$ 49,252	\$ 49,865	\$ 50,479	\$ 51,092	\$ 51,706	\$ 52,320	\$ 52,933	\$ 53,547	\$ 54,160	\$ 54,774	\$ 55,388	\$ 56,001	\$ 56,615	\$ 57,228	\$ 57,842	\$ 58,456	0 or 1 yrs
B	\$ 47,135	\$ 47,770	\$ 48,405	\$ 49,040	\$ 49,675	\$ 50,311	\$ 50,946	\$ 51,581	\$ 52,216	\$ 52,851	\$ 53,486	\$ 54,121	\$ 54,756	\$ 55,391	\$ 56,026	\$ 56,661	\$ 57,296	\$ 57,931	\$ 58,566	\$ 59,202	\$ 59,837	\$ 60,472	2 or 3 yrs
C	\$ 48,735	\$ 49,412	\$ 50,070	\$ 50,727	\$ 51,384	\$ 52,042	\$ 52,699	\$ 53,356	\$ 54,014	\$ 54,671	\$ 55,328	\$ 55,986	\$ 56,643	\$ 57,300	\$ 57,957	\$ 58,615	\$ 59,272	\$ 59,929	\$ 60,587	\$ 61,244	\$ 61,901	\$ 62,559	4 or 5 yrs
D	\$ 50,431	\$ 51,112	\$ 51,792	\$ 52,473	\$ 53,153	\$ 53,833	\$ 54,514	\$ 55,194	\$ 55,874	\$ 56,555	\$ 57,235	\$ 57,915	\$ 58,596	\$ 59,276	\$ 59,956	\$ 60,637	\$ 61,317	\$ 61,997	\$ 62,677	\$ 63,358	\$ 64,038	\$ 64,718	6 or 7 yrs
E	\$ 52,167	\$ 52,871	\$ 53,575	\$ 54,280	\$ 54,984	\$ 55,688	\$ 56,392	\$ 57,096	\$ 57,800	\$ 58,504	\$ 59,208	\$ 59,913	\$ 60,617	\$ 61,321	\$ 62,025	\$ 62,729	\$ 63,433	\$ 64,137	\$ 64,841	\$ 65,546	\$ 66,250	\$ 66,954	8 or 9 yrs
F	\$ 53,963	\$ 54,692	\$ 55,421	\$ 56,150	\$ 56,878	\$ 57,607	\$ 58,336	\$ 59,065	\$ 59,793	\$ 60,522	\$ 61,251	\$ 61,980	\$ 62,709	\$ 63,437	\$ 64,166	\$ 64,895	\$ 65,624	\$ 66,352	\$ 67,081	\$ 67,810	\$ 68,539	\$ 69,267	10 or 11 yrs
G	\$ 55,822	\$ 56,577	\$ 57,331	\$ 58,085	\$ 58,839	\$ 59,594	\$ 60,348	\$ 61,102	\$ 61,856	\$ 62,611	\$ 63,365	\$ 64,119	\$ 64,874	\$ 65,628	\$ 66,382	\$ 67,136	\$ 67,890	\$ 68,645	\$ 69,399	\$ 70,153	\$ 70,908	\$ 71,662	12 or 13 yrs
H	\$ 57,746	\$ 58,527	\$ 59,308	\$ 60,088	\$ 60,869	\$ 61,650	\$ 62,430	\$ 63,211	\$ 63,992	\$ 64,772	\$ 65,553	\$ 66,334	\$ 67,114	\$ 67,895	\$ 68,676	\$ 69,456	\$ 70,237	\$ 71,018	\$ 71,798	\$ 72,579	\$ 73,360	\$ 74,140	14 or more yrs
I	\$ 59,738	\$ 60,546	\$ 61,354	\$ 62,162	\$ 62,970	\$ 63,778	\$ 64,586	\$ 65,394	\$ 66,202	\$ 67,010	\$ 67,818	\$ 68,626	\$ 69,434	\$ 70,242	\$ 71,050	\$ 71,858	\$ 72,666	\$ 73,474	\$ 74,282	\$ 75,090	\$ 75,898	\$ 76,706	
J	\$ 61,799	\$ 62,635	\$ 63,471	\$ 64,308	\$ 65,144	\$ 65,980	\$ 66,816	\$ 67,653	\$ 68,489	\$ 69,325	\$ 70,162	\$ 70,998	\$ 71,834	\$ 72,670	\$ 73,507	\$ 74,343	\$ 75,179	\$ 76,015	\$ 76,852	\$ 77,688	\$ 78,524	\$ 79,361	
K	\$ 63,931	\$ 64,798	\$ 65,665	\$ 66,529	\$ 67,394	\$ 68,260	\$ 69,125	\$ 69,991	\$ 70,856	\$ 71,721	\$ 72,587	\$ 73,453	\$ 74,318	\$ 75,184	\$ 76,050	\$ 76,915	\$ 77,781	\$ 78,646	\$ 79,512	\$ 80,377	\$ 81,243	\$ 82,108	
L	\$ 66,140	\$ 67,036	\$ 67,932	\$ 68,827	\$ 69,723	\$ 70,619	\$ 71,515	\$ 72,411	\$ 73,307	\$ 74,202	\$ 75,098	\$ 75,994	\$ 76,890	\$ 77,786	\$ 78,682	\$ 79,577	\$ 80,473	\$ 81,369	\$ 82,265	\$ 83,161	\$ 84,057	\$ 84,952	
M	\$ 68,425	\$ 69,352	\$ 70,279	\$ 71,207	\$ 72,134	\$ 73,061	\$ 73,988	\$ 74,915	\$ 75,843	\$ 76,770	\$ 77,697	\$ 78,624	\$ 79,551	\$ 80,478	\$ 81,405	\$ 82,332	\$ 83,260	\$ 84,187	\$ 85,114	\$ 86,042	\$ 86,969	\$ 87,896	
N	\$ 70,780	\$ 71,750	\$ 72,720	\$ 73,689	\$ 74,659	\$ 75,628	\$ 76,598	\$ 77,568	\$ 78,537	\$ 79,507	\$ 80,477	\$ 81,446	\$ 82,415	\$ 83,385	\$ 84,354	\$ 85,324	\$ 86,293	\$ 87,263	\$ 88,232	\$ 89,202	\$ 90,171	\$ 91,141	
O	\$ 73,200	\$ 74,218	\$ 75,236	\$ 76,254	\$ 77,272	\$ 78,290	\$ 79,308	\$ 80,326	\$ 81,344	\$ 82,362	\$ 83,380	\$ 84,398	\$ 85,416	\$ 86,434	\$ 87,452	\$ 88,470	\$ 89,488	\$ 90,506	\$ 91,524	\$ 92,542	\$ 93,560	\$ 94,578	
P	\$ 75,645	\$ 76,708	\$ 77,771	\$ 78,834	\$ 79,897	\$ 80,960	\$ 82,023	\$ 83,086	\$ 84,149	\$ 85,212	\$ 86,275	\$ 87,338	\$ 88,401	\$ 89,464	\$ 90,527	\$ 91,590	\$ 92,653	\$ 93,716	\$ 94,779	\$ 95,842	\$ 96,905	\$ 97,968	
Q	\$ 78,115	\$ 79,222	\$ 80,329	\$ 81,436	\$ 82,543	\$ 83,650	\$ 84,757	\$ 85,864	\$ 86,971	\$ 88,078	\$ 89,185	\$ 90,292	\$ 91,399	\$ 92,506	\$ 93,613	\$ 94,720	\$ 95,827	\$ 96,934	\$ 98,041	\$ 99,148	\$ 100,255	\$ 101,362	
R	\$ 80,610	\$ 81,762	\$ 82,914	\$ 84,066	\$ 85,218	\$ 86,370	\$ 87,522	\$ 88,674	\$ 89,826	\$ 90,978	\$ 92,130	\$ 93,282	\$ 94,434	\$ 95,586	\$ 96,738	\$ 97,890	\$ 99,042	\$ 100,194	\$ 101,346	\$ 102,498	\$ 103,650	\$ 104,802	

- \* In-district professional development credit or approved PD credits starts accumulating June 1, 2013.
- \* Professional Development hours (not college credits) must be approved by building administrator or supervisor.
- \* One PD credit hour = 15 contact hours. One college credit hour = 15 contact hours.
- \* Salary schedule applies to certified staff members.
- \* The maximum step that may be earned in any column is Step R.
- \* Based on 179 contract days.
- \* Related years of education experience for new hires will be honored based on the chart above.
- \* Teachers who provide documentation of a current national board certification from the National Board for Professional Teaching Standards will receive a \$3,000 annual stipend in addition to the annual salary above.
- \* Special Service Providers (SSPs) will use MA, step E as a base salary placement to calculate a per diem rate.



Appendix "B"  
**Professional Development Lane Advancement**

Professional development that is provided by Lake County School District may be counted toward an employee pay increase if the following conditions are met. \*Hours must be earned after June, 2013 in LCSD.

- 1) Attend the entire professional development session  
(\*Hours must be earned after June, 2013 in LCSD)
  - 2) Fully participate in the professional development session
  - 3) Complete the Salary Advancement Form, including only the time spent in professional development
  - 4) Attach a certificate of district-provided PD hours
- \*15 District PD hours = 1 Advancement Credit hour

II. Professional development hours provided by a Third party, may be counted toward an employee pay increase if the following conditions are met. \*Hours must be earned after June, 2013 in LCSD.

- 1) Attend the entire professional development session
- 2) Fully participate in the professional development session  
(\*Hours must be earned after June, 2013 in LCSD)
- 3) Complete the Salary Advancement Form, including only the time spent in professional development
- 4) Attach a certificate of completion from the Third party vendor
- 5) Complete the Third Party Verification form in which supervisor can verify implementation (allow enough time for this!)

It is highly recommended that the employee confirm ahead of time with his/her supervisor that the professional development is relevant to the district's goals.

\*15 Third Party PD hours = 1 Advancement Credit hour

III. Credit for college credit hours may be counted toward an employee pay increase if the following conditions are met.:

- 1) Attend the entire course
  - 2) Fully participate in the course
  - 3) Complete the Salary Advancement Form.
  - 4) Attach a college-issued transcript showing course completion and hours earned. (unofficial fine as long as followed by official)
- \*1 College Credit hour = 1 Advancement Credit hour

Appendix "C"  
**Educator Rubric**

Evaluation using the State Model Evaluation Rubric for Teachers and Special Service Providers.

# Appendix "D" Transfer Request

LAKE COUNTY SCHOOL DISTRICT R-1  
Leadville, Colorado 80461  
OFFICIAL TRANSFER REQUEST FORM

**DIRECTIONS:**

Complete one form, including all positions desired, and return to the building administrators involved on or before the deadline date (if applicable) along with an updated resume which includes: professional training and experiences, teaching experiences, additional areas of certification and include co-curricular activity qualifications/desires.

NAME \_\_\_\_\_ Date \_\_\_\_\_

Present teaching position \_\_\_\_\_

at \_\_\_\_\_ School.

I would like to be considered for the following positions, should they materialize:

1. \_\_\_\_\_ at \_\_\_\_\_

2. \_\_\_\_\_ at \_\_\_\_\_

3. \_\_\_\_\_ at \_\_\_\_\_

List all extracurricular activities you are willing to direct or assist:

\_\_\_\_\_

Does your present certificate/license qualify you for these changes? \_\_\_\_Yes\_\_\_\_No

If not, how and when can you qualify? \_\_\_\_\_

\_\_\_\_\_

Reason for request (optional) \_\_\_\_\_

Additional information \_\_\_\_\_

If these openings occur during the summer months, where can you be reached?

\_\_\_\_\_ Address

\_\_\_\_\_ Phone

Please read the following statement carefully and sign below:

I understand that if at any time I wish to remove my name from consideration for any position(s) to which I have requested transfer, I am obligated to notify the building administrators involved immediately regarding my intentions. I also understand that to be considered for any particular position posted, but not specifically listed above, will require the submission of a new Official Transfer Request Form to the building administrators involved.

\_\_\_\_\_ Signature

Appendix "E"  
**Formal Grievance Form**

A grievance is defined as a complaint in writing, setting forth the allegation that there has been a violation of district policies or regulations which have adversely affected or aggrieved an employee of the school district.

Status of grievance: Step I \_\_\_\_\_ Step II \_\_\_\_\_ Step III \_\_\_\_\_

I, \_\_\_\_\_ hereby file a grievance with \_\_\_\_\_  
\_\_\_\_\_ (name of person).

Specifically, my grievance is: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Steps I have already taken to try to resolve the grievance: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Relief sought: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby petition for a hearing on my grievance within 10 working days of the above date. I have been informed of the grievance procedures to be followed along with my rights and responsibilities pertaining thereto.

Received by: \_\_\_\_\_ date \_\_\_\_\_ Grievant's signature \_\_\_\_\_ date \_\_\_\_\_  
Signature date Grievant's signature date

*Please note that all employment decisions remain within the sole and continuing discretion of the administration and/or Board of Education, as appropriate under district policy, subject only to the conditions and limitations prescribed by Colorado law.*

ADMINISTRATIVE RECORD

Date received \_\_\_\_\_ Date of hearing \_\_\_\_\_

Place of hearing \_\_\_\_\_ Time of hearing \_\_\_\_\_

Decision on grievance: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I. \_\_\_\_\_  
Principal's signature date

II. \_\_\_\_\_  
Superintendent's signature date

III. \_\_\_\_\_  
Board chairman's signature date

I \_\_\_\_\_ accept or \_\_\_\_\_ reject the decision.

\_\_\_\_\_  
Grievant's signature date

**MASTER AGREEMENT**

**BETWEEN**

**LAKE COUNTY SCHOOL DISTRICT R-1**

**AND**

**LAKE COUNTY EDUCATION ASSOCIATION**

Para-Professionals, and Non-Administrative Pre-School Staff

**May 2025**

## **PREAMBLE**

The District and the Association recognize and declare that providing a quality education for the children attending school in the Lake County School District R-1 is their mutual aim. The Parties desire to promote collaborative relationships among the Board, administration, and all staff, specifically the para-professionals, and non-administrative pre-school staff of the District who are covered by this Agreement, with the purpose of supporting the best student education and learning environment. Additionally, the Parties desire to provide a structure that will also ensure mutual respect, values, and honor while the Parties carry out this education mission.

**NOW, THEREFORE, the Parties, agree to the following.**

## **ARTICLE I - PARTIES**

The Parties to the Collective Bargaining Agreement (Agreement) are the **LAKE COUNTY SCHOOL DISTRICT R-1**, in the County of Lake and the State of Colorado, and the **LAKE COUNTY EDUCATION ASSOCIATION**.

## **ARTICLE II - TERM**

The term of this Agreement shall be from the Board's execution date as set forth below through June 30, 2028.. This Agreement shall not be amended in whole or in part except in writing duly executed and ratified by the District and the Association.

## **ARTICLE III - DEFINITIONS**

- 3.1** The term "District" shall mean the Lake County School District R-1 in the County of Lake and the State of Colorado.
- 3.2** The term "Board" shall mean the Board of Education of the District.
- 3.3** The term "Association" shall mean the Lake County Education Association.
- 3.4** The term "Superintendent" shall mean the Superintendent of the District.
- 3.5** The term "Administrator" shall mean all supervisory personnel employed by the District, including the Superintendent, Directors, Principals, and Assistant Principals.
- 3.6** The terms "District" and "Association" shall include authorized officers, representatives, and agents.
- 3.7** The terms "Parties" as used in this Agreement shall mean the "District" and the "Association".

**3.8** The term “Employee” means all covered members of the bargaining unit, which is all para-professionals, and non-administrative pre-school staff of the District. Notwithstanding that Employees may be less than Full-time, it is specifically understood that only Employees who work thirty (30) hours or more a week during their employment period shall be eligible for health insurance benefits and other benefits shall be prorated according to the Employee’s Full-Time Equivalency (FTE).

**3.9** The term “Full-Time” refers to any employee whose work schedule is thirty (30) hours or more for a week for the entire school year.

**3.10** The term “Compensation” shall mean the annual increases for hourly rates for the District’s current Employees; it specifically does not extend to base wages, any other form of compensation, and any other financial matters.

**3.11** The term “Day” shall mean a workday when the District administration is open unless otherwise expressly defined in a specific section in the Agreement.

#### **ARTICLE IV – RECOGNITION**

**4.1** The District recognizes the Association as the sole negotiating agent for the negotiating unit for the term of this Agreement.

**4.2** The bargaining unit shall consist of all para-professionals, and non-administrative pre-school staff of the District. It shall not include any other District employees, even if such employees are members of the Lake County Education Association.

#### **ARTICLE V – RESERVATION OF MANAGEMENT RIGHTS**

**5.1** The District and the Association recognize that the Board has certain powers, discretions, and duties that under the Constitution and the laws under the State of Colorado may not be delegated, limited, or abrogated by Agreement with any party.

**5.2** The management of the District in the direction of the Employees for all purposes is vested solely and exclusively in the Board and shall not in any way be abridged except as specially limited by the express terms of this Agreement. This District preserves and retains solely and exclusively all of its constitutional, statutory, and common law rights and responsibilities to manage the District, and to take any and all necessary action to carry out the mission of the District. The District specifically maintains its supervision and control of all operations, including, but not limited to, the right to hire, promote, suspend, or discharge employment, and/or to transfer employees, to relieve employees from duty because of lack of work, or for any other non-discriminatory reason or for no reason at all.

**5.3** Only such provisions as specifically set forth in writing in this Agreement, shall be negotiated. Any and all rights, duties, and authority by the District shall remain in the District’s sole discretion even if not set forth herein.

## **ARTICLE VI – NO STRIKES OR WORK STOPPAGES**

**6.1** It is agreed by the Association that during the term of this Agreement there will be no strike, picketing, picket line observance, work slowdown, or other concerted work-related activity by members of the Association, including, without limitation, any activity which impairs the classroom performance of the members of the Association. The parties acknowledge that the provisions of this Article are essential for the protection of the District, and that any breach of this Article would cause immediate and irreparable damage to the District. All Employees and Employee representative organizations are prohibited from engaging in this conduct. Any violation of the foregoing provisions may be grounds for discipline.

## **ARTICLE VII – GENERAL**

**7.1 Governing Law.** This Agreement shall be governed and construed according to the Constitution and laws of the State of Colorado.

**7.2 Multi-Fiscal Year Requirements.** Pursuant to Section 22-32-110(5), C.R.S., the District may reopen negotiations regarding Compensation and health insurance when it deems necessary for budgetary purposes. Additionally, this Agreement is a multi-fiscal year obligation that is subject to appropriation pursuant to Article X, Section 20 of the Colorado Constitution. As such, the District has the Constitutional right under Article X, Section 20 of the Colorado Constitution to non-appropriate funds for any multi-fiscal year financial obligations undertaken in this Agreement. The District will provide the Association with written notice of such non-appropriation; however, even without such notification, the non-appropriation shall be effective. Upon cancellation as provided in this paragraph, the District shall not be responsible for any payment which would fall due after the end of the fiscal year in which notice of cancellation was given, but shall be required to meet promptly with Association Representatives to renegotiate the cancelled obligation.

**7.3 Non-Discrimination.** Neither the Board, the Association, nor either's members, agents, representatives or employees shall discriminate against any Employee as a result of membership or non-membership in the Association. Additionally, neither Party shall discriminate based upon race, gender, sex, religion, creed, or any other protected class.

## **ARTICLE VIII – NEGOTIATIONS PROCESS**

**8.1 Successor Agreement Negotiations.**

**8.1.1 Association Notice Requirement.** In the final school year of the term of this Agreement (2027-2028), the Association may provide written notice to the District by February 1 (February 1, 2028) of its intent to negotiate a successor agreement. If written notice of the intent to negotiate a successor agreement is

not made by the Association in writing by that time, the Agreement and all contained terms will automatically terminate at the expiration date for the term of the Agreement.

**8.1.2 Negotiations Topics.** If the Association provides such notice, then the parties shall, in good faith, meet to negotiate such successor agreement. For said negotiations, the items to be negotiated shall only include Compensation, the amount of the District's contribution to health insurance premiums, and, if either party desires, a maximum of three (3) proposals for language regarding any current Agreement provision. Upon mutual prior written agreement parties may bring more than three (3) proposals, with a maximum of five (5) proposals. If either party desires to negotiate their respective language items as permitted by this Article, that party shall provide in writing to the other party a list of such language items at least two (2) weeks prior to the initial meeting under Article 8.6 below.

**8.2 Negotiating Teams.** For negotiations under this Agreement, each party may have a maximum of six (6) team members. The Association's representatives shall be members of the bargaining unit and may also include a UniServ Director and/or other outside contracted negotiations advisor or consultant. Of the six (6) team members for the Association, at least one (1) seat each shall be reserved to be filled by members who hold a contract/notice of assignment as a para-professional, and non-administrative preschool staff member. If no such staff member fills the seat, then such seat shall remain vacant on the Association's team. Prior to the time set for the first negotiations session, the District and Association shall each designate in writing the team member names.

**8.3 Potential Coordination of Negotiations with the LCEA Teachers.** To the extent feasible, the negotiations in either an Interim Year Negotiations for Compensation pursuant to Article 8.1 or for a Successor Agreement pursuant to Article 8.2 may be in coordination with the LCEA Teacher's Contract negotiations when the parties mutually agree in writing by January 31.

**8.3.1 Negotiation Team Membership.** If mutually agreeing to this coordination, a maximum of nine (9) members of the combined two separate bargaining units may attend as the negotiations team, including a minimum of one (1) member each who holds a contract/notice of assignment as a para-professional, and non-administrative preschool staff member. If no such member is on the team, then such seat shall remain vacant.

**8.3.2 Limitation on Language Negotiation Topics.** If mutually agreeing to this coordination for language items, notwithstanding Article 8.2.2, there shall be a maximum of one (1) language proposal from this bargaining unit.

**8.3.3 Salary Negotiations.** Nothing in this provision shall require the parties to coordinate both language and salary negotiations in the same year. The parties may determine to coordinate only salary negotiations.

**8.3.4 Timing.** If **mutually** agreeing to this coordination, the timetable for negotiations shall be that of the LCEA teacher contract negotiations.

**8.4 Substitute Costs.** Negotiations shall be scheduled on non-work days (e.g. Fridays) or after school hours unless otherwise agreed upon by the Parties. In the event that substitutes are required for Employees to attend negotiations for this Agreement, the District and Association shall split the cost of the substitutes.

**8.5 Negotiations Process.** Both the District and the Association have an interest in a negotiations process that is effective in resolving problems arising in or relating to negotiations. The Parties shall determine on an annual basis the negotiations method to be utilized for bargaining.

**8.6 Negotiations Timing and Schedule.** Negotiations pursuant to Articles 8.1 and 8.2 above shall begin by the second week of April. The initial meeting shall include time for the teams to set the negotiations schedule, review the language items to be negotiated, and set the agenda for the next negotiations session. All reasonable efforts shall be made to conclude the negotiations by the second week of May. If agreement is not reached by this time, the parties may mutually agree to continue to negotiate. If there is no such agreement, then the parties shall be at impasse.

**8.7 Memorandum of Understanding.** If during the term of this Agreement the parties mutually agree to amend any provision, a Memorandum of Understanding (MOU) shall be utilized to record such amendment in writing as required by Article II. Nothing requires either Party to negotiate or agree to any amendment through an MOU. The MOU shall be in writing and shall be submitted to the Association's membership for ratification, and upon a successful ratification, to the Board of Education for its approval.

**8.8 Impasse Procedures.** If, during the course of negotiations, a mutually satisfactory solution to an issue or issues is not reached, either Party may declare in writing that an impasse exists and submit the issue or issues in dispute to mediation or fact finding.

**8.8.1 Issues in Dispute.** After impasse has been declared, within five (5) business days, a list shall be prepared including all items agreed upon to date as well as those items to be submitted to mediation or fact-finding. Each item shall show the last position taken by each negotiating team which should thereby clarify the difference between the Parties. This list shall be signed by the spokesman or chief negotiator of both negotiating teams and presented to the mediator and/or fact-finder.

**8.8.2 Processes Available During Impasse.** The following procedures shall be available to the Parties to attempt to resolve any impasse which may be reached in the bargaining process:

**8.8.2.1 Mediation**

**8.8.2.1.1** During the course of negotiations, either Party or both Parties may jointly request mediation services from the Federal Mediation and Conciliation Services (FMCS), or other mediator mutually agreeable to the Parties, to assist the parties in attempting to reach an accord.

**8.8.2.1.2** The mediator shall meet with the parties within ten (10) working days of the request. The Parties and the mediator shall establish the mediation schedule and the ground rules.

**8.8.2.1.3** The cost and fees of mediation, if any, shall be shared equally by the Parties.

**8.8.2.2 Fact-Finding.** The advisory fact-finding procedure may be initiated if the Parties are unable to resolve the dispute through mediation. When advisory fact-finding is initiated, the following procedures shall be utilized.

**8.8.2.2.1 Fact-finder Selection.** The Parties will attempt to mutually agree upon a fact-finder. If the parties are not successful in selecting a desired neutral in this fashion, either party may submit a request to the American Arbitration Association for selection of a neutral or neutrals according to its then current rules, requesting the American Arbitration Association to submit identical lists of names of five (5) persons skilled in resolution of educational labor disputes to each party within seven (7) calendar days. Five (5) days after receipt of the list or lists, the parties shall convene either personally or by telephone and shall alternately strike names until one (1) name is left. The remaining name shall be the neutral fact-finder. If the parties have initiated fact-finding jointly, the party striking first shall be determined by a coin flip. If one (1) party has initiated the request for fact-finding, that party shall strike first.

**8.8.2.2.2 Hearings.** The dates, times, and format of meetings and hearings will be arranged by the fact-finder and the Parties. The fact-finder shall convene a hearing upon at least ten (10) days written notice to both parties at which both parties may appear to present the facts and argument with regard to those matters remaining in dispute. Fact-finding shall be held within sixty (60) days of the selection of the fact-finder or by the earliest date the fact finder and Parties are available.

**8.8.2.2.3 Advisory Recommendation.** The advisory fact-finding report shall be issued to the parties within thirty (30) working days of the conclusion of any hearing, the submission or post-hearing briefs, or the submission of the transcript of the hearings, whichever occurs last. The report shall contain the findings of fact, reasoning, and recommended

terms of a proposed settlement on the issues submitted. The fact-finding report shall be advisory only and shall not be binding on the Board or the Association.

**8.8.2.2.4 Consideration of Advisory Recommendation.** After the advisory fact-finding report is received, the District and the Association shall give the report due consideration; provided, however, that the final decision with respect to the matter which was the subject of the advisory fact-finding shall remain in the discretion of the Board. To the extent that tentative agreement is reached on the issues in dispute as a result of fact finding, the procedures for ratification shall be followed as set forth in the Agreement. The representatives of the Board and the Association shall take official action on the advisory report at the next regularly scheduled Board meeting or ten (10) days after receipt of the recommendation, whichever is later. The final decision with respect to the matter that was the subject of the fact-finding process shall remain in the discretion of the Board.

**8.8.2.2.5 Cost Share.** The cost of advisory fact-finding, if any, including the costs and fees of the fact-finder, including per diem expenses, if any, and actual and necessary travel expenses, shall be shared equally by the Parties. However, each Party shall pay its own attorney's fees, expert fees, and/or other consultant fees, in any.

## **ARTICLE IX – EMPLOYMENT OVERTIME**

**9.1 Overtime Pay.** The District will determine which Employees are subject to minimum wage and overtime requirements pursuant to law. These non-exempt employees will be paid overtime at the rate of one and one half (1 ½) times of their regular rate of pay for actual hours worked in excess of forty (40) hours in any work week. All overtime must be approved ahead of time by the Employee's supervisor.

**9.2 No Compensatory Time.** Compensatory time (also known as Compensation Time or Comp Time) is not allowed. Employees may work to receive advanced approval from their respective supervisors to adjust their workweek schedule. The Employee's supervisors shall have the sole discretion to make any such requested workweek schedule adjustments. Any additional hours beyond the contracted time shall be compensated with regular pay or by overtime pay, as appropriate, as set forth in Article 9.1 above.

## **ARTICLE X – RIGHT TO JOIN ASSOCIATION/NO RETALIATION OR DISCRIMINATION**

**10.1** The District and the Association agree that every Employee shall have the right to freely join and support the Association if desired. Additionally, every Employee shall

have the right to not join the Association. Neither party will directly or indirectly discourage, deprive or coerce an Employee in the exercising any rights to join or not join the Association.

## **ARTICLE XI – ASSOCIATION DUES**

**11.1** The District agrees to deduct from each Association member's paycheck an amount to cover the Association dues as established by the Association from time to time, as each individual educational staff member may voluntarily authorize, in writing, to be deducted, and to transmit the amount so deducted and so authorized to specified representatives of the Association on a monthly basis.

**11.2** The deduction of Association dues shall be made on each paycheck following the pay period in which the written authorization was received.

**11.3** An Association member may revoke, in writing, such dues deduction at any time. Dues deduction will continue to be automatic unless revoked in writing by the Association member. The District shall cease the dues deduction for that member on the paycheck following the pay period when such written authorization was received.

**11.4** The Association shall indemnify the District and hold it harmless against all claims, demands, suits or any other forms of liability that shall arise out of or by reason of any action taken by the District for this purpose.

## **ARTICLE XII – USE OF SCHOOL FACILITIES**

**12.1 Facility Use Request Form.** The Association and its members shall have the right to use school facilities and equipment by following Board Policy and Procedures, including the use of District's facilities use request form. The District may, but is not required to, waive associated fees for such use.

## **ARTICLE XIII – EMPLOYEE RIGHTS**

**13.1 Personnel Files.** Except for pre-employment confidential letters of reference or placement files concerning employment, or letters of reference, an Employee, upon request, shall have the right to view the contents of his/her personnel file maintained at the District's Administration Building and to make copies of any documents contained in such files, at his/her own expense. No materials derogatory to the Employee's conduct, service, character or personality will be placed in said personnel file unless the Employee has had an opportunity to review such materials. An Employee shall have the right to submit a written response to such materials within ten (10) days of the date on which the Employee was given the opportunity to review such material. The response shall be attached to the materials to which it relates.

**13.2 Student Conduct and Staff Safety** The District shall not tolerate threats, bullying, intimidation, or physical force directed toward any employee by another staff

member, supervisor, parent/guardian, student or member of the public on school property, through electronic communication, or at events which the District is sponsoring or in which it is involved or otherwise related to the employee's employment by the District, and will take appropriate measures to help ensure the employee's safety in those circumstances. Instances of physical and/or verbal threats, or assault upon staff, or damage to personal property, should be reported to the staff member's supervisor in accordance with District policy GBGB (Staff Personal Security and Safety). The District will collect input from the Association prior to making amendments to District policy GBGB.

