

CENTENNIAL BOARD OF COOPERATIVE EDUCATIONAL SERVICES BOARD OF DIRECTORS

**February 18, 2010
MEETING MINUTES**

1.0 OPENING OF MEETING

The Board of Directors of the Centennial Board of Cooperative Educational Services met on February 18, 2010 at the Centennial BOCES Office - 2020 Clubhouse Drive – Greeley, Colorado.

1.1 CALL TO ORDER

Mr. John Dudley, Board President, called the meeting to order at 6:37 p.m.

1.2 SELF INTRODUCTIONS

1.3 ROLL CALL

- 1) Carolyn Breninger, Alternate - Johnstown-Milliken RE-5J
- 2) Rob Carruth, Morgan RE-3
- 3) Don Dillehay, Alternate - Brush RE-2J
- 4) John Dudley, Ault-Highland RE-9
- 5) Sheryl Groves – Weldon Valley RE-20J
- 6) Rick Heyman – Platte Valley RE-7
- 7) Kelly Johnston – Briggsdale RE-10
- 8) Marianne Kaiser, Prairie RE-11J
- 9) Rod Schmidt – St Vrain RE-1J
- 10) Mike Steinbach – Wiggins RE-50J
- 11) Tim Swain, Eaton RE-2

Board Members (or alternates) absent:

- 1) Mary Burson – Pawnee RE-12
- 2) Pat Montoya – Weld RE-1
- 3) Sharon Olson – Thompson R-2J
- 4) Tony Paglia – Park R-3

Superintendents present:

- 1) Linda Chapman – Park R-3
- 2) Marty Foster – Johnstown / Milliken RE-5J
- 3) Jo Barbie – Weld RE-1
- 4) Glenn McClain – Platte Valley RE-7
- 5) Donna Howell – Brush RE-2J
- 6) Greg Wagers – Morgan RE-3
- 7) Steve Neel – Wiggins RE-50J
- 8) Rob Ring – Ault / Highland RE-9
- 9) Bob Peterson, Weldon Valley RE-20J

BOCES Staff present:

Jack McCabe, Executive Director
Mary Ellen Good, Federal Programs Director
Terry Buswell, Chief Financial Officer / HR
Don Coloroso, Coordinator, Federal Programs
Melony Sandquist, Executive Administrative Assistant

1.4 APPROVAL OF AGENDA

Mr. Jack McCabe requested adding an action item to section 5.0, requesting approval of up to \$5,000 for use in re-submitting the ARRA Federal Broadband Grant application if CBOCES is not awarded Grant Funds in round one.

Mr. Rob Carruth moved to amend the Agenda by adding Action Item 5.2 – Approve \$5,000, if needed, for use in applying for round two of the ARRA Federal Broadband Grant. Seconded by Mr. Don Dillehay.

The motion to amend the Agenda carried by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, not present; Rod Schmidt, not present; Mike Steinbach, yes; Tim Swain, yes]

Mr. Mike Steinbach moved to approve the Agenda as amended. Seconded by Mr. Tim Swain.

The motion to amend the Agenda carried by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, not present; Rod Schmidt, not present; Mike Steinbach, yes; Tim Swain, yes]

1.5 APPROVAL OF MINUTES

Mr. Mike Steinbach moved to approve the Minutes from December 10, 2009. Seconded by Mr. Tim Swain. The motion passed by a unanimous roll call vote: [Carolyn Breninger, abstain; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, not present; Rod Schmidt, not present; Mike Steinbach, yes; Tim Swain, yes]

1.7 PUBLIC PARTICIPATION

Guests attending the meeting were Jose I. Suarez, Sylvia Martinez, and Roberto Cordova. Ms. Martinez read a letter and provided copies of that letter to the Board Members. The letter expressed displeasure that Migrant Fiesta organizers have invited Weld District Attorney, Mr. Ken Buck, to play “Santa” during the event for the last three years. The group requested that CBOCES endorse their request to Migrant Fiesta Director, Adolph Diaz, asking that he stop extending an invitation to Mr. Ken Buck to attend future Migrant Fiesta celebrations.

Board President, Mr. John Dudley, indicated to the guests that Centennial BOCES Board of Directors would not be taking any action on this request. There was no further discussion.

2.0 CONSENT AGENDA / ACTION ITEMS

- 2.1 Approve Personnel Items
 - New & Temporary Positions
 - Resignations
 - Contract Amendments
- 2.2 Approve Special Ed Agreements
- 2.3 Approve Technology Services Agreements
- 2.4 Approve Supplemental Appropriations
- 2.5 Approve DRAFT of Centennial BOCES Communication Plan
- 2.6 Approve or Amend Centennial BOCES Meeting Calendar for 2010-2011
- 2.7 Approve Wells Fargo Line of Credit
- 2.8 Approve Audit Firm Request for Proposal

Mr. Tim Swain requested that each Consent Agenda Item be considered for separate discussion and vote. The request was approved by consensus.

