



Board of Directors Meeting

Regular Board Meeting

April 4, 2024

12:00 - 1:00

Participation Information:

| | |
|--|---|
| Mountain BOCES Board Room 27900 County Road 319 Buena Vista, CO 81211 | Virtual Option https://us02web.zoom.us/j/86089875326 Meeting ID: 860 8987 5326 |
|--|---|

Meeting Minutes

- I. **Call to Order (Record on Zoom)**
 The meeting was called to order at 12:07 pm.

II. **Roll Call**

| District | Board Member | Superintendent |
|-------------|--|--|
| Buena Vista | <input checked="" type="checkbox"/> Brett Mitchell | <input type="checkbox"/> Lisa Yates |
| CMC | <input type="checkbox"/> Ben Cairns - ABSENT | |
| Lake | <input type="checkbox"/> Felicia Federico - ABSENT | <input type="checkbox"/> Bethany Massey |
| Park | <input checked="" type="checkbox"/> Graham Fowler | <input type="checkbox"/> Cindy Bear |
| Salida | <input checked="" type="checkbox"/> Mandy Paschall | <input type="checkbox"/> David Blackburn |

Others Present:

- Susan Udenberg, Executive Director/Sped Director
- Michele Williams, Business/HR/Operations Manager
- Kathleen Law-CMC Assistant Dean

- III. **Approval of the Agenda**
 A motion was made by Fowler and seconded by Paschall to approve the agenda as presented. The motion was carried unanimously: 3-0.

| District | Board Member | Aye | Nay | Not Present |
|----------|--------------|-----|-----|-------------|
|----------|--------------|-----|-----|-------------|

| | | | | |
|-------------|------------------|-------------------------------------|--------------------------|-------------------------------------|
| Buena Vista | Brett Mitchell | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CMC | Ben Cairns | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Lake County | Felicia Federico | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Park County | Graham Fowler | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Salida | Mandy Paschall | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Approval of the Consent Agenda

- a. Approval of the [Minutes from the previous BOCES Board meeting](#)
- b. Approval of [Human Resources](#):
 - New Hires - 0
 - Transfers - 0
 - Leaves of Absence - 0
 - Resignations/Dismissals - Data Records/SPED Secretary LCSD
- c. Confirm review and approval of the following [“B” Policies](#)
 - Removal of BDFA - The BOCES will use the state performance system for any licensed personnel evaluation
 - BEAA (Identify the location & Removal of In-Person Voting for Officer Elections)
- d. Confirm review and approval of [“C” Policies](#)

If there are any questions about a Consent Agenda item, any Board member can request that the item be pulled from the Consent Agenda for discussion purposes.

A motion was made by Fowler and seconded by Paschall to approve the consent agenda. The motion was carried unanimously: 3-0.

| District | Board Member | Aye | Nay | Not Present |
|-------------|------------------|-------------------------------------|--------------------------|-------------------------------------|
| Buena Vista | Brett Mitchell | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CMC | Ben Cairns | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Lake County | Felicia Federico | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Park County | Graham Fowler | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Salida | Mandy Paschall | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

IV. Public Participation

All regular and special meetings of the Board shall be open to the public. Because the Board desires to hear the viewpoints of all citizens throughout the member districts and also needs to conduct its business in an orderly and efficient manner, it shall schedule time during some Board meetings for brief comments and questions from the public. Some public comment periods may relate to specific items on the agenda. The Board shall set a time limit on the length of the public participation time and a time limit for individual speakers.

No Public Participation.

V. Action Items

a. Election of Board of Director’s Officers

In accordance with [Policy BDA](#), the board shall meet biennially for the purposes of selecting officers. The following officers, in order, shall be elected from the membership: president, vice president, secretary and treasurer. Voting shall be by roll call. The president and vice president may be elected by secret ballot, if the Board so determines.

