In Attendance: Krista Holtzman (DCSD), Dan Jorgenson (APS), Janice McDonald (CCSD), Carrie Olson (DPS), Kelly Perez (LPS), and Sue Sava (PEBC)

Staff: Chad Burns, Julie Stelzer, and Cris Veteto

Guests:

Kelly welcomed everyone to the meeting and called the board meeting to order.

Executive Session, per C.R.S. § 24-6-402(4)(f)(l) – Matters pertaining to personnel
   o Executive Director Evaluation SY19-20 – Kelly made a motion that the board enter into executive session, and Krista seconded the motion. The motion was unanimously approved and the board entered executive session. After a brief period of time in executive session, the regular meeting reconvened. Kelly asked for a motion to approve the executive director’s contract. Krista made a motion to approve the executive director’s contract dated 2019-2024, and Janice seconded the motion. A roll call vote was taken, and the contract was unanimously approved.

Approval of Agenda
Kelly asked for a motion to approve the agenda. Dan made a motion to approve the agenda, and Janice seconded. The agenda was unanimously approved.

Approval of Minutes
Kelly asked for a motion to approve the minutes. Krista made a motion to approve the minutes, and Carrie seconded. The agenda was unanimously approved.

Executive Director Report
Chad reviewed his Executive Director Report. The report was accepted as presented and is included below in its entirety for the minutes.

Rocky Mountain School of Expeditionary Learning
25 Years and Counting!

June 11, 2019

Communication Summary
1. BEST Project Timeline
2. PSAT/ SAT Data Summary
3. Elementary School Director
4. August Workshop – Board Manual

We have entered the process of planning and preparing for a full-scale construction project slated to begin September 1, 2019. At this time, we have reengaged our owner’s representative through the team at NV5 to support Julie and me in managing the project. NV5 is currently preparing Request for Qualifications (RFQ) for Construction Management / General Contractors through a transparent bidding process. The RFQ process will take place throughout the next month with a tentative contract date of July 15, 2019.

On Thursday, June 6, 2019, we met with Cheryl Honigsberg, Regional BEST Project Manager to confirm the contracting and allocation of grant funding. On June 13 or 14, 2019 the State Board of Education is slated to approve the list of projects as presented by the BEST Board. On June 17, 2019 she will send RMSEL staff the project contracts
and submit contracts. Our project has a projected start date of September 1, 2019, which means our first funding distribution will take place in the subsequent month.

On Friday June 7, 2019, we met with Paul Jasin, Specialized Public Finance to begin acquisition of our private equity tax-exempt bonds. On Friday, June 14, 2019, Paul will be onsite to meet with a local underwriting firm. We are working to ensure bond funds are available for distribution by the middle of August. The first allocation is anticipated to be in mid-September or early October. The allocation will be a percentage draw with 38% being from BEST and 62% being from the matching funds from RMSEL.

After concluding our meeting, we met with team members from Denver Public Schools to ensure project alignment to building design standards. During our meeting, we also negotiated project-funding allocations from DPS Bond Projects that were slated onsite from the 2015 bond. In lieu of the projects, DPS will provide the allocation of funds to RMSEL as our scope of work includes the replacement of HVAC units. This will include an additional $523,321 in funding along with approximately $250,000 in asbestos abatement.

While we do not have a concrete timeline for construction at this point in the process, we understand that architecture and planning will be slated for approximately 8 months. This planning process will provide time for staging and a June 1, 2020 ground-breaking. As we monitor the timeline, we will propose a modified school calendar for the 2020-2021 school year to provide additional weeks for uninterrupted building access. Construction completion will have a targeted conclusion of September 1, 2021.

We are excited to engage in this work and are scaling roles and responsibilities of administration to allow for my attention to project management.

**PSAT / SAT Data Summary**

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<th>RMSEL 2019</th>
<th>State 2019</th>
<th>+/- RMSEL</th>
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<td>1000</td>
<td>- 8</td>
</tr>
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We are excited to celebrate the continued accomplishments of our RMSEL High School students. Our student population continues to make gains year over year while exceeding the state average. In addition to this continued improvement, 83% of our students met the college readiness benchmark in English, Reading, Writing (ERW) and 44% in Mathematics as compared to the state average of 58% (ERW) and 39% in Mathematics.

This continued success is attributed to our students and staff, who understand the importance of project-based learning and the correlation to standardized assessments.

