

## BOARD MISSION STATEMENT

RE-1 Valley School District is preparing each student today for tomorrow.

## BOARD PURPOSE

As a unit, representing the community, we provide effective governance focused on continuous success for all students.

## ESSENTIAL BOARD ROLES

Guide the district through the superintendent  
Engage constituents  
Ensure alignment of policy, resources, and structure  
Measure and celebrate achievement  
Model Excellence

## BOARD'S FOCUS AREAS & GOALS

**\*\*Build and maintain support for the entire RE-1 Valley School District Community.**  
**\*\*Provide and solicit Effective Communication to and from all stakeholders.**  
**\*\*Recruit and retain the best teachers, staff, and administration to ensure the best learning experience.**  
**\*\*Provide learning opportunities that ensure all students demonstrate growth and maximize potential.**  
**\*\*Preserve local control in order to do what is best for our students.**  
**\*\*Improve and maintain facilities to ensure safe and conducive learning environments.**

## BOARD'S CORE VALUES

RESPECT  
FOCUS  
ACHIEVEMENT  
LISTENING TO UNDERSTAND  
ACCOUNTABILITY  
LEARNING

## Welcoming Notes

*The board's meeting time is dedicated to its strategic mission and top-priority focus areas. Your insights are needed and welcomed and the board encourages you to meet with the most appropriate person among the district's many leaders.*

*"Public participation" is an opportunity to present brief comments to the board for consideration or follow-up. Each person is asked to focus on comments to three minutes. The boundaries are designed to help keep the meeting focused and in no way should limit conversations beyond the board meeting.*

*The "consent agenda" is based around "need for action," decisions that are highly routine or backed by prior information/discussion.*

*If you are interested in helping the district's achievement effort, please talk with any member of the leadership team or call the district office at (970) 522-0792. Opportunities abound. Your participation is highly desired.*

# RE-1 Valley Board of Education

## SPECIAL BOARD MEETING

November 29, 2021 6:00-7:30 pm / Hagen Administration

Video call link: <https://meet.google.com/inq-gitu-hsz>

Or dial: (US) +1 414-909-5616 PIN: 503 367 569#

- 1. Opening Activities:**  
Pledge of Allegiance  
Call to Order by President & Roll Call
- 2. Approval of Regular Agenda**
- 3. Public Participation On Agenda Items:**
- 4. Communication:**  
4:01 Accolades & Praise-Superintendent:  
Board of Directors: Board Member Thank You  
4:02 Student Reports-None  
4:03 Staff Reports- None  
4:04 Athletic Director(s) Report- None  
4:05 Assistant Superintendent Report-None  
4:06 Principal Report- None  
4:07 Superintendent's Report- Shila Adolf  
4:08 Board Reports- None
- 5. Discussion Items:**  
5:01 Mill Levy  
5:02 New Board Member Induction Training
- 6. Action Items:**  
6:01 Election Results  
6:02 Reorganization of Board Officers  
6:03 October Financial Statement  
6:04 Second Policy Reading- DA, DAB\*, DAB\*-E, DB, DBD, DBG, DBG-E, DBJ, DBK\*, DD, DD-R, DEA, DEB, DFA/DFAA, DG, DH, DI, DID, DIE, DKB, DKC, DLB  
6:05 Procurement Card (P-Card) Authorization Resolution
- 7. Public Participation- None**
- 8. Adjournment**



## *RE-1 VALLEY SCHOOL DISTRICT*

*Logan County, Colorado*

**Administration Center • 301 Hagen Street • Sterling, Colorado 80751**

**Phone (970) 522-0792 • Fax (970) 522-0525**

**District Web Site: [www.re1valleyschools.org](http://www.re1valleyschools.org)**

June 18, 2021

Members of the Public,

It has come to my attention that several individuals have voiced their displeasure with the District and its operations recently on social media, including urging attendance at the June Board meeting.

The Board encourages public comment at Board meetings, however, community member conduct at prior Board meetings, along with the nature of some of the social media posts, the Board believes it necessary to reiterate the policies regarding public comment at Board meetings, and the rules of regular order during a meeting. Members of the public are encouraged to exercise their speech rights responsibly.

Unless you have previously approved a discussion item on the agenda for Board consideration, you will only be allotted three minutes for your comments. I will be the timekeeper and will ask you to stop once your allotted time has concluded. Time limits will be strictly adhered to. We have circulated a list of individuals who wish to make a statement for today's meeting. When we get to the public comment portion of the meeting, I will read your name from the list and please come up to the podium to make your comments.

