

Regular Board Meeting  
Monday, December 8, 2025 7:00 PM Mountain

HS Room #223 - Boardroom  
355 Grand Ave  
Mancos, CO 81328

Craig Benally: Present  
Tim Hunter: Present  
Craig McClure: Present  
Rachel McWhirter: Present  
Kira Taylor: Present

Present: 5.

1. Call to Order
2. Roll call
3. Pledge of Allegiance
4. Approval of Agenda
5. Election Certifications
6. Accolades-Board Recognition
7. New Board Members
8. Public Participation
9. Officer Elections
10. Reports to the Board of Education
  - 10.A. Board Report Student Voice
  - 10.B. Board Report District Accountability Committee
  - 10.C. Board Report BOCES
  - 10.D. Business Manager Report
  - 10.E. Superintendent Report  
Safety & Security Measures Improvement Options & BEST Grant Decision
11. Resolutions
12. Consent Agenda
  - 12.A. Approve Meeting Minutes
  - 12.B. Approve Bills
  - 12.C. Act on Personnel Recommendations
13. Upcoming Calendar Obligations
14. Future Agenda Items
15. Board Follow Up
16. Follow Up- Board Debrief Questions
17. Adjournment

# Robert's Rules of Order Summary Sheet

## *The Order of Business*

1. Approval of minutes, membership reports, and financial reports
  - a. You say: "You have received the minutes of the last meeting/month membership report/month financial report. Are there any corrections to the minutes/reports? [Pause]If there is no objection, the minutes are approved as printed and distributed to the members."
2. Reports of directors, officers, boards and standing committees. If the reports are printed and distributed before the meeting the chair only needs to ask the member presenting their report "Do you have any additions to the report as printed and distributed to the members? If no, Thank you." After verbal reports are given the chair simply says "thank you".
3. Discussion Items
4. Action Items

## *Main Motions*

"The motion" is sometimes referred to as "the question". Both mean basically the same thing.

The motion process involves the following six steps:

1. A member makes a motion.
  - a. Make sure that the motion states exactly what you want the organization to believe or do.
  - b. You Say: I move that..
  - c. Examples of two different kinds of motions:
    - i. "I move that we form a committee to investigate the purchase of a computer."
      1. This motion only allows the committee to investigate the purchase, not to make the purchase.
    - ii. "I move that we form a committee to purchase a computer."
      1. This motion authorizes the committee to purchase the computer.
2. Another member seconds the motion.
3. The chair states the motion, formally placing it before the assembly.
4. The members debate the motion.
  - a. At this point the motion is considered pending. While a motion is pending, members can amend it, postpone it, put it aside, send it to a committee, and so on. If the discussion gets off track, you can ask: "Is there any further discussion on the motion to...".
5. The chair puts the question/motion to a vote.
  - a. To begin, the chair should restate the motion to remind members of the exact issue they will be voting on. You say: "We will now vote on the motion to...".
  - b. The chair should tell members to express their voice vote. You say: "All those in favor say 'Aye'". All opposed say 'No'".
6. The chair announces the results of the vote. This announcement should include the following four elements:
  - a. Which side has the vote: "The affirmative has it" or "The negative has it".
  - b. Whether the motion passed or failed: "The motion is adopted" or "The motion is lost."
  - c. Effect of the vote: "And we will be purchasing a computer", "Our bylaws have been amended" or "Our bylaws have not been amended and will remain as they currently read".
  - d. The next step: "The next business in order will be the report of the finance committee"
    - i. The announcement will sound like: The affirmative has it. The motion to...is adopted and we will be....

## References

Sylvester, Nancy. *The Complete Idiot's Guide to Robert's Rules*

"Roberts Rules of Order Motions Chart" <http://www.robertsrules.org/motions.htm>.

## Robert's Rules Cheat Sheet

To:	Say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Decided by:
Adjourn	"I move to adjourn."	No	Yes	No	No	Majority vote
Recess	"I move to recess for/until..."	No	Yes	No	Yes	Majority vote
Complain about hearing, comfort, etc.	"Point of privilege..."	Yes	No	No	No	Chair
End debate and vote on question	"I move the previous question."	No	Yes	No	No	Majority vote
Suspend further consideration of something	"I move to table this matter."	No	Yes	No	No	2/3 vote
Postpone deciding the question	"I move to postpone this matter until..."	No	Yes	Yes	Yes	Majority vote
Amend a motion	"I move to amend this motion by..."	No	Yes	Yes	Yes	Majority vote
Introduce business (a main motion)	"I move that..."	No	Yes	Yes	Yes	Majority vote

The motions and points listed above are in order of preference. When a motion or point of inquiry is pending, only those listed above the pending point may be raised.

To:	Say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Decided by:
Redress any violation of the body's Rules	"Point of order..."	Yes	No	No	No	Chair
Request information	"Point of inquiry..."	Yes	No	No	No	N/A
Verify a recent voice vote by actual count (before next motion only)	"I call for division."	Yes	No	No	No	Majority vote
Prevent body from considering a matter	"I object to considering this question."	Yes	No	No	No	2/3
Consider a suspended matter	"I move to take from the table..."	Yes	Yes	No	No	Majority
Reconsider a previous motion	"I move to reconsider..."	Yes	Yes	No	No	2/3
Consider something out of schedule	"I move to suspend the rules to consider..."	No	Yes	No	No	2/3
Vote on the Chair's decision	"I appeal the Chair's decision."	Yes	Yes	Yes	No	Majority

The motions and points above have no precedence. Any of them may be raised in response to any motion or question, with the exception of the three items in gray (motion to adjourn, motion to recess, and point of privilege)

**CERTIFICATE OF ELECTION**

**STATE OF COLORADO**

**COUNTY OF MONTEZUMA**

*I, Kim Percell, Clerk within and for said County do hereby certify that at a Coordinated Election held in said County on the 4th day of November, 2025 on the*

*Mancos School District RE-6 the results are as follows:*

<i>Craig McClure</i>	<i>679</i>	<i>Votes</i>
<i>Emily Hutcheson - Brown</i>	<i>497</i>	<i>Votes</i>
<i>Kira Taylor</i>	<i>714</i>	<i>Votes</i>
<i>Victor Figueroa</i>	<i>565</i>	<i>Votes</i>

*Two Board Members were to be elected to serve a four-year term.*

*Therefore, it is deemed that Kira Taylor, and Craig McClure, Mancos School District RE-6 received the greatest number of votes cast to fill the seats on the Board, by the official canvass of the votes cast at said Election be elected Directors of the Mancos School District RE-6 in said District and County.*

*In Witness Whereof, I have hereunto set my hand and official seal*



*This 25<sup>th</sup> day of November, 2025*

*Kim Percell*  
\_\_\_\_\_  
*Montezuma County Clerk and Recorder*

**CERTIFICATE OF ELECTION**

**STATE OF COLORADO**

**COUNTY OF MONTEZUMA**

*I, Kim Percell, Clerk within and for said County do hereby certify that at a Coordinated Election held in said County on the 4th day of November, 2025 on the*

*Mancos School District RE-6 the results are as follows:*

<i>Ballot Issue 4-A</i>	<i>919</i>	<i>Yes Votes</i>
	<i>587</i>	<i>No Votes</i>

*Therefore, it is deemed that the Yes votes, Mancos School District RE-6 received the greatest number of votes cast, by the official canvass of the votes cast at said Election be approved of the Mancos School District RE-6 in said District and County.*

*In Witness Whereof, I have hereunto set my hand and official seal*



*This 25th day of November, 2025*

*Kim Percell*  
\_\_\_\_\_  
*Montezuma County Clerk and Recorder*

# Election Summary Report

General Election

Montezuma

November 04, 2025

2025 Coordinated Election

Final Report

Voters Cast: 8,403 of 21,721 (38.69%)

## Mancos School District RE-6 Board of Directors (Vote for 2)

		Total	
Times Cast		1,538 / 3,168	48.55%
Candidate	Party	Total	
Craig McClure		679	
Emily Hutcheson-Brown		497	
Kira Taylor		714	
Víctor Figueroa		565	
Total Votes		2,455	
		Total	
Unresolved Write-In		0	

## Montezuma-Cortez School District RE-1 Director - District A (Vote for 1)

		Total	
Times Cast		4,876 / 13,086	37.26%
Candidate	Party	Total	
Tiffany Cheney		1,836	
Lara Maria Blair		2,239	
Total Votes		4,075	
		Total	
Unresolved Write-In		0	

## Montezuma-Cortez School District RE-1 Director - District B (Vote for 1)

		Total	
Times Cast		4,876 / 13,086	37.26%
Candidate	Party	Total	
Barbara Mate		2,925	
Total Votes		2,925	
		Total	
Unresolved Write-In		0	

### Montezuma-Cortez School District RE-1 Director - District E (Vote for 1)

		Total	
Times Cast		4,876 / 13,086	37.26%
Candidate	Party	Total	
Justine Bayles		1,583	
Zane Kuenzler		1,382	
Ed Rice		1,329	
Total Votes		4,294	
		Total	
Unresolved Write-In		0	

### Montezuma-Cortez School District RE-1 Director - District F (Vote for 1)

		Total	
Times Cast		4,876 / 13,086	37.26%
Candidate	Party	Total	
Erik Quiroz		539	
Ricky Carver		1,712	
Laura DeWitt		2,003	
Total Votes		4,254	
		Total	
Unresolved Write-In		0	

### Montezuma-Cortez School District RE-1 Director - District D (Vote for 1)

		Total	
Times Cast		394 / 1,912	20.61%
Candidate	Party	Total	
Leland Collins		130	
Joshua Shumway		171	
Total Votes		301	
		Total	
Unresolved Write-In		0	

### Proposition LL (Statutory) (Vote for 1)

		Total	
Times Cast		8,375 / 21,721	38.56%
Candidate	Party	Total	
Yes/For		4,885	
No/Against		3,381	
Total Votes		8,266	
		Total	
Unresolved Write-In		0	

### Proposition MM (Statutory) (Vote for 1)

Times Cast		Total	
		8,375 / 21,721	38.56%
Candidate	Party	Total	
Yes/For		4,438	
No/Against		3,871	
Total Votes		8,309	
		Total	
Unresolved Write-In		0	

### Mancos School District RE-6 Ballot Issue 4A (Vote for 1)

Times Cast		Total	
		1,538 / 3,168	48.55%
Candidate	Party	Total	
Yes/For		919	
No/Against		587	
Total Votes		1,506	
		Total	
Unresolved Write-In		0	

### Cortez Cemetery District Ballot Issue 6A (Vote for 1)

Times Cast		Total	
		4,216 / 11,898	35.43%
Candidate	Party	Total	
Yes/For		1,665	
No/Against		2,399	
Total Votes		4,064	
		Total	
Unresolved Write-In		0	

### Montezuma County Water District No.1 Ballot Issue 6B (Vote for 1)

Times Cast		Total	
		152 / 503	30.22%
Candidate	Party	Total	
Yes/For		42	
No/Against		104	
Total Votes		146	
		Total	
Unresolved Write In		0	

STATE OF COLORADO )  
 ) ss.  
COUNTY OF MONTEZUMA )

**AFFIDAVIT**

I, CRAIG D MCCLYZE, being first duly sworn, do state and affirm the following:

1. I am a member of the Board of Education of FRANCIS School District [for BOCES: Board of Directors of the \_\_\_\_\_ BOCES].
2. I am aware of and will comply with the confidentiality requirements and restrictions applicable to executive sessions of the Board, as described in C.R.S. § 24-6-402.
3. I will comply with these confidentiality requirements regardless of whether I participate in executive session in person or electronically in accordance with board policy adopted pursuant to C.R.S. § 22-32-108 (7) [for BOCES: C.R.S. 22-5-104].

By:   
(Name)

Subscribed and sworn to before me this 4 day of December, 2025, by Craig D McCluze. Witness my hand and official seal.

By:   
Notary Public

My commission expires: 11-18-29.

(Seal)

**DORIS MCKINLEY  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20054043034  
MY COMMISSION EXPIRES NOVEMBER 18, 2029**

*Note: This document shall be maintained with the minutes of board meetings and other board documents.*

# United States of America

## STATE OF COLORADO



.....  
MANS  
School District  
in  
.....  
MATEZUMA County

I, ..... CRAIG R. NCCURZE ....., do solemnly swear that I will faithfully perform the duties of the office of school director as required by law and will support the Constitution of the United States, the constitution of the State of Colorado, and the laws made pursuant thereto.

.....  
*[Signature]*  
.....  
Signature

Subscribed and sworn to before me this ..... day of  
.....  
December ....., 20 ....., 25.

.....  
Doris McKinley  
.....  
Official administering oath  
Notary Public  
Title

.....  
138 N. main St. .....  
Address .....  
Mamcos, CO 81328  
.....  
My commission expires .....  
11-18-29

DORIS MCKINLEY  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20054043034  
MY COMMISSION EXPIRES NOVEMBER 18, 2029

STATE OF COLORADO )  
COUNTY OF Montezuma ) ss.

**AFFIDAVIT**

I, Kira Taylor, being first duly sworn, do state and affirm the following:

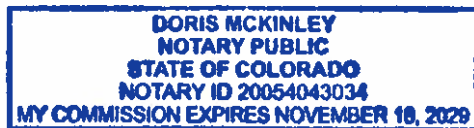
1. I am a member of the Board of Education of Mancos School District [for BOCES: Board of Directors of the \_\_\_\_\_ BOCES].
2. I am aware of and will comply with the confidentiality requirements and restrictions applicable to executive sessions of the Board, as described in C.R.S. § 24-6-402.
3. I will comply with these confidentiality requirements regardless of whether I participate in executive session in person or electronically in accordance with board policy adopted pursuant to C.R.S. § 22-32-108 (7) [for BOCES: C.R.S. 22-5-104].

By: [Signature]  
(Name)

Subscribed and sworn to before me this 4 day of December, 2025, by Kira Taylor. Witness my hand and official seal.

By: [Signature]  
Notary Public

My commission expires: 11-18-29  
(Seal)



Note: This document shall be maintained with the minutes of board meetings and other board documents.

# United States of America

## STATE OF COLORADO



.....  
*Mances*  
School District  
in  
*Montezuma* County

I, *Kira Taylor*, do solemnly swear that I will faithfully perform the duties of the office of school director as required by law and will support the Constitution of the United States, the constitution of the State of Colorado, and the laws made pursuant thereto.

*[Handwritten Signature]*  
.....  
Signature

Subscribed and sworn to before me this *December*, 20 *25* day of *4th*

*[Handwritten Signature]*

Official administering oath

Notary Title *Public*

138 N. Main St. *Mances, CO 81328*

Address

My commission expires *11-18-29*

**DORIS MCKINLEY  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 2005-4043034  
MY COMMISSION EXPIRES NOVEMBER 18, 2029**



## BOARD ORGANIZATIONAL MEETING GUIDE

The board organizational meeting is a special meeting held after the regular biennial school board election to accomplish two main objectives: elect board leadership and affirm board members’ commitment to maintaining executive session confidentiality. Boards may combine the organizational meeting with a swearing-in ceremony so that one meeting serves as the transition point for board membership, a distinct occasion to honor outgoing board members and welcome new ones. The board may hold its organizational meeting immediately before the board’s regular meeting if it wishes to do so, thereby taking up district business after officer elections.

CASB designed this meeting guide to help local boards meet the requirements of state law and accomplish the practical tasks involved with the board’s organizational meeting. This page is offered as a resource for informational purposes only and does not constitute legal advice. School districts should consult legal counsel regarding specific questions. Visit CASB’s [Elections](#) webpage for additional resources.

