



Aurora
Public
Schools

Board of Education

Agenda

meeting of

November 17, 2009

Aurora Public Schools

1085 Peoria Street
Aurora, Colorado 80011

**AURORA PUBLIC SCHOOLS
1085 Peoria St.
Aurora, CO 80011**

**A G E N D A
BOARD OF EDUCATION MEETING
November 17, 2009
6:30 p.m.**

I – PRELIMINARY

- A. CALL TO ORDER - ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. WELCOME TO VISITORS

The regular meeting of the Aurora Public Schools Board of Education will convene in the Dr. Edward and Mrs. Patricia Lord Boardroom of Educational Services Center 4. Individuals wishing to address the Board of Education on a specific agenda item are requested to sign up at the table on the south side of the boardroom prior to discussion of the item. Individuals wishing to address the Board of Education on a non-agenda item are requested to sign up and will be provided an opportunity, limited to three minutes, at the beginning of the meeting and, limited to three minutes, at the end of the meeting during Opportunity for Audience.

Please contact the Aurora Public Schools at 303-344-8060, ext. 28988 if, because of a disability, you require special assistance (such as sign language or oral interpreting services) in order to participate in a meeting of the Board of Education. Persons with such needs are requested to make contact at least one week prior to the Board of Education meeting, if possible, in order to allow staff to coordinate arrangements.

- D. APPROVAL OF AGENDA

The November 17, 2009, agenda is presented for approval.

- E. APPROVAL OF MINUTES

The minutes of the regular meeting of the Board of Education held on November 10, 2009, will be presented for approval on December 1, 2009.

Informational Reports

II - INFORMATIONAL REPORTS

- | | | |
|-----------|--|--------------------|
| A. | REPORTS FROM THE BOARD OF EDUCATION | 6:30 – 6:40 |
| B. | SUPERINTENDENT’S CELEBRATIONS | 6:40 – 6:50 |
| C. | OPPORTUNITY FOR AUDIENCE | 6:50 - 7:00 |
| D. | SUPERINTENDENT’S REPORT | 7:00 - 8:20 |

Time reserved is for the Board to receive information and discuss issues introduced by the Board, Superintendent or district leadership team. Agenda items may be scheduled in advance or raised at the meeting. No Board action on substantive matters is taken. The following topics were scheduled in advance of this meeting.

- 1. ITEMS OF INTEREST**
- 2. RECENT UPDATES**
- 3. LEADERSHIP TEAM REPORTS**

a. Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2009

(Attachments under separate cover)

Colorado Revised Statutes require an annual financial audit of all district funds. BKD, LLP has performed the required audit of the district’s twelve funds and seven component units for the fiscal year ended June 30, 2009.

The following items are presented to the Board as information:

- Comprehensive Annual Financial Report
- Single Audit Report on the district’s federal grants
- Audit Report on the State of Colorado State-Funded Student Assistance Programs
- Accreditation Report in accordance with C.R.S. 22-11-104
- BKD’s required communication to those charged with governance, which includes BKD’s management letter and the district’s responses to the management letter

b. Horizon Uptown Pilot School Proposal

The Board will be presented with information on the Horizon Uptown Pilot

School proposal and hear a presentation from the design team. An informational packet was provided to the Board under separate cover from the design team outlining its work regarding their recommendation on November 10.

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Superintendent Monitoring

III – SUPERINTENDENT MONITORING

SECOND QUARTER

Dec. 1: Board Meeting

Dec. 15: Board Workshop: CASB Conference Update

GP 3.1 Treatment of Students, Parents/Guardians & Community Members

Nov. 17: Monitoring Report Submission
(Nov. 9: report due to the Board)

GP 3.3 Financial Conditions and Activity

Dec. 1: Monitoring Report Submission
(Nov. 23: report due to the Board)

GP 3.4 Financial Planning and Budgeting

Dec. 15: Monitoring Report Submission
(Dec. 7: report due to the Board)

GP 3.8 Communication and Support to the Board

Dec. 15: Monitoring Report Submission
(Dec. 7: report due to the Board)

Consent Agenda

IV – CONSENT AGENDA

A. SUPERINTENDENT OF SCHOOLS

- 1. Superintendent Monitoring Report Staff Responsible – Barry
8:20 - 8:23

(Attachment IV-A-1)

Governance Policy 3.1 – Treatment of Students, Parents/Guardians and Community Members

B. DIVISION OF ACCOUNTABILITY AND RESEARCH

No Items

C. DIVISION OF EQUITY AND ENGAGEMENT

No Items

D. DIVISION OF FINANCE

- 1. State of Colorado Interest-Free Loan Program Staff Responsible – Weeks
8:23 – 8:24

(Attachment IV-D-1)

The Board of Education was provided information at its November 10 meeting on the district’s cash flow analysis, its cash condition today, and the need to increase its borrowing amount from \$10 million to \$20 million. The district will repay the cash loan in full as early as March 2010, but no later than June 25, 2010.

