

EAST CENTRAL BOCES BOARD MEETING

January 29, 2020
7:00 p.m. (Over Zoom)

I. Call to Order

Meeting was called to order at 7:00 p.m. by Nancy Barden, President; introductions were made and roll call was taken; the following Board members were in attendance:

Rena Saffer – Arriba/Flagler	Kurt Wassail - Kiowa
Nancy Barden – Bennett	Justin Golding – Kit Carson
Shawna Calhoon – Bethune	Christine Herrick – Liberty
Stacie Perez – Burlington	Diana Elliott - Strasburg
Allison Harris – Byers	Jerry Clapper – Stratton
Julia Boger – Genoa/Hugo	Doug Vondy - Woodlin

Those Board members not in attendance were:

Doug Purdy – Agate	JoBeth Mills – Hi-Plains
Lori McCaffrey – Arickaree	Dustin Weyerman - Idalia
Jake Pelton – Cheyenne Wells	Janet Kravig - Karval
Wesley Thompson – Deer Trail	Wendy Pottorff – Limon

Those Superintendents/Principals in attendance were:

Valorie McCleary – Arriba/Flagler	Terry Weber – Genoa/Hugo
Robin Purdy – Bennett	Myles Johnson - Idalia
Shila Adolf – Bethune	Scott Mader - Kiowa
Tom Satterly – Burlington	Rhonda Puckett - Liberty
Tom Turrell – Byers	John McCleary - Limon
B.J. Buchmann – Deer Trail	Jeff Durbin - Stratton

Those Superintendents not in attendance were:

Marty Adams – Agate	Sarah Nuss - Karval
Tonya Rodwell – Arickaree	Robert Framel – Kit Carson
Glen Bradshaw – Cheyenne Wells	Monica Johnson – Strasburg
Mike Clark – Hi-Plains	Chris Whetzel - Woodlin

Others in attendance were: Jason Westfall, Beverly Blagg, Mitzi Swiatkowski, Lorie Coonts, Moira Hawks, Megan Donnellon, and Craig Bailey.

II. Approval of Agenda

After asking for approval of the Agenda, Shawna Calhoon – Bethune, asked if we should table the approval of the Executive Director contract because we have not seen it to review and make a recommendation. Jason apologized for it not being in the packet, he thought he had included it. He sent it right away by e-mail to all the board members. Julia Boger – Genoa/Hugo, made the motion to approve the agenda as presented. Second by Doug Vondy - Woodlin, motion carries.

III. Approval of Minutes

Doug Vondy - Woodlin, made the motion to approve the minutes as presented. A second by Julia Boger – Genoa/Hugo; motion carries.

IV. Public Comments

There were none.

V. Consent Agenda Items

Renae Saffer – Arriba/Flagler, made the motion to accept the Consent Agenda as presented. A second by Julia Boger – Genoa/Hugo; motion carries.

VI. Business – Action Items

A. Election of EC BOCES Board Vice-President

We held off on this because Mrs. Boger was the EC BOCES VP and agreed to stay in that position but we had to wait to see if she would be appointed to the Genoa/Hugo board again since no one ran for that open position. Doug Vondy – Woodlin made the motion to nominate Julia Boger for Vice-President. A second by Christine Herrick – Liberty. Motion carries.

B. Recommendation of EC BOCES 2019-2020 Revised Budget

1. Ending Fund Balance Detail:

2. Left hand column is the June 2019 Adopted Budget
3. Right hand column is the January 2020 Revised Budget
4. You will notice an increase in the reserves of \$91,357.72. This is due in part to sharing the cost of Emma Richardson's salary and benefits with SC BOCES.

Fund Balance Analysis:

- Budget Revenue Increase of \$667,959.12
- Budgeted Expenses Increase of \$619,676.76
- Net Expenses Over Revenue = (\$66,557.64)
- Beginning Fund Balance Increase of \$91,357.72
- Ending Fund Balance Increase of \$139,638.70

Revenue Budget Page: Last Three Columns

- Beg. Fund Balance- Increased by \$91,357.72- We budgeted for this to be a \$57,931.23 deficit but our audited figures demonstrated a \$91,357.72 increase.

