

EAST CENTRAL BOCES BOARD MEETING

January 31, 2024

7:00 p.m.

I. Call to Order

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

Doug Purdy – Agate
Alyssa Pae - Bennett
Amie Powell - Bethune
Darren Bennett - Burlington
Allison Harris - Byers
Jake Pelton – Cheyenne Wells
Gale Bell – Deer Trail
Sharon Mason – Genoa/Hugo

Janet Kravig – Karval (arrived @ 7:30 pm)
Beverly Durant - Kiowa
Kaitlin Johnson – Kit Carson
Kari Schultz - Liberty
Jake Herrera - Limon
Diana Elliott - Strasburg
Darren Hornung - Stratton
Jake Coraor - Woodlin

Those Board members not in attendance were:

Drew Axsom – Arickaree
Alexander Flores – Arriba/Flagler

Joel Tanner – Hi-Plains
Andrea Louthan - Idalia

Those Superintendents in attendance were:

Kelly Packer – Arriba/Flagler
John Haddan – Bethune
Shane Walkinshaw – Burlington
Tom Turrell – Byers
Corey Doss – Cheyenne Wells
Mike Jobman – Deer Trail

Dan Melendrez – Genoa/Hugo
Sarah Nuss - Karval
Rhonda Puckett - Liberty
Dan Hoff - Strasburg
Kandy Davis - Stratton
Aron Jones - Woodlin

Those Superintendents not in attendance were:

Melinda Walls – Agate
Mike Page – Arickaree
Robin Purdy – Bennett
Jerry Monks – Hi-Plains

Myles Johnson - Idalia
Travis Hargreaves - Kiowa
Robert Framel – Kit Carson
Rob McMullen - Limon

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

II. Approval of Agenda

Allison Harris - Byers, made the motion to approve the agenda as presented. A second by Jake Coraor - Woodlin - Strasburg; roll call vote was taken; motion carries.

III. Approval of Minutes

Darren Bennett - Burlington, 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

A motion was made by Jake Coraor - Woodlin, to approve the Consent Agenda as presented. A second by Darren Bennett - Burlington. A roll call vote was taken; motion carries.

VI. Business – Action Items

A. Recommendation of EC BOCES 2023-24 Revised Budget

Jason highlighted the following in the Final Budget for 2023-2024:

- Starting on page 1: Total Reserves is \$2.4 M and an estimated spend down of \$88,000 with an Ending Fund Balance of \$2.296 M.
- On the Revenues – with pushing the adoption of the budget back to late June we are getting as close to actuals as we can and requires few changes in the process.
- We have been looking for ways to get better interest rates, we have moved some of our funds to Colorado Trust and then have been able to secure better interest rates on our CD's at FNB of Hugo and Flagler. The Colorado Trust has earned significantly more interest than in the past and is totally fluid without penalties. The State SPED pays us in one lump sum, we flow half out to the districts and then have put the rest in Colorado Trust to pay out throughout the year.
- Under Expenditures for Out of District Tuition, which is your students placed in other facilities, is down \$119,000 due to graduation or aging out.
- Under the Revenue from State Sources: Emma wrote and received a Computer Science grant for \$30,000.
- Alternative Licensure ERRP Grant, the number of candidates continue to increase but the money is being used up faster every year due to the number of candidates on the front range and colleges. But the Alternative Programs are growing and we continue to sustain them.
- On the Expenditure Summary by Object Code at the top is a decrease in Salaries and Benefits because we have not been able to hire our own employees, we are having to hire purchase service contracts companies which cost us significantly more, which you can see on the next line for Purchased Professional Services is \$2.2M.
- Under Equipment & Buildings we added some money in there so that we can replace some cars that have a lot of mileage.
- We have an increase in contingency of \$455,000 because of the conservative spending all across board. We are looking at a salary increase to stay competitive and retain our SSP's and will be having those discussions over the next several weeks and then bring a proposal to you in April.
- Down below is the Expenditures by Program and the first two lines being Instructional Services and Support Services. These are the funds that come to us and then are flowed back out to support our member districts.
- On page 11 is the Lester & Georgia Lee Andersen Scholarship Fund that we are the trustees of and it is a yearly \$2,000 scholarship for a senior who resides in Lincoln County. We have about 12 years of funding left before the funds runs out.
- Jason wanted to shared that this is about a 10-person job, we work with each Director and Coordinator in their program area to give you as close of a snapshot of our revenue and expenditures for the year as we possibly can. Diane Elliott wanted to thank whoever put the East Central BOCES Operations report together, that was very helpful. If you other board members have not read it, there is lots of helpful information in there.

