

EAST CENTRAL BOCES BOARD MEETING

January 26, 2022

7:00 p.m. (Over Zoom)

I. Call to Order

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

Renea Saffer – Arriba/Flagler
Nancy Barden – Bennett
Stacie Perez – Burlington
Allison Harris – Byers
Jake Pelton – Cheyenne Wells
Reagan Hahn – Deer Trail
Janet Kravig - Karval

Donnie Gabehart - Kiowa
Kenna Dible - Liberty
Jake Herrera – Limon (late)
Diana Elliott - Strasburg
Jerry Clapper - Stratton
Jake Coraor - Woodlin

Those Board members not in attendance were:

Doug Purdy – Agate
Drew Axsom – Arickaree
Seth Ebright - Bethune
Ken Stroud – Genoa/Hugo

Joel Tanner – Hi-Plains
Andy Richards - Idalia
Mike Buchanan – Kit Carson

Those Superintendents in attendance were:

Lisa Weigel – Arickaree
John Weigel – Arriba/Flagler
Tom Turrell - Byers
B.J. Buchmann – Deer Trail
Myles Johnson - Idalia

Sarah Nuss - Karval
Rhonda Puckett – Liberty
Rob McMullen – Limon
Kandy Davis - Stratton
Chris Whetzel - Woodlin

Those Superintendents not in attendance were:

Melinda Walls – Agate
Robin Purdy – Bennett
John Haddan – Bethune
Shane Walkinshaw - Burlington
Randy Holmen – Cheyenne Wells

Terry Weber – Genoa/Hugo
Jerry Monks – Hi-Plains
Silvia McNeely - Kiowa
Robert Framel – Kit Carson
Monica Johnson - Strasburg

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

II. Approval of Agenda

Jason asked that we add under VII. Discussion Items, letter C. Kiowa Board Position on Withdrawing from the BOCES. Dianna Elliott – Strasburg made the motion to approve the agenda with the addition of C. under VII. Discussion Items. A second by Renae Saffer – Arriba/Flagler. Roll call vote; motion carries.

III. Approval of Minutes

Dianna Elliott – Strasburg, made the motion to approve the minutes as presented. A second by Reagan Hahn – Deer Trail. Roll call vote; motion carries.

IV. Public Comments

There were none.

V. Consent Agenda Items

Jason went over the Consent Agenda items we can pull any of these items out if you have questions:

- Included are our resignations – we don't have any at this time. New employees are listed with their duty assignment and a new purchase service contract.
- Quarterly Financial Reports – standard report, no questions.
- Revenue and Expenditure Budget Report, no questions.
- Policy adoption – second reading. These are standard policy changes that were sent to us by CASB, you have probably seen the same ones at your district. The changes include putting East Central BOCES in each one that says BOCES. The required addition of gender identity and expression. And then we updated our policy on meal reimbursement, which had not been updated in many years and felt like the amounts were not enough to cover a meal any more. Breakfast went from \$10 to \$12, Lunch \$15 to \$18 and dinner from \$25 to \$29.
- The American Rescue Plan Elementary and Secondary School Emergency Relief – Homeless Children and Family Grant. Mitzi explained for the purposes of identifying homeless children and youth, providing services in medical and mental health support and technology devices. She needs to submit the grant by the weekend the weekend for our districts, except Bennett and Byers are submitting on their own. There have been a few glitches in the program that she is working through. Some of our districts may not have any homeless and some may have several.

Renee Saffer – Arriba/Flagler, made the motion to accept the Consent Agenda as presented. A second by Dianna Elliott - Strasburg. Roll call vote; motion carries. (Jake Pelton – Cheyenne Wells, voted with a “thumbs up” because the sound on his computer was not working.)

VI. Business – Action Items

A. Recommendations of EC BOCES 2021-2022 Revised Budget

Legislation requires all BOCES/districts to revise their budgets by January 31st. The revised budget should reflect actual beginning fund balances from the audit, actual revenue from the federal, state and local sources and any new grant funds received that were not included in the budget adoption in June. Some highlights of the January changes are:

- 601 – No major changes just adjusting for continued increases in insurance costs and budgeting for building maintenance as it becomes needed.
- 603, 602 & 608 – The Sped budgets didn't change significantly except for budgeting some staff changes that took place after the budget was adopted in early June. Also final adjustments to the federal funds including ARP Covid funds.
- High Needs Programs – There were some adjustments based on the addition and changes in Para's that continue to change throughout the school year.
- Flow-Through Programs – We added the vision specialist back to the budget as we were able to fill that position after the June budget so it is again in the budget and shared with other eastern Colorado BOCES as a flow-through program.
- Alt License programs – The Coordinator (Gena Ramey) changed her employment status to an employee of ours vs. as a contractor as she had previously served so that is reflected in the budget. Also we adjusted the budgets to reflect the number of participants in each program and the associated costs of presenters, mentors and field supervisors.
- GT – There was an increase in state GT funds which primarily flow through to member Districts so the budget was adjusted accordingly.
- Migrant – No major changes.
- Perkins – No major changes.

