

# CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES BOARD OF DIRECTORS

**April 16 2009  
MEETING MINUTES**

## **1.0 OPENING OF MEETING**

The Board of Directors of the Centennial Board of Cooperative Educational Services met on April 16, 2009 at the Centennial BOCES Office - 2020 Clubhouse Drive – Greeley, Colorado.

## **1.1 CALL TO ORDER**

Mr. John Dudley, Board President, called the meeting to order at 6:20 p.m.

## **1.2 SELF INTRODUCTIONS**

## **1.3 ROLL CALL**

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

- 1) Don Abbott, Thompson Re-2
- 2) Connie Allmer, Briggsdale Re-10
- 3) Milton Beydler, Wiggins Re-50J
- 4) Carolyn Breninger, Johnstown-Milliken Re-5J
- 5) Rob Carruth, Morgan Re-3
- 6) Don Dillehay, Brush Re-2J
- 7) John Dudley, Ault-Highland Re9
- 8) Marianne Kaiser, Prairie Re-11J
- 9) Pat Montoya, Weld Re-1
- 10) Ron Pfleiderer, Platte Valley Re-7
- 11) Sandi Searls, St Vrain Re-1J
- 12) Tim Swain, Eaton Re-2
- 13) Kathy Wood, Weldon Valley Re-20J

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

- 1) Donald Johnston, Pawnee Re-11J
- 2) Bob Richardson, Park R-2

### **Superintendents present:**

- 1) Jo Barbie, Weld Re-1
- 2) Greg Wagers, Morgan Re-3
- 3) Bob Petterson, Weldon Valley Re-20J

### **BOCES Staff present:**

Jack McCabe, Executive Director  
Mary Ellen Good, Federal Programs Director  
Terry Buswell, Chief Financial Officer / HR  
Denise Atkinson-Shorey, Chief Technology Officer  
Tresban Rivera, Learning Services Director  
Deniece Cook, WOHS Principal

## **1.4 & 1.5 APPROVAL OF REVISED AGENDA & MINUTES**

**Ms. Sandi Searls moved to approve the Revised Agenda and the Minutes as presented. Seconded by Ms. Kathy Wood.**

**The motion passed by a unanimous roll call vote: Don Abbott, yes; Connie Allmer, yes; Milton Beydler, yes; Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; (Marianne Kaiser not yet present), Pat Montoya, yes; Ron Pfleiderer, yes; Sandi Searls, yes; Tim Swain, yes; Kathy Wood, yes.**

## **2.0 CONSENT AGENDA**

### 2.1 Approve Personnel Items

- Staff Appointments
- Staff Retirements

### 2.2 Approve Special Ed Agreements

- See Attachments

### 2.3 Approve Family Literacy Grant Application

Family Literacy Grant submitted to CDE for \$75,000. This grant will provide funding for a Family Literacy Center that will target 20 families with preK-5<sup>th</sup> grade ELL students served by Title I in their regular school (for a total of 27 adults and 40 preK-5<sup>th</sup>). The Family Literacy Center will be housed at the Centennial BOCES in Greeley and run for four hours every Saturday for 12 weeks starting May 02, 2009. We will target five school districts Weld RE 1, Brush RE 2 (J), Platte Valley RE 7, Johnstown-Milliken RE 5 (J), Eaton RE 2, which are members of the Centennial BOCES and are part of our Consolidated Federal Grant application.

Included in the grant:

- A computer cart with 20 laptop computers
- English language development software for adults and a separate program for elementary students
- Salaries for one adult education instructor/coordinator, two children literacy instructors, and two instructional assistants.

The grant was submitted by grant deadline on March 31, 2009. We will be notified of award no later than April 17, 2009.

