

San Luis Valley Board of Cooperative Educational Services
Board of Directors Meeting – August 18, 2021 Minutes
(In person meeting with an option to Zoom.)

1. Call to Order

Ms. Tina Freel called the meeting to order at 6:04 p.m.

3. Roll Call

Roll call was taken & the following members were present:

Ms. April Gonzales, Alamosa
Mr. Cory Off, Upper Rio Grande
Ms. Tina Freel, Moffat
Mr. Kurt Holland, Monte Vista
Mr. David Smalley, Mountain Valley
Mr. Joseph Baroz, North Conejos
Mr. Austin Miller, Sanford
Ms. Gina Mitchell, Sargent
Ms. Stacey Eskew, Sangre de Cristo
Mr. Walter Roybal, Sierra Grande
Ms. Theresa Sisneros, South Conejos

The following members were not present:

Ms. Misty Palacios, Center
Mr. Dwight Mondragon, Centennial
Ms. Jennifer Harbert, Creede

SLV BOCES Staff & Guests:

Mr. Scott Weideman, SLV SAC President
Dr. Jacque Phillips, SLV BOCES Executive Director
Ms. Stacey Holland, SLV BOCES SPED Director
Ms. Staci Turner, SLV BOCES Business Manager
Ms. Adeline Duarte-Lee, SLV BOCES Medicaid Coordinator/Admin Assistant

4. Approval of Agenda

A motion to approve the agenda for August 18, 2021 was made by Mr. Cory Off, seconded by Mr. Kurt Holland, and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - Aye	Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Cory Off, Upper Rio Grande - Aye	Mr. Walter Roybal, Sierra Grande - Aye
Ms. Tina Freel, Moffat - Aye	Ms. Misty Palacios, Center - Absent
Mr. Kurt Holland, Monte Vista - Aye	Mr. Joseph Baroz, North Conejos - Absent
Mr. David Smalley, Mountain Valley - Aye	Mr. Dwight Mondragon, Centennial - Aye
Mr. Austin Miller, Sanford - Aye	Ms. Jennifer Harbert, Creede - Absent
Ms. Gina Mitchell, Sargent - Aye	Ms. Theresa Sisneros, South Conejos - Aye

The agenda was approved as presented.

5. Consent Agenda (BEDB – Agenda & Agency Board Powers & Responsibilities)

a. Minutes from June 2, 2021

A motion to approve the Minutes from the June 2, 2021 meeting was made by Mr. Kurt Holland, seconded by Mr. Cory Off, and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - Aye	Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Cory Off, Upper Rio Grande - Aye	Mr. Walter Roybal, Sierra Grande - Aye
Ms. Tina Freel, Moffat - Aye	Ms. Misty Palacios, Center - Absent
Mr. Kurt Holland, Monte Vista - Aye	Mr. Joseph Baroz, North Conejos - Absent
Mr. David Smalley, Mountain Valley - Aye	Mr. Dwight Mondragon, Centennial - Aye
Mr. Austin Miller, Sanford - Aye	Ms. Jennifer Harbert, Creede- Absent
Ms. Gina Mitchell, Sargent - Aye	Ms. Theresa Sisneros, South Conejos - Aye

The motion to approve the June 2, 2021 Minutes was approved as presented.

b. Minutes from June 28, 2021

A motion to approve the Minutes from the June 28, 2021 meeting was made by Mr. Kurt Holland, seconded by Mr. Cory Off, and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - Aye	Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Cory Off, Upper Rio Grande - Aye	Mr. Walter Roybal, Sierra Grande - Aye
Ms. Tina Freel, Moffat - Aye	Ms. Misty Palacios, Center - Absent
Mr. Kurt Holland, Monte Vista - Aye	Mr. Joseph Baroz, North Conejos - Absent
Mr. David Smalley, Mountain Valley - Aye	Mr. Dwight Mondragon, Centennial - Aye
Mr. Austin Miller, Sanford - Aye	Ms. Jennifer Harbert, Creede- Absent
Ms. Gina Mitchell, Sargent - Aye	Ms. Theresa Sisneros, South Conejos - Aye

The motion to approve the June 28, 2021 Minutes was approved as presented.

6. Audience Comments & Questions (BDA - Board Organizational Meeting)

Ms. Staci Turner; SLV BOCES Business Manager thanked Ms. Tina Freel for her help with feeding SLV BOCES employees at the Staff Orientation on a very short notice. Ms. Turner also wanted to congratulate Ms. Freel for receiving the All State BOCES Award.

