Lake County School District
Learning Above and Beyond

District Mission:

Lake County School District creates safe and inclusive learning environments where students belong and are empowered to develop the knowledge, skills, and character to thrive and contribute in a changing world.

Board Priorities:

Strategic Direction #1: Pursuing Educational Excellence

Strategic Direction #2: Enhancing Student Experience

Strategic Direction #3: Expanding Family and Community Collaboration

Lake County School District Board of Education
Nov. 9, 2026 5:30 pm Regular 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 Consent Agenda
   a. Oct. 12, 2026 Regular Meeting Minutes
   b. Oct. 15, 2026 Special Meeting Minutes
   c. Oct. 26, 2026 Special Meeting Minutes
   d. Employee Status
   e. Board Member time sheets
   f. DAC new member
7. 5:41 Spotlight
   a. IT-Andy Hall
8. 5:50 Discussion Item
   a. Trail 100 Busses
   b. DHS and Pool Lease agreements with County
9. 6:15 Superintendent update
10. 6:20 Action Item
    a. Superintendent Bartlett resignation
11. 6:25 Discussion Item
    a. Superintendent search next steps
12. 6:40 Board Reports
13. 6:45 Agenda Planning
14. Adjourn
15. Upcoming meeting or event:
    a. Nov. 23, 2026 Work Session @ 5:30 pm @ DO/Zoom
    b. Dec. 14, 2026 Regular Meeting @ 5:30 pm @ DO/Zoom
    c. Jan. 11, 2027 Regular Meeting @ 5:30 pm @ DO/Zoom

Estimated duration of meeting is 2.5 to 3 hours **Updated 11/4/26

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
Learning Above and Beyond

Misión del Distrito:

El Distrito Escolar del Condado de Lake crea entornos de aprendizaje seguros e inclusivos donde los estudiantes pertenecen y están empoderados para desarrollar los conocimientos, las habilidades, y el carácter necesarios paraprosperar y contribuir en un mundo cambiante.

Prioridades de la junta:

Dirección Estratégica n.° 1: Buscar la Excelencia Educativa

Dirección Estratégica n.° 2: Mejorar la Experiencia Estudiantil

Dirección Estratégica n.° 3: Ampliar la Colaboración con Familias y la Comunidad

Junta de Educación del Distrito Escolar del Condado de Lake
9 de noviembre de 2026 5:30 pm Reunión ordinaria
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 Orden del día consensuado
    a. Acta de la reunión ordinaria del 12 de octubre de 2026
    b. Acta de la reunión especial del 15 de octubre de 2026
    c. Acta de la reunión especial del 26 de octubre de 2026
    d. Estado del empleado
    e. Hojas de asistencia de los miembros de la junta
    f. Nuevo miembro del DAC
7. 5:41 Espacio informativo
    a. TI (Tecnología de la Información) – Andy Hall
8. 5:50 Punto de discusión
    a. Autobuses de la ruta 100 (Trail 100)
    b. Acuerdos de arrendamiento de DHS y de piscinas con el condado
9. 6:15 Actualización del Superintendente
10. 6:20 Punto de acción
    a. Renuncia del superintendente Bartlett
11. 6:25 Punto de discusión
    a. Próximos pasos en el proceso de búsqueda del superintendente
12. 6:40 Informes de la Junta
13. 6:45 Planificación de la Agenda
14. Aplazar
15. Próxima reunión o evento:

a. 23 de noviembre de 2026: Sesión de trabajo a las 5:30 p. m. en la oficina administrativa (DO) / Zoom

b. 14 de diciembre de 2026: Reunión ordinaria a las 5:30 p. m. en la oficina administrativa (DO) / Zoom

c. 11 de enero de 2027: Reunión ordinaria a las 5:30 p. m. en la oficina administrativa (DO) / Zoom

La duración estimada de la reunión es de 2,5 a 3 horas ** Actualizado 11/4/26

A few welcoming notes:

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Algunas notas de bienvendia:

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

A few welcoming notes:

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SCHOOL BOARD MINUTES

Regular Meeting

Oct. 12, 2026

Meeting called to order –Director Cooper called the meeting to order.

Roll Call of Members - The regular meeting of the Board of Directors for Lake County School District R-1 was called to order on Oct. 12, 2026 at 5:30 p.m. and was held at the District Office and via Zoom. Directors Contreras, Cooper, Earley, Lozano (via Zoom), Snyder and Superintendent Bartlett (via Zoom) were present.

Pledge of Allegiance –Director Cooper led the pledge of allegiance.

Preview of agenda- No changes needed.

Public Participation- NA

Action items- It was moved by Director Earley to approve the consent agenda. Director Contreras seconded the motion;

	Contreras	Cooper	Earley	Lozano	Snyder
Aye	X	X	X	X	X
Nay					
Absent					
Abstain					

motion carried 5-0-0-0.

Discussion Item- Lisa Weil, from Great Education Colorado, was in attendance and shared information on Amendment 87 Income Tax Fairness Act, a draft resolution for the board and spoke on Proposition NN.

Policy Monitoring- Director Snyder shared the review of policies GP-8 and GP-9.

Policy Reviewed- The board reviewed policy SSG-9.

Superintendent Update- Superintendent Barlett reported on the staff enjoying the cupcakes from the board, big week as we have parent/teacher conferences and DAC is managing a pot luck for the schools, and October is always a busy month.

Board Reports- Director Contreras reported on attending Policy Council. Director Cooper had no report as the finance committee has not met yet but will next week. Director Earley spoke of attending the DAC meeting and missed the Child Care Collation meeting. Director Lozano spoke of no BOCES meet. Director Snyder spoke of meeting this week to talk of the Bright Start lease.

Upcoming meetings and agenda planning were discussed.

It was moved by Director Contreras to adjourn the meeting. Director Snyder seconded the motion; motion carried.

Meeting adjourned at 7:42 pm.

ATTEST:

_____
Melissa Earley, Secretary

_____
Miriam Lozano, President

SCHOOL BOARD MINUTES

Special Meeting

Oct. 15, 2026

Meeting called to order –Director Lozano called the meeting to order.

Roll Call of Members - The special meeting of the Board of Directors for Lake County School District R-1 was called to order on Oct. 15, 2026 at 4:01 p.m. and was held at the District Office and via Zoom. Directors Contreras (via Zoom), Cooper (via Zoom), Lozano, Snyder (via Zoom) and Superintendent Bartlett were present. Director Earley was absent and excused.

Pledge of Allegiance –Director Lozano led the pledge of allegiance.

Preview of agenda- No changes needed.

Public Participation- N/A

Action items- It was moved by Director Contreras to approve Resolution 27-10 Support of Amendment 87, the "Fair Income Tax Act" and Proposition NN and in opposition of Proposition 136. Director Snyder seconded the motion;

	Contreras	Cooper	Earley	Lozano	Snyder
Aye	X	X		X	X
Nay					
Absent			X		
Abstain					

motion carried 4-0-1-0.

Discussion Items-The board discussed how to share the resolution and will record videos to post on the website.

Upcoming meetings and agenda planning were discussed.

It was moved by Director Contreras to adjourn the meeting. Director Cooper seconded the motion; motion carried.

Meeting adjourned at 4:09 pm.

ATTEST:

_____
Melissa Earley, Secretary

_____
Miriam Lozano, President

SCHOOL BOARD MINUTES

Special Meeting

Oct. 26, 2026

Meeting called to order –Director Lozano called the meeting to order.

Roll Call of Members - The special meeting of the Board of Directors for Lake County School District R-1 was called to order on Oct. 26, 2026 at 5:30 p.m. and was held at the District Office and via Zoom. Directors Contreras, Cooper, Earley, Lozano, Snyder and Superintendent Bartlett were present.

Pledge of Allegiance –Director Lozano led the pledge of allegiance.

Preview of agenda- No changes needed.

Public Participation- Krista Cavataio, Adam Ducharme, Megan Vinci, Heather Moutoux, Amber McCoy, Stacey Petty and Desiree Trujillo were in attendance and shared their support for Bright Start and the work that they do for Early Childhood care in Leadville/Lake County and the hope for the continued support from Lake County School District while the board works on a facilities plan. Taylor Trelka was in attendance and is working on her doctorate and is attending to support that work.

Discussion Item- Superintendent Bartlett led a discussion regarding Early Head Start and shared that Policy Council met and have three pathways and will meet again and come back to the board with a recommendation in November.

Action items- It was moved by Director Snyder to approve the Head Start Continuation Grant. Director Contreras seconded the motion;

	Contreras	Cooper	Earley	Lozano	Snyder
Aye	X	X	X	X	X
Nay					
Absent					
Abstain					

motion carried 5-0-0-0.

Discussion Item- Jeff Gatlin and Claire Takhar spoke to the board regarding the results of the one-on-one meetings that were held with board members and shared a draft framework, discussed the findings and next steps.

