



“Through collaboration, CBOCES will provide value-added resources that enrich educational opportunities for all students.”

Board of Cooperative Educational Services
www.cboces.org

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Date

January 21, 2021

6:30 PM Regular Meeting

Location

Virtual Via Zoom

Board of Directors

Riste Capps, RE-1 Valley SD
Laura Case, Estes Park SD R-3
Kim Chacon, Weld County SD RE-1
Audrey Clary, Eaton SD RE-2
Mary Clawson, Weld RE-9 SD
Dianne Cox, Brush SD RE-2J
Doug Duggan, Pawnee SD RE-12
Katie Ford, Briggsdale School
Eric Gonzalez, Wiggins SD RE-50J
Nancy Hopper, Morgan County SD RE-3
Nancy Kugler, Prairie SD RE-11J
Mindy Marshall, Platte Valley SD RE-7
Paula Peairs, St. Vrain Valley Schools
Kathy Wood, Weldon Valley SD RE-20J

Administration

Dr. Randy Zila, Executive Director
Terry Buswell, Assistant Executive Director
Maria Castillo Saenz, Federal Programs Director
Mark Rangel, Innovative Education Services Director
Jocelyn Walters, Special Education Director

1.0 Opening of Meeting – 6:30 PM

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Introductions/District Updates
- 1.4 Approval of Agenda
- 1.5 Approval of Minutes – November 19, 2020
- 1.6 Public Participation
 - Time parameters – Three minutes per speaker; 20 minutes total for public participation
- 1.7 Board Reports/Requests
- 1.8 Old Business



“Through collaboration, CBOCES will provide value-added resources that enrich educational opportunities for all students.”

Board of Cooperative Educational Services
www.cboces.org

2.0 Consent Agenda

- 2.1 Approval of Personnel Items
- 2.2 Approval of Supplemental Appropriations
- 2.3 Approval of Revisions to Board Policies: DJB, DJE, EEAEG, GBEB, GBI, IKF-2, JLCDB
- 2.4 Approval of Designated Public Notice Location for 2021 Board of Directors' Meetings

3.0 Presentations

None

4.0 Reports/Discussion

- 4.1 Superintendents' Advisory Council Report – Dr. Glenn McClain (Oral Report)
- 4.2 First Reading Discussion, Revisions to Board Policies: GBGG, GBGH, GBGJ, GBGL
- 4.3 Financial Reports – Terry Buswell, Assistant Executive Director
 - Board Notes for Financial Reports
 - Investment Report A
 - Cash Flow Analysis Report B
 - Cash Flow Chart C
 - Two Page Financial Summary Report
 - 11 Page Detailed Expense Report
- 4.4 Directors' Reports
 - a. Dr. Randy Zila, Administration (Oral Report)
 - b. Terry Buswell, Business Services/Human Resources/Technology Departments
 - c. Maria Castillo, Federal Programs Department
 - d. Mark Rangel, Innovative Education Services Department
 - e. Jocelyn Walters, Special Education Department

5.0 Action Items

- 5.1 Approval of FY 2019-20 Single Audit

6.0 Updates/Announcements

CBOCES High School Graduation Dates

Longmont Campus: Monday, May 17, 2021 @ 6:30 PM
St. Vrain Memorial Building, Longmont

Greeley Campus: Wednesday, May 19, 2021 @ 6:30 PM
Weld RE-1 Valley High School, Gilcrest

IConnect: Friday, May 14, 2021
Wiggins High School, Wiggins

7.0 Adjournment

MEMORANDUM

TO: Centennial BOCES Board of Directors

FROM: Dr. Randy Zila, Executive Director

DATE: January 21, 2021

SUBJECT: Opening of Meeting

Background Information

1.1 Call to Order

1.2 Roll Call

1.3 Introductions/District Updates

1.4 Approval of Agenda

1.5 Approval of Minutes – November 19, 2020

1.6 Public Participation – Time parameters (Three minutes per speaker;20 minutes total)

1.7 Board Reports/Requests

1.8 Old Business

Recommended Action

Approve or Amend Agenda

Approve or Amend Minutes

Other – as determined by Board

1.0 OPENING OF MEETING

The Board of Directors of the Centennial Board of Cooperative Educational Services (CBOCES) met on November 19, 2020 via Zoom.

1.1 Call to Order

President Clawson called the meeting to order at 6:35 PM.

1.2 Roll Call

Board Members (or alternates) present:

Riste Capps, RE-1 Valley SD Sterling
Laura Case, Estes Park SD R-3
Kim Chacon, Weld County SD RE-1
Mary Clawson, Weld RE-9 SD
Doug Duggan, Pawnee SD RE-12
Katie Ford, Briggsdale School
Nancy Hopper, Morgan County SD RE-3
Mindy Marshall, Platte Valley SD RE-7
Kathy Wood, Weldon Valley SD RE-20J

Board Members absent:

Audrey Clary, Eaton SD RE-2
Dianne Cox, Brush SD RE-2J
Eric Gonzalez, Wiggins SD RE-50J
Nancy Kugler, Prairie SD RE-11J
Paula Peairs, St. Vrain Valley Schools

Superintendents present:

None

CBOCES Staff present:

Dr. Randy Zila, Executive Director
Terry Buswell, Assistant Executive Director
Maria Castillo Saenz, Federal Programs Director
Mark Rangel, Innovative Education Services Director
Jocelyn Walters, Special Education Director
Shana Garcia, Executive Administrative Assistant

1.3 Introductions/District Updates

Board Members introduced themselves and shared information for their respective districts' activities

1.4 Approval of Agenda

Kathy Wood moved to approve the agenda as presented. Riste Capps seconded.

The motion passed by unanimous roll call vote: [Riste Capps: yes; Laura Case, yes; Kim Chacon, yes; Audrey Clary, absent; Mary Clawson, yes; Dianne Cox, absent; Doug Duggan, yes; Katie Ford, yes; Eric Gonzalez, absent; Nancy Hopper, yes; Nancy Kugler, absent; Mindy Marshall, yes; Paula Peairs, absent; Kathy Wood, yes]

1.5 Approval of Minutes

The minutes were approved as corrected.

1.6 Public Participation

None

1.7 Board Reports/Requests

None

1.8 Old Business

None

2.0 CONSENT AGENDA

2.1 Approval of Personnel Items

2.2 Approval of Supplemental Appropriations

2.3 Approval of Revisions to Board Policies/Regulations/Exhibits: AC, AC-R-1, AC-R-2, AC-E-1, AC-E-2, ADC, BC-R, BEAA, BEDA, EBBA, EBBA-R, EBCE, EHC, GBA, GBAB, GCE-GCF, GCQC, GCQF, GDE-GDF, GDQB, GDQD, IC-ICA, IHBEA, IHCD, IHCD-R, IKA, JB, JBB, JF, JFABE, JH, JICDA, JICDE, JICDE-E-1, JICDE-E-2, JICEC, JII, JKD-JKE, JKD-JKE-R, JKD-JKE-E, JLCC, JLCD, JLCE, KDB, KE, KE-R, KFA, KI

Katie Ford moved to approve Consent Agenda items 2.1 through 2.3. Doug Duggan seconded.

The motion passed by unanimous roll call vote: [Riste Capps: yes; Laura Case, yes; Kim Chacon, yes; Audrey Clary, absent; Mary Clawson, yes; Dianne Cox, absent; Doug Duggan, yes; Katie Ford, yes; Eric Gonzalez, absent; Nancy Hopper, yes; Nancy Kugler, absent; Mindy Marshall, yes; Paula Peairs, absent; Kathy Wood, yes]

3.0 PRESENTATIONS

None

4.0 REPORTS / DISCUSSION

4.1 FY 2019-20 Financial Statements and Single Audit Report

The following topics were shared:

- Single audit not complete – financial statements discussed
- Reviewed assets, revenue, expenditure, reserves, liabilities
- No concerns, small surplus of 33K

4.2 Superintendents' Advisory Council Report – Dr. Glenn McClain (Oral Report)

The following topics were shared:

- Meeting on more frequent basis
- Covid chaos – inconsistencies with state and county entities
- School finance assessments to be discussed in December

4.3 First Reading Discussion, Revisions to Board Policies: DJB, DJE, EEAEG, GBEB, GBI, IKF-2, JLCDB

4.4 Financial Reports – Terry Buswell, Assistant Executive Director

- 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. **11 Page Detailed Expense Report**
- 4.5 Directors' Reports**
 - a. **Dr. Randy Zila, Administration (Oral Report)**
The following topics were shared:
 - Federal Programs received grant
 - b. **Terry Buswell, Business Services/Human Resources/Technology Departments**
 - c. **Maria Castillo Saenz, Federal Programs Department (Oral Report)**
 - d. **Mark Rangel, Innovative Education Services Department**
 - e. **Jocelyn Walters, Special Education Department**

5.0 ACTION ITEMS

5.1 Approval of FY 2019-20 Financial Statements

Katie Ford moved to approve the FY 2019-20 Financial Statements. Nancy Hopper seconded.

The motion passed by unanimous roll call vote: [Riste Capps: yes; Laura Case, yes; Kim Chacon, yes; Audrey Clary, absent; Mary Clawson, yes; Dianne Cox, absent; Doug Duggan, yes; Katie Ford, yes; Eric Gonzalez, absent; Nancy Hopper, yes; Nancy Kugler, absent; Mindy Marshall, yes; Paula Peairs, absent; Kathy Wood, yes]

5.2 Approval of Centennial BOCES 2019-20 Financial Accreditation Report

Kim Chacon moved to approve the Centennial BOCES 2019-20 Financial Accreditation Report. Riste Capps seconded.

The motion passed by unanimous roll call vote: [Riste Capps: yes; Laura Case, yes; Kim Chacon, yes; Audrey Clary, absent; Mary Clawson, yes; Dianne Cox, absent; Doug Duggan, yes; Katie Ford, yes; Eric Gonzalez, absent; Nancy Hopper, yes; Nancy Kugler, absent; Mindy Marshall, yes; Paula Peairs, absent; Kathy Wood, yes]

6.0 UPDATES/ANNOUNCEMENTS

- IConnect High School Graduation – May 14, 2021 at Wiggins High School

7.0 ADJOURNMENT

The meeting was adjourned by acclamation at 7:54 PM.

Respectfully Submitted,

Nancy Kugler

Centennial BOCES BOD Secretary/Treasurer

MEMORANDUM

TO: Centennial BOCES Board of Directors
FROM: Dr. Randy Zila, Executive Director
DATE: January 21, 2021
SUBJECT: Consent Agenda

Background Information

2.1 Approval of Personnel Items

2.2 Approval of Supplemental Appropriations

Title I-A Grant Project:	- \$23,244.00
Title II-A Teacher Quality Grant Project:	\$88,089.00
Title III English Language Grant Project:	\$19,799.00
Title IV Part A Grant Project:	\$63,091.00
Homeless Ed Assistance (Basic Center) Program Project:	\$40,000.00
Title III Immigrant Set-Aside Grant Project:	\$125.00

2.3 Approval of Revisions to Board Policies: DJB, DJE, EEAEG, GBEB, GBI, IKF-2, JLCDB

2.4 Approval of Designated Public Notice Location for 2021 Board of Directors' Meetings

Recommended Action

Approve Consent Agenda Action Items As Presented

M E M O R A N D U M

TO: Centennial BOCES Board of Directors
FROM: Dr. Randy Zila, Executive Director
DATE: January 21, 2021
SUBJECT: Approval of Personnel Items - Staff Resignations / Releases

Employee Name	Position	Department	Date	Comments
Buswell, Terry	Assistant Executive Director	Admin. Department	1/31/21	Retiring, returning in March under a 140 day assignment
Inglis, Shelby	SLP	Special Ed. Department	12/18/20	Resignation
Johnson, Gary	Teacher	Innovative Ed. Department	12/18/20	Resignation

M E M O R A N D U M

TO: Centennial BOCES Board of Directors
FROM: Dr. Randy Zila, Executive Director
DATE: January 21, 2021
SUBJECT: Approval of Personnel Items - Staff Appointments

Employee Name	Beginning Date	Assignment	Department	Position FTE	Rate of Pay	Justification / Comments
Escalero, Erika	01/11/2021	Early Childhood Ed. Manager	Federal Programs Dept.	1.00	\$50,000 prorated to \$22,378.71 annually	
Taylor, Jordan	01/19/2021	Graduation Manager	Federal Programs Dept.	1.00	\$47,000 prorated to \$21,068.30 annually	
Thuis, Samantha	01/05/2021	Teacher of Visually Impaired	Special Ed. Department	N/A	\$30.00/hr	

BE IT RESOLVED by the Centennial Board of Cooperative Educational Services' Board of Directors, in the County of Weld, that the reduced amount of \$23,244 be appropriated into the 2020-2021 Centennial BOCES budget for the Title I-A Grant project. This budget decrease is based on updated allocations from CDE and will decrease this budget from \$1,400,000 to \$1,376,756.

Adopted and signed this _____ day of _____, 2021

CENTENNIAL BOARD OF
COOPERATIVE EDUCATIONAL SERVICES

President

Secretary

BE IT RESOLVED by the Centennial Board of Cooperative Educational Services' Board of Directors, in the County of Weld, that the additional amount of \$88,089 be appropriated into the 2020-2021 Centennial BOCES budget for the Title II-A Teacher Quality Grant project. This budget increase is based on updated allocations from CDE and will increase this budget from \$300,000 to \$388,089.

Adopted and signed this _____ day of _____, 2021

CENTENNIAL BOARD OF
COOPERATIVE EDUCATIONAL SERVICES

President

Secretary

BE IT RESOLVED by the Centennial Board of Cooperative Educational Services' Board of Directors, in the County of Weld, that the additional amount of \$19,799 be appropriated into the 2020-2021 Centennial BOCES budget for the Title III English Language Grant project. This budget increase is based on updated allocations from CDE and will increase this budget from \$125,000 to \$144,799.

Adopted and signed this _____ day of _____, 2021

CENTENNIAL BOARD OF
COOPERATIVE EDUCATIONAL SERVICES

President

Secretary

BE IT RESOLVED by the Centennial Board of Cooperative Educational Services' Board of Directors, in the County of Weld, that the additional amount of \$63,091 be appropriated into the 2020-2021 Centennial BOCES budget for the Title IV Part A Grant project. This budget increase is based on updated allocations from CDE and will increase this budget from \$150,000 to \$213,091.

Adopted and signed this _____ day of _____, 2021

CENTENNIAL BOARD OF
COOPERATIVE EDUCATIONAL SERVICES

President

Secretary

BE IT RESOLVED by the Centennial Board of Cooperative Educational Services' Board of Directors, in the County of Weld, that the additional amount of \$40,000 be appropriated into the 2020-2021 Centennial BOCES budget for the Homeless Ed Assistance (Basic Center) Program project. This budget increase is based on additional funding sources received and will increase this budget from \$60,000 to \$100,000.

Adopted and signed this _____ day of _____, 2021

CENTENNIAL BOARD OF
COOPERATIVE EDUCATIONAL SERVICES

President

Secretary

BE IT RESOLVED by the Centennial Board of Cooperative Educational Services' Board of Directors, in the County of Weld, that the additional amount of \$125 be appropriated into the 2020-2021 Centennial BOCES budget for the Title III Immigrant Set-Aside Grant project. This budget increase is based on updated allocations from CDE and will increase this budget from \$10,500 to \$10,625.

Adopted and signed this _____ day of _____, 2021

CENTENNIAL BOARD OF
COOPERATIVE EDUCATIONAL SERVICES

President

Secretary

FEDERAL PROCUREMENT

Federal Procurement

This policy and its accompanying regulation ~~shall apply~~ applies to the purchase of services, supplies, equipment or other property with federal funds that are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy or its accompanying regulation conflict or are otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of such laws ~~shall~~ control.

Centennial BOCES employees ~~shall~~ must follow Board policy concerning employee purchasing authority when making any purchase with federal funds and ~~shall~~ must obtain prior Board approval in those instances when it is required by Board policy. Centennial BOCES employees ~~shall~~ must also follow applicable state law and Board policy concerning competitive bidding; to the extent state law and/or Board policy establish additional requirements or procedures – including conducting criminal background checks for any person providing direct services to students pursuant to a written contract – that do no conflict ~~that are not inconsistent~~ with this policy and its accompanying regulation.

Federal Micro-purchases (less than ~~\$3,500~~ 10,000)

A “micro-purchase” is a purchase of supplies or services using simplified acquisition procedures, the aggregate amount of which does not exceed the micro-purchase threshold ~~that, in an aggregate amount, is less than \$3,500.~~

Micro-purchases may be made or awarded without soliciting competitive quotations; to the extent Centennial BOCES staff determine that the cost of the purchase is reasonable. For purposes of this policy, “reasonable” means the purchase is comparable to market prices for the geographic area.

To the extent practicable, Centennial BOCES will distribute micro-purchases equitably among qualified suppliers when the same or materially interchangeable products are identified and such suppliers offer effectively equivalent rates, prices and other terms.

Federal Simplified Acquisition Threshold Small Purchases (~~\$ 10,000~~ 3,500 to under ~~\$150~~ 250,000)

“Simplified acquisition threshold” means the dollar amount below which a non-federal entity may purchase property or services using small purchase methods. Non-federal entities adopt small purchase procedures in order to expedite the purchase of items costing less than the simplified acquisition threshold. ~~A “small purchase” is a purchase that, in an aggregate amount, is \$3,500 or more, but less than \$150,000.~~

For small purchases, price or rate quotes ~~shall~~ must be obtained in advance from a reasonable number of qualified sources, as detailed in this policy’s accompanying regulation, unless:

1. a valid basis exists under the federal Uniform Grant Guidance for relying on procurement by a noncompetitive proposal (i.e., “single source” procurement); or
2. Centennial BOCES elects to use a more formal competitive bid or request for proposal process.

Competitive Bidding Threshold Large Purchases (~~\$150~~ 250,000 or more)

~~A large purchase is a purchase that, in an aggregate amount, is \$150,000 or more.~~

Centennial BOCES ~~shall~~ must conduct a cost or price analysis for ~~large~~ purchases that exceed the simplified acquisition , at threshold. At a minimum, this must includes making an independent estimate before receiving bids or proposals (including noncompetitive proposals). A cost analysis means evaluating the separate cost elements that make up the price. A price analysis means evaluating the total price, without looking at the individual cost elements.

Whenever appropriate and relevant to the specific transaction, the cost analysis may include life-cycle cost estimates which ~~shall~~ must then be incorporated into any solicitations of bids or proposals.

Unnecessary or Duplicative Items

Centennial BOCES ~~shall~~ must avoid the acquisition of unnecessary or duplicative items. Consideration ~~shall~~ must also be given to consolidating or breaking out purchases to obtain a more economical purchase.

Recordkeeping

Centennial BOCES ~~shall~~ must maintain records sufficient to detail the history of procurements made with federal funds. These records may include, but not necessarily be limited to, the following: rationale for the method of procurement, contractor selection or rejection, and the basis for the contract price (including a cost or price analysis).

Retention of such procurement records ~~shall~~ must be in accordance with applicable law and Board policy.

LEGAL REFS.: 2 C.F.R. Part 200 Subpart D (post-award requirements under the federal Uniform Grant Guidance)
 2 C.F.R. 200.318 (general standards for procurement supported by federal funds)
 2 C.F.R. 200.319 (written procurement standards required)
 2 C.F.R. 200.320 (methods of procurement to be followed)
 2 C.F.R. 200.323 (cost or price analysis)
 2 C.F.R. 200.333 (record retention requirements)
 2 C.F.R. 200.336 (access to records)
 7 C.F.F. 226 (USDA procurement thresholds)
 7 C.F.R. 3016.36 (USDA's procurement standards)
 7 C.F.R. 3016.37 (USDA's procurement requirements for subgrants)
 34 C.F.R. Parts 75, 76 (EDGAR - Education Department General Administrative Regulations)
 48 C.F.R. Subpart 2.1 (micro-purchase and competitive bidding thresholds)

CROSS REFS.: BCB, Board Member Conflict of Interest
 DAC, Federal Fiscal Compliance
 DJ/DJA, Purchasing/Purchasing Authority
 DJE, Bidding Procedures
 DKC, Expense Authorization/Reimbursement (Mileage and Travel)
 EHB, Records Retention
 GBEA, Staff Ethics/Conflict of Interest

| Revised:

Adopted: November 16, 2017
Centennial BOCES

BIDDING PROCEDURES

All contractual services and purchases of supplies, materials and equipment in the amount of \$10,001 or more ~~shall~~ will be put to bid. This ~~shall~~ does not apply, however, to professional services or instructional services or materials. Other purchases may be made in the open market but ~~shall~~ will, when possible, be based on competitive quotations or prices.

