**Mountain BOCES Board of Directors Regular Meeting Minutes**Logo, company name

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**November 9th, 2023**

**1:00-3:00 via Zoom**

**Participation Information:**

**~~Mountain BOCES Board Room~~**

**~~27900 County Road 319, Buena Vista, CO 81211~~**

**DUE TO INTERNET OUTAGE, BOARD MEETING WILL BE FULLY VIRTUAL. PLEASE JOIN AT THE ZOOM LINK BELOW**

**Or join virtually:**  
<https://us02web.zoom.us/j/86089875326> Meeting ID: 860 8987 5326

**All Meetings are 1:00-3:00 on the following Dates:**

* Wednesday September 13, 2023
* Thursday November 9th, 2023
* Thursday January 18th, 2023
* Thursday March 14th, 2023
* Thursday May 9th, 2023

1. **Opening of Meeting (Record on Zoom)**
2. **Welcome Introduction**
   1. **Roll Call**

| **District** | **Board Director** | **Superintendent** |
| --- | --- | --- |
| **Buena Vista** | * **Brett Mitchell** | * **Lisa Yates** |
| **CMC** | * **Ben Cairns** | |
| **Lake** | * **Felicia Federico** | * **Bethany Massey** |
| **Park** | * **Larry Foster** | * **Cindy Bear** |
| **Salida** | * **Mandy Paschall** | * **David Blackburn** |

**Others Present:**

* **Todd Mihelich-MGPM, PC**
* **Susan Udenberg, Executive Director/Sped Director**
* **Michele Williams, Business/HR/Operations Manager**
* **Shawnna Stamps, Sped Data, Reporting, & Records Manager**

1. **Approval of the Agenda**

**Motion to Approve: Mandy Paschall**

**2nd Motion: Larry Foster**

**Roll Call:**

**Buena Vista:Yes**

**Lake County:Absent**

**Park County: Yes**

**Salida:Yes**

**CMC: absent**

1. **Approval of the consent agenda**
   1. Approval of the [Minutes](https://docs.google.com/document/d/1L_FJiA94vtd1vupMvdgd2DFJhV5dMJai/edit?usp=sharing&ouid=116072714162927266464&rtpof=true&sd=true) from the previous BOCES Board meeting
   2. Approval of [Human Resources](https://drive.google.com/file/d/131ynv44L_EF0o69uRpOE-tOLKQElvHyz/view?usp=drive_link):
      * New Hires - 4 Field Service Supervisors
      * Transfers - 0
      * Leaves of Absence - 0
      * Resignations/Dismissals - 0
   3. Confirm review and approval of [“A” Policies](https://drive.google.com/drive/folders/0B39slJM9o7Qfa3lUTDZCZ09OMUU?resourcekey=0-9dmWOrkXDL-oXh4eDrEZbw&usp=drive_link)
      * AC Non Discrimination/Equal Opportunity (Policy)
      * AC-R-1 (Option 2) Nondiscrimination/Equal Opportunity (Complaint and Compliance Process) Updated IX names for roles
      * AC-R-2 Title IX - Sexual Harassment Investigation Procedures
      * AC-E-1 Non Discrimination/Equal Opportunity (Contacts)
      * AC-E-2 Non Discrimination/Equal Opportunity (Complaint Form)
      * AD Mission Statement

*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.*

**Brett Mitchell requests to move the following articles from the consent agenda:**

* **ACR2**
* **AD**
* **AC**

**Motion to Approve Consent Agenda without ACR2, AD, & AC: Mandy Paschall**

**2nd Motion: Larry Foster**

**Roll Call:**

**Buena Vista:Yes**

**Lake County:Absent**

**Park County: Yes**

**Salida:Yes**

**CMC: Absent**

1. **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

1. **Special Presentation**
   1. Presentation by Todd Mihelich of the 2022-23 Financial Audit from McPherson, Goodrich, Paolucci, & Mihelich, PC
      * [AuditGovernance Letter](https://drive.google.com/file/d/17-qbCJ1uIfQF9dvYYVSrc6VmPi91iOCk/view?usp=drive_link)
      * [Mountain BOCES Audit (Draft)](https://drive.google.com/file/d/117_V7WlCyxbbLHtiCBNPs3-1CRQ6Zy0S/view?usp=drive_link)
      * Todd will put together a proposal to do next year's audit.

**Ben-CMC-Joined meeting**

**David Blackburn-Joined the Meeting**

**Brett requested the audit findings be available to the new board members. Allow them to view the presentation that Todd gave today.**

