

EAST CENTRAL BOCES BOARD MEETING

November 29, 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	Andrea Louthan - Idalia
Drew Axsom – Arickaree	Janet Kravig - Karval
Alexander Flores – Arriba/Flagler	Beverly Durant - Kiowa
Nancy Barden – Bennett (on Zoom)	Kaitlin Johnson – Kit Carson
Stacie Perez – Burlington	Jake Herrera - Limon
Allison Harris – Byers	Diana Elliott - Strasburg
Jake Pelton – Cheyenne Wells	Darren Hornung - Stratton
Gale Bell – Deer Trail:	Jake Coraor - Woodlin
Luke Ewing – Genoa/Hugo	

Those Board members not in attendance were:

Seth Ebright - Bethune	Kenna Dible - Liberty
Joel Tanner – Hi-Plains	

Those Superintendents in attendance were:

Mike Page – Arickaree	Mike Jobman – Deer Trail
Kelly Packer – Arriba/ Flagler	Dan Melendrez – Genoa/Hugo
Robin Purdy – Bennett (on Zoom)	Sarah Nuss - Karval
Shane Walkinshaw – Burlington	Rob McMullen - Limon
Tom Turrell – Byers	Dan Hoff - Strasburg
Corey Doss – Cheyenne Wells	Kandy Davis - Stratton

Those Superintendents not in attendance were:

Melinda Walls – Agate	Travis Hargreaves - Kiowa
John Haddan – Bethune	Robert Framel – Kit Carson
Jerry Monks – Hi-Plains	Rhonda Puckett - Liberty
Myles Johnson – Idalia	Aron Jones - Woodlin

Others in attendance were: Jason Westfall, Beverly Blagg, Mitzi Swiatkowski, Nicole Kollath, Megan Eikleberry, Jarred Masterson (on Zoom) and Craig Bailey – BOCES, Scott Szabo - Laurer, Szabo & Associates, PC and guests Renae Saffer – A/F and Patrick Duff – Deer Trail.

II. Approval of Agenda

Stacie Perez - Burlington, made the motion to approve the agenda as presented. A second by Diana Elliott - Strasburg; roll call vote was taken; motion carries.

III. Approval of Minutes

Diana Elliott - Strasburg, made the motion to accept the minutes as presented, a second by Jake Herrera – Limon. Roll call vote was taken; motion carries.

IV. Public Comments

There were none.

V. Consent Agenda Items

Remember from the last meeting we will approve all the Consent Agenda unless someone wants to have something pulled out. A motion was by Diana Elliott – Strasburg, to approve the Consent Agenda as presented. A second by Stacie Perez - Burlington. A roll call vote was taken; motion carries.

VI. Business – Action Items

A. Board Reorganization

Jason shared that Nancy Barden and Renea Saffer are both term limited and will not be serving on our board anymore. We would like to thank them for their service over the last several years to this board. Nancy has served as our Board President for the last four years and Renea has served as Vice President and volunteered to serve on the Executive Director Evaluation Committee for several years representing the east end of our catchment area. Nancy also served on that committee as the board chair and representing the west catchment area. We would like to take this time to thank them both for their service. With that being said, we will need to reorganize our officers at this time.

Nancy asked for nominations for president. Janet Kravig made the motion to nominate Diana Elliott from Strasburg for president. A second by Allison Harris – Byers. Nominations ceased; there was a roll call vote; motion carried.

Nancy asked for nominations for Vice-President. Jake Herrera – Limon made the motion to nominate Beverly Durant – Kiowa. A second by Stacie Perez – Burlington. Nominations ceased. A roll call vote was taken; motion carries.

Nancy asked for nominations for Treasurer. Luke Ewing – Genoa/Hugo made the motion to nominate Janet Kravig for Treasurer; a second by Stacie Perez – Burlington. Nominations ceased. A roll call vote was taken; motion carries.