All contracts and all open market orders ~~shall~~ will be awarded to the lowest responsible qualified supplier, taking into consideration the quality of materials (services) desired and their contribution to program goals.

The Board reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of Centennial BOCES.

Pre-qualification

With regard to materials or services for which bids are required, the executive director or designee ~~shall~~ will develop a procedure to pre-qualify bidders. Suppliers ~~shall~~ will be invited to have their names placed on mailing lists to receive information about pre-qualifying. When specifications are prepared, they ~~shall~~ will be mailed to all merchants and firms who have pre-qualified. Only pre-qualified bidders may submit bids.

Response Receipt and Opening

All bids ~~shall~~ must be submitted in sealed envelopes, addressed to the Board, and plainly marked with the bid number and the time of the bid opening. Bids ~~shall~~ will be opened in public by appropriate Centennial BOCES officials or employees at the time specified, and all bidders ~~shall~~ will be invited to be present.

~~The Board reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of Centennial BOCES.~~

Awarding a Bid

The bidder to whom an award is made ~~shall~~ will be required to submit to Centennial BOCES proof of liability insurance and when appropriate, proof of workers' compensation insurance, and may be required to enter into a written contract with Centennial BOCES. Any written contract ~~shall~~ must include a provision requiring a criminal background check for any person providing direct services to students under the contract, including but not limited to transportation, instruction or food services as required by law. The contracting entity is responsible for any costs associated with the background check.

LEGAL REFS.: C.R.S. 22-32-109 (1)(b)(board required to adopt bidding process)
C.R.S. 22-32-122 (4) (background check provision required in service contracts for services performed for a school or with students)
C.R.S. 24-18-201 (public official's interest in contract)

CROSS REFS.: BCB, Board Member Conflict of Interest
DJB, Federal Procurement

Revised:

Revised: November 16, 2017

Revised: January 19, 2012

Revised: June 18, 2002

Adopted: June 16, 1998
Centennial BOCES

This policy is recommended for deletion as it is no longer needed
USE OF WIRELESS COMMUNICATION DEVICES BY CENTENNIAL BOCES
TRANSPORTATION VEHICLE OPERATORS

~~While the Board believes the use of wireless communication devices by Centennial BOCES transportation vehicle operators is important to provide instant communication regarding emergencies as well as to convey other important information, vehicle operators shall be subject to the following restrictions to ensure safe use:~~

~~For purposes of this policy, wireless communication device is defined as any device intended to facilitate communication, including but not limited to cell phones, two way radios, walkie talkies, beepers, pagers, etc.~~

~~Vehicle operators shall not place or receive communications on any personally owned wireless communication device while passengers are loading or unloading from Centennial BOCES transportation vehicle or while the vehicle is in motion.~~

~~Under usual circumstances, use of Centennial BOCES owned wireless communication devices shall be allowed when used to assist a vehicle operator and/or dispatcher in the necessary communications periodically needed to safely deliver students—home to school, school to school and school to home. Use of such devices while the vehicle is in motion shall be limited whenever possible.~~

~~Violation of this policy may subject the vehicle operator to disciplinary action.~~

~~LEGAL REFS.: C.R.S. 42-4-239 (using a wireless telephone for text messaging while driving is prohibited)
1 CCR 301-26, Rule 4204-R-232.00 (rules governing operation of school transportation vehicles use of cell phones/two way radios)~~

~~CROSS REF.: EEAE, Transportation Safety~~

~~Adopted: November 16, 2017~~

STAFF CONDUCT (AND RESPONSIBILITIES)

All staff members have a responsibility to become familiar with and abide by federal and state laws as these affect their work, and the policies and regulations of Centennial BOCES.

As representatives of Centennial BOCES and role models for students, all staff ~~shall~~ must demonstrate and uphold high professional, ethical and moral standards. Staff members ~~shall~~ must conduct themselves in a manner that is consistent with the mission of Centennial BOCES and ~~shall~~ must maintain professional boundaries with students at all times in accordance with this policy's accompanying regulation. Interactions between staff members must be based on mutual respect and any disputes will be resolved in a professional manner.

Rules of Conduct

Each staff member ~~shall~~ must observe the following rules of conduct established by state law. Accordingly, a Centennial BOCES employee ~~shall~~ must not:

1. Disclose or use confidential information acquired in the course of employment to further substantially the employee's personal financial interests.
2. Accept a gift of substantial value or substantial economic benefit tantamount to a gift of substantial value which would tend to improperly influence a reasonable person in the position to depart from the faithful and impartial discharge of the staff member's duties, or which the staff member knows or should know is primarily for the purpose of a reward for action taken.
3. Engage in substantial financial transaction for private business purposes with a person whom the staff member supervises.
4. Perform any action which directly and substantially confers an economic benefit tantamount to a gift of substantial value on a business or other undertaking in which the staff member has a substantial financial interest or is engaged as a counsel, consultant, representative, or agent.

All staff members ~~shall~~ are ~~be~~ expected to carry out their assigned responsibilities with conscientious concern.

It ~~shall~~ is not ~~be~~ considered a breach of conduct for a staff member to:

1. Use Centennial BOCES facilities and equipment to communicate or correspond with constituents, family members or business associates on an occasional basis.
2. Accept or receive a benefit as indirect consequence of transacting Centennial BOCES business.

Essential to the success of ongoing Centennial BOCES operations and the instructional program are the following specific responsibilities, which ~~are~~ shall ~~be~~ required of all personnel:

1. Faithfulness and promptness in attendance at work.
2. Support and enforcement of the policies of the Board and regulations of Centennial BOCES administration.
3. Diligence in submitting required reports promptly at the times specified.
4. Care and protection of Centennial BOCES property.
5. Concern and attention toward the safety and welfare of students.

Child Abuse

All Centennial BOCES employees who have reasonable cause to know or suspect that any child is subjected to abuse or to conditions that might result in abuse or neglect must, immediately upon receiving such information, report such fact in accordance with Board policy and state law.

The executive director is authorized to conduct an internal investigation or to take any other necessary steps if information is received from a county department of social services or a law enforcement agency that a suspected child abuse perpetrator is a Centennial BOCES employee. Such information ~~shall~~ must remain confidential except that the executive director ~~shall~~ must notify the Colorado Department of Education of the child abuse investigation.

Possession of Deadly Weapons

The Board's policy regarding public possession of deadly weapons on Centennial BOCES property or in Centennial BOCES buildings ~~shall apply~~ applies to employees of Centennial BOCES. However, the restrictions ~~shall do~~ not apply to employees who are required to carry or use deadly weapons in order to perform their necessary duties and functions.

Felony/Misdemeanor Convictions

If, subsequent to beginning employment with Centennial BOCES, Centennial BOCES has good cause to believe that any staff member has been convicted of, pled *nolo contendere* to, or received a deferred or suspended sentence for any felony or misdemeanor other than a misdemeanor traffic offenses or infractions, Centennial BOCES ~~shall~~ must make inquiries to the Department of Education for purposes of screening the employee.

In addition, Centennial BOCES ~~shall~~ must require the employee to submit a complete set of fingerprints taken by a qualified law enforcement agency, an authorized district or BOCES employee, or any third party approved by the Colorado Bureau of Investigation. Fingerprints shall be submitted within 20 days after receipt of written notification. The fingerprints ~~shall~~ must be forwarded to the Colorado Bureau of Investigation (CBI) for the purpose of conducting a state and national fingerprint-based criminal history record check utilizing the records of the Colorado Bureau of Investigation and the Federal Bureau of Investigation. When the results of the fingerprint-based criminal history record check reveal a record of arrest without a disposition, Centennial BOCES must require the employee to submit to a name-based criminal history record check. Criminal history record information must be used solely for the purpose requested and cannot be disseminated outside the receiving departments, related agencies, or other authorized entities.

Disciplinary action, which could include dismissal from employment, may be taken against personnel if the results of fingerprint processing and/or name-based criminal history record check provide relevant information. Non-licensed employees ~~shall~~ must have employment terminated if the results of the fingerprint-based or name-based criminal history record check disclose a conviction for certain felonies, as provided in law.

Employees ~~shall~~ must not be charged fees for processing fingerprints under these circumstances.

Unlawful Behavior Involving Children

Centennial BOCES may make an inquiry with the Department of Education concerning whether any current employee of Centennial BOCES has been convicted of, pled *nolo contendere* to, or received a deferred or suspended sentence or deferred prosecution for a felony or misdemeanor crime involving unlawful sexual behavior or unlawful behavior involving children. Disciplinary action, including termination of employment, may be taken if the inquiry discloses information relevant to the employee's fitness for employment.

Notification Concerning Arrests

Centennial BOCES employees ~~shall~~ must notify Centennial BOCES when they are arrested for specific criminal offenses, in accordance with this policy's accompanying regulation.

Centennial BOCES ~~shall~~ must notify students' parents/guardians when Centennial BOCES employees are charged with specific criminal offenses, as required by state law and in accordance with applicable Board policy.

Personnel Addressing Health Care Treatment for Behavior Issues

Centennial BOCES personnel are prohibited from recommending or requiring the use of psychotropic drugs for students. They are also prohibited from testing or requiring testing for a student's behavior without giving notice to the parent/guardian describing the recommended testing and how any test results will be used and obtaining prior written permission from the student or from the student's parent/guardian. See the Board policy concerning survey, assessment, analysis or evaluation of students. Centennial BOCES personnel are encouraged to discuss concerns about a student's behavior with the student's parent/guardian, and such discussions may include a suggestion that the parent/guardian speak with an appropriate health care professional regarding any behavior concerns.

LEGAL REFS.: 28 C.F.R. 50.12 (b) notification requirements regarding fingerprints
C.R.S. 18-12-105.5 unlawful carrying/possession of weapons on school grounds
C.R.S. 18-12-214 (3)(b) school security officers may carry concealed handgun pursuant to valid permit
C.R.S. 19-3-308 (5.7) child abuse reporting
C.R.S. 22-1-130 parent notification of employee criminal charges
C.R.S. 22-2-119.3 (6)(d) name-based criminal history record check - definition
C.R.S. 22-32-109 (1)(ee) school personnel prohibited from recommending certain drugs for students or ordering behavior tests without parent permission
C.R.S. 22-32-109 (1)(pp) annual employee notification requirement regarding federal student loan repayment programs and student loan forgiveness programs
C.R.S. 22-32-109.1 (8) inquiries upon good cause to department of education for purpose of ongoing screening of employees
C.R.S. 22-32-109.7 inquiries prior to hiring
C.R.S. 22-32-109.8 non-licensed personnel – submittal of fingerprints and name-based criminal history record check
C.R.S. 22-32-109.8 (6)(a) requirement to terminate employment of ~~termination of~~ non-licensed employees for certain felony offenses
C.R.S. 22-32-109.9 licensed personnel – submittal of fingerprints and name-based criminal history record check
C.R.S. 22-32-110 (1) (k) power to adopt conduct rules
C.R.S. 24-18-104 government employee rules of conduct
C.R.S. 24-18-109 local government employee rules of conduct
C.R.S. 24-18-110 voluntary disclosure

CROSS REFS.: JLC, Student Health Services and Records
JLDAC, Screening/Testing of Students
JLF, Reporting Child Abuse/Child Protection
KDBA, Parent Notification of Employee Criminal Charges
KFA, Public Conduct on Centennial BOCES Property

Revised:

Revised: April 18, 2019
Revised: January 18, 2018
Reviewed: CASB 2005
Revised: February 12, 2004
Centennial BOCES

CRIMINAL HISTORY RECORD INFORMATION

The Board is committed to ensuring the protection of the Criminal Justice Information (CJI) and its subset of Criminal History Record Information (CHRI) until the information is purged or destroyed in accordance with applicable record retention rules.

Accordingly, this policy applies to any electronic or physical media containing Federal Bureau of Investigation (FBI) or Colorado Bureau of Investigation (CBI) CJI while being stored, accessed, or physically moved from a secure location within Centennial BOCES. This policy also applies to any authorized person who accesses, stores, and/or transports electronic or physical media containing criminal history record information.

Criminal Justice Information (CJI) and Criminal History Record Information (CHRI)

CJI refers to all of the FBI Criminal Justice Information Services (CJIS) provided data necessary for law enforcement and civil agencies to perform their missions including, but not limited to biometric, identity history, biographic, property, and case/incident history data.

CHRI means information collected by criminal justice agencies on individuals consisting of identifiable descriptions and notations of arrests, detentions, indictments, information, or other formal criminal charges, and any disposition arising therefrom, including acquittal, sentencing, correctional supervision, and release. The term does not include identification information such as fingerprint records if such information does not indicate the individual's involvement with the criminal justice system. CHRI is a subset of CJI and for the purposes of this document is considered interchangeable. Due to its comparatively sensitive nature, additional controls are required for the access, use, and dissemination of CHRI.

Proper Access, Use, and Dissemination of CHRI

CHRI must only be used for an authorized purpose consistent with the purpose for which it was accessed or requested and cannot be disseminated outside the receiving departments, related agencies, or other authorized entities. Dissemination to another agency is authorized if (a) the other agency is an Authorized Recipient of such information and is being serviced by the accessing agency, or (b) the other agency is performing noncriminal justice administrative functions on behalf of the authorized recipient and the outsourcing of said functions has been approved by Colorado Bureau of Investigation (CBI) officials with applicable agreements in place.

Personnel Security Screening

Access to CJI and/or CHRI is restricted to authorized personnel. Authorized personnel is defined as an individual, or group of individuals, who have completed security awareness training and have been granted access to CJI data.

Security Awareness Training

Basic security awareness training is required within six months of initial assignment, and biennially thereafter, for all personnel with access to said confidential information.

Physical Security

All CJI and CHRI information must be securely stored. Centennial BOCES will maintain a current list of authorized personnel. Authorized personnel will take necessary steps to prevent and protect Centennial BOCES from physical, logical, and electronic breaches.

Media Protection

Controls must be in place to protect electronic and physical media containing CJI while at rest, stored, or actively being accessed. Electronic media includes memory devices in laptops and computers (hard drives) and any removable, transportable digital memory media, such as magnetic tape or disk, backup medium, optical disk, flash drives, external hard drives, or digital memory card. Physical media includes printed documents and imagery that contain CJI.

Centennial BOCES must securely store electronic and physical media within physically secure locations. Centennial BOCES restricts access to electronic and physical media to authorized individuals. If physical and personnel restrictions are not feasible then the data must be encrypted. When no longer usable, information and related processing items must be properly disposed of to ensure confidentiality.

Media Sanitization and Disposal

When no longer usable, hard drives, diskettes, tape cartridges, CDs, ribbons, hard copies, print-outs, and other similar items used to process, store, and/or transmit FBI or CBI CJI must be properly disposed of in accordance with measures established by Centennial BOCES.

Physical media (print-outs and other physical media) must be disposed of by one of the following methods:

- 1) shredding using Centennial BOCES-issued shredders; or
- 2) placed in locked shredding bins for a private contractor to come on-site and shred, witnessed by Centennial BOCES personnel throughout the entire process.

Electronic media (hard-drives, tape cartridge, CDs, printer ribbons, flash drives, printer and copier hard-drives, etc.) must be disposed of by one of the following methods:

- 1) Overwriting (at least 3 times) - an effective method of clearing data from magnetic media. As the name implies, overwriting uses a program to write (1s, 0s, or a combination of both) onto the location of the media where the file to be sanitized is located.
- 2) Degaussing - a method to magnetically erase data from magnetic media. Two types of degaussing exist: strong magnets and electric degausses. Note that common magnets (e.g., those used to hang a picture on a wall) are fairly weak and cannot effectively degauss magnetic media.
- 3) Destruction – a method of destroying magnetic media. As the name implies, destruction of magnetic media is to physically dismantle by methods of crushing, disassembling, etc., ensuring that the platters have been physically destroyed so that no data can be pulled.

IT systems that have been used to process, store, or transmit FBI or CBI CJI and/or sensitive and classified information must not be released from Centennial BOCES's control until the

equipment has been sanitized and all stored information has been cleared using one of the above methods.

Account Management

Centennial BOCES must manage information system accounts, including establishing, activating, modifying, reviewing, disabling, and removing accounts. Centennial BOCES must validate information systems accounts at least annually and must document the validation process.

All accounts must be reviewed at least annually by the designated CJIS point of contact or their designee to ensure that access and account privileges commensurate with job functions, need-to-know, and employment status on systems that contain CJI. The CJIS point of contact may also conduct periodic reviews.

Reporting Information Security Events

Centennial BOCES must promptly report incident information to appropriate authorities to include the CBI's Information Security Officer (ISO). Information security events and weaknesses associated with information systems must be communicated in a manner allowing timely corrective action to be taken. Formal event reporting and escalation procedures must be in place. Wherever feasible, Centennial BOCES must employ automated mechanisms to assist in the reporting of security incidents.

All employees, contractors, and third party users must be made aware of the procedures for reporting the different types of event and weakness that might have an impact on the security of Centennial BOCES assets and are required to report any information security events and weaknesses as quickly as possible to the designated point of contact.

Policy Violation/Misuse Notification

Violation of this policy or misuse of CHRI by any personnel can result in significant disciplinary action, up to and including loss of access privileges, civil and criminal prosecution, and/or termination.

Likewise, violation of this policy or misuse of CHRI by any visitor can result in similar disciplinary action against the sponsoring employee, and can also result in termination of services with any associated consulting organization or prosecution in the case of criminal activity.

LEGAL REFS.: P.L. 92-544 (authorizes the FBI to exchange CHRI with officials of state and local governmental agencies for licensing and employment purposes)
28 C.F.R. 20.33 (b) (limited dissemination of criminal history record information)
28 C.F.R. 50.12 (b) (notification requirements regarding fingerprints)
C.R.S. 22-2-119.3 (6)(d) (name-based criminal history record check – definition)
C.R.S. 22-32-109.8 (non-licensed personnel – submittal of fingerprints and

name-based criminal history record check)

C.R.S. 22-32-109.9 (licensed personnel – submittal of fingerprints and name-based criminal history record check)

C.R.S. 24-72-302 (definition of criminal justice information)

CROSS REFS.: GBEB, Staff Conduct (and Responsibilities)

GCE/GCF, Professional Staff Recruiting/Hiring

GDE/GDF, Support Staff Recruiting/Hiring

Adopted:

Centennial BOCES

GRADUATION REQUIREMENTS **(Beginning with the Class of 2022)**

In pursuit of its mission to ensure that all students reach their learning potential and are prepared for postsecondary and career opportunities, the Centennial BOCES Board of Directors has established the following graduation requirements for students entering the ninth grade in the 2018-19 school year and each ninth grade class thereafter.

To receive a high school diploma from Centennial BOCES, students must meet or exceed the Centennial BOCES or applicable district's academic standards and measures required by this policy. Students with disabilities ~~shall~~ must be provided access to all graduation pathways provided by this policy and ~~shall~~ must have the opportunity to earn a high school diploma from Centennial BOCES.

College and Career Readiness

The Colorado State Board of Education has adopted state graduation guidelines that identify college and career readiness measures in English and Math. The Board has selected its own measures from these state graduation guidelines.

English

Students must complete at least one of the following measures and meet or exceed the measure's corresponding cut score or criteria to demonstrate college and career readiness in English.

Measure	Cut Score/Criteria
ACT WorkKeys Assessment – Reading	Score at least 5
ACT WorkKeys Assessment – Writing	Score at least 3
Integrated Math 11	Grade C or better and 70% or better on competency assessment
Integrated Math 12	

Math

Students must complete at least one of the following measures and meet the measure's corresponding cut score or criteria to demonstrate college and career readiness in Math.

Measure	Cut Score/Criteria
ACT WorkKeys Assessment	Score at least 5
English 11 English 12	Grade C or better and 70% or better on competency assessment

Other

Students must complete the respective measures listed below and meet the measure's corresponding cut score or criteria to demonstrate college and career readiness.

