

# EAST CENTRAL BOCES BOARD MEETING

June 28, 2023

7:00 p.m.

## 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:**

Doug Purdy – Agate	Janet Kravig - Karval
Renae Saffer – Arriba/Flagler	Donnie Gabehart - Kiowa
Nancy Barden – Bennett	Mike Buchanan – Kit Carson
Stacie Perez - Burlington	Dayton Drullinger – Liberty (Alt.)
Allison Harris - Byers	Amy Perry – Limon (Alt.)
Jake Pelton – Cheyenne Wells	Diana Elliott - Strasburg
Patrick Duff – Deer Trail	Jerry Clapper - Stratton
Ken Stroud – Genoa/Hugo	Penny Howler – Woodlin (Alt.)
Amber Hardwick – Idalia (Alt.)	

**Those Board members not in attendance were:**

Drew Axson – Arickaree	Joel Tanner – Hi-Plains
Seth Ebright – Bethune	

**Those Superintendents in attendance were:**

Shane Walkinshaw – Burlington	Rhonda Puckett - Liberty
Tom Turrell – Byers	Rob McMullen - Limon
Mike Jobman – Deer Trail	Dan Hoff - Strasburg
Myles Johnson – Idalia	Kandy Davis - Stratton
Sarah Nuss - Karval	

**Those Superintendents not in attendance were:**

Melinda Walls – Agate	Dan Melendrez – Genoa/Hugo
Lisa Weigel – Arickaree	Jerry Monks – Hi-Plains
John Weigel – Arriba/Flagler	Travis Hargreaves - Kiowa
Robin Purdy – Bennett	Robert Framel – Kit Carson
John Haddan – Bethune	Aron Jones - Woodlin
Mike Vagher – Cheyenne Wells	

Others in attendance were: Jason Westfall, Beverly Blagg, Mitzi Swiatkowski, Lorie Coonts, Nicole Kollath, Jarred Masterson and Craig Bailey – BOCES

## II. Approval of Agenda

Renae Saffer – Arriba/Flagler, made the motion to approve the agenda as presented. A second by Stacie Perez - Burlington; roll call vote taken; motion carries.

## III. Approval of Minutes

Diana Elliott – Strasburg, made the motion to accept the minutes as presented; a second by Patrick Duff – Deer Trail. Roll call vote taken; motion carries.

#### **IV. Public Comments**

There were none.

#### **V. Consent Agenda Items**

Under the consent agenda items under resignations and hires, we have been able to hire most upcoming positions, there are still some para positions that need to be filled.

Jason shared information about our lobbyist, Ed Bowditch. He has worked for us for several years and he does a very good job representing EC BOCES at the State level. He shared the outcome and comments from the evaluation reviewed by the SAC group and it is their recommendation that you renew his contract with the proposed increase in salary. We have not increased his salary in several years, so we are recommending an small increase for a total of \$23,199.54 for 2023-24.

Diana Elliott – Strasburg, made the motion to approve the Consent Agenda as presented; a second by Allison Harris - Byers. A roll call vote taken; motion carries.

#### **VI. Business – Action Items**

##### **A. Policy Adoption – Emergency Adoption/First Reading**

We have been working with our legal counsel to adjust a recent slate of policies to our BOCES. The JKA policy along with its regulation and two exhibits as well as the JLDC policy and its regulation need to be adopted prior to July 1, 2023. These policies deal with the use of physical restraint and “Medically Necessary Treatment in School Settings”. The two other policies are required to be adopted by July 1, 2023, however, we include them here to have all of the proposed policies in force prior to the new school year beginning.

Mike Buchanan – Kit Carson, made the following motion:

In accordance with EC BOCES Policy BG, the following should be adopted immediately to meet “emergency conditions” where these policies need to be in place and in full force by July 1, 2023. The policies will still be approved for a second reading in August but the June reading will be considered adopted. The policies are: JKA, JKA-R, JKA-E-1, JAK-E-2, JLCDC, JLCDC-R, DJE and GCO. Diana Elliott – Strasburg, seconded the motion. A roll call vote was taken; motion carries.

##### **B. Adoption of 2023-24 EC BOCES Budget**

Jason went over the following budget highlights:

- As mentioned in April, you might notice some additional graphs and information pages in the Budget packet. CDE has given out suggested formats for incorporating into our quarterly financial statements and budgets.
- The budget does include a step increase for all employees on a BOCES contract for the 2023-2024 school year.
  - Health, Dental & Vision benefits were budgeted in April for a projected 10% increase but the final rates saw an increase of 5.44%. The Executive Leadership Team reviewed the plans and decided to stay with Assured Partners as our broker for the next year and no changes to the carriers.
- Highlights/changes for the Budget from April 1<sup>st</sup> reading to June Final reading:
  - April, we projected a net loss (spend-down) of \$41,556.22 and today we are projecting a net income of \$104,455.50.
  - Final Allocations for most of our Grants was updated.
  - ECEA SpEd Funding went up substantially & the allocation used was returned to 52/48 split as we have used for many years (in April it was projected at 69/31).