**Elementary School Director**

We are excited to announce that Brooke Fergon, current RMSEL Middle School Team Leader and 6th grade Teacher, will be transitioning to the role of Elementary School (K-6) Director for the 2019-2020 school year. Brooke has been a part of our team for the last two years and has been instrumental in the success of our stand-alone 6th grade program that welcomes approximately 26 new RMSEL students each year. Prior to her experience at RMSEL, Brooke worked in charter school programs in the Douglas County School District. Brooke is a talented and dynamic team member and we look forward to her leadership transition. We were able to fill her vacancy from a previous teacher finalist for another middle school position.

**August Workshop – Board Manual**

On August 20, 2019, we plan to meet for our annual Board Retreat. We are planning to meet at CASB as it provides additional workspace for our team. Our agenda will have a singular focus of reviewing and revising the Board Manual that Dan has prepared. During the summer months, please read through the shared draft and mark/highlight any questions or comments. If you have a legal question which we would need to refer for clarification, please send it to me...
throughout your review process and I can track these changes in a supplemental document that will reflect questions/answers from counsel. I appreciate Dan’s support of this process and look forward to a shared document that will guide the board in the future and through upcoming election transitions.

Dan asked what time the August workshop will be held, and Kelly said to plan for 7:00-10:00 am. Kelly added that PEBC is going to provide some food for the meeting. Julie noted that all of the BOCES scheduled meetings are listed on the bottom of the agenda. Chad thanked the board members who were able to attend RMSEL’s graduation ceremony.

**District Accountability Committee (DAC) Report**

Chad said DAC doesn’t really have a report due to it being summer months. There are projects that will continue for next year. One thing that is being discussed is changing the annual RMSEL Run & Ride, a biking/running event held at Cherry Creek State Park, to a 5K run/walk, which allows for more community atmosphere, and requires significantly less volunteers to staff. Chad noted that DAC is directing their fundraising efforts toward playground renovation. Kelly commented that Rosann Ward is going to continue to be a member of the DAC.

**Open Forum**

There were no items for open forum.

**Consent Agenda**

- **Item #1 – Personnel Matters**
  
Kelly asked for a motion to approve the consent agenda. Janice moved to approve the consent agenda, and Sue seconded the motion. The consent agenda was passed unanimously.

**Action Items**

- **2019-2020 Budget Adoption** – Julie said the only changes since the budget was presented in the May meeting is salary and benefits related to hiring changes. Sue asked if there was an increase in PPR, and Julie said the number used in the budget is what DPS has provided. Chad added that with the kindergarten legislation, the expected dollar change based on the information from the DPS lobbyists was for it to be an increase of $323 per student, but it was actually only $35. He sent Mark Ferrandino and Katie Hechavarria an email in regard to the difference, and copied Sue on the email. Sue said that Kayla Tibbles was the one who confirmed the $323. Carrie told Chad to forward to her the email he sent and she will address it as the DPS board representative. Julie said there will be about a $350k debt service on the bond, and it is shown as supplemental funding, coming from the rollover from this year. Kelly asked for a motion to approve the 2019-2020 budget. Krista made a motion to approve the 2019-2020 budget, and Sue seconded the motion. The budget was unanimously approved.

- **2018-2019 Budget Carryover Resolution** – Julie said this is what she just mentioned as the rollover from this year. The resolution covers the rollover amount. Dan made a motion to approve the resolution, and Carrie seconded the motion. The resolution was unanimously approved. The resolution is included here for the record.

ROCKY MOUNTAIN SCHOOL OF EXPEDITIONARY LEARNING
RESOLUTION
BY
BOARD OF COOPERATIVE EDUCATIONAL SERVICES

WHEREAS, the sponsoring districts are authorized to enter into this Agreement pursuant to the Boards of Cooperative Services Act of 1965, as amended, C.R.S. 22-5-101, *et seq.*, and C.R.S. 29-1-203;

WHEREAS, the sponsoring districts previously have formed a board of cooperative educational services to establish and operate an expeditionary learning school for the benefit of students residing within the sponsoring districts;

WHEREAS, the sponsoring districts wish to continue the operation of said expeditionary learning school using a school-based governance structure;
WHEREAS, the parties wish to operate the expeditionary learning school within the boundaries of School District No. 1 in the City and County of Denver and to obtain certain facilities and services from said school district while working collaboratively with and providing educational opportunities for students of the other sponsoring districts;

WHEREAS, the BOCES acknowledges that a portion of the prior year ending fund balance is categorized as Assigned per the definition of GASB 54 for budget carryover for use in the subsequent budget year;

RESOLVED, the BOCES authorizes the use of a portion of the 2019-2020 beginning fund balance for the following:

| Bond Issuance Debt Service (BEST Grant Match) | $350,000 |

FURTHER RESOLVED, the use of this portion of the beginning fund balance for the purpose set forth above will not lead to an ongoing deficit.