High School	Skill/Subject	Measure	Cut Score/Criteria
IConnect	American History	Course Completion	Grade C or better and 70% or better on competency assessment
CBOCES	Applied Technology	ACT WorkKeys Assessment	Score at least 4
CBOCES	Business Writing	ACT WorkKeys Assessment	Score at least 3
IConnect	Capstone Project/Portfolio	Completion of Grade 11 and Grade 12 Assignments	Presentation to Panel
CBOCES	Civics	90 Hours of Coursework District Assessment	Score at least 80% Score at least 80%
IConnect	Computers	Course Completion	Grade C or better and 70% or better on competency assessment

CBOCES	Conceptual Physics/ Earth Science	Course Completion District Assessment	Score at least 80% Score at least 80%
CBOCES	Consumer Awareness	Course Completion District Assessment	Score at least 80% Score at least 80%
CBOCES	Cultural Awareness	Project Completion District Assessment	Score at least 80% Score at least 80%
IConnect	Economics	Course Completion	Grade C or better and 70% or better on competency assessment
IConnect	Financial Literacy 11 Financial Literacy 12	Course Completion	Grade C or better and 70% or better on competency assessment
IConnect	Global Citizenship 11 Global Citizenship 12	Course Completion	Grade C or better and 70% or better on competency assessment
IConnect	ICAP 11 ICAP 12	Course Completion	Grade C or better and 70% or better on competency assessment
IConnect	Keytrain	Course Completion	Grade C or better and 70% or better on competency assessment
IConnect	Leadership/Governm ent	Course Completion	Grade C or better and 70% or better on competency assessment
CBOCES	Listening	ACT WorkKeys Assessment	Score at least 3
CBOCES	Locating Information	ACT WorkKeys Assessment	Score at least 4
CBOCES	Observation	ACT WorkKeys Assessment	Score at least 4
IConnect	Science	Course Completion	Grade C or better and 70% or better on competency assessment
CBOCES	Self-Awareness and Health	Projection Completion District Assessment	Score at least 80% Score at least 80%
CBOCES	Teamwork	ACT WorkKeys Assessment	Score at least 4
CBOCES	Technology	30 Hours of Coursework District Assessment	Score at least 80% Score at least 80%
CBOCES	The Arts	Project Completion District Assessment	Score at least 80% Score at least 80%
IConnect	Volunteer Work/Community Service	Variety of Opportunities Offered	10 Hours in Grade 11 10 Hours in Grade 12

Exceptions to the Board's Required Measures and Cut Scores/Criteria

If a student has demonstrated college and career readiness by completing an assessment or other measure that is not included in this policy but is included in the state graduation guidelines, the principal or other appropriate administrator may determine that such assessment or other measure is acceptable and meets the Centennial BOCES's graduation requirements.

Credit from Other Institutions and Home-Based Programs

The principal or other appropriate administrator ~~shall~~ must determine whether credit toward graduation requirements ~~shall~~ will be granted for courses taken outside Centennial BOCES. Students, who are currently enrolled in a Centennial BOCES school and wish to obtain credit from outside institutions, or through “on-line” programs, must have prior approval from the principal or other appropriate administrator.

In accordance with applicable state law, college courses completed pursuant to the student's participation in a “dropout recovery program” must count as credit toward completion of the Centennial BOCES's credit requirements.

Centennial BOCES shall accept the transcripts from a home-based educational program. In order to determine whether the courses and grades earned are consistent with Centennial BOCES requirements and Centennial BOCES's or applicable district's academic standards, Centennial BOCES shall require submission of the student's work or other proof of academic performance for each course for which credit toward graduation is sought. In addition, Centennial BOCES may administer testing to the student to verify the accuracy of the student's transcripts. Centennial BOCES may reject any transcripts that cannot be verified through such testing.

Independent Study

Independent study, work experience and experienced-based programs approved in advance by the principal or appropriate administrator may be taken for high school credit. Students must submit a request for approval that includes a summary of the educational objectives to be achieved and monitored by a staff member.

Student Course Load

~~The course load for freshmen, sophomores, juniors, and seniors shall be a minimum of six credits per school year. Students who wish to take fewer credits in any given school year must obtain advance permission from the principal.~~

Early Graduation

The Centennial BOCES Board believes that most students benefit from four years of high school experience and are encouraged not to graduate early. However, in some cases, students need the challenge provided by postsecondary education or other opportunities ~~at an earlier age prior to completing four years of high school~~. Therefore, the ~~executive director or designee principal or appropriate administrator~~ may grant permission to students wishing to graduate early, provided the student has met all Centennial BOCES graduation requirements in accordance with this policy.

LEGAL REFS.: C.R.S. 22-1-104 teaching history, culture and civil government
C.R.S. 22-33-104.5 home-based education law
C.R.S. 22-35-101 et seq. Concurrent Enrollment Programs Act

CROSS REFS.: ~~AEA, Standards-Based Education~~
AE, Accountability/Commitment to Accomplishment
IHCDA, Concurrent Enrollment
IK, Academic Achievement
IKA, Grading/Assessment Systems

Revised:

Revised: September 20, 2018

Revised: June 5, 2007 (technical correction - removed grade D to conform with practice)

Revised: April 27, 2006

Centennial BOCES

ADMINISTRATION OF MEDICAL MARIJUANA TO QUALIFIED STUDENTS

The Board strives to honor families' private medical decisions while ensuring a learning environment free of disruption. To accomplish these goals, Centennial BOCES restricts the administration of medications, including medical marijuana, during school hours unless administration cannot reasonably be accomplished outside of school hours.

Administration of medical marijuana to qualified students ~~shall~~ must be in accordance with this policy. Administration of all other prescription and nonprescription medications to students ~~shall~~ must be in accordance with applicable law and the Board's policy concerning the administration of medications to students.

Definitions

For purposes of this policy, the following definitions ~~shall~~ apply:

1. "Designated location" means a location identified in writing by Centennial BOCES in its sole discretion and may include a location on the grounds of the school in which the student is enrolled, upon a school bus in Colorado, or at a school-sponsored event in Colorado.
- 1.2. "Medical marijuana" means a cannabis product with a delta-9 tetrahydrocannabinol (THC) concentration greater than 0.3 percent.
- 2.3. "Permissible form of medical marijuana" means nonsmokeable products such as oils, tinctures, edible products or lotions that can be administered and fully ingested or absorbed in a short period of time. Patches and other forms of administration that continue to deliver medical marijuana to a qualified student while at school may be appropriate for students who receive ongoing adult assistance or on a case-by-case basis as determined by Centennial BOCES when adequate protections against misuse may be made. Forms of medical marijuana not included in this definition may be proposed by the qualified student's primary caregiver to the executive director, who may authorize such a request after consultation with appropriate medical personnel chosen by Centennial BOCES.
- 3.4. "Primary caregiver" means the qualified student's parent, guardian or other responsible adult over eighteen years of age who is identified by the student's parent/guardian as the qualified student's primary caregiver. In no event ~~shall~~ may another student or a staff member be recognized as a primary caregiver, unless the staff member is the student's parent/guardian. Any primary caregiver seeking access to school or Centennial BOCES property, a school bus or school-sponsored event for purposes of this policy must comply with the Board's policy and/or procedures concerning visitors to schools and all other applicable policies.
- 4.5. "Qualified student" means a student who holds a valid registration from the state of Colorado (license issued by the Colorado Department of Public Health and Environment) for the use of medical marijuana and for whom the administration of medical marijuana cannot reasonably be accomplished outside of school hours.

Permissible Administration of Medical Marijuana to a Qualified Student

A qualified student's primary caregiver may administer a permissible form of medical marijuana to a qualified student in a designated location if all of the following parameters are met:

1. The qualified student's parent/guardian provides the school with a copy of the student's valid registration from the state of Colorado authorizing the student to receive medical marijuana;
2. The qualified student's parent/guardian signs a written acknowledgement assuming all responsibility for the provision, administration, maintenance and use of medical

marijuana under state law, and releases Centennial BOCES from liability for any injury that occurs pursuant to this policy;

3. The qualified student's parent/guardian or primary caregiver ~~shall~~ must be responsible for providing the permissible form of medical marijuana to be administered to the qualified student;
4. Centennial BOCES determines, in its sole discretion, that a location and a method of administration of a permissible form of medical marijuana are available that do not create risk of disruption to the educational environment or exposure to other students;
5. After administering the permissible form of medical marijuana to the qualified student, the student's primary caregiver ~~shall~~ must remove any remaining medical marijuana from the grounds of the school, Centennial BOCES, school bus or school-sponsored event; and
6. Centennial BOCES prepares, with the input of the qualified student's parent/guardian, a written plan that identifies the form, designated location(s), and any protocol regarding administration of a permissible form of medical marijuana to the qualified student. The written plan ~~shall~~ must be signed by the school administrator, the qualified student (if capable) and the qualified student's parent/guardian.

Additional Parameters

School personnel ~~shall~~ may not administer or hold medical marijuana in any form.

This policy conveys no right to any student or to the student's parents/guardians or other primary caregiver to demand access to any general or particular location on school or Centennial BOCES property, a school bus or at a school-sponsored event to administer medical marijuana.

This policy ~~shall~~ does not apply to school grounds, school buses or school-sponsored events located on federal property or any other location that prohibits marijuana on its property.

Permission to administer medical marijuana to a qualified student may be limited or revoked if the qualified student and/or the student's primary caregiver violates this policy or demonstrates an inability to responsibly follow this policy's parameters.

Student possession, use, distribution, sale or being under the influence of marijuana inconsistent with this policy may be considered a violation of Board policy concerning drug and alcohol involvement by students or other Board policy and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable Board policy.

If the federal government indicates that Centennial BOCES's federal funds are jeopardized by this policy, the Board declares that this policy ~~shall~~ must be suspended immediately and that the administration of any form of medical marijuana to qualified students on school property, on a school bus or at a school-sponsored event ~~shall~~ must not be permitted. The school ~~shall~~ must post notice of such policy suspension and prohibition in a conspicuous place on its website.

LEGAL REFS.: Colo. Const. Art. XVIII, Section 14 establishing qualifications for use of medical marijuana
C.R.S. 22-1-119.3 (3)(c), (d) no student possession or self-administration of medical marijuana, but schools must permit the student's primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event
C.R.S. 22-1-119.3 (3)(d)(III) board may adopt policies regarding who may act as a primary caregiver and to establish reasonable parameters on the administration and use of medical marijuana on school grounds, on a school bus or at a school-sponsored event

CROSS REFS.: JICH, Drug and Alcohol Involvement by Students
JKD/JKE, Suspension/Expulsion of Students (and Other Disciplinary Interventions)
JLCD, Administering Medications to Students
JLCE, First Aid and Emergency Medical Care

| Revised:

Adopted: April 18, 2019
Centennial BOCES

MEMORANDUM

TO: Centennial BOCES Board of Directors

FROM: Dr. Randy Zila, Executive Director

DATE: January 21, 2021

SUBJECT: Designated Public Notice Location for 2021 Board of Director Meetings

Background Information

C.R.S. 24-6-402 (2)(c) requires that the public place or places for posting notices of the meeting of the Centennial BOCES Board of Directors be designated annually at the Board's first regular meeting of each calendar year.

In compliance with statute, the designated location for posting notice of Centennial BOCES Board meetings shall be in the reception area of the office building at 2020 Clubhouse Drive, Greeley, Colorado and on the CBOCES website at www.cboces.org

MEMORANDUM

TO: Centennial BOCES Board of Directors

FROM: Dr. Randy Zila, Executive Director

DATE: January 21, 2021

SUBJECT: Reports/Discussion

Background Information

- 4.1 Superintendents' Advisory Council Report – Dr. Glenn McClain (Oral Report)
- 4.2 First Reading, Discussion, Revisions to Board Policies: GBGG, GBGH, GBGJ, GBGL
- 4.3 Financial Reports – Terry Buswell, Assistant Executive Director
 - Board Notes for Financial Reports
 - Investment Report A
 - Cash Flow Analysis Report B
 - Cash Flow Chart C
 - Two Page Financial Summary Report
 - 11 Page Detailed Expense Report
- 4.4 Directors' Reports
 - a. Dr. Randy Zila, Administration (Oral Report)
 - b. Terry Buswell, Business Services/Human Resources/Technology Departments
 - c. Maria Castillo Saenz, Federal Programs Director
 - d. Mark Rangel, Innovative Education Services Department
 - e. Jocelyn Walters, Special Education Department

Recommended Action

Reports only – no action required

MEMORANDUM

TO: Centennial BOCES Board of Directors

FROM: Dr. Randy Zila, Executive Director

DATE: January 21, 2021

SUBJECT: First Reading, Proposed Revisions to Board Policies: GBGG, GBGH, GBGJ, GBGL

Background Information

Proposed revisions to the attached Board policies are the result of legislative changes during the 2020 session. The proposed additions/deletions/revisions reflect the sample policies/regulations/exhibits produced by the Colorado Association of School Boards (CASB) and contain all the content/language CASB believes best meets the intent of the law. This agenda item will return for approval at the April 15, 2021 Board meeting.

STAFF SICK LEAVE

The Board recognizes that there may be times when an employee is unable to fulfill the duties of his/her ~~their~~ position due to illness. Therefore, paid sick leave is provided for employees in accordance with this policy and as outlined in Schedules A, B and C.

Accrual and use

~~Paid Sick leave may be accumulated up to 12 days per year. Sick leave may be taken for the following reasons:~~

~~taken for personal illness, personal medical appointments or for the necessary care and attendance of a member of the employee's immediate family.~~

- ~~• Personal mental or physical illness, injury, or health condition or the need to obtain medical care;~~
- ~~• Personal medical appointments;~~
- ~~• Or for the necessary care and attendance for the employee's family member or a member of the employee's immediate family who has a mental or physical illness, injury or health condition or the need to obtain medical care;~~
- ~~• Seeking medical attention or related services if the employee or a member of the relating employee's family has been the victim of domestic abuse, a sexual assault, or harassment;~~
- ~~• Centennial BOCES has been ordered to close by a public official due to a public health emergency; or~~
- ~~• The school or childcare provider for the employee's child has been ordered to close by a public official due to a public health emergency and the employee needs to be absent from work to care for their child.~~

~~For sick leave purposes, the term "family member" means a member of the employee's immediate family (a person who is related by blood, marriage, a civil union, or adoption), a child to whom the employee stands in loco parentis or a person who stood in loco parentis to the employee when the employee was a minor, or a person for whom the employee is responsible for providing or arranging health- or safety-related care. "immediate family" shall be defined as spouse, partner in a civil union, children and parents. Exceptions may be made by the executive director. An employee may be required to furnish satisfactory medical proof of illness.~~

~~Documentation may be required for approval of taking four or more consecutive paid sick days. Any health or safety information relating to an employee or employee's family member will be maintained on a separate form and in a separate file from other personnel information, treated as confidential medical records, and will not be disclosed except to the affected employee or with the express permission of the affected employee.~~

For a regularly appointed part-time employee or for an employee beginning work at any time later than July 1 (either because of illness or late appointment), the sick leave entitlement shall be directly proportionate to the amount of time served.

Sick leave shall be earned on a monthly basis for employees under Benefit Schedules A, B and C.

Reports regarding employees' sick leave utilization are generated on a monthly basis and submitted to program directors to monitor usage.

Prior to the end of the employee's work year, if the employee is in arrears in sick leave, a systematic procedure to dock the employee's pay will be put in place. For each actual work day an employee loses, after both standard and additional sick leave allowances are exhausted, a deduction shall be made from his/her salary in the amount of his/her annual salary divided by

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the number of actual days in the employee's work year. Any employee leaving employment before the end of the year who has used more of his/her sick leave than the fraction of the year warrants shall have the proportionate amount deducted from his/her final settlement check.

An employee may accrue the maximums as outlined in Benefit Schedules A, B and C. ~~Sick leave shall not apply during vacation leave, paid holidays or leaves of absence.~~

Payment upon separation

Any employee leaving employment with Centennial BOCES will be eligible to receive a portion of their unused sick leave, at the current state minimum wage, in accordance with Schedules A, B and C.

Reinstatement upon hiring

~~If an employee separates from employment with CBOCES and is rehired by CBOCES within six months after the separation, CBOCES must reinstate any paid sick leave that the employee had accrued but not used during the employee's previous employment if that accrued paid sick leave had not been paid out at the time of the separation.~~

Additional leave during a public health emergency

~~In addition to the paid sick leave generally accrued, on the date a public health emergency is declared CBOCES will supplement each employee's accrued paid sick leave as necessary to ensure that full-time employees who work 40 hours or more in a week may take at least 80 hours of paid sick leave and that employees who work fewer than 40 hours in a week may take at least the greater of the number of hours the employee is scheduled to work in a 14-day period or the average time the employee works in a 14-day period. CBOCES may count an employee's unused accrued paid sick leave toward the supplemental paid sick leave.~~

~~An employee may use the supplemental paid sick leave until four weeks after the official termination or suspension of the public health emergency. Leave under this provision may be taken for the following reasons:~~

- ~~• self-isolation or seeking medical care or treatment due to a diagnosis or symptoms of a communicable illness that is the cause of a public health emergency;~~
- ~~• caring for a family member who is self-isolating or seeking medical care after being diagnosed or is experiencing symptoms of a communicable illness that is the cause of a public health emergency;~~
- ~~• a determination from a local, state, or federal public official or health authority that an employee or a member of the employee's family that the employee cares poses a risk to the health of others;~~
- ~~• caring for a family member when the individual's school or place of care has been physically closed due to a public health emergency; or~~
- ~~• an employee's inability to work because of a health condition that may increase susceptibility to or risk of a communicable illness that is the cause of a public health emergency.~~

~~Documentation is not required to take paid sick leave during a public health emergency.~~

Nondiscrimination

~~The Board, the executive director, other administrators and CBOCES employees will not unlawfully discriminate, take adverse action, or retaliate against any employee who takes, attempts to take, or supports taking paid sick leave in accordance with this policy, files a~~

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complaint or informs any person about an alleged violation of the Healthy Families and Workplaces Act, or participates in an investigation, hearing, or proceeding related to such matter.

Notice

To reduce unlawful discrimination and to ensure a healthy workplace environment, the administration is responsible for providing notice of this policy and the poster created by the Colorado Department of Labor and Employment to all CBOCES employees. The policy must be referenced in employee handbooks and otherwise be made available to all staff through electronic or hard-copy distribution.

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LEGAL REF.: C.R.S. 2-4-401 (definition of immediate family)
C.R.S. 8-13.3-401 et seq. (Healthy Families and Workplaces Act)
C.R.S. 14-15-101 et seq. Colorado Civil Union Act

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CROSS REF.: GBGF, Federally-Mandated Family and Mmedical Leave
GBGH, Sick Leave Bank
GBGL, Staff Victim Leave
GBJ, Personnel Records and Files

Revised:

Revised: April 18, 2019
Revised: January 18, 2018
Revised: September 11, 2006
Centennial BOCES

SICK LEAVE BANK

In addition to the regular sick leave allotted to each Centennial BOCES employee, a sick leave bank has been established by CBOCES. The purpose of the sick leave bank is to provide a source of sick leave for a CBOCES employee who sustains a long illness and uses up all accumulated leave or for the new employee who likewise sustains a long illness and does not have accumulated leave to use. The sick leave bank will consider all illnesses, including medical conditions related to pregnancy.

Eligibility

Participation in the bank is voluntary. Upon an employee's hiring, the opportunity to join the Bank will be offered. Each Centennial BOCES staff member employed at .5 FTE, or more, is eligible to join the Bank, and may do so voluntarily by contributing two days from his/her eligible sick leave. These days will be removed from the individual's sick leave eligibility and will be transferred to the Bank total. All other employees may join by September 1 of any year. Employees who choose not to join the Bank will not have the opportunity to take advantage of the Bank.

Use of Sick Leave Bank

~~Use of sick leave bank days by a Bank member is limited to any extended health problem which has depleted the employee's own sick leave days. All requests for use of the Sick Leave Bank will be in writing, by completing the Sick Leave Bank form and will be accompanied by appropriate medical information justifying the request. All such information will be treated as confidential by the Sick Leave Bank Committee. This~~ The bank will be administered by a -committee ~~shall be composed of three Centennial BOCES employees, including one professional staff member, one support staff member and including~~ the executive director, or designee. The committee will ~~determine the validity of the member employee's request and determine whether the request will be denied granted or granted in part. In making these determinations, the committee will~~ give consideration to the following factors:

1. Member's past conservation and fair use of leave policies.
2. The seriousness of past and current illnesses and injuries.
3. Any unusual circumstances involved.

Further, in making these determinations, the committee will review information presented by member employees and may consider information available from any other source. Members will make written application to the sick leave bank committee (through the executive director's office) for use of the sick leave bank. The committee may request a letter from the attending physician stating that the individual was not able to perform the normal duties of the job.

Approved requests shall be for no more than 10 working days. Absences beyond the 10 initial days will not require an additional written request, but must be separately approved by formal action of the Sick Leave Bank Committee. The total, maximum number of sick leave bank days that can be approved for an individual employee is limited to 30 total days in each calendar year.