Please do not approach individual Board members or staff during the meeting. Any conduct that disrupts or interferes or threatens to disrupt the regular Board meeting order is prohibited and will not be tolerated. If any individual causes a disruption during the meeting, As the Board President, I have the responsibility and authority to ask you to leave or to stop the meeting altogether until order is established. Members of the public will not be recognized by the President during the Board meeting except as I have described here.

In the event that any interference or disruption continues despite requests to cease such behavior or to leave the meeting, the Board will take a recess and reconvene the Board meeting in an online platform in order to continue the District's business.

In addition to public participation time during Board meetings, the Board is committed to engaging members of the community on an ongoing basis regarding what the community values about education during times other than the Board's regular meetings. If you wish to follow up with the Board after the meeting, please reach out to myself via email or the Superintendent with your comments.

Sincerely,

Mr. Dennis Kaan  
President, Board of Education

***Public Conduct on District Property***

Persons using or upon school district property, including all district buildings, parking lots, and any district vehicle used to transport students, shall not engage in the conduct described below.

Any person considered by the superintendent or designee to be in violation of this policy shall be instructed to leave district property and law enforcement may be contacted. Any person who has engaged or district officials reasonably believe will engage in conduct prohibited by this policy may be excluded from district property.

The following conduct by any person is prohibited:

1. Any conduct that obstructs, disrupts or interferes with or threatens to obstruct, disrupt or interfere with district operations or any activity sponsored or approved by the district.
2. Physical abuse or threat of harm to any person or school district property.
3. Damage or threat of damage to district property regardless of the location, or property of a member of the community when such property is located on district property.
4. Forceful or unauthorized entry to or occupation of district facilities, including both buildings and grounds.
5. Use, possession, distribution or sale of drugs and other controlled substances, alcohol and other illegal contraband on district property, at district or school-sponsored functions or in any district vehicle transporting students. For purposes of this policy, "controlled substances" means drugs identified and regulated under federal law, including but not limited to marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines (including methamphetamine).
6. Distribution, manufacture or sale of controlled substances or the possession of controlled substances with intent to distribute them within 1,000 feet of the perimeter of school grounds.
7. Entry onto district buildings or grounds by a person known to be under the influence of alcohol or a controlled substance.
8. Unlawful use of any tobacco product.
9. Unlawful possession of a deadly weapon, as defined in state law, on school property or in school buildings.
10. Profanity or verbally abusive language.
11. Violation of any federal, state or municipal law or Board policy.

Adopted: January 17, 1994

Revised: November 2, 2009

Revised: June 20, 2016

[KI](#), Visitors to Schools

**VALLEY SCHOOL DISTRICT RE-1  
BOARD OF EDUCATION  
AGENDA ITEMS SUMMARY SHEET**

**DATE:** November 29, 2021

**SUBMITTED/REQUESTED BY:** Shila Adolf

**TYPE OF ITEM:** Information: \_\_\_\_\_ Discussion: \_\_\_\_\_ Action:   x  

**STATEMENT OF ISSUE:** Approve Agenda

**SUMMARY OF ISSUE:**

Additions to the Agenda:

**RECOMMENDATION OF PERSON SUBMITTING:**

**Motion to approve agenda.**

ITEM NUMBER  
2:01

1 <sup>st</sup> _-	2 <sup>nd</sup> _-	J.B.	J.B.	R.C.	D.J.	D.K.	R.M.	J.O.
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**VALLEY SCHOOL DISTRICT RE-1  
BOARD OF EDUCATION  
AGENDA ITEMS SUMMARY SHEET**

**DATE:** November 29, 2021

**SUBMITTED/REQUESTED BY:** Shila Adolf

**TYPE OF ITEM:** Information: \_\_\_\_\_ Discussion:   x   Action: \_\_\_\_\_

**STATEMENT OF ISSUE:** Mill Levy Override

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**SUMMARY OF ISSUE:**

Attached are the necessary documents for the Mill Levy Setting for 2022. The District will need to increase the mill levy a small amount to get to 27.0 GF mills. Mr. Gustafson has adjusted the MLO and Bond Levy downward to comply. The net effect on the taxpayer is very slightly negative, assuming their house valuation stayed the same (which is highly unlikely).

These documents will need to be updated when the District receives the final notice of Assessed Valuation from Logan County (due around the end of November) and the mill levy spreadsheet from Tim Kahle at CDE.

