

CDE MEETING AGENDA



VISION
All students graduate ready for college and careers, and prepared to be productive citizens of Colorado.

MISSION
Ensuring equity and opportunity for every student, every step of the way.



Public School Capital Construction Assistance Board Agenda

Date & Time: Thursday, September 15, 2022 – 1:00pm – 3:30pm

Location: Virtual – Microsoft Teams

Capital Construction Assistance Board Members:

Jane Crisler – Chair	Kevin Haas	Brett Ridgway
Wendy Wyman – Vice Chair	Vaishali McCarthy	Matt Samelson
Brian Amack	Allison Pearlman	Michael Wailes

- I. Call to Order
- II. Roll Call
- III. Approve Agenda
- IV. Approve Previous Meeting Minutes from:
 - August 18-19, 2022
- V. Board Report
- VI. Director’s Report
- VII. Action Items:
 - A. CCAB Officer Elections
 - B. Rule Change to Eliminate Annual Grant Reserve Set Aside
 - C. Rule Change to Set Backup Project Award Process/Policy
- VIII. Discussion Items:
 - A. Board Training and CCAB Responsibilities
 - B. Review Priorities from Retreat
- IX. Future Meetings:
 - October 20, 2022 (CASBO, Vail, Oct 12-14th)
 - November 17, 2022 – Microsoft Teams
 - December 15, 2022 – Microsoft Teams
- X. Public Comment
- I. Adjournment

CDE MEETING MINUTES



VISION

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Public School Capital Construction Assistance Board Meeting Minutes

Date & Time: August 18-19, 2022, Varying Times

Location: Buena Vista High School - Buena Vista, CO

Capital Construction Assistance Board Members:

Jane Crisler – Chair	Kevin Haas	Brett Ridgway
Wendy Wyman – Vice Chair	Vaishali McCarthy	Matt Samelson
Brian Amack	Allison Pearlman	Michael Wailes

Day 1 – August 18, 2022

- I. **Call to Order:** Meeting called to order by Jane Crisler at 9:04am
- II. **Roll Call:**
Members Present: Brian Amack, Kevin Haas, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Michael Wailes, Brett Ridgway, Wendy Wyman, Jane Crisler
- III. **Approve Agenda:**
Motion moved: Matt Samelson
Second by: Kevin Haas
All for: Brian Amack, Kevin Haas, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Michael Wailes, Brett Ridgway, Wendy Wyman, Jane Crisler
All opposed: None
Motion passed
- IV. **Approve Minutes:** May 17, 2022, and May 18-20, 2022
Motion moved: Brian Amack - *Approve minutes as written*
Second by: Kevin Haas
All for: Brian Amack, Kevin Haas, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Michael Wailes, Brett Ridgway, Wendy Wyman, Jane Crisler
All opposed: None
Motion passed
- V. **Board Report:**
 - Brian Amack: Discussed a new HB that will now require schools to have a plan for demolition or repurposing of old buildings that are no longer in use and how this could potentially affect BEST applicants.

VI. **Staff Report:**

- Global Village Academy and Huerfano School District both recently held their groundbreaking ceremonies marking the beginning of their BEST projects.
- Johnstown-Milliken will hold a ribbon cutting ceremony in October.

VII. **Discussion Items:**

A. BEST and Facility Insight Updates:

- Dustin gave an overview of the facility insight program and the progress that has been made in the last year.

B. Lessons Learned from Past Cycle:

- Staff reviewed survey results and discussed the past grant cycle.
- The CCAB provided suggestions for improvement and feedback.

C. Supplementals and Cost Escalations

VIII. **Adjourn:** Meeting Adjourned by Jane Crisler at 4:11pm

Day 2 – August 19, 2022

I. **Call to Order:** Meeting called to order by Jane Crisler at 9:02am

II. **Roll Call:**

Members Present: Brian Amack, Kevin Haas, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Michael Wailes, Brett Ridgway, Wendy Wyman, Jane Crisler

III. **Discussion Items:**

A. JBC Report on BEST Outlays

- Andy reviewed recent inquiries and possible responses and solutions to efficiencies.
- The CCAB offered suggestions and gave feedback.

