

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES BOARD OF DIRECTORS

**November 17, 2011
MEETING MINUTES**

1.0 OPENING OF MEETING

The Board of Directors of the Centennial Board of Cooperative Educational Services met on November 17, 2011 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 6:30 p.m.

1.2 SELF INTRODUCTIONS

1.3 ROLL CALL

- 1) Julie Chesnut, Platte Valley RE-7
- 2) Mike Dixon, Brush RE-2J
- 3) John Dudley, Ault-Highland RE-9
- 4) Marsha Harris, Weld RE-1
- 5) Kelly Johnston, Briggsdale RE-10
- 6) Tony Paglia, Park R-3
- 7) Mike Steinbach, Wiggins RE-50J
- 8) Tim Swain, Eaton RE-2
- 9) Scott Tietmeyer, Pawnee RE-12

Board Members absent:

- 1) Rob Carruth, Morgan RE-3
- 2) Sheryl Groves, Weldon Valley RE-20J
- 3) Marianne Kaiser, Prairie RE-11
- 4) Rod Schmidt, St Vrain RE-1J

Superintendents present:

- 1) Glenn McClain, Platte Valley RE-7
- 2) Michelle Johnstone, Brush RE-2J
- 3) Greg Wagers, Morgan RE-3
- 4) Bret Robinson, Pawnee RE-12

BOCES Staff present:

Randy Zila, Executive Director
Jocelyn Walters, Director of Special Education
Terry Buswell, CFO / HR Director / Director of Technology
Mary Ellen Good, Director of Federal Programs
Christine Muldoon, Director of Innovative Education
Melony Sandquist, Executive Administrative Assistant

Guests present:

Tim Mayberry – Auditor – Johnson, Holscher & Company P.C.

1.4 APPROVAL OF AGENDA

Mr. John Dudley announced that there has been a change made to the original Agenda. Item 4.5 was added to the Agenda – “Approve Extension of Executive Director Contract to June 30, 2012”

Mr. Tony Paglia moved to approve the Agenda as amended. The motion was seconded by Mr. Mike Steinbach.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Mike Dixon, yes; John Dudley, yes; Marsha Harris, yes; Kelly Johnston, yes; Tony Paglia, yes; Mike Steinbach, yes; Tim Swain, yes; Scott Tietmeyer, yes]

1.5 APPROVAL OF MINUTES

Mr. Tony Paglia moved to approve the October 27, 2011 Minutes as presented. The motion was seconded by Mr. Mike Steinbach.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Mike Dixon, yes; John Dudley, yes; Marsha Harris, yes; Kelly Johnston, yes; Tony Paglia, yes; Mike Steinbach, yes; Tim Swain, yes; Scott Tietmeyer, yes]

2.0 CONSENT AGENDA

2.1 Approve Supplemental Appropriations:

SWAP Greeley Grant Project:	\$1,051.00
SWAP Fort Morgan Grant Project:	-\$48,430.00
RE-5J Contracted Services Project:	-\$27,603.00
High School Diploma Project:	\$8,934.00
Migrant Education Title I-C Grant Project:	-\$10,000.00
Title I Grant Project:	\$101,008.00
Title II-A Teacher Quality Grant Project:	\$7,241.00
Title III English Language Acquisition Grant Project:	\$1,011.00
Title III Immigrant Set-Aside Grant Project:	\$340.00

Mr. Tim Swain moved to approve the Consent Agenda as presented. The motion was seconded by Mr. Mike Steinbach.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Mike Dixon, yes; John Dudley, yes; Marsha Harris, yes; Kelly Johnston, yes; Tony Paglia, yes; Mike Steinbach, yes; Tim Swain, yes; Scott Tietmeyer, yes]

3.0 REPORTS / DISCUSSION / BOARD RECOGNITION

3.1 SAC Report

- Dr. Glenn McClain – Superintendent, Platte Valley RE-7

3.2 Audit Report

- Mr. Tim Mayberry, Auditor – Johnson, Holscher & Company P.C.