#### **ARTICLE XIV – HEALTH INSURANCE**

**14.1 Health Insurance** The District will provide group health insurance available to all Employees. Employees will be treated equally regarding access to health insurance. The District, in its sole discretion, shall determine the provider for such health insurance.

#### **ARTICLE XV – PAID TIME OFF**

**15.1 Paid Time Off (PTO).** Each employee shall earn ten (10) days of Paid Time Off (PTO) each contract year. Five (5) PTO days shall be allotted in July, and five (5) PTO days shall be allotted in January. Part time staff will receive PTO at a rate proportional to their FTE percentage.

**15.1.1** PTO is provided for the employee's use under the following conditions:

- **SICK LEAVE:**
  - For an appointment with a doctor, dentist or other health care specialist.
  - For the illness of the employee or the employee's immediate family.
- **PERSONAL LEAVE:**
  - For any other purpose.
- AND other allowable uses as allowed per law.

**15.1.2** If an employee exhausts all Current and Accrued PTO leave, any excess PTO days taken by the employee that are not covered by the sick leave bank shall be deducted from the employee's pay as Leave Without Pay at the employee's daily rate. Any employee taking more than four (4) days as Leave Without Pay will be subject to possible progressive discipline for not working the contracted number of days. Health insurance and FMLA coverage may be in jeopardy if excessive days of Leave Without Pay are taken.

**15.1.3** PTO shall be requested at least 3 working days prior to absence. Hot Zone PTO days, as described below, shall be requested as least five (5) working days prior to the absence. The only exception shall be in cases

of illness or emergency. Employees shall follow procedure to notify the substitute coordinator and supervisor so that arrangements can be made for substitutes or other necessary personnel. PTO requests may be granted or denied based on the availability of substitutes.

**15.1.4** A Hot Zone PTO day is one in which an employee's presence with students and staff is critical to the essential job functions. Each employee is permitted to take three (3) Hot Zone PTO days annually at the normal rate. Any Hot Zone PTO day taken above three (3) will be deducted at a rate of one and a half (1.5) PTO days from the employee's available leaves. The only exception shall be in cases of illness or emergency.

**15.1.5** PTO Hot Zone days are as follows: the first day of the employee's contract, the first four days of student contact, the last student contact day, the day before and the day after any break (Labor Day weekend, Thanksgiving Break, Winter Break, Spring Break, Memorial Day weekend), parent/teacher conferences, and any days taken beyond two consecutive contract days (excepting weekends).

## **15.2 Accrued PTO**

**15.2.1** Unused PTO days shall accrue from year to year during an employee's employment up to a maximum of 90 days of Accrued PTO. All current sick and personal leave accrued before July 1, 2019 shall roll over and be included in the employee's Accrued PTO balance. Accrued PTO is subject to the following regulations:

**15.2.1.1** Unused PTO days after those processed according to 15.3 that would take an employee's Accrued PTO balance over 90 days shall be "cashed in" at the end of each fiscal year (June 30) and paid to the employee at the base substitute rate, rather than rolled over into the Accrued PTO balance.

**15.2.1.2** No employee shall receive pay for Accrued PTO at the time of termination of employment, except for retiring employee (defined as employees retiring through PERA or having 20 years or more of service in LCSD), who shall be paid half of the base substitute daily rate per unused Accrued PTO day.

**15.2.2** Accrued PTO may only be used for the purposes of sick leave, as defined above.

**15.2.3** Current PTO must be used before Accrued PTO may be used in a given year.

## **15.3 Annual PTO Buy-Back.**

**15.3.1** If an employee has six (6) or more days of remaining Current PTO at the end of the fiscal year (June 30), they may receive payout for the remaining days at the employee's per diem rate according to the schedule below:

**15.3.1.1** An employee who has ten (10) or more remaining Current PTO days may opt to receive payout for up to five (5) PTO days at the employee's per diem rate.

**15.3.1.2** An employee who has nine (9) remaining Current PTO days may opt to receive payout for up to four (4) PTO days at the employee's per diem rate.

**15.3.1.3** An employee who has eight (8) remaining Current PTO days may opt to receive payout for up to three (3) PTO days at the employee's per diem rate.

**15.3.1.4** An employee who has seven (7) remaining Current PTO days may opt to receive payout for up to two (2) PTO days at the employee's per diem rate.

**15.3.1.5** An employee who has six (6) remaining Current PTO days may opt to receive payout for up to one (1) PTO day at the employee's per diem rate.

**15.3.1.6** An employee who has five (5) or fewer remaining Current PTO days does not have a payout option.

**15.3.2** Days that are eligible for and opted for payout will be paid on the June paycheck of the contract year, and will be paid at the employee's per diem rate. Any additional days missed, other than those allowed herein or in other leave policies, will result in a reduction of pay on a per diem basis.

**15.3.3** An employee who does not opt to have eligible PTO days paid out will have those days roll over into Accrued PTO as defined above.

#### **15.4 Sick Leave Bank.**

**15.4.1** A sick leave bank shall be established, based upon PTO days contributed by employees to the bank, to provide a source of leave beyond an individual employee's Current and Accrued PTO for employees, or employees' immediate family members, whose illness(es) cause them to exhaust their Current and Accrued PTO leave. An employee must exhaust all Current and Accrued PTO before accessing the sick leave bank for any purpose.

**15.4.2** Sick leave bank may only be used for the employee's, or the employee's immediate family member's, illness (including mental or physical), disability, or for the employee's emotional well-being associated with a traumatic event or emergency. Use of the sick leave bank is not intended for elective procedures or procedures that can be

delayed without health consequences until a time during which school is not in session. The bank may be used for an employee's maternity leave. Maternity leave is defined as 6 weeks for a "normal" delivery and 8 weeks for a "complicated" delivery.

- 15.4.3** To become a member of the sick leave bank, a teacher shall donate one PTO day each year for the first three years the teacher is a member. If, at any time, the balance of days in the sick leave bank drops below one hundred days, participating teachers will be required to donate one additional day per year until the balance in the bank equals or exceeds one thousand days. In the event an employee chooses not to participate in the bank, or wishes to withdraw from the bank, the employee must provide written notice to the Human Resources Director and to the Association.
- 15.4.4** A Sick Leave Bank Committee shall consist of the President of the Association and up to two members of LCEA leadership. The Committee shall be governed by guidelines which shall be drafted by the Association, reviewed by legal counsel for the District and the Association, and approved by the District and the Association. The Committee shall review applications for the use of sick leave bank days, shall apply the guidelines in good faith, and shall approve or deny the application. The Committee will report documentation and outcome to the HR Director.
- 15.4.5** A member of the sick leave bank seeking to utilize days from the bank must submit a written application to the Sick Leave Bank Committee. Before approving the application, the Sick Leave Bank Committee may require the member to submit verification from the member's physician that the member is unable to work and the estimated period of recovery for the member or the member's immediate family.
- 15.4.6** No member may use more than 60 days from the sick leave bank in any school year.
- 15.5 Religious Leave.** A maximum of three (3) days of paid religious leave shall be granted to an employee per school year for religious observances for holidays established by the religious body upon request to the Superintendent.
- 15.6 Crisis Leave.** The District will provide swift response to any teacher who is the victim of workplace violence or a District-vetted credible threat and shall use administrative leave to provide immediate support as needed. In addition, such teacher shall be entitled to up to three (3) days of crisis leave. To access this crisis leave, an employee shall be required to consult and receive a recommendation for leave from an appropriate medical provider, the District's Employee Assistance Program (EAP) or equivalent mental health provider. This leave is intended to help with the recovery and recuperation of the teacher and will not impact their leave balances.

## **ARTICLE XVI – EVALUATION**

**16.1 Evaluation Purpose.** The primary function of evaluations is the improvement of all Employees' performances.

**16.2 Evaluation Timing.** All Full-Time Employees shall receive one (1) evaluation each school year by their immediate supervisor. Evaluations are maintained in District Human Resources personnel files.

## **ARTICLE XVII – DISCIPLINE**

**17.1 Just Cause Requirement for Discipline.** No employee will be disciplined or reprimanded in writing, including having a reduction in compensation, without just cause.

**17.2 Continuing Employment Rights.** No employee may be terminated mid-year without just cause following three (3) consecutive years of employment with effective or satisfactory (or other similar ratings as used by the District in the relevant evaluation system) evaluations. An individual employee who has not been terminated prior to June 1 of the end of the third such year, shall receive an employment contract for the following school year. The employee shall then have ongoing job protections, meaning they may not be dismissed without just cause. In the event that an employee has two consecutive years of ineffective or unsatisfactory (or other similar rating as used by the District in the relevant evaluation system) ratings after gaining continuing employment rights, then such employee shall lose continuing employment rights at the beginning of the next school year. Upon the effective date of this Collective Bargaining Agreement, any bargaining unit members meeting the criteria of three (3) consecutive years of employment with effective evaluations shall have ongoing job protections as described in this section. Bargaining unit members not meeting the criteria of three (3) consecutive years of employment with effective or satisfactory (or other similar ratings as used by the District in the relevant evaluation system) evaluations shall have their then-current continuous years of demonstrated effectiveness or satisfaction count towards these ongoing job protections.

**17.3 Restorative Practices.** Nothing in this Article shall limit the District's ability to utilize restorative practices in lieu of any formal disciplinary process in the District's discretion and with the consent of the Employee involved.

**17.4 Right to a Representative.** Every Employee has the right to have an Association representative in attendance at any disciplinary meeting. The District shall, provide the Employee reasonable notice in order to allow time to secure representation. The role of the Association representative is limited to advising the staff member.

**17.5 Progressive Discipline.** The Parties agree that progressive discipline is the preferred disciplinary process. The District will utilize a progressive discipline approach;

however, the District may determine that such an approach is not appropriate for an individual situation if the situation is determined to be sufficiently serious to skip a step of the progressive discipline process. The standard sequence of such disciplinary action would be as follows:

Verbal and/or written reprimand;  
Suspension; and,  
Termination.

**17.6 Employee Response.** Employees may respond to any letter of warning or letter of reprimand in writing. These responses must be provided to their administrator within ten (10) working days of receipt of the letter of warning or letter of reprimand. These letters will then be attached to the appropriate letter in their personnel file.

## **ARTICLE XVIII – GRIEVANCE**

**18.1 Grievance.** A grievance is defined as a complaint of an alleged material violation, misinterpretation, or misapplication of the terms of this Agreement as they apply to Employees. Notwithstanding the foregoing, a Grievance shall not include any matter where the method of review is prescribed by law, or the Board is without authority to act, or concerning any discipline of an Employee.

**18.2 Grievant.** A grievant is defined as an Employee.

**18.3 Purpose.** Good morale is maintained, as problems arise, by sincere efforts of all persons concerned, to work toward constructive solutions in an atmosphere of courtesy and cooperation. The purpose of this procedure set forth in this Article is to secure, at the lowest possible administrative level, equitable solutions to the problems which may arise from time to time.

**18.4 Informal Complaint.** An Employee who believes that there has been a violation, misinterpretation, or misapplication of this Agreement shall first discuss such complaint with the principal or responsible administrator with the objective of attempting to resolve the matter informally. This discussion must occur within seven (7) days of the act upon which the Grievance is based. If the complaint is not successfully resolved within seven (7) working days after such discussion, the Employee may file a grievance.

**18.5 Level One - Formal Complaint.** If the Informal Complaint has not been resolved informally, a Grievance may be filed with the principal or responsible administrator. The grievance shall contain a concise written statement of the provisions of this Agreement which were allegedly violated, misinterpreted or misapplied, and the relief requested.

A Grievance must be filed within five (5) days from the date of the informal discussion meeting or ten (10) days from the date the Grievant knew or should have known of the

occurrence of the event giving rise to the Grievance, whichever is later.

The principal or responsible administrator shall within ten (10) days of receiving the Grievance shall meet with the Grievant to discuss the Grievance. The principal or responsible administrator shall then have five (5) working days after the meeting in which to communicate a written decision to the Grievant. A copy of such response shall be provided to the Grievant and the Association.

**18.6 Level Two: Appeal to Superintendent.** In the event the Grievant is not satisfied with the disposition of the Grievance at Level One, or if no decision has been rendered within five (5) days after the formal Level One meeting, then the Grievant may file an appeal in writing with the Superintendent within ten (10) working days of the receipt of the administrator's written response at Level One or within fifteen (15) days after the formal Level One meeting, if no written decision is provided. Within (10) days after receiving the written appeal, the Superintendent shall meet with the Grievant and, at the Superintendent's discretion, the principal, immediate supervisor, or other party or parties involved in the matter on behalf of administration. Within (5) days of the meeting, the Superintendent shall communicate a written decision to the Grievant. A copy of such response shall be provided to the Grievant and the Association.

**18.7 Level Three: Mediation.** If the Grievant is not satisfied with the disposition of such Grievance at Level Two, or if no decision has been rendered within ten (10) days after the Level Two meeting, the Grievance may proceed to Level Three within fifteen (15) days of the Level Two decision or Level Two meeting date if there is no written decision on that level. To proceed with Level Three, the mediation request must be in writing, signed by the Grievant and the Association, and received by the Superintendent within the time provided.

**18.7.1** Within five (5) days of the Association's receipt of such notice to participate in mediation, the parties shall then request a mediator from the FMCS or mutually acceptable mediator.

**18.7.2** Within sixty (60) days of agreeing upon the mediator, the Parties shall conduct the mediation. This date may be mutually extended. Meetings between the parties may be held separately or together at the request of the mediator.

**18.7.3** If the Parties reach an agreement through mediation, such agreement shall be reduced to writing. The mediation agreement shall be binding upon the Parties.

**18.8 Level Four: Arbitration.** If the Grievant is not satisfied with the disposition of the Grievance at Level Two, or if no decision has been rendered within ten (10) days after the Level Two meeting, the Association may, within fifteen (15) days after a decision by the Superintendent, or twenty-five (25) days after the Level Two meeting, whichever is sooner, or if no agreement is reached using Level Three mediation, request arbitration if the Grievance involves the interpretation, meaning, or application

of any of the provisions of this Agreement. Arbitration requests must be in writing, signed by the Grievant and the Association, and received by the Superintendent within the time provided. If any question arises as to arbitrability, the arbitrator selected to hear the dispute shall first rule upon such question prior to proceeding with scheduling the arbitration hearing.

**18.8.1** Within five (5) school days of the Superintendent's receipt of such notice, the Superintendent and/or designee, and the President of the Association and/or designee, will simultaneously exchange lists of at least four (4) arbitrators. Within five (5) school days thereafter, a meeting of these individuals shall be held in an attempt to agree upon an arbitrator.

**18.8.2** If the Parties are unable to agree upon an arbitrator at such meeting, the arbitrator shall be selected in the same manner as set forth in Article 8.8.2.2.1.

**18.8.3** The arbitrator will have authority to hold hearings and make procedural rules. The arbitrator will issue a report within a reasonable time after the date of the close of the hearing, or, if oral hearings have been waived, then from the date the final statements and evidence are submitted to the arbitrator.

**18.8.4** All hearings held by the arbitrator shall be in closed sessions and no news releases shall be made concerning progress of the hearings.

**18.8.5** The arbitrator's report shall be submitted in writing to the District and the Association only, and shall set forth the arbitrator's findings of fact, reasoning, conclusions, and recommendations on the issues submitted. The arbitrator's recommendations shall be consistent with law and with the terms of this Agreement. The arbitrator's report shall be advisory only, and binding neither on the District nor on the Association.

**18.8.6** Within five (5) school days after receiving the report of the arbitrator, representatives of the parties will meet to discuss the report, and, if necessary, implementation of the report. No public releases may be made until after such meeting.

**18.8.7** The Board shall take official action on the report of the arbitrator at the next regularly scheduled meeting of the Board or within twenty (20) subsequent to the meeting between the representatives of the Parties, whichever is later.

## **18.9 General Provisions Applicable to All Levels of a Grievance.**

**18.9.1 Right to Be Present; Right to Representation.** A Grievant shall have the right to be present at all meetings related to the Grievance and, at the option of the Grievant(s), may be represented at such meetings by a representative of

the Association.

**18.9.2 No Retaliation.** Neither the Board nor the Association nor any member of the administrative staff of the District shall retaliate against an Employee because the Employee has participated in the grievance process, whether as a grievant or a witness.

**18.9.3 Failure To Comply With Time Deadlines.** Failure to file a Grievance within the required time, or failure to appeal the Grievance to the next level within the required time, shall constitute a forfeiture of the Grievance and deemed to be an acceptance of the decision made or rendered. The failure of the responsible administrator to render a decision on a grievance within the required time shall constitute a denial of the Grievance and permit appeal of the Grievance to the next level within the prescribed time limits. Timelines may be changed only through prior mutual written agreement of the parties.

**18.9.4 Sole Forum.** The Grievance procedures set forth in this Article shall be the exclusive forum for obtaining redress or relief for an alleged violation, misinterpretation, or misapplication of the terms of this Agreement.

**18.9.5 Grievance Information.** At a minimum, a Grievance filing must contain the following information:

- The date on which the matter complained of occurred;
- The sections or provisions of the Agreement allegedly misapplied or misinterpreted;
- The disposition sought by the aggrieved employee;
- The signature of the employee or employees who claim to be aggrieved by the matter being complained of and to whom any remedy shall apply; and,
- The date the Grievance is submitted.

**18.9.6 Cost Sharing.** The Parties shall share equally the entire cost of the mediator and arbitrator, and any other costs or expenses arising from or relating to the mediation and/or arbitration process(es). This provision is not intended to require either Party to pay the other Party's attorneys' fees, costs, consultant fees, or expenses if not otherwise provided in this Agreement.

**18.9.7 Days.** The days in this Article 18 shall be calendar days.

## **ARTICLE XIX – ASSIGNMENTS AND TRANSFERS**

**19.1 Procedures.** The assignment and transfer procedures as set forth in Board Policy GDJ shall be followed for assignments and transfers. If the District will be amending Board Policy GDJ, the District will provide reasonable notice to the Association of such proposed amendments. If the Association has questions or concerns about the potential changes,

such questions or concerns shall be brought first to the Superintendent. If after discussions with the Superintendent the Association still has questions and concerns about the potential amendments, the Association may speak to the Board through public comment at a Board meeting

**19.2 Transfer Requests.** Employees who desire a transfer in assignment shall follow the procedures as set forth in Board Policy GCKA.

## **ARTICLE XX – WORKING DAYS, TIME, WAGE, AND SCHEDULE**

**20.1 Individual Employee Contracts.** Each individual Employee's contract/notice of assignment shall specify the number of contract days for the school year that such individual Employee shall be contracted to work. All employees will be contracted for 179 days, which will include 162 student contact days.

**20.2 Lunch and Breaks.** Each Employee shall take a thirty (30) minute duty free lunch and 10-minute rest period that comply with state and federal laws.

**20.3 Individual Work Schedules.** Each Employee shall be provided a schedule of their designated assigned working days from their respective supervisors.

**20.4 Planning time (only applicable to Preschool Lead Teachers and Assistant Teachers)**

**20.4.1** Preschool Lead Teachers and assistant teachers will be given a minimum of 180 minutes within the week of planning time. Planning time is part of the workday. The 180 minutes of individual plan time are to be used for individual planning with exceptions for coaching and Professional Learning Communities (PLCs). If an administrator directs any other portion of this time, i.e. for IEP meetings, parent meetings or MTSS meetings, the employee shall submit an additional pay sheet for the time lost from planning. Teachers should remain in the building during this time; however, if needed, teachers may leave the building as long as they sign out and notify an office staff member.

**20.4.2** Collaborative planning time, including PLC team time, is essential to well-planned, responsive instruction and is a district expectation. Educators and administration shall engage in collaborative, building-level conversations to determine a consistent schedule for collaborative planning / PLC time within the teacher work week.

**20.4.3** Alternative building schedules, i.e. parent-teacher conferences, field trips, assemblies, exams and testing, shall be developed collaboratively with the building leadership team, building administration and the Association.

**20.5 Workdays and Professional Development Days.**

**20.5.1** Full day Employee Workdays shall consist of 7.33 hours including a 1 hour lunch break. Professional development days consist of 8 hours including a one-hour lunch break. The ½-day Professional Development Day and the ½-day workday consists of 3.5 hours of Professional Development and 3.5 hours of work time and a one-hour lunch.

**20.5.2** There will be no less than seven (7) work days annually. Employees will have the option of flexing up to three (3) of these workdays annually, meaning that employees may complete the associated hours at a time and place of their choosing. Employees will document the workdays they are flexing in the district's leave tracking system.

**20.6 Base Placement Wages.** Staff subject to this agreement will be placed based on Appendix A.

**20.7 Preschool Wage Increase Policy (only applies to Preschool staff).** Preschool employees who successfully complete educational advancement will receive wage increases per Appendix B effective in the pay period following the submission of a transcript demonstrating completion to the employee's supervisor.

## **ARTICLE XXI – ENTIRE AGREEMENT**

**21.1 Entire Agreement.** The District shall not be bound by any requirement which is not specifically stated in this Agreement. Specifically, but not exclusively, in regard to interpretation or construction of this Agreement, the District is not bound by any past practices, or understandings with any labor organization, unless such past practices or understandings are specifically stated in this Agreement.

**21.2 Waiver of Bargaining.** The Association and the District agree that this Agreement is intended to cover all matters within the scope of bargaining, and that during the term of this Agreement, neither the District nor the Association will be required to negotiate on any further matters affecting these or any other subjects not specifically set forth in this Agreement.

**21.3 Savings Clause.** Should any provisions of this Agreement be found to be inoperative, void, or invalid by any court or tribunal of competent jurisdiction, all other provisions of this Agreement shall remain in full force and effect for the duration of this Agreement.

**21.4 Modification of Agreement.** No change, rescission, alteration or modification of this Agreement in whole or in part shall be valid unless the same is in writing and is ratified by both the Board and the Association.

**21.5 Waiver.** Failure of either party to enforce, or insist upon, the performance of any term, condition or provision of this Agreement, in any one (1) or more instances, shall

not be deemed a waiver of such term, condition or provision. No term, condition or provision of this Agreement shall be deemed waived by either party unless such waiver is reduced to writing and signed by the Association's officers and the Board. If such written waiver is given, it shall apply only to the specific case for which the waiver is given and shall not be construed as a general or absolute waiver of the term, condition or provision, which is the subject matter of the waiver

Signature Page to Follow  
(include dates of execution of each party)

**COLLECTIVE BARGAINING AGREEMENT  
SIGNATURE PAGE**

IN WITNESS WHEREOF, the parties have caused their corporate names to be hereunto subscribed by their respective Presidents and attested by their respective representatives, this \_\_\_\_\_ day of May, 2025.

LAKE COUNTY EDUCATION ASSOCIATION

LAKE COUNTY SCHOOL DISTRICT R-1  
LAKE COUNTY, CO

by:

\_\_\_\_\_  
Cody Jump, CO-President  
Lake County Education Association  
Date \_\_\_\_\_

by:

\_\_\_\_\_  
John Baker, President  
Lake County Board of Education

Date \_\_\_\_\_

by:

\_\_\_\_\_  
Julia Frattolin, CO-President  
Lake County Education Association

by:

\_\_\_\_\_  
Melissa Earley, Secretary  
Lake County Board of Education

Date \_\_\_\_\_

Date \_\_\_\_\_

ATTEST:

by:

\_\_\_\_\_  
Kate Bartlett, Superintendent

Date \_\_\_\_\_

by:

\_\_\_\_\_  
LCEA Representative

Date \_\_\_\_\_

## APPENDIX A

### Preschool Placement Wage Scale 2025-26

#### The Center Preschool New Hire Placement Schedule

Note : This schedule is strictly for placing an individual at the time of hire on a certain experience level.

##### Lead Teacher or Home Visitor

Years of Experience	A	B	C	D	E	F	G	H
0	na	na	\$ 20.35	\$ 21.05	\$ 21.76	\$ 22.51	\$ 23.27	See schedule
1	na	na	\$ 20.76	\$ 21.47	\$ 22.20	\$ 22.96	\$ 23.74	See schedule
2	na	na	\$ 21.17	\$ 21.90	\$ 22.64	\$ 23.42	\$ 24.21	See schedule
3	na	na	\$ 21.60	\$ 22.34	\$ 23.09	\$ 23.89	\$ 24.69	See schedule
4	na	na	\$ 22.03	\$ 22.79	\$ 23.55	\$ 24.37	\$ 25.19	See schedule
5	na	na	\$ 22.47	\$ 23.24	\$ 24.02	\$ 24.85	\$ 25.69	See schedule
6	na	na	\$ 22.92	\$ 23.71	\$ 24.51	\$ 25.35	\$ 26.21	See schedule
7	na	na	\$ 23.38	\$ 24.18	\$ 25.00	\$ 25.86	\$ 26.73	See schedule
8	na	na	\$ 23.84	\$ 24.66	\$ 25.50	\$ 26.37	\$ 27.26	See schedule

##### Assistant Teacher

Years of Experience	A	B	C	D	E	F	G	H
0	\$ 18.27	\$ 18.90	\$ 19.53	\$ 20.20	\$ 20.88	\$ 20.88	\$ 20.88	\$ 20.88
1	\$ 18.64	\$ 19.28	\$ 19.92	\$ 20.60	\$ 21.30	\$ 21.30	\$ 21.30	\$ 21.30
2	\$ 19.01	\$ 19.66	\$ 20.32	\$ 21.02	\$ 21.72	\$ 21.72	\$ 21.72	\$ 21.72
3	\$ 19.39	\$ 20.06	\$ 20.73	\$ 21.44	\$ 22.16	\$ 22.16	\$ 22.16	\$ 22.16
4	\$ 19.78	\$ 20.46	\$ 21.14	\$ 21.87	\$ 22.60	\$ 22.60	\$ 22.60	\$ 22.60
5	\$ 20.17	\$ 20.87	\$ 21.56	\$ 22.30	\$ 23.05	\$ 23.05	\$ 23.05	\$ 23.05
6	\$ 20.57	\$ 21.28	\$ 21.99	\$ 22.75	\$ 23.51	\$ 23.51	\$ 23.51	\$ 23.51
7	\$ 20.99	\$ 21.71	\$ 22.43	\$ 23.20	\$ 23.98	\$ 23.98	\$ 23.98	\$ 23.98
8	\$ 21.41	\$ 22.14	\$ 22.88	\$ 23.67	\$ 24.46	\$ 24.46	\$ 24.46	\$ 24.46

##### Support Staff

Years of Experience	
0	\$ 18.27
1	\$ 18.64
2	\$ 19.01
3	\$ 19.39
4	\$ 19.78
5	\$ 20.17
6	\$ 20.57
7	\$ 20.99
8	\$ 21.41

##### Substitute

A	B	C	D	E	F	G	H
\$121 per day							

A	High school diploma or equivalent
B	EC Teacher per licensing regs
C	AA - unrelated field
D	Current CDA or Colorado Credential Level Equivalent
E	BA - unrelated field
F	AA - ECE or related field
G	BA - ECE or related field
H	Certified teacher ECE

## Paraprofessional Placement Wage Scale 2025-26

<b>LCEA Classified Employee Placement Schedule</b>									
<p>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 raise as directed by Lake County School Board of Education on an annual basis based upon LCEA-LCSD negotiations.</p>									
<b>Paraprofessional</b>									
Years of Experience	A	B	C						
0	\$ 18.27	\$ 18.90	\$ 19.53						
1	\$ 18.64	\$ 19.28	\$ 19.92						
2	\$ 19.01	\$ 19.66	\$ 20.32						
3	\$ 19.39	\$ 20.06	\$ 20.73						
4	\$ 19.78	\$ 20.46	\$ 21.14						
5	\$ 20.17	\$ 20.87	\$ 21.56						
6	\$ 20.57	\$ 21.28	\$ 21.99						
7	\$ 20.99	\$ 21.71	\$ 22.43						
8	\$ 21.41	\$ 22.14	\$ 22.88						
<b>Instructional Paraprofessional**</b>									
Year of Experience	Instructional Paraprofessional A	B	C						
0	\$ 20.35	\$ 21.05	\$ 21.76						
1	\$ 20.76	\$ 21.47	\$ 22.20						
2	\$ 21.17	\$ 21.90	\$ 22.64						
3	\$ 21.60	\$ 22.34	\$ 23.09						
4	\$ 22.03	\$ 22.79	\$ 23.55						
5	\$ 22.47	\$ 23.24	\$ 24.02						
6	\$ 22.92	\$ 23.71	\$ 24.51						
7	\$ 23.38	\$ 24.18	\$ 25.00						
8	\$ 23.84	\$ 24.66	\$ 25.50						
<table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="text-align: center; width: 50px;">A</td> <td>High school diploma or equivalent</td> </tr> <tr> <td style="text-align: center;">B</td> <td>AA or 60 college credit hours in education related field</td> </tr> <tr> <td style="text-align: center;">C</td> <td>BA or 120 college credit hours in education related field</td> </tr> </table>				A	High school diploma or equivalent	B	AA or 60 college credit hours in education related field	C	BA or 120 college credit hours in education related field
A	High school diploma or equivalent								
B	AA or 60 college credit hours in education related field								
C	BA or 120 college credit hours in education related field								
<p>**Instructional Paraprofessionals who are asked to provide long-term coverage in a core classroom receive an additional \$3 per hour and may submit an extra 4 hours per</p>									
5.2025									

**APPENDIX B**  
**Preschool Wage Increase Policy 2025-26**

**Preschool Wage Increase Policy**

Employees who successfully complete educational advancement will receive a wage increase as per the following schedule, effective in the pay period following the presentation of a transcript demonstrating completion to the employee's supervisor.

<b>Education-Related Wage Increases</b>		
<b>Eligible Employees</b>	<b>Advancement Obtained</b>	<b>Wage Increase</b>
Support Staff, Assistant and Lead Teachers	Completion of CDA or equivalent	Increase to Scale D or \$.50 per hour increase, whichever is more
Support Staff, Assistant and Lead Teachers	Completion of AA in ECE or related	Increase to Scale F or \$1.50 per hour increase, whichever is more
Support Staff, Assistant and Lead Teachers	Completion of BA in ECE or related	Increase to Scale G or \$1.50 per hour increase, whichever is more
Lead Teachers only	Completion of BA + 15 in ECE or related	Increase to Scale G or \$1.50 per hour increase, whichever is more
Lead Teachers only	Completion of ECE Teaching Certification	Placement on Certified Teaching Schedule
	Substitute director pay will be \$2.50 per hour or \$15.00 per day.	

