

EAST CENTRAL BOCES BOARD MEETING

January 27, 2021
7:00 p.m. (Over Zoom)

I. Call to Order

Meeting was called to order at 7:01 p.m. by Nancy Barden, President; roll call was taken; the following Board members were in attendance:

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

Those Board members not in attendance were:

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| Doug Purdy – Agate | JoBeth Mills – Hi-Plains |
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Those Superintendents in attendance were:

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| Tonya Rodwell – Arickaree | Myles Johnson - Idalia |
| Valorie McCleary – Arriba/Flagler | Scott Mader - Kiowa |
| Tom Satterly – Burlington | Rhonda Puckett - Liberty |
| Tom Turrell - Byers | John McCleary - Limon |
| B.J. Buchmann – Deer Trail | Monica Johnson - Strasburg |
| Terry Weber – Genoa/Hugo | Kandy Davis - Stratton |
| Mike Clark – Hi-Plains | Chris Whetzel - Woodlin |

Those Superintendents not in attendance were:

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| Hilary Jaynes – Agate | Randy Holmen – Cheyenne Wells |
| Robin Purdy – Bennett | Sarah Nuss - Karval |
| John Haddan - Bethune | Robert Framel – Kit Carson |

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

II. Approval of Agenda

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

III. Approval of Minutes

The only change to the minutes were Tom Satterly was listed as being from Byers instead of Burlington. Doug Vondy - Woodlin, made the motion to approve the minutes with the noted change. A second by Julia Boger – Genoa/Hugo. Roll call vote; motion carries.

IV. Public Comments

There were none.

V. Consent Agenda Items

Allison Harris – Byers, made the motion to accept the Consent Agenda as presented. A second by Doug Vondy - Woodlin. Roll call vote; motion carries.

VI. Business – Action Items

A. Recommendations of EC BOCES 2020-21 Revised Budget

Jason highlighted the following on the revised budget:

- 601 – The biggest change is a possible purchase of a new accounting and human resource system that we are looking for because our current system will be obsolete and no longer be supported.
- 603, 602 and 608 – these budgets did not change much except for budgeting for a possible legal settlement costs and some staff changes that happened that we had to use purchase service contractors for. Also there is a small decrease in numbers and so we have not had to replace some staff which is a budget savings to the districts.
- Teacher Retention Grant – Last year, BOCES was awarded a two year \$175,796 (for each year) teacher retention grant for math teachers to obtain masters degrees. This grant was not renewed for the second year because of the state budget cuts so the our budget was drastically cut down to the amount of carry forward from the year one funds.
- **NEW COVID19** – The Cares Act funding (\$25,000) was spent by the December 31st deadline and you will see that budget updated to match how it was spent on tech needs for Social Workers on the west end. Additionally in late December, we were awarded \$124,529 in ESSER Covid funding which is new to the budget.
- **NEW BEST Grant** – The BEST Grant was added to the Budget. The actual net grant is only \$171,609.97 but the remaining \$686,439.89 has to be budgeted and accounted for. Those funds are eRate funds which are applied in the form of a discount on our billing so we don't actually receive those funds just report them
- **Ending Fund Balance Projection** – The BOCES Beginning Fund Balance was \$1,726,916.84 and the final budget is projecting an ending balance of \$1,579,624.91. That's a spend-down of **\$147,291.93** if everything is received and spent as budgeted.
 - 601 has a spend-down of \$43,664.56 (\$20,000 is for accounting software)
 - 603 has a spend-down of \$54,334.95 (that is mainly fund set aside for future settlement costs that must be reserved now).
 - Alt Licenses & Local PD have a net spend-down of \$29,603.00 which is mainly spending funds that were received last year and not spend because of COVID and in the special education alternative license program students that are in a January to December cycle vs August to June.
 - VNETS has a planned spend down of \$60,533.48 per the VNETS Committee plan.
- Looking at our Budget limited to the general operations and services of BOCES (Funds 601 thru 608) we have \$3,984,205 in Salaries, Benefits, and Professional Services which is 46% of that budget. That is significantly lower than the industry standard of not exceeding 80%.

Rena Saffer – Arriba/Flagler made the motion to approve the 2020-2021 Revised Budget as presented. A second by Stacie Perez – Burlington. There was a roll call vote with and motion carries.

B. EC BOCES 2020-21 Budget Appropriation Resolution

Diana Elliott – Strasburg, made the following motion:

A RESOLUTION TO APPROPRIATE ADDITIONAL SUMS OF MONEY

Be it **RESOLVED** by the Board of Education of East Central Board of Cooperative Education Services (BOCES) in Lincoln County to appropriate the additional amount of \$1,025,606 to the original amount of \$12,245,970 to equal a total appropriation of \$13,271,576 in the General Fund. With the additional source of funds coming from Local Sources, State Sources, and Federal Grants.

