

**San Luis Valley Board of Cooperative Educational Services
Board of Director's Meeting – January 15, 2020
Minutes**

1. Call to Order

Ms. Tina Freel called the meeting to order at 7:08 p.m.

2. Reports from Administration & Committees (BDA – Board Organizational Meeting)

** Due to the lack of a quorum at the beginning of the meeting, it was decided to start the meeting with the reports from Administration & Committees.*

a. Finance Presentation – Ms. Staci Turner

Ms. Staci Turner started with the following financial highlights. She mentioned that the BOCES had a great audit. The final 19/20 budget will be presented to the board for approval later in the meeting, and are starting to work on the preliminary 20/21 budget numbers; which were presented to SAC at the January meeting. Also, busy in January with the submission of tax forms.

She mentioned that the auditor, Gary Waller, will attend the March board meeting and present the 18/19 audit. In the meantime, Staci wanted to go over a few details from the audit. To reiterate, both the audit and the December finance submission went very well, and no major issues arose. The BOCES financial status is quite stable. The beginning fund balance on July 1, 2018 was \$1,106,631 and ending fund balance on June 30, 2019 was \$1,187,678; which is an increase of \$81,047. There were some budget variances from the final budget that was approved at the January 18, 2019 board meeting, and what the actual audit numbers were. To begin with, revenues are received by three primary sources...state, local and federal. The approved budget anticipated a total of \$5,064,745 being received by these three sources. Actual revenue received per the audit was \$5,041,480. This was only a difference of \$23,625; which is pretty good considering that it's a budget of over \$5,000,000! The biggest difference came in the way of local and federal funds; which will be looked at below.

Local revenues received \$202,610 more than anticipated. The biggest increases to local revenue was alternative licensure (\$51,900) due to the increase in candidates from four to thirteen. Plus, the addition of deferred revenue to SPED in the amount of \$104,000. Other areas with small increases were admin interest (\$8,000); admin local revenue (\$13,900); E-Rate (\$11,000); and SPED para reimbursement (\$15,000).

Federal revenues received \$274,915 less than anticipated. The main reason was due to timing. In order to receive federal money, a request for funds form (RFF) must be submitted to cde. The BOCES submits RFF by the 15th of each month based on the previous months expenditures. It can take several weeks for the money to be received.

Now to look at the difference of expenditures from the final budget approval and what actuals were with the audit. The approved budget for expenditures was \$3,528,300, and the final audit budget numbers were \$2,447,416. This is a good thing because it means that the BOCES spent \$1,080,884 less than anticipated. However, the BOCES must remain active in making smart budget decisions each year, as expenditures continue to increase, but revenue sources are

decreasing. In addition, the BOCES adopts a “worst case scenario” when budgeting for expenditures. What this means is that the BOCES anticipates expenditures to be extremely high in order to make sure that there will always be enough money to cover them.

Now to look at the slides which are based on the revenue & expenditure reports that were included in the finance portion of the board packet. There was a comparison of revenues and expenditures based on the current finance reports, and reports for the same time period during the previous year’s meeting. There were no significant differences between the two time periods.

The revenue monthly comparison slide saw a significant jump in November, and was due to carryover/deferred revenues post 18/19 audit. Specifically, special projects at \$69,253; SPED at \$703,479 (\$104,758 less than previous year’s audit); admin begin fund balance at \$1,187,678 (\$76,359 less than previous year’s audit); and grant writing at \$40,738. December revenues were the normal monthly revenues of district assessments and RFF’s for various grants.

The expenditure monthly comparison slide saw a significant jump in December, and was due to the following. A new roof was installed in the back of the building at \$16,760; insulation was installed throughout the building at \$4,296 (50% of total cost); and reimbursement of grant writing services to South Conejos at \$8,550. The biggest increases to expenditures though was due to the Education Stability grant. Year 1 money had to be used up by December 30, so a total of \$156,218 was spent in December on scholarships, GSN, BOCES support and supplies.

b. Superintendent’s Advisory Council – Mr. Rob Alejo

Mr. Rob Alejo reported that the SAC interview committee met prior to the regular meeting to review applications that were submitted by the January 6, 2020 deadline. To reiterate the committee consists of Mr. Travis Garoutte (Mountain Valley), Mr. Rob Alejo (Alamosa), Mr. Curt Wilson (North Conejos), Mr. Scott Wiedeman (Monte Vista), and Mr. Kevin Edgar (Sanford). Also, in attendance via phone conference was Mr. Dale McCall with Colorado BOCES Association. There were a total of four complete packets. It was decided to extend the deadline to February 28 in the hopes of having a larger pool of applicants to select from. Screening of applications will take place around March 2 with interviews the week of March 9. Looking at possibly separating the position into two...Executive Director and SPED Director. The brochure has been updated and re-submitted through various avenues.

