

Southeastern BOCES
Superintendents' Advisory Council Minutes
October 2, 2024

The Superintendents Advisory Council met in the SEBOCES conference room located at
7784 Saddle Club Drive, Lamar, CO 81052 for a regular meeting.

1. Mr. Kemp called the meeting to order at 9:00 AM.

2. Roll Call

Superintendents Present at roll call: Mrs. Nikki Johnson, Mr. Ty Kemp, Mrs. Shelby Schenck, Mrs. Brianne Howe, Mr. Jess Buller, Ms. Shelly Swayne, Mrs. Abby Pettinger and Mr. Richard Hargrove. Mr. Crane joined at 9:05 until 10:50. Dr. Krug joined at 9:25. Mr. Buller left at 10:50.

SEBOCES Staff Present: Mrs. Stephanie Hund, Executive/ESS Director; Mrs. Loraine Saffer, ALP Director; Mr. Logan Smith, Programs Coordinator; and Ms. Tara Martin, Assistant Office Manager.

Others Present: Jordan Kemp, Cathy Park, Zach Allen, Mark Cook, and Jami Becka.

3. Additions/Deletions to Agenda

Add to Presentations C that Mr. Matt Cook is here for Mr. Jubal Yennie.

4. Agenda and Minutes Consent

a. Ms. Swayne made the motion to accept the revised agenda with addition for the October 2, 2024 meeting as presented.

Mrs. Howe seconded the motion.

All members present voted yes

Motion passed unanimously 8-0

b. Ms. Johnson made the motion to accept the minutes from the September 4 meeting as presented.

Mrs. Pettinger seconded the motion.

All members present voted yes.

Motion passed unanimously 8-0

5. Presentations/Discussions

a. Jordan Kemp and Cathy Park – LCC

i. There is a LCC Career Fair going on today with a great turnout.

- ii. There is a High School Counselor Workshop on 2/26/2025 9:00-1:00 and they will continue to discuss the Navigate program.
 - iii. The Testing Center on campus is now open full time. You no longer need to make an appointment, can walk-in anytime and take any needed tests.
 - iv. October 8 will be the “Day Night” College Fair. It will start at LCC and then travel to some other community colleges such as Otero and Trinidad.
 - v. You should receive updated billing soon, making final changes to improve the process.
- b. Zach Allen - CDE Field Services
- i. Please see the October 2024 Field Service Update emailed page.
 - 1. There are monthly Superintendent meetings on the 2nd Tuesday of each month at 8:00 AM.
 - 2. Request to Reconsider and UIP’s are due October 15.
 - 3. ESSER III deadline for reimbursement requests was pushed back to November 15.
 - 4. There is a school finance training online tomorrow and they will discuss the Data Pipeline. It would be great for new Superintendents or new finance personnel.
 - 5. Grant Management will report their findings at the State Board meeting next week
 - 6. Please note the changes in in SAT Math Scoring.
 - 7. School Bullying Prevention Grant application is due October 31.
 - 8. ELAT Letter of Intent is due October 23.
- c. Mark Cook - CASB
- i. Policy 1036 Non-Legal Name Changes – There was nothing added/changed; it’s exactly as stated in the bill.
 - ii. Fall Conference is in Pueblo on the 18th and 19th.
 - iii. Over 1000 people have RSVP’s for the Annual Convention in December. The hotel is booked. Please plan accordingly.
 - iv. Very tight year for Finance. No “extra” money. Don’t expect another increase in the lunch funding, it was a one-time thing. Medicare/Medicaid costs increased as well.
- d. Jami Becka - Interplay Learning
- i. Two options – Skill Mill or Interplay Academy. The Mill is more of the classroom setting with options and you will use your own teacher to lead. The Academy is ready to go out of the box and priced per pupil with an actual teacher present not necessary.
 - ii. Video and Simulation based learning of construction trades. Can use VR goggles or a laptop, but this technology is not provided as part of the subscription. The district much purchase the technology.
 - iii. HVAC, Electrical, Plumbing, Carpentry, Solar/Clean Energy programs currently available with Automotive and Industrial Maintenance coming soon. Looking at more ways to expand.
 - iv. Students can earn industry certifications.
 - v. Access to Interplay Academy is \$1000 yearly per student. They have access to all programs and can complete as many as wanted. Each program takes approximately 10-12 weeks to complete.

