

EAST CENTRAL BOCES BOARD MEETING

November 18, 2020
7:00 p.m. (Over Zoom)

I. Call to Order

Meeting was called to order at 7:02 p.m. by Nancy Barden, President; roll call was taken; the following Board members were in attendance:

Doug Purdy – Agate	Dustin Weyerman - Idalia
Deanna Schrock - Arickaree	Janet Kravig - Karval
Renae Saffer – Arriba/Flagler	Justin Golding – Kit Carson
Nancy Barden – Bennett	Christine Herrick - Liberty
Shawna Calhoun - Bethune	Wendy Pottorff - Limon
Allison Harris - Byers	Diana Elliott – Strasburg
Jake Pelton – Cheyenne Wells	Jerry Clapper - Stratton
Wesley Thompson – Deer Trail	Doug Vondy - Woodlin
Julia Boger – Genoa/Hugo	

Those Board members not in attendance were:

Stacie Perez – Burlington	Kurt Wassil - Kiowa
JoBeth Mills – Hi-Plains	

Those Superintendents/Principals in attendance were:

Tonya Rodwell – Arickaree	Sarah Nuss - Karval
Valorie McCleary – Arriba/Flagler	Rhonda Puckett - Liberty
Robin Purdy – Bennett	John McCleary - Limon
Tom Turrell – Byers	Monica Johnson - Strasburg
B.J. Buchmann – Deer Trail	Kandy Davis - Stratton
Myles Johnson - Idalia	

Those Superintendents not in attendance were:

Hilary Jaynes – Agate	Mike Clark - Hi-Plains
John Haddan – Bethune	Scott Mader - Kiowa
Tom Satterly – Byers	Robert Framel – Kit Carson
Randy Holmen – Cheyenne Wells	Chris Whetzel - Woodlin
Terry Weber – Genoa/Hugo	

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

II. Approval of Agenda

There were no changes to the agenda. Julia Boger – Genoa/Hugo, made the motion to approve the agenda as presented. Second by Renae Saffer – Arriba/Flagler. Roll call vote; motion carries.

III. Approval of Minutes

The only change to the minutes was that Tonya Rodwell – Arickaree was counted both present and absent. That has been corrected. Julia Boger – Genoa/Hugo, made the motion to approve the minutes with the noted change. A second by Diana Elliott - Strasburg. Roll call vote; motion carries.

IV. Public Comments

There were none.

V. Consent Agenda Items

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

VI. Business – Action Items

A. Approval of the EC BOCES 2019-2020 Audit – Scott Szabo

Scott introduced himself and brought the audit up on the screen. All board members were e-mailed a copy of the packet before the meeting. These are the highlights of the audit that Scott went over.

- Pages 1-3 Is the letter from Lauer, Szabo and Associates stating reporting that this audit is ours and done for the purpose of forming opinions on the financial statements that collectively comprise the BOCES' basic financial statements.
- Pages 4-7 is the Managements Discussion and Analysis. He went over the financial highlights of the BOCES at the top of page 4.
- Page 8 – Craig talks about some of the factors for this and next year's budgets.
- Page 14 – This is the Balance Sheet and you total assets have increase by \$200,000, due to the fact that \$269,000 has been carried forward from last year. In the bound copy you will be receiving this week or next, have some nice graphs and pie charts that show this.
- Page 16 – This is the Statement of Revenues, Expenditures and Changes in Fund Balance. Total revenue is \$10,266, 597. Total Expenditures are \$9,996,955 which is a decrease in expenditures of \$269,642 for a total fund balance of \$1,726,917 which was the fund balance for the beginning of FY 2020.
- On page 52 – This is your General Fund Budgetary Comparison Schedule. The original amounts was in June and you can compare it the actual column to see if they are over or under budget for the year.
- Page 72 – These are the Title and SPED programs. Tom Turrell asked about how much a single audit would be? Scott though about \$3,000.
- Page 79 – This is a summary of our findings. This states that this was a unmodified opinion and there were no significant deficiencies, no instances of non-compliance, and the BOCES is qualified as a low-risk audit. The program tested was Special Education (IDEA).
- We will also upload the audit to CDE to compare and approve that.

Scott asked if there were any questions, there were none. He again shared that the administrators and Craig do a great job and are very good to work with. Julia Boger – Genoa/Hugo made the motion to approve the 2019-2020 EC BOCES Audit as presented. A second by Diana Elliott – Strasburg. Roll call vote; motion carries.

B. Board Policy Adoption

a. Second Reading – Various Policies

You should have those policies in your packet. In Policy AC-R-2 which is a new policy around Title IX. In the policy on page 2 or 5 it talks about if the complaint is around they compliance officer, which is Jason, then it would go to the Executive Director. Since he is one in the same we are changing that to read Executive Directors designee, which is the SPED Director. Also on the new regulation of AC-R-2 page 1 of 4, the “Decision Maker” is the Executive Director and two paragraphs down it talks about the “Investigator“ which

cannot be the “Decision Maker” also, so we are putting in there the Executive Director Designee which will be the SPED Director. And on page 2 of 4, where it talks about the “Title IX Coordinator” and that person being the Executive Director, we are changing that to be the Assistant SPED Director or Designee.

