

Vision

All students in Colorado will become educated and productive citizens capable of succeeding in society, the workforce, and life.

Goals

Every student, every step of the way



Date & Time:
 October 21, 2016
 1:00 p.m. – 3:30 p.m.

Location: Fall West Slope Superintendents Conference
 Doubletree Hotel – Telluride Conference Rm
 743 Horizon Dr., Grand Junction, CO 81506

Capital Construction Assistance Board Members

Tim Reed – Pro Tem Chair
 Cyndi Wright

Margi Ammon
 Denise Pearson
 Ken Haptonstall

Scott Stevens
 Kathy Gebhardt
 Roger Good

- I. **Call to Order** – 1:00 p.m.
- II. **Pledge of Allegiance**
- III. **Roll Call** – Margi Ammon, Kathy Gebhardt, Ken Haptonstall, Denise Pearson, Scott Stevens, Cyndi Wright, Tim Reed
 CDE Staff Attendees – Jim Owens, Ashley Moretti
- IV. **Approve Agenda**
 Motion by: Denise Pearson
 2nd by: Ken Haptonstall
 All opposed: None
 Motion approved unanimously
- V. **Approve Previous Meeting Minutes from September 28, 2016**
 Motion by: Denise Pearson
 All opposed: None
 Motion approved unanimously
- VI. **Board Report**

Cyndi Wright informed the CCAB she attended the School Operations Advisory Council meeting giving an update on the Facility Insight program and address some schools concerns about assessed values potentially increases in insurance premiums. She also encouraged districts to work with their regional program managers if they have any questions or concerns around BEST grants or the Assessment.

Ken Haptonstall added that he spoke at the Safe Schools Summit along with Kevin Huber and Dustin Guerin, Division Staff, about receiving financial assistance for capital construction projects through the BEST grant process.

Tim Reed mentioned he met with Rob Geislinger with the Colorado Department of Fire Prevention and Safety about the hardware code. They spoke about how regulation would be viewed and how the BEST board would perceive doorknob applications. Tim added that the regulation does not take effect until 2018 and applications

submitted this cycle may not be appropriate for funding. Margi Ammon commented that hardware may become an issue as not all school districts may be able to implement a districtwide hardware change. Kathy Gebhardt asked if it was possible to get a cost estimate of how much replacing door hardware could cost a district and Margi replied not all districts are structured the same so costs varying depending on the school. Kathy Gebhardt asked who would help smaller districts determine how to meet the code. Scott Stevens commented the local fire departments are supposed to comply with state regulations and his advice would be for districts to speak with their local fire inspector. Jim Owens suggested that the Division would send out a communication through CDE's "Scoop" that Facility Assessments will not assess doorknobs.

Kathy Gebhardt informed the CCAB that she met with East Central BOCES with Denise Pearson and attended the Fall West Slope Superintendents Conference with Ken Haptonstall to promote BEST and encourage districts to apply. She also stated she walked through a Boulder Valley school to look at completed renovations that were funded from the district's bond.

VII. Director's Report

Jim Owens introduced Margi Ammon, the newest CCAB member, to the board. He added that she was the Governor's appointee for the Architect position. Jim also updated the CCAB on the Technology position vacancy saying the House and Senate still have not reached an agreement to appoint someone.

Jim complimented Ken Haptonstall, Kevin Huber & Dustin Guerin for their panel discussion presentations at the Safe School Summit. He also mentioned his meeting with the League of charters to hear concerns with BEST. Jim discussed recent meetings with groups who contribute to the BEST Program including the State Land Board, and Lottery staffs).

The rule filing process for the BEST Rules and Construction Guidelines adoption process has been completed. They will be published in the registrar 11/10/2016 and will be effective 11/30/2016.

The Joint Budget Committee will hold a staff briefing for CDE on 12/7/2016 and a hearing for questions will be 12/16/2016.

Jim continued his report saying once the 11/8/2016 votes are validated the Division will know what bonds associated with awarded projects passed. He also stated that on the ballot is \$4.2 billion in bond measures and \$177 million in mill levy's state wide. Stay tuned for results.

The Division will be attending the US Green Building Summit on 11/4/2016 along with a number of CCAB members.

Jim asked the CCAB to think about their schedules for 2017 as they would need to decide on meeting dates/times for 2017 since the current meeting date and time is no longer available.

VIII. Discussion Items

a. CCAB Legislative Platform

Tim Reed started the conversation around the CCAB's Legislative Platform by asking if it was appropriate for the Division to get an AG opinion around planning grants. Jim Owens commented that he is currently working on obtaining more clarity on the AG opinion previously issued

Kathy Gebhardt suggested asking the legislature to designate additional marijuana excise tax for a possible operation mill levy, which would help smaller districts with operations and maintenance costs on capital construction projects. She asked if the Division staff could put together a narrative on the subject. Scott Stevens asked if the intent is to do a mill levy in relation to a BEST grant application. Kathy Gebhardt replied it would be the matching component to the state.

Kathy Gebhardt also suggested looking into options around teacher housing in rural areas to support teacher recruitment in those areas. Denise Pearson added that in August 2016, the legislative audit committee presented on rural challenges and teacher housing was noted as a challenge. Senator Holbert has stated at the legislative audit committee that he is interested in the construction of teacher housing as well.

