

**San Luis Valley Board of Cooperative Educational Services  
Board of Director's Meeting – March 11, 2020  
Minutes**

**1. Call to Order**

Ms. Tina Freel called the meeting to order at 7:04 p.m.

**2. Pledge of Allegiance Was Recited**

**3. Roll Call**

*Roll call was taken & the following members were present:*

Ms. Katrina Brown, Alamosa

Mr. Austin Miller, Sanford

Ms. Misty Palacios, Center

Ms. Gina Mitchell, Sargent

Ms. Tina Freel, Moffat

Ms. Theresa Sisneros, South Conejos

Mr. Kurt Holland, Monte Vista

*The following member attended via Phone:*

Mr. David Smalley, Mountain Valley

*The following members attended via Zoom:*

Ms. Keeli Larsen, Sangre De Cristo

Ms. Bridget Kreutzer, Upper Rio Grande

*The following members were not present:*

Mr. Lucas Casias, Centennial

Mr. Brandon Thomas, North Conejos

Mr. David Robinson, Creede

Mr. Walter Roybal, Sierra Grande

*SLV BOCES Staff & Guests:*

Ms. Nita McAuliffe, Executive Director

Ms. Staci Turner, Recording Secretary

Mr. Rob Alejo, SAC Chair

Mr. Gary Waller, Auditor

**4. Approval of Agenda**

A motion to approve the amended agenda (removal of 12e) was made by Mr. Kurt Holland, seconded by Ms. Misty Palacios, and the votes were cast by roll call as follows:

*Ms. Katrina Brown, Alamosa – Aye*

*Mr. David Smalley, Mountain Valley - Aye*

*Mr. Lucas Casias, Centennial - Absent*

*Mr. Brandon Thomas, North Conejos - Absent*

*Ms. Misty Palacios, Center – Aye*

*Mr. Austin Miller, Sanford - Aye*

*Mr. David Robinson, Creede – Absent*

*Ms. Keeli Larsen, Sangre De Cristo - Aye*

*Ms. Tina Freel, Moffat – Aye*

*Ms. Gina Mitchell, Sargent- Aye*

*Mr. Kurt Holland, Monte Vista – Aye*

*Mr. Walter Roybal, Sierra Grande - Absent*

*Ms. Theresa Sisneros, South Conejos – Aye*

*Ms. Bridget Kreutzer, UR Grande – Aye*

The amended agenda was approved as presented.

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

Minutes (January 15, 2020) - Financial Reports - Personnel Reports

A motion to approve the consent agenda (BEDB – Agenda) (BBA – Agency Board Powers & Responsibilities) was made by Ms. Gina Mitchell, seconded by Ms. Katrina Brown, and the votes were cast by roll call vote as follows:

*Ms. Katrina Brown, Alamosa – Aye*  
*Mr. Lucas Casias, Centennial - Absent*  
*Ms. Misty Palacios, Center – Aye*  
*Mr. David Robinson, Creede – Absent*  
*Ms. Tina Freel, Moffat – Aye*  
*Mr. Kurt Holland, Monte Vista – Aye*  
*Ms. Theresa Sisneros, South Conejos – Aye*

*Mr. David Smalley, Mountain Valley - Aye*  
*Mr. Brandon Thomas, 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 - Absent*  
*Ms. Bridget Kreutzer, UR Grande – Aye*

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

#### **6. Audience Comments & Questions (BEDH – Board Members)**

There were no audience comments.

#### **7. Reports from Administration & Committees (BDA – Board Organizational Meeting)**

##### a. Review of Audit – Mr. Gary Waller with Dixon, Waller & Co.

Mr. Gary Waller with Dixon, Waller & Co. presented the audit/financial statements ending June 30, 2019. He explained that the audit basically goes from the back to the front with details in the back, notes in the middle, combined information in the front. He then referred the board members to the following pages of the bound audit....

