

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES BOARD OF DIRECTORS

**April 17, 2008
MINUTES**

OPENING OF MEETING

The Board of Directors of the Centennial Board of Cooperative Educational Services met for a Special Meeting on April 17, 2008 at the Greeley Centennial BOCES Office - 2020 Clubhouse Drive - for a face-to-face meeting.

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

Board Members (or alternates) present:

- 1) Don Abbott – Thompson R-2J
- 2) Connie Allmer – Briggsdale RE-10
- 3) Carolyn Breninger – Johnstown / Milliken RE-5J
- 4) Milton Beydler – Wiggins RE-50J
- 5) John Dudley – Ault / Highland RE-9
- 6) Don Dillehay – Brush RE-2J
- 7) Sheryl Groves – Alternate, Weldon Valley RE-20J
- 8) Marianne Kaiser – Prairie RE-11J
 - o Arrived 7:00 pm – available for Agenda Item 3.4 Forward
- 9) Pat Montoya – LaSalle, Gilcrest, Platteville Weld RE-1
- 10) Ron Pfleiderer – Platte Valley, Kersey RE-7
- 11) Bob Richardson – Park R-3
- 12) Sandi Searls – St Vrain RE-1J
- 13) Tim Swain – Eaton RE-2

Board Members (or alternates) absent:

- 1) Donald Johnston – Pawnee, Grover RE-12
- 2) Roger Segura – Morgan RE-3

Superintendents present:

1. Dr. Sharol Little
2. Dr. Jo Barbie
3. Mr. Bob Petterson
4. Mr. Greg Wagers
5. Dr. Glenn McClain

BOCES Staff present:

Jack McCabe, Executive Director
Tresban Rivera, Director of Learning Services
Denise Atkinson-Shorey, Chief Technology Officer
Terry Buswell, Chief Financial Officer / HR Director
Deniece Cook, Principal – Weld Opportunity High School
Marietta Sears, Director of Special Education
Mary Ellen Good, Director of Federal Programs
Melony Sandquist, Executive Administrative Assistant

1.4 APPROVAL OF AGENDA

Mr. Jack McCabe reported that a Revised Agenda has been developed and handed out to everyone at the meeting. Action Item 3.4 has been moved to Discussion Item 4.3. Discussion Item 4.3 has been moved to Action Item 3.4

Ms. Sandi Searls moved to approve the Agenda as amended. Seconded by Mr. Ron Pfleiderer.

The motion passed by a unanimous roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, yes; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Pat Montoya, yes; Ron Pfleiderer, yes; Bob Richardson, yes; Sandi Searls, yes; Tim Swain, yes].

1.5 APPROVAL OF MINUTES

Ms. Carolyn Breninger moved to approve the Minutes from the February 21, 2008 Board Meeting as presented. Seconded by Mr. Milton Beydler.

The motion passed by a unanimous roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, yes; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Pat Montoya, yes; Ron Pfleiderer, yes; Bob Richardson, yes; Sandi Searls, yes; Tim Swain, yes].

2.0 CONSENT AGENDA

Approve Personnel Items as presented; approve Grant Application for AmeriCorps VISTA as presented; approve Special Ed Contracts as presented; approve Supplemental Appropriations as presented.

Mr. Ron Pfleiderer moved to approve the Consent Agenda as presented. Seconded by Mr. Don Dillehay.

The motion passed by a unanimous roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, yes; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Pat Montoya, yes; Ron Pfleiderer, yes; Bob Richardson, yes; Sandi Searls, yes; Tim Swain, yes].

3.0 ACTION ITEMS

3.1 Deniece Cook, Principal of Weld Opportunity High School, proposes a Resolution to include passing periods in the educational process. Please refer to the attached resolution.

Rationale:

- Passing periods are used as a time for teachers to meet with students one-on-one, complete small group instruction and/or allow students the extended time needed to finish the day's assignment.

- The number of classes offered per day increased from 6 to 7, allowing students to earn more credits per year, thus assisting in credit recovery. To facilitate this accommodation, counting passing periods is necessary in order to keep our instructional time in line with state requirements and still allow students to work and/or take care of their families.
- All member districts listed above count passing time in their total instructional time.

The Superintendents Advisory Council recommended the passing of this Resolution at their April 4, 2008 meeting.

Mr. Bob Richardson moved to approve the Weld Opportunity High School Resolution on Passing Periods. Seconded by Mr. Tim Swain.

The motion passed by a unanimous roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, yes; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Pat Montoya, yes; Ron Pfleiderer, yes; Bob Richardson, yes; Sandi Searls, yes; Tim Swain, yes].

3.2 Approve Revised Policies / New Procedure on Second Reading.

Revised - Policy AC	Non Discrimination / Equal Opportunity
Revised - Policy GBA	Equal Employment <u>changed to</u> Open Hiring / Equal Employment Opportunity
Revised - Policy GBAA	Staff Sexual Harassment
Revised - Policy GCA	Staff Positions
Revised - Policy BDH	Consultants
New – EHB-R-1	Procedure for Access to Centennial BOCES Records

Mr. Bob Richardson moved to approve the Revised Policies / New Procedure on Second Reading. Seconded by Ms. Sandi Searls.