### Sample Forms

- [Certificate of Election \(acclamation\)](#)
- [Certificate of Election \(highest number of votes\)](#)
- [Oath of Office \(notary\)](#)
  - [Oath of Office \(notary\) – Spanish](#)
- [Oath of Office \(Board President\)](#)
  - [Oath of Office \(Board President\) – Spanish](#)
- [Confidentiality Affidavit](#)

### Post Election Checklist

#### Oath of Office

After the board election, the school district’s Designated Election Official (DEO) delivered certificates of election to the successful candidates immediately upon receiving the official abstract of votes from the county;

**or**

If the board election was canceled, the DEO delivered the certificates of election to the candidates deemed “elected by acclamation” after Election Day and before the next regular board meeting or the board’s organizational meeting, whichever comes first.

Candidates took the oath of office within 10 days of receiving the certificate of the election before the board president or another officer authorized to administer oaths (e.g. notary public or judge).

The DEO collected, and the district maintains, the signed oath of office of each newly elected board member.



## Board Organizational Meeting

The board secretary called the board organizational meeting to be held within 15 days of receiving the official abstract of votes;

**or**

If the board election was canceled, the board secretary called the board organizational meeting to be held within 15 days of Election Day.

Public notice of the meeting was posted at least 24 hours before the meeting.

Individual notice to board members, including new board members, was delivered at least 24 hours prior to the board organizational meeting or mailed at least 72 hours prior to the meeting.

The board met to conduct its organizational meeting.

The board elected a president and vice president either by roll call or secret ballot.

The board elected a secretary and treasurer by roll call.

*Optional:* The board appointed an assistant secretary/secretary to the board and an assistant treasurer.

All members of the newly constituted board signed confidentiality affidavits.

## After the Organizational Meeting

The district submitted election results regarding board members and any ballot issue to the Colorado Department of Education (CDE).

The district submitted information regarding board members to CASB [via email](#).

The district maintains the board members' confidentiality affidavits with the minutes of the organizational meeting.

## Notice

The secretary to the board must call the board organizational meeting within 15 days after a school district receives the final abstract of votes (i.e. the official election results) from the county.<sup>1</sup> If the election was canceled, the board organizational meeting should be held within 15 days of Election Day.

As with any board meeting, the school district must post notice of the board organizational meeting no less than 24 hours prior to convening. The notice must inform the public of when and where the meeting will take place, the purpose of the meeting, and the specific agenda information. In addition, the secretary

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<sup>1</sup> C.R.S. 22-32-104(1).



must notify each board member of the time, place, and purpose of the meeting by delivery at least 24 hours prior to the meeting or by mail at least 72 hours prior to the meeting.<sup>2</sup>

A sample meeting notice for the board organizational meeting is included [below](#). If the board's organizational meeting includes a swearing-in ceremony, the district should provide notice to all the board members participating, both the outgoing members and the incoming members.

## Opening the Meeting

Once the board members are gathered for the organizational meeting, the incumbent board president calls the board organizational meeting to order. The incumbent board president will continue to preside over the meeting until the board elects a successor president.

The president starts the recording device and states: *"It is now [time] on [month, day, year]. For the record, my name is [name], and I am the presider of this meeting. Our board is electronically recording this special meeting, which the board called for the purpose of selecting officers of the board, to fulfill the requirements of Colorado law. This meeting will now come to order. Secretary, please call the roll."*

The secretary calls all seated board members. Depending on whether new members have been sworn in, this roll call may include some outgoing members and/or some incoming ones.

After the roll call, the president asks the board for a motion to approve the agenda. Once the board approves the agenda, the board proceeds either to the swearing-in ceremony or if the incoming board members are already seated, to the board officer elections.

## Seated Board Members

If a new board member has taken the oath, then that new board member is a seated board member, and the outgoing member they are replacing is no longer a seated board member.

The exception to this rule is the president, who, regardless of whether their seat is now filled by an incoming member, continues to serve as the presider of the meeting until the board elects a new president.

## Oath of Office / Swearing-in Ceremony

Each candidate elected by popular vote or by acclamation (when the election is canceled for no contest) must take the oath of office no later than 10 days after they receive the certificate of election.

With their certificates of election in hand, elected candidates may take the oath of office immediately, outside the meeting context. The board president (or judge, notary public, or other officer authorized to administer oaths) may administer the oath of office. Once the member takes the oath of office, they are a seated board member and the term of their predecessor ends.

If the board's organizational meeting includes a swearing-in ceremony, the swearing-in occurs after the board approves the agenda and before the officer elections. A printed copy of the oath should be provided for the board president and new board member to sign after the board president (or another qualified official) administers the oath to the new member.

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<sup>2</sup> C.R.S. 22-32-108(2).



The district can create its own oath form, so long as the form includes space for the date, the district name, signature lines for the board member and official administering the oath, and the language of the oath: *“I, \_\_\_\_\_, do solemnly swear that I will faithfully perform the duties of the office of school director as required by law and will support the Constitution of the United States, the Constitution of the State of Colorado, and the laws made pursuant thereto.”* Links to sample oaths are available at the top of this guide.

As each incoming member of the board completes the oath, they take a seat at the board table, replacing their predecessor (traditionally with a handshake and a thank you for serving the community). The written oath is filed with the school district’s DEO.

## Officer Elections

As the final duty in office, the incumbent president oversees the election of their successor. Once the board selects its new president, the gavel passes to the new president, who conducts the remaining officer elections one by one.

### Nomination Procedures

Unless board policy dictates otherwise, the president asks for nominations for the office from the floor.

*“Nominations are now in order for the office of [officer position].”*

A member responds:

*“I nominate [ \_\_\_\_\_ ].”*

No second is required and any seconds made simply indicate endorsement of the candidate. No member may nominate more than one candidate. For the offices of board secretary and board treasurer, nominees may or may not be members of the board.<sup>3</sup> One person may simultaneously hold the offices of board secretary and board treasurer.

The president answers:

*“[ \_\_\_\_\_ ] is nominated. Are there any further nominations for the office of [officer position]?”*

The president repeats this until the board presents no more nominees, at which point the president closes the nominations.

*“Seeing none, nominations for the office of [officer position] are now closed. The nominees for the office of [officer position] are: \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ [named in the order they were nominated]. We will now hold the election for the office of [officer position] by [roll call/secret ballot].”*

<sup>3</sup> C.R.S. 22-32-104(4)(a).



## Voting by Secret Ballot

Voting by secret ballot is only available for the offices of president and vice president. A secret ballot election may proceed even if there is only one nominee for the office. Members may cast a single vote for any nominee or submit a “write-in vote” for another eligible person. To win, a nominee must receive a majority of the ballots cast. If the incumbent president is an outgoing board member, then he or she would not cast a vote for the new president; otherwise, the president participates in the election just like any other member of the board.

The board’s tellers (appointed by the president—often the superintendent or secretary to the board) collect the ballots and tally the results. If no nominee receives a majority vote of the ballots cast, the board president declares the result, stating: *“No election. No nominee received a majority vote, and so I declare this election null and void and now call for further nominations.”*

Repeat the process until one member gains a majority of the votes. At that time, the board president states: *“The results of the secret ballot were [winning nominee] received a majority vote and is elected [officer position].”*

## Voting by roll call (required for all offices except president and vice president)

If the election is by roll call, the candidates are voted on in the order in which they were nominated. To conduct a roll call vote, the board president states: *“The question is on the election of [Nominee A] for [officer position]. As many are in favor of [Nominee A] for [officer position] will, as their names are called, answer ‘Aye’; those opposed will answer ‘No.’”*

The president then calls each board member’s name in alphabetical order. If the incumbent president is an outgoing board member, then they would not cast a vote. If the incumbent president will remain on the board, they participate in the election just like any other board member. The president should record the vote(s) and then repeat them to be sure of their accuracy. If the Nos are in the majority, the president states: *“The Nos have it and [Nominee A] is not elected. Those in favor of [Nominee B (the next nominee put forward by the board)] say ‘Aye’; those opposed say ‘No.’”*

When the Ayes are in the majority, the president states: *“The Ayes have it, and [winning nominee] is elected [officer position].”*

## Appointment of assistant secretary/secretary and assistant treasurer

If the board has created such positions in its policies, the board appoints staff members (or a single staff member) to fill these offices by a roll call vote. The superintendent may recommend appointees for these positions, which the board may approve.



## Recording election results in meeting minutes

The board must record the result of all votes in the minutes of the meeting. For secret ballot elections, record the vote tallies by each name nominated and/or receiving votes.<sup>4</sup> So long as a recount is not requested, either destroy the ballots or maintain them for a period set by the board. For roll call elections, record the results as the board would typically record the outcome of a roll call vote in the board's meeting minutes.

## Reporting election results

In addition to recording the results of officer elections in the board's meeting minutes, the law obligates school districts to send any updated board member information to CDE, then CDE works with each district to update board member information in the [Data Pipeline Directory](#).

CASB also requests that information about new board members be provided to CASB via [email](#) so that CASB can maintain up-to-date membership records.

## Confidentiality affidavit

State law requires all board members to sign a "Confidentiality Affidavit" during the board organizational meeting.<sup>5</sup> This affidavit serves as board members' public commitment to safeguarding the confidentiality of board conversations held during executive sessions, including conversations related to personnel, students, security, and attorney-client privileged communications, among others. Once completed, the district maintains these affidavits with the minutes of the meeting. Boards are welcome to use CASB's sample [Confidentiality Affidavit](#) to meet this legal requirement.

## Sample meeting notice

A sample meeting notice is available on the subsequent page.

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<sup>4</sup> C.R.S. 24-6-402(2)(d)(IV).

<sup>5</sup> C.R.S. 22-32-108(5)(a).



Special Meeting of the Board of Education for \_\_\_\_\_ School District

**Biennial Board Organizational Meeting**

Meeting Date: \_\_\_\_\_  
Meeting Time: \_\_\_\_\_  
Meeting Place: \_\_\_\_\_

**The Board calls this special meeting for the purpose of selecting officers of the board.**

**Agenda Information**

- 1. Call to Order
- 2. Roll Call
- 3. Approval of Agenda
- 4. [Optional: Oath of Office / Swearing-in Ceremony]
- 5. Action Items
  - a. Election of Board President
  - b. Election of Board Vice President
  - c. Election / Appointment of Board Secretary
  - d. Election / Appointment of Board Treasurer
  - e. Election / Appointment of Board Assistant Secretary
  - f. Election / Appointment of Board Assistant Treasurer
  - g. Board Members Sign Confidentiality Affidavits

**COLORADO ASSOCIATION OF SCHOOL BOARDS**  
2253 S. Oneida Street, Ste. 300, Denver, CO 80224  
(303) 832-1000 | [www.casb.org](http://www.casb.org)

*This document is a resource for informational purposes only and does not constitute legal advice. Specific questions should be referred to the school district's legal counsel.*

*February 2025*  
© Colorado Association of School Boards

## **BC – 04 - School Board Conduct**

### **Board Officers' Roles**

The officers of the Board are those listed in this policy. Their duties are those assigned by this policy, and others required by law.

#### **President**

The President provides leadership to the Board, ensures the faithful execution of the Board's processes, exercises interpretive responsibilities with integrity, reflecting the spirit and intent of the Board's policies, and normally serves as the Board's official spokesperson.

#### **The President has the following specific authority and duties:**

1. Monitor Board actions to assure that they are consistent with the Board's own rules and policies and with other obligations imposed by agencies whose authority supersedes the Board's own authority.
2. Conduct and monitor Board meeting deliberations to assure that Board discussion and attention are focused on Board issues, as defined in Board policy (see BC-03).
3. Assure that Board meeting discussions are productive, efficient and orderly.
4. Chair Board meetings using the authority normally vested in the chair as described in *Robert's Rules of Order, Newly Revised*
5. Ensure timely Board meeting debriefings and periodic self-assessments to assure continuous process improvement.
6. Make all interpretive decisions of Board policies in the **Board Culture (BC)** and **Board/Superintendent Relationship (BSR)** sections, using reasonable judgment.
7. Ensure processes are developed by the President or by a delegated representative(s) as needed to present to the Board for consideration.
8. Initiates and compiles evaluation documents for Superintendent reviews and Board reviews. Gathers input from all board members to be shared with the Superintendent in the Annual Evaluation.
9. Represents the Board as its official spokesperson about issues decided by the Board and other matters related to official Board business.
10. Execute all documents authorized by the Board, except as otherwise provided by law.
11. Coordinate the appointment of members of all Board committees and Board liaisons to other organizations.
12. On behalf of the Board, and in concert with the Superintendent, develop proposed Board meeting agendas consistent with the Board's annual calendar.

**13. The President is not authorized to:**

1. Make any interpretive decisions about policies created by the Board in the **Results** and **Operational Expectations** practices.
2. Exercise any authority as an individual to supervise or direct the Superintendent.
3. Serve as a barrier between the Superintendent and the Board.

**Vice-President**

The Vice-President shall serve as President in the event of the President's absence or inability to perform assigned duties.

**Secretary**

The duties of the secretary include:

1. Reviewing appropriate records of meetings.
2. Signing such documents as required by law.
3. Handling official board correspondence reflecting the will of the board
4. Works with district staff to maintain pertinent board files.

**Treasurer**

The duties of the treasurer include signing all documents as required by law and serving as the Board liaison on the Financial Accountability Committee (FAC) a subset of the DAC (District Accountability Committee).

