

Regular Meeting

Monday, April 20, 2026 7:00 PM

District Support Center, 715 W. Platte Avenue, Fort Morgan, CO 80701

1. OPENING ACTIVITIES

1.A. Call to Order

1.B. Roll Call

1.C. Pledge of Allegiance

1.D. Approval of Previous Minutes

1.E. Agenda Changes; Approval of Agenda

2. SPECIAL PRESENTATION

2.A. Fort Morgan Middle School - Mr. Chad Unrein,
Principal

3. OPPORTUNITY FOR THE AUDIENCE

4. REPORTS

4.A. Fort Morgan High School Student Representative

4.B. Board of Education

Speaker (s) : Mrs.
Nancy Hopper, Board
President

4.C. Superintendent

Speaker (s) : Mr. Rob
Sanders

4.D. Assistant Superintendent of Curriculum and
Assessment

Speaker (s) : Dr. Rena
Frasco

4.E. Assistant Superintendent of Human Resources

Speaker (s) : Mr. Jason
Frasco

4.F. Chief Financial Officer

Speaker (s) : Ms. Toni
Miller

5. DISCUSSION ITEMS

5.A. Policies - District Revisions - First Reading

5.B. Policies - District Revisions - Second Reading

6. CONSENT AGENDA

6.A. Personnel Action Report

6.B. Claims: Check Summary Report

6.C. Approval of Consent Agenda

7. ACTION ITEMS

7.A. Contract Renewal for Rob Sanders for the 2026-
2027 and 2027-2028 School Years

7.B. Cancel the Board of Education Meeting on May 18, 2026

7.C. 2026-2027 Lincoln High School Alternative Education Campus Designation Renewal Application

7.D. Renewals of At-Will Classified Staff for the 2026-2027 School Year

8. **NEWSLETTERS**

9. **ADVANCED PLANNING**

10. **CLOSING ACTIVITIES**

10.A. Adjournment

**BOARD OF EDUCATION
MARCH 23, 2026
MINUTES**

OPENING ACTIVITIES

A. Call to Order

The Board of Education of Morgan County School District Re-3 met in regular session at 7:00 p.m. on March 23, 2026, in the Board Room at the District Support Center with the following members present: Mrs. Christi Chisum, Mrs. Amy Grantham, Mrs. Nancy Hopper, Mrs. Kati Jess, Dr. John Prouty, Mrs. Mindy Smith, and Mrs. Sarah Whitney. Also, present were Mr. Rob Sanders, Superintendent; Mr. Jason Frasco, Assistant Superintendent; Dr. Rena Frasco, Assistant Superintendent; and Ms. Toni Miller, Chief Financial Officer.

B. Approval of Previous Minutes

Mrs. Kati Jess made a motion to approve the minutes from the regular meeting on March 2, 2026, as presented. Mrs. Amy Grantham seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

C. Agenda Changes; Approval of Agenda

Mrs. Amy Grantham made a motion to approve the agenda as presented. Mrs. Mindy Smith seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

SPECIAL PRESENTATION

None

OPPORTUNITY FOR AUDIENCE

None

REPORTS

A. Fort Morgan High School Representative – Ms. Kenzie Rau

Ms. Kenzie Rau was excused from the meeting due to rehearsal commitments for the Fort Morgan High School production of "Tuck Everlasting". Dates of the performance are March 27 and 28, 2026.

B. Board – Mrs. Nancy Hopper

Mrs. Nancy Hopper provided a brief refresher on the roles and responsibilities of the Board and the superintendent. She referenced the Colorado Association of School Boards (CASB) Leadership Guidebook for School Board Directors, which outlines the distinction between a board director, the superintendent responsibilities, and the respective roles of each.

Mrs. Nancy Hopper also gave a legislative update, noting that the legislature is currently in session. She highlighted several bills:

- Senate Bill 26-135 proposes designating state revenue surpluses for educational purposes. Additional information was shared with Board prior to the meeting.
- Senate Bill 26-139 addresses two related bills for educator workforce housing. One would allow districts to develop and lease housing, and the other would provide low-interest loan opportunities for educators seeking to purchase homes.
- Assessment Modifications have been introduced to reduce state assessments not required by federal law. Any savings would be redirected toward school funding.
- Colorado Open Records Act (CORA) modifications did not move forward.
- Senate Bill 26-125 focuses on disability rights protections in public schools and mirrors federal requirements related to Section 504 and IDEA (Individuals with Disabilities Education Act). The District will continue to monitor any developments.
- Scholarship Granting Organizations covered federal-level discussions about tax credit provisions related to voucher programs. No rules have been finalized.
- Educator Evaluation Program remains unchanged at this time.
- Mental Health Facilities / Placement Requirements will continue to be monitored.
- House Bill 26-1231 would allow physical therapists to conduct sports physicals, potentially increasing access for student-athletes.

She concluded that the District will monitor these items as the legislation session progresses.

C. Superintendent – Mr. Rob Sanders

Mr. Rob Sanders reported on efforts to make the Seal of Biliteracy more meaningful for students in our Dual Language Immersion program. The test is administered in eighth grade and has limited impact for our students. The District is exploring the use of the STAMP (Standards-based Measurement of Proficiency) assessment. This would allow eighth-grade students who meet the established proficiency benchmarks the option of completing a portion of the Seal of Biliteracy requirements early.

Students who meet the qualifying score would have additional flexibility in their high school courses while continuing to complete the remaining requirements to earn the Seal of Biliteracy for graduation. Our families have expressed interest in this opportunity, and the District is considering awarding high school level language credit to qualifying eighth-grade students. A majority of eighth-grade students are already meeting the proficiency levels in several languages.

Planning to relocate our staff to their new school assignments is currently underway. At a recent administrator meeting, it was decided that our students from the athletics and activities programs will assist in transporting classroom materials to their new locations. Rather than ending school early, the District will provide one paid day during the first week of June to staff, allowing them to pack their classrooms. Moving teams will then

relocate packed materials the following week. Staff whose rooms are not packed and ready will still receive the paid packing day but will be responsible for moving their items. The staff will be given labels to clearly identify the destinations of their items. A total of 27 certified staff members will be relocated as part of this effort.

D. Assistant Superintendent Curriculum/Assessment – Dr. Rena Frasco

Dr. Rena Frasco reviewed the English Language Arts curriculum, which is up for adoption for the 2026-2027 school year. Different instructional resources are recommended across our buildings to better meet the needs of our students. The District has been implementing “Wonders” at Green Acres Elementary School and Pioneer Elementary School. They are continuing with this curriculum next year and are purchasing kindergarten materials that will be paid for with building-level funds.

Additional elementary curriculum options were reviewed. Pricing for “MyView” was reduced from the initial quote and further negotiations are ongoing. Buildings will contribute approximately \$20,000 each towards the purchase of their curriculum. Funds carried over from Title I, totaling \$165,000, will also be used for curriculum purchases, with the remaining costs covered by our General Fund.

Fort Morgan Middle School will continue with “StudySync”, which is now under the ownership of Imagine Learning. The core product remains largely unchanged. The cost for these materials will be approximately \$90,000 over six years, with no required consumables. Consumables are learning resources designed for one-time use. These items are meant to be consumed or discarded, such as workbooks, activity sheets, and other similar supplies.

Fort Morgan High School is developing its own curriculum. Staff will receive a stipend for this work. Baker Elementary School will implement the third edition of “Core Knowledge Language Arts” that includes increased time with text. Lincoln High School will pilot supplemental materials before making a final decision.

Dr. Rena Frasco announced that the District has been awarded approximately \$16,000 in Title III fund to support English learner programming and summer work. The funds must be used by September 30, 2026. The District was also awarded approximately \$47,000 in Title IV funds to support well-rounded education initiatives, which will also help offset General Fund expenditures.

E. Assistant Superintendent Human Resources – Mr. Jason Frasco

Mr. Jason Frasco noted that the Personnel Action Report is more extensive than usual. The report reflects staff changes resulting from our redistricting process, including several staff who are stepping away from positions. Most reductions involved employees electing to retire and one-year contract positions. Current vacancies include one administrative position, twenty-three certified positions, four classified positions, and one coaching vacancy.

Certified staff recommendations for advancement for the 2026–2027 school year will be presented as an action item later in the meeting. These reflect our certified staffing movements associated with the redistricting process, including end-of-contracts, resignations, and reassignment of positions. Classified staff recommendations will be presented to the Board on April 20, 2026.

F. Chief Financial Officer - Ms. Toni Miller

Ms. Toni Miller presented the financial report for the first half of the 2025-2026 school year. The report reflects actual revenues and expenditures from July to December 2025, compared to the budget the Board adopted in January 2026.

The District is currently projecting a deficit of approximately \$1,400,000. Year-to-date revenues reflect a positive balance of approximately \$1,500,000, largely due to receipt of the full Safety Grant award of \$1,200,000, which has not been fully expended. Additional grant applications will be submitted prior to the end of June, which will affect future figures. She will continue to closely monitor District spending, and all administrators have been asked to carefully evaluate all expenditures.

Our General Fund expenditures were slightly under 50% as of December, with spending at approximately 31%, indicating conservative spending practices. Mill Levy revenues are primarily received in February through April, which causes early-year variances.

The Children’s Center and Sherman Preschool funds showed irregularities that she will be reviewing further. Expenditures at the Children’s Center are approximately 50%. Tuition collection timing may also impact these funds, and alternative collection processes may be considered.

The Capital Reserve expenditures remain minimal, with only the annual allocation recorded. The Insurance Fund reflects use of prior fund balance to offset costs, reducing the need for additional General Fund allocation. Food Service expenditures are at approximately 42% and remain on track. Grant Fund revenues and expenditures are expected to vary throughout the year due to timing differences between reimbursement and spending.

The Student Activities Funds continue to function as a pass-through fund, with improved oversight contributing to smoother operations. Bond Fund revenues are also seasonal, with most property tax receipts expected later in the fiscal year. Required principal and interest payments have been made according to schedule.

Our Building Fund projects are nearing completion. The Private Purpose Trust, which supports scholarships, has received approximately \$184,000 in funds and expended approximately \$183,000 to date, remaining within available resources.

Ms. Toni Miller will provide monthly financial updates to the Board given the current budget conditions. Preliminary state revenue forecasts indicate potential shortfalls, and updates will be shared as additional information becomes available.

DISCUSSIONS ITEMS

A. English Language Arts Curriculum Adoption for the 2026-2027 School Year
No additional discussion occurred regarding the English Language Arts curriculum presented for adoption. The English Language Arts curriculum for adoption is:

- Baker - Core Knowledge Language Arts (CKLA) 3rd Edition
- Columbine and Sherman - Savvas My View
- Fort Morgan Middle School - Imagine Learning Study Sync
- Fort Morgan High School - writing their own curriculum
- Green Acres and Pioneer – Wonders – for kindergarten students

A. Closing Documents for the Lease Purchase Agreement with Bank of Colorado for the Pioneer Elementary Secured Entrance Project
There was no further discussion on the Lease Purchase Agreement for the Pioneer Elementary Secured Entrance project.

B. Policies - District Revisions - First Reading
The following policies were presented for the first reading. Mrs. Nancy Hopper pointed out that most of the changes are minor. She requested that we closely review policies EEAEB, Bus Purchasing and Maintenance; IJL, Library Resources Selection Adoption and Reconsideration; and KEC, Public Concerns Complaints about Instructional Materials and Library Resources; to ensure the changes match our practice.

- DAC, Federal Fiscal Compliance
- DBG, Budget Adoption Process
- DJB, Budget Transfers
- DH, Bonded Employees and Officers
- DIE, Audits Financial Monitoring
- DJF, Local Competitive Purchasing
- EB, Environmental and Safety Program
- EBAB, Hazardous Materials
- EBAB-R, Hazardous Materials
- EBB, Accident Prevention and Safety Procedures
- EBBA, Prevention of Disease Infection Transmission
- EBBA-R, Prevention of Disease Infection Transmission
- EBBB, Accident Reports
- EBCA, Disaster Plans
- EBCB, Safety Drills
- EBCB-R, Safety Drills
- EBCC, Bomb Threats

- EBCC-R, Bomb Threats
- EBCD-R, Weather-Related Emergencies
- EBCE, School Closings and Cancellations
- EBCE-R, School Closings and Cancellations
- EBCF-R, Civil Disturbances
- ECA ECAB, Security Access to Buildings
- ECAF-R, Use of Video and Audio Monitoring
- EEA, Student Transportation
- EEAE, Bus Safety Program
- EEAEA, School Transportation Vehicle Operator Requirements and Trainings
- EEAEAA, Drug and Alcohol Testing for Bus Drivers
- EEAEAA-R, Drug and Alcohol Testing for Bus Drivers
- EEAEB, Bus Purchasing and Maintenance
- EEAEG, Use of Wireless Communication Devices by School Transportation Vehicle Operators
- EEAFA-R, Extracurricular Activity Buses Field Trips Special Events Transportation
- EEAFB, Use of School Vehicles by Community Groups
- EEAFB-R, Use of School Vehicles by Community Groups
- EEAG, Student Transportation in Private Vehicles
- EF, School Nutrition Program
- EF-E-1, School Meal Payments
- EFC, Free and Reduced-Price Food Services
- EFEA, Nutritious Food Choices
- EGAD, Copyright Compliance
- EGAD-R-1, Copyright Compliance
- EGAEA, Electronic Mail
- EBH, Record Retention
- EHC, Safeguarding Personal Identifying Information
- EI, Insurance Program Risk Management
- IJL, Library Resources Selection Adoption and Reconsideration
- JRA JRC, Student Records Release of Information on Students
- KEC, Public Concerns Complaints about Instructional Materials and Library Resources
- Retire - ECABA, Staff Student Identification Procedures
- Retire - EDA, Materials and Equipment Receiving and Warehousing
- Retire - EDB, Maintenance and Control of Materials and Equipment
- Retire - JC-R, School Attendance Areas

CONSENT AGENDA

- A. Personnel Action Report
- B. Claims and Accounts
- C. Approval of Consent Agenda

Mrs. Amy Grantham made a motion to approve the consent agenda as presented. Mrs. Kati Jess seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

ACTION ITEMS

A. Consideration to Approve the English Language Arts Curriculum Adoption for the 2026-2027 School Year

Dr. John Prouty made a motion to approve the English Language Arts Curriculum Adoption for the 2026-2027 School Year. The curriculum is:

- Baker - Core Knowledge Language Arts (CKLA) 3rd Edition
- Columbine and Sherman - Savvas My View
- Fort Morgan Middle School - Imagine Learning Study Sync
- Fort Morgan High School - Writing Own

Mrs. Mindy Smith seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

B. Consideration to Approve the Closing Documents for the Lease Purchase Agreement with Bank of Colorado for the Pioneer Elementary Secured Entrance Project

Mrs. Amy Grantham made a motion to approve the closing documents for the Lease Purchase Agreement with Bank of Colorado for the Pioneer Elementary Secured Entrance Project. Mrs. Kati Jess seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

C. Consideration to Approve the Non-Renewal of Ms. Efrosini Krokos

Mrs. Kati Jess made a motion to approve the non-renewal of Ms. Efrosini Krokos, Fort Morgan Middle School English Language Arts teacher, for the 2026-2027 School Year. Mrs. Christi Chisum seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

D. Consideration to Approve the Board Members Abstain from Voting for 2026-2027 Employment Contracts of the Listed Employees

Mrs. Kati Jess made a motion to approve the Board Members abstain from voting for 2026-2027 employment contracts of the listed employees. The Board members requesting approval to abstain from voting, along with the corresponding employees are:

- Mrs. Christi Chisum - abstain from voting for her husband, Mr. Harrison Chisum, Student Success Coordinator at Lincoln High School
- Mrs. Nancy Hopper - abstain from voting for her daughter-in-law, Mrs. Valerie Hopper, Special Education Teacher at Pioneer Elementary School
- Mrs. Mindy Smith - abstain from voting for her sister, Mrs. Valerie Hopper, Special Education Teacher at Pioneer Elementary School

- Dr. John Prouty - abstain from voting for his wife, Mrs. Amy Prouty, School Counselor at Fort Morgan High School
- Mrs. Kati Jess - abstain from voting for her sister-in-law, Mrs. Sally Templeton, Instructional Coach at Sherman Elementary School

Mrs. Amy Grantham seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

E. Consideration to Approve the 2026-2027 Employment Contract of Mr. Harrison Chisum

Mrs. Kati Jess made a motion to approve the employment contract of Mr. Harrison Chisum for the 2026-2027 School Year. Mrs. Amy Grantham seconded the motion. On Roll Call vote, "AYE" 6; "NAY" 0; "ABSTAIN" 1; "ABSENT" 0. Mrs. Christi Chisum abstained from the vote. Motion carried.

F. Consideration to Approve 2026-2027 Employment Contract of Mrs. Valerie Hopper
Mrs. Amy Grantham made a motion to approve the employment contract of Mrs. Valerie Hopper for the 2026-2027 School Year. Mrs. Christi Chisum seconded the motion. On Roll Call vote, "AYE" 5; "NAY" 0; "ABSTAIN" 2; "ABSENT" 0. Mrs. Nancy Hopper and Mrs. Mindy Smith abstained from the vote. Motion carried.

G. Consideration to Approve the 2026-2027 Employment Contract of Mrs. Amy Prouty
Mrs. Christi Chisum made a motion to approve the employment contract of Mrs. Amy Prouty for the 2026-2027 School Year. Mrs. Kati Jess seconded the motion. On Roll Call vote, "AYE" 6; "NAY" 0; "ABSTAIN" 1; "ABSENT" 0. Dr. John Prouty abstained from the vote. Motion carried.

H. Consideration to Approve the 2026-2027 Employment Contract of Mrs. Sally Templeton

Mrs. Amy Grantham made a motion to approve the employment contract of Mrs. Sally Templeton for the 2026-2027 School Year. Mrs. Mindy Smith seconded the motion. On Roll Call vote, "AYE" 6; "NAY" 0; "ABSTAIN" 1; "ABSENT" 0. Mrs. Kati Jess abstained from the vote. Motion carried.

I. Consideration to Approve the Employment Renewals of our Certified Staff for the 2026-2027 School Year

Mrs. Christi Chisum made a motion to approve the employment contract renewals of our certified staff for the 2026-2027 School Year. Mrs. Amy Grantham seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

J. Consideration to Approve the Fort Morgan High School FFA (Future Farmers of America) Ag III and IV Tours on April 17-18, 2026

Mrs. Mindy Smith made a motion to approve the Fort Morgan High School FFA Ag III and IV Tours on April 17-18, 2026. Mrs. Amy Grantham seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

K. Consideration to Approve the Fort Morgan High School FFA (Future Farmers of America) State Career Development Event April 26-27, 2026 - Fort Collins, Colorado

Mrs. Kati Jess made a motion to approve the Fort Morgan High School FFA participating at the State Career Development Event in Fort Collins on April 26-27, 2026. Mrs. Amy Grantham seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

L. Consideration to Approve the Fort Morgan High School Colorado Mesa University Overnight Trip

Mrs. Amy Grantham made a motion to approve the Fort Morgan High School Colorado Mesa University overnight trip on March 30 and 31, 2026. Mrs. Mindy Smith seconded the motion. On Roll Call vote, "AYE" 7; "NAY" 0; "ABSTAIN" 0; "ABSENT" 0. Motion carried.

NEWSLETTERS

March Newsletters

- Sherman March 2026 Newsletter
- Baker March 2026 Newsletter
- Columbine March 2026 Newsletter
- Green Acres March 2026 Newsletter
- Pioneer March 2026 Newsletter

ADVANCED PLANNING

- The next Board of Education Meeting is April 20, 2026.
- There is no school on Friday, April 3, 2026.

ADJOURNMENT

The regular meeting adjourned at 7:42 p.m.

Respectfully submitted,

Kati Jess, Board Secretary

Nancy Hopper, Board President

/bbm



April 10

Understanding the Impact of Socioeconomic Status in Our Schools and Classrooms

Socioeconomic Status' Impact on Students

- Children from low-SES families are less likely to have experiences that encourage the development of fundamental skills of reading acquisition, such as phonological awareness, vocabulary, and oral language (Buckingham, Wheldall, & Beaman-Wheldall, 2013).
- Children from low-SES families enter high school with average literacy skills five years behind those of high-income students (Reardon, Valentino, Kalogrides, Shores, & Greenberg, 2013).
- In 2014, the high school dropout rate among persons 16–24 years old was highest in low-income families (11.6 percent) as compared to high-income families (2.8 percent; National Center for Education Statistics, 2014).
- Those from higher social class backgrounds tend to be more successful in developing career aspirations and are generally better prepared for the world of work because of access to resources such as career offices, guidance counselors, better schools, high level “social actors,” and familial experience with higher education (Diemer & Ali, 2009).



NSBA Delegate Assembly

- “You can’t serve people if you don’t love people.” — Leonard Lockhart, President Elect
- 9 million students in America who need our support
- The world is watching, and nobody is listening.
- Public schools are the last common ground of our democracy.
- When people attack our schools, they attack our community.
- Public education is the promise of America.

April 11

Deborah Norville – Using Power of Perspective

Speaker and anchor of Inside Edition America

"Reflect on your present blessings of which every man has many, not on your past misfortunes of which all men have some."

Charles Dickens

"Power of Belief" – Book

"Reach Up" – Song that Norville wrote

Gratitude builds respect. Message with about PBIS

Using Policy to Promote Board Values

Core Values

- Learning for all
- Safety and well-being
- High standards and expectations
- Belonging and trusted relationships
- High levels of voice, choice and engagement
- Cultural proficiency and diversity
- Innovation and real-world relevance
- Communication and collaboration

Bd members are assigned to a school to give and get information

Brandon Fleming - General Session

- Strategies to support education
- Culture linked to results in school
- stories change people more than information ever will.
- Empathy, listening
- "Misdirected" book

PUBLIC SCHOOL



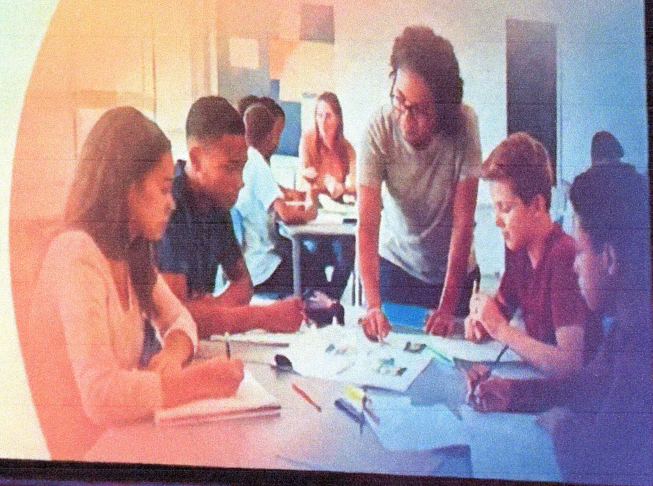
People do not **thrive** in spaces that reflect nothing about them.



Meeting students where they are means caring about what they care about, and building the experience around it.



Are there certain environments and conditions in which you, even as a professional, may not be **at your best**?



All teachers have eyes, some have hearts!

April 12

Risks of Being Rural

- Accessibility — miles to get saw
- Availability — 3–6 months out
- Affordability — many programs don't take insurance
- Acceptability — where to find

Parents Guidance.org

- This service is given in the home.
- District funds the cost

3 Toxins Affecting Students

- Isolating Technologies - people go days without talking to a person
- Dopamine Dumping devices and Apps - average time phone picked up a day is 200.
- Narratives of Doom

Parents guidance.org

Types of Parenting Styles

- Helicopter Parenting
- Snow plow Parenting
- Bubble wrap Parenting
- Neglectful Parenting

Changing our Perspective

80% of parents go to school seeking support for their students

Staff guidance.org

Leaders – Turnover

2.7 yrs average tenure for k12 superintendent

vs

7.5 yrs Fortune 500 CEOs

Special Ed Staffing Models - Session

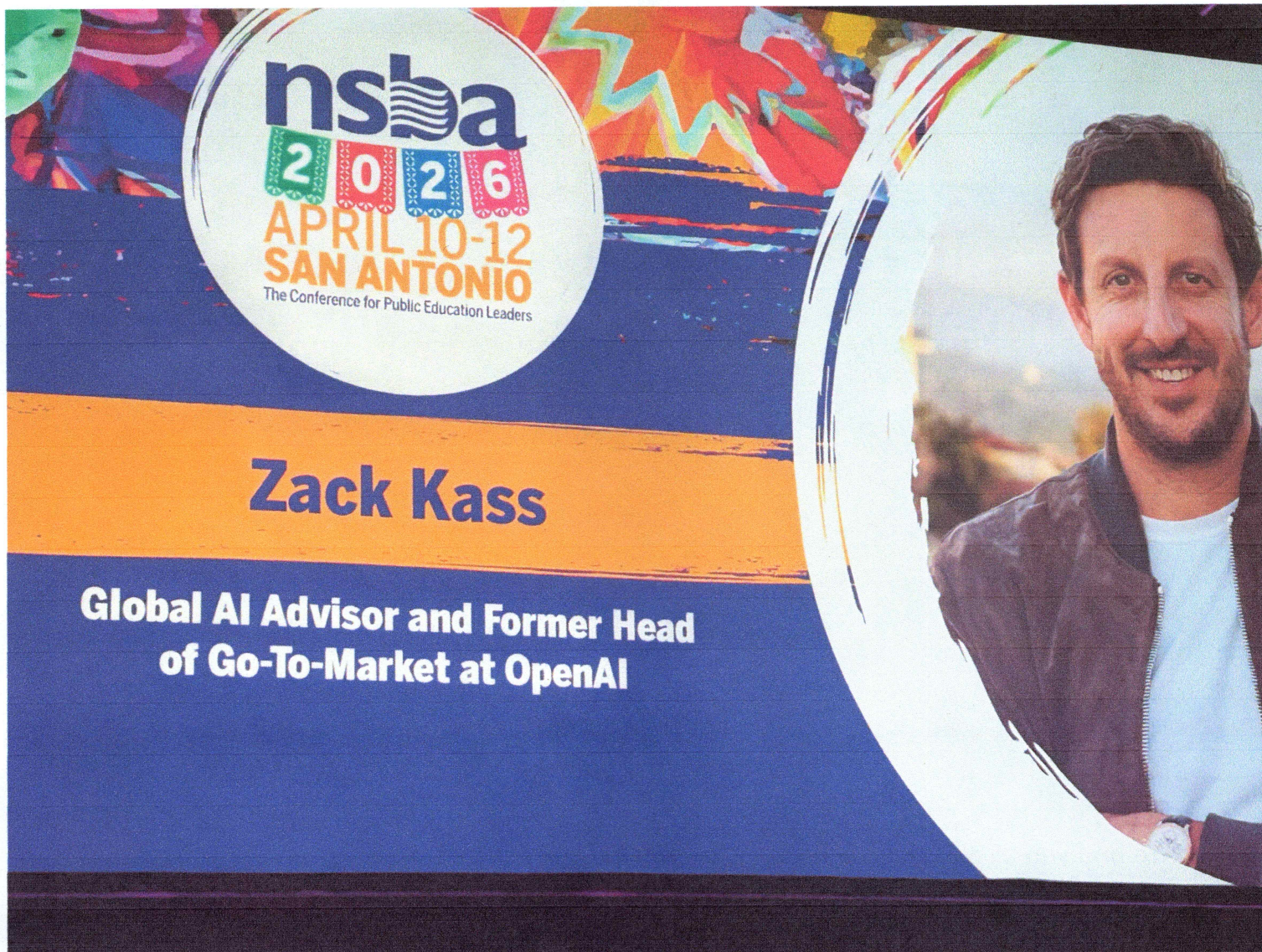
13+ Disability Categories

Autism
Deaf-blindness
Deafness
Developmental Delay*
Emotional disturbance
Hearing impairment
Intellectual disabilities

Multiple disabilities
Orthopedic impairment
Other health impairment
Specific learning disability
Speech or language impairment
Traumatic brain injury
Visual impairment/blindness

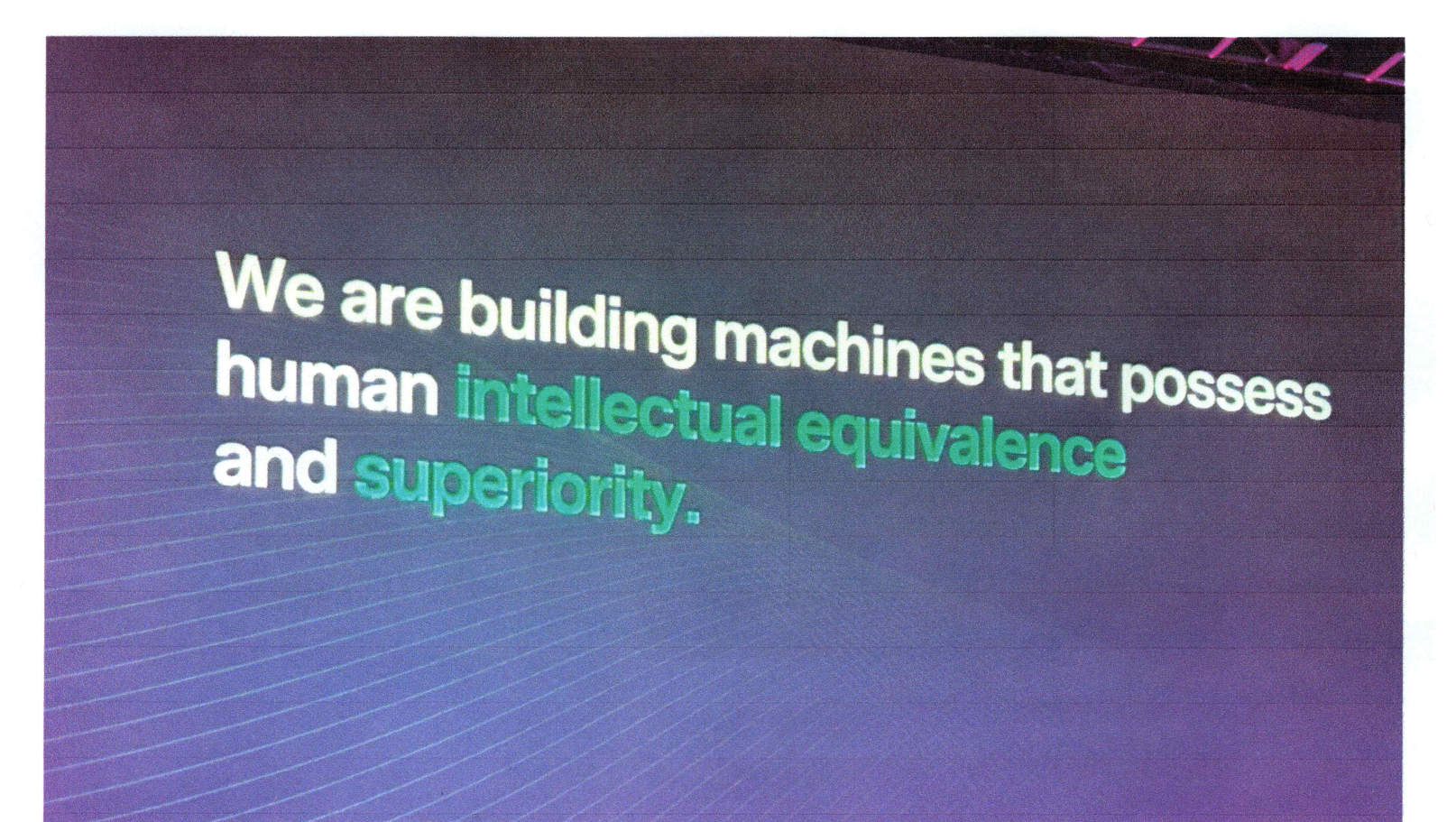
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General session



Zack Kass

The age of artificial intelligence (AI), everything is changing, from how we work to how we create. How can you take advantage of this change to improve your life and career? As the former Head of Go-to-Market for OpenAI, Zack Kass has been at the forefront of AI's global transformation for over 15 years. In this compelling keynote, Zack counters the conventional dystopian narrative of AI, sharing a positive vision that offers the potential for game-changing innovation, opportunity, and human potential. Audiences will come away understanding how technology will reshape education, the evolving workforce, and lives for the better.



We are building machines that possess human intellectual equivalence and superiority.

"Allowance and you all remember exactly what this looked like. We went from a generation that was expected to do something when they weren't in school, to a generation that got to do nothing. They did. Many people did nothing. At the exact moment that we gave them a screen and said, Good luck, figure it out. We also said, Also don't worry about any other responsibilities. Fill your docket with extracurriculars so colleges think it looks good. Frankly, we know what those are. I don't even need to begin. Now, the reality is, we are now observing the effects of what happens when we give people untethered screen access and don't require anything of them, but we are also in real time observing something else, because while Gen Z, on average, is less likely to read, ride a bike, and swim in the developed world, by the way. We are also observing that Gen Z appears to have a near standard deviation, higher occurrence of genius and savant, globally. Kids are coming out of the woodwork with qualities and skills that we had never seen. Third fastest woman in the world is a high schooler who taught herself to run on YouTube. There are more chess masters under the age of 20 than above the age of 40. Contributions to STEM straight out of high school, so much so, by the way, that we are watching literally the facade of the college education fall in almost real time. CEOs from most software companies are willing to say, you do not need a college degree anymore. If you prove that you are smart enough, we will hire you straight out of high school. And there are over a dozen people at open AI. I know for certain, but don't even have a high school diploma. What we're observing is a new K curve, an intellectual K curve defined, not by how much money your parents have, not by where you grew up, not by where you go to college. But by how badly you want it, whatever it is. We're observing a world where kids who are raised, who believe in a sense of agency and personal responsibility, are overachieving way beyond expected value. And kids who

have it all and don't care are doing nothing. Honestly, I'm okay with this correction. This is the weirdest part. What we have arrived at is a world where we have so much economic abundance, we have let an entire population do nothing. We should celebrate that achievement alone. We don't need child labor anymore in order for this economy to work. What we also came to realize is that we do need to challenge students and young people in interesting ways. We cannot let them abdicate responsibility for their own development. And my challenge, to you, on the marquee, is to create systems and opportunities in schools as young as possible to challenge students and reward agency that has net positive outcomes. And let's start at a local level. Let's start as local as it can get. Kids are so obsessed right now with things they cannot see and not enough obsessed with things they can. Creating opportunities for kids to make a difference early in their life, in ways that have real impact on their community, will have incredible consequences when they realize they can do far more than their parents could have dreamed. The second thing I worry about is dehumanization. This one is way more so great. Dehumanization is the theory when an individual discovers more interest in a virtual or digital reality than a physical one. I don't even ask parents about this anymore. It is so hard to even talk to parents of high school and early college students about the fact that almost 80% of them observe in their children someone who is less social than they were at that age. who is more interested in talking to their friends on the phone than talking to their friends in person. It's bad. And I'll say it. We never should have given kids smartphones. And frankly, no one should have social media. It's a blight.

CASB Legislative Resolutions and Advocacy Committee (LRAC)

[2026 Agendas](#)

[2026 LRAC Zoom Link](#)

[CASB LRAC Bill Tracker](#)

[CASB Federal Bill Tracker](#)

[CASB at the Capitol weekly video updates](#)

[CASB Dead Zone Bill Tracker](#)

[CASB Legislative Platform](#)

[CASB Legislative Resolutions and Advocacy Committee Norms](#)

[Colorado General Assembly website](#)

[Fiscal Note Overview](#)

[Committee Testimony - Member and Staff](#)

[CASB Delegate Assembly Approved Resolutions](#)

Friday April 10, 2026

11:30 am to 1:00 pm (every 2 weeks during Legislative Session)

Submitted by Nancy Hopper

Summary of Legislative & Budget Update



Overall Session Status

- About 35 days remain in the legislative session.
- It has been a quiet year for major policy changes, largely because the state has limited money—typically a trigger for policy-heavy bills, but that hasn't happened this year.
- Only a small number of bills are expected to have meaningful policy implications for school districts.



Federal Update

- President Trump released his federal budget proposal, but—similar to Colorado—what is proposed rarely resembles what Congress ultimately passes.
- Congress has not passed a budget through regular order since 1997, relying instead on massive omnibus bills and continuing resolutions.
- Colorado receives relatively little federal funding, but what it does receive is critical, especially for special education and career/technical education.