A second by Renae Saffer – Arriba/Flagler. There was a roll call vote and motion carries.

C. Resolution to Spend Down the Fund Balance

Diana Elliott – Strasburg, made the following motion:

A REVISED RESOLUTION TO SPEND DOWN THE BEGINNING FUND BALANCE OF THE BOCES GENERAL FUND FOR FY 20-21

Be it **RESOLVED** that the Board of Education of East Central Board of Cooperative Educational Services (BOCES) revises its June 17, 2020 resolution to authorize the use of a portion of the beginning fund balance from the General Fund for FY 2020-2021. The general administration budget will be spent down to help support the VNET’s network build, possible deferred maintenance, purchase of a new accounting/business software system, Special Education purchase service contracts, ongoing legal settlement, and other BOCES support programs. 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.

A second by Doug Vondy – Woodlin. There was a roll call vote and motion carries.

D. Executive Director’s Evaluation – Nancy Barden

Thank you to all that participated in the evaluation with me: Tom Satterly – Burlington Superintendent and SAC Chair, Terry Weber, Superintendent, Genoa-Hugo, Robin Purdy, Superintendent, Bennett, Renae Saffer- Arriba-Flagler Board Member, Christine Herrick, Liberty Board Member, and Nicole Kollath- EC BOCES Special Education Coordinator. We went through the executive director’s evaluation tool with Jason Westfall. We won’t go through every section, you can read it for yourself. We are very happy with the growth we has shown. If there were areas that needed to be addressed then we talked about those but we all felt it went well.

His goals for the coming year included two from the previous year: Communication and the BOCES Professional Development Committee to align the district needs with the ongoing and new PD offerings.

Two new goals are be to schedule Regional Superintendent Meetings to discuss specific needs or concerns. Meetings are to be scheduled at least one per semester and the agenda will be driven by the superintendents involved. He is also to look at the effectiveness of the Special Education Services. Does the current assessment system still make sense and fairly distribute costs among districts.

Jason has included the scored 2020-2021 evaluation document along with the 2021-2022 goals developed for me during the evaluation meeting.

There was a motion by Doug Vondy – Woodlin to approve the Executive Director Evaluation as presented. A second by Julia Boger – Genoa/Hugo; a roll call vote was taken; motion carries.

E. Executive Director’s Contract

Also included in your packet is Jason’s contract, we recommend that you extend it another year and salary will stay the same unless the staff gets an increase, in that case his raise would reflect the same as the staff. There was some discussion about his mileage, but Jason shared that when he was hired it was the understanding that he his salary reflected mileage being included.

Diana Elliott – Strasburg, made the motion to approve the Executive Director’s contract for the 2022-2023 School Year beginning July 1, 2021 to June 30, 2023. A second by Stacie Perez – Burlington; a roll call vote was taken and motion carries.

F. Board Policy Adoption

a. Second Reading

Rena Saffer – Arriba/Flagler made the motion to accept the following policies as presented: DJB, DJE, GBEB, GBI and Policy EEAEG is being repealed. A second by Allison Harris – Byers. A roll call vote was taken; motion carries.

G. Board Policy Adoption

a. First Reading

Diana Elliott – Strasburg, made the motion to approve the first reading of the policies as presented: GBGG, GBGH, GBGJ and GBGL. A second by Christine Herrick – Liberty. A roll call vote was taken; motion carries.

VII. Discussion Items –

A. April EC BOCES Board Meeting

We would love to be able to meet face to face and have dinner that we usually schedule for the April meeting but I doubt that restrictions will allow. We may be able to do regional meetings with dinner but we won’t know until the date gets closer as to whether restrictions will allow. If we do decide to do regional meetings then it would be at Bennett on the west end, Limon for the Central and Burlington for the east end. They polled everyone as to whether 6 or 7 p.m. works best for them and the majority was 7 p.m. So please mark your calendars for Wednesday, April 21st at 7 p.m.

VIII. Reports - Enclosed

A. Executive Director – Enclosed

Jason’s report is enclosed and there were no questions, but he brought to their attention the documents that he discussed with the Bennett Board when he met with them. He reminded them that he is available to come and talk to your boards if you would like him to come and explain how the BOCES funding works, etc. It would only take ½ hour to 45 minutes at the most. Contact him to get it set up.

B. Additional Staff Reports – Enclosed

There were no questions.

IX. Adjournment

There was a motion by Diana Elliott – Strasburg, to adjourn the meeting. A second by Stacie Perez – Burlington. Roll call vote; motion carries. Meeting was adjourned at 8:15 p.m.