The board discussed the draft Bright Start Lease and talked about next steps.

Policy Monitoring- Superintendent Bartlett and Jim Mulcey, CFO/COO, shared the review of policies SSG-7 and SSG-8.

Policy Reviewed- The board reviewed policy SSG-2 and SSG-3.

Upcoming meetings and agenda planning were discussed.

It was moved by Director Contreras to adjourn the meeting. Director Earley seconded the motion; motion carried.

Meeting adjourned at 7:55 pm.

ATTEST:

_____
Melissa Earley, Secretary

_____
Miriam Lozano, President

Lake County School District R-1
Employee Status Report
November 9, 2026

prepared: 11/4/2026

Certified Staff

Recommended for Hire

Name	Assignment	Degree	License- Endorsement	Experience

Name	Current Assignment	Transfer Assignment	Location	Effective

Resignations/Terminations

_____ _____

Miriam Lozano, President **Melissa Earley , Secretary**

prepared: 11/4/2026

Lake County School District R-1
Employee Status Report
November 9, 2026

Support Staff/Classified			
Recommended for Hire			
Lozano, Mateo	Substitute Teacher		2026-2027
Medina, Dorothy Ann	Substitute Teacher		2026-2027
Uthe, Brandon	Project Dream Crew Leader/Driver		2026-2027
Name	**Current Assignment**	**Transfer Assignment**	**Effective**
Resignations/Terminations			
Adler, Mike	Out of School Time Director		10.26.2026
Villarreal, Melissa	Bus Driver		10.30.2026
_____		_____	
Miriam Lozano, President		**Melissa Earley , Secretary**	

prepared: 11/4/2026

Lake County School District R-1
Employee Status Report
November 9, 2026

Certified/Staff		
Behavior Support Paraprofessional	LCES-Center	2026-2027
Early Head Start Home Visitor	LCES-Center	2026-2027
Out of School Time Special Education Support	District	2026-2027
Project Dream Activity Leaders	District	2026-2027
Special Education Paraprofessional	LCES	2026-2027
Substitute- Teacher, Cook, Custodian	District	2026-2027
Coaches		
Assistant Middle School Nordic Coach		2026-2027
Assistant Middle School Boys Basketball Coach		
C Team Middle School Boys' Basketball Coach		2026-2027
Game Officials		ongoing
Middle School Head Nordic Coach		2026-2027

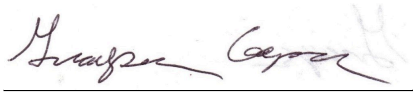
Lake County School District R-1
Additional Pay Sheet

PAY PERIOD
October 1, 2026 TO October 31, 2026

ID# **Name:** **Grayson Cooper**

DATE:	DESCRIPTION	HOURS	RATE	TOTAL
10/12/2026	Board of Education - Regular Meeting	1.20	$75	$75
10/15/2026	Board of Education - Special Meeting	0.15	$75	$75
10/21/2026	Finance Committee Meeting	1.65	$75	$75
10/26/2026	Board of Education - Special Meeting	2.42	$75	$75
TOTAL		**5.42**		**$300**

ID#



1 November 2026

Employee's Signature Date

Supervisor's Signature Date

Lake County School District R-1
Additional Pay Sheet

PAY PERIOD
August 2026 - October 2026

Name: **Miriam Lozano**

Address: _____

DATE:	DESCRIPTION	HOURS	RATE	TOTAL
8/20/26	Board of Education Regular Meeting	1.42	$75	$75
9/1/2026	BOCES in person Board meeting + Drive to Buena Vista	5	$150	$150
9/14/2026	Board of Education Regular Meeting	2.45	$75	$75
9/28/2026	Growth Rewards + Board of Education Special meeting	2	$75	$75
10/12/26	Board of Education Regular Meeting	1.18	$75	$75
10/26/26	Board of Education Special meeting	2.42	$75	$75
TOTAL		**14.47**	**$525**	**$525**

Miriam Lozano 11/3/2026

Employee's Signature Date

Supervisor's Signature Date

Lake County School District R-1

Additional Pay Sheet

PAY PERIOD

October 1, 2026 TO October 26, 2026

Month **Month**

ID# **Name:** **Lauren Snyder**

Address **PO Box 1236 Leadville, CO 80461**

DATE:	DESCRIPTION	HOURS	RATE	TOTAL
Oct. 12	Board Meeting	2	$75	$75
Oct. 26	Board Meeting	2.5	$75	$75
TOTAL		**4.5**		**150**

Lauren Snyder 10.26.26

Employee's Signature Date

Supervisor's Signature Date

Lake County School District
328 West 5th Street
Leadville, Colorado 80461
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: N/A
DATE OF MEETING: 11/9/2026
ATTACHMENTS: 0

RE: *New DAC Members*

TOPIC SUMMARY

Background: Every year the District Accountability Committee (DAC) puts out a call for new members. These members must be approved by the Board of Education.

Topic for Presentation: The DAC submits the following new members for Board approval:

- Mireya Lizardo, Parent

After these additions, the mix of voting members on the DAC will be:

Parents	4
Teacher	1
Administrator	2
Community Members	2

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AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Andy Hall
MEMO PREPARED BY: Andy Hall
INVITED GUESTS: None
TIME ALLOTTED ON AGENDA: 10 minutes
DATE OF MEETING: Monday, Nov 9, 2026
ATTACHMENTS: 0
RE: *Technology Department Update*, Presentation

TOPIC SUMMARY

Background: Annually, the IT department will report to the BoE on accomplishments, progress, and challenges faced by the department.

Topic for Presentation:
Accomplishments:

- Update of LCHS staff devices
- Replacement of phone system
- Update of student devices, grades 5 and 9
- Grade-level reorganization and start of school

Progress and in-progress activity:

- Physical security is being brought under district management

Challenges and needs:

- Additional physical security equipment needs
- Network infrastructure
- Potential changes to E-Rate funding

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AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Jim Mulcey
MEMO PREPARED BY: Jim Mulcey
INVITED GUESTS: 0
TIME ALLOTTED ON AGENDA: 15 min
DATE OF MEETING: 11/9/2026
ATTACHMENTS: 0

RE: Transportation Services for Life Time Race Series

TOPIC SUMMARY

Background:
Per the LCSD Facility Use Decision Thresholds 2026-27, a Level 3 request requires Board of Education approval. Level 3 requests for short- or long-term use that may have an adverse impact on district operations, may be complicated from a policy, liability or use perspective (KF), may require additional staff time and capacity to review and manage, and/or may require ongoing or significant oversight capacity from LCSD staff.

Topic for Presentation:
Life Time is requesting transportation support for the 2027 series of races. In the past few years, the school district has provided buses and bus drivers to move race participants between locations along the racing routes.

Several of our normal drivers drove for the races. This year, LCSD hired several staff for the sole purpose of driving for these events. We investigated using the outside drivers as a contracted service, however, given the nature of the services, and the lack of liability insurance coverage, we chose to hire them. In all we employed 10 drivers for each race, and invoiced Life Time for over $34K.

Drivers were paid $80/hour. The District also paid for driver benefits (PERA & Medicare). All these costs were billed to Life Time, along with an $800/bus/per day for fuel, maintenance, and depreciation. The district also compensated district drivers who were performing school district trips (athletics) at that same rate, so they would not be “missing out” by performing school district operations.

In 2026, the main races took place on 15 & 22 August; school began on 10 August. In 2027, they are planned for 14 & 21 August; the calendar is not set for next year, but

school will likely begin just before the races. In prior years, LCSD has supported some of the smaller races as well. Coordinating the hiring of outside staff for these events, managing operations, and working with Life Time staff took staff time away from school operations. This was especially difficult this year given the additional challenges of school consolidation and a critical bus driver shortage.

From a liability standpoint, our buses and drivers are covered under our liability insurance policy. While our insurer (CSDSIP) says this activity is covered, they do not recommend it. We require all participants to sign a waiver before they are allowed to ride on our buses.

LCSD Facility Use Decision Thresholds 2026-27

Level 1: Standard Administrative Approval Process (Bunny)

Definition: Typical requests for short-term use that do not have an adverse impact on district operations, are uncomplicated from a policy, liability or use perspective (KF) and/or are with organizations with whom LCSD has a long-standing relationship and history of facility use.

Required staff time: Standard or minimal

Liability for LCSD: Standard

Examples:

- Use by the Lake County Recreation Department that have a historical precedent or that fall within standard use types and hours
- Use by known community organizations for specific events that have a historical precedent or that fall within standard use types and hours
- Use by other organizations for special events that fall within standard use types and hours

Procedure:

- Organization completes facility use request form (KF-E)
- Designated facility use administrator (Bunny) processes and approves or denies

Level 2: District Administrative Approval Process (Kate or Jim)

Definition: Requests for short-term use that may have an adverse impact on district operations, may be complicated from a policy, liability or use perspective (KF) and/or may require additional staff time and capacity to review and manage.