Colorado State Budget (Long Bill)

- The House is struggling to move the Long Bill forward due to Republican filibustering.
- A member requested the bill be read at length, requiring a 15-hour word-for-word reading.
- Ongoing frustration with the Joint Budget Committee's outsized role.
- Republicans argue the budget has grown significantly over 10 years, making "deficit" claims questionable.
- The House is delayed, and the Senate cannot begin its work until the House finishes.
- Once both chambers amend the bill, the JBC acts as the conference committee, typically stripping most amendments and restoring the original proposal.



School Finance Act

- The School Finance Act (SB 23-260) is on hold until the Long Bill passes.
- House sponsors will include:• Rep. Lukens (House Education Chair)and Rep. Sirota (JBC Chair)
- No major changes expected yet.



Pinnacol Assurance Proposal

- Pinnacol, created in the 1980s as the insurer of last resort for workers' compensation, may be sold or divested. Original investment was \$80 M
- Competing valuations:• Governor: ~\$400M
- Ballot initiative: \$150-200M
- Speaker McCluskie's draft bill: ~\$300M
- Funds would be one-time revenue, with about \$100M proposed for K-12.
- Major complication: Pinnacol employees are PERA members, and divestiture raises retirement-security concerns.

Summary of Legislative Discussion

SB 26-145 — Charter Schools & District Bond Projects

- The bill adds new rules for including **charter schools** in **district bond-funded construction**.
- Original language included **CSI (Charter School Institute) schools**, which we strongly opposed because CSI already has access to state capital funding.
- Staff (Hillary and others) have spent extensive time drafting amendments.
- Key amendment priorities:
 - Remove CSI from the bill.
 - Preserve **district board authority** to prioritize projects.
 - Clarify how improvements can be made to **charter facilities not owned by the district**.
- LRAC voted to take a position of **amend**, with authority to **move to oppose** if amendments are rejected.
- Sponsors: **Sen. Bright** and **Sen. Cathy Kipp**.
- Hearing scheduled for Monday in Senate Education, though timing may shift due to House budget delays.

SB 26-139 Educator Workforce Housing

- Intended to allow districts to use certain **state land trust revenues** to support **workforce housing** for educators and staff.
- Sponsor (Sen. Bridges) initially considered pulling the bill; after pushback, it is now **unlikely to run this year**, though not officially dead.
- Major concerns raised by CFOs, superintendents, and board members:
 - Why create a new program when existing ones are not fully funded?
 - Whether using state trust lands for housing aligns with their intended purpose.
 - Whether this distracts from the core issue: **inadequate compensation** for school staff.
- Additional political complication: Sen. Bridges is running for **State Treasurer**, and the Treasurer's office would administer the program.

SB 26-135 (TABOR Cap Measure Referral)

- SB 26-135 would refer a TABOR cap-raising measure to voters in November, similar to Referendum C.
- The additional retained revenue would support K-12 education and other state needs.

What's expected next:

- Amendments are coming early next week to clarify:
- How much revenue goes to K-12
- How it will be used
- Where it fits in the school finance structure
- Once amendments drop and the Senate finishes with the budget, the bill is expected to move quickly.

HB26-1292 Scholarship / Granting Organization Bill

- Position of amend.
- Spent significant time with the sponsors and drafter developing amendments intended to make the bill meaningful.
- Governor's office and others are pushing back, so the vote count is uncertain.
- Vote-counting begins next week ahead of the House Education hearing next Thursday.
- Goal: Move the bill out of committee and onto the House floor.
- Some stakeholders argue a new governor in November could choose to opt in/out of the program, which may influence strategy.

HB 26-1264 Safety Programs for Students and Others at Public Schools (Rep. English)

- Analysis shows that everything in the bill already exists in current law or practice.
- Opposed position because the bill is viewed as unnecessary.
- Rep. English has not engaged with CASB memo or reached out.
- She appears intent on holding a hearing, including testimony from students who feel unsafe in schools.
- More insight may come after your weekly meeting with the House Education chair/vice chair.

1.

SB26-153 Licensed School Counselor Credit Hour Requirements

- Set a new number of Master level credit hours required to obtain the license

HB 26-1141 — Discriminatory Practices in Schools

- Would incorporate federal civil rights statutes into Colorado law.
- Passed out of committee but not yet scheduled in Appropriations.
- Fiscal note remains too high; likely outcome depends on the long bill.
- If funding isn't available, Appropriations may ultimately decline to move it forward.

Upcoming Bills —

School Board Candidate Disqualifications

- Senator Benavides (newly in the Senate after replacing Michaelson-Janae) is drafting a bill to add additional felony disqualifiers for school board candidates.

- Current law already excludes candidates with felony sexual offenses involving a child.
- Proposed additions include manufacturing narcotics or possession with intent to sell.
- Your organization raised concerns about language exempting offenses committed before age 18, particularly for sexual felonies.
- Senator Benavides reportedly accepted that feedback; final draft not yet released.
- Bill has not been introduced but is expected soon.

Senator Coleman’s Education Deserts Proposal

Senate President **James Coleman** is preparing to introduce a bill creating a **Public School Task Force** to study “education deserts” in Colorado — areas where **not a single school is off the accountability clock**, leaving families without access to a higher-performing public school. Coleman has raised this concern for several years, arguing that despite his nearly eight years in the legislature, Colorado still hasn’t delivered equitable resources for students.

The new proposal was developed with several major youth-serving and education organizations, including the **Harlem Children’s Zone** and **Boys & Girls Clubs**. The task force outlined in the draft bill has **broad membership** and a wide scope of work. While task forces can be useful, their impact depends on whether funding is ultimately provided to act on the recommendations.

Coleman expects to introduce the bill **early next week**, and because he is Senate President, it will likely move quickly through the process.

No other major bills are still pending, aside from:

- **Pinnacle-related legislation**
- **School board director disqualification for felony convictions**
- **Coleman’s education-deserts task force bill**

SB26-068 – Modify Administration of Assessments

- Passed Senate Education on 3/16/26
- Bill sponsors still need to find the money to pay for the bill
- The LRAC a position of SUPPORT

FY 2026-27 State Budget & School Finance

What the JBC Long Bill Narrative Means for Colorado School Districts

CASB Member Briefing | April 2026 | Based on the JBC Budget Package (H.B. 26-1410 and orbital bills) – CASB members can track these bills [HERE](#)

What Is the Long Bill Narrative?

Each spring, the Joint Budget Committee (JBC) — the six-member legislative committee that writes Colorado's state budget — releases a [Long Bill Narrative](#) explaining its spending decisions. This year's budget (H.B. 26-1410) covers FY 2026-27 (July 1, 2026 through June 30, 2027) and is accompanied by 64 additional bills, aka Orbital bills.

The state budget is under significant pressure this year. The JBC temporarily reduced the General Fund reserve from 15% to 13%, transferred nearly \$400 million from various cash funds to balance the prior year, and used one-time mechanisms to close the fiscal gap. This context shapes every education funding decision below.

School Finance: What the Numbers Mean for Districts

Total Program Funding

Total program funding — the combined state and local share that supports day-to-day district operations — increases by approximately \$184 million to just over \$10.18 billion statewide for FY 2026-27.

Component	FY 2025-26	FY 2026-27	Change
Local Share (property taxes, etc.)	\$4,633,283,691	\$4,610,872,240	-\$22.4M
State Share	\$5,364,774,372	\$5,571,520,196	+\$206.7M
TOTAL PROGRAM	\$9,998,058,063	\$10,182,392,436	+\$184.3M

Note: The local share decreases slightly because of lower assessed property values in some areas. The state makes up the difference — that is how the school finance formula is designed to work.

Where the State Funding Comes From: A Significant Shift

Within the state share, the source of funds shifts significantly this year — driven by H.B. 26-1359:

State Fund Source	FY 2025-26	FY 2026-27	Change
General Fund	\$4,388,686,861	\$4,388,686,861	\$0
State Education Fund (SEF)	\$905,420,579	\$1,014,610,241	+\$109.2M
State Public School Fund (SPSF)	\$70,666,932	\$168,223,094	+\$97.6M

The large increase in State Public School Fund (SPSF) reflects H.B. 26-1359, which diverts \$45 million that would normally go to Colorado's Permanent Fund (the constitutional school trust fund created at statehood) into the SPSF for operations. An additional \$70 million General Fund is swapped for SPSF dollars. The total amount of money available for school operations does not change — but the source of those dollars does.

CASB Position: CASB's Legislative Platform calls for protecting the Permanent Fund corpus. While framed as temporary, this diversion is a departure from the intergenerational trust purpose of the Permanent Fund. CASB is monitoring closely.

This Is the Baseline — The Final Number Comes from SB 26-023

The Long Bill reflects current-law school finance. The annual School Finance Act — Senate Bill 26-023 — will set the final per-pupil amounts, formula adjustments, and any new investments or reductions as it moves through the legislature. The Long Bill is the starting point; SB 26-023 is where the final funding formula is determined. CASB is engaged with SB 26-023 sponsors throughout this process.

Placeholder Note: The Long Bill does not include a specific placeholder for SB 26-023. The school finance formula is negotiated against the current-law baseline in H.B. 26-1410. Watch for SB 26-023 as the session progresses.

Categorical Program Funding

Categorical programs — dedicated state grants for special education, transportation, English Language Proficiency, CTE, and other specific student needs — increase \$15.4 million total, slightly above the constitutional minimum (\$12.9M based on 2.3% 2025 inflation). The JBC added \$2.5 million above the floor to meet statutory inflation requirements for special education.

Categorical Program	FY 2026-27	Change from Prior Year
Special Education — Children with Disabilities	\$400,527,729	+\$11,832,931 (+3.0%)
English Language Proficiency	\$36,517,259	+\$650,995 (+1.8%)
Public School Transportation	\$74,781,913	+\$1,808,092 (+2.5%)
Career and Technical Education	\$32,689,057	\$0 (0.0%)
Special Education — Gifted and Talented	\$17,851,877	+\$1,058,115 (+6.3%)
Expelled & At-Risk Student Services Grant	\$9,473,039	\$0 (0.0%)
Small Attendance Center Aid	\$1,606,548	\$0 (0.0%)
Comprehensive Health Education	\$1,115,829	\$0 (0.0%)
TOTAL	\$574,563,251	+\$15,350,133 (+2.7%)

CTE, Expelled & At-Risk, Small Attendance Center Aid, and Comprehensive Health Education receive no increase — they are not subject to the constitutional inflation requirement. Districts that rely heavily on these programs should plan accordingly.

BEST Program — Building Excellent Schools Today

The BEST program provides grants for school facility construction, renovation, and maintenance. For FY 2026-27:

BEST Item	Amount / Change	Notes
Cash Grants Appropriation	\$107.4 million	Above FY 2025-26 actual awards (\$105.1M); reduced from prior appropriation authority due to carryforward
True-Up Adjustment	-\$11.6M from Pubic School Capital Construction	Aligns with available funds after FY 2025-26 carryforward

BEST Item	Amount / Change	Notes
	Assistance Fund (PSCCAF)	
Facility Insight IT System	+\$200K from PSCCAF	Software re-procurement for statewide facility assessment

CASB Context: Third consecutive year of reduced BEST appropriation authority. While FY 2026-27 awards are nominally above last year's actuals, BEST demand consistently exceeds available funding. CASB continues to advocate for sustained BEST investment.

HB 26-1359 (the Permanent Fund diversion) also has a long-term connection to BEST: approximately half of State Land Board royalties flow to the Public School Capital Construction Assistance Fund (PSCCAF), the primary source of BEST funding. Permanent Fund diversions affect the long-term revenue available for BEST.

Key Budget Package Bills Affecting Schools

H.B. 26-1351 — Healthy School Meals for All

- Implements Propositions MM and LL approved by Colorado voters in November 2025
- Adds \$37.9 million for school meals, local food purchasing grants, and food service worker wages
- New food service wage requirements take effect FY 2026-27 — districts should begin planning for changes

H.B. 26-1357 — TREP Phase-Out

- Repeals the Teacher Recruitment Education and Preparation Program after FY 2026-27
- For FY 2026-27, per-student state payments capped at \$7,104 (down from \$10,721 extended high school rate)
- Districts with TREP students should communicate the program's end to affected families

H.B. 26-1358 — Academic Accelerator Grant Reduction

- Reduces a one-time math/STEM community learning center grant by \$5.2 million GF
- Approximately \$3.2 million remains for the program's final year (FY 2026-27)

Budget Balancing Reductions in Education Programs

As part of statewide budget balancing, several school-focused programs were reduced or eliminated. These are separate from the school finance formula:

Program	Change	Notes
School Counselor Corps Grant	-\$1.0M SEF (to \$11.0M)	Recent evaluation showed mixed outcomes
Behavioral Health Care Professional Matching Grant	-\$3.0M (to \$12.0M)	School-based behavioral health funding reduced
School Bullying Prevention Grant	-\$1.0M GF (eliminated)	Fully cut; had already been halved last year
Adult Education and Literacy Grants	-\$1.0M GF (to \$2.0M GF)	Rollover funds remain through FY 2028-29
Local Accountability Grant Program	Eliminated	Statutory provisions also being repealed

Program	Change	Notes
Facility Schools Funding	Held flat at \$33.3M	~\$3.0M projected growth unfunded; Department to pro-rate

Connections to CASB Legislative Priorities

School Finance (SB 26-023)

- Total program increases \$184.3M to \$10.18B — but the final per-pupil number depends on SB 26-023
- The Long Bill reflects current-law HB 24-1448 and HB 25-1320 formula phase-in
- CASB is monitoring the HB 24-1448 stop provision (triggered at 5.3% State Education Fund decline)
- SB 26-023 is the operative vehicle for formula changes, hold harmless provisions, and final funding levels

BEST Program / Capital Funding

- Third consecutive year of reduced BEST appropriation authority
- FY 2026-27 cash grant appropriation: \$107.4 million
- HB 26-1359's Permanent Fund diversion has a downstream connection to long-term BEST fund revenue
- CASB continues to advocate for sustained and growing BEST investment

Permanent Fund & SEF Protection

- HB 26-1359 diverts \$45M from the Permanent Fund in FY 2026-27 (\$25M in FY 2025-26)
- CASB's platform calls for protecting the SEF and Permanent Fund corpus
- JBC frames the diversion as temporary — CASB will monitor whether it recurs in future years
- Permanent Fund balance: \$1.8 billion at end of FY 2024-25

TABOR / SB 26-135 (Positive Factor)

- Budget package reduces the TABOR refund obligation by ~\$183M through two mechanisms (TABOR over-refund correction + SB 26-042 revenue reclassification)
- SB 26-135 (TABOR surplus retention / Positive Factor mechanism) is not a listed placeholder in the Long Bill — it is a separate CASB priority tracked independently
- The fiscal room created by TABOR adjustments is the context within which SB 26-135 negotiations occur
- CASB's concern: supplanting risk and the non-compounding fixed base parallel BSF/Amendment 23 history

What to Watch Going Forward

- **SB 26-023 (School Finance Act):** Formula changes and final per-pupil amounts will be set here. This is the most important school finance bill this session.
- **HB 26-1359 (Permanent Fund Diversion):** Watch whether this becomes a recurring mechanism rather than a one-time adjustment.

- **BEST Appropriations:** Monitor whether the JBC draft protecting the BEST Assistance Fund share holds through the full budget process.
- **SB 26-135 (TABOR / Positive Factor):** A separate CASB priority — TABOR maneuvers in the budget package create the fiscal context for this bill's prospects.

Behavioral Health & Counseling Reductions: School Counselor Corps Grant and Behavioral Health Matching Grant were both cut as budget balancing measures.

Questions? Contact CASB Director of Public Policy and Advocacy Matt Cook mcook@casb.org. | casb.org | April 2026



Board Goals Work Session

April 7, 2025 (Updated April, 2026)



Increase Student Achievement for all Students.

- High Quality Instruction delivery with fidelity
- Develop and utilize unique and specific measurements of success
- System-wide MTSS implementation
- Provide multiple pathways for students to enter the post-graduate world

What we have done-

- College Now Pathway- 74 students interested
- GED option at the high school level
- Process for RTI and MTSS with CDIT teams
- System beginning for ICAP
- Pioneer, Green Acres, and High School work with Cindy Ward
- Clearer pacing guides
- Math Coach
- NWEA implemented at high school and more focus on MAPS data
- Envision and CKLA (Implemented CKLA, My View, and Wonders)
- Lincoln- analyzing programs and delivery with weekly progress monitoring

What we have done-

- Additional interventions and supports as well as more kids taking concurrent enrollment at Lincoln
- Adoption of Preschool curriculum
- New rating system at Sherman- Colorado Shines (both the preschool and the Children's Center received 4's)
- WIDA model for progress monitoring
- Enhanced G/T program
- All three schools that were on watch raised 1, 2 or 3 accreditation levels
- Refined the Seal of Biliteracy process

Ensure Appropriate Opportunities for All

- Provide equitable access for all students
- Recruit and retain a diverse staff
- Provide necessary resources matched with each individual
- Training for all staff to recognize and address equity needs of all students
- Upgrades in technology across the board

What we have done-

- Multiple pathways for educators- making education accessible for candidates
- More training around equity and meeting needs
- Equitable access through UPK with community outreach
- PD during PLC times for modifying lessons
- Focusing on 1 or 2 things and doing them well
- Working with CDE rather than against
- Principal Academy
- Starting an online school for the district

Quality Staff at Every Position

- Establish a positive culture with accessible communication
- Maintain competitive compensation
- Create and maintain a system for developing, onboarding, mentoring and supporting personnel
- Trust and support superintendent's staffing recommendations through district evaluation process

What we have done-

- Consistency with district leadership
- Transition to 4 day week with competitive compensation
- Principal Support and teacher support
- Onboarding and mentor development
- Stephanie
- Employee friendly leave policies

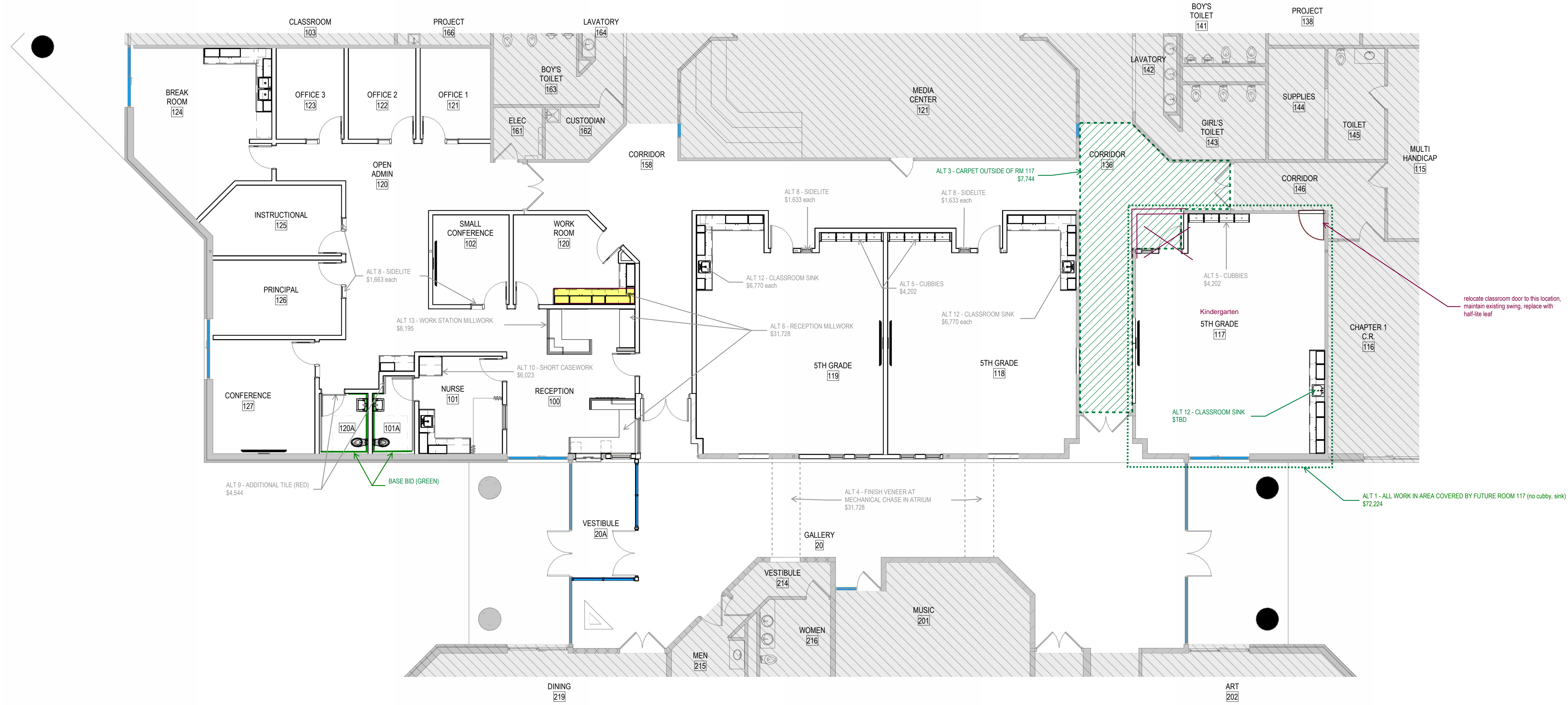
Additional

- Recognized a loss in students which has led to cuts for the district. So far approximately \$1.6 million in cuts
- Redistricted elementary schools
- Kindergarten in neighborhood schools
- Creation of a Dual Language Magnate School
- Safe entry at Pioneer
- Finished
 - Renovations of Legion Field
 - HVAC upgrades
 - ESPC upgrades



Subcontractor	Base Bid Secure Vestibule and Renovation	Alt 1 (Room 117)	Alt 3 (Carpet outside of Room 113)	Alt 4 (Mech Chase Veneer)	Alt 5 (Cubbies in Rooms)	Alt 6 (Reception Millwork)	Alt 7 (Casework in Office)	Alt 8 (Sidelites)	Alt 9 (Bath Tile)	Alt 10 (Short Casework at Nurse)	Alt 12 (Classroom Sink)	Alt 13 (Work Station Millwork)	
Highlight Sum													
Total Project Cost	\$1,595,968	\$72,224	\$7,744	\$50,428	\$12,607	\$31,728	\$8,000	\$0	\$8,167	\$4,544	\$6,023	\$20,312	\$8,195

lighting and drywall is still included
 reuse existing two work stations
 keep casework in work room, ask for L shaped vs straight - target under \$8,000
 provide half lites in all classrooms
 keep sink in KG 117, eliminate others



FIRST FLOOR PLAN
 1/8" = 1'-0"

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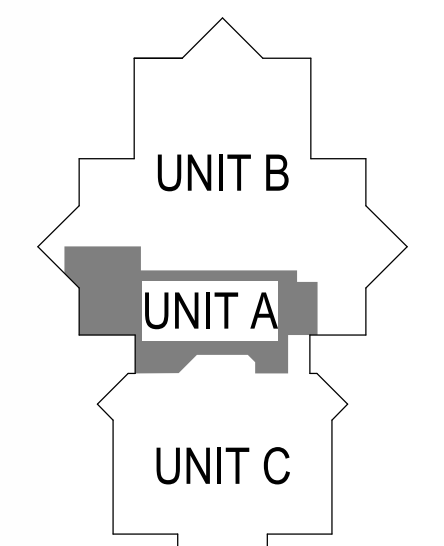
IMPROVEMENTS
PIONEER ELEMENTARY SCHOOL
 415 Spruce St., Fort Tabor, CO 80701
MORGAN COUNTY SCHOOL DISTRICT RE-3

PSI PROJECT NO. #16D-K24-3783
 DATE: 11/21/2025
 DRAWN BY: Author
 CHECKED BY: Checker

No.	DATE	DESCRIPTION
1	11/21/2025	PERMIT SET

SHEET
A103

ARCHITECTURAL PLAN - ALTERNATES



	ECM-1	ECM-2	ECM-3	ECM-12		
Subcontractor	Secure Vestibule and Renovation	Alt 1 (Room 117)	Alt 3 (Carpet outside of Room 113)	Alt 13 (Work Station Millwork)	Highlighted Totals	Totals
02 Demo and Structure General Trades					\$0	
JS Services	\$84,670				\$84,670	\$84,670
Colorado Demolition and Deconstruction	no bid				\$0	\$0
Colorado Demo	no bid				\$0	\$0
					\$0	\$0
03 Concrete/Masonry					\$0	
James Builders/Jaime	\$22,440				\$22,440	\$0
					\$0	\$0
05 Misc/Structural					\$0	
James Builders/Jaime - With Above					\$0	\$0
					\$0	\$0
06.1 Rough Carp					\$0	
With Drywall Install					\$0	\$0
					\$0	\$0
06.2 Arch Woodwork					\$0	
Artisan Group	\$36,550	\$5,200		\$5,850	\$47,600	\$0
H2I	Late bidding				\$0	\$0
					\$0	\$0
07 Joint Sealants					\$0	
JS Services	\$10,000				\$10,000	\$0
Absolute Caulking	no bid				\$0	\$0
					\$0	\$0
08.1 Doors, Frames, Hardware					\$0	
Colorado Doorways	\$86,127	\$2,083			\$88,210	\$88,210
					\$0	\$0
08.2 Speciality Doors and Frames (Transaction)					\$0	
Quik-Serv	\$7,992				\$7,992	\$7,992
Covenant	\$10,951				\$0	\$10,951
					\$0	\$0
08.3 Windows and Glazing					\$0	
Hall Aluminum					\$0	\$0
El Paso Glass					\$0	\$0
Moffatt Glass	no bid				\$0	\$0
Skyline Glass	\$66,500				\$0	\$66,500
Ken Caryl Glass	\$19,432				\$19,432	\$19,432
EAP Glass	waiting				\$0	\$0
					\$0	\$0
08.4 Safety Film					\$0	
50 Shades	\$5,684				\$5,684	\$5,684
Scottish Window Tinting	\$8,634				\$0	\$0
					\$0	\$0
9.1 Gyp Board and Framing					\$0	
CO Drywall Services	\$104,300	\$3,300			\$107,600	\$107,600
James Builder	\$139,400				\$0	\$0
Drywall Partitions	no bid				\$0	\$0
Range Dryall	no bid				\$0	\$0
Midwest Drywall	no bid				\$0	\$0
American Drywall Constructino					\$0	\$0
					\$0	\$0
9.2 Tiling					\$0	
Brekhus Tile and Stone	awaiting				\$0	\$0
Colorado Tile Pro	no bid				\$0	\$0
Floorz	\$12,849				\$12,849	\$0
					\$0	\$0
9.3 ACT					\$0	
Mile High Ceiling	\$37,247	\$5,066			\$0	\$42,313
CO Drywall Services	\$33,250	\$4,550			\$37,800	\$37,800
Interior Concepts					\$0	\$0
JS Services	\$107,620				\$0	\$107,620
					\$0	\$0
9.4 Flooring					\$0	
Gary Liemer	No bid				\$0	\$0
Guys Flooring	No bid				\$0	\$0
Slones Carpet	No bid				\$0	\$0
Ramirez Tile					\$0	\$0
Floorz	\$94,253	\$8,000	\$5,529		\$107,782	\$107,782
					\$0	\$0
9.5 Painting and Coating					\$0	
Craftsman Painters and Decorators	\$31,117				\$0	\$0
CO Drywall	\$19,300	\$800			\$20,100	\$0
					\$0	\$0
11.1 Signage					\$0	
Artform Signs	\$2,342	\$33			\$2,375	\$2,375
Graphics	\$10,000				\$10,000	\$0
					\$0	\$0
11.2 Specialties					\$0	
Edge Construction Specialties	No bid				\$0	\$0
Associated Building Specialties	\$7,506				\$7,506	\$7,506
PennQuick	no bid				\$0	\$0
					\$0	\$0
11.3 Safety Specialities					\$0	
Associated Building Spec	\$1,397				\$1,397	\$0
					\$0	\$0
12.1 Window Treatments					\$0	
Lu-Tek	\$1,924				\$0	\$1,924
Alpine Window Coverings	\$1,650				\$1,650	\$1,650
					\$0	\$0

	ECM-1	ECM-2	ECM-3	ECM-12		
Subcontractor	Secure Vestibule and Renovation	Alt 1 (Room 117)	Alt 3 (Carpet outside of Room 113)	Alt 13 (Work Station Millwork)	Highlighted Totals	Totals
					\$0	
22.1 Plumbing					\$0	
Quad County	\$56,800	\$7,200			\$64,000	\$64,000
Tolin	\$81,980	\$2,470			\$0	\$84,450
Mtech	no bid				\$0	
Quality Mechanical	no bid				\$0	
Murphy Mechanical	no bid				\$0	\$0
					\$0	\$0
23.1 HVAC					\$0	\$0
Quad County	\$72,600	\$5,680			\$78,280	
Tolin	\$154,130	\$8,410			\$0	
Mtech	No bid				\$0	\$0
Quality Mechanical	No bid				\$0	\$0
Murphy Mechanical	No bid				\$0	\$0
					\$0	\$0
26.1 Electrical					\$0	
Piper	\$166,800	\$14,713			\$181,513	\$181,513
Blaze	no bid				\$0	\$0
Duro Electric	no bid				\$0	
Lakewood Electric	no bid				\$0	
Tower Electric	no bid				\$0	\$0
					\$0	\$0
26.2 Lighting					\$0	
With Electrical					\$0	\$0
					\$0	\$0
27 Low Voltage					\$0	
BY OWNER					\$0	\$0
					\$0	\$0
28 Fire Alarm					\$0	
PYE Barker	no bid				\$0	
AEGIS	\$38,857				\$38,857	\$38,857
Piper	\$47,174				\$0	\$47,174
					\$0	\$0
Fire Curtain					\$0	
US Smoke and Fire	\$19,750				\$19,750	
Fire Curtain Tech	\$19,970				\$0	\$19,970
					\$0	\$0
Controls	\$22,500				\$22,500	\$22,500
					\$0	\$0
3rd Party Inspections	\$14,960				\$14,960	
Permitting Costs	\$2,739				\$2,739	\$2,739
Permitting Costs	\$2,086				\$2,086	\$2,086
Unbooked Cost - Included in internal below (\$14	\$0				\$0	\$0
					\$0	\$0
Construction Management					\$0	
Construction Management	\$121,947	\$5,413	\$757	\$801	\$128,918	\$128,918
General Conditions	\$47,879				\$47,879	\$47,879
					\$0	\$0
Misc. Items					\$0	
Misc. Job Costs	\$63,839	\$5,691	\$310	\$328	\$70,167	\$70,167
					\$0	\$0
Construction Cost Sub-Total	\$1,190,499	\$62,663	\$6,595	\$6,979	\$1,266,736	\$1,266,736
Bond	\$15,760	\$713	\$76	\$81	\$0	\$16,631
Warranty	\$5,952	\$313	\$33	\$35	\$0	\$6,334
TDC	\$1,212,212	\$63,689	\$6,705	\$7,095	\$1,289,701	\$1,289,701
Overhead	\$121,221	\$5,095	\$670	\$709	\$127,696	\$127,696
Profit	\$66,672	\$3,439	\$369	\$390	\$70,870	\$70,870
Total Construction Cost	\$1,400,104	\$72,224	\$7,744	\$8,195	\$1,488,267	\$1,488,267
Item Selected	x	x	x	x		
					\$0	\$0
Design Fees					\$0	
Architectural and Engineering Design	\$195,864				\$195,864	\$195,864
					\$0	\$0
Total Project Cost	\$1,595,968	\$72,224	\$7,744	\$8,195	\$1,684,131	\$1,684,131



AMERICA 250 | COLORADO 150



COLORADO
Department of Early Childhood

Colorado Early Childhood Champion Nominee

This is awarded to

Esther Cooley

In recognition of your outstanding service and commitment to
advancing early childhood and child care for Colorado's children and families.

Presented as part of Colorado's 150/250 Commemoration 2026.

Lisa R. Roy, Ed.D.

