

**ADAMS COUNTY SCHOOL DISTRICT 14  
BOARD OF EDUCATION  
AGENDA**

**Date: August 28, 2018**

Adams County School District 14  
Board of Education Room  
5291 East 60th Avenue, Commerce City, CO

**5:00 PM – Study Session**

- KIPP Charter School Application Overview
- Unified Improvement Plan Process & Introduce the 2018-19 Progress Monitoring Tool

**6:30 PM – Regular Meeting**

**I – PRELIMINARY**

(Please turn all cellular phones off during the meeting.)

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. MOMENT OF SILENCE
- D. ROLL CALL
- E. APPROVAL OF THE MINUTES
  - June 26, 2018 1-7
  - August 14, 2018 8-14
- F. APPROVAL OF AGENDA
- G. AUDIENCE COMMENTS (Please complete a Comment Card available in the foyer of the board room or from the Board Secretary. Submit the card to the Board Secretary. **Comments not to exceed 3 minutes per person.**)

**II – ROUTINE ITEMS**

CONSENT ITEMS (asterisk\* denotes consent item)

**1.0 Personnel**

- 1.1 Superintendent's Recommendation 15-21  
Personnel Actions (Attachment of record)\*

Certified & Special Service Providers (SSP)

Probationary  
Rescind

Classified & Support/Teach

Appointment  
Resignation  
Transfer

Administration

Appointment

Board of Education believes:

When the community, students and staff are involved, all students do learn and succeed.

Therefore, our goals are:

1. To ensure all students will be at or above grade level;
2. To continually review programs and policies to ensure students are prepared for the 21<sup>st</sup> Century;
3. To continue our commitment to sustainable fiscal management and accountability;
4. To recruit and maintain the best qualified and well-trained work force;
5. To embrace the community as partners in the success of our students.

### III – BUSINESS

	<b>1.0</b>	<b>Resolution</b>	
1-5	2.1	Superintendent's Recommendation Resolution Number 18-009 Proclamation of September as Attendance Awareness Month	22-23
	<b>2.0</b>	<b>Policy</b>	
3	2.1	Superintendent's Recommendation Policy JH–Revised                      2nd Reading/Adoption Student Absences and Excuses	24-33
3	2.2	Superintendent's Recommendation Policy JH-R–Removal                      2nd Reading/Adoption Guidelines for Student Absences and Excuses	34-38
	<b>3.0</b>	<b>Grant</b>	
2	3.1	Superintendent's Recommendation Approval to Accept Grant Funds from the School Turnaround Leaders Development Program	39
	<b>4.0</b>	<b>Other</b>	
3,4	4.1	Superintendent's Recommendation Approval of In-State Overnight Trip to Vail, CO for 2018 CASE Superintendents Conference	40
3,5	4.2	Superintendent's Recommendation Approval for Adams City High School and Lester Arnold High School to Contract with the University of Denver	41
3-5	4.3	Superintendent's Recommendation Approval of Out-of-State Travel to Anaheim, CA to Attend the 30th Annual National Association for the Education of Homeless Children and Youth Conference	42
1-5	4.4	Superintendent's Recommendation Approval to Extend the Decision on the District KIPP Charter School Application an Additional 34 Days	43
1,2,4	4.5	Superintendent's Recommendation Approval to Contract with Colorado/West Equipment for a Five Year Lease for Four School Buses	44
1-5	4.6	Superintendent's Recommendation Approval of Memorandum of Understanding for our Partnership with Salud and Kids First for Dental Services for all Adams 14 Students	45
	<b>5.0</b>	<b>Discussion</b>	
	5.1	Board Member School and Committee Assignments	46-47

### IV – COMMUNICATIONS

- General
  - Other
- (Calendars – Pg. 48)

### V – EXECUTIVE SESSION

- C.R.S. § 24-6-402(4)(b)-Legal Advice; Board to conference with an attorney for the purpose of receiving legal advice on specific matters

### VI – ADJOURNMENT

Minutes – June 26, 2018

**STUDY SESSION** of the Adams County School District 14 Board of Education was called to order Tuesday, June 26, 2018 pursuant to notice by Mrs. Quintana, President, at 5:04 p.m.

Roll Call

Present: Dr. Hyde, Mrs. Quintana, Mr. Rolla, Mr. Thomas

Also Present: Dr. Javier Abrego

**Turnaround**—Lisa Medler, Colorado Department of Education Executive Director of Improvement presented information regarding Turnaround and answered questions for the Board of Education.

The study session adjourned at approximately 6:32 pm.

**REGULAR MEETING** of the Adams County School District 14 Board of Education was called to order Tuesday, June 26, 2018 pursuant to notice by Mrs. Quintana, President, at 6:44 p.m.

Roll Call

Present: Dr. Hyde, Mrs. Quintana, Mr. Rolla, Mr. Thomas

Also Present: Dr. Javier Abrego

**MOTION** was made by Mr. Rolla seconded by Mr. Thomas to approve the minutes of June 7, 2018; June 12, 2018; and June 14, 2018.

Dr. Hyde-on June 14 minutes, I did not nominate Mr. Thomas.

**MOTION** was made by Mr. Rolla seconded by Mr. Thomas to approve the minutes of June 7, 2018; June 12, 2018; and June 14, 2018 as amended by Dr. Hyde.

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to amend the agenda to have superintendent include and update turnaround report from Lisa Medler, CDE in his report.

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Dr. Hyde to further amend the agenda by adding under business items a request to discuss greater transparency regarding layoffs and superintendent's purposes of restructuring.

**MOTION FAILED DUE TO LACK OF A SECOND**

**MOTION** was made by Dr. Hyde to further amend the agenda by adding under business items a request to discuss and review policy GBEB – Staff Conduct, specifically general work rules regarding absences and tardies.

Minutes – June 26, 2018

**MOTION FAILED DUE TO LACK OF A SECOND**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve the agenda as amended.

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

Superintendent's Report

**Turnaround**—Lisa Medler, Colorado Department of Education Executive Director of Improvement presented an update on Turnaround.

Audience Comments

**Jesse Ramirez**

Issue: Inspire

**Lisa Lovato**

Issue: BOE/Inspire

**Jose Guardiola**

Issue: Failing schools

Consent Items

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve the consent items.

1.0 Personnel 1.1 Superintendent's Recommendation Personnel Actions Administration-all except number 4.

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

Executive Session

**MOTION** was made by Mr. Thomas, seconded by Mr. Rolla to go into executive session under C.R.S. § 24-6-402(4)(b)-Legal Advice; Board to conference with an attorney for the purpose of receiving legal advice on specific matters.