B. Match Criteria Committee Updates

- Jay gave an overview of the progress of the Match Subcommittee and possible updates and changes to the current match calculation and waiver processes.

IV. **Action Items:**

A. Approve FY24 BEST Grant Timeline:

Motion moved: Brian Amack - *Approve timeline as written*

Second by: Kevin Haas

All for: Brian Amack, Kevin Haas, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Michael Wailes, Brett Ridgway, Wendy Wyman, Jane Crisler

All opposed: None

Motion passed

V. **Future Meetings (Discussion Item):**

- September Meeting
- October Meeting
- November Meeting
- December Meeting

VI. **Adjourn:** Meeting adjourned by Jane Crisler at 1:07pm



Public School Capital Construction Assistance Board
Meeting Agenda Sheet

MEETING DATE: September 15, 2022

SUBJECT: CCAB Officer Elections

ITEM TYPE: Action Item

BACKGROUND:

In February of 2022, after the resignation of Scott Stevens, the board voted to elect Jane Crisler and Wendy Wyman as chair and vice chair, respectively. The Capital Construction Assistance Board Standard Operating Procedures call for an election to be held every even-year September, regardless of term length.

Nominations will be made from the floor. Each nomination will require a second. A nominee must be present to give consent to the candidacy or have provided written consent.

If there is only a single nominee for an office, the election may be oral. If there is more than one nominee the election will be by ballot, with one nominee per ballot.

Nominees will be elected by a simple majority. If the vote is not a simple majority, the current chairperson will serve until a new chairperson can be elected.

Officers will assume their duties immediately following their election.

STAFF RECOMMENDATION:

Nominate and vote on a chair and vice chair.

STAFF RECOMMENDED MOTION:

N/A

DOCUMENTATION:

Article III of the Capital Construction Assistance Board Standard Operating Procedures.

PUBLIC SCHOOL CAPITAL CONSTRUCTION ASSISTANCE BOARD STANDARD OPERATING PROCEDURES

Article III. Composition of the BEST Board.

- A. **Composition.** As specified in § 22-43.7-106, Colorado Revised Statutes (C.R.S.), The BEST Board shall consist of nine appointed members, none of whom shall hold any state elective office. Five voting members of the BEST Board shall constitute a quorum.
- B. **Term.** BEST Board members shall serve for terms of two years and may serve up to three consecutive terms; except that the initial terms of one of the members appointed by the State Board, one of the members appointed by the Governor, and the members appointed by the President of the Senate and the minority leaders of The House of Representatives and the Senate shall be one year.
- C. **Requirements.**
1. The State Board shall appoint three members from different areas of the State and from urban, suburban, and rural school districts. The members appointed by the State Board shall all have demonstrated experience regarding public school facility issues and shall include:
 - a. One member who is a school district board member at the time of appointment.
 - b. One member who is a public school superintendent or administrator at the time of appointment or has recent experience as a public school superintendent or administrator.
 - c. One member who is a school facilities planner or manager at the time of appointment or has recent experience as a school facilities planner or manager.
 2. The Governor shall appoint three members. The members appointed by the Governor shall include:
 - a. One member who is an architect whose professional practice includes the design and rehabilitation of public school facilities at the time of appointment or who has recent experience rehabilitating existing public school facilities and designing new public school facilities.
 - b. One member who is an engineer whose professional practice at the time of appointment includes public school facilities engineering or who has recent experience in public school facilities engineering.

