

Board of Education

Mesa County Valley School District 51

Board Business Meeting Minutes

December 16, 2014

Business Meeting Minutes

- A - Jeff Leany
- B - Ann Tissue
- C - John Williams
- D - Tom Parrish
- E - Greg Mikolai

Board of Education
Mesa County Valley School District 51
Business Meeting Minutes: December 16, 2014
Adopted: February 17, 2015

| | A | B | C | D | E | AGENDA ITEMS | ACTION |
|---------|---|---|---|---|---|--|----------------------|
| Present | x | x | x | x | x | A. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL ➤ Mr. Mikolai welcomed attendees to the December Board Business Meeting and gave instructions for meeting participants to address the Board, <i>under Item G, Audience Comments.</i> | 6:00 p.m. |
| Absent | | | | | | | |
| Motion | x | | | | | B. AGENDA APPROVAL Mr. Williams motioned to amend the agenda to remove item H-1., the audit report, as it was not ready to present. Mr. Mikolai noted procedurally they would not amend the agenda, just skip item H-1. listed under Superintendent's Report | Adopted |
| Second | | | | x | | | |
| Aye | x | x | x | x | x | C. MEETING MINUTES AND SUMMARY APPROVAL C-1. October 28, Board Business Meeting Minutes | Adopted as Presented |
| No | | | | | | | |
| Motion | | x | | | | C-2. November 18, Board Business Meeting Minutes | Adopted as Presented |
| Second | | | | x | | | |
| Aye | x | x | x | x | X | D. RECOGNITIONS D-1. Recognition for Palisade High School Band [Resolution 14/15: 33] ➤ Mr. Mikolai asked Dan Bollinger, Palisade High School Principal and any band members who were present to come forward to be recognized for placing second in the 3A statewide band competition. Mr. Mikolai noted the band competed in blizzard conditions and did a great job. | |
| No | | | | | | | |
| Motion | | x | | | | D-2. Recognition for Governor's Distinguished Improvement Award [Resolution 14/15: 34] ➤ Mr. Leany ask the staff and students from the four schools receiving the award to come forward: Appleton Elementary, Chipeta Elementary, Scenic Elementary and Palisade High School. All four schools have demonstrated exceptional student growth, exceeded expectations on longitudinal academic growth and met or exceeded expectations on academic growth gaps. The Board congratulated the schools for their accomplishments. | |
| Second | | | | x | | | |
| Aye | x | x | x | x | x | D-3. Recognition for John Irwin Schools of Excellence Award [Resolution 14/15: 35] ➤ Mr. Parrish asked Mrs. Terry Schmalz, Principal of New Emerson Elementary, her staff and students to come forward to receive their award. The John Irwin Schools of Excellence Award is given to schools who exceed the expectations on the academic achievement indicator. The Board congratulated the staff at New Emerson for their hard work and dedication to students. | |
| No | | | | | | | |
| | | | | | | D-4. Recognition for High School Academic Growth Award [Resolution 14/15: 36] | |

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| | | | | | | <ul style="list-style-type: none"> ➤ Mrs. Tisue requested those present from Mesa Valley Community School and Palisade High School to come forward to receive a plaque and to be recognized for earning the High School Academic Growth Award. The Colorado High School Activities Association created this award to recognize those high schools with strong academic growth. The Board congratulated Mesa Valley Community School and Palisade High School. D-5. Recognition for Centers of Excellence Award [Resolution 14/15: 37] ➤ Mr. Williams invited Mrs. Curry Newton, Nisley Elementary School principal, staff and students to come forward. The Center of Excellence Award is given to those schools, in the state, whose student population consists of higher than 75% at-risk students and demonstrates the highest rates of student longitudinal growth as measured by the Colorado Growth Model. Nisley Elementary is one of 19 schools to receive this award, and has received the award for the past four years. The Board congratulated the staff and students on their continued success. E. BOARD REPORTS/COMMUNICATIONS/REQUESTS ➤ Mr. Parrish shared he had the opportunity, along with Mr. Williams, to view a student presentation at New Emerson Elementary. He noted the students did an amazing job. ➤ Mr. Mikolai reported he would be working with students at Dos Rios Elementary to finish up the Colorado Mesa University Super News Program, a program for (PBS) Public Broadcasting Service. ➤ Mr. Leany commented on his first meeting with the Pool Board Committee. He noted what a nice facility the pool is and he is concerned the District is not fully utilizing the facility. ➤ Mr. Williams stated he has been looking at structures in the District and feels there is a great need to replace Orchard Mesa Middle School. He stopped by Grand Junction High School and spent some time with the principal, Mr. Jon Bilbo. He recommended the other Board members make time to visit with Mr. Bilbo prior to Mr. Bilbo retiring at the end of the month. F. LEGISLATIVE REPORTS ➤ No reports. G. AUDIENCE COMMENTS ➤ Mr. Mikolai read guidelines for meeting attendees to address the Board. <ul style="list-style-type: none"> • Mr. Jay Bernhart, 656 Tamarron Dr., Grand Junction, CO 81501 Mr. Bernhart, a First Student bus driver, shared his observations and concerns in regards to busing. He feels the problems, with the buses breaking down, running late or not running at all, are due to a personnel shortage. First Student is trying to hire additional drives, but with low wages and minimal benefits, it is difficult. In looking at contracts from different companies, he would like the Board to find a company who is driver friendly and keep their busses in good condition. He recommends the District take back the bus service instead of contracting it out. He | |

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ACTION

would also like the District to hire an engineer to design efficient bus routes.

- Mrs. Donna Bennett filled out a form requesting to address the Board. Mr. Mikolai asked if she would like to speak during Audience Comments or during the Superintendent's report where they could have more of a dialog. Mrs. Bennett requested to speak during Superintendent's Report.

H. SUPERINTENDENT'S REPORT

H-1. Audit Report:

- Item postponed due to report not being finalized.

H-2. School Performance Framework, Mr. Tony Giurado, Chief Academic Officer

- Mr. Giurado distributed handouts to the Board and provided a brief overview of the information contained in the handouts:
 - The purpose for the District and school performance frameworks.
 - The four key performance indicators used in determining the ratings.
 - The five accreditation categories assigned to the District and schools.
 - The scores for the District schools over the past three years.
 He noted over this next year the state will be transitioning to a new assessment and the only thing which might change, in the ratings, is the participation rate. Districts or schools can apply for reconsideration, if the process and criteria show longitudinal growth.
- Discussion took place with the Board concerning the correlation between feeder schools and the additional factors which impact high school ratings and the correlation between economic factors and student success.

H-3. Facilities Use and Committee, Mr. Phil Onofrio, Chief Operations Officer

- Mr. Onofrio distributed a handout to the Board members showing various properties the Real Estate Committee designated as no longer being needed. He asked the Board for permission to market the properties and clarified any offers the District received would be brought before the Board. He answered questions from the Board noting no real estate company has been contracted. He stated five people have shown an interest in marketing the properties. He would welcome any interest from charter schools, but he has not had contact with any.
- There were no objections to Mr. Onofrio marketing the properties.

H-4. United Way Report and Drawing, Mr. Tracy Gallegos, West Middle School Assistant Principal, Mr. Corey Hafey, Appleton Elementary Principal

- Mr. Hafey and Mr. Gallegos recognized Mrs. Jeannie Smith for all her hard work on the United Way Campaign. They provided the following information regarding this year's campaign:
 - The total raised was \$81,747.83, an increase of \$2,835.00 from last year.
 - District 51's participation rate held steady this year at 35%.

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| | | | | | | <ul style="list-style-type: none"> • By level the school with the highest participation increase was Pomona Elementary with an 18% increase; Mt. Garfield Middle School with a 10% increase and R-5 High School with a 57% increase. • The highest staff participation by level was Nisley Elementary with 100% participation; Orchard Mesa Middle School with 43% participation and R-5 High School with 100% participation. • The administration buildings with the highest increase was the Basil T. Knight Building with a 39% increase and 95% participation. • The alternative program with the highest participation was Valley School with 100% participation. <p>➤ The names of staff members who donated a minimum designated amount were placed in a drawing to win a day off. There were six winners from certified staff, six winners from classified staff and three winners from administration. The Board and Tony Giurado drew the following names of those staff members who won:</p> <ul style="list-style-type: none"> • Certified Staff: <ul style="list-style-type: none"> ○ Terri Bowen, Fruita Monument ○ Heidi LaDuke, East Middle ○ Jean Lelonek, Hawthorne ○ Paul VanCamp, Fruita 8/9 ○ Debra Roberts-Garske, Fruita 8/9 ○ Mary Lou Wetherstein, Grand Junction High School • Classified Staff: <ul style="list-style-type: none"> ○ Amanda Weythman, Taylor ○ Shelly Forsman, Taylor ○ Connie Miracle, Rimrock ○ Cynthia Adair, Chatfield ○ Debbie Kadel, Emerson ○ Velva Behrman, Loma Elementary • Administration: <ul style="list-style-type: none"> ○ Jamie Kyle, Chipeta ○ Pat Chapin, Career Center ○ Sheila Naski, Administration <p>➤ The Board noted District 51 is the largest single organizational donor. They stated United Way funds have a direct impact on a large amount of District 51 students.</p> <p>[Mr. Mikolai called for a break at 7:05 p.m. Meeting resumed at 7:17 p.m.]</p> <p>H-5. Expulsion Report</p> <p>➤ The Board noted expulsions are down from last year.</p> <p>H-6. Climate, Advocacy, Resources, Equity and Safety (C.A.R.E.S.) Report, Mrs. Donna Bennett, Community Member, Mr. Ned Decker, Mind Springs, Mr. Jose Chavez, Juvenile Parole.</p> | |
| Motion | | | | | | | |
| Second | | | | | | | |
| Aye | x | | x | | | | |
| No | | | | x | x | | Motion defeated |