RECOMMENDATION: The Board of Education approve the resolution as presented.

E. DIVISION OF HUMAN RESOURCES

- 1. Classified Personnel Staff Responsible – Allen
8:24 - 8:25

a. Resignation

- 1) Ramona Anderson 11-24-09 Assistant, Nutrition Services, Iowa
- 2) Allison Cote 10-23-09 Assistant, Nutrition Services, Arkansas
- 3) Iris Jones 11-06-09 Facilitator, Preschool, Park Lane
- 4) Shauna Marshall 12-18-09 Educational Assistant, Media Technician, Rangeview
- 5) Julie Warner 10-23-09 Paraeducator, Media Assistant, Sable

- b. Appointment
 - 1) Hector Reyes-Howe 11-09-09 Educational Assistant, ELA, Gateway
 - 2) Cindy Snyder 11-02-09 Paraeducator, Classroom, Aurora Quest K-8
 - 3) Jacqueline Wagner 11-02-09 Paraeducator, Severe Needs/Life Skills, Lansing
 - 4) Wendy Wall 11-09-09 Clerk, Department, Rangeview

- c. Leave of Absence
 - Christina Mazingo 09-11-09 Medical Paraeducator, Severe Needs/Life Skills, Kenton

- d. Return from Leave of Absence
 - Christina Mazingo 11-02-09 Paraeducator, Severe Needs/Life Skills, Kenton

- e. Transfer
 - 1) DaPhenne Steerman 11-02-09 Clerk, Department to Buyer, Pickens Technical College
 - 2) Terry Young 11-09-09 Paraeducator, Media Assistant to Paraeducator, Cross Categorical, Aurora Frontier K-8

- f. Retirement
 - Catherine Trombi 11-02-09 Assistant, Nutrition Services, South

2. Licensed Personnel

**Staff Responsible – Allen
8:25 - 8:26**

- a. Resignation
 - 1) Arielle Laufmann 12-02-09 Art, Virginia Court/Lyn Knoll
 - 2) Suzanne Morey 12-18-09 Principal, Murphy Creek K-8

- b. Return from Leave of Absence
 - 1) Melisa Roth 11-03-09 English Language Arts, Hinkley
 - 2) Tawny Trail 11-02-09 Kindergarten, Aurora Quest K-8

- c. Reassignment

Katharine Rankin 11-02-09 Cross Categorical, West to Fletcher Intermediate

d. Transfer

Robert Feeler 11-02-09 TOSA, Dean of Students to Assistant Principal, South

3. **Non-Licensed Administrative and Professional/Technical Personnel** **Staff Responsible – Allen**
8:26 - 8:27

No Items

RECOMMENDATION: The Board approve the personnel actions.

F. DIVISION OF INSTRUCTIONAL SERVICES

1. **Instructional Materials Adoption** **Staff Responsible – Stuart**
8:27 – 8:28

The Board was presented with a list of proposed instructional materials for adoption on November 10.

RECOMMENDATION: The Board approve the list of proposed instructional materials for adoption as presented.

G. DIVISION OF SUPPORT SERVICES

No Items

Board of Education Work

V – BOARD OF EDUCATION WORK

BOARD REPORTS

8:28 - 8:38

1. **Concerns or Issues**
2. **Conference Updates**

BOARD SELF-MONITORING

8:38 - 8:48

Concluding Items

VI – CONCLUDING ITEMS

A. OPPORTUNITY FOR AUDIENCE

B. NEXT MEETING DATE

The next business meeting of the Board of Education will be held on December 1, 2009, at 6:30 p.m. in the Dr. Edward and Mrs. Patricia Lord Boardroom at Educational Services Center 4.

