

Southeastern Board of Cooperative Educational Services

September 29, 2021 Regular Session Minutes

SEBOCES Conference Room

705 S 3rd St.

Lamar, CO 81052

1. Call to Order

The Southeastern Board of Cooperative Education Services met in a regular session on Wednesday, September 29, 2021. Mr. Duncan called the meeting to order at 7:00 PM.

2. Introductions

- a. Charles Pollart – Holly School District Superintendent
- b. Paul Blanford – Kim School District Superintendent
- c. Chad Krug – Lamar School District Superintendent
- d. Brianne Howe – McClave School District Superintendent

3. Roll Call

Board members present: Mrs. Denyce Widener, Mr. Kevin Humrich, Mrs. Connie Jacobsen, and Mr. Larry Duncan.

Board members on DL: Mr. Bob Lenning, Mrs. Nikki Shannon, Mrs. Terri Beckett, Mr. Sean Harkness, Mr. Brett Wilson, and Mr. Tanner Dunivan (until 8:00).

Superintendents present: Mr. Glenn Smith, Mr. Ty Kemp, and Dr. Kirk Henwood.

Superintendents on DL: Mr. Paul Blanford, Dr. Chad Krug, Mrs. Brianne Howe, and Mrs. Dana Unruh.

SEBOCES staff present: Mrs. Loraine Saffer, Executive Director, Director of Technology/Professional Development; Mrs. Stephanie Hund, Director of Exceptional Student Services and Ms. Tara Martin, Assistant Office Manager/Payroll

4. Additions/Deletions to the Agenda

- a. Add Action Item H. Recommend approval of mileage reimbursement increase from \$0.37 to \$0.42.

5. Agenda and Minutes (Consent)

- a. Mrs. Widener made the motion to approve the agenda from September 29, 2021.
Mrs. Jacobsen seconded the motion.
Motion passed unanimously: 10-0
- b. Mrs. Jacobsen made the motion to approve the minutes from June 25, 2021 and Financials to date.
Mr. Humrich seconded the motion.
Motion passed unanimously: 10-0

6. Reports

- a. Stephanie Hund – Director of Exceptional Student Services
 - i. New Staff – We have filled all our positions. Mr. Bill Becker joins us as the new Occupational Therapy Assistant, and Ariana Yanez is our new Speech Language Pathologist. We have had a

few hurdles to jump with respect to state licensing and personal injuries but we're fully staffed. This year was particularly tough in filling vacancies as our Teacher of the Visually Impaired (Loel Decker) and our Audiologist (Kate Larson) retired. To meet this need we had to get a little creative. We have filled the VI vacancy with Aubrey McDonald through collaboration with East Central BOCES. For Audiology, we have jointly contracted with South Central BOCES to hire Missy Wood as a remote audiologist. This is new territory for all of us and has required the installation of new remote audiology equipment to facilitate the process. Melissa Miller will serve as the audiology assistant 1 day a month to conduct audiology screenings for our students in the booth here. I am happy to explain the process more.

- ii. Special Education Discipline – Our Special Education Discipline Report was submitted and has received preliminary approval. As an AU, there were no flags with respect though the numbers of students with disabilities being disciplined, as compared to their same age peers without disabilities. Thank you all for your patience and support in working with me to get this report submitted. I greatly appreciate you and your staff!
 - iii. CDE Book Study – The flyer for the Significant Support Needs book study is in your packet. Registration has closed but I wanted you all to have general information and a contact at CDE for this type of opportunity. These hours will count toward the CDE requirement for all certified staff to earn 10 clock hours of professional development in special education. This requirement take effect on/after June 3, 2023 and will be in place for every 5 year license renewal after that.
 - iv. Indicator 13 – This indicator tracks IEP compliance with transition requirements for students age 15 and above. We are 100% compliant on the measure for the 2020-2021 school year based on a standard record review of a sample of our IEP's. I'm still waiting to receive notification on the record review of IEP's ages 5-15.
 - v. Special Education Count – Last year our December count was 426 students. As of now, we are serving 465 students in special education in our BOCES. The numbers are increasing on a regular basis and I anticipate that this trend will likely continue. I am thankful for our dedicated staff who continue to rise to the occasion no matter the need. I am also for the support of your district staff in meeting the increased demand for Special Education and related services. Thank you!
 - vi. COVID Long and Special Education – OSEP has begun to release guidance for districts on the qualification of students with COVID Long as students as a disability under IDEA. Students with COVID Long who meet eligibility criteria would be eligible for special education and related services under the category of Other Health Impairment. Our BOCES staff are aware of the new OSEP Guidance and we are engaging in dialogue about this new development.
 - vii. Maintenance of Effort – In June, we were notified by CDE that our AU did not meet MOE requirements for the 2019-2020 school year. Our shortfall of state and local expenditures was \$65366.68. I have scheduled numerous calls with Evan Davis at CE as well as having discussions with a couple of our districts to discuss this all in greater detail. To prevent this problem in the future I have created a MOE worksheet that I will be sending to all of you for the current fiscal year.
 - viii. Financial Policies and Procedures Advisory Committee – I have been appointed to the CDE FPP Advisory Committee for a period of 2 years. I look forward to serving our BOCES in this capacity and am excited about the opportunity to learn.
 - ix. I was also appointed to the ESEA Practitioner Committee for the next 3 years.
- b. Loraine Saffer – Executive Director
- i. Audit - September 13-16