Required staff time: Requires an extra 0-2 hours of staff time for analysis, review or implementation

Liability for LCSD: May be increased

Examples:

- Use that may involve safety concerns
- Use that may involve questionable activities
- Use that may have community consequences or concerns for the district
- Use is for a district asset, like a bus, rather than a facility
- Use that may require review in the context of nondiscrimination rules and regulations
- Uses at Level 1 that have been denied and are being appealed

Procedure:

- Organization completes facility use request form (KF-E)
- Designated facility use administrator (Bunny) escalates to Superintendent or CFO/COO for review and approval or denial

Level 3: Board of Education Approval Process (Board of Education)

Definition: Requests for short- or long-term use that may have an adverse impact on district operations, may be complicated from a policy, liability or use perspective (KF), may require additional staff time and capacity to review and manage, and/or may require ongoing or significant oversight capacity from LCSD staff.

Required staff time: Requires an extra 2+ hours of staff time for analysis, review or implementation

Liability for LCSD: May be increased

Examples:
- Use that may require district staff to hire, compensate or oversee staff specifically for the purpose of the use
- Use that may require the district to prepare specialized invoices
- Use that may require the district to prepare and collect special waivers
- Use that may require special insurance review
- Use that will require significant staff capacity that would otherwise be spent on the district's core mission
- Uses at Level 1 or Level 2 that have been denied and are being appealed

Procedure:
- Organization completes facility use request form (KF-E)
- Designated facility use administrator (Bunny) escalates to Superintendent, who presents request to the Board of Education at the next reasonable opportunity
- Board of Education provides approval or denial

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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: 11/9/2026
ATTACHMENTS: 1 - 2003 Pool IGA

RE: *Two Possible New Lease Agreements with Lake County*

TOPIC SUMMARY

Background: The district has been providing space usage to the County that they and we agree should be codified or potentially updated in formal agreements.

Topic for Presentation: Staff requests direction from the Board as it prepares to potentially work with the County on two new lease agreements:

1) **Wraparound Space in Pitts and LCIS** - For many years, Wraparound, a program of the Lake County Department of Human Services, has had use of a classroom at Pitts and a conference room at LCIS. The district has never to our knowledge charged rent for these two spaces, and there is no formal lease in place.

   The district does also provide in-kind support for the Wraparound program through the operation of the McKinney-Vento program to support homeless youth. This in-kind support includes salary and benefits for the LCSD employee who serves as the McKinney-Vento liaison, and space in Pitts for the “McKinney Mart,” which stores supplies for families experiencing homelessness.

   The following summarizes the district’s current support for Wraparound and the status of each:

Asset/Contribution	**Value**	**Status**

Use of Pitts Room 10 for office space	?	No lease in place, no utilities charged
LCIS Conference Room	?	No lease in place, no utilities charged
MKV Liaison salary, paid by LCSD	$9,264/yr	In kind donation as part of Collaborative Management MOU
Use of Pitts Room 12 for McKinney Mart	$5,000/yr	In kind donation as part of Collaborative Management MOU

Staff asks for direction from the Board on the following questions with regard to Room 10 and the LCIS Conference Room (assuming no changes are desired on the in kind items that are part of the Collaborative Management MOU):

- Does the Board support continuing to offer use of these spaces to Lake County DHS?
- If so, does the Board want to see a formal lease in place with Lake County DHS, versus just an annual facility use agreement?
- If so, how does the Board direct staff with regard to specific provisions in this lease such as:
    - Term?
    - Termination provisions?
    - Rent or utilities payments?
    - Other?

2) **Aquatic Center storage space** - The 2003 IGA between the County and LCSD regarding the aquatic center at LCIS (attached) is still in force, although the County no longer operates the pool. The County has some equipment in the space and currently uses it for storage. The County has been paying for utilities in the space per the IGA, to the tune of $8,000-10,000 annually.

   The IGA has a term of 2028, however several provisions refer to conditions or obligations that could survive beyond the term of the agreement.

   The County has suggested officially terminating the IGA under provision 7.1 and replacing it with a lease to use the space for storage on an ongoing basis. The County has also indicated that it could store the equipment elsewhere.

   Staff asks for direction from the Board on the following questions with regard to the pool IGA and the possibility of a successor lease for storage space:

- Does the Board wish to actively terminate the aquatic center IGA before 2028?
- If so, does the Board support negotiating a successor lease with the County to store equipment in the space?
- If so, how does the Board direct staff with regard to any specific provisions in this lease such as:
    - Term?
    - Termination provisions?
    - Rent or utilities payments?
    - Requirements for the district to maintain the overall infrastructure of LCIS as it relates to the storage space?
    - As part of a new lease, is the Board open to any release of obligations of the County as outlined in the IGA that may or may not extend past or survive its termination?
    - Other?

Once the Board provides direction to staff on these items, we will work with the County and legal counsel on drafts of any new agreements to come before the Board.

INTERGOVERNMENTAL AGREEMENT
(Lake County Intermediate School Swimming Pool)

This Agreement ("Agreement") is made and entered into effective as of the 26 day of August, 2003 ("Effective Date") , by and between LAKE COUNTY SCHOOL DISTRICT R-1 ("School") and the BOARD OF COUNTY COMMISSIONERS OF LAKE COUNTY, COLORADO ("County").

WITNESSETH:

WHEREAS, School owns the recreational swimming pool and related facilities commonly known and described as the "Lake County Intermediate School Swimming Pool", located at 1000 West 6th Street, Leadville, Colorado ("Pool"); and

WHEREAS, School and County desire to enter into an intergovernmental agreement whereby County will operate and maintain the Pool for the use and benefit of the residents of, and visitors to, Lake County; and

WHEREAS, the parties have come to an agreement as to the terms under which the Pool will be operated and maintained by County, all as more fully set forth hereafter.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained herein, and intending to be legally bound, the parties agree as follows:

1. Authority. This Agreement is entered into pursuant to the authority granted by Article XIV, Section 18(2)(a) of the Colorado Constitution and Part 2 of Article 1 of Title 29, C.R.S.

2. Definitions. As used in this Agreement, the following terms shall have the following meanings, unless the context clearly requires otherwise:

"County's use" of the Pool shall include the use of the Pool by the general public.

"Pool" shall mean and include the locker rooms, spa, lobby area, windows and walls, stairwell, and front reception desk, all in the "downstairs" (street level) portion of the Intermediate School property. The term "Pool" shall not mean or include any portion of the "upstairs" area of the Intermediate School (the level where the track and lunchroom are located).

"Term" shall mean the term of this Agreement as described in Paragraph 3.

3. Term. Subject to earlier termination as hereafter provided, the Term of this Agreement shall commence on the Effective Date, and shall end twenty five (25) years thereafter.

4. County to Operate Pool. During the term of this Agreement County shall open the Pool and make it available for use by the residents of, and visitors to, Lake County under the following terms and conditions:

4.1 Rates and Charges For Use of Pool. County shall have the sole and absolute right to establish, from time to time throughout the term of this Agreement, the rates and fees to be charged for use of the Pool. Such rates shall at all times be uniform and non-discriminatory; provided that rates charged to residents of Lake County may be different than rates charged to out-of-county users of the Pool. All money collected by County in connection with the public use of the Pool shall be the property of the County.

4.2 Hours of Operation. County shall have the authority to fix and determine the hours of operation of the Pool.

4.3 Recreation Programs. County shall have the right to determine what type(s) of recreational programs, if any, are to be held at the Pool, and shall have sole control over such programs.

4.4 Personnel. County shall hire and pay a sufficient number of qualified and properly trained County employees to properly operate and maintain the Pool, including, but not limited to, a full-time Pool Manager. Such employees shall at all times be deemed to be the employees of County and not employees of School. None of such employees shall be entitled to any compensation or benefits from the School, including, but not limited to, workers' compensation insurance or unemployment insurance benefits.

5. School's Right To Use Pool . Notwithstanding the provisions of Paragraph 4, School shall have the right to use the Pool to conduct its educational programs and recreational activities for its students. The County will endeavor to give priority to the School in its scheduling of the Pool, and use its best efforts to attempt to schedule student use as requested by the School; provided, however, the County shall have the ultimate authority and right to schedule the use of the Pool as described in Subparagraphs 4.2 and 4.3. The School shall compensate the County for the use of the Pool by School's students at rate(s) to be agreed upon, in advance, from time to time throughout the term of this Agreement. If the parties are ever unable to agree on the compensation to be paid to County by School for the use of the Pool by School's students, such disagreement shall be resolved in the manner provided in Paragraph 15.