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, Aye

**MOTION CARRIED**

Executive session commenced at approximately 7:27 p.m. with Board of Education Members Hyde, Quintana, Rolla, Thomas and Attorney Jonathon Fero present. The Board received legal advice.

Executive session adjourned at approximately 7:55 p.m.

Superintendent Abrego—Withdrew item #4 of administration.

Business Items

**1.0 Grant**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 1.1.

- 1.1 Superintendent's Recommendation  
Approval to Submit Application for Continuation of EARRS (Expelled and At Risk Student Services) Grant Funds from the Colorado Department of Education

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**2.0 Resolution**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 2.1.

- 2.1 Superintendent's Recommendation  
Resolution Number 18-005  
Appropriation Resolution

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, no

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 2.2.

- 2.2 Superintendent's Recommendation  
Resolution Number 18-006  
Authorizing the Use of a Portion of Beginning Fund Balance as Authorized by Colorado Statutes

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, no

**MOTION CARRIED**

**MOTION** was made by Mr. Thomas, seconded by Mr. Rolla to approve business item 2.3.

- 2.3 Superintendent's Recommendation  
Resolution Number 18-007  
Resolution Adopting House Bill 17-1375 Plan Relating to the Distribution of Local Mill Levy Override Revenue

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**3.0 Other**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.1.

- 3.1 Superintendent's Recommendation

Minutes – June 26, 2018

Approval of Out of State Travel to Reno, NV for School Transportation Conference on July 13-18, 2018

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.2.

3.2 Superintendent's Recommendation  
Approval for Allocation of Funds to Increase 20.0 Table of Authorized Personnel (TAP) for 20-1.0 Full Time Employees 3rd-8th Grade Math and Reading Paraprofessional Positions

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.3.

3.3 Superintendent's Recommendation  
Approval to Contract with Enterprise Fleet Management for a Five Year Lease for Seven White Fleet Vehicles

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.4.

3.4 Superintendent's Recommendation  
Approval for Allocation of Funds for a Temporary Table of Authorized Personnel Increase of 0.5 FTE for an Instructional Paraprofessional and 0.5 FTE for a Paraprofessional for Office Support at Central Elementary

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.5.

3.5 Superintendent's Recommendation  
Approval to Purchase Playworks for Kemp Elementary for the 2018-2019 School Year

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mrs. Quintana to approve business item 3.6.

- 3.6 Superintendent's Recommendation  
Approval of In State Overnight Travel to Pueblo, CO to Attend Reading Conference  
2018 on September 27-28, 2018

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, no

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.7.

- 3.7 Superintendent's Recommendation  
Approval of In State Overnight Travel for Adams City High School Administrators to  
Attend Colorado Association of School Executives Conference in Breckenridge, CO  
on July 23-27, 2018

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.8.

- 3.8 Superintendent's Recommendation  
Approval to Renew Agreement for Annual Financial Audit Services Covering Fiscal  
Year 2017-2018 with CliftonLarsonAllen LLP

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, no

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mrs. Quintana to approve business item 3.9.

- 3.9 Superintendent's Recommendation  
Approval of Contract Vendors Per Policy DJ

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.10.

- 3.10 Superintendent's Recommendation  
Approval to Renew Contract with Gaggle

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mrs. Quintana to approve business item 3.11.

- 3.11 Superintendent's Recommendation  
Approval to Renew Microsoft Campus Agreement with CDWG

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.12.

- 3.12 Superintendent's Recommendation  
Approval to Renew Infinite Campus Student Information System Subscription

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.13.

- 3.13 Superintendent's Recommendation  
Approval for Allocation of Funds for a Temporary Table of Authorized Personnel  
Increase of 1.0 Full Time Employee for STOMP Coordinator

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mrs. Quintana to approve business item 3.14.

- 3.14 Superintendent's Recommendation  
Approval to Contract with Meadow Gold Dairies for Milk in the National School Lunch  
and Breakfast Program

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 3.15.

- 3.15 Superintendent's Recommendation  
Approval to Contract with Rocky Mountain Service Solutions as the Primary  
Chemical/Sanitation Supplier for Nutrition Services

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**



**4.0 Board Action**

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve business item 4.1.

- 4.1 Board Recommendation  
Formal Board Action on Level IV Grievance 12-06-2017

Dr. Hyde, aye; Mrs. Quintana, aye; Mr. Rolla, aye; Mr. Thomas, aye

The Board adjourned the regular meeting at approximately 8:48 p.m. The next regular meeting of the Board of Education will be Tuesday, August 14, 2018. The Board will convene in the Board of Education room located at 5291 East 60th Avenue.

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Monica Aviña  
Assistant Secretary to the Board of Education

Approved and Entered into Proceedings  
August 28, 2018

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Harvest Thomas  
Vice President/Secretary, Board of Education

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Connie Quintana  
President, Board of Education

Minutes – August 14, 2018

**SPECIAL MEETING** of the Adams County School District 14 Board of Education was called to order Tuesday, August 14, 2018 pursuant to notice by Mr. Thomas, Vice President/Secretary, at 5:04 p.m.

**MOTION** was made by Mr. Moreno, seconded by Mr. Thomas to go into executive session under C.R.S. § 24-6-402(4)(b)-Legal Advice; Board to conference with an attorney for the purpose of receiving legal advice on specific matters and C.R.S. § 24-6-402(4)(g)-Consideration of Documents Protected; settlement negotiation.

Dr. Hyde, no; Mr. Moreno, aye; Mr. Thomas, aye

**MOTION CARRIED**

Executive session commenced at approximately 5:10 p.m. with Board of Education Members Hyde, Moreno, Thomas and Attorney Jonathon Fero present. The Board received legal advice.

Executive session adjourned at approximately 5:53 p.m.

**STUDY SESSION** of the Adams County School District 14 Board of Education was called to order Tuesday, August 14, 2018 pursuant to notice by Mr. Thomas, Vice President/Secretary, at 5:54 p.m.

**KIPP Charter School Application Overview**—Shelagh Burke, Executive Director of Federal Program/Interventions/Technology; Sean Milner, Executive Director of Budget/Operations/Construction; and Alex Sanchez, Strategic Communications Manager presented information regarding KIPP Charter School’s application process and timeline.

Study session adjourned at approximately 6:24 p.m.

**REGULAR MEETING** of the Adams County School District 14 Board of Education was called to order Tuesday, June 12, 2018 pursuant to notice by Mr. Thomas, Vice President/Secretary, at 6:34 p.m.