The motion passed by a unanimous roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, yes; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Pat Montoya, yes; Ron Pfleiderer, yes; Bob Richardson, yes; Sandi Searls, yes; Tim Swain, yes].

3.3 Approve Weld Opportunity High School Accreditation Summary & School Improvement Plan.

Ms. Deniece Cook reviewed the document and answered questions.

Ms. Carolyn Breninger moved to approve the Weld Opportunity High School Accreditation Summary & School Improvement Plan. Seconded by Ms. Connie Allmer.

The motion passed by a unanimous roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, yes; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Pat Montoya, yes; Ron Pfleiderer, yes; Bob Richardson, yes; Sandi Searls, yes; Tim Swain, yes].

3.4 Approve Audit Firm for 2008-2009.

Mr. Jack McCabe and Mr. Terry Buswell reported on the two audit firms that were interviewed on April 4, 2008. The two firms who responded to the Request for Bid and interviewed were Johnson, Holscher & Company, P.C. and Swanhorst & Company, LLC.

Discussion: Discussion took place on various districts' experiences with each of these two firms. Also discussed was the possibility of developing a Finance Committee. No decision was made at this time.

Ms. Carolyn Breninger moved to approve Swanhorst & Company, LLC as the BOCES audit firm for 2008-09. Seconded by Mr. Bob Richardson.

The motion passed by a majority roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, no; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Marianne Kaiser, yes Pat Montoya, yes; Ron Pfleiderer, yes; Bob Richardson, yes; Sandi Searls, no; Tim Swain, yes].

4.0 REPORTS / DISCUSSION

4.1 Financial Reports – Mr. Terry Buswell Reported and responded to questions.

- **Investment Report as of March 31, 2008**
- **Financial Summary as of March 31, 2008**
- **Expense Detail through March 31, 2008**

4.2 Verbal report from Policy Review Committee

4.3 Discussion on Preliminary Budget

- The Superintendents Advisory Council called a Special Meeting on May 9th to review budget details. A revised Budget Draft will be presented at the May 15th Board Meeting.

4.4 Amendments to Executive Director Contract

Mr. Bob Richardson moved to go into Executive Session to discuss the Executive Director’s contract. Seconded by Ms. Carolyn Breninger.

The motion passed by a unanimous roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, yes; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Marianne Kaiser, yes; Pat Montoya, yes; Ron Pfleiderer, yes; Bob Richardson, yes; Sandi Searls, yes; Tim Swain, yes].

4.5 Regular Meeting was reconvened at 7:58 p.m. Program Director’s Reports:

- **Terry Buswell – Business Services / HR**
 - Salary Survey has been completed
 - Benefit Survey is being compiled
 - Has been working on Budget
- **Tresban Rivera – Learning Services**
 - Working on summer projects – June Education, Summer Literacy, etc.
- **Denise Atkinson / Shorey – Technology Services**
 - Work on Eagle Net continues
 - Applied for a USDA Rural Services Grant
 - Work on the new financial system continues / trainings in process
- **Mary Ellen Good – Federal Programs**
 - Handed out invitations to the May 9th Migrant Student Graduation
 - Details on the consolidated application have not been released yet
 - Gearing up for 5 locations of Summer School for Migrants
- **Deniece Cook – Weld Opportunity High School**
 - Handed out Newsletters developed by WOHS students
 - WOHS preparing for Rummage Sale to help support expenses for Prom
 - Deniece invited all Board Members to attend WOHS graduation and provided details
- **Marietta Sears – Special Education**
 - Preparing final details for the Sped Area Wide In-service on April 24th
 - Marietta involved in intensity studies involving 4 districts
 - Planning in process for Extended School Year

- **Jack McCabe – Executive Director**
 - Mr. McCabe reported that he attended the Colorado BOCES Quarterly Meeting
 - CDE has requested space at the Greeley CBOCES Office. In an effort to promote continued partnering with BOCES, this request will most likely be honored with an area in the lower level of the building being offered for 2 staff
 - Mr. McCabe in process of visiting member district Board of Education Meetings

ADJOURNMENT

Ms. Carolyn Breninger moved to adjourn the meeting at 8:25 p.m. Seconded by Mr. Milton Beydler.

The motion passed by a unanimous roll call vote: [Don Abbott, yes; Connie Allmer, yes; Carolyn Breninger, yes; Milton Beydler, yes; John Dudley, yes; Don Dillehay, yes; Sheryl Groves, yes; Marianne Kaiser, yes; Pat Montoya, yes; Ron Pfeiderer, yes; Bob Richardson, yes; Sandi Searls, yes; Tim Swain, yes].

Respectfully Submitted,

Melony Sandquist
Executive Administrative Assistant