

## **1.0 OPENING OF MEETING**

The Board of Directors of the Centennial Board of Cooperative Educational Services (CBOCES) met on November 17, 2016 at the CBOCES Office, 2020 Clubhouse Drive, Greeley, Colorado.

### **1.1 Call to Order**

*President Mike Dixon called the meeting to order at 6:40 PM*

### **1.2 Roll Call**

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

Mary Clawson, Weld RE-9  
Mike Dixon, Brush RE-2  
Alphretta Erdmann, Briggsdale RE-10  
Jane Johnson, Platte Valley RE-7  
Nancy Sarchet, Weld RE-1  
Lynnette St. Jean, Eaton RE-2  
Mike Linton, Weldon Valley RE-20J - Alternate

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

Troy Freauff, Wiggins RE-50J  
Paula Peairs, St Vrain Valley RE-1J  
Todd Schneider, Morgan RE-3  
Scott Stump, Prairie RE-11  
Jeff Wahlert, Pawnee RE-12  
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, CFO / HR & Technology Director  
Dr. Mary Ellen Good, Federal Programs Director  
Mark Rangel, Innovative Education Director  
Jocelyn Walters, Special Education Director  
Bradley Schultz, Special Education Assistant Director  
Shana Garcia, Executive Administrative Assistant

#### **Guest Speaker Present:**

None

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

Board Members shared information for their respective districts' activities

### **1.4 Approval of Agenda**

*Mike Linton moved to approve the agenda as presented. Alphretta Erdmann seconded.*

**The motion passed by unanimous roll call vote: [Mary Clawson, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Jane Johnson, yes; Mike Linton,**

**yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Scott Stump, absent; Jeff Wahlert, absent; Cody Walker, absent]**

### **1.5 Approval of Minutes**

*Mike Linton moved to approve the minutes from the September 15, 2016 regular meeting. Lynnette St. Jean seconded.*

**The motion passed by unanimous roll call vote: [Mary Clawson, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Jane Johnson, yes; Mike Linton, yes; Paula Peairs, absent; Nancy Sarchet, abstain; Todd Schneider, absent; Lynnette St. Jean, yes; Scott Stump, absent; Jeff Wahlert, absent; Cody Walker, absent]**

### **1.6 Public Participation**

None

### **1.7 Board Requests**

None

### **1.8 Old Business**

None

## **2.0 CONSENT AGENDA**

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

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

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

**[Mary Clawson, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Jane Johnson, yes; Mike Linton, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Scott Stump, absent; Jeff Wahlert, absent; Cody Walker, absent]**

## **3.0 PRESENTATIONS**

None

## **4.0 REPORTS / DISCUSSION**

### **4.1 FY 2015-16 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. Board members received the Financial Statements with the Single Audit Report for the year ended June 30, 2016 as part of the November 17, 2016 Board packet.

### **4.2 Superintendents' Advisory Council (SAC) Report – Dr. Glenn McClain**

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

- iLearn collaborative report, CDE update, director reports

**4.3 Financial Reports** - Mr. Terry Buswell provided information related to the following:

- a. Board Notes for Financial Reports
- b. Investment Report A
- c. Cash Flow Analysis Report B
- d. Cash Flow Chart C
- e. Two page Financial Summary Report
- f. 12 page Detailed Expense Report

**4.4 Directors' Reports**

- Written updates were included in the Board packet as noted below
  - a. Dr. Randy Zila, Executive Director shared the following information:
    - Interest from other districts to participate in CBOCES, Sierra School contract negotiations moving forward in positive direction
  - b. Mr. Terry Buswell, CFO/Director of HR and Technology – 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
    - a. Information shared regarding SPED performance indicators, AU determinations, and tailoring supports for increased outcomes

**5.0 ACTION ITEMS**

**5.1 Approval of FY-2015-16 Financial Statements and Single Audit**

*Mike Linton moved to approve the FY 2015-16 Financial Statements and Single Audit as presented. Lynette St. Jean seconded.*

**[Mary Clawson, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Jane Johnson, yes; Mike Linton, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Scott Stump, absent; Jeff Wahlert, absent; Cody Walker, absent]**

**5.2 Approval of CBOCES 2015-16 Financial Accreditation Report**

*Mike Linton moved to approve the 2015-16 Financial Accreditation Report as presented. Jane Johnson seconded.*

**[Mary Clawson, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Jane Johnson, yes; Mike Linton, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Scott Stump, absent; Jeff Wahlert, absent; Cody Walker, absent]**

**5.3 Approval of Board Policy JFABD – Admission Retention and Graduation of Students Experiencing Homelessness**

*Mike Linton moved to approve revised policy JFABD as presented. Alphretta Erdmann seconded.*

**[Mary Clawson, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Jane Johnson, yes; Mike Linton, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynnette St. Jean, yes; Scott Stump, absent; Jeff Wahlert, absent; Cody Walker, absent]**

**5.4 Approval of Administrative Title Change, Mr. Terry Buswell**

*Mike Linton moved to approve the title for Mr. Terry Buswell to assistant executive director. Lynette St. Jean seconded.*

**[Mary Clawson, yes; Mike Dixon, yes; Alphretta Erdmann, yes; Troy Freauff, absent; Jane Johnson, yes; Mike Linton, yes; Paula Peairs, absent; Nancy Sarchet, yes; Todd Schneider, absent; Lynette St. Jean, yes; Scott Stump, absent; Jeff Wahlert, absent; Cody Walker, absent]**

**6.0 UPDATES/ANNOUNCEMENTS**

None

**7.0 ADJOURNMENT**

*Mike Linton moved to adjourn the meeting. Lynette St. Jean seconded. The meeting was adjourned at 7:45 pm.*

Respectfully Submitted,



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