Lake County School District  
328 West 5<sup>th</sup> Street  
Leadville, Colorado 80461  
[www.lakecountyschools.net](http://www.lakecountyschools.net)

## AGENDA COVER MEMO

TO: Board of Education  
PRESENTER(S): Kate Bartlett  
MEMO PREPARED BY: Kate Bartlett  
INVITED GUESTS: 0  
TIME ALLOTTED ON AGENDA: 10 min  
DATE OF MEETING: 5/27/2025  
ATTACHMENTS: 6

RE: *2025-26 Staff Calendars*, Presentation

### TOPIC SUMMARY

**Background:** As a reminder, the Board of Education has the statutory requirement to approve the district calendar. In October, the Board gave staff the direction to keep the general calendar structure the same for one more year (2025-26).

**Topic for Presentation:** The Board approved the student calendar for 2025-26 in February. Now that negotiations are complete, we are providing the staff calendars for 2025-26 for Board approval.



# Lake County School District 2025-26 179 DAY

### Color Key

No School-Summer Vacation						
First/Last Day of School						
PD	Work	1/2+1/2				
Orientation						
Graduation						
Parent-Teacher Conferences						
New Teachers Back						
No School/Holiday						

### JULY 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### JANUARY 2026

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 Break  
1 New Year's Day

16 student days  
17 teacher days

6 Orientation-All Schools  
11 First day of school for all students

### AUGUST 2025

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12 student days  
18 teacher days

### FEBRUARY 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

16 student days  
16 teacher days

2 Break -Labor Day  
19 Home Visits - Center

### SEPTEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 student days  
18 teacher days

### MARCH 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9-13 Break - Spring Break

25-26 Half Day AM(3hrs),  
PT Conf Noon-8pm

14 student days  
16 teacher days\*  
\*1 day accumulated from conferences

15-16 Half Day AM(3hrs),  
PT Conf Noon-8pm

### OCTOBER 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18 student days  
20 teacher days\*  
\*1 day accumulated from conferences

### APRIL 2026

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 student days  
19 teacher days

24-28 Break  
27 Thanksgiving Day

### NOVEMBER 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

12 student days  
13 teacher days

### MAY 2026

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

25 Break - Memorial Day  
15 Home Visits - Center

15 student days  
16 teacher days

22-31 Break  
25 Christmas Day

### DECEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 student days  
13 teacher days  
S1 71 Student Days

### JUNE 2026

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

13 Graduation  
18 Last day of school

12 student days  
13 teacher days  
S2 91 Student Days



# Lake County School District 2025-26 184 DAY

### Color Key

No School-Summer Vacation						
First/Last Day of School						
PD	Work	1/2+1/2				
Orientation						
184 Contract Work Day						
Graduation						
Parent-Teacher Conferences						
New Teachers Back						
No School/Holiday						

### JULY 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### JANUARY 2026

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 Break  
1 New Year's Day

16 student days  
17 teacher days

6 Orientation-All Schools  
11 First day of school for all students

### AUGUST 2025

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12 student days  
18 teacher days

### FEBRUARY 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

16 student days  
16 teacher days

2 Break -Labor Day  
19 Home Visits - Center

### SEPTEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 student days  
18 teacher days

### MARCH 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9-13 Break - Spring Break

25-26 Half Day AM(3hrs),  
PT Conf Noon-8pm

14 student days  
16 teacher days\*  
\*1 day accumulated from conferences

15-16 Half Day AM(3hrs),  
PT Conf Noon-8pm

### OCTOBER 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18 student days  
20 teacher days\*  
\*1 day accumulated from conferences

### APRIL 2026

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 student days  
19 teacher days

24-28 Break  
27 Thanksgiving Day

### NOVEMBER 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

12 student days  
13 teacher days

### MAY 2026

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 Break - Memorial Day

15 student days  
16 teacher days

22-31 Break  
25 Christmas Day

### DECEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 student days  
13 teacher days

S1 71 Student Days

### JUNE 2026

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

13 Graduation  
18 Last day of school

12 student days  
13 teacher days

S2 91 Student Days



# Lake County School District 2025-26 189 DAY

### Color Key

No School-Summer Vacation						
First/Last Day of School						
PD	Work	1/2+1/2				
Orientation						
189 Contract Work Day						
Graduation						
Parent-Teacher Conferences						
New Teachers Back						
No School/Holiday						

  

JULY 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY 2026						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 Break  
1 New Year's Day  
  
16 student days  
17 teacher days

6 Orientation-All Schools  
11 First day of school for all students

AUGUST 2025						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12 student days  
18 teacher days

FEBRUARY 2026						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

16 student days  
16 teacher days

2 Break -Labor Day  
19 Home Visits - Center

SEPTEMBER 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 student days  
18 teacher days

MARCH 2026						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9-13 Break - Spring Break  
  
25-26 Half Day AM(3hrs),  
PT Conf Noon-8pm  
  
14 student days  
16 teacher days\*  
\*1 day accumulated from conferences

15-16 Half Day AM(3hrs),  
PT Conf Noon-8pm

OCTOBER 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18 student days  
20 teacher days\*  
\*1 day accumulated from conferences

APRIL 2026						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 student days  
19 teacher days

24-28 Break  
27 Thanksgiving Day

NOVEMBER 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

12 student days  
13 teacher days

MAY 2026						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 Break - Memorial Day  
  
15 student days  
16 teacher days

22-31 Break  
25 Christmas Day

DECEMBER 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 student days  
13 teacher days  
  
S1 71 Student Days

JUNE 2026						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

13 Graduation  
18 Last day of school  
  
12 student days  
13 teacher days  
  
S2 91 Student Days



# Lake County School District 2025-26 195 DAY

### Color Key

No School-Summer Vacation						
First/Last Day of School						
PD	Work	1/2+1/2				
Orientation						
195 Contract Work Day						
Graduation						
Parent-Teacher Conferences						
New Teachers Back						
No School/Holiday						

### JULY 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### JANUARY 2026

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 Break  
1 New Year's Day

16 student days  
17 teacher days

6 Orientation-All Schools  
11 First day of school for all students

### AUGUST 2025

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12 student days  
18 teacher days

### FEBRUARY 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

16 student days  
16 teacher days

2 Break -Labor Day  
19 Home Visits - Center

### SEPTEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 student days  
18 teacher days

### MARCH 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9-13 Break - Spring Break

25-26 Half Day AM(3hrs),  
PT Conf Noon-8pm

14 student days  
16 teacher days\*  
\*1 day accumulated from conferences

15-16 Half Day AM(3hrs),  
PT Conf Noon-8pm

### OCTOBER 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18 student days  
20 teacher days\*  
\*1 day accumulated from conferences

### APRIL 2026

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 student days  
19 teacher days

24-28 Break  
27 Thanksgiving Day

### NOVEMBER 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

12 student days  
13 teacher days

### MAY 2026

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 Break - Memorial Day

15 student days  
16 teacher days

22-31 Break  
25 Christmas Day

### DECEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 student days  
13 teacher days  
S1 71 Student Days

### JUNE 2026

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

13 Graduation  
18 Last day of school

12 student days  
13 teacher days  
S2 91 Student Days



# Lake County School District 2025-26 200 DAY

### Color Key

No School-Summer Vacation						
First/Last Day of School						
PD	Work	1/2+1/2				
Orientation						
200 Contract Work Day						
Graduation						
Parent-Teacher Conferences						
New Teachers Back						
No School/Holiday						

### JULY 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### JANUARY 2026

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 Break  
1 New Year's Day

16 student days  
17 teacher days

6 Orientation-All Schools  
11 First day of school for all students

### AUGUST 2025

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12 student days  
18 teacher days

### FEBRUARY 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

16 student days  
16 teacher days

2 Break -Labor Day  
19 Home Visits - Center

### SEPTEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 student days  
18 teacher days

### MARCH 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9-13 Break - Spring Break

25-26 Half Day AM(3hrs),  
PT Conf Noon-8pm

14 student days  
16 teacher days\*  
\*1 day accumulated from conferences

15-16 Half Day AM(3hrs),  
PT Conf Noon-8pm

### OCTOBER 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18 student days  
20 teacher days\*  
\*1 day accumulated from conferences

### APRIL 2026

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 student days  
19 teacher days

24-28 Break  
27 Thanksgiving Day

### NOVEMBER 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

12 student days  
13 teacher days

### MAY 2026

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 Break - Memorial Day

15 student days  
16 teacher days

22-31 Break  
25 Christmas Day

### DECEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 student days  
13 teacher days

S1 71 Student Days

### JUNE 2026

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

13 Graduation  
18 Last day of school

12 student days  
13 teacher days

S2 91 Student Days



# Lake County School District 2025-26 240 DAY

### Color Key

No School-Summer Vacation						
First/Last Day of School						
Teacher Day						
Orientation						
240 Contract Work day						
Graduation						
Parent-Teacher Conferences						
New Teachers Back						
No School/Holiday						

### JULY 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### JANUARY 2026

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 Break  
1 New Year's Day  
16 student days

6 Orientation-All Schools  
11 First day of school for all students

### AUGUST 2025

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12 student days

### FEBRUARY 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

16 student days

2 Break -Labor Day

### SEPTEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 student days

### MARCH 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9-13 Break - Spring Break

25-26 Half Day AM(3hrs),  
PT Conf Noon-8pm

14 student days

15-16 Half Day AM(3hrs),  
PT Conf Noon-8pm

### OCTOBER 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18 student days

### APRIL 2026

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 student days

24-28 Break  
27 Thanksgiving Day

### NOVEMBER 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

12 student days

### MAY 2026

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 Break - Memorial Day

15 student days

22-31 Break  
25 Christmas Day

### DECEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 student days

S1 71 Student Days

### JUNE 2026

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

13 Graduation  
18 End of quarter, last day of school

12 student days

S2 91 Student Days

Lake County School District  
328 West 5<sup>th</sup> Street  
Leadville, CO 80461

**RESOLUTION NO. 25-21**

**BE IT RESOLVED THAT**, the Board of Education of Lake County School District R-1 authorizes an increase in the 2024-2025 Funds as follows:

**Fund 22 Grants Fund**

EASI Supplemental School Improvement  
(new aquisition)

\$35,500.00

**Fund 26-Center Donations**

Lake County Community Fund Donation for Lake County Early Care and  
Education Fund  
(new aquisition)

\$3,000.00

**Total                    \$38,500.00**

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Melissa Earley, Secretary

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John Baker, President

Dated: May 27, 2025

Lake County School District  
328 West 5<sup>th</sup> Street  
Leadville, Colorado 80461  
[www.lakecountyschools.net](http://www.lakecountyschools.net)

## AGENDA COVER MEMO

TO: Board of Education  
PRESENTER(S): Kate Bartlett  
MEMO PREPARED BY: Kate Bartlett  
INVITED GUESTS: 0  
TIME ALLOTTED ON AGENDA: 20 min  
DATE OF MEETING: 5/27/2025  
ATTACHMENTS: 1 - will be presented at the meeting  
  
RE: *2024-25 End-of-Year Data Review*, Presentation

### TOPIC SUMMARY

**Background:** Our schools typically collect internal assessment data three times a year.

**Topic for Presentation:** Today's presentation provides an overview of the end-of-year academic outcomes data our schools collected as well as the results of our student culture survey through Panorama.

## **ACCOUNT REFERENCE SHEET BY OBJECT**

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

**Expenditure Summary**

**MONTHLY BUDGET STATUS REPORT**

Lake County School District R1

Report Description: BUDGET STATUS(Copy)

Account Year: 25

Account Periods: 10 - 10

Dates: 04/01/2025 - 04/30/2025

Account Account Description	Original Budget	Adjusted Budget	YTD Encumbrance	Period Expended	YTD Expended	Available Balance	Percent
<b>10 GENERAL FUND</b>							
01 SALARIES	\$7,427,879.00	\$7,752,211.82	\$0.00	\$614,496.74	\$6,170,810.62	\$1,581,401.20	79.60
02 BENEFITS	\$2,962,879.00	\$2,967,097.05	\$0.00	\$224,311.19	\$2,203,157.85	\$763,939.20	74.25
03 PROF/TECH SERVICES	\$745,420.00	\$740,112.00	\$33,008.65	\$48,976.44	\$502,717.84	\$204,385.51	72.38
04 PURCHASED SERVICES	\$155,073.00	\$269,800.00	\$28,083.29	\$37,848.48	\$255,677.41	-\$13,960.70	105.17
05 OTHER SERVICES	\$919,989.00	\$1,079,337.00	\$0.00	\$53,312.48	\$767,263.54	\$312,073.46	71.09
06 SUPPLIES	\$891,795.00	\$910,780.00	\$56,190.22	\$54,217.25	\$585,531.14	\$269,058.64	70.46
07 EQUIPMENT	\$18,900.00	\$14,900.00	\$2,293.99	\$0.00	\$2,376.97	\$10,229.04	31.35
08 OTHER OBJECTS	\$2,120,524.00	\$4,116,238.13	\$0.00	\$310.00	\$31,818.83	\$4,084,419.30	0.77
10 GENERAL FUND	\$15,242,459.00	\$17,850,476.00	\$119,576.15	\$1,033,472.58	\$10,519,354.20	\$7,211,545.65	59.60
<b>19 COLO. PRESCHOOL PROGRAM</b>							
01 SALARIES	\$255,900.00	\$265,600.00	\$0.00	\$27,605.34	\$221,865.53	\$43,734.47	83.53
02 BENEFITS	\$60,900.00	\$162,322.00	\$0.00	\$10,285.67	\$81,945.05	\$80,376.95	50.48
03 PROF/TECH SERVICES	\$0.00	\$3,000.00	\$0.00	\$280.63	\$2,408.96	\$591.04	80.30
04 PURCHASED SERVICES	\$3,700.00	\$6,500.00	\$0.00	\$1,366.56	\$10,270.42	-\$3,770.42	158.01
05 OTHER SERVICES	\$1,000.00	\$200.00	\$0.00	\$0.00	\$56.94	\$143.06	28.47
06 SUPPLIES	\$3,500.00	\$38,600.00	\$283.75	\$15,492.31	\$39,939.13	-\$1,622.88	104.20
19 COLO. PRESCHOOL PROGRAM	\$325,000.00	\$476,222.00	\$283.75	\$55,030.51	\$356,486.03	\$119,452.22	74.92
<b>21 FOOD SERVICE FUND</b>							
01 SALARIES	\$398,320.00	\$344,085.00	\$0.00	\$35,210.77	\$307,160.18	\$36,924.82	89.27
02 BENEFITS	\$168,945.00	\$147,202.00	\$0.00	\$13,887.66	\$124,765.11	\$22,436.89	84.76
05 OTHER SERVICES	\$1,500.00	\$1,700.00	\$0.00	\$78.87	\$658.72	\$1,041.28	38.75
06 SUPPLIES	\$442,844.00	\$421,330.00	\$1,521.14	\$36,400.96	\$297,843.88	\$121,964.98	71.05
08 OTHER OBJECTS	\$0.00	\$607.00	\$0.00	\$0.00	\$0.00	\$607.00	0.00
21 FOOD SERVICE FUND	\$1,011,609.00	\$914,924.00	\$1,521.14	\$85,578.26	\$730,427.89	\$182,974.97	80.00
<b>22 DESIGNATED PURPOSE GRANTS</b>							
01 SALARIES	\$1,069,058.00	\$1,110,632.00	\$0.00	\$77,696.84	\$851,182.46	\$259,449.54	76.64
02 BENEFITS	\$405,289.00	\$393,997.00	\$0.00	\$26,987.25	\$288,796.12	\$105,200.88	73.30
03 PROF/TECH SERVICES	\$415,829.00	\$798,610.00	\$109,569.85	\$126,359.87	\$529,367.72	\$159,672.43	80.01
04 PURCHASED SERVICES	\$0.00	\$4,000.00	\$0.00	\$0.00	\$379.67	\$3,620.33	9.49
05 OTHER SERVICES	\$61,573.00	\$152,680.00	\$4,620.00	\$1,423.99	\$117,352.52	\$30,707.48	79.89
06 SUPPLIES	\$212,297.00	\$262,288.00	\$42,709.81	\$15,827.56	\$180,278.09	\$39,300.10	85.02
07 EQUIPMENT	\$40,695.00	\$22,400.00	\$0.00	\$0.00	\$8,000.00	\$14,400.00	35.71
22 DESIGNATED PURPOSE GRANTS	\$2,204,741.00	\$2,744,607.00	\$156,899.66	\$248,295.51	\$1,975,356.58	\$612,350.76	77.69
<b>23 ATHLETIC/ACTIVITY FUND</b>							
08 OTHER OBJECTS	\$332,054.00	\$761,181.00	\$0.00	\$0.00	\$0.00	\$761,181.00	0.00
23 ATHLETIC/ACTIVITY FUND	\$332,054.00	\$761,181.00	\$0.00	\$0.00	\$0.00	\$761,181.00	0.00

**Expenditure Summary**

**MONTHLY BUDGET STATUS REPORT**

Lake County School District R1

Report Description: BUDGET STATUS(Copy)

Account Year: 25

Account Periods: 10 - 10

Dates: 04/01/2025 - 04/30/2025

Account Account Description	Original Budget	Adjusted Budget	YTD Encumbrance	Period Expended	YTD Expended	Available Balance	Percent
<b>26 THE CENTER - CHILD CARE</b>							
01 SALARIES	\$208,608.00	\$78,172.00	\$0.00	\$3,021.63	\$63,151.62	\$15,020.38	80.79
02 BENEFITS	\$78,565.00	\$50,491.00	\$0.00	\$829.72	\$24,802.96	\$25,688.04	49.12
03 PROF/TECH SERVICES	\$2,400.00	\$3,000.00	\$0.00	\$224.51	\$1,713.38	\$1,286.62	57.11
05 OTHER SERVICES	\$36,000.00	\$36,000.00	\$0.00	\$0.00	\$0.00	\$36,000.00	0.00
06 SUPPLIES	\$46,533.00	\$16,550.00	\$227.88	\$1,206.60	\$23,758.45	-\$7,436.33	144.93
08 OTHER OBJECTS	\$105,200.00	\$589,877.00	\$0.00	\$636.36	\$3,999.73	\$585,877.27	0.68
26 THE CENTER - CHILD CARE	\$477,306.00	\$774,090.00	\$227.88	\$5,918.82	\$117,426.14	\$656,435.98	15.20
<b>27 HEAD START PROGRAM</b>							
01 SALARIES	\$521,960.00	\$483,600.00	\$0.00	\$39,125.58	\$392,613.52	\$90,986.48	81.19
02 BENEFITS	\$145,984.00	\$170,652.00	\$0.00	\$14,572.24	\$151,038.09	\$19,613.91	88.51
03 PROF/TECH SERVICES	\$58,911.00	\$54,211.00	\$0.00	\$9,294.91	\$49,364.55	\$4,846.45	91.06
05 OTHER SERVICES	\$6,490.00	\$5,294.00	\$0.00	\$489.48	\$4,729.81	\$564.19	89.34
06 SUPPLIES	\$30,275.00	\$49,863.00	\$716.80	\$3,397.59	\$54,322.72	-\$5,176.52	110.38
08 OTHER OBJECTS	\$190,905.00	\$190,905.00	\$0.00	\$48.09	\$298.42	\$190,606.58	0.16
27 HEAD START PROGRAM	\$954,525.00	\$954,525.00	\$716.80	\$66,927.89	\$652,367.11	\$301,441.09	68.42
<b>31 BOND REDEMPTION FUND</b>							
08 OTHER OBJECTS	\$3,903,718.00	\$3,804,521.00	\$0.00	\$0.00	\$262,297.03	\$3,542,223.97	6.89
09 OTHER USES OF FUNDS	\$1,169,453.00	\$1,169,453.00	\$0.00	\$0.00	\$1,169,452.92	\$0.08	100.00
31 BOND REDEMPTION FUND	\$5,073,171.00	\$4,973,974.00	\$0.00	\$0.00	\$1,431,749.95	\$3,542,224.05	28.78
<b>43 CAPITAL PROJECTS FUND</b>							
07 EQUIPMENT	\$85,001.00	\$474,480.00	\$105,722.38	\$17,313.10	\$230,730.76	\$138,026.86	70.91
08 OTHER OBJECTS	\$477,250.00	\$1,034,490.00	\$0.00	\$0.00	\$0.00	\$1,034,490.00	0.00
43 CAPITAL PROJECTS FUND	\$562,251.00	\$1,508,970.00	\$105,722.38	\$17,313.10	\$230,730.76	\$1,172,516.86	22.30
<b>64 HEALTH INSURANCE RESERVE</b>							
05 OTHER SERVICES	\$2,569,366.00	\$2,293,816.00	\$0.00	\$347,119.29	\$1,980,832.01	\$312,983.99	86.36
64 HEALTH INSURANCE RESERVE	\$2,569,366.00	\$2,293,816.00	\$0.00	\$347,119.29	\$1,980,832.01	\$312,983.99	86.36

Report Description: BUDGET STATUS(Copy)

Account Year: 25

Account Periods: 10 - 10

Dates: 04/01/2025 - 04/30/2025

FJEXS06A

(build 25.3.17.1)

**Selection Criteria**

Account Year	25
Account Period Range	10 - 10
Accounts	All Accounts
Report ID	34932
Report Title	MONTHLY BUDGET STATUS REPORT
Report Description	BUDGET STATUS(Copy)
Role ID	ADMIN

**Report Specification Sort / Totals**

FUND	Sequence: 1	Heading: Y	Total: Y	Page Break: N
OBJECT 1	Sequence: 2	Heading: N	Total: Y	Page Break: N

**Display Options**

Show Zero Accounts	No
Summary/Detail	Summary

**Report Specification Selection Ranges**

FUND	10 - 64
------	---------

FINANCIAL REPORT AS OF 4/30/25

GENERAL FUND

EXPENDITURES										REVENUE									
BUDGET										BUDGET									
										\$ 8,582,327.55									
TOTAL ALLOCATION	TABOR	UNALLOCATED	% UNALLOCATED	BUDGETED EXPENDITURE	YTD ACTIVITY	PREVIOUS YR ACCRUED SAL/BEN	BALANCE	YTD EXP-PY ACC/SAL	%	BUDGET AMOUNT	BFB	BUDGETED REVENUE	MONTHLY REVENUE RECEIVED	YTD REVENUE	% RECEIVED				
Jul-2024	\$ 15,242,459.00	\$ 505,000.00	3.32%	\$ 13,151,885.00	\$ 13,151,885.00	\$ 616,498.80	\$ 12,433,800.04	\$ 817,084.96	6.21%	Jul-2024	\$ 15,242,459.00	\$ 2,162,397.00	\$ 13,080,062.00	\$ 118,223.13	\$ 118,223.13	0.78%			
Aug-2024	\$ 15,242,459.00	\$ 505,000.00	3.32%	\$ 13,151,885.00	\$ 2,319,803.57	\$ 616,498.80	\$ 11,448,480.23	\$ 1,703,404.77	12.89%	Aug-2024	\$ 15,242,459.00	\$ 2,162,397.00	\$ 13,080,062.00	\$ 96,620.87	\$ 2,181,262.01	0.17%			
Sep-2024	\$ 15,242,459.00	\$ 505,000.00	3.32%	\$ 13,151,885.00	\$ 3,352,682.79	\$ 616,498.80	\$ 10,141,569.01	\$ 2,736,189.99	20.80%	Sep-2024	\$ 15,242,459.00	\$ 2,162,397.00	\$ 13,080,062.00	\$ 540,255.44	\$ 2,721,517.45	4.30%			
Oct-2024	\$ 15,242,459.00	\$ 505,000.00	3.32%	\$ 13,151,885.00	\$ 4,287,871.93	\$ 616,498.80	\$ 9,465,111.87	\$ 3,673,371.13	27.92%	Oct-2024	\$ 15,242,459.00	\$ 2,162,397.00	\$ 13,080,062.00	\$ 173,556.01	\$ 2,735,201.71	5.62%			
Nov-2024	\$ 15,242,459.00	\$ 505,000.00	3.32%	\$ 13,151,885.00	\$ 5,399,112.72	\$ 616,498.80	\$ 8,369,211.87	\$ 4,782,613.92	36.38%	Nov-2024	\$ 15,242,459.00	\$ 2,162,397.00	\$ 13,080,062.00	\$ 386,580.52	\$ 1,121,711.23	8.58%			
Dec-2024	\$ 15,242,459.00	\$ 505,000.00	3.32%	\$ 13,151,885.00	\$ 6,532,971.06	\$ 616,498.80	\$ 7,235,472.74	\$ 5,916,472.26	44.80%	Dec-2024	\$ 15,242,459.00	\$ 2,162,397.00	\$ 13,080,062.00	\$ 124,335.70	\$ 1,246,046.93	9.53%			
Jan-2025	\$ 17,850,476.00	\$ 373,000.00	2.09%	\$ 14,880,967.00	\$ 7,595,053.83	\$ 616,498.80	\$ 7,902,391.97	\$ 6,976,565.03	46.80%	Jan-2025	\$ 17,850,476.00	\$ 3,544,789.00	\$ 14,305,687.00	\$ 430,322.13	\$ 1,676,369.06	11.72%			
Feb-2025	\$ 17,850,476.00	\$ 373,000.00	2.09%	\$ 14,880,967.00	\$ 8,606,919.93	\$ 616,498.80	\$ 8,606,919.93	\$ 7,990,421.13	53.70%	Feb-2025	\$ 17,850,476.00	\$ 3,544,789.00	\$ 14,305,687.00	\$ 2,473,064.48	\$ 2,473,064.48	17.29%			
Mar-2025	\$ 17,850,476.00	\$ 373,000.00	2.09%	\$ 14,880,967.00	\$ 9,621,761.62	\$ 616,498.80	\$ 8,575,704.18	\$ 9,005,262.82	60.52%	Mar-2025	\$ 17,850,476.00	\$ 3,544,789.00	\$ 14,305,687.00	\$ 2,000,699.81	\$ 4,473,764.29	31.27%			
Apr-2025	\$ 17,850,476.00	\$ 373,000.00	2.09%	\$ 14,880,967.00	\$ 10,638,903.35	\$ 616,498.80	\$ 8,489,535.45	\$ 10,022,431.55	67.36%	Apr-2025	\$ 17,850,476.00	\$ 3,544,789.00	\$ 14,305,687.00	\$ 563,774.26	\$ 5,037,538.55	35.21%			
May-2025										May-2025									
Jun-2025										Jun-2025									

EXPENDITURES										REVENUE									
BUDGET										BUDGET									
TOTAL ALLOCATION	TABOR	UNALLOCATED	% UNALLOCATED	BUDGETED EXPENDITURE	YTD ACTIVITY	PREVIOUS YR ACCRUED SAL/BEN	BALANCE	YTD EXP-PY ACC/SAL	%	BUDGET AMOUNT	BFB	BUDGETED REVENUE	MONTHLY REVENUE RECEIVED	YTD REVENUE	%				
Jul-2024	\$ 325,000.00			\$ 325,000.00	\$ 53,544.08		\$ 271,455.92	\$ 7,976.30	2.45%	Jul-2024	\$ 325,000.00	\$ -	\$ 325,000.00	\$ 34,744.50	\$ 34,744.50	10.89%			
Aug-2024	\$ 325,000.00			\$ 325,000.00	\$ 75,831.30		\$ 249,168.70	\$ 30,063.52	9.25%	Aug-2024	\$ 325,000.00	\$ -	\$ 325,000.00	\$ 119,762.83	\$ 149,851.65	4.61%			
Sep-2024	\$ 325,000.00			\$ 325,000.00	\$ 99,996.46		\$ 225,003.54	\$ 54,428.68	16.75%	Sep-2024	\$ 325,000.00	\$ -	\$ 325,000.00	\$ 90,739.36	\$ 105,721.01	32.53%			
Oct-2024	\$ 325,000.00			\$ 325,000.00	\$ 125,025.06		\$ 200,974.94	\$ 79,457.28	24.44%	Oct-2024	\$ 325,000.00	\$ -	\$ 325,000.00	\$ 31,077.46	\$ 136,798.47	42.09%			
Nov-2024	\$ 325,000.00			\$ 325,000.00	\$ 152,247.52		\$ 172,752.48	\$ 106,679.74	32.62%	Nov-2024	\$ 325,000.00	\$ -	\$ 325,000.00	\$ 32,819.01	\$ 169,617.48	52.19%			
Dec-2024	\$ 325,000.00			\$ 325,000.00	\$ 177,224.63		\$ 147,775.37	\$ 131,656.35	40.51%	Dec-2024	\$ 325,000.00	\$ -	\$ 325,000.00	\$ 34,560.56	\$ 204,178.04	62.82%			
Jan-2025	\$ 466,222.00			\$ 466,222.00	\$ 205,078.63		\$ 261,143.37	\$ 159,518.85	34.21%	Jan-2025	\$ 466,222.00	\$ 81,222.00	\$ 385,000.00	\$ 35,615.71	\$ 239,793.75	62.28%			
Feb-2025	\$ 466,222.00			\$ 466,222.00	\$ 248,433.20		\$ 217,788.80	\$ 263,305.41	43.51%	Feb-2025	\$ 466,222.00	\$ 81,222.00	\$ 385,000.00	\$ 276,723.25	\$ 516,517.00	71.88%			
Mar-2025	\$ 466,222.00			\$ 466,222.00	\$ 313,724.33		\$ 152,497.67	\$ 268,156.55	57.52%	Mar-2025	\$ 466,222.00	\$ 81,222.00	\$ 385,000.00	\$ 39,157.82	\$ 315,881.07	82.05%			
Apr-2025	\$ 466,222.00			\$ 466,222.00	\$ 356,769.78		\$ 109,452.22	\$ 311,202.00	65.36%	Apr-2025	\$ 466,222.00	\$ 81,222.00	\$ 385,000.00	\$ 38,184.28	\$ 354,065.35	89.64%			
May-2025										May-2025									
Jun-2025										Jun-2025									

