

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES BOARD OF DIRECTORS

**April 17, 2014
MEETING MINUTES**

1.0 OPENING OF MEETING

The Board of Directors of the Centennial Board of Cooperative Educational Services (CBOCES) met on April 17, 2014 at the Centennial BOCES Office – 2020 Clubhouse Drive – Greeley, Colorado.

1.1 CALL TO ORDER

Ms. Marsha Harris, Board President, called the meeting to order at 6:30 p.m.

1.2 SELF INTRODUCTIONS

1.3 ROLL CALL

- 1) Mr. Rob Carruth, Morgan RE-3
- 2) Mr. Matt Carey, Alternate, Eaton R-2
- 3) Ms. Diane Cox, Alternate, Brush RE-2
- 4) Marsha Harris, Weld RE-1
- 5) Mr. Karl Isakson, Ault / Highland RE-9
- 6) Mr. Mike Linton, Weldon Valley RE-20J
- 7) Ms. Paula Peairs, St Vrain RE-1J
- 8) Mr. Scott Stump, Prairie RE-11
- 9) Mr. Jeff Wahlert, Pawnee RE-12
- 10) Ms. Patricia Wedan, Estes Park R-3

Board Members (or alternates) absent:

- 1) Mr. Brian Baker, Wiggins RE-50J
- 2) Ms. Berlyn Clear, Valley RE-7
- 3) Ms. Alphretta Erdmann, Briggsdale RE-10

Superintendents present:

- 1) Mr. Bret Robinson, Pawnee RE-11
- 2) Dr. Patrick Hickey, Estes Park R-3
- 3) Dr. Michelle Johnstone, Brush RE-2

BOCES Staff present:

Dr. Randy Zila, Executive Director
Dr. Mary Ellen Good, Federal Programs Director
Ms. Jocelyn Walters, Special Ed Director
Mr. Mark Rangel, Innovative Ed Director
Mr. Terry Buswell, CFO / HR & Technology Director
Melony Sandquist, Executive Administrative Assistant

Guests present:

Ms. Nancy Sarchet, President of the Weld RE-1 School Board and CASB Board Member

1.4 APPROVAL OF AGENDA

Mr. Mike Linton moved to approve the Agenda as presented. Seconded by Mr. Jeff Wahlert.

The motion passed by a unanimous roll call vote: [Rob Carruth, yes; Matt Carey, yes; Diane Cox, yes; Marsha Harris, yes; Karl Isakson, yes; Mike Linton, yes, Paula Peairs, yes; Scott Stump, yes, Jeff Wahlert, yes; Patricia Wedan, yes]

1.5 APPROVAL OF MINUTES

Mr. Scott Stump moved to approve the Minutes from the January 16, 2014 Meeting. Seconded by Mr. Mike Linton.

The motion passed by a majority roll call vote: [Rob Carruth, yes; Matt Carey, yes; Diane Cox, yes; Marsha Harris, abstain; Karl Isakson, yes; Mike Linton, yes, Paula Peairs, yes; Scott Stump, yes, Jeff Wahlert, yes; Patricia Wedan, yes]

1.6 PUBLIC PARTICIPATION

Ms. Nancy Sarchet, President of the Weld RE-1 Board of Education and Director on the Colorado Association of School Boards addressed the CBOCES Board with updated information from The Colorado Association of School Boards (CASB). Ms. Sarchet invited anyone from the CBOCES or on the CBOCES Board to call her with questions or concerns regarding activities and initiatives at the legislative level.

2.0 CONSENT AGENDA

2.1 Approve Personnel Items as Presented

2.2 Approve Supplemental Appropriations as Presented

Mr. Mike Linton moved to approve the Consent Agenda as presented. Seconded by Mr. Jeff Wahlert.

The motion passed by a unanimous roll call vote: [Rob Carruth, yes; Matt Carey, yes; Diane Cox, yes; Marsha Harris, yes; Karl Isakson, yes; Mike Linton, yes, Paula Peairs, yes; Scott Stump, yes, Jeff Wahlert, yes; Patricia Wedan, yes]

3.0 REPORTS / DISCUSSION

- 3.1 SAC Report** - Dr. Michelle Johnstone presented a report on the transactions and discussion items from the April 3, 2014 SAC Meeting
- CDE Report and Discussion with John Condie
 - Update on the Poudre Learning Center Project
 - Information on HB 12-1345 for BOCES Funding Assistance
 - Director Reports Received
 - Report and Discussion on the 2014-15 Budget

3.2 Financial Report

- Mr. Terry Buswell, CFO
 - a. Board Notes for the Financial Reports 4.17.14
 - b. Investment Report A through 3.31.14
 - c. Cash Flow Analysis Report B through 3.31.14
 - d. Cash Flow Chart C through 3.31.14
 - e. Two page Financial Summary Report through 3.31.14
 - f. 12 Page Detailed Expense Report through 3.31.14

3.3 Review 2014-2015 CBOCES Draft Budget

- Dr. Randy Zila and Mr. Terry Buswell reviewed important details or changes on the proposed budget and responded to questions. The most significant change from last year is in the Special Education Budget - sections 508 & 517.