- 2.1 Approve Personnel Items
 - New & Temporary Positions
 - Resignations
 - Contract Amendments

Discussion: Mr. Terry Buswell and Mr. Jack McCabe responded to questions regarding Personnel Items.

Mr. Rob Carruth moved to approve the Personnel Items as presented. Seconded by Mr. Mike Steinbach. The motion passed by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, not present; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes]

- 2.2 Approve Special Ed Agreements

Discussion: No discussion

Mr. Rod Schmidt moved to approve the Special Ed Agreements as presented. Seconded by Mr. Mike Steinbach. The motion passed by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, not present; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes]

- 2.3 Approve Technology Services Agreements

Discussion: Mr. Jack McCabe explained details of the agreements and responded to questions.

Mr. Rick Heyman moved to approve the Technology Service Agreements as presented. Seconded by Mr. Mike Steinbach. The motion passed by a majority roll call vote: [Carolyn Breninger, no; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, not present; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes]

2.4 Approve Supplemental Appropriations

Discussion: No discussion

Mr. Rod Schmidt moved to approve the Supplemental Appropriations as presented. Seconded by Ms. Kelly Johnston. The motion passed by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, not present; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes]

2.5 Approve DRAFT of Centennial BOCES Communication Plan

Discussion: Mr. Tim Swain asked if this was a revised Communication Plan or a new Communication Plan. It is new, Centennial BOCES has not had a Communication Plan previously.

Mr. Tim Swain moved to approve the DRAFT CBOCES Communication Plan as presented. Seconded by Mr. Don Dillehay. The motion passed by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, not present; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes]

2.6 Approve or Amend CBOCES Meeting Calendar for 2010-2011

Discussion: Mr. John Dudley asked that the Board Meetings more closely align to be after the SAC Meetings in an effort to obtain more updated input from the Superintendents prior to each Board meeting. A new DRAFT Calendar will be taken to the SAC on March 5th for consideration and back to the Board on April 15th.

Mr. Mike Steinbach moved to approve the CBOCES Meeting Calendar as presented. Seconded by Mr. Rick Heyman. The motion failed by a unanimous roll call vote: [Carolyn Breninger, no; Rob Carruth, no; Don Dillehay, no; John Dudley, no; Sheryl Groves, no; Rick Heyman, no; Kelly Johnson, no; Marianne Kaiser, not present; Rod Schmidt, no; Mike Steinbach, no; Tim Swain, no]

2.7 Approve Wells Fargo Line of Credit

Discussion: Mr. Terry Buswell explained why he had this item on the Agenda. There could be a cash flow problem due to several situations occurring during this time of year; the WOHS facility sale / closing and issue with ARRA funds dispersal. Mr. Buswell stated that he feels the situation has mostly cleared itself up by now and that a no vote on the line of credit approval would be OK at this time.

Mr. Rick Heyman moved to approve the Wells Fargo Line of Credit as presented. Seconded by Ms. Carolyn Breninger. The motion failed by a unanimous roll call vote: [Carolyn Breninger, no; Rob Carruth, no; Don Dillehay, no; John Dudley, no; Sheryl Groves, no; Rick Heyman, no; Kelly Johnson, no; Marianne Kaiser, not present; Rod Schmidt, no; Mike Steinbach, no; Tim Swain, no]

2.8 Approve Audit Firm Request For Proposal

Discussion: Mr. Tim Swain asked why CBOCES wanted to put out an RFP for a new audit firm when Swanhorst & Company was just hired a year ago. Mr. Buswell explained his dissatisfaction with the current audit firm, their lack of communication and the fact that they did not adhere to the timeline agreement as outlined in the contract. Mr. Glenn McClain responded that he was present at the December meeting when Wendy Swanhorst presented the audit and he

was very disappointed with their work in general. It was noted that fewer firms are taking on new clients or even doing audit work and it may be that nobody will want to bid on the work, however, Mr. Buswell feels he should at least see what kinds of response the RFP will produce.

Mr. Tim Swain moved to approve the Audit Firm Request For Proposal. Seconded by Ms. Carolyn Breninger. The motion passed by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, yes; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes]

3.0 DISCUSSION / REPORTS

3.1 Report from Ken Fellman, Telecommunications Attorney for CBOCES Broadband Grant Application

Discussion: Mr. Fellman explained his role in the application for the ARRA Broadband Grant and responded to questions. When asked, Mr. Fellman responded that the expenses incurred for the Broadband Grant application totaled \$129,000. Mr. Rod Schmidt requested that Mr. McCabe provide the Board with a copy of the Business Model for the Broadband Grant, including a projection on revenues and costs. Dr. Jo Barbie said she would like to see a revenue stream for the project. Ms. Linda Chapman indicated that it was her understanding that district assessments would be lowered if CBOCES received the ARRA Broadband Grant. Mr. McCabe responded to concerns.