Jake Herrera – Limon, made the motion to accept the recommendation of EC BOCES 2023-2024 Revised Budget as presented. A second by Kari Schultz – Liberty; roll call vote was taken; motion carries.

B. EC BOCES 2023-2024 Budget Appropriation Resolution

Jake Herrera – Limon, read the following resolution:

A RESOLUTION TO APPROPRIATE ADDITIONAL SUMS OF MONEY

Be it RESOLVED by the Board of Education of East Central Board of Cooperative Educational Services (BOCES) in Lincoln County to appropriate the additional amount of \$753,706.23 to the original amount of \$18,429,216.14 to equal a total appropriation of \$19,182,922.37 in the General Fund. With the additional source of funds coming from the beginning fund balance, local sources, state sources, and federal grants.

Adopted this 31st day of January, 2024.

BY: EAST CENTRAL BOCES

A RESOLUTION TO SPEND DOWN THE BEGINNING FUND BALANCE OF THE BOCES GENERAL FUND

Be it RESOLVED that the Board of Education of East Central Board of Cooperative Educational Services (BOCES) authorizes the use of a portion of the beginning fund balance from the General Fund for FY 2023-2024. This is a planned spend down of funds. The Beginning Fund Balance will be spent down by \$88,290.85 to help support the possible deferred maintenance, Special Education purchases service contracts, and other BOCES support programs. The projected July 1, 2024, Beginning Fund Balance is projected to decrease to \$2,296,640.13. We believe the beginning fund balance is adequate for cash flow for East Central BOCES and its programs.

Adopted this 31st day of January, 2024.

BY: EAST CENTRAL BOCES

Kaitlin Johnson – Kit Carson, made the motion to approve the Resolution to Appropriate Additional Sums of Money and a Resolution to Spend Down the Beginning Fund Balance of the BOCES General Fund as read. A second by Allison Harris – Byers. A roll call vote was taken; motion carries.

C. Executive Director’s Evaluation

A committee of Sarah Nuss - SAC Chair, Dan Hoff, Superintendent, Strasburg, Kandy Davis, Superintendent, Stratton, Diana Elliott, Strasburg Board Member, President of the EC BOCES Board, Stacie Perez- Burlington Board Member, Janet Kravig- Karval Board Member, and Craig Bailey- EC BOCES Director of Financial Services went through the executive director’s evaluation tool with Jason Westfall, Executive Director. Diana Elliott will share a summary of the evaluation at the meeting. I have included the scored 2023-2024 evaluation document and have listed the 2024-2025 goals developed for me during the evaluation meeting. Please see that document included in the packet.

Kandy Davis shared that after all input included from area superintendents, board members and staff, that Jason is doing a great job. Below are the three goals, one is continued from last year and the other two are added for this year. Jason shared that in his Executive Director Reports to both the SAC and Board that this are included and updated as to progress monthly.

1. Regional Superintendents Meetings- Create a more concrete agenda. When concerns or needs arise, create a plan of action to move forward. The plan will include those people who will be completing tasks in the plan. A follow-up zoom meeting will be scheduled to check in on progress. Regional Strategic Plans are to be revised at each meeting as well. (Continued from 2023-2024)
2. Relations. The Executive Director will continue to work toward more interactions with EC BOCES staff with the goal of developing relationships, supporting staff needs/concerns and affirming the positive work done by staff. (New)
3. The Executive Director will implement an evaluation process for the members of the EC BOCES staff who are assigned to the Limon office, to include the Leadership Team.