**Todd left the meeting 1:29 pm**

1. **BOCES Updates**
   1. **Special Education**
      * [Mtn BOCES October Newsletter](https://www.smore.com/0kdqr)-Susan presented
        1. [CAC Training](https://docs.google.com/document/d/1Hoe7ve4yYhFisr0j2D_Uy5_drfq0hvL8RsTYAeQwn8s/edit?usp=sharing)-(Colorado Autism Consultants)-1345 Funds used for training-4 part series with strategies to use in the classroom. We have recorded training and shared out to teachers that could not attend. This year we are doing Parent Training to help inform parents. We have been low on the I8-Parent Survey. BOCES is focusing on parent participation. Mtn. BOCES working with Summit and Eagle Counties as well.
        2. [Parent Training Flyer](https://docs.google.com/document/d/1qTOnHB1fhU2u8-DquXz-1mGI0EhAm8eQAca4Y93lNHY/edit?usp=sharing)-We are improving training and information for parents. BOCES picked the dates to support parents.
   2. **Gifted & Talented**
      * Gifted & Talented Monitoring year with CDE
        1. [GEM Calendar](https://docs.google.com/document/d/1Jdw8DQOSeA9WJ4Dka3ct2WVb683q8cTm/edit?usp=sharing&ouid=116072714162927266464&rtpof=true&sd=true)-(Gifted Education Monitoring) This is the monitoring year with CDE. We failed four of the indicators 5-years ago. We have passed this audit and improved from the audit from 5-years ago. Unofficial results we passed and we had partially passed the Individual District UIP plans. We will ensure that each district calls out its Gifted and Talented area in UIP plans.
2. **Action Items**
   1. Operating Agreement (MOU) between Mountain BOCES & Districts
      * [Redlined Version](https://docs.google.com/document/d/1Ry0nckHRpGaq1HCeMmRAy0oCmtNcGZIU/edit?usp=sharing&ouid=116072714162927266464&rtpof=true&sd=true)-MOU (Memorandum of Understanding) was outdated and had not been updated. We need three districts to approve changes to our services. The title will be changed to Operating Agreement instead of MOU to meet statutes.
      * The Defense piece will be updated. BOCES will take responsibility for state complaints and work with our legal counsel and determine how costs will be split.

**Motion to Approve Operating Agreement Redline Version & Formatted Copy :**

**Ben Cairns moved to approve**

**2nd Motion: Mandy Paschall**

**Roll Call:**

**Buena Vista:Yes**

**Lake County: Absent**

**Park County: Yes**

**Salida:Yes**

**CMC: Yes**

**passed 4-0**

* + - [23-24 Mountain BOCES Operating Agreement (Formatted Copy)](https://docs.google.com/document/d/1rX0WtrZBA5RdONF_wm_pJI5l0MWWUdFl/edit?usp=drive_link&ouid=116072714162927266464&rtpof=true&sd=true)

b. **Items pulled**

AC-R2-page 1-Decision Maker (who is it?) Changed to Executive Director. Not updated in packet.

Title 9 Coordinator pg 2. (Insert Name and Title) on green line version but not in board copy.

AD-Mountain BOCES Vision…2nd paragraph…Provides ensures. We need to change the language to provides, ensures (add punctuation)

AC-Page 3-3rd paragraph…Purpose of the policy-suggested add third item that a “reasonable person” to match other language in document. Similar language used in AC-R2. Move the current item number three to number four.

AC-Page 4-Notice on Training-bottom of page Training will include, but not limited to…Should it say, but not be limited to?

Changes will be made and will be discussed at the next Board Meeting. BOCES will need to provide a redline copy to see what was being referred to in this meeting discussion.

1. **Discussion Items**
   1. [Executive Director Goals](https://docs.google.com/document/d/1yE7g8NOFUAmJBvn9l1WG5cg343t9cGVQVmPTUkJFt94/edit?usp=sharing) for Evaluation-Susan is going to gather information to guide the future of BOCES. Get stakeholder feedback. Operating Agreement updated, Develop a system to share budget with Board and SAC. Improve communication with newsletter, Improving results for Indicator 8. (Parent Newsletter, 2-parent trainings and parent resources on Mountain BOCES web page)
   2. [Financial Overview](https://docs.google.com/document/d/1tZv1C5UIwMHCeTU2tP635V_jaZR-cOROqQwKKp4qIeQ/edit?usp=sharing) -Susan shared 1st draft.
   3. Policy Review Calendar - [B Policies](https://drive.google.com/drive/folders/0B39slJM9o7QfZHRmZ1pwVVM1YjQ?resourcekey=0-f2Tgw)
      * BEAA - 1x in person per year & during board elections-Susan recommended that January Meeting will be in person & will be doing a retreat.
      * BEDA - need to designate a public place for posting (Bulletin Board)-Agenda needs to be posted. We post on our web page and would like to propose to post it at the building in the front.
      * BEDG - need signatures on meeting minutes - need to start gathering signatures.
      * BEDH - time limit for public participation (3 min)-Want the board to set a time for public participation. We would like to propose 3 minutes per person.
   4. Board Membership
      * CASB Attendance Discussion -We will host a retreat in January instead of at CASB.
      * In Person meeting on January 18th for elections. Retreat at that time. Normal meeting + additional time for training

1. **Information items**
   1. [Account Summary Break Report](https://drive.google.com/file/d/1WOUz2dtr1l3sP1YeAXsAN0bHbi3FoUd4/view?usp=sharing) (Simplified Version by Object Code)-Same report that we have provided at the end of other meetings. Transparency and Budget.
   2. [Colorado Trust Investment Performance](https://drive.google.com/file/d/18yn_7ABBrL5nizLvf4G_Q6tiRxYMte-8/view?usp=drive_link)-We are making money. Discussion to move more money over to CO Trust to gain money before flow out.
2. **Meeting Evaluation-**No other discussion items.
3. **Adjourn**

**Motion to Adjourn: Mandy Paschall**

**2nd Motion: Ben Cairns**

**Roll Call:**

**Buena Vista:Yes**

**Lake County: Absent**

**Park County: Yes**

**Salida: Yes**

**CMC: Yes**