- Title Programs – no significant change, just balancing the budgets with the final carryforward amounts.
- COVID19/ESSER – no major changes since September.
- VNETS – The VNETS budget increased as planned related to the BEST grant project and other related projects in the program.
- BEST Grant – No major changes since August.
- Misc. Grants –
 - Grant Writing At Risk – No changes since August.
 - Computer Science Education Grant – Emma wrote and was awarded a new \$30,000 grant which was added to the budget.
 - The RUS grant was finished out in November and is spent to zero.
 - The total Budget expenditures are an addition of **\$453,653.06** added to the Budget with an additional **\$453,653.06** in revenue added as well.
- **Appropriation Revision Summary**
 - Revenues & Expenses – General Fund
 - June Budget \$12,704,236.57
 - August Revision \$15,537,928.05
 - Final January Budget \$15,991,581.11 (Add \$3,287,344.54 to Appropriation)
 - Scholarship Fund
 - June Budget \$2,000 (no change to final Appropriation)
- **Ending Fund Balance Projection** – The BOCES Beginning Fund Balance was
 - \$2,176,309.13 and the final budget is projecting an ending balance of \$1,942,356.70. That’s a spend-down of **\$233,952.43** if everything is received and spent as budgeted. Our original June Budget had a spend down of \$337,151.54 so we have reduced that with additional revenues and adjusting for the final beginning fund balance.
 - 601 has a spend-down of \$54,480.86
 - 603 has a spend-down of \$121,029.85
 - Alt Licenses & Local PD have a net spend-down of \$35,377.60
 - VNETS has a planned spend down of \$70,895.98 per the VNETS Committee plan.

Pink pages are also enclosed in your packet. The only change is the Center-based Learning Programs (CBLP), the first billing went out in December and then we will send final and trued up bills in June. We also added Cheyenne Wells into the Shared Tech position and they paid an upfront cost to join, which should reduce costs to the other districts.

There is talk at the legislative level of buying down the Budget Stabilization factor, which is always good news.

Reagan Hahn – Deer Trail, made the motion to approve the 2021-2022 Revised Budget as presented. A second by Diana Elliott – Strasburg. Roll Call vote; motion carries.

B. EC BOCES 2021-2022 Budget Appropriation Resolution

Dianna Elliott made the following motion Approve ECBOCES 2021-2022 Budget Appropriation Resolution as read:

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 \$3,287,345 to the original amount of \$12,704,236 to equal a total appropriation of \$15,991,581 in the General Fund. With the additional source of funds coming from Local Sources, State Sources, and Federal Grants.

A Second by Stacie Perez – Burlington. Roll Call vote; motion carries.

C. Proposed Cost of Living Increase to Pay Scale

Salary Schedule Revisions – We are proposing 5% base increase in salary for most of the salary schedules. There has not been an increase to the base salary since 2014 and it has not kept up with the cost of living. Information on these proposed salary schedules changes are as follows:

- Schedule A – The hourly classified employees is proposed to increase from \$13.00 per hour to \$15.00 per hour. This is an attempt to stay competitive with other hourly positions in our area. Steps remain \$0.25 per hour.
- Schedule B (241 day contracts) – This schedule has been extended from step U to GG to accommodate our staff on these schedules that have worked for us for a long time and are beyond the current schedule. Additionally the base for a few of these positions was increase to a place to be at or above the same as a \$15.00 per hour position (\$31,200 full time). Steps remain at \$400 incrementally.
- Schedules C, D, E, F (186 day contracts) – The base for the BA, MA, & PhD. levels were increased 5% and the steps for +15, +30 for both BA and MA remain at \$700 incrementally as well as the vertical steps remain at \$700 incrementally.
- Schedule G – The base for each coordinator was increased 5% leaving the same increment \$700 step.
- Schedule H (241 day contracts) – The only change is a 5% increase for the Financial Services Director position. No salary changes for the remaining Directors. Steps remain at \$850 for the Finance & Technology Director with \$1,000 steps for the other four directors.