- c. One member who is a construction manager who at the time of appointment manages public school facilities construction projects or who has recent experience managing such projects.
- 3. The General Assembly shall appoint three members, one of whom shall be appointed by the Speaker of the House of Representatives, one of whom shall be appointed by the President of the Senate, and one of whom shall be appointed jointly by the Minority leaders of the House of Representatives and the Senate. The members appointed by the General Assembly shall include:
 - a. One member who is a school facilities planner or manager at the time of appointment or has recent experience as a school facilities planner or manager.
 - b. One member who has expertise in technology, including but not limited to technology for individual student learning and classroom instruction.
 - c. One member who has public school finance expertise and knowledge regarding public school trustlands.
- D. **Vacancy.** A vacancy that may occur by reason of death, resignation, or removal by the appointing authority, shall be filled as provided in § 22-43.7-106(1) (b) C.R.S. Any vacancy occurring on the BEST Board shall be filled by the appropriate appointing authority. Any member selected to fill a vacancy shall serve out the remainder of the vacating BEST Board member's term and is subject to being reappointed by the appropriate appointing authority and is subject to the qualifications set forth above in Article III.C.3.
- E. **Term Limitation.** BEST Board members are subject to term limitation, under § 22-43.7-106(1) (b) C.R.S.
- F. **Removal.** BEST Board members may be removed from office at any time by the appointing authority for any cause that renders the member incapable of discharging or unfit to discharge the member's duties: § 22-43.7-106,(1)(b) C.R.S.
- G. **Officers.**
 - 1. Elected Officers. The BEST Board will elect a chairperson and vice chairperson from its membership who will hold office for their terms and until their successors are elected, or if they vacate the Board by reason of death, resignation, or are removed by the appointing authority.
 - 2. Election of Officers.
 - a. Date. The elections will occur in September of even numbered years or in the case of a vacancy.
 - b. Nominations. Nominations will be made from the floor. Each nomination will require a second. A nominee must be present to give consent to the candidacy or have provided written consent. No member may make more than one nomination nor second more than one nomination for each office unless the chairperson reopens the nomination process. No member may both nominate and second any individual candidate.

- c. Election Procedure. Elections will be by ballot, except where there is only a single nominee for an office, when the election may be oral.
 - 1. The election will be by ballot, with one nominee per ballot. Nominees will be elected by a simple majority.
 - 2. If the vote is not a simple majority, the current chairperson will serve until a new chairperson can be elected. If the current chairperson is not available to serve, the current vice chairperson will serve as chairperson. If both the current chair and vice chairpersons are not available to serve, the BEST Board will elect a chairperson pro tem from its members. The same procedure will be followed for the election of the vice chairperson.
 - d. Assumption of Duties. Officers will assume their duties immediately following their election.
3. Reelection. Officers may be reelected as often as they are selected by their peers and in accordance with Article III.G.2.
4. Vacancies.
- a. Chairperson. If the Chairperson's office becomes vacant, the vice chairperson will immediately fill that position. An election will be held at the next regular meeting to select a new vice chairperson.
 - b. Vice Chairperson. If the vice chairperson's office becomes vacant, that position will be filled by election at the next regular meeting.
 - c. Any vacancy of an Officer that simultaneously creates a vacancy on the BEST Board will be filled by majority vote of the remaining members.
5. Duties of Officers.
- a. Chairperson. The chairperson is the presiding officer and official spokesperson of the BEST Board and will perform the following duties in order to expedite business:
 - 1) Call the meeting to order.
 - 2) Announce the agenda sequence, including any omissions and additions to the printed agenda.
 - 3) Recognize BEST Board members, staff, and visitors who are entitled to the floor.
 - 4) Protect the body from extraneous and side dialogue and debate in order to maintain meeting decorum.
 - 5) Respond to member inquiries regarding parliamentary procedure, factual information, or other business.
 - 6) Decide questions of order consistent with Robert's Rules of Order, (subject to appeal).
 - 7) When necessary, authenticate via signature, all BEST Board acts, orders, and proceedings.
 - 8) Provide and support BEST Board opportunities for its growth and professional development.
 - 9) Declare meeting adjourned.
 - 10) Perform other duties as requested by the BEST Board.