Discussion: There were no questions or any discussion from the Board relative to the audit report

3.3 Financial Reports

- Mr. Terry Buswell, CBOCES CFO
 - a. Board Notes for the Financial Reports
 - b. Investment Report through 10/31/11
 - c. Two page Summary Financial Report through 10/31/11
 - d. 15 page Expense Detail Report through 10/31/11
 - e. Cash Flow Analysis Report through 10/31/11
 - f. Cash Flow Chart through 10/31/11

3.4 Directors' Reports

- Mr. Terry Buswell, CFO / Director of Business Services/ Director of Technology
 - Written report enclosed
- Dr. Mary Ellen Good, Director of Federal Programs
 - Written report enclosed
- Ms. Christine Muldoon, Director of Innovative Ed
 - Written report enclosed
- Ms. Jocelyn Walters, Director of Special Ed
 - Written report enclosed
- Dr. Randy Zila, Executive Director
 - Verbal Report

3.5 Review & Discuss Policy GCQEA – Voluntary Retirement Incentive For Employees

Discussion: Mr. Buswell explained that this policy is being brought forward due to a request from the Board at previous meetings where the Regulation for this policy was revised to update language. There is one person working for Centennial BOCES at this time that is eligible to take advantage of the Voluntary Retirement Incentive opportunity. The Board decided to put a hold on any changes to this policy until the new Board members are seated. A review of this policy will be brought forward at a future meeting. There was no action at this time.

3.6 Recognition of retiring Board Members

- Ms. Marianne Kaiser, Prairie RE-11 - Term Limited
- Mr. John Dudley, Ault/Highland RE-9 - Term Limited

Dr. Zila thanked Mr. John Dudley for his years of service on the CBOCES Board and most recently as Board President. Ms. Kaiser was unable to attend this meeting; she is retiring as CBOCES Board Secretary.

4.0 ACTION ITEMS

4.1 Approve CBOCES Accreditation Report for 2010-2011

Mr. Tony Paglia moved to approve the CBOCES Accreditation Report as presented. The motion was seconded by Mr. Mike Steinbach.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Mike Dixon, yes; John Dudley, yes; Marsha Harris, yes; Kelly Johnston, yes; Tony Paglia, yes; Mike Steinbach, yes; Tim Swain, yes; Scott Tietmeyer, yes]

4.2 Approve Financial Audit for 2010-2011

Mr. Mike Steinbach moved to approve the Financial Audit for 2010-2011 as presented. The motion was seconded by Ms. Julie Chesnut.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Mike Dixon, yes; John Dudley, yes; Marsha Harris, yes; Kelly Johnston, yes; Tony Paglia, yes; Mike Steinbach, yes; Tim Swain, yes; Scott Tietmeyer, yes]

- 4.3 Approve Revised Policy on First Reading
 - DJE - Bids / Quotations

Ms. Julie Chesnut moved to approve Revised Policy DJE – Bids / Quotations on First Reading. The motion was seconded by Ms. Marsha Harris.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Mike Dixon, yes; John Dudley, yes; Marsha Harris, yes; Kelly Johnston, yes; Tony Paglia, yes; Mike Steinbach, yes; Tim Swain, yes; Scott Tietmeyer, yes]

- 4.4 Approve Graduation Requirements for CBOCES High School

Mr. Tony Paglia moved to approve the Graduation Requirements for CBOCES High School as presented. The motion was seconded by Mr. Scott Tietmeyer.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Mike Dixon, yes; John Dudley, yes; Marsha Harris, yes; Kelly Johnston, yes; Tony Paglia, yes; Mike Steinbach, yes; Tim Swain, yes; Scott Tietmeyer, yes]

- 4.5 Approve Extension of Executive Director Contract to June 30, 2012

Mr. Mike Steinbach moved to approve the Extension of the Executive Director Contract until June 30, 2012. In addition to extending the Contract term, the Contract will be amended by changing certain verbiage from “employee” to “consultant” and those changes will be brought back in January for further consideration. The motion was seconded by Mr. Tony Paglia.

The motion passed by a unanimous roll call vote: [Julie Chesnut, yes; Mike Dixon, yes; John Dudley, yes; Marsha Harris, yes; Kelly Johnston, yes; Tony Paglia, yes; Mike Steinbach, yes; Tim Swain, yes; Scott Tietmeyer, yes]

Announcements / Upcoming Meetings
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Board of Directors	Superintendents Advisory Council
January 19, 2012	January 5, 2012

There being no further business, Mr. Dudley adjourned the meeting at 7:40 p.m.

Respectfully Submitted,



Melony Sandquist
Executive Administrative Assistant
Centennial BOCES