

## **1.0 OPENING OF MEETING**

The Board of Directors of the Centennial Board of Cooperative Educational Services (CBOCES) met on September 21, 2017 at the CBOCES Office, 2020 Clubhouse Drive, Greeley, Colorado.

### **1.1 Call to Order**

*President Dixon called the meeting to order at 6:30 PM.*

### **1.2 Roll Call**

#### **Board Members (or alternates) present:**

Landon Cogburn, Alternate, Platte Valley RE-7

Mike Dixon, Brush RE-2

Alphretta Erdmann, Briggsdale RE-10 (electronically)

Nancy Kugler, Alternate, Prairie RE-11 (electronically)

Nancy Sarchet, Weld RE-1

Lynnette St. Jean, Eaton RE-2

Jeff Wahlert, Pawnee RE-12

Greg Wheaton, Weldon Valley RE-20J (electronically)

#### **Board Members absent:**

Mary Clawson, Weld RE-9

Troy Freauff, Wiggins RE-50J

Cindy Horner, Valley RE-1 Sterling

Paula Peairs, St Vrain Valley RE-1J

Todd Schneider, Morgan RE-3

Cody Walker, Estes Park R-3

#### **Superintendents present:**

None

#### **CBOCES Staff present:**

Dr. Randy Zila, Executive Director

Terry Buswell, Assistant Executive Director

Dr. Mary Ellen Good, Federal Programs Director

Mark Rangel, Innovative Education Director

Jocelyn Walters, Special Education Director

Shana Garcia, Executive Administrative Assistant

### **1.3 Introductions/District Updates**

Board Members shared information for their respective districts' activities

### **1.4 Approval of Agenda**

*Jeff Wahlert moved to approve the agenda as presented. Lynette St. Jean seconded.*

**The motion passed by unanimous roll call vote: [Mary Clawson, absent; Landon Cogburn, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Cindy Horner, absent; Nancy Kugler, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Jeff Wahlert, yes; Cody Walker, absent; Greg Wheaton, yes]**

### **1.5 Approval of Minutes**

*Lynette St. Jean moved to approve the minutes from the May 18, 2017 regular meeting.  
Landon Cogburn seconded.*

**The motion passed by unanimous roll call vote: [Mary Clawson, absent; Landon Cogburn, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Cindy Horner, absent; Nancy Kugler, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Jeff Wahlert, yes; Cody Walker, absent; Greg Wheaton, yes]**

### **1.6 Public Participation**

None

### **1.7 Board Reports/Requests**

None

### **1.8 Old Business**

None

## **2.0 CONSENT AGENDA**

### **2.1 Approval of Personnel Items**

### **2.2 Approval of Supplemental Appropriations**

*Nancy Sarchet moved to approve Consent Agenda items 2.1 through 2.2 as presented.  
Jeff Wahlert seconded.*

**The motion passed by unanimous roll call vote: [Mary Clawson, absent; Landon Cogburn, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Cindy Horner, absent; Nancy Kugler, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Jeff Wahlert, yes; Cody Walker, absent; Greg Wheaton, yes]**

## **3.0 PRESENTATIONS**

None

## **4.0 REPORTS / DISCUSSION**

### **4.1 Superintendents' Advisory Council (SAC) Report**

Dr. Zila provided information from the September SAC meeting that included:

- SAC recommended approval for Action item 5.1
- SAC approved moving March meeting to March 8
- SAC requested revisions to Infinite Campus software

### **4.2 First Reading, Board Policy Manual Sections A, B, C, D, E, F**

Proposed additions/deletions/revisions to Board policies/regulations/exhibits in manual sections A, B, C, D, E, and F were the result of a scheduled review to streamline policies/regulations/exhibits, ensure alignment with applicable procedure and/or statute, promote best practice, and to eliminate redundancy. The proposed additions/deletions/revisions reflected sample policies/regulations/exhibits produced by the Colorado Association of School Boards (CASB) and contained all the content/language CASB believed best met the intent of the law. The last complete

review of the Centennial BOCES policy manual was completed in 2005, however as required by law all districts and BOCES must follow the most current statutes which always supersede outdated local policies. Although generally not requiring Board approval, regulations and exhibits were included in this discussion item to assist with policy review and clarification. This agenda item will return for approval at the November 16, 2017 Board meeting.

#### **4.3 Financial Reports – Mr. Terry Buswell, Assistant Executive Director**

- a. Board Notes for Financial Reports
- b. Investment Report A
- c. Cash Flow Analysis Report B
- d. Cash Flow Chart C
- e. Financial Summary Report
- f. Detailed Expense Report

#### **4.4 Directors' Reports**

- Written updates were included in the Board packet as noted below
  - g. Dr. Randy Zila, Executive Director – shared information on the following topics:
    - All staff day – August 14
  - h. Mr. Terry Buswell, Assistant Executive Director – written report
  - i. Dr. Mary Ellen Good, Director of Federal Programs – written report
  - j. Mr. Mark Rangel, Director of Innovative Education Services – written report
  - k. Ms. Jocelyn Walters, Director of Special Education – written report

### **5.0 ACTION ITEMS**

#### **5.1 Approval of Contract Award for Parking Lot Repair/Improvements at Greeley Office to Schneider Paving LLC**

In accordance with Board policy, Business department staff requested bid/estimates to select a contractor to provide labor, equipment, and materials to secure parking lot and driveway crack filling, seal coating and re-striping at the Centennial BOCES Greeley office. The project is required as the surfaces are starting to deteriorate and become a potential safety hazard. According to Centennial BOCES' records, these surfaces have not been re-sealed since 2002. Terry Buswell is recommending contract award to Schneider Paving LLC as they received recommendations from member district superintendents for previous work performed. In addition, this contractor recommends and will perform additional preventative maintenance items to extend the lifetime of the pavement.

*Nancy Sarchet moved to approve contract award for parking lot repair/improvements at the Greeley office to Schneider Paving LLC. Landon Cogburn seconded.*

**The motion passed by unanimous roll call vote: [Mary Clawson, absent; Landon Cogburn, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Cindy Horner, absent; Nancy Kugler, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Jeff Wahlert, yes; Cody Walker, absent; Greg Wheaton, yes]**

**6.0 UPDATES/ANNOUNCEMENTS**

None

**7.0 ADJOURNMENT**

*The meeting was adjourned by acclamation at 7:28 PM.*

Respectfully Submitted,

A handwritten signature in cursive script that reads "Shana Garcia". The signature is written in black ink on a light-colored background.

Shana Garcia – Centennial BOCES  
Executive Administrative Assistant to the CEO, BOD, SAC