

Ute Pass B.O.C.E.S. Board Minutes
October 20, 2015

Ute Pass B.O.C.E.S.
BOARD OF EDUCATION

Regular Board Meeting – October 20, 2015

BOARD MEETING CALL TO ORDER

The meeting was called to order at 5:35 p.m. by Kelly Butts. The following members were present: Kelly Butts, Gwynne Dawdy and Molly Stevens.

Also in attendance were: Jeb Bowman, Kendal Kelly, Ed Longfield, Tim Miller, Marcy Palmer and Scott Walsh.

APPROVAL OF AGENDA

MOTION: Butts to approve meeting agenda for October 20, 2015

Second: Stevens

Discussion: None

MOTION CARRIED; Voting Aye Butts, Dawdy and Stevens

APPROVAL OF CONSENT ITEMS

MOTION: Butts to approve Consent Items including minutes from June 29, 2015.

Second: Dawdy

Discussion: None

MOTION CARRIED; Voting Aye Butts, Dawdy and Stevens

BOARD ACTION ITEMS

Board Policies and MOU

MOTION: Butts to approve the proposed changes to the Board Policies and MOU

Second: Dawdy

Discussion: Marcy discussed the proposed changes:

Proposed Changes to Board Policies:

- B/DR 4 - the Director will have the authority to add and hire for new positions.
- H/R currently requires two board signatures (President and Vice President) on staff contracts. We propose that only one signature of a "Ute Pass BOCES Board Member" be required on staff contracts.

Proposed Changes to Memo of Understanding:

- The revisions to the MOU include updates that include Cripple Creek as an existing member since 2005, not a newly added member.
- Propose adding "Gifted Education" to the language in the MOU to reflect that our AU also oversees Gifted services and funding.
- Insert #8 – to explain funding structure (CDE asked for an updated MOU to show our flow through)
 - #8 IDEA/ECEA funds are granted to Ute Pass BOCES as the Administrative Unit. These funds will be allocated at the BOCES level as adopted in the budget. The remaining funds will be flowed through to each district proportionately based on student count and reviewed every three years (60%, 30%, 10%).

It was agreed that the Superintendent along with the Director of Ute Pass BOCES, will be responsible for reviewing and updating the board polices as needed.

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INFORMATION ITEMS/DISCUSSION

Office Appointments

Corbin Graber was not present.

Gwynne Dawdy agreed to serve as President. Molly Stevens declined.

We will have this as an action item at the January meeting.

Director's Report

STAFFING UPDATE / CONTRACTS

BOCES Staff:

| | |
|---------------------|---|
| Jan Condron | 1.0 Speech Language Pathologist - Woodland Park |
| Kandi Coyle | .5 Speech Language Pathologist - Cripple Creek-Victor |
| Samantha de Naray | .4 Certified Occupational Therapist - Manitou Springs |
| Kendal Kelly | Administrative Asst. - BOCES |
| Leah Johnson | .8 Speech Language Pathologist - Manitou Springs |
| Chris Litzelman | 1.0 Transition Coordinator - Manitou/WP |
| Robin Nuss | 1.0 Occupational Therapist - BOCES |
| Danene Schreiner | .8 Speech Language Pathologist - Woodland Park |
| Brandon Stapanowich | 1.0 Physical Therapist - BOCES |
| Amanda Arndt | contracted IEP Reviewer - BOCES |
| Scott Walsh | 1.0 Behavior Specialist - BOCES |
| Traci Woofter | .75 Medicaid Coordinator - BOCES |
| Chloann Woolley | 1.0 TVI / Assistive Tech. Coordinator - BOCES |

This is the best team! They are working closely to support our students who have multiple service providers. They report how happy they are to have such a knowledgeable and professional team!

We are contracting with Pikes Peak BOCES for .4 Audiologist, and with CSDB for .4 Teacher of the Deaf/Hard of Hearing. We also contract with 2 SLP's for some extra Speech Therapy in Manitou.

All have developed ambitious professional and student growth goals in our evaluation system. Our goal setting meetings have taken place, and I will be observing them formally each semester, as well as informally through our various meetings.

Traci Woofter has been a wonderful addition and shown great initiative with our 3 districts' Medicaid systems through the grant. She is working with the Medicaid Consortium to begin a pilot for data collection through staff iPads in Manitou! We are looking at implementing this next year in the other two districts. She is supporting staff and parents, and has been very well received.

Another welcome addition is Chris Litzelman as our Transition Coordinator. Having this position has allowed one person to completely focus on Transition Services for our 18-21 year-old students in Manitou and Woodland. We are so grateful to the superintendents and board for supporting this unified position. Our staff is thrilled to be able to focus on the students within their high schools and not have to

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juggle the transition role as well. Chris is also enjoying this new focused role, as he was a special education teacher in Manitou 2 years ago.

BUDGET

Our budget has increased due to the transition from district-level staff to BOCES-level staff. This should just reallocate the funds from the district to the BOCES and be seen in the district flow-through. This has also increased our supplies/equipment budget to support them with computers, supplies, mileage, professional development and phones.

We have also adjusted the salaries that are funded out of our Federal IDEA funds to positively impact our Medicaid reimbursements in each district. (Providers who deliver school health services are best funded out of State/Local monies, so as not to “double-dip” with Medicaid.)

I believe Tim will present any necessary budget changes in January and June.

TRAININGS

Non-Violent Crisis Intervention- we have offered 4 Initial and 2 Refresher Trainings since August, and trained over 65 staff members.