The projection provided here is very close gets us really close. In my previous experience, I would take the initial draft as non-action at the last meeting of November, then update with final numbers and take for action at the first meeting of December. Due to having new Board Members it is

Mr. Gustafson will be in attendance to explain and answer questions regarding the process for Mill Levy Certification. The Board will be taking action on this item on December 13, 2021. Please don't hesitate to ask questions.

**RECOMMENDATION OF PERSON SUBMITTING:**

**No motion for a discussion item.**

**ITEM NUMBER**

5:01

## Resolution

### Property Tax Mill Levy

Whereas the certified mill levy is based on an assessed valuation total of \$229,836,350. Article X, Section 20 of the Colorado Constitution imposes certain limitations on taxation and revenue. These limitations have been considered in establishing the total District mill levy limit at 37.585 mills (determined without regard to voter approved levies and net abatement levies); now, therefore, be it

*Resolved*, that the certified mill levy consists of five components:

1. a statewide, total program mill levy established by the Colorado Department of Education at 27.00 mills. CRS 22-54-106.
2. a voter approved mill levy of 8.298 mills for the purpose of providing additional local property tax revenues, which shall be added to the bond redemption fund and used to pay principal and interest on the District general obligation debt. CRS 22-42-118.
3. a voter approved mill levy of 2.187 mills for the purpose of providing additional local property tax revenues to fund educational efforts, as stated in the ballot question of November XXXX. CRS 22-54-108.
4. a mill levy adjustment due to property tax abatements of 0.100 mills, as established by the county. CRS 39-10-114(1)(a)(I)(B).

In witness whereof, I have hereunto set my hand and caused the official seal of said school district to be affixed this X<sup>th</sup> day of December 2021.

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Board of Education President, [REDACTED]  
Valley RE-1 School District

SEAL

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[REDACTED], Secretary to the Board of Education

**VALLEY SCHOOL DISTRICT RE-1  
BOARD OF EDUCATION  
AGENDA ITEMS SUMMARY SHEET**

**DATE:** November 29, 2021

**SUBMITTED/REQUESTED BY:** Shila Adolf

**TYPE OF ITEM:** Information: \_\_\_\_\_ Discussion:   x   Action: \_\_\_\_\_

**STATEMENT OF ISSUE:** School Board Member Induction Training

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**SUMMARY OF ISSUE:**

1. CASB Leadership Handbook (Online Access)
2. Board President Role
3. Policy Governance
4. Transparency

**RECOMMENDATION OF PERSON SUBMITTING:**

**No motion for a discussion item.**

**ITEM NUMBER**

5:02

**VALLEY SCHOOL DISTRICT RE-1  
BOARD OF EDUCATION  
AGENDA ITEMS SUMMARY SHEET**

**DATE:** November 29, 2021

**SUBMITTED/REQUESTED BY:** Shila Adolf

**TYPE OF ITEM:** Information: \_\_\_\_\_ Discussion: \_\_\_\_\_ Action:   x  

**STATEMENT OF ISSUE:**

The General Election was held on November 2, 2021. The District had four Board of Directors seats vacant for election. Three incumbents sought re-election. There were seven official petitions submitted and brought forward to the final election. The District has no other ballot measures for the 2021 elections. Certified election results were issued on November 17, 2021. The District is awaiting the final Coordinated Election Official Abstract to arrive via mail this week.

Candidate Name	Total Votes	Over Votes	Under Votes	Total Ballots Cast
Steven E. Shinn	3064	4	370	4950
Kevin Koester	1027	4	370	4950
Dennis Kaan	485	4	370	4950
Ronda Monheiser	3895	0	1055	4950
Riste Niiler Capps	812	0	602	4950
Heather Harris	3536	0	602	4950
Michelle Sharp	3705	0	1245	4950

**RECOMMENDATION OF PERSON SUBMITTING:**

Motion to accept the 2021 Valley RE-1 School District Election results.