**Adopted :** June 9, 2025

Reviewed and Revised:

# Mancos School District

## Property Tax Mill Levy

In compliance with Colorado Revised Statute 22-40-102(6), this is to certify that the Mancos School District Board of Education met in a business session on December 12/08/2025, 2025, and took action, recorded on the official minutes thereof, to establish the total Mancos School District mill levy for property tax year 2025 (to be collected in 2026) at:

The millage total is based on a net assessed value of:  
and is comprised of the following:

<b>34.776</b>
<b>\$75,555,701</b>

FUND	Dollar Value	Mill Total
<b>General Fund</b>		
Total Program	\$1,560,830	20.658
Hold Harmless	\$0	0.000
Voter Approved Mill Levy Override/s	\$657,803	8.706
Abatement	\$33,925	0.449
<b>Total General Fund</b>	<b>\$2,252,557</b>	<b>29.813</b>
<b>Bond Redemption Fund</b>	\$374,998	4.963
<b>Transportation Fund</b>	\$0	0.000
<b>Special Building &amp; Technology</b>	\$0	0.000
<b>Debt Free Schools: Supplemental Capital</b>	\$0	0.000
<b>Construction, Technology, &amp; Maintenance</b>	\$0	0.000
<b>Other</b>	\$0	0.000
<b>Total Non-General Fund</b>	<b>\$374,998</b>	<b>4.963</b>
<b>Mancos School District TOTAL</b>	<b>\$2,627,555</b>	<b>34.776</b>
<b>Check Figure Must be Zero</b>	<b>\$0</b>	<b>\$0</b>

Signature of Board of Education President \_\_\_\_\_

<b>Estimated Full Funding Mill Levy</b>	<b>94.272</b>
<b>Projected Gross Funding from State</b>	<b>\$4,988,219</b>

# CDE Mill Levy Certification Form

2070

Primary County  
**MONTEZUMA**

District Name  
**Mancos Re-6**

**Certification of Mill Levies**

Property Tax Year 2025

Auto Populate with Cell G2 = District Code

Data Pulled from Calculation Worksheet  
Pulls info from Calc  
Worksheet Tab and Hidden  
Tabs

CATEGORY	August Column Comments	School District Final Mill Certified: December 15, 2024	Colorado Department of Education (CDE) Mill Levy Estimated as of August 25, 2025	School District Final Mill Levy Certified as of December 15, 2025	Estimated School District Revenue from Mill Levy December 15, 2025
<b>Assessed Valuation</b>					
Gross Assessed Valuation	Provided by County Assessor	\$56,084,690	\$75,572,391	\$75,555,701	
Tax Increment Financing	Provided by Assessor (may not be included)	\$0	\$0	\$0	
Net Assessed Valuation	Provided by County Assessor	\$56,084,690	\$75,572,391	\$75,555,701	
Abatements (Total across all counties)	Provided by County Assessor	\$3,987	\$33,989	\$33,989	
1. Mill Levy per HB20-1418	Fixed for FY25-Both Aug & Dec	27.000	27.000	27.000	
1a. HB20-1418 Tax Credit	Fixed for FY25-Both Aug & Dec	7.342	6.342	6.342	
1b. HB20-1418 Net Mill Levy (amt. to be collected by county)	Fixed for FY25-Both Aug & Dec	19.658	20.658	20.658	\$1,560,830
2. Categorical Buyout	ONLY FULLY LOCALLY FUNDED Based on Aug 25 NAV	0.000	0.000	0.000	\$0
3. Total Program Excess Mills	ONLY FULLY LOCALLY FUNDED Based on Aug 25 NAV	0.000	0.000	0.000	\$0
4. Total Program Mill		19.658	20.658	20.658	\$1,560,820.67
5. Overrides:					
a. Hold harmless		0.000	0.000	0.000	\$0
b. Excess hold harmless		0.000	0.000	0.000	\$0
Voter Approved Override					
5c. Total Voter Approved Override		1.031	1.031	8.706	\$657,803
6. Abatement		0.071	0.071	0.449	\$33,925
7. Total General Fund		20.760	21.760	29.813	\$2,252,557
	Check Figure Must be Zero	0.000	0.000	0.000	\$0
8. Bond Redemption Fund		6.686	Not Provided	4.963	\$374,998
9. Transportation Fund		0.000	Not Provided	0.000	\$0
10. Special Building and Technology		0.000	Not Provided	0.000	\$0
11. Supplemental capital construction, technology, & maintenance Fund		0.000	Not Provided	0.000	\$0
12 Other (Loan, Charter School, Library)		0.000	Not Provided	0.000	\$0
Details for #12 other					
13. Total		27.446	28.791	34.7764	\$2,627,555
	Check Figure Must be Zero	0.000	0.000	0.0000	\$0
No Need to Calculate with change in Dec AV from Aug 25					
14. Estimated Full Funding Mill Levy	Fixed for FY25-Both Aug & Dec, Based off Aug 25's NAV	93.137	94.272	94.272	
15. Projected Gross Funding from State (Before budget stabilization factor)	Fixed for FY25-Both Aug & Dec, Based off Aug 25's NAV	\$5,097,136	\$4,988,219	\$4,988,219	

*Chrissie Miller*

*970-533-7748*

Form completed by

Phone Number





**MANCOS**  
SCHOOL DISTRICT

# **Mancos RE-6 Schools**

*Safety & Security Upgrades | 12/8/25*

# Agenda

- 1. Recap of Past Year**
- 2. Reiterate Goals & Objectives**
- 3. Existing Conditions**
- 4. Proposed Solutions**
- 5. Additional Support**
- 6. Bringing It All Together**



# 27 Years of Experience

**800+**

DESIGN-BUILD  
PROJECTS

**1998**

FOUNDED TO SERVE  
SCHOOL CUSTOMERS

**305+** Team Members

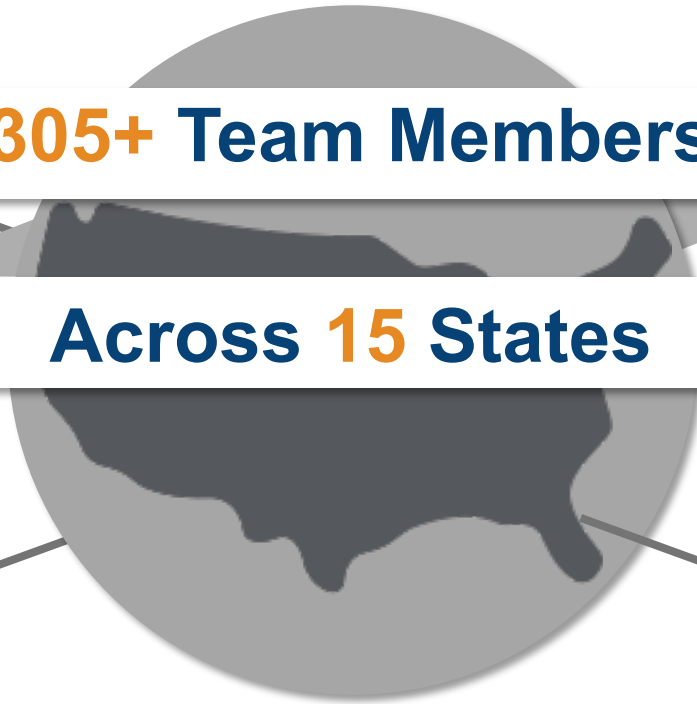
Across **15** States

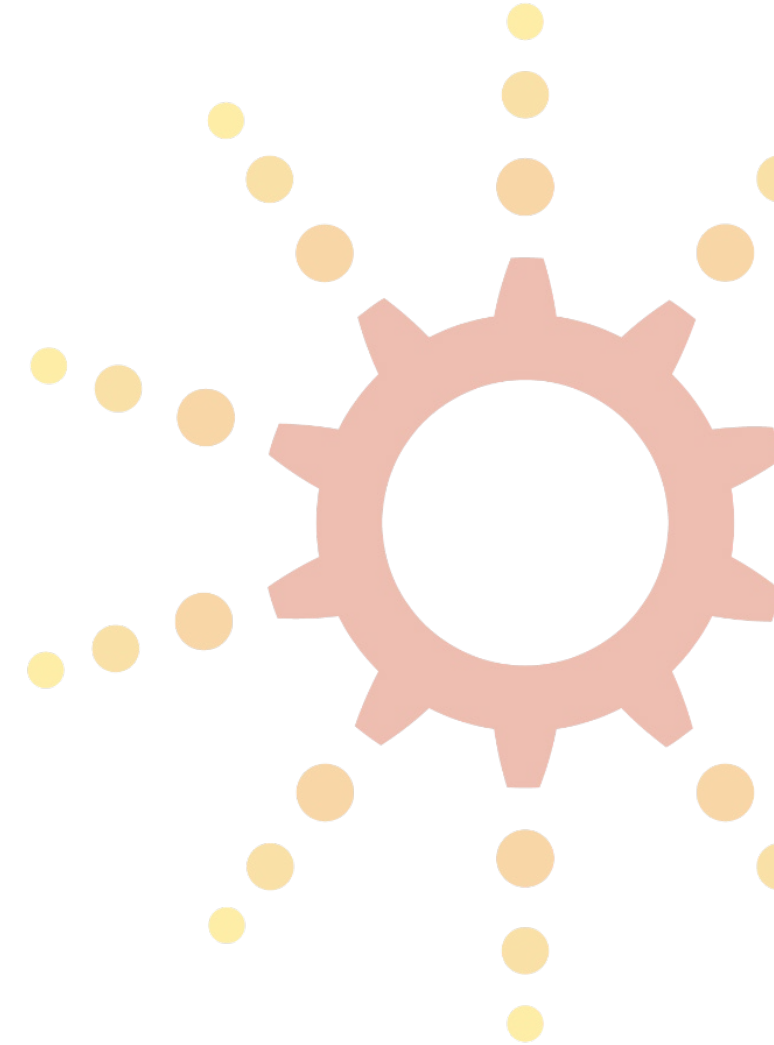
**\$3.4 Billion**

DESIGN-BUILD  
PROJECTS

**1 SOLE FOCUS**

COMMITMENT TO 100%  
CLIENT SATISFACTION





# | **Goals & Objectives**

# The “WHY”

- ✓ **Improve Class Commuting Safety**
- ✓ **Secure Campus Perimeter**
- ✓ **Tighten HS Vestibule Entry**



# The “HOW”

- ✓ **Secure Funding**
- ✓ **Deliver On Time, Under Budget, with All Promised Benefits**



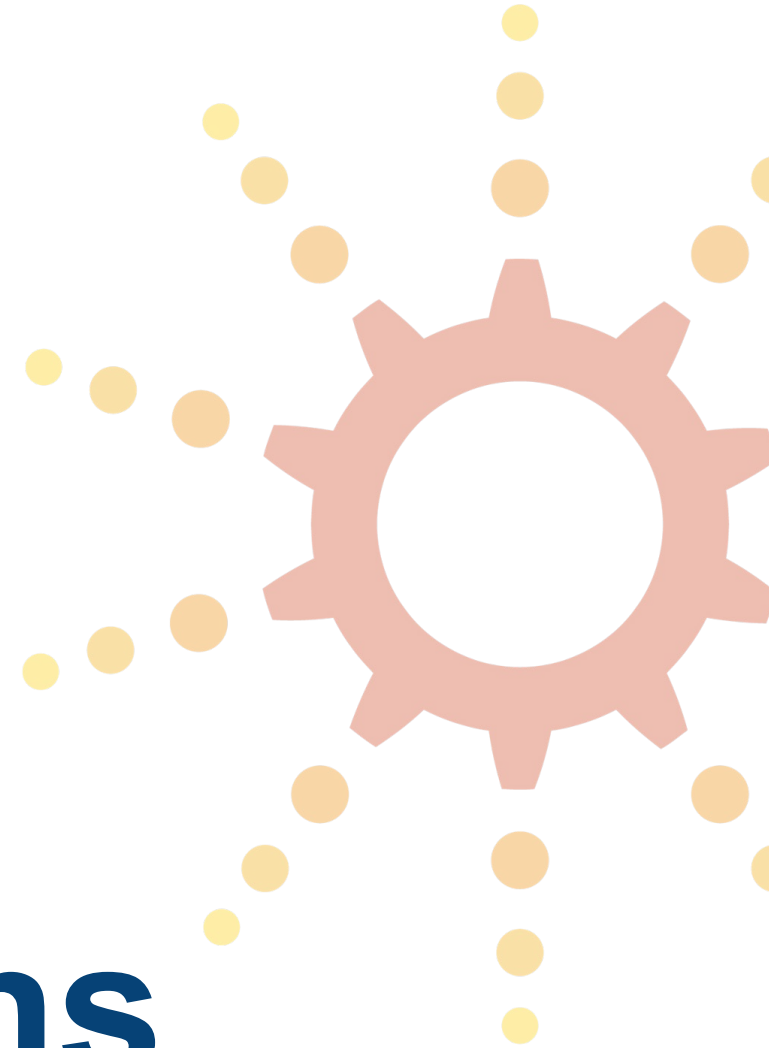
# The “WHAT”

- ✓ **Utilize Most Effective Delivery Method**
- ✓ **Hire a Master Builder**

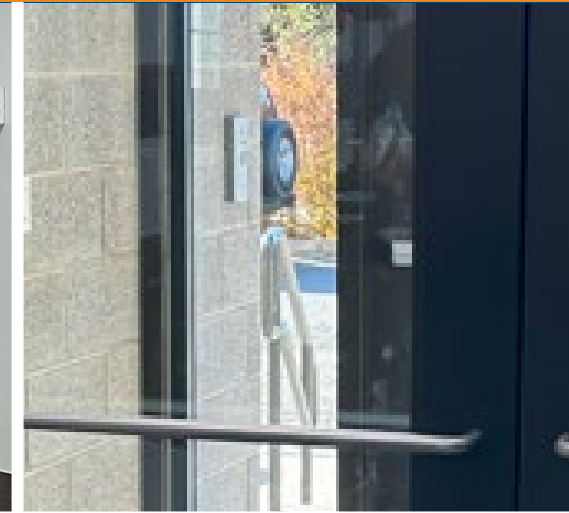


— Facility Assessment:

# Existing Conditions



# Existing Conditions: Safety & Security



# Existing Conditions: Safety & Security



**Pre-K fence is not up to code & area adjacent to road is lacking bollards**

# Existing Conditions: Safety & Security



**Lack of perimeter fencing from SE corner of MS to SW corner of practice field area**

# Existing Conditions: Safety & Security

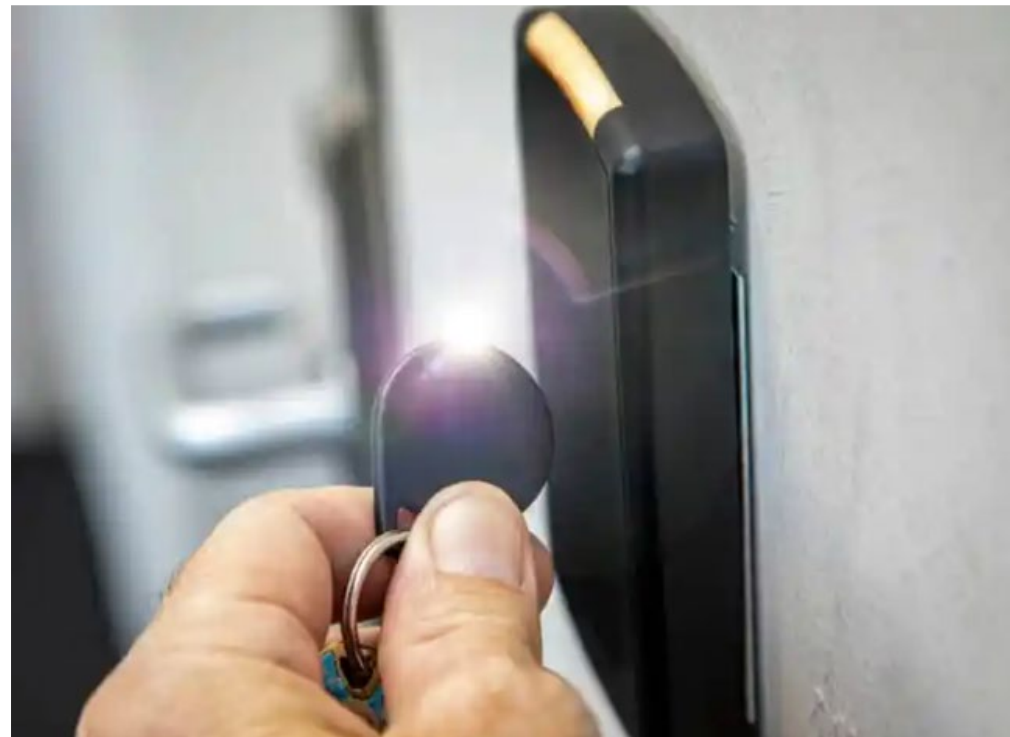


**Garden lacking perimeter fence**



**Perimeter area east of HS is unsecured**

# Proposed: Safety & Security Upgrades



# Proposed: Safety & Security Upgrades



**Exterior Safety  
Corridor Between  
MS & HS w/  
Added Ventilation**

# Proposed: Safety & Security Upgrades



**Exterior Safety  
Corridor Between  
MS & HS w/  
Added Ventilation**

# Proposed: Safety & Security Upgrades



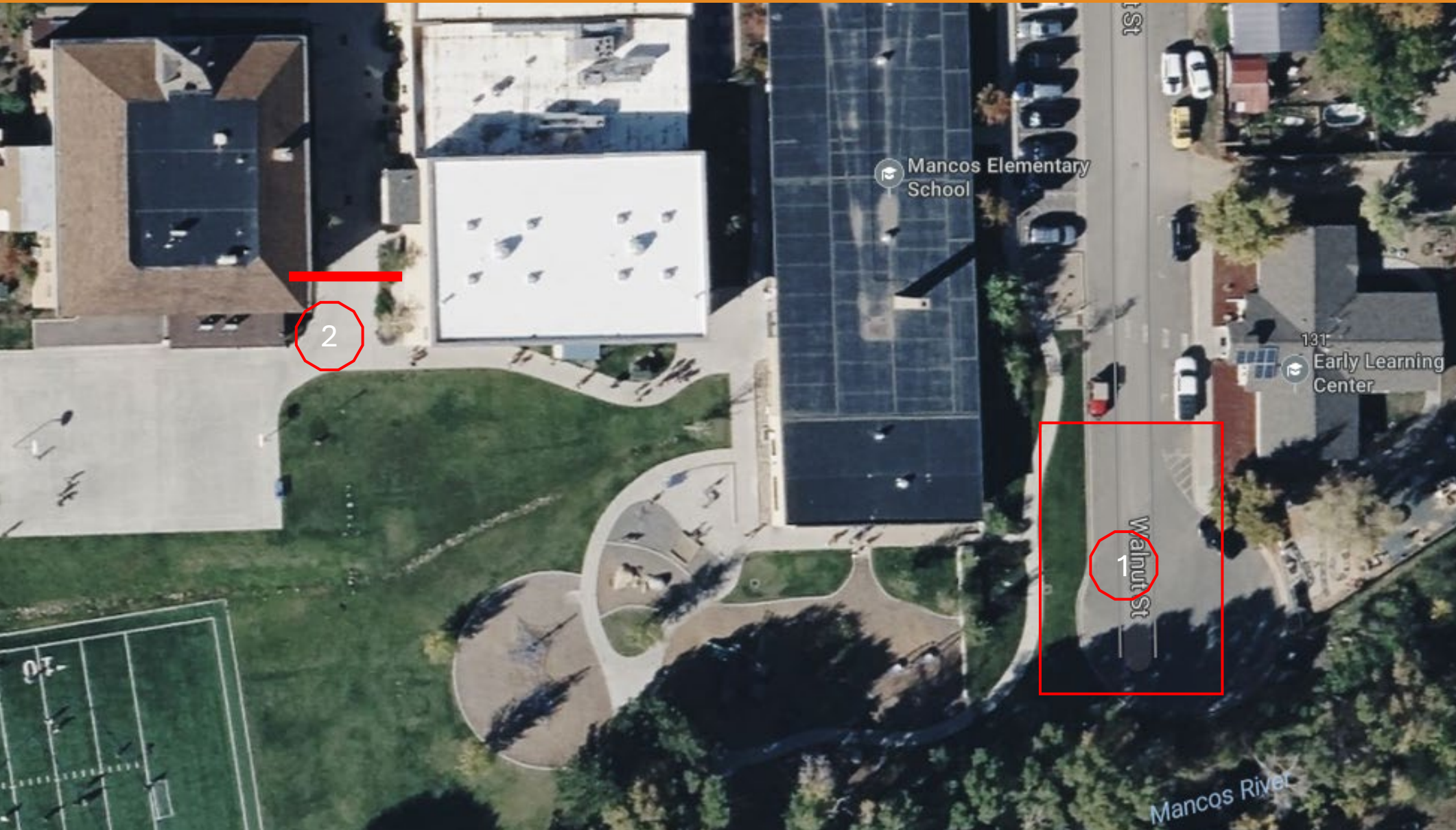
**Exterior Safety  
Corridor Between  
MS & HS w/  
Added Ventilation**

# Proposed: Safety & Security Upgrades



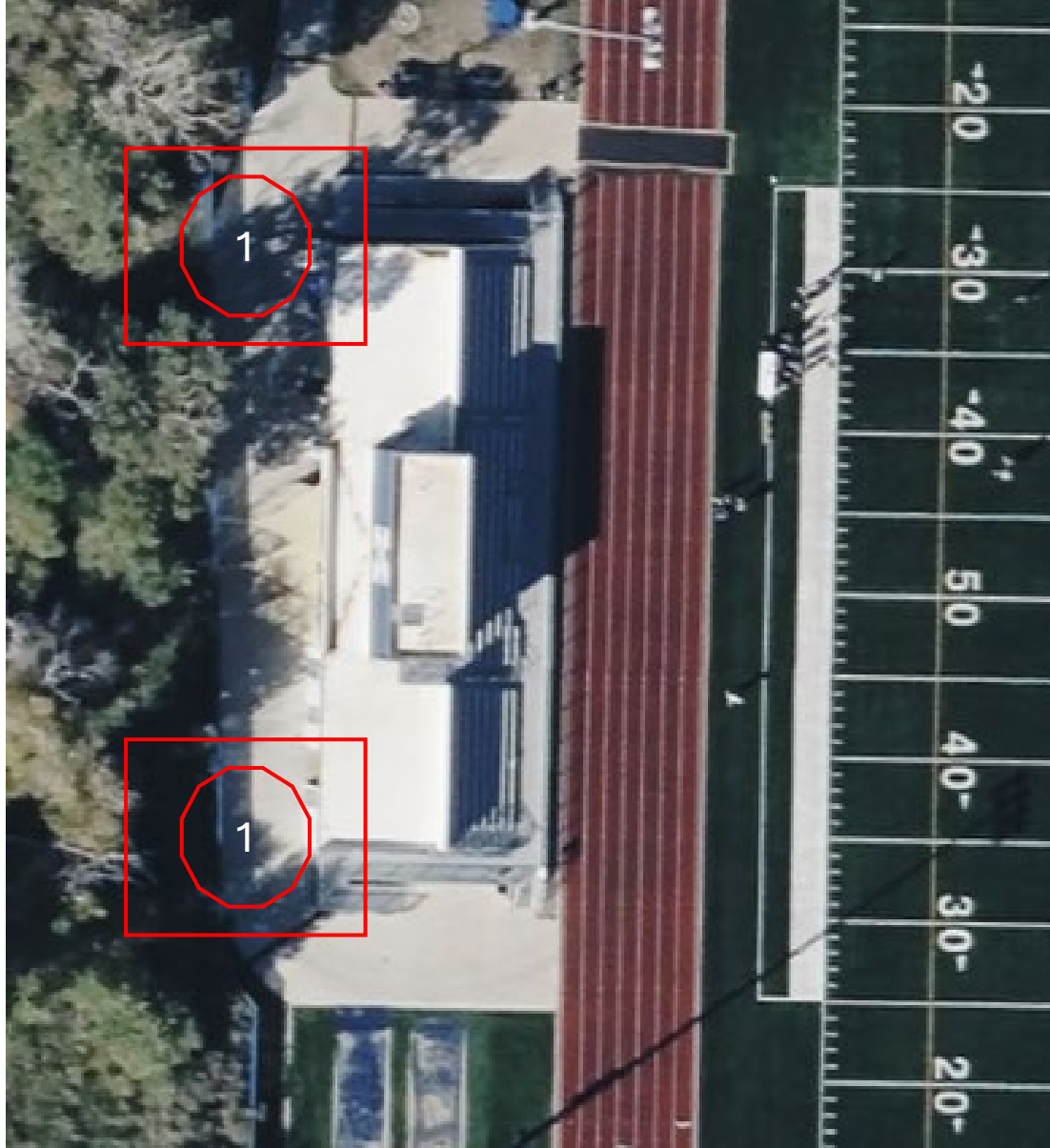
**Exterior Safety  
Corridor Between  
MS & HS w/  
Added Ventilation**

# Proposed: Safety & Security Upgrades



- 1. New bollards and higher fence at Pre-K to meet code**
- 2. New fence segment east of HS to secure perimeter**

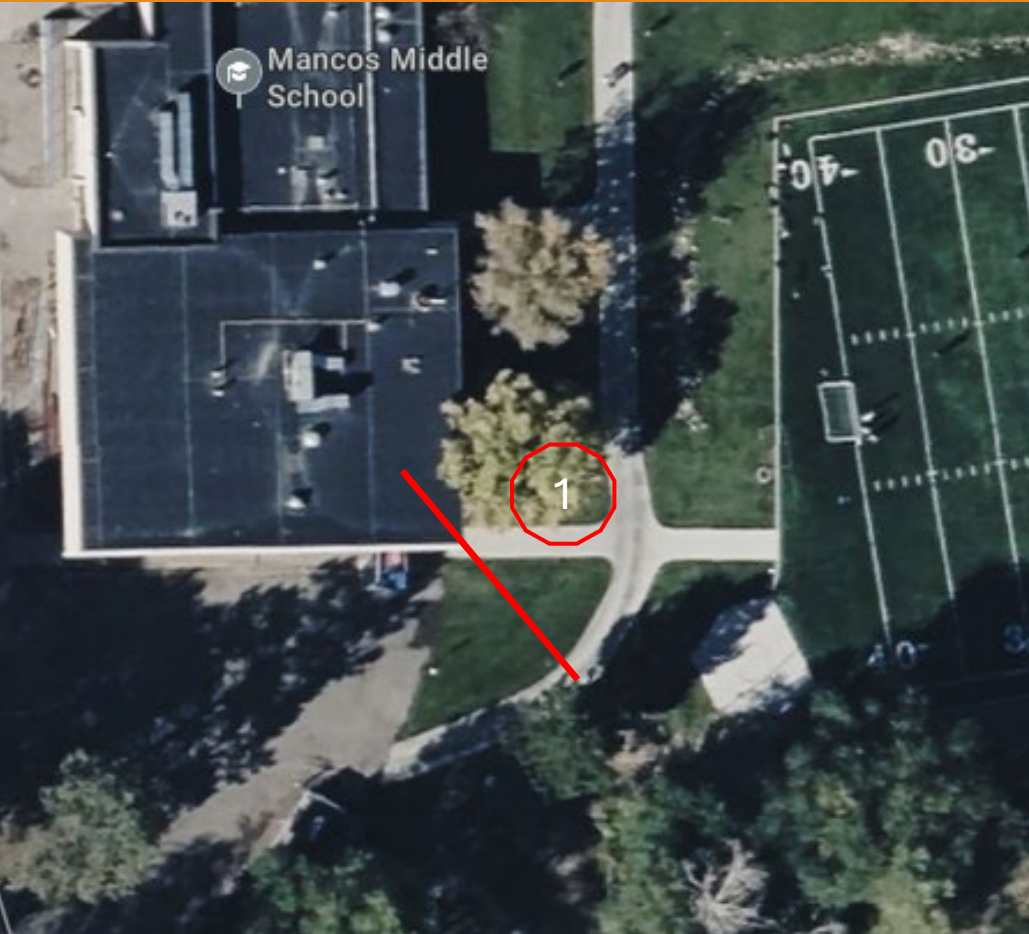
# Proposed: Safety & Security Upgrades



- 1. New bollards gates at entrance to the stadium bleachers (4)  
Required by Code**

*Caption*

# Proposed: Safety & Security Upgrades



- 1. New fence from SE corner of MS to SW corner of practice field to secure perimeter**



- 2. New perimeter fence to surround student gardens.**

# Cost Summary

**\*\*The Performance Services Team is meeting internally Monday morning to finalize these cost estimates - they will be included in the live version of Monday's Work Session on 12/8\*\***

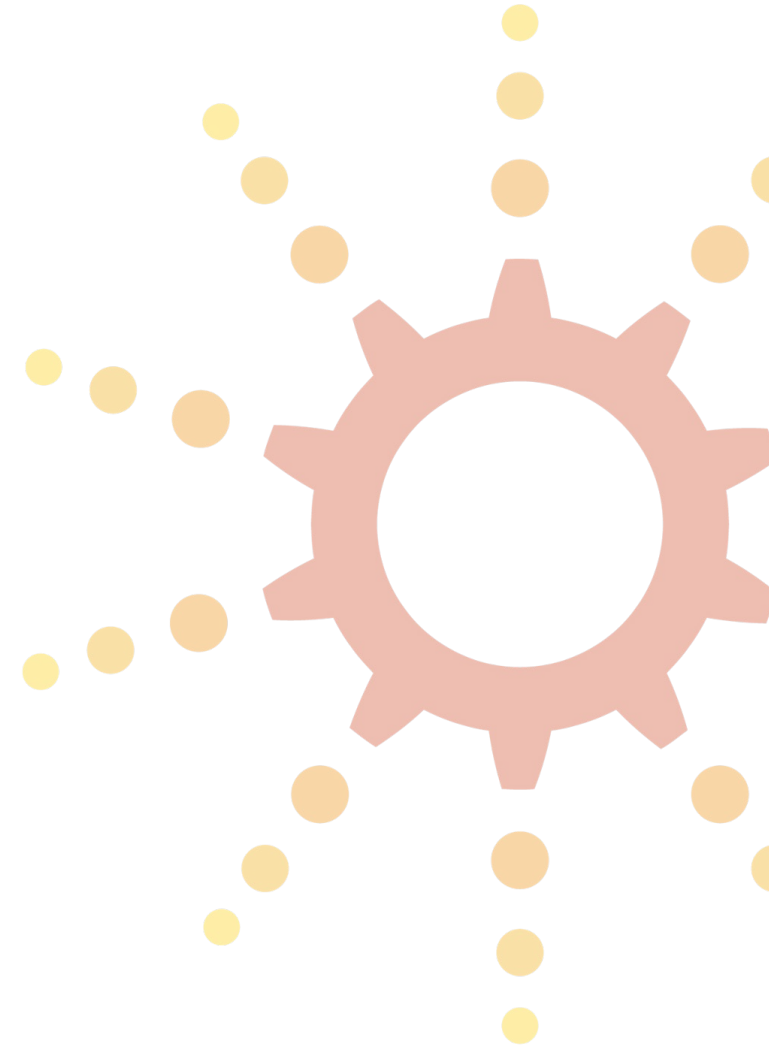
<b>Scopes</b>	<b>Low</b>	<b>Hight</b>
Door Access & Security Upgrades		
Security Corridor		
Fencing		
<b>Totals</b>	<b>\$0</b>	<b>\$0</b>

# Recommended Next Steps

- 1 Confirm District's budget capacity for 53% BEST match**
- 2 Based on this ^ determine which S & S scopes to pursue (if any)**
- 3 If YES: Begin BEST Grant pursuit - application window opens 1/8/26 & closes 3/2/26**
- 4 If NO: Discuss alternative strategy for tackling this & other deferred maintenance (bond, other funding sources etc)**

— Additional Capabilities:

# Grant Support



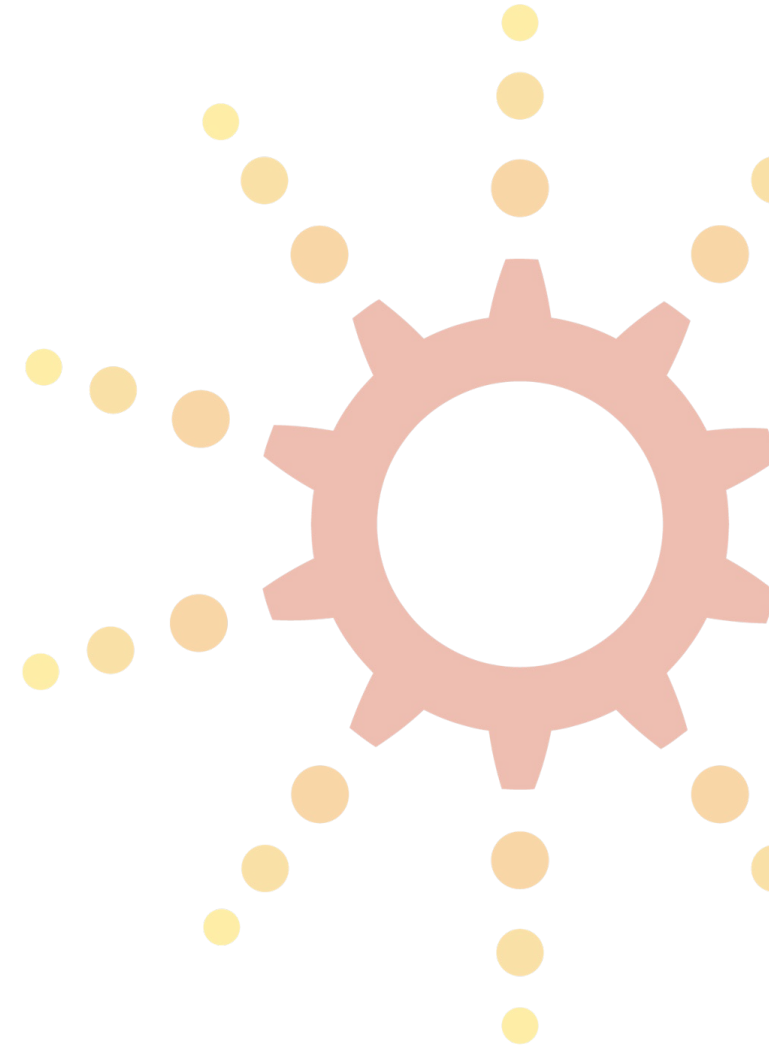
## Our Colorado Team has proven success with BEST Grants:

- 25+ BEST Grants Completed
- 70% Award Rate
- \$30M+ in Secured Matches



— Additional Capabilities:

# Bond Support



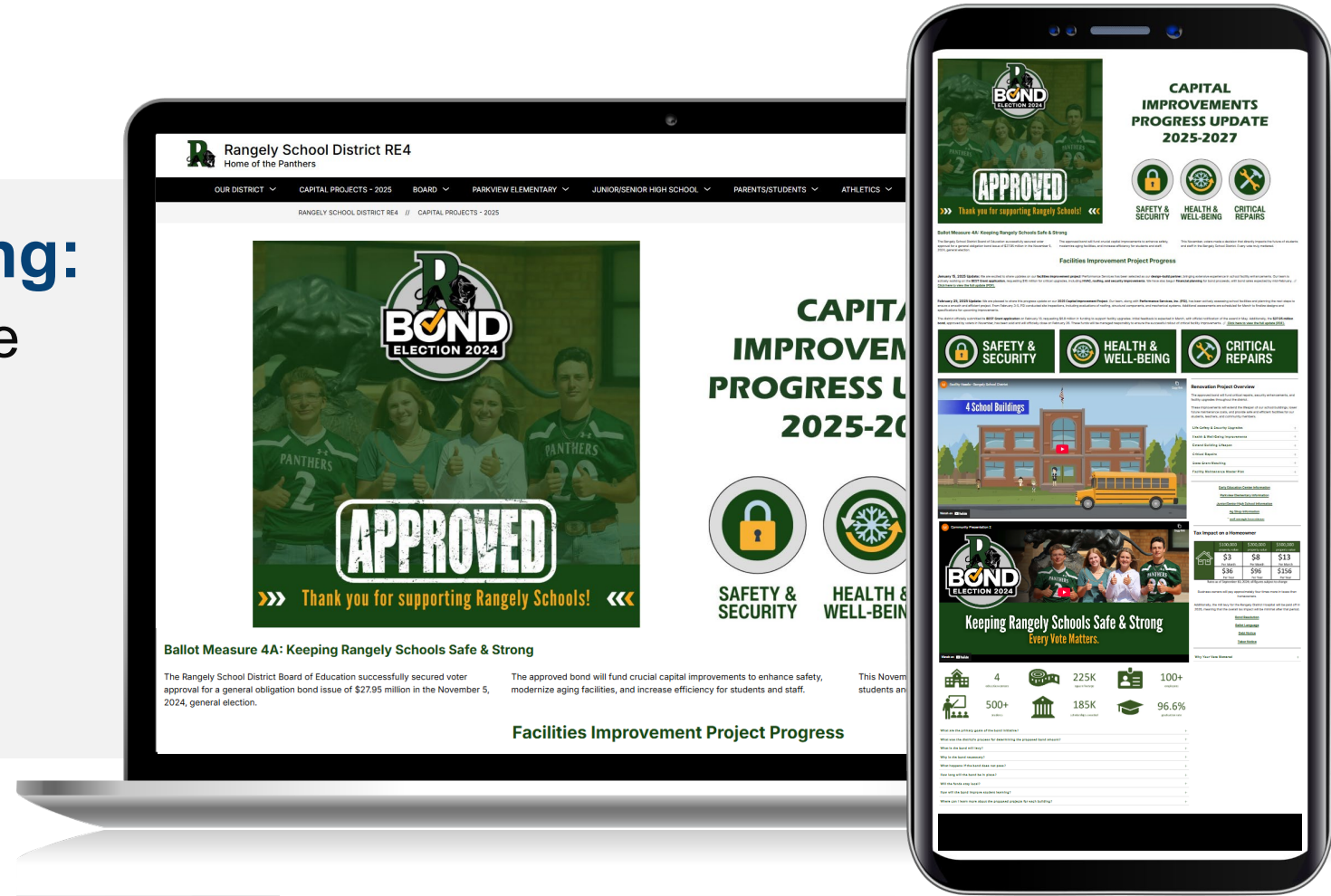
# Bond Support Capabilities

- **Facility Reviews**
- **Communication Planning**
- **Messaging Support**
- **Public Engagement**
- **Budgeting Assistance**
- **Architectural Design Renderings**



## We can support the following:

- Content for the District's Website
- On-site Signage
- Content via QR Codes
- More!



Website Content Updates from Rangely Schools Project



*Onsite Signage Examples*

# Community Engagement



*Project Groundbreaking Events*



**MANCOS**  
SCHOOL DISTRICT

**Mancos RE-6 Schools**  
*Safety & Security Upgrades | 12/8/25*

*Drafted timeline  
Shifts for  
25-26 SY.*

MANCOS RE-6 SCHOOL DISTRICT  
Board of Education Evaluation of the Superintendent  
Dated \_\_\_\_\_ to \_\_\_\_\_

EVALUATION PROCESS & TIMELINE

**Step 1:** Self-evaluation to be completed by Superintendent, along with the goal setting process with provision to President of the Board no later than ~~November 30<sup>th</sup>~~ *December 30*

*January* **Step 2:** Self-evaluation completed by the Superintendent to be provided to the Board of Director members, no later than ~~December 7<sup>th</sup>~~

**Step 3:** Evaluation forms to be completed by the currently elected Board of Director members in December of each calendar year. All forms should be provided to the President of the Board, or designated board member, no later than ~~December 31<sup>st</sup>~~ *January* for the compilation of a master evaluation by no less than two current Board members, or more as designated by the President of the Board.

**Step 4:** Annual evaluation presented to Superintendent every ~~January~~ *February* to include discussion of combined (master) evaluation and Superintendents self-evaluation. The discussion of goals set forth by Board and Superintendent to begin in ~~January~~ *February* presentation.

**Step 5:** Agreed upon goals for the Superintendent shared with discussion no later than ~~February~~ *March* Board of Directors meeting.

**Step 6:** Mid-Year Goals Review to be completed by Board of Directors with Superintendent at the ~~July~~ *June or July* Board of Directors meeting, i.e. work session, annually. This review will be related to the goals previously set and documented in ~~Jan/Feb~~ *Feb/March*. Furthermore, an update should be provided related to the evolution of goals in written form, including any data applicable, and should be provided in written form to the Board of Directors no later than two weeks prior to the ~~June/July~~ *July/August* Board Meeting.

INSTRUCTIONS FOR SUPERINTENDENT

- Complete all performance ratings by selecting the appropriate rating, as defined below, and recording it in the Superintendent Rating column on pages 3-4. When selecting your rating, please remember the following:
  - A strong command (3) indicates that there is an effective command meeting the standard with desired outcomes appropriately demonstrated.
  - For 0 or 4 (unknown or distinguished command) you must provide specific feedback in Superintendent comments.
  - For 1, 2, or 3 ratings: feedback isn't required in the comments, but you should be prepared to discuss the rationale for your rating during the January Board of Directors meeting.
  - Ratings should be whole numbers (e.g. 3 is OK but not 3.5).
- Draft at least four goals, preferably one per standard if applicable, that you would like to see addressed and/or accomplished for the upcoming year on page(s) 6-7.
- Forward the completed appraisal form to the President of the Board of Directors no later than ~~November 30<sup>th</sup>~~ *December 30<sup>th</sup>*.

INSTRUCTIONS FOR BOARD OF EDUCATION

- After receiving the appraisal copy from the Superintendent, complete all performance ratings by selecting the appropriate rating, as defined below, and recording it in the Board of Directors (BOD) Rating column on pages 3-4. When selecting your rating, please remember the following:
  - A strong command (3) indicates that there is an effective command meeting the standard with desired outcomes appropriately demonstrated.
  - For 0 or 4 (unknown or distinguished command) you must provide specific feedback in Board of Director comments.
  - For 1, 2, or 3 ratings: feedback isn't required in the comments, but you should be prepared to discuss the rationale for your rating during the January Board of Directors meeting.
  - Ratings should be whole numbers (e.g. 3 is OK but not 3.5).
- Review, revise and/or expand upon the Superintendents goals, as provided on page(s) 6-7.
- Forward the completed appraisal form to the President of the Board of Directors no later than ~~December 21<sup>st</sup>~~ *January 31<sup>st</sup>*.

## PERFORMANCE EVALUATION RATING DEFINITIONS

<p><b>SCORE VALUE 4</b>  <b>Distinguished Command (DC)</b>  <b>Accomplished</b></p>	<p>Clear and exemplary demonstration of objective being met, exceeding expectations, and accomplishing goal related to the domain. This can be demonstrated through analytics, scores, engagement, feedback, and related data.</p>
<p><b>SCORE VALUE 3</b>  <b>Strong Command (SC)</b>  <b>Effective</b></p>	<p>Expectations met in a clear, demonstrated, concise fashion. Domain and/or goal is being met with appropriate resources, actions and the outcomes are easily and recognizably demonstrated through data and feedback.</p>
<p><b>SCORE VALUE 2</b>  <b>Moderate Command (MC)</b>  <b>Developing</b></p>	<p>The domain and/or goal is beginning to develop. A vision combined with resources, actions and additional engagement can be observed, however the measurement may be difficult to effectively quantify at this stage. The goal is in a development phase yet.</p>
<p><b>SCORE VALUE 1</b>  <b>Limited Command (LC)</b>  <b>Ineffective</b></p>	<p>Little evidence exists of the objective being met, implemented or effective. There is no easy way to determine actions, outcomes or feedback related to said domain.</p>
<p><b>SCORE VALUE 0</b>  <b>Unknown Command (U)</b>  <b>No Data Existing</b></p>	<p>No evidence exists of the objective being attempted, implemented or effectiveness.</p>

**Ratings: Distinguished Command (DC), 4; Strong Command (SC), 3; Moderate Command (MC), 2; Limited Command (LC), 1; or Unknown Command (U) 0**

<b>STANDARD: INSTRUCTION AND ACHIEVEMENT</b>	<b>SUPERINTENDENT RATING</b>	<b>BOD RATING</b>
--	----------------------------------	-----------------------

Adequately follows through with continual communications on Mancos RE-6 Strategic plan and standards;			
Use instructional coaching strategies to ensure the highest quality system of curriculum, instruction and assessment, while maximizing collaboration and preparation time;			
Continually developing and/or ensuring high-quality instruction, ensuring quantified student academic achievement and growth with a commitment to the whole child;			
Collect and use data to identify growth, goals, assess organizational effectiveness and promote organizational learning;			
The superintendent with principals will analyze student data to ensure growth and achievement for all students;			

<b>STANDARD: CULTURE AND HUMAN RESOURCES</b>	<b>SUPERINTENDENT RATING</b>	<b>BOD RATING</b>
--	----------------------------------	-----------------------

Developing a culture of intentional, collaborative and continual learning, while maintaining professional staff leadership, integrity and productivity;			
Maintain a regular presence in district buildings to ensure quality and remain current in understanding the needs of those you serve;			
Participates and ensures a system of professional development and district activities available as allowable, while representing and setting the professional expectations desired of the district as a whole;			
Develops leaders adequately fluent in conflict resolution and Instructional Coaching, while encouraging collaboration and continuous improvement, with the ability to accept criticisms and respond appropriately;			
Provide an effective system of recruiting, hiring, placement and dismissing continually supported by a staff performance system that is fair, equitable and provides on-going observation and feedback;			

STANDARD: MANAGEMENT AND BOARD RELATIONS	SUPERINTENDENT RATING	BOD RATING
---	--------------------------	---------------

Lead from policy and agreements; preparing all required reporting, managing all budgets and resources, while keeping accurate policy and records up to date; expected completion of a balanced budget each fiscal year;			
Working to always improve and build systematic, effective communications across the district while ensuring expectations are always clearly communicated and understood by Board, Staff and Students.			
Ensures leadership is aligned, engaged, and fully understands all district and board directives and policies; while always striving for a safe, orderly and supportive environment.			
Aligned to a strategically framed board of education; advancing district excellence through a focus on the board's goals; makes sound directives to the board;			
Builds professional relationships with board members, keeping the board informed of district activities, progress and problems, and is receptive to board member feedback, criticism, ideas and suggestions;			

STANDARD: COMMUNITY RELATIONS	SUPERINTENDENT RATING	BOD RATING
----------------------------------	--------------------------	---------------

Advocates for the district through local, area and state opportunities while representing the district in a positive and professional manner;			
Engages external constituents to build support and ownership;			
Represents the District and Board appropriately and effectively in local/regional/state opportunities;			

18 Total Scoring Line Items = 72 Overall Points  
 55 - 72 = Distinguished Command (DC)  
 38 - 55 = Strong Command (SC)  
 19 - 37 = Moderate Command (MC)  
 1 - 18 = Limited Command (LC)  
 0 = Unknown Command (U)

**SUPERINTENDENT COMMENTS:**

[Empty box for Superintendent Comments]

**BOARD OF DIRECTOR MEMBER COMMENTS:**

[Empty box for Board of Director Member Comments]

## GOALS WORKSHEET

Superintendent's goals are to be evaluated through the comprehensive standards reflected above to assure rigor, equity, and sustainable outcomes. While achieving the goals below, the Board and Superintendent will examine the results of the goals against each of the four standards. The standards each have several sub-standards and create an informal rubric for the evaluation. The evaluation will be a line-by-line evaluation of the goal compared against each measure. This evidence-based process is designed to produce reliable data and is considered best practice. At full development, this structure is planned to be used with fidelity throughout the school district to evaluate instruction, assessments, communication, staff evaluations, RtI, interventions, student outcomes, human resources, SJBoces, transportation, food service, IT, health services, and PBL.