6. Maintenance and Repairs.

6.1 Intent. It is the intent of this Agreement that County shall assume all costs associated with the operation, maintenance and upkeep of the Pool, and that the School shall be relieved from all such expenses, except as otherwise expressly provided to the contrary in this Agreement.

6.1 Custodial Maintenance. County shall provide all required custodial maintenance for the Pool (including the swimming pool, spa, and pool deck), including, without limitation: pressure wash cleaning of pool and spa filters, vacuuming pool interior, vacuuming and pressure wash cleaning of pool deck, and maintaining the proper balance of pool water chemistry. County shall also provide all required custodial janitorial maintenance of locker rooms, lobby area, windows and walls, stairwell, and front reception desk

6.3 Inspection of Pool. The Pool shall be inspected by representatives of School and County periodically throughout the term of this Agreement to determine whether any damage has occurred to the Pool during the parties' usage. County will pay for any damage to the Pool occurring during County's usage of the Pool; School will pay for any damage to Pool occurring during School's usage of the Pool.

6.4 Boiler. Notwithstanding anything contained here to the contrary, School shall be responsible for the boiler which is located in the Intermediate School, and School have the right to access the boiler through the Pool area at anytime for the purpose of inspecting and maintaining the boiler.

6.5 Repairs To Pool. County acknowledges that, as of the date of this Agreement, certain repairs are necessary before the Pool can be opened to the public for use. County agrees to make such repairs at its sole cost. Further, throughout the term of this Agreement County shall be responsible for any repairs which are required in order to safely operate the Pool. County shall indemnify and hold School harmless from all costs associated with repair of the Pool, and such indemnify obligation shall survive termination of this Agreement and continue to be enforceable thereafter.

7. Annual Appropriation.

7.1 County Appropriation. Notwithstanding anything herein contained to the contrary, the County's obligations under this Agreement are expressly subject to an annual appropriation being made by the Board of County Commissioners of Lake County, Colorado in an amount sufficient to allow County to perform its obligations hereunder. In the event sufficient funds shall not be appropriated to allow County to perform its obligations and duties hereunder, this Agreement may be terminated by either party without penalty upon notice given in the manner described in Paragraph 16. The County's obligations hereunder shall not constitute a general obligation indebtedness or multiple year direct or indirect debt or other financial obligation whatsoever within the meaning of the Constitution or laws of the State of Colorado.

7.2 School Appropriation. Notwithstanding anything herein contained to the contrary, the School's obligations under this Agreement are expressly subject to an annual appropriation being made by the Board of Education of Lake County School District R-1 in an amount sufficient to allow School to perform its obligations hereunder. In the event sufficient funds shall not be appropriated to allow School to perform its obligations and duties hereunder, this Agreement may be terminated by either party without penalty upon notice given in the manner described in Paragraph 16. The School's obligations hereunder shall not constitute a general obligation indebtedness or multiple year direct or indirect debt or other financial obligation whatsoever within the meaning of the Constitution or laws of the State of Colorado.

8. Insurance.

8.1 Required Insurance. County shall procure and maintain the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and

insurers reasonably acceptable to the School. All coverage shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by County pursuant to Subparagraph 10.1 of this Agreement. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.

A. Workers' compensation insurance to cover obligations imposed by applicable laws for any employee of County engaged in the performance of work at the Pool under this Agreement. Evidence of qualified self-insured status may be substituted for the workers' compensation requirements of this Paragraph.

B. General liability insurance with limits of liability not less than the limits of liability established from time to time by the Colorado Governmental Immunity Act, Part 1 of Article 10 of Title 24, C.R.S. ("Act"). The policy shall include coverage for bodily injury, broad form property damage (including complete operations), personal injury (including coverage for contractual and employee's acts), blanket contractual, products, and completed operations.

8.2. School As Additional Insured; Primary Insurance; Deductible Amounts. The County's general liability insurance policy required by Subparagraph (B), above, shall be endorsed to include the School and School's officers and employees as additional insureds. Every insurance policy carried by School, its officers, or its employees, shall be excess to that provided by County. County shall be solely responsible for any deductible losses under any policy required above.

8.3. Insurance Certificate. A certificate of insurance shall be completed by County's insurance agent and provided to the School as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect and shall be reviewed and approved by School prior to commencement of this Agreement. The completed certificate of insurance shall be sent to:

Superintendent
Lake County School District R-1
P. O Box 977
Leadville, Colorado 80461

8.4. Pool Not To Be Opened If No Insurance Coverage. If, at any time during the Term of this Agreement, the County shall, for any reason, fail to procure or maintain policies providing the required coverages, conditions, and minimum limits set forth above, the County shall not permit any person to use the Pool until such time as the required insurance policies have been obtained.

9. Governmental Immunity. The parties hereto understand and agree that School and County are both relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations (presently $150,000 per person and $600,000 per

occurrence) or any other limitation, right, immunity or protection otherwise available to County and/or School, and their officers and employees.

10. Mutual Indemnification.

10.1 Indemnification By County. County agrees to indemnify and hold harmless the School, its officers, employees, and insurers, from and against all liability, claims, and demands, on account of injury, loss, or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with County's use or maintenance of the Pool pursuant to this Agreement, to the extent such injury, loss, or damage is caused by County's breach of this Agreement or the intentional act or negligence of County, any officer, employee, representative, or agent of the County, or which arise out of any worker's compensation claim of any employee of County; except to the extent such liability, claim or demand arises through the negligence or intentional act of School, its officers, employees, or agents. As to any claim for which indemnification is required hereunder, County agrees to bear all other costs and expenses related thereto, including court costs and attorney fees, whether or not any such liability, claims, or demands alleged are groundless, false, or fraudulent. The indemnify provisions of this Subparagraph shall survive termination of this Agreement and shall be enforceable thereafter.

10.2 Indemnification By School. School agrees to indemnify and hold harmless County, its officers, employees, and insurers, from and against all liability, claims, and demands, on account of injury, loss, or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with School's use of the Pool pursuant to this Agreement, to the extent such injury, loss, or damage is caused by School's breach of this Agreement or the intentional act or negligence of School, any officer, employee, representative, or agent of the School, or which arise out of any worker's compensation claim of any employee of School; except to the extent such liability, claim or demand arises through the intentional act or negligence of County, its officers, employees, or agents. As to any claim for which indemnification is required hereunder, School agrees to bear all other costs and expenses related thereto, including court costs and attorney fees, whether or not any such liability, claims, or demands alleged are groundless, false, or fraudulent. The indemnify provisions of this Subparagraph shall survive termination of this Agreement and shall be enforceable thereafter.

10.3 Indemnity Subject To Act. The obligations of each party to indemnify the other party is expressly subject to any applicable limitation or provision of the Act.

11. No Partnership. It is expressly understood and agreed that the School shall not be construed or held to be a partner, associate or joint venturer of County in the conduct of its business or its use of the Pool pursuant to this Agreement. County shall at all times have the status of an independent contractor without the right or authority to impose tort or contractual liability upon School.

12. Third Parties. This Agreement does not, and shall not be deemed or construed to, confer upon or grant to any third party any right to claim damages or to bring suit, action or other proceeding against either the School or the County because of any breach hereof, or because of any of the terms, covenants, agreements and conditions herein.

13. Non-Discrimination; Compliance With Applicable Laws. County hereby agrees that in connection with its use of the Pool it: (i) will not discriminate against any employee or applicant for employment because of race, color, creed, sex, religion, national origin, or disability; (ii) will insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, sex, religion, national origin, or disability; and; (iii) will, in all solicitations or advertisements for employees to be engaged in the performance of work at the Pool under this Agreement, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin or disability. County shall further comply with all applicable federal, state, and local laws, rules and regulations. Without limiting the generality of the foregoing, County shall comply with any applicable provisions of the Americans With Disabilities Act, 42 U.S.C. §12101, et seq. (Public Law 101-336), and all applicable regulations and rules promulgated thereunder by any regulatory agency, with respect to its use of the Pool pursuant to this Agreement. The indemnification and termination provisions of this Agreement shall apply with respect to County's failure to comply with all applicable laws or regulations; shall survive the termination of this Agreement; and shall be enforceable thereafter

14. Assignment. County may not assign this Agreement, in whole or in part, without the prior written consent of School, which consent may be granted, withheld or conditionally granted in the School's sole and absolute discretion.

15. Default; Resolution Of Disputes.

15.1 Default. A default shall exist under this Agreement if any party violates any covenant, condition, obligation required to be performed hereunder. If any party ("Defaulting Party") fails to cure such default within twenty (20) days after another party ("Non-Defaulting Party") gives written notice of the default to the Defaulting Party, then, at the Non-Defaulting Party's option, the Non-Defaulting Party may terminate this Agreement. In the event of a default not capable of being cured within twenty (20) days, a Defaulting Party shall not be in default hereunder if it commences curing the default within twenty (20) days after receipt of written notice of default from the Non-Defaulting Party, and thereafter cures such default with diligence. Notwithstanding any party's right to terminate this Agreement for an uncured default, this Agreement is subject to the rights of any party to invoke the remaining provisions of this Paragraph 15.