ITEM NUMBER  
6:01

1 <sup>st</sup> _____	2 <sup>nd</sup> _____	J.B.	J.B.	R.C.	D.J.	D.K.	R.M.	J.O.
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**Note: The swearing in and confidentiality statements will take place at this time.**

**VALLEY SCHOOL DISTRICT RE-1  
BOARD OF EDUCATION  
AGENDA ITEMS SUMMARY SHEET**

**DATE:** November 29, 2021

**SUBMITTED/REQUESTED BY:** Shila Adolf

**TYPE OF ITEM:** Information: \_\_\_\_\_ Discussion: \_\_\_\_\_ Action:   x  

**STATEMENT OF ISSUE:** Reorganization of Board Offices

**SUMMARY OF ISSUE:**

The Board of Directors will discuss the election of officers. Included is Board Policy-BDA that addresses these issues. Please be prepared to make nominations and for roll call voting.

**Note:** Legal Counsel has advised against having a member of the Board of Directors function as the Secretary of the Board keeping legal minutes. It is my recommendation that this responsibility remain with Mrs. Hershfeltdt until legal training takes place on December 3, 2021.

Current Positions:

Board President: Mr. Dennis Kaan  
Vice President: Mrs. Ronda Monheiser  
BOCES Representative/Treasurer: Mrs. Riste Capps  
Board Member: Mrs. Jodene Boerner  
Board Member: Mrs. Jill Brownell  
Board Member: Mrs. Jennifer Ogley  
Board Member: Mrs. Deb Japp

Board Secretary: Mrs. Lakesha Hershfeltdt

Nominations for Officers:

Board President:

Vice President:

BOCES Representative/Treasurer:

Board Secretary:

**RECOMMENDATION OF PERSON SUBMITTING:**

Approve that nominations cease and move to the vote of the Valley RE-1 School District Board Officers as nominated.

ITEM NUMBER  
6:02

1 <sup>st</sup> -	2 <sup>nd</sup> -	J.B.	J.B.	H.H.	R.M.	J.O.	S.S.	M.S.
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## BOARD OFFICERS

To help the board conduct its business, Colorado law requires the following officers be elected by the entire board. After each regular biennial school election (held in November of each odd-numbered year), the board secretary calls a special meeting of the board, called the board's organizational meeting, for the purpose of electing board officers. The officers of a school board are as follows: a president, a vice-president, a secretary, and a treasurer. One person may simultaneously hold the offices of secretary and treasurer, or the offices of assistant secretary and assistant treasurer, if there are such offices.

Each officer of the board may have additional duties assigned to them by board policy or state law. As an example, some boards designate the board president to speak to the media related to actions of the board.

Most of the laws relating to school boards and their powers and duties are found in Title 22, Article 32, Colorado Revised Statutes. This article contains laws relating to the organization of the board, the duties of the officers, meetings of the board, powers and duties, and so forth. When answers to specific questions are required, school boards should consult this article of the law and legal counsel.

<u>POSITION</u>	<u>CHOSEN</u>	<u>TERM</u>	<u>DUTIES</u>	<u>NOTES</u>
Board President	Elected by majority of board (by roll call or secret ballot with the outcome recorded in the meeting's minutes)	2 Years	Presides over board meetings  Signs written contracts to which the district may be a party when the contract has been authorized by the board  Signs official reports of the district, except when otherwise provided by law.	Votes on all issues as part of the alphabetical roll call vote required by law  On most boards, the president cooperates with the superintendent to build the agenda for board meetings
Vice President	Elected by majority of board (by roll call or secret ballot with the outcome recorded in the meeting's minutes)	2 Years	In the absence or inability of the president, the vice president shall have and perform all of the powers and duties of the president	
Secretary	Appointed by _____ the board	At the pleasure of the board	Notifies each board member of all special meetings Keeps and preserves minutes of each meeting	One person can hold the position of secretary and treasurer simultaneously

			<p>Acts as custodian of the district seal</p> <p>Attests any written contract to which the district may be a party when the contract has been authorized by the board, and affixes the seal thereto</p> <p>Causes all notices of election to be published and posted when required by law</p> <p>Performs other duties as assigned by the board</p>	<p>May or may not be a member of the board</p> <p>May be compensated for service in an amount determined by the board</p> <p>In the absence or inability of the secretary, the assistant secretary, if any, or an officer of the board designated by the president if there is no assistant secretary shall perform the duties of the secretary</p> <p><i>NOTE: Assistant Secretary - Same appointment process, term of service, duties, and notes of the secretary. The law permits but does not require boards to have an assistant secretary.</i></p>
Treasurer	Appointed by the Board	At the pleasure of the board	<p>Accounts for all moneys belonging to the district, or coming into its possession, and renders reports thereof when required by the board</p> <p>Signs, in writing or by facsimile, all warrants, orders, or checks drawn in payment of lawfully incurred and</p>	<p>One person can hold the position of secretary and treasurer simultaneously</p> <p>May or may not be a member of the board</p> <p>May be compensated for service in an amount determined by the board In the absence or inability of the treasurer, the assistant treasurer, if</p>