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- Mr. Mikolai reminded everyone, the purpose of a Board appointed committee is to serve the needs of the whole board, by way of their charter, and acting outside of their charter would require a majority vote from the Board. He noted the C.A.R.E.S. Charter does not allow for them to review curriculum. He apologized for the Board being remiss in not acting when Mrs. Tisue told the Board, at a previous meeting, she would be asking the C.A.R.E.S. Committee to review the book, Enders Game. He was reluctant to have a presentation from the C.A.R.E.S. Committee, which could result in one committee over-riding the decision of another committee.
- Mrs. Tisue clarified when the book was brought to the Board's attention, she read it and was concerned about the bullying aspect of the book. The District should do everything to prevent bullying, so she asked the C.A.R.E.S. Committee to review the book. The committee members who looked at the book felt the book has a negative bullying aspect. She stated the Board could be unleashing some scary things which are labeled as curriculum and the possible consequences, from students reading the book, such as bullying and suicide.
- Discussion took place among the Board members concerning the appropriateness of allowing Mrs. Bennett, Mr. Decker and Mr. Chavez to present, noting:
 - The time involved for the C.A.R.E.S. Committee to review the book.
 - Not wanting one committee to undermine another committee's work.
 - The committee, who reviewed the book, not having members from the mental health profession.
 - The Board wanting to hear from the C.A.R.E.S. Committee on a regular, possibly quarterly, basis concerning bullying.
- Mr. Mikolai asked for an informal vote from those Board members who would like to hear from the representatives of the C.A.R.E.S. Committee. Mr. Williams, Mr. Leany, Mrs. Tisue and Mr. Parrish indicated they would like to hear from the representatives.
- Mrs. Bennett noted the C.A.R.E.S. Committee submitted their report to the Board and were available to answer questions. Discussion took place between the Board, Mrs. Bennett, Mr. Decker and Mr. Chavez:
 - Mr. Chavez, a juvenile parole officer, noted the C.A.R.E.S. Committee guidelines dictate they should evaluate any aspect of the District which could promote bullying, including a single book. He feels there is a bullying problem within the District and anything which can cause bullying should be discussed. Within his juvenile case load he has worked with many youths who would relate the main characters actions with those of gang

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actions; if you hurt someone you get promoted. A child may think this is okay to do, and we are reading a book which says this is okay. He has worked with kids who have been caught up in criminal activities or have been bullied by siblings. He feels the book promotes bullying because the main character gets promoted by murdering two people. He also does not like the term "kikes" being used in the book and worries students will start using the term. He noted if a child does not feel safe in school, they will not be successful.

- Mr. Decker shared his professional opinion from a mental health perspective, it's hard to know how students may interpret the actions and personalities of the characters, especially the way the brothers, in the book, interact. With sixth graders, who are still very malleable, it's hard to know how they will buy into the roles. They don't have advanced thinking and they may interpret bullying as cool, causing them to act on it. He has seen bullying in every school, even though there is a no bullying tolerance. He would like to see some type of tracking, to note if there is any change in the number of bullying incidents following the reading of the book.
 - Mrs. Bennett spoke of the suicide rate among juveniles in the county and children she has spoken with who have considered suicide due to being bullied. She noted bullying is a large problem in District 51, not only among students, but she has heard of incidents of bullying by staff and coaches. She feels the sixth grade is an inappropriate level for students to be reading the book as the age appropriateness lists thirteen or older.
 - Mr. Mikolai spoke of two particular incidents in the book, involving bullying, and how the bullies were presented as despicable. He spoke of cause and effect and if a student would gravitate to a particular character or already have the mind set of the character.
 - Mr. Giurado reminded everyone Ender's Game is an anchor text and the students would be reading the book in class. The book would not be taken home, the teachers would be discussing the different passages of the book and the themes of the book would be discussed.
- Mrs. Tisue expressed her thoughts on the danger of the book promoting negative behaviors which will lead to bullying. She felt someone from the mental health profession should have reviewed the book. The Board has a moral issue to keep students safe and sixth grade is an impressionable age. Despite good intentions, this book could be creating bullies. Mrs. Tisue motioned for a resolution to be

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| | | | | | | brought forward, in order not to promote bullying, to have Ender's Game not be taught in the sixth grade curriculum. | |
| | | | | | | I. EXECUTIVE SESSION | |
| | | | | | | ➤ None at this time. | |
| Motion Second | x | | | | x | J. CONSENT AGENDA [Resolutions 14/15: 28, 27] | Adopted |
| Aye | x | x | x | x | x | J-1. Personnel Actions | |
| No | | | | | | J-1-a. Licensed Personnel | |
| | | | | | | J-2. Gifts | |
| Motion Second | | | x | x | | K. BUSINESS ITEMS | Adopted |
| Aye | x | x | x | x | x | K-1. Board Policy First Reading | |
| No | | | | | | K-1-a. EH: Data Management | |
| | | | | | | K-1-b. EHA: Electronic Signatures | |
| | | | | | | K-1-c. EHB: Records Access and Management Policy | |
| | | | | | | K-1-d. JLCD: Administering Medicines to Students | |
| | | | | | | K-1-e. JLCD-R: Administering Medicines to Students | |
| Motion Second | x | | | x | | K-2. Resolution for Approval of Director District Changes [Resolution 14/15: 24] | Adopted |
| Aye | x | x | x | x | x | ➤ Mr. Williams asked for a confirmation the physical descriptions matched the map. Mr. Onofrio placed a call to Shannon Bingham, a School Demographer from Western Demographics, who confirmed the descriptions did match. | |
| No | | | | | | | |
| Motion Second | | | x | | | K-3. Resolution for Approval of Fiscal Oversight Committee [Resolution 14/15: 45] | Adopted |
| Aye | x | x | x | x | X | ➤ Discussion took place noting the Board had directed Mr. Phil Onofrio, Chief Operations Officer, and Mrs. Vi Crawford, Budget Director, to choose the five members for the committee. Those chosen to serve on the committee were selected due to their strong financial background and two served on the District's Budget Committee. The committee will meet quarterly to review District spending. | |
| No | | | x | x | x | ➤ Mrs. Tissue stressed the importance of someone from the Budget Committee, who is familiar with education, serve on the committee. | |
| Motion Second | x | | | | x | K-4. Resolution to Amend Independence Academy Contract to include Charges for Wide Area Network Cabling. [Resolution 14/15: 41] | Adopted |
| Aye | x | x | x | x | x | | |
| No | | | | | | | |
| Motion Second | x | | | x | | K-5. Resolution for Wide Area Network Cabling and Service for Independence Academy – UPN Contract [Resolution: 14/15: 40] | Adopted |
| Aye | x | x | x | x | x | | |
| No | | | | | | | |
| Motion Second | | x | | | | K-6. Resolution to Approve DAC (District Accountability Committee) Membership [Resolution: 14/15:32] | Adopted |
| Aye | x | x | x | x | x | | |
| No | | | | | | | |

Board of Education Resolution: 14/15: 33

Adopted: December 16, 2014

The Board would like to recognize Palisade High School Band for placing second in the statewide 3A band competition.

The Board of Education would like to thank and congratulate the dedicated staff, along with the hard working students and supportive parents of the Palisade High School Band. Education in the arts remains a high priority of the Board of Education and District 51 Schools. We know that these talented students also serve as academic leaders in their school and positive ambassadors for the community.

The School District is proud of Palisade High School Band.

**Recognition: Governor's Distinguished Improvement Award
Appleton, Chipeta, Scenic, and Palisade**

Board of Education Resolution: 14/15: 34

Adopted: December 16, 2014

The Board would like to recognize four District 51 schools for receiving the Governor's Distinguished Improvement Award. The schools are:

- Appleton Elementary, represented by Principal Corey Hafey
- Chipeta Elementary, represented by Principal Jayme Kyle
- Scenic Elementary, represented by Principal Amie Landman
- Palisade High School, represented by Principal Daniel Bollinger

The Governor's Distinguished Improvement awards are given to schools that demonstrate exceptional student growth. On the school performance framework that is used by the state to evaluate schools, these schools "exceed" expectations on the indicator related to longitudinal academic growth and "meet or exceed" expectations on the indicator related to academic growth gaps.

The Board of Education and Superintendent would like to thank and congratulate the dedicated staff at these exemplary schools. We would also like to include the hard working students and the supporting parents at these schools. Working together, teachers, students, support staff, and parents are making great strides in learning.