EXPENDITURES										REVENUE									
BUDGET										BUDGET									
TOTAL ALLOCATION	TABOR	UNALLOCATED	% UNALLOCATED	BUDGETED EXPENDITURE	YTD ACTIVITY	PREVIOUS YR ACCRUED SAL/BEN	BALANCE	YTD EXP-PY ACC/SAL	%	BUDGET AMOUNT	BFB	BUDGETED REVENUE	MONTHLY REVENUE RECEIVED	YTD REVENUE	%				
Jul-2024	\$ 1,011,609.00			\$ 1,011,609.00	\$ 25,946.56		\$ 985,662.44	\$ 16,544.24	1.65%	Jul-2024	\$ 1,011,609.00	\$ -	\$ 1,011,609.00	\$ 89,462.54	\$ 89,462.54	8.84%			
Aug-2024	\$ 1,011,609.00			\$ 1,011,609.00	\$ 80,924.23		\$ 930,684.77	\$ 71,631.91	7.08%	Aug-2024	\$ 1,011,609.00	\$ -	\$ 1,011,609.00	\$ 65,911.79	\$ 23,550.75	2.33%			
Sep-2024	\$ 1,011,609.00			\$ 1,011,609.00	\$ 153,686.27		\$ 857,922.73	\$ 144,395.95	14.27%	Sep-2024	\$ 1,011,609.00	\$ -	\$ 1,011,609.00	\$ 25,325.90	\$ 49,875.65	4.93%			
Oct-2024	\$ 1,011,609.00			\$ 1,011,609.00	\$ 244,850.20		\$ 766,758.80	\$ 235,557.88	23.29%	Oct-2024	\$ 1,011,609.00	\$ -	\$ 1,011,609.00	\$ 35,288.24	\$ 85,164.89	8.42%			
Nov-2024	\$ 1,011,609.00			\$ 1,011,609.00	\$ 336,570.46		\$ 675,038.54	\$ 327,278.14	32.35%	Nov-2024	\$ 1,011,609.00	\$ -	\$ 1,011,609.00	\$ 142,268.89	\$ 227,433.78	22.48%			
Dec-2024	\$ 1,011,609.00			\$ 1,011,609.00	\$ 413,296.09		\$ 608,312.91	\$ 404,093.77	39.94%	Dec-2024	\$ 1,011,609.00	\$ -	\$ 1,011,609.00	\$ 121,142.11	\$ 348,575.89	34.46%			
Jan-2025	\$ 914,924.00			\$ 914,924.00	\$ 486,434.76		\$ 428,489.24	\$ 477,142.44	52.15%	Jan-2025	\$ 914,924.00	\$ (3,989.00)	\$ 918,913.00	\$ 105,415.35	\$ 453,991.24	49.84%			
Feb-2025	\$ 914,924.00			\$ 914,924.00	\$ 570,580.73		\$ 344,343.27	\$ 561,288.41	61.35%	Feb-2025	\$ 914,924.00	\$ (3,989.00)	\$ 918,913.00	\$ 104,036.40	\$ 558,027.64	60.73%			
Mar-2025	\$ 914,924.00			\$ 914,924.00	\$ 644,924.63		\$ 270,009.37	\$ 729,954.73	69.47%	Mar-2025	\$ 914,924.00	\$ (3,989.00)	\$ 918,913.00	\$ 82,448.06	\$ 640,473.70	69.70%			
Apr-2025	\$ 914,924.00			\$ 914,924.00	\$ 731,940.29		\$ 182,983.71	\$ 722,656.71	78.95%	Apr-2025	\$ 914,924.00	\$ (3,989.00)	\$ 918,913.00	\$ 86,854.16	\$ 727,329.86	79.15%			
May-2025										May-2025									
Jun-2025										Jun-2025									

EXPENDITURES										REVENUE									
BUDGET										BUDGET									
TOTAL ALLOCATION	TABOR	UNALLOCATED	% UNALLOCATED	BUDGETED EXPENDITURE	YTD ACTIVITY	PREVIOUS YR ACCRUED SAL/BEN	BALANCE	YTD EXP-PY ACC/SAL	%	BUDGET AMOUNT	BFB	BUDGETED REVENUE	MONTHLY REVENUE RECEIVED	YTD REVENUE	%				
Jul-2024	\$ 2,204,741.00			\$ 2,204,741.00	\$ 302,136.23		\$ 1,902,604.77	\$ 193,578.03	8.78%	Jul-2024	\$ 2,204,741.00	\$ -	\$ 2,204,741.00	\$ 119,322.08	\$ 119,322.08	5.41%			
Aug-2024	\$ 2,219,501.00			\$ 2,219,501.00	\$ 322,713.40		\$ 1,896,787.60	\$ 214,155.20	9.65%	Aug-2024	\$ 2,219,501.00	\$ -	\$ 2,219,501.00	\$ 104,373.45	\$ 232,695.53	10.68%			
Sep-2024	\$ 2,219,501.00			\$ 2,219,501.00	\$ 598,867.52		\$ 1,620,633.48	\$ 490,369.32	22.09%	Sep-2024	\$ 2,219,501.00	\$ -	\$ 2,219,501.00	\$ 52,862.07	\$ 276,647.60	12.46%			
Oct-2024	\$ 2,219,501.00			\$ 2,219,501.00	\$ 818,152.77		\$ 1,401,348.23	\$ 709,594.57	31.97%	Oct-2024	\$ 2,219,501.00	\$ -	\$ 2,219,501.00	\$ 62,408.59	\$ 340,056.19	15.33%			
Nov-2024	\$ 2,219,501.00			\$ 2,219,501.00	\$ 1,115,581.23		\$ 1,103,119.77	\$ 1,007,023.03	45.37%	Nov-2024	\$ 2,219,501.00	\$ -	\$ 2,219,501.00	\$ 17,350.71	\$ 323,406.90	14.60%			
Dec-2024	\$ 2,219,501.00			\$ 2,219,501.00	\$ 1,301,616.83		\$ 917,884.17	\$ 1,163,635.51	52.38%	Dec-2024	\$ 2,219,501.00	\$ -	\$ 2,219,501.00	\$ 304,535.23	\$ 1,227,942.13	55.33%			
Jan-2025	\$ 2,694,707.00			\$ 2,694,707.00	\$ 1,492,078.28		\$ 1,202,628.72	\$ 1,383,520.08	51.34%	Jan-2025	\$ 2,694,707.00	\$ -	\$ 2,694,707.00	\$ 216,383.10	\$ 1,444,325.23	53.60%			
Feb-2025	\$ 2,694,707.00			\$ 2,694,707.00	\$ 1,685,286.03		\$ 1,109,420.97	\$ 1,576,727.83	58.51%	Feb-2025	\$ 2,694,707.00	\$ -	\$ 2,694,707.00	\$ 52,519.58	\$ 1,496,844.81	55.55%			
Mar-2025	\$ 2,694,707.00			\$ 2,694,707.00	\$ 1,869,956.97		\$ 824,750.03	\$ 2,054,707.00	65.37%	Mar-2025	\$ 2,694,707.00	\$ -	\$ 2,694,707.00	\$ 336,451.51	\$ 1,833,062.32	68.02%			
Apr-2025	\$ 2,694,707.00			\$ 2,694,707.00	\$ 2,132,256.24		\$ 562,450.76	\$ 2,023,698.04	73.73%	Apr-2025	\$ 2,694,707.00	\$ -	\$ 2,694,707.00	\$ 221,269.84	\$ 2,054,330.16	76.24%			
May-2025										May-2025									
Jun-2025										Jun-2025									

EXPENDITURES										REVENUE									
BUDGET										BUDGET									
TOTAL ALLOCATION	TABOR	UNALLOCATED	% UNALLOCATED	BUDGETED EXPENDITURE	YTD ACTIVITY	PREVIOUS YR ACCRUED SAL/BEN	BALANCE	YTD EXP-PY ACC/SAL	%	BUDGET AMOUNT	BFB	BUDGETED REVENUE	MONTHLY REVENUE RECEIVED	YTD REVENUE	%				
Jul-2024	\$ 477,306.00																		

Nov-2024	\$ 5,073,171.00	\$ 3,396,543.00	67%	\$ 1,676,628.00	\$ -	\$ 1,676,628.00	\$ -	0.00%	Nov-2024	\$ 5,073,171.00	\$ 3,169,023.00	\$ 1,904,148.00	\$ 61,075.72	\$ 142,498.20	7.48%
Dec-2024	\$ 5,073,171.00	\$ 3,396,543.00	67%	\$ 1,676,628.00	\$ 1,431,749.95	\$ 244,878.05	\$ 1,431,749.95	85.39%	Dec-2024	\$ 5,073,171.00	\$ 3,169,023.00	\$ 1,904,148.00	\$ 12,935.53	\$ 155,433.73	8.19%
Jan-2025	\$ 4,973,974.00	\$ 3,177,346.00	64%	\$ 1,796,628.00	\$ 1,431,749.95	\$ 364,878.05	\$ 1,431,749.95	79.69%	Jan-2025	\$ 4,973,974.00	\$ 3,253,674.00	\$ 1,800,300.00	\$ 9,497.97	\$ 164,931.70	10.31%
Feb-2025	\$ 4,973,974.00	\$ 3,177,346.00	64%	\$ 1,796,628.00	\$ 1,431,749.95	\$ 364,878.05	\$ 1,431,749.95	79.69%	Feb-2025	\$ 4,973,974.00	\$ 3,253,674.00	\$ 1,720,300.00	\$ 62,013.34	\$ 226,945.04	13.19%
Mar-2025	\$ 4,973,974.00	\$ 3,177,346.00	64%	\$ 1,796,628.00	\$ 1,431,749.95	\$ 364,878.05	\$ 1,431,749.95	79.69%	Mar-2025	\$ 4,973,974.00	\$ 3,253,674.00	\$ 1,720,300.00	\$ 209,675.29	\$ 436,630.33	25.38%
Apr-2025	\$ 4,973,974.00	\$ 3,177,346.00	64%	\$ 1,796,628.00	\$ 1,431,749.95	\$ 364,878.05	\$ 1,431,749.95	79.69%	Apr-2025	\$ 4,973,974.00	\$ 3,253,674.00	\$ 4,973,974.00	\$ 70,655.79	\$ 506,676.12	10.19%
May-2025	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -		May-2025	\$ -	\$ -	\$ -	\$ -	\$ -	
Jun-2025	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -		Jun-2025	\$ -	\$ -	\$ -	\$ -	\$ -	

EXPENDITURES										CAPITAL PROJECT FUND									
TOTAL ALLOCATION	RESERVES	UNALLOCATED	% UNALLOCATED	BUDGETED EXPENDITURE	YTD ACTIVITY	PREVIOUS YR ACCRUED SAL/BEN.	BUDGET BALANCE	YTD EXP-PY ACC SAL	%	BUDGET AMOUNT	BFB	BUDGETED REVENUE	MONTHLY REVENUE RECEIVED	BUDGET YTD REVENUE	BUDGET %				
Jul-2024	\$ 562,251.00	\$ 477,250.00	0%	\$ 85,001.00	\$ 191,556.66	\$ -	\$ (106,555.66)	\$ 191,556.66	225.36%	Jul-2024	\$ 562,251.00	\$ 393,250.00	\$ 169,001.00	\$ 14,083.41	\$ 14,083.41	8.33%			
Aug-2024	\$ 562,251.00	\$ 477,250.00	0%	\$ 85,001.00	\$ 192,455.76	\$ -	\$ (107,454.76)	\$ 192,455.76	226.42%	Aug-2024	\$ 562,251.00	\$ 393,250.00	\$ 169,001.00	\$ 15,310.10	\$ 29,393.51	17.39%			
Sep-2024	\$ 562,251.00	\$ 477,250.00	0%	\$ 85,001.00	\$ 192,955.76	\$ -	\$ (107,954.76)	\$ 192,955.76	227.00%	Sep-2024	\$ 562,251.00	\$ 393,250.00	\$ 169,001.00	\$ 14,083.41	\$ 43,476.92	25.73%			
Oct-2024	\$ 562,251.00	\$ 477,250.00	0%	\$ 85,001.00	\$ 192,955.76	\$ -	\$ (107,954.76)	\$ 192,955.76	227.00%	Oct-2024	\$ 562,251.00	\$ 393,250.00	\$ 169,001.00	\$ 14,083.41	\$ 57,560.33	34.08%			
Nov-2024	\$ 562,251.00	\$ 477,250.00	0%	\$ 85,001.00	\$ 210,805.76	\$ -	\$ (125,804.76)	\$ 210,805.76	248.00%	Nov-2024	\$ 562,251.00	\$ 393,250.00	\$ 169,001.00	\$ 14,083.41	\$ 71,643.74	42.39%			
Dec-2024	\$ 562,251.00	\$ 477,250.00	0%	\$ 85,001.00	\$ 221,417.66	\$ -	\$ (136,416.66)	\$ 221,417.66	260.49%	Dec-2024	\$ 562,251.00	\$ 393,250.00	\$ 169,001.00	\$ 14,083.41	\$ 85,727.15	50.73%			
Jan-2025	\$ 1,508,970.00	\$ 487,403.00	0%	\$ 1,021,567.00	\$ 221,417.66	\$ -	\$ 800,149.34	\$ 221,417.66	21.67%	Jan-2025	\$ 1,508,970.00	\$ 1,094,174.00	\$ 414,796.00	\$ -	\$ 85,727.15	20.67%			
Feb-2025	\$ 1,508,970.00	\$ 487,403.00	0%	\$ 1,021,567.00	\$ 221,417.66	\$ -	\$ 800,149.34	\$ 221,417.66	21.67%	Feb-2025	\$ 1,508,970.00	\$ 1,094,174.00	\$ 414,796.00	\$ -	\$ 85,727.15	20.67%			
Mar-2025	\$ 1,508,970.00	\$ 487,403.00	0%	\$ 1,021,567.00	\$ 238,026.76	\$ -	\$ 793,540.24	\$ 238,026.76	23.30%	Mar-2025	\$ 1,508,970.00	\$ 1,094,174.00	\$ 414,796.00	\$ -	\$ 85,727.15	20.67%			
Apr-2025	\$ 1,508,970.00	\$ 487,403.00	0%	\$ 1,021,567.00	\$ 336,453.14	\$ -	\$ 685,113.86	\$ 336,453.14	32.94%	Apr-2025	\$ 1,508,970.00	\$ 1,094,174.00	\$ 414,796.00	\$ 1,226.69	\$ 86,953.84	20.98%			
May-2025	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		May-2025	\$ -	\$ -	\$ -	\$ -	\$ -				
Jun-2025	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		Jun-2025	\$ -	\$ -	\$ -	\$ -	\$ -				

EXPENDITURES										INSURANCE FUND									
TOTAL ALLOCATION	TABOR	UNALLOCATED	% UNALLOCATED	BUDGETED EXPENDITURE	YTD ACTIVITY	PREVIOUS YR ACCRUED SAL/BEN.	BUDGET BALANCE	YTD EXP-PY ACC SAL	%	BUDGET AMOUNT	BFB	BUDGETED REVENUE	MONTHLY REVENUE RECEIVED	BUDGET YTD REVENUE	BUDGET %				
Jul-2024	\$ 2,569,366.00	\$ -	0%	\$ 2,569,366.00	\$ 191,529.76	\$ -	\$ 2,377,836.24	\$ 191,529.76	7.45%	Jul-2024	\$ 2,569,366.00	\$ -	\$ 2,569,366.00	\$ 169,927.64	\$ 169,927.64	6.57%			
Aug-2024	\$ 2,569,366.00	\$ -	0%	\$ 2,569,366.00	\$ 318,985.36	\$ -	\$ 2,250,380.64	\$ 318,985.36	12.41%	Aug-2024	\$ 2,569,366.00	\$ -	\$ 2,569,366.00	\$ 154,559.83	\$ 323,487.47	12.59%			
Sep-2024	\$ 2,569,366.00	\$ -	0%	\$ 2,569,366.00	\$ 576,814.84	\$ -	\$ 1,992,551.16	\$ 576,814.84	22.45%	Sep-2024	\$ 2,569,366.00	\$ -	\$ 2,569,366.00	\$ 235,482.75	\$ 558,970.22	21.76%			
Oct-2024	\$ 2,569,366.00	\$ -	0%	\$ 2,569,366.00	\$ 690,914.58	\$ -	\$ 1,878,451.42	\$ 690,914.58	26.89%	Oct-2024	\$ 2,569,366.00	\$ -	\$ 2,569,366.00	\$ 190,773.22	\$ 749,743.44	29.18%			
Nov-2024	\$ 2,569,366.00	\$ -	0%	\$ 2,569,366.00	\$ 932,286.05	\$ -	\$ 1,637,080.95	\$ 932,286.05	36.28%	Nov-2024	\$ 2,569,366.00	\$ -	\$ 2,569,366.00	\$ 181,822.19	\$ 931,565.63	36.28%			
Dec-2024	\$ 2,569,366.00	\$ -	0%	\$ 2,569,366.00	\$ 1,057,890.75	\$ -	\$ 1,511,475.25	\$ 1,057,890.75	41.17%	Dec-2024	\$ 2,569,366.00	\$ -	\$ 2,569,366.00	\$ 177,811.96	\$ 1,109,377.59	43.18%			
Jan-2025	\$ 2,293,816.00	\$ -	0%	\$ 2,293,816.00	\$ 1,360,574.69	\$ -	\$ 933,241.31	\$ 1,360,574.69	69.31%	Jan-2025	\$ 2,293,816.00	\$ (87,533.00)	\$ 2,206,283.00	\$ 196,480.20	\$ 1,305,857.79	59.19%			
Feb-2025	\$ 2,293,816.00	\$ -	0%	\$ 2,293,816.00	\$ 1,474,162.33	\$ -	\$ 819,653.67	\$ 1,474,162.33	64.27%	Feb-2025	\$ 2,293,816.00	\$ (87,533.00)	\$ 2,206,283.00	\$ 195,465.35	\$ 1,501,323.14	63.65%			
Mar-2025	\$ 2,293,816.00	\$ -	0%	\$ 2,293,816.00	\$ 1,633,712.72	\$ -	\$ 660,103.28	\$ 1,633,712.72	71.22%	Mar-2025	\$ 2,293,816.00	\$ (87,533.00)	\$ 2,206,283.00	\$ 286,547.34	\$ 1,787,870.48	75.08%			
Apr-2025	\$ 2,293,816.00	\$ -	0%	\$ 2,293,816.00	\$ 1,980,832.01	\$ -	\$ 312,983.99	\$ 1,980,832.01	86.36%	Apr-2025	\$ 2,293,816.00	\$ (87,533.00)	\$ 2,206,283.00	\$ 2,381,349.00	\$ 1,974,347.74	83.39%			
May-2025	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		May-2025	\$ -	\$ -	\$ -	\$ -	\$ -				
Jun-2025	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		Jun-2025	\$ -	\$ -	\$ -	\$ -	\$ -				



		<u>Beginning Balance</u>	<u>Activity</u>	<u>Deposits</u>	<u>Ending Balance</u>
<b><u>Lake County Intermediate School</u></b>					
LCIS Activity Fund	July	\$ 83,836.66	\$ -	\$ 3.56	\$ 83,840.22
8299	August	\$ 83,840.22	\$ 821.32	\$ 3.53	\$ 83,022.43
	September	\$ 83,022.43	\$ 661.32	\$ 1,820.06	\$ 84,181.17
	October	\$ 84,181.17	\$ 2,538.72	\$ 1,707.27	\$ 83,349.72
	November	\$ 83,349.72	\$ 3,718.49	\$ 5,168.43	\$ 84,799.66
	December	\$ 84,799.66	\$ 4,750.88	\$ 1,928.50	\$ 81,977.28
	January	\$ 81,977.28	\$ 1,081.09	\$ 805.46	\$ 81,701.65
	February	\$ 81,701.65	\$ 2,055.61	\$ 730.10	\$ 80,376.14
	March	\$ 80,376.14	\$ 846.14	\$ 503.15	\$ 80,033.15
	April	\$ 80,033.15	\$ 6,316.82	\$ 686.10	\$ 74,402.43
	May				\$ -
	June				\$ -
<b><u>Lake County High School</u></b>					
LCHS Activity Fund	July	\$ 139,969.06	\$ 328.25	\$ 465.94	\$ 140,106.75
2102	August	\$ 140,106.75	\$ 377.00	\$ 20,537.07	\$ 160,266.82
	September	\$ 160,266.82	\$ 864.09	\$ 331.58	\$ 159,734.31
	October	\$ 159,734.31	\$ 2,716.41	\$ 3,549.99	\$ 160,567.89
	November	\$ 160,567.89	\$ 3,527.78	\$ 4,474.32	\$ 161,514.43
	December	\$ 161,514.43	\$ 4,791.09	\$ 401.74	\$ 157,125.08
	January	\$ 157,125.08	\$ 2,279.42	\$ 11,913.54	\$ 166,759.20
	February	\$ 166,759.20	\$ 5,564.02	\$ 10,111.43	\$ 171,306.61
	March	\$ 171,306.61	\$ 12,917.93	\$ 267.12	\$ 158,655.80
	April	\$ 158,655.80	\$ 851.00	\$ 11,733.90	\$ 169,538.70
	May				\$ -
	June				\$ -
<b><u>Lake County Athletics</u></b>					
LCSD Athletic Activity Fund	July	\$ 103,681.58	\$ 15,043.12	\$ 324.93	\$ 88,963.39
2591636986	August	\$ 88,963.39	\$ 2,091.80	\$ 292.76	\$ 87,164.35
	September	\$ 87,164.35	\$ 94.98	\$ 10,836.29	\$ 97,905.66
	October	\$ 97,905.66	\$ 1,202.20	\$ 6,017.78	\$ 102,721.24
	November	\$ 102,721.24	\$ 1,818.82	\$ 7,127.46	\$ 108,029.88
	December	\$ 108,029.88	\$ 663.35	\$ 502.58	\$ 107,869.11
	January	\$ 107,869.11	\$ 1,836.62	\$ 4,993.30	\$ 111,025.79
	February	\$ 111,025.79	\$ 6,664.29	\$ 8,054.91	\$ 112,416.41
	March	\$ 112,416.41	\$ 1,049.26	\$ 525.26	\$ 111,892.41
	April	\$ 111,892.41	\$ 292.49	\$ 7,112.02	\$ 118,711.94
	May				\$ -
	June				\$ -
<b><u>Cloud City High School</u></b>					
CCHS	July	\$ 10,469.44	\$ 27.47	\$ 40.44	\$ 10,482.41
2578400962	August	\$ 10,482.41	\$ -	\$ 155.45	\$ 10,637.86
	September	\$ 10,637.86	\$ 228.93	\$ 1,280.46	\$ 11,689.39
	October	\$ 11,689.39	\$ 738.95	\$ 619.88	\$ 11,570.32
	November	\$ 11,570.32	\$ 1,218.19	\$ 528.06	\$ 10,880.19
	December	\$ 10,880.19	\$ -	\$ 500.48	\$ 11,380.67
	January	\$ 11,380.67	\$ 1,409.19	\$ 40.45	\$ 10,011.93
	February	\$ 10,011.93	\$ 1,488.04	\$ 1,344.77	\$ 9,868.66
	March	\$ 9,868.66	\$ 1,953.69	\$ 631.49	\$ 8,546.46
	April	\$ 8,546.46	\$ 302.44	\$ 165.35	\$ 8,409.37
	May				\$ -
	June				\$ -



**CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT**

Prepared For	LAKE COUNTY SCHOOL RFNA SANCHEZ
Account Number	
Statement Closing Date	05/02/25
Days in Billing Cycle	29
Next Statement Date	06/03/25

For Customer Service Call:  
800-231-5511

Inquiries or Questions:  
SBCS-Account Servicing Team  
PO Box 40310  
Mesa, AZ 85274

Credit Line	\$50,000
Available Credit	\$37,429

Payments:  
Payment Remittance Center PO Box 77066  
Minneapolis, MN 55480-7766

**Payment Information**

New Balance	\$11,646.82
<b>Current Payment Due (Minimum Payment)</b>	<b>\$583.00</b>
<b>Current Payment Due Date</b>	<b>05/28/25</b>

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

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

**Account Summary**

Previous Balance		\$7,825.89
Credits	-	\$24.57
Payments	-	\$7,801.32
Purchases & Other Charges	+	\$11,646.82
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$11,646.82

**Wells Fargo Business Card Elite Rewards**

<b>Rewards ID:</b>		
Previous Balance		359,855
Points Earned this Month		11,622
Points From Other Company Cards		0
Bonus Points Earned		5,000
Adjustments		0
Redeemed	-	0
<b>Total Available</b>	=	<b>376,477</b>

**Rewards Notice**

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

Congratulations! You've earned 5,000 bonus points because your total company spend was at least \$10,000 in this billing period.

See reverse side for important information.

5596 0011 YTG 1 7 2 250502 0 PAGE 1 of 6 10 8914 9900 ELAC 01DR5596 47069

DETACH HERE

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

Make checks payable to: Wells Fargo

Account Number	
New Balance	\$11,646.82
<b>Total Amount Due (Minimum Payment)</b>	<b>\$583.00</b>
<b>Current Payment Due Date</b>	<b>05/28/25</b>

Amount Enclosed:



PAYMENT REMITTANCE CENTER YTG  
 PO BOX 77066 816  
 MINNEAPOLIS MN 55480-7766

LAKE COUNTY SCHOOL  
 RENA SANCHEZ  
 328 W 5TH ST  
 LEADVILLE CO 80461-3547

47069  
0302





**Rate Information**

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

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	15.490%	.04243%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	26.240%	.07189%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

**Important Information**

\$0 - \$11,646.82 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 05/28/25. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

**Summary of Sub Account Usage**

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
FREDERICK HALL		5,000	\$0.00
LORENA WALKER		5,000	\$0.00
BRANDI LOVELY		5,000	\$213.13
MICHAEL ADLER		5,000	\$850.06
TANYA LENHARD		5,000	\$847.66
JAMES MULCEY		5,000	\$267.15
KATHARINE BARTLETT		5,000	\$474.99
BUNNY TAYLOR		10,000	\$350.00
SCOTT CARROLL		5,000	\$3,550.37
KATHERINE KERRIGAN		5,000	\$46.94
TIMOTHY POWELL		5,000	\$82.01
JOYCE LACOME		5,000	\$0.00
AMY PETERS		5,000	\$975.39
KATHLEEN FITZSIMMONS		5,000	\$2,195.85
RENA SANCHEZ		10,000	\$585.97
CHERYL TALBOT		5,000	\$1,182.73

**Transaction Details**

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

Trans Post	Reference Number	Description	Credits	Charges
04/28	04/28	F8914003N00CHGDDA		
		AUTOMATIC PAYMENT - THANK YOU	7,801.32	
		TOTAL		\$7,801.32-

Transaction Summary For **BRANDI LOVELY**  
Sub Account Number Ending In

04/17	04/17	55263523Q90XPDT4R	SAFEWAY #2824 LEADVILLE CO	12.18
04/28	04/28	55483823P08L70G3W	SAMSLUB.COM 888-746-7726 AR	200.95
		<b>TOTAL</b>	<b>\$213.13</b>	

BRANDI LOVELY / Sub Acct Ending In

Transaction Summary For **MICHAEL ADLER**  
Sub Account Number Ending In

04/10	04/10	5543286345Z0J3NY2	SQ *SWIM SQUARED LLC GOSQ.COM CO	345.00
04/11	04/11	0543684358PLR2XMH	VSI*TOS REC CENTER SILVERTHORNE CO	141.00
04/11	04/11	0543684358PLR2XR4	VSI*TOS REC CENTER SILVERTHORNE CO	66.00
04/11	04/11	823043935S66D4G2T	PAY*TOWN OF AVON REC C AVON CO	210.00
04/24	04/24	82711163KEHM6SWMS	LS LEADVELO BICICASA LEADVILLE CO	23.93
04/30	04/30	25247803R0564RBMR	ACT*BUENAVISTACO BUENA VISTA CO	64.13
		<b>TOTAL</b>	<b>\$850.06</b>	

MICHAEL ADLER / Sub Acct Ending In

**Transaction Details**

Trans	Post	Reference Number	Description	Credits	Charges
<b>Transaction Summary For TANYA LENHARD</b>					
Sub Account Number Ending In					
04/04	04/04	55432862Y5X5Y8T3K	IN *AMERICAN BIOIDENTI 303-5895240 CO		56.00
04/05	04/05	82305092ZEHNJ90XZ	CANVA* I04477-49462858 CAMDEN DE		599.50
04/15	04/15	5548872391HWEVM47	CO GOVT SERVICES DENVER CO		31.44
04/17	04/17	82117553QEHM7GX5R	METROPOLIS PARKING NASHVILLE TN		17.99
04/18	04/18	85345333QS66JEZRF	PLAK SMACKER ALGONQUIN IL		76.37
04/18	04/18	02305373Q2X7NEVBQ	TST* SAM'S NO.3 - DOWN DENVER CO		24.67
04/21	04/21	55488723F1JV9W2YZ	CO GOVT SERVICES DENVER CO		31.44
04/27	04/27	85179273NLQ5BX2J4	BIG HORN ACE HARDWARE LEADVILLE CO		10.25
<b>TOTAL \$847.66</b>					
<b>TANYA LENHARD / Sub Acct Ending In</b>					
<b>Transaction Summary For JAMES MULCEY</b>					
Sub Account Number Ending In					
04/22	04/22	55432863H630TBSBE	TOWNEPLACE SUITES PUEB PUEBLO CO FOLIO #87 JE		189.11
04/23	04/23	25247803H040STG7A	LA FORCHETTA DA MASSI PUEBLO CO		78.04
<b>TOTAL \$267.15</b>					
<b>JAMES MULCEY / Sub Acct Ending In</b>					
<b>Transaction Summary For KATHARINE BARTLETT</b>					
Sub Account Number Ending In					
04/24	04/24	57540243JLWSSP884	ADOBE INC. 4085366000 CA		19.99
04/30	04/30	85500393RS66F88JX	COLORADO ASSOC SCHOOL DENVER CO		455.00
<b>TOTAL \$474.99</b>					
<b>KATHARINE BARTLETT / Sub Acct Ending In</b>					
<b>Transaction Summary For BUNNY TAYLOR</b>					
Sub Account Number Ending In					
04/03	04/04	85353352YEYK08808	PAYPAL *PICKATIME 4029357733 CA		245.00
04/04	04/04	05314612Z00DRST2Q	HIGH MOUNTAIN PIES LEADVILLE CO		105.00
<b>TOTAL \$350.00</b>					
<b>BUNNY TAYLOR / Sub Acct Ending In</b>					
<b>Transaction Summary For SCOTT CARROLL</b>					
Sub Account Number Ending In					
04/08	04/08	5550629338PQX4KDD	ALPINE LUMBER #10 WESTMINISTER CO		556.90
04/09	04/09	823050934EHM6BG0S	SP MAKERSTITCH EDWARDS CO		200.00
04/10	04/10	05314613500QN7YH8	HIGH MOUNTAIN PIES LEADVILLE CO		96.00
04/15	04/15	823050939EHMLNDWS	AMAZON MARK* T84P62UU3 SEATTLE WA		114.56
04/15	04/15	823050939EHMTRRHZ	AMAZON MARK* TZ68X3RT3 SEATTLE WA		108.18
04/19	04/19	82305093DEHMR9TWG	AMAZON MARK* D429K61P3 SEATTLE WA		17.37
04/24	04/24	51043233K1XED1VWT	PAYPAL *REALTIMEMUS 4029357733 NY		1,575.00
04/25	04/25	55432863K63EE9MLR	AMAZON MKTPL*I143T3QQ3 AMZN.COM/BILL WA		120.16
04/29	04/29	05436843P8PKXA57H	FUN ME EVENTS DEKALB IL		762.20
<b>TOTAL \$3,550.37</b>					
<b>SCOTT CARROLL / Sub Acct Ending In</b>					
<b>Transaction Summary For KATHERINE KERRIGAN</b>					
Sub Account Number Ending In					
04/18	04/18	55506293Q90P6T0FB	CU ORNITHOLOGY PFW ITHACA NY		18.00
04/18	04/18	82305093QEHN0ZB59	SP LETTUCE GROW MARINA DEL RE CA		28.94
<b>TOTAL \$46.94</b>					
<b>KATHERINE KERRIGAN / Sub Acct Ending In</b>					
<b>Transaction Summary For TIMOTHY POWELL</b>					
Sub Account Number Ending In					
04/29	04/29	55432863R5VMRWENB	CIRCLE K # 40682 LEADVILLE CO		36.19
04/29	04/29	55432863R5VMRWENK	CIRCLE K # 40682 LEADVILLE CO		45.82
<b>TOTAL \$82.01</b>					
<b>TIMOTHY POWELL / Sub Acct Ending In</b>					
<b>Transaction Summary For AMY PETERS</b>					
Sub Account Number Ending In					
04/07	04/07	5550037318NBK72HF	SONIC DRIVE IN #5343 SALIDA CO		10.20
04/12	04/12	823050936EHNEVRS9	MILESPLIT.COM AUSTIN TX		77.33
04/13	04/13	5531020375DPJZZ6J	COMFORT INN LIMON LIMON CO FOLIO #0003529463	8.19	
04/13	04/13	5531020375DPJZZ6S	COMFORT INN LIMON LIMON CO FOLIO #0003529567	8.19	
04/13	04/13	5531020375DPJZZ72	COMFORT INN LIMON LIMON CO FOLIO #0003529651	8.19	
04/14	04/14	05436843900QJTPDK	FAMILY DOLLAR LEADVILLE CO		17.27
04/14	04/14	5526352398XVB7YXX	SAFEWAY #2824 LEADVILLE CO		37.84
04/14	04/14	823050939EHM9DWVM	CADA FEES BROOMFIELD CO		395.20
04/14	04/14	526538438LPRH7WKA	MFAC, LLC 4019429363 RI		306.20
04/18	04/18	82711163DEHM7L672	HALF PRICE BANNERS KANSAS CITY MO		54.23