Dr. Lisa Roy
Executive Director
Colorado Department of Early Childhood

Congratulations



Mrs. Ester Cooley

2026

Colorado Early Childhood Champion
Nominee

Sherman Early Childhood Center and Childrens
Center

MORGAN COUNTY SCHOOL DISTRICT RE- 3

SPANISH

Immersion: 1st Grade

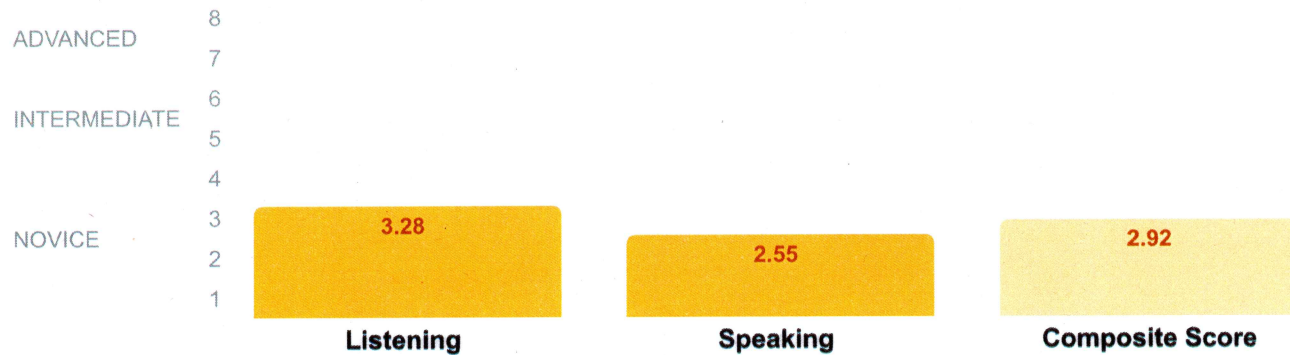
Levels The numbers 1-8 relate to the **avant** STAMP-2SE Report Proficiency Guidelines in the following manner:

- NOVICE
- INTERMEDIATE
- ADVANCED
- 1 Novice-Low
- 2 Novice-Mid
- 3 Novice-High
- 4 Intermediate-Low
- 5 Intermediate-Mid
- 6 Intermediate-High
- 6+ Pre-Advanced
- 7 Advanced-Low
- 8 Advanced-Mid
- NR Not Ratable
- 0 No Score

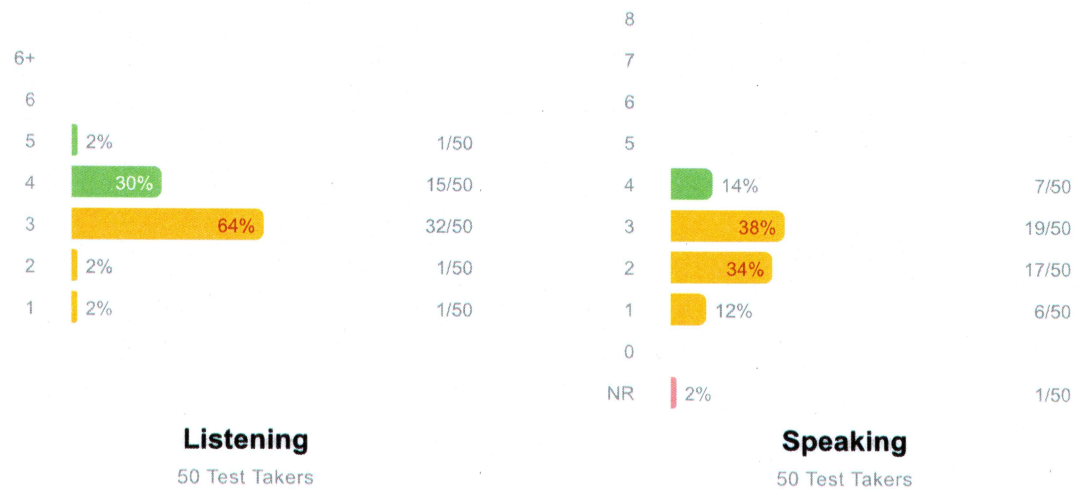
- Statuses**
- NS Not Started
 - IP Section In Progress
 - SP Scoring In Progress
 - Not Available

Summary

Testing Group Averages for 10/15/2025 - 04/15/2026



Distribution of Test Takers Across Levels for 10/15/2025 - 04/15/2026



SPANISH

DLI: 3rd & 5th Grade

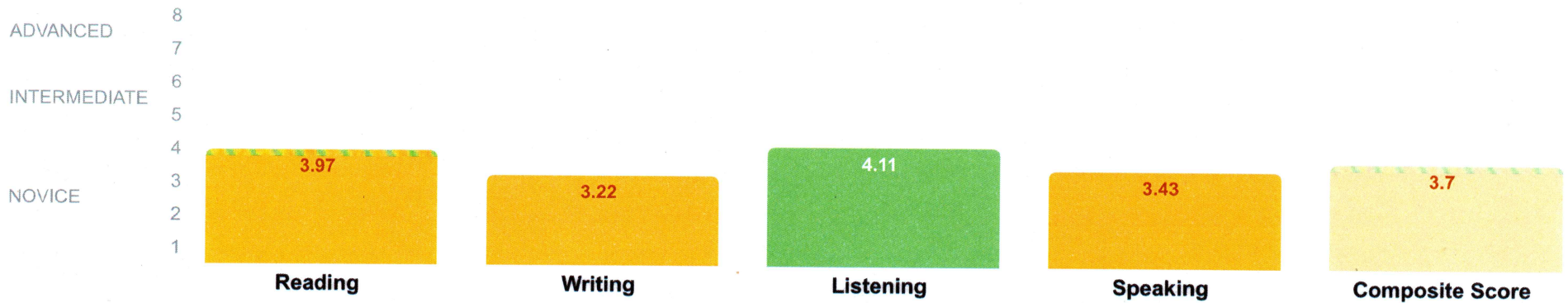
Levels The numbers 1-8 relate to the **avant** STAMP 4SE Report Proficiency Guidelines in the following manner:

- NOVICE
- INTERMEDIATE
- ADVANCED
- 1 Novice-Low
- 2 Novice-Mid
- 3 Novice-High
- 4 Intermediate-Low
- 5 Intermediate-Mid
- 6 Intermediate-High
- 6+ Pre-Advanced
- 7 Advanced-Low
- 8 Advanced-Mid
- NR Not Ratable
- 0 No Score

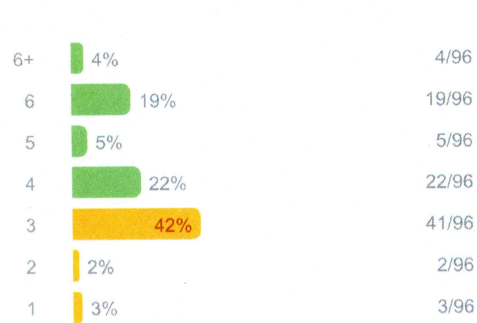
- Statuses**
- NS Not Started
 - IP Section In Progress
 - SP Scoring In Progress
 - Not Available

Summary

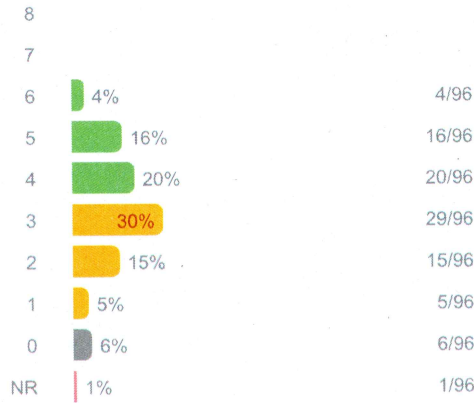
Testing Group Averages for 10/15/2025 - 04/15/2026



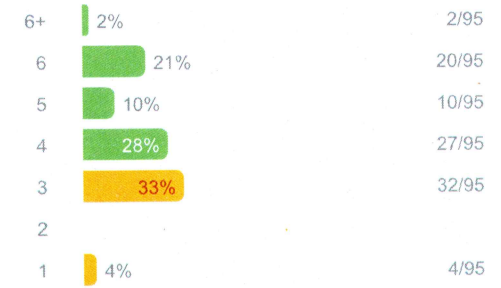
Distribution of Test Takers Across Levels for 10/15/2025 - 04/15/2026



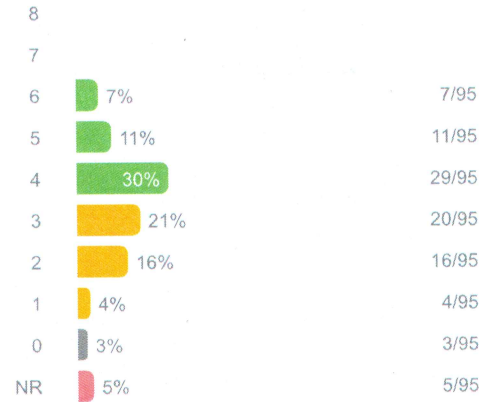
Reading
96 Test Takers



Writing
96 Test Takers



Listening
95 Test Takers



Speaking
95 Test Takers

SPANISH

DLI: 7th & 8th Grade

Levels The numbers 1-9 relate to the **avont** STAMP-4S Report Proficiency Guidelines in the following manner:

- NOVICE
 - INTERMEDIATE
 - ADVANCED
 - NR Not Ratable
 - 0 No Score
- | | |
|-----------------|---------------------|
| 1 Novice-Low | 4 Intermediate-Low |
| 2 Novice-Mid | 5 Intermediate-Mid |
| 3 Novice-High | 6 Intermediate-High |
| 7 Advanced-Low | |
| 8 Advanced-Mid | |
| 9 Advanced-High | |

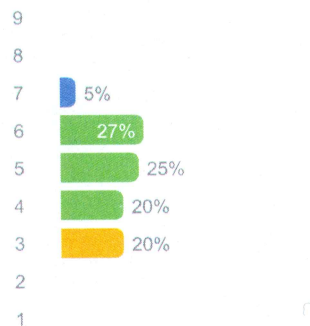
- Section
- NS Not Started
 - IP Section In Progress
 - SP Scoring In Progress
 - Not Available

Summary

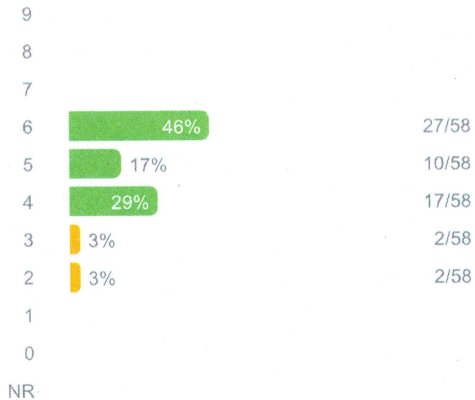
Testing Group Averages for 10/15/2025 - 04/15/2026



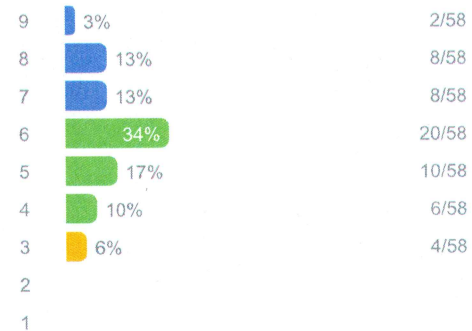
Distribution of Test Takers Across Levels for 10/15/2025 - 04/15/2026



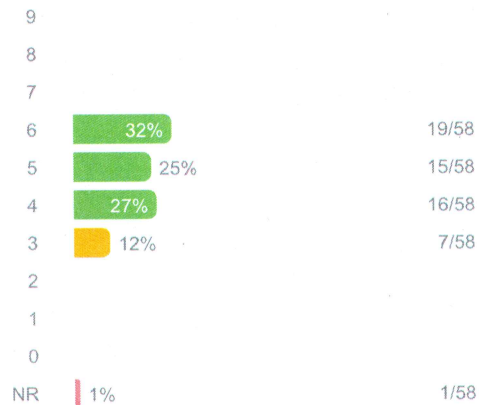
Reading
58 Test Takers



Writing
58 Test Takers



Listening
58 Test Takers



Speaking
58 Test Takers

A school that wishes to be designated for the first time as an Alternative Education Campus or to renew its designation as an Alternative Education Campus must submit the following application verifying that the school meets eligibility criteria no later than **April 24, 2026**.

You renewal application will not be considered final until this document has been submitted for each relevant school in your district. You may submit this form by either emailing a completed PDF to **April Thompson: thompson_april@cde.state.co.us**. PDF versions must be submitted because CDE is unable to accept e-signatures at this time.

2026-2027 APPLICATION/RENEWAL FOR ALTERNATIVE EDUCATION CAMPUS DESIGNATION

Based upon the school and student characteristics indicated below, we certify that

Lincoln High School	#	5180	in	Fort Morgan Re-3
School Name		CDE School #		District Name

meets the requirements specified in Section 22-7-604.5, CRS, and we request Colorado State Board of Education designation of this school as an Alternative Education Campus for the 2026-2027 school year.

We certify that this school meets the following criteria (add an X where appropriate):

- Has a specialized mission to serve special needs or at-risk populations
- Is an autonomous public school, meaning that the school provides a complete instructional program that allows students to proceed to the next grade level or to graduate
- Has an administrator who is not under the supervision of an administrator at another school
- Has a budget separate from any other public school
- Has nontraditional methods of instruction delivery
- Has a public process to ensure accountability

Serves one of the following student populations at the time of the 2025 October Count Administration (add an X to whichever of the following populations best fits your school):

- All students have severe limitations that preclude appropriate administration of the assessments administered pursuant to section § 22-7-409, C.R.S.;
- All students attend only on a part-time basis and come from other public schools where the part-time students are counted in the enrollment of the other public school ; or
- More than 90% of students have either an Individualized Education Programs (IEPs) pursuant to § 22-20-108, C.R.S. and/or meet the definition of a "high-risk" student as illustrated on the following page.

Vicki Davis

School Principal/Administrator Name (Type or Print)

Vicki Davis

School Principal/Administrator Signature

4/14/2026

Date

Rob Sanders

School District Superintendent Name (Type or Print)

School District Superintendent Signature

Date

Nancy Hopper

School District Board President Name (Type or Print)

School District Board President Signature

Date



CERTIFICATION OF STUDENT POPULATION

NOTE - THIS SECTION IS ONLY NEEDED IF YOUR DISTRICT IS NOT SUBMITTING STUDENT LEVEL DATA VIA DATA PIPELINE

District Accountability Contact (to verify information submitted regarding student high-risk eligibility):		
Name:	Email:	Phone:

	Student Population	# of students
1	IEP: # of students who have Individualized Education Programs (IEPs)	9
2	Committed: # of students who have been committed to the Department of Human Services following adjudication as juvenile delinquents	0
3	Detained: # of students who are in detention awaiting disposition of charges that may result in commitment to the Department of Human Services	0
4	Dropout: # of students who have dropped out of school	
5	Expelled: # of students who have been expelled	5
6	Migrant: # of students who are migrant, as defined in Section 22-23-103 (2), CRS	0
7	Homeless: # of students who are homeless, as defined in Section 22-1-102.5 (2), CRS	3
8	Habitually Truant: # of students with four excused or unexcused absences from public school in any one month or ten excused or unexcused absences from public school during any school year. Absences due to suspension or expulsion of a student are considered absences.	4
9	Overage and Under Credit: # of students who are over traditional school age for their grade level and lack adequate credit hours for their grade level. <i>Only high school students are eligible for this category.</i>	1
10	Other High Risk: # of students who fall into other district defined high risk categories	16
9	Total # of students meeting any high risk category (unique count of high risk students)	38
10	School's total student population	38
11	Total % of high-risk students (row 9 divided by row 10)	100%

Required

SCHOOL MISSION

Statement of School Mission: It is the mission of Lincoln High School to provide students with educational opportunities to prepare them for post-secondary options and establish a foundation to be productive citizens. It is the vision of Lincoln High School to offer a supportive environment that empowers healthy, safe life choices that cultivate students' education, citizenship, and skills necessary to guide them into a successful future.

Description that most closely mirrors your school's mission and student population (select all that apply)

- Adult Education
- College Prep
- Credit Recovery
- Detention Center
- Expulsion Center
- IEP
- Migrants/ELL
- On-line
- Other High Risk (See Documentation Assurance Tab)
- Part-Time
- Vocational/Technical
- Wrap-around to graduate

ADDITIONAL SCHOOL INFORMATION

	Circle or highlight Yes/No	
Is your school a dropout-recovery program?	Yes	No
Is your school intended to transition students back to their home school?	Yes	No
Does your school award diplomas?	Yes	No

Morgan County School District Re-3

District Support Center

715 West Platte Avenue

Fort Morgan, Colorado 80701



From the Human Resources Department

TO: BOE
FROM: Jason Frasco
DATE: April 13, 2026
RE: April 20, 2026 – BOE Report

1. Personnel Action Report – Action Item
2. Active Job Postings
 - a. Administrative:
 - b. Certified:
 - c. Classified:
 - d. Coaching:
 - e. Alternative: 1 standing posting to collect applications
 - f. Apprenticeship: 1 standing posting to collect applications
 - g. Resume: 1 standing posting to collect applications
 - h. Substitute: 4 standing postings for cook, custodian, classified, and certified
3. Recommendations for Advancement – 2026-2027 school year
 - a. Certified Staff
 - b. Classified / Pro-tech Staff

Administrative Staff Vacation Leave and Holidays

VACATION LEAVE

All administrators who are employed on 12-month contracts shall receive 20 days of annual leave.

- Administrators may accumulate vacation leave up to a balance of 40 days. At that time, administrators will stop accruing additional days until the balance falls below 40 days.
- An administrative employee may be paid for up to twenty (20) accrued, unused vacation leave days upon termination of employment from the District.
- Vacation leave will be carried on a fiscal year basis (July 1-June 30) and prorated for partial year employment.
- The Board reserves the right to negotiate a separate annual leave benefit with the superintendent.

HOLIDAYS

Administrators employed on 12-month contracts shall receive the following holidays: New Year's Day, Presidents' Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve Day, Christmas Day, and New Year's Eve Day. **When** If New Year's Day, Independence Day, Christmas Eve Day, Christmas Day, or New Year's Eve Day falls on a weekend, **the superintendent or designee will determine the alternate date the holiday will be observed** following Monday shall be observed as a holiday. **All other listed holidays will be observed on their designated calendar dates.**

Adopted June 23, 1980

Revised August 1992; April 1996; July 2001; September 16, 2002; April 1, 2013;
September 19, 2016; December 3, 2018

LEGAL REF.: C.R.S. 22-1-112

School Year/School Calendar/ Instruction Time

Prior to the end of the school year, the Board must determine the length of time during which district schools must be in session during the next school year. The number of hours/days of planned teacher-student instruction and of teacher-student contact must be consistent with the Board's definition of "actively engaged in the educational process," must meet or exceed the requirements of state law and must include a sufficient number of days to allow the superintendent flexibility in preparing a calendar that supports the District's educational objectives.

The Board defines "actively engaged in the educational process" as time when students are working toward achieving educational objectives under the supervision of a licensed teacher, including:

- assemblies
- classroom instruction time
- independent study insofar as such study is allowed under District policy
- individual student work time while at school, including study hall and library research
- passing periods between classes
- recess time
- school-related field trips

The definition of "actively engaged in the educational process" includes all of the above and instruction delivered electronically and/or the use of other types of independent study, and distance learning for students provided under the supervision of a certified or licensed teacher. Morgan County School District Re-3 also provides an Online Program for part-time and full-time students. Students enrolled in the Online Program proceed through their online courses outside of the school building under the guidance of a Certified Online Mentor Teacher. Attendance in the Online Program is primarily substantiated through participation in asynchronous internet-based educational activities within the Learning Management System as documented on a corresponding student login report. If applicable, the following secondary forms of documentation are acceptable for purposes of tracking student attendance in the Online Program:

- Online Mentor Meeting Data Attendance Report for Online Advisory Sessions
- Sign-in Sheet (digital or physical) for Student Participation in State or Local Assessments

Students are expected to complete the equivalent amount of learning time as non-online students.

Student contact days may include E-learning which consists of the following:

- a. Attending class synchronously at a pre-appointed time by the teacher;
- b. Completing and submitting an assignment from home;
- c. Logging into an online learning platform;
- d. Signing an online form attesting to work completed at home;
- e. Engaging in any new assignment/or alternative demonstrations of learning;
- f. Participating in an online discussion;
- g. Responding to teacher emails or communication, or other ways communicated by the teacher.

"Actively engaged in the educational process" does not include:

- lunch
- time students spend before school waiting for classes to begin and time after the last class of the day, including waiting for the bus
- teacher preparation time

Supervision by a licensed teacher must not require that the teacher be in the student's physical presence at all times, but that the teacher is exercising direction and control over the nature of the student's activities.

The District calendar for the next school year must be prepared by the superintendent and presented to the Board for approval in the spring of each year. The superintendent must consult with other districts in the area when preparing the calendar.

The Board authorizes the administration in each school building to issue a school calendar based on the District calendar and in accordance with this policy. Administrators are encouraged to examine instruction time and calendar issues in the context of supporting the District's educational objectives.

Calendars must include the dates for all staff in-service programs scheduled for the upcoming school year. The administration will allow public input from parents and teachers prior to scheduling the dates for staff in-service programs.

A copy of the calendar must be provided to all parents/guardians of students enrolled in district schools. Any change in the calendar except for emergency closings or other unforeseen circumstances must be preceded by adequate and timely notice of no less than 30 days.

Adopted June 23, 1980

Revised June 1996; July 17, 2006; January 4, 2016; September 18, 2017;

July 17, 2020; June 30, 2021; August 31, 2022; October 2, 2023; November 4, 2024

LEGAL REFS.: C.R.S. 22-1-112 (*school year and national holidays*)
C.R.S. 22-32-109 (1)(n) (*duty to determine school year and instruction hours*)
C.R.S. 22-33-102 (1) (*definition of academic year*)
C.R.S. 22-33-104 (1) (*compulsory attendance law*)
C.R.S. 22-44-115.5 (*fiscal emergency*)
1 CCR 301-39, Rules 2254-R-2.06 (*school year and instruction hours; definition of contact/instruction time*)

CROSS REFS.: EBCE, School Closings and Cancellations
JH, Student Absences and Excuses

NOTE: State law establishes the school year as outlined below. The actual hours of teacher-student instruction may be reduced for parent/teacher conferences, staff in-service programs, and closings due to student health, safety, or welfare concerns to 1056 hours for secondary students, 968 hours for elementary students other than kindergartners, 870 hours for full-day kindergarten students, and 435 hours for half-day kindergarten students. In no case may a school schedule fewer than 160 days without specific prior approval of the commissioner of education, whether utilizing in-person instruction or remote learning (synchronous and asynchronous) time. [C.R.S. 22-32-109 (1)(n)].

Teacher-Pupil Instruction Minimum Hours/Days

<i>Half-Day Kindergarten</i>	<i>450 hours (can be reduced* to 435 hours) 160 days</i>
<i>Full-Day Kindergarten</i>	<i>900 hours (can be reduced* to 870 hours) 160 days</i>
<i>Elementary (besides kindergarten)</i>	<i>990 hours (can be reduced* to 968 hours) 160 days</i>
<i>Secondary</i>	<i>1,080 hours (can be reduced* to 1,056 hours) 160 days</i>

**Not more than 24 hours per school year may be used for parent/teacher conferences and staff in-service programs.*

Federal Fiscal Compliance

Federal funds received by the District ~~will~~ shall be administered in accordance with this policy and applicable federal law, including but not limited to the federal Uniform Grant Guidance. The Board designates the Chief ~~Financial Officer~~ ~~School Business Official~~, Superintendent, Assistant Superintendent for Curriculum and Instruction, Director of ~~Special Student Services~~, and Director of ~~Culturally and Linguistically Diverse Education~~ ~~English Language Learning~~ as the District contacts for all federal programs and funding.

The superintendent or designee may develop and implement accompanying regulations to assist in the proper administration of federal funds and implementation of this policy, including but not limited to cash management procedures and allowability of costs.

Subrecipient Monitoring

If the District awards subgrants, the District ~~will~~ shall monitor grant subrecipients to ensure compliance with applicable law and Board policy.

Time and Effort Reporting

District employees paid with federal funds ~~will~~ shall document the time they expend in work performed in support of each federal program and/or such program's cost objective(s), in accordance with applicable federal law. Time and effort reporting requirements do not apply to contracted individuals.

Recordkeeping

The District ~~will~~ shall maintain proper federal fiscal records in accordance with Board policy and applicable law. Such records ~~will~~ shall be retrievable and available for programmatic or financial audit.

Adopted November 5, 2018
Revised TBD

LEGAL REFS.: 2 C.F.R. Part 200 (*Uniform Grant Guidance*)
34 C.F.R. Parts 75, 76 (*EDGAR - Education Department General Administrative Regulations*)

CROSS REFS.: BCB, School Board Member Conflict of Interest
DJB*, Federal Procurement
EHB, Records Retention
GBEA, Staff Ethics/Conflict of Interest

Budget Adoption Process

Following consideration of the budget proposal presented by the administration, the Board ~~will~~ ~~shall~~ approve a proposed budget.

Within 10 days of submission of a proposed budget to the Board, a notice ~~will~~ ~~shall~~ be published ~~on the District's website and in a newspaper having general circulation within the school District~~ that:

1. The proposed budget is available for inspection by the public at the ~~central administrative office~~ **District Support Center** during business hours.
2. The Board will consider the adoption of the proposed budget at a hearing to be held at the date, time, and place specified in the notice.
3. Any interested taxpayer may inspect the proposed budget and file or register any objections thereto at any time prior to final adoption of the budget by the Board.

At the budget hearing specified in the notice, the Board ~~or designee~~ will present and explain the proposed budget, inviting questions and discussion from the audience. If the budget is to be adopted at a future meeting, the date, time, and place of such meeting ~~will~~ ~~shall~~ be entered in the minutes of the hearing.

The Board ~~will~~ ~~shall~~ officially adopt the budget and an accompanying appropriations resolution prior to the end of the fiscal year. The adopted budget ~~will~~ ~~shall~~ be posted online in accordance with the Public School Financial Transparency Act.

After adoption of the budget, the Board may review and change the budget with respect to both revenues and expenditures at any time prior to January 31 of the fiscal year for which adopted. After January 31 the Board ~~will~~ ~~shall~~ not review or change the budget except as otherwise authorized by state law including declaration of a fiscal emergency.

If money for a specific purpose other than *ad valorem* taxes becomes available to meet a contingency after January 31, the Board may adopt a supplemental budget for expenditures not to exceed that amount.

If the District is authorized to raise and expend additional local property tax revenues at an election, the Board may adopt a supplemental budget and appropriation resolution to cover the remainder of the fiscal year following the election based on the additional dollar amount authorized.

Adopted April 3, 2017
Revised TBD

LEGAL REFS.: See citations on exhibit coded DBG-E
C.R.S. 22-44-103

C.R.S. 22-44-107 through 111
C.R.S. 22-44-115
C.R.S. 22-44-115.5
C.R.S. 22-44-301 *et seq.* (*Public School Financial Transparency Act*)

CROSS REFS.: DAB*, Financial Administration
DBK*, Fiscal Emergencies
DEA, Funds from Local Tax Source

Budget Transfers

Unencumbered moneys ~~will~~ shall not be transferred from one fund to another unless authorized in advance by the Board. When a contingency occurs, the Board of Education by resolution may transfer any unencumbered moneys from the contingency reserve account, which is within the general fund, to any other fund or function.

The Board ~~will~~ shall not transfer moneys from the bond redemption fund, the special building fund, or ~~the~~ transportation fund.

School Budget Accounts

Principals and their designees are responsible for funds budgeted to that school and may transfer moneys between their discretionary accounts. The superintendent and/or business manager ~~will~~ shall be notified of such transfers.

Program Budget Accounts

Principals, assistant principals, administrators, and directors, along with their designees, are responsible for funds budgeted to their building or program and may transfer discretionary moneys to other funds according to procedures established by the superintendent or designee. The superintendent and/or ~~chief financial officer~~ (CFO) ~~will~~ shall be notified of such transfers.

Adopted June 23, 1980

Revised to conform with practice: date of manual adoption

Revised February 6, 2017; TBD

LEGAL REFS.: C.R.S. 22-32-107 (duties of treasurer)
 C.R.S. 22-44-102 (3) (definition of contingency)
 C.R.S. 22-44-112 (transfer of moneys)
 C.R.S. 22-44-113 (borrowing from funds)
 C.R.S. 22-45-103 (1)(a)(II) (general fund)
 C.R.S. 24-10-115 (authority for public entities to obtain insurance)

Bonded Employees and Officers

All school employees who are responsible for moneys controlled by the Board or who may have more than \$50 from such funds in their custody ~~will shall~~ be bonded under a group fidelity bond in individual amounts of \$10,000.

The secretary and treasurer of the Board and any custodian of moneys authorized and appointed by the Board ~~will shall~~, as required by Colorado statute, be individually bonded. This bond ~~will shall~~ be in an amount not less than \$5,000.

In lieu of a bond, the District may maintain equivalent insurance coverage for such District employees, Board officers and Board-appointed custodians.

The cost of bonding ~~will shall~~ be borne by the ~~school~~ District.

Current practice codified 1995
Adopted Date of manual adoption
Revised April 3, 2017; TBD

LEGAL REFS.: C.R.S. 22-32-104(4)(b),(c) (surety bond)
C.R.S. 22-32-109(1)(h) (bond requirement)
C.R.S. 22-32-121(3) (bond required if authorized to affix facsimile signature of treasurer)

Audits/Financial Monitoring

In accordance with state law, all funds and accounts of the District ~~will~~ shall be audited annually, following the close of the fiscal year.

The Board ~~will~~ shall appoint an independent auditor licensed to practice in Colorado and knowledgeable in government accounting to conduct the audit. The independent auditor ~~will also~~ ~~also~~ shall audit the activities accounts of the District ~~to~~ for report to the Board of Education.

The audit report ~~will~~ shall contain among other information:

1. Financial statements prepared insofar as possible in conformity with generally accepted governmental accounting principles. (The financial statements are the representation of the District whether prepared by the District or by the auditor.)
2. Disclosures in accordance with the *Financial Policies and Procedures Handbook*. The supplemental schedules of receipts and expenditures for each fund ~~will~~ shall be in the format prescribed by the State Board of Education and ~~will~~ shall be in agreement with the audited financial statements of the District.
3. All funds and activities of the ~~school~~ District.
4. A budget to actual comparison for each fund and activity.
5. The auditor's opinion on the financial statements. If the opinion is anything other than unqualified, the reason must be explained. The opinion ~~will~~ shall include general fixed assets.
6. Disclosure of all instances of noncompliance with state law, including the Public School Finance Act of 1994, irrespective of materiality.
7. A supplemental listing of all investments held by the District at the date of the financial statement.
8. A calculation of the ~~school~~ District's fiscal year spending in accordance with the state constitution.

The auditor ~~will~~ shall discuss the audit report with the Board, and also ~~will~~ shall make recommendations to the Board concerning its accounting records, procedures, and related activities as may appear necessary or desirable and ~~will~~ shall perform such other related services as may be requested by the Board.

The audit report must be completed and submitted by the auditor to the ~~school~~ District within five months after the close of the fiscal year unless a request for an extension of time is granted by the state auditor. Within 30 days after receiving the audit, the District ~~will~~ shall submit one copy each to the state auditor and the state commissioner of education.

The Board reserves the right to request an audit at more frequent intervals if desired.

Adopted June 23, 1980

Revised to conform with practice: date of manual adoption

Revised February 6, 2017; TBD

LEGAL REFS.: C.R.S. 22-32-109 (1)(k)
C.R.S. 24-75-601.3
C.R.S. 29-1-601 *et seq.*

Local/Competitive Purchasing

Fort Morgan **County** School District Re-3 reserves the right to give preference to local vendors, including an allowance not to exceed 5% above low bid, on a case-by-case assessment. Influential factors which may be involved but not binding in the decision-making process ~~will shall~~ include local service, delivery terms, maintenance service, and warranties.

Local vendors ~~will shall~~ be defined as those vendors within the boundaries of **Morgan County** School District Re-3.

Adopted June 23, 1980

Revised February 6, 2017; TBD

Environmental and Safety Program

Accidents are undesirable, unplanned occurrences which usually can be prevented, and which often result in bodily harm, loss of school time, property damage, possible expensive legal action, and even death. The Board of Education believes that safety education and accident prevention are important to everyone concerned with the schools not only as a protective measure during school hours but also as an instructional means of developing an appropriate mode of behavior to minimize accidents at all times.

Therefore, reasonable precautions will shall be taken for the safety of students, employees, visitors, and all others having business with this school Ddistrict.

The responsibility for developing the total safety program will shall be delegated to a safety committee directly responsible to the administrative team. This committee will acting in an advisory capacity to all heads of major units within the Ddistrict and is shall be responsible for the promotion and development of an aggressive loss prevention and safety education program for the students and employees of the Ddistrict.

General responsibilities of the committee will shall include but are not be limited to safety awareness, in-service training, development of accident prevention procedures, accident recordkeeping, plant inspection, vehicle safety programs, fire prevention, school site selection, emergency procedures, and traffic safety problems related to employees, students, and the community.

It is shall be the responsibility of the superintendent to execute this policy and to see that it best meets the needs of the Ddistrict.

Every principal is shall be responsible for the supervision of a safety program for his/her school. The superintendent has shall have overall responsibility for the safety program of the Ddistrict. It is shall be the responsibility of the superintendent to see that appropriate staff members are kept informed of current state and local requirements relating to fire prevention, civil defense, sanitation, public health, and occupational safety.

Adopted January 26, 1987
Revised January 1996; TBD

LEGAL REFS.: C.R.S. 9-1-101 through 9-1-106 (construction requirements, fire escapes, etc.)
C.R.S. 22-3-101 through 22-3-104 (eye protective devices)
C.R.S. 22-32-109 (1)(w)
C.R.S. 22-32-110 (1)(k)
C.R.S. 22-32-124 (2),(3) (building inspections)
C.R.S. 24-10-106.5 (duty of care)

Hazardous Materials

The Board of Education recognizes its responsibility for providing an environment which is reasonably secure from known hazards. There are many areas of the school operation, from science laboratories and art departments to custodial services and vehicle maintenance, which use a variety of materials that are hazardous.

Hazardous materials include any substance or mixture of substances that poses a fire, explosive, reactive, or health hazard as more fully defined by law.

~~School~~ District employees who work with hazardous material ~~will~~ shall endeavor to:

1. Protect the environment and the health of employees, students, visitors, and community from hazardous material;
2. Reduce the present and future risks of hazardous material; and
3. Comply with federal, state, and local laws pertaining to hazardous materials.

The Board, through the superintendent, ~~will~~ shall ~~cause to be created~~ procedures which address the purchase, storage, handling, transportation, and disposal of hazardous materials for all school facilities and operations including instructional areas. The hazardous materials/waste plan and procedures ~~will~~ shall include:

1. Terms and definitions
2. Responsibilities of individuals/groups
3. Acquisition of hazardous material
4. Receiving and warehousing of hazardous material
5. Transporting and delivery
6. Master emergency contingency plan
7. Use of hazardous material
8. Disposal of hazardous waste
9. Facilities design and renovation pertaining to hazardous material/waste

Appropriate school personnel ~~will~~ shall be trained to take precautions to prevent accidents and to handle them in the event one ~~they do~~ occurs.

It is not the intent of the Board to expand or modify the District's potential liability exposure through the adoption of this policy. The District's voluntary compliance with any statute or regulation to which it is not otherwise subject ~~will~~ shall not be construed to create or assume any potential liability under any local, state, or federal law or regulation.

Adopted March 4, 1989
Revised January, 1996; TBD

LEGAL REFS.: 42 U.S.C. §6901 (1982 & Supp. III 1985) (Resource Conservation and Recovery Act [RCRA] and accompanying regulations)
42 U.S.C. §9601 (1982 & Supp. IV 1986) (Comprehensive Environmental Response Compensation and Liability Act [CERCLA] and accompanying regulations)
49 U.S.C. 1801 (Hazardous Materials Transportation Act)
C.R.S. 13-21-108.5 (persons rendering assistance relating to discharge of hazardous materials immune from civil liability)
C. R. S. 24-10-106.5 (duty of care in Colorado Governmental Immunity Act)
C.R.S. 25-15-101 *et seq.* (State Hazardous Waste Management Program)
C.R.S. 29-22-101 *et seq.* (Hazardous Substance Incidents)
C.R.S. 42-4-228 (vehicles transporting explosive or hazardous materials)
C.R.S. 42-4-234 (3)
C.R.S. 43-6-101 *et seq.* (Hazardous Materials Transportation Act of 1987)
6 CCR 1007-3, Part 261 (identification and listing of hazardous waste)
8 CCR 1507-1 (operation of commercial vehicles and transportation of hazardous materials)

Hazardous Materials

1. Terms and Definitions

- a. Hazardous material: Any material that presents a physical or health hazard or any material with one or more of the following characteristics: toxicity, flammability, corrosiveness, or reactivity (explosiveness)
- b. Hazardous waste: Any hazardous material that is no longer expected to be used. This may include contaminated materials or new materials that are not expected to be used. Only the safety committee chairman may declare a material hazardous waste.

2. Responsibilities of Individuals/Groups

- a. Overall coordination of the operation of all hazardous materials policies and procedures within the District will be the responsibility of the superintendent.
- b. Overall supervision of the operation of all hazardous materials policies and procedures within the District will be the responsibility of the superintendent who will serve as the hazardous materials program supervisor, referred to throughout these procedures as the "supervisor."
- c. The District safety committee will assist the supervisor in implementing the hazardous materials/waste plan and procedures and report any unsafe condition to the appropriate administrator.
- d. Building principals will brief teachers on safe practices and will insure that these practices are complied with. The principal or designee will be the building inventory control representative and will be responsible for inventory of all hazardous materials in the building.
- e. The inventory control representatives will be responsible for logging in the receipt of all hazardous materials received at their locations. The inventory control representative will track and keep complete written records of the storage, use, and ultimate disposition of the hazardous materials. On or before May 31 of each year, the inventory control representative will provide a copy of the current inventory log and record of disposition of all hazardous materials to the supervisor.
- f. The superintendent will maintain a copy of each location's inventory and documentation of all hazardous materials. This information may be released to appropriate police, fire, and emergency service authorities. The superintendent will be responsible for establishing and maintaining the Material Safety Data Sheets (MSDS) system for the District.
- g. Purchasing agents will purchase only the hazardous materials needed, solely on need and not on bulk price discounts.
- h. Teachers will brief students on safe practices and insure that these practices are complied with in the classroom.
- i. The supervisor of transportation and supervisor of grounds and facilities management will brief those under their authority on safe practices and ensure that these practices are implemented.
- j. Nurses will be trained in first aid procedures to deal with hazardous waste incidents.

3. Acquisition of Hazardous Materials

- a. In addition to following the District's regular purchasing procedures, an employee may purchase hazardous materials only with the approval of the supervisor for use at a specific location. Only quantities that will be used in a reasonable length of time will be purchased. Cost of purchasing chemicals and other hazardous materials may be small compared to the cost of disposal, e.g., \$150 mercury costs \$350 for disposal. All purchases orders for

hazardous materials must require that the supplier furnish an MSDS with the materials. The shipment will be refused without it.

- b. Any unapproved purchase of hazardous materials is beyond the course and scope of the District employee's authority and is forbidden. Such a purchase may be grounds for termination.
- c. The supervisor, purchasing department, and warehouse will maintain a list of prohibited hazardous materials, and which will be updated the list at least once each year.

4. **Receiving and Warehousing of Hazardous Materials**

- a. Access to storage areas must be restricted not only to prevent the theft or loss of materials but to limit the exposure in an accident to a minimum number of people.
- b. Adequate ventilation must be provided.
- c. Appropriate storage equipment must be provided, e.g., steel shelves for nitric acid since a spill on wooden shelves produces extremely toxic fumes.
- d. Whenever possible, operations involving direct contact with hazardous material should allow for a minimum of two people. This will permit one to assist the other to take appropriate emergency action should an emergency occur.
- e. Storage compatibility must be established and maintained, e.g., acids must be kept separate from bases, flammables separate from corrosives, and reactives separate from everything else.
- f. First in, first out procedures will be used to reduce stockpiles of older material being accumulated. Shelf life should be considered when appropriate.

5. **Transportation and Delivery**

Transportation of hazardous materials will meet all local, state and federal requirements and will be coordinated by the supervisor. Federal regulation of the transportation of hazardous materials is extensive, complex, requires significant insurance protection, and involves specialized training of staff and special equipment. Because the District cannot meet these requirements economically with current staff, equipment and training, the District will arrange for qualified third parties to transport any hazardous waste or hazardous materials outside the state.

Once a hazardous material is under District control, each inventory control representative will be responsible for the material until it is passed to the control of another District location. The supervisor will verify that the transportation used meets all District, local, state, and federal transportation, financial responsibility and insurance requirements.

Subject to the same requirement, no student will be permitted by any District employee or volunteer to transport hazardous materials owned by or attributed to the District in any vehicle, including District vehicles.