Nancy asked for nominations for Secretary. Janet Kravig – Karval, made the motion to nominate Jake Herrera – Limon for Secretary; a second by Stacie Perez – Burlington. Nominations ceased. A roll call vote was taken; motion carries.

Diana Elliott took over as president for the rest of the meeting.

B. Banking Resolution

Janet Kravig – Karval made the following resolution:

The Board of Directors of the EAST CENTRAL BOCES, do hereby certify that the following resolution was adopted at a board meeting, duly called and held on **November 29, 2023** at which said meeting more than a quorum of said directors was present, that said resolution is attached to the minutes of said meeting, and that the same have never been amended, rescinded or revoked:

RESOLVED, That on the following Account: **NOW Checking (General Fund)**, ANY TWO of the following officers and employees of this company be, and they hereby are authorized, in the name of this company, to collect, discount, negotiate, endorse and assign all checks, drafts, notes and other negotiable or non-negotiable instruments payable to this company, or in which this company has an interest, and to

draw, sign and deliver, in the name of this company, checks or drafts against the funds of this company on deposit in said bank. Signature requirements do not apply to electronic transactions.

- Treasurer: Janet Kravig
- Secretary: Jake Herrera
- Executive Director: Jason Westfall
- Director of Financial Services: Craig Bailey

FURTHER RESOLVED, that for the purpose of making a deposit in the account or accounts of this company with said bank, any officer or employee of this company may endorse, sign or deliver on behalf of this company, any checks, orders or other evidence of indebtedness for the payment of moneys payable to the order of this company;

FURTHER RESOLVED, That the authority of the aforesaid officers and employees to perform each and all of the powers conferred by the foregoing resolutions shall continue until notice in writing, terminating such authority, shall be served upon said bank, and shall be noted upon the original copy of such resolutions delivered to said bank.

FURTHER RESOLVED, That the authority previously granted to Nancy Barden identified in a Resolution dated November 17, 2021, Authorizing Signing of Checks and Notes, is hereby terminated.

WITNESS, our hands-on behalf of said company this 29th day of November, 2023.

A second by Alexander Flores – Arriba/Flagler. A roll call vote was taken; motion carries.

C. Approval of the EC BOCES 2022-23 Audit

Scott Szabo introduced himself and made sure everyone had a copy of the audit. He went over the following information:

- Audit Letter on the inside is a standard communication
- Pages 1-3 is our Independent Auditor's Report on your financial statements. We do a stand-alone audit on accounts of \$750,000 or more and that is on a rotation between SPED and Federal Programs.
- Pages 4 – 5 are management discussion and analysis of the budget. The following are financial highlights:
 - The East Central BOCES' net position decreased by \$419,144 as a result of this year's operations. Net position of our governmental activities are (\$3,786,627) - due to the GASB 68 and 75 reporting requirements for BOCES PERA pension and OPEB plans.
 - During the year, the East Central BOCES had expenditures that were \$118,202 more than the \$16,738,084 dollars generated in grants and other revenues for governmental programs.
 - Total cost of all of the East Central BOCES programs increased by \$4,180,205. Budgets are ever changing because of Grants coming and going through the BOCES.
 - The general fund ending balance decreased this year by \$118,202
- Pages 7-9 are written by your staff giving you highlights on the General Fund, Capital Assets, economic factors for this year's budget and next year's budget. These pages are worth taking a look at.
- Page 14 shows that you have approximately \$1.7 M cash on hand. There is \$458,708 in CD's. Before interest rates on CD's started doing a little better interest rate, the BOCES had moved some money into the Colorado Trust which is totally liquid and earning 4-5% interest rate which is much better than the CD's.

Grants receivable are a little over \$1M. \$1.53M in expenses not yet reimburse and another \$175,227 in other receivables. Unearned grant revenue is \$398,560. There is \$2.3 M in fund balance and that is an adequate cash flow that is needed here for the BOCES.