C. ADJOURNMENT

Attachment IV-A-1

Superintendent Monitoring Report

Governance Policy 3.1 – Treatment of Students, Parents/Guardians and Community Members



Board of Education
Educational Services Center, Bldg. 1
15701 E. First Ave., Suite 206
Aurora, CO 80011

Phone – 303-344-8060, ext. 28988
Fax – 303-326-2161
Web – www.aps.k12.co.us

SUPERINTENDENT MONITORING REPORT

November 12, 2009

Governance Policy 3.1 - *Treatment of Students, Parents/Guardians and Community Members*

Due Date to BOE: November 12, 2009

Note: if there are no comments after listing policies, APS is not seeing any problems or concerns that need to be addressed.

The Superintendent shall not cause or allow the District to

1. Elicit unnecessary information:
 - a. subject students to interrogations, searches or arrests without proper cause;
 - *District policy JIH/JIHB – Student Interrogations, Searches and Arrests*
 - *District policy JK.1 – Student Discipline*
 - *District policy JKD/JKE Suspension and Expulsion of Students*
 - *District policy KLG – Relations with Law Enforcement Agencies*
 - b. use/elicit information without parent/guardian permission,
 - *District policy JKD/JKE – Student Discipline*
 - *District policy JRA/JRC – Student Records/Release of Information on Students*
 - c. share student information with staff and community
 - *District policy ADHA – District Statement on Shared Responsibilities in Promoting Safe Schools*
 - *District policy JICF – Secret Societies/Gang Activity*
 - *District policy JK.2 – Communication of Disciplinary Information*
 - *JKD/JKE – Suspension and Expulsion Procedure*
 - *KBD – Communication with Parents and the Community*

These policies are reviewed annually with administrators during trainings.

2. Use any method of collecting, reviewing, transmitting, or storing student or family information that fails to protect against improper access to the material elicited.
 - *District policy KDB – Public’s Right to Know/Freedom of Information Public Records*
 - *Infinite Campus Customer –E-mail from Patty Roundy, dated January 31, 2007, addressing IC information and FERPA*
 - *Legal Counsel shared a Memo dated August 8, 2008, Titled “School Resource Officers and Access to Student Information” to provide parameters for sharing information with SROs.*
 - *Infinite Campus flags coded to contact school services to obtain information regarding: Individual Supervision and Management Plans status, violent offender status, SHODI status, denial of admission status or expelled from another district status*
 - *Information shared during clerk, ISMP and discipline trainings*

3. Operate facilities without appropriate accessibility, cleanliness and privacy. Appropriate accessibility includes allowing community members to use facilities for non-disruptive, cost-reimbursed activities.
 - *District Policy KFB/KFC/KFC-R - Community Use of School Building/Fields and Grounds*
 - *Customer Information Packet, available on APS website, this includes general regulations for facility use, district information, custodial/customer check list and form for Facility Use Request.*
 - *Custodial coverage is required to ensure our facilities are safe and clean before and after community use.*
 - *On-going training for custodial staff to ensure well maintained buildings.*

4. Permit students or their parents/guardians to be unaware of :
 - a. what may be expected and what may not be expected from classes, courses, activities or other services,
 - *At the beginning of every school year/course students are provided with course information and expectations. At the middle and high school level, common course information and expectations are contained in the High School Program Planning Guide, and will be contained in a newly developed Middle School Program Planning Guide. Information is also available on building and district websites. Parents may access current academic progress of students by utilizing the parent portal of Infinite Campus*

 - b. expectations and procedures about behavior or discipline.

- *District policy ADHA – District Statement on Shared Responsibilities in Promoting Safe Schools*
 - *District policy JK.1 – Student Discipline*
 - *District policy JK.2 – Communication of Disciplinary Information*
 - *Handouts to parents including Safe Schools Handbook, the Elementary Handbook and individual school planners*
5. Act contrary to law by discriminating, retaliating against any student, parent/guardian, or community member for non-disruptive expression of dissent or concern.
- *District policy BEDH – Public Participation at Board of Education Meetings*
 - *District policy IMB – Teaching About Controversial/Sensitive Issues*
 - *District policy IMDA – Patriotic Exercises*
 - *District policy JICF – Secret Societies/Gang Activity*
 - *District policy JJA – Student Organizations*
 - *District policy KHA/KHB – Advertising in the School District and Revenue Enhancements (addresses distribution of material)*
 - *Superintendent Town Hall Meetings*
6. Ineffectively or untimely (a) resolve concerns and complaints or (b) respond to inquiries.
- *District policy JKD/JKE – Suspension and Expulsion Procedure*
 - *District policy JRA/JRC – Student Records/Release of Information on Students*
 - *District policy KEB – Public Concerns/Complaints about Personnel*
 - *School Services Parent Protocols*
 - *Instruction Parent Protocols*
7. Ignore student, parent or community opinion about pending decisions or actions from those likely to be affected.
- *Board of Education and Superintendent Town Hall Meetings*
 - *Specific Parent Input Town Halls for calendar, open enrollment, and boundary changes, etc.*
8. Permit students, their parents/guardians, or community members:
- a. to be uninformed of this policy,
- *Superintendent letter to parents in Safe Schools Handbook, distributed per policy to all new students. The Safe Schools Handbook is accessible on the APS Web site.*
 - *Elementary Handbook*
 - *Individual school planners/handbooks*
- b. Without a process to be heard for persons who believe they have not been accorded a reasonable interpretation of their protections under this policy.