Any unauthorized transportation of hazardous materials is beyond the course and scope of the District employee's or volunteer's authority and is forbidden.

6. **Master Emergency Contingency Plan**

In the event of an uncontrolled hazardous materials release, employees will use the following procedure:

- a. Evacuate the area

- b. Call 911 with the following information:
- (1) Your name
 - (2) **The** situation
 - What was released
 - Where (room number, building)
 - **Is anyone injured?** ~~Injuries.~~ Is ambulance required?
 - (3) Contact the building administrator
 - (4) Contact the supervisor

7. Use of Hazardous Material

Any employee of the school ~~D~~district who uses hazardous material must be aware of information on the MSDS pertaining to the product and must adhere to the instructions provided by the supplier. MSDS for all hazardous materials in a particular building will be on file in the nurse's office.

8. Disposal of Hazardous Waste

- a. Hazardous materials need to be disposed of for many reasons. Some of these are:
- (1) Chemicals degrade over time. Some ~~just~~ become unusable. Others become explosive.
 - (2) Labels fade, crumble, and fall off. Cans corrode and leak, ~~and the r~~ **Rust** obliterates the labels. The analysis and disposal of unknowns is expensive.
 - (3) Rarely is there an up-to-date inventory. Without one, it is difficult to find the necessary chemical, but it is easy to order a fresh, ~~new~~ bottle.
 - (4) It is difficult to keep track of chemicals that should not be stored together.
 - (5) Most chemicals will need to be disposed of someday. The longer it is delayed, the harder and more expensive it becomes **to be disposed of**.
- b. Alternatives to disposal should be considered. Some of these are:
- (1) Redistribution to other labs
 - (2) Recycling
 - (3) Neutralizing and disposing as non-hazardous
 - (4) Evaporation
- c. Disposal of Hazardous Materials
- When a building control representative believes that **the supervisor** he has materials which may qualify as hazardous for which there is no immediate need for program or operation requirements or which may need to be disposed of, **the supervisor** he will contact the supervisor. Only the supervisor will be authorized to declare materials to be waste, excess, or surplus and to order their disposal.

When materials are determined to be ready for disposal, the supervisor will arrange for disposal in a manner that complies with all local, state, and federal laws and regulations. Federal and state laws and regulations provide exemptions from certain regulatory requirements for small quantity generators, i.e., those entities or locations that generate waste in amounts below statutory or regulatory threshold amounts. Disposal determinations should preserve small quantity generator status for each location and for any central storage area.

The supervisor will maintain written documentation of the disposal of hazardous materials from all locations in the ~~D~~district. This documentation will be retained in permanent form at **the transportation department**~~the bus garage~~.

9. Facilities Design and Renovation

All storage and holding facilities must be designed to comply with Colorado Department of Health regulations.

Approved April 1989

Revised January 1996; TBD

CROSS REFS.: DJB, Purchasing Procedures
 EBCA, Disaster Plans
 EBCB, Safety Drills

Accident Prevention and Safety Procedures
(Fire Prevention)

Principals ~~will~~ shall be aware of all fire hazards including empty flammable containers, flammable fluid storage, closed storage areas, and housekeeping procedures which may cause fire hazards.

All buildings ~~will have~~ shall be provided with adequate fire extinguishers as prescribed by the Fort Morgan Volunteer Fire Department.

No flammable materials are allowed shall be used for decorating.

Each principal or other administrator when requesting modifications to buildings will shall make sure that all exterior and interior doors open out and are operable from the inside.

Adopted June 23, 1980
Revised TBD

CROSS REF.: EBCB, Safety Drills

Prevention of Disease/Infection Transmission (Handling Body Fluids)

All schools must provide a sanitary environment and must establish routines, recommended by appropriate health professionals, for handling body fluids.

All ~~school~~ District personnel must be advised of and follow routine procedures regarding handling body fluids. These procedures must provide simple and effective precautions against transmission of diseases to persons potentially exposed to the blood or body fluids of another. These procedures must be standard health and safety practices developed in consultation with medical personnel. No distinction may be made between body fluids from individuals with a known disease and individuals without symptoms or with an undiagnosed disease.

The procedures must be published as ~~school~~ District regulations and distributed to all staff on a regular basis. Training and appropriate supplies must be available to all personnel including those involved in transportation and custodial services.

In addition to ensuring that these health and safety practices are carried out on a District-wide basis, special emphasis must be placed in those areas of ~~school~~ District operation that potentially present a greater need for these precautions. Under no circumstances may students be directed or knowingly be allowed to handle body fluids other than their own.

Adopted date of manual adoption
Current practice codified 1995
Revised July 17, 2020; TBD

LEGAL REF.: 6 CCR 1010-6 (*department of public health and environment rules governing schools*)

CROSS REFS.: GBGA, Staff Health (And Medical Examination Requirements)
JLCC, Communicable/Infectious Diseases
JLCE, First Aid and Emergency Medical Care

NOTE: See "Guidelines for Infectious Diseases in Child Care and School Settings: Guidelines for Child Care Providers, School Nurses and Other Personnel" published by the Colorado Department of Public Health and Environment (CDPHE). Visit CDPHE's Division of Disease Control and Environmental Epidemiology's website, www.cdphe.state.co.us, or call 303-692-2000 to access these guidelines and other information applicable to schools.

Prevention of Disease/Infection Transmission (Handling Body Fluids and Substances)

The body fluids and substances of all persons should be considered to contain potentially infectious agents. No distinction may be made between body fluids and substances from individuals with a known disease or infection and those from asymptomatic or undiagnosed individuals. Body fluids and substances include blood, semen, drainage from scrapes and cuts, feces, urine, vomitus, respiratory secretions (e.g., nasal discharge), and saliva.

The following infection control practices must be followed by all school district personnel in all situations involving potential contact with any body fluids and substances:

1. Wear gloves when it is likely that hands will be in contact with body fluids or substances (blood, semen, drainage from scrapes and cuts, feces, urine, vomitus, respiratory secretions (e.g., nasal discharge), and/or saliva ~~urine, feces, wound drainage, oral secretions, sputum, or vomitus~~). When possible, wear gloves while holding bloody noses and dealing with cuts that are bleeding heavily. Gloves should be kept in emergency response kits and be readily accessible at sites where students seek assistance for ~~bloody noses or~~ injuries.
 - a. If gloves are not available, the use of towels or ~~some~~ another clean material as a barrier may provide some protection.
 - b. Cuts and sores on your skin should be routinely covered to avoid infection.
 - c. When possible, have students wash off their own cuts and abrasions. After cuts are washed with soap and water, ~~it~~ they should be covered with Band-Aids or bandages of the appropriate size. Where possible, students should be taught to hold their own bloody noses.
2. When possible, pocket face masks should be used for mouth-to-mouth resuscitation.
3. Wash hands often and well with soap and water, paying particular attention to areas around and under fingernails and between fingers and scrubbing hands for at least 20 seconds.
4. Clean up as soon as possible after any skin contact with any body fluid or substance.
 - a. Wash skin with soap and water.
 - b. Wash contaminated surfaces and non-disposable items with standard disinfectants. Use aerosol germicide cleaner.
 - c. Wash contaminated clothing and linen in detergent with hot water.
 - d. Contaminated tissues, paper towels, and other disposable items should be placed in plastic bags before being discarded.

Use individual judgment in determining when barriers are needed for unpredictable situations. It is strongly recommended that barriers be used when contact with body fluids or substances is anticipated.

Although COVID-19/Coronavirus has received a great deal of attention, there are several other communicable diseases of which staff members also should be aware. The following page includes a table listing communicable diseases and body substance sources of infection.

The more people a student or staff member interacts with, and the longer that interaction, the higher the risk of COVID-19 spread.

1. COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection.
2. Personal prevention practices, such as handwashing, staying home when sick, and environmental cleaning and disinfection are encouraged to reduce the spread of COVID-19.
3. Cloth face coverings are meant to protect others in case the wearer is unknowingly infected by asymptomatic and are most essential in times when physical distancing is difficult.

TRANSMISSION CONCERNS—BODY SUBSTANCE SOURCES OF INFECTIOUS AGENTS

Body Substance Source	Organism of Concern	Transmission
Blood – cuts/abrasions – nose bleeds – menses – contaminated needle	Hepatitis B virus HIV/AIDS Cytomegalovirus	Bloodstream inoculation through cuts and abrasions on hands Direct blood stream inoculation
*Feces – incontinence	Hepatitis A virus Salmonella bacteria Shigella bacteria C. difficile	**Oral inoculation from contaminated hands
*Respiratory secretions – saliva – nasal discharge	Common cold virus Influenza virus ***Epstein-Barr virus COVID-19/Coronavirus	**Oral inoculation from contaminated hands
*Vomitus	Gastrointestinal viruses (e.g., Norwalk virus)	**Oral inoculation from contaminated hands

*Urine – incontinence Semen/vaginal fluids	***Cytomegalovirus Hepatitis B virus HIV/AIDS Gonococcus bacteria	Bloodstream inoculation through cuts and abrasions on hands Sexual contact (intercourse)
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*There are no reported cases of HIV/AIDS suspected of having been transmitted by these sources. Wear gloves when exposed to body secretions, especially blood, urine, or feces.

**HAND WASHING IS VERY IMPORTANT!

***These agents cause mononucleosis-like illness.

Approved January 11, 1988

Revised to conform with practice: date of manual adoption

Revised July 17, 2020; TBD

Accident Reports

Adequate and prompt accident reporting is essential. If injuries or property damage occur, prompt reports are vital in assuring District staff, students, and others of insurance coverage. Such reports may be important in the event of litigation.

The Board requires that an accident report be filed on every accident that takes place on school property or that involves a school vehicle, students, or staff on school-sponsored trips or activities, including staff members on authorized school business trips. Such reports are required whether or not there are any immediately evident injuries or damage to property.

Adopted June 23, 1980

Revised to conform with practice: date of manual adoption

Revised January 12, 1987; July 1988; September 18, 2017; TBD

CROSS REF.: GBGD, Workers' Compensation

Disaster Plans

Each school principal should become familiar with and adhere to the policies described in **Section E: Support Services** of the ~~this subsection of the manual~~. The principal also has the responsibility of developing a workable written plan for his/her building to complement the disaster emergency policies and of informing his/her ~~faculty and~~ staff of their content.

All disaster planning ~~will shall~~ be structured around three time phases:

Phase 1: Pre-emergency phase – What currently is being done at this time to prepare for a disaster.

Phase 2: Emergency phase – What will be done during a disaster to minimize loss of life and property.

Phase 3: Recovery phase – What will be done to return the school system to normal operation after a disaster.

In order to ensure that school building plans and the school ~~D~~istrict plans are complementary, all principals ~~will shall~~ use this general format in the development of their plans.

The ~~D~~istrict's disaster plan shall be reviewed and updated annually in October.

Responsibility for civil defense coordination ~~is shall be~~ assigned to the superintendent. The president of the Board of Education, the superintendent, and the **director of Office of Emergency Management** ~~will civil defense coordinator shall~~ report to the county emergency operations center if the severity of the emergency so requires. All policy decisions then ~~will shall~~ originate from the county emergency operations center.

Adopted June 23, 1980
Revised April 1999; TBD

CROSS REFS.: EBAB, Hazardous Materials
EBCB, Safety Drills
EBCC, Bomb Threats
EBCD, Weather-Related Emergencies
EBCF*, Civil Disturbances

Safety Drills

The ~~school-d~~District ~~will shall~~ cooperate with local fire department officials and other emergency response personnel in the examination of school buildings and the establishment of safety, security, and evacuation procedures.

Appropriate emergency response procedures, including but not limited to, the safe and orderly evacuation and/or lockdown of all ~~school~~ buildings in the event of an emergency situation ~~will shall~~ be developed by the administration. Emergency Response drills ~~will shall~~ be held in each school at the intervals specified in the procedures.

Adopted October 19, 2009
Revised TBD

Safety Drills

1. The District will develop and maintain a set of Emergency Response Procedures. These procedures will be reviewed with staff at the start of each school year. Each principal will provide ~~for posting of~~ notices indicating the location of fire escapes and/or evacuation routes in each classroom.
2. The District will establish a schedule of required monthly drills to be implemented in each school and **auxiliary building** ~~the District Support Center~~.
3. Each **location** ~~school and the District Support Center~~ will keep a record of **all** drills. ~~completed and the date completed.~~ Each **location** ~~school and the District Support Center~~ will also complete an Incident Report for each drill including a description of the incident, the action taken, the outcome of that action and **any** corrective actions needed.
4. In the event of an evacuation, every person will evacuate the building during the drill.
5. Copies of Incident Reports will be forwarded by the principals to the superintendent **or designee** monthly. The annual summary of drills will be submitted to the superintendent at the end of each school year. The superintendent will update the Board of Education regarding emergency preparedness annually.

In the event of an actual emergency, the building must be inspected by school officials and insurance adjusters before classes resume.

Approved June 23, 1980

Revised February 1996; April 1999; October 2009; TBD

Bomb Threats

The Board of Education acknowledges that its basic responsibility is to ensure the safety of the students under its care. Concurrently, the Board wishes to deal firmly with bomb threats in order to discourage this type of unwarranted disruption of the educational process.

Therefore, the Board requires that procedures for dealing with bomb threats ~~will shall~~:

1. Aim first toward insuring the safety of students and personnel.
2. Aim also toward identification of the person or persons making the threat.
3. Require immediate reporting of any incident to the superintendent and law enforcement agencies.
4. Not require evacuation of the threatened building. The principal will make the decision to evacuate, complying with a direction given by the superintendent or any order given for evacuation by the ~~law enforcement~~ police.
5. Establish staff responsibilities for searching the building for UTOs (unidentified threatening objects). The request of an employee to refuse to participate in a search ~~will shall~~ be honored.
6. Provide that students ~~will shall~~ not be dismissed from school until the end of the school day. Instead, if evacuated, they ~~will shall~~ remain in designated areas until the principal and the ~~law enforcement~~ police are satisfied that no danger exists. Teachers ~~will shall~~ remain with their students and be responsible for them.

~~The personnel of the District~~ ~~will shall~~ cooperate fully with ~~law enforcement~~ the police in planning and carrying out procedures for dealing with bomb threats. All personnel, ~~including office and switchboard staff and custodians,~~ ~~will shall~~ be given instructions for carrying out their responsibilities in the event of such situations.

Adopted January 1996
Revised TBD

Bomb Threats

Phase 1

The principal will:

- Advise office staff of the content of this plan. (Do not print this plan for general distribution.)
- Place signs on each entrance to the building requiring visitors to report to the office and state their business.
- Alert all ~~faculty and~~ staff to be aware of strangers on school property.

Phase 2

The person who answers the phone will:

- Attempt to identify the caller by stalling or asking questions.
- Listen for background noise that may locate the source of the call.

If a staff member receives a call or finds a suspect item in the building, he/~~she~~ must contact the principal or immediate ~~supervisor~~ ~~subordinate~~.

The principal will contact ~~law enforcement~~ ~~city police~~ and the superintendent.

The building will be evacuated as follows:

- The principal or designee will ~~notify staff by all means available and necessary~~ ~~pull the fire alarm or use the public address system.~~
- In fair weather, all persons will remain outside at least 200 feet away from the nearest building.
- ~~In the event of an evacuation during inclement weather, students will initially exit the building to designated assembly areas. If a pre-arranged, secured nearby facility is available, students will be directed there immediately. Staff will prioritize the safety sweep of the gymnasium, auditorium, or other adjoining wings of the main building; once these areas are cleared and deemed safe, students will be relocated back indoors to those specific sections. In bad weather, students first will go outside. The gymnasium or auditorium or other adjoining part of the main building will be cleared first, and then will students moved back into that part of the building.~~
- Teachers will be instructed to give their rooms a quick visual check as they leave with their students. They must not touch or move a suspected bomb.
- The principal will have ~~the proper~~ authorities check the building.

Phase 3

If no bomb is found, all persons will return to classes.

If a bomb explodes or is found, the principal will:

- Dismiss the students
- ~~Turn the scene over to appropriately trained law enforcement, who are responsible for disarming~~ the weapon

- Have the building inspected by the **facilities management director** ~~buildings and grounds~~ supervisor before resuming classes
- **Work with the superintendent or designee to obtain** Get an estimate of the cost of the damage from an appropriate source

Approved June 23, 1980
Revised TBD

Weather-Related Emergencies (Tornadoes)

Phase 1

All principals will identify the best tornado shelter in their buildings.

An explanation of the tornado plan will be ~~distributed~~ **provided** to parents/**guardians**.

Each building will specify the alarm to be used to identify a tornado alert.

A ~~two-way battery-operated radio~~ **two-way** will be kept **at all locations**. ~~in the school office and tuned to KFTM during any tornado watch.~~

~~A faculty member should be~~ **Employees** ~~designated to be on the alert for funnel clouds in the event of a tornado~~ **informed** ~~watch or warning.~~

Tornado survival techniques should be included in the class curriculum at all levels.

Phase 2

At the warning, all students and staff will take protective shelter in the designated areas, basements, halls, passage tunnels, etc., inside the building or, if outside, lie flat in ditches, culverts, or ravines.

Teachers will keep classes together and maintain full accounting for each student.

Phase 3

All employees will follow the District's Emergency Response Protocols handbook. This handbook will be provided to employees upon employment and updated biannually.

~~Principals will provide the school civil defense coordinator with damage and cost assessments.~~

No damaged building will be used until inspected and declared safe by school, city, and county officials.

The principal will work with the superintendent in procuring needed classroom space.

Approved June 23, 1980
Revised April 1999; TBD

School Closings and Cancellations

The superintendent is empowered to close the schools or to dismiss them early in event of hazardous weather or other emergencies which threaten the safety, health, or welfare of students or staff members. It is understood that the superintendent will take such action only after consultation with appropriate authorities.

Parents, **guardians**, students, and staff ~~will members~~ must be informed early in each school year as to how they will be notified in the event of emergency closings or early dismissals.

Employees whose contracts are limited to student contact days or teacher workdays are exempt from reporting unless otherwise notified by their immediate supervisor. All year-round and essential personnel are required to report to work as soon as safely possible during emergency closures. This requirement applies to staff at Facilities Management, the District Support Center, and all custodial personnel. ~~All staff members, except for teachers and personnel who work only on teacher work days or on student days, unless otherwise notified must be required to report to work as soon as possible on emergency days.~~

In the event school is physically closed due to a public health emergency, all staff will physically report to work unless notified otherwise. The ~~D~~istrict will utilize a form of remote instruction. Remote instruction allows students to access lessons provided by, and supported by, their regular teachers and allows students to continue their sequence of learning despite their inability to access facilities.

In the event school is physically closed due to a public health emergency and to ensure all students have the ability to access their lessons via remote instruction, ~~the district will maintain a supply of hotspots and~~ all students in grades 1-12 will be provided a Chromebook.

During days of remote instruction, teachers will take attendance and monitor student participation Infinite Campus. For situations that are out of the control of the student, days of remote instruction will be treated with the same exceptions as an excused absence in regard to work assigned.

The superintendent or their designee will develop administrative regulations or a plan for implementing this policy.

Adopted October 26, 1981

Revised to conform with practice: date of manual adoption;

Revised 1989; September 18, 2017; July 17, 2020; TBD

LEGAL REFS.: C.R.S. 22-1-112 (*school year and national holidays*)
C.R.S. 22-32-109 (1)(n) (*Board's duty to determine number of instructional/contact hours/days*)
C.R.S. 22-33-101 *et seq.* (*school attendance law*)

1 CCR 301-39, Rules 2254-R-2.06 (*Board may reduce teacher-pupil instructional/contact time; closings deemed by Board necessary for health, safety or welfare of pupils*)

CROSS REFS.: IC/ICA, School Year/School Calendar/Instruction Time
JLIB, Student Dismissal Precautions

CONTRACT REF.: ACP Agreement, Article 12–Salaries, Section G–Snow Days and Section K–
Report-in Pay

School Closings and Cancellations

The following procedures will be adhered to when weather conditions deteriorate to the extent that it becomes necessary to temporarily close school or suspend ~~the~~ operation of buses.

Monitoring of Weather Conditions

At the beginning of each school year, the transportation ~~director supervisor~~ will develop a list of ~~designated rural~~ contact persons. These individuals may be ~~consulted to provide information regarding local weather and road conditions to assist in decision-making used to advise district staff regarding the severity of weather and road conditions.~~

~~Other sources of information will include bus drivers, radio broadcasts, law enforcement agencies, and county and state highway departments.~~

Responsibility

The superintendent or designee will be responsible for making decisions regarding the temporary closing of schools, cancellation of school activities, suspension of bus routes, ~~modification and/or alteration of bus schedules,~~ and ~~adjustments to school starting and ending times.~~

The transportation ~~director supervisor~~ will be responsible for advising the superintendent and assist in the collection of information. ~~In situations requiring immediate action, and if the Superintendent or designee cannot be reached, the transportation director is authorized to suspend one or more bus routes. The transportation supervisor may suspend the operation of a bus route or routes if an immediate decision is necessary and the superintendent cannot be reached.~~

School Closings

When weather and road conditions deteriorate ~~prior to the start of the school day before the school day begins,~~ the superintendent or designee will ~~determine whether to close schools, notify local radio stations and key personnel including principals and the BOCES director. Staff and families will be notified of the decision as soon as possible, with a determination made no later than 6:15 a.m.~~

~~Staff members and other citizens are encouraged to monitor radios if they are in doubt about schools being open.~~

~~A decision will be made no later than 6:15 a.m.~~

Early Dismissals

Occasionally it will be necessary to dismiss school earlier than normal or ~~release students transported by bus ahead of schedule to dismiss certain transported students.~~ Once the decision is made, dismissal times ~~will be and anticipated bus arrival times will be communicated promptly to staff and families set to coincide with the anticipated arrival of buses.~~

~~The building principals, BOCES director, Head Start director and local radio stations will be notified as soon as possible.~~

Instructional staff, **paraprofessionals** ~~teacher assistants~~, and food service personnel may be dismissed ~~15 minutes~~ after students depart, unless otherwise directed by the superintendent or designee. **Other staff may be dismissed at the discretion of the building principal or immediate supervisor, depending on conditions.** ~~Depending on the severity of conditions, all other staff may be dismissed at the discretion of the building principal or immediate supervisor.~~

Athletic Practices and Games

Middle School

All middle school practices and games will be cancelled when schools are closed.

High School

All practices and games for ninth and tenth grade teams will be cancelled when schools are closed.

Decisions regarding **varsity and junior varsity practices and games** ~~the cancellation of practice and games of varsity and junior varsity teams will be made by~~ rest with the principal or designee. **Transportation decisions for all activities will be made by the transportation director.** ~~Decisions regarding transportation to and from all games will rest with the transportation director supervisor. B~~The bus drivers **are** is responsible for safe transportation of students and will have the authority to make decisions regarding the return trips. ~~B~~The bus drivers will check weather conditions at the destination prior to departing.

On days when school is closed, or during weekends and vacation periods with questionable weather, the status of games and activities will be communicated electronically. ~~The status of games on days when schools have been closed or on weekends and vacation days when marginal weather conditions exist will be announced over local radio stations.~~

Special Events

Decisions regarding the cancellation of evening events, such as performances and concerts, will be made by the respective building principals and communicated electronically. ~~Decisions regarding the cancellation of special events held in the evening such as plays and concerts will rest with the respective building principals and will be announced over local radio stations.~~

Approved June 23, 1980

Revised October 26, 1981; 1989; January 1996; TBD

Civil Disturbances

Phase 1

All principals will be aware of the following and ensure that adequate security (law enforcement police protection, if necessary) is available:

- Athletic events
- Major school social activities
- Community or college activities
- Racial tension
- Influx of outside agitators
- Circulation of inflammatory literature among students

Student council officers are requested to inform the principal of any increase in tension among the students.

Phase 2

The principal will:

- Determine that there is a threat to the staff and the students.
- Notify the superintendent of the tension building up and advise him/her of the situation if time permits.
- Notify law enforcement the authorities immediately if the situation is critical.

If the situation warrants, the following actions may be considered:

- Arrange for relocation or cancellation of the event
- Request government officials to establish a curfew
- Request assistance from law enforcement the city police, the sheriff's office or the Colorado National Guard, as necessary through the District Support Center school administration office

Phase 3

School principals will work with the superintendent to see that the following are accomplished:

- Restoration of facilities
- Resumption of classes
- Assistance to the community for restoration of damaged areas

Approved June 23, 1980

Revised January 1996; April 1999; TBD

Security/Access to Buildings

Security for District buildings and **properties**, grounds (during regular school hours as well as non-school hours,) contributes to the well-being and safety of students and staff as well as to that of the sites themselves. For safety and security purposes, access to school buildings, whether by students, staff members or visitors, **will shall** be limited as deemed appropriate for each **location school building**.

Each school building **will shall** be inspected annually to address removal of hazards and vandalism and any other barriers to safety and supervision.

Visitors **will shall** be required to check in to show proper identification and reason for being at the school.

Alarm systems and other devices designed to protect buildings against illegal entry and vandalism **will may** be installed where appropriate.

Approved August 1999

Revised August 2001; September 18, 2017; TBD

LEGAL REF.: C.R.S. 18-9-112 (definition of loitering)
C.R.S. 18-9-117 (unlawful conduct on public property)
C.R.S. 22-32-109.1(5) (Board must adopt safety and security policy)

CROSS REF.: KI, Visitors to School

Use of Video and Audio Monitoring

Placement and Notification

1. Video surveillance equipment ~~is may~~ be installed in and around schools, ~~D~~istrict buildings, and school transportation vehicles where there is a legitimate need for video surveillance, as approved by the superintendent or designee.
2. Equipment will not be used or installed in areas where the public, students, and/or staff have a reasonable expectation of privacy, such as locker rooms and restrooms.
3. Video recording equipment may be in operation 24 hours per day on a year round basis at any and all times, whether or not school is in session and whether or not the facilities or buildings are in use.
4. Video surveillance equipment ~~will shall not~~ be located in ~~areas approved by the superintendent and building administrators an administrative office or in the school's or district's central security office.~~
5. Video monitors ~~will shall~~ not be located in an area that enables public viewing.
6. Conduct and comments in publicly accessible places on ~~D~~istrict property (e.g. school hallways, buses, athletic facilities, etc.) may be recorded by video and audio devices.
7. The ~~D~~istrict ~~will shall~~ notify students, staff, and the public that video surveillance systems are present. Such notification will be included in staff and student handbooks and signs will be prominently displayed in appropriate locations throughout the ~~D~~istrict.
8. Specific notification will not be provided when a recording device has been installed or is being utilized in a school vehicle or building.

Use

1. The use of video surveillance equipment on school grounds shall be supervised and controlled by the building principal or designee. The use of video surveillance equipment on school vehicles shall be supervised and controlled by the transportation ~~director supervisor~~. The use of video surveillance equipment at sites other than schools or school vehicles will be supervised and controlled by the superintendent or designee.
2. Staff and students are prohibited from unauthorized use, tampering with or otherwise interfering with video recordings and/or video camera equipment. Violations will be subject to appropriate disciplinary action. Disciplinary action ~~will shall~~ be consistent with applicable Board policies and regulations and may include, but not be limited to, written reprimand, suspension, demotion, or dismissal for staff and suspension and/or expulsion for students, depending upon the nature and severity of the situation.

3. The superintendent or designee will review the use and operations of the video surveillance system with each school on a periodic basis.
4. Video recordings may be used as evidence that a student, staff member, or other person has engaged in behavior that violates state law, Board policies and/or school rules.

Storage/Security

1. The District will shall provide reasonable safeguards including, but not limited to, password protection, well-managed firewalls, and controlled physical access to protect the video surveillance system from hackers, unauthorized users, and unauthorized use.
2. Video recordings will be stored for a minimum of 30 school days after the initial recording. If the designated District administrator and/or designee know no reason for continued storage, such recordings will be erased.
3. Video recordings held for review will be maintained in their original form pending resolution of the incident. Recording media will then be released for erasure, copied for authorized law enforcement agencies or retained in accordance with applicable law and Board policy.
4. To ensure confidentiality, all video storage devices that are not in use will be stored securely in a locked receptacle located in a controlled access area. All storage devices that have been used will be numbered and dated. Access to the storage devices will be limited to authorized District personnel.
5. Video recordings held by the District as student education records and/or personnel records shall be maintained in accordance with applicable law and Board policy.

Viewing Requests

Requests for review of video recordings that are considered a student education record or personnel record will be as follows:

1. All viewing requests must be submitted in writing. Requests for viewing will be limited to those parents/guardians, students, staff, and/or District officials with a direct interest in the recording as authorized by the designated district administrator. Only the portion of the recording concerning the specific incident at issue will be made available for viewing.
2. Written requests for viewing may be made to the designated District administrator within 20 school days of the date of recording.
3. Approval or denial for viewing will be made within five (5) school days of receipt of the request and so communicated to the requesting individual.
4. Recordings will be made available for viewing within five (5) school days of the approval of the request.

5. Actual viewing will be permitted only at **D**istrict sites including a school building or **D**istrict administrative office, unless otherwise required by law.
6. All viewing will include the designated **D**istrict administrator or designee.
7. To the extent required by law, a written log will be maintained of those viewing video recordings including the date and location of viewing, reasons for viewing, date the recording was made, and the viewer's signature.
8. Recordings will remain the property of the **D**istrict and may be reproduced only in accordance with applicable law and Board policy.

Adopted September 18, 2017
Revised TBD

Student Transportation

The school District's transportation program is shall be designed to transport get students who live an unreasonable walking distance from school to and from school and back in an efficient, safe, and economical manner.

~~Oversight of the transportation system is appointed to the transportation department. All personnel involved in the transportation department report to the transportation director. The transportation department will provide the Board with regular reports regarding the program's conduct and operational efficiency. General responsibility for the transportation system is vested with the transportation department. All other people engaged in the transportation program are responsible to that administrator.~~

~~It shall be the duty of the transportation department to provide the Board with regular reports and information regarding the efficiency and conduct of the transportation program.~~

The District will shall maintain and operate its own fleet of buses and other types of vehicles as needed.

~~If the Board determines that unreimbursed transportation expenses are negatively impacting the instructional budget, the Board may elect to offset these costs by imposing a transportation fee in accordance with state law. In the event the Board determines that the unreimbursed expenses associated with providing student transportation are impacting the budget for instructional programs, the Board may explore opportunities to offset those costs through imposition of a transportation fee in accordance with state law.~~

~~Alternatively, the District may seek voter approval for a mill levy increase to fund excess transportation costs. If approved, these revenues will be deposited into the District's transportation fund. Alternatively, the district may submit to the voters the question of whether to impose a mill levy increase for the payment of excess transportation costs in accordance with state law. If the mill levy increase is approved, the revenues shall be deposited in the transportation fund.~~

The District will shall waive any transportation fee for any student eligible for reduced price or free lunches as determined by federal regulations.

Adopted June 23, 1980

Revised 1989; January 1996; April 2018; TBD

LEGAL REFS.: C.R.S. 22-32-110 (1)(a) (*hold real property in name of district*)
C.R.S. 22-32-113 (*transportation of pupils and imposition of fee for excess transportation costs*)
C.R.S. 22-32-114 (*transportation by parents of own children*)
C.R.S. 22-51-101 *et seq.* (*Public School Transportation Fund*)

CROSS REFS.: DEA, Fund from Local Tax Services

EEA subcodes (all relate to the district's transportation program)

EFC, Free and Reduced Price Food Services

JFBA, Intra-District Choice/Open Enrollment

JQ, Student Fees, Fines and Charges

LBD-R, Relations with District Charter Schools (Procedures for Establishment, Review, Renewal, Revocation and Closure) - Regulation

Bus Safety Program

Student safety is the District's top priority in all transportation operations. To maintain a safe environment, the District adheres to the following standards: ~~The safety and welfare of student riders shall be the first consideration in all matters pertaining to transportation. Safety precautions shall include the following:~~

1. Students ~~will~~ ~~shall~~ be instructed as to the proper procedure for boarding and exiting from a school bus and in proper and safe conduct while aboard.
2. Emergency evacuation drills ~~will~~ ~~shall~~ be conducted at least ~~twice~~ ~~two~~ times a year to acquaint student riders with procedures in emergency situations.
3. Passengers of any school bus used on mountainous terrain ~~will~~ ~~shall~~ not occupy the front row of seats and any seats located next to emergency doors unless the bus is equipped with ~~a~~ ~~braking~~ retarders ~~which supplement the bus brake system or the passengers are adequately restrained in a fixed position.~~
4. All vehicles used ~~for student transportation to transport students~~ ~~will~~ undergo regular safety inspections to ensure they meet or exceed all state and federal safety regulations ~~shall be inspected periodically to see that they meet safety regulations.~~

~~When~~ A bus driver ~~who~~ observes a vehicle ~~illegally~~ passing the school bus when the signal lights are activated, ~~the bus driver will~~ ~~shall~~ notify the transportation ~~director~~ ~~supervisor~~. ~~The bus driver will provide all legally required information, which the transportation director will then convey to the appropriate law enforcement agency.~~ ~~of the violation and provide him/her with the basic information required by law. The transportation supervisor shall convey this information to the appropriate law enforcement agency.~~

The school ~~D~~district ~~will~~ ~~shall~~ comply with all state laws and regulations pertaining to ~~school bus~~ the operation ~~of school buses and~~ ~~will ensure all bus drivers are fully informed of these requirements.~~ ~~shall make these requirements known to bus drivers. The District will also~~ ~~It also~~ shall cooperate with local safety officials in formulating and ~~implementing~~ ~~accomplishing~~ its school bus safety program.

Adopted June 23, 1980

Revised to conform with practice: date of manual adoption

Revised April 1989; August 2014; TBD

LEGAL REFS.: 1 CCR 301-26, Rules 4204-R-200 *et seq.*
C.R.S. 42-4-707 (certain vehicles must stop at railroad grade crossings)
C.R.S. 42-4-1901-1904

CROSS REF.: EEAE, Use of Wireless Communication Devices by School Transportation Vehicle Operators

School Transportation Vehicle Operator Requirements and Training

School transportation vehicle operators ~~will~~ shall conform to state laws and federal laws licensing and other requirements and ~~will~~ shall participate in required in-service training programs.

This ~~will~~ shall apply to all operators including those on regular ~~trips~~, and activity ~~trips~~, and/or other special trips.

Adopted June 23, 1980

Revised April 1989; January 1996; July 2014; TBD

LEGAL REFS.: C.R.S. 42-2-401 *et seq.* (*Commercial Driver's License Act*)
1 CCR 301-26, Rules 4204-R-200 *et seq.*

CROSS REF.: EEAEA*, Drug and Alcohol Testing for Bus Drivers

Note: Refer to the "Colorado Rules and Regulations Governing Operation of School Transportation Vehicles" for information concerning driver permits, physical standards, experience, training and other character requirements.

Drug and Alcohol Testing for Bus Drivers

In accordance with federal law and regulations, the District will shall be responsible for implementing a drug and alcohol testing program for school bus drivers. The purpose of the testing program is shall be to help prevent accidents and injuries resulting from the misuse of alcohol and controlled substances by bus drivers.

Prohibited Conduct

Bus Drivers are shall be prohibited from any alcohol misuse that could affect performance on the job including use on the job, use during the four hours before driving, having prohibited concentrations of alcohol in their systems while driving, and use during eight hours following an accident.

No bus driver will shall report for duty or remain on duty requiring the performance of safety-sensitive functions when the bus driver uses any controlled substances except when the use is pursuant to the instructions of a physician who has advised the bus driver that the substance does not adversely affect his or her ability to safely operate a motor vehicle.

Required Testing

Bus Drivers will shall be subject to pre-employment/pre-duty drug testing and to reasonable suspicion, random, post-accident, return-to-duty and follow-up alcohol and drug testing pursuant to procedures set out in the federal regulations. These procedures use an evidential breath testing device for alcohol testing. For controlled substances testing, urine specimen collection and testing by a laboratory certified by the U.S. Department of Health and Human Services is shall be required.

Pre-employment drug testing will shall be administered to an applicant offered a position in the District prior to the first time the bus driver performs any safety-sensitive function for the District.

Random alcohol testing will shall be limited to the time period surrounding the performance of safety-related functions which includes just before or just after the employee performs the safety-related function. Controlled substances testing may be performed at any time while the bus driver is at work.

An employee covered by the federal regulations may not refuse to take a required test.