Good report but will need to find a new auditor – Gary is retiring and they are not replacing him or keeping his load.

- ii. Alternative Licensure
 - 19 Candidate from Las Animas, Swink, Rocky Ford, Crowley County, Wiley as well as Eads, Lamar, McClave, Springfield
 - University Representative – Don Davis – Tom Meardon
 - Out of BOCES districts \$5,000 within BOCES \$4,000 per candidate
- iii. G/T
 - Becky Roesch will be serving as our GT coordinator and has been contacting your districts on meeting times
 - Funding through a state grant – \$16,786.90 compared to \$14,375 from last year
 - Pattie Vail will serve as our Regional Coordinator
 - District online testing is provided through this grant
- iv. Title III
 - ELL/ELS Instructional Support within the districts
 - Book Studies – Continue to offer and ordered additional books if your school needs – No time limit
- v. Induction
 - 12- 15 Candidates - Session going well
- vi. CBA
 - October 4th and 5th Fall quarterly meeting in Georgetown
 - Food Service – Tammy Rempe will work with your staff on audits
 - CBA Funds help defer cost of the CDLS courses
 - Discounts from various companies for purchase of items (CDWG, Quill)
- vii. BOCES Funds – 1345 Funds
 - Frontline, NWEA, Google Registrations, CPI Training Costs
 - Professional Development – Fall Conference
- viii. Early Literacy Grant
 - Reading Coaches
 - Julie Robins serving southern school support
 - Stephanie Hund serving northern school support
 - Reimbursement for district curriculum and materials purchases and Trainings
 - Lead contacts – Sherry Kyle and Janell Fuller
- ix. ESSER II Funds
 - 1. 9075 Funds (\$71,071) - Majority of the funds will be utilized for Auditory Equipment, Remote testing, Staff Trainings, & ZOOM Licenses for staff
 - 2. 64193 Funds (\$25,882.00) - Technology equipment for staff (laptop replacement), Sanitation Supplies, & Addition SIPPS Materials for support staff
- x. Erate - All have been approved & Will be billed each month until June (discount applied)
ENA is our Service Provider
- xi. Carl Perkins - Submitted plan & Waiting Approval
 - Out of state travel – 1-month prior approval for instructor only All expenses have to be incurred
 - Large Items shipped directly to the district (packaging slips must be sent to the office, full general ledger accounting of funds or we cannot pay)
- xii. Network Items

The SEBOCES Technology staff will implement district technology requests with caution. We must consider the safety and security of our network and each individual district's network. We must also consider compliance with federal E-rate guidelines and requirements.

Orders are extremely slow coming in from vendors

Ticketing system really helps keep the whole IT group know what is happening

iBoss (filtering system which is an E-Rate requirement and paid through AVNA) issues

(addressed by the BOCES tech group)

Set-up of chromebooks for filtering on campus and can switch settings for off campus filtering

- xiii. SaferSchool Grant - \$899,106 Grant Awarded for the following districts – Campo, Eads, Kim, McClave, Plainview, Pritchett, Springfield, Vilas, and Walsh.