The School District is proud to recognize these schools.

***Recognition: New Emerson Elementary School
John Irwin Schools of Excellence Award***

Board of Education Resolution: 14/15: 35

Adopted: December 16, 2014

The Board would like to recognize New Emerson Elementary School, represented tonight by Principal Terry Schmalz, for receiving the John Irwin Schools of Excellence Award.

The John Irwin Schools of Excellence Award is given to schools that demonstrate excellent academic achievement. On the three-year school performance framework that is used by the state to evaluate schools, these schools “exceed” expectations on the academic achievement indicator.

The Board of Education and Superintendent would like to thank and congratulate the dedicated staff, along with the hard working students and supportive parents of New Emerson. New Emerson serves as a beacon of possibilities and a model for how great schools can be for students and staff.

The School District is proud to recognize New Emerson School and Principal Terry Schmalz.

**Recognition: Mesa Valley Community School and
Palisade High School
High School Academic Growth Award**

Board of Education Resolution: 14/15: 36

Presented: December 16, 2014

The Board would like to recognize Mesa Valley Community School, represented by Laurajean Downs, and Palisade High School, represented by Principal Daniel Bollinger, for receiving the High School Academic Growth Award.

The High School Academic Growth Award is a new award this year that recognizes high schools with strong academic growth, according to Colorado High School Activities Association divisions.

The Board of Education and Superintendent would like to thank and congratulate the dedicated staff, along with the hard working students and supportive parents of Mesa Valley Community School and Palisade High School.

Board of Education Resolution: 14/15: 37

Adopted: December 16, 2014

The Board would like to recognize Nisley Elementary School, represented by Principal Curry Newton, for being recognized as one of Colorado's Centers of Excellence.

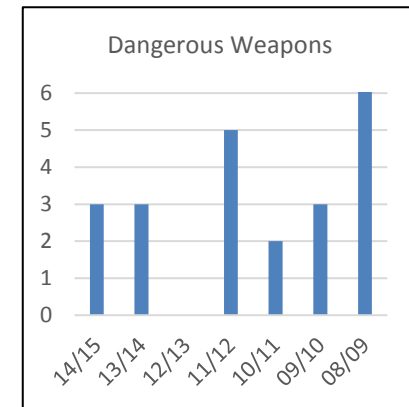
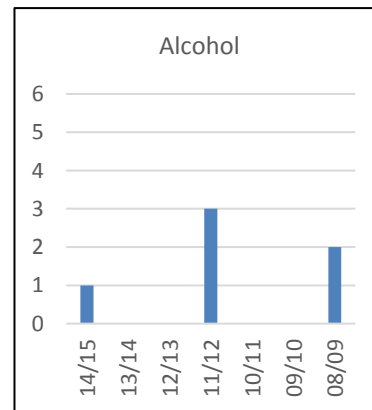
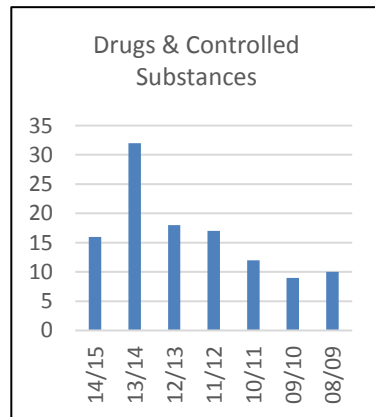
Each year, the Colorado Department of Education recognizes public schools in the state having a higher than 75 percent population of at-risk students and also demonstrate the highest rates of student longitudinal growth, as measured by the Colorado Growth Model. On the school performance framework that is used by the state to evaluate schools, these schools have demonstrated impressive results on the indicator relating to longitudinal academic growth.

The Board of Education and Superintendent would like to thank and congratulate the dedicated staff, along with the hard working students and supportive parents of Nisley Elementary School, a true Center of Excellence.

| Category | High School | | | | Middle School | | | | Elementary School | | | | Total | | Total for previous years as of September 31st of: | | | | |
|--------------|-------------|----------|-----------|----------|---------------|----------|----------|----------|-------------------|----------|----------|----------|-----------|-----------|---|-----------|-----------|-----------|-----------|
| | 14/15 | | 13/14 | | 14/15 | | 13/14 | | 14/15 | | 13/14 | | 14/15 | 13/14 | 12/13 | 11/12 | 10/11 | 09/10 | 08/09 |
| | M | F | M | F | M | F | M | F | M | F | M | F | | | | | | | |
| 100 | 11 | 4 | 21 | 7 | 1 | | 1 | 3 | | | | | 16 | 32 | 18 | 17 | 12 | 9 | 10 |
| 200 | 1 | | | | | | | | | | | | 1 | | | 3 | | | 2 |
| 300 | | | | | | | | | | | | | 0 | | | | | | |
| 400 | 1 | | | | | | | | | | | | 1 | | 1 | | | | |
| 500 | 3 | | 2 | | | | 1 | | | | | | 3 | 3 | | 5 | 2 | 3 | 7 |
| 600 | | | | | | | | | | | | | 0 | | | | | | |
| 700 | | | | | | | | | | | | | 0 | | 2 | 1 | | | 2 |
| DSP | | | | | | | | | | | | | 0 | | | | | | 2 |
| VOO | 4 | | 5 | | | | | | | | | | 4 | | 3 | 3 | 4 | 4 | 7 |
| Total | 20 | 4 | 28 | 7 | 1 | 0 | 2 | 3 | 0 | 0 | 0 | 0 | 25 | 40 | 24 | 29 | 18 | 16 | 30 |

Category Description

- 100 - drug or controlled substance
- 200 - alcohol
- 300 - tobacco
- 400 - felony assault
- 500 - dangerous weapons
- 600 - robbery
- 700 - other felonies
- DSP - destruction / defacement of school property
- V00 - other violations



Board of Education Resolution: 14/15: 44

Adopted: December 16, 2014

| Name | School/Assignment | Effective Date |
|---------------------------------|-------------------------------|-----------------------|
| Retirements | | |
| Bilbo, Jon | GJHS/Principal | December 19, 2014 |
| Resignations/Termination | | |
| Wieland, Marcia | GJHS/Vocal Music | December 1, 2014 |
| Winters, Naomi | Fruitvale/SPED Moderate Needs | December 19, 2014 |
| Leave of Absence | | |
| Anderson, Rebecca | WMS/Vocal Music | August 15, 2014 |
| Burek, Molly | CHS/Language Arts | August 27, 2014 |
| Walla, Brittany | Nisley/1 st Grade | August 29, 2014 |
| New Assignments | | |
| Hirsh, Bradley | GJHS/Vocal Music | January 5, 2015 |
| Langley, Steven | GJHS/Business | January 5, 2015 |

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District 51 Board of Education on December 16, 2014.

Bridget Story
Assistant Secretary, Board of Education

Board of Education Resolution: 14/15: 38

Adopted: December 16, 2014

| | |
|--------------------------|---|
| Donor | Wilson Family Foundation |
| Gift | Cash |
| Value | \$10,000.00 |
| School/Department | Clifton Elementary / General S.B.A. account |

| | |
|--------------------------|--|
| Donor | Cruz Kuenzel Charitable Fund |
| Gift | Cash |
| Value | \$1000.00 |
| School/Department | Palisade High School / Choir and Orchestra |

| | |
|--------------------------|---|
| Donor | Grand Dental |
| Gift | Cash |
| Value | \$100.00 |
| School/Department | Thunder Mt. Elementary / General S.B.A. account |

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|--------------------------|-------------------------------|
| Donor | Pomrenke Family |
| Gift | Books |
| Value | \$50.00 |
| School/Department | Appleton Elementary / Library |

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|--------------------------|---|
| Donor | Grand Dental |
| Gift | Cash |
| Value | \$100.00 |
| School/Department | Mesa View Elementary / General S.B.A. account |

| | |
|--------------------------|--|
| Donor | Grand Dental |
| Gift | Cash |
| Value | \$100.00 |
| School/Department | Broadway Elementary / General S.B.A. account |

| | |
|--------------------------|--|
| Donor | Grand Dental |
| Gift | Cash |
| Value | \$100.00 |
| School/Department | Taylor Elementary / General S.B.A. account |

| | |
|--------------------------|---|
| Donor | Roger and Julie Ficken |
| Gift | Cash |
| Value | \$30.00 |
| School/Department | Fruita 8/9 School / Positive Behavior Incentive Store |

Board of Education Resolution: 14/15: 38

Adopted: December 16, 2014

| | |
|--------------------------|---|
| Donor | Safeway, Inc. |
| Gift | Gift Certificate |
| Value | \$25.00 |
| School/Department | Mesa View Elementary / Donuts for Dad Breakfast |

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|--------------------------|---|
| Donor | Daylight Donuts |
| Gift | Four dozen donuts |
| Value | \$34.00 |
| School/Department | Mesa View Elementary / Donuts for Dad Breakfast |

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|--------------------------|---|
| Donor | City Market |
| Gift | Gift Certificate |
| Value | \$25.00 |
| School/Department | Mesa View Elementary / Donuts for Dad Breakfast |

| | |
|--------------------------|---|
| Donor | Albertsons |
| Gift | Gift Certificate |
| Value | \$25.00 |
| School/Department | Mesa View Elementary / Donuts for Dad Breakfast |

| | |
|--------------------------|--|
| Donor | Grand Dental |
| Gift | Cash |
| Value | \$100.00 |
| School/Department | Lincoln Orchard Mesa Elementary / General S.B.A. account |

NOW THEREFORE BE IT RESOLVED the Mesa County Valley School District 51 Board of Education, in accepting the donations listed above, extends their appreciation and acknowledges these important partnerships within the community which support learning for all students.