Consequences if Testing Indicates Drug or Alcohol Misuse

If the testing confirms prohibited alcohol concentration levels or the presence of a controlled substance, the employee will shall be immediately removed immediately from safety-related functions in accordance with the federal regulations. Before a bus driver is reinstated, if at all, the bus driver will shall undergo an evaluation by a substance abuse professional, comply with any required rehabilitation, and undergo a return-to-duty test with verified test results.

A bus driver who is prohibited from performing safety-sensitive functions may be assigned to non-safety-sensitive functions until such time as the bus driver complies with the requirements for returning to duty.

The Board retains the authority consistent with state and federal law to discipline or discharge any employee who is dependent on alcohol ~~an alcoholic~~ or chemically dependent and whose current use of alcohol or drugs effects the employee's qualifications for and performance of his or her job.

The District is not required under federal law requiring drug and alcohol testing to provide rehabilitation, pay for substance abuse treatment, or to reinstate the employee. All employment decisions involving reinstatement, termination, or dismissal will ~~shall~~ be made in accordance with applicable District policies and negotiated agreements.

Record Retention

The District will ~~shall~~ maintain records in compliance with the federal regulations in a secure location with controlled access. With the bus driver's consent, the District may obtain any of the information concerning drug and alcohol testing from the bus driver's previous employer. A bus driver will ~~shall~~ be entitled, upon written request, to obtain copies of any records pertaining to the bus driver's use of alcohol or controlled substances including information pertaining to alcohol or drug tests.

Records will ~~shall~~ be made available to a subsequent employer upon receipt of a written request from a bus driver only as expressly authorized by the terms of the bus driver's request.

Other Provisions

The District will ~~shall~~ take steps to ensure that supervisors receive proper training to administer the drug and alcohol testing program and employees receive the notifications required by federal regulations.

Adopted December 11, 1995
Revised July 14, 2014; TBD

LEGAL REFS: 49 U.S.C. App. 2717 *et seq.* (Omnibus Transportation Employee Testing Act of 1991)
49 C.F.R. Part 40 (procedures for transportation workplace drug and alcohol testing programs)
49 C.F.R. Parts 382 (controlled substance and alcohol use and testing)
49 C.F.R. 391 (qualification of drivers)
C.R.S. ~~25-1.5-106~~(12)(b) (possession or use of medical marijuana in or on school grounds or in a school bus is prohibited)
C.R.S. 42-2-401 *et seq.* (Commercial Driver's License Act)

CROSS REFS: GBEC, Alcohol and Drug Free Workplace
EEAEA, School Transportation Vehicle Operator Requirements and Training
GDQD, Discipline, Suspension and Dismissal of Support Staff

Drug and Alcohol Testing for Bus Drivers

School bus drivers who operate a motor vehicle requiring a commercial driver's license are subject to a drug and alcohol testing program that fulfills the requirements of the federal regulations.

These District regulations reflect several requirements of the federal drug testing regulations but are not intended in any way to modify or limit the procedures for drug and alcohol testing specifically addressed in federal regulation. District personnel will adhere to the detailed provisions of federal regulation in administering the District's drug and alcohol program.

References to tests in these regulations include both drug and alcohol tests unless the context specifies otherwise. The terms drugs and controlled substances are interchangeable and have the same meaning and the terms refer to marijuana (THC), cocaine, opiates, phencyclidine (PCP), and amphetamines (including methamphetamines).

Pre-Employment Drug Tests

Drug tests will be administered before a driver performs any safety-sensitive functions for the District.

The tests will be required of an applicant only after the position has been offered. Employment with the District is conditional upon the applicant receiving a negative drug test result.

An employee may be exempt from the pre-employment drug test if the employee has participated in a drug testing program within 30 days prior to the application for employment and while participating in that program either was tested for drugs within the last six months (from the date of application) or participated in a random drug testing program in the previous 12 months, provided that the District has been able to make all verifications required by law.

Post-Accident Tests

Alcohol and controlled substance tests will be conducted as soon after an accident as practicable on any driver who:

1. Was performing safety-sensitive functions with respect to the vehicle if the accident involved loss of human life; or
2. Where any person involved in the accident required immediate medical attention away from the scene and the driver received a citation under state or local law for a moving traffic violation arising from the accident; or
3. Where the vehicle required towing from the scene and the driver received a citation for a moving violation.

No driver involved in an accident may use alcohol for eight hours after the accident or until after undergoing a post-accident alcohol test, whichever occurs first.

If an alcohol test is not administered within two hours or if a drug test is not administered within 32 hours after the accident, the District will prepare and maintain records explaining why the test was not conducted.

Tests conducted by authorized federal, state, or local officials will fulfill post-accident testing requirements provided they conform to applicable legal requirements and are obtained by the District. Breath tests will validate only the alcohol test and cannot be used to fulfill controlled substance testing obligations.

Before any driver operates a commercial motor vehicle, the District will provide post-accident procedures that will make it possible to comply with post-accident testing requirements.

Random Tests

Tests will be conducted on a random basis at unannounced times throughout the year. Random tests for alcohol will be conducted just before, during, or just after the performance of safety-sensitive functions. Random tests for drugs do not have to be conducted in immediate time proximity to performing safety sensitive functions. Once notified of selection for drug testing, a driver must proceed to a collection site to provide a urine specimen.

Drivers will be selected by a scientifically valid random process, and each driver will have an equal chance of being tested each time selections are made. The number of bus drivers selected for random testing will be in accordance with federal regulations.

Reasonable Suspicion Tests

Tests must be conducted when a properly trained supervisor or District official has reasonable suspicion that the driver has violated the District's alcohol or drug prohibitions. This reasonable suspicion must be based on specific, contemporaneous, articulable observations concerning the driver's appearance, behavior, speech, or body odors. The observations may include indications of chronic and withdrawal effects of controlled substances.

Alcohol tests will be authorized for reasonable suspicion only if the required observations are made during, just before, or just after the period of the workday when the driver must comply with alcohol prohibitions. If an alcohol test is not administered within two hours of a determination of reasonable suspicion, the District will prepare and maintain a record explaining why this was not done. Attempts to conduct alcohol tests will terminate after eight hours.

An alcohol test may not be conducted by the person who determines that reasonable suspicion exists to conduct such a test.

A supervisor or District official who makes a finding of reasonable suspicion also must make a written record of his/her observations leading to a reasonable suspicion drug test within 24 hours of the observed behavior or before the results of the drug test are released, whichever is earlier.

Return-to-Duty Tests

A drug or alcohol test will be conducted when a driver who has violated the District's drug or alcohol prohibition returns to performing safety sensitive duties.

Employees whose conduct involved misuse of drugs may not return to duty in a safety-sensitive function until the return-to-duty drug test produces a verified negative result.

Employees whose conduct involved alcohol may not return to duty in a safety sensitive function until the return-to-duty alcohol test produces a verified result that meets federal and District standards.

Follow-Up Tests

A driver who violates the District's drug or alcohol prohibition and is subsequently identified by a substance abuse professional as needing assistance in resolving a drug or alcohol problem will be subject to unannounced follow-up testing as directed by the substance abuse professional in accordance with law. Follow-up alcohol testing will be conducted just before, during, or just after the time when the driver is performing safety-sensitive functions.

Records

Employee drug and alcohol test results and records will be maintained under strict confidentiality and released only in accordance with law. Upon written request, a driver will receive copies of any records pertaining to the driver's use of drugs or alcohol, including any records pertaining to personal drug or alcohol tests. Records will be made available to a subsequent employer or other identified persons only as expressly requested in writing by the driver.

Notifications

Each driver will receive educational materials that explain the requirements of the Code of Federal Regulations, Title 49, Part 382, together with a copy of the District's policy and regulations for meeting these requirements. Representatives of employee organizations will be notified of the availability of this information. The information will identify:

1. The person designated by the District to answer driver questions about the materials.
2. Categories of drivers who are subject to the drug and alcohol testing requirements.
3. Sufficient information about the safety-sensitive functions performed by drivers to make clear for what period of the workday driver compliance is required.
4. Specific information concerning driver conduct that is prohibited.
5. Circumstances under which a driver will be tested for drugs and/or alcohol.
6. Procedures that will be used to test for the presence of drugs and alcohol, protect the driver and the integrity of the testing processes, safeguard the validity of test results, and insure that test results are attributed to the correct driver.
7. The requirement that a driver submit to drug and alcohol tests administered in accordance with federal regulations.
8. An explanation of what constitutes a refusal to submit to a drug or alcohol test and the attendant consequences.
9. Consequences for drivers found to have violated the drug and alcohol prohibitions including the requirement that the driver be removed immediately from safety-sensitive functions and the procedures for referral, evaluation and treatment.
10. Consequences for drivers found to have an alcohol concentration of 0.02 or greater but less than 0.04.

11. Information concerning the effects of drugs and alcohol on an individual's health, work and personal life, external and internal signs and symptoms of a drug or alcohol problem, and available methods of intervening when a drug or alcohol problem is suspected including confrontation, referral to an employee assistance program and/or referral to administrative officials.

Each driver must sign a statement certifying receipt of a copy of the above materials.

The District will inform drivers before drug and alcohol tests are performed.

The District will notify a driver of the results of a pre-employment drug test if the driver requests such results within 60 calendar days of being notified of the disposition of the employment application.

The District will notify a driver of the results of random, reasonable suspicion, and post-accident drug tests if the test results are verified positive. The District also will tell the driver which controlled substances were verified as positive.

Drivers will inform their supervisors if at any time they are using a controlled substance which their physician has prescribed for therapeutic purposes. Such a substance may be used only if the physician has advised the driver that it will not adversely affect the ability to safely operate a commercial motor vehicle.

Enforcement

Any driver who refuses to submit to post-accident, random, reasonable suspicion, or follow-up tests will not be allowed to perform or continue to perform safety-sensitive functions.

A driver who in any other way violates District prohibitions related to drugs and alcohol will receive from the District the names, addresses and telephone numbers of substance abuse professionals and counseling and treatment programs available to evaluate and resolve drug and alcohol-related problems. The employee will be evaluated by a substance abuse professional who will determine what help, if any, the driver needs in resolving such a problem.

Any substance abuse professional who determines that a driver needs assistance will not refer the driver to a private practice, person, or organization in which the professional has a financial interest except under circumstances allowed by law.

Before the driver is returned to safety-sensitive duties, if at all, the District must ensure that the employee:

1. Has been evaluated by a substance abuse professional.
2. Has complied with any recommended treatment.
3. Has taken a return-to-duty drug and alcohol test with a result indicating an alcohol concentration level of less than 0.02.

4. Is subject to unannounced follow-up drug and alcohol tests. The number and frequency of such follow-up testing will be as directed by the substance abuse professional and consist of at least six tests in the first 12 months following the driver's return to duty.

Adopted July 14, 2014
Revised TBD

Bus Purchasing and Maintenance

Replacement and Purchase

Specifications for the purchase of new or replacement buses ~~will~~ shall conform with the standards established by the Colorado Department of Education and the Colorado Department of Revenue Division of Motor Vehicles.

~~The District will maintain a school bus replacement schedule based on vehicle age, mileage, and overall mechanical condition. To ensure a safe fleet, the District aims to purchase a minimum of two buses annually. The Board reserves the right to waive or adjust this replacement schedule in response to budgetary constraints or other fiscal priorities. In the event of a total loss due to an accident, or upon other sufficient justification regarding student safety or operational efficiency, the Board may authorize the immediate replacement of vehicles as needed. Buses shall be replaced on schedule on the basis of mileage and/or age. At least two buses should be purchased annually. In the event of serious accident or other sufficient justification, buses shall be replaced as needed by action of the Board of Education.~~

~~All vehicle purchases will be made through a competitive bidding process. The District may solicit separate bids for the chassis and body or combined bids for integrated chassis-body units. Surplus or retired units will be disposed of through trade-in, public auction, or direct sale. The District will select the disposal method that provides the greatest financial advantage or is in the best fiscal interest of the District. Purchases shall be made on the basis of competitive bids with separate bids for chassis and body or bids on chassis-body units. Old units shall be disposed of either by trade on chassis or body or both or by direct sale, whichever method provides the best financial procedure for the district.~~

Maintenance

~~All District-owned buses will be maintained in safe and optimal operating condition. Maintenance responsibilities include both the chassis and the body. Whenever possible, repairs and routine maintenance shall be performed by District mechanics. However, the District may contract with external vendors for specialized services when it is determined to be more cost-effective or when the complexity of the work exceeds in-house capabilities. Buses shall be maintained in a safe and satisfactory operating condition by school mechanics. This shall include body and chassis. Mechanics shall do all work, unless it clearly is evident that the work can be contracted for more profitably.~~

Adopted February 9, 1987
Revised April 1989; TBD

CROSS REF.: ~~DN, School Properties Disposition~~

Use of Wireless Communication Devices by School Transportation Vehicle Operators

The Board recognizes that wireless communication is essential for student safety, emergency response, and efficient coordination. However, the primary responsibility of every vehicle operator is the safe operation of the vehicle. To minimize distractions and ensure the safety of students and the public, the following restrictions apply to all District transportation staff. While the Board of Education believes the use of wireless communication devices by district transportation vehicle operators is important to provide instant communication regarding emergencies as well as to convey other important information, vehicle operators shall be subject to the following restrictions to ensure safe use:

For the purposes of this policy, wireless communication device is defined as any electronic device intended to facilitate communication or data transfer. This includes, but is not limited to:

- Cellular phones and smartwatches;
- Two-way radios and walkie-talkies;
- Portable computers, tablets, and Chromebooks;
- Headphones, earbuds, or other audio-listening devices.

For purposes of this policy, wireless communication device is defined as any device intended to facilitate communication, including but not limited to cell phones, two-way radios, walkie talkies, palm pilots, beepers, pagers, etc.

Vehicle operators are prohibited from using personally owned wireless communication devices for any purpose while the vehicle is in motion or while passengers are boarding or exiting the vehicle. Vehicle operators shall not place or receive communications on any personally owned wireless communication device while passengers are loading or unloading from the school transportation vehicle or while the vehicle is in motion.

The use of District-owned communication devices is permitted to facilitate necessary communication between operators and dispatchers for the safe and timely transport of students. To the extent possible, operators should avoid using these devices while the vehicle is in motion. Under usual circumstances, the use of district owned wireless communication devices shall be allowed when used to assist a vehicle operator and/or dispatcher in the necessary communications periodically needed to safely deliver children home to school, school to school, school to home and on activity trips. Use of such devices while the vehicle is in motion shall be limited whenever possible.

Vehicle operators **must not**, shall under no circumstances, place or receive communications unrelated to District business while on duty.

Any violation of this policy may subject the vehicle operator to disciplinary action, **up to and including termination of employment.**

Adopted August 2014
Revised TBD

LEGAL REFS.: C.R.S. 42-4-239 (*using a wireless telephone for text messaging while driving is prohibited*)

1 CCR 301-26, Rule 4204-R-232.00

CROSS REFS.: EDB, Maintenance and Control of Materials and Equipment

EEAE, Bus Safety Program

Extracurricular Activity Buses/Field Trips/Special Events Transportation

The transportation ~~supervisor~~ **director is** ~~supervisor~~ will be responsible for approving and scheduling the use of school district transportation equipment for school budgeted activities or special activities within the school district.

Those activities involving students and sponsors will be charged the rate per mile established according to existing cost plus the driver's salary. Existing cost per mile will include maintenance, gas, and oil.

All requests must be submitted in writing two calendar weeks prior to the date of use.

Approved June 23, 1980

Revised 1989

Revised to conform with practice: date of manual adoption

Revised TBD

Use of School Vehicles by Community Groups

The general philosophy of the Board of Education is that school vehicles purchased by the school district are to be used primarily for school purposes and that taxpayers are shall not be expected to subsidize the expense of providing school vehicles or personnel not necessary for school district purposes. Nevertheless, it is the policy of the Board of Education to make available for use by appropriate community groups school vehicles to the extent that such use does not impinge upon or impair use for school district purposes.

Among community groups that qualify for the use of school vehicles are those composed of citizens 65 years of age and older. Such groups will shall be given special consideration as required by the statute relating to community use of school vehicles. As permitted by law, all groups will shall be expected to pay the actual costs involved in the use of school vehicles.

Non-school use of school vehicles will shall not be intermingled with student transportation, nor will shall it interfere with:

1. Student transportation to, from, or between schools.
2. Student transportation for school activities and functions.
3. Emergency transportation for students.
4. Time required for maintenance and service of vehicles.
5. Provision of standby vehicles for school purposes.

Regulations for community use of school vehicles will shall be developed by the administration and approved by the Board.

Adopted July 14, 2014

Revised TBD

LEGAL REFS.: C.R.S. 22-32-128 (*use of school vehicles by residents of district*)

Use of School Vehicles by Community Groups

The transportation director or designee ~~will shall~~ determine the hours and days when school vehicles may be used by non-school community groups. This information will be made available to community groups through the office of the superintendent of schools.

The transportation director or designee ~~will shall~~ be responsible for approving and scheduling in the time available the use of school vehicles by community groups. In approving and scheduling such use, ~~such official will apply~~ the following criteria ~~will apply~~:

1. No use by groups of less than five will be approved.
2. Insurance coverage must:
 - a. be provided by the users
 - b. be in effect during the time of any such use, with coverage similar to and limits not less than the insurance coverage which is in effect while the school vehicle is being used for transportation of students
3. No use will be approved which involves travel over roads or distances which are unduly wearing or damaging to the vehicle or for which the vehicle is inappropriate.
4. Use will not be approved if the fuel consumption involved adversely affects the fuel availability for school ~~D~~district purposes.
5. ~~The District reserves the right to cancel any approved vehicle use at its sole due to adverse road or weather conditions that may pose a risk to passengers, drivers, or equipment; emergency school needs or unexpected mechanical issues; or any other condition deemed hazardous. Any approval of use will be subject to cancellation in the event of adverse road, weather or other conditions which could reasonably present a danger to passengers, drivers, or vehicles, or in the event of unexpected or emergency school needs.~~
6. ~~Approval for vehicle use is contingent upon the designation of a specific group leader or coordinator who formally agree to serve as the primary point of contact for the District; supervise the group's conduct; and assumes the responsibility for the collection and timely remittance of all required reimbursements or fees to the District. Use will not be approved unless some individual identifies himself/herself as coordinator or leader of the group and agrees to assume the responsibility for collection and remittance to the district of the required reimbursement.~~
7. ~~To be considered for approval, any group requesting the use of District transportation must submit a written request to the transportation department at least ten (10) business days prior to the date of use. All requests must include the following information:~~
 - ~~The total number of passengers;~~
 - ~~The specific dates and hours of the requested use;~~
 - ~~Precise pickup and delivery locations;~~

- Any additional information required by the transportation director or their designee.

Every request must be accompanied by a deposit. The deposit amount will be an estimate of the total reimbursement cost, as determined by the superintendent or designee. Following the completion of the trip, the District will determine the exact cost of the transportation services provided. If the final cost exceeds the initial deposit, the requesting group must pay the remaining balance to the District. If the final cost is less than the deposit, the District will issue a refund for the difference to the group.

~~Use will be approved only where the group requesting such use submits a written request ten (10) [insert desired number of days] days prior to the use, designating the number of riders, the dates and hours of use, the pickup and delivery points, and such other information as the transportation director or designee deems appropriate. Each such request must be accompanied by a deposit in the approximate amount of the reimbursement which will be required as determined by the business officer or designee. Upon final determination of reimbursement required, the deposit will be supplemented by the users or a refund made by the district as is appropriate.~~

8. Use will not be approved if it is for partisan political activity, activity promoting, or opposing any sectarian views, activity which is potentially disruptive or dangerous, activity which if uniformly extended would result in uses which would impinge upon school use, or activities of a similar nature which are inappropriate for school District participation.
9. Special consideration will be given to groups comprised primarily of persons 65 years of age or older.
10. Use will be approved only where the vehicle and service available are appropriate to the physical condition of the users.
11. Use will be approved only where the group requesting such use is open to all persons who may be reasonably and appropriately included in the group.

All such use will be subject to the availability of appropriate vehicles and District personnel. The transportation director or designee may impose such requirements as are deemed necessary relative to supervisory personnel accompanying any group utilizing school vehicles. School vehicles may only be driven by school vehicle operators in compliance with policy EEAEA.

Any group availing itself of use pursuant to these regulations ~~will shall~~ agree to and ~~will shall~~ reimburse the school District for all of the expenses for operation of such school vehicles as determined by the school District business official. Such expenses in addition to any others approved by the business official will, upon approval of the business official, include the following:

1. The actual cost of salaries of vehicle operators and other personnel involved in providing or facilitating the transportation by the non-school group.
2. The actual pro rata cost to the District, if any, of the insurance required to be provided.
3. The actual cost of fuel and oil consumed.

4. A reasonable pro rata assessment to cover maintenance.
5. A reasonable assessment to cover a pro rata share of depreciation.
6. A reasonable assessment to cover a pro rata share of driver preparation and training cost.
7. All costs resulting from vandalism occurring during the use.

Incidental costs such as but not limited to alternative transportation in the event of a breakdown, feeding and housing of users, and similar costs will be the responsibility of the group using the school vehicle.

Adopted July 14, 2014
Revised TBD

Student Transportation in Private Vehicles

A staff member may transport a student or group of students in his own car for school-related purposes only if he has standing authorization to do so or with special permission covering the specific trip.

Standing authorization ~~may~~ shall be granted by the Board of Education to school administrators, school nurses, and other student services personnel designated by the superintendent.

Special permission for providing student transportation may be granted in exceptional cases by the principal to other professional staff members such as coaches, music teachers, and activity sponsors. Exceptional cases ~~may~~ shall be determined by review of the number of students traveling, relative costs, safety factors, distance, etc.

Personnel with standing authorization or with special permission to use their own cars for transporting students must carry liability insurance coverage in compliance with state law. A record of such coverage ~~will~~ shall be placed on file with the appropriate administrative official.

Approved January 1996
Revised TBD

LEGAL REFS.: C.R.S. 22-32-113 (4)
C.R.S. 42-7-101 *et seq.* (Motor Vehicle Financial Responsibility Act)

CROSS REFS.: EEBB, Use of Private Vehicles of School Business

School Nutrition Program

The District will operate a school nutrition program which ~~will shall~~ be under the overall supervision of the District's director of nutrition services.

The director of nutrition services ~~will shall~~ cooperate with each school principal in matters essential to the proper functioning of each school's nutrition program. The responsibility for control of students using the school cafeteria ~~will shall~~ rest with the building principal.

Nutrition services shall provide lunches and breakfasts, through participation in the National School Lunch Program and School Breakfast Program.

The Board ~~will shall~~ approve the prices set for meals and the price of beverages **if applicable**.

Adopted June 23, 1980

Revised January 1996; July 17, 2017; May 4, 2020; TBD

LEGAL REFS.: 42 U.S.C. 1751 *et seq.* (National School Lunch Act)
7 C.F.R. Part 210 (National School Lunch Act regulations)
7 C.F.R. Part 220 (School Breakfast Program regulations)
C.R.S. 22-32-120 (food services)
C.R.S. 22-32-134.5 (healthy beverage requirement)
C.R.S. 22-32-136.3 (trans fat ban)
C.R.S. 22-82.7-101 *et seq.* (Start Smart Nutrition Program provides funding to eliminate amount students who qualify for reduced priced meals pay in school breakfast program)
C.R.S. 22-82.9-101 *et seq.* (Child Nutrition School Lunch Protection Program provides funding to eliminate amount students in preschool through twelfth grade pay for school lunch program, if they qualify for reduced price meals)
1 CCR 301-3 (State Board of Education – competitive food services rules)
1 CCR 301-79 (State Board of Education – healthy beverages rules)

CROSS REFS.: EFC, Free and Reduced-Price Food Services
EFEA*, Nutritious Food Choices

School Meal Payments

The District is committed to ensuring that all students receive the nutrition they need to engage in active learning during the school day. In accordance with applicable federal guidance from the United States Department of Agriculture (USDA), this policy is intended to serve the purposes of meeting student needs, minimizing the identification of students with insufficient funds to pay for school meals and maintaining the fiscal integrity of the District's school food service account.

Colorado provides free breakfast and lunch to all Kindergarten through 12th grade students through the Healthy School Meals for All (HSMA) program. This was established by voters in 2022. The HSMA program ensures better nutrition, less family stress, and better focus for students by providing students with a standard meal, with *a la carte* and additional (seconds) entrees still costing money.

In the event the HSMA ends or is repealed, the following applies.

Student Meal Accounts and Meal Charges

Student meal accounts ~~will shall~~ be established by the District.

Parents will be encouraged to pre-pay for students paying full or reduced price for meals. The District ~~will shall~~ ensure that parents have access to at least one no-cost method of paying for meal services, such as the ability to pay in person. At the time funds are distributed into student accounts, parents will be permitted to limit the amount of funds that a student may use daily, including for *à la carte* purchases.

Students will be permitted to pay for meals and/or add funds to student accounts on the day of service.

If a student has money to purchase a full or reduced price meal at the time of the meal service, the student must be provided a meal. The student's money ~~will may~~ not be used to repay previously unpaid charges if the student intended to use the money to purchase that day's meal.

A meal account balance remains with the student until the student is no longer enrolled in the District. Students with unused credit in their accounts at the point of disenrollment or graduation will receive a refund in the amount of the credit. ~~This credit can also be transferred to a family member enrolled at or employed by the District.~~

Students paying full or reduced price for meals and who do not have money in their account or in hand to cover the cost of a meal at the time of service will be permitted to charge a meal. However, these students will be denied permission to charge *à la carte* or "extra" items, such as a second milk or additional entrée.

All students, regardless of payment status, will be charged for *a' la carte* or "extra" items, such as a second milk or additional entrée.

Each school year, elementary students will be permitted to charge a maximum of five (5) meals, middle school students will be permitted to charge a maximum of two (2) meals and high school students will be permitted to charge a maximum of two (2) meals. Students at the meal charge maximum will be provided a complimentary replacement meal. Students will be limited to five (5) complimentary replacement meals per school year.

Notification of Low or Negative Balances

Notification of a low balance and negative balances on a student account will be provided privately by payment notices sent directly to the parent's email address, telephone calls through the automated dialer system, and/or **by electronic means** ~~automated text messages~~.

When notified of a low balance on a student account, parents will be reminded of this policy and the process for submitting applications for free or reduced price meal benefits. Parents will also be notified that any school meal debt accrued prior to the **D**istrict's determination that the student is eligible for free or reduced lunch remains the parent's responsibility.

Collection of Meal Charge Debt

In collecting debt, the **D**istrict **will shall** ensure that collection efforts do not have a negative impact on the students involved and instead focus on the adult(s) in the household responsible for providing funds for student meal purchases.

For students with delinquent meal charges, the following process will be used to collect debt. The notification continues to the parent through the automated dialer system, monthly statements showing a balance owing are mailed to the parent at the address on file, and a monthly statement is emailed to the parent.

Collection efforts from one school year may continue into the following school year, including when students transfer to a school outside of the **D**istrict.

Annual Notice

The **D**istrict **will shall** notify students and their parents about this policy at the beginning of each school year. Notification shall also be provided to those students who transfer into the **D**istrict during the school year. Information about this policy will also be included in student handbooks, student enrollment or registration packets, and/or back-to-school packets, and posted on **D**istrict and school websites.

This policy will also be communicated to school and **D**istrict-level staff responsible for this policy's enforcement, such as school food service staff responsible for collecting payment for meals at the point of service, staff involved in notifying families of low or negative balances, and staff involved in enforcing any other aspects of this policy.

Adopted July 17, 2017
Revised TBD

LEGAL REF.: USDA Guidance SP 46-2016 (*requires written policy regarding unpaid meal charges*)

Free and Reduced-Price Food Services

The District ~~will~~ ~~shall~~ take part as feasible in the National School Lunch and other food programs which may become available to ensure that all students in the District receive proper nourishment.

The administration ~~will~~ ~~shall~~ establish regulations regarding participation in programs for free and reduced price meals and supplementary food in accordance with applicable state and federal law.

Adopted July 17, 2017

Revised May 4, 2020; TBD

LEGAL REFS.: 42 U.S.C. 1751 *et seq.* (National School Lunch Act)
7 C.F.R. 245.5 (must inform families of the availability of reimbursable school meals and provide information about applying for free or reduced price meals)
C.R.S. 22-32-120 (food services)
C.R.S. 22-82.7-101 *et seq.* (Start Smart Nutrition Program provides funding to eliminate amount students who qualify for reduced price meals pay in school breakfast program)
C.R.S. 22-82.9-101 *et seq.* (Child Nutrition School Lunch Protection Program provides funding to eliminate the amount students in preschool through twelfth grade pay for school lunch program, if they qualify for reduced price meals)

CROSS REF.: EF, School Nutrition Program

Nutritious Food Choices

At every possible eating occasion, students will have opportunities to practice what they are taught in nutrition education and choose nutritious snacks that are low in fat, sodium, and added sugars.

Schools are encouraged to take steps to ensure:

- nutritious foods are always available as an affordable option whenever food is served or sold;
- students have limited opportunities to eat snacks high in fat, sodium, or added sugars; and
- competition with nutritious meals served by the school food service program is minimized.

The emphasis on healthy choices applies to:

- a la carte items (separate food choices) offered by the food service program;
- "competitive foods" which are snacks and beverages sold from vending machines, school stores, and fund-raising activities that compete with the food service program; and
- refreshments that are available at school parties, celebrations, and meetings.

Each beverage offered for sale to students from any source, including the school cafeteria, vending machines, school stores, and fund-raising activities conducted on school grounds, ~~will~~ shall satisfy the minimum nutritional standards for beverages adopted by the State Board of Education.

These standards ~~will~~ shall apply to beverages sold on campus during the regular school day and extended school day, including but not limited to extracurricular activities such as clubs, year book, band, student government, and drama as well as childcare programs.

These standards ~~will~~ shall not apply to the sale of beverages at school-related events where parents and other adults are invited attendees. Such activities include but are not limited to interscholastic sporting events, school plays, and band concerts.

Adopted July 13, 2009
Revised July 17, 2017; TBD

LEGAL REFS.: C.R.S. 22-32-134.5 (*healthy beverage requirement*)
1 CCR 301-79 (*State Board of Education – healthy beverages rules*)
C.R.S. 22-32-136.3 (trans fat ban)

Copyright Compliance

It is the intent of the Board to adhere to the provisions of current copyright laws and Congressional guidelines.

The Board recognizes that unlawful copying and use of copyrighted materials contributes to higher costs for materials, lessens the incentive for development of quality educational materials, and fosters an attitude of disrespect for law which is in conflict with the educational goals of this school District.

The Board prohibits the District's employees from copying materials not specifically allowed by the copyright law, "fair use" guidelines, licenses or contractual agreements, or other permission. All other copying will shall require the written permission of the District's copyright officer.

The Board disapproves of unauthorized duplication in any form. Employees who willfully disregard this policy are in violation of Board policy and do so at their own risk and assume all liability.

The Board requires that appropriate copyright notices be placed on or near all equipment capable of duplicating copyrighted materials and that appropriate records regarding the use of copyrighted materials be kept by school District employees.

Though there continues to be controversy regarding interpretation of copyright laws, this policy represents a sincere effort to operate legally. Copies of this policy and accompanying regulations will shall be included in all staff handbooks.

Adopted June 1991

Revised to conform with practice: date of manual adoption

Revised TBD

LEGAL REF.: 17 U.S.C. §101 *et seq.*

Agreement on Guidelines for Classroom Copying in Not-for-Profit Educational Institutions, 3/19/76, printed as H.R. Rep. No 1476, 94th Cong., 2d Sess. 81 (1976)

Copyright Compliance (Computer Software)

The Board recognizes that computer software piracy is a major problem for the software industry and that violations of computer copyright laws contribute to higher costs and greater efforts to prevent copies and/or lessen incentives for the development of good educational software. All of these results are detrimental to the development of effective educational uses of computers. Therefore, in an effort to discourage violation of copyright laws and to prevent such illegal activities:

1. The ethical and practical problems caused by software piracy will be taught in all schools in the ~~D~~district.
2. District employees will be allowed the use of software on ~~the school~~ ~~D~~district computers (including laboratories, classrooms, offices, and off-site locations) under the following conditions:
 - it is public domain (freeware) and written statement describing this exists, or
 - it is covered by a licensing agreement with the software author, vendor, or developer whichever is applicable, or
 - if it has been donated to the ~~school~~ ~~D~~district a copy of the software license must also be donated to be used, or
 - it has been purchased by the ~~school~~ ~~D~~district and a record of the bona fide purchase exists, or
 - it is being reviewed or demonstrated by the user in order to reach a decision about possible future purchase within the guidelines or at the request of the software author, vendor, or developer (beta test) and a written record of the agreement between the ~~school~~ ~~D~~district and the appropriate person exists, or
 - it has been written or developed by a ~~school~~ ~~D~~district employee or specific purpose of being used at the ~~school~~ ~~D~~district and a written record of an agreement between the ~~school~~ ~~D~~district and employee exists.
3. The copyright law allows for one backup of the software program, if a program is installed on the hard drive the originals are considered as a backup. ~~If the program runs off a floppy diskette an additional copy should be made for backup.~~
4. Illegal copies of copyrighted programs may not be made using school equipment.
5. All software will be registered by the technology **director or designee** coordinator or delegated person ~~and. It shall be registered to the Morgan County School District Re-3.~~
6. **The District will maintain an electronic inventory of all hardware, including computers, tablets, and mobile devices, as well as all licensed software. The technology director or designee is responsible for the ongoing maintenance and accuracy of these records.** ~~There shall be a designated lockable file cabinet located in each building of the school district. It will contain a file for each computer in that building, software license(s) plus any software that is not needed at the users workstation will be stored in this file. Setup of this file system is the responsibility of the technology coordinator, this will be completed over a three year period. When new software is received by the technology coordinator, the license will be removed~~

~~and filed. If requested, the technology coordinator will install software, if not it will be sent for the user to install.~~

7. The superintendent or his designee will be designated as the only individuals who may sign the license agreements for software for schools in the District.

Current practice codified 1995
Approved date of manual adoption
Revised June 1996; TBD

Electronic Mail

Electronic communication, including e-mail, is defined as the transmission of messages, data, or information between two or more computers or electronic devices. This encompasses all messages transmitted through local, regional, or global networks. A communication is considered an electronic record regardless of whether it is viewed upon receipt or subsequently converted to a hard-copy format. ~~Electronic is the transmittal of a communication between two or more computers or other electronic devices, whether or not the message is converted to hard copy format after receipt and whether or not the message is viewed upon receipt. Electronic communication includes all electronic messages that are transmitted through a local, regional, or global computer network.~~

All District electronic communication systems are owned by the District and are intended for the purpose of conducting official District business only. District electronic communication systems are not intended for personal use by employees of the District. Employees should have no expectation of privacy when using the District's electronic mail systems.

Electronic communication sent or received by the Board, the District, or the District's employees may be considered a public record subject to retention under state or federal law. Such electronic communication may also be subject to public disclosure or inspection under the Colorado Open Records Act.

Whenever the District is a party in litigation or reasonably anticipates being a party in litigation, Board members and District employees in possession of electronic documents, e-mail and/or other evidence relevant to the litigation or reasonably anticipated litigation ~~will shall~~ retain all such documents, e-mails, and other evidence until otherwise directed by the superintendent or designee.

To ensure compliance with applicable law and District policy, the District retains the right to review, store, and disclose all information sent over the District electronic communication systems for any legally permissible reason, including but not limited to determining whether the information is a public record, whether it contains information discoverable in litigation, and to access District information in the employee's absence.

Upon sending or receiving an electronic communication, all users shall segregate or store those communications that are public records. Public records are those that evidence the District's functions, policies, decisions, procedures, operations, or other activities of the District or that contain valuable District data.

Electronic communication on District computers or district electronic communication systems ~~will shall~~ be retained only as long as necessary. Such electronic communication ~~will shall~~ be deleted on a routine basis unless otherwise required to be retained by District policy, or state or federal law.

The custodian of records for the District will assist the public in locating any specific public electronic record requested and will ensure public access to public electronic records in accordance with state law. The District's records custodian ~~will~~ **shall** also be responsible for assisting the District's schools and other sites in complying with record retention requirements.

