

# **CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES BOARD OF DIRECTORS**

**May 21, 2015  
MEETING MINUTES**

## **1.0 OPENING OF MEETING**

The Board of Directors of the Centennial Board of Cooperative Educational Services (CBOCES) met on May 21, 2015 at the Centennial BOCES Office – 2020 Clubhouse Drive – Greeley, Colorado.

## **1.1 CALL TO ORDER**

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

## **1.2 SELF INTRODUCTIONS**

## **1.3 ROLL CALL**

- 1) Mr. Mike Dixon, Brush RE-2
- 2) Ms. Alphretta Erdmann, Briggsdale RE-10
- 3) Ms. Marsha Harris, Weld RE-1
- 4) Mr. Karl Isakson, Ault / Highland RE-9
- 5) Mr. Luke Lind, Alternate, Eaton RE-2
- 6) Mr. Scott Stump, Prairie RE-11J
- 7) Mr. Jeff Wahlert, Pawnee RE-12

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

- 1) Mr. Brian Baker, Wiggins RE-50J
- 2) Mr. Rob Carruth, Morgan RE-3
- 3) Ms. Berlyn Clear Valley RE-7
- 4) Mr. Mike Linton, Weldon Valley RE-20J
- 5) Ms. Paula Peairs, St Vrain RE-1J
- 6) Ms. Patricia Wedan, Estes Park R-3

## **Superintendents present:**

- 1) Dr. Michelle Johnstone, Brush RE-2
- 2) Dr. Jo Barbie, Weld RE-1
- 3) Mr. Bret Robinson, Pawnee RE-12

## **BOCES Staff present:**

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

## **1.4 APPROVAL OF AGENDA**

**Mr. Karl Isakson moved to approve the Agenda as presented. Seconded by Mr. Mike Dixon.**

**The motion passed by a unanimous roll call vote: [Mike Dixon, yes; Alphretta Erdmann, yes; Marsha Harris, yes; Karl Isakson, yes; Luke Lind, yes; Scott Stump, yes; Jeff Wahlert, yes;]**

## **1.5 APPROVAL OF MINUTES**

**Mr. Scot Stump moved to approve the Minutes from the January 15, 2015 Meeting. Seconded by Mr. Jeff Wahlert.**

**The motion passed by a majority roll call vote: [Mike Dixon, yes; Alphretta Erdmann, yes; Marsha Harris, yes; Karl Isakson, yes; Luke Lind, yes; Scott Stump, yes; Jeff Wahlert, yes;]**

## **2.0 CONSENT AGENDA**

- 2.1 Approve Personnel Items As Presented
- 2.2 Approve Supplemental Appropriations As Presented
- 2.3 Approve 2015-2016 Salary Schedules As Presented
- 2.4 Approve 2015-2016 Benefit Schedules As Presented

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

**The motion passed by a unanimous roll call vote: [Mike Dixon, yes; Alphretta Erdmann, yes; Marsha Harris, yes; Karl Isakson, yes; Luke Lind, yes; Scott Stump, yes; Jeff Wahlert, yes;]**

## **3.0 REPORTS / DISCUSSION**

- 3.1 SAC Report – Dr. Michelle Johnstone, Dr. Jo Barbie, Mr. Bret Robinson

Discussion: Dr. Johnstone, Dr. Barbie and Mr. Robinson represented the SAC with a recommendation to the Board of Directors that Dr. Randy Zila's contract be renewed as is for 2015 – 2016 along with a per diem raise since he has not had an increase in pay since he came to CBOCES 5 years ago. Mr. Buswell presented a revised contract for consideration of the Board representing the pay increase recommended by the SAC. This item will be voted on as Action Item 4.4

- 3.2 Board of Directors Round Table Discussion - Ms. Marsha Harris, Board President
- 3.3 Financial Reports – Mr. Terry Buswell, CFO
  - 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

3.4 Budget Update and Review

3.5 Directors' Reports

- a. Dr. Randy Zila, Executive Director
- b. Mr. Mark Rangel, Director of Innovative Ed
- c. Ms. Jocelyn Walters, Director of Special Education
- d. Dr. Mary Ellen Good, Director of Federal Programs
- e. Mr. Terry Buswell, CFO / Director of Business Services, HR & Technology

**4.0 ACTION ITEMS**

4.1 Approve 2015 - 2016 Budget As Presented

**So moved by Mr. Mike Dixon. Seconded by Ms. Alphretta Erdmann.**

**The motion passed by a unanimous roll call vote: [Mike Dixon, yes; Alphretta Erdmann, yes; Marsha Harris, yes; Karl Isakson, yes; Luke Lind, yes; Scott Stump, yes; Jeff Wahlert, yes;]**

4.2 Approve Resolution 2015 - 2016 Budget Appropriation

**So moved by Mr. Scot Stump. Seconded by Mr. Jeff Wahlert.**

**The motion passed by a unanimous roll call vote: [Mike Dixon, yes; Alphretta Erdmann, yes; Marsha Harris, yes; Karl Isakson, yes; Luke Lind, yes; Scott Stump, yes; Jeff Wahlert, yes;]**

4.3 Approve Resolution Authorizing Use of Beginning Fund Balance for 2015 – 2016

**So moved by Mr. Jeff Wahlert. Seconded by Ms. Alphretta Erdmann.**

**The motion passed by a unanimous roll call vote: [Mike Dixon, yes; Alphretta Erdmann, yes; Marsha Harris, yes; Karl Isakson, yes; Luke Lind, yes; Scott Stump, yes; Jeff Wahlert, yes;]**

4.4 Approve Dr. Randy Zila's Revised Contract with CBOCES for 2015 – 2016

**So moved by Mr. Mike Dixon. Seconded by Mr. Luke Lind.**

**The motion passed by a unanimous roll call vote: [Mike Dixon, yes; Alphretta Erdmann, yes; Marsha Harris, yes; Karl Isakson, yes; Luke Lind, yes; Scott Stump, yes; Jeff Wahlert, yes;]**

4.5 Approve CBOCES Meeting Calendar for 2015 – 2016

**So moved by Mr. Karl Isakson. Seconded by Mr. Scott Stump.**

**The motion passed by a unanimous roll call vote: [Mike Dixon, yes; Alphretta Erdmann, yes; Marsha Harris, yes; Karl Isakson, yes; Luke Lind, yes; Scott Stump, yes; Jeff Wahlert, yes;]**

The next meeting of the Centennial BOCES Board of Directors will be September 17, 2015.

There being no further business, Ms. Marsha Harris adjourned the meeting at 7:50 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'MG', with a large, sweeping flourish extending to the right.

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