- *District policy BEDH – Public Participation at Board of Education Meetings*
- *District policy IJJ/IJK – Textbook Selection and Adoption*
- *District policy IJL – Library Materials Selection and Adoption*
- *District policy IKE – Retention, Promotion and Acceleration of Students*
- *District policy JKD/JKE – Suspension and Expulsion Procedure*
- *District policy KEC – Public Concerns/Complaints about Instructional Resources*

Attachment IV-D-1

State of Colorado Interest-Free Loan Program

CERTIFIED RECORD

OF

PROCEEDINGS OF

THE BOARD OF EDUCATION OF

Adams Arapahoe District 28-J (Aurora Public Schools)

RELATING TO A RESOLUTION

INCREASING THE AMOUNT OF BORROWING BY THE DISTRICT

UNDER THE STATE TREASURER'S

INTEREST-FREE LOAN PROGRAM

FOR COLORADO SCHOOL DISTRICTS

**State of Colorado
Interest-Free Loan Program
School District Local Proceedings Certificate**

Adams Arapahoe District 28-J (Aurora Public Schools)

As the Secretary or Assistant Secretary of the Board of Education of the above-referenced School District (the "District"), I do hereby certify that:

1. Attached is a true and correct copy of a resolution (the "Resolution") adopted by the Board of Education (the "Board") of the District at a regular or special meeting held on the date indicated on the signature page to the Resolution. The Resolution increases the amount of borrowing by the District pursuant to the Colorado State Treasurer's Interest-Free Loan Program for the District's fiscal year 2009-2010.
2. Such meeting was duly noticed and all proceedings relating to the adoption of the Resolution were conducted in accordance with all applicable bylaws, rules and resolutions of the District, in accordance with the normal procedures of the District relating to such matters, and in accordance with applicable constitutional provisions and statutes of the State of Colorado.
3. The Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of a majority of the members of the Board as follows:

<u>Board Member</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstaining</u>
[Insert name of Board Member below.]	[Check action taken by Board Member.]			
<u> </u> Matt Cook, President _____	_____	_____	_____	_____
<u> </u> Jeanette Carmany, Vice President _____	_____	_____	_____	_____
<u> </u> Jane Barber, Secretary _____	_____	_____	_____	_____
<u> </u> Peter Cukale, Treasurer _____	_____	_____	_____	_____
<u> </u> Mary W. Lewis, Director _____	_____	_____	_____	_____
<u> </u> Amy Prince, Director _____	_____	_____	_____	_____
<u> </u> JulieMarie Shepherd, Director _____	_____	_____	_____	_____

4. The Resolution was duly approved by the Board, signed by the President or Vice President of the Board, sealed with the District's seal, attested by the Secretary or Assistant Secretary of the Board and recorded in the minutes of the Board.

5. The above certifications are being made by me in my official capacity as the Secretary or Assistant Secretary of the District, as evidenced by my signature this 17th day of November 2009.

By _____
[sign above] as Secretary or Assistant Secretary

Printed Name _____
(print the name of the person signing above)

RESOLUTION NO. _____

A RESOLUTION INCREASING THE BORROWING BY THE DISTRICT UNDER THE STATE TREASURER'S COLORADO SCHOOL DISTRICT INTEREST-FREE LOAN PROGRAM UP TO AN AGGREGATE PRINCIPAL AMOUNT \$20 Million; AND AUTHORIZING THE EXECUTION AND DELIVERY OF LOAN DOCUMENTS.