Sick leave days in the Bank will carry over from year to year. Should the number of available sick leave days in the Bank fall below 40, members of the Bank will be uniformly assessed additional sick leave days from their personal sick leave to bring the total back to, or above, the 40 day minimum. A member employee withdrawing from the sick leave bank may not withdraw contributed days.

CROSS REFS.: GBGF, Federally-Mandated Family and Medical
GBGG, Staff Sick Leave

Revised:

Revised: January 18, 2018
Revised: September 11, 2006
Adopted: May 16, 2002
Centennial BOCES

STAFF BEREAVEMENT LEAVE

~~Five days of paid B~~ereavement leave ~~shall will~~ be granted to all eligible employees ~~at the rate of five days per occurrence, non-cumulative, in case of for a the~~ death ~~in the of an~~ employee's immediate family ~~(a person who is related by blood, marriage, civil union, or adoption). Immediate family to include: spouse, partner in a civil union, child, mother, father, brother, sister, mother in law, father in law, aunt, uncle, and grandparents. Absence necessitated by a death in the employee's family of someone other than a member of the immediate family may be given the same consideration as a death in the immediate family upon recommendation of the employee's — Bereavement days shall also be granted for other deaths as determined by the employee, immediate~~ supervisor, and ~~approval of the~~ executive director.

Employee absences which extend beyond five days due to a death in the immediate family ~~shall~~ may be charged to the employee's sick or vacation leave, at the employee's option.

LEGAL REF.: C.R.S. 2-4-401 (definition of immediate family)
~~14-15-101 et seq. Colorado Civil Union Act~~

CROSS REF.: GBGG, Staff Sick Leave

Revised:

Revised: January 18, 2018

Reviewed: CASB 2005

Adopted: June 16, 1998

Centennial BOCES

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STAFF VICTIM LEAVE

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Any staff member with accrued paid sick leave may take sick leave for any of the following purposes:

1. to seek medical attention for the employee or the employee's family member to recover from a mental or physical illness, injury, or health condition caused by domestic abuse, sexual assault, or harassment;
2. to obtain services from a victim services organization;
3. to obtain mental health or other counseling;
4. to seek relocation due to the domestic abuse, sexual assault, or harassment; or
5. to seek legal services, including preparation for or participation in a civil or criminal proceeding relating to or resulting from domestic abuse, sexual assault, or harassment.

For the purpose of using paid sick leave to take victim leave, the term "family member" means a member of the employee's immediate family (a person who is related by blood, marriage, civil union, or adoption), a child to whom the employee stands in loco parentis or a person who stood in loco parentis to the employee when the employee was a minor, or a person for whom the employee is responsible for providing or arranging health- or safety-related care. Exceptions may be made by the executive director.

When applying accrued paid sick leave to take victim leave, the following crimes/actions are as defined in state law:

1. domestic abuse
2. harassment
3. sexual assault

Staff victim leave taken by using accrued paid sick leave will follow the provisions outlined in the Board's staff sick leave policy.

Any staff member who has been employed with Centennial BOCES for at least 12 months and is the victim of certain crimes/actions (listed below) may request and ~~shall will~~ be granted up to three working days of leave during any 12-month period, without pay, ~~during any 12-month period for any of the following purposes:~~

1. to seek a civil restraining order to prevent domestic abuse as it is defined in state law
2. to obtain medical care or mental health counseling or both for the employee or ~~his or her~~ the employee's children to address related physical or psychological injuries
3. to make ~~his or her~~ the employee's home secure from the perpetrator or to seek new housing to escape from the perpetrator
4. to seek legal assistance to address related issues and attend and prepare for court-related proceedings

Except in cases of imminent danger to the health or safety of the employee, an employee seeking victim leave ~~shall must~~ provide as much advance notice to Centennial BOCES as possible, as well as appropriate documentation requested by the employee's supervisor. The employee does not need to exhaust other applicable leave prior to being granted this type of leave.

All information related to the employee's leave ~~shall must~~ be kept confidential, and copies of any related documents retained by Centennial BOCES ~~shall must~~ be marked confidential and stored in a secure location separate from routine personnel documents.

This leave applies to the following crimes/actions as defined in state law:

- 1. domestic abuse
- 2. stalking
- 3. sexual assault
- 4. any other crime where a court finds that the underlying factual basis includes an act of domestic violence

LEGAL REF.:
C.R.S. 2-4-401 (definition of immediate family)
C.R.S. 8-13.3-401 et seq. (Healthy Families and Workplaces Act)
C.R.S. 24-34-402.7 (unlawful action against employees seeking protection)

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CROSS REF.:
GBGG, Staff Sick Leave

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Revised:
Revised: January 18, 2018
Reviewed: CASB 2005
Adopted: February 12, 2004
Centennial BOCES

Board Notes for Investment and Financial Reports – January 21, 2021

The one page investment report (Page A) shows the interest earned for the first six months of the 2020-21 fiscal year at \$2,464.29. This represents a negative budget variance for the year of \$-1,285.71. The December 31, 2020 balances for CBOCES bank and investment accounts are also listed on the report.

The next two reports show the Cash Flow Analysis (Page B) and the Cash Flow Chart (Page C) for the 18 month period of July 1, 2019 – December 31, 2020. The cash flow chart continues to show a similar pattern between 2019-20 and 2020-21, with a larger increase during the month of September due to receiving the state Special Education ECEA funds for the entire year.

The two financial reports represent July 2020 – December 2020 year to date. This represents 50% of the fiscal year. Page 1 of the two page summary shows the non-grant totals for 2020-21 at 41.3% spent compared to 44.2% spent for 2019-20. Page 2 of the summary shows the grant totals and the combined totals. Grant totals for 2020-21 are at 29.0% spent compared to 34.2% spent for 2019-20. The year-to-date combined totals for the first six months of 2020-21 are 35.7% spent compared to 40.1% for 2019-20. The projected fund balance is noted at the bottom of page 2, including the audited Ending Fund Balance for 2019-20 and the estimated Ending Fund Balance for 2020-21.

The second report contains the expenses by project and is detailed by the major object groups. The information presented in the 11 page report is the same per project expense amounts as those on the two page summary report.

Beginning with Administration, on page 2, expenses for 2020-21 are lower as a percentage compared to 2019-20 (45.6% versus 50.4%). Project 103 Greeley Building Improvement budget was significantly higher in the previous year compared to the current year. As previously noted, the Greeley Office building lease was paid off in July of 2019.

Technology, pages 3-4, as a total is trending lower as a percentage compared to last year (56.0% versus 60.2%). One reason is Project 205 Student Information Services is lower than 2019-20 at 68.3% compared to 84.2%.

Special Education, pages 5-7, reflects spending as a percentage of the budget is also running slightly lower in 2020-21 at 42.0% compared to 44.3% for 2019-20. Many of the projects are trending similar to last year.

Innovative Education Services, pages 8-9, reflects spending percentages for 2019-20 are running slightly higher compared to 2019-20 at 45.5% compared to 44.2%. Project 685 CBOCES High School expenses are higher this year at 62.7% compared to last year at 55.7%. In response to fewer students attending CBOCES this school year, one staff member resigned in December. This will help align the budget with actual costs during the second half of the year.

Federal Programs, pages 10-11, reflects expenses as a percentage for the first six months of 2020-21 are at 25.2% compared with 31.1% for 2019-20. As previously noted, Federal Program Title grant projects generally run lower during the first part of the year and end up closer to the budget amounts by year end.

At the bottom of page 11 are the grand total amounts – 37.7% committed for 2020-21 compared to 42.0% committed for 2019-20. These percentages are higher than the two page summary report since the encumbrances are part of this percentage calculation. The budget year is 50% completed as of December 31.

CENTENNIAL BOCES

Investment Report as of December 31, 2020

<u>Investment Name</u>	<u>Description</u>	<u>Bank Balance</u>	<u>Book Balance</u>
Colotrust - Equity Savings	Investment Pool Keenesburg RE-3 Equity, including interest	54,286.25	54,286.25
Colotrust - CBOCES	Investment Pool G/F	2,501,001.59	2,501,001.59
Colotrust - CBOCES	Security Deposit	1,079.19	1,079.19
Colotrust - CBOCES	Health / Dental Insurance	119,164.95	119,164.95
Bank of Colorado Savings	Savings Account	4,495.84	4,495.84
Bank of Colorado Checking	CBOCES Checking Account	520,080.65	332,561.49
Bank of Colorado Checking	eNet Colorado Checking	13,026.50	13,026.50
	Total Investment Balance:	<u>3,213,134.97</u>	<u>3,025,615.81</u>

<u>Interest Earnings</u>	<u>Description</u>	<u>Bank Balance</u>	<u>Book Balance</u>
Colotrust Interest	Investment Pool - Regular Account	2,264.53	2,264.53
Colotrust Equity Interest	Investment Pool - Equity Account	62.09	62.09
Colotrust Interest	Investment Pool - Security	1.15	1.15
Colotrust Health/Dental Interest	Investment Pool - Health/Dental	136.30	136.30
Bank of Colorado	Savings Account	0.22	0.22
Bank of Colorado Checking P/C	Federal Programs P/C		
	Total Interest Earned:	<u>2,464.29</u>	<u>2,464.29</u>

Budgeted: \$ 7,500.00 Y-T-D: \$ 3,750.00

Year To Date Variance: \$ (1,285.71)

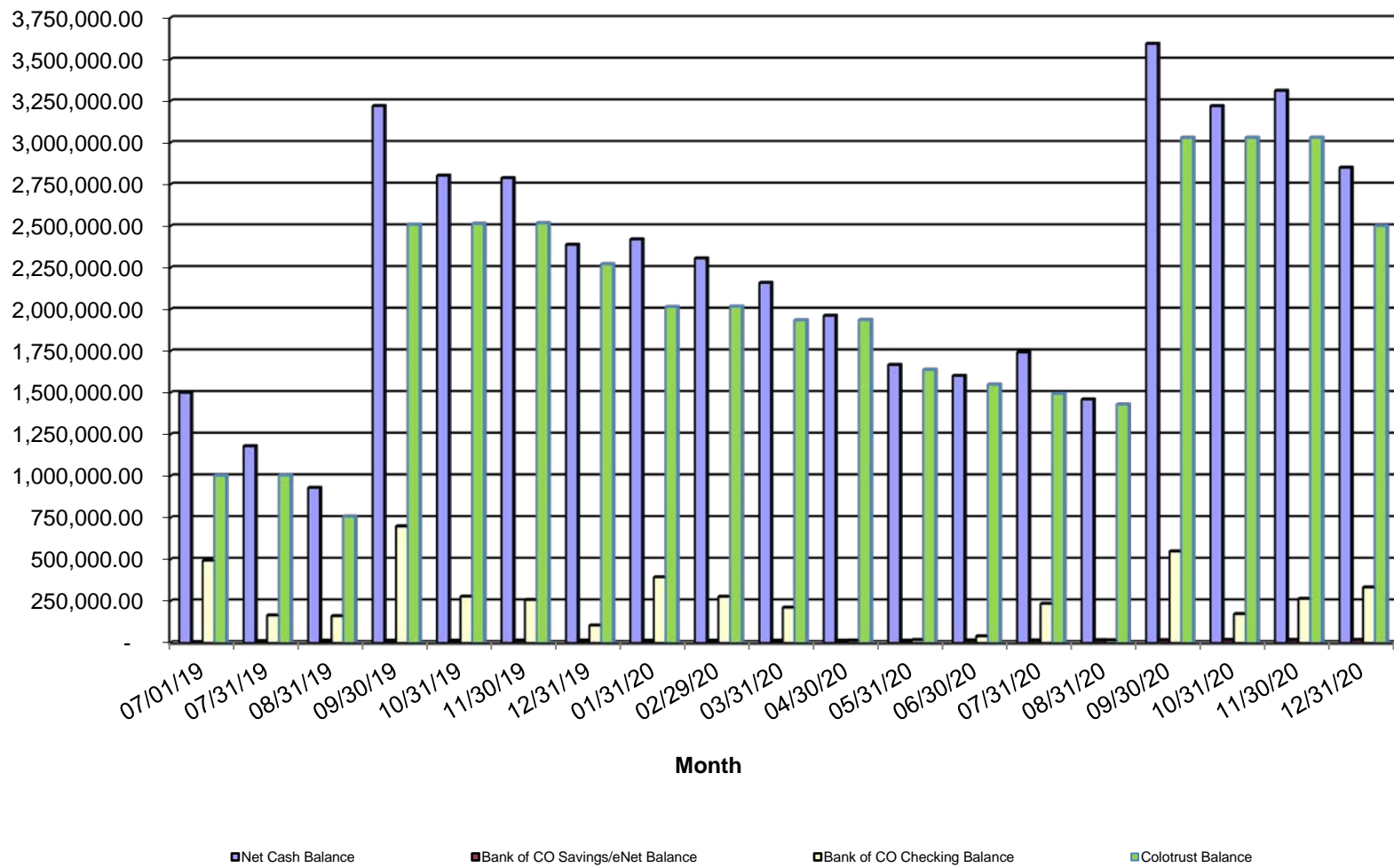
CENTENNIAL BOCES
Cash Flow Analysis for 2019-20 & 2020-21
As of December 31, 2020

Bank Balance and Book Balance are the same ending periods reported to the board. The difference in ending balances from bank balance and book balance are the outstanding checks each month. The difference in Interest Earned/Deposits balances from bank balance and book balance are voided checks each month.

	Balance Colotrust G/F	Balance Bank of Colorado Savings / eNet Acct.	Bank Balance Bank of CO Checking Bank Statement	Book Balance Bank of CO Checking Checks Written	Net Balance Colotrust /Bank of CO and Book Balance
July 1, 2019 End Balance	1,003,063.21	5,009.36	618,125.99	492,915.09	1,500,987.66
Interest Earned/Deposits	2,033.14	5,625.00	837,396.93	837,396.93	
Transfers out or Expenses		(195.62)	(1,266,575.76)	(1,291,098.34)	
July 31, 2019 End Balance	1,005,096.35	10,438.74	188,947.16	164,548.03	1,180,083.12
Interest Earned/Deposits	1,898.48	1,950.00	936,437.39	936,437.39	
Transfers out or Expenses	(250,000.00)	(140.53)	(702,072.28)	(940,485.54)	
August 31, 2019 End Balance	756,994.83	12,248.21	423,312.27	160,499.88	929,742.92
Interest Earned/Deposits	2,077.88	456.25	3,208,906.89	3,208,906.89	
Transfers out or Expenses	1,750,000.00	(93.62)	(2,653,889.03)	(2,670,392.56)	
Sept 30, 2019 End Balance	2,509,072.71	12,610.84	978,330.13	699,014.21	3,220,697.76
Interest Earned/Deposits	4,407.22	-	632,227.66	632,227.66	
Transfers out or Expenses	-	(105.19)	(1,150,912.49)	(1,054,060.90)	
Oct 31, 2019 End Balance	2,513,479.93	12,505.65	459,645.30	277,180.97	2,803,166.55
Interest Earned/Deposits	3,988.20	850.00	920,800.35	920,800.35	
Transfers out or Expenses	-	(145.06)	(1,110,613.90)	(940,379.69)	
Nov 30, 2019 End Balance	2,517,468.13	13,210.59	269,831.75	257,601.63	2,788,280.35
Interest Earned/Deposits	3,838.11	2.83	859,758.49	859,758.49	
Transfers out or Expenses	(250,000.00)	(84.98)	(897,944.72)	(1,013,670.41)	
Dec 31, 2019 End Balance	2,271,306.24	13,128.44	231,645.52	103,689.71	2,388,124.39
Interest Earned/Deposits	3,535.87	-	1,291,987.09	1,291,987.09	
Transfers out or Expenses	(260,000.00)	(226.53)	(992,630.17)	(1,002,809.68)	
Jan 31, 2020 End Balance	2,014,842.11	12,901.91	531,002.44	392,867.12	2,420,611.14
Interest Earned/Deposits	2,813.53	-	706,432.62	706,432.62	
Transfers out or Expenses	-	(107.15)	(914,882.05)	(822,892.91)	
Feb 28, 2020 End Balance	2,017,655.64	12,794.76	322,553.01	276,406.83	2,306,857.23
Interest Earned/Deposits	2,484.90	2.17	987,689.33	987,689.33	
Transfers out or Expenses	(85,000.00)	(107.15)	(837,547.55)	(1,052,374.55)	
March 31, 2020 End Balance	1,935,140.54	12,689.78	472,694.79	211,721.61	2,159,551.93
Interest Earned/Deposits	1,758.50	-	764,058.95	764,058.95	
Transfers out or Expenses	-	(127.15)	(1,102,186.59)	(962,417.62)	
April 30, 2020 End Balance	1,936,899.04	12,562.63	134,567.15	13,362.94	1,962,824.61
Interest Earned/Deposits	1,168.95	87.45	995,662.56	995,662.56	
Transfers out or Expenses	(300,000.00)	-	(941,448.76)	(992,233.75)	
May 31, 2020 End Balance	1,638,067.99	12,650.08	188,780.95	16,791.75	1,667,509.82
Interest Earned/Deposits	669.07	1,725.21	1,149,086.39	1,149,086.39	
Transfers out or Expenses	(90,000.00)	(169.73)	(952,253.71)	(1,126,476.59)	
June 30, 2020 End Balance	1,548,737.06	14,205.56	385,613.63	39,401.55	1,602,344.17
Interest Earned/Deposits	511.29	675.00	1,166,631.51	1,171,259.45	
Transfers out or Expenses	(55,000.00)	(117.49)	(1,177,558.76)	(976,494.54)	
July 31, 2020 End Balance	1,494,248.35	14,763.07	374,686.38	234,166.46	1,743,177.88
Interest Earned/Deposits	372.86	1,050.00	915,737.44	915,737.44	
Transfers out or Expenses	(65,000.00)	(159.78)	(1,152,377.29)	(1,134,846.15)	
August 31, 2020 End Balance	1,429,621.21	15,653.29	138,046.53	15,057.75	1,460,332.25
Interest Earned/Deposits	1,700,290.80	225.11	3,172,763.20	3,172,763.20	
Transfers out or Expenses	(100,000.00)	(128.48)	(2,742,048.14)	(2,639,672.87)	
Sept 30, 2020 End Balance	3,029,912.01	15,749.92	568,761.59	548,148.08	3,593,810.01
Interest Earned/Deposits	465.23	1,950.00	580,350.21	580,350.21	
Transfers out or Expenses	-	(175.80)	(916,182.41)	(955,816.92)	
Oct 31, 2020 End Balance	3,030,377.24	17,524.12	232,929.39	172,681.37	3,220,582.73
Interest Earned/Deposits	339.50	-	943,838.97	943,838.97	
Transfers out or Expenses	-	(112.18)	(757,901.19)	(852,023.07)	
Nov 30, 2020 End Balance	3,030,716.74	17,411.94	418,867.17	264,497.27	3,312,625.95
Interest Earned/Deposits	284.85	250.11	1,154,139.00	1,154,139.00	
Transfers out or Expenses	(530,000.00)	(139.71)	(1,052,925.52)	(1,086,074.78)	
Dec 31, 2020 End Balance	2,501,001.59	17,522.34	520,080.65	332,561.49	2,851,085.42

Centennial BOCES
Cash Flow Chart 07/01/2019 - 12/31/2020
Fiscal Years 2019-20 & 2020-21

Dollar Amount



CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES
JULY 1, 2020 - DECEMBER 31, 2020
With Comparative Amounts for the Month Ended December 31, 2019