There was a lengthy discussion on the fairness of everyone except the directors getting a raise in the base salary; they felt they were just as deserving as the rest of the staff.

There was a motion by Janet Kravig – Karval, to table this until we had more firm numbers on what it will cost for all to get a raise in base salary, including the Directors. A second by Jerry Clapper – Stratton. Roll Call vote; motion failed.

Donnie Gabehart – Kiowa made the motion to approve the cost of living 5% increase to all Salary Schedules including Schedule H Director Salary Schedule starting July 1, 2022. A second by Renae Saffer – Arriba/Flagler. Roll Call vote: Motion carries with Janet Kravig – Karval and Jerry Clapper – Stratton voting “nay.”

D. Executive Director’s Evaluation

A committee of Monica Johnson - SAC Chair, Rob McMullen, Superintendent, Limon; Kandy Davis, Superintendent, Stratton; Nancy Barden, Bennett Board Member, President of the EC BOCES Board; Renae Saffer- Arriba-Flagler Board Member, Vice President of the EC BOCES Board; Stacie Perez, Burlington Board Member; and Mitzi Swiatkowski- EC BOCES Federal Programs Director went through the executive director’s evaluation tool with Jason Westfall, Executive Director. Nancy Barden will share a summary of the evaluation at the meeting. I have included the scored 2021-2022 evaluation document along with the 2022-2023 goals developed for me during the evaluation meeting.

Nancy Barden shared that they looked at the Work Competency Section, his five Major Job Duties, and then four Major Goals. He is scored at either Needs Improvement, Meets Expectation, Exceeds Expectation, or Meritorious. His total overall performance was Exceeds Expectation and we are very pleased with performance and very lucky to have him.

Renae Saffer – Arriba/Flagler made the motion to approve the Executive Directors Evaluation as presented. A second by Dianna Elliott – Strasburg; Roll Call vote; motion carries.

E. Executive Director's Contract

My current contract is included in the packet. My new contract would be effective July 1, 2022 through June 30, 2024 which will reflect a raise consistent with the rest of the BOCES staff.

There was a motion by Dianna Elliott – Strasburg to approve the Executive Directors Contract for the 2022-2023 School Year (July 1, 2022 to June 30, 2024) with a raise consistent the rest of BOCES staff. A second by Jake Herrera – Limon; motion carries.

VII. Discussion Items

A. February SAC Meeting Invitation to Board Members

Members of local EC BOCES Boards of Education are invited to attend the February 9, 2022 SAC meeting. In the morning, Board members will hear information presented by Colorado BOCES Association, Colorado Association of School Boards, Colorado Association of School Executives, Colorado Rural Alliance, and EC BOCES staff (Special Education, Federal Programs, and Professional Development, and Technology). In the afternoon we will have our regular SAC meeting.

We will need a head count for lunch and handouts so please let you superintendent know if you plan to attend. Someone asked how many they could bring. Due to the size of the room probably only 1-2, but if you have more than that I'm sure we can accommodate them, it might just be a little tight.

B. April EC BOCES Board Meeting Details

I just want to take a few minutes to make sure we have the details for the April 20th, EC BOCES Board Meeting is set. This meeting will be over Zoom at 7:00 p.m. Anyone who wants to attend here in Limon we will serve dinner.

C. Kiowa Board to address EC BOCES Board

Donnie Gabehart wanted to address the board. Last Wednesday Jason came to address our board and give an overall of what services the BOCES provides to our districts. If you have not done that with your board I strongly suggest you set a date to have them come and do that. It was very informative and we were able to ask questions; it was very worthwhile.

Also he would like to apologize for our previous board and their intent to withdrawal from this BOCES. After our election in November this is not what this board wants and we will not be pursuing any actions to leave this BOCES. We appreciate what you do for us and you will have our full participation and support.

VIII. Reports - Enclosed

A. Executive Director – Enclosed

He shared hat he will be highlighting his new goals in his report and you are welcome to give feedback at any time. He will also be sending board members his SAC report to board members also.

B. Additional Staff Reports – Enclosed

No other comments or questions.

IX. Adjournment

There was a motion by Diana Elliott – Strasburg to adjourn the meeting. A second by Jake Pelton – Cheyenne Wells. Roll call vote; motion carries. Meeting was adjourned at 8:26 p.m.