

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES BOARD OF DIRECTORS

**October 28, 2010
MEETING MINUTES**

1.0 OPENING OF MEETING

The Board of Directors of the Centennial Board of Cooperative Educational Services met on October 28, 2010 at the Centennial BOCES Office – 2020 Clubhouse Drive – Greeley, Colorado.

1.1 CALL TO ORDER

Mr. John Dudley, Board President, called the meeting to order at 6:30 p.m.

1.2 SELF INTRODUCTIONS

1.3 ROLL CALL

- 1) Julie Chesnut, Platte Valley RE-7
- 2) Rob Carruth, Morgan RE-3
- 3) Mike Dixon, Brush RE-2J ~ Arrived after 3.0 Consent Agenda vote
- 4) John Dudley, Ault-Highland RE-9
- 5) Kelly Johnston, Briggsdale RE-10
- 6) Marianne Kaiser, Prairie RE-11
- 7) Tony Paglia, Park R-3
- 8) Rod Schmidt, St Vrain RE-1J
- 9) Mike Steinbach, Wiggins RE-50J
- 10) Tim Swain, Eaton RE-2
- 11) Kathy Wood, Weldon Valley RE-20J

Board Members (or alternates) absent:

- 1) Mary Burson, Pawnee RE-12
- 2) Marsha Harris, Weld RE-1
- 3) Don Wilson, Johnstown/Milliken RE-5J

Superintendents present:

- 1) Greg Wagers, Morgan RE-3
- 2) Glenn McClain, Platte Valley RE-7

BOCES Staff present:

Randy Zila, Executive Director
Mary Ellen Good, Federal Programs / Learning Services Director
Jocelyn Walters, Special Ed Director
Terry Buswell, CFO / HR Director
Christine Muldoon, Learning Services Coordinator
Melony Sandquist, Executive Administrative Assistant

Guests: Mr. Tim Mayberry, Auditor with Johnson, Holscher & Company, P.C.

1.4 APPROVAL OF AGENDA

Mr. Tony Paglia moved to approve the Agenda as presented. Seconded by Mr. Mike Steinbach.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Rob Carruth, yes; John Dudley, yes; Kelly Johnston, yes; Marianne Kaiser, yes; Tony Paglia, yes; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes; Kathy Wood, yes]

1.5 APPROVAL OF MINUTES

Mr. Tim Swain moved to approve the Minutes from the September 16, 2010 Meeting. Seconded by Mr. Mike Steinbach.

The motion passed by a majority roll call vote: [Julie Chesnut, yes; Rob Carruth, yes; John Dudley, yes; Kelly Johnston, yes; Marianne Kaiser, abstain; Tony Paglia, yes; Rod Schmidt, abstain; Mike Steinbach, yes; Tim Swain, yes; Kathy Wood, abstain]

2.0 SAC REPORT

Dr. Glenn McClain reported on the October 1, 2010 SAC Meeting:

- WOHS Proceeds - it was agreed that Mr. Terry Buswell would draw up an agreement for the money to stay with CBOCES for cash flow purposes until the end of the year.
- Alternative Programs for Students - Christine Muldoon gave a PowerPoint presentation on alternative educational programs for students, provided examples of various models and responded to questions.
- eNet Colorado Training Opportunities - Mr. Dan Morris provided information and visuals relative to the training opportunities that are available through the eNet Colorado grant. One of the hands on training opportunities coming up will be at Centennial BOCES on November 10, 2010 – Intel Teach Leadership Forum.
- Regional Service Agency (RSA) Grant Report - Ms. Gilliland presented her end of grant report on the Regional Service Area (2) School-To-Work project.
- Discussion regarding Dr. Zila's future plans with Centennial BOCES – Dr. Zila will prepare a comprehensive report to share with the Board at the November Board meeting.

3.0 CONSENT AGENDA

- 3.1 Approve Personnel Items
 - Staff Appointments
- 3.2 Approve Special Ed Agreements
 - Clarify Process
 - See Attachments
 - Agreements with individual districts – paid by district
 - Agreements with BOCES – paid from pool
- 3.3 Approve Supplemental Appropriations
 - Ft. Morgan Capital Improvement Project: \$11,537.00
 - Computer Tech Support Project: \$3,750.00
 - Adobe Connect Project: \$10,000.00
 - ECEA Flow Through Project: \$128,817.00
 - ARRA IDEA VI-B Grant Project: \$278,897.00
 - Alternative Teacher Licensure Program Project: \$29,740.00
 - ARRA Title I-A Grant Project: -\$11,294.00

- ARRA Title II-D Grant Project: -\$5,408.00
- ARRA McKinney Title X Grant Project: \$1,420.00

Discussion: Mr. John Dudley asked the Board to consider the process of reviewing all Special Ed Agreements as part of the Board Agenda. Things to consider are: these agreements are already included in the approved budget, the employee time it takes to conceal private student information on all documents and the time and supplies involved in making numerous copies of the agreements for the agenda packets. Mr. Schmidt asked, what does policy say about approval of agreements by the Board? Mr. Buswell responded that (according to policy) there is a \$10,000 threshold before contracts are required to be approved by the Board. This item will be brought back for consideration / vote on the November Agenda.

Mr. Rod Schmidt moved to approve the Consent Agenda as presented. Seconded by Ms. Kathy Wood.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Rob Carruth, yes; John Dudley, yes; Kelly Johnston, yes; Marianne Kaiser, yes; Tony Paglia, yes; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes; Kathy Wood, yes]

4.0 PROGRAM DIRECTOR REPORTS

- 4.1 Program Director Reports
 - a) Special Education – Jocelyn Walters
 - Written report presented
 - b) Business Services / HR – Terry Buswell
 - Written report presented
 - c) Federal Programs – Mary Ellen Good
 - Written report presented
 - d) Learning Services – Christine Muldoon
 - Written report presented
 - e) Executive Director – Randy Zila
 - Written report presented

- 4.2 Financial Reports – Terry Buswell presented and responded to questions
 - a) Board Notes for October 28, 2010 Meeting
 - b) Investment Report
 - c) 2 Page Financial Report Summary
 - d) 15 Page Expense Detail Report
 - e) Cash Flow Analysis Report
 - f) Cash Flow Chart

- 4.3 Audit Report – Mr. Tim Mayberry

Discussion: Mr. Mayberry of Johnson, Holscher & Co. P.C. passed out a draft of the Basic Financial Statement for June 30, 2010 and summarized his audit findings as follows:

- Clean Opinion on all data
- Materially Correct Information
- CBOCES Accounting process under Mr. Buswell is working well

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| Announcements / Upcoming Meetings |
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| Board of Directors | Superintendents Advisory Council |
|---------------------------|---|
| November 18, 2010 | November 5, 2010 |
| February 17, 2011 | January 7, 2011 |

There being no further business, Mr. John Dudley adjourned the meeting at 7:38 p.m.

Respectfully Submitted,



Melony Sandquist
Executive Administrative Assistant
Centennial BOCES