7. Reports from Administrators & Committees (BDA - Board Organizational Meetings)

a. **Financial Presentation - Ms. Staci Turner**

Postponed till September

b. Superintendent's Advisory Council - Mr. Scott Weideman

SLV Superintendents are focusing on getting school open and as normal as possible. All districts in the San Luis Valley are making reopening plans available and expecting changes daily/weekly. Centennial, Sierra Grand and South Conejos wearing masks. ASU was at the SAC meeting to update on new RANDA and training. Mr. Weideman thanked Dr. Phillips, Ms. Holland and Mr. LJ Garcia for the open communication between BOCES and superintendents. Superintendents will continue to have their weekly COVID meetings.

c. Executive Director Report - Dr. Jacque Phillis

Dr. Phillips explained in detail each item below:

1. BOCES COVID plan; staff will follow the school plan in buildings.
2. Met with 8 of 14 Superintendents and ASU
3. Directed Legal Compliance (forms, IEPs, parents)
4. Initiated Happy Half Hours with staff (3 times) and Wellness Room creation
5. Facilitated implementation of Induction (30), Alternative Licensure (15), Gifted
6. Cleared out fire hazards in storage rooms
7. Oversaw Corrective Action Plan (CAP) with CDE
8. Resolved staff contract issues (steps, grants)
9. Participated in interviews with teachers from Philippines
10. Prepared Orientation presentations
11. Drafted COVID policies (subject to change)
12. Multiple meetings with staff to understand BOCES including Early Childhood, Related Service Providers, Teachers, SWAP, Psychologists, HR, Business Manager, Records
13. Met with organizer for Literacy training and stopped by (Linda Mood Bell)
14. Supporting new programs for transition and ESY

d. Special Education Director Report - Ms. Stacey Holland

Ms. Holland explained each item below:

1. Interviewed 15 candidates and hired 10 new staff, including 2 from Philippines
2. Leading the Induction Program for the 2021-2022 school year
3. Leading the CPI training for the 2021-2022 school year
4. Collaborated with CDE to complete IEE policy and procedures for SLV BOCES
5. Collaborated with CDE to provide training on IEE procedures for Aug 26
6. Working with School Psychologists to update and order assessments
7. Working with Extended Services Teachers to provide equipment needs
8. Collaborating with Pepper for Professional Learning Opportunities for 21-22
9. Collaborated with CDE to provide training on IEE procedures for Aug 26

e. Assistant Special Education Director Report - Mr. LJ Garcia

Mr. Garcia's report was attached to the agenda.

8. Board Member Reports & Requests

April Gonzales - Alamosa School District is excited to have their new superintendent and new assistant superintendent.

9. Correspondence

a. FY2019-20 Audit & Financial December Data Pipeline Submission - Ms. Staci Turner

Ms. Turner stated that we received the submission and everything went well. No findings reported. Really good audit and preparing for this year's audit; week of Oct 18, 2021.

10. Executive Session

Not needed

11. Discussion Items

a. Proposed 2021-2022 Budget

Dr. Jacque Phillips spoke regarding a proposal; 3% raise across the board for all staff. Para's starting \$15.11 due to the turning over. With the previous 1% raise some staff are making less due to the increase in health insurances.

Ms. Staci Turner also spoke regarding the proposal in more detail regarding the finances. By increasing para's they could make an increase of \$2000-\$3000 per year. She also spoke about saving and where additional funds will be found; lawyer fees, alternative licensure fee and instructor pay.

Mr. Walter Roybal spoke regarding the importance of the para's and staff and increase of staff pay.

12. Action Items (BBA – Agency Board Power & Responsibilities)

a. Approval of adding Jacqueline Phillips signature to the no interest, money market & petty cash accounts at Alamosa State Bank beginning 08/19/21.

A motion to approve of adding Jacqueline Phillips signature to the no interest, money market & petty cash accounts at Alamosa State Bank beginning 08/19/21 was made by Mr. Kurt Holland, seconded by Mr. Walter Roybal, and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - Aye
Mr. Cory Off, Upper Rio Grande - Aye
Ms. Tina Freel, Moffat - Aye
Mr. Kurt Holland, Monte Vista - Aye
Mr. David Smalley, Mountain Valley - Aye
Mr. Austin Miller, Sanford - Aye
Ms. Gina Mitchell, Sargent - Aye

Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Walter Roybal, Sierra Grande - Aye
Ms. Misty Palacios, Center - Absent
Mr. Joseph Baroz, North Conejos - Absent
Mr. Dwight Mondragon, Centennial - Aye
Ms. Jennifer Harbert, Creede - Absent
Ms. Theresa Sisneros, South Conejos - Aye

The motion was approved as presented.

b. Approval of a credit card for Jacque Phillips with a limit of \$2,000 beginning 08/19/21.

A motion to approve a credit card for Jacque Phillips with a limit of \$2,000 beginning 08/19/21, was made by Mr. Walter Roybal, seconded by Mr. Cory Off, and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - Aye	Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Cory Off, Upper Rio Grande - Aye	Mr. Walter Roybal, Sierra Grande - Aye
Ms. Tina Freel, Moffat - Aye	Ms. Misty Palacios, Center - Absent
Mr. Kurt Holland, Monte Vista - Aye	Mr. Joseph Baroz, North Conejos - Aye
Mr. David Smalley, Mountain Valley - Aye	Mr. Dwight Mondragon, Centennial - Aye
Mr. Austin Miller, Sanford - Aye	Ms. Jennifer Harbert, Creede- Absent
Ms. Gina Mitchell, Sargent - Aye	Ms. Theresa Sisneros, South Conejos - Aye

The motion was approved as presented.

c. Approval of the 2021/2022 proposed budget that includes an additional 2% on the base for all staff, plus Step A at \$15.12 on the salary schedule for Paraprofessionals & Secretary-Records.