3.4 Director Reports

- Mr. Terry Buswell – CFO / HR & Technology Director
- Dr. Mary Ellen Good – Federal Programs Director
- Ms. Jocelyn Walters – Special Education
- Mr. Mark Rangel – Innovative Education
 - Dr. Randy Zila – Executive Director
 - Dr. Zila led a discussion on the following topics:
 - ✓ Review on how many Board Meetings CBOCES has had over the past 5 years. Colorado Statute requires that a BOCES Board meet at least four times per year.
 - ✓ Review of the May 16, 2013 BOD Minutes where the Board discussed and voted on reducing the number of annual meetings from seven to five. A Special Meeting of the Board may be called at any time on an as needed basis.
 - ✓ In a concerted effort to keep Board Members updated on what is happening at Centennial BOCES, Dr. Zila offered to include Board Members on all Superintendents Advisory Council (SAC) Meeting Agendas & Director Reports. This information will be submitted via email. Meeting minutes are also located on the CBOCES website at www.cboces.org
 - ✓ Dr. Zila reviewed the CBOCES Constitution and By-Laws. A copy was provided to all Board Members in attendance. Section IX of the By-Laws outlines the function of the Superintendents Advisory Council as they relate to the Board of Directors and the Executive Director. CBOCES Policy BDFa also explains the formation and purpose of the Superintendents Advisory Council. BOCES Policies are located on the CBOCES website at www.cboces.org

4.0 ACTION ITEMS

4.1 Approve CBOCES 2014-2015 Meeting Calendar

Discussion: Dr. Zila explained that the calendar presented was formatted based on the approved calendar from 2013-2014. Mr. Buswell said meetings dates are designed around important financial deadlines such as the Audit and the Budget. Mr. Scott Stump said he thought the reduction to five meetings per year was a good idea and would like to try the same for the upcoming year. Mr. Mike Linton agreed.

**Mr. Scott Stump moved to approve the 2014-2015 CBOCES Meeting Calendar as presented.
Seconded by Mr. Mike Linton.**

The motion passed by a unanimous roll call vote: [Rob Carruth, yes; Matt Carey, yes; Diane Cox, yes; Marsha Harris, yes; Karl Isakson, yes; Mike Linton, yes; Paula Peairs, yes; Scott Stump, yes, Jeff Wahlert, yes; Patricia Wedan, yes]

5.0 FUTURE ATENDA ITEM REQUESTS

Discussion: Dr. Zila asked the Board if anyone was interested in having a formal Board Orientation Training. Ms. Patricia Wedan said she would be happy with a few one-on-one meetings with Dr. Zila and did not see a need to organize a group meeting if other Board Members were not interested. There being no further discussion or interest to form a Board Orientation Training, Dr. Zila agreed to work directly with Ms. Wedan to answer her questions.

6.0 ANNOUNCEMENTS – UPCOMING MEETINGS

<p style="text-align: center;"><u>Upcoming Board Meetings:</u></p> <p style="text-align: center;">May 15, 2014</p> <p style="text-align: center;"><u>Upcoming Graduation Ceremonies:</u></p> <p style="text-align: center;">CBOCES High School – Greeley Campus Wednesday, May 14, 2014 Union Colony Civic Center – 7:00 pm</p> <p style="text-align: center;">CBOCES High School – Longmont Campus Tuesday, May 13, 2014 Memorial Building – 700 Longs Peak Avenue – 7:30 pm</p> <p style="text-align: center;">I-Connect High School Friday, May 23, 2014 Fort Morgan Middle School – 300 Deuel Street – 7:00 pm</p>
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7.0 ADJOURNMENT

There being no further business, Ms. Marsha Harris adjourned the meeting at 7:45 p.m.

Respectfully Submitted,



Melony Sandquist – Centennial BOCES
Executive Administrative Assistant to the CEO, BOD, SAC