### GOAL #1

Relevant Standard:

### GOAL #2

Relevant Standard:

**GOAL #3**

**Relevant Standard:**

**GOAL #4**

**Relevant Standard:**

# Mancos School District

## Property Tax Mill Levy

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<b>Total Non-General Fund</b>	<b>\$374,998</b>	<b>4.963</b>
<b>Mancos School District TOTAL</b>	<b>\$2,627,555</b>	<b>34.776</b>
<b>Check Figure Must be Zero</b>	<b>\$0</b>	<b>\$0</b>

Signature of Board of Education President \_\_\_\_\_

<b>Estimated Full Funding Mill Levy</b>	<b>94.272</b>
<b>Projected Gross Funding from State</b>	<b>\$4,988,219</b>

# CDE Mill Levy Certification Form

2070

Primary County  
**MONTEZUMA**

District Name  
**Mancoes Re-6**

**Certification of Mill Levies**

Property Tax Year 2025

Auto Populate with Cell G2 = District Code

Data Pulled from Calculation Worksheet  
Pulls info from Calc  
Worksheet Tab and Hidden  
Tabs

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1a. HB20-1418 Tax Credit	Fixed for FY25-Both Aug & Dec	7.342	6.342	6.342	
1b. HB20-1418 Net Mill Levy (amt. to be collected by county)	Fixed for FY25-Both Aug & Dec	19.658	20.658	20.658	\$1,560,830
2. Categorical Buyout	ONLY FULLY LOCALLY FUNDED Based on Aug 25 NAV	0.000	0.000	0.000	\$0
3. Total Program Excess Mills	ONLY FULLY LOCALLY FUNDED Based on Aug 25 NAV	0.000	0.000	0.000	\$0
4. Total Program Mill		19.658	20.658	20.658	\$1,560,820.67
5. Overrides:					
a. Hold harmless		0.000	0.000	0.000	\$0
b. Excess hold harmless		0.000	0.000	0.000	\$0
Voter Approved Override					
5c. Total Voter Approved Override		1.031	1.031	8.706	\$657,803
6. Abatement		0.071	0.071	0.449	\$33,925
7. Total General Fund		20.760	21.760	29.813	\$2,252,557
	Check Figure Must be Zero	0.000	0.000	0.000	\$0
8. Bond Redemption Fund		6.686	Not Provided	4.963	\$374,998
9. Transportation Fund		0.000	Not Provided	0.000	\$0
10. Special Building and Technology		0.000	Not Provided	0.000	\$0
11. Supplemental capital construction, technology, & maintenance Fund		0.000	Not Provided	0.000	\$0
12 Other (Loan, Charter School, Library)		0.000	Not Provided	0.000	\$0
Details for #12 other					
13. Total		27.448	34.7764	34.7764	\$2,627,555
	Check Figure Must be Zero	0.000	0.0000	0.0000	\$0
No Need to Calculate with change in Dec AV from Aug 25					
14. Estimated Full Funding Mill Levy	Fixed for FY25-Both Aug & Dec, Based off Aug 25's NAV	93.137	94.272	94.272	
15. Projected Gross Funding from State (Before budget stabilization factor)	Fixed for FY25-Both Aug & Dec, Based off Aug 25's NAV	\$5,097,136	\$4,988,219	\$4,988,219	

*Chrissie Miller*

*970-533-7748*

Form completed by

Phone Number



Regular Board Meeting  
Monday, November 10, 2025 7:00 PM  
Mountain

HS Room #223 - Boardroom  
355 Grand Ave  
Mancos, CO 81328

Craig Benally: Present  
Victor Figueroa: Present  
Tim Hunter: Present  
Emily Hutcheson-Brown: Present  
Rachel McWhirter: Present

Present: 5.

#### 1. Call to Order

The November 10th, 2025 Board Meeting is called to order at 6:03 pm

#### 2. Roll call

#### 3. Pledge of Allegiance

The Pledge of Allegiance is led by student board member Rhett Brown.

#### 4. Approval of Agenda

A motion is made to approve the agenda. This motion, made by Tim Hunter and seconded by Craig Benally, Carried.

Craig Benally: Yea, Victor Figueroa: Yea, Tim Hunter: Yea, Emily Hutcheson-Brown: Yea, Rachel McWhirter: Yea

Yea: 5, Nay: 0

#### 5. Accolades-Board Recognition

Two newly elected board members, Mr. Craig McClure and Ms. Kira Taylor, are present and will be seated at the December 8th Board Meeting. Board members will be replacing Mrs. Emily Hutcheson-Brown and Mr. Victor Figueroa.

#### 6. Public Participation

Mrs. Hazleton would like to thank the community for voting for the Mill Levy Ballot Issue 4A. Mrs. Hazleton also thanks the Mill Levy committee for their hard work. Mrs. Hazleton would also like to thank the community for voting for initiatives LL and MM, which fund universal free school meals and ensure that kids will continue to eat meals for free this year and into the future in the State of Colorado. Mrs. Hazleton invites the public to reach out if there are any questions about any of these initiatives.

#### 7. Reports to the Board of Education

A motion is made to add DAC after the Student report. This motion, made by Rachel McWhirter and seconded by Tim Hunter, Carried.

Craig Benally: Yea, Victor Figueroa: Yea, Tim Hunter: Yea, Emily Hutcheson-Brown: Yea, Rachel McWhirter: Yea

Yea: 5, Nay: 0

The District Accountability Committee (DAC) report is missing from the agenda. Rachel McWhirter made a motion to add the DAC report after the student report 7.B. The Business Manager Report will move to 7.C, and the Superintendent's report will be 7.D.

Ms. Rank provides an update on the DAC's recent meeting on November 6th, including the celebration of the mill levy override. There was discussion on the equitable distribution of the \$600,000 mill levy revenue, including stipends and para-medicare benefits. Ms. Rank went into great detail describing staff salaries, finance. The DAC discussed what the Mill Levy subcommittee composition should look like, including the need for staff, parents, community members, and a commercial property owner to give a diverse voice in how the Mill Levy funds should be equitably handled. The DAC is hoping to establish this committee by the end of November.

#### 7.A. Student Board Member Report

Rhett reports that he and Gretta are working on a student survey as well as a suggestion box for students to share their voices.

#### 7.B. Business Manager Report

A motion was made to accept the professional and classified salary schedules. This motion, made by Rachel McWhirter and seconded by Victor Figueroa, Carried.

Craig Benally: Yea, Victor Figueroa: Yea, Tim Hunter: Yea, Emily Hutcheson-Brown: Yea, Rachel McWhirter: Yea

Yea: 5, Nay: 0

Mrs. Miller reports that Mrs. Rank did an excellent job explaining the Mill levy distribution process and has nothing to add.

Mrs. Miller explains that there have been two new salary schedules added. The HR director and the Operations Technician position. The CTE/Grants director has been removed. The Operations Technician is a position that will support both transportation and facilities. The cost will not be an increase in the budget. Mrs. Miller wants to give a shout out to Cheryl at the bus barn for all of her hard work filling in during the absence of a transportation director.

Student count — Heather submitted the student count to CDE today and reported that we have FTE 453. Pre-school does not count in the FTE, and there are 96 students out of district.

#### 7.C. Superintendent Report

A motion was made to accept three recommendations from Mrs. Hazleton. This motion, made by Victor Figueroa and seconded by Rachel McWhirter, Carried.

Craig Benally: Yea, Victor Figueroa: Yea, Tim Hunter: Yea, Emily Hutcheson-Brown: Yea, Rachel McWhirter: Yea

Yea: 5, Nay: 0

Mrs. Hazleton shares highlights of her **100-day report**, which is shared in the agenda.

- We have exceptional staff and a community.
- Student growth and achievement data are strong.
- We are putting staff support in place to retain staff, etc.

- I have recommendations for refining the strategic plan, focusing on the three goals.
- We are making sure that we are clear on our goals and creating clear action plans and assessments of these actions along the way. Action plans will be built together with staff input.
- See the full report for more details.

### **Reflection and Recommendation** —Three key components

1. We need to return to the mission and vision and revise core values that connect to Portrait of a Graduate. (POG).

2. Simplify guiding principles to align with POG so we can easily embed the work with students and staff.

3. Refine the strategic plan

Motion to accept the three recommendations made by Mr. Victor Figueroa.

### **Superintendent report**

- We hired Jamie Snellings as the HS Math teacher. Her first day was today.
- We are currently in the process of hiring our Business Manager and hope to have this process completed by the Holiday break.
- The transportation director position has been put on hold as the duties will be split between Cheryl, Destri, and the new hire, Dan Schuster, as the operations technician.
- Facility assessments are underway with Performance Services, an outside design group that does facilities assessments pro bono on safety, security, and facility needs. This is a great way to help us determine if we want to move forward with the Best Grant to address some of these facilities' needs. The Best Grant is due at the end of January, and the intent to apply is due at the end of November. The report will be shared with the Board.
- The high-risk inspection report came back good.
- The kitchen is finally fully staffed, and the BlueJay nest grab-and-go will return for students to use as a place to purchase additional items for lunch/snacks. We are assessing the need to bring back breakfast to the West Wing to increase access for HS and MS students.
- Shout out to Mr. Keith Huskey, who has installed the remainder of the interactive digital boards in the elementary classrooms.

## 8. 100 Day Report Discussion

Make protocol a part of the norms

## 9. Consent Agenda

### 9.A. Approve Meeting Minutes

Motion to approve the meeting minutes. This motion, made by Tim Hunter and seconded by Craig Benally, Carried.

Craig Benally: Yea, Victor Figueroa: Yea, Tim Hunter: Yea, Emily Hutcheson-Brown: Yea,

Rachel McWhirter: Yea  
Yea: 5, Nay: 0

#### 9.B. Policy Second Review

A motion was made to approve second reading and adopt the policy JLDC and JLCD-E. This motion, made by Tim Hunter and seconded by Craig Benally, Carried.

Craig Benally: Yea, Victor Figueroa: Yea, Tim Hunter: Yea, Emily Hutcheson-Brown: Yea,  
Rachel McWhirter: Yea  
Yea: 5, Nay: 0

#### 9.C. Act on Personnel Recommendations

A motion was made to accept the personnel recommendations. This motion, made by Tim Hunter and seconded by Rachel McWhirter, Carried.

Craig Benally: Yea, Victor Figueroa: Yea, Tim Hunter: Yea, Emily Hutcheson-Brown: Yea,  
Rachel McWhirter: Yea  
Yea: 5, Nay: 0

#### 10. Upcoming Calendar Obligations

##### 11. Future Agenda Items

At the December meeting, there will be further discussion on facilities and the Mill levy. Rachel suggests we should possibly invite Royce Trantum from BOCES to the work session to do a presentation.

##### 12. Board Follow Up

##### 13. Follow Up- Board Debrief Questions

##### 14. Adjournment

The meeting is adjourned at 7:04 pm.

# Mancos School District RE-6

## Check Payments By Fund Report

Accounting Cycle: FY 25-26; Begin Date: 11/05/2025; End Date: 12/02/2025; Display Element Description: Fund; Check Type: [All]; Sort By Element: Fund; Account Expression: [All]; Cre

Sorted By	Value	Description			
Fund	10	GENERAL FUND			
Check Number	Check Type	Check Date	Payee	Fund	Account Code
60852	Warrant - Printed	11/6/2025	Academic Hallmarks	GENERAL FUND	10-600-10-0070-0600-000-3150
60853	Warrant - Printed	11/6/2025	Alexandria Snowden Counseling LLC	GENERAL FUND	10-600-00-0700-0300-000-3218
60854	Warrant - Printed	11/6/2025	AT&T Mobility	GENERAL FUND	10-710-26-2600-0530-000-0000
60855	Warrant - Printed	11/6/2025	Atmos Energy	GENERAL FUND	10-710-26-2600-0621-000-0000
60855	Warrant - Printed	11/6/2025	Atmos Energy	GENERAL FUND	10-710-26-2600-0621-000-0000
60855	Warrant - Printed	11/6/2025	Atmos Energy	GENERAL FUND	10-710-26-2600-0621-000-0000
60855	Warrant - Printed	11/6/2025	Atmos Energy	GENERAL FUND	10-710-26-2600-0621-000-0000
60855	Warrant - Printed	11/6/2025	Atmos Energy	GENERAL FUND	10-720-27-2700-0621-000-3160
60856	Warrant - Printed	11/6/2025	Carolyn Lawrence	GENERAL FUND	10-600-24-2321-0320-000-0000
60857	Warrant - Printed	11/6/2025	Countryside Disposal	GENERAL FUND	10-710-26-2600-0421-000-0000
60857	Warrant - Printed	11/6/2025	Countryside Disposal	GENERAL FUND	10-720-27-2700-0421-000-3160
60858	Warrant - Printed	11/6/2025	Fasttrack Communications, Inc.	GENERAL FUND	10-710-26-2600-0530-000-0000
60858	Warrant - Printed	11/6/2025	Fasttrack Communications, Inc.	GENERAL FUND	10-720-27-2700-0530-000-3160
60859	Warrant - Printed	11/6/2025	First Chair Band Instrument Repair	GENERAL FUND	10-503-10-1200-0430-000-0000
60859	Warrant - Printed	11/6/2025	First Chair Band Instrument Repair	GENERAL FUND	10-503-10-1200-0430-000-0000
60859	Warrant - Printed	11/6/2025	First Chair Band Instrument Repair	GENERAL FUND	10-503-10-1200-0430-000-0000
60859	Warrant - Printed	11/6/2025	First Chair Band Instrument Repair	GENERAL FUND	10-503-10-1200-0430-000-0000
60860	Warrant - Printed	11/6/2025	Jostens	GENERAL FUND	10-300-10-1800-0610-000-0000
60861	Warrant - Printed	11/6/2025	Mancos Re-6 Lunch Fund	GENERAL FUND	10-000-00-0000-1900-000-0000
60862	Warrant - Printed	11/6/2025	Mckinney Door & Hardware, Inc.	GENERAL FUND	10-710-26-2600-0611-000-0000
60862	Warrant - Printed	11/6/2025	Mckinney Door & Hardware, Inc.	GENERAL FUND	10-710-26-2600-0611-000-0000
60863	Warrant - Printed	11/6/2025	Rent-All Rentals	GENERAL FUND	10-710-26-2600-0442-000-0000
60864	Warrant - Printed	11/6/2025	Trafera Holdings, LLC	GENERAL FUND	10-600-20-2845-0530-000-1111
60865	Warrant - Printed	11/6/2025	Xerox Business Solutions Southwest	GENERAL FUND	10-100-10-0010-0530-000-0000
60865	Warrant - Printed	11/6/2025	Xerox Business Solutions Southwest	GENERAL FUND	10-200-10-0020-0530-000-0000
60865	Warrant - Printed	11/6/2025	Xerox Business Solutions Southwest	GENERAL FUND	10-300-10-0030-0530-000-0000
60865	Warrant - Printed	11/6/2025	Xerox Business Solutions Southwest	GENERAL FUND	10-600-24-2321-0530-000-0000
60866	Warrant - Printed	11/13/2025	Antelope Recovery, LLC	GENERAL FUND	10-600-20-2200-0300-000-3293
60867	Warrant - Printed	11/13/2025	Comfort Air Mechanical, Inc	GENERAL FUND	10-710-26-2600-0300-000-0000
60868	Warrant - Printed	11/13/2025	Cox Conoco	GENERAL FUND	10-710-26-2600-0626-000-0000
60868	Warrant - Printed	11/13/2025	Cox Conoco	GENERAL FUND	10-720-27-2700-0430-000-3160











60918	Warrant - Printed	12/2/2025	School Specialty Inc.	GENERAL FUND	10-503-10-0200-0610-201-0000
60918	Warrant - Printed	12/2/2025	School Specialty Inc.	GENERAL FUND	10-503-10-0200-0610-201-0000
60918	Warrant - Printed	12/2/2025	School Specialty Inc.	GENERAL FUND	10-503-10-0200-0610-201-0000
60919	Warrant - Printed	12/2/2025	Zions Bancorporation, N.A.	GENERAL FUND	10-600-23-2300-0314-000-0000
<b>Sub Total</b>					