Any violation of this policy may subject the employee to disciplinary action, up to and including termination of employment. ~~District employees may be subject to disciplinary action for violation of this policy.~~

Approved August 4, 1997
Revised June 2, 2014; TBD

LEGAL REFS.: C.R.S. 24-72-203(1)(b)(I) (*district must adopt policy regarding the retention, archival and destruction of electronic records*)
C.R.S. 24-72-204.5 (*district must adopt policy on monitoring of electronic mail*)
CRS 24-80-101 et seq. (State Archives and Public Records Act)

CROSS REFS.: JRA/JRC, Student Records/Release of Information on Students
EHB, Records Retention
GBEE*, Staff Use of Internet and Electronic Communications
GBJ, Personnel Records/Files
JS*, Student Use of Internet and Electronic Communications
KDB, Public's Right to Know/Freedom of Information

Records Retention

The Board has approved the District's use of the Colorado School District Records Management Manual (~~records management manual~~) developed by the Colorado State Archives Department to assist the District in determining the appropriate retention period for various types of records. School District records regarding the District's organization, functions, policies, decisions, procedures, operations, or other activities may be considered public records subject to retention.

The District ~~will shall~~ retain records for the time periods specified by the Records Management Manual, as may be amended from time to time, unless a longer retention period is required by state or federal law. District employees and ~~the Board members are shall be~~ responsible for adhering to the Records Management Manual.

Whenever the District is a party in litigation or reasonably anticipates being a party in litigation, ~~the Board members and~~ District employees in possession of hard copy or electronic documents, email and/or other evidence relevant to the litigation or reasonably anticipated litigation ~~will shall~~ retain all such documents, emails, and other evidence until otherwise directed by the superintendent or designee.

Documents and other materials that are not "records" required to be retained by District policy, the Records Management Manual, or state or federal law, and are not necessary to the functioning of the District, may be destroyed when no longer needed. Examples include telephone message slips, miscellaneous correspondence not requiring follow-up or District action, and emails that do not contain information otherwise required to be retained by District policy, the Records Management Manual, or state or federal law.

~~Any violation of this policy may subject the employee to disciplinary action, up to and including termination of employment. District employees may be subject to disciplinary action for violation of this policy.~~

Adopted November 17, 2014

Revised TBD

LEGAL REF.: C.R.S. 24-80-101 *et seq.* (*State Archives and Public Records Act*)
C.R.S. 24-72-113 (*limit on retention of passive surveillance records*)
2 C.F.R. 200.333 (*retention requirements for federal fiscal records*)

CROSS REFS.: EGAEA, Electronic Communication
GBJ, Personnel Records and Files
JRA/JRC, Student Records/Release of Information on Students

Safeguarding Personal Identifying Information

The Board is committed to protecting the confidentiality of Ppersonal Iidentifying Iinformation (PII) obtained, created, and/or maintained by the Ddistrict. The Board directs Ddistrict staff to safeguard PII in accordance with this policy, other Board policies concerning the creation, use, storage or destruction of PII, and applicable law.

The Ddistrict will shall implement and maintain reasonable security procedures appropriate to the nature of the PII to protect against unauthorized access, use, modification, disclosure, or destruction. The Ddistrict will shall require third parties that create, maintain and/or obtain PII to also maintain reasonable security procedures appropriate to the nature of the PII designed to protect against unauthorized access, use, modification, disclosure, or destruction.

The Ddistrict will shall ensure that records containing PII are appropriately destroyed when no longer needed and in such a manner as to make the PII unreadable or indecipherable, unless such record is required to be retained by applicable law.

In the event of a security breach, as ~~that term is~~ defined by state law, the Ddistrict will shall conduct a prompt investigation to determine the likelihood that personal information has been or will be misused and notify those Colorado residents affected by the breach, the Colorado Attorney General's Office, and consumer reporting agencies, in accordance with the notification and timeline requirements of state law.

Adopted July 15, 2019
Revised TBD

LEGAL REF.: C.R.S. 24-73-101 *et seq.* (consumer data privacy laws applicable to governmental entities, including school districts)

CROSS REFS.: EGAEA, Electronic Communication
EHB, Record Retention
GBJ, Personnel Records and Files
JRA/JRC, Student Records/Release of Information on Students
JRCB*, Privacy and Protection of Confidential Student Information

Insurance Program/Risk Management

The Board has the responsibility for maintaining an adequate insurance program covering its buildings and grounds, fleet of school vehicles, and employees carrying out official duties for the District. The Board ~~also~~ may also authorize and participate in insurance programs for employees and students.

The administration ~~will~~ shall make reasonable efforts to obtain insurance at the best available rates consistent with required coverage and service through obtaining quotations or bids.

Adoption date May 15, 2017

Revised TBD

LEGAL REFS.: C.R.S. 8-44-110 (*notice of cancellation of insurance coverage*)
C.R.S. 22-32-110 (1)(s),(t),(u),(v) (*board to procure insurance coverage*)
C.R.S. 22-45-103 (1)(c),(e) (*risk management reserves*)
C.R.S. 22-54-105 (2) (*funding requirements*)
C.R.S. 24-10-115 (*authority to obtain insurance*)
C.R.S. 24-10-115.5 (*self-insurance pool*)
C.R.S. 29-13-101 *et seq.* (*insurance on property*)

CROSS REF.: BID/BIE, School Board Member Compensation/Expenses/Insurance/Liability

Collection Development Policy

I. Introduction

In Fort Morgan schools, the concept of a school library/media center is instruction, service, relevancy and accessibility of materials for students and staff.

II. Philosophy

Selection of materials shall be guided by the procedures stated in the American Library Association's Bill of Rights* as follows:

The American Library Association affirms that all libraries are forums for information and ideas and that the following basic policies should guide their services.

1. Books and other library resources should be provided for the interest, information and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background or views of those contributing to their creation.
2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan and doctrinal disapproval.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background or views.
6. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis regardless of the beliefs or affiliations of individuals or groups requesting their use.

III. Goals and Objectives

- A. The goal of the library media program is to ensure that students and staff become effective users of ideas and information and to promote the skills necessary for life long learning.
 1. To provide and maintain a collection of books and nonprint media materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturation levels of the students served.
 2. To provide instruction and guidance in the use of library and research materials; including the skills necessary to utilize new technological resources.
 3. To provide a pleasant, efficient environment for study, research, and recreational reading.
 4. To provide a full range of printed and audiovisual materials, cataloged and available to all students and staff, to stimulate growth in factual knowledge, literary appreciation, and the enjoyment of reading.
 5. To provide a background of information, including opposing sides of issues, which will enable students to practice and develop analytical thinking and reading skills.

IV. Analysis of General Objectives

- A. The community to be served shall be:
 - 1. Students enrolled in the district (K-12)
 - 2. Staff
 - a. Certified
 - b. Classified
 - 3. Parents
 - 4. General Public
- B. General Subject Boundaries
 - 1. School Curriculum
 - 2. Special Interest
 - a. Local/School history
 - 3. Professional Collection
- C. Programs and User Needs Supported
 - 1. Instructional and curricula based materials
 - 2. Informational and research materials
 - 3. Recreational reading needs
 - 4. Special Users
 - a. ESL
 - b. Special Education
 - c. Enrichment
 - d. At-Risk

V. Selection Responsibility

The Board of Education is legally responsible for all matters relating to the operation of district schools. Responsibility for selection of library materials is delegated to the professionally-trained library/media personnel and school library personnel employed by the district.

VI. Guidelines for Selection

- A. First consideration in selection of materials shall be given to the needs of Fort Morgan students and staff based on the curriculum, student interest, and the existing collection of materials.
- B. Before purchasing materials, the library/media personnel shall evaluate the existing collection and may consult reputable professionally-prepared selection tools, faculty, administrators, students and/or parents.
- C. Requests from administrators, faculty, students and parents shall be given consideration.
- D. Cooperative sharing arrangements through the N.E. Colorado Bookmobile Service, the High Plains Regional Library Service System, the South Platte Valley BOCES, and other library systems shall be considered when making selections.
- E. Criteria:

Materials recommended for purchase shall be considered on the basis of the following criteria: overall purpose, timeliness, permanent value, importance of subject matter, authoritativeness, readability, popular appeal, quality of the writing or product, reputation of the author/composer/producer, publisher, format, and price.

Additionally, in maintaining and augmenting library collections, persons responsible for selection of materials shall strive to:

- 1. Provide a balanced collection, with fair proportion of each type of material selected to meet the needs of the curriculum, the students and professional staffs at all levels.

2. Provide a wide range of materials with diversity of appeal and different points of views.
3. Provide materials that are appropriate for the subject area and age, emotional development, ability level, and social development of the students for whom the materials were selected.

VII. Forms to Be Selected

In specific areas, the library personnel shall:

1. Periodically replace worn out, missing or outdated standard items
2. Withdraw outdated materials from the collection
3. Purchase multiple copies of much-in-demand media as needed
4. Gift materials shall be judged on basic selection standards and accepted or rejected accordingly.

VIII. Acquisitions

All materials will be obtained from the most cost effective and/or efficient source. Preference will be given to major book jobbers that can provide a large percentage of a given order in a reasonable amount of time. The library/media personnel may purchase materials from a local source in order to purchase local publications or if time is limited. Magazines shall be purchased through the services of a subscription agency unless the titles can only be obtained directly through the publisher.

IX. Evaluation of the Collection

A media center is only as alive as its collection. Regular weeding of materials as well as regular purchases of new materials is a way of keeping the collection alive. The American Library Association standards state that the systematic removal of materials that are no longer useful is essential in maintaining the purpose and quality of library resources. The total number of materials does not necessarily indicate a library meets basic standards unless the quality of the collection also is up to standard. It is better for shelves to be only partially filled than to have them full of books and other materials which either are so out-of-date or so worn that they never circulate.

In order to insure an inviting collection that effectively uses space, the following procedures for selecting, weeding and discarding materials will be carried out. This process will be conducted annually in accordance with a collection plan based on subject or whole collection. Materials will be disposed of according to district procedures.

Criteria

1. Timeliness

Reference may be to:

- a. Out-of-date materials, particularly in the sciences and technology, if the material is more than three to five years old
- b. Materials no longer in demand or that do not support the curriculum or current programs
- c. Older editions no longer needed
- d. Dated textbooks which are part of the collection (see age and circulation guidelines)

2. Curriculum

Materials which are no longer in demand or do not support the curriculum or current programs need to be removed from the collection.

3. Last date of circulation
Materials which have not been used in the last five to 10 years need to be removed (see age and circulation guidelines).
4. Physical condition
If the material in question is in bad condition, it should be weeded. Examples of bad physical condition include:
 - a. Books which are unattractive because of fine print, yellowed paper, narrow margins
 - b. Books with missing, defaced or badly water-damaged pages
 - c. Books whose covers are loose and beyond repair
5. Reliability
Viewpoints change and must be reflected in the collection. Yesterday's reliable explanation may no longer be useful.
6. Language
Where changes in the teaching program or the activity of the library no longer require books in foreign languages, they should be discarded. Also translations of works in languages other than English should be checked periodically.
7. Of Temporary Interest
Certain subject areas go out of fashion and use. This type of fad literature should be weeded, particularly when it is found that a title no longer circulates, is no longer timely or the information seems unreliable.
8. Duplicates
Where there are many duplicates and none seems to be circulating or used or are seldom used, all but a single copy is discarded. At a later date (one to two years), the single copy should be reconsidered for weeding.

What Not to Weed

1. School, state and local history
Items in this area would include the school's scrapbooks and annuals. These items should be retained no matter what their condition or lack of use.
2. Balance
When the weeding of a title is going to throw off the balance of materials in a subject area, careful thought should be given to the decision.
3. Listing
If the material is listed in a standard current core bibliography, it may be retained. The librarian should not follow lists blindly, but they can be a help when a difficult decision must be made about replacement.
4. Classics
If in appropriate condition and format, classics should be evaluated according to the district selection policy.

Periodicals

1. All periodicals may be discarded after five years. The *Readers' Guide to Periodical Literature* may be used to order older articles from interlibrary loan should a patron make such a request.
2. Non-research periodicals may be discarded after one year.

Textbooks

1. Department chairmen will determine if a book is to be kept or discarded.

2. Department chairmen will decide whether a book is to be sent to the department offices for storage or disposed of at the librarian's discretion.
3. If a book has resale value, an attempt should be made to sell it.
4. Books should be offered to the alternative school and/or other schools in the area which may find them useful.
5. Books may be sent to the land fill at the media specialist's discretion.

Disposal

1. Stamp *DISCARD* on materials and adjust records.
2. Decide which items are to be replaced.
3. Offer the materials to teachers, students and staff.
4. Offer materials to the alternative school and other schools or libraries in the area which may find the materials useful.
5. Recycle materials, if feasible.
6. Send materials to the land fill to prevent storage problems.

These guidelines for weeding were adapted in part from Katz, W.A. (1980) *Collection Development: The Selection of Materials for Libraries*. New York: Holt, Rinehart & Winston.

Approved April 1989

Revised June 1996

LEGAL REF.: C.R.S. 22-32-110 (1)(r)

CROSS REF.: DN, School Properties Disposition
IJ, Instructional Resources and Materials
IJNC, Resource Centers/Media Centers/School Library
KEC, Public Concerns/Complaints about Instructional Resources

NOTE: Colorado school districts are required by law to adopt a policy on this subject and the law contains some specific direction as to the content or language. This sample contains the content/language that CASB believes best meets the intent of the law. However, the district should consult with its own legal counsel to determine appropriate language that meets local circumstances and needs.

Collection Development Policy

Library Resource Selection, Adoption, and Reconsideration

Library resources are intended to support the District's instructional programs and content standards and should include up-to-date, high quality, and varied literature. Library resources mean material, both print and non-print, found in a public school library. Print items include books, magazines, newspapers, pamphlets, microfiche, or microfilm. Non-print items include e-books, streaming resources, films, disc records, filmstrips, slides, prints, audiotapes, videotapes, compact discs, computer software, library programs, and exhibits. Library resources do not include materials in an individual classroom library.

Selection

The Board delegates to the Superintendent the authority and responsibility of selection of library resources in all formats. Responsibility for actual selection rests with professionally trained personnel using the Board's adopted criteria and procedures. The following criteria will be used to guide school library professionals in the selection of library resources:

1. Be appropriate for the subject area, age, ability level, social, emotional, and intellectual development of the students for whom the materials are selected;
2. Represent differing viewpoints on controversial issues;
3. Provide a global perspective and promote diversity by including materials by authors and illustrators of all cultures;
4. Include a variety of resources in physical and virtual formats.

In selecting library resources, professional personnel will evaluate available resources and curriculum needs and will consult reputable, professionally prepared aids to selection, and other appropriate sources, which could include recommendations from administrators, teachers, students, District personnel, and community members. Selection is an ongoing process that should include removing materials that are no longer used or needed, adding materials, and replacing lost and worn materials that still have educational value.

Gift materials will be judged by the same criteria and will be accepted or rejected in the same manner.

Reconsideration

Despite the careful selection of library resources, objection to library resources that are deemed offensive or inappropriate may occur. Any parent or guardian of a student enrolled in the school

may express a concern and request for reconsideration of a library resource. The school library must not remove, discontinue, or restrict a library resource as the result of a request for reconsideration, until the determination regarding the library resource has been made available to the public.

Informal Complaint. Parents or guardians with a complaint about a library resource should state their concerns to the principal. The principal will listen attentively to the concerns and attempt to resolve the issue informally. As part of the discussion, the principal will explain the library's selection policy, selection criteria, and the selection process. Each parent/guardian has the right to determine the appropriateness of library resources for their own child.

Formal Complaint. If the complaint is not resolved informally, the complainant may file a formal request for reconsideration to the Superintendent within ten business days of the informal complaint discussion. The formal complaint must be filed in writing and should include the library resource of concern and reasons for the concern. Upon receipt of the formal request, the Superintendent will convene a Reconsideration Committee, which will consist of school and District staff knowledgeable about the issues raised in the complaint (e.g., teacher, principal, teacher librarian, media specialist, curriculum director) and a parent/community member, if appropriate and available. Generally, the Committee will schedule a meeting with the requesting party within a reasonable period of time, usually within 15 working days of receiving the request, at which time the requesting party should make statements and produce evidence relating to the complaint. The Committee may also request presentations from the supervisor, other parties involved, and/or experts in the area, and it may accept statements from interested persons. When reviewing the library resource of concern, the Committee will consider the following principles established by the Board:

1. The Board recognizes the right of a parent/guardian to request that their child not borrow a particular library resource. Parents/guardians can present the request in writing to the teacher and/or school administrator who will implement reasonable measures to restrict the student from borrowing the library resource;
2. The Board recognizes the right of a parent/guardian of a student who is enrolled in the public school for which the request is made to request that the school withdraw from school use a library resource unless the same library resource has been reconsidered in the last two years;
3. A library resource will not be excluded because of the writer's race, sexual orientation, gender identity, gender expression, nationality, or political or religious views;
4. A library resource will not be obscene, as defined by law;
5. Students have a First Amendment right to read, view, and listen to library resources;
6. The Board directs that no school library staff member will be subject to termination, demotion, discipline, or retaliation for refusing to remove a library resource before the review process is complete or for making decisions that the school library staff member believes in good faith are in accordance with Board Policy;

8. All written requests for reconsideration of a library resource in a public school are open records under Colorado law.

Within ten working days of the meeting, unless additional time is needed, the Committee will deliver recommended findings and a proposed decision in writing to the Superintendent, who will then promptly release a final decision to the complainant, which will be made publicly available. The decision will identify the process followed, the information received and the final determination of the resource.

Approved April 1989

Revised June 1996; TBD

LEGAL REF.: C.R.S. 22-32-110 (1)(r) (Board power to exclude immoral or pernicious materials and books)
C.R.S. 22-1-148 (Board must adopt policy regarding acquisition, retention, display, and use of library resources)
C.R.S. 24-72-201 et seq. (Colorado Open Records Act)

CROSS REF.: ~~DN, School Properties Disposition~~
IJ, Instructional Resources and Materials
~~IJC, Resource Centers/Media Centers/School Library~~
KEC, Public Concerns/Complaints about Instructional Resources

Public Concerns/Complaints about Instructional Materials and Library Resources

The Board has approved principles governing the selection of all instructional materials including library books and has established policies pertaining to the selection process. However, the Board wishes to amplify its principles on the selection of books and other materials which present controversial topics or which for other reasons might be challenged.

Material that is challenged usually belongs to one of the three basic categories: religion, ideology or profanity/obscenity. Board policies regarding these areas will be as follows:

1. Religion - Factual, unbiased material on all major religions has a place in school libraries.
2. Ideologies - Libraries should, with no thought toward swaying reader judgment, make available a balanced collection of primary and factual material on the level of their students on various ideologies or philosophies which exert or have exerted a strong force, either favorably or unfavorably, in government, current events, politics, education, and other phases of life.
3. Profanity/obscenity - Materials shall be subjected to a test of literary merit by media specialists and teachers who will take into consideration the maturity of students and the standards of the community.

Criticism of a book or other materials used in the schools may be expected from time to time. In such instances:

1. The Board recognizes the right of an individual parent/guardian to request that his/her child not read a given book. When such a request is presented, the teacher and/or school administrator should resolve the situation, perhaps by arranging for use of alternative materials meeting essentially the same instructional purpose. This does not apply, however, to basic program texts and materials that the board has adopted.
2. The Board will not permit any individual or group to exercise censorship over instructional materials and library collections but recognizes that at all times a reevaluation of certain materials may be desirable. Should an individual or group ask to have any book or material withdrawn from school use, the following procedures will be followed:
 - a. The person who objects to the book or other material shall be asked to sign a complaint on a standard form on which that person will document the criticism. Any person requesting to have any book or material go through a reevaluation process must reside within the boundaries of Morgan County School District Re-3.
 - b. Following receipt of the formal complaint, the superintendent will provide for a reevaluation of the material in question.
 - c. The reevaluation will be based on the points offered above as well as the principles governing the selection of all instructional materials. Additionally, the Board wishes to emphasize that:

- i. A book will not be excluded because of the writer's race, sexual orientation, gender identity, gender expression, or nationality, or political or religious views.
 - ii. The value of any book or other material will be judged as a whole, taking into account the purpose of the material rather than individual, isolated expressions or incidents in the work.
- d. The superintendent or designee will review the complaint and reevaluation and will render a decision in the matter. Should the solution be unsatisfactory, the complainant may appeal the decision to the Board.

In summary, the Board assumes final responsibility for all books and instructional materials it makes available to students. The Board holds its professional staff accountable for their proper selection. It recognizes rights of individual parents/guardians with respect to controversial materials used by their own children. It will provide for the reevaluation of materials in library collections upon formal request. On the other hand, students' right to learn and the freedom of teachers shall be respected.

Adopted April 15, 2013
Revised July 17, 2023; September 15, 2025; TBD

LEGAL REF.: C.R.S. 22-32-110 (1)(R)

CROSS REF.: IJ Instructional Resource and Materials
IMB, Teaching about Controversial Issues and Use of Controversial
Materials
FMEA Master Agreement

NOTE: While Colorado school districts are not required by law to adopt a policy on this subject, some content in this sample reflects legal requirements school districts must follow. This sample contains the content/language that CASB believes best meets the intent of the law. However, the district should consult with its own legal counsel to determine appropriate language that meets local circumstances and needs.

Public Concerns/Complaints about Instructional Materials and Library Resources

The Board has approved principles governing the selection of all instructional materials, and has established policies pertaining to the selection process. The Board assumes final responsibility for all textbooks and instructional materials it makes available to students. The Board holds its professional staff accountable for their proper selection. It recognizes rights of individual parents/guardians with respect to controversial materials used by their own children.

Complaints about instructional materials should be initiated by directly contacting the people at the building level, including the teacher and principal. Review at this initial level is informal and should follow a discussion format.

If the complaint is not resolved satisfactorily, or in a timely manner, by the school, the complainant may request review of the curriculum, instructional activity, or material by submitting a written request. The request must be submitted within a reasonable period of time, generally not more than 30 days after the item or activity was identified.

Within 15 business days of receiving the request, the Superintendent will designate an employee who, together with the appropriate instructional personnel, will review the complaint, make a decision, and issue a written recommendation within 45 days of the date the request for review was initially received. When reviewing the complaint and issuing a decision, the designated employee should review the learning objectives, criteria, and procedure for initial selection of the instructional material, any information received, and the process followed to make the determination.

If the complainant is dissatisfied with the decision of the designated employee, they may appeal to the Board of Education within ten days of the designated employee's decision. The appeal should be in writing and directed to the Secretary of the Board and the Superintendent and must include (1) all prior decisions, (2) a statement of the complaint, and (3) reasons for the appeal. The Board has discretion in whether or not to take the appeal.

Adopted April 15, 2013

Revised July 17, 2023; September 15, 2025

LEGAL REF.: C.R.S. 22-32-110 (1)(R)

CROSS REF.: IJ Instructional Resource and Materials
IMB, Teaching about Controversial Issues and Use of Controversial
Materials
FMEA Master Agreement

RETIRE

Staff/Student Identification Procedures

Photo identification cards shall be issued to all high school students at the beginning of each school year. These cards shall be carried while on school grounds and when attending school functions. Failure to show an identification card to a staff member when requested shall constitute a violation of discipline policy and shall result in disciplinary action.

Current practice codified 1995

Adopted: date of manual adoption

CROSS REF.: JK, Student Discipline, and Subcodes

RETIRE

Materials and Equipment Receiving and Warehousing

A receiving/warehousing operation and delivery system shall be maintained to facilitate a steady flow of commonly used supplies to schools and departments. Every effort shall be made to stock good quality materials and make them conveniently available to schools and departments at the lowest possible cost.

Adopted June 23, 1980

Revised to conform with practice: date of manual adoption

CROSS REF.: DJB, Purchasing Procedures

RETIRE

Maintenance and Control of Materials and Equipment

Staff members shall be responsible for books and materials checked out for personal use from libraries and classrooms.

Records shall be kept of all books and equipment issued to students. Losses shall be reported to the principals. Students shall be charged for lost items.

Re-adopted October 1989

CROSS REFS.: DID, Inventories
JQ, Student Fees, Fines and Charges

RETIRE

School Attendance Areas (Attendance Boundaries and Bus Routes)

Baker Elementary School:

- ❖ Students in grades one through five who live east of Main Street and south of Platte Avenue to the railroad tracks; east of the alley between Karen Street and Nancy Street and south of East 8th Avenue; east of Barlow Road and south of I-76; east of Sherman Street including the homes on the southwest corner of Sherman Street and County Road Q.

Columbine Elementary School:

- ❖ Students in grades one through five who live west of Main Street, north of the railroad tracks and south of I-76.

Green Acres Elementary School:

- ❖ Students in grades one through five who live east of Main Street and north of Platte Avenue; west of the alley between Karen Street and Nancy Street and north of East 8th Avenue; west of Barlow Road; and north of I-76.

Pioneer Elementary School:

- ❖ Students in grades one through five who live south of the railroad tracks and west of Sherman Street with the exception of the homes on the southwest corner of Sherman Street and County Road Q.

Sherman Early Childhood Center:

- ❖ All kindergarten students.

Fort Morgan Middle School:

- ❖ All students in grades six, seven, and eight.

Fort Morgan High School:

- ❖ All students in grades nine through twelve.

Rural students may be eligible to ride the established bus routes. All bus routes are evaluated on an annual basis and modified as needed.

Adopted August 18, 1997

Revised August 15, 2022

REFERENCE ONLY

School Attendance Areas

Attendance areas for each elementary school of the District shall be drawn up by the administration and approved by the Board in order to adapt school enrollments to building capacities.

A student's designated attendance area shall be based on the legal residence of his parents/guardian.

Adopted June 23, 1980

Revised to conform with practice: date of manual adoption

LEGAL REF.: C.R.S. 22-32-110 (1)(m)

CROSS REF.: JFBA, Intra-District Choice/Open Enrollment

**MORGAN COUNTY SCHOOL DISTRICT RE-3
PERSONNEL ACTION REPORT
BOARD MEETING: APRIL 20, 2026**

ADMINISTRATIVE HIRING FOR 2026-2027 SCHOOL YEAR

NAME	POSITION	LEVEL/STEPS	LOCATION	EFFECTIVE DATE
Elizabeth Schmidt	Assistant Principal	AD-C-4	Fort Morgan Middle School	07/21/2026

CERTIFIED HIRING

NAME	POSITION	LEVEL/STEPS	LOCATION	EFFECTIVE DATE
Carolyn Ruhl	Nurse	MA+30-K	District Support Center	04/17/2026
Lori Hixon	Counseling Grant Coordinator	Grant Funded	District Support Center	04/15/2026

CERTIFIED HIRING FOR 2025-2026 SCHOOL YEAR

NAME	POSITION	LEVEL/STEPS	LOCATION	EFFECTIVE DATE
Stacey Chavez	Teacher	MA-D	Green Acres Elementary	08/04/2026
Dominic Tafoya	Teacher	MA-A	Fort Morgan Middle School	08/04/2026
John Busing	Teacher	Ed.S- 11	Fort Morgan Middle School	08/04/2026
Susana Covarrubias	SLPA	MA-F	District Support Center	08/04/2026

****CERTIFIED CONTINUED EMPLOYMENT**

NAME	POSITION	LEVEL/STEPS	LOCATION	EFFECTIVE DATE
Darren Mackaravitz	Counselor	MA+30-O	Pioneer Elementary School	2025-2026 School Year

CLASSIFIED HIRING

NAME	POSITION	LEVEL/STEPS	LOCATION	EFFECTIVE DATE
Stephanie Underwood	Paraprofessional	V-10	Pioneer Elementary	03/31/2026

CERTIFIED SUBSTITUTE HIRING

NAME	POSITION	LEVEL/STEPS	LOCATION	EFFECTIVE DATE
Christal Becker	Certified Substitute	3-5-year Sub	District Wide	03/27/2026
Nathan Renshaw	Certified Substitute	1-year Sub	District Wide	04/02/2026

CLASSIFIED SUBSTITUTE HIRING

NAME	POSITION	LEVEL/STEPS	LOCATION	EFFECTIVE DATE
Valeria Temich	Substitute Cook	II-1	District Wide	03/27/2026
Guadalupe Tejeda	Substitute Cook	II-1	District Wide	03/23/2026

Recommend
for Action

Signature on File

Assistant Superintendent of Human
Resources

Recommend
for Action

Signature on File

Superintendent of Schools

ADMINISTRATIVE RESIGNATION

NAME	POSITION	LOCATION	EFFECTIVE DATE
Tara Scott	Assistant Principal	Fort Morgan High School	06/05/2026
Matthew Stalker	Assistant Principal	Fort Morgan High School	06/05/2026

CERTIFIED RESIGNATION

NAME	POSITION	LOCATION	EFFECTIVE DATE
Lourene Punsalan	Teacher	Fort Morgan Middle School	05/29/2026
Zyra Bea Villamor Rollo	Teacher	Fort Morgan Middle School	05/29/2026
Chandler Freauff	Nurse	District Support Center	05/29/2026

CERTIFIED RETIREMENT – RETURNING ON CRITICAL SHORTAGE

NAME	POSITION	LOCATION	EFFECTIVE DATE
Troy Quick	Teacher	Green Acres	05/29/2026

CLASSIFIED RETIREMENT

NAME	POSITION	LOCATION	EFFECTIVE DATE
Carlos Gutierrez	Facilities Mechanic Technician	Facilities	05/29/2026

CLASSIFIED TERMINATION

NAME	POSITION	LOCATION	EFFECTIVE DATE
Tottianna Clough	Cook	Fort Morgan Middle School	03/30/2026

CLASSIFIED RESIGNATION

NAME	POSITION	LOCATION	EFFECTIVE DATE
Elise Howeth	Paraprofessional	Fort Morgan Middle School	03/26/2026

PRO/TECH RESIGNATION

NAME	POSITION	LOCATION	EFFECTIVE DATE
Matthew Hofman	IT Server Administrator	District Support Center	05/29/2026

Checks Issued

Bank Account: BOC CL		MORGAN CO SCHOOL DISTRICT RE-3						
Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00001049	CAPITAL ONE N.A.	MARCH 5, 2026 AP CHECK RUN	R	W		03/05/2026	03/05/2026	10,605.45
00001050	CLEARING ACCT PERA	MARCH 5, 2026 AP CHECK RUN	R	W		03/05/2026	03/05/2026	798.82
00001051	WCF SELECT INSURANCE COMPANY	MARCH 5, 2026 AP CHECK RUN	R	W		03/05/2026	03/05/2026	15,161.08
00001052	ARBITERPAY	MARCH 12, 2026 AP CHECK RUN	R	W		03/12/2026	03/12/2026	5,000.00
00001053	WEX BANK	MARCH 12, 2026 AP CHECK RUN	R	W		03/12/2026	03/12/2026	9,314.56
00001054	BANK OF COLORADO (VISA CARD)	MARCH 19, 2026	R	W		03/19/2026	03/19/2026	56,397.52
00001055	CAPITAL ONE N.A.	MARCH 19, 2026	R	W		03/19/2026	03/19/2026	2,227.63
00001056	ARBITERPAY	MARCH 26, 2026 AP CHECK RUN	R	W		03/26/2026	03/26/2026	5,000.00
00001057	CLEARING ACCT PERA	MARCH 26, 2026 AP CHECK RUN	R	W		03/26/2026	03/26/2026	662.66
00009378	ACTIVE INTEGRATED MEDICINE	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	186.00
00009379	AFFILIATED BENEFITS CONSULTANTS, INC.	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	2,427.00
00009380	ALLO COMMUNICATIONS	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	771.36
00009381	AMERICAN SCHOOL COUNSELOR ASSOCIATION	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	129.00
00009382	AUTOZONE	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	869.47
00009383	BLOEDORN LUMBER	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	88.11
00009384	SHANA BOKELMAN	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	1,267.50
00009385	BRODY CHEMICAL	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	172.32
00009386	BSN SPORTS, LLC	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	928.00
00009387	CASH-WA DISTRIBUTING	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	9,346.88
00009388	CHSAA	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	200.00

Checks Issued

Bank Account: BOC CL			MORGAN CO SCHOOL DISTRICT RE-3					
Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009389	CITY OF FORT MORGAN	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	91,055.57
00009390	JEFFREY A SMITH	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	15,600.00
00009391	COLORADO WEST EQUIPMENT INC	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	535.76
00009392	DOUBLE R EMBROIDERY COMPANY	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	75.70
00009393	ENVIROPEST	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	365.00
00009394	EQUIFAX WORKFORCE SOLUTIONS	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	60.85
00009395	EWELL EDUCATIONAL SERVICES	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	120.00
00009396	COLORADO FCCLA	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	1,083.00
00009397	RENA D FRASCO	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	22.56
00009398	FREDERICK HIGH SCHOOL	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	350.00
00009399	GARRETSON'S SPORT CENTER	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	1,947.65
00009400	GENERAL FUND - PRINTING	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	438.92
00009401	GENERAL FUND - TRANSPORTATION	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	425.50
00009402	GENERAL FUND - WAREHOUSE	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	3,937.27
00009403	GREAT COPIER SERVICE	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	1,233.78
00009404	JULIANNA GREENLEAF	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	382.50
00009405	THERESA GUZMAN	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	500.00
00009406	HAKA HAT LLC	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	719.64
00009407	BETTY JANE JAMES	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	1,899.74

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Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009408	JENNIFER LYNN KRAL	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	199.38
00009409	KAYLA R KRAMER	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	555.00
00009410	M & S ELECTRIC MOTOR REPAIR	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	129.40
00009411	MCCANDLESS TRUCK CENTER, LLC.	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	3,338.99
00009412	PEGGY SUE MCLINN	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	98.07
00009413	MEA	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	32.00
00009414	SOCORRO MOSQUEDA	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	452.68
00009415	MURDOCHS FARM AND RANCH	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	154.97
00009416	EDGAR R. ORTIZ	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	988.68
00009417	PEPSI-COLA	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	1,213.35
00009418	PETTY CASH - AMBER VONFELDT	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	160.50
00009419	MARY KAY PICKRELL	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	200.00
00009420	MY HEARING CENTER	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	65.00
00009421	HOLLY JEAN PORTER	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	746.80
00009422	TIMNATH MIDDLE/HIGH SCHOOL	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	175.00
00009423	ROCKY MOUNTAIN BINDING LLC	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	338.90
00009424	RUHL DISTRIBUTING	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	977.97
00009425	ELIZABETH R SCHMIDT	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	21.28
00009426	SEMPLE, FARRINGTON, EVERALL & CASE, P.C.	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	7,254.30

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Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009427	SENERGY PETROLEUM LLC.	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	288.29
00009428	SHAMROCK FOODS COMPANY	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	82,138.81
00009429	HALLIE DAWN SILZ	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	95.92
00009430	SMITH AGENCY	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	13,415.90
00009431	UNITED PARCEL SERVICE	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	261.15
00009432	ANDREA JO VIGIL	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	156.75
00009433	BRITTNEY NICOLE MAE WEIMER	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	119.63
00009434	RIDGELINE MIDDLE SCHOOL	MARCH 5, 2026 AP CHECK RUN	R	R		03/05/2026	03/05/2026	65.00
00009435	AMAZON CAPITAL SERVICES	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	9,526.15
00009436	AUTOZONE	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	30.35
00009437	BAD SPORTZ INC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	349.60
00009438	SOURCENOW LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	1,370.64
00009439	BIG CITY LIGHT AND SOUND	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	450.00
00009440	BIMBO BAKERIES USA	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	1,249.82
00009441	BLOEDORN LUMBER	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	409.70
00009442	BUCKEYE WELDING SUPPLY CO.,INC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	54.42
00009443	CASH-WA DISTRIBUTING	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	1,655.05
00009444	CENTRAL AUTO PARTS	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	56.62
00009445	COLLEEN R. O'DONNELL, PhD. P.C.	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	4,875.00

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Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009446	CONTRACT PAPER GROUP, INC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	24,906.00
00009447	MARIA DOYLE	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	100.00
00009448	ELV COLORADO ALLIANCE	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	200.00
00009449	EDWARDS RIGHT PRICE MARKET	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	250.09
00009450	FLESHER HINTON MUSIC CO.	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	142.00
00009451	FLOWER PETALER	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	51.73
00009452	FORT MORGAN ACKLEY ACE LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	17.31
00009453	FORT MORGAN CULLIGAN	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	15.50
00009454	SHERONIA GARCIA	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	252.35
00009455	MICHAEL GEIST	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	150.00
00009456	GENERAL FUND - LUNCH PROGRAM	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	463.23
00009457	GENERAL FUND - PRINTING	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	209.59
00009458	GENERAL FUND - TRANSPORTATION	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	5,829.75
00009459	GENERAL FUND - WAREHOUSE	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	373.81
00009460	GILLEM STAFFING - ACCOUNTS RECEIVABLE	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	54,369.50
00009461	GOLF AND SPORT SOLUTIONS, LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	2,381.40
00009462	GREAT COPIER SERVICE	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	5,652.79
00009463	HAJOCA CORPORATION	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	4,747.67
00009464	HAMMER LANE TRUCK WASH	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	300.00