WHEREAS, this Board has previously adopted one or more Resolutions (collectively, the "Prior Resolution") authorizing participation in the State Treasurer's Interest-Free Loan Program for Colorado School Districts (the "Loan Program"); and

WHEREAS, the amount of borrowing under the Prior Resolution is limited to an aggregate principal amount of up to \$10 Million; and

WHEREAS, based upon a revised cash flow of the District for the current fiscal year ending June 30, 2010 (the "Fiscal Year") attached to this resolution as Exhibit A, this Board has determined that it is in the best interests of the District to increase the amount of the borrowing by the District under the Loan Program to \$20 Million; and

WHEREAS, the State Treasurer is approving the increase in the amount of the borrowing by the District under the Loan Program;

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF EDUCATION, AS FOLLOWS:

Section 1. The Prior Resolution is hereby amended by increasing the Maximum Principal Amount (as such term is defined in the Prior Resolution) to \$20 Million.

Section 2. The District is hereby authorized to issue a restated District Note (as such term is defined in the Prior Resolution) in the Maximum Principal Amount set forth in Section 1 of this Resolution. Such District Note shall be exchanged for the District Note currently being held by the State Treasurer. The substitute District Note shall be executed on behalf of the District in the manner set forth in Prior Resolution.

Section 3. The cash flows of the District in the form attached hereto as Exhibit A are hereby substituted for the cash flows of the District attached as an Exhibit to the Prior Resolution. The Prior Resolution, and the representations and covenants made therein, are hereby reaffirmed as of the date of this Resolution.

Section 4. This Resolution shall be in force and effect from and after its passage on the date shown below.

(The remainder of this page is intentionally blank.)

ADOPTED AND APPROVED this _17th_ day of _November____, 2009.

Adams Arapahoe District 28-J (Aurora Public Schools)

[DISTRICT SEAL]

By _____
President, Board of Education

Attest:

By _____
Secretary, Board of Education

(Signature page to the Loan Program Resolution)

EXHIBIT A

PROJECTED CASH FLOW FOR DISTRICT FOR FISCAL YEAR 2009-2010

**EXHIBIT B
FORM OF DISTRICT NOTE**

Name of School District: Adams Arapahoe District 28-J (Aurora Public Schools)
Maximum Principal Amount: \$20 Million

FOR VALUE RECEIVED, the above-referenced school district (the "District"), a political subdivision and body corporate of the State of Colorado (the "State"), hereby promises to pay to the Treasurer of the State (the "State Treasurer") from Taxes, no later than June 25, 2010, the Principal Amount, which shall not exceed the Maximum Principal Amount stated above, with no interest accruing thereon; provided however, that in the event the Principal Amount is not paid in full on June 25, 2010, interest shall accrue on the unpaid Principal Amount at the Default Rate (as each such capitalized term and other capitalized terms used but not defined herein are otherwise defined in the Resolution referenced in the following paragraph).

This Note is issued by the Board of Education of the District, on behalf of the District, in accordance with a Resolution (the "Resolution") of the Board of Education of the District duly adopted prior to the issuance hereof. The above recital shall be conclusive evidence of the validity and the regularity of the issuance of this Note after its delivery for value.

Principal of this Note is payable in immediately available funds only to the State Treasurer. This Note is subject to prior prepayment by the District in whole or in part at any time prior to the Maturity Date. This Note is nontransferable but may be assigned and pledged by the State Treasurer to secure the Loan Program Notes of the State Treasurer issued on behalf of the District. All of the terms, conditions and provisions of the Resolution are, by this reference thereto, incorporated herein as part of this Note.

It is hereby certified, recited and warranted that all acts, conditions and things required to be done, occur or be performed precedent to and in the issuance of this Note have been done, have occurred and have been performed in due form and manner as required by law, including the Loan Program Statutes, and that the obligations represented by this Note do not contravene any constitutional or statutory debt limitation of the District.

IN TESTIMONY WHEREOF the Board of Education of the District has caused this Note to be executed on the date indicated below, with the manual signature of its President or Vice President, attested with the manual signature of its Secretary or Assistant Secretary, and sealed with a facsimile or manual seal of the District.

[DISTRICT SEAL] _____

Dated: _____

By: _____
President, Board of Education

Attest:

By _____
Secretary, Board of Education

END OF FORM OF DISTRICT NOTE