A motion to approve of the 2021/2022 proposed budget that includes an additional 2% on the base for all staff, plus Step A at \$15.12 on the salary schedule for Paraprofessionals & Secretary-Records was made by Mr. Cory Off, seconded by Mr. Kurt Holland, and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - no vote	Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Cory Off, Upper Rio Grande - Aye	Mr. Walter Roybal, Sierra Grande - Aye
Ms. Tina Freel, Moffat - Aye	Ms. Misty Palacios, Center - Absent
Mr. Kurt Holland, Monte Vista - Aye	Mr. Joseph Baroz, North Conejos - Aye
Mr. David Smalley, Mountain Valley - Aye	Mr. Dwight Mondragon, Centennial - Aye
Mr. Austin Miller, Sanford - Aye	Ms. Jennifer Harbert, Creede- Absent
Ms. Gina Mitchell, Sargent - Aye	Ms. Theresa Sisneros, South Conejos - Aye

The motion was approved as presented.

d. Election of Board Secretary

Ms. Staci Turner explained the duties of the Board Secretary. A motion was made that Mr. Cory Off from Del Norte School District will be the new board secretary.

A motion to approve Mr. Cory Off as San Luis Valley BOCES Board Secretary was made by Ms. Stacey Eskew, seconded by Mr. Kurt Holland, and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - Aye
Mr. Cory Off, Upper Rio Grande - Aye
Ms. Tina Freel, Moffat - Aye
Mr. Kurt Holland, Monte Vista - Aye
Mr. David Smalley, Mountain Valley - Aye
Mr. Austin Miller, Sanford - Aye
Ms. Gina Mitchell, Sargent - Aye

Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Walter Roybal, Sierra Grande - Aye
Ms. Misty Palacios, Center - Absent
Mr. Joseph Baroz, North Conejos - Aye
Mr. Dwight Mondragon, Centennial - Aye
Ms. Jennifer Harbert, Creede- Absent
Ms. Theresa Sisneros, South Conejos - Aye

The motion was approved as presented.

e. Approval to remove Katrina Brown’s Signature from the no interest, money market & petty cash accounts at Alamosa State Bank beginning 08/19/21.

A motion to approve to remove Katrina Brown’s Signature from the no interest, money market & petty cash accounts at Alamosa State Bank beginning 08/19/21 was made by Ms. Stacey Eskew, seconded by Mr. Cory Off and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - Aye
Mr. Cory Off, Upper Rio Grande - Aye
Ms. Tina Freel, Moffat - Aye
Mr. Kurt Holland, Monte Vista - Aye
Mr. David Smalley, Mountain Valley - Aye
Mr. Austin Miller, Sanford - Aye
Ms. Gina Mitchell, Sargent - Aye

Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Walter Roybal, Sierra Grande - Aye
Ms. Misty Palacios, Center - Absent
Mr. Joseph Baroz, North Conejos - Aye
Mr. Dwight Mondragon, Centennial - Aye
Ms. Jennifer Harbert, Creede- Absent
Ms. Theresa Sisneros, South Conejos - Aye

The motion was approved as presented.

f. Approval of adding the newly elected Board Secretary’s Signature to the no interest, money market & petty cash accounts at Alamosa State Bank beginning 08/19/21.

A motion to approve of adding the newly elected Board Secretary’s Signature to the no interest, money market & petty cash accounts at Alamosa State Bank beginning 08/19/21 was made by Mr. Kurt Holland, seconded by Ms. Stacey Eskew and the votes were cast by roll call as follows:

Ms. April Gonzales, Alamosa - Aye
Mr. Cory Off, Upper Rio Grande - Aye
Ms. Tina Freel, Moffat - Aye
Mr. Kurt Holland, Monte Vista - Aye
Mr. David Smalley, Mountain Valley - Aye
Mr. Austin Miller, Sanford - Aye
Ms. Gina Mitchell, Sargent - Aye

Ms. Stacey Eskew, Sangre de Cristo - Aye
Mr. Walter Roybal, Sierra Grande - Aye
Ms. Misty Palacios, Center - Absent
Mr. Joseph Baroz, North Conejos - Aye
Mr. Dwight Mondragon, Centennial - Aye
Ms. Jennifer Harbert, Creede- Absent
Ms. Theresa Sisneros, South Conejos - Aye

The motion was approved as presented.

g. Approval of Ms. Tina Freel’s restaurant brings dinner to each board meeting.