15.2 Negotiation. The parties shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement promptly by negotiations between persons who have authority to settle the controversy ("Executives"). Any party may give another party written notice of any dispute not resolved in the normal course of business. Within twenty (20) days after receipt of said notice, Executives of the parties to the dispute shall meet at a mutually acceptable time and place, and thereafter as often as they reasonably deem necessary, to

exchange relevant information and to attempt to resolve the dispute. If the matter has not been resolved within sixty (60) days of the notice of dispute, or if the parties fail to meet within twenty (20) days, any party to the dispute may initiate mediation of the controversy as provided below.

15.3 Mediation. If the dispute has not been resolved by negotiation as provided above, the parties shall endeavor to settle the dispute by mediation with a neutral third party. If the parties encounter difficulty in agreeing on a neutral third party, they may each appoint a neutral third party, such third parties to appoint a neutral third party to mediate.

15.4 Arbitration. Any dispute arising out of or relating to this Agreement or the breach, termination or validity hereof, which has not been resolved by the methods set forth above within sixty (60) days of the initiation of mediation, shall be finally settled by binding arbitration conducted expeditiously in accordance with the commercial arbitration rules of the American Arbitration Association (or other rules as may be agreed to by the parties) by a sole arbitrator; provided, however, that if one party has requested the other to participate, the requesting party may initiate arbitration before expiration of the period set forth at the beginning of this Subparagraph 15.4. The place of arbitration shall be Leadville, Colorado. The arbitrator is not empowered to award damages in excess of compensatory damages.

15.5 Provisional Remedies. The procedures specified in this Paragraph 15 shall be the sole and exclusive procedures for the resolution of disputes among the parties arising out of or relating to this Agreement; provided, however, that a party may seek a preliminary injunction or other provisional judicial relief if, in its judgment, such action is necessary to avoid irreparable damage or to preserve the status quo. Despite such action, the parties will continue to participate in good faith in the procedures specified in this Paragraph.

15.6 Performance To Continue. Each party is required to continue to perform its obligations under this Agreement pending final resolution of any dispute arising out of or relating to this Agreement.

15.7 Extension Of Deadlines. All deadlines specified in this Paragraph may be extended by mutual agreement.

15.8 Costs. Each party shall pay its own costs with respect to negotiation and mediation. The prevailing party in any arbitration or provisional judicial relief shall be entitled to reimbursement from the other party for all reasonable costs and expenses, including attorney fees in connection with such arbitration or provisional judicial relief.

16. Notices. All notices required or permitted under this Agreement shall be given by registered or certified mail, return receipt requested, postage prepaid, or by hand or commercial carrier delivery, or by telecopies directed as follows:

If intended for School to:

Superintendent
Lake County School District R-1
P. O. Box 977
Leadville, Colorado 80461
Telephone number: (719)486-6810
Telecopier number: (719)486-2048

with a copy in each case (which shall not constitute notice) to:

Timothy H. Berry, Esq.
Lake County School District Attorney
Berry & Murphy, P.C.
131 West 5th Street
P. O. Box 2
Leadville, Colorado 80461
Telephone number: (719)486-1889
Telecopier number: (719)486-3039

If intended for County, to:

Board of County Commissioners
P.O. Box 964
Leadville, CO 80461
Telephone number: (719)486-4100
Telecopier number: (719)486-3972

with a copy in each case (which shall not constitute notice) to:

Joseph Fattor, Esq.
Lake County Attorney
P.O. Box 221
Leadville, CO 80461
Telephone number: (719)486-2686
Telecopier number: (719)486-2118

Any notice delivered by mail in accordance with this Paragraph shall be deemed to have been duly given on the second business day after the same is deposited in any post office or postal box regularly maintained by the United States postal service. Any notice delivered by telecopier in accordance with this Paragraph shall be deemed to have been duly given upon receipt if concurrently with sending by telecopier receipt is confirmed orally by telephone and a copy of said notice is sent by certified mail, return receipt requested, on the same day to that intended recipient. Any notice delivered by hand or commercial carrier shall be deemed to have been duly given upon actual receipt. Either party, by notice given as above, may change the address to which future notices may be sent.

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

18. Applicable Law. This Agreement shall be interpreted in all respects in accordance with the laws of the State of Colorado.

19. 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 thereto.

20. Amendment. This Agreement may be modified or amended only by a duly authorized written instrument executed by the parties hereto. No oral amendment or modification of this Agreement shall be allowed.

21. 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 thereof shall not in any way be affected or impaired thereby.

22. Paragraph Headings. Paragraph and subparagraph headings are inserted for convenience only and in no way limit or define the interpretation to be placed upon this Agreement.

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

24. 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.

25. Binding Effect. This Agreement shall be binding upon, and shall inure to the benefit of parties, and their respective successor governing boards.

26. Approval By Governing Boards or Other Authority. In accordance with Section 29-1-203(1), C.R.S., this Agreement shall not become effective unless and until it has been approved by the governing bodies of both the School and the County, or such persons as shall have the power to approve this Agreement on behalf thereof.

Executed the date first written above.

LAKE COUNTY SCHOOL DISTRICT R-1

By _____
President

ATTEST:

_____
Secretary

BOARD OF COUNTY COMMISSIONERS OF
LAKE COUNTY, COLORADO

By:

_____
Commissioner

_____
Commissioner

_____
Commissioner

ATTEST:

_____ - Chief Deputy
Clerk and Recorder, and ex-officio
secretary to the Board of County Commissioners

Sch5\Swimming Pool Agreement_4
August 20, 2003

November 9, 2026

Dear Board of Education:

I am writing to notify you that I will be retiring from LCSD at the end of the 2026-27 school year, marking the end of my 12th year in the district. It has been the honor of my life to work in service to my community in a variety of leadership roles in LCSD.

The three years I have spent in the Superintendent role have marked a period of significant change and improvement for the district. I am so proud of the work the entire team, and the whole Lake County community, has done to get behind our schools and lean into the challenge of transformation.

With schools and the district all rated “green” by the state, our school campuses consolidated, our finances stabilized and our strategic plan complete, there is so much to celebrate. I hope that the Board, staff, families and the community can take solace in the knowledge that the district is in a strong position with an incredible team of educators in place.

Though I never aspired be a Superintendent, I am deeply grateful for the opportunity the Board of Education gave me to fulfill this leadership role. I appreciate the confidence and support that many Board members have shown and offered me throughout my tenure. I am looking forward to the remainder of the school year.

With gratitude,



Kate Bartlett
LCSD Superintendent

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

AGENDA COVER MEMO

TO: Board of Education
PRESENTER(S): Miriam Lozano
MEMO PREPARED BY: Miriam Lozano/Bunny Taylor
INVITED GUESTS: 0
TIME ALLOTTED ON AGENDA: N/A
DATE OF MEETING: 11/9/2026
ATTACHMENTS: 1-Master Services Agreement

RE:Superintendent Search

TOPIC SUMMARY

Superintendent Search Consulting

CASB supports with searches and services. Link to their page is here: https://www.casb.org/services-resources/superintendent-services

Their featured partner is HYA. Link to their page is here: https://hyasearch.com/colorado/

On their page it has a letter from CASB, Master Services Agreement, Signature Search Process, and Search Proposal.

Proposed time line

Selection of consulting services: Nov. 16 4:00-5:00 pm

Things to think about:

Events you all want to plan
Survey
Focus groups? Staff, students, parents, community

Timeline for:

Date for job posting to be out
Date for applications to be submitted
Date for interviews
Hire date

Lake County School District
Learning Above and Beyond

November 3, 2026

MASTER SERVICES AGREEMENT

SUPERINTENDENT
SEARCH PROPOSAL

HYA

HYA | EDUCATION EXPERTS

Colorado Association of School Boards

Dear Colorado School Districts:

We are pleased to share some exciting news with you, outlining how we can assist you in your upcoming superintendent search. ***Hazard, Young, Attea & Associates (HYA) is honored to enter into a partnership with the Colorado Association of School Boards (CASB) to provide executive search services for CASB members.*** HYA is the nation's largest professional executive search firm, and CASB is proud to work with a firm that has a distinguished reputation for excellence and quality - link to HYA Website: HYA Website.

HYA offers our members an extensive recruiting strategy with a broad reach to identify outstanding superintendent candidates for leadership roles in Colorado, and they also use a robust community engagement process to ensure the right fit for Colorado school districts. As members work with HYA, they will find a firm that employs an advanced technology infrastructure which includes the use of data driven tools and analytics through a board portal. This process ensures community transparency and confidence for board members who can follow every aspect of the superintendent search process.