- Page 16 – this is a snapshot of revenues and expenditures and the final fund balance is down a little.
- Pages 68-72 are the programs broken out in detail by grant codes, State and Federally funded.
- Page 76 is individual schedules of the federal dollars with program or cluster title, the federal AL number, the pass-through identity number and the expenditure amount. The total expenditures of Federal awards are \$5,013,57. These are your SPED and Title I programs. We took a look at the COVID-19 Education Stabilization Funds which totaled \$1,309,136 because of that threshold amount requirement of \$750,000 for a stand-alone audit and we found no issues.
- Pages 79-83 is the Independent Auditors’ Report on Internal Control and Compliance
- Page 84 is a quick summary of the audit report and there were no significant deficiencies or non-compliance

He wanted to again tell that the group that you have very good people in your leadership roles and they all very consciences about doing what they need to do to make sure these dollars are spent and recorded correctly.

Allison Harris – Byers made the motion to approve the 2022-2023 EC BOCES Audit as presented. A second by Stacie Perez – Burlington; roll call vote was taken and motion carries.

VII. Discussion Items

A. Executive Director Evaluation

Jason shared that his evaluation needs to be completed by the end of January 2024. In order to have it approved by the SAC group on January 17th and give their recommendation for approval to the BOCES Board on January 31, 2024.

We ask for volunteers of one board member and one superintendent from each catchment area. We try to keep it to 3 hours and then go to lunch afterwards. We ask the BOCES board president and the SAC chair to be a part of the group and represent their areas and then have one person from the staff to also be on the committee. We will ask that you get input from the representatives in your area, i.e. superintendents and board members, to bring the group input.

West End –Diana Elliott – BOCES Board Chair

Dan Hoff – Strasburg Superintendent

Central - Janet Kravig – Karval Board Member

Sarah Nuss – SAC Chair

East End – Stacie Perez – BOCES Board Member

Kandy Davis – Superintendent Stratton

BOCES Employee will be Craig Bailey

Jason will send out a Doodle Poll to get a day the week of January 8th set to do this. We usually meet here at the BOCES but There will be an option to Zoom in if you need to.

B. January Meeting over V-NETS

Our meeting in January will be over Zoom starting at 7 p.m. We have had regional areas to meet and have dinner together at 6 p.m. Shane would like to continue to host on the east end so please contact him to let them if you will be attending so that he has enough food ordered. Same thing in Limon, contact Lorie if you plan to attend here at the BOCES office and she will have food ordered. Usually Robin Purdy in Bennett coordinates at west end. Otherwise we ask that you attend via Zoom so that we have a quorum. It is important we have a quorum for this meeting because not only is there Jason’s evaluation to approve, but also the final revised budget needs to be approval by January 31st to be in compliance.

VIII. Reports - Enclosed

A. Executive Director – Enclosed

Jason wanted to share that in his report he talked about going to Genoa/Hugo to do a presentation to their board and he would be glad to do that for any of your boards with new board members that might not know what BOCES is. We can bring a team to do a presentation or he can come and do a short 15-30-minute presentation. Just give him a call and we can get that set up.

Also, in my report are updates on my goals from last year and I will update those once we decide on new goals for 2024-25. I also share this update with the SAC group.

Additional Staff Reports – Enclosed

Bev wanted to let them know that we are having trouble staffing SLP's and SLPA's and have fallen behind in serving some of your students. We have been able to fill that position with independent contracting companies which costs us 30%-40% more and most of them only want to work remotely so then we have the additional cost of a support staff person to get them from the classroom and bring them to a room to work with the SSP online and support them with the technology and therapy.

IX. Adjournment

The next BOCES Board meeting will be January 31, 2024 at 7 p.m. over Zoom. Remember we have to have a Revised Final Budget approved so it is important we have a quorum in attendance.

There was a motion by Stacie Perez - Burlington to adjourn the meeting. A second by Drew Axsom - Arickaree. Roll call vote was taken; motion carries. Meeting was adjourned at 7:47 p.m.

BOCES Board Secretary

Date Approved