Roll Call

Present: Dr. Hyde, Mr. Moreno, Mr. Rolla, Mr. Thomas

Also Present: Dr. Javier Abrego

Excused: Mrs. Quintana

**MOTION** was made by Mr. Rolla, seconded by Mr. Thomas to approve the minutes of July 9, 2018.

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mr. Moreno to approve the agenda with the changes made by the Superintendent to remove business items 4.17 and 4.18.

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

Recognitions & Celebrations

Superintendent Abrego—The Superintendent introduced and welcomed the new administrative team.

Audience Comments

**Catherine Garcia**

Issue: District improvement

**Faviola Sanchez**

Issue: Concerns about school quality

**Angel Plata**

Issue: Defending ex-employee

**Nicholas Martinez**

Issue: District improvement

**Jose Guardiola**

Issue: District leadership

**Jaime Wickersheim**

Issue: SAT availability

Superintendent's Report

**Beginning of Year Update**—Dr. Abrego, Superintendent presented the beginning of the year all employee gathering successes as well as information regarding preliminary school projections.

Consent Items

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve consent items with correction on administration number 5 as range 6, step 7.

**1.0 Personnel**

1.1 Superintendent's Recommendation

Personnel Actions (Attachment of record)\*

Certified

Probationary

Resignation

Classified, Support & Tech

Appointment

Resignation

Transfer

Administration

Appointment

Resignation

Transfer

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

Business Items

**2.0 Policy**

**MOTION** was made by Mr. Rolla, seconded by Dr. Hyde to approve policy item 2.1.

Minutes – August 14, 2018

- 2.1 Superintendent's Recommendation  
Policy JH–Revised Discussion/1st Reading  
Student Absences and Excuses

Policy JH will move forward for 2nd reading and possible adoption.

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Mr. Rolla to approve grant item 2.2.

- 2.2 Superintendent's Recommendation  
Policy JH-R–Removal Discussion/1st Reading  
Guidelines for Student Absences and Excuses

Policy JH-R will move forward for 2nd reading and possible deletion.

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**3.0 Grant**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve grant item 2.1.

- 3.1 Superintendent's Recommendation  
Approval to Accept Funds from Mile High United Way

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**4.0 Other**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.1.

- 4.1 Superintendent's Recommendation  
Approval of 2018-2019 Calendar of Board of Education Meetings and Posting Location

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.2.

- 4.2 Superintendent's Recommendation  
Approval to Purchase I-Stations Webinar Professional Development Training for Monaco Elementary

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.3.

- 4.3 Superintendent's Recommendation  
Approval for Allocation of Funds for a Temporary Table of Authorized Personnel Increase of 1.0 Full Time Employee for the 2018-2019 School Year for the Middle School Alternative to Expulsion Program for Adams City Middle School and Kearney Middle School

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.4.

- 4.4 Superintendent's Recommendation  
Approval for Allocation of Full-Time Equivalency (FTE) conversion from 1.0 Itinerant Special Education Teacher Position to 2.0 Full Time Special Education Paraprofessionals

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.5.

- 4.5 Superintendent's Recommendation  
Approval for Allocation of Full-Time Equivalency (FTE) conversion from 1.0 Full Time Autism Coordinator to 1.0 Full Time Special Education Paraprofessional and Use Savings to Fund a 1.0 Full Time Intervention Specialist

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.6.

- 4.6 Superintendent's Recommendation  
Approval for repair service and part purchasing with McCandless Truck Center Exceeding \$25,000 per Policy DJ for the 2018-2019 School Year

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.7.

- 4.7 Superintendent's Recommendation

Minutes – August 14, 2018

Approval to Contract with Advanced for the Professional Services of a Licensed Speech and Language Pathologist

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.8.

4.8 Superintendent's Recommendation  
Approval for Conversion of 1.0 Full Time Special Education Paraprofessional Allocation to 1.0 Full Time Support and Tech Allocation as a Career Specialist for the Transition/School to Work Alliance Program

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.9.

4.9 Superintendent's Recommendation  
Approval for Allocation of Funds for a Table of Authorized Personnel Increase of 1.0 Full Time Employee for a Health Coordinator for Student Services

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.10.

4.10 Superintendent's Recommendation  
Approval to Contract with Soliant for the Professional Services of a Licensed School Psychologist

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.11.

4.11 Superintendent's Recommendation  
Approval to Purchase Paper from Veritiv

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.12.

Minutes – August 14, 2018

4.12 Superintendent's Recommendation

Approval to Purchase Janitorial Supplies and Cleaning Products from Waxie Sanitary Supply

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.13.

4.13 Superintendent's Recommendation

Approval to Contract with American Produce as the primary produce supplier for Nutrition Services

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.14.

4.14 Superintendent's Recommendation

Approval to Contract with Cooperative Strategies as the Districts Owners' Representative for Alsup Elementary and the BEST Grant

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.15.

4.15 Superintendent's Recommendation

Approval to Renew Licenses for Plato Courseware from Edmentum, Inc.

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.16.

4.16 Superintendent's Recommendation

Approval to Purchase Professional Development Services for Elementary and Secondary Teachers from E.L. Achieve

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.19.

4.19 Superintendent's Recommendation

Minutes – August 14, 2018

Approval to Use Instructional General Funds to Purchase Refreshments for Staff

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to approve other item 4.20.

4.20 Superintendent's Recommendation

Approval for English Language Development Department to Use Funds for Food/Beverages at Professional Developments throughout the 2018-2019 School Year

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

Communications

It was consensus of the Board of Education to have ice cream ordered and hand it out at the 57th Annual South Adams Fire Department Spaghetti Dinner on Saturday, September 8 from 4:30 to 8:00 p.m. at Adams City High School.

**MOTION** was made by Mr. Moreno, seconded by Dr. Hyde to adjourn.

Dr. Hyde, aye; Mr. Moreno, aye; Mr. Rolla, aye; Mr. Thomas, aye

**MOTION CARRIED**

The Board adjourned the meeting at 8:40 p.m. The next regular meeting of the Board of Education will be Tuesday, August 28, 2018. The Board will convene in the Board of Education room located at 5291 East 60th Avenue.