- vi. Admin does have access to the back end and can watch the progress of the student.
- vii. Can use CTE funds.
- viii. Please contact Jami with any questions or for more info.

6. Staff Reports

a. Logan Smith - Special Programs Coordinator

- i. Fall Conference
Friday, October 4, 2024 at Lamar High School
Full day: 9:00am-4:00pm
Doors open at 8:15 (refreshments provided)
Three breakout sessions in the morning
Keynote followed by keynote led breakout session in the afternoon
- ii. Abre
Eight districts have their SIS info integrated
BOCES working to sync district and state testing data
- iii. NWEA
Fall testing window is open. Please submit class roster file
- iv. Carl Perkins
Please do not order any items until our plan has been approved by CTE
- v. Professional Development
Growth Mindset PD for staff this Spring?
WJ Training for new teachers
- vi. Teen Truth Leadership Summit
Winter summit in November
- vii. Technology
ENA has replaced our main fire wall with new device
To ensure that scan to email is secure, shared server resources discontinued at BOCES office. Scans will now come from boces.gmailrelay@sebores.org

b. Loraine Saffer – ALP/Induction Director

- i. Alternative Licensure:
 1. I have initiated the crucial process of classroom observation for this year's candidates. This observation, review, and report are pivotal, and are sent to the candidate and the administration for each school/district, underscoring the significance of their roles in our program.
 2. Our state review, a collaborative effort, is scheduled for Monday, October 21st and Tuesday, October 22nd. The team will convene at the BOCES offices around 11:30 AM on the 21st. The review will commence with a data presentation, highlighting our alternative license program, the overall process, and data of past candidates. Later in the afternoon, the review team will engage in interviews with our current candidates and recent completers, either in-person or over Google Meets to accommodate their busy schedules. We will conclude the first day with a meal at La Mission Villanueva, and your participation is welcomed.
 3. On Tuesday, October 22nd, we will begin at 8:30 AM with our Advisory Council meeting. The meeting will be available in person and through Google Meet. Having as many of our area administrators present as possible

is critical to show support for our program. I will contact each of you to check your availability in person or through Google Meet. The Advisory Council meeting will conclude at 9:15 AM. The next meeting will be with our mentor teachers starting at 9:30 AM and finalizing around 10:30 AM. The final session will be at 12:15 PM, with the site team giving a debriefing of our program with our leadership team.

4. Thank you in advance for attending these meetings and supporting the program review.

c. Stephanie Hund - Executive Director/Special Education Director

- i. Budget – I will begin working on the final revised budget for this year in the near future. My plan is to have a draft for your review at the November SAC meeting so that the board may adopt it at the November 21st meeting. As part of this discussion and process, we will be discussing district assessments and options for hiring providers next year that may reduce the need to use contract agencies.
- ii. CPI Training - Melissa, Hannah, Shelby, and me have done a number of CPI trainings over the last two months. Most of our trainings have been provided at the district level. One change we have had to make this year is that we are requiring those getting initial certification to complete the online modules prior to attending the in-person session. This has been a CPI recommendation from the beginning, but we tried to have some flexibility with it last year and had some difficulty getting some individuals to complete the modules after the training. Thank you for your understanding on this issue. I also want to extend the option to train staff on verbal de-escalation outside of the CPI realm. Not all staff need to be trained in full physical intervention, and training them in verbal de-escalation only could save them time, as well as saving significant cost. As of our last order, CPI costs \$30.99 per workbook for refresher training and \$48.49 for online modules and workbook for new participants.
- iii. Interplay Learning – At today's meeting we will have a presentation by Interplay Learning. I have done a demo with this company and felt like it is something you all may be interested in seeing. The company offers virtual CTE training, certification, and career exploration in an online and 3D virtual format. It would be a great way to provide career exploration to all students, and transition support to our students with disabilities.