School Access for Emergency Response Equipment and Training,

- xiv. Frontline – Alpine

Set-up in process with Tiered access, User Roles and Standards

Lead Person for ESL, READ, 504, GT, MTSS

- xv. Legal Counsel - Michelle Murphy

Special Education - \$3,000

The retainer is \$3,000 per year. That gets you 5 hours per quarter and then a billable rate of \$200 for general legal and \$235 for SPED (through Walsh Gallegos and her). That also gets you 2 trainings per year from Jim Walsh, senior partner at Walsh Gallegos.

7. New Business

- a. Mileage Reimbursement change from \$0.37 to \$0.42.
- b. Contract change of Stephanie Hund – From 180 to 200 days with \$6,000.00 Stipend for Reading Coach Duties.
- c. Offering a stipend to BOCES staff to complete the training for CPI Instructor as well as comp time for trainings offered on non-work days.
- d. Legal Counsel - Michelle Murphy
Special Education - \$3,000
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- e. Building Site Purchase Lease with earnest money payment of \$7,250.00 discussion. Turnkey facility across from LCC Wellness Center. 18 well insulated fully furnished offices, 2 conference rooms and a large storage room. We have to option to purchase the furniture as well. We can tour the facility at any time.

8. Action Items

- a. Died due to lack of motion.
- b. Mrs. Widener made the motion to accept the revised policy as listed.
Mrs. Jacobsen seconded the motion.
Those in favor: Mr. Lenning, Mrs. Widener, Mr. Humrich, Mrs. Shannon, Mrs. Jacobsen, Mrs. Beckett, Mr. Harkness, Mr. Wilson and Mr. Duncan.
Those opposed: NONE
Motion passes 9-0
- c. Mrs. Jacobsen made the motion to approve the distribution of Gifted and Talented funds.
Mr. Humrich seconded the motion.

Those in favor: Mr. Lenning, Mrs. Widener, Mr. Humrich, Mrs. Shannon, Mrs. Jacobsen, Mrs. Beckett, Mr. Harkness, Mr. Wilson and Mr. Duncan.

Those opposed: NONE

Motion passes 9-0

- d. Mrs. Widener made the motion to approve the Single Assurance Form for State Administered Federal Ed Programs.

Mr. Humrich seconded the motion.

Those in favor: Mr. Lenning, Mrs. Widener, Mr. Humrich, Mrs. Shannon, Mrs. Jacobsen, Mrs. Beckett, Mr. Harkness, Mr. Wilson and Mr. Duncan.

Those opposed: NONE

Motion passes 9-0

- e. Mr. Jacobsen made the motion to approve Julie Robins as .5 FTE Reading Coach and Bill Becker as TOSA OT Assistant.

Mr. Humrich seconded the motion.

Those in favor: Mr. Lenning, Mrs. Widener, Mr. Humrich, Mrs. Shannon, Mrs. Jacobsen, Mrs. Beckett, Mr. Harkness, Mr. Wilson and Mr. Duncan.

Those opposed: NONE

Motion passes 9-0

- f. Mrs. Jacobsen made the motion to approve the Addendum to Stephanie Hunds contract for an additional 20 days and \$6,000.00 stipend for Reading Coach.

Mrs. Widener seconded the motion.

Those in favor: Mr. Lenning, Mrs. Widener, Mr. Humrich, Mrs. Shannon, Mrs. Jacobsen, Mrs. Beckett, Mr. Harkness, Mr. Wilson and Mr. Duncan.

Those opposed: NONE

Motion passes 9-0

- g. Mr. Humrich made the motion to approve the expenditure of \$7,250.00 earnest money to begin the contractual lease/purchase of property site.

Mrs. Jacobsen seconded the motion.

Those in favor: Mr. Lenning, Mrs. Widener, Mr. Humrich, Mrs. Jacobsen, Mrs. Beckett, Mr. Harkness, Mr. Wilson and Mr. Duncan.

Those opposed: Mrs. Shannon

Motion passes 8-1

- h. Mrs. Widener made the motion to approve the increase in Mileage Reimbursement from \$0.37 to \$0.47. Mr. Humrich seconded the motion.

Those in favor: Mr. Lenning, Mrs. Widener, Mr. Humrich, Mrs. Shannon, Mrs. Jacobsen, Mrs. Beckett, Mr. Harkness, Mr. Wilson and Mr. Duncan.

Those opposed: NONE

Motion passes 9-0

9. Adjournment at 8:15 PM

Larry Duncan, Board President

Keith Crow, Board Secretary/Treasurer