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Monica Aviña  
Assistant Secretary to the Board of Education

Approved and Entered into Proceedings  
August 28, 2018

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Harvest Thomas  
Vice President/Secretary, Board of Education

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Connie Quintana  
President, Board of Education



**RESOLUTION NUMBER 18-009  
BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**PROCLAMATION OF SEPTEMBER AS ATTENDANCE AWARENESS MONTH**

**WHEREAS:** Good attendance is essential to student achievement and graduation, and we are committed to dedicating our resources and attention to reducing chronic absenteeism rates, with a focus starting as early as prekindergarten and kindergarten; and

**WHEREAS:** Chronic absence – missing 10 percent or more of school for any reason including excused and unexcused absences, or just two of three days a month – is a proven predictor of academic trouble and dropout rates; and

**WHEREAS:** Chronic absence is now a required reporting metric under the federal Every Student Succeeds Act; and

**WHEREAS:** Improving attendance and reducing chronic absence takes commitment, collaboration and tailored approaches to particular challenges and strengths in each community; and

**WHEREAS:** Chronic absence predicts lower third-grade reading proficiency, course failure and eventual dropout, it weakens our communities and our local economy; and

**WHEREAS:** The impact of chronic absence hits students in low-income communities and children of color particularly hard if they don't have the resources to make up for lost time in the classroom and are more likely to face systemic barriers to getting to school – such as unreliable transportation, lack of access to health care, unstable or unaffordable housing; and

**WHEREAS:** Attendance gaps among groups of students often turn into achievement gaps that undermine student success. Chronic absence particularly exacerbates the achievement gap that separates students in low-income communities from their peers, since students from low-income communities are both more likely to be chronically absent and more likely to be affected academically by missing school and

**WHEREAS:** Absenteeism also undermines efforts to improve struggling schools, since it's hard to measure improvement in classroom instruction if students are not in class to benefit from them; and

**WHEREAS:** Schools and community partners can reach out more frequently to absent students to determine what barriers they face to attending school and what would help them attend more regularly, and

**WHEREAS:** Health care providers can share the importance of school attendance with families and can offer proactive, preventive care to reduce absences; and

**WHEREAS:** Schools and districts must do more to track, calculate and share the data on how many students are chronically absent so that we can see the attendance gaps and can deliver the right interventions to the right students; and

**WHEREAS:** All students – even those who show up regularly – are affected by chronic absence because teachers must spend time reviewing for students who missed lessons; and

**WHEREAS:** Chronic absence can be significantly reduced when schools, families and communities work together to monitor and promote good attendance and address hurdles that keep children from getting to school.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Adams County School District 14 and the State of Colorado, we proclaim our school district will stand with the nation in recognizing September as “Attendance Awareness Month.” We hereby commit to focusing on reducing chronic absenteeism to give all children an equitable opportunity to learn, grow and thrive academically, emotional and socially.

**ADOPTED AND APPROVED** this 28th day of August 2018.

(District Seal)

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Connie Quintana  
President, Board of Education

**ATTEST:** \_\_\_\_\_  
Harvest Thomas  
Vice President/Secretary, Board of Education

**DATE:** August 28, 2018

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28, 2018**

**Superintendent's Recommendation**

**TOPIC: POLICY JH – STUDENT ABSENCES AND EXCUSES**

There is a need for the District to update District Policy JH Student Absences and Excuses. The reason for this change is to strengthen our policy around tardiness and to bring clear consist language on how tardiness is addressed and supported in our district and how it equates to an absence in all schools. The Colorado Association of School Board current policy recommendation doesn't have specific clear language on tardiness and allows for each school to set their own guidelines. These differences causes confusion and has a direct effect on student achievement.

Therefore, it is recommended . . .

**RECOMMENDATION**

...that the Board of Education of Adams County School District 14 adopt policy JH – Student Absences and Excuses on second reading.

### **Student Absences and Excuses**

One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence.

According to state law, it is the obligation of every parent/guardian to ensure that every child under his/her care and supervision receives adequate education and training and, if of compulsory attendance age, attends school.

Continuity in the learning process and social adaptation is seriously disrupted by excessive absences. In most situations, the work missed cannot be made up adequately. Students who have good attendance generally achieve higher grades, enjoy school more and are more employable after leaving school. For at least these reasons, the Board believes that a student must satisfy two basic requirements in order to earn full class credit: (1) satisfy all academic requirements and (2) exhibit good attendance habits as stated in this policy.

#### **Excused absences**

The following shall be considered excused absences:

1. A student who is temporarily ill or injured or whose absence is approved by the administrator of the school of attendance on a prearranged basis. Prearranged absences shall be approved for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours.
2. A student who is absent for an extended period due to physical, mental or emotional disability.
3. A student who is pursuing a work study program under the supervision of the school.
4. A student who is attending any school sponsored activity or activities of an educational nature with advance approval by the administration.
5. A student who is suspended or expelled.

As applicable, the district may require suitable proof regarding the above exceptions, including written statements from medical sources.

If a student is in out-of-home placement (as that term is defined by C.R.S. 22-32-138 (1)(e)), absences due to court appearances and participation in court-ordered activities shall be excused. The student's assigned social worker shall verify the student's absence was for a court appearance or court-ordered activity.

### **Unexcused absences**

An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions. Each unexcused absence shall be entered on the student's record. The parents/guardians of the student receiving an unexcused absence shall be notified orally or in writing by the district of the unexcused absence.

In accordance with law, the district may impose appropriate penalties that relate directly to classes missed while unexcused. Penalties may include a warning, school detention or in-school suspension. Academic penalties, out-of-school suspensions or expulsion shall not be imposed for any unexcused absence.

The administration shall develop regulations to implement appropriate penalties. The school administration shall consider the correlation between course failure, truancy and a student dropping out of school in developing these regulations and shall implement research-based strategies to re-engage students with a high number of unexcused absences.

Students and parents/guardians may petition the Board of Education for exceptions to this policy or the accompanying regulations provided that no exception shall be sustained if the student fails to abide by all requirements imposed by the Board as conditions for granting any such exception.

The maximum number of unexcused absences a student may incur before judicial proceedings are initiated to enforce compulsory attendance is 10 days during any calendar year or school year.

### **Chronic absenteeism**

When a student has an excessive number of absences, these absences negatively impact the student's academic success. For this reason, a student who has 10 total absences in a school year, whether the absences are excused or unexcused, may be identified as "chronically absent" by the principal or designee. Absences due to suspension or expulsion shall not be counted in the total number of absences considered for purposes of identifying a student as "chronically absent."

If a student is identified as "chronically absent," the principal or designee shall develop a plan to improve the student's attendance. The plan shall include best practices and research-based strategies to address the reasons for the student's chronic absenteeism. When practicable, the student's parent/guardian shall participate in the development of the plan.