7. Discussion Items

a. Fall Conference

- i. All day (9:00 - 4:00) at LHS.
- ii. Will be using QR Codes to sign in instead of paper sign in pages. Can also Email Logan if can't use QR.
- iii. Teachers can edit the course they want to take by going back into the program and updating it.
- iv. Certificates will state that it is for SPED so will work for those required hours.

b. CEBT Refund

- i. If we receive a refund, we will use the money toward retention/bonus as in the past.

- c. DocSend Secure File Transfer and DocuSign
 - i. This is how we share confidential information securely. Please let Logan know how many DocSend licenses you want for your district. He can let you know how many you have currently and if they are being used.
 - ii. BOCES will keep a few DocuSign licenses just in case but we shouldn't need them.
 - iii. No quote yet but the pricing should be similar to last year.
- d. 2025-2026 Assessments
 - i. SPED and Tech have been dwindling the last several years.
 - ii. Assessments raise 1% yearly but last few years the SPED needs have increased 20% so the 1% is not covering it. We had to move 1 whole position salary out of Tech and it will still be going negative if we don't change something.
 - iii. Need to look at overhauling the whole assessment. Will look at how other BOCES have theirs set up.
- e. Hiring options for 2025-2026
 - i. South Central BOCES started listing their open positions to include hybrid and/or remote. Doing so they have eliminated their need to use contract agencies. We could start doing the same thing hoping to reduce our cost.
 - ii. Could look at giving stipends to staff that are full time in person to keep local people interested.
 - iii. Will continue to research what other BOCES are doing.
- f. Technology Services
 - i. Troy Smith turned in his resignation as of 10/31/2024.
 - 1. Do we want to try the rest of the year with just two tech people? - NO
 - 2. Do we want to hire a Technology Director? - YES
 - a. Logan and Stephanie will develop a job description and post on our website for two weeks. If no internal candidates apply, we will broaden our search.

8. Action Items

- a. Mrs. Swayne made the motion to approve the 2nd Reading of Policies AC Nondiscrimination/Equal Opportunity, AC-E-1 Exhibit Sample Notice, AC-E-2 Exhibit Complaint Form, GBAA Sex-based Harassment, AC-R-2 Sex-based Harassment and Investigation Procedures and AC-R-3 Sex-based Harassment Procedures.
Mr. Hargrove seconded the motion.
Those voting in favor of the motion: Mrs. Johnson, Mr. Kemp, Mrs. Schenck, Dr. Krug, Mrs. Howe, Ms. Swayne, Mrs. Pettinger and Mr. Hargrove.
Those Abstaining: None
Those opposed to the motion: None
Motion passed: 8-0-0
- b. Mrs. Howe made the motion to approve the 2nd Reading of Policy GBI Criminal History Record Information.
Mrs. Pettinger seconded the motion.
Those voting in favor of the motion: Mrs. Johnson, Mr. Kemp, Mrs. Schenck, Dr. Krug, Mrs. Howe, Ms. Swayne, Mrs. Pettinger and Mr. Hargrove.
Those Abstaining: None
Those opposed to the motion: None
Motion passed: 8-0-0
- c. Dr. Krug made the motion to approve the resignation letter from Troy Smith.

Ms. Swayne seconded the motion.

Those voting in favor of the motion: Mrs. Johnson, Mr. Kemp, Dr. Krug, Mrs. Howe, Ms. Swayne, Mrs. Pettinger and Mr. Hargrove.

Those Abstaining: Mrs. Schenck.

Those opposed to the motion: None

Motion passed: 7-1-0

9. Meeting Adjourned at 11:00 AM

Next SAC Meeting: November 6, 2024