School Board members understand that selecting the right educational leader is one of their most important responsibilities. Through CASB's partnership with HYA, districts can access professional executive-search and leadership-development services at predetermined costs—eliminating the need for a lengthy Request for Proposal process.

Using the Master Services Agreement is simple: A School District simply notifies CASB or HYA. Because ***CASB conducted a full competitive bid process, interviewed search firms, and ultimately awarded the contract to HYA, member districts may adopt the Master Services Agreement with confidence.*** This pre-negotiated agreement provides a streamlined path for engaging HYA's services and ensures consistent, transparent pricing for all school districts across Colorado ***(see sample Masters Services Agreement following this introduction letter).***

Together, CASB and HYA will focus on assisting school districts with the search process, and equally important, provide support for the transitional phase of building a positive board/superintendent relationship. Included in your search fee is enrollment in the HYA Transition Academy and first year superintendent evaluation. This valuable service is a part of the search process and demonstrates the commitment that CASB and HYA have for providing quality search services, executive coaching, leadership evaluation, and professional development expertise.

We welcome the opportunity in assisting your School District with its customized search process and selection of its next leader.

Sincerely,

Mike Richie, HYA Vice President
mikerichie@hyasearch.com | 715-891-1816

Master Services Agreement
HYA Signature Search

In accordance with the Partnership Agreement between the Colorado Association of School Boards ("CASB") and HYA Corporation ("HYA"), ***Lake County School District*** (the "District") by and through its Board of Education (the "Board"), elects to utilize this negotiated Master Services Agreement to procure a National Search.

Section I: HYA Responsibilities

HYA shall provide the following services and deliverables for a national search:

Engage Phase:

A. Develop and maintain Board Portal throughout the entire search process;
B. Conduct a Planning Meeting with the Board/Administration and provide a summary of said meeting which will detail the timeline and steps of the search process;
C. Coordinate, if desired, an on-line survey of community constituents and provide a report of findings;
D. Provide up to 8 in-person focus groups and 4 virtual focus groups (45 minute engagement sessions) to gather input from constituent groups, as decided by the Board/Administration. With Board approval, additional sessions (days) may be purchased.
E. Prepare and present the Leadership Profile based on the data from the survey, interviews with district and community representatives, and other material made available to the Associate(s);

Recruit Phase:

F. Coordinate and place HYA advertisements including website, newsletters and social media;
G. Recruit and contact candidates utilizing HYA, state, and national networks;
H. Correspond with candidates regarding the search process, timeline, and Leadership Profile;
I. Interview candidates;
J. Conduct reference checks;
K. Identify best qualified candidates;
L. Prepare application materials of selected slate of candidates for the District's consideration;

Select Phase:

A. Present a slate of candidates;
B. Conduct the Interview Workshop and provide materials and protocol to ensure informative effective District interviews;
C. Schedule interviews for the District with selected semi-finalists and finalists;
D. Facilitate discussions to narrow candidate pool after each round of interviews;
E. Offer and coordinate investigative background check(s) of candidates;

Transition Phase:

F. Communicate with all unsuccessful candidates at the close of the search and the appointment of the new leader;
G. Hold a transition meeting with the new Superintendent (after employed) regarding information learned throughout the search and next steps in the transition process;
H. Provide a scholarship to cover the entire cost of HYA transition academy;
I. Provide free job postings for other cabinet level leadership positions for six months; and
J. Provide the CASB/HYA superintendent evaluation process,tools and facilitation for the first year, free of charge.

HYA Evaluation Brochure.pdf HYA Evaluation Process

Section II: District Responsibilities

To effectuate the search, the District has the following responsibilities:

A. Approve the search process at the planning meeting.
B. Inform HYA if there are any members of the Board that are not permitted involvement in the search process under state law.
C. Select survey enhancements, optional advertising and third-party executive due diligence services; should the Board elect to have open-ended questions as part of the survey, the comments will be provided verbatim and under separate cover; the Board should consult its attorneys before disseminating open-ended comments as they may contain student or personnel information; HYA assumes no responsibility for the release of open-ended comments.
D. Acknowledge and accept full responsibility for the lawful use of all information obtained through HYA's executive due diligence services in accordance with all applicable federal, state, and local statutes, regulations, and ordinances; HYA is neither authorized nor legally permitted to complete Form I-9 employment eligibility verification nor to initiate or conduct any E-Verify inquiries. The sole and exclusive responsibility for verifying employment authorization, including the completion of Form I-9 and the initiation and submission of any E-Verify queries, rests with the employing school district and shall be conducted in strict compliance with all legally mandated timeframes and procedural requirements.

E. Any failure to meet these obligations may subject the employing entity, and not HYA, to civil fines, penalties, and other enforcement actions as provided by law.
F. Conduct interviews of finalists shortly after a slate is presented. HYA will assist the Board in the scheduling of the interviews and preparation.
G. Have its attorneys approve the job posting, the process for interviewing candidates, and the requirements for transparency of finalist(s) to comply with open meeting laws and public employment laws in their state.
H. Decide whether to reimburse candidates for expenses and will reimburse candidates directly.
I. Write and execute the employment contract with the selected leader, with the assistance of its attorneys. The HYA Associate(s) will support the Board and its attorneys, if requested.
J. Communicate with local media regarding the search process and appointment of a leader with its community relations/public relations designee.

Section III: Guarantees

A. Throughout the search process the HYA Associate(s) will be available to counsel with the District about the search.
B. If the superintendent departs from the position during the first year under any circumstances professional or personal, or within two (2) years, if the majority of the Board is still in place and departure is due to dissatisfaction and not personal or familial reasons, HYA will recruit new candidates for the Board at no additional cost with the exception of travel, advertising and due diligence expenses**.**
C. Should the District choose to end the search before a leader is selected, the District is responsible for the consulting fee, survey, advertisement, background checks and all expenses incurred prior to their decision based on the Fees and Payment Schedule outlined herein.

Section IV: Fees and Payment Schedule

A. In consideration for Services, the District will pay to HYA for Search Consulting:

Fee Structure and CASB Partnership Terms for Superintendent Searches						
	Enrollment Under 500	Enrollment 501 - 3,000	Enrollment 3,001 - 10,000	Enrollment 10,001 - 20,000	Enrollment 20,001 - 40,000	Enrollment Over 40,000
% of Hired Superintendent Salary	12%	15%	18%	20%	20%	20%
Base Search Fee (Not to Exceed)	$19,500	$23,500	$28,500	$35,500	$45,500	$60,500

Cabinet Search Fee is 10% of salary per position.

*** A reduced, negotiated percentage fee is available for virtual searches, providing cost-effective options, particularly well-suited to smaller and rural school districts across Colorado.*

B. Payment Schedule: Base search fee of 15% of newly hired superintendent's salary not to exceed $23,500.
   - 50% of the "not to exceed" amount above will be invoiced upon contract signing.
   - 25% of the "not to exceed" amount above will be invoiced upon slate presentation.
   - Balance due will be invoiced after the appointment of the new superintendent.
   - Travel and optional services will be invoiced as incurred.

C. Optional Service Costs and Expenses

   1. **Additional On-Site Consulting Days:** Billed at $2,500 per day, per associate. Six in-district days are included in the base price.
   2. **Google Survey:** Available in English and Spanish.
   3. **National Advertising Packages:** Available upon request of the Board. Any associated costs are paid by the District.
   4. **Third-Party Investigative Background Check:** Estimated cost ranges from $1,100 to $1,950.
   5. **Behavior Assessments:** Billed at $300 per candidate.

D. Materials, Printing and Postage; If the District requests hard copies of the materials, the District will be invoiced to cover the costs of printing, binding and shipping materials.

Section V: Reimbursement Costs

A. Travel expenses for HYA Associates will be borne by the District, including mileage, airfare or other travel costs, lodging, and meals. Mileage reimbursement will be based on current IRS guidelines. HYA uses an expense management system through which all costs are itemized and supported by receipts and expense reports. Expenses are typically billed in two installments: following the presentation of the Desired Characteristics and at the conclusion of the search. When appropriate, portions of the search process may be conducted via Zoom in order to reduce travel-related costs for the District.

B. Travel expenses of candidates will be submitted by the candidate directly to the District (if district elects to reimburse candidates).

Section VI: Business Relationship

A. The District and HYA agree that HYA does not have the status of employee, shall not be entitled to any employee fringe benefits, and shall function as an independent contractor.
B. Any provision of this contract officially declared void, unenforceable, or against public policy, shall be ignored, and the remaining provisions shall be interpreted, as far as possible, to give effect to the parties' intent. All provisions that by their nature would be expected to survive, shall survive termination.
C. The District agrees that any and all Intellectual Property and technology designed, made or conceived by HYA (solely or jointly with others) arising from HYA's work for the District, is the sole property of HYA, without royalty or other consideration to the District.
D. All information, notes, interview sheets, lists, and other documents developed by HYA consultants shall remain the property of HYA.
E. The District and the Board understand that it is unlawful for it to either disclose to any person outside of the District's employment or make any unauthorized use of HYA trade secrets or confidential information unless it can be shown that such information has become public knowledge through no act of the District or Board.
F. The Board's decision to hire or not hire a particular candidate is at the sole discretion of the Board; and the Board takes responsibility for that decision.