A motion was made by Paschall and seconded by Fowler to elect Brett Mitchell as president. The motion was carried unanimously: 3-0.

| District | Board Member | Aye | Nay | Not Present |
|-------------|------------------|-------------------------------------|--------------------------|-------------------------------------|
| Buena Vista | Brett Mitchell | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CMC | Ben Cairns | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Lake County | Felicia Federico | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Park County | Graham Fowler | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Salida | Mandy Paschall | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

A motion was made by Mitchell and seconded by Fowler to elect Mandy Paschall as Vice President. The motion was carried unanimously: 3-0.

| District | Board Member | Aye | Nay | Not Present |
|-------------|------------------|-------------------------------------|--------------------------|-------------------------------------|
| Buena Vista | Brett Mitchell | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CMC | Ben Cairns | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Lake County | Felicia Federico | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Park County | Graham Fowler | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Salida | Mandy Paschall | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

A motion was made by Paschall and seconded by Mitchell to elect Graham Fowler as Secretary/Treasurer. The motion was carried unanimously: 3-0.

| District | Board Member | Aye | Nay | Not Present |
|-------------|------------------|-------------------------------------|--------------------------|-------------------------------------|
| Buena Vista | Brett Mitchell | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CMC | Ben Cairns | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Lake County | Felicia Federico | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Park County | Graham Fowler | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Salida | Mandy Paschall | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Mitchell swore in the elected officers by reading the Oath. Affidavit/Confidentiality Agreements were signed by Mitchell, Paschall and Fowler and these were notarized by Business Manager Williams.

VI. Discussion Items

- a. Policy Review Calendar - [D Policies](#) (Fiscal Administration & Management)
 - [DAB](#) - Financial Administration (Ensure we have everything required)
 1. [Cash Receipts](#)
 2. [Check Report](#)
 - [DAB-E](#) - Actual expenditures posted online
 - [DBG](#) - Budget Adoption Process
 1. Budget Proposal - emailed 10 days prior to board meeting
 2. Published in a newspaper - statute
 3. Public hearing/Budget hearing - May Board Meeting (or Special Meeting)
 - [DJB-R/DJE](#) - Federal Procurement & Bidding Procedures
 1. While not many expenses meet this threshold, BOCES utilizes the CBA Cooperative Purchasing through the [Association of Educational Purchasing Agencies or AEPA](#). This is one advantage of being a member of the CBA. They do all of the competitive bidding according to state and federal regulations.

Executive Director Udenberg presented on how we are complying with D Policies. Udenberg will follow up on DBG regarding posting in the local newspapers with CASB to confirm this is still in statute.

No changes are being recommended to D Policies.

VII. Information items

- a. Strategic Plan Update
 - [Link to Survey Results](#)
- b. [Special Education Data](#)
 - [AU Determination](#)
 - [State Performance Plan Indicator Profile](#)
 - [Preschool Outcomes Detailed Report](#)
 - [CMAS ELA Data](#)
 - [CMAS Math Data](#)
- c. Financial Information
 - [Operating Budget Summary](#)
 - [Financial Overview](#)
 - [Account Summary Break Report](#)
 - [Colorado Trust Investment Performance](#)

Executive Director Udenberg presented Strategic Plan Update and Special Education Data. Business Manager Williams presented the Operating Budget Summary, Financial Overview, Account Summary Break Report and Colorado Trust Investment performance data.

Fowler asked about offering Specialized Programming in the Districts and Udenberg explained the current status of facility schools in Colorado.

VIII. Confirm Next Meeting Date

- a. Thursday May 9th, 2024 - 1:00- 3:00 - virtual

The next regular board meeting will be virtual on May 9, 2024. Fowler will be out of town for this meeting.

IX. Adjourn Regular Board Meeting

A motion was made by Paschall and seconded by Fowler to adjourn the meeting. The motion was carried unanimously: 3-0.

| District | Board Member | Aye | Nay | Not Present |
|-------------|------------------|-------------------------------------|--------------------------|-------------------------------------|
| Buena Vista | Brett Mitchell | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CMC | Ben Cairns | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Lake County | Felicia Federico | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Park County | Graham Fowler | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Salida | Mandy Paschall | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Mountain BOCES board meeting adjourned at 1:08 p.m.

The Board Minutes are complete and accurate to the best of my knowledge.

Signed: _____ Dated: _____
Graham Fowler, Board Secretary/Treasurer

Signed: _____ Dated: _____
Brett Mitchell, Board President