Darren Bennett – Burlington, made the motion to approve the Executive Directors Evaluation as presented; a second by Alyssa Poe – Bennett. Roll call vote was taken; motion carries.

D. Executive Director’s Contract

Jason shared that the only difference in his contract right now is the dates. It is dated January 31, 2024 and then it includes another year ending in June 30, 2026. At this time no salary increase has been discussed. The Executive Director contract will reflect a raise consistent with the rest of the EC BOCES staff.

Darren Bennett – Burlington, made the motion to approve the Executive Director’s Contract for the 2024 through the 2026 School Year. A second by Jake Herrera – Limon, roll call vote was taken; motion carries.

VII. Discussion Items

A. February SAC Meeting

Over the years we have invited existing and new board members to attend our February SAC meeting. In the morning session bring in our professional agencies such as CASB, CASE, CHSAA, Colorado BOCES Association (CBA), Rural Alliance to share how they help support your districts, administrators, teachers. And a chance for board members to see how important it is for their district superintendent to come and get his information from the associations. Then SPED, Federal Programs, and Professional Development staff here at the BOCES will share what they do to support your students, staff and administration in our member districts. Superintendents will hold their “Superintendents Only” session in the other room during this time.

We will have lunch together and then in the afternoon we will have our regular SAC meeting. This gives the board members a chance to see how important it is for their district superintendent to attend these meetings and get his information from the associations and network with colleagues. We hope you have you out of here by 2:00 p.m.

Please let Jason or Lorie know if you and up to two of your board members will be attending so we have enough tables, chairs set up and food ordered.

B. April EC BOCES Board Meeting Detail

The next BOCES Board meeting will be April 17, 2024 at 7 p.m. over Zoom. As usual the east end districts are welcome to attend the meeting at Burlington with dinner served before the meeting at 6 p.m. Just be sure to let Shane know so he has an accurate count. There will be dinner in Limon also for those central schools wanting to attend in Limon, let Lorie know if you plan to attend so we know how many to get food for.

VIII. Reports - Enclosed

A. Executive Director – Enclosed

Jason gave them an update on the work that is being done in the building due to damage by the broken water pipe. Right now, we only have the hearing booth and equipment to be put back in the room and they have a crew coming out on Friday to finish that up.

If you are not a member of CIDSIP you should be. He contacted them on a Sunday afternoon to let them know about the broken pipe, they called him back and had a crew out here that night that had the water cleaned up, and had set out many fans and dehumidifiers running to dry things out. All the crews they have sent out have done an excellent job and in a very timely manner.

Additional Staff Reports – Enclosed

SPED did not have anything to add.

Diana Elliott did have a question about EC BOCES was notified that we have Significant Disproportionality for two years in the areas of

- 1.) identification of students that are White with a Speech Language Impairment, and
- 2.) the placement of students that are Hispanic inside the general education setting <40% of the day

Beverly's response:

Nicole, Leah, Stacey and I met with Jon Paul Burden, CDE consultant regarding our Disproportionality Flags. After reviewing data, I believe that the disproportionality flag related to Hispanic students who are outside the general setting >than 40% of the time is based on the student population and their needs at this time.

In relation to the Disproportionality Flag of too many white males receiving speech services we are putting a plan in place for training of staff in August related to ensuring students' difficulties are significantly affecting the student either academically or socially. We hope to work with the CDE Speech Consultant to assist us with training.

Mitzi had nothing more to share. Diana did let the group know that when she gives us her reports there are things in there that are highlighted or in color, you need to make sure that you have those things to her in a timely fashion so that she can do her job on our member districts' behalf.

Nothing more from Megan or Jodi on their reports.

IX. Adjournment

The next BOCES Board meeting will be April 17, 2024 at 7 p.m. over Zoom. Please if you cannot attend talk to your superintendent to get an alternative to attend so we have a quorum and can conduct the business we need approved by the board in April.

There was a motion by Darren Bennett - Burlington to adjourn the meeting. A second by Alyssa Pae – Bennett; roll call vote was taken; motion carries. Meeting was adjourned at 8:03 p.m.

BOCES Board Secretary

Date Approved