**Transaction Details**

Trans	Post	Reference Number	Description	Credits	Charges
04/22	04/22	05140483GMHDK6JW	MAVERIK #525 AURORA CO		79.68
04/27	04/27	75389433NJ4707NVS	SKYWALK DELI BRECKENRIDGE CO		16.16
04/28	04/28	55263523P9BVXYHZD	SAFEWAY #2824 LEADVILLE CO		5.85
			<b>TOTAL \$975.39</b>		
<b>AMY PETERS / Sub Acct Ending In</b>					

Transaction Summary For **KATHLEEN FITZSIMMONS**  
Sub Account Number Ending In

04/04	04/04	55432862Y5X5Y8T3V	IN *AMERICAN BIOIDENTI 303-5895240 CO		56.00
04/07	04/07	12302023101A0ZYB0	INDEED USI25-01842325 AUSTIN TX		515.67
04/14	04/14	12302023801W3MTLQ	INDEED USI25-01912273 AUSTIN TX		523.60
04/27	04/27	12302023M00LY0XQP	INDEED USI25-02056693 AUSTIN TX		504.89
05/02	05/02	12302023S0034DQ4R	INDEED USI25-02108209 AUSTIN TX		515.56
05/02	05/02	12302023S0034D96X	INDEED USI25-02133661 AUSTIN TX		80.13
			<b>TOTAL \$2,195.85</b>		
<b>KATHLEEN FITZSIMMONS / Sub Acct Ending In</b>					

Transaction Summary For **RENA SANCHEZ**  
Sub Account Number Ending In

04/22	04/22	55432863H62WMHS6F	TST*THE RIVERWOK PUEBLO CO		52.04
04/23	04/23	55432863J63926L3N	SPRINGHILL SUITES PUEBLO CO FOLIO #W2 JE		177.92
04/23	04/23	55432863J63926L3Y	SPRINGHILL SUITES PUEBLO CO FOLIO #W2 696		166.00
04/24	04/24	55432863K63GFPM7J	TST*BRUES ALEHOUSE BRE PUEBLO CO		49.93
04/25	04/25	55432863L5SMPV5WY	SPRINGHILL SUITES PUEBLO CO FOLIO #W2 696		140.08
			<b>TOTAL \$585.97</b>		
<b>RENA SANCHEZ / Sub Acct Ending In</b>					

Transaction Summary For **CHERYL TALBOT**  
Sub Account Number Ending In

04/04	04/04	15270212Y00ETMMZ8	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		19.56
04/05	04/05	15270212Z0010HXW4	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		9.63
04/05	04/05	15270212Z0010JDG0	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		9.63
04/05	04/05	15270212Z001197Z2	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		9.63
04/05	04/05	15270212Z002Y2HZ9	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		9.63
04/05	04/05	15270212Z002Y277A	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		9.63
04/05	04/05	15270212Z008AV31S	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		9.63
04/05	04/05	15270212Z008LE469	COLUMBIA SPORTSWEAR US 8006226953 OR		171.06
04/05	04/05	82711162ZEHMK4JBJ	LS WISHES THE TOY STOR AVON CO		179.09
04/06	04/06	15270212Z00A0XH2K	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		9.63
04/06	04/06	15270212Z00A0X98G	DICKSSPORTINGGOODS.COM CORAOPOLIS PA		9.63
04/11	04/11	5543286355ZAQ4DNV	SQ *MOUNTAIN TIME ESCA GOSQ.COM CO		320.00
04/23	04/23	05436843H8PKZ2W4G	PY *SILVER LLAMA LEADVILLE CO		36.35
04/25	04/25	57540243KLPD51NGD	SNAPFISH US * 8005588224 MD		109.63
04/29	04/29	82305093REHMFKR7K	SP HC-EDUCATION DENVER CO		60.00
05/01	05/01	55432863S5WEPPFEX	TST*CITY ON A HILL - L LEADVILLE CO		90.00
05/01	05/01	05436843T8PLWDA2R	PY *SILVER LLAMA LEADVILLE CO		120.00
			<b>TOTAL \$1,182.73</b>		
<b>CHERYL TALBOT / Sub Acct Ending In</b>					

1-1

YTG

Vendor Detail

Batch Year: 25

Batch Range: 000001 - 009999

Check Date Range: 04/01/2025 - 04/30/2025

Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>401 (K) VOL. INVESTMENT PLAN</b>			<b>175</b>				
	0102756803	04/28/2025	04-28-2025_3		4/401K	5-10-000-00-0000-7477-000-000000	4,590.75
	<b>Total Check: 0102756803</b>						<b>\$4,590.75</b>
<b>Total Vendor: 175</b>							<b>\$4,590.75</b>
<b>ACORN PETROLEUM, INC.</b>			<b>270</b>				
	0100103981	04/04/2025	CL18738		3/15-3/31 / FUEL ACCT 0483080 BUS 2 5-22-100-00-2100-0510-000-008287 50%		61.52
	0100103981	04/04/2025	0012542-IN		TRANSPORTATION REPAIR	5-10-720-27-2700-0430-000-000000	736.55
	0100103981	04/04/2025	CL18738		3/15-3/31 / FUEL ACCT 0483080	5-10-710-26-2600-0626-000-000000	232.50
	0100103981	04/04/2025	CL18738		3/15-3/31 / FUEL ACCT 0483080	5-10-720-27-2700-0626-000-000000	2,505.24
	0100103981	04/04/2025	CL18738		3/15-3/31 / FUEL ACCT 0483080 EARLY PAY	5-10-720-27-2700-0626-000-000000	-16.17
	0100103981	04/04/2025	CL18738		3/15-3/31 / FUEL ACCT 0483080 BUS 2 5-22-101-01-2100-0510-000-007287 50%		61.52
	<b>Total Check: 0100103981</b>						<b>\$3,581.16</b>
	0100104065	04/18/2025	CL19088		4/1-4/15/FUEL	5-22-100-00-2100-0510-000-008287	71.02
	0100104065	04/18/2025	CL19088		4/1-4/15/FUEL	5-22-101-01-2100-0510-000-007287	71.02
	0100104065	04/18/2025	CL19088		EARLY PAY DISCOUNT	5-10-720-27-2700-0626-000-000000	-16.03
	0100104065	04/18/2025	CL19088		4/1-4/15/FUEL	5-10-710-26-2600-0626-000-000000	155.40
	0100104065	04/18/2025	CL19088		4/1-4/15/FUEL	5-10-720-27-2700-0626-000-000000	2,533.92
	<b>Total Check: 0100104065</b>						<b>\$2,815.33</b>
	<b>Total Vendor: 270</b>						<b>\$6,396.49</b>
<b>ACT</b>			<b>427</b>				
	0100103982	04/04/2025	1338170		WORKKEYS	5-10-602-10-0090-0340-000-000000	256.50
	<b>Total Check: 0100103982</b>						<b>\$256.50</b>
<b>Total Vendor: 427</b>							<b>\$256.50</b>
<b>AFSCME COUNCIL 976</b>			<b>257</b>				
	0100104099	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-21-000-00-0000-7421-000-000000	361.20
	0100104099	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	270.90
	<b>Total Check: 0100104099</b>						<b>\$632.10</b>
	<b>Total Vendor: 257</b>						<b>\$632.10</b>
<b>ALMA SARELLANA DE GUERRA</b>			<b>30589</b>				
	0100104043	04/14/2025	04-14-2025_2		3/6-3/26 MILEAGE REIM	5-21-740-31-3100-0580-000-000000	3.62
	<b>Total Check: 0100104043</b>						<b>\$3.62</b>
<b>Total Vendor: 30589</b>							<b>\$3.62</b>

Vendor Detail

Batch Year: 25

Batch Range: 000001 - 009999

Check Date Range: 04/01/2025 - 04/30/2025

Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>AMAZON.COM</b>			<b>4304</b>				
	0100103983	04/04/2025	1XLC-V7JF-MCGG	250515	ELD SUPPLY	5-22-100-03-2100-0610-000-005371	206.74
	0100103983	04/04/2025	1GX6-41GD-XWPD	250503	NURSE SUPPLY	5-10-602-20-2130-0610-000-000000	40.21
	0100103983	04/04/2025	1XCQ-CP6J-RT1P	250503	NURSE SUPPLY	5-10-602-20-2130-0610-000-000000	86.10
	0100103983	04/04/2025	1XCQ-CP6J-NPK1	250507		5-19-971-00-0040-0610-000-003897	14.98
	0100103983	04/04/2025	1XCQ-CP6J-NPK1	250507	CLASSROOM SUPPLY	5-26-971-33-3310-0610-000-000000	11.98
	0100103983	04/04/2025	1XCQ-CP6J-NPK1	250507		5-27-971-25-3330-0610-000-008600	32.95
	0100103983	04/04/2025	1QF1-WMMT-WK7N	250517	CKEEP UNCUT KINESIOLOGY TAPE (25-10-301-14-1800-0610-000-000000 ROLLS),		29.97
	0100103983	04/04/2025	1QF1-WMMT-WK7N	250517	DISCUS 1.6 KG HIGH SCHOOL.	5-10-301-14-1826-0610-000-000000	9.99
	0100103983	04/04/2025	1QF1-WMMT-WK7N	250517	DISCUS. 1.6 K		
					3/16 INCH TRACK SPIKES, 200PCS STAINLESS	5-10-301-14-1890-0610-000-000000	121.98
						<b>Total Check: 0100103983</b>	<b>\$554.90</b>
	0100104009	04/10/2025	1MVT-TFD9-7NW3	250522		5-19-971-00-0040-0610-000-003896	13.17
	0100104009	04/10/2025	1MVT-TFD9-7NW3	250522	CLASSROOM SUPPLY	5-26-971-33-3310-0610-000-000000	10.54
	0100104009	04/10/2025	1MVT-TFD9-7NW3	250522		5-27-971-25-3330-0610-000-008600	28.98
	0100104009	04/10/2025	1PFM-GRPQ-CDKN	250533	PJD SUPPLY	5-22-602-00-0090-0610-000-001207	49.68
	0100104009	04/10/2025	1WKW-6QK1-3T64	250514	PJD SUPPLY	5-22-602-00-0090-0610-000-001207	158.56
						<b>Total Check: 0100104009</b>	<b>\$260.93</b>
	0100104044	04/14/2025	1H44-33JK-4NTG	250529	PLEASE SEE ONLINE ORDER #111-4512872-930	5-10-101-10-0010-0610-000-000000	61.34
	0100104044	04/14/2025	1N3T-KYHQ-9RQF	250538	PLEASE SEE ONLINE ORDER #111-0460841-926	5-10-101-10-0010-0610-000-000000	247.01
	0100104044	04/14/2025	16QH-T9FH-MK1G	250540	PLEASE SEE ONLINE ORDER #111-4849462	5-10-101-10-1200-0610-000-000000	104.99
	0100104044	04/14/2025	14FX-GHKW-4MQ3	250541	PLEASE SEE ONLINE ORDER #111-8536867-464	5-10-101-10-1200-0610-000-000000	265.68
	0100104044	04/14/2025	1MV7-TFD9-LHPW	250542	PLEASE SEE ONLINE ORDER #111-6041562-366	5-10-101-10-1310-0610-000-000000	115.94
	0100104044	04/14/2025	1WTP-4TG9-77DP	250543	PLEASE SEE ONLINE ORDER #111-7206881-207	5-10-101-10-0010-0610-000-000000	247.29
						<b>Total Check: 0100104044</b>	<b>\$1,042.25</b>
	0100104054	04/15/2025	1VTC-9HXP-PY1M	250545	PLEASE SEE ONLINE ORDER #111-6537111-061	5-22-101-00-2100-0610-000-004451	398.81
	0100104054	04/15/2025	1VXM-WKT1-6JVG	250545	PLEASE SEE ONLINE ORDER #111-6537111-061	5-22-101-00-2100-0610-000-004451	89.79
						<b>Total Check: 0100104054</b>	<b>\$488.60</b>

Vendor Detail

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>AMAZON.COM</b>			<b>4304</b>				
	0100104066	04/18/2025	1QRJ-WNQL-4YCC	250521		5-19-971-00-0040-0610-000-003897	35.16
	0100104066	04/18/2025	1QRJ-WNQL-4YCC	250521	FAMILY ENG / CLASSROOM SUPPLY	5-26-971-33-3310-0610-000-000000	28.13
	0100104066	04/18/2025	1QRJ-WNQL-4YCC	250521		5-27-971-25-3330-0610-000-008600	30.86
	0100104066	04/18/2025	1D11-1GJW-T1NN	250521		5-27-971-25-3330-0610-000-008600	46.49
	0100104066	04/18/2025	1FX4-G9GR-LLTY	250535		5-19-971-00-0040-0610-000-003897	82.13
	0100104066	04/18/2025	1FX4-G9GR-LLTY	250535	CLASSROOM SUPPLY	5-26-971-33-3310-0610-000-000000	65.70
	0100104066	04/18/2025	1FX4-G9GR-LLTY	250535		5-27-971-25-3330-0610-000-008600	170.51
	0100104066	04/18/2025	17HY-6X9C-7X3W	250535		5-27-971-25-3330-0610-000-008600	9.98
	0100104066	04/18/2025	1QTG-WCHN-KK61	250539	PLEASE SEE ONLINE ORDER #111-8208053-610	5-10-101-10-1250-0430-000-000000	1,034.64
	0100104066	04/18/2025	1V9J-9CXQ-HVTR	250539	PLEASE SEE ONLINE ORDER #111-8208053-610	5-10-101-10-1250-0430-000-000000	2,894.05
<b>Total Check: 0100104066</b>							<b>\$4,397.65</b>
	0100104094	04/22/2025	1XQX-JHX6-6H4L	250548	PAPER-TEACHER SUPPLY	5-10-100-10-0010-0610-000-000000	57.62
	0100104094	04/22/2025	1M1X-746T-9L31	250501	OFFICE/TEACHER REQUEST	5-10-100-10-0010-0610-000-000000	7.54
	0100104094	04/22/2025	173R-K4W7-MPCL	250501	OFFICE/TEACHER REQUEST	5-10-100-10-0010-0610-000-000000	97.32
	0100104094	04/22/2025	173R-K4W7-MPCL	250501		5-10-100-24-2410-0610-000-000000	194.62
	0100104094	04/22/2025	1F4N-796K-4R6H	250549	DO SUPPLIES	5-10-602-10-0090-0610-000-000000	124.38
	0100104094	04/22/2025	1XCN-GKCR-KM1V	250549	DO SUPPLIES	5-10-602-10-0090-0610-000-000000	5.34
	0100104094	04/22/2025	1KLN-TP3D-F7L6	250549	DO SUPPLIES	5-10-602-10-0090-0610-000-000000	-5.49
<b>Total Check: 0100104094</b>							<b>\$481.33</b>
	0100104114	04/28/2025	1YDV-C6K7-6JDK	250558	SMARTQ C368 USB 3.0 CARD	5-10-301-14-1951-0610-000-000000	26.57
	0100104114	04/28/2025	1WXD-7WG7-77TQ	250524	ZIPLOC QUART FOOD STORAGE	5-10-201-10-1310-0610-000-000000	58.51
	0100104114	04/28/2025	1F4J-7DVH-4X36	250537	FREEZER BAGS	5-10-201-10-1310-0610-000-000000	58.51
	0100104114	04/28/2025	1F4J-7DVH-4X36	250537	UNSTUCK AND ON TARGET! AGES 11-15 AN EXE	5-22-602-00-2100-0610-000-003192	423.20
	0100104114	04/28/2025	1NRH-HQFV-49RJ	250581	PLEASE SEE ORDER #111-7352604-8324256	5-10-101-10-0800-0610-000-000000	69.98
	0100104114	04/28/2025	1K1K-7TD3-GV6H	250580	PLEASE SEE ONLINE ORDER # 111-2166891-82	5-10-101-10-0010-0610-000-000000	143.22
	0100104114	04/28/2025	1V9T-MG3V-CMVP	250607	PAINT BRUSH	5-22-602-00-0090-0610-000-001207	71.90
	0100104114	04/28/2025	17FW-KFNW-KTDF	250608	ORDER 112-1310143-9838657	5-22-602-00-0090-0610-000-001207	339.16
	0100104114	04/28/2025	11ND-4F6H-XPKP	250566	MAINTENANCE REPAIR - MOLD KITS	5-10-710-26-2600-0430-000-000000	161.64
	0100104114	04/28/2025	1CWV-9N4Y-4M7W	250582	PLEASE SEE ONLIEN ORDER #111-0798374-990	5-22-101-00-2100-0610-000-004451	335.63
	0100104114	04/28/2025	1HR3-DGJT-111F	250531	PLEASE SEE ONLINE ORDER # 111-6423448-62	5-10-101-10-0010-0610-000-000000	225.35
	0100104114	04/28/2025	1WPV-CKXJ-TFD3	250567	PLEASE SEE ONLINE ORDER #111-1955376-471	5-10-101-10-0200-0610-000-000000	82.24
	0100104114	04/28/2025	1WG6-TCD4-71YH	250553	ELD SUPPLY	5-22-602-00-0090-0610-000-003276	116.00
	0100104114	04/28/2025	139G-CCHV-KWXY	250553	ELD SUPPLY	5-22-602-00-0090-0610-000-003276	1,396.38
<b>Total Check: 0100104114</b>							<b>\$3,449.78</b>

Vendor Detail

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>AMAZON.COM</b>			<b>4304</b>				
	0100104120	04/30/2025	111C-QTJC-RFTV	250561		5-19-971-00-0040-0610-000-003896	64.74
	0100104120	04/30/2025	111C-QTJC-RFTV	250561	SPED/UPK SUPPLY	5-19-971-00-0040-0610-000-003897	64.74
	0100104120	04/30/2025	1P6M-XCY6-HCHG	250562		5-19-971-00-0040-0610-000-003897	79.71
	0100104120	04/30/2025	1P6M-XCY6-HCHG	250562	PROGRAM SUPPLY	5-26-971-33-3310-0610-000-000000	63.77
	0100104120	04/30/2025	1P6M-XCY6-HCHG	250562		5-27-971-25-3330-0610-000-008600	175.37
	0100104120	04/30/2025	1M1R-QW7V-9YQF	250569	ART SUPPLIES- NORTHCRAFT	5-10-100-10-0200-0610-000-000000	545.95
	0100104120	04/30/2025	17MN-KK9X-RD1D	250570	SPEECH SUPPLIES FOR L RAPKE	5-10-100-12-1771-0610-000-003130	199.71
	0100104120	04/30/2025	1Y63-TQMN-F9KP	250572	SPED SUPPLIES FOR PAXMAN	5-10-100-12-1700-0610-000-003130	399.40
	0100104120	04/30/2025	14RX-DNVY-4XQ3	250579	EHS SUPPLY	5-27-971-02-3330-0610-000-008600	38.59
	0100104120	04/30/2025	1PQ1-1FHQ-4W7N	250617		5-19-971-00-0040-0610-000-003896	38.99
	0100104120	04/30/2025	1PQ1-1FHQ-4W7N	250617	SPED SUPPLY	5-19-971-00-0040-0610-000-003897	38.99
	0100104120	04/30/2025	1KGP-RVCG-6WD6	250618		5-19-971-00-0040-0610-000-003896	113.48
	0100104120	04/30/2025	1KGP-RVCG-6WD6	250618	SPED SUPPLY	5-19-971-00-0040-0610-000-003897	113.48
	0100104120	04/30/2025	11XN-R93V-6HFK	250560		5-19-971-00-0040-0610-000-003897	94.56
	0100104120	04/30/2025	11XN-R93V-6HFK	250560	CLASSROOM SUPPLY	5-26-971-33-3310-0610-000-000000	75.64
	0100104120	04/30/2025	11XN-R93V-6HFK	250560		5-27-971-25-3330-0610-000-008600	208.03
	0100104120	04/30/2025	1PTK-FG6P-RDRW	250564	MENTAL HEALTH-TRUJILLO	5-10-100-10-0010-0610-000-000000	40.27
	0100104120	04/30/2025	1YDC-HG7N-TGY4	250571	PE SUPPLIES	5-10-100-10-0800-0610-000-000000	351.66
	0100104120	04/30/2025	1GKJ-WVXR-66KJ	250574	2ND GRADE SUPPLIES	5-10-100-10-0010-0616-000-000000	1,285.97
	0100104120	04/30/2025	19MM-NHXT-FL67	250577	STEM SUPPLIES	5-10-100-10-1310-0610-000-000000	148.77
	0100104120	04/30/2025	1MR1-4WLK-6TMY	250578		5-19-971-00-0040-0610-000-003896	354.98
	0100104120	04/30/2025	1MR1-4WLK-6TMY	250578		5-19-971-00-0040-0610-000-003897	84.81
	0100104120	04/30/2025	1MR1-4WLK-6TMY	250578	PK LITERACY SUPPLIES	5-26-971-33-3310-0610-000-000000	67.85
	0100104120	04/30/2025	1MR1-4WLK-6TMY	250578		5-27-971-24-3330-0610-000-008600	186.59
	0100104120	04/30/2025	1MXF-CNKD-9LV4	250613	ART SUPPLIES	5-10-100-10-0200-0610-000-000000	56.96
	0100104120	04/30/2025	19R3-XGNJ-D7N7	250614	BUTCHER PAPER K-2	5-10-100-10-0010-0610-000-000000	63.35
	0100104120	04/30/2025	19R3-XGNJ-D7N7	250614		5-19-971-00-0040-0610-000-003897	11.01
	0100104120	04/30/2025	19R3-XGNJ-D7N7	250614		5-26-971-33-3310-0610-000-000000	8.80
	0100104120	04/30/2025	19R3-XGNJ-D7N7	250614		5-27-971-25-3330-0610-000-008600	24.21
						<b>Total Check: 0100104120</b>	<b>\$5,000.38</b>
						<b>Total Vendor: 4304</b>	<b>\$15,675.82</b>
<b>AMERICAN FIDELITY ASSURANCE</b>			<b>3685</b>				
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-27-000-00-0000-7421-000-000000	282.08
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-21-000-00-0000-7421-000-000000	71.22
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	4,710.23
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-22-000-00-0000-7421-000-000000	318.99
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-26-000-00-0000-7421-000-000000	20.53
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-19-000-00-0000-7421-000-000000	337.25
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-21-000-00-0000-7421-000-000000	685.20
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	690.32
	0100104100	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-22-000-00-0000-7421-000-000000	40.90
						<b>Total Check: 0100104100</b>	<b>\$7,156.72</b>
						<b>Total Vendor: 3685</b>	<b>\$7,156.72</b>
<b>ANTHEM LIFE INSURANCE CO.</b>			<b>398</b>				
	0100104101	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	171.38
						<b>Total Check: 0100104101</b>	<b>\$171.38</b>
						<b>Total Vendor: 398</b>	<b>\$171.38</b>

Vendor Detail

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount	
<b>ASAP SNOW PLOWING</b>			<b>41483</b>					
	0100104010	04/10/2025	04-07-2025_21		4/1 SNOW PLOWING	5-10-710-26-2600-0300-000-000000	881.25	
							<b>Total Check: 0100104010</b>	<b>\$881.25</b>
							<b>Total Vendor: 41483</b>	<b>\$881.25</b>
<b>ASHLEY WARNER</b>			<b>36188</b>					
	0100104045	04/14/2025	04-14-2025_4		SOLE GRANT SUPPLY REIM	5-10-101-10-1310-0610-000-000000	15.00	
							<b>Total Check: 0100104045</b>	<b>\$15.00</b>
							<b>Total Vendor: 36188</b>	<b>\$15.00</b>
<b>ATS ROCKY MOUNTAIN</b>			<b>36811</b>					
	0100104115	04/28/2025	T024865		BAS SYSTEM REPAIR LCHS AND LCES	5-10-710-26-2600-0300-000-000000	1,314.00	
	0100104115	04/28/2025	T025659		BAS SYSTEM REPAIR LCHS AND LCES	5-10-710-26-2600-0300-000-000000	2,116.00	
	0100104115	04/28/2025	7027731		BAS SYSTEM REPAIR LCHS AND LCES	5-10-710-26-2600-0300-000-000000	1,440.00	
							<b>Total Check: 0100104115</b>	<b>\$4,870.00</b>
							<b>Total Vendor: 36811</b>	<b>\$4,870.00</b>
<b>BIGHORN HARDWARE</b>			<b>93</b>					
	0100103984	04/04/2025	04-01-2025_24		3/CHARGES ACCT 30030 MAINT REPAIR	5-10-710-26-2600-0430-000-000000	268.25	
	0100103984	04/04/2025	04-01-2025_24		3/CHARGES ACCT 30030 MAINT SUPPLY	5-10-710-26-2600-0610-000-000000	232.13	
							<b>Total Check: 0100103984</b>	<b>\$500.38</b>
							<b>Total Vendor: 93</b>	<b>\$500.38</b>
<b>BLANCA RODRIGUEZ</b>			<b>17019</b>					
	0100103985	04/04/2025	04-01-2025_29		REIMBURSE PJD SUPPLY	5-22-602-00-0090-0610-000-001207	19.70	
							<b>Total Check: 0100103985</b>	<b>\$19.70</b>
							<b>Total Vendor: 17019</b>	<b>\$19.70</b>
<b>BOILER FREAK</b>			<b>36102</b>					
	0100104116	04/28/2025	BF-2555	250492	EST #PA-2515 WILO PUMP SINGLE PHASE	5-43-602-00-4000-0720-000-000000	5,891.40	
							<b>Total Check: 0100104116</b>	<b>\$5,891.40</b>
							<b>Total Vendor: 36102</b>	<b>\$5,891.40</b>
<b>BORENSTEIN AND ASSOCIATES LLC</b>			<b>42420</b>					
	0100104102	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	431.69	
							<b>Total Check: 0100104102</b>	<b>\$431.69</b>
							<b>Total Vendor: 42420</b>	<b>\$431.69</b>

Vendor Detail

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>CACTE</b>			<b>3942</b>				
	0100104095	04/22/2025	04-22-2025_3		BAKER-CACTE CONF REG	5-22-602-00-0090-0580-000-004048	805.00
<b>Total Check: 0100104095</b>							<b>\$805.00</b>
<b>Total Vendor: 3942</b>							<b>\$805.00</b>
<b>CAITLYN EILEEN YOST</b>			<b>42595</b>				
	0100103986	04/04/2025	3	250375	CLINICAL SUPERVISION FOR SOCIAL WORKER F	5-22-101-00-2100-0300-000-004451	600.00
<b>Total Check: 0100103986</b>							<b>\$600.00</b>
	0100104121	04/30/2025	4	250375	CLINICAL SUPERVISION FOR SOCIAL WORKER F	5-22-101-00-2100-0300-000-004451	300.00
<b>Total Check: 0100104121</b>							<b>\$300.00</b>
<b>Total Vendor: 42595</b>							<b>\$900.00</b>
<b>CAPLAN &amp; EARNEST, LLC.</b>			<b>3779</b>				
	0100104117	04/28/2025	221509		3/CHARGES ACCT 11842-18	5-10-602-10-0090-0300-000-000000	88.50
<b>Total Check: 0100104117</b>							<b>\$88.50</b>
<b>Total Vendor: 3779</b>							<b>\$88.50</b>
<b>CARLSON FACILITATION &amp; MEDIATION</b>			<b>42684</b>				
	0100103987	04/04/2025	509530		3/28 NEGOTIATION FACILITATOR	5-10-602-10-0090-0300-000-000000	650.00
<b>Total Check: 0100103987</b>							<b>\$650.00</b>
	0100104081	04/21/2025	509534		4/18 NEGOTIATION FACILIATION	5-10-602-10-0090-0300-000-000000	650.00
<b>Total Check: 0100104081</b>							<b>\$650.00</b>
<b>Total Vendor: 42684</b>							<b>\$1,300.00</b>
<b>CDHS</b>			<b>7457</b>				
	0100103988	04/04/2025	C-12501		COMMODITY DELIVERY FEE	5-21-740-31-3100-0610-000-000000	42.00
<b>Total Check: 0100103988</b>							<b>\$42.00</b>
<b>Total Vendor: 7457</b>							<b>\$42.00</b>
<b>CENTURYLINK</b>			<b>2139</b>				
	0100104082	04/21/2025	04-21-2025_6		4/ACCT 334086972	5-10-602-10-0090-0531-000-000000	290.08
	0100104082	04/21/2025	04-21-2025_7		4/ACCT 333591424	5-10-602-10-0090-0531-000-000000	89.77
	0100104082	04/21/2025	04-21-2025_8		4/ACCT 333667499	5-10-602-10-0090-0531-000-000000	1,166.06
	0100104082	04/21/2025	04-21-2025_5		4/ACCT 333927546	5-10-602-10-0090-0531-000-000000	93.48
<b>Total Check: 0100104082</b>							<b>\$1,639.39</b>
	0100104096	04/22/2025	04-22-2025_4		4/ACCT 334153508	5-10-602-10-0090-0531-000-000000	99.63
<b>Total Check: 0100104096</b>							<b>\$99.63</b>
<b>Total Vendor: 2139</b>							<b>\$1,739.02</b>
<b>CHRISTY MARCELLA TRUJILLO</b>			<b>2643</b>				
	0100104067	04/18/2025	04-18-2025_2		COUNSELING SUPPLY REIM	5-10-100-20-2122-0610-000-000000	400.00
<b>Total Check: 0100104067</b>							<b>\$400.00</b>
<b>Total Vendor: 2643</b>							<b>\$400.00</b>