Jason asked if there were any other concerns or changes that needed to be made. Nancy Barden pointed out that on page 1 of 5 under Definitions #1, that Executive Director needs to be capitalized.

Diana Elliott – Strasburg, made the motion to approve the policies as amended. A second by Wendy Pottorff – Limon. Rolls call vote; motion carries.

C. Board Policy Adoption

a. First Reading – Various Policies

These next policies are for first reading and these are policies that CASB is recommending related to Federal Procurement, Bidding Procedures, Fingerprinting, use of information obtained during fingerprinting and wireless communication on BOCES vehicles. Are there any changes you might have questions about or would like to have discussion on? There were none. Jason said there will time at the second reading to make changes or have discussion.

Diana Elliott – Strasburg, made the motion to approve the first reading of policies as presented. A second by Julia Boger – Genoa/Hugo. Roll call vote; motion carries.

D. Rename Salary Schedule G – Column 3

We would like to Rename Schedule G, Column 3 to Shared Tech Position. This position is a 241 day contract and the Impact Team Coach is a 186 day contract. At the time we hired our Shared Tech position this is where we started that salary because we did not have a Salary Schedule for that position. So we would like to now make that official on the Salary Schedule, Column 3.

Julia Boger – Genoa/Hugo, made the motion to amend and approve renaming Salary Schedule G, Column 3 as presented. A second by Renae Saffer – Arriba/Flagler. Roll Call vote; motion carries.

E. Amend Salary Schedule A

The minimum wage is due to increase by \$.32 on January 1, 2021. Our base salary on Salary Schedule A, which is our hourly positions is now at the previous minimum wage of \$12.00. We would like to go ahead and approve this salary schedule with the update minimum wage of \$12.32. We will be sending out new contracts to those hourly classified employees on this salary schedule to be effective January 1, 2021.

Diana Elliott - Strasburg, made the motion to amend and approve Salary Schedule A as presented. A second by Renae Saffer – Arriba/Flagler. Roll Call vote; motion carries.

VII. Discussion Items –

A. Board Members Attending SAC Meeting

In the past we have invited Board members to the February SAC meeting so that they could see what happens at our superintendents meetings and why it is important to be here and listen to the information that is brought to them from the different Professional Associations. Last year we decided that we only needed to do this every other year so we didn't do it last year and planned on doing it this February, until COVID hit. Now due to ongoing restrictions with group gatherings, it was recommended to hold off until February 2022 and hopefully things will be back to normal. Even the Professional Association has required their staff to work from home and not to attend any face-to-face meetings. But the superintendents did say if there is a board member that would like to see the work done during a SAC meeting is more that welcome to join and attend a meeting at their convenience. Just let Jason know and he will send you the information to zoom in.

B. January Meeting over V-NETS

We will have our January meeting over Zoom and we need to decide if we are doing regional meetings or everyone zoom in at home. We need to wait and decide that closer to the January 27th date and see where our counties are at with the restrictions. We will start the meeting at the usual 7 p.m. time, but will decide later if we are meeting at regional sites or not.

C. Executive Director Evaluation

The Executive Director Evaluation needs to be done the first part of January so that the information can be compiled and ready to present at the January 27th Board meeting. The Committee will consist of representation for the west, central and east end school districts.

Superintendents: Tom Satterly, is this year’s SAC chair so he will need to be on the committee and will represent the east end. So we will need a west and central area superintendent to serve. Robin Purdy – Bennett will represent the west and Terry Weber – Genoa/Hugo will represent the central area.

Board members: Nancy Barden, as Board Chair will serve and represent west, Renae Saffer – Arriba/Flagler will serve again and Christine Herrick, Liberty- East Board member.

Nicole Kollath will serve as our staff representative.

Jason will send out a Doodle with some available dates and times to see when people can meet. We need to do this before the SAC meeting on January 13th so that Tom can share with SAC and then bring it to the Board on January 27th. Remember that we adopted a different evaluation tool that we used last year. Renae Saffer wanted to thank Jason for keeping them up to date on his goals.

VIII. Reports - Enclosed

Mitzi Swiatkowski shared about the RISE Grant they are applying for with Northeast BOCES, Northwest BOCES and MindSpark. This grant includes 42 districts. Deadline to submit is December 19th. The things we have written into the grant are the following:

1. Every district will receive \$35, 000 in tech equipment
2. Training around remote learning and career connecting learning.
3. Stipends – these will be along higher than normal stipends available for your teachers participating. If they participate in all the trainings there is a possibility of \$3,000.

The application is due December 19th and they should hear sometime in February.

IX. Adjournment

There was a motion by Julia Boger – Genoa/Hugo, to adjourn the meeting. A second by Renae Saffer – Arriba/Flagler. Roll call vote; motion carries. Meeting was adjourned at 8:09 p.m.

BOCES Board Secretary

Date Approved