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District 51 Board of Education on December 16, 2014.

Bridget Story
Assistant Secretary, Board of Education

| | |
|----------------------------------|--|
| Grant Title | Project AWARE |
| Source | US Department of Health & Human Services |
| Fund Number | 22-646-7243 |
| Site | District wide |
| Description | To be used to train staff through the Mental Health First Aid Colorado program |
| Budget Amount | \$50,000 |
| Fiscal Year | 06/30/2015 |
| Authorized Representative | Susana Wittrock |

| | |
|----------------------------------|---|
| Grant Title | Colorado Library Program |
| Source | Colorado Department of Education |
| Fund Number | 22-605-3207 |
| Site | District Wide |
| Description | To be used for the purchase of educational resources to support the education and informational need and activities of students |
| Budget Amount | \$5,541.00 |
| Fiscal Year | 6/30/2015 |
| Authorized Representative | Leigh Grasso |

| | |
|----------------------------------|--|
| Grant Title | ELPA Professional Development & Student Support Grant |
| Source | Colorado Department of Education |
| Fund Number | 22-647-3139 |
| Site | District Wide |
| Description | To be used for staff development for personnel working with English learners and English learner program expansion |
| Budget Amount | \$252,788 |
| Fiscal Year | 6/30/2015 |
| Authorized Representative | Leigh Grasso |

NOW THEREFORE BE IT RESOLVED that the Mesa County Valley School District No. 51 Board of Education approved the above identified grant funds for expenditure purposes.

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District 51 Board of Education on December 16, 2014.

Bridget Story
Secretary, Board of Education

District Data is a valuable District asset that is essential for productive and efficient operation of its educational programs, and should be protected against loss, degradation, theft, damage or unauthorized access, alteration, use or disclosure. Therefore, the Board believes that District Data should be managed with appropriate systems, procedures and safeguards to assure its Availability, Integrity, and Security.

Definitions

As used in this policy, capitalized terms shall be defined as follows:

“Contractor” means any organization, company, firm or individual (other than a District employee) that provides services pursuant to a contract with the District and who stores, processes or transmits District Data as part of those services.

“Availability” means information access or use is timely and reliable, and can occur without significant delay or disruption.

“Confidential Data” means the District Data or the information contained therein that the District has the legal right or obligation to deny or restrict access or disclosure, including, but not limited to, personally identifiable information to which legally recognized privileges or privacy rights apply.

“District Data” means any and all electronic or digital information, curriculum, messages, records, mail, files or data kept, maintained, processed or stored on District Information Technology Resources, regardless of location or access method.

“District Information Technology Resources” (“DITR”) shall include hardware, software and data that is owned, leased, licensed, or otherwise kept and maintained by the District for the purpose of accessing, storing, downloading/uploading, recording, sending, receiving, posting, distributing, delivering, displaying or printing electronic or digital information, curriculum, messages, records, mail, files or data. DITR shall include, but is not limited to, District computers, computer systems and computer peripherals, District local and wide-area computer networks and servers, District email and other electronic communication systems and devices, District-hosted or District-sponsored internet access, email accounts, websites and connectivity, and the equipment and software programs or packages associated with such access, connectivity, systems and equipment.

“Integrity” means information is protected against unauthorized or accidental modification, degradation, corruption, loss or destruction, and in which non-repudiation and authenticity is assured.

“Security” means that District property, on-site or off-site storage facilities, equipment, systems or other facilities where District Data is located or in which District Data is contained, stored, used, received or transmitted, including DITR, is protected against loss, theft, damage and unauthorized access, that District Data is protected against unauthorized access, use or disclosure, and that confidentiality of Confidential Data is maintained and protected.

Scope

This policy applies to all District staff and Contractors at all District schools, administrative facilities or other locations or computing environments, including staff or Contractors utilizing remote access to DITR from locations off District property or outside the District. The responsibilities of District staff and Contractors set forth in this policy shall apply to District Data and DITR in all its forms and uses, including those that are part of the instructional delivery, educational record-keeping and administrative computing environments of

the District, regardless of whether the District Data or DITR is removed to or accessed from locations off District property.

Responsibilities

The Superintendent shall have the authority to promulgate such rules, procedures and regulations as may be necessary or appropriate to provide for the Availability, Integrity, and Security of District Data and to assure the confidentiality of Confidential Data.

Each District employee or Contractor that utilizes District Data for performing his/her job duties or other services shall be responsible for the proper handling of District Data in their possession or under their control. Specifically, each employee or Contractor:

- a. Shall comply with the requirements for the proper management, use, and protection of District Data in accordance with this policy and applicable rules, procedures and regulations promulgated in accordance with this policy.
- b. Shall exercise due care in protecting and preserving the confidentiality of Confidential Data to which he/she is authorized to access, use, possess, or control, and shall not disclose or disseminate, by email or other means, Confidential Data to other persons or entities in violation of applicable laws and regulations or the rules, procedures and regulations promulgated pursuant to this policy.
- c. Shall only access and utilize the District Data which such employee or Contractor is authorized to access for the purpose of performing his/her assigned job tasks or contracted services. Access to additional District Data will be provided as deemed necessary and must be requested in writing by the employee's immediate supervisor. The Superintendent or District-level designee will determine if access to additional District Data shall be authorized. Accessing, using, disclosing or disseminating District Data that the employee or Contractor is not authorized to access, use, disclose or disseminate is prohibited.
- d. Shall safeguard their assigned username and password for District and web-based applications (e.g., Synergy, Business PLUS, etc.) to prevent unauthorized access by others. Enabling or allowing unauthorized persons or entities to access, obtain, alter, damage or destroy District Data is prohibited.
- e. Shall be authorized to access only that District Data that is reasonably necessary to perform his/her job function(s) or contracted service(s) for the District, as determined by District administration.
- f. Shall immediately report any suspected security breach or misuse of District Data to his/her building level administrator. The building level administrator must immediately notify the Superintendent or designee of the data compromise.
- g. Shall adhere to the appropriate roles and responsibilities, practices, and procedures regarding management of District Data, as set forth in the District administrative regulations
- h. Shall not transfer or store Confidential Data on any electronic transmission or storage technology other than DITR (i.e., technology resources owned by the employee or owned, controlled, or operated by any third party) without approval of the proper District authority.

- i. Shall not alter, delete, damage, or destroy District Data without appropriate authorization.

Privacy

The District reserves the right to access all District Data contained on or in, or transmitted or received by means of DITR, including Confidential Data, if such access is reasonably necessary or related to the business of the District. However, the District shall comply with all federal and state privacy laws and regulations in connection with the management or disclosure of such data.

Compliance

Staff members who violate this policy, or any related rules, regulations or procedures implementing this policy, shall be subject to disciplinary action up to and including termination of employment. The District shall include provisions requiring compliance with this policy and the rules, regulations or procedures implementing this policy in its contracts with Contractors for services requiring access to or use of DITR and/or District Data.

Staff members, Contractors or third parties who willfully or deliberately tamper with, destroy, alter, or access or disseminate District Data without authorization may also be subject to civil and criminal liability under applicable state and federal statutes and regulations.

(Adoption date)

LEGAL REFS.: C.R.S. §24-80-101 et seq. (State Archives and Public Records Act)
C.R.S. § 24-72-201 et seq. (*Colorado Open Records Act*)
20 U.S.C. 1232g (*Family Educational Rights and Privacy Act*)
34 C.F.R. 99.1 et seq (*FERPA regulations*)
C.R.S. 19-1-303 and 304 (*records and information sharing under Colorado Children's Code*)
C.R.S. 22-1-123 (*district shall comply with FERPA*)
Public Law 104-191 (*Health Insurance Portability and Accountability Act of 1996*)
44 U.S.C., SEC. 3542 (Coordination of Federal Information Policy-Information Security)
Federal Information Processing Standards (FIPS) Publication 199 (Standards for Security Categorization of Federal Information and Information Systems)

CROSS REFS.: JRA/JRC, Student Records
JS, Student Use of Technology Resources
GBJ, Personnel Records
GBEE, Staff Use of Information Technology Resources

The Board finds that proper use and acceptance of electronic signatures (hereafter “e-signatures”) will streamline administrative and business processes, save administrative time and resources, and provide a convenient and expeditious option for employees, parents and students desiring to complete District-related transactions online from their homes or offices.