**Vendor Detail**

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount	
<b>CINDY RITACCO</b>			<b>39802</b>					
	0100104062	04/18/2025	04-18-2025_2		REIMBURSE STEM SUPPLY	5-10-100-10-1310-0610-000-000000	21.29	
							<b>Total Check: 0100104062</b>	<b>\$21.29</b>
							<b>Total Vendor: 39802</b>	<b>\$21.29</b>
<b>COAL RIDGE HIGH SCHOOL</b>			<b>30406</b>					
	0100104011	04/10/2025	04-07-2025_15		4/18 HS TRACK ENTRY FEE	5-10-301-14-1800-0584-000-000000	200.00	
							<b>Total Check: 0100104011</b>	<b>\$200.00</b>
							<b>Total Vendor: 30406</b>	<b>\$200.00</b>
<b>COLO. DEPT. OF REVENUE</b>			<b>100</b>					
	0102756805	04/28/2025	04-28-2025_5		4/SIT	5-10-000-00-0000-7471-000-000000	25,384.00	
							<b>Total Check: 0102756805</b>	<b>\$25,384.00</b>
							<b>Total Vendor: 100</b>	<b>\$25,384.00</b>
<b>COLORADO DEPARTMENT OF REVENUE</b>			<b>15393</b>					
	0100104103	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-22-000-00-0000-7421-000-000000	92.82	
	0100104103	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	672.11	
							<b>Total Check: 0100104103</b>	<b>\$764.93</b>
							<b>Total Vendor: 15393</b>	<b>\$764.93</b>
<b>COLORADO FBLA</b>			<b>1604</b>					
	0100104053	04/14/2025	04142025_1	250559		5-22-602-00-0090-0300-000-004048	1,100.00	
	0100104053	04/14/2025	04142025_1	250559	FY25 STATE FBLA-4/21-4/23	5-10-301-14-1800-0580-000-000000	2,930.00	
							<b>Total Check: 0100104053</b>	<b>\$4,030.00</b>
							<b>Total Vendor: 1604</b>	<b>\$4,030.00</b>
<b>COLORADO PERA</b>			<b>32670</b>					
	0100104046	04/14/2025	04-14-2025_5		2020-2023 PERA RET CONTR ADJ-J. BROWN	5-10-602-10-0090-0300-000-000000	531.81	
							<b>Total Check: 0100104046</b>	<b>\$531.81</b>
							<b>Total Vendor: 32670</b>	<b>\$531.81</b>
<b>COMMUNITY BANKS OF COLORADO</b>			<b>110</b>					
	0102756801	04/28/2025	04-28-2025_1		4/PAYROLL	5-10-000-00-0000-8102-000-000000	582,000.00	
							<b>Total Check: 0102756801</b>	<b>\$582,000.00</b>
							<b>Total Vendor: 110</b>	<b>\$582,000.00</b>
<b>CORPORATE TRANSLATION SERVICES, INC</b>			<b>32441</b>					
	0100103989	04/04/2025	297874		3/PHONE TRANSLATION	5-10-602-10-0090-0300-000-000000	139.14	
							<b>Total Check: 0100103989</b>	<b>\$139.14</b>
							<b>Total Vendor: 32441</b>	<b>\$139.14</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>CREDIT ACCEPTANCE CORPORATION</b>			<b>41831</b>				
	0100104104	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	206.00
	<b>Total Check: 0100104104</b>						<b>\$206.00</b>
<b>Total Vendor: 41831</b>							<b>\$206.00</b>
<b>CUSTOMINK.COM</b>			<b>3728</b>				
	0100103990	04/04/2025	79099145	250455	GILDAN DRYBLEND 50/50 TSHIRT PURPLE 203	5-10-301-10-1240-0610-000-000000	2,871.88
	<b>Total Check: 0100103990</b>						<b>\$2,871.88</b>
<b>Total Vendor: 3728</b>							<b>\$2,871.88</b>
<b>DEPENDABLE AUTO GLASS</b>			<b>23388</b>				
	0100104012	04/10/2025	13263	250478	GLASS FOR LCES	5-10-710-26-2600-0300-000-000000	1,250.60
	<b>Total Check: 0100104012</b>						<b>\$1,250.60</b>
<b>Total Vendor: 23388</b>							<b>\$1,250.60</b>
<b>DIEGO GONZALEZ</b>			<b>38512</b>				
	0100104055	04/15/2025	04-15-2025_1		1/27 3/26 INTERPRETATION	5-10-602-10-0090-0300-000-000000	140.00
	<b>Total Check: 0100104055</b>						<b>\$140.00</b>
<b>Total Vendor: 38512</b>							<b>\$140.00</b>
<b>DYNAMIC PROGRAM MANAGEMENT LLC</b>			<b>39390</b>				
	0100104013	04/10/2025	2137		2/MASTER PLAN	5-10-602-10-0090-0300-000-000000	355.00
	<b>Total Check: 0100104013</b>						<b>\$355.00</b>
<b>Total Vendor: 39390</b>							<b>\$355.00</b>
<b>FAMILY SUPPORT REGISTRY COLO. FAMILY SUP</b>			<b>1179</b>				
	0100104105	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-21-000-00-0000-7421-000-000000	260.00
	<b>Total Check: 0100104105</b>						<b>\$260.00</b>
<b>Total Vendor: 1179</b>							<b>\$260.00</b>
<b>FLESHER HINTON MUSIC CO.</b>			<b>171</b>				
	0100104083	04/21/2025	278479	250544	MUSIC STAND, MANHASSET SYMPHONY STAND BL	5-10-101-10-1200-0610-000-000000	539.88
	<b>Total Check: 0100104083</b>						<b>\$539.88</b>
	0100104097	04/22/2025	276252		BAND SUPPLIES	5-10-101-10-1200-0610-000-000000	172.77
	<b>Total Check: 0100104097</b>						<b>\$172.77</b>
<b>Total Vendor: 171</b>							<b>\$712.65</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>FLEX ACCOUNT ADMINISTRATION</b>			<b>3686</b>				
<b>AMERICAN FID</b>							
	0100104106	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	2,908.75
	0100104106	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-19-000-00-0000-7421-000-000000	10.73
	0100104106	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-21-000-00-0000-7421-000-000000	66.66
	0100104106	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-22-000-00-0000-7421-000-000000	0.56
	0100104106	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-26-000-00-0000-7421-000-000000	8.23
	0100104106	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-27-000-00-0000-7421-000-000000	33.23
						<b>Total Check: 0100104106</b>	<b>\$3,028.16</b>
						<b>Total Vendor: 3686</b>	<b>\$3,028.16</b>
<b>FREIGHT</b>			<b>34754</b>				
	0100104122	04/30/2025	04-29-2025_4		PROM 2025 VENUE	5-10-301-24-2410-0610-000-000000	375.00
						<b>Total Check: 0100104122</b>	<b>\$375.00</b>
						<b>Total Vendor: 34754</b>	<b>\$375.00</b>
<b>FULL CIRCLE</b>			<b>1525</b>				
	0100104014	04/10/2025	FE01/25		CONTRACTED EHS HOME VISITOR JAN 25	5-27-971-01-3330-0300-000-008600	2,892.50
	0100104014	04/10/2025	FE01/25		CONTRACTED EHS HOME VISITOR FEB-MAR 25	5-27-971-02-3330-0300-000-008600	5,785.00
						<b>Total Check: 0100104014</b>	<b>\$8,677.50</b>
						<b>Total Vendor: 1525</b>	<b>\$8,677.50</b>
<b>GRAINGER</b>			<b>3709</b>				
	0100103991	04/04/2025	9444488093		MAINTENANCE REPAIR	5-10-710-26-2600-0430-000-000000	209.80
	0100103991	04/04/2025	9441112001		MAINTENANCE REPAIR	5-10-710-26-2600-0430-000-000000	192.72
						<b>Total Check: 0100103991</b>	<b>\$402.52</b>
	0100104015	04/10/2025	9451317060		MAINTENANCE SUPPLY	5-10-710-26-2600-0610-000-000000	241.25
						<b>Total Check: 0100104015</b>	<b>\$241.25</b>
	0100104118	04/28/2025	9463351214		MAINT REPAIR	5-10-710-26-2600-0430-000-000000	155.26
	0100104118	04/28/2025	9462122830		MAINT REPAIR	5-10-710-26-2600-0430-000-000000	110.32
	0100104118	04/28/2025	9458077816	250525	LCHS ATHLETIC SUPPLY	5-10-301-14-1815-0610-000-000000	511.81
	0100104118	04/28/2025	9462122822		MAINT REPAIR	5-10-710-26-2600-0430-000-000000	71.12
	0100104118	04/28/2025	9458987550		MAINT REPAIR	5-10-710-26-2600-0430-000-000000	135.02
						<b>Total Check: 0100104118</b>	<b>\$983.53</b>
						<b>Total Vendor: 3709</b>	<b>\$1,627.30</b>
<b>GREAT DIVIDE CONSULTING</b>			<b>42200</b>				
	0100104063	04/18/2025	1507	250588	ILC FOR CARWASH PARCEL I#1507	5-10-602-00-2518-0300-000-000000	3,025.00
						<b>Total Check: 0100104063</b>	<b>\$3,025.00</b>
						<b>Total Vendor: 42200</b>	<b>\$3,025.00</b>
<b>GRIZ 2 AUTO PARTS</b>			<b>10871</b>				
	0100104016	04/10/2025	04-07-2025_10		3/CHARGES ACCT 6802	5-10-720-27-2700-0431-000-000000	34.18
						<b>Total Check: 0100104016</b>	<b>\$34.18</b>
						<b>Total Vendor: 10871</b>	<b>\$34.18</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>HERALD DEMOCRAT</b>			<b>60</b>				
	0100104017	04/10/2025	405399		3/27 & 3/31 / CHARGES ACCT 38171	5-10-601-23-2391-0540-000-000000	355.00
						<b>Total Check: 0100104017</b>	<b>\$355.00</b>
	0100104084	04/21/2025	406503		4/ADS	5-10-601-23-2391-0540-000-000000	110.00
	0100104084	04/21/2025	406503		4/STATE OF SCHOOLS EVENT AD	5-10-602-10-0090-0810-000-000000	310.00
						<b>Total Check: 0100104084</b>	<b>\$420.00</b>
						<b>Total Vendor: 60</b>	<b>\$775.00</b>
<b>HEYTUTOR INC</b>			<b>42439</b>				
	0100104068	04/18/2025	9431EBDE-1793	250283	FY25 HEYTUTOR CONTRACT	5-22-602-00-0090-0300-000-003276	25,935.65
						<b>Total Check: 0100104068</b>	<b>\$25,935.65</b>
	0100104090	04/21/2025	9431EBDE-1919	250283	FY25 HEYTUTOR CONTRACT	5-22-602-00-0090-0300-000-003276	11,122.80
						<b>Total Check: 0100104090</b>	<b>\$11,122.80</b>
	0100104091	04/21/2025	9431EBDE-1918	250372	ADDITION TO SERVICE AGREEMENT	5-22-602-00-0090-0300-000-003276	5,877.30
						<b>Total Check: 0100104091</b>	<b>\$5,877.30</b>
						<b>Total Vendor: 42439</b>	<b>\$42,935.75</b>
<b>HORACE MANN LIFE INSURANCE CO.</b>			<b>211</b>				
	0100104107	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	284.52
						<b>Total Check: 0100104107</b>	<b>\$284.52</b>
						<b>Total Vendor: 211</b>	<b>\$284.52</b>
<b>HORD COPLAN MACHT</b>			<b>37842</b>				
	0100104085	04/21/2025	09773241	250494	LCES ARCHITECT FEES	5-10-602-10-0090-0300-000-000000	6,750.00
						<b>Total Check: 0100104085</b>	<b>\$6,750.00</b>
						<b>Total Vendor: 37842</b>	<b>\$6,750.00</b>
<b>INSTITUTIONAL COMPLIANCE SOLUTIONS</b>			<b>36960</b>				
	0100103992	04/04/2025	4818		K12 TITLE IX TRAINING	5-10-602-10-0090-0300-000-000000	499.00
						<b>Total Check: 0100103992</b>	<b>\$499.00</b>
						<b>Total Vendor: 36960</b>	<b>\$499.00</b>
<b>INTERNAL REVENUE SERVICE</b>			<b>838</b>				
	0102756802	04/28/2025	04-28-2025_2		4/FIT	5-10-000-00-0000-7472-000-000000	43,004.32
	0102756802	04/28/2025	04-28-2025_2		4/FIT	5-10-000-00-0000-7428-000-000000	22,125.64
						<b>Total Check: 0102756802</b>	<b>\$65,129.96</b>
						<b>Total Vendor: 838</b>	<b>\$65,129.96</b>
<b>JAMES MULCEY</b>			<b>42862</b>				
	0100104123	04/30/2025	04-29-2025_2		4/22-4/25 CASBO EXP REIM	5-10-601-25-2510-0580-000-000000	11.51
	0100104123	04/30/2025	04-29-2025_2		4/22-4/25 CASBO CC OVERAGE REIM	5-10-601-25-2510-0580-000-000000	-1.52
	0100104123	04/30/2025	04-29-2025_2		4/22-4/25 CASBO MILEAGE 311.20*2@.625	5-10-601-25-2510-0580-000-000000	194.50
						<b>Total Check: 0100104123</b>	<b>\$204.49</b>
						<b>Total Vendor: 42862</b>	<b>\$204.49</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>JEFFERSON COUNTY PUBLIC SCHOOLS</b>			<b>520</b>				
	0100104069	04/18/2025	LC-25-42		FY25 MT. VIEW YOUTH SERVICES	5-10-602-10-0090-0565-000-000000	5,491.28
	<b>Total Check: 0100104069</b>						<b>\$5,491.28</b>
<b>Total Vendor: 520</b>							<b>\$5,491.28</b>
<b>JONES SCHOOL SUPPLY CO., INC.</b>			<b>3517</b>				
	0100104018	04/10/2025	2152824	250527	PAW GOLD	5-10-101-10-0010-0610-000-000000	34.67
	<b>Total Check: 0100104018</b>						<b>\$34.67</b>
<b>Total Vendor: 3517</b>							<b>\$34.67</b>
<b>JOYCE LACOME</b>			<b>5738</b>				
	0100104110	04/28/2025	04-23-2025_3		3/28-4/16 FOOD REIMBURSEMENT	5-10-720-27-2700-0690-000-000000	108.93
	0100104110	04/28/2025	04-23-2025_3		DONUTS FOR BUS DRIVER MEETING	5-10-720-27-2700-0610-000-000000	9.35
	<b>Total Check: 0100104110</b>						<b>\$118.28</b>
<b>Total Vendor: 5738</b>							<b>\$118.28</b>
<b>JUNIOR LIBRARY GUILD</b>			<b>22705</b>				
	0100104092	04/21/2025	716094	250611	LCIS JUNIOR LIBRARY GUILD RENEWAL CUSTOM	5-22-602-00-0090-0610-000-003207	2,362.27
	0100104092	04/21/2025	716094	250611		5-10-602-20-2222-0640-000-000000	1,354.36
	<b>Total Check: 0100104092</b>						<b>\$3,716.63</b>
	0100104093	04/21/2025	716095	250612	LCE LIBRARY JUNIOR GUILD RENEWAL CUSTOME	5-22-602-00-0090-0610-000-003207	2,137.73
	<b>Total Check: 0100104093</b>						<b>\$2,137.73</b>
<b>Total Vendor: 22705</b>							<b>\$5,854.36</b>
<b>JUSTINE MILLINGTON</b>			<b>39780</b>				
	0100104039	04/11/2025	04-10-2025_1		FY25 SHOE REIM	5-10-720-27-2700-0610-000-000000	100.00
	<b>Total Check: 0100104039</b>						<b>\$100.00</b>
	0100104056	04/15/2025	04-15-2025_4		3/10-4/7 FOOD REIM	5-10-720-27-2700-0690-000-000000	84.45
	<b>Total Check: 0100104056</b>						<b>\$84.45</b>
<b>Total Vendor: 39780</b>							<b>\$184.45</b>
<b>KINDLING COLLABORATIVE, LLC</b>			<b>42161</b>				
	0100104019	04/10/2025	0025	250547	MAR 2025 GRANT CONSULTING	5-10-602-20-2210-0300-000-003285	755.61
	0100104019	04/10/2025	0025	250547		5-22-602-00-0090-0300-000-003192	1,500.00
	0100104019	04/10/2025	0025	250547		5-22-602-00-0090-0300-000-003202	1,500.00
	0100104019	04/10/2025	0025	250547		5-22-602-00-2100-0300-000-003276	1,479.39
	<b>Total Check: 0100104019</b>						<b>\$5,235.00</b>
<b>Total Vendor: 42161</b>							<b>\$5,235.00</b>
<b>KONICA MINOLTA</b>			<b>2292</b>				
	0100104047	04/14/2025	46838327		3/COPIERS	5-26-971-33-3330-0330-000-000000	224.51
	0100104047	04/14/2025	46838327		3/COPIERS	5-10-602-10-0090-0330-000-000000	9,487.26
	0100104047	04/14/2025	46838327		3/COPIERS	5-27-971-25-3330-0330-000-008600	561.27
	0100104047	04/14/2025	46838327		3/COPIERS	5-27-971-02-3330-0330-000-008600	56.14
	0100104047	04/14/2025	46838327		3/COPIERS	5-19-971-00-0040-0330-000-003897	280.63
	<b>Total Check: 0100104047</b>						<b>\$10,609.81</b>
<b>Total Vendor: 2292</b>							<b>\$10,609.81</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>KONICA MINOLTA BUSINESS SOL.</b>			<b>4289</b>				
	0100103993	04/04/2025	9010377728		9/21/24-9/20/25 CANON COPIERS MAINT	5-10-602-10-0090-0330-000-000000	267.17
	0100103993	04/04/2025	9010377727		2/21/25-3/20/25 CANON COPIERS MAINT	5-10-602-10-0090-0330-000-000000	245.15
	<b>Total Check: 0100103993</b>						<b>\$512.32</b>
	0100104124	04/30/2025	9010408452		3/21/25-4/20/25 CANON COPIER MAINT	5-10-602-10-0090-0330-000-000000	245.15
	<b>Total Check: 0100104124</b>						<b>\$245.15</b>
	<b>Total Vendor: 4289</b>						<b>\$757.47</b>
<b>KRISTEN GEESAMAN</b>			<b>42633</b>				
	0100104020	04/10/2025	4	250391	COUNSELOR MENTOR FOR LCHS - COUNSELOR CO	5-22-301-00-0030-0300-000-003192	250.00
	<b>Total Check: 0100104020</b>						<b>\$250.00</b>
	<b>Total Vendor: 42633</b>						<b>\$250.00</b>
<b>L &amp; B'S RUBBER MATE PRO</b>			<b>42757</b>				
	0100104125	04/30/2025	26037-DO	250495	POURED IN PLACE RUBBER PLAYGROUND SURFAC	5-19-971-00-0040-0610-000-003141	11,892.00
	<b>Total Check: 0100104125</b>						<b>\$11,892.00</b>
	<b>Total Vendor: 42757</b>						<b>\$11,892.00</b>
<b>LAKE COUNTY HUMAN SERVICES</b>			<b>31291</b>				
	0100103994	04/04/2025	MKV 3-2025		JULY - FEB WRAPAROUND	5-22-602-00-2100-0300-000-005196	31,193.24
	<b>Total Check: 0100103994</b>						<b>\$31,193.24</b>
	<b>Total Vendor: 31291</b>						<b>\$31,193.24</b>
<b>LAKESHORE LEARNING MATERIALS</b>			<b>4237</b>				
	0100104086	04/21/2025	90572352	250536	CLASSROOM SUPPLY	5-26-971-33-3310-0610-000-000000	43.11
	0100104086	04/21/2025	90572352	250536		5-27-971-25-3330-0610-000-008600	118.55
	0100104086	04/21/2025	90572352	250536		5-19-971-00-0040-0610-000-003897	53.89
	<b>Total Check: 0100104086</b>						<b>\$215.55</b>
	0100104126	04/30/2025	90682184	250585	CLASSROOM SUPPLY CLASSROOM SUPPLY	5-26-971-33-3310-0610-000-000000	120.74
	0100104126	04/30/2025	90682184	250585		5-19-971-00-0040-0610-000-003897	150.92
	0100104126	04/30/2025	90682184	250585		5-27-971-25-3330-0610-000-008600	332.02
	<b>Total Check: 0100104126</b>						<b>\$603.68</b>
	<b>Total Vendor: 4237</b>						<b>\$819.23</b>
<b>LAWRENCE CONSULTING &amp; INVESTIGATING</b>			<b>42463</b>				
	0100104048	04/14/2025	04-14-2025_6		4/11 TITLE IX INVESTIGATION	5-10-601-23-2310-0300-000-000000	2,325.00
	<b>Total Check: 0100104048</b>						<b>\$2,325.00</b>
	<b>Total Vendor: 42463</b>						<b>\$2,325.00</b>

Vendor Detail

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>LCEA</b>			<b>20214</b>				
	0100104108	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-27-000-00-0000-7421-000-000000	287.42
	0100104108	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-19-000-00-0000-7421-000-000000	251.94
	0100104108	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-21-000-00-0000-7421-000-000000	0.82
	0100104108	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-10-000-00-0000-7421-000-000000	3,541.63
	0100104108	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-22-000-00-0000-7421-000-000000	242.89
	0100104108	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-26-000-00-0000-7421-000-000000	16.27
						<b>Total Check: 0100104108</b>	<b>\$4,340.97</b>
						<b>Total Vendor: 20214</b>	<b>\$4,340.97</b>
<b>LCHS KITCHEN</b>			<b>3717</b>				
	0100104109	04/28/2025	28-APR-25		PAYROLL LIABILITIES	5-21-600-00-0000-1620-000-000000	706.90
						<b>Total Check: 0100104109</b>	<b>\$706.90</b>
						<b>Total Vendor: 3717</b>	<b>\$706.90</b>
<b>LIONS CLUB</b>			<b>3360</b>				
	0100104070	04/18/2025	04-18-2025_7		COOKING CLUB FOOD CARD	5-22-602-00-0090-0610-000-001207	100.00
						<b>Total Check: 0100104070</b>	<b>\$100.00</b>
	0100104071	04/18/2025	04-18-2025_4		COOKING CLUB FOOD CARD	5-22-602-00-0090-0610-000-001207	100.00
						<b>Total Check: 0100104071</b>	<b>\$100.00</b>
	0100104072	04/18/2025	04-18-2025_5		COOKING CLUB FOOD CARD	5-22-602-00-0090-0610-000-001207	100.00
						<b>Total Check: 0100104072</b>	<b>\$100.00</b>
	0100104073	04/18/2025	04-18-2025_6		COOKING CLUB FOOD CARD	5-22-602-00-0090-0610-000-001207	100.00
						<b>Total Check: 0100104073</b>	<b>\$100.00</b>
	0100104074	04/18/2025	04-18-2025_8		COOKING CLUB FOOD CARD	5-22-602-00-0090-0610-000-001207	100.00
						<b>Total Check: 0100104074</b>	<b>\$100.00</b>
						<b>Total Vendor: 3360</b>	<b>\$500.00</b>
<b>LOWE'S</b>			<b>22306</b>				
	0100104021	04/10/2025	74935104		3/CHARGES ACCT 9900 7343728	5-10-710-26-2600-0430-000-000000	45.56
						<b>Total Check: 0100104021</b>	<b>\$45.56</b>
						<b>Total Vendor: 22306</b>	<b>\$45.56</b>
<b>LUCIANO GALVAN JR</b>			<b>42811</b>				
	0100103995	04/04/2025	04-01-2025_6		3/27 INTERPRETATION	5-10-602-10-0090-0300-000-000000	210.00
						<b>Total Check: 0100103995</b>	<b>\$210.00</b>
						<b>Total Vendor: 42811</b>	<b>\$210.00</b>
<b>LYONS GADDIS,P.C.</b>			<b>39039</b>				
	0100104022	04/10/2025	9A		3/CHARGES ACCT 19221.0000	5-10-602-10-0090-0300-000-000000	453.10
						<b>Total Check: 0100104022</b>	<b>\$453.10</b>
						<b>Total Vendor: 39039</b>	<b>\$453.10</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>MARIA ANTONIETA LIZARDO</b>			<b>17922</b>				
	0100104049	04/14/2025	04-14-2025_3		3/11-4/10 MILEAGE REIM	5-21-740-31-3100-0580-000-000000	75.25
	<b>Total Check: 0100104049</b>						<b>\$75.25</b>
<b>Total Vendor: 17922</b>							<b>\$75.25</b>
<b>MARK KOLARIK</b>			<b>42803</b>				
	0100103996	04/04/2025	04-01-2025_1		REIMB SUB LICENSE RENEWAL	5-10-601-23-2391-0300-000-000000	62.40
	<b>Total Check: 0100103996</b>						<b>\$62.40</b>
<b>Total Vendor: 42803</b>							<b>\$62.40</b>
<b>MATHALICIOUS LLC</b>			<b>40797</b>				
	0100104087	04/21/2025	0033579	250100	QUOTE 0013174 FY25 CITIZENMATH RENEWAL	5-10-602-10-0090-0612-000-000000	320.00
	<b>Total Check: 0100104087</b>						<b>\$320.00</b>
<b>Total Vendor: 40797</b>							<b>\$320.00</b>
<b>MCCANDLESS INTERNATIONAL TRUCK</b>			<b>1735</b>				
	0100103997	04/04/2025	S101068980:01	250513	EST # 4806464INSPECTION AND REPAIRS ACTI	5-10-720-27-2700-0430-000-000000	7,770.68
	0100103997	04/04/2025	S101067164:02	250516	QUOTE RO NUMBER 67164-BUS 16 REPAIR	5-10-720-27-2700-0430-000-000000	3,764.77
	<b>Total Check: 0100103997</b>						<b>\$11,535.45</b>
	0100104023	04/10/2025	S101068817:01	250520	EST #4807797 ro 68817 INSPECTION AND R	5-10-720-27-2700-0430-000-000000	3,400.81
	<b>Total Check: 0100104023</b>						<b>\$3,400.81</b>
	0100104075	04/18/2025	S101068823:01	250510	EST#4805609 INSPECTION AND REPAIR BUS 2	5-10-720-27-2700-0430-000-000000	9,904.45
	<b>Total Check: 0100104075</b>						<b>\$9,904.45</b>
<b>Total Vendor: 1735</b>							<b>\$24,840.71</b>
<b>MCI</b>			<b>2960</b>				
	0100104024	04/10/2025	04-07-2025_16		3/LONG DISTANCE FAX ACCT 08660958314	5-10-602-10-0090-0531-000-000000	88.07
	<b>Total Check: 0100104024</b>						<b>\$88.07</b>
	0100104127	04/30/2025	04-29-2025_5		4/ACCT 6P603161	5-10-602-10-0090-0531-000-000000	38.61
	<b>Total Check: 0100104127</b>						<b>\$38.61</b>
<b>Total Vendor: 2960</b>							<b>\$126.68</b>
<b>MEADOW GOLD DAIRIES</b>			<b>1343</b>				
	0100103998	04/04/2025	04-01-2025_27		3/MEADOWGOLD MILK ACCT 10526685-21-740-31-3100-0631-000-000000		2,505.17
	<b>Total Check: 0100103998</b>						<b>\$2,505.17</b>
<b>Total Vendor: 1343</b>							<b>\$2,505.17</b>
<b>MEG LLC</b>			<b>42650</b>				
	0100103999	04/04/2025	INV-0632	250402	LCIS SPANISH LANGUAGE SOFTWARE	5-22-602-00-0090-0610-000-003276	6,500.00
	<b>Total Check: 0100103999</b>						<b>\$6,500.00</b>
<b>Total Vendor: 42650</b>							<b>\$6,500.00</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>MELISSA VILLARREAL</b>			<b>42706</b>				
	0100104111	04/28/2025	04-23-2025_2		3/29 FOOD REIMBURSEMENT	5-10-720-27-2700-0690-000-000000	18.00
<b>Total Check: 0100104111</b>							<b>\$18.00</b>
<b>Total Vendor: 42706</b>							<b>\$18.00</b>
<b>MIDWEST BUS SALES, INC</b>			<b>34908</b>				
	0100104025	04/10/2025	R060002255:01	250552	I#R060002255:01 REPAIR ON BUS 21	5-10-720-27-2700-0430-000-000000	8,671.20
<b>Total Check: 0100104025</b>							<b>\$8,671.20</b>
<b>Total Vendor: 34908</b>							<b>\$8,671.20</b>
<b>MOUNTAIN BRD. OF COOP. SERV.</b>			<b>302</b>				
	0100104000	04/04/2025	FY25-021		1/11-1/19 / IEP SPANISH TRANSLATIONS	5-10-602-12-1700-0300-000-003130	1,034.74
<b>Total Check: 0100104000</b>							<b>\$1,034.74</b>
	0100104026	04/10/2025	FY25-027		QTR 3 / BOCES ASSESSMENTS	5-10-602-10-0090-0591-000-000000	27,577.31
	0100104026	04/10/2025	FY25-030		2/18-3/23 / BOCES IEP SPANISH TRANS	5-10-602-12-1700-0300-000-003130	871.36
	0100104026	04/10/2025	FY25-027		QTR 3 / BOCES SPED DEAN	5-22-602-00-2210-0300-000-003227	23,198.51
	0100104026	04/10/2025	FY25-027		QTR 3 / BOCES SPED DEAN	5-22-602-00-2210-0300-000-003227	3,602.98
<b>Total Check: 0100104026</b>							<b>\$55,250.16</b>
<b>Total Vendor: 302</b>							<b>\$56,284.90</b>
<b>N.SUSAN HAMMERTON</b>			<b>38180</b>				
	0100104057	04/15/2025	04-15-2025_2		2/13 2/19 2/20 2/27 INTERPRETATION	5-10-602-10-0090-0300-000-000000	385.00
<b>Total Check: 0100104057</b>							<b>\$385.00</b>
<b>Total Vendor: 38180</b>							<b>\$385.00</b>
<b>NEVCO SPORTS, LLC</b>			<b>6061</b>				
	0100104076	04/18/2025	0000265974	250518	QUOTE NUMBER 00182692 EXPIRES 4/23/2025	5-10-301-14-1800-0610-000-000000	3,483.64
<b>Total Check: 0100104076</b>							<b>\$3,483.64</b>
<b>Total Vendor: 6061</b>							<b>\$3,483.64</b>
<b>O'REILLY AUTOMOTIVE, INC</b>			<b>27090</b>				
	0100104040	04/11/2025	04-10-2025_4		3/CHARGES ACCT 1754362	5-10-710-26-2600-0610-000-000000	15.37
	0100104040	04/11/2025	04-10-2025_4		3/CHARGES ACCT 1754362	5-10-710-26-2600-0430-000-000000	700.60
	0100104040	04/11/2025	04-10-2025_4		3/CHARGES ACCT 1754362	5-10-720-27-2700-0431-000-000000	27.00
<b>Total Check: 0100104040</b>							<b>\$742.97</b>
<b>Total Vendor: 27090</b>							<b>\$742.97</b>
<b>ONWARD EDUCATION CONSULTING</b>			<b>40142</b>				
	0100104058	04/15/2025	25-010	250412	EASI COHORT 7-PROJECT 2-IMPLEMENTATION C	5-22-301-01-2100-0300-000-003227	6,000.00
<b>Total Check: 0100104058</b>							<b>\$6,000.00</b>
<b>Total Vendor: 40142</b>							<b>\$6,000.00</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>PARK COUNTY SCHOOL DISTRICT</b>			<b>1591</b>				
	0100104027	04/10/2025	04-07-2025_13		4/10 MS TRACK ENTRY FEE	5-10-201-14-1800-0584-000-000000	200.00
						<b>Total Check: 0100104027</b>	<b>\$200.00</b>
	0100104112	04/28/2025	04-23-2025_4		4/26 HS TRACK MEET ENTRY FEE	5-10-301-14-1800-0584-000-000000	250.00
						<b>Total Check: 0100104112</b>	<b>\$250.00</b>
						<b>Total Vendor: 1591</b>	<b>\$450.00</b>
<b>PARKVILLE WATER DISTRICT</b>			<b>334</b>				
	0100104128	04/30/2025	04-29-2025_11		4/WATER ACCT 1216	5-10-710-26-2600-0411-000-000000	613.20
	0100104128	04/30/2025	04-29-2025_13		4/WATER ACCT 1151	5-26-971-33-3310-0810-000-000000	20.16
	0100104128	04/30/2025	04-29-2025_10		4/WATER ACCT 1217	5-10-710-26-2600-0411-000-000000	300.90
	0100104128	04/30/2025	04-29-2025_9		4/WATER ACCT 1219	5-10-710-26-2600-0411-000-000000	82.60
	0100104128	04/30/2025	04-29-2025_8		4/WATER ACCT 1264	5-10-710-26-2600-0411-000-000000	66.00
	0100104128	04/30/2025	04-29-2025_7		4/WATER ACCT 1265	5-10-710-26-2600-0411-000-000000	66.00
	0100104128	04/30/2025	04-29-2025_13		4/WATER ACCT 1151	5-19-971-00-2600-0410-000-003897	23.04
	0100104128	04/30/2025	04-29-2025_13		4/WATER ACCT 1151	5-27-971-02-3330-0620-000-008600	2.89
	0100104128	04/30/2025	04-29-2025_13		4/WATER ACCT 1151	5-27-971-25-3330-0620-000-008600	54.72
	0100104128	04/30/2025	04-29-2025_13		4/WATER ACCT 1151	5-10-710-26-2600-0411-000-000000	187.21
	0100104128	04/30/2025	04-29-2025_12		4/WATER ACCT 1206	5-10-710-26-2600-0411-000-000000	174.32
						<b>Total Check: 0100104128</b>	<b>\$1,591.04</b>
						<b>Total Vendor: 334</b>	<b>\$1,591.04</b>
<b>PAUL H. BROOKS CO, INC.</b>			<b>37729</b>				
	0100104001	04/04/2025	1312330		FY25 SUBSCRIPTION TO ONLINE ASQ 5-26-971-33-3310-0610-000-000000		99.97
	0100104001	04/04/2025	1312330		FY25 SUBSCRIPTION TO ONLINE ASQ 5-19-971-00-0040-0610-000-003897		124.98
	0100104001	04/04/2025	1312330		FY25 SUBSCRIPTION TO ONLINE ASQ 5-27-971-25-3330-0610-000-008600		274.95
						<b>Total Check: 0100104001</b>	<b>\$499.90</b>
						<b>Total Vendor: 37729</b>	<b>\$499.90</b>
<b>PERA</b>			<b>340</b>				
	0102756804	04/28/2025	04-28-2025_4		4/PERA	5-10-000-00-0000-7473-000-000000	248,608.01
						<b>Total Check: 0102756804</b>	<b>\$248,608.01</b>
						<b>Total Vendor: 340</b>	<b>\$248,608.01</b>
<b>PHONEWARE</b>			<b>40070</b>				
	0100104002	04/04/2025	IN-8000832930140		4/LOCAL & LONG DIST CARRIER ACCT 30271	5-10-602-10-0090-0531-000-000000	715.59
						<b>Total Check: 0100104002</b>	<b>\$715.59</b>
						<b>Total Vendor: 40070</b>	<b>\$715.59</b>
<b>PINNACOL ASSURANCE</b>			<b>454</b>				
	0100104077	04/18/2025	22034375		WORKERS COMP DEDUCTIBLE	5-10-602-28-2850-0521-000-000000	1,186.27
						<b>Total Check: 0100104077</b>	<b>\$1,186.27</b>
						<b>Total Vendor: 454</b>	<b>\$1,186.27</b>

