

1.0 OPENING OF MEETING

The Board of Directors of the Centennial Board of Cooperative Educational Services (CBOCES) met on November 16, 2017 at the CBOCES Office, 2020 Clubhouse Drive, Greeley, Colorado.

1.1 Call to Order

Secretary/Treasurer Sarchet called the meeting to order at 6:36 PM.

1.2 Roll Call

Board Members (or alternates) present:

Mary Clawson, Weld RE-9
Alphretta Erdmann, Briggsdale RE-10
Jane Johnson, Platte Valley RE-7
Nancy Kugler, Alternate, Prairie RE-11 (electronic participation)
Paula Peairs, St Vrain Valley RE-1J
Nancy Sarchet, Weld RE-1
Lynnette St. Jean, Eaton RE-2
Jeff Wahlert, Pawnee RE-12
Greg Wheaton, Weldon Valley RE-20J

Board Members absent:

Mike Dixon, Brush RE-2
Troy Freauff, Wiggins RE-50J
Cindy Horner, Valley RE-1 Sterling
Todd Schneider, Morgan RE-3
Cody Walker, Estes Park R-3

Superintendents present:

Dr. Glenn McClain, Platte Valley RE-7
Don Rangel, Weld RE-1

CBOCES Staff present:

Dr. Randy Zila, Executive Director
Terry Buswell, Assistant Executive Director
Dr. Mary Ellen Good, Federal Programs 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, yes; Mike Dixon, absent; Alphretta Erdmann, yes; Troy Freauff, absent; Cindy Horner, absent; Jane Johnson, yes; Nancy Kugler, yes; Paula Peairs, yes; 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 September 21, 2017 regular meeting. Alphretta Erdmann seconded.

The motion passed by unanimous roll call vote: [Mary Clawson, yes; Mike Dixon, absent; Alphretta Erdmann, yes; Troy Freauff, absent; Cindy Horner, absent; Jane Johnson, yes; Nancy Kugler, yes; Paula Peairs, abstain; 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

2.3 Approval of Proposed Additions/Deletions/Revisions to Board Policies/Regulations/Exhibits in Manual Sections A, B, C, D, E, F

Mary Clawson moved to approve Consent Agenda items 2.1 through 2.3 as presented. Jane Johnson seconded.

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

3.0 PRESENTATIONS

3.1 Revamped Centennial BOCES website

Bonnie Burcham presented new features on Centennial BOCES' website.

4.0 REPORTS / DISCUSSION

4.1 FY 2016-17 Financial Statements and Single Audit Report – Mr. Terry Buswell and Mr. Tim Mayberry

Mr. Mayberry reported that the audit went very smoothly and that Mr. Buswell and his staff have excellent records and bookkeeping standards. There were no problems found and very few recommendations have been issued as a result of the audit.

4.2 Superintendents' Advisory Council (SAC) Report

Dr. Glenn McClain provided information from the November SAC meeting that included:

- Centennial BOCES School to Work Alliance Program (SWAP) employees recognized for excellence by State Department of Vocational Rehabilitation

4.3 First Reading, Proposed Additions/Deletions/Revisions to Board Policies/Regulations/Exhibits in Manual Sections G, K, L

Proposed additions/deletions/visions to Board policies/regulations/exhibits in manual sections G, K and L 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/visions 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 January 18, 2018 Board meeting.

4.4 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

4.5 Directors' Reports

- Written updates were included in the Board packet as noted below
 - a. Dr. Randy Zila, Executive Director – shared information on the following topics:
 - Presented Paula Peairs with BOD retirement plaque
 - Updates on pavement project at Greeley office, lighting project at Greeley office, HVAC project at Ft. Morgan office
 - PERA proposed changes to retirement structure
 - b. Mr. Terry Buswell, Assistant Executive Director – written report
 - c. Dr. Mary Ellen Good, Director of Federal Programs – written report
 - d. Mr. Mark Rangel, Director of Innovative Education Services – written report
 - e. Ms. Jocelyn Walters, Director of Special Education – written report

5.0 ACTION ITEMS

5.1 Approval of FY 2016-17 Financial Statements and Single Audit

Jeff Wahlert moved to approve the FY-2016-17 Financial Statements and Single Audit as presented. Paula Peairs seconded.

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

5.2 Approval of CBOCES 2016-17 Financial Accreditation Report

Lynette St. Jean moved to approve the 2016-17 Financial Accreditation Report as presented. Jeff Wahlert seconded.

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

5.3 Approval of Contract Award for HVAC Improvements at Ft. Morgan Office to Spotts Brothers Furnace Company

Mary Clawson moved to approve contract award for HVAC Improvements at Ft. Morgan Office to Spotts Brothers Furnace Company. Lynette St. Jean seconded.

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

5.4 Approval of Lighting Improvements at Greeley Office by Enertech

Alphretta Erdmann moved to approve lighting improvement at Greeley Office by Enertech. Jane Johnson seconded.

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

6.0 UPDATES/ANNOUNCEMENTS

- Elections for board officers will occur at January meeting

7.0 ADJOURNMENT

The meeting was adjourned by acclamation at 7:56 PM.

Respectfully Submitted,



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