Accordingly, pursuant to this policy the District may permit or require District parents, students and staff members to use e-signatures to conduct certain designated District transactions electronically (hereafter “e-transactions”) that previously have required handwritten signatures on paper documents.

For purposes of this policy, an e-signature shall mean an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the record. An “electronic record” (hereafter “e-record”) shall mean a record created, generated, sent, communicated, received or stored by electronic means.

E-Signatures and Handwritten Signature Requirements

Use or acceptance of e-signatures for official District business shall be subject to the following conditions:

1. In order for an e-signature to be valid, each party to the transaction must agree to conduct the transaction electronically. Consent may be implied from the circumstances.
2. If a law or Board policy prohibits a transaction from occurring electronically, the transaction must occur in the manner specified by law or Board policy.
3. If a law or District policy or regulation requires an e-signature to contain specific elements or components, the signature must contain the elements or components specified by such law, policy or regulation.

Subject to the foregoing, the District shall, to the fullest extent permitted by law, accept e-signatures as legally binding and equivalent to handwritten signatures. When a District transaction has been identified and approved by the Superintendent as an e-transaction under this policy, and a written document signed by a person is required by District policies or regulations, or state or federal laws, regulations, or rules in connection with such transaction, such requirement is met by a document that is an e-record containing that person’s e-signature.

This policy does not limit the District’s right or option to conduct a District transaction on paper or in non-electronic form, nor affect the District’s right or obligation to have documents be provided or made available on paper when required by applicable policies, laws or regulations.

Security Procedures and Unauthorized Use of E-Signatures

The Superintendent is authorized and directed to adopt security procedures for e-signatures, e-transactions and e-records that are practical, secure, and that allow for the use of e-signatures by means that are practical, secure, and balance risk and cost. It is not the intent of this policy to eliminate all risk but rather to assure that security measures, including the quality and levels of user authentication and verification, are reasonable for the type of transaction conducted and the risks identified, and comply with applicable laws regarding electronic transactions. The lowest cost, least complex method acceptable for the risk is generally preferable.

Individuals who falsify e-records, e-transactions or e-signatures shall be subject to disciplinary action, up to and including termination of employment, and to criminal prosecution under applicable federal and state

laws. Individuals are required to report any suspect or fraudulent activities related to e-transactions, e-records or e-signatures immediately to the District's Executive Director of Technology Services or to any manager or supervisor in the individual's department or school building. Nothing in this policy is intended to authorize any individual to provide an e-signature on behalf of the District or its Board of Education if he or she has not been granted such authority, and such signature authority continues to be governed by applicable Board policies and regulations.

Designation of District Transactions Subject to Electronic Signatures

The Superintendent is authorized to designate by implementing regulation those specific District transactions that are to be conducted as e-transactions under this policy. Prior to such designation, the administration shall assess the risks, costs and benefits of replacing the manual or paper process for such transaction with an e-transaction utilizing e-signature(s).

In determining whether to designate a District transaction as an e-transaction, consideration should be given to the systems and procedures associated with using an e-signature, the impact on parents, students and staff, the method of automation, error detection and user authentication recommended by District technology staff, and whether the use of an e-signature is at least as reliable as the existing method used. An e-signature should not be utilized or permitted when the risks or costs outweigh the benefits, or in situations where special verification or validation is required (for example, proof of residency or proof of age for school admissions purposes).

Implementation

The Board directs and authorizes the Superintendent to develop appropriate regulations setting forth such additional procedures, specifications and protocols governing the use of e-signatures for official District business as may be necessary to comply with state and federal laws governing the use and validity of e-signatures and to carry out the intent and purposes of this policy.

(Adoption date)

LEGAL REFS.: C.R.S. 24-71.3-101 (Uniform Electronic Transactions Act)
C.R.S. 24-71-101 (Electronic Signatures)
18 U.S.C. § 2510 (Electronic Communications Privacy Act)

ADDITIONAL REFS.: Colorado Electronic Signatures Guidelines, Reference 07-100, Governor's Office of Information Technology, October 25, 2007

Mesa County Valley School District 51

EHB

RECORDS ACCESS AND MANAGEMENT

Page 1 of 1

Adopted: December 16, 2014

The District seeks to comply with state laws and regulations regarding records access and management. As such, the Board of Education desires to assure that District records are managed in an efficient, responsible manner and that fair and timely public access to information contained in District records is made available while protecting individual privacy rights in relation to personal data gathered by the District.

The operation of the District results in the generation of numerous documents and records. Members of the public have the right under law to inspect and copy, with certain exceptions, the public records of the District.

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

With the exception of audio and video recordings, the District shall retain records for the time periods specified by the Manual, as may be amended from time to time, unless a longer retention period is recommended by District legal counsel or required by state or federal law or lawful court order. Board members and District employees shall be responsible for adhering to the Manual. With respect to audio and video recordings, the following retention periods shall apply:

- Audio and/or video recordings of Board of Education meetings shall be retained for one year, except that audio and/or video recordings of executive sessions shall only be retained for 90 days.
- Audio and/or video recordings of hearings concerning employment matters and student matters shall be retained until the time for appeal has expired or until all appeals have been exhausted.
- All other audio and/or video recordings shall be retained until no longer needed.

Whenever the District or any of its board members or employees have been made a party to litigation or reasonably anticipates being a party to litigation, Board members and District employees in possession of hard copy or electronic documents, e-mail, and/or other evidence relevant to the litigation or reasonably anticipated litigation shall retain all such documents, e-mails, and other evidence unless and until otherwise directed by District legal counsel.

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

The Board directs the Superintendent to develop procedures in compliance with Colorado state law and regulation for managing records and the access to District records.

(Adoption date)

LEGAL REFS.: C.R.S. §24-80-101 et seq. (State Archives and Public Records Act)
C.R.S. § 24-72-201 et seq. (*Colorado Open Records Act*)

CROSS REFS.: JRA/JRC, Student Records
JS, Student Use of Technology Resources
GBJ, Personnel Records
GBEE, Staff Use of Technology Resources

Mesa County Valley School District 51
JLCD
ADMINISTERING MEDICINES TO STUDENTS

Related: JLCD-R, JLCD-E
Adopted: June 13, 1972
Revised: April 16, 1991
Adopted: December 16, 2014

School personnel shall not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours and the student's parent/guardian is not available to administer the medication during the school day.

Medication may be administered to students by school personnel whom a registered nurse has trained and delegated the task of administering such medication. For purposes of this policy, the term "medication" includes both prescription medication and nonprescription medication. The term "nonprescription medication" includes but is not limited to over-the-counter medications, homeopathic and herbal medications, vitamins and nutritional supplements. Medication may be administered to students by the school nurse or other school designee only when the following requirements are met:

1. Medication shall be in the original properly labeled container. If it is a prescription medication, the student's name, name of the medication, dosage, how often it is to be administered, and name of the prescribing health care practitioner shall be printed on the container.
2. The school shall have received written permission to administer the medication from the student's health care practitioner with prescriptive authority under Colorado law.
3. The school shall have received written permission from the student's parent/guardian to administer the medication to the student.
4. The parent/guardian shall be responsible for providing all medication to be administered to the student.

Self-administration of Prescription Medication for asthma, allergies or anaphylaxis

A student with asthma, a food allergy, other severe allergies, or a related, life-threatening condition may possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition pursuant to a written treatment plan approved by the school principal. Such plan may provide for self-administration of such medication during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity. A treatment plan for student possession and self-administration of medication to treat asthma, a food allergy, other severe allergies, or a related, life-threatening condition shall be approved in accordance with the regulation accompanying this policy, and shall be effective only for the school year in which it is approved.

Authorization for a student to possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or other related, life-threatening condition may be limited or revoked by the school principal after consultation with the school nurse and the student's parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such medication.

**Pilot Program for Self-administration of Medication
Prescribed by a Licensed Health Care Provider**

The Board authorizes the administration to implement a pilot program whereby a student enrolled in a District school may be allowed to possess and self-administer on school grounds, upon a school bus or at any school-sponsored event or activity any medication, including medication to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition, that is prescribed by a licensed health care provider to be used by the student. Such pilot program shall be subject to the following requirements and restrictions:

1. A student shall not be allowed to possess or self-administer a medication unless the parent first notifies the school's administration of the student's medical needs and receives written authorization from the school administrator for the student to possess and self-administer such medication in accordance with the program.

2. The school administrator may, in consultation with the school nurse and after reviewing information provided by the parent(s) or guardian(s) and by the licensed health care provider prescribing the medication, authorize or restrict a student's possession and/or self-administration of medication in connection with the pilot program. The factors to be considered in making such determination include the age and/or maturity of the student, the degree of responsibility of the student, the type of medication prescribed, and whether the student's possession or self-administration poses a significant risk of harm to the student or to the other students.

3. If the school administrator determines to authorize the student to possess and self-administer a prescribed medication, the school nurse shall give written notice of the authorization to the student's teachers and other school staff having regular contact with the student. The notification may include a copy of the contract or health care plan established for the student, if applicable.

4. Authorization for a student to possess and self-administer a prescribed medication may be limited or revoked by the school administrator after consultation with the school nurse and the student's parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such medication.