- b. Vice Chairperson. The vice chairperson will perform the following duties:
 - 1) Act as presiding officer in the chairperson’s absence.
 - 2) Perform duties as designated by the chairperson, by law, or as requested by the Capital Construction Division.
- c. Chairperson Pro Tem. In the chairperson’s or vice chairperson’s absence, the Capital Construction Director will call the meeting to order, and the BEST Board will immediately elect one of its members as chairperson pro tem to preside for that session. This temporary chairperson’s office is terminated by the entrance of the chairperson or vice chairperson, or by the session’s adjournment.

H. BEST Board Members

- 1. Duties of Individual BEST Board Members.
 - a. Attend meetings of the BEST Board, enter into discussion, and vote on items coming before the BEST Board for decision.
 - b. Recognize that he or she, as an individual BEST Board member, has no authority to bind, to speak or to act for the BEST Board, except as authorized by the BEST Board. No individual BEST Board members shall speak or make public comments on behalf of the BEST Board unless specifically authorized to do so by a majority of the voting members of the BEST Board. However, this shall not prevent BEST Board members from making statements or observations in their individual capacities as BEST Board members so long as they clearly indicate that they are not speaking for the BEST Board.
 - c. Keep fellow BEST Board members, and the Division of Capital Construction Assistance, apprised of issues before going public with them. Advise, as appropriate, the Director of Capital Construction Assistance of any contact with a representative of the media.

I. Sub-Committees. BEST Board Appointments of BEST Board Member representatives to serve on Sub-Committees or speak at public events.

- 1. All appointments to serve on any sub-committee or speak at a public event will be made with the advice and consent of the BEST Board. The appointments will be for terms of not more than two years, with provision for reappointment.
- 2. Every sub-committee or appointee to speak at public events will either act as or designate a BEST Board member liaison to report back to the BEST Board.



Public School Capital Construction Assistance Board
Meeting Agenda Sheet

MEETING DATE: September 15, 2022

SUBJECT: Rule Change to Eliminate Annual Grant Reserve Set Aside

ITEM TYPE: Action Item

BACKGROUND:

Originally, each BEST grant agreement had an additional 5% added to it for unforeseen circumstances. Grantees submitted requests to access these additional funds as needed and the director determined whether or not it could be used. This process was stopped because it was an administrative burden as many projects would not take “no” for an answer and just continued to ask for the additional funds until the program capitulated.

At some point, this was changed to set aside a separate sum of money that any project could request, first come first served, to address unforeseen circumstances. These funds were set aside out of the annually appropriated spending authority allowed for cash grants in the Long Bill.

In recent years, the CCAB has voted to set aside \$0 every year, for a number of reasons:

1. Per state fiscal rule, funds must be encumbered in the first year of an appropriation. Typically, issues occur toward the end of a project and so these funds were no longer accessible;
2. The CCAB wanted all available dollars to go to schools with existing needs, rather than sit in the Assistance Fund;
3. The CCAB wanted to encourage grantees to manage their contingencies effectively, and to complete their projects within the requested budget (the idea here is that the burden to fill any gaps in funding is on the grantee, so that funds can be spread more widely);

Recent legal review of statute also pointed out that the CCAB, SBE and CDC award projects with an associated dollar amount and match percentage. To add money to any project without subsequent approval goes against statute.

Approved motion, May 2022:

- Because we have a supplemental grant request process available for BEST grantees experiencing unforeseen circumstances to request additional funds through the established annual grant review process, I move to discontinue annual voting on

holding back reserve amounts from the Capital Construction Assistance Fund and remove item V. B. "Adopt FY22-23 Reserve Amount" from this agenda.