~~Nothing herein shall require the principal or designee to identify a student as "chronically absent" prior to declaring the student as a "habitual truant" and pursuing court proceedings against the student and his or her parents/guardians to compel the student's attendance in accordance with state law.~~

### **Make-up work**

~~Make-up work shall be provided for any class in which a student has an excused absence unless otherwise determined by the building administrator or unless the absence is due to the student's expulsion from school. It is the responsibility of the student to pick up any make-up assignments permitted on the day returning to class. There shall be 1 day allowed for make-up work for each day of absence.~~

~~Make-up work shall be allowed following an unexcused absence or following a student's suspension from school with the goal of providing the student an opportunity to keep up with the class and an incentive to attend school. This work may receive full or partial credit to the extent possible as determined by the building administrator.~~

~~Unless otherwise permitted by the building administrator, make-up work shall not be provided during a student's expulsion. Rather, the district shall offer alternative education services to the expelled student in accordance with state law. The district shall determine the amount of credit the expelled student will receive for work completed during any alternative education program.~~

### **Tardiness**

~~Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that a class begins. Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy student to uninterrupted learning, appropriate penalties may be imposed for excessive tardiness. Parents/guardians shall be notified of all penalties regarding tardiness.~~

~~In an unavoidable situation, a student detained by another teacher or administrator shall not be considered tardy provided that the teacher or administrator gives the student a pass to enter the next class. Teachers shall honor passes presented in accordance with this policy. The provisions of this policy shall be applicable to all students in the district, including those above and below the age for compulsory attendance as required by law.~~

## **STUDENT ATTENDANCE**

Except as otherwise allowed by state law, all children between the ages of six (6) and 17 must enroll in and attend school. Parents, guardians and students are all responsible for making sure students are at school daily, on time and are ready to learn.

A parent or guardian must notify the school any time a student will be absent. In non-emergency situations this notification should occur prior to the beginning of the school day. If notification of a student's absence is not received, attempts will be made by school staff to notify the parents or guardian of their student's absence.

### **1. Attendance Recording**

- 1.1 At minimum, attendance at the elementary level will be recorded within 10 minutes after class begins in the morning and within 10 minutes after class resumes after lunch.
- 1.2 Attendance at the secondary level will be recorded within the first 10 minutes of each attendance period.
- 1.3 If a student is not present in the classroom when attendance is taken, the student will be marked absent. Schools will establish procedures by which absences may be changed to either a "partial absence" or "tardy" after the student provides an approved pass or other appropriate verification.

### **2. Excused Absences**

2.1 Excused absences are defined as absences due to one or more of the following:

2.1.1 Illness, injury or disabling condition.

2.1.2 Family emergency such as a serious illness or death of an immediate family member

2.1.3 Legal proceeding

2.1.4 Suspension

2.1.5 Approved pre-arranged absences as defined later in this policy

2.1.6 Religious observations

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- 2.2 Classes missed due to participation in a school sponsored activity are considered "exempt" absences. Such absences do not impact the student's attendance record.
- 2.3 After 10 excused absences in a school year, verification may be required by school administration or a district attendance officer for further absences to be considered excused. Such verification may include written statements from medical providers or similar official documentation.

### 3. Unexcused Absences

- 3.1 All absences not otherwise excused per section 2 and its subsections of this policy will be considered unexcused.
- 3.2 For an absence to be excused, a telephone call or signed note from the custodial parent/legal guardian, medical practitioner(s), or other authorized official must be submitted within two (2) school days of the school day absent. In the case of multiple consecutive absences, the excuse must be submitted within two (2) school days of the last school day absent.

### 4. Habitual Truancy

- 4.1 Habitual truancy is defined by law and policy as having four (4) unexcused absences in a calendar month, or 10 unexcused absences in a calendar year.
- 4.2 Habitually truant students will be subject to building attendance contracts and/or district truancy action plans, and may be referred to truancy court if truancy continues despite intervention efforts.

### 5. Chronic Absenteeism

- 5.1 A student will be considered chronically absent if he or she has missed 10% or more of the scheduled school days in a calendar year, regardless of whether the absences are excused or unexcused. Chronically absent students are subject to school and district attendance interventions.
- 5.2 Individual student needs and circumstances will be considered in determining appropriate interventions for chronic absence. For students with disabilities, the student's Individual Education Team or Section 504 Team may be consulted regarding appropriate interventions.



## 6. Tardies, Early Departures and Partial Absences

- 6.1 Leaving class without permission and/or leaving class with a pass but not returning in a timely manner may result in a partial absence being recorded.
- 6.2 Tardies, early departures and partial absences will be determined to be excused or unexcused based on the same criteria as all other absences.
- 6.3 Tardy is defined as a student's arrival within 10 minutes ~~of~~after the scheduled start time for the class.
- 6.4 Early departure is defined as a student's departure from class within the last 10 minutes of the class.
- 6.5 Partial absence is defined as a student arriving 10 or more minutes late to class, or leaving 10 or more minutes before the end of class.
- 6.6 For district purposes of calculating truancy and chronic absenteeism, three (3) tardies or early departures will be considered a partial absence and three (3) partial absences will be considered an absence.
- 6.7 Excessive tardies, excessive early departures and/or excessive partial absences may result in building level interventions, consequences or restrictions, including but not limited to the initiation of a building attendance contract.

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## 7. Pre-Arranged Absences

- 7.1 Planned, non-emergency activities should be scheduled for days or times when students are not scheduled to be in school. Requests for absences to be excused for non-emergency reasons will be approved if the student has a 95% or higher attendance rate over the prior two (2) grading periods, and if the student is otherwise meeting academic performance expectations as determined by school administration. For students who do not meet the criteria noted, pre-arranged absence requests will be reviewed at the discretion of school administration.

## 8. Makeup Work

- 8.1 Students shall be given the opportunity to make up assignments for credit for excused absences. Makeup assignments should be requested on the day the student returns from the absence. Once provided by the teacher, makeup work should be completed within the same number of school days after the absence that the student originally missed. For example, a student who misses three days of school should have three school days to complete the makeup work after the teacher provides the work.

- 8.2 For excused absences, including suspensions, makeup work completed within the allotted makeup window will be awarded full academic credit.
- 8.3 Credit for makeup work for unexcused absences, or for makeup work turned in late, may result in reduced credit or in no credit being awarded at the discretion of the teacher with approval of school administration.
- 8.4 Some assignments such as labs or group projects are not conducive to makeup work. In such situations for excused absences only, teachers may provide an alternate assignment or may adjust the student's grade accordingly to avoid placing an undue burden on the teacher without otherwise penalizing the student.