5. If a prescription medication is carried for a life-threatening condition, the parent or guardian shall be required to provide a sufficient supply to be kept at the school to be administered to the student in the event of an emergency.

6. No student shall be allowed to possess medication in an amount or quantity that exceeds the dosage that is prescribed to treat the student's condition for a single day or for the duration of a school event or activity, whichever is appropriate. This restriction shall not apply to

Mesa County Valley School District 51
JLCD
ADMINISTERING MEDICINES TO STUDENTS

Related: JLCD-R, JLCD-E

Adopted: June 13, 1972

Revised: April 16, 1991

Presented for Adoption: December 16, 2014

medication that is contained in a multi-dose device approved by the school administrator or school nurse, including, but not limited to, an asthma inhaler or insulin pump.

7. A student shall not be permitted to possess medical marijuana, on school grounds, on a school bus, or at any school sponsored event or activity.

8. The Superintendent shall adopt such regulations as are necessary and appropriate to carry out the pilot program. Any student who possesses or self-administers any prescribed medication in violation of this policy or any regulation implementing the pilot program, or in violation of any restrictions or rules established by the school administrator for such possession or self-administration, may be considered a violation of the District's policy against alcohol/drug abuse by students, and shall subject the student to discipline, including suspension or expulsion. Any student who sells, shares or distributes to another person any prescribed medication possessed pursuant to the pilot program shall be subject to expulsion pursuant to Board policy and state law.

9. The pilot program described above shall automatically terminate upon the second anniversary of the date of the adoption of this policy, unless the Board acts to renew or extend such program prior to such expiration date. The Board directs the Superintendent to provide a report to the Board presenting relevant data and any recommendations regarding the operation and continuation of the program at least sixty (60) days prior to such expiration date. Notwithstanding any termination of the pilot program, a student with asthma, a food allergy, other severe allergies, or a related, life-threatening condition may continue to possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition in accordance with this policy and applicable law.

LEGAL REFS.: C.R.S. [12-38-132](#) (delegation of nursing tasks)
C.R.S. [22-1-119](#) (no liability for adverse drug reactions/side effects)
C.R.S. [22-1-119.5](#) (Colorado Schoolchildren's Asthma, Food Allergy, and Anaphylaxis Health Management Act)
C.R.S. [22-2-135](#) (Colorado School Children's Food Allergy and Anaphylaxis Management Act)
C.R.S. [24-10-101](#) et seq. (Colorado Governmental Immunity Act)
1 CCR [301-68](#) (State Board of Education rules regarding student possession and administration of asthma, allergy and anaphylaxis management medications or other prescription medications)
6 CCR [1010-6](#), Rule 9-105 (regulations)

CROSS REFS.: [JICH](#), Drug and Alcohol Involvement by Students
[JKD/JKE](#), Suspension/Expulsion of Students
[JLCDA](#), Students with Food Allergies
[JLCE](#), First Aid and Emergency Medical Care

Mesa County Valley School District 51

JLCD-R

ADMINISTERING MEDICINES TO STUDENTS

Related: JLCD, JLCD-E

Effective: February 7, 1995

Modified: September 3, 1996

Policy Manual Review: August 6, 2002

Revised: July 11, 2011

Adopted: December 16, 2014

Administration of Medication by School Personnel

1. No District staff member other than a school nurse shall be authorized to administer any medication to a student until and unless such staff member has personally received a District-prescribed course of instruction on such administration and the District's policies and regulations relative thereto, and a school nurse has delegated to such employee or volunteer the task of administering such medication in accordance with Colorado law. Training for administration of medications shall include instruction regarding compliance with applicable privacy laws concerning student education records and personally identifiable information contained therein. "Medication," as used in this regulation, shall have the same meaning as set forth in Policy JLCD.
2. School personnel shall not administer medication to any student unless the following requirements are met:
 - a. The school must have on file a fully completed Form JLCD-E(1), "Request for Medication/Medical Procedures to be given at School," that is valid for the current school year and signed by the student's health care provider and the student's parent or legal guardian.
 - b. The student's parent or legal guardian has provided the medication to be administered to the student in the original, properly labeled container. If it is a prescription medication, the container must be appropriately labeled with the student's name, the name of the medication, the dosage, the frequency of administration, and the name of the prescribing health care provider printed legibly on the container.
3. School nurses and other District staff members authorized to administer medication to students shall strictly observe the following administration and recordkeeping procedures:
 - a. Prior to administration, the student's identity should be verified and a cross-check made of the name on the medication container to be sure that the correct medication is being administered to the correct student.
 - b. For each student to whom medications are administered, the school shall maintain a Form JLCD-E(2), "Medication Log" to document each dosage of medication provided to the student. Immediately upon each administration of a medication, the exact time and date of such administration, the dosage (or dosages) administered, together with the initials of the person giving the medication shall be accurately and legibly recorded on such form.
 - c. Medications shall be stored in a clean, locked cabinet, drawer or container. Emergency medications (such as epinephrine) shall be kept in a secure location accessible to designated school staff. A student should never be given access to the cabinet, drawer or other location in which medications are kept.
4. Schools shall inform any parent or legal guardian who delivers medication to be administered to a student that such parent must retrieve all unused medication from the school when the administration of the medication is discontinued, or in any event before the current school year ends or the student withdraws or transfers to another school. Any unused medication that is not retrieved upon expiration of thirty (30) days from the date administration of the medication is discontinued or the last school day of the school year or the date the student withdraws or transfers to another school, whichever first occurs, shall be disposed of in accordance with applicable laws and regulations.

Mesa County Valley School District 51

JLCD-R

ADMINISTERING MEDICINES TO STUDENTS

Related: JLCD, JLCD-E

Effective: February 7, 1995

Modified: September 3, 1996

Policy Manual Review: August 6, 2002

Revised: July 11, 2011

Adopted: December 16, 2014

Self-administration of medication for asthma, allergies or anaphylaxis

1. A student who has a food allergy, other severe allergies, or a related, life-threatening condition may possess and self-administer emergency medication to treat such condition(s), such as an asthma inhaler or epinephrine auto-injector, if such student has a written treatment plan approved by the school principal. Such treatment plan shall be approved if all of the following conditions are met:
 - a. The written treatment plan addresses management of the student's asthma, food allergy or anaphylaxis episodes of the student as well as medication use by the student during school hours, at school-sponsored activities, and while in transit to or from school or school-sponsored activities, and has been approved by the school nurse and the student's health care provider.
 - b. The school has received an appropriate written medical authorization for self-administration signed by the student's health care provider which shall include the student's name; the name, purpose, prescribed dosage, frequency, and length of time between dosages of the medication(s) to be self-administered; and confirmation that the student is capable of self-administration of the medication.
 - c. The school principal, in consultation with the school nurse, the student's health care provider, and the student's parent/guardian has determined that the student has the ability and skill level necessary to safely possess and self-administer the medication as prescribed. The factors to be considered in making such determination include the age and/or maturity of the student, the degree of responsibility of the student, the type of medication prescribed, and whether the student's possession or self-administration poses a significant risk of harm to the student or to the other students. The assessment of ability and skill level may include, but need not be limited to, the following areas: the student's ability to identify the correct medication, a demonstration by the student of the correct operation of the device used to administer the medication and/or proper administration technique, the student's knowledge of the dose required, the frequency of use, and the student's knowledge of his/her condition and ability to recognize when to take the medication.
 - d. A written statement signed by the student's parent/guardian must be on file with the school, which shall include permission for the student to self-administer his/her medication.
 - e. A written contract between the school nurse, school administrator, the student, and the student's parent/guardian must be on file with the school, assigning levels of responsibility to the student's parent/guardian, student, and school employees. Such contract shall specify that noncompliance with its requirements may result in restriction or withdrawal of the self-administration privilege.
2. A student shall report to the school nurse or designee or to some adult at the school immediately after the student uses an epinephrine auto-injector during school hours. Upon receiving such report from a student, the school nurse, designee, or other adult will provide appropriate follow-up care to the student, which shall include making a 911 emergency call.

Pilot Program for Self-administration of Medication Prescribed by a Licensed Health Care Provider

Pursuant to the Pilot Program for Self-administration of Medication authorized by the Board of Education, a school administrator may authorize a student enrolled in a District school to possess and self-administer on school grounds, upon

K-1-e.2



Resolution For the Approval of Director Districts

Board of Education Resolution: 14/15: 24

Adopted: December 16, 2014

WHEREAS, Mesa County Valley School District No. 51, has a director district plan of representation, with the Board of Education being comprised of one qualified elector from each of the five (5) director districts. Director districts shall be contiguous, compact, and shall be as nearly equal in population as possible. Director districts in this school district shall be designated as Director District A, Director District B, Director District C, Director District D and Director District E;

WHEREAS, C.R.S 22-31-110 (1) (a) states: that every four years the board of education of each school district having a director district plan of representation or a combined director district and at-large plan of representation shall determine the population in each of the director districts and, if each director district does not contain substantially the same number of persons as each of the other director districts, it shall be the duty of the board, by resolution, to revise the director district boundaries and re-designate the director districts to comply with the specifications prescribed in the Statute without changing the number of director districts;

WHEREAS, Mesa County Valley School District No. 51 last reapportioned the director districts in 2012 using data from the 2010 Census of Population;

WHEREAS, Data supplied by the district's planning consultant did show changes in total population within the school director district populations requiring reapportionment; and WHEREAS, the data supplied shows a significant shift in population among the five director districts.