50% of Budget Year Completed		JULY 1, 2020 - JUNE 30, 2021 FISCAL							JULY 1, 2019 - JUNE 30, 2020 FISCAL						
Project Accounts:		2020-2021 Budget	Actual Revenues	Actual Expenditures	Cash Position	Encumbrance	Budget Balance	% Spent	2019-2020 Budget	Actual Revenues	Actual Expenditures	Cash Position	Encumbrance	Budget Balance	% Spent
1	101 Administration/Operations	\$ 953,900	\$ 352,805	\$ 516,432	\$ (163,627)	\$ 56,725	\$ 380,744	54%	\$ 976,850	\$ 401,077	\$ 505,926	\$ (104,849)	\$ 59,797	\$ 411,127	52%
2	103 Administration Greeley Building	109,683	6,000	81,218	(75,218)	-	28,465	74%	302,668	68,423	302,668	(234,245)	-	0	100%
3	107 Administration South Platte Building	3,600	3,300	-	3,300	-	3,600	0%	3,600	3,600	-	3,600	-	3,600	0%
4	152 Capital - Savings Plans	23,000	-	-	-	-	23,000	0%	23,000	-	-	-	-	23,000	0%
5	154 Capital - Courier Van Savings	17,500	-	-	-	-	17,500	0%	17,500	-	-	-	-	17,500	0%
6	166 Budgeted Reserves	250,000	-	-	-	-	250,000	0%	250,000	-	-	-	-	250,000	0%
7	172 Media/Coop Purchasing	3,940	1,226	1,457	(231)	-	2,483	37%	3,940	1,970	2,075	(105)	-	1,865	53%
8	174 Other Legal	4,305	1,614	1,400	214	-	2,905	33%	4,305	2,153	2,100	53	-	2,205	49%
9	205 Student Information Services	159,877	68,217	108,557	(40,340)	623	50,697	68%	188,283	101,226	158,052	(56,826)	456	29,775	84%
10	206 Financial Data Services	67,775	26,025	19,010	7,015	-	48,765	28%	69,158	34,580	17,371	17,208	-	51,787	25%
11	209 Computer Tech Support	-	-	-	-	-	-	-	2,192	1,096	1,071	25	-	1,121	49%
12	218 CBOCES Technology Support	198,809	101,276	108,421	(7,145)	7,858	82,530	55%	190,960	95,480	97,035	(1,555)	4,794	89,131	51%
13	230 Distance Education	15,308	7,654	8,531	(877)	-	6,777	56%	20,188	10,094	9,721	373	-	10,467	48%
14	238 eNet Learning	26,450	12,325	9,198	3,127	-	17,252	35%	26,450	10,850	10,790	60	-	15,660	41%
15	502 ESY	20,231	20,138	9,325	10,812	-	10,906	46%	19,019	17,092	4,422	12,670	-	14,597	23%
16	505 Special Education Local	133,824	134,221	56,862	77,359	5,671	71,291	42%	131,125	99,074	50,477	48,597	14,464	66,185	38%
17	508 Out of District	1,451,680	500,600	547,553	(46,953)	13,234	890,894	38%	1,448,603	764,285	622,612	141,673	4,582	821,409	43%
18	510 RN Services	43,924	21,962	22,888	(926)	1,615	19,421	52%	43,488	21,743	20,238	1,505	1,447	21,803	47%
19	516 Local Preschool	301,462	270,709	116,311	154,398	8,336	176,814	39%	448,806	361,001	179,977	181,023	7,996	260,833	40%
20	518 STEPS Program - Tennyson Center	244,990	172,134	108,830	63,304	1,065	135,095	44%	238,262	162,005	119,330	42,676	1,211	117,721	50%
21	520 Speech	842,970	311,819	288,897	22,922	16,013	538,061	34%	775,318	218,205	282,137	(63,932)	11,255	481,925	36%
22	521 Social Work	247,957	63,457	64,010	(553)	3,328	180,619	26%	243,863	54,727	61,351	(6,624)	3,823	178,689	25%
23	522 School Psychology	669,375	526,296	258,694	267,602	13,657	397,025	39%	650,663	459,117	256,821	202,295	14,814	379,028	39%
24	523 Motor Team	493,372	355,922	181,555	174,367	77,286	234,531	37%	477,662	297,643	192,087	105,556	64,471	221,105	40%
25	524 Audiology	113,648	47,034	38,172	8,862	1,313	74,164	34%	109,766	29,338	38,324	(8,986)	1,287	70,155	35%
26	525 Transition	96,913	96,464	31,826	64,638	3,200	61,887	33%	98,306	88,340	32,543	55,797	2,409	63,354	33%
27	535 Sp Ed Contracted Services	67,269	33,634	26,025	7,609	-	41,244	39%	65,824	32,913	25,445	7,468	-	40,379	39%
28	607 Learning Services	107,419	44,178	56,577	(12,400)	-	50,842	53%	83,246	59,435	43,975	15,460	-	39,271	53%
29	616 Alternate Licensure Program	300,000	218,350	122,103	96,247	-	177,897	41%	323,367	236,689	140,310	96,380	13	183,044	43%
30	685 Centennial BOCES High School	504,000	265,495	268,897	(3,402)	46,947	188,156	53%	724,500	358,365	341,175	17,190	62,528	320,797	47%
31	687 I-Connection High School	279,392	121,575	109,612	11,963	468	169,312	39%	268,100	97,260	115,392	(18,132)	384	152,324	43%
32	731 Homeless Ed Asistance Program	60,000	20,141	62,354	(42,213)	-	(2,354)	104%	10,000	4,957	12,438	(7,481)	-	(2,438)	124%
33	770 Federal Programs Entrepreneurial	25,500	29,973	15,608	14,365	-	9,892	61%	25,500	2,755	5,070	(2,315)	-	20,430	20%
34	Non-Grant Totals	7,838,073	3,834,542	3,240,321	594,221	257,338	4,340,414	41.3%	8,264,512	4,095,490	3,650,932	444,558	255,730	4,357,850	44.2%

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES
JULY 1, 2020 - DECEMBER 31, 2020
 With Comparative Amounts for the Month Ended December 31, 2019

50% of Budget Year Completed		JULY 1, 2020 - JUNE 30, 2021 FISCAL							JULY 1, 2019 - JUNE 30, 2020 FISCAL						
Project Accounts:		2020-2021 Budget	Actual Revenues	Actual Expenditures	Cash Position	Encumbrance	Budget Balance	% Spent	2019-2020 Budget	Actual Revenues	Actual Expenditures	Cash Position	Encumbrance	Budget Balance	% Spent
1	145 Perkins	\$ 49,020	\$ -	\$ 1,609	\$ (1,609)	\$ -	\$ 47,411	3%	\$ 183,906	\$ -	\$ 17,837	\$ (17,837)	\$ -	\$ 166,069	10%
2	146 Coronavirus Relief Fund	5,507	5,507	5,507	-	-	-	100%							
3	147 ESSER Grant Funds	126,281	31,710	39,979	(8,269)	-	86,302	32%							
4	148 Grant Writing	22,948	-	11,474	(11,474)	-	11,474	50%	22,948	-	11,084	(11,084)	-	11,864	48%
5	504 Administration	525,614	340,292	239,284	101,008	15,293	271,037	46%	507,958	290,579	261,203	29,376	10,284	236,471	51%
6	509 SWAP	560,000	175,564	279,568	(104,005)	9,589	270,843	50%	580,000	190,805	291,785	(100,980)	7,236	280,979	50%
7	615 Gifted/Talented - Consultant	71,424	71,424	26,784	44,640	-	44,640	38%	71,424	71,424	29,479	41,945	-	41,945	41%
8	625 Gifted/Talented - Regional	149,274	149,274	82,876	66,398	-	66,398	56%	146,760	145,133	66,757	78,376	-	80,003	45%
9	626 Gifted Ed Universal Screening	33,432	33,432	16,525	16,907	-	16,907	49%	32,263	32,263	17,600	14,663	-	14,663	55%
10	652 CBOCES State Educational Priorities	312,697	282,697	68,267	214,431	-	244,430	22%	311,903	281,903	64,732	217,172	-	247,171	21%
11	681 Title III - Professional Learning	32,524	10,766	16,359	(5,593)	-	16,165	50%	113,000	14,200	35,575	(21,375)	-	77,425	31%
12	705 Migrant Ed Combined Region Program	2,200,000	752,718	751,082	1,636	197	1,448,721	34%	2,000,000	655,024	815,986	(160,962)	70	1,183,944	41%
13	715 Title I	1,400,000	251,974	260,507	(8,533)	-	1,139,493	19%	1,215,000	216,970	247,499	(30,529)	-	967,501	20%
14	722 Title II - Teacher Quality	300,000	46,635	48,422	(1,787)	-	251,578	16%	275,000	50,868	54,463	(3,595)	-	220,537	20%
15	725 Title III - English Language	125,000	9,447	10,174	(727)	-	114,826	8%	100,000	14,655	17,964	(3,309)	-	82,036	18%
16	726 Title IV Part A	150,000	31,639	31,924	(285)	-	118,076	21%	135,000	2,649	2,702	(53)	-	132,298	2%
17	730 McKinney Homeless	68,731	22,921	33,008	(10,087)	-	35,723	48%	65,000	23,710	34,489	(10,779)	-	30,511	53%
18	733 Title III Immigrant Set-Aside	10,500	-	-	-	-	10,500	0%							
19	751 RISE Education Fund Grant	482,091					482,091	0%							
20	Grant Totals	<u>6,625,043</u>	<u>2,215,999</u>	<u>1,923,350</u>	<u>292,649</u>	<u>25,079</u>	<u>4,194,523</u>	<u>29.0%</u>	<u>5,760,162</u>	<u>1,990,184</u>	<u>1,969,156</u>	<u>21,028</u>	<u>17,591</u>	<u>3,773,416</u>	<u>34.2%</u>
21	Y-T-D Combined Totals	<u>\$ 14,463,116</u>	<u>\$ 6,050,541</u>	<u>\$ 5,163,671</u>	<u>\$ 886,870</u>	<u>\$ 282,417</u>	<u>\$ 8,534,938</u>	<u>35.7%</u>	<u>\$ 14,024,674</u>	<u>\$ 6,085,674</u>	<u>\$ 5,620,088</u>	<u>\$ 465,586</u>	<u>\$ 273,321</u>	<u>\$ 8,131,266</u>	<u>40.1%</u>
22															
23															
24															
25				2020-2021	%		2019-2020	%							
26	Year To Date Revenue		\$ 6,050,541		41.8%		\$ 6,085,674	43.4%							
27	Year to Date Expenditures		<u>5,163,671</u>		35.7%		<u>5,620,088</u>	40.1%							
28	Excess of Revenue Over (Under) Expenditures		<u>\$ 886,870</u>				<u>\$ 465,586</u>								
29															
30	Fund Balance, Beginning		\$ 2,093,118				\$ 2,060,109								
31	Estimated Change of Revenue Over (Under) Expenditures		(81,218)				33,009								
32	Estimated Fund Balance, Ending		<u>\$ 2,011,900</u>		13.9%		<u>\$ 2,093,118</u> *	15.8%							
33															
34	* 2019-2020 Fund Balance is actual amount based on the completed audit.														

50% of Budget Year Completed

Current Year Information

July 1, 2020 - December 31, 2020



**CENTENNIAL
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Detailed Expense Report

Prior Year Information

July 1, 2019 - December 31, 2019

	<u>Current Budget</u>	<u>YTD Expenses</u>	<u>Outstanding Encumbrance</u>	<u>Uncommitted Funds</u>	<u>% of Budget committed</u>	<u>Prev. Yr. Budget</u>	<u>Prev. Yr. Expenses</u>	<u>Prev. Yr. Encumbrance</u>	<u>Prev. Yr. Uncommitted</u>	<u>% of Prev Yr. Budget</u>
Administration										
1	Project: 101 ADMINISTRATION/OPERATIONS									
2	Object class 01: Salaries	478,904.00	237,080.71	241,823.29	49.5%	491,011.00	227,519.05		263,491.95	46.3%
3	Object class 02: Benefits	158,711.00	93,252.70	65,458.30	58.8%	159,606.00	87,328.28		72,277.72	54.7%
4	Object class 03: PS- Professional	25,050.00	15,032.00	10,018.00	60.0%	24,500.00	15,297.00		9,203.00	62.4%
5	Object class 04: PS- Property	82,680.00	36,609.82	22,944.76	72.0%	71,672.00	40,028.87	24,400.04	7,243.09	89.9%
6	Object class 05: Other Purchased Svc	94,980.00	58,606.11	12,121.01	74.5%	101,529.00	71,750.83	13,179.66	16,598.51	83.7%
7	Object class 06: Supplies	47,350.00	26,868.81	21,658.92	102.5%	42,200.00	27,442.84	22,217.00	(7,459.84)	117.7%
8	Object class 07: Property	2,500.00		2,500.00	0.0%	2,500.00	2,057.97		442.03	82.3%
9	Object class 08: Other Expenses	63,725.00	48,981.47	14,743.53	76.9%	83,832.00	34,501.15		49,330.85	41.2%
10		953,900.00	516,431.62	56,724.69	60.1%	976,850.00	505,925.99	59,796.70	411,127.31	57.9%
11	Project: 103 GREELEY BLDG CAP IMPVMT									
12	Object class 03: PS- Professional	-		-	0.0%	-			-	0.0%
13	Object class 04: PS- Property	19,683.00		19,683.00	0.0%	302,668.00	302,667.87		0.13	100.0%
14	Object class 07: Property	90,000.00	81,217.87	8,782.13	90.2%	-			-	0.0%
15		109,683.00	81,217.87	-	74.0%	302,668.00	302,667.87	-	0.13	100.0%
16	Project: 107 FT.MORGAN CAPITAL IMPROVEMENT									
17	Object class 04: PS- Property	3,600.00	-	3,600.00	0.0%	3,600.00			3,600.00	0.0%
18		3,600.00	-	3,600.00	0.0%	3,600.00	-	-	3,600.00	0.0%
19	Project: 145 CARL PERKINS GRANT									
20	Object class 01: Salaries	-		-	0.0%	-			-	0.0%
21	Object class 02: Benefits	-		-	0.0%	-			-	0.0%
22	Object class 03: PS- Professional	15,255.00		15,255.00	0.0%	69,901.00			69,901.00	0.0%
23	Object class 05: Other Purchased Svc	10,000.00	80.00	9,920.00	0.8%	26,797.00	2,410.18		24,386.82	9.0%
24	Object class 06: Supplies	21,431.00		21,431.00	0.0%	64,740.00	5,752.25		58,987.75	8.9%
25	Object class 07: Property	-		-	0.0%	7,745.00	7,586.00		159.00	0.0%
26	Object class 08: Other Expenses	2,334.00	1,528.60	805.40	65.5%	14,723.00	2,088.65		12,634.35	14.2%
27		49,020.00	1,608.60	-	3.3%	183,906.00	17,837.08	-	166,068.92	9.7%
28	Project: 146 CORONAVIRUS RELIEF GRANT									
29	Object class 06: Supplies	5,480.00	5,480.00	-	100.0%					
30	Object class 07: Property	-		-	0.0%					
31	Object class 08: Other Expenses	27.00	27.00	-	100.0%					
32		5,507.00	5,507.00	-	100.0%					
33	Project: 147 ESSER GRANT									
34	Object class 01: Salaries	28,986.00	2,386.92	26,599.08	8.2%					
35	Object class 02: Benefits	10,134.00	983.07	9,150.93	9.7%					
36	Object class 04: PS- Property	9,839.00		9,839.00	0.0%					
37	Object class 05: Other Purchased Svc	12,000.00		12,000.00	0.0%					
38	Object class 06: Supplies	27,950.00	11,681.59	16,268.41	41.8%					
39	Object class 07: Property	25,373.00	21,634.19	3,738.81	85.3%					
40	Object class 08: Other Expenses	11,999.00	3,292.87	8,706.13	27.4%					
41		126,281.00	39,978.64	-	31.7%					
42	Project: 148 GRANT WRITING									
43	Object class 01: Salaries	17,353.00	8,621.64	8,731.36	49.7%	12,730.00	8,335.71		4,394.29	65.5%
44	Object class 02: Benefits	5,595.00	2,852.44	2,742.56	51.0%	4,547.00	2,748.31		1,798.69	60.4%
45	Object class 03: PS- Professional	-		-	0.0%	5,671.00	-		5,671.00	0.0%
46		22,948.00	11,474.08	-	50.0%	22,948.00	11,084.02	-	11,863.98	48.3%

50% of Budget Year Completed

Current Year Information

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Prior Year Information

July 1, 2019 - December 31, 2019

Detailed Expense Report

	<u>Current Budget</u>	<u>YTD Expenses</u>	<u>Outstanding Encumbrance</u>	<u>Uncommitted Funds</u>	<u>% of Budget committed</u>	<u>Prev. Yr. Budget</u>	<u>Prev. Yr. Expenses</u>	<u>Prev. Yr. Encumbrance</u>	<u>Prev. Yr. Uncommitted</u>	<u>% of Prev Yr. Budget</u>
1 Project: 152 CAPITAL SAVINGS PLANS										
2 Object class 07: Property	23,000.00			23,000.00	0.0%	23,000.00	-		23,000.00	0.0%
3	23,000.00	-	-	23,000.00	0.0%	23,000.00	-	-	23,000.00	0.0%
4 Project: 154 CAPITAL IMPROVEMENT										
5 Object class 07: Property	17,500.00			17,500.00	0.0%	17,500.00	-		17,500.00	0.0%
6	17,500.00	-	-	17,500.00	0.0%	17,500.00	-	-	17,500.00	0.0%
7 Project: 166 BUDGETED RESERVES										
8 Object class 08: Other Expenses	250,000.00			250,000.00	0.0%	250,000.00	-		250,000.00	0.0%
9	250,000.00	-	-	250,000.00	0.0%	250,000.00	-	-	250,000.00	0.0%
10 Project: 172 MEDIA/COOP										
11 Object class 01: Salaries	1,855.00	848.25		1,006.75	45.7%	2,262.00	852.15		1,409.85	37.7%
12 Object class 02: Benefits	428.00	192.11		235.89	44.9%	506.00	188.75		317.25	37.3%
13 Object class 03: PS- Professional	-			-	0.0%	-	-		-	0.0%
14 Object class 04: PS- Property	825.00	77.00		748.00	9.3%	330.00	173.38		156.62	52.5%
15 Object class 05: Other Purchased Svc	-	1.50		(1.50)	0.0%	-	212.22		(212.22)	0.0%
16 Object class 06: Supplies	645.00	244.34		400.66	37.9%	654.00	554.05		99.95	84.7%
17 Object class 08: Other Expenses	187.00	94.00		93.00	50.3%	188.00	94.00		94.00	50.0%
18	3,940.00	1,457.20	-	2,482.80	37.0%	3,940.00	2,074.55	-	1,865.45	52.7%
19 Project: 174 LEGAL										
20 Object class 03: PS- Professional	4,305.00	1,400.00		2,905.00	32.5%	4,305.00	2,100.00		2,205.00	48.8%
21	4,305.00	1,400.00	-	2,905.00	32.5%	4,305.00	2,100.00	-	2,205.00	48.8%
22 ADMINISTRATION TOTALS:	1,569,684.00	659,075.01	56,724.69	853,884.30	45.6%	1,788,717.00	841,689.51	59,796.70	887,230.79	50.4%