This resolution may be executed in one or more counterparts, all of which taken together shall constitute the same resolution, and when signed by the President of the BOCES may be certified by any proper director of the RMSEL organization.

By their signatures, the undersigned member(s) evidence their approval of the above proceedings as of June 11, 2019.

_____________________________
Kelly Perez, President

_____________________________
Janice McDonald, Secretary/Treasurer

o 2018-2019 GASB 54 Resolution – Julie said the resolution states what funds can or cannot be rolled over to the next year, and funds that are assigned for specific purposes. Some families have already paid fees in full for the next year. Those funds will be rolled forward to next year under this resolution. Sue made a motion to approve the resolution, and Carrie seconded. The resolution was unanimously approved. The resolution is included here for the record.

ROCKY MOUNTAIN SCHOOL OF EXPEDITIONARY LEARNING
RESOLUTION
BY
BOARD OF COOPERATIVE EDUCATIONAL SERVICES

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WHEREAS, the parties wish to operate the expeditionary learning school within the boundaries of School District No. 1 in the City and County of Denver and to obtain certain facilities and services from said school district while working collaboratively with and providing educational opportunities for students of the other sponsoring districts;

WHEREAS, the Governmental Accounting Standards Board (GASB) has adopted Statement 54 (GASB 54), a new standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years starting June 30, 2011; and
WHEREAS, the BOCES elects to implement GASB 54 requirements, and to apply such requirements to its financial statements beginning with the 2010-2011 fiscal year; and
WHEREAS, fund balance measures the net financial resources available to finance expenditures for future periods; and
WHEREAS, certain revenue sources have specific limitations on the purpose for which all or a portion of the revenue can be used by the school; and
WHEREAS, for financial statement reporting purposes, the GASB 54 defines:

Nonspendable amounts as those that cannot be spent because amounts are either not in a spendable form, or legally or contractually required to be maintained intact; and

Restricted amounts as those that are constrained to specific purposes by providers through constitutional provisions or enabling legislation; and

Committed amount as those constrained to specific purposes by the board itself; and

Assigned amounts as those the board intends to use for a specific purpose; and

Unassigned amounts as those amounts that are available for any purposes reported only in the general fund; and

WHEREAS, the BOCES delegates to the Executive Director, authority to assign unrestricted fund balance amounts where the school’s intent is for those amounts to be used for specific purposes. This delegation of authority is for the sole purpose of reporting these amounts in the annual financial statements.

RESOLVED, the BOCES, in accordance with the provisions of GASB 54, adopts the following authorization to comply with the categorization of fund balance as prescribed by GASB Statement 54 as recommended by the Executive Director:

- The following assets are acknowledged as **Nonspendable**:
  - Inventories
  - Prepaid Expenses
- The following fund balances are acknowledged as **Restricted**:
  - Capital Campaign
  - PACK Fundraising
  - Bus Replacement Fund
- The following fund balances are acknowledged as **Assigned**:
  - Fieldwork Fees
  - Instructional Support Supply Fees
  - Technology Fees
  - Transportation Fees
  - Budget carryovers
  - Athletic Program
  - Student Government

This resolution may be executed in one or more counterparts, all of which taken together shall constitute the same resolution, and when signed by the President of the BOCES may be certified by any proper director of the RMSEL organization.

By their signatures, the undersigned member(s) evidence their approval of the above proceedings as of the June 11, 2019.
**Discussion Items**
There were no discussion items.

**Items for Future Agenda**
The only item for future agenda is the upcoming board handbook. Carrie thanked everyone for being so welcoming to her on the board, and answering all of her questions. Kelly thanked Julie and Cris for all they do for RMSEL and the board.

**Adjournment**
Kelly asked for a motion to adjourn the meeting. Sue made a motion to adjourn, and Carrie seconded the motion. The meeting was unanimously adjourned.

_____________________________
Kelly Perez, President

_____________________________
Janice McDonald, Secretary/Treasurer