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Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount	
<b>POSTMASTER</b>			<b>7456</b>					
	0100104064	04/18/2025	04-18-2025_1		1 ROLL FOREVER STAMPS	5-10-101-10-0010-0533-000-000000	73.00	
							<b>Total Check: 0100104064</b>	<b>\$73.00</b>
							<b>Total Vendor: 7456</b>	<b>\$73.00</b>
<b>PROCARE THERAPY</b>			<b>41041</b>					
	0100104003	04/04/2025	21172824		W/E 3/28 SCHOOL TELE-PSYCHOLOGIST	5-10-602-12-1700-0300-000-003130	209.96	
	0100104003	04/04/2025	21172650		W/E 3/21 SCHOOL TELE-PSYCHOLOGIST	5-10-602-12-1700-0300-000-003130	157.47	
	0100104003	04/04/2025	21173091		W/E 3/7 SCHOOL TELE-PSYCHOLOGIST	5-10-602-12-1700-0300-000-003130	314.94	
							<b>Total Check: 0100104003</b>	<b>\$682.37</b>
	0100104041	04/11/2025	21178591		W/E 4/4/ SCHOOL TELE-PSYCHOLOGIST	5-10-602-12-1700-0300-000-003130	209.96	
							<b>Total Check: 0100104041</b>	<b>\$209.96</b>
	0100104078	04/18/2025	21184686		W/E 4/11/SCHOOL TELE-PSYCHOLOGIST	5-10-602-12-1700-0300-000-003130	157.47	
							<b>Total Check: 0100104078</b>	<b>\$157.47</b>
							<b>Total Vendor: 41041</b>	<b>\$1,049.80</b>
<b>QUADIENT, INC</b>			<b>9563</b>					
	0100104088	04/21/2025	61882275		5/11-8/10/25 POSTAGE METER RENTAL	5-10-602-10-0090-0533-000-000000	225.00	
							<b>Total Check: 0100104088</b>	<b>\$225.00</b>
							<b>Total Vendor: 9563</b>	<b>\$225.00</b>
<b>RENA SANCHEZ</b>			<b>7006</b>					
	0100104129	04/30/2025	04-29-2025_1		CASBO MULCEY CC OVERAGE REIM	5-10-601-25-2510-0580-000-000000	-1.52	
	0100104129	04/30/2025	04-29-2025_1		CASBO EXP REIM	5-10-601-25-2510-0580-000-000000	16.29	
	0100104129	04/30/2025	04-29-2025_1		4/22-4/25 CASBO MILEAGE 311.20*2@.625	5-10-601-25-2510-0580-000-000000	194.50	
							<b>Total Check: 0100104129</b>	<b>\$209.27</b>
							<b>Total Vendor: 7006</b>	<b>\$209.27</b>
<b>ROCHESTER 100 INC.</b>			<b>29076</b>					
	0100104130	04/30/2025	INV095157	250589		5-27-971-25-3330-0610-000-008600	68.97	
	0100104130	04/30/2025	INV095101	250586	FOLDERS FOR STUDENTS	5-10-100-10-0010-0616-000-000000	360.00	
	0100104130	04/30/2025	INV095157	250589	QUOTE 0036638 - TAKE HOME FOLDERS	5-26-971-33-3310-0610-000-000000	25.08	
	0100104130	04/30/2025	INV095157	250589		5-19-971-00-0040-0610-000-003897	31.35	
							<b>Total Check: 0100104130</b>	<b>\$485.40</b>
							<b>Total Vendor: 29076</b>	<b>\$485.40</b>
<b>ROCKY MTN. FAMILY PRACTICE</b>			<b>3520</b>					
	0100104059	04/15/2025	04-15-2025_5		DOT DRUG TEST-JP	5-10-720-27-2700-0300-000-000000	45.00	
							<b>Total Check: 0100104059</b>	<b>\$45.00</b>
							<b>Total Vendor: 3520</b>	<b>\$45.00</b>

Vendor Detail

Batch Year: 25

Batch Range: 000001 - 009999

Check Date Range: 04/01/2025 - 04/30/2025

Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>SALIDA SCHOOL DISTRICT</b>			<b>5177</b>				
	0100104098	04/22/2025	04-22-2025_2		4/23 MS TRACK ENTRY FEE	5-10-201-14-1800-0584-000-000000	200.00
	<b>Total Check: 0100104098</b>						<b>\$200.00</b>
<b>Total Vendor: 5177</b>							<b>\$200.00</b>
<b>SANGRE DE CRISTO ELECTRIC</b>			<b>382</b>				
	0100104029	04/10/2025	04-07-2025_1		3/TWIN LAKES SCHOOLHOUS 13090000	ACCT 5-10-710-26-2600-0620-000-000000	49.38
	<b>Total Check: 0100104029</b>						<b>\$49.38</b>
<b>Total Vendor: 382</b>							<b>\$49.38</b>
<b>SARAH BRIDGE</b>			<b>32778</b>				
	0100104050	04/14/2025	04-14-2025_1		MUSIC SUPPLY REIM	5-10-100-10-1200-0610-000-000000	131.59
	<b>Total Check: 0100104050</b>						<b>\$131.59</b>
<b>Total Vendor: 32778</b>							<b>\$131.59</b>
<b>SCANGA MEAT CO</b>			<b>35572</b>				
	0100104030	04/10/2025	11:26		MEAT PRODUCTS	5-21-740-31-3100-0630-000-000000	2,526.97
	<b>Total Check: 0100104030</b>						<b>\$2,526.97</b>
<b>Total Vendor: 35572</b>							<b>\$2,526.97</b>
<b>SCRIPTSOURCING, LLC</b>			<b>42820</b>				
	0100104004	04/04/2025	34026		DEC SCRIPTSOURCING CHARGES	5-64-602-00-2835-0520-000-000000	872.42
	0100104004	04/04/2025	36041		FEB SCRIPTSOURCING CHARGES	5-64-602-00-2835-0520-000-000000	13,464.06
	0100104004	04/04/2025	34772		JAN SCRIPTSOURCING CHARGES	5-64-602-00-2835-0520-000-000000	13,618.74
	0100104004	04/04/2025	37293		MAR SCRIPTSOURCING CHARGES	5-64-602-00-2835-0520-000-000000	26,928.12
	<b>Total Check: 0100104004</b>						<b>\$54,883.34</b>
<b>Total Vendor: 42820</b>							<b>\$54,883.34</b>
<b>SOUTHPAW ENTERPRISES INC.</b>			<b>7986</b>				
	0100104031	04/10/2025	0564072	250523	SHIPPING	5-19-971-00-0040-0610-000-003896	156.75
	0100104031	04/10/2025	0564072	250523	RESISTANCE TUNNEL WITH THERAPY BALL	5-19-971-00-0040-0610-000-003897	156.75
	<b>Total Check: 0100104031</b>						<b>\$313.50</b>
<b>Total Vendor: 7986</b>							<b>\$313.50</b>

Vendor Detail

Batch Year: 25

Batch Range: 000001 - 009999

Check Date Range: 04/01/2025 - 04/30/2025

Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>SPRAGUE PEST SOLUTIONS</b>			<b>42455</b>				
	0100104005	04/04/2025	5738274		3/PEST CONTROL ACCT 101905698	5-10-710-26-2600-0300-000-000000	116.69
	0100104005	04/04/2025	5738273		PITTS	5-10-710-26-2600-0300-000-000000	90.00
	0100104005	04/04/2025	5738271		LCES	5-10-710-26-2600-0300-000-000000	130.00
	0100104005	04/04/2025	5738272		LCHS	5-10-710-26-2600-0300-000-000000	130.00
	0100104005	04/04/2025	5738275		LCIS	5-10-710-26-2600-0300-000-000000	75.00
	0100104005	04/04/2025	5738276		BUS	5-10-710-26-2600-0300-000-000000	75.00
					DO		
	<b>Total Check: 0100104005</b>						<b>\$616.69</b>
	0100104119	04/28/2025	5769705		4/PEST CONTROL LCHS	5-10-710-26-2600-0300-000-000000	130.00
	0100104119	04/28/2025	5769709		4/PEST CONTROL BUS BARN	5-10-710-26-2600-0300-000-000000	75.00
	0100104119	04/28/2025	5769706		4/PEST CONTROL LCIS	5-10-710-26-2600-0300-000-000000	130.00
	0100104119	04/28/2025	5769708		4/PEST CONTROL PITTS	5-10-710-26-2600-0300-000-000000	75.00
	0100104119	04/28/2025	5769710		4/PEST CONTROL 107 SPRUCE	5-10-710-26-2600-0300-000-000000	75.00
	<b>Total Check: 0100104119</b>						<b>\$485.00</b>
	<b>Total Vendor: 42455</b>						<b>\$1,101.69</b>
<b>STECK INSIGHTS LLC</b>			<b>36161</b>				
	0100104032	04/10/2025	3199		4/MONTHLY WEBSITE SERVICE	5-10-602-10-0090-0300-000-000000	220.00
	<b>Total Check: 0100104032</b>						<b>\$220.00</b>
	0100104079	04/18/2025	3217		ADA/WCAG 2025 WEBSITE COMPLIANCE REVIEW	5-10-602-10-0090-0300-000-000000	398.70
	<b>Total Check: 0100104079</b>						<b>\$398.70</b>
	<b>Total Vendor: 36161</b>						<b>\$618.70</b>
<b>STERLING LITERACY CONSULTING</b>			<b>38318</b>				
	0100104042	04/11/2025	LC32025		K-5TH TCH ADMIN SCI RDG LA	5-22-100-03-2100-0302-000-005371	93.33
	0100104042	04/11/2025	LC32025		6-12TH TCH ADMIN SCI RDG LA	5-22-301-03-2100-0302-000-005371	80.00
	0100104042	04/11/2025	LC32025		BIRTH-5 TCH ADMIN SCI RDG LA	5-22-971-03-2100-0302-000-005371	26.67
	0100104042	04/11/2025	LC32025		K-5TH CONSULTANT	5-22-100-03-2100-0300-000-005371	8,300.00
	0100104042	04/11/2025	LC32025		BIRTH-5 CONSULTANT	5-22-971-03-2100-0300-000-005371	4,200.00
	<b>Total Check: 0100104042</b>						<b>\$12,700.00</b>
	<b>Total Vendor: 38318</b>						<b>\$12,700.00</b>
<b>SUMMIT PAC</b>			<b>30821</b>				
	0100104060	04/15/2025	4768	250046	FY25 PSYCHOLOGICAL SERVICES	5-10-602-12-1700-0300-000-003130	7,234.00
	<b>Total Check: 0100104060</b>						<b>\$7,234.00</b>
	<b>Total Vendor: 30821</b>						<b>\$7,234.00</b>

Vendor Detail

Batch Year: 25

Batch Range: 000001 - 009999

Check Date Range: 04/01/2025 - 04/30/2025

Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>TANYA LENHARD</b>			<b>7089</b>				
	0100104113	04/28/2025	04-23-2025_1		MILEAGE REIM - 4/17 HEAD START REG MTG	5-27-971-25-3330-0580-000-008600	65.00
	0100104113	04/28/2025	04-23-2025_1		MILEAGE REIM - 4/17 HEAD START REG MTG	5-27-971-02-3330-0580-000-008600	65.00
<b>Total Check: 0100104113</b>							<b>\$130.00</b>
<b>Total Vendor: 7089</b>							<b>\$130.00</b>
<b>TIGER, INC</b>			<b>29874</b>				
	0100104080	04/18/2025	0325544519		3/TIGER CUST #01627-04	5-10-710-26-2600-0620-000-000000	5,594.55
	0100104080	04/18/2025	0325544517		3/TIGER CUST #01627-01	5-10-710-26-2600-0620-000-000000	5,097.45
	0100104080	04/18/2025	0325544520		3/TIGER CUST #01627-05	5-10-710-26-2600-0620-000-000000	1,190.06
	0100104080	04/18/2025	0325544609		3/TIGER CUST #01627-07	5-27-971-25-3330-0620-000-008600	1,577.19
	0100104080	04/18/2025	0325544609		3/TIGER CUST #01627-07	5-27-971-02-3330-0620-000-008600	83.02
	0100104080	04/18/2025	0325544609		3/TIGER CUST #01627-07	5-26-971-33-3310-0610-000-000000	581.07
	0100104080	04/18/2025	0325544609		3/TIGER CUST #01627-07	5-19-971-00-2600-0410-000-003897	664.08
	0100104080	04/18/2025	0325544518		3/TIGER CUST #01627-02	5-10-710-26-2600-0620-000-000000	2,843.01
	0100104080	04/18/2025	0325544521		3/TIGER CUST #01627-06	5-10-710-26-2600-0620-000-000000	1,112.57
	0100104080	04/18/2025	0325544609		3/TIGER CUST #01627-07	5-10-710-26-2600-0620-000-000000	5,395.66
<b>Total Check: 0100104080</b>							<b>\$24,138.66</b>
<b>Total Vendor: 29874</b>							<b>\$24,138.66</b>
<b>VALLEY HIGH SCHOOL</b>			<b>248</b>				
	0100104033	04/10/2025	04-07-2025_14		4/12 HS TRACK ENTRY FEE	5-10-301-14-1800-0584-000-000000	250.00
<b>Total Check: 0100104033</b>							<b>\$250.00</b>
<b>Total Vendor: 248</b>							<b>\$250.00</b>
<b>VERIZON WIRELESS</b>			<b>3373</b>				
	0100104051	04/14/2025	6110233104		3/CHARGES ACCT 970483601-00001-BUS	5-27-971-02-3330-0531-000-008600	50.75
	0100104051	04/14/2025	6110233104		3/CHARGES ACCT 970483601-00001-BUS	5-10-602-10-0090-0531-000-000000	2,846.86
	0100104051	04/14/2025	6110233104		3/CHARGES ACCT 970483601-00001-BUS	5-10-602-10-0090-0531-000-000000	60.75
	0100104051	04/14/2025	6110233104		3/CHARGES ACCT 970483601-00001-BUS	5-19-971-00-2600-0410-000-003897	33.57
	0100104051	04/14/2025	6110233104		3/CHARGES ACCT 970483601-00001-BUS	5-27-971-25-3330-0531-000-008600	83.93
	0100104051	04/14/2025	6110233104		3/CHARGES ACCT 970483601-00001-BUS	5-27-971-02-3330-0531-000-008600	16.80
	0100104051	04/14/2025	6110233104		3/CHARGES ACCT 970483601-00001-BUS	5-26-971-33-3310-0810-000-000000	33.57
<b>Total Check: 0100104051</b>							<b>\$3,126.23</b>
<b>Total Vendor: 3373</b>							<b>\$3,126.23</b>
<b>VICTORIA COOK</b>			<b>42250</b>				
	0100104034	04/10/2025	04-07-2025_7		REIMBURSE SUPPLY	5-10-101-24-2410-0610-000-000000	29.37
<b>Total Check: 0100104034</b>							<b>\$29.37</b>
<b>Total Vendor: 42250</b>							<b>\$29.37</b>

Vendor Detail

Batch Year: 25

Batch Range: 000001 - 009999

Check Date Range: 04/01/2025 - 04/30/2025

Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>WASTE MANAGEMENT OF CO INC</b>			<b>39934</b>				
	0100104006	04/04/2025	0727927-2520-1		3/MNTHLY TRASH SRVC ACCT 27-15308-13008	5-10-710-26-2600-0421-000-000000	3,239.14
						<b>Total Check: 0100104006</b>	<b>\$3,239.14</b>
						<b>Total Vendor: 39934</b>	<b>\$3,239.14</b>
<b>WAXIE SANITARY SUPPLY</b>			<b>3830</b>				
	0100104035	04/10/2025	83110948		CUSTODIAL REPAIR	5-10-710-26-2600-0430-000-000000	70.65
						<b>Total Check: 0100104035</b>	<b>\$70.65</b>
	0100104036	04/10/2025	83153286	250484	QUOTE 56148.1-WIN CHARIOT ISCRUB 20 DLX	5-43-602-00-4000-0730-000-000000	11,421.70
						<b>Total Check: 0100104036</b>	<b>\$11,421.70</b>
	0100104052	04/14/2025	83153379	250546	8" ROLL TOWELS	5-10-710-26-2600-0610-000-000000	7,335.91
						<b>Total Check: 0100104052</b>	<b>\$7,335.91</b>
						<b>Total Vendor: 3830</b>	<b>\$18,828.26</b>
<b>WELLNESS SCREENING LLC</b>			<b>1704</b>				
	0100104007	04/04/2025	2872		DOT DRUG SCREENING	5-10-720-27-2700-0300-000-000000	95.00
						<b>Total Check: 0100104007</b>	<b>\$95.00</b>
						<b>Total Vendor: 1704</b>	<b>\$95.00</b>
<b>WESTERN SLOPE BAR SUPPLIES</b>			<b>3682</b>				
	0100104089	04/21/2025	04-21-2025_3		3/WATER ACCT 34150000	5-10-602-10-0090-0610-000-000000	190.60
	0100104089	04/21/2025	04-21-2025_3		3/WATER ACCT 34150000	5-10-720-27-2700-0610-000-000000	17.80
						<b>Total Check: 0100104089</b>	<b>\$208.40</b>
						<b>Total Vendor: 3682</b>	<b>\$208.40</b>
<b>WHITNEY BLAKESLEE</b>			<b>41556</b>				
	0100104037	04/10/2025	04-07-2025_20		REIMBURSE SUPPLY	5-10-302-10-0060-0610-000-000000	150.40
						<b>Total Check: 0100104037</b>	<b>\$150.40</b>
						<b>Total Vendor: 41556</b>	<b>\$150.40</b>

Vendor Detail

Batch Year: 25

Batch Range: 000001 - 009999

Check Date Range: 04/01/2025 - 04/30/2025

Vendor Name	Check	Check Date	Vendor Invoice	PO	Description	Account	Amount
<b>XCEL ENERGY</b>			<b>3732</b>				
	0100104008	04/04/2025	920006492		2/UTILITIES ACCT 53-2359658-5	5-10-710-26-2600-0620-000-000000	324.03
	0100104008	04/04/2025	920006492		ADMIN 2/UTILITIES ACCT 53-2359658-5 BUS	5-10-710-26-2600-0620-000-000000	289.50
						<b>Total Check: 0100104008</b>	<b>\$613.53</b>
	0100104038	04/10/2025	920648901		3/UTILITIES LCES ACCT #53-0013027313-0	5-10-710-26-2600-0620-000-000000	2,600.03
	0100104038	04/10/2025	920648901		3/UTILITIES LCES ACCT #53-0013027313-0	5-27-971-25-3330-0620-000-008600	760.01
	0100104038	04/10/2025	920648901		3/UTILITIES LCES ACCT #53-0013027313-0	5-27-971-02-3330-0620-000-008600	40.02
	0100104038	04/10/2025	920648901		3/UTILITIES LCES ACCT #53-0013027313-0	5-26-971-33-3310-0810-000-000000	280.00
	0100104038	04/10/2025	920648901		3/UTILITIES LCES ACCT #53-0013027313-0	5-19-971-00-2600-0410-000-003897	320.00
						<b>Total Check: 0100104038</b>	<b>\$4,000.06</b>
	0100104131	04/30/2025	924620405		4/LCE UTILITIES	5-27-971-25-3330-0620-000-008600	773.95
	0100104131	04/30/2025	924620405		4/LCE UTILITIES	5-10-710-26-2600-0620-000-000000	2,647.72
	0100104131	04/30/2025	924620405		4/LCE UTILITIES	5-27-971-02-3330-0620-000-008600	40.75
	0100104131	04/30/2025	924620405		4/LCE UTILITIES	5-26-971-33-3310-0810-000-000000	285.14
	0100104131	04/30/2025	924620405		4/LCE UTILITIES	5-19-971-00-2600-0410-000-003897	325.87
						<b>Total Check: 0100104131</b>	<b>\$4,073.43</b>
						<b>Total Vendor: 3732</b>	<b>\$8,687.02</b>
<b>YANITSA RODRIGUEZ</b>			<b>40592</b>				
	0100104061	04/15/2025	04-15-2025_3		3/20 3/25 3/26 INTERPRETATION	5-10-602-10-0090-0300-000-000000	210.00
						<b>Total Check: 0100104061</b>	<b>\$210.00</b>
						<b>Total Vendor: 40592</b>	<b>\$210.00</b>
						<b>Grand Total:</b>	<b>\$1,390,007.65</b>

## Vendor Detail

Lake County School District R1

Batch Year: 25

Batch Range: 000001 - 009999

Check Date Range: 04/01/2025 - 04/30/2025

**FMVEN10A**

(build 25.3.17.1)

### Selection Criteria

Batch Year	25
Begin Batch	000001
End Batch	009999
Begin Check Date	04/01/2025
End Check Date	04/30/2025
Vendors	All - All Vendors
Role ID	ADMIN

Cash Flow Financial Report  
FY 2023-2024

		<u>Beginning Balance</u>	<u>Activity</u>	<u>Deposits</u>	<u>State Loan Deposits</u>	<u>Ending Balance</u>	
<b>Lake County School District</b>							
<b>Operating Account</b>	July	\$ 1,400,822.91	\$ 1,953,319.37	\$ 1,389,224.19		\$ 836,727.73	
	August	\$ 836,727.73	\$ 1,558,892.63	\$ 1,214,482.14		\$ 492,317.24	
	September	\$ 492,317.24	\$ 1,684,303.92	\$ 1,419,690.12	\$ 1,238,576.00	\$ 1,466,279.44	
	October	\$ 1,466,279.44	\$ 1,405,617.91	\$ 593,087.31	\$ 246,070.00	\$ 899,818.84	
	November	\$ 899,818.84	\$ 1,709,612.80	\$ 966,128.94	\$ 633,589.00	\$ 789,923.98	
	December	\$ 789,923.98	\$ 1,472,261.43	\$ 216,576.00	\$ 1,257,619.00	\$ 791,857.55	
	January	\$ 791,857.55	\$ 1,409,090.76	\$ 985,154.17	\$ 307,485.00	\$ 675,405.96	
	February	\$ 675,405.96	\$ 1,518,634.50	\$ 951,839.34	\$ 344,374.00	\$ 452,984.80	
	March	\$ 452,984.80	\$ 3,235,906.57	\$ 2,591,941.67	\$ 1,173,406.00	\$ 982,425.90	\$ 5,201,119.00
	April	\$ 982,425.90	\$ 1,714,108.25	\$ 735,577.46	\$ 548,232.00	\$ 552,127.11	
	May					\$ -	
	June					\$ -	
<b>Colotrust Account</b>	July	\$ 2,285,187.97	\$ 1,200,000.00	\$ 268,435.88		\$ 1,353,623.85	
	August	\$ 1,353,623.85	\$ 700,000.00	\$ 429,446.15		\$ 1,083,070.00	
	September	\$ 1,083,070.00	\$ 600,000.00	\$ 187,655.26		\$ 670,725.26	
	October	\$ 670,725.26	\$ 250,000.00	\$ 697,696.79		\$ 1,118,422.05	
	November	\$ 1,118,422.05	\$ 450,000.00	\$ 252,917.90		\$ 921,339.95	
	December	\$ 921,339.95	\$ -	\$ 490,209.39		\$ 1,411,549.34	
	January	\$ 1,411,549.34	\$ 600,000.00	\$ 679,848.50		\$ 1,491,397.84	
	February	\$ 1,491,397.84	\$ 400,000.00	\$ 503,560.64		\$ 1,594,958.48	
	March	\$ 1,594,958.48	\$ 300,000.00	\$ 403,413.87		\$ 1,698,372.35	
	April	\$ 1,698,372.35	\$ 300,000.00	\$ 609,071.42		\$ 2,007,443.77	
	May					\$ -	
	June					\$ -	
<b>Payroll Account</b>	July	\$ 10,674.59	\$ 568,741.32	\$ 567,462.22		\$ 9,395.49	
	August	\$ 9,395.49	\$ 540,630.43	\$ 540,700.00		\$ 9,465.06	
	September	\$ 9,465.06	\$ 579,778.90	\$ 585,000.00		\$ 14,686.16	
	October	\$ 14,686.16	\$ 587,271.58	\$ 583,000.00		\$ 10,414.58	
	November	\$ 10,414.58	\$ 582,056.36	\$ 582,000.00		\$ 10,358.22	
	December	\$ 10,358.22	\$ 666,089.43	\$ 666,000.00		\$ 10,268.79	
	January	\$ 10,268.79	\$ 575,493.25	\$ 575,500.00		\$ 10,275.54	
	February	\$ 10,275.54	\$ 600,655.64	\$ 600,000.00		\$ 9,619.90	
	March	\$ 9,619.90	\$ 579,450.29	\$ 580,000.00		\$ 10,169.61	
	April	\$ 10,169.61	\$ 582,064.75	\$ 582,000.00		\$ 10,104.86	
	May					\$ -	
	June					\$ -	

**TO:** Board of Education  
**PRESENTER(S):** Melissa Earley  
**MEMO PREPARED BY:** Melissa Earley  
**INVITED GUESTS:** None  
**TIME ALLOTTED ON AGENDA:**  
**DATE OF MEETING:** May 27, 2025  
**ATTACHMENTS:** Board of Education Handbook with notes  
**RE: Board of Education Handbook**

#### TOPIC SUMMARY

**Background:**

Lake County School's Board of Education Handbook has not been updated since 2017. With the upcoming election an updated handbook will allow prospective candidates know what is expected. I gathered the parts of the handbook which were in various documents into one place and did an initial review. Much of the handbook seems to be about school boards in general and not our Lake County school board in particular. Before moving forward with revisions, I need some guidance.