#### 9. Absences and Extracurricular Activity

- 9.1 Students who are absent for part or all of a school day may be restricted or prohibited from participation in after school or extracurricular events on the day of absence.

#### 10. Attendance Recognition

- 10.1 Perfect attendance is defined as having no tardies, early departures, partial absences or absences. Individual schools may recognize perfect or otherwise exemplary attendance of students based on criteria established by the schools' administration.

#### 11. Withdrawal for Non-Attendance

- 11.1 Students who are 17 years of age or older may legally withdraw from school (i.e. "drop out") prior to graduating. Such students should not be formally withdrawn until school administration has attempted to contact parents or guardians by phone and in writing to discuss educational options that may be available, and until otherwise approved by District Administration.
- 11.2 Students of any age who miss 10 consecutive school days without prior approval of school administration may be reported to the District Attendance Officer for investigation. The attendance officer may direct the school to implement truancy interventions or may otherwise approve the student being withdrawn after 15 consecutive days of non-attendance provided there is documentation verifying the schools' efforts to reengage the student in school.
- 11.3 Students under the age of 17 who seek to withdraw with a stated intent of enrolling in a different school or educational program, including homeschooling, may not be officially withdrawn without receipt of request for

educational records from the new school or otherwise without permission of District Administration.

- 11.4 Students who are withdrawn for non-attendance, or students who withdraw after turning 17 but prior to graduating, should not be on campus without administrative approval.

## 12. Homeschooling

- 12.1 Students with a history of habitual truancy within the past six (6) months of the school calendar are not eligible to withdraw from school for the purpose of homeschooling until parents have satisfied application and planning requirements described in Superintendent Policy IHBG, Home Schooling.

## 13. Homebound Instruction for Students with Medical Needs

- 13.1 Parents of a student who is anticipated to be absent for more than 15 school days due to a verifiable physical, mental or emotional disability may request assessment by district staff for homebound instruction or other education support services. Superintendent Policy IHBG, Homebound Instruction, provides guidelines regarding homebound instruction eligibility and services.

LEGAL REFS.: C.R.S. [22-14-101](#) et seq. (dropout prevention and student re-engagement)

C.R.S. [22-32-109](#) (1)(n) (length of school year, instruction & contact time)

C.R.S. [22-32-109.1](#) (2)(a) (conduct and discipline code)

C.R.S. [22-32-138](#) (6) (excused absence requirements for students in out-of-home placements)

C.R.S. [22-33-101](#) et seq. (School Attendance Law of 1963)

C.R.S. [22-33-105](#) (3)(d)(III) (opportunity to make up work during suspension)

C.R.S. [22-33-108](#) (judicial proceedings to enforce school attendance laws)

C.R.S. [22-33-203](#) (educational alternatives for expelled students and determination of credit)

1 CCR [301-78](#) Rules 1.00 et seq. (standardized calculation for counting student attendance and truancy)

CROSS REFS.: [IC/ICA](#), School Year/School Calendar/Instruction Time

[JEA](#), Compulsory Attendance Ages

JF-R, Admission and Denial of Admission (Procedures for Students in Out-of-Home Placements)

[JFC](#), Student Withdrawal from School/Dropouts

[JHB](#), Truancy

[JK](#), Student Discipline

[JKD/JKE](#), Suspension/Expulsion of Students

JLIB, Student Dismissal Precautions

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28, 2018**

**Superintendent's Recommendation**

**TOPIC: POLICY JH-R – GUIDELINES FOR STUDENT ABSENCES AND EXCUSES**

There is a need for the Board of Education to update the District policy book. Policy JH-R will be deleted and removed from the District Policy manual.

The reason for this change is to strengthen our policy around tardiness and to bring clear consist language on how tardiness is addressed and supported in our district and how it equates to an absence in all schools. The Colorado Association of School Board current policy recommendation doesn't have specific clear language on tardiness and allows for each school to set their own guidelines. These differences causes confusion and has a direct effect on student achievement.

Therefore, it is recommended . . .

**RECOMMENDATION:**

...that the Board of Education of Adams County School District 14 remove/delete policy JH-R – Guidelines for Student Absences and Excuses on second reading.

~~File: JH-R~~

Commented [CR1]: JH-R will be removed with addition of updated JH

## ~~GUIDELINES FOR STUDENT ABSENCES AND EXCUSES~~

### ~~Responsibilities~~

~~Attendance Officer Designation: District Principal, Lester Arnold High School~~

#### ~~Administrative:~~

- ~~1. To ensure that attendance policy and procedures are followed.~~
- ~~2. To determine if absences are excused or unexcused based upon policy definitions.~~
- ~~3. To provide parents with information about the district's attendance referral procedure as well as information about their child's attendance record when required.~~
- ~~4. To notify parents of student absences according to regulations.~~

#### ~~Parent:~~

- ~~1. To recognize and communicate that any absence, regardless of cause, has a possible detrimental influence on student achievement.~~
- ~~2. To contact the school via the appropriate administrative office regarding absences and, in the case of extended home confinement, to request make-up assignments.~~
- ~~3. To monitor the make-up work of the student who has missed class.~~

#### ~~Counselor:~~

- ~~1. To make documented efforts to counsel with students (and parents when appropriate) who have been referred by teachers and administrators as excessively absent.~~
- ~~2. To refer to the district attendance counselor students who continue to non-attend after counseling has been attempted.~~

#### ~~Teacher:~~

- ~~1. To take attendance daily and maintain accurate attendance records according to district policy and school regulations.~~

- ~~2. To notify administrators and/or counselors of attendance concerns.~~
- ~~3. To provide students/parents with information about make-up work for excused or prearranged absences.~~
- ~~4. To notify students that regular attendance is expected and will be a component of the grading system.~~

**Student:**

- ~~1. To attend school for all days of the established school calendar.~~
- ~~2. To appear in class on time.~~
- ~~3. To contact teachers immediately upon return from absences to arrange to complete all make-up work assigned and to establish when this make-up work is due.~~
- ~~4. To complete work as assigned by the teacher when a prearranged absence is requested.~~
- ~~5. To follow the established school procedure when enrolling in or withdrawing from a class.~~
- ~~6. To attend and participate in parent/teacher conferences regarding attendance.~~

**Academic Sanctions**

~~Regular attendance is an educational requirement of all classes in the schools. Being tardy and/or having unexcused absences may subject the student to appropriate penalties. This may include disciplinary measures, the imposition of academic sanctions, and the initiation of court proceedings to enforce the requirements of the Colorado School Attendance Law. In general, the following rules and procedures apply with regard to the relationship between academic credit and student's absences:~~