SAC decided by consensus to not evaluate Nita as it is her final year. Mr. Alejo presented a CASB bill tracker document showing that around 20 education bills have been passed through. There was lengthy discussion around the shortage of teachers & how to retain.

c. Executive Director/Director Exceptional Student Services - Ms. Nita McAuliffe

Ms. Nita McAuliffe referred the board to the Executive Director/Exceptional Student Services report that was included in the board packets. Thanks to Mr. Alejo a majority of her items have been taken care of! Policy updates will be presented at the March board meeting. Teacher recognition will take place on April 22, and will be held at ASU.

**A quorum was met, so the board was able to move forward with items that required voting!*

3. Pledge of Allegiance Was Recited

4. Roll Call

Roll call was taken & the following members were present:

Ms. Katrina Brown, Alamosa	Mr. David Smalley, Mountain Valley
Mr. Lucas Casias, Centennial	Mr. Austin Miller, Sanford
Ms. Tina Freel, Moffat	Ms. Gina Mitchell, Sargent
Mr. Kurt Holland, Monte Vista	Mr. Walter Roybal, Sierra Grande

The following members were not present:

Ms. Misty Palacios, Center	Mr. Damon Gibbons, Creede
Mr. Joseph Baroz, North Conejos	Ms. Keeli Larsen, Sangre De Cristo
Ms. Theresa Sisneros, South Conejos	Ms. Bridget Kreutzer, Upper Rio Grande

SLV BOCES Staff & Guests:

Ms. Nita McAuliffe, Executive Director	Ms. Staci Turner, Recording Secretary
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5. Approval of Agenda

A motion to approve the agenda was made by Mr. Kurt Holland, seconded by Mr. David Smalley, and the votes were cast by roll call as follows:

<i>Ms. Katrina Brown, Alamosa – Aye</i>	<i>Mr. David Smalley, Mountain Valley - Aye</i>
<i>Mr. Lucas Casias, Centennial - Aye</i>	<i>Mr. Joseph Baroz, North Conejos - Absent</i>
<i>Ms. Misty Palacios, Center – Absent</i>	<i>Mr. Austin Miller, Sanford - Aye</i>
<i>Mr. Damon Gibbons, Creede – Absent</i>	<i>Ms. Keeli Larsen, Sangre De Cristo - Absent</i>
<i>Ms. Tina Freel, Moffat – Aye</i>	<i>Ms. Gina Mitchell, Sargent- Aye</i>
<i>Mr. Kurt Holland, Monte Vista – Aye</i>	<i>Mr. Walter Roybal, Sierra Grande - Aye</i>
<i>Ms. Theresa Sisneros, South Conejos – Absent</i>	<i>Ms. Bridget Kreutzer, UR Grande – Absent</i>

The agenda was approved as presented.

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

Minutes (November 20, 2019) - Financial Reports - Personnel Reports

A motion to approve the consent agenda (BEDB – Agenda) (BBA – Agency Board Powers & Responsibilities) was made by Mr. Walter Roybal, seconded by Mr. Lucas Casias, and the votes were cast by roll call vote as follows:

<i>Ms. Katrina Brown, Alamosa – Aye</i>	<i>Mr. David Smalley, Mountain Valley - Aye</i>
<i>Mr. Lucas Casias, Centennial - Aye</i>	<i>Mr. Joseph Baroz, North Conejos - Absent</i>
<i>Ms. Misty Palacios, Center – Absent</i>	<i>Mr. Austin Miller, Sanford - Aye</i>
<i>Mr. Damon Gibbons, Creede – Absent</i>	<i>Ms. Keeli Larsen, Sangre De Cristo - Absent</i>
<i>Ms. Tina Freel, Moffat – Aye</i>	<i>Ms. Gina Mitchell, Sargent- Aye</i>
<i>Mr. Kurt Holland, Monte Vista – Aye</i>	<i>Mr. Walter Roybal, Sierra Grande - Aye</i>
<i>Ms. Theresa Sisneros, South Conejos – Absent</i>	<i>Ms. Bridget Kreutzer, UR Grande – Absent</i>

The Consent Agenda (BEDB – Agenda) (BBA – Agency Board Powers & Responsibilities) was approved as presented.

7. Audience Comments & Questions (BEDH – Board Members)

There were no audience comments.

8. Board Member Reports & Requests

Ms. Katrina Brown, Alamosa, Alamosa is doing well, having work sessions to review the second reading of policy updates, fairly new board so are learning, will soon have 5 of the 7 board seats filled, may look at having an at-large district, but want to make sure that all neighborhoods have a voice.