50% of Budget Year Completed



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Detailed Expense Report

Prior Year Information

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	<u>Current Budget</u>	<u>YTD Expenses</u>	<u>Outstanding Encumbrance</u>	<u>Uncommitted Funds</u>	<u>% of Budget committed</u>	<u>Prev. Yr. Budget</u>	<u>Prev. Yr. Expenses</u>	<u>Prev. Yr. Encumbrance</u>	<u>Prev. Yr. Uncommitted</u>	<u>% of Prev Yr. Budget</u>
TECHNOLOGY										
1 Project: 205 STUDENT INFORMATION SERVICES										
2 Object class 01: Salaries	50,097.00	24,704.26		25,392.74	49.3%	52,333.00	25,318.72		27,014.28	48.4%
3 Object class 02: Benefits	19,671.00	9,921.65		9,749.35	50.4%	20,059.00	9,927.78		10,131.22	49.5%
4 Object class 03: PS- Professional	78,796.00	68,218.00		10,578.00	86.6%	101,214.00	115,052.00		(13,838.00)	113.7%
5 Object class 04: PS- Property	-	-		-	0.0%	-	-		-	0.0%
6 Object class 05: Other Purchased Svc	650.00	393.93	623.27	(367.20)	156.5%	700.00	544.17	455.83	(300.00)	142.9%
7 Object class 06: Supplies	50.00	12.26		37.74	24.5%	50.00	245.67		(195.67)	491.3%
8 Object class 07: Property	-	-		-	0.0%	-	-		-	0.0%
9 Object class 08: Other Expenses	10,613.00	5,306.50		5,306.50	50.0%	13,927.00	6,963.50		6,963.50	50.0%
10	159,877.00	108,556.60	623.27	50,697.13	68.3%	188,283.00	158,051.84	455.83	29,775.33	84.2%
11 Project: 206 FINANCIAL DATA SERVICES										
12 Object class 01: Salaries	20,781.00	9,880.02		10,900.98	47.5%	20,374.00	10,159.98		10,214.02	49.9%
13 Object class 02: Benefits	6,538.00	3,133.70		3,404.30	47.9%	6,236.00	3,129.36		3,106.64	50.2%
14 Object class 03: PS- Professional	2,364.00	2,500.00		(136.00)	105.8%	4,000.00	-		4,000.00	0.0%
15 Object class 04: PS- Property	500.00			500.00	0.0%	1,000.00	-		1,000.00	0.0%
16 Object class 05: Other Purchased Svc	-			-	0.0%	-	-		-	0.0%
17 Object class 06: Supplies	27,100.00			27,100.00	0.0%	27,000.00	556.76		26,443.24	2.1%
18 Object class 07: Property	3,500.00			3,500.00	0.0%	3,500.00	-		3,500.00	0.0%
19 Object class 08: Other Expenses	6,992.00	3,496.00		3,496.00	50.0%	7,048.00	3,525.00		3,523.00	50.0%
20	67,775.00	19,009.72	-	48,765.28	28.0%	69,158.00	17,371.10	-	51,786.90	25.1%
21 Project: 209 COMPUTER TECH SUPPORT										
22 Object class 01: Salaries						1,400.00	700.00		700.00	50.0%
23 Object class 02: Benefits						320.00	160.00		160.00	50.0%
24 Object class 03: PS- Professional						50.00			50.00	0.0%
25 Object class 05: Other Purchased Svc						-			-	0.0%
26 Object class 06: Supplies						-			-	0.0%
27 Object class 08: Other Expenses						422.00	211.00		211.00	50.0%
28						2,192.00	1,071.00	-	1,121.00	48.9%
29 Project: 218 CBOCES TECHNOLOGY SUPPORT										
30 Object class 01: Salaries	131,942.00	70,277.96		61,664.04	53.3%	130,021.00	67,117.00		62,904.00	51.6%
31 Object class 02: Benefits	44,872.00	22,610.16		22,261.84	50.4%	43,317.00	21,555.66		21,761.34	49.8%
32 Object class 03: PS- Professional	120.00			120.00	0.0%	200.00	1,185.00		(985.00)	592.5%
33 Object class 04: PS- Property	-			-	0.0%	-	-		-	0.0%
34 Object class 05: Other Purchased Svc	10,400.00	5,496.36	5,908.09	(1,004.45)	109.7%	7,740.00	5,535.00	4,793.64	(2,588.64)	133.4%
35 Object class 06: Supplies	6,350.00	10,036.79	1,950.00	(5,636.79)	188.8%	4,950.00	1,642.31		3,307.69	33.2%
36 Object class 07: Property	5,125.00			5,125.00	0.0%	4,633.00	-		4,633.00	0.0%
37 Object class 08: Other Expenses	-			-	0.0%	99.00	-		99.00	0.0%
38	198,809.00	108,421.27	7,858.09	82,529.64	58.5%	190,960.00	97,034.97	4,793.64	89,131.39	53.3%

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Detailed Expense Report

	<u>Current Budget</u>	<u>YTD Expenses</u>	<u>Outstanding Encumbrance</u>	<u>Uncommitted Funds</u>	<u>% of Budget committed</u>	<u>Prev. Yr. Budget</u>	<u>Prev. Yr. Expenses</u>	<u>Prev. Yr. Encumbrance</u>	<u>Prev. Yr. Uncommitted</u>	<u>% of Prev Yr. Budget</u>
1 Project: 230 DISTANCE ED COORDINATION										
2 Object class 01: Salaries	9,000.00	5,502.02		3,497.98	61.1%	12,000.00	6,352.02		5,647.98	52.9%
3 Object class 02: Benefits	2,685.00	1,991.38		693.62	74.2%	3,521.00	2,215.86		1,305.14	62.9%
4 Object class 04: PS- Property	-			-	0.0%	-	-		-	0.0%
5 Object class 05: Other Purchased Svc	1,550.00			1,550.00	0.0%	2,360.00	-		2,360.00	0.0%
6 Object class 06: Supplies	-			-	0.0%	-	-		-	0.0%
7 Object class 08: Other Expenses	2,073.00	1,037.50		1,035.50	50.0%	2,307.00	1,153.00		1,154.00	50.0%
8 15,308.00 8,530.90 - 6,777.10 55.7%						20,188.00	9,720.88	-	10,467.12	48.2%
9 Project: 238 eNET LEARNING										
10 Object class 03: PS- Professional	12,500.00	1,688.44		10,811.56	13.5%	12,500.00	3,150.00		9,350.00	25.2%
11 Object class 05: Other Purchased Svc	1,000.00	85.61		914.39	8.6%	7,000.00	216.81		6,783.19	3.1%
12 Object class 06: Supplies	11,453.00	6,675.00		4,778.00	58.3%	5,453.00	6,675.00		(1,222.00)	122.4%
13 Object class 08: Other Expenses	1,497.00	748.50		748.50	50.0%	1,497.00	748.50		748.50	50.0%
14 26,450.00 9,197.55 - 17,252.45 34.8%						26,450.00	10,790.31	-	15,659.69	40.8%
15 TECHNOLOGY TOTALS:	468,219.00	253,716.04	8,481.36	206,021.60	56.0%	497,231.00	294,040.10	5,249.47	197,941.43	60.2%

50% of Budget Year Completed



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	<u>Current Budget</u>	<u>YTD Expenses</u>	<u>Outstanding Encumbrance</u>	<u>Uncommitted Funds</u>	<u>% of Budget committed</u>	<u>Prev. Yr. Budget</u>	<u>Prev. Yr. Expenses</u>	<u>Prev. Yr. Encumbrance</u>	<u>Prev. Yr. Uncommitted</u>	<u>% of Prev Yr. Budget</u>
SPECIAL EDUCATION										
1 Project: 502 ESY										
2 Object class 01: Salaries	14,000.00	6,723.75		7,276.25	48.0%	13,000.00	2,610.50		10,389.50	20.1%
3 Object class 02: Benefits	3,236.00	1,519.41		1,716.59	47.0%	2,942.00	606.48		2,335.52	20.6%
4 Object class 03: PS- Professional	-			-	0.0%	-	-		-	0.0%
5 Object class 05: Other Purchased Svc	1,600.00	179.48		1,420.52	11.2%	1,500.00	414.72		1,085.28	27.6%
6 Object class 06: Supplies	250.00	43.80		206.20	17.5%	500.00	251.46		248.54	50.3%
7 Object class 08: Other Expenses	1,145.00	858.75		286.25	75.0%	1,077.00	538.50		538.50	50.0%
8	20,231.00	9,325.19	-	10,905.81	46.1%	19,019.00	4,421.66	-	14,597.34	23.2%
9 Project: 504 ADMINISTRATION/OVERHEAD										
10 Object class 01: Salaries	290,930.00	139,284.76		151,645.24	47.9%	285,225.00	142,998.79		142,226.21	50.1%
11 Object class 02: Benefits	97,722.00	45,581.38		52,140.62	46.6%	93,118.00	46,367.76		46,750.24	49.8%
12 Object class 03: PS- Professional	200.00	4,606.93		(4,406.93)	2303.5%	200.00	4,131.37		(3,931.37)	2065.7%
13 Object class 04: PS- Property	1,350.00	224.90		1,125.10	16.7%	2,100.00	598.40		1,501.60	28.5%
14 Object class 05: Other Purchased Svc	28,100.00	3,938.02	15,293.13	8,868.85	68.4%	25,500.00	15,982.65	10,284.34	(766.99)	103.0%
15 Object class 06: Supplies	9,500.00	588.70		8,911.30	6.2%	6,400.00	1,063.62		5,336.38	16.6%
16 Object class 07: Property	7,000.00			7,000.00	0.0%	7,000.00	6,040.05		959.95	86.3%
17 Object class 08: Other Expenses	90,812.00	45,059.56		45,752.44	49.6%	88,415.00	44,020.37		44,394.63	49.8%
18	525,614.00	239,284.25	15,293.13	271,036.62	48.4%	507,958.00	261,203.01	10,284.34	236,470.65	53.4%
19 Project: 505 SPECIAL ED LOCAL										
20 Object class 01: Salaries	71,198.00	29,191.73		42,006.27	41.0%	69,803.00	27,657.11		42,145.89	39.6%
21 Object class 02: Benefits	24,299.00	8,504.22		15,794.78	35.0%	23,149.00	8,103.73		15,045.27	35.0%
22 Object class 03: PS- Professional	21,000.00	13,752.50		7,247.50	65.5%	21,000.00	8,776.74	9,391.26	2,832.00	86.5%
23 Object class 05: Other Purchased Svc	9,700.00	2,228.79	5,671.21	1,800.00	81.4%	9,700.00	2,827.67	5,072.33	1,800.00	81.4%
24 Object class 06: Supplies	50.00			50.00	0.0%	50.00	40.92		9.08	81.8%
25 Object class 08: Other Expenses	7,577.00	3,184.26		4,392.74	42.0%	7,423.00	3,070.65		4,352.35	41.4%
26	133,824.00	56,861.50	5,671.21	71,291.29	46.7%	131,125.00	50,476.82	14,463.59	66,184.59	49.5%
27 Project: 508 OUT OF DISTRICT PLACEMENT										
28 Object class 01: Salaries	26,220.00	8,745.68		17,474.32	33.4%	25,706.00	8,574.00		17,132.00	33.4%
29 Object class 02: Benefits	14,414.00	4,966.92		9,447.08	34.5%	14,081.00	4,863.06		9,217.94	34.5%
30 Object class 03: PS- Professional	-			-	0.0%	-			-	0.0%
31 Object class 04: PS- Property	30,620.00	15,083.62	7,479.72	8,056.66	73.7%	56,420.00	25,031.32		31,388.68	44.4%
32 Object class 05: Other Purchased Svc	1,302,798.00	481,296.21		821,501.79	36.9%	1,280,680.00	548,317.88		732,362.12	42.8%
33 Object class 06: Supplies	8,500.00	2,896.18	5,753.82	(150.00)	0.0%	8,200.00	4,067.80	4,582.20	(450.00)	0.0%
34 Object class 07: Property	-			-	0.0%	-			-	0.0%
35 Object class 08: Other Expenses	69,128.00	34,564.00		34,564.00	50.0%	63,516.00	31,758.00		31,758.00	50.0%
36	1,451,680.00	547,552.61	13,233.54	890,893.85	38.6%	1,448,603.00	622,612.06	4,582.20	821,408.74	43.3%
37 Project: 509 SWAP-GREELEY										
38 Object class 01: Salaries	172,580.00	86,916.00		85,664.00	50.4%	191,137.00	87,003.59		104,133.41	45.5%
39 Object class 02: Benefits	73,907.00	38,245.89		35,661.11	51.7%	75,870.00	35,490.05		40,379.95	46.8%
40 Object class 04: PS- Property	-			-	0.0%	-	500.00		(500.00)	0.0%
41 Object class 05: Other Purchased Svc	26,080.00	4,822.39	9,589.22	11,668.39	55.3%	20,080.00	9,764.27	7,236.29	3,079.44	84.7%
42 Object class 06: Supplies	6,000.00			6,000.00	0.0%	3,000.00	281.06		2,718.94	9.4%
43 Object class 08: Other Expenses	53,213.00	13,595.81		39,617.19	0.0%	55,113.00	13,913.18		41,199.82	0.0%
44 Object class 09: Up Front Matching Funds	228,220.00	135,988.07		92,231.93	59.6%	234,800.00	144,833.06		89,966.94	61.7%
45	560,000.00	279,568.16	9,589.22	270,842.62	51.6%	580,000.00	291,785.21	7,236.29	280,978.50	51.6%

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	<u>Current Budget</u>	<u>YTD Expenses</u>	<u>Outstanding Encumbrance</u>	<u>Uncommitted Funds</u>	<u>% of Budget committed</u>	<u>Prev. Yr. Budget</u>	<u>Prev. Yr. Expenses</u>	<u>Prev. Yr. Encumbrance</u>	<u>Prev. Yr. Uncommitted</u>	<u>% of Prev Yr. Budget</u>
1 Project: 510 RN SERVICES										
2 Object class 01: Salaries	31,974.00	17,197.90		14,776.10	53.8%	30,968.00	14,875.28		16,092.72	48.0%
3 Object class 02: Benefits	7,338.00	3,895.31		3,442.69	53.1%	6,952.00	3,294.87		3,657.13	47.4%
4 Object class 03: PS- Professional	-	50.00		(50.00)	0.0%	-	200.00		(200.00)	0.0%
5 Object class 05: Other Purchased Svc	2,000.00	459.70	1,615.30	(75.00)	103.8%	2,747.00	553.22	1,446.78	747.00	72.8%
6 Object class 06: Supplies	520.00	239.00		281.00	46.0%	750.00	279.00		471.00	37.2%
7 Object class 08: Other Expenses	2,092.00	1,046.00		1,046.00	50.0%	2,071.00	1,035.50		1,035.50	50.0%
8	43,924.00	22,887.91	1,615.30	19,420.79	55.8%	43,488.00	20,237.87	1,446.78	21,803.35	49.9%
9 Project: 516 LOCAL PRESCHOOL										
10 Object class 01: Salaries	194,948.00	76,503.11		118,444.89	39.2%	191,125.00	57,861.76		133,263.24	30.3%
11 Object class 02: Benefits	79,899.00	28,551.32		51,347.68	35.7%	75,887.00	23,633.86		52,253.14	31.1%
12 Object class 03: PS- Professional	-			-	0.0%	-			-	0.0%
13 Object class 05: Other Purchased Svc	10,400.00	3,049.32	8,336.38	(985.70)	109.5%	157,900.00	85,170.00	7,995.94	64,734.06	59.0%
14 Object class 06: Supplies	500.00	9.95		490.05	2.0%	500.00	923.74		(423.74)	184.7%
15 Object class 08: Other Expenses	15,715.00	8,197.66		7,517.34	52.2%	23,394.00	12,387.83		11,006.17	53.0%
16	301,462.00	116,311.36	8,336.38	176,814.26	41.3%	448,806.00	179,977.19	7,995.94	260,832.87	41.9%
17 Project: 518 STEPS CENTER										
18 Object class 01: Salaries	165,588.00	72,990.23		92,597.77	44.1%	162,369.00	80,460.54		81,908.46	49.6%
19 Object class 02: Benefits	64,534.00	28,209.75		36,324.25	43.7%	61,951.00	30,527.29		31,423.71	49.3%
20 Object class 03: PS- Professional	-			-	0.0%	-			-	0.0%
21 Object class 04: PS- Property	-			-	0.0%	-			-	0.0%
22 Object class 05: Other Purchased Svc	1,975.00	1,393.47	815.19	(233.66)	111.8%	1,750.00	1,479.03	861.39	(590.42)	133.7%
23 Object class 06: Supplies	750.00	403.07	250.00	96.93	87.1%	750.00	150.00	350.00	250.00	66.7%
24 Object class 07: Property	-			-	0.0%	-			-	0.0%
25 Object class 08: Other Expenses	12,143.00	5,833.74		6,309.26	48.0%	11,442.00	6,712.73		4,729.27	58.7%
26	244,990.00	108,830.26	1,065.19	135,094.55	44.9%	238,262.00	119,329.59	1,211.39	117,721.02	50.6%
27 Project: 520 SPEECH										
28 Object class 01: Salaries	512,569.00	189,737.62		322,831.38	37.0%	473,107.00	187,467.30		285,639.70	39.6%
29 Object class 02: Benefits	206,075.00	71,626.58		134,448.42	34.8%	178,282.00	70,284.45		107,997.55	39.4%
30 Object class 05: Other Purchased Svc	82,185.00	5,387.41	16,012.59	60,785.00	26.0%	78,044.00	7,251.81	11,255.48	59,536.71	23.7%
31 Object class 06: Supplies	2,000.00	2,098.59		(98.59)	104.9%	2,000.00	973.79		1,026.21	48.7%
32 Object class 08: Other Expenses	40,141.00	20,046.49		20,094.51	49.9%	43,885.00	16,159.91		27,725.09	36.8%
33	842,970.00	288,896.69	16,012.59	538,060.72	36.2%	775,318.00	282,137.26	11,255.48	481,925.26	37.8%
34 Project: 521 SOCIAL WORK										
35 Object class 01: Salaries	127,424.00	40,774.00		86,650.00	32.0%	159,279.00	39,872.46		119,406.54	25.0%
36 Object class 02: Benefits	50,151.00	15,163.25		34,987.75	30.2%	60,280.00	14,816.39		45,463.61	24.6%
37 Object class 05: Other Purchased Svc	56,097.00	3,072.21	3,327.79	49,697.00	11.4%	10,250.00	2,577.35	3,822.65	3,850.00	62.4%
38 Object class 06: Supplies	250.00			250.00	0.0%	250.00	-		250.00	0.0%
39 Object class 08: Other Expenses	14,035.00	5,000.42		9,034.58	35.6%	13,804.00	4,084.69		9,719.31	29.6%
40	247,957.00	64,009.88	3,327.79	180,619.33	27.2%	243,863.00	61,350.89	3,822.65	178,689.46	26.7%

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1 Project: 522 SCHOOL PSYCHOLOGY										
2 Object class 01: Salaries	364,730.00	155,240.68		209,489.32	42.6%	357,578.00	134,500.01		223,077.99	37.6%
3 Object class 02: Benefits	156,227.00	55,426.94		100,800.06	35.5%	147,985.00	47,861.22		100,123.78	32.3%
4 Object class 03: PS- Professional	77,530.00	22,848.00		54,682.00	29.5%	75,271.00	35,396.10		39,874.90	47.0%
5 Object class 05: Other Purchased Svc	22,000.00	4,543.50	13,656.50	3,800.00	82.7%	22,000.00	5,811.82	14,813.57	1,374.61	93.8%
6 Object class 06: Supplies	11,000.00	6,316.59		4,683.41	57.4%	11,000.00	15,889.97		(4,889.97)	144.5%
7 Object class 08: Other Expenses	37,888.00	14,317.87		23,570.13	37.8%	36,829.00	17,362.07		19,466.93	47.1%
8	669,375.00	258,693.58	13,656.50	397,024.92	40.7%	650,663.00	256,821.19	14,813.57	379,028.24	41.7%
9 Project: 523 MOTOR TEAM										
10 Object class 01: Salaries	245,086.00	79,441.38		165,644.62	32.4%	240,281.00	95,835.02		144,445.98	39.9%
11 Object class 02: Benefits	89,855.00	31,527.92		58,327.08	35.1%	83,325.00	33,093.80		50,231.20	39.7%
12 Object class 03: PS- Professional	116,604.00	55,542.40	69,457.60	(8,396.00)	107.2%	114,318.00	39,914.07	53,880.00	20,523.93	82.0%
13 Object class 05: Other Purchased Svc	11,900.00	3,471.96	7,828.04	600.00	95.0%	10,900.00	4,109.14	10,590.86	(3,800.00)	134.9%
14 Object class 06: Supplies	2,000.00	913.05		1,086.95	45.7%	1,800.00	7,158.62		(5,358.62)	397.7%
15 Object class 08: Other Expenses	27,927.00	10,658.31		17,268.69	38.2%	27,038.00	11,975.97		15,062.03	44.3%
16	493,372.00	181,555.02	77,285.64	234,531.34	52.5%	477,662.00	192,086.62	64,470.86	221,104.52	53.7%
17 Project: 524 AUDIOLOGY										
18 Object class 01: Salaries	75,732.00	27,444.06		48,287.94	36.2%	74,247.00	26,996.34		47,250.66	36.4%
19 Object class 02: Benefits	26,667.00	8,066.93		18,600.07	30.3%	23,777.00	7,928.13		15,848.87	33.3%
20 Object class 03: PS- Professional	-			-	0.0%	-			-	0.0%
21 Object class 04: PS- Property	2,000.00			2,000.00	0.0%	2,000.00	681.04		1,318.96	34.1%
22 Object class 05: Other Purchased Svc	2,000.00	487.24	1,312.76	200.00	90.0%	2,100.00	513.33	1,286.67	300.00	85.7%
23 Object class 06: Supplies	250.00			250.00	0.0%	250.00	-		250.00	0.0%
24 Object class 07: Property	600.00			600.00	0.0%	1,250.00	-		1,250.00	0.0%
25 Object class 08: Other Expenses	6,399.00	2,173.41		4,225.59	34.0%	6,142.00	2,205.47		3,936.53	35.9%
26	113,648.00	38,171.64	1,312.76	74,163.60	34.7%	109,766.00	38,324.31	1,286.67	70,155.02	36.1%
27 Project: 525 TRANSITION										
28 Object class 01: Salaries	72,334.00	23,419.23		48,914.77	32.4%	70,916.00	23,001.91		47,914.09	32.4%
29 Object class 02: Benefits	16,518.00	5,382.83		11,135.17	32.6%	17,751.00	5,198.37		12,552.63	29.3%
30 Object class 05: Other Purchased Svc	2,200.00		3,200.00	(1,000.00)	145.5%	3,700.00	790.65	2,409.35	500.00	86.5%
31 Object class 06: Supplies	375.00			375.00	0.0%	375.00	466.07		(91.07)	124.3%
32 Object class 08: Other Expenses	5,486.00	3,024.22		2,461.78	55.1%	5,564.00	3,086.03		2,477.97	55.5%
33	96,913.00	31,826.28	3,200.00	61,886.72	36.1%	98,306.00	32,543.03	2,409.35	63,353.62	35.6%
34 Project: 535 CONTRACTED RE-5J SERVICES										
35 Object class 01: Salaries	42,219.00	15,858.79		26,360.21	37.6%	41,597.00	15,669.52		25,927.48	37.7%
36 Object class 02: Benefits	13,389.00	4,335.56		9,053.44	32.4%	13,196.00	4,259.96		8,936.04	32.3%
37 Object class 08: Other Expenses	11,661.00	5,830.50		5,830.50	50.0%	11,031.00	5,515.50		5,515.50	50.0%
38	67,269.00	26,024.85	-	41,244.15	38.7%	65,824.00	25,444.98	-	40,379.02	38.7%
39 SPECIAL EDUCATION TOTALS:	5,813,229.00	2,269,799.18	169,599.25	3,373,830.57	42.0%	5,838,663.00	2,438,751.69	145,279.11	3,254,632.20	44.3%