Section VII: Term and Termination

This Agreement shall become effective on the date the Agreement is signed by the District and will continue in effect until the search is completed and mutually terminated by both parties.

HYA Corporation:		**Lake County School District:**	
Signature	Date: 11/3/2026	Signature	Date:
Mlke Richie, HYA Vice President		_____	
Name and Title		Name and Title	

ADDITIONAL INFORMATION

Firm Background and Qualifications

a. ***Company history, ownership structure, and key personnel***
b. ***Relevant experience with similar districts***
c. ***Professional credentials and certifications***

Hazard, Young, Attea & Associates (HYA) was established in 1987 and merged with ECRA Group, Inc. in 2011. The firm was reincorporated in 2019 to HYA Corporation doing business as Hazard, Young, Attea & Associates. The remaining survivor of the original owners is still involved with the firm. Currently, 35% of HYA Associates are persons of color, half are women, and HYA is woman-owned. HYA Associates build and invest in one another and advise the firm and one another on best practices, research, and policy.

HYA has served over 2,000 school districts providing consulting services and aggressive quality assistance to school boards in need of identifying and recruiting highly qualified executives for superintendencies and other administrative positions. At HYA we pride ourselves on knowing thousands of educators across the country and use this network to inform our consulting practice and identify potential candidates that are qualified and a match for the positions we are recruiting. HYA's skill set in this area and network of educators has been one of the foundation components of our success over the past 35 years.

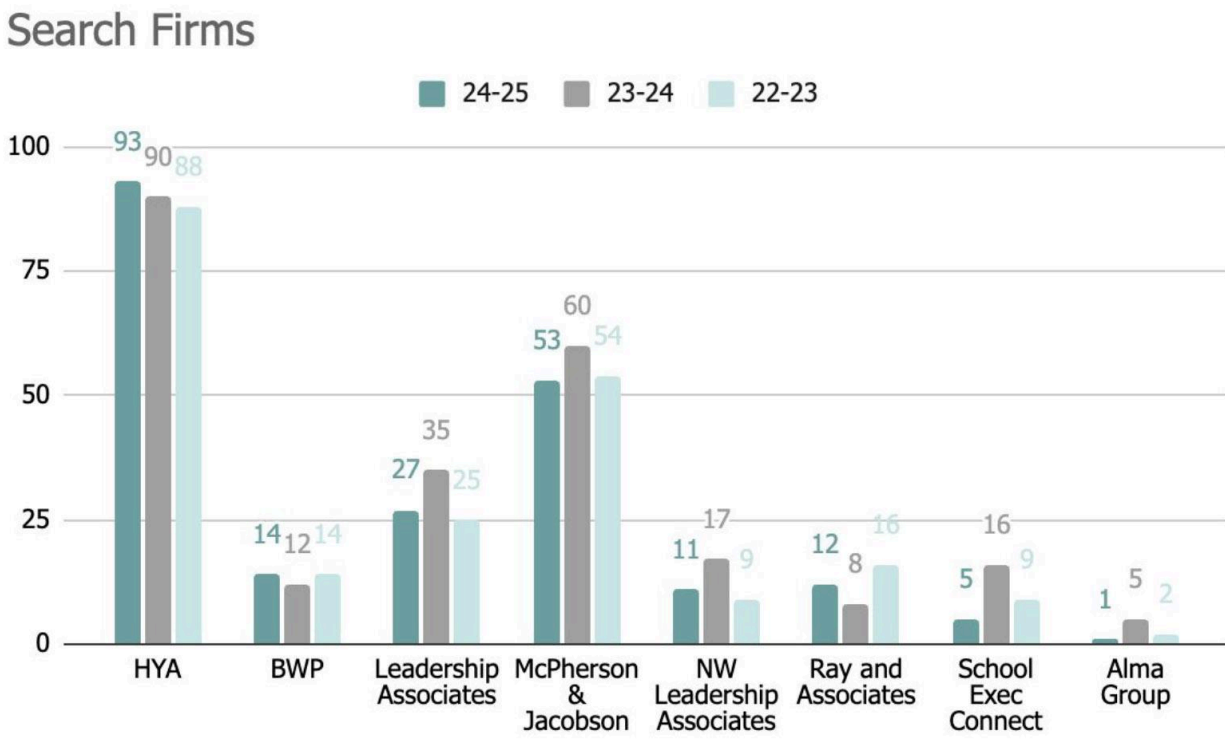
- HYA is a national firm.
- HYA has assisted school boards with more than 2,000 executive searches.
- HYA has 12 professionally staffed office personnel employed at our home office.
- 130+ Associates throughout the country.
- Corporate Headquarters: 909 W. Euclid Ave. #926, Arlington Heights, IL 60006.
- HYA is a C CORP – Subchapter C Corporation.
- HYA has not defaulted on any contracts in the past five years (or ever) or has not failed to meet any financial obligations.
- HYA has not been suspended or debarred by the federal government.

Mike Richie and Brian Ewert will co-lead this search. Richie has conducted more than 80 searches since joining HYA in 2018 and has teamed with Brian Ewert on a number of HYA searches. Below are 30 significant searches led by HYA and/or members of this team.

Significant Searches led by HYA:

1. Center Consolidated School, CO (enrollment 606)
2. Estes Park School District, CO (enrollment 900)
3. Odyssey School of Denver, CO (enrollment 333)
4. Rocky Mountain School of Expeditionary Learning, CO (enrollment 377)
5. Pueblo School District 60, CO (enrollment 15,000)
6. Roaring Forks Schools, CO (enrollment (5,300)
7. Hayden School District, CO (enrollment 428)
8. Aurora Public Schools, CO (enrollment 38,000)
9. Littleton Public Schools, CO (enrollment 15,000)

10. Aspen School District, CO (enrollment 1,650)
11. Garfield Re-2 School District, CO (enrollment 4,642)
12. JEFFCO Public Schools, CO (enrollment 74,200)
13. Denver Public Schools, CO (enrollment 89,000)
14. South Sioux City, NE (enrollment 4,000)
15. Oxford, MI (enrollment 5,910)
16. Verona, WI (enrollment 5,932)
17. Auburn-Washburn, KS (enrollment 6,000)
18. Neenah, WI (enrollment 6,700)
19. Midland, MI (enrollment 7,500)
20. Gresham-Barlow, OR (enrollment 11,600)
21. Racine, WI (enrollment 17,000)
22. Ann Arbor, MI (enrollment 17,000)
23. Blue Valley, KS (enrollment 22,000)
24. Indian Prairie, IL (enrollment 26,000)
25. Anoka-Hennepin, MN (enrollment 35,000)
26. Lincoln, NE (enrollment 42,000)
27. Milwaukee, WI (enrollment 68,000)
28. Iowa Association of School Boards Executive Director
29. Michigan Department of Education State Superintendent
30. Kansas State Department of Education



HYA Associates bring a breadth of professional and academic expertise to their work. HYA's consultants possess extensive experience as former superintendents, district and school leaders, school board members and higher education faculty. They are skilled facilitators, trained in stakeholder engagement, organizational development, and strategic planning processes aligned with national professional standards.

Board Portal:

Communication and organization are critical to successful searches. HYA uses web-based delivery systems that give our clients anytime, anywhere access to all documents regarding the search. Whether through a tablet, smartphone, laptop or desktop computer, the Board and search associates have access to all information associated with the search in an organized and confidential, password protected Board Portal. The Board can view all application materials in the Board Portal as they are submitted. Items are organized by the search phase under the following six tabs. Example items included are listed below:

Home	Propose	Engage
• Search Team Members • Board Updates • Zoom Links • Board Planning Summary • Summary Notes • Search Timeline	• RFP • Proposal • Presentation • Signed Letter of Agreement	• Summary Survey • Open Ended Survey Questions • District Leadership Profile Report • Profile Report Presentation • Focus Group Schedule
Recruit	**Select**	**Transition Services Available**
• Job Postings • All Candidate Application Materials and Resume / CV • Slate Presentation	• Interview Schedule • Day in the District Schedule • Tier 1 -2 -3 Document • Interview Questions • Google Forms (Day in the District Feedback) • Feedback Responses Document • Candidate Presentations • Delphi Technique • Screening Tool • Interview Rubrics	• Transition Academy • Comprehensive First Year Support • Executive Coaching • Board Governance • Board Goal Setting • Superintendent Evaluation • Strategic Planning • Community Engagement • Transition Dashboard • End of first year 360 evaluation

Weekly Board Update:

A weekly Board Update will be available in the Board Portal, ensuring that all board members remain informed throughout the search process. Utilizing the Board Portal as the primary communication tool streamlines the process by eliminating the need for excessive email correspondence between the HYA search team and the school board.