<b>Sorted By</b>	<b>Value</b>	<b>Description</b>			
Fund	19	PRESCHOOL FUND			

Check Number	Check Type	Check Date	Payee	Fund	Account Code
3619	Warrant - Printed	11/6/2025	Atmos Energy	PRESCHOOL FUND	19-101-26-0040-0621-000-0000
3620	Warrant - Printed	11/13/2025	Town of Mancos	PRESCHOOL FUND	19-101-26-0040-0411-000-0000
	Payroll Liability - Debit	11/20/2025	Federal Reserve KC	PRESCHOOL FUND	19-7461-0001
3621	Warrant - Printed	11/20/2025	Card Services	PRESCHOOL FUND	19-101-10-0040-0600-000-0000
3621	Warrant - Printed	11/20/2025	Card Services	PRESCHOOL FUND	19-101-10-0040-0600-000-0000
3621	Warrant - Printed	11/20/2025	Card Services	PRESCHOOL FUND	19-101-10-0040-0610-000-0000
3621	Warrant - Printed	11/20/2025	Card Services	PRESCHOOL FUND	19-101-24-2410-0600-104-0000
3622	Payroll Liability - Printed	11/20/2025	Colorado Department of Revenue	PRESCHOOL FUND	19-7471-0001
3623	Payroll Liability - Printed	11/20/2025	Dolores State Bank	PRESCHOOL FUND	19-7471-0001
3624	Payroll Liability - Printed	11/20/2025	PERA of Colorado	PRESCHOOL FUND	19-7461-0001
3624	Payroll Liability - Printed	11/20/2025	PERA of Colorado	PRESCHOOL FUND	19-7471-0001
3625	Warrant - Printed	11/20/2025	Empire Electric Assn	PRESCHOOL FUND	19-101-26-0040-0622-000-0000
3626	Payroll Liability - Printed	11/20/2025	Mancos School District Insurance Account	PRESCHOOL FUND	19-7461-0001
3626	Payroll Liability - Printed	11/20/2025	Mancos School District Insurance Account	PRESCHOOL FUND	19-7471-0001
3627	Payroll Liability - Printed	11/20/2025	Delta Dental	PRESCHOOL FUND	19-7461-0001
3627	Payroll Liability - Printed	11/20/2025	Delta Dental	PRESCHOOL FUND	19-7471-0001
3628	Payroll Liability - Printed	11/20/2025	Vision Service Plan	PRESCHOOL FUND	19-7461-0001
3628	Payroll Liability - Printed	11/20/2025	Vision Service Plan	PRESCHOOL FUND	19-7471-0001
3629	Payroll Liability - Printed	11/20/2025	Anthem Blue Cross and Blue Shield	PRESCHOOL FUND	19-7461-0001
3630	Payroll Liability - Printed	11/20/2025	Texas Life Insurance Company	PRESCHOOL FUND	19-7471-0001
3631	Payroll Liability - Printed	11/20/2025	American Fid Assur Co-Acc/Disab/Life	PRESCHOOL FUND	19-7471-0001
3632	Payroll Liability - Printed	11/20/2025	Am Fid Assurance Co-Flex	PRESCHOOL FUND	19-7471-0001
3633	Warrant - Printed	12/2/2025	Atmos Energy	PRESCHOOL FUND	19-101-26-0040-0621-000-0000
<b>Sub Total</b>					

<b>Sorted By</b>	<b>Value</b>	<b>Description</b>			
Fund	21	FOOD SERVICE FUND			

Check Number	Check Type	Check Date	Payee	Fund	Account Code
11690	Warrant - Printed	11/19/2025	Labatt Food Service	FOOD SERVICE FUND	21-740-31-3100-0610-000-4555
11690	Warrant - Printed	11/19/2025	Labatt Food Service	FOOD SERVICE FUND	21-740-31-3100-0630-000-4555
11690	Warrant - Printed	11/19/2025	Labatt Food Service	FOOD SERVICE FUND	21-740-31-3100-0631-000-4555
11690	Warrant - Printed	11/19/2025	Labatt Food Service	FOOD SERVICE FUND	21-740-31-3150-0630-000-4555
	Payroll Liability - Debit	11/20/2025	Federal Reserve KC	FOOD SERVICE FUND	21-7461-0001
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0580-000-4555

11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0600-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0600-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0600-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0600-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0630-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0630-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0630-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0630-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3100-0890-000-0000
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3150-0610-000-4555
11691	Warrant - Printed	11/20/2025	Card Services	FOOD SERVICE FUND	21-740-31-3150-0610-000-4555
11692	Payroll Liability - Printed	11/20/2025	Colorado Department of Revenue	FOOD SERVICE FUND	21-7471-0001
11693	Payroll Liability - Printed	11/20/2025	Dolores State Bank	FOOD SERVICE FUND	21-7471-0001
11694	Payroll Liability - Printed	11/20/2025	PERA of Colorado	FOOD SERVICE FUND	21-7461-0001
11694	Payroll Liability - Printed	11/20/2025	PERA of Colorado	FOOD SERVICE FUND	21-7471-0001
11695	Payroll Liability - Printed	11/20/2025	Mancos School District Insurance Account	FOOD SERVICE FUND	21-7461-0001
11696	Payroll Liability - Printed	11/20/2025	Delta Dental	FOOD SERVICE FUND	21-7461-0001
11697	Payroll Liability - Printed	11/20/2025	Vision Service Plan	FOOD SERVICE FUND	21-7461-0001
11698	Payroll Liability - Printed	11/20/2025	Anthem Blue Cross and Blue Shield	FOOD SERVICE FUND	21-7461-0001
11699	Payroll Liability - Printed	11/20/2025	Am Fid Assurance Co-Flex	FOOD SERVICE FUND	21-7471-0001
11700	Payroll Liability - Printed	11/20/2025	American Fid Assur Co-Acc/Disab/Life	FOOD SERVICE FUND	21-7471-0001
<b>Sub Total</b>					
<b>Grand Total</b>					

eated On: 12/2/2025 6:25:34 PM

Account Description	Reason	Amount
District G&T Supplies	Questions for Knowledge Bowl Team from Meet on December 1st, 2025	\$126.00
SHPG - Purchased Prof & Tech Services	September K12 Mental Health Counseling	\$2,190.00
O & M Purch Serv Telephone	Cell Service - 9/14/25 - 10/13/25	\$301.39
O & M Atmos Energy	Acct# 3020049679 - Meter #7810805 - 301 Grand 9/17/25-10/15/25	\$49.95
O & M Atmos Energy	Acct# 3020049928 - Meter # 1545537 100 S Beech 9/17/25-10/15/25	\$239.26
O & M Atmos Energy	Acct# 3020050434 - Meter #17H100786 10 Beech St 9/17/25 - 10/15/25	\$75.39
O & M Atmos Energy	Meter # 1808843 - 355 Grand 9/17/25-10/15/25	\$157.78
Transp Atmos Energy	Acct# 3019809234 - Meter #119334481 300 W Menefee 9/17/25-10/15/25	\$84.04
Admin Purch Prof & Tech Serv	Training, review information, phone call and drafted letter	\$625.00
O & M Trash Service	Trash Service 11/1/25 -11/30/25	\$700.00
Trans Trash Service	Bus Barn Trash Service 11/1/25 - 11/30/25	\$110.00
O & M Purch Serv Telephone	Acct#10342, Phone & Internet 11/1/25-11/30/25	\$4,587.27
Transp Copier/ Comm/Telephone	Acct#10342, Phone & Internet 11/1/25-11/30/25	\$61.16
K-12 Music Repairs	Armstrong flute adjust	\$75.00
K-12 Music Repairs	Blessing flute repair	\$125.00
K-12 Music Repairs	Conn Alto sax repair	\$150.00
K-12 Music Repairs	Gemeinhardt Flute repair	\$200.00
HS Athl/Activ Supplies	State Qualifier Patches	\$208.50
Other Revenue Local Sources	Local Food Program Allocation, Grant 3249	\$2,226.90
O & M Security Supplies	Interchangeable Core	\$393.60
O & M Security Supplies	Shipping	\$22.50
O & M Rental of Equipment	2 day compressor rental	\$543.70
District Tech Communications	Google Workspace for Education Plus Annual Plan Renewal	\$2,325.00
Elem Copy/Communications	Contract Maintenance, November	\$323.81
MS Copy/Communications	Contract Maintenance, November	\$323.84
HS Copy/Communication	Contract Maintenance, November	\$323.79
Admin Copy/Comm/Postage	Contract Maintenance, November	\$323.82
Vaping Prevention Ed Grant - Purchase Prof & Tech Services	School Session - Individual Therapy, October	\$686.00
O & M Purch Prof Service	Work on Lower Elementary ESS room - reset transformer, checked operation	\$120.00
O & M Motor Vehicle Fuel	October Fuel	\$15.63
Transp Repairs & Maint	Delo 50/50 Red Antifreeze - Mini Bus	\$24.38

Transp Repairs & Maint	Oil Change - Suburban	\$78.38
Transp Repairs & Maint	Tire Repair on Truck	\$20.35
Transp Repairs & Maint	TPMS Programmable MX Sensor and Installation for Suburban	\$142.99
Transp Repairs & Maint	Wiper Blades and install for Traverse	\$75.32
Transp Fuel	October Fuel	\$2,716.23
SHPG - Purchased Prof & Tech Services	Staff Counseling Sessions Sept & Oct	\$595.00
SHPG - Purchased Prof & Tech Services	Consultation/Supervision	\$625.00
Other Revenue Local Sources	CPW SOLE Grant	\$2,500.00
Legal Services	November Legal Fees	\$354.00
Legal Services	October Legal Fees	\$265.50
Legal Services	September Legal Fees	\$824.00
Workers Compensation	Deductible	\$97.00
Workers Compensation	Policy #36325, Premium Installment	\$6,391.00
Health Ed Program Grant - Admin Prof Purch Tech Serv	MSD Trauma Informed Work Plan, 50% Progress Prmt 25-26 school year	\$5,000.00
O & M Supplies	Bridge Building Supplies	\$86.70
O & M Water/Sewage	100 S. Beech St - Middle School	\$529.40
O & M Water/Sewage	198 S Beech St - Performance Center	\$119.00
O & M Water/Sewage	301 W Grand Ave - Elementary School	\$119.00
O & M Water/Sewage	335 W Grand Ave - Concessions	\$119.00
O & M Water/Sewage	336 Grand Ave - Football Field Irrigation	\$46.00
O & M Water/Sewage	354 W. Grand Ave - Irrigation	\$46.00
O & M Water/Sewage	355 W Grand Ave - High School	\$527.80
O & M Water/Sewage	365 Grand Ave - Old Gym	\$495.08
Transp Water/Sewage	300 E. Menefee - Bus Barn	\$119.00
Trans Leader Salary	Paycheck	\$3,984.04
Accrued Salaries and Benefits	Liability Payment	\$264,010.67
Elem Supplies 5th Grade	Holiday supplies	\$119.23
Elem Supplies - Title	Teachers Pay Teachers Novel Study- Taking Sides- 4th grade- \$4.83- Jess Rea-Title 1 Funds- Credit Card... 1765	\$4.83
Elem Textbook Materials	Teachers Pay Teachers	\$4.30
Elem ESS Supplies	Amazon order- bite sleeves for ESS.	\$81.18
Elem Admin Asst Supplies	Walmart- Supplies for Office	\$23.58
Elem Princ Supplies	Amazon Oder - Coffee, Tea, Hot Chocolate for staff room	\$70.78
Elem Princ Supplies	Amazon Order- Shelf for Principals Office.	\$59.98
Elem Princ Supplies	Bookmarks for Kids	\$19.98
Elem Princ Supplies	Button Maker Supplies	\$35.99
Elem Princ Supplies	Fahrenheit- Coffee for Admin	\$36.05
Elem Princ Supplies	Labels	\$18.00
Elem Princ Supplies	Office Depot Receipt	\$47.33
Elem Princ Supplies	P & D Grocery- Food for Staff	\$26.17
Elem Princ Supplies	Walmart - Coffee supplies for staff	\$8.96
Elem Princ Supplies	Walmart- candy for staff	\$80.13
Elem Princ Supplies	Walmart- Coffee for staff	\$24.96

Elem Princ Supplies	Walmart- Coffee for staff.	\$28.62
MS Travel & Registration	Chaco Canyon refund	(\$240.00)
MS Instr Supplies	Drama Resources for Creative Writing, Speech, and Drama Class., I. Dalley	\$29.95
MS 6th Grade Supplies	Literary Analysis Elements Activities using Pixar Shorts Videos or Commercials, 6th Grade English	\$25.76
MS Science Supplies	Mixed Rotifers, Living	\$12.90
MS Science Supplies	Pond Mixture, Living	\$18.35
MS Science Supplies	Protozoan Mixture, Living	\$17.80
MS Science Supplies	Shipping	\$30.90
MS Science Supplies	Water Bear (Tardigrade) Culture, Living	\$17.00
MS Textbooks	MS English Classroom text :12 Angry Men"	\$360.00
MS Textbooks	Shipping	\$12.47
MS Textbook Materials	Magic School - Redford	\$214.52
MS Textbook Materials	Teachers Pay Teachers	\$4.56
MS Athl/Activ Supplies	Flagging Tape for XC Meet	\$9.68
HS Textbooks	Books for Dysart, "Of Mice and Men"	\$108.12
HS Textbooks	Lord of the Flies	\$224.06
HS Foreign Lang Supplies	Spanish Calendar	\$25.97
Pathways - HS Culinary Arts Supplies	P&D	\$246.75
Pathways - HS Culinary Arts Supplies	Safeway	\$62.11
Pathways - HS Culinary Arts Supplies	Walmart	\$189.21
Pathways - HS Culinary Arts Supplies	Zuma	\$91.13
HS Metals & Woods Consumable Supplies	Bridges	\$697.10
HS Metals & Woods Consumable Supplies	Classroom Supply	\$216.07
HS Metals & Woods Consumable Supplies	Ex. Metal is for Grounds Dpt. \$146.59 Bone Metal is for Welding \$148.00	\$294.59
HS Math Supplies	Calculator Batteries	\$41.98
HS Science Supplies	Amazon Order for Physics	\$64.98
HS Science Supplies	Amazon Order for Physics Class	\$9.89
HS Science Supplies	Glowforge software subscription-	\$239.00
HS In-State Travel/Reg	Travel to State XC Meet - lodging	\$336.00
HS In-State Travel/Reg	Travel to State XC Meet - Meals	\$191.07
HS Athl/Activ Supplies	Flagging Tape for XC Meet	\$9.68
Athletic Director In-State Travel	Parking	\$21.00
Athletic Director Supplies	Hospitality Items	\$81.18
Athletic Director Supplies	Water for Hospitality	\$9.94
Secondary Admin Asst Supplies	AA Batteries	\$14.97
Secondary Admin Asst Supplies	AAA Batteries	\$11.99
Secondary Admin Asst Supplies	Coffee	\$75.92
K-12 Art Supplies	Wood Pattern Blocks	\$29.99
K-12 Art Supplies	Art Supplies - Hand in Hand	\$19.62
K-12 Art Supplies	Art supplies -Walmart	\$142.56
K-12 Art Supplies	Art supplies Walmart	\$150.41
K-12 Art Supplies	Glue Gun	\$33.90
K-12 Art Supplies	Headbands	\$8.99