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Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009465	INTERSTATE ALL BATTERY CENTER	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	1,106.85
00009466	J.W. PEPPER & SON, INC.	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	59.24
00009467	JUST RIGHT READER INC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	14,455.70
00009468	KCS GRAPHICS LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	2,888.00
00009469	LEXIA LEARNING SYSTEMS LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	2,985.00
00009470	LITERACY RESOURCES LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	598.08
00009471	MCCANDLESS TRUCK CENTER, LLC.	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	68.02
00009472	MEADOW GOLD DAIRIES	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	13,960.00
00009473	ROSA E MERAZ	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	31.32
00009474	TONI M MILLER	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	178.06
00009475	MORGAN SAND & GRAVEL	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	51.60
00009476	SHELLY A NAJERA	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	51.77
00009477	NEWCO, INC.	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	234.20
00009478	NORTHEASTERN JUNIOR COLLEGE - NJC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	417.00
00009479	ODP BUSINESS SOLUTIONS, LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	167.59
00009480	MATTHEW ALAN PORTER	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	165.94
00009481	QUILL LLC (ACCT 1003767)	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	991.48
00009482	ROOSEVELT HIGH SCHOOL	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	300.00
00009483	SHAMROCK FOODS COMPANY	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	21,601.87

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Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009484	SINGLEPOINT, LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	975.60
00009485	ROCHELLE MARLENE SONNENBERG	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	41.54
00009486	TK ELEVATOR CORP	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	306.97
00009487	UNIVERSITY SCHOOLS	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	45.00
00009488	VIAERO WIRELESS	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	1,346.58
00009489	WESTEK RENTALS, LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	529.28
00009490	XAP LLC	MARCH 12, 2026 AP CHECK RUN	R	R		03/12/2026	03/12/2026	1,600.00
00009491	AMAZON CAPITAL SERVICES	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	1,830.11
00009492	AUTOZONE	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	202.29
00009493	SOURCENOW LLC	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	375.26
00009494	BRADY INDUSTRIES	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	8,073.26
00009495	CENTENNIAL BOCES ATTN: PATTI GREENLEE	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	47,112.50
00009496	CENTRAL AUTO PARTS	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	46.94
00009497	TERRI S CONTRERAZ	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	28.85
00009498	MARK E D'ALOIA	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	132.09
00009499	DATASHIELD CORPORATION	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	695.00
00009500	AUDRA JONRE DAVIES	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	226.64
00009501	FOLLETT CONTENT SOLUTIONS, LLC	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	258.46
00009502	GENERAL FUND - LUNCH PROGRAM	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	3,103.12
00009503	GENERAL FUND - PRINTING	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	256.99
00009504	GENERAL FUND - WAREHOUSE	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	71.78
00009505	GREAT COPIER SERVICE	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	1,970.78
00009506	MCCANDLESS TRUCK CENTER, LLC.	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	70.00
00009507	MEADOW GOLD DAIRIES	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	291.30

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Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009508	MORGAN COMMUNITY COLLEGE	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	156,279.14
00009509	ODP BUSINESS SOLUTIONS, LLC	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	284.11
00009510	PEPSI-COLA	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	637.15
00009511	HOLLY JEAN PORTER	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	746.80
00009512	QUILL LLC (ACCT 1003767)	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	557.57
00009513	KAILANI F REYES	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	220.97
00009514	ROBERT G RICKS	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	102.49
00009515	RUHL DISTRIBUTING	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	228.22
00009516	SCHOLASTIC BOOK FAIRS - 4	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	611.54
00009517	SCHOOL SPECIALTY, LLC	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	204.72
00009518	MARTHA R SILERIO	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	50.46
00009519	STAPLES BUSINESS CREDIT	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	129.84
00009520	VERNIER SOFTWARE AND TECHNOLOGY	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	240.00
00009521	WELLABLE LLC	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	165.00
00009522	WESTCOM WIRELESS INC	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	654.00
00009523	XESI XEROGRAPHIC EQUIPMENT SYSTEM, INC.	MARCH 19, 2026	R	R		03/19/2026	03/19/2026	566.58
00009524	AMAZON CAPITAL SERVICES	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	4,698.89
00009525	AUTOZONE	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	75.00
00009526	B & B HOME APPLIANCE	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	599.00
00009527	BLOEDORN LUMBER	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	669.56
00009528	BSN SPORTS, LLC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	7,261.20
00009529	BUTTERBALL, LLC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	9,491.24
00009530	CAPLAN AND EARNEST, LLC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	1,961.00
00009531	CASH-WA DISTRIBUTING	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	1,235.48

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Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009532	CENTRAL AUTO PARTS	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	104.14
00009533	CDHS FOOD DISTRIBUTION PROGRAMS	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	171.00
00009534	COLORADO FBLA	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	4,260.00
00009535	COLORADO MOBILE DRUG TESTING	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	240.00
00009536	COLORADO WEST EQUIPMENT INC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	639.75
00009537	DOUBLE R EMBROIDERY COMPANY	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	221.00
00009538	EDWARDS RIGHT PRICE MARKET	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	299.61
00009539	ENVIROPEST	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	269.00
00009540	FORT MORGAN ACKLEY ACE LLC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	41.77
00009541	FORT MORGAN ROTARY CLUB	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	185.00
00009542	GREAT COPIER SERVICE	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	26.14
00009543	HAJOCA CORPORATION	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	2,370.85
00009544	JOSTENS	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	281.40
00009545	JUNIOR LIBRARY GUILD	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	250.74
00009546	K&S DISTRIBUTING INC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	2,577.00
00009547	CBI CHECK	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	500.00
00009548	TRIPLE G BOWLING LLC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	736.00
00009549	MURDOCHS FARM AND RANCH	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	382.72
00009550	NATIONAL FFA ORGANIZATION	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	1,515.00

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Check Number	Name on Check	Run Description	Run Type	Check Type	Statement Date	Check Date	Cash Post Date	Amount
00009551	NORTHEASTERN JUNIOR COLLEGE - NJC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	540.00
00009552	PILGRIM'S PRIDE	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	7,461.32
00009553	QUILL LLC (ACCT 1003767)	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	578.40
00009554	REALITY WORKS	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	2,364.64
00009555	ROCKY MOUNTAIN SPORTS FIELDS LLC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	3,000.00
00009556	SAILSBERY SUPPLY	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	366.27
00009557	SEMPLE, FARRINGTON, EVERALL & CASE, P.C.	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	1,754.55
00009558	SHAMROCK FOODS COMPANY	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	30,166.59
00009559	SINGLEPOINT, LLC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	3,801.07
00009560	SLICK SPOT FARM TRUCK AND AUTO CORP	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	102.00
00009561	SUMMIT FIRE PROTECTION	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	1,213.69
00009562	WELLABLE LLC	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	915.00
00009563	WICKHAM TRACTOR COMPANY	MARCH 26, 2026 AP CHECK RUN	R	R		03/26/2026	03/26/2026	135.76
Grand Totals:						195 Total Checks		861,433.02

**FORT MORGAN SCHOOL DISTRICT RE-3
RETIRED SUPERINTENDENT'S CONTRACT**

THIS AGREEMENT is made and entered into this ___ day of April 2026 by and between Morgan County School District RE-3, hereinafter referred to as "District" and Robert L. Sanders, hereinafter referred to as "Superintendent" (collectively, the "parties"), to-wit:

That the parties have previously entered into a written contract whereby the Superintendent has been employed by the District in the capacity of Superintendent of Schools since July 2022, and

That the Superintendent's contract, as amended, is set to expire on June 30, 2026, and

That the Superintendent has indicated a desire to retire as a member of the Colorado Public Employees Retirement Association ("PERA") upon expiration of the Superintendent's contract, and

That the District has determined there is a critical shortage of qualified superintendents and that the Superintendent has specific experience, skills, or qualifications that would benefit the District, and

That the parties desire, upon completion of a requisite 30-day separation period, that the Superintendent be re-employed by the District as Superintendent of Schools for two more school years as a working retiree consistent with C.R.S. § 24-51-1101, and

That the parties mutually desire to set forth their Agreement for re-employment of the Superintendent.

NOW, THEREFORE, in consideration of the mutual covenants herein contained and other good and valuable consideration, the parties agree as follows:

I. TERM

The District does hereby employ the Superintendent and the Superintendent does hereby accept the employment offer of the District and agrees to serve as Superintendent of Schools for said District for a term of two school years commencing August 1, 2026 and ending June 30, 2028.

II. PROFESSIONAL CERTIFICATION

At all times during this employment contract and any extensions hereto, the Superintendent shall maintain a Type D Certificate, or Professional Administrator License with an endorsement appropriate for Superintendent of Schools, as issued by the Colorado Department of Education. The Superintendent's failure to maintain licensure at any time while this Agreement is in effect shall be a material breach.

III. RESPONSIBILITIES

The District's governing Board of Education expects assistance, communication, cooperation, and professional leadership from its Superintendent of Schools. The Board expects the Superintendent to recommend changes in district programs and district policies whenever it is believed that they are necessary. The Board further expects the Superintendent to faithfully put into effect the

policies, plans, and directives adopted by the Board. Moreover, the Board expects the Superintendent to ensure the District's compliance with all applicable laws and manage financial risk, seeking advice from the District's legal counsel as appropriate. Under the direction of the Board, the Superintendent shall have charge of the administration of all schools within the District. As Superintendent, he shall devote his full time, skill, labor and attention to the duties of Chief Executive Officer of the District as may be defined or required under the laws of the State of Colorado, regulations of the Colorado Department of Education, policy of the District, including but not limited to District policy CBA/CBC, and as otherwise directed or required by the Board. As Chief Executive Officer, the Superintendent shall be responsible for all activities of the District and shall report to the Board and keep it informed regarding all facets of the supervision and operation of the District.

IV. COMPENSATION

The District shall pay the Superintendent for his services an annual salary in the amount of two hundred two thousand, four hundred dollars (\$202,400), to be paid in no less than eleven (11) equal monthly installments, from August 2026 through June 2027, and to be paid in no less than twelve (12) equal monthly installments from July 2027 to June 2028. The Superintendent's salary only may be changed from time to time in such amount as the parties may agree by written addendum to this Agreement signed by each of the parties hereto. The Superintendent may receive additional benefits in addition to the compensation as contained in this paragraph. The Superintendent's salary is subject to appropriate state and federal taxes, and deductions authorized by law or District policy may be made by the District from the bi-monthly installments of the salary due to the Superintendent.

V. DUTY YEAR AND LEAVES

A. Basic Work Year. The Superintendent's duty year shall be for the entire year as provided herein, and the legal holidays on which the District is authorized to conduct school, if the Board of Education so determines. The Superintendent shall be on duty during any emergency which pertains to school affairs or school business, unless he is otherwise excused in accordance with District Policy.

B. Personal Days. The Superintendent shall accrue eleven (11) working days of personal time off during the school year, which may be taken within the same school year or the right to the same will be relinquished, with no pay out of unused personal time off or carry over should the term of this Agreement be extended. Use of personal days must be approved by the President of the Board in advance. The parties agree that they intend personal time off to not be wages as defined by Colorado law because it has pre-conditions for use.

C. Holidays. The Superintendent shall be entitled to all national and state holidays which are designated by the Board to be observed by the entire school district staff.

D. Sick Leave. The Superintendent shall earn sick leave at the rate of one day (eight (8) hours) per month and may accumulate said sick leave during the school year and as provided by Colorado law. Sick leave may be taken for any of the reasons in C.R.S. § 8-13.3-404. When the need for sick leave is foreseeable, the Superintendent shall make a good-faith effort to not unduly disrupt the operations of the District. The President of the Board may request documentation if the Superintendent requires sick leave for more than seven (7) consecutive days, and such documentation shall be treated as confidential medical records. The Superintendent shall be allowed to participate in the sick leave bank, if any, for administrators and supervisors. In the case of a public health emergency declared by national or local public health authorities, the

Superintendent will have immediate access to up to ten (10) days (eighty (80) hours) of supplemental leave for any reason enumerated in C.R.S. § 8-13.3-405(3), provided that accrued, unused sick leave must be used first and will be counted towards the available supplemental leave.

E. Bereavement Leave. The Superintendent shall be allowed five (5) days leave per contract year for critical illness or death in his immediate family, which shall be defined as the Superintendent's spouse, siblings, children, parents, spouse's parents or grandchildren. Five (5) additional days per contract year shall be allowed, if any, and may be drawn from the Superintendent's accumulated sick leave.

F. Jury Duty Leave. The Superintendent shall be granted leave for the purpose of serving on any jury for which he was properly summoned within the State of Colorado, and during such jury service will receive his regular salary, less any per diem received for such jury service, exclusive of expenses.

VI. INSURANCE BENEFITS

A. Insurance Plans. The parties understand that the District presently has a health insurance plan for its employees. So long as the District continues said plan, the District shall contribute one hundred percent (100%) of the medical, dental, and vision insurance premiums per year for the Superintendent, his spouse, and dependents at the lowest level offered. The Superintendent may purchase, through payroll deduction, other insurance coverage plans offered by the District, including but not limited to accident and critical illness insurance.

B. Professional Liability Insurance. The District agrees to insure the Superintendent for the loss due to claims, demands, suits, actions and legal proceedings brought against the Superintendent in his official capacity as agent and employee of the District, provided the incident arose while the Superintendent was acting within the scope of his employment and excluding criminal litigation, the amount and extent of coverage herein shall be subject to such limitations imposed by the District's insurance carrier. In the event the District has provided a defense pursuant to this paragraph, and a court or other decision making body having jurisdiction over the matter determines that the act or omission of the Superintendent did not occur during the performance of his duties hereunder and within the scope of his employment or that the act or omission was willful or wanton or not in good faith, the Superintendent shall be responsible and shall reimburse the District for all costs of such defense and indemnity actually incurred by the District. In no event shall Board of Education members be individually or collectively personally liable or responsible to the Superintendent for defending or indemnifying the Superintendent against such demands, claims, suits, actions, and legal proceedings.

C. Claims Against the District. The parties agree that any description of insurance benefits as contained in this section or elsewhere in the Agreement are intended to be for informational purposes only and the eligibility of the Superintendent for benefits shall be governed by the terms of the insurance policy purchased by the District pursuant to this Agreement, and no claim shall be made against the District as a result of the denial of insurance benefits by an insurance carrier.

VII. OTHER BENEFITS

A. Travel Allowance. The District shall furnish an automobile for the use of the Superintendent in the fulfillment of his duties. The Superintendent will be allowed to keep said automobile at his home, and it is agreed that all costs of operation will be assumed by the District. The District shall insure the Superintendent's official use of the automobile furnished under this

paragraph, provided that if a court or other decision making body having jurisdiction over the matter determines that damage and/or injury resulting from the Superintendent's use of the automobile did not occur during the performance of his duties hereunder and within the scope of his employment or that he engaged in willful or wanton conduct or not in good faith, the Superintendent shall be responsible and shall reimburse the District for all costs of such damage and/or injury actually incurred by the District. In no event shall Board members be individually or collectively personally liable or responsible to the Superintendent for defending or indemnifying the Superintendent against such demands, claims, suits, actions, and legal proceedings.

B. Physical Examination. The Superintendent does hereby agree to have a comprehensive medical examination on an annual basis. The Superintendent shall cause to be filed with the Secretary of the Board of Education upon completion of such physical, a statement from a licensed physician certifying the continued physical fitness of the Superintendent to perform the duties of the position. Such statement shall be confidential medical records, maintained in the Superintendent's personnel file. The out-of-pocket cost of such medical examination shall be paid by the District, provided the same shall not exceed five hundred dollars (\$500.00), unless prior approval of the Board is received.

C. Cell Phone. The District also shall provide the Superintendent a stipend of fifty dollars (\$50) per month (six hundred dollars (\$600) per contract year) for his official use of his personal cell phone.

D. Expenses. The District shall reimburse the Superintendent for all expense account items on the same basis and in the same amount as allowed by District policy for other administrative personnel.

E. Retirement Contributions. The parties agree that the District has determined there is a critical shortage of qualified candidates for the position of Superintendent of Schools, and the Superintendent has unique experience, skill, and qualifications that will benefit the District. The District shall notify the Colorado Public Employees Retirement Association ("PERA") upon execution of this Agreement. The District shall provide full payment to PERA of all employer contributions and all disbursements in accordance with C.R.S. § 24-51-401 et seq., and all working retiree contributions in accordance with C.R.S. § 24-51-1101 et seq., on the salary payable to the Superintendent.

VIII. PROFESSIONAL RESPONSIBILITIES OF SUPERINTENDENT

A. Outside Activities. The Superintendent shall devote his time, attention, and energy to the business of the District. Participation in outside activities by the Superintendent shall be subject to prior notice to the Board where one-time requirements for such activities is anticipated to be substantial (e.g., conferences of two (2) days duration or longer). The Superintendent may undertake consultative work, speaking engagements, writing, lecturing and/ or other professional duties and obligations only with the prior agreement of the Board.

B. Professional Memberships and Activities. The District shall pay membership fees for the Superintendent to maintain membership in the Colorado Association of School Executives and the American Association of School Administrators. The Superintendent shall be encouraged to attend appropriate professional meetings at the local, state and national levels. Within the budget constraints, as approved by the Board of Education, such costs of attendance shall be paid by the District. The District expects the Superintendent to continue his professional development and does hereby encourage him to participate in relevant learning experiences.

C. Community Organizations. The District believes it is important for the Superintendent to be active in community activities and organizations, such as the Morgan County Rotary Club. Within budget constraints, as approved the Board, membership fees of such community organizations operating within the District's boundaries shall be paid by the District.

IX. PERFORMANCE REVIEW AND EVALUATION

The Board of Education may, but shall not be required, to conduct a formal evaluation of the performance of the Superintendent during the term of the Agreement. In the event any such evaluation is undertaken, the parties agree that the evaluation process shall not be construed to be a pre-requisite to or a condition of termination for any reason. The Board may, at any time, suspend the Superintendent with pay and benefits and without prejudice for such purposes and period of time as the Board deems to be in the best interest of the District. In any case, the Superintendent shall be notified in writing of reasons for the suspension.

X. APPLICABLE LAW AND POLICY

Notwithstanding and not as modification of any other specification or reference herein, this Agreement is subject to and includes all applicable laws of the federal and state governments and all duly adopted policies, rules, and regulations of the District as are in effect or become in effect during the term of this Agreement; and the Board of Education specifically reserves the right to change such policies, rules, and regulations at any time without prior notice.

XI. TERMINATION

This Agreement shall terminate upon occurrence of any of the following events or occurrences:

A. By its own terms at the end of the day on June 30, 2028, unless extended in writing by mutual agreement of the parties.

B. In the event of the disability of the Superintendent, which disability prohibits him from performing substantially all duties of his employment and which disability has extended or will extend for a period of over one (1) month beyond the exhaustion of all available paid and unpaid leave. If a question exists concerning the capacity of the Superintendent to return to his duties, the District may require the Superintendent to submit to a medical examination, to be performed by a medical doctor of the District's choosing at the District's expense.

C. The District may terminate this Agreement at any time for cause, which includes, but is not limited to, insubordination, neglect of duty, unsatisfactory performance, immorality, or a material breach of this Agreement.

E. The District may terminate this Agreement at any time without cause at its sole discretion, provided that the Superintendent shall be entitled to a severance payment equal to the lesser of the Superintendent's current base salary for six (6) months or the actual number of months' remaining time left on the Contract.

F. By mutual agreement of the parties.

G. The Superintendent may, at his option, terminate this Agreement by giving ninety (90) days written notice to the Board of Education. In the event the Superintendent fails to give at least ninety (90) days written notice, he shall pay the District one month of his salary as liquidated damages under C.R.S. § 22-63-202(2)(c)(II).

H. By death of the Superintendent.

Except as provided in paragraph XI.E. above, all obligations of the District shall cease upon termination.

XII. MISCELLANEOUS PROVISIONS

A. Savings Clause. If during the term of this Agreement, it is found that a specific clause of the contract is illegal in federal or state law, the remainder of the Agreement shall not be affected by such a ruling and shall remain in full force and effect.

B. Binding Effect. This Agreement is one for personal services to be provided the District only and may not be assigned. Any compensation due and payable to the Superintendent under this Agreement shall be payable to his heirs and legal representatives in the event of his death.

C. Governing Law and Venue. This Agreement, and the rights and obligations of the parties hereto, shall be interpreted and construed in accordance with the laws of the State of Colorado, and venue for any action arising under this Agreement shall be in the District Court of Morgan County, Colorado, or, if the matter is subject to federal jurisdiction, then in the Federal District Court in Denver, Colorado.

D. Prior Agreements. This Agreement supersedes, cancels, and replaces any and all prior agreements or understandings between the parties, whether written, oral, express, or implied.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first written above.

SUPERINTENDENT

Robert L. Sanders

MORGAN COUNTY SCHOOL DISTRICT RE-3

Nancy Hopper, President, Board of Education

ATTEST:

Kati Jess, Secretary, Board of Education

A school that wishes to be designated for the first time as an Alternative Education Campus or to renew its designation as an Alternative Education Campus must submit the following application verifying that the school meets eligibility criteria no later than **April 24, 2026**.

You renewal application will not be considered final until this document has been submitted for each relevant school in your district. You may submit this form by either emailing a completed PDF to **April Thompson: thompson_april@cde.state.co.us**. PDF versions must be submitted because CDE is unable to accept e-signatures at this time.

2026-2027 APPLICATION/RENEWAL FOR ALTERNATIVE EDUCATION CAMPUS DESIGNATION

Based upon the school and student characteristics indicated below, we certify that

Lincoln High School	#	5180	in	Fort Morgan Re-3
School Name		CDE School #		District Name

meets the requirements specified in Section 22-7-604.5, CRS, and we request Colorado State Board of Education designation of this school as an Alternative Education Campus for the 2026-2027 school year.

We certify that this school meets the following criteria (add an X where appropriate):

- Has a specialized mission to serve special needs or at-risk populations
- Is an autonomous public school, meaning that the school provides a complete instructional program that allows students to proceed to the next grade level or to graduate
- Has an administrator who is not under the supervision of an administrator at another school
- Has a budget separate from any other public school
- Has nontraditional methods of instruction delivery
- Has a public process to ensure accountability

Serves one of the following student populations at the time of the 2025 October Count Administration (add an X to whichever of the following populations best fits your school):

- All students have severe limitations that preclude appropriate administration of the assessments administered pursuant to section § 22-7-409, C.R.S.;
- All students attend only on a part-time basis and come from other public schools where the part-time students are counted in the enrollment of the other public school ; or
- More than 90% of students have either an Individualized Education Programs (IEPs) pursuant to § 22-20-108, C.R.S. and/or meet the definition of a "high-risk" student as illustrated on the following page.

Vicki Davis

School Principal/Administrator Name (Type or Print)



School Principal/Administrator Signature

4/14/2026

Date

Rob Sanders

School District Superintendent Name (Type or Print)

School District Superintendent Signature

Date

Nancy Hopper

School District Board President Name (Type or Print)

School District Board President Signature

Date



CERTIFICATION OF STUDENT POPULATION

NOTE - THIS SECTION IS ONLY NEEDED IF YOUR DISTRICT IS NOT SUBMITTING STUDENT LEVEL DATA VIA DATA PIPELINE

District Accountability Contact (to verify information submitted regarding student high-risk eligibility):		
Name:	Email:	Phone:

	Student Population	# of students
1	IEP: # of students who have Individualized Education Programs (IEPs)	9
2	Committed: # of students who have been committed to the Department of Human Services following adjudication as juvenile delinquents	0
3	Detained: # of students who are in detention awaiting disposition of charges that may result in commitment to the Department of Human Services	0
4	Dropout: # of students who have dropped out of school	
5	Expelled: # of students who have been expelled	5
6	Migrant: # of students who are migrant, as defined in Section 22-23-103 (2), CRS	0
7	Homeless: # of students who are homeless, as defined in Section 22-1-102.5 (2), CRS	3
8	Habitually Truant: # of students with four excused or unexcused absences from public school in any one month or ten excused or unexcused absences from public school during any school year. Absences due to suspension or expulsion of a student are considered absences.	4
9	Overage and Under Credit: # of students who are over traditional school age for their grade level and lack adequate credit hours for their grade level. <i>Only high school students are eligible for this category.</i>	1
10	Other High Risk: # of students who fall into other district defined high risk categories	16
9	Total # of students meeting any high risk category (unique count of high risk students)	38
10	School's total student population	38
11	Total % of high-risk students (row 9 divided by row 10)	100%

Required

SCHOOL MISSION

Statement of School Mission: It is the mission of Lincoln High School to provide students with educational opportunities to prepare them for post-secondary options and establish a foundation to be productive citizens. It is the vision of Lincoln High School to offer a supportive environment that empowers healthy, safe life choices that cultivate students' education, citizenship, and skills necessary to guide them into a successful future.

Description that most closely mirrors your school's mission and student population (select all that apply)

- Adult Education
- College Prep
- Credit Recovery
- Detention Center
- Expulsion Center
- IEP
- Migrants/ELL
- On-line
- Other High Risk (See Documentation Assurance Tab)
- Part-Time
- Vocational/Technical
- Wrap-around to graduate

ADDITIONAL SCHOOL INFORMATION

	Circle or highlight Yes/No	
Is your school a dropout-recovery program?	Yes	No
Is your school intended to transition students back to their home school?	Yes	No
Does your school award diplomas?	Yes	No

SHERMAN PRESCHOOL
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR

Para - Preschool 11
 Para - Daycare 3
 Para - Special Ed 4

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	PD Hours	Hours Above 151 Days	Total Hours	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Diaz-Rey, Juanita	Administrative Assistant	4	151	9.0	1,359.00	24	183	1,566.00	X	
Martinez, Irene	Preschool/Daycare Licensing Specialist	4	151	9.0	1,359.00	24	183	1,566.00		X
Garcia, Marylou	Infant/Toddler Teacher	4	163	8.5	1385.50	0	0	1385.50	X	
Mendez, Leticia	Infant/Toddler Teacher	4	163	8.5	1385.50	0	0	1385.50	X	
Perez, Veronica	Preschool Teacher	4	163	8.5	1385.50	0	0	1385.50	X	
Alvarez, Ruby	Infant/Toddler Assistant	4	151	8.5	1,283.50	24	0	1,307.50	X	
Prince, Erica	Infant/Toddler Assistant	4	151	8.5	1,283.50	24	0	1,307.50	X	
Ramos, Brenda	Infant/Toddler Assistant	4	151	8.5	1,283.50	24	0	1,307.50	X	
Chavez Torres, Lesly	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
Cooley, Logen	Paraprofessional - Preschool	4	151	6.0	906.00	24	0	930.00	X	
Dermer, Shelly	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
Enriquez, Leticia	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
Gonzalez, Leslie	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
Jones, Mckenzie	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
MacDonald, Shelby-Marie	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
Murkins, Kelly	Paraprofessional - Preschool	4	151	3.0	453.00	24	0	477.00	X	
Roberts, Emma	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
Romero, Angelia	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
Vallejo, Rashel	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
VACANT	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
VACANT	Paraprofessional - Preschool	4	151	8.5	1,283.50	24	0	1,307.50	X	
Brdar, Kaylee	Paraprofessional - Preschool Spec Ed	4	151	8.5	1,283.50	24	0	1,307.50	X	
Green, Amy	Paraprofessional - Preschool Spec Ed	4	151	8.5	1,283.50	24	0	1,307.50	X	
Thompson, Lisa	Paraprofessional - Preschool Spec Ed	4	151	8.5	1,283.50	24	0	1,307.50	X	
Vicente Orona, Dallanara	Paraprofessional - Preschool Spec Ed	4	151	8.5	1,283.50	24	0	1,307.50	X	

**COLUMBINE ELEMENTARY SCHOOL
 CLASSIFIED STAFF
 CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR**

CLDE 1 / Computer Lab 1
 Paraprofessional 4
 Para - Special Ed 2

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	PD Hours	Hours Above 151 Days	Total Hours	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Hogan, Michelle	Administrative Assistant	4	151	9.00	1359.00	24	183	1566.00	X	
Latoski, Kathy	Health Clerk	4	151	8.00	1208.00	24	16	1248.00	X	
Latoski, Kathy	Supervision	4	151	1.00	151.00	0	0	151.00	X	
Ferguson, Elizabeth	Library Secretary	4	151	8.50	1283.50	24	121	1428.00	X	
Johnson, Jordan	Paraprofessional - Computer Lab	4	151	8.50	1,283.50	24	17	1,324.50	X	
Zufelt, Bailey	Paraprofessional - CLDE	4	151	7.50	1,132.50	24	0	1,156.50	X	
Amezquita-Martinez, Marisela	Paraprofessional	4	151	7.50	1,132.50	24	0	1,156.50	X	
Avila Gonzalez, Angelica	Paraprofessional	4	151	7.50	1,132.50	24	0	1,156.50	X	
Corral, Gail	Paraprofessional	4	151	7.50	1,132.50	24	0	1,156.50	X	
Oliveira, Laurie	Paraprofessional	4	151	7.50	1,132.50	24	0	1,156.50	X	
Palma, Leonora	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Pinzenscham, Cynthia	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Hendrickson, Elizabeth	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00		X
Harmon, Deborah	Head Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Ortega, Leticia	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Sanchez Juarez, Ofelia	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	

GREEN ACRES ELEMENTARY SCHOOL
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR

CLDE 1 / Computer Lab 1
 Paraprofessional 4
 Para - Special Ed 3

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	PD Hours	Hours Above 151 Days	Total Hours	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
VACANT	Administrative Assistant	4	151	9.00	1359.00	24	183	1566.00		X
Sharp, Brenda	Health Clerk	4	151	8.00	1208.00	24	16	1248.00	X	
Sharp, Brenda	Supervision	4	151	1.00	151.00	0	0	151.00	X	
Jackson, Brittany	Library Secretary	4	163	8.50	1385.50	0	43	1428.00	X	
Benitez, Victoria	Paraprofessional - Computer Lab	4	151	8.00	1,208.00	24	17	1,249.00	X	
Benitez, Victoria	Family Liaison	4	151	0.50	75.50	0	0	75.50	X	
Guerrero Rocha, Roxana	Paraprofessional - CLDE	4	151	8.50	1,283.50	24	0	1,307.50	X	
Enfante, Savanna	Paraprofessional	4	151	8.50	1,283.50	24	0	1,307.50	X	
Ramirez, Maria	Paraprofessional	4	151	8.50	1,283.50	24	0	1,307.50	X	
Zelaya, Johanna	Paraprofessional	4	151	8.50	1,283.50	24	0	1,307.50	X	
VACANT - Paraprofessional	Paraprofessional	4	151	8.50	1,283.50	24	0	1,307.50		
Arteaga, Johanna	Paraprofessionnal - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Evelyn, Madison	Paraprofessionnal - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Johnston, Debra	Paraprofessionnal - Special Ed	4	151	8.50	1283.50	24	0	1307.50	X	
Perez, Cindy	Head Custodian	5	261.00	8.00	2,088.00	0	0	2,088.00	X	
Alcala, Maria	Custodian	5	261.00	8.00	2,088.00	0	0	2,088.00	X	
Machado, Elizabeth	Custodian	5	261.00	8.00	2,088.00	0	0	2,088.00	X	

PIONEER ELEMENTARY SCHOOL
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR

CLDE 1 / Computer Lab 1
 Paraprofessional 4
 Para - Special Ed 11

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	PD Hours	Hours Above 151 Days	Total Hours	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Rocha, Cristela	Administrative Assistant	4	151	9.00	1359.00	24	183	1566.00	X	
Quezada, Maria	Health Clerk	4	151	8.00	1208.00	24	16	1248.00	X	
Quezada, Maria	Para - Supervision	4	151	0.50	75.50	0	0	75.50	X	
Middlemist, Deborah*	Para / Library Secretary	4	151	8.50	1283.50	24	121	1428.00	X	
Mohammed, Mariam	Paraprofessional - Computer Lab	4	151	8.50	1,283.50	24	17	1,324.50	X	
Arroyo, Annabel	Paraprofessional - CLDE	3	151	7.50	1,132.50	24	0	1,156.50	X	
Arroyo, Annabel	Paraprofessional - Supervision	4	151	0.50	75.50	0	0	75.50	X	
Ocanas, Mary	Paraprofessional - CLDE	3	151	7.50	1,132.50	24	0	1,156.50		X
Chitou, Lea (Olouwarotimi)	Paraprofessional	4	151	7.50	1,132.50	24	0	1,156.50	X	
Chitou, Lea (Olouwarotimi)	Paraprofessional	4	151	0.50	75.50	0	0	75.50	X	
Chitou, Lea (Olouwarotimi)	Paraprofessional - Supervision	4	151	0.50	75.50	0	0	75.50	X	
Ibarra, Laura	Paraprofessional	4	151	7.00	1,057.00	24	0	1,081.00	X	
Ibarra, Laura	Family Liaison	4	151	1.00	151.00	0	0	151.00	X	
Ibarra, Laura	Paraprofessional - Supervision	4	151	0.50	75.50	0	0	75.50	X	
Kage, Felicia	Paraprofessional	4	151	8.50	1,283.50	24	0	1,307.50	X	
Valles, Alondra	Paraprofessional									
Bruntz, Jennifer	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Chavez, Dora	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Ferris, MaKaylah	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Francisco, Alicia	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Kelley-Forbes, Robin	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
McQueen, Alexcia	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Patrick, Cherey Jo	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Starciuc, Viorica	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
Vuittonet, Destany	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50	X	
VACANT	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50		
VACANT	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50		
Garcia, Vicki	Paraprofessional - Special Ed	4	151	8.50	1,283.50	24	0	1,307.50		X
Riddle, Scott	Head Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Almanza, Ma De Jesus	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Martinez, Donna	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	

*Critical Shortage

SHERMAN ELEMENTARY SCHOOL
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR

CLDE 1 / Computer Lab 1
 Paraprofessional 4
 Para - Special Ed 1

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	PD Hours	Hours Above 151 Days	Total Hours	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Monsivais, Irma	Administrative Assistant	4	151	9.0	1359.00	24	183	1566.00	X	
Mosqueda-Garcia, G. Diana	Health Clerk	4	151	8.0	1208.00	24	16	1248.00	X	
Mosqueda-Garcia, G. Diana	Family Liaison	4	151	0.5	75.50	0	0	75.50	X	
Harper, Daina	Library Secretary	4	151	8.5	1283.50	24	120.5	1428.00	X	
Felipe, Isabela	Paraprofessional - Computer Lab	4	151	8.5	1283.50	24	17	1324.50	X	
Garcilazo, Leticia	Paraprofessional - CLDE	4	151	7.5	1132.50	24	0	1156.50	X	
Garcilazo, Leticia	Family Liaison	4	151	1.0	151.00	0	0	151.00	X	
Alvidrez, Blanca "Isela"	Paraprofessional	4	151	7.5	1132.50	24	0	1156.50	X	
Amezquita-Hernandez, Yoana	Paraprofessional	4	151	7.5	1132.50	24	0	1156.50	X	
Holbeck, Carissa	Paraprofessional	4	151	7.5	1132.50	24	0	1156.50	X	
Ojeda Michel, Diana	Paraprofessional	4	151	7.5	1132.50	24	0	1156.50	X	
Telling, Lorna	Paraprofessional	4	151	7.5	1132.50	24	0	1156.50		X
Caballero, Dalmar	Paraprofessional - Special Ed	4	151	7.5	1132.50	24	0	1156.50	X	
Schrock, Kristina	Paraprofessional - Special Ed	4	151	7.5	1132.50	24	0	1156.50		X
Urias Acevedo, Reyna	Head Custodian	5	261	8.0	2088.00	0	0	2088.00	X	
Hinojos De Palma, Soledad	Custodian	5	261	8.0	2088.00	0	0	2088.00	X	
Garcia, Yolanda	Custodian	5	261	8.0	2088.00	0	0	2088.00	X	
Gomez Chavez, Erika	Custodian	5	261	4.0	1044.00	0	0	1044.00		X
Horan, Deborah	Custodian	5	261	8.0	2088.00	0	0	2088.00	X	