Rule Change Authority and Process:

§ 22-43.7-106(2)(i)(I) C.R.S., the Public School Capital Construction Assistance Board may promulgate rules, in accordance with Article 4 of Title 24, C.R.S., as are necessary and proper for the administration of the BEST Act.

Proposed Schedule for Rule Change:

1. Notice of Rule Making Hearing submitted to SOS by 09/19/22. Posted by SOS on 10/10/22. Must remain open for at least 20 days.
2. Rule Making Hearing held 11/17/22. Public may testify. Review public comment and edit language if necessary. Unanimous vote required (if not unanimous, a second meeting will be held)
3. Attorney General reviews and issues opinion. Final rules filed with SOS. Effective 20 days after publication.
4. Estimated effective date 12/30/22

Draft Rule Change (in red below):

~~8.1.5.—Each grant cycle the Board may make a motion to authorize up to 5% of the assistance fund dollars be used to address grant reserves for projects awarded in that given year.~~

~~8.1.5.1. Grant reserve requests shall be submitted on a Division provided application;~~

~~8.1.5.2. Grant reserve applications will be submitted to the Board as an action item at the board meeting following the date the grant reserve application was submitted to the Division.~~

~~8.1.5.3. Grant reserve draws shall be limited to issues that were unforeseen, unanticipated and could not have been known about or planned for at the time the Application was submitted.~~

STAFF RECOMMENDATION:

N/A

STAFF RECOMMENDED MOTION:

Per CRS 22-43.7-106 I move to remove Rule 8.1.5 from the Capital Construction Assistance Board rules pertaining to the Building Excellent Schools Today grant program, per the language on the September 15, 2022 Agenda Sheet.

DOCUMENTATION:

N/A



Public School Capital Construction Assistance Board
Meeting Agenda Sheet

MEETING DATE: September 15, 2022

SUBJECT: Rule Change to Establish Backup Project Award Process

ITEM TYPE: Action Item

BACKGROUND:

22-43.7-109(7)(a) states that... “The board may recommend that any specific project only receive financial assistance if another higher priority project or group of projects becomes ineligible for financial assistance due to the inability of an applicant to raise required matching moneys by a deadline prescribed by the board as a condition of a financial assistance award for the higher priority project or group of projects.”

At the request of the Capital Construction Assistance Board, for the last few grant rounds, staff have worked through a process focused on awarding all appropriated funds available each fiscal year. That process is outlined below to be codified in rule.

If the board votes to approve this rule change, staff and board will continue with a parallel conversation to create a policy that directs the process by which the grant program will attempt to award all appropriated funds available each fiscal year including but not limited to:

- Update messaging for award and non-award letters. Current language:
 - Please note that if the contract is not finalized by November 8, 2022, excepting projects contingent on a bond election per above, in the interests of the fair and orderly administration of the Building Excellent Schools Today grant program, this offer may be rescinded unless it is agreed to, in writing, that you have made good faith efforts to meet the deadline.
- Establish CCAB final deadlines:
 - FY24 Timeline adopted in August states:
 - Final FY22-23 project list is established based upon November election results.
 - December 30, 2022 FY22-23 Grant Agreements not fully executed may be rescinded in order to fund backup projects.
- Process:
 - 1st backup is offered full amount available.
 - Can they accept partial award?

- Rule states that CCAB “may” award partial, does not require.
 - Can scope be reduced?
 - No.
- 1st backup must turn down offer in writing. Establish time to respond. Then move on to 2nd .

Rule Change Authority and Process:

§ 22-43.7-106(2)(i)(I) C.R.S., the Public School Capital Construction Assistance Board may promulgate rules, in accordance with Article 4 of Title 24, C.R.S., as are necessary and proper for the administration of the BEST Act.