			<p>properly authorized obligations of the district (and secures the written countersignature of any other person designated by the board)</p> <p>Bears legal responsibility for administering receipts and disbursements and taking care of accounting processes</p> <p>Performs other duties as assigned by the board</p>	<p>any, or an officer of the board designated by the president if there is no assistant treasurer or other custodians appointed by the board shall perform the duties of the treasurer</p> <p><i>NOTE: Assistant Treasurer - Same appointment process, term of service, duties, and notes of the treasurer. The law permits but does not require boards to have an assistant treasurer.</i></p>
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### ***Presidents – Tips & Opportunities***

1. Model mentoring, be a mentor, encourage a mentoring process with/for all members.
  2. Join or build president coffees/groups in your area and/or at every CASB gathering. Build your "networking presence" at CASB learning events.
  3. Lead from a "clear and solid" personal and team understanding of your "presiding" role as leader, facilitator and spokesperson.
  4. Work to be encouraging, supportive and healthily challenging with each member of the governing team.
  5. In a timely manner, engage each member whenever your intuition or observations detect/suspect a drift from the team's framework/norms of excellence.
  6. Constantly assess for potential challenges to team effectiveness, momentum or reputation.
  7. Regularly revisit and hone your personal expression of team core values and behavior norms. Arrive at each meeting with a specific commitment.
  8. Model learning. Constantly be seeking your learning edge. Become a student of effectiveness (governing, administrator/teacher, learning, change, engagement, and advocacy). Tell your personal stories of discovery and application. Refer to your current reading/study.
  9. Regularly ask fellow members: "How am I doing?"
  10. Admit mistakes.
  11. Build peer-to-peer support with one or two board presidents from like-sized, similarly-challenged districts.
  12. Constantly emphasize listening to understand.
  13. Be the biggest proponent for...the governing team being a learning community, having a framework of excellence, constantly leading through policy, aligning all work to the wildly important, regularly appraising and honing the work of the board.
  14. Ensure meetings are aligned to the board effectiveness framework.
  15. Facilitate meetings in a team-approved manner.
  16. Honor citizen comments with a "listening ear" and a response that honors values of deliberation and delegation. Role-play or practice likely responses for tough situations. Ensure the team has an effective policy for public comments at a meeting, then work the plan.
  17. Emphasize eye contact, courtesy and gratitude toward any presenter.
  18. Seek and encourage each member's wisdom/voice.
  19. Greet and say goodbye to each member with "voice and handshake."
  20. Plan to sustain your modeling of mature leadership in action.
- And one more: Have a conversation about facilitating meetings, mentoring members, honoring constituents, developing the team...by contacting Brittany Crossman at 303-832-1000 or [bcrossman@casb.org](mailto:bcrossman@casb.org).

**VALLEY SCHOOL DISTRICT RE-1  
BOARD OF EDUCATION  
AGENDA ITEMS SUMMARY SHEET**

**DATE:** November 29, 2021

**SUBMITTED/REQUESTED BY:** Shila Adolf

**TYPE OF ITEM:** Information: \_\_\_\_\_ Discussion: \_\_\_\_\_ Action:   x  

**STATEMENT OF ISSUE:** Financial Statements

The October Financial Statement is attached in the link below. A hard copy will be provided at the meeting.

[https://drive.google.com/file/d/1n2p7qZuLro55v6YZnim\\_VsnhWzQ1RINT/view?usp=sharing](https://drive.google.com/file/d/1n2p7qZuLro55v6YZnim_VsnhWzQ1RINT/view?usp=sharing)

**SUMMARY OF ISSUE:**

Monthly financials are presented for your consideration and have been provided electronically.

