

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES BOARD OF DIRECTORS

**March 21, 2013
MEETING MINUTES**

1.0 OPENING OF MEETING

The Board of Directors of the Centennial Board of Cooperative Educational Services (BOCES) met on March 21, 2013 at the Centennial BOCES Office – 2020 Clubhouse Drive – Greeley, Colorado.

1.1 CALL TO ORDER

Mr. Tim Swain, Board President, called the meeting to order at 6:30 p.m.

1.2 SELF INTRODUCTIONS

1.3 ROLL CALL

- 1) Mr. Rob Carruth, Morgan RE-3
- 2) Ms. Julie Chesnut, Platte Valley RE-7
- 3) Mr. Don Dillehay - Alternate, Brush RE-2J
- 4) Ms. Marsha Harris, Weld RE-1
- 5) Mr. Mike Linton, Weldon Valley RE-20J
- 6) Mr. Rod Schmidt, St Vrain RE-1J
- 7) Mr. Mike Steinbach, Wiggins RE-50J
- 8) Mr. Tim Swain, Eaton RE-2
- 9) Mr. Jeff Wahlert, Pawnee RE-12

Board Members (or alternates) absent:

- 1) Mr. John Cordova, Ault-Highland RE-9
- 2) Ms. Alphretta Erdmann, Briggsdale RE-10
- 3) Mr. Tony Paglia, Park R-3
- 4) Mr. Scott Stump, Prairie RE-11

Superintendents present:

- 1) Dr. Glenn McClain, Platte Valley RE-7
- 2) Mr. Bret Robinson, Pawnee RE-12
- 3) Dr. Michelle Johnstone, Brush RE-2J

BOCES Staff present:

Dr. Randy Zila, Executive Director
Dr. Mary Ellen Good, Federal Programs Director
Ms. Jocelyn Walters, Special Education Director
Ms. Melony Sandquist, Executive Admin Assistant

Guests present:

- None

1.4 APPROVAL OF AGENDA

Mr. Mike Steinbach moved to approve the Agenda as presented. Seconded by Ms. Julie Chesnut.

The motion passed by a unanimous roll call vote: [Rob Carruth, yes; Julie Chesnut, yes; Don Dillehay, yes; Marsha Harris, yes; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes; Jeff Wahlert, yes] Mr. Mike Linton was not available for this vote.

1.5 APPROVAL OF MINUTES

Mr. Mike Steinbach moved to approve the Minutes from the January 17, 2013 Meeting. Seconded by Mr. Rob Carruth.

The motion passed by a majority roll call vote: [Rob Carruth, yes; Julie Chesnut, yes; Don Dillehay, abstain; Marsha Harris, yes; Rod Schmidt, abstain; Mike Steinbach, yes; Tim Swain, yes; Jeff Wahlert, yes] Mr. Mike Linton was not available for this vote.

2.0 CONSENT AGENDA

2.1 Approve Personnel Items as Presented

- Staff Resignations

2.2 Approve Supplemental Appropriations

- As Presented

Mr. Mike Steinbach moved to approve the Consent Agenda as presented. Seconded by Ms. Julie Chesnut.

The motion passed by a unanimous roll call vote: [Rob Carruth, yes; Julie Chesnut, yes; Don Dillehay, yes; Marsha Harris, yes; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes; Jeff Wahlert, yes] Mr. Mike Linton was not available for this vote.

3.0 REPORTS / DISCUSSION ITEMS

3.1 SAC Report – March 7, 2013

- Dr. Glenn McClain reported:
 - CDE updates - John Penn provided information and handouts
 - The April 4th SAC Meeting location was moved to UNC – McKee Hall
 - Budget review (2013-14) during the SAC meeting was directed by Terry Buswell & Randy Zila

3.2 Dr. Zila's revised contract was presented as an FYI

- Health benefit coverage has been added

3.3 Financial Reports

- Dr. Zila reviewed highlights of the Financial Reports
 - a. Board Notes for the Financial Reports
 - b. Investment Report A through 2.28.13
 - c. Cash Flow Analysis Report B through 2.28.13
 - d. Cash Flow Chart C through 2.28.13

- e. Financial Summary Report through 2.28.13
- f. Detailed Expense Report through 2.28.13

3.4 Report / Review of 3.7.13 Budget Meeting with SAC

- Budget Agenda
- CEBT Insurance Rates – approximate rate increase will be 3½%
- Special Ed Revenue Allocation by District – costs of services continue to increase
- Salary Survey Results – looking at a 2% salary increase for CBOCES Staff

3.5 Directors' Reports

- Mr. Terry Buswell, CFO / Director of Business Services / Director of Technology
 - Written report provided
- Dr. Mary Ellen Good, Director of Federal Programs
 - Written and verbal report provided
- Ms. Jocelyn Walters, Director of Special Ed
 - Verbal report and updates provided
 - Has been working with Superintendents and area Special Ed Directors to determine need, cost, and options around creating a local significant needs program. Currently students are being transported to south Denver
- Dr. Randy Zila, Executive Director
 - Verbal report and updates provided
 - BOCES has been training staff on migration from IFIS to Infinite Visions
 - Dr. Zila and Terry Buswell have contacted Wells Fargo, Adams Bank and New West Bank about refinancing the BOCES building at a reduced interest rate of apx 2.8% - Wells Fargo (the current lender) has not responded – will move forward with Banks who show interest
 - CBOCES will be dispensing most of the vehicle fleet, keeping only one van for Federal Programs and possibly one car for the Morgan County Office Districts will have an opportunity to bid on these items
 - Linda Chapman has been hired to replace Christine Muldoon in the Innovative Ed Department for the remainder of the fiscal year
 - Dr. Zila has been in discussions about CBOCES District Memberships
 - St Vrain will remain a member for the 2013-14 fiscal year
 - Johnstown/Milliken was contacted and asked to consider coming back as a member; their BOE has decided not to return
 - Thompson is considering coming back as a member; their BOE has not made a decision
 - Dr. Zila has a meeting arranged with the Superintendent of one “new” school district in the area to discuss the benefits of becoming a member

3.6 Discuss Board Meeting Schedule for the 2013-14 Calendar

Discussion: Taking into consideration everyone's time commitment and having lighter Board Meeting Agenda items to discuss and vote on, it may be good to consider reducing the number of BOD Meetings from 7 or 8 per year to 5 or 6 per year. Meetings are basically scheduled around the need to report and vote on financial developments. By-laws require 4 meetings annually. This discussion will be brought back at the April Board Meeting along with Draft Calendar options for 2013-14.

4.0 ACTION ITEMS

- None

5.0 FUTURE AGENDA ITEM REQUESTS

- None

6.0 ANNOUNCEMENTS / UPCOMING MEETINGS

Superintendents Advisory Council	Board of Directors
<u>April 4, 2013</u> Change of Location to UNC McKee Hall Room 008	<u>April 18, 2013</u>

There being no further business, Mr. Tim Swain adjourned the meeting at 7:25 p.m.

Respectfully Submitted,



Melony Sandquist
Centennial BOCES
Executive Ass't to CEO, BOD, SAC