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INNOVATIVE EDUCATION SERVICES										
Project: 607 LEARNING SERVICES										
1										
2	Object class 01: Salaries	65,676.00	34,513.69	31,162.31	52.6%	45,379.00	24,478.46		20,900.54	53.9%
3	Object class 02: Benefits	21,874.00	13,039.34	8,834.66	59.6%	15,755.00	9,147.06		6,607.94	58.1%
4	Object class 03: PS- Professional	500.00	39.50	460.50	7.9%	500.00	79.00		421.00	15.8%
5	Object class 04: PS- Property	-		-	0.0%	-			-	0.0%
6	Object class 05: Other Purchased Svc	3,000.00	1,071.44	1,928.56	35.7%	5,750.00	2,455.16		3,294.84	42.7%
7	Object class 06: Supplies	1,700.00	973.46	726.54	57.3%	2,000.00	1,099.41		900.59	55.0%
8	Object class 07: Property	439.00		439.00	0.0%	800.00			800.00	0.0%
9	Object class 08: Other Expenses	14,230.00	6,940.00	7,290.00	48.8%	13,062.00	6,716.00		6,346.00	51.4%
10		107,419.00	56,577.43	-	50,841.57	83,246.00	43,975.09	-	39,270.91	52.8%
Project: 615 GIFTED ED REGION CONSULTANT										
11										
12	Object class 01: Salaries	44,992.00	22,441.99	22,550.01	49.9%	44,110.00	22,002.00		22,108.00	49.9%
13	Object class 02: Benefits	9,403.00	3,511.03	5,891.97	37.3%	8,998.00	3,529.86		5,468.14	39.2%
14	Object class 03: PS- Professional	6,912.00	300.00	6,612.00	4.3%	8,200.00	2,207.42		5,992.58	26.9%
15	Object class 05: Other Purchased Svc	5,250.00	354.90	4,895.10	6.8%	5,250.00	1,393.14		3,856.86	26.5%
16	Object class 06: Supplies	4,867.00	176.22	4,690.78	3.6%	4,866.00	346.33		4,519.67	7.1%
17	Object class 07: Property	-		-	0.0%	-			-	0.0%
18		71,424.00	26,784.14	-	44,639.86	71,424.00	29,478.75	-	41,945.25	41.3%
Project: 616 ALTERNATIVE TCHR LICENSURE PRG										
19										
20	Object class 01: Salaries	142,186.00	49,209.23	92,976.77	34.6%	142,496.00	61,094.52		81,401.48	42.9%
21	Object class 02: Benefits	41,056.00	14,933.15	26,122.85	36.4%	39,635.00	16,199.85		23,435.15	40.9%
22	Object class 03: PS- Professional	48,978.00	35,627.51	13,350.49	72.7%	67,044.00	35,543.48		31,500.52	53.0%
23	Object class 05: Other Purchased Svc	29,800.00	2,364.53	27,435.47	7.9%	31,738.00	4,499.35	13.32	27,225.33	14.2%
24	Object class 06: Supplies	3,000.00	882.46	2,117.54	29.4%	3,150.00	4,338.41		(1,188.41)	137.7%
25	Object class 07: Property	500.00		500.00	0.0%	500.00			500.00	0.0%
26	Object class 08: Other Expenses	34,480.00	19,086.50	15,393.50	55.4%	38,804.00	18,634.00		20,170.00	48.0%
27		300,000.00	122,103.38	-	177,896.62	323,367.00	140,309.61	13.32	183,044.07	43.4%
Project: 625 REGIONAL GIFTED/TALENTED										
28										
29	Object class 01: Salaries	21,750.00	14,398.00	7,352.00	66.2%	9,364.00	4,114.17		5,249.83	43.9%
30	Object class 02: Benefits	7,206.00	4,627.94	2,578.06	64.2%	2,737.00	961.17		1,775.83	35.1%
31	Object class 03: PS- Professional	109,868.00	54,286.50	55,581.50	49.4%	127,209.00	59,772.00		67,437.00	47.0%
32	Object class 05: Other Purchased Svc	1,850.00		1,850.00	0.0%	1,850.00	998.97		851.03	54.0%
33	Object class 06: Supplies	8,600.00	9,563.50	(963.50)	111.2%	5,600.00	911.00		4,689.00	16.3%
34		149,274.00	82,875.94	-	66,398.06	146,760.00	66,757.31	-	80,002.69	45.5%
Project: 626 GIFTED ED UNIVERSAL SCREENING										
35										
36	Object class 01: Salaries	24,135.00	12,449.50	11,685.50	51.6%	23,662.00	13,035.00		10,627.00	55.1%
37	Object class 02: Benefits	8,128.00	4,075.37	4,052.63	50.1%	7,901.00	4,224.54		3,676.46	53.5%
38	Object class 05: Other Purchased Svc	-		-	0.0%	500.00	264.76		235.24	0.0%
39	Object class 06: Supplies	1,169.00		1,169.00	0.0%	200.00	75.89		124.11	0.0%
40		33,432.00	16,524.87	-	16,907.13	32,263.00	17,600.19	-	14,662.81	54.6%

50% of Budget Year Completed



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July 1, 2020 - December 31, 2020

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	<u>Current Budget</u>	<u>YTD Expenses</u>	<u>Outstanding Encumbrance</u>	<u>Uncommitted Funds</u>	<u>% of Budget committed</u>	<u>Prev. Yr. Budget</u>	<u>Prev. Yr. Expenses</u>	<u>Prev. Yr. Encumbrance</u>	<u>Prev. Yr. Uncommitted</u>	<u>% of Prev Yr. Budget</u>
1 Project: 652 CBOCES STATE ED PRIORITIES										
2 Object class 01: Salaries	67,983.00	30,239.39		37,743.61	44.5%	48,166.00	5,363.54		42,802.46	11.1%
3 Object class 02: Benefits	23,601.00	10,397.93		13,203.07	44.1%	16,306.00	1,253.02		15,052.98	7.7%
4 Object class 03: PS- Professional	130,635.00	23,019.37		107,615.63	17.6%	145,245.00	34,704.27		110,540.73	23.9%
5 Object class 05: Other Purchased Svc	42,652.00			42,652.00	0.0%	49,418.00	18,223.63		31,194.37	36.9%
6 Object class 06: Supplies	20,500.00	28.44		20,471.56	0.1%	21,376.00	213.51		21,162.49	1.0%
7 Object class 08: Other Expenses	27,326.00	4,581.50		22,744.50	16.8%	31,392.00	4,973.75		26,418.25	15.8%
8	312,697.00	68,266.63	-	244,430.37	21.8%	311,903.00	64,731.72	-	247,171.28	20.8%
9 Project: 681 TITLE III PROFESSIONAL LEARNING										
10 Object class 01: Salaries	18,300.00	9,387.74		8,912.26	51.3%	54,895.00	18,835.47		36,059.53	34.3%
11 Object class 02: Benefits	4,063.00	2,380.26		1,682.74	58.6%	19,975.00	6,690.26		13,284.74	33.5%
12 Object class 03: PS- Professional	4,000.00	1,800.00		2,200.00	45.0%	15,265.00	6,243.24		9,021.76	40.9%
13 Object class 05: Other Purchased Svc	523.00			523.00	0.0%	6,000.00	134.28		5,865.72	2.2%
14 Object class 06: Supplies	-			-	0.0%	4,650.00	1,692.50		2,957.50	36.4%
15 Object class 07: Property	5,000.00	2,520.00		2,480.00	50.4%	10,000.00			10,000.00	0.0%
16 Object class 08: Other Expenses	638.00	271.36		366.64	42.5%	2,215.00	1,979.02		235.98	89.3%
17	32,524.00	16,359.36	-	16,164.64	50.3%	113,000.00	35,574.77	-	77,425.23	31.5%
18 Project: 685 CENTENNIAL BOCES HIGH SCHOOL										
19 Object class 01: Salaries	263,412.00	145,130.90		118,281.10	55.1%	372,748.00	204,557.82		168,190.18	54.9%
20 Object class 02: Benefits	90,988.00	54,070.65		36,917.35	59.4%	102,159.00	51,541.04		50,617.96	50.5%
21 Object class 03: PS- Professional	18,000.00	6,134.25		11,865.75	34.1%	32,786.00	12,072.40		20,713.60	36.8%
22 Object class 04: PS- Property	93,300.00	46,650.00	46,650.00	-	100.0%	99,498.00	46,650.00	62,200.00	(9,352.00)	109.4%
23 Object class 05: Other Purchased Svc	3,300.00	4,418.74	296.72	(1,415.46)	142.9%	65,300.00	3,338.72	328.38	61,632.90	5.6%
24 Object class 06: Supplies	6,000.00	492.39		5,507.61	8.2%	6,000.00	2,510.40		3,489.60	41.8%
25 Object class 07: Property	5,000.00			5,000.00	0.0%	5,000.00			5,000.00	0.0%
26 Object class 08: Other Expenses	24,000.00	12,000.00		12,000.00	50.0%	41,009.00	20,504.50		20,504.50	50.0%
27	504,000.00	268,896.93	46,946.72	188,156.35	62.7%	724,500.00	341,174.88	62,528.38	320,796.74	55.7%
28 Project: 687 I-CONNECTION HIGH SCHOOL										
29 Object class 01: Salaries	189,182.00	74,518.70		114,663.30	39.4%	175,263.00	73,062.02		102,200.98	41.7%
30 Object class 02: Benefits	77,050.00	28,736.35		48,313.65	37.3%	72,529.00	28,310.57		44,218.43	39.0%
31 Object class 03: PS- Professional	750.00			750.00	0.0%	1,250.00			1,250.00	0.0%
32 Object class 04: PS- Property	1,000.00	446.95		553.05	44.7%	1,000.00	565.61		434.39	56.6%
33 Object class 05: Other Purchased Svc	1,810.00	2,190.80	467.87	(848.67)	146.9%	1,810.00	2,355.82	383.76	(929.58)	151.4%
34 Object class 06: Supplies	1,900.00	434.47		1,465.53	22.9%	1,482.00	3,040.61		(1,558.61)	205.2%
35 Object class 07: Property	1,350.00	109.46		1,240.54	8.1%	2,000.00	1,674.20		325.80	83.7%
36 Object class 08: Other Expenses	6,350.00	3,175.00		3,175.00	50.0%	12,766.00	6,383.00		6,383.00	50.0%
37	279,392.00	109,611.73	467.87	169,312.40	39.4%	268,100.00	115,391.83	383.76	152,324.41	43.2%
38 INNOVATIVE EDUCATION SERVICES TOTALS:	1,790,162.00	768,000.41	47,414.59	974,747.00	45.5%	2,074,563.00	854,994.15	62,925.46	1,156,643.39	44.2%

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		<u>Current Budget</u>	<u>YTD Expenses</u>	<u>Outstanding Encumbrance</u>	<u>Uncommitted Funds</u>	<u>% of Budget committed</u>	<u>Prev. Yr. Budget</u>	<u>Prev. Yr. Expenses</u>	<u>Prev. Yr. Encumbrance</u>	<u>Prev. Yr. Uncommitted</u>	<u>% of Prev Yr. Budget</u>
1	FEDERAL PROGRAMS										
2	Project: 705 NC REGION MIGRANT ED PRGM										
3	Object class 01: Salaries	752,084.00	356,652.74		395,431.26	47.4%	760,607.00	397,147.62		363,459.38	52.2%
4	Object class 02: Benefits	281,594.00	128,272.66		153,321.34	45.6%	270,219.00	138,776.13		131,442.87	51.4%
5	Object class 03: PS- Professional	45,300.00	1,221.50		44,078.50	2.7%	3,250.00	4,144.53		(894.53)	127.5%
6	Object class 04: PS- Property	5,800.00	2,400.00		3,400.00	41.4%	6,300.00	2,897.25		3,402.75	46.0%
7	Object class 05: Other Purchased Svc	673,650.00	106,871.49	196.70	566,581.81	15.9%	639,850.00	133,360.29	70.00	506,419.71	20.9%
8	Object class 06: Supplies	196,393.00	66,957.93		129,435.07	34.1%	107,240.00	44,812.88		62,427.12	41.8%
9	Object class 07: Property	15,000.00	1,840.59		13,159.41	0.0%	-	1,831.17		(1,831.17)	0.0%
10	Object class 08: Other Expenses	230,179.00	86,865.56		143,313.44	37.7%	212,534.00	93,015.88		119,518.12	43.8%
11		2,200,000.00	751,082.47	196.70	1,448,720.83	34.1%	2,000,000.00	815,985.75	70.00	1,183,944.25	40.8%
12	Project: 715 TITLE I										
13	Object class 01: Salaries	20,094.00	9,093.35		11,000.65	45.3%	16,130.00	7,214.23		8,915.77	44.7%
14	Object class 02: Benefits	6,412.00	2,846.87		3,565.13	44.4%	5,272.00	3,034.99		2,237.01	57.6%
15	Object class 05: Other Purchased Svc	1,294,249.00	233,821.54		1,060,427.46	18.1%	1,124,824.00	223,240.63		901,583.37	19.8%
16	Object class 06: Supplies	-	-		-	0.0%	-	-		-	0.0%
17	Object class 08: Other Expenses	79,245.00	14,745.71		64,499.29	18.6%	68,774.00	14,009.39		54,764.61	20.4%
18		1,400,000.00	260,507.47	-	1,139,492.53	18.6%	1,215,000.00	247,499.24	-	967,500.76	20.4%
19	Project: 722 TTL-II (PART A)TEACHER QUALITY										
20	Object class 01: Salaries	-	-		-	0.0%	-	-		-	0.0%
21	Object class 02: Benefits	-	-		-	0.0%	-	-		-	0.0%
22	Object class 05: Other Purchased Svc	283,019.00	45,680.99		237,338.01	16.1%	259,434.00	51,380.60		208,053.40	19.8%
23	Object class 06: Supplies	-	-		-	0.0%	-	-		-	0.0%
24	Object class 08: Other Expenses	16,981.00	2,740.86		14,240.14	16.1%	15,566.00	3,082.84		12,483.16	19.8%
25		300,000.00	48,421.85	-	251,578.15	16.1%	275,000.00	54,463.44	-	220,536.56	19.8%
26	Project: 725 TTL III-ENG/LANG ACQUISIT										
27	Object class 01: Salaries	5,700.00	3,000.00		2,700.00	0.0%	-	2,550.00		(2,550.00)	0.0%
28	Object class 02: Benefits	1,848.00	876.63		971.37	0.0%	-	828.48		(828.48)	0.0%
29	Object class 05: Other Purchased Svc	115,001.00	6,098.02		108,902.98	5.3%	98,039.00	14,233.64		83,805.36	14.5%
30	Object class 06: Supplies	-	-		-	0.0%	-	-		-	0.0%
31	Object class 08: Other Expenses	2,451.00	199.49		2,251.51	8.1%	1,961.00	352.24		1,608.76	18.0%
32		125,000.00	10,174.14	-	114,825.86	8.1%	100,000.00	17,964.36	-	82,035.64	18.0%
33	Project: 726 TTL IV(PART A)										
34	Object class 05: Other Purchased Svc	147,059.00	31,297.93		115,761.07	21.3%	132,353.00	2,649.00		129,704.00	2.0%
35	Object class 08: Other Expenses	2,941.00	625.96		2,315.04	21.3%	2,647.00	52.98		2,594.02	2.0%
36		150,000.00	31,923.89	-	118,076.11	21.3%	135,000.00	2,701.98	-	132,298.02	2.0%

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1 Project: 730 MCKINNEY HOMELESS GRANT										
2 Object class 01: Salaries	38,931.00	19,465.44		19,465.56	50.0%	38,075.00	19,083.78		18,991.22	50.1%
3 Object class 02: Benefits	8,934.00	4,226.76		4,707.24	47.3%	8,547.00	4,054.38		4,492.62	47.4%
4 Object class 04: PS- Property	-			-	0.0%	-			-	0.0%
5 Object class 05: Other Purchased Svc	5,800.00	5,061.99		738.01	87.3%	8,500.00	6,400.23		2,099.77	75.3%
6 Object class 06: Supplies	11,176.00	2,394.85		8,781.15	21.4%	6,199.00	3,000.25		3,198.75	48.4%
7 Object class 08: Other Expenses	3,890.20	1,859.40		2,030.80	47.8%	3,679.00	1,950.39		1,728.61	53.0%
8 68,731.20 33,008.44 - 35,722.76 48.0%						65,000.00	34,489.03	-	30,510.97	53.1%
9 Project: 731 HOMELESS ED ASSISTANCE PROGRAM										
10 Object class 01: Salaries	6,904.00	3,435.06		3,468.94	49.8%	4,988.00	3,367.74		1,620.26	67.5%
11 Object class 02: Benefits	1,585.00	745.86		839.14	47.1%	1,107.00	715.44		391.56	64.6%
12 Object class 03: PS- Professional	900.00	300.00		600.00	33.3%					
13 Object class 05: Other Purchased Svc	1,800.00	82.83		1,717.17	4.6%	300.00	1,345.68		(1,045.68)	448.6%
14 Object class 06: Supplies	44,811.00	55,663.73		(10,852.73)	124.2%	3,605.00	7,009.42		(3,404.42)	194.4%
15 Object class 07: Property	4,000.00	2,126.54		1,873.46	0.0%	-			-	0.0%
16 Object class 08: Other Expenses	-			-	0.0%	-			-	0.0%
17 60,000.00 62,354.02 - (2,354.02) 103.9%						10,000.00	12,438.28	-	(2,438.28)	124.4%
18 Project: 733 TITLE III SET-ASIDE GRANT										
19 Object class 05: Other Purchased Svc	10,063.00			10,063.00	0.0%					
20 Object class 08: Other Expenses	437.00			437.00	0.0%					
21 10,500.00 - - 10,500.00 0.0%										
22 Project: 751 RISE EDUCATION FUND GRANT										
23 Object class 01: Salaries	213,000.00				0.0%					
24 Object class 02: Benefits	88,000.00				0.0%					
25 Object class 03: PS- Professional	84,182.00				0.0%					
26 Object class 05: Other Purchased Svc	48,049.00				0.0%					
27 Object class 06: Supplies	20,620.00				0.0%					
28 Object class 07: Property	28,240.00				0.0%					
29 482,091.00 - - - 0.0%										
30 Project: 770 IND RESOURCES - FED PRGM										
31 Object class 03: PS- Professional	9,000.00			9,000.00	0.0%	12,000.00			12,000.00	0.0%
32 Object class 05: Other Purchased Svc	3,200.00			3,200.00	0.0%	4,700.00	965.45		3,734.55	20.5%
33 Object class 06: Supplies	5,800.00	15,608.06		(9,808.06)	269.1%	2,300.00	4,104.68		(1,804.68)	178.5%
34 Object class 07: Property				-	0.0%				-	0.0%
35 Object class 08: Other Expenses	7,500.00			7,500.00	0.0%	6,500.00			6,500.00	0.0%
36 25,500.00 15,608.06 - 9,891.94 61.2%						25,500.00	5,070.13	-	20,429.87	19.9%
37 FEDERAL PROGRAMS TOTALS:	4,821,822.20	1,213,080.34	196.70	3,126,454.16	25.2%	3,825,500.00	1,190,612.21	70.00	2,634,817.79	31.1%
38 GRAND TOTALS:	14,463,116.20	5,163,670.98	282,416.59	8,534,937.63	37.7%	14,024,674.00	5,620,087.66	273,320.74	8,131,265.60	42.0%



January 21, 2021
Board Report
Business Services/HR and Technology Departments
Terry Buswell

Annual Audit

CBOCES had the annual onsite financial audit conducted September 8-11, 2020. The audit was conducted by Mayberry & Company, led by Tim Mayberry. This process included the Financial Statements as well as the Single Audit Report. The Single Audit for 2019-2020 focused on the Migrant Title 1C grant. A draft of the Financial Statements was received on October 16 and was reviewed and updated. Requested Single Audit documents were submitted to the auditor. The final Financial Statements were presented to the Board at the November 19 Board meeting. All appropriate documents were submitted to CDE and the Office of the State Auditor on December 18, 2020. The final Single Audit was received on December 18 and will be shared with the Board for approval at the January 21 Board meeting. There were no issues with the Financial Statements or the Single Audit for the fiscal year ended June 30, 2020.