**RECOMMENDATION OF PERSON SUBMITTING:**

**Motion to approve the October 2021 financial statements as presented.**

**ITEM NUMBER**

6:03

1 <sup>st</sup> __	2 <sup>nd</sup> __	J.B.	J.B.	H.H.	R.M.	J.O.	S.S.	M.S.
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**VALLEY SCHOOL DISTRICT RE-1  
BOARD OF EDUCATION  
AGENDA ITEMS SUMMARY SHEET**

**DATE:** November 29, 2021

**SUBMITTED/REQUESTED BY:** Shila Adolf

**TYPE OF ITEM:** Information: \_\_\_\_\_ Discussion: \_\_\_\_\_ Action:   x  

**STATEMENT OF ISSUE:** Second Policy Reading

**SUMMARY OF ISSUE:** **Note: Copies of these policies are located in Google Drive. These policies are ready for a second approval. Please take the time to read each policy. The notes, red lines, and clean recommended policies are included. The notes reflect the changes that Mrs. Monheiser was referring to during the meeting. The team does not have access to her private notes at this time and will send updates as available is deemed necessary.**

**Notes On Policy Changes**

<https://docs.google.com/document/d/1ilDndWLNIBbOd6FG7yIUcNLf6pvUDic8/edit?usp=sharing&ouid=101760162543936188055&rtpof=true&sd=true>

**Policies with Red Lines**

<https://drive.google.com/file/d/1hgc8SMUzF5MkIzKmRKFAnejrYdkOH4zX/view?usp=sharing>

**Policies without Red Lines**

<https://drive.google.com/file/d/1Z68267Zrqwv0r0iWXOMiggXAI165Tm3E/view?usp=sharing>

DA - Fiscal Management Goals/Priority Objectives DAB* - Financial Administration DAB*-E - Financial Administration DB - Annual Budget DBD - Determination of Budget Priorities DBG - Budget Adoption Process DBG-E - Deadlines in Budgeting Process Set by Statute DBJ - Budget Transfers DBK* - Fiscal Emergencies DD - Funding Proposals/Grants and Special Projects DD-R - Funding Proposals/Grants and Special Projects DEA - Funds from Local Tax Sources	DEB - Loan Programs DFA/DFAA - Revenues from Investments/Use of Surplus Funds DG - Banking Services DH - Bonded Employees and Officers DI - Fiscal Accounting DID — Inventories/Fixed Assets DIE - Annual Audit DKB - Salary Deductions DKC - Expense Authorization/Reimbursement DLB - Tax-Sheltered Annuities
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**RECOMMENDATION OF PERSON SUBMITTING:**

**Approve the above policy for the second reading.**

**ITEM NUMBER**

6:04

1 <sup>st</sup> —	2 <sup>nd</sup> —	J.B.	J.B.	H.H.	R.M.	J.O.	S.S.	M.S.
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**VALLEY SCHOOL DISTRICT RE-1  
BOARD OF EDUCATION  
AGENDA ITEMS SUMMARY SHEET**

**DATE:** November 29, 2021

**SUBMITTED/REQUESTED BY:** Shila Adolf

**TYPE OF ITEM:** Information: \_\_\_\_\_ Discussion: \_\_\_\_\_ Action:   x  

**STATEMENT OF ISSUE:** Procurement Card (P-Card) Authorization Resolution

**SUMMARY OF ISSUE:**

Attached is a copy of the resolution and governing documents to create a P-Card in the District. P-Cards are the industry standard in K12 school systems across the country and will replace the District credit card system that we currently use. The advantages of a P-Card system include the following:

- The P-Card does not carry an interest rate like a credit card, but it is a card from either Visa or Mastercard
- The P-Card allows the school/department to do their own ordering, thus putting the resources closer to the student
- The P-Card comes with a "smart" merchant identification system that prohibits the use at unacceptable businesses (like liquor stores, etc)
- The P-Card is attached to a general ledger account number which allows us to upload all transactions, electronically, into our general ledger each month
- P-Card owners are responsible for submitting receipts from all purchases monthly
- The payment to the P-Card provider is pulled right out of the District's bank account monthly via ACH
- The P-Card is automatically sales tax exempt
- The P-Card actually earns the District an annual rebate

As you can see from the above items, the P-Card allows for a more efficient method of processing financial transactions. It places resources closer to the classroom and saves time in Finance from processing transactions.

The Administration recommends approval of this resolution so we can proceed with the establishment of this program. Once approved, cardholders will be trained on the rules and processes.

**RECOMMENDATION OF PERSON SUBMITTING:**

**Motion to approve the proposed resolution for the Procurement Card Authorization Resolution as presented.**

**ITEM NUMBER**

6:05

1 <sup>st</sup> -	2 <sup>nd</sup> -	J.B.	J.B.	H.H.	R.M.	J.O.	S.S.	M.S.
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**Adjournment: 1<sup>st</sup>-**

**2<sup>nd</sup>-**

**Time:**