Local Revenue Sources:

- Center-Based Programs- Increase in revenue of \$83,007. We bill this out and needed to adjust these numbers to cover an increase in the estimate of the cost of these programs.
- Tuition, Out-of-District- The budget reflects a flat revenue estimate as we still do not know how this will come out; this revenue is generated for member districts that have students who are placed out of districts.
- Alternative Licensure- Increased by \$48,850. Due to the increased number of candidates in the program (35 combined).
- Total Local Revenue Increase- \$231,316.48

State Revenue Sources:

- G/T- \$9570.02

- At-Risk Grants- \$27,991
- HB12-1345- \$22,087.14 (carry forward)
- Computer Science Education (CSED) Grant- \$25,800
- Teacher Retention Grant- \$175,796
- Total State Revenue Increase- \$261,244.43

Federal Revenue Sources:

- Title II Carry Forward- Increase of \$18,464. The carry forward could allow us to continue to operate our current programming for another year once money stops coming.
- Carl Perkins Reserve- Decrease of \$108,718 due to continued decreases in this allocation.
- Total Federal Revenue- Increase of \$175,398.04 (w/ \$8,556.37 increase in RUS Grant)
- Grand Total Revenue- Increase of \$667,958.95 (w/ \$8,556.37 increase in RUS Grant)
- Total Revenue- Increase of \$759,316.67 (w/ \$8,556.37 increase in RUS Grant)

Expenditure Budget Page: Last Three Columns

- Salaries- Increased by \$52,755.77; Due to raises for BOCES employees and an increase for Alt. Licensure instructors
- Purchased Professional Services- Increased by \$211,863.41 due primarily to the following: \$10,650 Alt. Licensure instructors (more candidates), \$47,045.73 Local Special Education costs, \$95,000 Title II purchased services for trainers (CLD) and local Impact Team Coordinators, \$18,666.48 in At-Risk Grant Writing, \$10,700 in CSED Grant for trainers.
- Travel and registration- Increase of \$46,508.12 in Federal SPED mileage
- Carl Perkins- Increase of \$81,988 (one time money; likely to be much lower next year)
- Teacher Retention Grant- \$88,440 (masters and dual enrollment scholarships)
- SPED Legal Settlement Costs- \$90,000
- Total Expenditures- Increase of \$619,676.93
- Contingency Reserves:
 - Increase of \$139,638.70
 - Ending Fund Balance- Increase by \$139,638.70
- Budgeted Total Expenses- Increase by \$759,315.63

Jason also went through the pink pages to give the board members a better understanding of the where you assessment is derived from. On the last page of the pink pages is the Districts' Membership//PPR Worksheet for 2019-2020 Budget. This worksheet uses last year's fall K-12 membership for a total of \$58,528,318.01 in PPR. Then we multiply that by 2.55% and that total is in the last column; all those totaled comes to \$1,492,472. We take that total and begin to backfill the local costs to Districts 2019-2020.

The beauty of a consortium is that we cannot all afford to hire the Special Service Providers needed to serve your students, so we share in the costs together. Just to give you an idea of

what the base salary would be to hire one of these SSP's, this does not include PERA and other benefits paid on their behalf:

School Psychologist = \$44,000
School Social Worker = \$40,000
Occupational Therapist/OT = \$37,000
Early Childhood Specialist = \$33,000
Vision Specialist/Deaf & Hard of Hearing/Audiologist = \$39,000
For a total of \$235,000 just in salary

This also includes the administration and office staff. He also talked about the things “below the line” such as the center based program, which we bill 60% of the costs in January and then true it up in May/June. The east end everyone pays a base fee whether they use the program that year or not. This is like an “insurance policy” so they have a slot when they need it. There are also costs for those districts doing the shared tech position and everyone pays a portion of the lobbyist.

If you or other board members have more questions we would be glad to come present at a board meeting and go over this with your board members and answer any questions they might have.

Julia Boger – Genoa/Hugo made the motion to approve the revised 2019-2020 Revised Budget as presented. A second from Renae Saffer – Arriba/Flagler; motion carries.

C. EC BOCES Budget Appropriation Resolution

Allison Harris – Byers read the following resolution:

East Central BOCES APPROPRIATION RESOLUTION

Be it resolved by the board of education of East Central Board of Cooperative Education Services in Lincoln County to appropriate the additional amount of \$759,316.46 to the original amount of \$10,895,209 to equal a total appropriation of \$11,654,525.46 in the General Fund. With the additional source of funds coming from Local Sources, State Sources, and Federal Grants.

Julia Boger – Genoa/Hugo made the motion to approve the EC BOCES Budget Appropriation Resolution as presented. A second by Doug Vondy – Woodlin; motion carries.