3.2 Program Directors' Reports

- Terry Buswell – CFO / HR Director
 - Closing scheduled for February 26th on the WOHS property
 - Morgan African Community has signed a lease extension for the unit at the SP Office
 - Budget Work Sessions are progressing – Superintendents are involved
- Becky Minnis – Special Ed / Gifted & Talented Director
 - Mr. McCabe read a report from Ms. Minnis; she is in Texas attending her son's wedding
 - CDE conducted a follow-up CIMP audit on January 13th. An official report has not yet been received, but in a verbal debriefing CDE notified CBOCES that compliance had been met on the issues they reviewed.
 - Charm Paulmento, CDE, has committed to mailing the latest addendum on the ARRA Stimulus Fund Application by February 23rd.
 - CDE conducted a C-GER review on January 28 – 29. The audit report has not yet been received.
- Mary Ellen Good – Federal Programs / Learning Services Director
 - Four Christmas Fiestas were held in December with over 1,000 children and their families in attendance
 - Title & ARRA funds are now flowing
 - Applied for Title I Re-Allocation Grant
 - Update report on Teaching American History Grant application
 - Working on the ELL Workshops that will be held in August
 - Annual Migrant Student Graduation Ceremony will be held on May 14th at Valley HS
- Jack McCabe – Executive Director / Director of Technology
 - Passed on a report due to time restrictions

3.3 Financial Reports – Terry Buswell passed out additional information, reviewed the information and responded to questions

- Board Notes
- Investment Report
- Financial Report Summary
- Expense Detail Report

Discussion: Mr. Rod Schmidt requested that the Board receive regular updates on the Technology Department financial status over the next several months, bringing back discussions and any new information at the April 15th meeting.

3.4 Report on CBOCES Health Insurance Comparison and Benefits Summary

Discussion: Mr. Buswell reviewed the documentation and responded to questions.

3.5 Board Goals

- Tabled by consensus per recommendation of Mr. John Dudley, Board President

4.0 EXECUTIVE SESSION

Mr. Tim Swain moved that the Board of Directors go into Executive Session for the purpose of discussions regarding personnel matters as authorized by C.R.S. § 24-6-402(4)(f). This matter involves the Executive Director's Evaluation and Contract. Those present at the outset of the Executive Session shall be members of the Board of Directors, Superintendents and the Executive Director, reserving the option to dismiss the Executive Director or the Superintendents at anytime during the Executive Session. Seconded by Ms. Carolyn Breninger. The motion passed by a majority roll call vote: [Carolyn Breninger, yes; Rob Carruth, no; Don Dillehay, yes; John Dudley, no; Sheryl Groves, yes; Rick Heyman, no; Kelly Johnson, yes; Marianne Kaiser, no; Rod Schmidt, yes; Mike Steinbach, no; Tim Swain, yes]. Results 6 yes, 5 no

Reconvene Regular Meeting 11:08 p.m.

5.1 ACTION ITEMS

5.1 Action on the Executive Director's Contract Renewal – Resolution

Ms. Kelly Johnson moved to table Action Item 5.1 until the April 15, 2010 Board Meeting as a result of conversations and decisions that took place during Executive Session. Seconded by Mr. Mike Steinbach. The motion passed by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, yes; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes]

5.2 Action to approve up to \$5,000 for Round 2 application of the ARRA Broadband Grant

Discussion: Mr. McCabe reported that the application timeline has opened for Round 2 of the ARRA Broadband Grant, even though the decision on Round 1 has not been announced yet by the Federal Government.

Ms. Marianne Kaiser moved to approve up to \$5,000 in funding for Round 2 of the ARRA Broadband Grant if Centennial BOCES does not receive any funding in Round 1. Seconded by Mr. Mike Steinbach. The motion passed by a unanimous roll call vote: [Carolyn Breninger, yes; Rob Carruth, yes; Don Dillehay, yes; John Dudley, yes; Sheryl Groves, yes; Rick Heyman, yes; Kelly Johnson, yes; Marianne Kaiser, yes; Rod Schmidt, yes; Mike Steinbach, yes; Tim Swain, yes]

6.0 ANNOUNCEMENTS / UPCOMING MEETINGS

Upcoming Board of Directors Meetings

April 15, 2010

May 20, 2010

June 17, 2010

7.0 ADJOURNMENT

The meeting was adjourned at 11:15 pm by consensus.

Respectfully Submitted,

Melony Sandquist
Executive Administrative Assistant