

**CENTENNIAL BOARD
OF COOPERATIVE EDUCATIONAL SERVICES**

SUPERINTENDENTS ADVISORY COUNCIL

MINUTES

March 7, 2008

The March 7, 2008 meeting of the Centennial BOCES Superintendents Advisory Council, held at the Centennial BOCES Office in Greeley Colorado, was called to order at 9:00 a.m. by Chairperson, Dr. Glenn McClain.

SUPERINTENDENTS ROUND TABLE:

➤ Confidential discussion between Superintendents and Executive Director.

I. ROLL CALL: The following Superintendents, or designees, were present:

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| 1) Glenn McClain | Platte Valley RE-7 |
| 2) Marty Foster | Johnstown-Milliken RE-5J |
| 3) Bret Miles | Brush RE-2J |
| 4) Luis Martinez | Representing Thompson R-2J |
| 5) Joe Kimmel | Prairie RE-11 |
| 6) Tony Graham | Pawnee RE-12 |
| 7) Jo Barbie | LaSalle, Gilcrest, Platteville Weld RE-1 |
| 8) Michael Gradoz | Representing St Vrain RE-1J |
| 9) Randy Miller | Eaton RE-2 |
| 10) Sharol Little | Wiggins RE-50J |
| 11) Rob Ring | Ault-Highland RE-9 |
| 12) Rick Mondt | Briggsdale RE-10 |
| 13) Greg Wagers | Morgan RE-3 |
| 14) Bob Petterson | Weldon Valley RE-20J |

Superintendents absent:

- | | |
|------------------|----------|
| 1) Linda Chapman | Park R-3 |
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The following CBOCES staff members were present:

Jack McCabe	Executive Director
Denise Atkinson-Shorey	Technology Director
Terry Buswell	Business Services / HR Director
Mary Ellen Good	Federal Programs Director
Deniece Cook	Weld Opportunity High School Principal
Melony Sandquist	Executive Administrative Assistant

II. ACTION ITEMS:

A. Approval of Agenda

Mr. Jack McCabe requested one addition to the Agenda – Item IV. F – Report / Update on IOG & JAC Committees. Dr. Randy Miller moved to approve the Agenda as amended. Seconded by Mr. Tony Graham. The motion passed unanimously.

B Approval of Minutes

Dr. Randy Miller moved to approve the January 11, 2008 Minutes as presented. Seconded by Mr. Tony Graham. The motion passed unanimously.

III. STATE REPORT:

A. No report – Mr. Clough was unable to attend.

IV. REPORTS / DISCUSSION ITEMS:

A. Centennial BOCES Administrative Assistant Day Celebration

Mr. McCabe reported that the Greeley COPS (Central Office Personnel) would like to get input / support from the Superintendents for an Open House forum for district Administrative Assistants. The purpose of the Open House is for BOCES and District Administrative Assistants to meet in person and develop business relationships; some people have worked over the phone and by e-mail for years, but have never had the opportunity to meet in person. The proposed Open House forum would ideally be scheduled for later in the day after school is dismissed and would be non-structured, providing an opportunity for staff to get to know one another and have an informal Q&A session about BOCES services.

Discussion:

- Dr. Glenn McClain shared that his Admin Assistant, Lois, attends an organization that is very informative and maybe BOCES could check into this and find out if it would accomplish a similar goal on a larger scale.
- Dr. Randy Miller said his Assistant also attends this organization and suggested that Melony contact Laura Ehrlich for more information.

There was no further discussion regarding BOCES sponsoring an Administrative Assistant Day Celebration.

B. Facilities Update & Report

Mr. McCabe reported as follows:

- 2040 Clubhouse Drive – BOCES has received a signed contract and a check for the deposit and the first months rent from IntelliTech. The contract is still contingent on the building being approved by the state accreditation department for the nursing program. Should not be a problem since Aims had their nursing program in the same building.
- 2505 1st Avenue – The Board of Directors voted unanimously on February 21st to take the building off the market with the option to re-list at a future date. Mr. McCabe has met with many of the individuals and groups at District 6 who are involved in sending students to WOHS. In order to negotiate support for another year from District 6, Mr. McCabe reported that the per student fee

was reduced by \$165 per student for a new rate of \$5,510 per student for the 2008-2009 school year.

- **Discussion:** There was discussion among Superintendents about the new contract with District 6, the reduced rates, and the agreement that District 6 would become more involved by offering security and more involvement in the student activities. Mr. McCabe asked Superintendents if they would prefer that he get their input before making such a decision again. It was the general consensus of the Superintendents that Mr. McCabe did what was necessary to preserve the relationship with District 6 and that he basically had no choice but to negotiate this particular agreement and that he does have their authority to do so in the future. Some Superintendents expressed continued concern regarding the condition of the 2505 1st Avenue facility and that an upgrade or relocation should be considered for the future.