D. Resolution to Spend Down the Fund Balance

Allison Harris – Byers read the following resolution:

Resolution to spend down Fund Balance of The BOCES General Fund FY 2019-2020

Be it resolved that the Board of East Central BOCES authorizes the use of a portion of the Beginning Fund Balance from the General Fund for FY 2019-2020. The portion to be overspent is approximately \$66,557.64. This is a planned spend down of funds. The general administration budget will be spent down to cover deferred maintenance projects to the two EC BOCES Limon office buildings. Additionally the special education budget may be spent down to cover legal costs associated with a settlement last year. Some other small grants and funds will be spent down as those grants are completed with the terms of their grants. With this spend down of the reserve funds, we believe the projected ending fund balance is still adequate for cash flow for East Central BOCES and its programs.

Julia Boger – Genoa/Hugo, made the motion to approve the Resolution as read to spend down the Fund Balance in East Central BOCES 2019-2020 Budget. A second by Renae Saffer – Arriba/Flagler; motion carries.

E. Executive Directors Evaluation

A committee of Tom Turrell - SAC Chair, Shila Adolf, John McCleary, Nancy Barden Bennett Board Member, Renae Saffer- Arriba-Flagler Board Member, Jerry Clapper- Stratton Board Member, and Bev Blagg- Assistant Special Education Director went through the executive director's evaluation tool with Jason Westfall, Executive Director on January 7th. It took a long time because that tool we used was not helpful or supportive of my goals. I met with Nancy Barden and she shared a tool they use for the Bennett Superintendent and we reworked it and will bring that for the board to approve at the April meeting. In this document are the expected job duties and competencies and 3 goals will be set and will be rated by board members, superintendents and survey the staff. Timeline for this process is the planning phase which will be for creating those goals; which come from the board with input from superintends. Policy states that the board is governance. There will be a mid-year check in and then final. My SAC Reports will include completion of my goals; he will also send a copy to the board members. The objective was to have a more measurable document.

There were some concerns why we are changing this now since it has worked in the past; input from only 30% of the staff was not a good representation.

Julia Boger – Genoa/Hugo made the motion to accept the evaluation as presented. A second from Renae Saffer – Arriba/Flagler; motion carries.

F. Executive Director's Contract

Jason apologized for not getting a copy of his contract in the packet, he certainly meant to. The new contract will go from July 1, 2020 to June 30, 2022 with no raise unless the rest of the staff gets an increase/step. There was some concern about a multi-year contract and Jason shared that we can certainly consider taking a look at that in the future. If you want to discuss it at the November meeting face-to-face we could go into Executive Session to discuss it. Jeff Durbin shared that he felt in order to attract and retain quality people they need to have that multi-year contract.

Renae Saffer – Arriba/Flagler made the motion to accept the Executive Director contract as presented. A second from Julia Boger – Genoa/Hugo; motion carries.

VII. Discussion Items –

A. Legislative Committee Report

We have weekly calls with Ed Bowditch on Mondays. The following were some of the topics Jason talked about:

- Rep. Wilson – discussed with him the possibility of continuing the rural money and he also talked about auditing the State Accountability System. Is it really telling the true story?
- Rep. Byrd – on school finance committee and is interested in adding more dollars to the BEST Grant. But it was also talked about making school districts use green energy which would cost even more which those taxpayers would have to pay for.
- Michelle Murphy feels that the mil levy equalization is not likely to pass.
- We talked with the Governors Education Advisor about the junior college catchment areas and the possibility of more partnerships with junior colleges and universities.
- Rep. Zensinger we wanted to thank her for getting us more money for SPED funding and asking to get more dollars again this year.

- A bill running requiring 10 hours of Special Education PD we can provide those hours. They did not think it was likely to pass.
- CEA – Teacher pay raise bill. This is a great program to increase teacher salaries. Not likely to pass.

B. April EC BOCES Board Meeting Details

Meeting time will be starting at 7 p.m. East location will be at Bethune with dinner at 6 p.m. Central will be at Limon BOCES office with dinner at 6 p.m. and Woodlin will host next time and they do not have a meal. West end will meet again at Bennett with dinner starting at 6:30 p.m.

VIII. Reports

A. Executive Director – Enclosed

B. Additional Staff Reports – Enclosed

Moira shared that the High Cost Application will be open February 1st and is due February 28th so Tracy Grimes, Admin. Asst. will be calling to talk to your business managers about those expenses that your districts have incurred over \$40,000 for those students in out of district facilities. Hopefully we can recoup some of those funds to flow back to your districts.

IX. Adjournment

There was a motion by Julia Boger – Genoa/Hugo, to adjourn the meeting. A second by Doug Vondy - Woodlin; motion carries. Meeting was adjourned at 8:26 p.m.

BOCES Board Secretary

Date Approved