Denise Pearson also suggested continuing to look into accepting gifts and donations and if the statute needed to be changed to allow the CCAB to do so. Expect to continue the discussion at the next CCAB meeting in November.

b. Presentation, Booth, and Panel Discussion at CASB Conference

Kathy Gebhardt informed the CCAB that she has been working with Nancy Weiss, Director of Conferences for the Colorado Association School Boards (CASB) about hosting a breakout session to promote the BEST program, Charter School Capital Construction Program, and the Statewide Facility Assessment during their fall conference December 9 in Colorado Springs. She also suggested asking Superintendents to talk about lessons learned from receiving a BEST grant and asking CASE if they would allow the CCAB to host a similar breakout session at their next conference. Ken Haptonstall recommended that the CCAB broaden their discussion to provide a general overview of what a capital construction project entails. Kathy agreed with Ken Haptonstall's idea and suggested the idea of BEST hosting their own workshop on capital construction and BEST projects. Margi Ammon added that Adams 12 Five Star School District is currently implementing *Business University*, a district workshop for school personnel about what to expect during a capital construction project. She offered to try to obtain permission to share this workshop with the CCAB.

c. BEST Grant Application Form

Jim Owens began the review process of the BEST grant application form by indicating small adjustments that he and the Division staff have already made. Denise Pearson commented all questions should be made mandatory to answer on the grant waiver. Kathy Gebhardt suggested expanding on reasons why the grant waiver may not be approved and bolding the sentence that refers to answering the questions in detail. She also suggested maybe converting the waiver application to yes/no answers and including a comment field for applicants to note why their answer is yes/no. In addition, she suggested encouraging applicants to use consistent formatting when referring to deficiencies in different content areas. Tim Reed and Scott Stevens stated an additional discussion about applicants having access to districts previous applications to better help applicants prepare award-worthy applications.

d. FY2017-18 Budget Request

Jim Owens provided an overview of the Division's Schedule 9 budget draft that is used to request spending authority for FY17/18 He added that the Division's Schedule 9 request will be submitted to the Governor's office for consideration who will then review/edit as appropriate and then send to the Joint Budget Committee (JBC) for deliberations. Jim explained that the four revenue sources for the Division's cash funds come from the State Lands Trust, Colorado Lottery, marijuana excise tax, and interest. For FY16/17, \$70 million in cash grant funds was appropriated during the 11/16/16 CCAB meeting we will continue to discuss how much the Board wants to allocate for the FY17/18 grant cycle. Jim also added the request for the State Treasury to recommend how much the BEST Program could borrow for COP's is currently in the works and more details would follow at the 11/16/16 meeting.

e. "Technology" and BEST Grants

Jim Owens started the conversation around the definition of technology and BEST grants by reviewing the confidential memo from Heidi Dineen in the AG's office. He added that it would be at the CCAB's discretion on how to prioritize individual tier one projects during the upcoming grant cycle (technology projects vs. health and safety projects). Tim Reed commented the CCAB needs to determine what items are acceptable for technology grants so districts have guidance around what qualifies as technology. Scott Stevens asked how security equipment and installation of integrated systems grants would be classified. Cyndi Wight informed the CCAB that there are other organizations that offer grants for

instructional technology which might be a better option for districts who are looking for grants to purchase such items. Tim Reed expressed his concern on HVAC direct digital controls fitting in a technology grant as some districts would not have the resources to maintain it. Margi Ammons asked if the Division staff could expand the definition to include which items qualify for a technology grant. Ken Haptonstall asked if there is statutory language around what happens if a charter school receives a best grant and then the charter fails, and what happens with the property. Jim Owens commented he would look into this situation with the AG's office. The CCAB agreed the definition of technology needed to be developed further at the 11/16/16 meeting and with the Division's help.

IX. Action Items

a. Proposed Changes to the FY2017-18 BEST Financial Assistance Timeline

Jim Owens explained to the CCAB the three proposed changes to the timeline in addition to the current timeline: (1) Shorten staff review time by one week, (2) shorten application window by one week, or (3) give the CCAB an extra week to review the materials and move the May selection meeting back one week. The CCAB collectively agreed that option three was not an ideal situation. Scott Stevens suggested not moving forward with proposal two which would shorten the application window or proposal one which would shorten staff review time by one week. The CCAB collectively agreed to take a week off their review time which would move the May meeting up one week.

Motion by: Scott Stevens

2nd by: Kathy Gebhardt

All opposed: none

Motion passed unanimously

X. Public Comment – No one was signed up for public comment

XI. Executive Session – 3:20p.m. - 4:00p.m.

a. The Public School Capital Construction Assistance Board will convene an Executive Session To receive legal advice on specific legal questions in accordance with § 24-6-402(3)(a)(II), C.R.S.

XII. Future Meetings

- November 16, 2016– 1:00 p.m. Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203
- December 9, 2016– 1:00 p.m. Location: Broadmoor Hotel, Colorado Springs, CO
- January TBD– 1:00 p.m. Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203

XIII. Adjournment – 4:07p.m.

Motion by: Scott Stevens

2nd by: Ken Haptonstall

All opposed: None

Motion approved unanimously