- Bennett is not participating in our consortium for Title Funds for FY24 so that reduced the Title program budgets.
- Other adjustments for final benefits, adjustments for staffing changes, balancing grant carry forward amounts from April to June, etc.
- The BOCES Beginning Fund Balance is projected at \$1,736,816.86 and the final budget is projecting an ending balance of \$1,841,272.36. That's a net income of **\$104,455.50** if everything is received and spent as budgeted. Here are the Funds that make up our Fund Balance:
  - 601 has a spend-down of \$20,501.14
  - 603 has a net income of \$136,471.41
  - 614 & 669 Alternative Licenses has a net income of \$20,973.12
  - 651 Local PD have a net spend-down of \$6,400.00
  - 657 VNETS has a spend-down of \$26,087.89
- Jason wanted to bring you attention to the pink pages on pages 16-17. These are according to you student count from last year. Some things that may have an addition impact on those numbers are CBL Programs costs, for those districts with students in the program. Those districts get a bill in January and a final bill in May. If you are a part of the shared tech, we had 7 districts participate last year, this year there are only 6 so those numbers will go up for those districts involved. Also, the fiber and lobbyist costs are divided by all the districts based on the split. We had first told you that the district will be responsible for a 61/39 split. 61% split between all districts and 39% of your district PP count, but with the increase in IDEA we are now back to the 52/48 split. The yellow pages are EC BOCES Special Education Worksheet for 2023-2024. This is a recommendation to your district based on the number of SPED students you have and their severity ratings.
- Additionally, you will have one Resolution to spend down the beginning fund balance for the Scholarship Fund as we do annually. At this time, we are not showing a spend down for our general fund. So, the resolution to spend down the beginning fund balance will not be needed, only the resolution to spend down the L.G.L. Andersen Scholarship will be needed.

Renae Saffer – Arriba/Flagler made Motion to approve the adoption of the 2023-24 Budget. There was a second by Diana Elliott – Strasburg. A roll call vote was taken; motion carries.

### C. Adoption of Budget Resolution

#### a. Appropriate Funds for the 2023-24 EC BOCES

Diana Elliott – Strasburg, made the following motion:

## **EAST CENTRAL BOARD OF COOPERATIVE SERVICES BOARD OF EDUCATION**

### **A RESOLUTION TO APPROPRIATE SUMS OF MONEY**

Be it **RESOLVED** by the Board of Education of East Central Board of Cooperative Educational Services (BOCES) in Lincoln County that the amounts shown in the following schedule be appropriated to each fund as specified in the “Adopted Budget” for the ensuing fiscal year beginning July 1, 2023 and ending June 30, 2024.

General Fund \$18,429,216.14  
Trust Fund Scholarship \$2,000.00

**TOTAL APPROPRIATION \$18,431,216.14**

Renea Saffer – Arriba/Flagler seconded the motion. A roll call vote was taken; motion carries.

**b. 2023 – 2024 Beginning Fund Balance Spend Down**

This resolution is not needed because there is no spend down of the fund balance.

**c. Resolution to spend down a portion of the Beginning Fund Balance of L.G.L. Andersen Scholarship for the fiscal year 2023-2024.**

Diana Elliott – Strasburg made the following motion:

## **Lester & Georgia Lee Andersen Scholarship Fund**

### **A RESOLUTION TO SPEND DOWN THE BEGINNING FUND BALANCE OF THE BOCES SCHOLARSHIP FUND**

Be it **RESOLVED** that the Board of Education of East Central Board of Cooperative Educational Services (BOCES) authorizes the spend down of the Beginning Fund Balance from the Scholarship CD for FY 2023-2024. The portion to be overspent is approximately \$2,000. The fund spend down is due to one scholarship being awarded in this fiscal year and interest rates being too low to keep up with the scholarship award. BOCES received permission from the scholarship benefactor to spend down the funds. Funds will eventually be spent to zero and the scholarship will be done in approximately thirteen years.

Renea Saffer – Arriba/Flagler seconded the motion. A roll call vote was taken; motion carries.

## **VII. Discussion Items**

### **A. Evaluation of the Executive Director – Progress Report**

The Executive Director Evaluation tool calls for a mid-year progress review. I have included the document as an attachment to the email containing this agenda due to the amount of information contained in it. I have also included the full text of my updates to the SAC group in my report.

Board president, Nancy Barden wanted to commend Jason on his progress on the goals we have given him. Does anyone have any concerns or recommendations at this time? Renea Saffer wanted to also commend Jason for a job well done. He is always willing to take the time to answer any questions I might have and he is very easy to work with.

### **B. August Meeting Details**

Our August meeting is on the 23th with a start time of 7:00 p.m. Again, if you want to attend either in Burlington, Limon and whoever would host on the west end, dinner would be provided, but you need to let the appropriate people know that you will be attended for the know how much food to order.

This meeting shouldn't take too long. We want to make sure that we approve any new hires or resignations and of course to have the final adoption of the policies. But still very important to attend so that we have a quorum to be able to conduct our business. I know you are all very busy and we appreciate your time commitment.

Nancy wanted to find out for sure if the November meeting is when they will elect new officers. She is term limited and won't be on the Bennett board any longer. Will she attend and at least start the

meeting? Jason said she would and then we would have an election at the beginning, so if you are interested in serving as the board chair, secretary or treasurer please let Nancy or he know. Remember this is also a face-to-face meeting with dinner before the meeting.

**VIII. Reports - Enclosed**

**A. Executive Director – Enclosed**

Nothing to add.

**B. Additional Staff Reports – Enclosed**

Nothing to add.

**IX. Adjournment**

There was a motion by Mike Buchanan – Kit Carson, to adjourn the meeting. A second by Patrick Duff – Deer Trail. Roll call vote; motion carries. Meeting was adjourned at 7:57 p.m.

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BOCES Board Secretary

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Date Approved