C. Executive Director Evaluation

Mr. McCabe provided a copy of his Executive Director Evaluation Results. The Board of Directors approved the 2 year renewal of Mr. McCabe's contract at the February 21, 2008 Board of Directors Meeting. There was no discussion.

D. Entry Plan Updates

Mr. McCabe handed out a 5 page "Current Status" report on his Entry Plan progress. The Superintendents had the opportunity to review and ask questions. There was no discussion.

E. RUSS Grant Information

Ms. Denise Atkinson/Shorey reported on the details of the RUSS Grant and provided a map and handouts of the service areas. Several Superintendents gave input on how to update their district's information on the map.

Discussion: Superintendents had questions on how to present data to their Boards of Education on the technology initiative. Mr. McCabe & Ms. Shorey offered their assistance and will make presentations to member Boards of Education if requested.

F. IOG & JAC Committee Reports

Mr. McCabe provided updates on these two committees and reported that the two boards will be merging into one committee. Mr. McCabe asked if he had the Superintendents support in moving off the committee as the IOG representative. Dr. Jo Barbie previously served on the JAC committee and offered to stay on the combined committee as a BOCES representative.

Motion:

Dr. Marty Foster moved to excuse Mr. Jack McCabe from the combined committee and have Dr. Jo Barbie remain on the committee as the BOCES representative. Seconded by Dr. Randy Miller. The motion passed unanimously.

V. REPORT OF ACTION ITEMS FROM FEBRUARY 21ST BOARD MEETING

- A. Budget Timeline Approved
 - Please see Agenda Attachment
- B. Established a Policy Review Committee
 - Please see Agenda Attachment
- C. Approved Policy Revisions & New Policy Procedure on First Reading
 - Please see Agenda Attachment
- D. Approved Board Norms Document
 - Please see Agenda Attachment
- E. Approved Working Relationships Document
 - Please see Agenda Attachment

There was no discussion. Report Item only.

VI. EDUCATIONAL PRESENTATION

Mr. McCabe presented a visual report on the People Skills Institute Program. BOCES Central Office Staff will attend the first two day program on April 29 & 30. There will be a second class on May 1 & 2 for BOCES Program Directors and other BOCES Staff with additional spots open for member district Superintendents or district Staff. Superintendents expressing a desire to be included are as follows (total of 11): Jo Barbie, Greg Wagers, Rick Mondt, Joe Kimmel, Sharol Little, Michael Gradoz, Bob Petterson, Bret Miles, Randy Miller, Tony Graham, Glenn McClain.

VII. PROGRAM DIRECTOR REPORTS

- Deniece Cook – Principal, Weld Opportunity High School
 - Ms. Cook reported that she and her staff are excited about the agreement with District #6 and the fact that another years agreement has been reached...thanks to Mr. McCabe and his efforts.
 - CSAP testing week of March 10th
 - Blood drive has been organized to take place in April in honor of Dericka Martinez, former student.
- Terry Buswell – CFO – Director, Business Services / HR
 - Mr. Buswell reported that there is a Video Conference taking place at the Longmont BOCES with CDE and connecting into Grand Junction and Durango.
 - Request for Bid has been sent out to 14 audit firms – as approved & requested by the Board of Directors at their January meeting. There are currently 2 firms interested in bidding: Swanhorst & Company LLC and Johnson Holscher & Company PC.
 - Mr. Buswell reported that the Salary & Benefits survey has been sent out to member districts as well as other districts to try and get a good overall view of salaries and benefits in this area. More information will follow as replies are received and calculated.
- Mary Ellen Good – Director, Federal Programs
 - Ms. Good reported that Mary McGrane, Federal Programs Coordinator who works with many of the member districts on the Title Programs, has taken a job effective 7-1-08 with RE-5J.
 - Ms. Good provided an update on the Migrant Application and Consolidated Application for the upcoming year.
 - Ms. Good reported on a letter she received from Dr. Medina with CDE and offered to e-mail that letter ASAP to Superintendents.
- Denise Atkinson/Shorey – Chief Technology Officer
 - Ms. Atkinson/Shorey did not have anything additional to report.
- Jack McCabe – Executive Director
 - Mr. McCabe did not have anything additional to report.

Mr. Bret Miles moved to adjourn the meeting at 12:00 Noon. Seconded by Joe Mr. Kimmel. The motion passed unanimously.

Respectfully Submitted,

Melony Sandquist
Centennial BOCES - Executive Administrative Assistant