- Pg. 5 - Balance Sheet....the liabilities portion of this report have 2 major components that include accrued salaries & unearned grant payments. The unearned grant payments are moneys that are waiting to be received, and is more likely a timing issue. Also, includes the ending fund balance of \$1,187,679. He also mentioned that it's best to have 3-4 months of operating expenditures in reserves.
- Pg. 7 – Statement of Revenues, Expenditures & Changes in Fund Balance....this is the total revenues & expenditures for all programs that are ran by the BOCES. Most of the BOCES operations are based on grants with specifics on how the money can be used.
- Pg. 39 – Schedule of Revenues & Expenditures & Changes in Fund Balance....this is the total revenues & expenditures for each individual program that are ran by the BOCES. These make up the total amounts that are shown on page 7. It was also noted that the variance of \$23,265 in revenue budgeted and received was quite good.
- Pgs. 44-48 - Combining Schedule of Revenues & Expenditures....shows how the fund balance is calculated. The fund balance increased by \$81,048 from \$1,106,631 in 17/18 to \$1,187,679 in 18/19.
- Pg. 60 – Schedule of Expenditures of Federal Awards...currently the BOCES sources of federal money comes from IDEA Part B and IDEA Preschool.

The District was required to implement GASB 75 resulting in a net other post-employment benefit (OPEB) liability of \$407,005 in 2019. Under GASB 75 the District's proportionate share of

the OPEB liability of the Colorado state retirement system Health Care Trust Fund administered by the Public Employees Retirement Association, is recorded as a liability of the District.

In conclusion, Gary let the board know that the BOCES did very well on the audit & were very helpful.

*b. Finance Presentation – Ms. Staci Turner*

The slides were 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 board packet reports, and reports for the same time period during the previous year's meeting.

Staci wanted to remind the board that a retirement open house is being held for Nita on May 12 from 2 – 5 pm. Things are pretty quiet financially; which is a good thing. Working on a preliminary 2020/2021 budget that will be discussed later on in the meeting, and will start to prepare for 2020/2021 applications for IDEA Part B, etc.

There weren't significant changes in the difference of revenues or expenditures from the two years. Things that were noted is that ECEA and GT awarded the full 2019/2020 grant dollars at once, while in 2018/2019 it was split between two payments. Also, there are three new grants in 2019/2020...retaining teacher, education stability and IDEA Part C federal child find. In addition, there was a larger carryover for special projects than anticipated.

In looking at January and February revenue, most of the money came from normal monthly cash receipts in the way of district assessments, request for funds for IDEA Part B &Preschool, SWAP, McKinney-Vento and Title. Retaining Teachers 2019/2020 grant amount of \$209,540 was received, as well as the final amount for EARSS of \$50,437.

In looking at January and February expenditures, it was the normal monthly expenses of salaries, benefits, mileage, utilities, out of district placement, contracted services (OT, PT, Speech, CSDB). In January, two bigger expenses included the second payment of insulating the building in the amount of \$4,297, and DU global support that was written into the retaining teacher grant in the amount of \$11,820. In February, several school districts were reimbursed based on request for funds that they submitted for GT, as well as grant writing services reimbursement.

Staci also mentioned that approval will need to be made for action item 12f, so she took a moment to explain what happened. Staci realized that the final 2019/2020 uniform budget summary that was approved by the board in January had a mistake. She had money budgeted for revenue under Local, Intermediate and State Sources. It should have been Local, State and Federal Sources. Staci said she must have gotten off a line. She contacted Kirk Weber with CDE, and he stated that as long as there were no budget changes, then to fix and get the board's blessing. There were no budget changes, it was just having the amounts on the incorrect lines. Also, the correct forms have been reposted to the website.

*c. Superintendent's Advisory Council – Mr. Rob Alejo*

Mr. Rob Alejo reported on the three items from the CASB Briefcase....school finance act, uniform mill levy and March revenue forecast. If the coronavirus hits the legislators then they may take a

recess and postpone everything. The SAC meeting continues to include discussions around K-5 behavioral issues, and how they are seeing kids with significant behavioral issues in preschool. The behavioral issues don't always lead to an IEP. When looking at the budget, there is an increase to district assessments to help with this issue.

Rob then let the board know that the interview committee met the same day as board and interviewed a total of 5 candidates. They were good overall, there is an offer on the table and they have 24 hours to reply. It's been a difficult decision as the BOCES had the luxury of Nita who could do both the Executive Director and SPED Director piece. That luxury may come to an end and the position may need to be split again into two positions.