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HYA SIGNATURE SEARCH PROCESS AND METHODOLOGY



ENGAGE
3 - 4 Weeks

- Conduct a planning meeting with the Board, which will detail the timeline and steps of the search process and provide advice/assistance to the board
- Complete individual Board Member interviews
- Creation of professional marketing materials
- Conduct focus groups/community forums to gather input from constituent groups
- Post the on-line community engagement survey.
- *All information gathered in the Engage Phase will help create the **District Leadership Profile Report** which will identify goals, needs, and priorities of the school system to help better match a candidate's skills with the needs of the district and give valuable information to the new leader on day one of employment to set goals and priorities.*



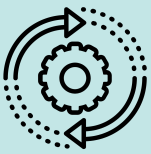
RECRUIT
6 - 8 Weeks

- Draft a position description to use for advertising
- Prepare and place advertisements as selected and authorized by the Board
- Recruit candidates utilizing local and national networks
- Utilize HYA networks for recruitment
- Utilize all HYA Business Partners for recruitment
- Recruit candidates at state and national conferences
- Recruit candidates using HYA's social media platforms
- Correspond with candidates regarding the search process and timeline
- Screen **ALL** candidates using the Leadership Profile Report and Desired Characteristics, seeking out the best fit for the district
- Conduct initial reference checks
- Identify best qualified candidates
- Prepare selected slate of candidates for Board consideration (number of candidates to be determined by the Board)



SELECT
3 - 4 Weeks

- Present slate of candidates to the Board
- Conduct informal background checks with social media searches and reference checks
- Co-coordinate interviews for the Board with selected semi-finalists
- Co-coordinate the "Day in the District" for finalists
- Provide QR codes and feedback forms for the community to provide input for finalists
- Create a matrix to evaluate candidates based on priorities determined by the Board
- Facilitate Board discussion to narrow the candidate pool after each round of interviews *(The Board's decision to hire/not hire a candidate is at the sole discretion of the Board)*
- Coordinate and provide third-party, independent investigative background check(s) of candidates as selected and paid for by the District



TRANSITION
Varies

- The HYA Transition Academy is a six-month virtual program designed to help the superintendent hired build a foundation for long-term success
- HYA National Evaluation at no cost for the first year
- Analyze compensation package/assist Board to determine salary
- Communicate with all unsuccessful candidates at the close of the search
- Hold a debriefing meeting with the new superintendent and Board regarding information learned throughout the search process
- *Transition Dashboard, for the new superintendent to document specific actions they will take during the transition period (first six months included in base fee)*
- Offer other transition services to be considered by the Board and if desired
    - These services include Comprehensive First Year Support, Executive Coaching, Board Governance Training, Superintendent Evaluation, Strategic Planning and Community Engagement Surveys

HYA Rocky Mountain Office
2253 S. Oneida St. Suite 300, Denver, CO 80224

Timeline and Project Management

TENTATIVE SCHEDULE FOR LAKE COUNTY SCHOOL DISTRICT SUPERINTENDENT SEARCH ***This timeline may be adjusted by the Board to better align with the District's needs and priorities***	
Dates	**Activity**
Late December 2026	The HYA Team will meet with the Board to plan the search and determine the process, finalize timeline
Mid-January 2027- Mid-February 2027	Post position on HYA site and other sources Network with other HYA Associates Advertising and marketing Accepting applications and recruiting
Ongoing	HYA screening interviews/vetting
January 2027	Individual interviews with board members (Zoom/phone)
January 2027	Stakeholder interviews/focus groups/forums
Early January 2027	Open online survey to all stakeholders
Mid January	Close Survey
Late January or Early February	Presentation of District Leadership Profile Report
Late February	Presentation of Slate to the Board
Late February or Early March	Board first round interviews to identify semi-finalists (virtual)
Mid March	Day in the District
Mid March	Board conducts final interview(s)
Late March or Early April	Superintendent's hiring approved and announced
July 1, 2027	Superintendent contract formally begins

HYA's Signature Search Process Exceeds the Industry Standard

- The sheer volume of searches and consulting work the firm engages in puts us in frequent contact with the nation's cabinet level leaders and gives us intimate knowledge of their skillset to better recruit candidates that are a match to your leadership profile. We have both the network and personal contact information of the nation's top leaders to discuss with them your opportunity if they are a fit. We are not a firm that advertises and accepts resumes. Rather, we are recruiters.
- HYA is an expert at diplomacy and the political realities of a search. We provide counsel to our client Boards (and often district communication and legal staff), given our vast experience working in the most politically charged environments. No matter how pristine the process, you will have detractors and criticism. The decision before you is which firm do I want standing next to me, defending the process, with the experience to provide expert counsel.
- HYA suggested interview practices range from blind candidate review, to performance interviews using data sets provided by HYA. The tools and analytics we use from our Data Briefs to our Strategic Dashboard, from our Board Portal to our Recruitment Analytics, are unmatched by any of our competitors. We bring a modern, technological, and evidence based process to our client districts.
- Deep, meaningful, community engagement best practice varies by context; HYA specializes in school communities. We understand the importance of including student, parent, teacher, staff, administrator, philanthropic organization, elected official, ecumenical and other faith based organization, voice in the process and development of the leadership profile. HYA uses a structured and research based approach to both connecting with your community and analyzing the qualitative data to incorporate into the leadership profile.
- 30,000+ email subscribers to our monthly newsletter
- 46,000 unique users on our website Find a Job page since January 1, 2023
- Candidate Profile System, 7,000+ registered candidates
- We work with superintendents as a result of our Strategic Planning, Equity, and Executive Coaching Collaboratives.
- Our associates lead the Superintendent Academy and Central Office Academy through our Partnerships with Universities
- Six-month Transition Academy for the new superintendent and one board member
- Professional Growth webinars throughout the school year
- First year Superintendent Evaluation - The HYA Approach

You can't match the right leader to a community if the right leaders aren't in the candidate pool. A great search process cannot overcome a weak pool of candidates. The difference isn't simply knowing what to look for—it's knowing who to call. We don't just know the market; we know the leaders. That's why recruitment is where the search is won. Community voice tells us what leadership your district needs, and our deep national network, relationships, and knowledge of the field help us identify, engage, and recruit the leaders who can deliver.

HYA | EDUCATION EXPERTS

References (all search listed below led by Mike Richie, Brian Ewert and/or David Baugh)

School District	Reference	Contact Information
Colorado Association of School Boards	Jubal Yennie Executive Director	Phone: 720-355-1775 Email: jyennie@casb.org
Iowa School Board Association	Elizabeth Brennan Board President (at time of search)	Phone: 515-778-5123 Email: ejcb@me.com
Michigan State Education Department	Dr. Pamela Pugh Board President	Phone: 989-992-6353 Email: pughp@michigan.gov
Kansas Department of Education	Cathy Hopkins Board President	Phone: 913-634-0445 Email: Cathy.Hopkins@ksde.gov
Littleton Public Schools, CO (15,000 students)	Angela Christensen Board President (at time of the search)	Phone: 720-341-2197 Email: afchristensen412@gmail.com
Pueblo #60, CO (15,000 students)	Sue Pannunzio Board President	Phone: 719-821-0272 Email: susan.pannunzioboe@pueblod60.org
Odyssey School of Denver, CO (350 students)	Keri Melmed Board President	Phone: 720-272-8147 Email: kerimelmed@gmail.com
Rocky Mt School of Expeditionary Learning, Denver, CO (450 students)	Kimberlee Shia Board Member	Phone: 720-786-1868 Email: kimberlee_sia@dpsk12.net
Center Consolidated, CO (600 Students)	Carrie Zimmerman Retiring Superintendent	Phone: 719-480-1491 Email: czimmerman@center.k12.co.us
Estes Park R-3, CO (900 students)	Stacy Ferree Board President	Phone: 970-646-5929 Email: stacy_ferree@psdr3.k12.co.us
South Sioux City, NE (4,000 students)	Chris Krueger Board President	Phone: 712-223-0698 Email: chris.krueger@ssccards.org
Hayden, CO (450 students)	Ryan Watters Board President	Phone: 970-846-8155 Email: rywattles@haydenschools.org
Gresham-Barlow, OR (11,656 students)	Cathy Keathley Board Search Committee Chair	Phone: 503- 805-8973 Email:

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HYA Search Team for the Lake County School District



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Brian Ewert Bio: https://hyasearch.com/employer/brian-ewert/