ESSER Funds

CBOCES has begun spending the Elementary and Secondary School Emergency Relief (ESSER) funds. Revisions to the application were submitted to CDE the week of November 2. We received final approval on November 30, 2020. CBOCES has been allocated a total of \$126,281. The funds are being used to close gaps in special education services and funding, high school technology for remote learning, personal protective equipment at all locations, as well as providing operational support for CBOCES. One of the main projects that CBOCES is utilizing the ESSER funds is for the installation of Needlepoint Bipolar Ionization technology units on both the Sierra School Building and the BOCES Greeley Office Building. These systems will improve the indoor air quality in both buildings, including the ability to help de-activate the COVID virus. Installation was completed during late December and early January. We are currently checking on the availability of an ionization system for the Fort Morgan Office Building which has a different HVAC system. I will provide an update at the Board meeting.

2021-2022 Annual Budget

I emailed the member superintendents to confirm that we would continue to utilize the same budget format as this year - two prior years of actual amounts, the current year budget, and the proposed budget for next year. As we have done in previous years, we compiled a salary survey for certified staff within CBOCES and area school districts utilizing information found on district websites. The 2020-21 salary schedule survey file was completed and was sent to superintendents during the week of January 11. A copy of the salary schedule survey is attached. As part of the budgeting process, we ask members for updates on their districts' plans for 2021-22 regarding salary and benefits. Considering the circumstances of this year, we will not be asking for this information until March. An initial draft of the 2021-2022 budget will be shared at both the April 8 SAC and April 15 BOD meetings. At the May 6 SAC meeting, we will include a final review of the 2021-22 budget, with all confirmed updates, and request SAC members recommend BOD approval. After any final revisions have been completed, the proposed 2021-2022 Budget will be submitted for approval to the Board as part of the May 20 meeting.

BOCES Website Design Update

Title III of the Americans with Disabilities Act mandates that public accommodation must be provided to disabled persons to allow for the "full and equal enjoyment" of related goods, services and accommodations as able-bodied persons. This has been determined through court actions to include reasonable modifications to business websites and mobile apps. Non-compliance could result in litigation and potential fines against any organization that does not provide accessibility plugins or overlays to address accessibility for persons with disabilities. CBOCES will be working with School in Sites, over the next few weeks, to ensure our website is ADA compliant.

	Job Classifications	BA Minimum	BA Maximum	Max. Steps	BA+15/30 Minimum	BA+15/30 Maximum	Max. Steps	Top BA Minimum	Top BA Maximum	Max. Steps	MA Minimum	MA Maximum	Max. Steps	MA+15/30 Minimum	MA+15/30 Maximum	Max. Steps	Top MA Minimum	Top MA Maximum	Max. Steps	EDD Minimum	EDD Maximum	Max. Steps
Briggsdale RE-10	Teacher	38,100	41,960	5	39,053	43,157	5	40,029	50,122	10	42,755	60,659	15	43,823	62,176	15	44,919	63,730	15	46,042	65,323	15
	Teacher	35,500	41,200	10	36,120	44,620	14	36,740	48,040	18	39,465	60,565	27	40,200	63,850	30	40,935	67,985	34	44,085	71,985	35
Eaton RE-2	Teacher	38,075	46,952	11	40,359	51,416	13	40,359	51,416	13	45,309	58,546	15	47,594	63,009	17	48,736	66,332	19	49,878	72,925	24
Morgan County RE-3	Teacher	35,500	43,060	10	36,500	46,580	13	37,500	50,100	16	38,500	53,620	19	39,500	57,980	23	40,500	61,500	26	41,500	62,500	26
Park SD R-3	Teacher	40,000	53,000	14	42,400	59,400	18	44,000	66,000	23	44,000	66,000	23	46,400	71,400	26	48,800	77,800	30	48,800	77,800	30
Pawnee RE-12	Teacher	35,698	37,140	5	36,831	43,423	15	39,406	51,663	25	40,436	52,693	25	40,951	53,208	25	41,466	53,723	25	NA	NA	NA
Platte Valley RE-7	Teacher	37,000	41,995	6	38,295	54,953	14	39,035	59,724	16	40,515	61,988	16	42,365	66,937	17	43,290	74,892	20	NA	NA	NA
Prairie RE-11	Teacher	37,762	53,985	30	39,312	55,535	30	41,062	57,285	30	42,562	58,785	30	44,312	60,535	30	45,262	61,485	30	NA	NA	NA
St. Vrain Valley RE-1J	Teacher	44,250	55,750	13	45,750	64,450	17	47,250	71,325	19	48,750	75,725	21	51,750	82,150	23	53,250	84,250	23	54,750	87,250	24
Valley Re-1	Teacher	33,000	47,360	21	33,904	49,700	23	34,808	52,040	25	35,712	54,380	27	37,520	59,060	31	39,328	63,740	35	39,328	63,740	35
Weld RE-1	Teacher	36,000	64,080	40	37,310	66,413	40	38,621	68,745	40	39,276	69,911	40	40,586	72,244	40	42,552	75,743	40	43,862	78,075	40
Weld RE-9	Teacher	37,500	43,500	11	38,700	46,500	14	39,400	47,800	15	41,400	51,000	17	43,000	55,000	21	44,800	62,200	30	NA	NA	NA
Weldon Valley RE-20J	Teacher	35,500	42,875	15	37,000	46,100	18	38,500	54,875	30	37,500	51,375	26	38,500	54,875	30	39,000	55,375	30	NA	NA	NA
Wiggins 50J	Teacher	34,500	37,825	6	35,800	46,950	17	36,450	52,025	23	37,200	53,525	24	38,700	57,275	27	39,450	58,775	28	40,300	59,625	28
Brighton 27J	Teacher	40,525	62,057	34	42,328	66,358	34	43,327	73,610	34	43,835	77,414	34	48,359	82,578	34	50,881	87,544	34	52,456	89,861	34
Fort Lupton RE-8	Teacher	38,510	47,406	15	40,987	62,111	25	45,476	78,064	31	41,848	71,837	31	44,540	76,458	31	46,431	79,703	31	46,431	79,703	31
Greeley District 6	Teacher	39,270	47,248	8	41,258	60,455	15	42,289	70,966	20	43,346	72,741	20	45,541	80,291	22	47,847	91,951	25	49,043	94,249	25
Johnstown RESJ	Teacher	36,830	48,102	13	40,242	60,065	19	40,242	60,065	19	45,697	68,207	19	49,107	80,118	23	52,472	85,610	23	NA	NA	NA
Poudre	Teacher	44,000	55,985	10	45,400	62,277	13	46,800	67,461	16	48,200	73,008	19	50,500	78,991	22	53,500	89,222	28	55,500	93,761	28
Thompson R2-J	Teacher	40,000	46,283	10	42,340	57,939	17	48,136	83,214	30	43,610	67,588	20	45,817	70,508	20	48,136	83,214	30	48,136	83,214	30
Windsor RE-4	Teacher	38,750	47,552	9	42,343	60,865	16	44,704	71,442	20	43,613	68,165	19	46,967	82,045	24	49,345	92,165	28	49,345	92,165	28
CBOCES	Teacher	34,073	47,710	18	35,450	53,730	22	36,159	54,804	22	38,915	66,423	28	40,487	71,899	30	41,297	73,337	30	42,123	74,804	30
	Member District Avg:	37,028	46,477		38,381	51,371		39,511	55,797		40,956	59,198		42,514	62,836		43,735	66,252		45,394	71,025	
	Member District Median:	36,500	43,280		37,803	48,325		39,218	52,033		40,476	58,666		41,658	61,356		42,921	63,735		44,085	71,985	
	CBOCES Variance with Avg:	-2,955	1,233		-2,931	2,359		-3,352	-993		-2,041	7,225		-2,027	9,063		-2,438	7,085		-3,271	3,779	
	Non-Member Dist Avg:	39,698	50,662		42,128	61,439		44,425	72,117		44,307	71,280		47,262	78,713		49,802	87,058		50,152	88,826	
	Non-Member Dist Median:	39,270	47,552		42,328	60,865		44,704	71,442		43,613	71,837		46,967	80,118		49,345	87,544		49,194	91,013	
	CBOCES Variance with Avg:	-5,625	-2,952		-6,678	-7,709		-8,266	-17,313		-5,392	-4,857		-6,775	-6,814		-8,505	-13,721		-8,029	-14,022	
	Member vs Non-Member Dist Avg:	-2,670	-4,185		-3,747	-10,067		-4,913	-16,320		-3,351	-12,082		-4,747	-15,877		-6,067	-20,806		-4,758	-17,801	



January 21 2021
Board Report
Federal Programs Department
Maria Castillo Saenz

Title I Part C ~ Migrant Education Program (MEP)

- Winter Holiday Drive Thru events were coordinated in collaboration with various agencies. In Greeley, more than 125 families received gifts and books for their children, in Fort Morgan 200 food boxes and gifts were delivered to families and in Yuma, Sterling, Wray and Holyoke each child in the program also received a gift and a craft.
- More than 300 toys were donated by a community member.
- RISE (Response, Innovation, and Student Equity) grant award. Centennial BOCES was awarded \$482,091 for a partnership between the Immigrant and Refugee Center of Northern Colorado, UNC, and CSU to improve student and family outcomes for migrant families. Two new staff members will be hired to manage these projects.

Titles I, II, III and IV (Consolidated Federal Grants Application)

- CDE is restarting monitoring activities: CBOCES has been removed from the monitoring list for the 2020-2021 school year.

McKinney Vento Act (Homeless Education)

- We received an award for Project 10 Million through T-Mobile - 90 hotspots.
- We are working closely with our Colorado Rural Collaborative partners applying again with the state for the federal Youth Homeless Demonstration Project grant, which has awards from \$1 - 5M.



Program Update

- CBOCES and IConnect High School Updates
 - Both high schools will resume with hybrid delivery system to begin second semester.
- ATLP (Alternative Teacher Licensure Program)
 - ATLP classes will be remote to finish this year's program.
 - We have 12 candidates for mid-year start cohort.
 - Staff and facilitators are meeting every two weeks to review program and make any changes as needed related to COVID-19.
- Perkins
 - 20-21 plan has received approval.
 - Perkins consortium meeting held today via zoom to discuss spending allocation, next year plans, et.
- **READ ACT**
 - Secured two CDE Read Act trainings for June and July. At this time, this training is scheduled as in person, however as we get closer to June, CDE will determine if this is changed to virtual.
 - We discussed with NCLC exploring possible options for CBOCES support to districts and teachers.
 - CBOCES will assist financially for substitute costs to provide districts with additional teacher time to complete coursework.

Upcoming Trainings and Grants

- Read ACT and CLDE trainings will be scheduled for JET (June Educator Trainings) as the primary focus of the professional development offered to support districts and teachers.
- Title III CBOCES Professional Development Grant. This grant has been awarded for another year of maintenance and development during the 2020-2021 school year. We are building more online professional development models to offer 45 plus hours of standalone professional development for teachers in the state of Colorado.

Innovative Education Services is dedicated to supporting districts and opening opportunities for collaboration leading to educational change.

INNOVATIVE EDUCATION SERVICES HOMEPAGE: <http://www.cbocesinnovative.org>



December Count—Special Education Reports

December 1 special education counts for each district will be provided to superintendents. We maintained our overall student count from the prior year across the AU in students identified with special education needs. Superintendents received their December Count data at the SAC meeting. Although there is stability across the AU (1,062 students with disabilities being served on December 1), some districts will note significant changes to their special education pupil count. This will impact the districts' assessments as we plan for the 2021-2022 budget because of the formula structure used in the special education budget. The assumption at this time is the variability is related to student mobility resulting from COVID-19 impacts.

LRE Update

The number one thing schools can do to improve the outcomes for students with disabilities is to provide quality first instruction in the general education classroom. Based on the December 1 data collected, here is our current distribution of students in the general education classroom. Our AU goal was to have 80% of students with disabilities in the general education classroom, 80% of the time. We have met our goal!

AU> District	>80%	40-79%	< 40%	Separate School
CBOCES AU	82%	11%	2%	4%
Morgan RE-20J, Weldon Valley	93%	7%		
Morgan RE-2J, Brush	71%	25%	1%	3%
Morgan RE-50J, Wiggins	96%	1%	4%	
Weld RE-1, Gilcrest	87%	11%	2%	
Weld RE-10, Briggsdale	87%	13%		
Weld RE-11, Prairie	96%	4%		
Weld RE-12, Pawnee	100%			
Weld RE-2, Eaton	87%	10%	3%	
Weld RE-7, Platte Valley	86%	11%	3%	
Weld RE-9	85%	13%	1%	1%

Communication during Cohort Quarantine:

Based on learning experiences from first semester, I have requested districts provide me with the standard notice or letter sent to parents when a cohort is quarantined because of a direct contact. CBOCES staff members assigned to that building will follow up with a district staff member to determine if they had direct contact with the individual.

Statewide IEP System

Through a collaborative effort of CASE, CBA, and the Consortium of Special Education Directors, AUs will continue to access and use the current statewide IEP system, Enrich, for the next two years until there is a transition to the new system of AnLar. CBOCES will continue to use Enrich while the option is available in order to avoid disruptions for our staff members.

Training Opportunities

CPI	January 29, 2021	8:00	CBOCES Greeley
Sensory Issues in the Classroom	January 26, 2021	3:30	Zoom
Co-Teaching	February 23, 2021	3:30	Zoom

MEMORANDUM

TO: Centennial BOCES Board of Directors
FROM: Dr. Randy Zila, Executive Director
DATE: January 21, 2021
SUBJECT: Action Items

Background Information

5.1 Approval of FY 2019-20 Single Audit
As presented in Report Item 4.4b

Recommended Action

To approve each action item as presented

**CENTENNIAL BOARD OF
COOPERATIVE EDUCATIONAL SERVICES
GREELEY, COLORADO**

SINGLE AUDIT REPORT

**For the Year Ended
June 30, 2020**

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Mayberry & Company, LLC

Certified Public Accountants

Member of the American Institute of Certified Public Accountants
Governmental Audit Quality Center
and Private Company Practice Section

Executive Board
Centennial Board of Cooperative
Educational Services
Greeley, Colorado

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance *Government Auditing Standards*

Independent Auditors' Report

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and major fund of the Centennial Board of Cooperative Educational Services (the "BOCES") as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the BOCES' basic financial statements, and have issued our report thereon dated October 16, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the BOCES' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the BOCES' internal control. Accordingly, we do not express an opinion on the effectiveness of the BOCES' internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

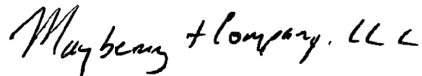
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the BOCES' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Mayberry & Company, LLC". The signature is written in a cursive, flowing style.

Englewood, Colorado
December 17, 2020

Mayberry & Company, LLC

Certified Public Accountants

Member of the American Institute of Certified Public Accountants
Governmental Audit Quality Center
and Private Company Practice Section

Executive Board
Centennial Board of Cooperative
Educational Services
Greeley, Colorado

Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

Independent Auditors' Report

Report on Compliance for Each Major Federal Program

We have audited the Centennial Board of Cooperative Educational Services' (the "BOCES") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the BOCES' major federal programs for the year ended June 30, 2020. The BOCES' major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the BOCES' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the BOCES' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the BOCES' compliance.

Opinion on Each Major Federal Program

In our opinion, the BOCES' complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

Report on Internal Control Over Compliance

Management of the BOCES' is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the BOCES' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the BOCES' internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities and major fund of the BOCES as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the BOCES' basic financial statements. We issued our report thereon dated October 16, 2020, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Mayberry & Company, LLC

Englewood, Colorado
December 17, 2020

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2020

Summary of Auditors' Results

Financial Statements

Type of auditors' report issued: unmodified

Internal control over financial reporting:

- Material weakness identified? ☐ yes ☒ no
- Significant deficiencies identified that are not considered to be material weaknesses? ☐ yes ☒ no

Noncompliance material to financial statements noted?

☐ yes ☒ no

Federal Awards

Internal control over major programs:

- Material weakness identified? ☐ yes ☒ no
- Significant deficiencies identified that are not considered to be material weaknesses? ☐ yes ☒ no

Type of auditors' report issued on compliance for major programs: unmodified

Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance?

☐ yes ☒ no

Identification of major programs:

84.011 Migrant Education Program

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? ☒ yes ☐ no

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)

YEAR ENDED JUNE 30, 2020

II - Findings relating to the financial statement audit as required to be reported in accordance with generally accepted government auditing standards

A. Material Weaknesses in Internal Control

The audit of the financial statements of the Centennial Board of Cooperative Educational Services, as of and for the year ended June 30, 2020, did not disclose any material weaknesses or significant deficiencies in internal controls.

B. Compliance Findings

The audit of the financial statements of the Centennial Board of Cooperative Educational Services, as of and for the year ended June 30, 2020, did not disclose any instances of noncompliance with requirements with certain provisions of laws, regulations, and grants that were material to those financial statements.

III - Findings and Questioned Costs for Federal Awards

A. Material Weaknesses in Internal Control

The audit of the major programs of the Centennial Board of Cooperative Educational Services, as of and for the year ended June 30, 2020, did not disclose any material weaknesses or significant deficiencies in internal controls over grant compliance requirements.

B. Compliance Findings

The audit of the major programs of the Centennial Board of Cooperative Educational Services, as of and for the year ended June 30, 2020, did not disclose any instances of noncompliance with requirements with certain provisions of laws, regulations, and grants that were material to those financial statements.

C. Questioned Costs

None noted.

VI – Schedule of Prior year Findings

None.

Centennial BOCES
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2020

<i>Federal Grantor/Program or Cluster Title</i>	<i>Federal CFDA Number</i>	<i>Pass-through Grantor and Number</i>	<i>Federal Expenditures(\$)</i>
<i>Special Education Cluster (IDEA)-Cluster</i>			
Department of Education			
Special Education Grants to States	84.027	Colo Dept of Education,4027	\$ 1,529,725
Special Education Preschool Grants	84.173	Colo Dept of Education,4173	37,996
<i>Total Special Education Cluster (IDEA)-Cluster</i>			<u>1,567,721</u>
<i>Other Programs</i>			
Department of Education			
English Language Acquisition State Grants	84.365	Colo Dept of Education,5365	90,334
English Language Acquisition State Grants	84.365	Colo Dept of Education,4365	105,148
Total English Language Acquisition State Grants			<u>195,482</u>
Adult Education - Basic Grants to States	84.002	Colo Dept of Education,4012	19,493
Title I Grants to Local Educational Agencies	84.010	Colo Dept of Education,4010	1,170,984
Migrant Education State Grant Program	84.011	Colo Dept of Education,4011	1,942,149
		State Board of Community Colleges and Occupational Education,4048	
Career and Technical Education -- Basic Grants to States	84.048		122,689
Special Education-Grants for Infants and Families	84.181	Colo Dept of Education,5181	956
Education for Homeless Children and Youth	84.196	Colo Dept of Education,5196	63,480
Supporting Effective Instruction State Grants (formerly Improving Teacher Quality State Grants)	84.367	Colo Dept of Education,4367	173,762
Student Support and Academic Enrichment Program	84.424	Colo Dept of Education,4424	75,806
<i>Total Other Programs</i>			<u>3,764,801</u>
<i>Total Expenditures of Federal Awards</i>			<u>\$ 5,332,522</u>

The accompanying notes are an integral part of this schedule

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2020

NOTE 1: BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in the financial statements.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE 3: 10% DE MINIMIS INDIRECT COST RATE

The BOCES did not utilize the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

NOTE 4: SUBRECIPIENTS

There were no subrecipients that received funding from the BOCES for the fiscal year.