Mr. Lucas Casias, Centennial, thankful to be the new representative on the BOCES board, finished the security vestibule, staff seem to be more at ease with better security, AD position is open, staff retention issues due to accommodations.

Ms. Misty Palacios, Center, not present.

Mr. Damon Gibbons, Creede, not present.

Ms. Tina Freel, Moffat, everything is pretty quiet & running smoothly, new principal is doing great, kids love him, he is busy changing things up & trying to get the electives back, working on new contract with the charter school, work session taking place in February, wanted to let everyone know that CASB has very informative 30 minute podcasts.

Mr. Kurt Holland, Monte Vista, Monte Vista is quiet, replaced the handicap lift in the auditorium over break, the board is milling over a board collaborative retreat for all school district board members & superintendents.

Mr. David Smalley, Mountain Valley, cold in Saguache, bus barn is almost done & will complete the new school, seeing progress in test scores, math is a weakness so have a math interventionist & coordinator, will be visiting La Veta to learn about S-Cap, all staff now receiving above minimum wage & given \$1,000 or \$2,000 bump depending on degree.

Mr. Joseph Baroz, North Conejos, not present.

Mr. Austin Miller, Sanford, going smoothly so far in the new year, working on the addition layout/design, completion schedule & re-opening the bid process, Mr. Edgar is looking at technology being used in a more beneficial way, looking at custom tailoring the education of students so that core classes are met, but can look at avenues that better fit what they want to do with their future careers, basketball having a solid year but don't have the numbers.

Ms. Keeli Larsen, Sangre de Cristo, not present.

Ms. Gina Mitchel, Sargent, everything is going well at Sargent, had a little trouble with the secondary English teacher but able to fill their position mid-year, good start to new year, had a budget work session with discussion on how to better compensate staff, hoping to finish the year strong.

Mr. Walter Roybal, Sierra Grande, good start to the new year, knee deep in architectural design, looking at going with a two-story school with pre k – elementary on the lower level and

middle/high on the upper level, have taken two sets of tours to schools on the front range, & one to schools within the valley, will be hosting a wrestling dual & 2A regionals.

Ms. Theresa Sisneros, South Conejos, not present.

Ms. Bridget Kreutzer, Upper Rio Grande, not present.

Misc. Topics of Discussion during Board Member Reports, staff retention, and alternative diplomas.

9. Correspondence

There were no correspondence.

10. Executive Session – CRS 24-6-402 (4) (h)

There was no need for an executive session.

11. Discussion Items (BDA – Board Organizational Meeting)

a. Next Steps for Hiring a New Director

This was covered during Mr. Rob Alejo's Superintendents Advisory Council report...

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

a. Approval of the final 2019 – 2020 budget including the appropriation resolution and resolution.

A motion to approve the final 2019 – 2020 budget including the appropriation resolution and resolution was made by Mr. Kurt Holland, seconded by Mr. Walter Roybal & the votes were cast by roll call vote as follows:

Ms. Katrina Brown, Alamosa – Aye

Mr. Lucas Casias, Centennial - Aye

Ms. Misty Palacios, Center – Absent

Mr. Damon Gibbons, Creede – Absent

Ms. Tina Freel, Moffat – Aye

Mr. Kurt Holland, Monte Vista – Aye

Ms. Theresa Sisneros, South Conejos – Absent

Mr. David Smalley, Mountain Valley - Aye

Mr. Joseph Baroz, North Conejos - Absent

Mr. Austin Miller, Sanford - Aye

Ms. Keeli Larsen, Sangre De Cristo - Absent

Ms. Gina Mitchell, Sargent- Aye

Mr. Walter Roybal, Sierra Grande - Aye

Ms. Bridget Kreutzer, UR Grande – Absent

The assurances for financial accreditation was approved as presented.

13. Legislative Report

Mr. Rob Alejo covered gave most of the legislative update during his report. Current issues at the legislative level are around 70 bills and 80 house measures, & the K – 12 finance formula. Tina let the board know that there is a bill tracker on the CASB website, that winter legislation for CASB will take place at the end of February. Discussion took place around mill levy's.

14. Next Regular Board Meeting March 11, 2020

*It was decided to not have a board collaborative in March, and to look at possibly having one in May.

15. Adjournment

Ms. Tina Freel adjourned the meeting at 8:44 p.m.

Respectfully Submitted By:

_____ Date
Staci Turner, Recording Secretary

_____ Date
Tina Freel, President

_____ Date
Katrina Brown, Secretary