

Southeastern BOCES

Superintendents' Advisory Council Minutes

April 6, 2022

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

1. Ms. Unruh called the meeting to order at 9:10 AM.

2. Roll Call

Superintendents Present: Mrs. Nikki Johnson, Mr. Glenn Smith, Mr. Ty Kemp, Mr. Charles Pollart joined at 9:30, Dr. Chad Krug, Mrs. Brianne Howe, Ms. Dana Unruh, Mr. Richard Hargrove joined at 9:40, and Mr. Corey Doss Joined by DL.

SEBOCES Staff: Mrs. Loraine Saffer, Executive Director/Technology Director; Mrs. Stephanie Hund, ESS Director; and Ms. Tara Martin, Assistant Office Manager.

Others Present: Jhon Penn as CDE Rural Liaison, Leslie Bogar with CASB, Jeanette Garcia over DL, Matt Biszak and Lisa Thomas with Prowers County Public Health, and Greg Keasling, Todd Skoglund and Doug Leroy with School Safe.

3. Additions/Deletions to the Agenda

- a. None

4. Agenda and Minutes Consent

- a. Mrs. Howe made the motion to accept the April 6 agenda and March 2, 2022 minutes as presented.

Dr. Krug seconded the motion.

Those in favor of the motion: Mrs. Johnson, Mr. Smith, Mr. Kemp, Mr. Pollart, Dr. Krug, Mrs. Howe, Ms. Unruh, Mr. Hargrove, and Mr. Doss.

Those opposed: None

Motion passed 9-0

5. Presentations/Discussions

- a. School Safe – Here installing this week and updating a couple things at Lamar.
 - i. August 8th is Training Day – 90 minute presentation
 - ii. April 15 - May 30 will install at districts.
 - iii. Summer training needed
 - iv. Please let them know of any needs or issues.
- b. Jeanette Garcia with MyLife – Academic and Career Exploration Series (Pueblo Community Resource Example). It is a 10 part video series created for use by middle/high schools and families throughout southern Colorado. Information includes guidance for successfully

transitioning go high school and preparing for life after graduation/GED. Go to www.mylifeaces.org

- c. Jhon Penn with CDE –
 - i. Applications for his position are due ASAP.
 - ii. 38 Superintendent/BOCES Director openings for 2022-2023.
 - iii. Read Act information can be submitted through the COOL system. Might have to resubmit old ones so everything is together.
 - iv. ESSER State Reserve Application Due Date April 29: ESSER K-8 Mathematics Curricula and K-3 READ Act Instructional Programming Grant
 - v. 4-18-22: Concurrent Enrollment Grant Applications Due
 - vi. Friday, April 15: UIP Online Template Roll Over from 2021-22 to 2022-23
- d. Leslie Bogar with CASB
 - i. Advocacy report comes out Friday the 8th.
 - ii. Rural Board roundtable is April 19
 - iii. School Finance part 2 now on website under professional development tab
 - iv. Colorado School Finance Grant will help districts figure out transparency with ESSER
 - v. Upcoming Board webinars on 4/12 on Executive Session and 4/28 on non renewals.
 - vi. Youth career fair coming up and parents and admin can attend.
 - vii. Collaborative Youth Summit in April.
 - viii. SEBOCES districts board workshop Thursday night.
- e. Matt Biszak
 - i. 4/29 event with JC Pol
 - 1. 15 min Gather, then 1-hour keynote presentation, 2 breakout sessions, 1-hour workshop.
 - 2. Do we want a fall meeting? If so the application is the same as with this meeting.

6. Staff Reports

- a. Stephanie Hund - Director of Special Education
 - i. Facilitation and Mediation Requests – We do have one active parent request for mediation and one active request for a facilitated IEP meeting. These are both services provided by CDE free of charge to our districts. I can explain these processes in greater detail at our meeting.
 - ii. 2022-2023 Staffing – At this time, Susan Schott (OT assistant), Dr. Renee LaFata (school psychologist), and Missy Wood (remote audiologist) are confirmed as leaving BOCES next year. We have received no other resignations.
 - 1. We will need a part-time sign language facilitator for 6 hours/week for the remainder of this year and for 12 hours/week for next year for one of our preschool students. I do have an interested applicant for this position.
 - 2. Julie Robins has accepted the Literacy Coach Position for 2-3 of our North schools for next year, which is a huge win for those districts. I am very excited to free up that one week a month that I was spending on coaching duties as well.
 - 3. For next year, I would like to discuss and clarify the IEP Support position that we have previously discussed and clarify why I believe there is a need for this position. First, I would like to advertise it as part-time or full-time, dependent upon applicant qualifications and availability. This person, in my mind, will be someone who is familiar with special education and IEPs. It doesn't have to be a special education teacher, but rather someone that can be trained to look for certain elements within the IEPs. The need for this position is multi-faceted. In

2018, Southeastern BOCES served 381 students with disabilities and had 2 full-time secretaries. We cut that to one when we hired Michelle. This year, our special education count is 471, which is a 23.6% increase in the number of students served. As you all know, all caseloads are not equal, and we are seeing an increase in the number of students with more significant support needs which translates into more meetings and more paperwork to be reviewed. As mentioned above, we also are seeing some requests for mediation and facilitation, which also take a significant amount of my time. I am doing duties such as CPI and the ELG that my predecessor did not. The 20 days added to my contract for the ELG was an underestimation of the time required on my part. The ELG will be shifting to Julie Robins next year, but I will have other added duties due to my new position. However, this new position is needed whether or not I was to assume additional duties. While I do need to review IEPs, I do not feel that the best use of my time is reading the fine details of every single IEP written in this BOCES. It would be a better use of funds and my time to hire an additional staff member to assist with this task. This person could also assist in mentoring new teachers on the finer points of the paperwork, as needed. Finally, Ariana is now receiving a lot more foot traffic and interruptions to her day with the new office and central desk.