NOW THEREFORE BE IT RESOLVED that Mesa County Valley School District No. 51 shall realign the boundaries for each of the director districts as shown below:

District A – Beginning at the intersection of 25 Road and G Road in Mesa County, Co.;

Thence westerly along the centerline of G Road to the 22 3/4 Road alignment;

Thence southerly along the 22 3/4 Road alignment to the centerline of the Colorado River;

Thence southeasterly along the centerline of the Colorado River to the centerline of Redlands Parkway;

Thence southwesterly along the centerline of Redlands Parkway to the centerline of S. Broadway Street;

Thence westerly along the centerline S. Broadway Street to the centerline of Seasons Dr;

Thence southerly along the centerline of Seasons Dr. to the centerline of Snow Mesa Ln;

Thence westerly along the centerline of Snow Mesa Ln. to the centerline of Snow Mesa Ct;

Thence Southerly along the centerline of Snow Mesa Ct. to the centerline of Seasons Dr.;

Thence easterly along the centerline of Seasons Dr. to the centerline of Whitetail Ln;

Thence easterly and northerly along the centerline of Whitetail Ln. to the north lot line of 458 Whitetail Ln.;



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Thence easterly along said lot line to the back lot lines of the Seasons Subdivision Filing #4;
Thence southerly along said back lot lines to the north boundary of the Colorado National Monument;
Thence northwesterly along the north boundary of the Colorado National Monument to the Centerline of U.S. Highway 340;
Thence northerly along the centerline of U.S. Highway 340 to the city limits of the City of Fruita;
Thence westerly and northerly along said city limits to the centerline of the Colorado River;
Thence westerly along the centerline of the Colorado River to the west boundary of the Mesa 51 School District;
Thence northerly and easterly along said Mesa 51 School District boundary line to a line extended northerly from the 25 Road alignment;
Thence southerly along said line to the POINT OF BEGINNING.

District B – Beginning at the intersection of 25 Road and G Road in Mesa County, Co.;

Thence westerly along the centerline of G Road to the 22 3/4 Road alignment;
Thence southerly along the 22 3/4 Road alignment to the centerline of the Colorado River;
Thence southeasterly along the centerline of the Colorado River to the centerline of Redlands Parkway;
Thence southwestly along the centerline of Redlands Parkway to the centerline of S. Broadway Street;
Thence westerly along the centerline S. Broadway Street to the centerline of Seasons Dr;
Thence southerly along the centerline of Seasons Dr. to the centerline of Snow Mesa Ln;
Thence westerly along the centerline of Snow Mesa Ln. to the centerline of Snow Mesa Ct;
Thence Southerly along the centerline of Snow Mesa Ct. to the centerline of Seasons Dr.;

Thence easterly along the centerline of Seasons Dr. to the centerline of Whitetail Ln;
Thence easterly and northerly along the centerline of Whitetail Ln. to the north lot line of 458 Whitetail Ln.;

Thence easterly along said lot line to the back lot lines of the Seasons Subdivision Filing #4;
Thence southerly along said back lot lines to the north boundary of the Colorado National Monument;
Thence northwesterly along the north boundary of the Colorado National Monument to the Centerline of U.S. Highway 340;
Thence northerly along the centerline of U.S. Highway 340 to the city limits of the City of Fruita;
Thence westerly and northerly along said city limits to the centerline of the Colorado River;
Thence westerly along the centerline of the Colorado River to the west boundary of the Mesa 51 School District;
Thence southerly, easterly and northerly along said Mesa 51 School District boundary line to the centerline of the Union Pacific Railroad;



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Thence northwesterly along the centerline of the Union Pacific Railroad to the alignment of 27 ½ Rd. as extended southerly;

Thence northerly along the centerline of 27 1/2 Rd. to the centerline of UnawEEP Ave.;

Thence easterly along the centerline of UnawEEP Avenue to the 28 Road alignment;

Thence northerly along the 28 Road alignment to the centerline of 28 Road;

Thence northerly along 28 Road to the centerline of the Colorado River;

Thence easterly along the centerline of the Colorado River to the centerline of 29 Rd.;

Thence northerly along the centerline of 29 Rd. to the centerline of D ½ Rd.;

Thence westerly along the centerline of D ½ Rd. to the centerline of the I-70 Business Loop;

Thence easterly along the centerline of I-70 Business Loop to the centerline of 29 Rd.;

Thence northerly along the centerline of 29 Rd. to the centerline of Melody Ln.;

Thence westerly along the centerline of Melody Ln. to the centerline of 28 Rd.;

Thence northerly along the centerline of 28 Rd. to the centerline of Grand Ave.;

Thence westerly along the centerline of Grand Ave. to the centerline of 22nd St.;

Thence northerly along the centerline of 22nd St. to the centerline of Ouray Avenue;

Thence westerly along the centerline of Ouray Avenue to the centerline of N. 19th St.;

Thence southerly along the centerline of N. 19th St. to the centerline of Ouray Ave.;

Thence westerly along the centerline of Ouray Ave. to the centerline of N. 11th Street;

Thence northerly along the centerline of N. 11th St. to the centerline of North Ave.;

Thence westerly along the centerline of North Ave. to the centerline of N. 7th St.;

Thence northerly along the centerline of N. 7th Street to the centerline of 26.5 Rd.;

Thence northerly along the centerline of 26.5 Rd. to the centerline of G Road;

Thence westerly along the centerline of G Road to POINT OF BEGINNING.

District C – Beginning at the intersection of 29 Road with Patterson Road in Grand Junction, Co.;

Thence easterly along Patterson Rd. to the centerline of 29 ½ Rd.;

Thence southerly along the centerline of 29 ½ Rd. to the centerline of North Ave.;

Thence westerly along the centerline of North Ave. to the centerline of 29 Rd.;

Thence southerly along the centerline of 29 Road to the centerline of Melody Ln.;

Thence westerly along the centerline of Melody Ln. to the centerline of 28 Rd.;

Thence northerly along the centerline of 28 Rd. to the centerline of Grand Ave.;

Thence westerly along the centerline of Grand Ave. to the centerline of 22nd St.;

Thence northerly along the centerline of 22nd St. to the centerline of Ouray Avenue;

Thence westerly along the centerline of Ouray Avenue to the centerline of N. 19th St.;

Thence southerly along the centerline of N. 19th St. to the centerline of Ouray Ave.;

Thence westerly along the centerline of Ouray Ave. to the centerline of N. 11th Street;

Thence northerly along the centerline of N. 11th St. to the centerline of North Ave.;

Thence westerly along the centerline of North Ave. to the centerline of N. 7th St.;

Thence northerly along the centerline of N. 7th Street to the centerline of 26.5 Rd.;



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Thence northerly along the centerline of 26.5 Rd. to the centerline of G Road;
Thence westerly along the centerline of G Road to the centerline of 25 Rd.;
Thence northerly along the centerline of 25 Road and the 25 Road alignment to the northern boundary of Mesa 51 School District;
Thence easterly along the northern boundary of the Mesa 51 School District to the 29 Road alignment;
Thence southerly along the 29 Road alignment to the centerline of 29 Road;
Thence southerly along the centerline of 29 Road to the POINT OF BEGINNING.

District D – Beginning at the intersection of 29 Road with Patterson Road in Grand Junction, Co.;
Thence northerly along the centerline of 29 Road and the 29 Road alignment to the northern boundary of Mesa 51 School District;
Thence easterly along the northern boundary of the Mesa 51 School District to the 31 Road alignment;
Thence southerly along the 31 Road alignment to the centerline of 31 Road;
Thence southerly along the centerline of 31 Road to the centerline of D ½ Rd.;
Thence easterly along the centerline of D ½ Rd. to the centerline of 32 Rd.;
Thence southerly along the centerline of 32 Rd. to the centerline of U.S. Highway 50;
Thence southeasterly along the centerline of U.S. Highway 50 to the southern boundary of the Mesa 51 School District;
Thence westerly along said Mesa 51 School District boundary line to the centerline of the Union Pacific Railroad;
Thence northwesterly along the centerline of the Union Pacific Railroad to the alignment of 27 ½ Rd. as extended southerly;
Thence northerly along the centerline of 27 1/2 Rd. to the centerline of Unaweeep Ave.;
Thence easterly along the centerline of Unaweeep Avenue to the 28 Road alignment;
Thence northerly along the 28 Road alignment to the centerline of 28 Road;
Thence northerly along 28 Road to the centerline of the Colorado River;
Thence easterly along the centerline of the Colorado River to the centerline of 29 Rd.;
Thence northerly along the centerline of 29 Rd. to the centerline of D ½ Rd.;
Thence westerly along the centerline of D ½ Rd. to the centerline of the I-70 Business Loop;
Thence easterly along the centerline of I-70 Business Loop to the centerline of 29 Rd.;
Thence northerly along the centerline of 29 Rd. to the centerline of North Ave.;
Thence easterly along the centerline of North Ave. to the centerline of 29 ½ Rd.;
Thence northerly along the centerline of 29 ½ Rd. to the centerline of Patterson Rd.;
Thence westerly along the centerline of Patterson Rd. to the POINT OF BEGINNING.