~~1. Missed Work~~

~~Students are responsible for all class work missed due to absence.~~

~~2. Make-up Work~~

~~The teacher shall provide opportunities for make-up work and testing, allowing one day to complete work, for each of the excused absence. Students who are suspended may request assignments, course work, and tests for the period of suspension and have their work graded when completed. Credit for make-up work,~~

~~which is completed satisfactorily, will be determined in accordance with the administrative regulations relative to academic grades.~~

### ~~3. Credit/Excused Absences~~

~~Credit for class work missed due to excused absences shall be allowed when satisfactorily completed within the required time frame.~~

### ~~4. Academic Sanctions—Elementary Schools~~

~~At the elementary school level, unexcused absences in excess of 4 days in a month or 10 days in a school year by a student shall subject the student to referral to the district attendance officer. The district will utilize other agencies as well as the courts in order to maintain daily attendance when student and parental or guardian responsibility has not been met.~~

### ~~5. Academic Sanctions—Middle Schools~~

~~At the middle school level, unexcused absences in excess of 4 days in a month or 10 days in a school year by a student shall subject the student to referral to the district attendance officer. The district will utilize other agencies, as well as the courts in order to maintain daily attendance when student and parental/guardian responsibility has not been met.~~

### ~~6. Academic Sanctions—High School~~

~~At the high school level, unexcused absences in excess of 4 days in a month or 10 days in a school year by a student shall subject the student to referral to the district attendance officer. The district will utilize other agencies, as well as the courts in order to maintain daily attendance when student and parental/guardian responsibility has not been met.~~

## **Notification**

### **Elementary and Middle Schools:**

~~Teachers shall report attendance to the school's attendance office daily pursuant to guidelines, which shall be established by the school principal. At the end of each school year, teachers' attendance records shall be filed as part of the school's administrative records. These records shall be the official attendance records and shall be available to students and their parents.~~

### **High School:**

~~The principal or his designee shall develop guidelines for excusing and processing absences (with a copy to the district attendance officer) and the principal or his~~



~~designee shall have discretionary powers to accept or reject parental reasons for absence. The school shall inform parents of student attendance as follows:~~

- ~~1. At the end of each quarter via the student's report card.~~
- ~~2. By mail after a student has had 4 unexcused absences in a month or 10 unexcused absences in any school year.~~
- ~~3. Following parental request for a report of the student's attendance record.~~

### **Special Programs**

~~The Board regulation regarding student absences and excuses shall apply to all educational programs in the school district. However, the Board realizes that strict adherence to all of the regulations and procedures set forth herein may not be in the best interest of some students. The Board notes that any absence of a handicapped student, which is directly attributable to a handicapping condition, may not be considered as an unexcused absence.~~

~~Revised: 2/11/97~~

~~AGSD 14, Colorado~~

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28, 2018**

**Superintendent's Recommendation**

**TOPIC: APPROVAL TO ACCEPT GRANT FUNDS FROM THE SCHOOL TURNAROUND LEADERS DEVELOPMENT PROGRAM**

Adams County School District 14 has been awarded \$102,000 from the School Turnaround Leaders Development Program to train principals, teacher leaders and district staff at Alsup Elementary, Hanson Elementary, Central Elementary and Adams City High School to make lasting improvements to student achievement and growth with the RELAY Program for the 2018-19 school year. The staff identified to attend the yearlong RELAY program are: Gabriella Maldonado, Bari Fox, Dawn Menard, Luciana Stokley, Ryan Green, Deana Valdez and Jeanette Patterson.

The RELAY program prepares current principals, assistant principals, and staff to become transformational leaders. Their approach emphasizes individualized, job-embedded practice. Staff will learn how to analyze student data, effectively support educators, and create positive school culture. Staff will practice new approaches, and immediately apply what they have learned to their school. RELAY faculty will review staff's performance coaching and the development of educators and provide targeted feedback on their work. The program is a 12-credit course focused on instructional and cultural school leadership. Participants attend an 11-day Summer intensive session and four intersessions. Attendance is mandatory at all sessions in order to remain an active participant in the program. Adams 14 staff attended the 2-week summer intensive session that occurred in July 2018. The majority of classroom assignments consist of video submission of participants in action observing and providing feedback to teachers and principals, and other authentic work samples. This also includes professional development plans and reflections on leadership.

Therefore, it is recommended...

**RECOMMENDATION:**

...that the Board of Education of Adams County School District 14 approve the acceptance of \$102,000 from the School Turnaround Leaders Development Program for Alsup Elementary, Hanson Elementary, Central Elementary, and Adams City High School to train principals, teacher leaders and district staff with the RELAY Program for the 2018-2019 school year.

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28, 2018**

**Superintendent's Recommendation**

**TOPIC: APPROVAL OF IN-STATE OVERNIGHT TRIP TO VAIL, COLORADO FOR  
2018 CASE SUPERINTENDENTS CONFERENCE**

Superintendent Abrego is seeking approval for overnight travel to attend the Colorado Association of School Executives Superintendents Conference on September 20-21, 2017 in Vail, Colorado.

The conference program will include a focus on the timeliest and most critical issues facing public education, including leadership, November ballot measures and election implications, plus planning ahead for the 2018 legislative session.

The total maximum cost of for registration, lodging, and travel is \$461.68.

Therefore, it is recommended...

**RECOMMENDATION**

...that the Board of Education of Adams County School District 14 approve overnight travel to attend the CASE Superintendents Conference in Vail, Colorado. Costs will be paid from the Superintendent's In-State Conference general fund account.

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28, 2018**

**Superintendent's Recommendation**

**TOPIC: APPROVAL FOR ADAMS CITY HIGH SCHOOL AND LESTER ARNOLD HIGH SCHOOL TO CONTRACT WITH THE UNIVERSITY OF DENVER**

The primary purpose behind this contract is to rent the Magness Arena located on the University of Denver Campus for Adams City High School Class of 2019 Graduation and Lester Arnold High School Class of 2019 Graduation.

- Date of both ceremonies are scheduled for May 18, 2019
- Time in for delivery and set up will begin at 2:00 p.m.
- Event time: 4:00 p.m.-ACHS graduation and 7:30 p.m.-LAHS graduation; *time subject to change based on availability*
- Our clean up and exit time is 10:00 p.m.

As part of the contract \$9,000.00 is for the execution of agreement, \$14,000.00 for all expenses associated with the following good and services for event due by date of event.

- Police department staffing
- Fire department staffing
- Usher, ticket take, security staffing
- Conversion in/out, including house staffing for event
- Electrician staffing
- Paramedic staffing
- Custodial staffing
- House staging materials
- House forklift
- Audio visual services

The rental fee and contract is a total of \$23,000.00 for both events.