### 2.4 Approve Qwest Metro Optical Ethernet Service Pricing Plans

- See attached
  - Contract 2011
  - Contract 2012

### 2.5 Approve Supplemental Appropriations

Greeley Building Program:	\$41,525.00
BOCES Grant Writing Program:	\$13,211.00
Not on Tobacco - American Lung Program:	\$ 860.00
Regional Service Areas State Program:	\$10,000.00
Enhancing Education through Technology Power Results Program:	\$85,953.00
Administration Induction Program:	-\$ 7,400.00

**Ms. Kathy Wood moved to approve the Consent Agenda / Action Items as presented. Seconded by Mr. Ron Pfleiderer. The motion passed by a unanimous roll call vote: Don Abbott, yes; Connie Allmer, yes; Milton Beydler, yes; Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Marianne Kaiser yes; Pat Montoya, yes; Ron Pfleiderer, yes; Sandi Searls, yes; Tim Swain, yes; Kathy Wood, yes.**

### **3.1 APPROVE BOCES MEETING CALENDAR FOR 2009-2010**

**Mr. Ron Pfleiderer moved to approve the BOCES 2009-2010 Meeting Calendar as presented. Seconded by Mr. Tim Swain. The motion passed by a unanimous roll call vote: Don Abbott, yes; Connie Allmer, yes; Milton Beydler, yes; Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Marianne Kaiser yes; Pat Montoya, yes; Ron Pfleiderer, yes; Sandi Searls, yes; Tim Swain, yes; Kathy Wood, yes.**

Discussion: Ms. Sandi Searls made the recommendation, on future CBOCES meeting calendars; designate a date for Board orientation meetings. Orientations could include any Board Member that would like to attend to learn more about the BOCES and how it functions, board norms, working relationships, etc.

### **3.2 APPROVE REVISED / NEW POLICIES, EXHIBITS, REGULATIONS OR DELETIONS ON FIRST READING**

- ABB
- AD
- ADC
- ADD
- AE
- AE-E
- AEE
- AE-R
- KFA

**Ms. Sandi Searls moved to approve the changes / revisions / deletions as noted in the policies as presented. Seconded by Mr. Don Dillehay. The motion passed by a majority roll call vote: Don Abbott, yes; Connie Allmer, yes; Milton Beydler, yes; Carolyn Breninger, no; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Marianne Kaiser yes; Pat Montoya, yes; Ron Pfleiderer, yes; Sandi Searls, yes; Tim Swain, yes; Kathy Wood, yes.**

### **3.3 APPROVE CBOCES LEASE AGREEMENT WITH GREELEY DISTRICT 6**

**Mr. Tim Swain moved to approve the lease agreement with Greeley District 6 on the 2040 Clubhouse Drive location as presented. Seconded by Ms. Kathy Wood. The motion passed by a unanimous roll call vote: Don Abbott, yes; Connie Allmer, yes; Milton Beydler, yes; Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Marianne Kaiser yes; Pat Montoya, yes; Ron Pfleiderer, yes; Sandi Searls, yes; Tim Swain, yes; Kathy Wood, yes.**

### **3.4 APPROVE BUDGET RESOLUTION**

#### **Resolution**

##### **Utilize Cost Study Process in Budget Development**

**BE IT RESOLVED, that Centennial Board of Cooperative Educational Services (CBOCES) agrees that both the Technology Services and Special Education Departments, in each subsequent budget cycle, will update and utilize the cost allocation study process to insure accuracy, consistency, and transparency in their budget development.**

**This RESOLUTION was reviewed and approved by the CBOCES Superintendents Advisory Council on April 3, 2009.**

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**CBOCES Executive Director**

\_\_\_\_\_  
**CBOCES Board President**

\_\_\_\_\_  
**Date Signed**

\_\_\_\_\_  
**Date Signed**

**Ms. Kathy Wood moved to approve the budget resolution as presented. Seconded by Mr. Ron Pfleiderer. The motion passed by a unanimous roll call vote: Don Abbott, yes; Connie Allmer, yes; Milton Beydler, yes; Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Marianne Kaiser yes; Pat Montoya, yes; Ron Pfleiderer, yes; Sandi Searls, yes; Tim Swain, yes; Kathy Wood, yes.**

### **4.0 REPORTS / DISCUSSION ITEMS**

#### **4.1 Program Director Reports**

- **Mary Ellen Good – Federal Programs Director**
  - Family Literacy Center program will begin on Saturday, May 9<sup>th</sup> and run each Saturday through August 1<sup>st</sup>. A \$75,000 Grant was received to fund this initiative. Approximately 20 families will be served.
  - Mary Ellen provided updates on the various grants that are being applied for, criteria, etc.
- **Tresban Rivera – Learning Services Director**
  - Tresban provided handouts outlining the June Educator Training courses.
  - Tresban provided summaries of the Professional Needs Assessment that was prepared by the North Colorado Professional Development Council.
- **Denise Atkinson-Shorey – Chief Technology Officer**
  - Technology Department is finalizing details on the Technology Literacy Grant
  - Eagle Net initiative continues to move forward with presentations recently given to organizations such as CASE, CASB, CBA, etc. Discussions have also taken place with the Colorado Governors office.
- **Terry Buswell – CFO/ HR Director**
  - Terry provided an update on the For Sale listing of the WOHS facility.