*d. 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. Nita reminded the board about teacher recognition on April 22. Also, on March 27 there will be a training on investigations for school administrators, board is also welcome.

Several grant applications have been submitted and include EARSS, Universal Screening, BOCES – HB 1345, and the School Justice Grant.

**8. Board Member Reports & Requests**

*Ms. Katrina Brown, Alamosa*, girls basketball took second at districts, boys basketball are at state, completed working on graduation requirements, counselors are doing a great job on career paths, new handicap/special needs bathroom at the middle school.

*Mr. Lucas Casias, Centennial*, Not Present.

*Ms. Misty Palacios, Center*, gearing up for spring break, got through the audit this past month, working with public health on the coronavirus with a safety plan and disaster team & will do school from home if need to, seniors are planning a trip to San Antonio, graduation is early on May 16, things are quiet but good.

*Mr. David Robinson, Creede*, Not Present.

*Ms. Tina Freel, Moffat*, things are going fairly well at Moffat, in the process of a superintendent search/interviews, 6 candidates for the superintendent, have an archery team that is doing well with part of the team going to Salt Lake City, focus is keeping everybody healthy with looking at distance learning, ready for spring break.

*Mr. Kurt Holland, Monte Vista*, winter sports are over, eighteen students at science fair, possibility of three students going to nationals, new lift at the auditorium.

*Mr. David Smalley, Mountain Valley*, old school is being de-constructed, facility director and superintendent have a coronavirus plan that closely follows the state one, seniors want to have open campus for their 28 minute lunch, lining up who will/will not be back next year, so can start stealing from other schools, ready for spring break.

*Mr. Brandon Thomas, North Conejos*, Not Present.

*Mr. Austin Miller, Sanford*, moving forward with the new classroom even though more expensive than anticipated, girls and boys basketball are at state, working on alternative education programs, concerned and have plans in place for health and safety of students/staff

*Ms. Keeli Larsen, Sangre de Cristo*, Not Present.

*Ms. Gina Mitchel, Sargent*, coronavirus planning, work session on new strategic 3 -5 year plan, students did well at science fair, winter sports have ended.

*Mr. Walter Roybal, Sierra Grande*, Not Present.

*Ms. Theresa Sisneros, South Conejos*, plumbing is complete and doors are on new bus barn, started parent meetings for new pilot grant, will have a baseball team, as well as a track team.

*Ms. Bridget Kreutzer, Upper Rio Grande*, two months into the new school, settling in and loving it, spring sports are going well with the new track, girls at state basketball, knowledge bowl going to state the following week, spring break a week later than other schools due to moving into new school, policy governance meeting with Matt Cook.

*Misc. Topics of Discussion during Board Member Reports*, how do districts get input from the community?

## **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. Process of Hiring a New Executive Director**

Interviews were conducted on the same day as board. An offer was presented that afternoon to someone and are waiting to hear back from them. They have 24 hours to respond. When a recommendation is ready then will need to present to the board for approval. It was also asked if the board would be okay with an all Zoom meeting or an all-electronic vote to approve the new Executive Director. The board unanimously agreed that an electronic vote would be great. So, after final decisions have been made and there is a candidate(s) then an electronic vote will be sent out to the board members.

### **b. Budget**

Nita referred the board to the 2020/2021 budget that will be presented as action item 12d. The Superintendents were presented two budgets at SAC. One with a \$70,000 increase to SPED district assessments and one with a \$120,000 increase to SPED district assessments. The \$70,000 increase will only cover the increase of 20% to health insurance in 2020/2021. The \$120,000 increase will cover the 30% increase to health insurance, as well as some behavioral support. The budget presented with both scenarios includes an increase to salary schedules of 1% on the base. So, staff will receive an increase of 1% on the base plus a step in 2020/2021.

SAC is recommending that the board approve the budget with the \$120,000 increase to SPED district assessments, as well as staff receiving an increase of 1% on the base plus a step.