**Topic for Presentation:**

Discussion to guide the next steps in the process that addresses the following questions:

- How do we intend to use the handbook?
- Should the handbook be about school boards in general or our board specifically?
- To what degree should it include the policies we follow?

# Lake County School Board Handbook

Update dates

Created 2015

Updated and revised  
winter 2017



*Many of the practices and procedures covered in this handbook are not policies. They are, instead, habits and best practices that we have come to through careful study and experience. As we learn more about how to be a high-functioning school board, we assume that these practices will develop. This handbook represents the best knowledge and resources we have come to so far and an attempt to institutionalize that knowledge to the best of our ability.*

— Lake County School Board 2025

John Baker, President  
Grayson Cooper, Vice President  
Kerry Charles  
Melissa Earley, Secretary  
Miriam Lozano, Treasurer

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Missing –

[More information about results-based governance](#)

[Board member preparation for meetings](#)

[Additional committees board members serve on](#)

**1. Mission, Priorities, and Core Commitments (Strategic Policy-SP-2)**

**Update with current mission, priorities, core commitments or wait for after strategic plan?**

**2. Board Member code of Conduct Policy (GP-8) – add the actual language**

**3. Board Member Covenants Policy (GP-9) – add the actual language**

**Board Policies:**

Here is a link where the rest of the board's policies can be found:

<http://www.lakecountyschools.net/board-of-education/board-policies/>

#### 4. What is a public meeting? – [language here is general about “boards”](#). [Change to school board](#)

A public meeting is any gathering of three or more members of the board at which any public business is discussed or at which any formal action may be taken, regardless of whether the meeting occurs by telephone, electronically or in person. These public meetings are open to the public at all times. Chance meetings or social gatherings at which discussion of public business is not the central purpose are not considered public meetings.

When do boards meet?

Boards meet after providing full and timely notice to the public, which involves posting information regarding the meeting and its agenda at the board's designated posting place in the district at least 24 hours before the meeting begins.

Publicizing meetings in this way meets the requirements of law for those meetings the board schedules as part of its annual calendar, called “regular meetings.”

Other board meetings are scheduled as needed throughout the school year. These are called "special meetings," and they have additional notice requirements, including providing a statement of the purpose for the special meeting as well as providing individual notice to each board member.

Boards also meet during “work sessions,” which can either be regular meetings of the board or special meetings, depending on how they are scheduled. Work sessions are opportunities for local boards to learn about particular issues, and the board does not vote during these meetings.

In a less formal sense, boards "meet" in social settings, at community events or at educational trainings like CASB's Annual Convention. So long as boards do not use these gatherings to discuss public business or take formal action, the law does not impose its transparency requirements on these gatherings. Some boards, out of an abundance of caution, notify the public of events where three or more board members are scheduled to attend.

How do boards hold a public meeting? [About boards in general](#). [More specific about our board?](#)

School board meetings can be very formal or informal, depending on local custom. Generally, boards use Robert's Rules of Order to maintain a common understanding of board process. The board president leads board meetings, following the board's agenda, which is normally prepared by the board president in cooperation with the superintendent. The board may amend its agenda by majority vote of board members present during regular meetings or by a unanimous vote of all board members during special meetings. While boards possess the authority to modify the agenda, they should exercise the authority with caution. Boards have a legal duty to provide agenda information in advance of the meeting where possible. A drastic departure from the

stated agenda that results in sudden board action on a matter of great importance is likely to draw sharp criticism from the public and may spark costly litigation.

How does the public participate in board meetings?

School board meetings are open to the public and most boards hold public comment periods during those meetings. Maintaining order and a professional environment ensures the public is respectfully heard and protects the board's ability to efficiently accomplish the public's business. (CASB's Gavel Guide™ app provides statements you may use as the starting point for crafting your own statements during public comment periods.) [add some suggested ways of responding to public comment](#)

When can we talk in private as a board?

The board can meet privately, outside the public eye, in very limited circumstances, and even then, most of those conversations must be recorded. The law only provides eight purposes for convening an "executive session" or a private discussion of the board. Moreover, the law articulates very particular procedures the board must follow to enter executive session. These limitations and restrictions do not imply that executive session is frowned upon; in fact, used appropriately, these private discussions are vital to the board's work. Knowing the parameters of executive session will help boards meet the substantive and procedural requirements of the law.

Steps to convene in executive session

1. The board president announces the topic of the executive session and the specific citation to the statute authorizing the board to meet in executive session.
2. The board president identifies the particular matter to be discussed in as much detail as possible without compromising the purpose for which the executive session is authorized. In crafting this announcement, the board president may factor in how much the public already knows about the particular matter and provide additional detail when describing the topic to be discussed consistent with this public knowledge. This information should be incorporated into the board motion to convene an executive session. The following is a sample motion:

I move that the board of education convene into executive session to discuss/review ----- pursuant to C.R.S. § 24-6-402\_ [see list of permissible topics for the precise statutory reference].

3. The board votes whether to convene in executive session. Upon the affirmative vote of two-thirds of the quorum present, the board then goes into executive session. The board may determine which individuals will be invited to join members of the board in executive session.
4. The discussion during executive session cannot stray from the matter(s) stated at the onset of the executive session.

5. The board is not allowed to adopt any proposed policy, resolution, regulation or take any formal action in an executive session.

6. If the board wishes to confer with its attorney during an executive session and it did not specifically announce its intent to do so prior to convening the executive session, the board should return to public session, make an additional topic announcement citing the statutory authority for conferring with its attorney, and vote on whether to convene in executive session for this purpose.

For more comprehensive topics and learning opportunities related to school board work, visit our Learning Center [???? what is our learning center?](#)

## 6. Role of Board Members

The board, if it is to work effectively, must develop some mutual understanding among its members. It is advisable for the members to establish for themselves some ethical standards of operation that each would expect the others to observe. [Outline those standards of behavior and operation.](#)

Board members have individual convictions and ideas, and they will not always be in agreement on issues that come before the board. If these differences are allowed to create animosities, the work of the board can be seriously hampered.

Each member of the board has an equal right to be heard on matters of concern to the board. Each has an equal responsibility to do a fair share of the work, to follow the policies adopted by the board and to accept his or her share of the criticism when the board is under fire. The board must work as a team and take credit or blame as a team. It is the collective challenge of the board and of its individual members to always bear in mind that an individual school board member has no individual authority. The board may only take action, make decisions and direct district operations as a full board acting in its corporate role.

The board is responsible for adopting policies that establish how the district is to be operated and the results that are to be achieved. It is through its policies that the board provides direction to the administration. However, it is not the responsibility of the board or of individual board members to carry out administrative functions or become directly involved in the operations of the schools or district. A board member who attempts to exercise individual authority over the administration or other staff quickly undermines the superintendent's authority and the board's own ability to effectively govern the district. In some circumstances, a board member acting outside his or her board role could lose immunity or insurance protections.

## Speaking for the Board

An individual board member does not have the right to speak for the rest of the board unless specifically authorized by the board to do so. This authorization can be implied, as when talking to the public about decisions the board already has approved. Or it can be direct, as when the board asks an individual member (usually the president) to issue a public statement about the district or a particular position taken by the board.

A board member should exercise care in writing letters to the editor and in making statements to the press. The member should not attempt to predict future actions of the board. If the matter about which the member is expressing an opinion has nothing to do with education, it is advisable to refrain from signing as "Member, School Board." When writing or speaking about something related to education, a member should be scrupulous about stating that the opinions expressed are his or her own and not the board's unless the board has previously taken a stand on the issue.

#### Meeting with groups

A school board member may occasionally be asked to meet with a group of parents, taxpayers, staff members or special interest group to discuss a particular issue. The issue may be one that involves considerable controversy. On such occasions, it is advisable to exercise a degree of discretion. Consider discussing your intent with the superintendent or board president before committing to meet with the group.

The group should clearly understand that the member speaks for himself or herself, not for the board. Unless the board has taken some kind of action on the issue, it is advisable to avoid making statements that reflect upon the board's attitude toward the question. The member also may wish to avoid statements that could mistakenly imply that he or she intends to serve as the group's champion when the issue is before the board. Whether the board member agrees or disagrees with the group's point of view, the group needs to know that what the member says must not be looked upon as a commitment of the entire board.

A board member has a continuing obligation to hear various points of view, consider all sides of a question and then vote his or her convictions when the time comes for board action. Sometimes when members have made advance statements or commitments, they find it difficult to fulfill this obligation.

#### Conflict of interest

Public office is not to be used for the profit, gain or private interest of any individual. To maintain public confidence in the office and to prevent the use of public office for private gain, it is important for members of the board of education to publicly disclose any potential conflict of interest.

The board is required to adopt a policy relating to conflicts of interest for its own members. [C.R.S. § 22-32-109(1)(y).] A board member who has a personal or private interest in any matter proposed or pending before the board shall disclose that interest to the board, abstain from voting on the matter and refrain from attempting to influence other members of the board. [C.R.S. § 24-18-109(3)(a).] State law creates a narrow exception allowing a board member with a conflict to vote if the board member has made specific disclosures. Those situations that present a potential conflict of interest for a member of the board of education generally are those in which a board member will derive a private financial benefit from board actions. Members of the board of education should familiarize themselves with the board's conflict of interest policy and state laws on standards of conduct.

## Handling complaints --

The opportunity to hear complaints or expressions of concern about district operations will confront every board member. Of course, the member will wish to listen with courtesy and sincerity, **but generally speaking,** **omit the hedging?** it is advisable to refer the person to the superintendent or administrator who has responsibilities in the area of concern. **It is rarely advisable for the board member to assume direct responsibility for a problem,** **omit the hedging?** particularly when student or staff relations are involved. While board members should reflect what is heard from the community during board policy discussions, usually board members can best serve their patrons' immediate needs by telling them whom to call about their concerns. **A discussion among board members with the superintendent about the process of handling complaints is worthwhile.** Maintaining good public relations is essential to the well-being of the district. **This is an area of board operations that should not be overlooked. For more details, see Community Relations & Community Engagement.**

## What if I have questions about our board's compliance with law?

If you are concerned about the legal implications of an upcoming issue before your board, approach the superintendent and board president with your concerns. The board's attorney may have already provided advice about how to proceed, the attorney may be attending the meeting to confer with the entire board, or perhaps no one has yet reached out to the attorney, and your reminder may spark that connection.

If the board action that worries you is one the board took in the past, then again, the first person to approach with your concern is either the board president or superintendent. The objective of that conversation is to raise the issue promptly so that the board's attorney can provide timely counsel to the board on how to move forward. The board may seek legal advice on any matter, but the most common topics of conversation between the board and its attorney involve personnel, contracts and civil rights. Because the attorney represents the interests of the district, not individuals, the attorney's analysis may not please every board member. Nevertheless, the board as a whole is the client, and it accepts or rejects the attorney's advice in the same way the board takes any other action--by majority rule. Members who disagree with the board's legal position remain bound by attorney-client confidentiality and executive session privilege and may not divulge the content of those privileged conversations. Board members with personal legal questions should seek advice from their own private attorneys.<sup>7</sup>.

## Legal obligations of Board

Local school districts are creatures of statute, formed by the law and subject to the law. Individual board members are held accountable to the electorate, but the district itself is held accountable by the state through the district's accreditation. Thus, to ensure local schools remain accredited, boards must comply with state law. Understanding these obligations helps boards define the important role they play in the education of students in their communities.

What does the law obligate boards to do?

The state legislature passes laws governing the system of public schools in Colorado. Each school board plays its part in implementing those laws at the district level. The duties of local school boards can be distilled into the following list:

- Hold regular and special meetings in public
- Adopt policies and regulations for the efficient administration of the affairs of the district
- Adopt conflict-of-interest policies for board members
- Ensure that "effective educational programs are carried on in the schools of the district, and textbooks for any course of instruction or study in such programs are prescribed"
- Adopt the school district calendar
- Provide instruction about the use and effect of alcohol and controlled substances
- Educate children with disabilities
- Adopt a student discipline and conduct code
- Adopt a student publications code
- Enforce the school attendance law
- Employ all personnel required to maintain district operations and carry out the educational program
- Implement a licensed personnel evaluation system
- Adopt a salary schedule or salary policy
- Keep complete and accurate financial and accounting records
- Protect public deposits in authorized investments and depositories
- Adopt a budget for each fiscal year
- Certify necessary tax levies to the county commissioners.

What does the law permit boards to do?

Beyond the legal requirements imposed on boards to keep the schoolhouse doors open, the law provides a list of powers boards may exercise as public bodies:

- Acquire, take and hold real personal property; sell or lease property
- Sue and be sued
- Purchase and construct buildings
- Provide furniture, equipment, library books "and everything needed to carry out the educational program"
- Determine which schools will be operated and fix the attendance boundaries of each school
- Furnish transportation for pupils
- Provide for the free use of textbooks
- Charge tuition and fees reasonably necessary for textbooks and expendable supplies
- Exclude books determined by the board to be of an immoral or pernicious nature
- Suspend, expel and deny admission to students for statutory reasons
- Employ a chief executive officer
- Adopt policies related to all aspects of employment
- Adopt a mission statement for the school district making safety a priority for each public school.

Clarify what we do Many school boards also include student achievement as a main focus of their mission statement. In general, the mission statement establishes a guiding vision for what the schools should achieve, and gives the entire school district a focus point and common goal to be accountable to the community.

- Discharge or otherwise terminate the employment of all personnel, subject to the Teacher Employment, Compensation and Dismissal Act
- Enter into master agreements with school employees
- Issue tax-anticipation notes
- Issue bonds after an election

Advisory Committees – list the committees we currently have

There are times when the board may find it advisable to establish a citizens advisory committee to student and make recommendations with respect to a special problem. Boards often find that such committees can be helpful in such areas as the district budget, considering the need for new facilities, supporting a bond election or providing input when decisions must be made about controversial issues.

I don't think we need all this:

Lay councils comprised of influential citizens and representatives of various community groups have brought about improved community understanding of the schools in many instances. The citizen committee members should be chosen by the board to represent a cross section of the community. If the committee is not representative, it cannot be effective. Citizen committees usually attract people who have an active interest in the schools. As they work with the board and become more conversant with its problems, they may become oriented to public education and stand ready to defend the district from unwarranted attack. Experience has shown that it is best for citizen committee members to be advised at the outset about the committee's role and function. Members should know the committee will be asked to report its findings and make recommendations, but it is the board's responsibility to make final decisions. Problems occasionally arise when the board decides it cannot accept a committee recommendation. Therefore, it is imperative that the members know that the board will give serious consideration to the committee's input, but the members also must know that the board cannot commit itself to accepting all of the committee's recommendations or delegate its decision-making responsibility. For its part, the board must ensure follow-through with committees.

The people who are called upon to serve on citizen committees often develop a continuing interest in the school. Indeed, many who have served on such committees later have become members of the board.

There may be other advisory committees that state or federal law requires a district to form. The board must grant to these committees the planning, implementation or evaluation of any programs or projects as required by law. The district personnel evaluation council and the district accountability committee are examples of such groups.

What does the law forbid boards to do?

As arms of the state, school boards are government entities and are bound by the limitations on government set forth in the U.S. Constitution. This means that local boards cannot abridge the civil rights of students, personnel or others. Qualified immunity, which shields public officials from liability for actions that violate an individual's civil rights, does not apply if a reasonable person in the official's position would have known that the action violated clearly established law.

## 8. Preparation to serve on the School Board

Anyone who plans to run for the school board should acquire a basic understanding of the school district, including:

- purpose (what are the schools trying to accomplish)
- organization (who does what?)
- finance (income and expenses)
- government (state laws and regulations and local school board policies)
- board procedures (how business is conducted)

A great board candidate understands the proper relationship of the school board to the state, the community and the superintendent--and the proper relationship of the individual board member to the other members of the board.

In preparation for board candidacy, he or she will:

- attend board meetings to learn how the board functions
- make an appointment with the district superintendent to learn more about the district and to discuss challenges and problems facing the board
- browse through the CASB website and visit your school district office to read as much as possible about the nature of school board work and the laws affecting schools.<sup>9</sup>

## Structure of Lake County Board of Education

\* \* Note: We do not follow what is listed below but may want to consider\*\*

### Board President

Chosen: Elected by majority of the board.

Term: 2 years

Duties:

- Presides at board meetings
- Speaking (or appointing another board member to speak) in public on behalf of the Board
- The President of the Board ensures the integrity of the Board's processes and normally serves as the Board's official spokesperson.
- Monitor Board behavior to ensure that it is consistent with its own rules and policies and those legitimately imposed on it from outside the organization.
- Conduct and monitor Board meeting deliberations to ensure that only Board issues, as defined in Board policy, are discussed.
- Ensure that Board meeting deliberations are fair, open, and thorough, but also efficient, timely, orderly and to the point.

- Chair Board meetings with all the commonly accepted power of that position as described in Robert's Rules of Order and in accordance with law.
- Make all interpretive decisions that fall within the topics covered by Board policies on Governance Process and Board/Staff Relationship, except where the Board specifically delegates portions of this authority to others, using any reasonable interpretation of the provisions in those policies.
- Refrain from making any interpretive decisions about policies created by the Board in the Ends and Executive Limitations policy areas.
- Refrain from exercising any authority as an individual to supervise or direct the Superintendent.
- Represent the Board to outside parties in announcing Board-stated positions and in stating decisions and interpretations within the areas delegated to the President, delegating this authority to other Board members when appropriate, but remaining accountable for its use.
- Sign all contracts authorized by the Board.
- Sign all official Board reports.
- In the absence or inability of the President, the Vice President has all of the powers and duties of the President.

#### Notes:

- Votes on all issues as part of the alphabetical roll call vote required by law
- President and the Superintendent work together to build the agenda for the board meetings.

#### Vice-President

Chosen: Elected by majority of the board

Term: 2 years

#### Duties:

- In the absence or inability of the president, the vice president shall have and perform all of the powers and duties of the president

#### Secretary –

Chosen: Elected by majority of the board

Term: 2 years

#### Duties:

- Notifies each board member of all special meetings -[Bunny does this](#)
- Keeps and preserves minutes of each meeting – [Bunny does this](#)
- Publishes and posts all notices of election, as required by law – [Bunny does this](#)
- Acts as custodian of the district seal -- [???](#)
- Attests any written contract to which the district may be a party when the contract has been authorized by the board, and affixes the seal thereto
- Performs other duties as assigned by the board

#### Treasurer

Chosen: Elected by majority of the board

Term: 2 years

#### Duties:

- Accounts for all moneys belonging to the district, or coming into its possession and reports thereof when required by the board.—[Jim and Rena](#)
- Signs, in writing or facsimile, all warrants, orders or checks drawn in payment of the lawfully incurred and properly authorized obligations of the district. [Treasurer or staff](#)
- Bears legal responsibility for administering receipts and disbursements and taking care of accounting processes. [Treasurer or staff?](#)
- Performs other duties as assigned by the board.

One person can hold the position of secretary and treasurer simultaneously.

- In the absence or inability of the treasurer, the board officer designated by the president (since there is no assistant treasurer or other custodians appointed by the board) shall perform the duties.

\*\*Information taken from CASB Leadership book and Board policy regarding President’s role.

10. Information about Colorado Revised Statutes Colorado Revised Statutes: This book of state laws is provided to the Board once it is updated after each legislative session. The CASB legislative updates will also alert us to key laws that may impact us--and they will notify the Board secretary if there are any policies they feel we should update to reflect new laws.

Center for the Reform of School Systems: This is the organization that the Lake County School District worked with to develop a results-based governance model (which CRSS calls "reform governance"). This website has some information about this model, descriptions of workshops the organization can offer, and opportunities to take webinars.

11a. The Red Line – [I don’t know what this](#)

- Core Beliefs And Commitments
- Theories of Action for Change
- Transformational Reform Policies
- Policy Development and Oversight
- Building Blocks of Reform
- Governance Roles, Responsibilities and Relationships
- Governance Management
- Civic Capacity
- Transition Planning

11b. Functional and Dysfunctional Teams – [this is helpful](#)

Characteristics of Functional and Dysfunctional Boards

Functional Boards	Dysfunctional Boards
The board is focused on a clear set of beliefs, a plan to carry them out, and constant monitoring.	The board cannot agree on goals and process or continues to pile on new work or change the work after the primary work is set. The board has an unfocused

	agenda that wastes time on unimportant, peripheral issues.
The board is focused on improving student achievement for ALL students.	Non-student achievement issues dominate board meetings.
The board sets clear expectations for the superintendent and provides constructive feedback.	The board hires a superintendent with unclear expectations and then changes its mind frequently.
Differences occur, but they are never personal in public.	Disagreements get personal, and constant bickering is common.
Members work together to represent the whole district; they do not play interest group games.	Members represent special interest groups or only certain areas of the district.
The board does its work through the superintendent.	The board plays to other district staff and goes around the superintendent.
Board members let the administration make the management decisions.	Board members try to influence management decisions.
The board operates in the open and involves the community in the decision making of important issues.	The board avoids transparency and prefers to make big decisions behind closed doors.
The board communicates as one body and works with the media in an ethical manner.	Board members use the press to criticize and demean other board members or undermine the superintendent.
The board conducts short, efficient board meetings with discussions that are respectful, orderly, and to the point	The board conducts long, drawn-out board meetings that involve unprofessional behavior and repetitious comments on petty issues.
The board establishes a process to orient new board members, provides continuous training, and builds collaboration.	The board has no coherent orientation for new board members and no investment in training or team building.

11c. Board Roles and Superintendent Roles -- [helpful](#)

Board Roles and Superintendent Roles

<b>Board's Role</b>	<b>Superintendent's Role</b>
---------------------	------------------------------

Make policy	Implement policy.
Hire the superintendent.	Manage the day-to-day operation of the district.
Develop organizational goals.	Coordinate the development and implementation of strategic plans to meet organizational goals.
Adopt an annual budget.	Prepare an annual budget based on priorities discussed with the board.
Delegate to the superintendent responsibility for all executive functions.	Avoid handling any administrative details, even when a constituent asks for assistance. Refer the constituent to the appropriate administrator.
	Provide the board with recommendations on all problems and issues under board consideration.
	Use discretionary judgement in situations not covered by board policy, but report significant decisions to the board.
Approve personnel appointments and terminations recommended by the superintendent.	Recommend personnel appointments and terminations.
Provide financial and management oversight by assuring financial integrity and operational efficiency.	Manage district spending and operations.
Require the superintendent to provide regular reports concerning progress and management of the district.	Keep board members fully and accurately informed about the district.
Evaluate the superintendent.	Ensure the evaluation of staff.

11d. Scenarios for Board Practice – [I don't see the point of these in the handbook.](#)  
Exploring the Governance-Management Line Activity Scenarios

Scenario 1:

Board member Mike Smith makes an appointment with the superintendent, goes to her office, and says, “Madam Superintendent, I’ve been hearing a lot of complaints from principals and parents about the performance of this area superintendent in my part of town. I really think you need to move her to another part of the district or into central office because there is so much discontent about how this person is performing her job.”

Scenario 2:

Board member Jones calls the superintendent one day and says, “Mr. Superintendent, I want an update on the contract negotiations that are going on right now for the sale of the Main Street property. What’s the status of offers, and how are negotiations going?”

Scenario 3:

Board member Enders goes to the board president and says, “Mr. Chair, I would like to put an item on an upcoming board agenda to reconsider our district policy of not naming schools after people who are still alive. Would you please do that?”

Scenario 4:

Board member Beazley, during a regular board meeting, says: “Madam Superintendent, I just returned from a conference where they were talking about a new bilingual education program that has gotten great results in other districts. I have a lot of information about that program, and I would like you to put it on the agenda for our next meeting so we can consider adopting it for our district.”

Scenario 5:

School board member Ketchum arrives unannounced at a school one day, steps into the principal’s office, and requests a tour of the building.

Scenario 6:

A board member calls up the superintendent and says, “I just had breakfast with a group of civic leaders, and there is a lot of anxiety about your upcoming recommendations to the board regarding the timing of a bond proposal. I just wanted to share this information with you and give you a heads-up, in case you haven’t heard this already in your circles.”

Scenario 7:

During a vote to approve the admission process for the district’s Talented and Gifted program, board member Dawson complained that screening students based solely on test scores was not fair for a child like his who does not test well. He asked to amend the motion to require the superintendent to develop a multiple data-point process.

Scenario 8:

Heritage City School Board, operating in its judicial capacity, is meeting to hear a grievance from a teacher with a medical problem that requires her to use the bathroom often. The teacher has filed a grievance because the principal has assigned her to a classroom far away from the bathroom despite her request to be near one. At the grievance hearing, board member Shilling makes a motion to sustain the grievant and require the principal to reassign the teacher to a classroom near the bathroom. Shilling's motion is approved by the board. (Contextual notes: State law gives principals the right to make teacher assignments. Also, the district has no policy requiring principals to take teachers' medical conditions into consideration when making placements.)

Scenario 9:

Board member Hernandez called the superintendent to day he had received a tip from a trusted parent that the principal and several teachers at Taft Elementary School were falsifying test results on the state exam. "I want you to investigate," he told the superintendent.

Scenario 10:

During its regular monthly meeting, board member Smithers raises his hand and says, "Mr. Superintendent, I'm very concerned about bus safety in our district. I'm hearing stories about reckless driving and busses are not being adequately maintained. I want to know what your perception is and what your plans are for dealing with this issue?"

Scenario 11:

During a board workshop, board member Smith asks the superintendent, "What do you think of our district's policy on nepotism?"

Scenario 12:

Board member Martinez meets with the superintendent one day and says, "I think we should consider launching a major district initiative around incentive pay for teachers. I wish you would start educating the board about this in preparation for eventual action."

Scenario 13:

Board member Grouse is known for grilling staff during board meetings, asking them tough questions about various data and practices in their departments.

Scenario 14:

Board member Johnson has a popular magnet school in his neighborhood where admission is first-come, first-served for the limited spaces. Parents, who have been camping out for days before the deadline to get their children enrolled, have implored the school superintendent to install portable toilets at the site because the closest public bathroom is miles away, but he has adamantly refused, saying it not in the budget. Johnson, who believes the parents have a legitimate request, orders the superintendent to get portable toilets installed, explaining that the media has already contacted him for a comment.

## 11e. Policies

What is a policy?

A policy is a board-approved document that outlines goals, standards, or principles to guide or prescribe actions and constrain behavior by district employees, students, or others who interact with the district.

The board's job is to:

Develop policies in support of improved performance.

Align policies, practices, and resources.

Monitor implementation and results.

Why are policies important?

For compliance: Policies ensure that school districts are adhering to state and federal laws.

For effectiveness: Policies help school districts to function efficiently and effectively.

For sustainability: Policies can help to endure that reform efforts endure over time, despite changes in leadership.

For Reform: Policies can also be powerful levers for transforming school districts.

## Reform or Transformational Policies

These are designed to fundamentally change the system. Intended to dramatically improve district performance and eliminate the achievement gap.

## Examples of High-Potential Reform Policies

- Academic Standards
- Assessments and Accountability
- Teacher Quality
- School Leadership
- Pupil Assignment
- Resource Allocation
- District Charter Schools/Diverse Portfolios

11f. Board Self Evaluation Goals for Board Self-Evaluation – [isn't this results based governance? Again feels general, not about our board but about school boards in general.](#)

- Develop a formal, written, annual board self-evaluation process and timeline that promotes effective governance of the district for high student achievement.
- Develop a board self-evaluation instrument that reflects the governance team's core beliefs and commitments and will align with the district data dashboard and the superintendent evaluation.

When it comes to performance evaluations, it's not just about the superintendent...Nothing has a greater impact on the superintendent's performance than the performance of the board. In this era of accountability, superintendents, administrators, teachers, students and support staff are all evaluated...why shouldn't board members also be evaluated?

### Why Boards should self-evaluate

- The board is responsible for defining success for the district.
- Board self-evaluation is a critical component of a culture of accountability in the district.
- Board self-evaluation provides the opportunity for constructive dialogue about district progress at the highest level of the district.
- Self-evaluation provides the opportunity for the governance team to critically assess its performance.
- A self-evaluation provides an opportunity to identify ways to improve.

Board self-evaluation: “ A rare occurrence” Approximately 76% of school boards in the country do not formally evaluate themselves. The lowest level of self-evaluation is in the largest U.S. school districts ( over 25,000 students).

### Board Discussion Workshop

First, the school board as a whole should meet in a workshop setting to discuss and confirm the intent of a formal, written board self-evaluation, which is to improve district governance for high academic achievement.

### Questions to Consider

- Should the written self-evaluation be public or private?
- What will the board do with the written results of the self-evaluation? Have a discussion at a board retreat? Have a facilitator?
- What are the media implications in your district of formally committing to a board self-evaluation?
- Will the board elicit feedback from constituents?

As part of the self-evaluation discussion, review existing district policies and documents, such as:

- Core beliefs
- Board governance
- Board ethics
- Board meetings and committees
- Board procedures and/or protocols
- Strategic plan
- Board duties
- Constituent service
- Data dashboard
- Superintendent evaluation

### Remember:

- Develop a board self-evaluation process and instrument that improves district governance and is developmental, not judgmental.
- This is an evaluation of the effectiveness of the board, not individual board members.
- The board self-evaluation should be constructive, not destructive.