- Budget work continues.
  - Marietta Sears – Special Education Director
    - An area wide in-service was held today (April 16<sup>th</sup>).
    - Audit on the CIMP Process was conducted last week.
    - Staff continues to receive more training on the new software for IEP's.
  - Deniece Cook – Principal Weld Opportunity High School
    - Just finished with CSAP testing.
    - All WOHS students have been placed for next year (due to the closing of WOHS).
    - Deniece provided an update on the recent theft of computers from WOHS.
  - Jack McCabe – Executive Director
    - Reported on the upcoming People Skills Workshops to take place on April 20, 21 and 23, 24.
    - Reported that nine applications have been received and reviewed for the Director of Special Education position being vacated by Marietta Sears.
    - Jack reported on the continuing progress of Eagle Net. CDE is showing much interest.
    - Expulsion process has been started on the two students from WOHS that were involved in the computer theft.
- 4.2 Review Strategic Planning Timeline
- Jack reported that Heather Clifton will be facilitating the strategic planning event.
  - Handouts were provided. Jack reviewed the timeline, group of participants, and scope of the strategic plan.
  - John Dudley, Board President, encourages the board to keep the dates in mind and to get involved.
- 4.3 Review Customer Service Issues
- Jack reviewed the information that was e-mailed to Board Members in the April 2<sup>nd</sup> Board Notes.
  - Regular reports will be given on the continued work in the area of customer service.
- 4.4 Review WOHS Closure Process
- Information and documents outlining the WOHS closing process were provided in the Board Agenda. Jack responded to questions.
- 4.5 Review Cost Analysis of Programs
- Documents were provided. Jack and Terry reviewed the details and responded to questions.
- 4.6 Financial Reports – Terry Buswell
- April 16 Financial Board Notes
  - Investment Report
  - Financial Summary
  - Expense Detail Report
  - Proposed Budget for 2009-2010
  - CBOCES Facilities Financial Status Summary – Equity Procedures
  - Salary & Benefits Update for 2009-2010
  - Terry reviewed the reports and responded to questions.
- 4.7 Review Discussion from the 4-3-09 Special Ed Work Study
- Marietta reported on the discussion that took place at the Special Ed Work Study meeting.
  - Marietta explained the CIMP Process and what that means as an Administrative Unit.
  - Marietta explained compliance issues.
  - Details of some discussion topics at the Special Ed Work Session are as follows:
    - Dr. Marty Foster, Superintendent at Johnstown/Milliken Re-5J Schools, indicated

that his district intends to apply to the Colorado Department of Education to form their own Administrative Unit. If approval is received, it will take effect for the 2010-2011 school year.

## **5.0 ANNOUNCEMENTS / UPCOMING MEETINGS**

### **BOCES / Aims / WOHS Graduation Dates:**

<b>Greeley</b> HS Diploma Program	Wednesday - May 20, 2009	7:00 pm Union Colony Civic Center 701 10 <sup>th</sup> Avenue Greeley, CO
<b>Longmont</b> HS Diploma Program	Tuesday - May 19, 2009	7:30 pm Memorial Building 700 Longs Peak Avenue Longmont, CO
<b>Loveland</b> HS Diploma Program	Tuesday - May 26, 2009	7:00 pm Resurrection Fellowship 6502 East Crossroads Blvd. Loveland, CO
<b>Weld Opportunity HS</b>	Friday - May 22, 2009	7:00 pm Union Colony Civic Center 701 10 <sup>th</sup> Avenue Greeley, CO

### **Upcoming Board of Directors Meetings**

May 21, 2009  
June 18, 2009

## **6.0 ADJOURNMENT**

The meeting was adjourned by consensus at 9:10 p.m.

Respectfully Submitted,

Melony Sandquist  
Executive Administrative Assistant