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

**a. First Reading and Approval of BC, BCR, BEC, BEDA, CBF, GBEB, GCE/GCF, GCE/GCF-R, GDE/GDF, GDE/GDF-R, IHBIB, KDB, & KFA**

A motion to approve the First Reading and Approval of BC, BCR, BEC, BEDA, CBF, GBEB, GCE/GCF, GCE/GCF-R, GDE/GDF, GDE/GDF-R, IHBIB, KDB, & KFA was made by Mr. Kurt Holland, seconded by Ms. Katrina Brown & 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 - Absent</i>	<i>Mr. Brandon Thomas, North Conejos - Absent</i>
<i>Ms. Misty Palacios, Center – Aye</i>	<i>Mr. Austin Miller, Sanford - Aye</i>
<i>Mr. David Robinson, 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 - Absent</i>
<i>Ms. Theresa Sisneros, South Conejos – Aye</i>	<i>Ms. Bridget Kreutzer, UR Grande – Aye</i>

The First Reading and Approval of BC, BCR, BEC, BEDA, CBF, GBEB, GCE/GCF, GCE/GCF-R, GDE/GDF, GDE/GDF-R, IHBIB, KDB, & KFA was approved as presented.

**b. Approval of Expelled and At-Risk Student Services (EARSS) Grant**

A motion to approve the Expelled and At-Risk Student Services (EARSS) grant was made by Ms. Gina Mitchell, seconded by Mr. Austin Miller & 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 - Absent</i>	<i>Mr. Brandon Thomas, North Conejos - Absent</i>
<i>Ms. Misty Palacios, Center – Aye</i>	<i>Mr. Austin Miller, Sanford - Aye</i>
<i>Mr. David Robinson, 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 - Absent</i>
<i>Ms. Theresa Sisneros, South Conejos – Aye</i>	<i>Ms. Bridget Kreutzer, UR Grande – Aye</i>

The Approval of Expelled and At-Risk Student Services (EARSS) Grant was approved as presented.

**c. Approval of 2020 – 2021 Calendar**

A motion to approve the 2020 – 2021 Calendar was made by Ms. Katrina Brown, seconded by Mr. Kurt Holland & 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 - Absent</i>	<i>Mr. Brandon Thomas, North Conejos - Absent</i>
<i>Ms. Misty Palacios, Center – Aye</i>	<i>Mr. Austin Miller, Sanford - Aye</i>
<i>Mr. David Robinson, 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 - Absent</i>

*Ms. Theresa Sisneros, South Conejos – Aye*      *Ms. Bridget Kreutzer, UR Grande – Aye*

The 2020 -2021 Calendar was approved as presented.

*d. Approval of Budget and Assessments for 2020 - 2021*

A motion to approve the Budget and Assessments for 2020 - 2021 with the \$120,000 increase to SPED district assessments, as well as staff receiving an increase of 1% on the base plus a step was made by Ms. Katrina Brown, seconded by Ms. Kurt Holland & 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 - Absent</i>	<i>Mr. Brandon Thomas, North Conejos - Absent</i>
<i>Ms. Misty Palacios, Center – Aye</i>	<i>Mr. Austin Miller, Sanford - Aye</i>
<i>Mr. David Robinson, 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 - Absent</i>
<i>Ms. Theresa Sisneros, South Conejos – Aye</i>	<i>Ms. Bridget Kreutzer, UR Grande – Aye</i>

The Budget and Assessments for 2020 - 2021 was approved as presented.

*f. Approval of Corrected Uniform Budget Summary*

A motion to approve the Corrected Uniform Budget Summary per information provided in the finance presentation was made by Ms. Gina Mitchell, seconded by Mr. Austin Miller & 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. Brandon Thomas, North Conejos - Absent</i>
<i>Ms. Misty Palacios, Center – Absent</i>	<i>Mr. Austin Miller, Sanford - Aye</i>
<i>Mr. David Robinson, 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 – Aye</i>	<i>Ms. Bridget Kreutzer, UR Grande – Absent</i>

The Corrected Uniform Budget Summary was approved as presented.

**13. Legislative Report**

There are 100+ bills in legislation that are influencing education. Tina referred the board to the CASB bill tracker app that lists all of the bills and whether they have failed or not. It has been quiet on the legislative level.

**14. Next Regular Board Meeting May 27, 2020.**

**15. Adjournment**

Ms. Tina Freel adjourned the meeting at 8:50 p.m.

Respectfully Submitted By:

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Staci Turner, Recording Secretary

Date

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Tina Freel, President

Date

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Katrina Brown, Secretary

Date