Proposed Schedule for Rule Change:

1. Notice of Rule Making Hearing submitted to SOS by 09/19/22. Posted by SOS on 10/10/22. Must remain open for at least 20 days.
2. Rule Making Hearing held 11/17/22. Public may testify. Review public comment and edit language if necessary. Unanimous vote required (if not unanimous, a second meeting will be held)
3. Attorney General reviews and issues opinion. Final rules filed with SOS. Effective 20 days after publication.
4. Estimated effective date 12/30/22

Draft Rule Change (in red below):

- 6.3. Additional actions the Board may take when reviewing an Application:
 - 6.3.1. The Board may modify the amount of Financial Assistance requested or modify the amount of Matching Moneys required; **and**
 - 6.3.2. The Board may recommend funding a **P**project in its entirety or recommend a partial award to the **P**project.
 - 6.3.2.1. If a **P**project is partially funded a written explanation will be provided.
 - 6.3.2.2. If the Board recommends partial funding for a Project and the Applicant declines such funding, the Board will deem the Applicant to have withdrawn its Application.**
- 6.4. The Board shall submit to the State Board the prioritized list of Projects. ~~The prioritized list shall include:~~
 - 6.4.1. The **prioritized list shall include the** Board’s recommendation to the State Board as to the amount of Financial Assistance to be provided to each

Applicant approved by the Board to receive funding and whether the assistance should be in the form of a BEST Cash Grant, BEST Lease-purchase Funding or a BEST Emergency Grant.

- 6.4.2. When funding State Board-approved alternate Projects, the Board may offer funding to a Project in its entirety or may offer a partial award, based on available appropriations. If the Board offers partial funding to a Project and the Applicant declines such funding, the Board will deem the Applicant to have withdrawn solely for purposes of allowing the next-highest priority alternate Projects to be funded.

STAFF RECOMMENDATION:

N/A

STAFF RECOMMENDED MOTION:

Per CRS 22-43.7-106 I move to revise rules 6.3 and 6.4 of the Capital Construction Assistance Board rules pertaining to the Building Excellent Schools Today grant program, per the language on the September 15, 2022 Agenda Sheet.

DOCUMENTATION:

N/A



COLORADO
Department of Education

Public School Capital Construction Assistance Board
Meeting Agenda Sheet

MEETING DATE: September 15, 2022

SUBJECT: CCAB Responsibilities and Board Training w/ AG

ITEM TYPE: Discussion Item

BACKGROUND:

The Attorney General's Office will present best practices for State boards and commissions, per CRS 24.3.7-102. Then staff and board will review and discuss CCAB responsibilities. Then staff and board will walk through the CCAB Responsibilities slides from previous meetings and engage in a general discussion.

STAFF RECOMMENDATION:

N/A

STAFF RECOMMENDED MOTION:

N/A

DOCUMENTATION:

CCAB Responsibilities document attached. AG presentation will be provided at meeting.



COLORADO
Department of Education

Building Excellent Schools Today

Capital Construction Assistance Board Responsibilities



CRS 22-43.7-106, 109, and 110

- The function of the board is to protect the health and safety of students, teachers, and other persons using public school facilities and maximize student achievement by ensuring that the condition and capacity of public school facilities are sufficient to provide a safe and uncrowded environment that is conducive to students' learning.
- In performing its function, the board shall ensure the most equitable, efficient, and effective use of state revenues dedicated to provide financial assistance for capital construction projects pursuant to the provisions of this article by assessing public school capital construction needs throughout the state and providing expert recommendations based on objective criteria to the state board regarding the appropriate prioritization and allocation of such financial assistance.