**FORT MORGAN MIDDLE SCHOOL
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR**

CLDE 3 / Computer Lab 1
Paraprofessional 0
Para - Special Ed 7

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	PD Hours	Hours Above 151 Days	Total Hours	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Estrada Diaz, Ana	Administrative Assistant	4	151	9.00	1,359.00	24	183	1,566.00	X	
Contreras, Deborah Diane	Counseling Secretary	4	151	8.50	1,283.50	24	98	1,405.50	X	
Christensen, Cynthia	Library Secretary	4	163	9.00	1,467.00	0	45	1,512.00	X	
Mateo-Virves, Katharina (Tina)	Attendance Secretary	4	151	9.00	1,359.00	24	183	1,566.00	X	
Roth, Adrian	Paraprofessional - Computer Lab	4	151	9.00	1,359.00	24	0	1,383.00	X	
Amezquita Hernandez, Andrea	Paraprofessional - CLDE	4	151	8.00	1,208.00	24	0	1,232.00	X	
Ramos, Mirella	Paraprofessional - CLDE	4	151	8.50	1,283.50	24	0	1,307.50	X	
Whitney, Bailey	Paraprofessional - CLDE	4	151	8.50	1,283.50	24	0	1,307.50	X	
Castaneda, Elsa	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Miranda, Alexia	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Quiquix Sales, Josephine	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Rexroad, Jennifer	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Schossow, Jennifer	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Staley, Whitney	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
VACANT	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Ramirez Campos, Moises	Head Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Hernandez Tapia, Rocio	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Mandujano, Josefina	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Sharp, Austin	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Tarango, Antonia	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Tarango, Jose	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	

**FORT MORGAN HIGH SCHOOL
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR**

CLDE 4 / Computer Lab 1
Paraprofessional 0
Para - Special Ed 4

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	PD Hours	Hours Above 151 Days	Total Hours	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Mosqueda, Socorro	Title 1C Specialist	4	151	8.50	1,283.50	24	204	1,511.50	X	
Rose, Debbie	Administrative Assistant	5	151	9.50	1,434.50	24	630	2,088.00	X	
Gayman, Crystal	Discipline Secretary	4	151	9.00	1,359.00	24	183	1,566.00	X	
Gomez-Ramirez, Janie	Family Liaison	4	151	9.00	1,359.00	24	183	1,566.00	X	
Uhrich, Katherine	Attendance Secretary	4	151	9.00	1,359.00	24	183	1,566.00	X	
VonFeldt, Amber	Athletic/Activities Secretary	4	151	9.00	1,359.00	24	183	1,566.00	X	
Baker, Kimberly	Registrar	4	151	9.00	1,359.00	24	183	1,566.00	X	
Kudron, Dencia	Counseling Secretary	4	151	8.50	1,283.50	24	172	1,479.00	X	
VonFeldt, McKenna	Paraprofessional - Computer Lab	4	151	9.00	1,359.00	24	0	1,383.00	X	
Barrera, Sara	Paraprofessional - CLDE	4	151	8.00	1,208.00	24	0	1,232.00	X	
Diego De Vicente, Carmen	Paraprofessional - CLDE	4	151	8.00	1,208.00	24	0	1,232.00	X	
Mosqueda, Paulet	Paraprofessional - CLDE	4	151	8.00	1,208.00	24	0	1,232.00	X	
Perez, Shirley	Paraprofessional - CLDE	4	151	8.00	1,208.00	24	0	1,232.00	X	
Always, Kayla	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Baker, Judy	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Uwase, Denise	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Whittum, Sydney	Paraprofessional - Special Ed	4	151	8.00	1,208.00	24	0	1,232.00	X	
Gomez, Emily	Head Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Godines Banderas, Rita	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Gomez, Randy	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Gutierrez, Maria del Carmen	Custodian	5	261	5.00	1,305.00	0	0	1,305.00	X	
Hernandez, Maria	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Ibarra-Fierros, Ma	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Moncada Gallardo, Sofia	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Mosqueda, Salvador	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	
Rees, James	Custodian	5	261	8.00	2,088.00	0	0	2,088.00	X	

**COOKS AND KITCHEN MANAGERS
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR**

Hourly

Name	Bldg	Primary Job Title	Monday	Monday Hours	Total Hours on Monday	Total Days	Total Hours	M-F or T-F	Plus PD /Hours	Total Hours
Gallegos, Martha	P	Cook	N/A	N/A	N/A	151	7.50	T-F	8	1140.50
Ryan, Katelynn	P	Cook	N/A	N/A	N/A	151	5.00	T-F	8	763.00
Trejo Rojas, Elvira	P	Cook	N/A	N/A	N/A	151	3 / 1	T-F	8	612.00
Bruhn, Melissa	C	Cook	35	4.00	140.00	151	6.50	M-F	8	1129.50
Perez, Mayra	C	Cook	N/A	N/A	N/A	151	5.00	T-F	8	763.00
Toledo, Milagros	C	Cook	N/A	N/A	N/A	151	3 / 1	T-F	0	612.00
Chavez, Cristina	GA	Cook	N/A	N/A	N/A	151	3 / 1	T-F	8	612.00
Valles, Marta	GA	Cook	N/A	N/A	N/A	151	5.00	T-F	8	763.00
Vazquez, Socorro	GA	Cook	35	4.00	140.00	151	6.50	M-F	8	1129.50
Garcia, Darlene	S	Cook	N/A	N/A	N/A	151	7.50	T-F	8	1140.50
Marquez, Marisa	S	Cook	35	4.00	140.00	151	6.50	M-F	8	1129.50
Schneider, Kristyn	S	Cook	35	4.00	140.00	151	6.50	M-F	8	1129.50
Aguilar, Marina	B	Cook	35	4.00	140.00	151	6.50	M-F	8	1129.50
Rosales, Martha	B	Cook	N/A	N/A	N/A	151	5.00	T-F	8	763.00
Santos Pedroza, Antonia	B	Cook	N/A	N/A	N/A	151	3 / 1	T-F	8	612.00
VACANT	MS	Cook	35	5.00	175.00	151	7.50	M-F	8	1315.50
Krien, Madison	MS	Cook	N/A	N/A	N/A	151	5.00	T-F	8	763.00
Malone, Dayton	MS	Cook	N/A	N/A	N/A	151	5.00	T-F	8	763.00
Michel, Ashley	MS	Cook	N/A	N/A	N/A	151	5.00	T-F	8	763.00
Power, Meriwether	MS	Cook	35	5.00	175.00	151	7.50	M-F	8	1315.50
Simon Pedro, Magdalena	MS	Cook	35	5.00	175.00	151	5.00	T-F	8	938.00
Baltazar, Pedro	HS	Cook	N/A	N/A	N/A	151	4.00	T-F	8	612.00
Kubic, Alisha	HS	Cook	N/A	N/A	N/A	151	5.50	T-F	8	838.50
McDougall, Carrie Esther	HS	Cook	N/A	N/A	N/A	151	5.50	T-F	8	838.50
Perry, Megan	HS	Cook	35	4.00	140.00	151	7.00	M-F	8	1205.00
Willis, Teresa	HS	Cook	35	4.50	157.50	151	7.00	M-F	8	1222.50
Garrett, Peggy	P	Kitchen Manager	N/A	N/A	N/A	155	9.00	T-F	8	1403.00
Heisel, Tammy	C	Kitchen Manager	36	5.50	198.00	156	8.00	M-F	0	1446.00
Manzanares, Elizabeth	GA	Kitchen Manager	36	5.00	180.00	156	8.50	M-F	0	1506.00
Westhoff, Shar	S	Kitchen Manager	36	7.00	252.00	156	8.00	M-F	0	1500.00
Groves, Brenda	B	Kitchen Manager	36	7.00	252.00	156	8.00	M-F	0	1500.00
Ryan, Victoria	MS	Kitchen Manager	36	6.00	216.00	156	8.50	M-F	0	1542.00
Windsheimer, Gail	HS	Kitchen Manager	36	6.00	216.00	156	8.50	M-F	0	1542.00

**DISTRICT SUPPORT CENTER
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR**

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	Full Time	Part Time	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Bollig, Natalie	Permanent Substitute	4	161	8.50	1,368.50	F		X	
Carpenter, Mary Beth	Wellness Coordinator	4	163	8.50	1,385.50	F		X	
Carranza, Kevin	Information Technology Professional	5	261	8.00	2,088.00	F		X	
Hicks, Kenneth	Admin Server Administrator	5	261	8.00	2,088.00	F		X	
Hoffman, Matthew	IT Server Administrator	5	261	8.00	2,088.00	F			X
Kaper, Jade	Curriculum and Assessment Specialist	5	261	8.00	2,088.00	F		X	
Keating, Suzanne	Human Resources Specialist	5	261	8.00	2,088.00	F		X	
Knaus, Kyle	Food Service Warehouse	5	261	8.00	2,088.00	F		X	
McFarland, Alyssa	Alternative License Coach	4	163	Varies	Varies		P	X	
Meza, Rosa*	Custodian	5	261	8.00	2,088.00	F		X	
Lipke, Tumbleweed	Warehouse Manager	5	261	8.00	2,088.00	F		X	
Loya, Angelica	Finance Assistant	5	261	8.00	2,088.00	F		X	
Morford, Bev	Executive Asst to Superintendent & B	5	261	8.00	2,088.00	F		X	
Rodriguez, Kenya	Communications/Registrar	5	261	4.00	1,044.00	F		X	
Romero, Regina	Finance Manager	5	261	8.00	2,088.00	F		X	
Ryder, Edward	Print Shop Operator	4	209	5.00	1,045.00		P		X
Schaefer, Mitchell	Instructional Server Administrator	5	261	8.00	2,088.00	F		X	
Schantz, Bobbi	Payroll Assistant	5	261	8.00	2,088.00	F		X	
Silerio, Martha	Interpreter / Translator	5	261	8.00	2,088.00	F		X	
Trickey, Melinda	Student Information and Database Ma	5	261	8.00	2,088.00	F		X	
VonFeldt, Joyce	Print Shop Operator	5	261	8.00	2,088.00		P		X
Webb, Page	Payroll Manager	5	261	8.00	2,088.00	F		X	
Yearous, Amanda	Special Services Specialist	5	261	8.00	2,088.00	F		X	
Davis, Madalyn	Gifted/Talented Enrich. Teacher	4	151	Varies	Varies		P	X	
Gibbs, Phillip	Gifted/Talented Enrich. Teacher	4	151	Varies	Varies		P	X	

*Rosa's hours are divided between Lincoln, DSC, Facilities, and Transportation.

**FACILITIES MANAGEMENT DEPARTMENT
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR**

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	Full Time	Part Time	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Baker, Robert	Facilities Foreman	5	261	8.00	2,088.00	F		X	
Vangraefschepe , Ashley	Administrative Assistant	5	261	6.00	1,566.00	F		X	
Blackstun, Robert	Facilities	5	261	8.00	2,088.00	F		X	
Copass, Scott	Facilities	5	261	8.00	2,088.00	F		X	
Gutierrez, Carlos	Facilities Mechanic Technician	5	261	8.00	2,088.00	F			X
Larsen, Patrick	Facilities	5	261	8.00	2,088.00	F		X	
Lindsey, Luke	Facilities	5	261	8.00	2,088.00	F		X	
Oldewage, Gaberiel	Facilities	5	261	8.00	2,088.00	F		X	
VACANT	Facilities	5	261	8.00	2,088.00	F		X	

**TRANSPORTATION DEPARTMENT
CLASSIFIED STAFF
CONTINUED EMPLOYMENT FOR 2026-2027 SCHOOL YEAR**

Name	Primary Job Title	Days Per Week	Total Days	Daily Hours	Total Hours	Full Time	Part Time	Recommended: Continuing Employment	Recommended: Non-Renewal of Employment
Hirschfeld, Kaitlyn	Administrative Assistant	4	209	10.00	2,090.00	F		X	
Bellendir, Sean	Mechanic	4	208	10.00	2,080.00	F		X	
Hurtado, Michael	Mechanic	4	208	10.00	2,080.00	F		X	
Babcock, Pamela	Bus Assistant	4	151	6.50	981.50		P	X	
Lopez, Makayla	Bus Assistant	4	151	5.5/6.0	Varies		P	X	
Atwood, Leresa "Lee"	Bus Driver - Route E	4	151	5.50	830.50		P	X	
Casteel, Tabitha	Bus Driver - Route N	4	151	8.00	1,208.00	F		X	
Contreras, Terri*	Bus Driver - Route J	4	151	7.50	1,132.50	F		X	
D'Aloia, Mark	Bus Driver - Route A	4	151	7.50	1,132.50	F		X	
Hamburg, Rhonda	Bus Driver - Aurora Route - Non CDL	4	151	8.00	1,208.00	F		X	
Herskind, Carol	Bus Driver - Route H	4	151	4.00	604.00		P	X	
Mangum, LaVida	Bus Driver - Route O	4	151	7.50	1,132.50	F		X	
Reynolds, Samuel	Bus Driver - Route B	4	151	6.50	981.50		P	X	
Ricks, Robert	Bus Driver - Route K	4	151	5.50	830.50		P	X	
Ryder, Edward	Bus Driver - Route T	4	151	4.00	604.00		P	X	
Sandoval, Lourdes	Bus Driver - Route P	4	151	7.00	1,057.00	F		X	
Whittenburg, Maria	Bus Driver - Route S M/6 T-F/9.5	4	151	9.50	1,644.50	F		X	

*Critical Shortage



April



SHERMAN NEWSLETTER

Principal's Notes

Hello! My name is Shelly Carlson, and I am honored to serve as your Interim Principal. I'm truly excited to be a Sherman Shark. Before moving into school administration, I had the joy of teaching first grade for 19 years. Outside of school, I'm a proud grandparent of four wonderful grandchildren and love spending as much time with them as I can. I also enjoy playing golf with my husband.

Reminders

Welcome Spring! Although we've had a mild winter, this is Colorado and the weather can change quickly. Please be sure to dress your student in layers and appropriate outerwear, as we go outside every day.

Upcoming Events

April 3 - No School

April 13 - Preschool Round-Up @ Sherman Early Childhood Center from 8 a.m. - 4 p.m. - Students MUST be 4 years old by June 15th, 2022 to qualify

Contact Info

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Shelly.Carlson@fortmorgabk12.com

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(970)867-2998

Website:
Sherman.fortmorgank12.com



BAKER BULLDOG NEWSLETTER APRIL 2026

CALENDER:

4/2 Yearbook

4/3 NO SCHOOL, GOOD FRIDAY, HAPPY EASTER!

4/7–4/24 CMAS TESTING—Come well rested!

4/8, 5/13 BSL 3:30-4pm

4/15, 5/20 PTO 3:40 in the Library

4/28 1st, 2nd, 3rd grade Music Program 6:15-7:30/HS

4/30 NWEA TESTING



REGISTRATION for the 2026-27 school year is open. You may register on line through the District website.

RETURNING STUDENTS: Complete registration on your Campus Portal App. If you need assistance accessing you account please contact the office @ (970) 867-8422.

NEW STUDENTS/KINDERGARTNERS: Please go to the District Website: **fortmorgank12.com** and complete the new student registration. Kindergartners must be 5 yrs. old by June 15, 2026 to be eligible for Kindergarten.

~~~It is the FM School District's policy that anyone attending a field trip or meeting your student at a field trip needs to complete a **Back Ground Check** ahead of time in the school office. Each teacher sends home a permission slip to be filled out and the opportunity to check if your student would like a school lunch that day. It is important to have these things completed before the field trip so everything is ready to go! Thanks for your help!

CALENDARIO:

4/2 Club de Anuario

4/3 No hay clases, ¡Viernes Santo, Feliz Pascua!

4/7–4/24 Examen Estatal–Ven bien descansado!

4/8, 5/13 Club de liderazgo 3:30-4pm

4/15, 5/20 Comité de padres 3:40 en la biblioteca

4/28 Musical de 1er, 2do, y 3er grado 6:15-7:30/en la secundaria– 709 E. Riverview

4/30 Examen NWEA



**REGISTRO** El registro para el año escolar 2026-27 ya está abierto. Puede inscribirse en línea a través del sitio web del Distrito. **Alumnos que regresan:** Complete el registro en su aplicación Campus Portal. Si necesita ayuda para acceder a su cuenta, por favor comuníquese con la oficina al (970) 867-8422.

**NUEVOS ESTUDIANTES/KINDER:** Por favor, visite el sitio web del distrito: [fortmorgank12.com](http://fortmorgank12.com) y complete el registro de nuevos estudiantes. Los estudiantes de kínder deben tener 5 años cumplidos antes del 15 de junio de 2026 para ser elegibles para el kínder.

~~~Es política del Distrito Escolar de FM que cualquier persona que asista a una excursión escolar, o que se reúna con su estudiante durante la misma, debe completar una verificación de antecedentes en la oficina de la escuela. Cada maestro envía a casa un formulario de permiso para ser completado, el cual también ofrece la oportunidad de indicar si su estudiante desea recibir un almuerzo escolar ese día. ¡Es importante tener estos trámites completados antes de la excursión para que todo esté listo! ¡Gracias por su colaboración!



Columbine

NEWSLETTER

APRIL 2026

Principal's Notes

April is upon us. With Spring comes state testing at Columbine. CMAS tests will be administered April 7 through April 17 to all 3rd, 4th, and 5th graders. Please make every effort to have your student to school on time and well-rested. We want every student equipped to do their very best! A detailed schedule will be sent to the students who are testing. Good luck, Columbine Cougars!

Wellness

This month, we are focusing on courage. One way to think about courage is "choosing what is right, helpful, or kind even when it is hard or scary." Flexible thinking, adapting to new situations by finding multiple solutions, is important when trying to be courageous. One way to work on flexible thinking is setting a TOP goal. T is target - visualizing a goal; O is obstacles - plan for challenges; P is plan - create 3 action steps. Practice setting TOP goals with your student this month!

Jokes

-What did the big flower say to the little flower?

-You're really growing, bud!

What's a baby chicks favorite plant?

-EGG-plant

-What do you get when two plants kiss?

-Tulips

-Name a bow that can't be tied?

-A rainbow

Upcoming Events

- 4/3 - No school.
- 4/7-4/17 - CMAS testing
- 4/14 - PTO Meeting
- 4/16 - 1st and 2nd grade concert
- 4/24 - 3rd grade field trip
- 4/28 & 29- 4th grade field trip

Contact Info

Phone: (970) 867-7418

Email:

simonecarruth@fortmorgank12.com



Columbine

CAPSULA INFORMATIVA

ABRIL DE 2026

Notas de la directora

Ya estamos en abril. Con la primavera llegan las pruebas estatales a Columbine. Las pruebas CMAS se administrarán del 7 al 17 de abril a todos los alumnos de 3.º, 4.º y 5.º grado. Por favor, hagan todo lo posible para que su hijo/a llegue a la escuela a tiempo y bien descansado/a. ¡Queremos que todos los estudiantes estén preparados para dar lo mejor de sí! Se enviará un calendario detallado a los estudiantes que presentarán las pruebas. ¡Mucha suerte, Cougars de Columbine!

Bienestar

Este mes, nos centramos en el coraje. Una forma de entender el coraje es "elegir lo correcto, lo útil y lo amable, incluso cuando es difícil o da miedo". El pensamiento flexible, que consiste en adaptarse a nuevas situaciones buscando múltiples soluciones, es importante para ser valiente. Una forma de trabajar el pensamiento flexible es establecer una meta TOP. T de meta: visualizar una meta; O de obstáculos: planificar para superar los desafíos; P de plan: crear 3 pasos de acción. ¡Practica establecer metas TOP con tu estudiante este mes!

Chistes

- ¿Qué le dijo la flor blig a la flor pequeña?
¡Estás creciendo muchísimo, amigo!
- ¿Cuál es la planta favorita de un pollito?
-Berenjena
- ¿Qué se obtiene cuando dos plantas se besan?
-Tulipanes
- ¿Puedes nombrar un lazo que no se pueda atar?
-Un arcoíris

Próximos eventos

- 4/3 - No hay clases.
- 4/7-4/17 - Pruebas CMAS
- 14/4 - Reunión de la Asociación de Padres y Maestros
- 16/4 - Concierto de 1.º y 2.º grado
- 24/4 - Excursión de tercer grado
- 28 y 29 de abril: excursión de 4 grado


Información de contacto

Teléfono: (970) 867-7418
Correo electrónico:
simonecarruth@fortmorgank12.com



Green Acres April Newsletter

April Events!

- ◆ **Thursday, April 2nd @ 5-6pm—Family Literacy Night!** We hope to see you there!
- ◆ **Friday, April 3rd—No School!**
- ◆ **CMAS state testing will take place Tuesday, April 7th-Friday, April 24th.** It is very important for 3rd, 4th & 5th grade to attend school on these days as these tests will need to be made up if a student is absent. Please notify the office ahead of time if you know your student will be absent and we will make arrangements.
- ◆ **Tuesday, April 14th @ 3:45pm** please come join us in the school library for our **PTO meeting.**
- ◆ **Thursday, April 23rd—1st and 2nd Grade Music Program at the Fort Morgan High School Auditorium.** 1st and 2nd grade will perform at 6pm. Doors will open at 5:45pm.
- * **Wednesday, April, 29th & Thursday, April 30th—DIBELS Testing for grades 1st-3rd.** Please ensure your child gets a good night's rest and breakfast so they are ready to test!!
- ◆ **Thursday, April 30th—Cookie Day!** If your child would like to purchase a cookie, please send 50¢ with them. 

May Events!

- * **Wednesday, May 5th-Friday, May 13th—NWEA TESTING for all grades**—Please ensure your child gets a good night's rest and breakfast so they are ready to test!!
- * **Tuesday, May 12th @ 3:45pm—PTO meeting in the school library.** Everyone is welcome to come.
- * **Tuesday, May 12th @ 6:00pm—Green Acres Choir Program in the Green Acres Gymnasium.** Doors open at 5:45pm.
- * **Field Day coming soon!! —More information about date and times will come home soon!**
- * **Wednesday, May 27th @ 9:00am—5th Grade Continuation!!**
- * **Thursday, May 28th—Last day of School!**
- * **No Cookie Day in May!!**

A Message From Our Principal!

Thank you to all the families who were able to attend our Parents and Pastries event in March! It was such an amazing time that the students truly enjoyed. Testing season is on the horizon. Third, fourth, and fifth graders will be starting CMAS state testing the week of April 7th. All students will be taking NWEA at the beginning of May. Please help encourage your student to get a good night's rest, eat breakfast, be on time, and ready to do their best. We can't wait to see how much they have grown this year! If appointments can be avoided during the mornings of testing, we would appreciate it. Registration is open for next year. Due to redistricting, some addresses may no longer be in the Green Acres home area. If this affects your household, please come into the office and fill out an open enrollment form if you would like to continue at Green Acres. Open enrollment will be determined at the beginning of August.

Two challenges this month:

1. Read each night together. Chapter books are great for this!
2. Continue to practice math facts. Fluency with addition, subtraction, multiplication, and/or division greatly enhance their success in math.

Thanks for sharing your child with us each day!

Together we'll move mountains this year!

Online Registration for the 2026-2027

School Year is Now Open! Please log in to the Parent Portal to complete your child's online registration. Registration for the 2026–2027 school year must be completed online for all students. If you do not have your username or need assistance resetting your password, please contact the school office at 970-867-5460.





Noticias de Abril de Green Acres

Eventos de Abril!

- ◆ **Jueves, 2 de Abril a las 5-6pm—Noche de Familia de Literatura!** Esperamos verlos ahí!
- ◆ **Viernes, 3 de Abril—No Hay Clases!**
- ◆ **Exámenes Estatales de CMAS están programados para el Martes, 7 de Abril-Viernes, 24 de Abril.** Es muy importante que los estudiantes de 3ro, 4to & 5to grado asistan estos días ya que estos exámenes deberán recuperarse si un alumno no asiste. Por favor notifique a la oficina con anticipación si sabe que su estudiante no asistirá a la escuela estos días y haremos los arreglos necesarios.
- ◆ **Martes, 14 de Abril a las 3:45pm** por favor únase a nosotros en la biblioteca de la escuela para nuestra **junta de PTO.**
- ◆ **Jueves, 23 de Abril—Programa de Música de 1er y 2do grado en el Auditorio de Fort Morgan High School.** 1er y 2do grado a las 6pm. Las puertas se abren a las 5:45pm.
- ◆ **Miércoles, 29 de Abril y Jueves, 30 de Abril—Exámenes DIBELS para grados 1ro-3ro.** Asegúrese de que su hijo descanse bien por la noche y desayune bien para que esté listo para los exámenes.
- ◆ **Jueves, 30 de Abril—Dia de galleta!** Si su hijo/a le gustaria comprar una galleta por favor de mandar 50¢ con ellos.



La Inscripción en Línea para el Año Escolar 2026–2027 ya Está Abierta!

Por favor, inicie su sesión en el Portal para Padres para completar la inscripción en línea de su estudiante. La inscripción para el año escolar 2026–2027 debe completarse en línea para todos los estudiantes. Si no tiene su nombre de usuario o necesita ayuda para restablecer su contraseña, comuníquese con la oficina al 970-867-5460.

Eventos de Mayo!

- * **Miércoles, 5 de Mayo-Viernes, 13 de Mayo—EXAMENES de NWEA para todos los estudiantes—** Por favor asegúrese de que su hijo/a descanse bien por la noche y desayune bien para que esté listo para los exámenes!!
- * **Martes, 12 de Mayo @ las 3:45pm—Junta de PTO en la biblioteca de la escuela.** Todos son bienvenidos.
- * **Martes, 12 de Mayo @ las 6:00pm—Programa de Coro de Green Acres en el Gimnasio de Fort Morgan.** Las puertas se abren a las 5:45pm.
- * **Día de Campo se acerca!!—Más información sobre la fecha y hora vendrá a casa pronto!**
- * **Miércoles, 27 de Mayo @ las 9:00am—Continuación de 5to grado!!**
- * **Jueves, 28 de Mayo—Ultimo día de Escuela!**
- * **No hay Día de Galleta en Mayo!!**

Un Mensaje de Nuestra Directora!

Gracias a todas las familias que pudieron asistir a nuestro evento "Padres Y Pastelitos" en Marzo! Fue un momento maravilloso que los estudiantes disfrutaron muchísimo. La temporada de exámenes se avecina. Los estudiantes de tercero, cuarto y quinto grado comenzarán las pruebas estatales CMAS la semana del 7 de Abril. Todos los estudiantes presentarán el examen NWEA a principios de Mayo. Por favor, ayuden a animar a sus hijos a descansar bien por la noche, desayunar, llegar a tiempo y estar listos para dar lo mejor de sí mismos. ¡Estamos ansiosos por ver cuánto han crecido este año! Si es posible evitar programar citas durante las mañanas en las que se realizan los exámenes, se lo agradeceríamos. Las inscripciones para el próximo año ya están abiertas. Debido a la rezonificación escolar, es posible que algunas direcciones ya no se encuentren dentro del área de residencia asignada a Green Acres. Si esto afecta a su hogar, por favor acérquese a la oficina para completar un formulario de inscripción abierta si desea que su hijo continúe en Green Acres. La aprobación de las solicitudes de inscripción abierta se determinará a principios de Agosto.

Dos retos este mes:

- 1) Leer juntos todas las noches. Los libros con capítulos son ideales para esto!
- 2) Continúen practicando las operaciones matemáticas básicas. La fluidez en la suma, la resta, la multiplicación y/o la división mejora enormemente su éxito en las matemáticas!

Gracias por compartir a su hijo con nosotros cada día!

Juntos moveremos montañas este año!



April 2026 Newsletter

Friday, April 3 – NO SCHOOL

Yearbook orders can be placed now. Please see the flyer in your student's Friday folder for details.

Parents, you are invited to eat lunch with your child on Wednesday, April 15. The menu is Beef Nachos and a chocolate chip cookie. Cost is \$5 per adult. Please call the office by 9 a.m. on the 15th.

Upcoming Events:

- Apr. 3 – NO SCHOOL – Good Friday
- Apr. 7 – CMAS testing begins
- Apr. 11 – Choristers sing National Anthem @ Colorado Rapids game @7:30 p.m.
- Apr. 16 - 3rd/4th grade music program @ 6:30 p.m.
- Apr. 21 – 1st grade field trip to Denver Zoo
- Apr. 23 – 1st/2nd grade music program @ 6 p.m.
- Apr. 24 – All School Bubble Run @1:00 p.m.

Nickell's Newsletter

Happy April, Pioneer Families! Spring is officially in the air, and things are moving fast here at Pioneer! We have a lot of exciting updates, some important testing reminders, and plenty of student achievements to celebrate as we head into the final stretch of the school year.

Big Changes & Celebrations: Mrs. McClary plans to retire this year - we're sad to see her go, but so lucky to have had her as an educator in Fort Morgan for 42 years! If you want to help us honor her, feel free to drop off a **retirement** card from your family at our main office.

The district has finalized the decision to transition kindergarten into our elementary buildings starting next year. We are absolutely thrilled to welcome this age group back to our halls! With that move, I am delighted to announce that we will have two incredible kindergarten teachers joining the Pioneer family: **Mrs. Audra Davies** and **Ms. Allie Bauman**. We are so lucky to have their expertise and energy on our team. In more "building" news, construction on **Pioneer's new entrance** is officially scheduled to begin **June 1st**. The best part? It is slated to be completed before the first bell rings for the new school year!

A huge congratulations to our choir for being invited to sing the **National Anthem at the Colorado Rapids game on April 11th!** We are so proud of you—go show them that Pioneer spirit!

CMAS Testing: Help Your Student Shine: Our students have been working hard all year, and it's time for them to show what they know. Please take note of the testing windows below:

- **5th Grade:** April 7th – 21st (Reading, Writing, Math, and Science)
- **3rd & 4th Grade:** April 7th – 16th (Reading, Writing, and Math)

To give our students the best environment for success, **please avoid scheduling appointments during the morning hours on these days.** Attendance is crucial! You can help at home by ensuring your child gets plenty of sleep and starts their day with a healthy, filling breakfast.

We will be wrapping up the month with our annual **Pioneer Fun Run!** This is always a highlight of the year for the kids. Be on the lookout for more information coming your way soon.

Thank you for your continued partnership in making Pioneer such a wonderful place to learn.

Warmly,
Mrs. Nickell

Q: What falls but never gets hurt? A: The rain! ☔

COUNSELOR'S CORNER

As we continue our 2026 mission of **building purposeful people**, our focus for April is **Courage**: "doing what is helpful, right, and kind—even when it's hard or scary." Courage isn't the absence of fear; it's choosing to do the right thing even when those "butterflies" are in your stomach!

Courage in Action: For an elementary student, courage often looks like **standing up for a classmate**. If a student sees someone being left out of a game, having the courage to say, "*Hey, do you want to play with us?*" is a powerful way to be kind, even if it feels a little nerve-wracking to speak up.

Practice Prompts for Home

1. **"The Brave Bounce-Back":** Ask your child: "**What is something new you want to try this week that feels a little scary?**" Remind them that trying is the courageous part, regardless of the outcome.
2. **"Daily Heroes":** When you see someone being helpful or kind in public, point it out: "**That person was brave to help. How do you think they felt before they stepped in?**"

April is also a time to look toward the future! We are hosting classroom lessons all month to build curiosity about different workforce areas. It all culminates in our **Career Exploration Event**:

- **When:** Thursday April 30 | 4:30 PM – 6:30 PM @ Fort Morgan middle School
- **What:** Meet professionals from various industries to learn about the "daily grind" of their jobs.
- **Bonus:** We will have **free food** and opportunities to win prizes!



Boletín de abril de 2026

**Viernes, 3 de abril –
NO HAY CLASES**

Ya se pueden hacer pedidos para el anuario. Por favor, consulta el folleto en la carpeta de viernes de tu alumno para más detalles.

Padres, los invitamos a comer con su hijo/a el miércoles 15 de abril. El menú es nachos de carne molida y una galleta de chispas de chocolate. \$5 por adulto. Por favor, llame a la oficina antes de las 9 a.m. del día 15.

Próximos eventos:

- 3 de abril – NO HAY ESCUELA – Viernes Santo
- 7 de abril – Comienzan las pruebas CMAS
- 11 de abril – Los coristas cantan el himno nacional @ Partido de los Colorado Rapids @7:30 p.m.
- 16 de abril - Programa musical de 3º/4º curso @ 6:30
- 21 de abril – Excursión de 1º curso al zoológico de Denver
- 23 de abril – Programa musical de 1º/2º curso @ 6:00
- 24 de abril – Carrera de burbujas @1:00 p.m.

Noticias de Nickell

¡Feliz abril, familias pioneras! La primavera está oficialmente en el aire, ¡y las cosas van rápido aquí en Pioneer! Tenemos muchas actualizaciones emocionantes, recordatorios importantes de exámenes y muchos logros de los estudiantes que celebrar de cara a la recta final del curso escolar.

Grandes cambios y celebraciones: La señora McClary planea jubilarse este año; nos entristece verla marchar, pero ¡muy afortunados de haberla tenido como educadora en Fort Morgan durante 42 años! Si quieres ayudarnos a honrarla, no dudes en dejar una **tarjeta de jubilación** de tu familia en nuestra oficina central. El distrito ha finalizado la decisión de trasladar el jardín de infancia a nuestros edificios de primaria a partir del próximo año. ¡Estamos absolutamente encantados de dar la bienvenida de nuevo a este grupo de edad a nuestros pasillos! Con este cambio, me complace anunciar que tendremos dos increíbles profesoras de infantil uniéndose a la familia Pioneer: la **señora Audra Davies** y la **señora Allie Bauman**. Somos muy afortunados de contar con su experiencia y energía en nuestro equipo. En noticias más de "edificios", la construcción de la **nueva entrada de Pioneer** está oficialmente programada para comenzar el **1 de junio**. ¿Lo mejor? ¡Está previsto que se termine antes de que suene la primera campana del nuevo curso escolar!

¡Una enorme felicidad a nuestro coro por ser invitados a cantar el **Himno Nacional en el partido de Colorado Rapids el 11 de abril!** Estamos muy orgullosos de ti—¡ve a demostrarles ese espíritu pionero!

Pruebas CMAS: Ayuda a tu alumno a brillar: Nuestros estudiantes han estado trabajando duro durante todo el año, y es hora de que demuestren lo que saben. Por favor, toma nota de las ventanas de pruebas que aparecen a continuación:

1. **5º curso:** 7 – 21 de abril (Lectura, Escritura, Matemáticas y Ciencias)
2. **3º y 4º curso:** 7 – 16 de abril (Lectura, Escritura y Matemáticas)

Para ofrecer a nuestros estudiantes el mejor entorno para el éxito, **por favor evita programar citas durante la mañana en esos días**. ¡La asistencia es fundamental! Puedes ayudar en casa asegurándote de que tu hijo duerma lo suficiente y empiece el día con un desayuno saludable y saciante.

¡Cerraremos el mes con nuestra carrera anual **Pioneer Bubble Run!** Esto siempre es uno de los momentos destacados del año para los niños. Estate atento a más información que pronto llegará.

Gracias por vuestra colaboración continua para hacer de Pioneer un lugar tan maravilloso para aprender.

Con cariño, señora Nickell

P: ¿Qué cae pero nunca se lesiona? R: ¡La lluvia! 

ESQUINA DEL CONSEJERO

Mientras continuamos nuestra misión de 2026 de **formar personas con propósito**, nuestro enfoque para abril es el **Coraje**: "hacer lo que es útil, correcto y amable, incluso cuando sea difícil o da miedo." El valor no es la ausencia de miedo; ¡Es elegir hacer lo correcto incluso cuando esas "mariposas" están en el estómago!

Coraje en acción: Para un alumno de primaria, el valor suele ser **defender a un compañero**. Si un estudiante ve a alguien que queda fuera de un juego, tiene el valor de decir: "*Oye, ¿quieres jugar con nosotros?*" es una forma poderosa de ser amable, aunque pueda resultar un poco estresante expresarse.

Prompts de práctica para Home

1. **"El valiente rebote":** Pregunta a tu hijo: "**¿Qué es algo nuevo que quieres probar esta semana que te da un poco de miedo?**"
Recuérdales que intentarlo es la parte valiente, independientemente del resultado.
2. **"Daily Heroes":** Cuando veas a alguien siendo amable o servicial en público, señalalo: "**Esa persona fue valiente al ayudar. ¿Cómo crees que se sentían antes de intervenir?**"

¡Abril también es un momento para mirar hacia el futuro! Organizamos clases en el aula durante todo el mes para fomentar la curiosidad sobre diferentes áreas de la plantilla. Todo culmina en nuestro **Evento de Exploración de Carrera**:

1. **Cuándo:** Jueves 30 de abril | 16:30 – 18:30 @ Instituto Fort Morgan
2. **Qué:** Conoce a profesionales de distintos sectores para aprender sobre la "rutina diaria" de sus trabajos.
3. **Extra:** ¡Tendremos comida gratis y oportunidades para ganar premios!