Therefore, it is recommended...

**RECOMMENDATION:**

...that the Board of Education of Adams County School District 14 approve the contract totaling \$23,000.00 for the Class of 2019 Graduation. These funds have been requested in the 2018-2019 respective school building budget(s).

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28, 2018**

**Superintendent's Recommendation**

**TOPIC: APPROVAL OF OUT-OF-STATE TRAVEL TO ANAHEIM, CALIFORNIA TO ATTEND THE 30TH ANNUAL NATIONAL ASSOCIATION FOR THE EDUCATION OF HOMELESS CHILDREN AND YOUTH CONFERENCE**

The department of Intervention Services is seeking approval to send the McKinney-Vento Liaison, Mary Ann Mosquera and the District Truancy Officer, Melba Velasquez to attend the 30th Annual NAEHCY (National Association for the Education of Homeless Children and Youth), an out-of-state, conference in Anaheim, California October 27-30, 2018. The reason for this request is that there is no other conference in Colorado to help train staff to better serve our homeless youth and that the McKinney-Vento Program Grant, Title VII-B specifies, "that the receiving school district will send a representative to the 2018 NAEHCY Conference as part of the grant allocation". The total cost of the travel for registration, hotel, flight, meals is \$2,600, and these expenses will be paid from the Colorado Department of Education, McKinney-Vento Program Grant, Title VII-B.

Some examples of the topics at the conference are: "What Really Works! Collaboration to Support Vulnerable Student Populations" and "Strengthening Homeless Youth Through A Comprehensive School Based Approach".

Therefore, it is recommended...

**RECOMMENDATION:**

...that the Board of Education of Adams County School District 14 approve out-of-state travel by the McKinney-Vento Liaison, Mary Ann Mosquera and the District Truancy Officer, Melba Velasquez to attend the 30th Annual National Association for the Education of Homeless Children and Youth Conference October 27-30, 2018 in the amount of \$2,600 to be paid from the Colorado Department of Education, McKinney-Vento Program Grant Title VII-B fund.

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28, 2018**

**Superintendent's Recommendation**

**TOPIC: APPROVAL TO EXTEND THE DECISION ON THE DISTRICT KIPP CHARTER SCHOOL APPLICATION AN ADDITIONAL 34 DAYS**

The Federal Programs Department is seeking approval to extend the Board of Education decision on whether to approve, approve with conditions or deny Kipp Charter School's application an additional 34 days. Board Policy LBD-R, Relations with District Charter Schools says in the "Decision on the district charter application" section, the first paragraph: "The Board shall make a decision on a complete district charter school application by resolution in a regular or special Board meeting within 90 days after receiving the initial charter application from the charter applicant or such deadline as may be mutually agreed upon by the Board and the applicant..."

Kipp's application was received by the District on July 12, 2018 so the 90-day deadline per policy LBD-R for the Board of Education's decision is October 10, 2018. The additional 34-day extension would change the deadline to November 13, 2018, which is the first Board of Education meeting in the month of November.

The reason for this extension is give Adams 14 parents, the community, business owners and staff enough time to review the Kipp Charter School application and for the stakeholders to make their recommendations to the superintendent and the Board of Education.

Therefore, it is recommended...

**RECOMMENDATION:**

...that the Board of Education of Adams County School District 14 approve the extension of the deadline for the Board of Education to make a decision to either approve, approve with conditions or deny the Kipp Charter School's application from October 10, 2018 to November 13, 2018.

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28, 2018**

**Superintendent's Recommendation**

**TOPIC: APPROVAL TO CONTRACT WITH COLORADO/WEST EQUIPMENT FOR A FIVE YEAR LEASE FOR FOUR SCHOOL BUSES**

Adams County School District 14 Division of Operations wishes to contract with Colorado/West Equipment for a 5-year lease for four school buses. The district will own these buses after the lease is over.

Therefore, it is recommended...

**RECOMMENDATION:**

...that the Board of Education of Adams County School District 14 approve to enter into a contract with Colorado/West Equipment for a 5-year lease for four school buses not to exceed \$115,000 per year.

**BOARD OF EDUCATION  
ADAMS COUNTY SCHOOL DISTRICT 14  
COMMERCE CITY, COLORADO**

**August 28 2018**

**Superintendent's Recommendation**

**TOPIC: APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR OUR  
PARTNERSHIP WITH SALUD AND KIDS FIRST FOR DENTAL SERVICES  
FOR ALL ADAMS 14 STUDENTS**

The department of Student Services is requesting board signature of the finalized MOU'S with Salud and Kids First for Dental Services Pre-K-12 for the 2018-2019 school year.

Therefore, it is recommended...

**RECOMMENDATION:**

...that the Board of Education of Adams County School District 14 approve and sign the MOUS's for Dental Services with Salud and Kids First Pre-K-12 -12 for the 2018-2019 school year.



## Board of Education Committee Assignments 2018-2019

<b>COMMITTEE</b>	<b>BOARD MEMBER</b>	<b>MEETS</b>
Adams 14 Education Foundation	Dr. Bill Hyde Alt. Mr. Thomas	4th Thursday of every month, 11:30 AM Location: ESS
DAAC	_____ Alt. Mr. Rolla	TBD, 6:00 PM Location: ACHS
City Council	Mr. Thomas Alt. Dr. Hyde	Every Monday, 6:30 PM Location: Council Chambers
Community Health	Mrs. Quintana Alt. Mr. Rolla	3rd Tuesday every month, 8:30 AM Location: ESS
Legislative	Mrs. Quintana Alt. _____	TBD – CASB/Lobbyist Location: State Capital Bldg.
Area Boards	_____ Alt. Dr. Hyde	3rd Tuesday every 3rd month Location: TBA, Hosts Vary
Rotary	Mr. Rolla-Member	Every Wednesday, 12:00 PM Location: El Jardin
C.C. Urban Renewal Authority	Mr. Thomas	CCURA – Meetings Vary

## **Board of Education School Assignments 2018-2019**

STARS	Mr. Thomas
Sanville	Mr. Thomas
Alsup	Mr. Rolla
Central	Mr. Rolla
Dupont	Mr. Thomas
Hanson	_____
Kemp	Mrs. Quintana
Monaco	_____
Rose Hill	Dr. Hyde
Kearney	Mrs. Quintana
Adams City Middle	Mr. Rolla
Adams City High School	Mr. Rolla
Lester Arnold High School	Dr. Hyde