CCAB Responsibilities

1. To establish public school facility construction guidelines.
Developed by staff. Reviewed/approved by CCAB. Mostly utilizes best practices by reference.
2. To conduct or contract for a financial assistance priority assessment.
Facility Insight Program.
3. To review financial assistance applications and submit a prioritized list of projects (with an amount and type of financial assistance) to the state board. Request preliminary review of any or all applications from the division or any department, agency, or institution of state government with expertise or experience in construction management.
All staff and CCAB work leading up to May Meeting. Many evaluation criteria are defined in statute.
4. To establish guidelines for assisting applicants in preparing applications.
Staff regular work to support applicants in preparing applications (trainings, website, in-person visits).
5. To assist applicants in implementing projects through (but not limited to) the preparation of requests for bids or proposals, contract negotiations, contract implementation, and project and construction management.
Staff regular work to support completion of projects.
6. To assist applicants in implementing energy-efficient public school facility design and construction practices.
Developed by staff. Rule directs applicants to follow the Office of the State Architect's High-Performance Certification Program.

7. To authorize the State Treasurer to enter into lease-purchase agreements and to enter into sublease-purchase agreements on behalf of the state.

Legal and administrative steps to engage in lease-purchase financing.

8. To promulgate such rules as are necessary but not limited to:
 1. Conflict of interest rules for board members.
 2. Rules establishing evaluation criteria for matching moneys requirement waivers.
 3. Rules establishing the means by which awarded projects are publicly identified.

Rules are reviewed and revised on a regular basis.

9. The board shall establish an annual financial assistance timeline.

Developed by staff. Reviewed/approved by CCAB.

10. To review and award emergency financial assistance to an applicant at any time.

Separate application process from annual BEST grants.

11. Taking into consideration Facility Insight Assessment data, prioritize applications based on the following criteria (consider the condition of the entire public school facility for which the project is proposed and determine whether it would be more fiscally prudent to replace the entire facility than to provide financial assistance for the renovation project):

1. Projects that address safety hazards or health concerns, concerns related to facility security, and projects designed to incorporate technology in the educational environment.
2. Overcrowding in public school facilities, including but not limited to projects that will allow students to move from temporary instructional facilities into permanent facilities.
3. Projects that will provide career and technical education capital construction in facilities.
4. Projects that assist public schools to replace prohibited American Indian Mascots as required by section 22-1-133.
5. All other projects.

Priorities outlined in statute. Staff develop Facility Insight Assessment Data for board use.



Board discussion about other responsibilities or norms.

- Fact Sheet
 - Helping determine the best facts to share
 - Understanding the impact of BEST
 - Understanding the needs of schools in Colorado
- Advocacy
 - Attending ribbon cuttings and ground breakings
 - Responding to constituents
 - Responding to legislators and SBE members
- Consistency
 - Attend meetings, prepare ahead of time, and stay engaged



Public School Capital Construction Assistance Board
Meeting Agenda Sheet

MEETING DATE: September 15, 2022

SUBJECT: Review of Priorities from August Retreat

ITEM TYPE: Discussion Item

BACKGROUND:

At the August board retreat, staff and board reviewed several topics from the previous grant round's applicant survey. Staff have reviewed notes and prioritized next steps. The highest prioritized topics are outlined below with our target timelines to address and bring back to the board for review and further discussion.

Topic	Timeline	Responsible Team
Match Criteria and Calculations – Continue meetings and prepare formal recommendation to pursue statutory change.	Next Committee Meeting: September 27 th Updates ongoing at regular board meetings	Match Committee
Joint Budget Committee (JBC) Response – CCAB has been asked to recommend ways to reduce capital outlays in school construction.	September: Revise and review with CDE Budget Director October: Review at Board Meeting November: Submit to JBC	Director
Supplemental Projects and Cost Escalation – Continual conversation on current cost escalation issues and long-term strategy for supplemental grant request process.	October Board Meeting	Director and Partners
Evaluation Rubric Improvements – Review scoring criteria and brainstorm possible improvements to criteria and scoring system	Updates ongoing, finalized at December Board Meeting	Program Staff

Program Trainings – Develop trainings for industry partners and school districts to discuss program and opportunities for efficiencies	Ongoing	Program Staff
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STAFF RECOMMENDATION:

N/A

STAFF RECOMMENDED MOTION:

N/A

DOCUMENTATION:

N/A