K-12 Art Supplies	supplies - binder, padlock, rubbing alcohol but no receipt	\$21.66
K-12 Music Supplies	Music Stands (set of 6)	\$651.00
K-12 Music Supplies	Shipping	\$47.80
Board Supplies	Board Dinner - October Meeting	\$61.98
SHPG - Social Worker Supplies	A Shelter for Sadness	\$11.27
SHPG - Social Worker Supplies	Charcoal Pencils Drawing Set	\$4.95
SHPG - Social Worker Supplies	Charcoal Sticks	\$6.61
SHPG - Social Worker Supplies	It Won't Ever Be the Same: A Teen's Guide to Grief and Grieving	\$35.67
SHPG - Social Worker Supplies	Play Therapy Sand Tray Starter Kit	\$109.99
SHPG - Social Worker Supplies	Shipping	\$6.99
SHPG - Social Worker Supplies	Sketch Books	\$19.99
K-12 PBL Supplies	Screencastify for video editing	\$84.00
District Tech Communications	pro for power user on 5 computer use to allow police department access camera from outside of district.	\$839.00
District Tech Communications	Tax	\$0.99
District Tech Support Supplies	rov aa 24 batteries	\$14.87
District Tech Support Supplies	rov he AAA24 batteries	\$14.87
District Elec Media Materials	GOSYSONG 100ft Active USB 2.0 Cable, Type A to Type B, High Speed Printer Cable	\$140.64
District Elec Media Materials	hdmi cable	\$14.63
District Elec Media Materials	keyboard mouse cmbo	\$35.96
District Elec Media Materials	keyboard mouse comb	\$34.98
District Elec Media Materials	Shipping	\$1.75
District Tech Equip Non-Capital	APC 450VA	\$55.00
District Tech Equip Non-Capital	onn.2.1 monitors	\$137.86
District Tech Equip Non- Capital	24 monitor	\$258.00
District Tech Equip Non- Capital	bunges 22pc	\$13.18
District Tech Equip Non- Capital	onn dual arm	\$37.98
District Tech Equip Non- Capital	small wd cart	\$25.94
District Tech Equip Non- Capital	wall clock	\$39.27
District Tech Equip Non- Capital	zeiss lens cleaner	\$3.42
Professional Development	Counselor Conference Keystone - To be reimbursed by BOCES - Manahan	\$228.88
Professional Development	PD for Matt Redford 7th/8th Math, Stanford Engineering Center for Global & Online Education, XEDUC115N - 081 How to Learn Math for Teachers	\$149.00
Admin Supplies	2025-26 Job Vacancy Subscription	\$210.00
Admin Supplies	Beverages for Meetings	\$83.87
Admin Supplies	Binders	\$15.60
Admin Supplies	Box cutter	\$12.34
Admin Supplies	Cart for carrying supplies to meetings	\$52.72
Admin Supplies	Denver Post	\$1.00
Admin Supplies	Snacks for Trauma Informed meeting	\$25.10
Admin Supplies	Staff Appreciation Lunch	\$336.98
Admin Supplies	Staff Friday Coffee	\$111.84

Admin Supplies	Staples for copiers	\$56.99
Admin Supplies	Whistles	\$22.99
Admin Supplies	Years of Service Pins	\$146.55
Admin Supplies	Flowers for Witt's wife.	\$101.48
Admin Supplies	Goodbye Gift for Aspromonte	\$23.61
Admin Supplies	Magnetic White Board Stand	\$98.99
Admin Supplies	Otter Subscription for Board meetings/HR	\$105.14
Admin Supplies	Pizza for DAC Meeting	\$60.97
Admin Supplies	Shipping	\$3.36
O & M Supplies	CLR Pro	\$59.26
O & M Supplies	Flag pole rope	\$34.09
O & M Supplies	Flag pole rope flag holders.	\$14.19
O & M Supplies	LCN Sentronic Door Closer - Gym Doors	\$259.02
O & M Supplies	Metal to reinforce steps	\$37.20
O & M Supplies	Water Closet Diaphragm Rebuild Kit	\$125.94
O & M Custodial Supplies	Bissell BigGreen Commercial Sweeper	\$953.40
O & M Custodial Supplies	Laundry Detergent	\$38.50
O & M Grounds Supplies	Please use grounds code this is for the metal bridges	\$83.20
Transp Supplies	Bus Driver Coffee	\$23.50
Transp Supplies	Shipping	\$0.70
Transp Supplies	Time Cards	\$65.50
Transp Supplies	Time Clock	\$267.50
Transp Supplies	Time Clock ribbon	\$21.84
Transp Supplies	Toilet paper for bus barn	\$9.79
Transp Fuel	AD Travel to State XC Meet - fuel	\$62.73
Transp Fuel	Fuel	\$16.52
Transp Fuel	Fuel for XC Delta Meet	\$163.11
Transp Fuel	Travel to State XC Meet - fuel	\$46.97
Payroll Deductions and Withholdings	Liability Payment	\$12,217.00
Payroll Deductions and Withholdings	Liability Payment	\$27,123.75
Payroll Deductions and Withholdings	Liability Payment	\$31.00
Accrued Salaries and Benefits	Liability Payment	\$73,616.18
Payroll Deductions and Withholdings	Liability Payment	\$37,840.11
Payroll Deductions and Withholdings	Liability Payment	\$210.00
Payroll Deductions and Withholdings	Liability Payment	\$700.00
Payroll Deductions and Withholdings	Liability Payment	\$276.40
District Testing - MAPS, Alpine	ACT WorkKeys administration for junior students	\$94.50
O & M Empire Electric	Acct #7242002, Elementary	\$2,287.36
O & M Empire Electric	Acct #7242003, Junior High	\$1,179.69
O & M Empire Electric	Acct #7242004, Pump Football Field	\$694.57
O & M Empire Electric	Acct #7242005, High School	\$1,441.19
O & M Empire Electric	Acct #7242006, Performance Center	\$426.47
Transp Empire Electric	Acct #7242001, Bus Garage	\$108.25
Transp Supplies	xtreme green wipes	\$83.94

K-12 Nurse Supplies	3M Coban Self-Adherent Wrap - 1" x 5 yds	\$23.88
K-12 Nurse Supplies	3M Coban Self-Adherent Wrap - 2" x 5 yds	\$17.94
K-12 Nurse Supplies	CaviWipes 2.0 Disinfecting Wipes - Large (160-ct) - See Promo	\$91.50
K-12 Nurse Supplies	Combine Pads - 5" x 9" (20-ct)	\$6.49
K-12 Nurse Supplies	Deluxe Tooth Necklaces (144-ct)	\$15.49
K-12 Nurse Supplies	InstaKool Instant Cold Compresses - 5" x 6" Kit Size (80-ct)	\$72.00
K-12 Nurse Supplies	Insulated Instant Hot Packs - 5" x 9" Large (24-ct)	\$38.50
K-12 Nurse Supplies	Seamless Air Sickness Bags (50-ct)	\$33.50
K-12 Nurse Supplies	SNS Flexible Fabric Adhesive Bandages - X-Large 2" x 4 1/2" (50-ct)	\$11.98
K-12 Nurse Supplies	SNS Wise Choice Vinyl Powder-Free Exam Gloves - Large (100-ct) **CASE of 10**	\$150.00
K-12 Nurse Supplies	Zoll Rescue Accessory kit	\$52.00
Accrued Salaries and Benefits	Liability Payment	\$44,538.28
Payroll Deductions and Withholdings	Liability Payment	\$7,358.40
Accrued Salaries and Benefits	Liability Payment	\$2,739.77
Payroll Deductions and Withholdings	Liability Payment	\$917.28
Accrued Salaries and Benefits	Liability Payment	\$1,081.56
Payroll Deductions and Withholdings	Liability Payment	\$210.76
Accrued Salaries and Benefits	Liability Payment	\$366.76
Payroll Deductions and Withholdings	Liability Payment	\$569.70
Payroll Deductions and Withholdings	Liability Payment	\$100.00
Payroll Deductions and Withholdings	Liability Payment	\$1,625.01
Payroll Deductions and Withholdings	Liability Payment	\$2,609.19
O & M Purch Serv Telephone	Cell Service - 10/14/25 - 11/13/25	\$301.39
O & M Atmos Energy	Acct# 3020049679 - Meter #7810805 - 301 Grand 10/16/25-11/13/25	\$505.51
O & M Atmos Energy	Acct# 3020049928 - Meter # 1545537 100 S Beech 10/16/25-11/13/25	\$972.34
O & M Atmos Energy	Acct# 3020050434 - Meter #17H100786 10 Beech St 10/16/25 - 11/13/25	\$243.11
O & M Atmos Energy	Meter # 1808843 - 355 Grand 10/16/25-11/13/25	\$834.36
Transp Atmos Energy	Acct# 3019809234 - Meter #119334481 300 W Menefee 10/16/25-11/13/25	\$178.16
Admin Purch Prof & Tech Serv	Reimburse for Measles Titer - Bay	\$26.00
O & M Trash Service	Trash Service 12/1/25 -12/31/25	\$700.00
Trans Trash Service	Bus Barn Trash Service 12/1/25 - 12/31/25	\$110.00
Admin Purch Prof & Tech Serv	Reimburse for Measles Titer - Eschallier	\$26.00
O & M Purch Serv Telephone	Acct#10342, Phone & Internet 12/1/25-12/31/25	\$4,587.27
Transp Copier/ Comm/Telephone	Acct#10342, Phone & Internet 12/1/25-12/31/25	\$61.16
Admin Supplies	Activity Fund Receipts	\$158.00
K-12 Art Supplies	Blunt Tip Scissors	\$23.30
K-12 Art Supplies	Brown Paint - Gallon	\$24.56
K-12 Art Supplies	Gesso Primer Paint - White	\$78.90
K-12 Art Supplies	Gouache Tubes	\$48.72
K-12 Art Supplies	Magenta Paint - Gallon	\$24.56
K-12 Art Supplies	Primary Yellow Paint - Gallon	\$24.56

K-12 Art Supplies	Rubber Cement Pack of 4	\$9.35
K-12 Art Supplies	Self Portrait Mirror	\$139.68
K-12 Art Supplies	Wooden Shapes	\$32.49
District Paying Agent Fees	Annual Paying Agent Fee	\$250.00
		<b>\$813,648.42</b>

<b>Account Description</b>	<b>Reason</b>	<b>Amount</b>
Preschool Atmos	Acct# 3020049080 - Meter # 117736762 - 131 S. Walnut 9/17/25-10/15/25	\$40.23
Preschool Water/Sewer	131 S. Walnut Ave - Preschool	\$119.00
Accrued Salaries and Benefits	Liability Payment	\$15,476.14
Preschool Instr Supplies	Fall Festival	\$27.75
Preschool Instr Supplies	Preschool Room Supplies	\$270.14
Preschool Snack Supplies	Preschool Snacks	\$84.74
Preschool Director Supplies	Fahrenheit Coffee	\$66.19
Payroll Deductions and Withholdings	Liability Payment	\$718.00
Payroll Deductions and Withholdings	Liability Payment	\$849.92
Accrued Salaries and Benefits	Liability Payment	\$4,121.49
Payroll Deductions and Withholdings	Liability Payment	\$2,118.51
Preschool Empire Electric	Acct #7513, Preschool	\$159.93
Accrued Salaries and Benefits	Liability Payment	\$3,859.08
Payroll Deductions and Withholdings	Liability Payment	\$2,796.90
Accrued Salaries and Benefits	Liability Payment	\$221.64
Payroll Deductions and Withholdings	Liability Payment	\$79.05
Accrued Salaries and Benefits	Liability Payment	\$89.88
Payroll Deductions and Withholdings	Liability Payment	\$33.46
Accrued Salaries and Benefits	Liability Payment	\$35.00
Payroll Deductions and Withholdings	Liability Payment	\$50.00
Payroll Deductions and Withholdings	Liability Payment	\$325.98
Payroll Deductions and Withholdings	Liability Payment	\$383.34
Preschool Atmos	Acct# 3020049080 - Meter # 117736762 - 131 S. Walnut 10/16/25-11/13/25	\$51.04
		<b>\$47,453.55</b>

<b>Account Description</b>	<b>Reason</b>	<b>Amount</b>
Hot Lunch Non-Food Expendable	H.L. Non-Food	\$677.38
Hot Lunch Food	Hot Lunch Food	\$7,942.52
Hot Lunch Milk Expense	H.L. Milk	\$895.20
A-la-carte Food	A la Carte Food	\$718.03
Accrued Salaries and Benefits	Liability Payment	\$8,041.64
Hot Lunch Travel/Reg	City Market 10/08/2025 - Travel (CDE Training lunch/dinner)	\$24.06

Hot Lunch Supplies/Small Equi	Amazon 10/16/2025 - Supplies	\$43.88
Hot Lunch Supplies/Small Equi	Family Dollar 10/09/2025 - Supplies	\$58.70
Hot Lunch Supplies/Small Equi	Family Dollar 10/10/2025 - Supplies	\$42.92
Hot Lunch Supplies/Small Equi	Walmart 10/11/2025 - Supplies	\$21.00
Hot Lunch Food	Family Dollar 10/09/2025 - Hot Lunch Food	\$25.16
Hot Lunch Food	Family Dollar 10/30/2025 Hot Lunch Food	\$13.26
Hot Lunch Food	Safeway 9/30/2025 - Hot Lunch Food	\$99.76
Hot Lunch Food	Sams Club 9/25/2025 - Hot Lunch Food	\$164.07
Hot Lunch Miscellaneous Expenditures	Ring 10/29/2025 - Miscellaneous (Yearly Subscription)	\$49.99
A-la-carte Non-Food	Amazon 10/13/2025 - Ala Carte Non- Food	\$109.48
A-la-carte Non-Food	Family Dollar 10/23/2025 - Ala Carte Non-Food	\$20.92
Payroll Deductions and Withholdings	Liability Payment	\$307.00
Payroll Deductions and Withholdings	Liability Payment	\$814.86
Accrued Salaries and Benefits	Liability Payment	\$2,176.04
Payroll Deductions and Withholdings	Liability Payment	\$1,118.54
Accrued Salaries and Benefits	Liability Payment	\$1,286.36
Accrued Salaries and Benefits	Liability Payment	\$73.88
Accrued Salaries and Benefits	Liability Payment	\$29.96
Accrued Salaries and Benefits	Liability Payment	\$8.26
Payroll Deductions and Withholdings	Liability Payment	\$33.33
Payroll Deductions and Withholdings	Liability Payment	\$129.80
		<b>\$32,967.64</b>
		<b>\$894,069.61</b>

















# Mancos School District RE-6

## Check Payments By Fund Report

Accounting Cycle: FY 25-26; Begin Date: 11/05/2025; End Date: 12/02/2025; Display  
Element Description: Fund; Check Type: [All]; Sort By Element: Fund; Account  
Expression: [All]; Created On: 12/2/2025 6:25:34 PM

Fund Number	Fund Description	TOTAL
10	GENERAL FUND	\$813,648.42
19	PRESCHOOL FUND	\$47,453.55
21	FOOD SERVICE FUND	\$32,967.64

## **Board Debrief - End of Each Board Meeting**

Did you learn anything new tonight?

Were you surprised by, or unprepared for, anything during this meeting?

Were you able to communicate and be understood on all topics?

Did the Board cross into Operations during this meeting? If so, when and how?

Were there any decisions made by the Board at this meeting that need to be communicated to the public?

Is any follow-up needed by a Board member, including any written communications or thank you's?\*

Did the Board hear anything that requires new policy, revision of policy or review of policy in follow-up?

***\*Assign this Task to the appropriate Board member.***