4. It appears that we will be receiving additional ECEA funding in the amount of approximately \$200,000 next year. Traditionally, half of this money is flowed through to districts. However, the extra funds are more than enough to fund this position. We can also use 80% of our ESSER III funds to pay for this position next year.
- iii. Literacy Grant Professional Development – For the 2022-2023 school year, Julie and I have discussed our districts PD needs with campus contacts. So far we have identified SIPPS training (in-person) and reading curriculum implementation as the two primary needs across all of our districts. Our plan is to have the SIPPS training in August and the reading training shortly thereafter. Please let me know of other needs that we have not addressed.
- iv. Maintenance of Effort – As part of your 2020-2021 Finance December and Audit review you should have received an email indicating potential shortfalls in MOE. The Preliminary Maintenance of Effort Report for your district is not available to me except through you all. If under the MOE Edit Check field on page 2, it indicates Anticipated Status: Fail, could you please forward that information and the amount of shortfall to me? I understand that you may want to redact other budget information from this form, but this information is critical for me so that I may work with your district staff to find allowable exceptions to offset the anticipated shortfall. I still have not received these from a number of our districts. I do have them from Campo, McClave and Walsh. Thank you for helping me with this endeavor!
- v. Reporting Student Seclusion and Restraint (CRS 26-20-104) – I want to bring the topic of seclusion and restraint to the forefront for a moment. If any staff member restrains a student, a written report must be submitted to administration within 1 day of the restraint. The principal shall verbally notify the parents ASAP, but no later than the end of the school day that the restraint was made. A written report must be mailed, faxed or emailed to the parent within 5 calendar days and must include: The antecedent to the student's behavior, if known, A description of the incident, Efforts made to deescalate the situation, Alternatives to restraint that were attempted, The type and duration of the restraint, Any injuries that occurred, The staff present and staff involved in the restraint.

You must also report restraints to the CDE at the end of the year. Finally, LEAs must review incidents involving restraint with staff, follow up with students and families, look for alternatives to restraint if the situation occurs again, recommend adjustment of procedures, if appropriate.

b. Loraine Saffer - Executive Director

- i. Alternative Licensure – Induction Programs
Final meeting with Induction Candidates will be Tuesday, April 19th.
ALP candidates meet this Friday as a “work session” on completing their portfolios
- ii. NWEA
Spring Testing Window is open until June 15th
Renewal for 2022-2023 - Do we need to make any additions or changes
Trying to schedule an administrative training with NWEA --- reports, testing, guides
Possible NWEA on site trainer for staff this summer or early fall?
- iii. CBA
Next Quarterly meeting: April 11th and 12th
- iv. Carl Perkins
Finding a date for consortium members to meet this summer for planning
Submitted consortium acceptance for 2022-2023
Finalizing orders and will be connecting with your staff on reimbursement
- v. Network
Review items on the filter that they have approved (Facebook, Snap Chat, Twitter)
Planning for 2022 -2023 school year. Filter – sites make changes or categorization changes which may block or unblock sites. So please let Leonel/Troy/Eddie know – plus periodically check sites. Ticket system is critical --- tracking, planning, communication
- vi. AB Tutor (which BOCES provides) is updating with a cloud version and possible Chromebook control
- vii. June Professional Development Planning
Standards
NWEA
DIBELS
- viii. 703 – 705 Buildings
Final list of items for sale by the end of this month
Send districts copies and then post (what is your preference)

7. Discussion Items

- a. ESSER III Funds
- b. Title IX Support – One BOCES is the Title IX investigator for districts. SEBOCES can do this as well. Please see attached paperwork and let us know if you need such services.
- c. Final Agenda for all member district school board training April 7
 - i. 6:00 meal from Luckys BBQ with the meeting to follow. Leslie Bogar and Dale McCall with CASB will be there to give short presentations as will Michelle Murphy.
- d. Special programs position – Loraine will take over this position, please remove from website.
- e. IEP Support – Go ahead and list position online.
- f. KCOE Lease – Working ok. LOTS of foot traffic that interrupts our secretary Ariana. Possibly move their secretary closer to front door or have them pay for part of Ariana position, or raise rent to cover extra duties.

8. New Business

- a. Preliminary Budget discussion

- b. SEBOCES Calendar 2022-2023
- c. Preliminary Staff Approval 2022-2023
 - i. No list yet, will make it available ASAP

9. Action Items

- a. Action item A died due to lack of a motion.
- b. Recommend approval of posting IEP Support position for 2022-2023.
- c. Recommend approval if audit proposal from Mayberry and Associates.
- d. Recommend approval of CSDCIP renewal for 2022-2023.
- e. Recommend approval of CEBT/UMR renewal for 2022-2023.
- f. Recommend approval of SEBOCES calendar for 2022-2023.

Mr. Smith made the motion to approve action items B-F.

Mrs. Howe Seconded the motion.

Those in favor of the motion: Mrs. Johnson, Mr. Smith, Mr. Kemp, Mr. Pollart, Dr. Krug, Mrs. Howe, Ms. Unruh, Mr. Hargrove, and Mr. Doss.

Those opposed: None

Motion passed 9-0

10. Mr. Pollart made the motion to adjourn. Mrs. Howe seconded the motion.

Meeting Adjourned at 11:47 AM