District E – Beginning at the intersection of 31 Road with Patterson Road in Grand Junction, Co.;



Mesa County Valley School District 51

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Adopted: December 16, 2014

Thence northerly along the centerline of 31 Road and the 31 Road alignment to the to the northern boundary of Mesa 51 School District;

Thence easterly, southerly and westerly along the boundary of the Mesa 51 School District to the centerline of U. S. Highway 50:

Thence northwesterly along the centerline of U.S. Highway 50 to the centerline of 32 Rd.;

Thence northerly along the centerline of 32 Road and the 32 Rd. alignment to the centerline of D ½ Rd.;

Thence westerly along the centerline of D ½ Rd. to the centerline of 31 Rd.;

Thence northerly along the centerline of 31 Rd. and the 31 Rd. alignment to the POINT OF BEGINNING.

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District 51 Board of Education on December 16, 2014.

Bridget Story, Assistant Secretary Board of Education



**Mesa County Valley School District 51
Fiscal Oversight Committee**

Board of Education Resolution 14/15:45

Adopted: December 16, 2014

WHEREAS, the role of the Fiscal Oversight Committee (FOC) is to assist the Board of Education in fulfilling its fiscal oversight responsibilities. The FOC does not assume the ultimate fiscal responsibilities of the Board of Education. The Board and the Superintendent retain the ultimate responsibility for the District's financial condition and for decision-making in all matters of policy and operation.

WHEREAS, the scope of the FOC's responsibilities includes information gathering, fact-finding, and making recommendations in all financial areas of the District.

WHEREAS, the group meets quarterly throughout the fiscal year to review financial, internal controls and to assess the District's auditing, accounting, budgeting and financial reporting processes.

WHEREAS, the Board of Education thinks it is important to hear the perspectives and receive input from a diverse cross-section of people.

NOW, THEREFORE BE IT RESOLVED, that the Board of Education is establishing a Fiscal Oversight Committee that will work to encourage continuous improvement of, and should foster adherence to the District's policies, procedures and practices at all levels. This Committee will be made up of staff representatives and community members as follows for the 2014/2015 fiscal year, and to continue for an additional two years:

Rochelle Larson
Dr. Geoffrey Gurka
Katherine Boozell

Brian Hollingsworth
Nathan Knoll

FURTHER RESOLVED, the Board of Education recognizes that all fiscal decisions are the Board's responsibility.

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District 51 Board of Education on December 16, 2014

*Bridget Story
Assistant Secretary, Board of Education*

**Resolution Approving Amendment No. 3 to Charter School Contract
(Independence Academy Charter School)**

Board of Education Resolution: 14/15: 41

Adopted: December 16, 2014

WHEREAS, The District and Independence Academy Charter School (“IACS”) entered into a Charter School Contract dated July 1, 2008 (“Contract”); and

WHEREAS, the parties amended the Contract in February, 2009, and in June, 2013 the parties entered into an agreement further amending the Contract and renewing it as amended for an additional five (5) year renewal term expiring June 30, 2018; and

WHEREAS, pursuant to the Board’s resolution dated March 18, 2014, the District entered into a Master Agreement (Wide Area Network) with Unite Private Networks, LLC (“UPN Agreement”) to provide fiber optic lines, wide area network equipment and related facilities (“WAN Facilities”) and Internet network access services (“WAN Services”); and

WHEREAS, IACS is constructing a new school facility on its property at 651 29 Road, Grand Junction, Colorado and desires to have such property and facility included as one of the District sites to which WAN Facilities will be installed and WAN Services will be provided under the UPN Agreement; and

WHEREAS, pursuant to the Contract as amended, IACS may purchase from the District telecommunication services, such as internet connection service and wide area network connection, at a cost equal to the District’s “Actual Annual Cost As Incurred”; and

WHEREAS, the parties have negotiated a third amendment to the Contract, a copy of which is attached hereto, to further clarify the terms upon which WAN Facilities will be installed at the new IACS campus and WAN Services will be provided to IACS under the UPN Agreement.

WHEREAS, the administration has recommended that the Board approve the attached amendment agreement.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby approves the attached Amendment No. 3 to Charter School Contract, and authorizes the Board president and secretary to execute the same on behalf of the Board.

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District No. 51 Board of Education on December 16, 2014.

Bridget Story
Assistant Secretary, Board of Education



**Resolution Approving Statement of Understanding
(Unite Private Networks, LLC)**

Board of Education Resolution: 14/15: 40

Adopted: December 16, 2014

WHEREAS, pursuant to the Board’s resolution dated March 18, 2014, the District entered into a Master Agreement (Wide Area Network) with Unite Private Networks, LLC (“UPN”) to provide fiber optic lines, wide area network equipment and related facilities (“WAN Facilities”) and Internet network access services (“WAN Services”); and

WHEREAS, the District may at its option during the first three (3) years of the Master Agreement elect to have WAN Facilities installed at additional locations within the District at UPN’s actual cost, and to have WAN Services provided to such additional locations following such installation for the fixed monthly charge specified in such agreement; and

WHEREAS, the Board has this date authorized an amendment to the charter school contract between the District and the Independence Academy Charter School (“IACS”) that calls for the District to enter into the attached Statement of Understanding Relating to the Master Agreement (Wide Area Network) with UPN for exercise of the District’s option have IACS’ new school facility under construction at 651 29 Road in Grand Junction, Colorado included as one of the District sites to which WAN Facilities will be installed and WAN Services will be provided under said Master Agreement; and

WHEREAS, pursuant to the aforementioned charter school contract amendment, IACS shall reimburse the District for all costs it incurs and pays pursuant to the Master Agreement, as amended by the attached Statement of Understanding, in connection with the provision of WAN Services and WAN Facilities to the new IACS campus; and

WHEREAS, the administration has recommended that the Board approve the attached Statement of Understanding Relating to the Master Agreement (Wide Area Network).

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby approves the attached Statement of Understanding Relating to the Master Agreement (Wide Area Network), and authorizes the Board president to execute the same on behalf of the Board.

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District No. 51 Board of Education on December 16, 2014.

*Bridget Story
Assistant Secretary, Board of Education*



Mesa County Valley School District 51

District Accountability Committee (DAC) Membership
2014-2015 School Year

Board of Education Resolution: 14/15: 32

Adopted: December 16, 2014

| <i>Current Member Name</i> | <i>Representative Area</i> |
|----------------------------|---|
| Darryl Aday | Parent, Community Representative |
| Dan Bunnell | Parent, Elementary School Representative |
| Lee Carleton | Parent, High School Representative |
| Vickie Fay | Parent, Elementary School Representative |
| Arthur Gardner | Community Representative |
| Deb Lamb | Elementary School Representative |
| Julia Moore | Parent, Middle School Representative |
| Jessica Mulvey | Parent, Community Representative |
| Andy Nikkari | Parent, Community Representative (Chairman) |
| Gary Roahrig | Community Representative |
| Franki Sanders | Elementary School Representative |
| Shawn Wilson | Elementary School Representative |

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District No. 51 Board of Education on December 16, 2014.

Bridget Story
Secretary, Board of Education

**Resolution Adopting Use of
Colorado School District Records Management Manual**

Board of Education Resolution: 14/15: 42

Adopted: December 16, 2014

WHEREAS, the Board of Education recognizes a need for a comprehensive records retention schedule for the district's non-permanent records and the retention of those records that have long-term administrative, fiscal and historical value; and

WHEREAS, the Colorado State Archives has developed a Colorado School District Records Management Manual ("Manual") to assist Colorado school districts in determining the appropriate retention period for various types of records; and

WHEREAS, approximately sixty-six (66) other school districts and boards of cooperative education services currently use the Manual's schedules regarding records retention; and

WHEREAS, the Board has this date adopted Board Policy EHB *Records Access and Management*, which directs that the District use the Manual, as it may be amended from time to time, in determining the appropriate retention period for various types of records, except with respect to records for which the retention period is specified in said policy, records relevant to litigation or reasonably anticipated litigation or other records for which a longer retention period is recommended by District legal counsel or is required by state or federal law or lawful court order; and

WHEREAS, the Colorado State Archives requires the Board to approve by resolution the use of the Manual.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby adopts the current Manual and all subsequent revisions of same duly promulgated by the Colorado State Archives, and authorizes the Superintendent or his designee to submit such applications and other paperwork to the Colorado State Archives as may be required to become an approved and authorized user of the Manual.

I hereby certify that the information contained in the above resolution is accurate and was adopted by the Mesa County Valley School District No. 51 Board of Education on December 16, 2014.

*Bridget Story
Assistant Secretary, Board of Education*