SPED Process Training- We held trainings in Woodland Park and Manitou for all the special education staff in August. We covered required IEP/Process content as well as best practices in special education. We also developed a Special Education Manual in an attempt to minimize over-reliance on leaders, and gave them to each teacher.

New Teacher Training- we are offering monthly trainings for all new special education teachers, to further support their understanding and implementation of special education. (16 of our 25 teaching positions have been in the job less than a year)

Adric and I lead these, but we also invite guest speakers/trainers in specific topic areas.

Paraprofessional Training- We trained over 60 paraprofessionals in August! Topics included para responsibilities in Instructional Accommodations, Assistive Technology, Behavioral Strategies, Data Collection, and Medicaid.

Significant Support Needs Curriculum- Thanks to our Superintendents for supporting the purchase of a new curriculum that is aligned to the state standards and the alternate assessment! We received 2 free live webinar trainings by purchasing as a BOCES. The staff reviewed and chose this curriculum during our summer SSN Trainings. It provides lesson plans, tools, assessment, and on-line materials that are age-appropriate, and delivering the Extended Evidence Outcomes of the standards.

PROGRAM EVALUATION

Our Comprehensive Plan for Special Education requires that I evaluate our special programs at least every 5 years. We developed a 5-year rotation for Preschool, Elementary, Middle School, High School, and Related Services. The middle schools are on schedule for evaluation. Kathy Stults, a local administrator and Manitou resident, will assist me with this process as part of her University Special Ed Director’s program. We will meet with the teams at each middle school to identify the body of evidence we will use to evaluate the effectiveness of our special education programs.

SPECIAL EDUCATION OUTCOME REPORT

A new CDE report is attached that shows our performance on the State Performance Plan Indicators. (This is how our Administrative Unit is rated each year. For the past five years, we have “met requirements.”)

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The four areas that have been identified as “non-compliant” are in the red rectangles. (Graduation Rate, Preschool Setting, and the Least Restrictive Environments) At this time, there are no consequences I am aware of, but we are starting discussions with the SAC, and with teams in each district, on the practices that could be leading to these rates. Student performance in Reading, Writing and Math is also going to be added as an Indicator, but no data is posted yet. We are waiting to hear what information will be used in this Indicator. Parent surveys are also sent out each year to 100 parents, chosen at random by the state; 83 of these are currently in the districts, and will be sent out this fall.

GIFTED EDUCATION

GT- our Colorado Gifted Education Review (CGER) was delivered. They identified our strength areas in offering a wide range of extension and enrichment programs at all levels, including concurrent enrollment, honors, AP, robotics, DI, ability grouping and the numerous performing arts options. They also found our ALP's have greatly improved since their last visit.

They identify 3 areas we need to improve within the next year: Definition, Identification, and Evaluation/Accountability (I must submit a timeline for addressing these areas by October 31st.)

- A. Remove all references to "spatial" as an area of giftedness, and update to the defined areas. (General or specific intellectual ability, Specific academic aptitude, Creative or productive thinking, Leadership abilities, Visual arts, performing arts, musical or psychomotor abilities.)
- B. Aligning our identification process to match the state identification guidelines for portability. (some parent and student groups were not clear on our ID process)
- C. Provide evidence that the identification process results in an identified GT population that reflects the AU's demographics. (free-reduced lunch is disproportionate)
- D. Develop a communication procedure by which all parents are made aware of the assessment process for GT identification.
- E. Develop a self-evaluation method to periodically evaluate our programs. Utilize these results to develop our 4-year comprehensive plan. Also they would like to see us facilitate deeper discussions around setting individual targets for students (in their areas of giftedness and an affective goal) as well district-level targets in the UIP.

GRANTS

HB 1345 Funding Assistance for BOCES (\$96,194.41):

Superintendents agreed to continue to utilize these funds to expand our Educator Effectiveness product, ExModula, and flow through the remaining amount for the required district assessments.

Educator Effectiveness Liaison (\$60,000):

We have spent approximately \$30,000 on the stipends for Tina Cassens and Scott Black, to work with each district on their individual needs for improving principals' observations and feedback skills. The rest of the funds will be spent on professional development for our principals. There will also be an additional \$5,000 for the 2015-16 School Year to cover continued state training costs for Tina.

Universal Screening for Gifted (\$4,458.91):

We received this funding to update our CogAT assessments given to all 2nd and 6th graders, and for updated scoring/reporting. We will continue to apply for this funding each year. We use this information to screen for possible Gifted Learners (above 95th percentile).

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School Counselor Corps for Grant Writing:

Each BOCES receives a portion of this state funding for grant writing/management for those BOCES who coordinate services beyond special education. We became eligible for this funding when our districts began coordinating on the above grants 3 years ago. We use these funds for our IEP Reviewer to oversee compliant IEP's.

Medicaid Coordinator Grant (approx. \$22,000-24,000 depending on salary scale):

We received this grant to hire a .75 Medicaid Coordinator. Traci Woofter was hired to handle the duties Kendal and 2 other administrative assistants managed for each of the three districts. As stated above, she has also expanded the duties, hopefully resulting in increased reimbursements to each district. This grant will gradually decrease for 3 years, with the intent that the additional Medicaid reimbursements will fund this salary.

OTHER

Thank you to Kelly Butts for serving as the President of the Board of Ute Pass BOCES! Tonight is Kelly's last meeting.

Next board meeting: **January 19, 2016 at 5:30pm**

ADJOURN

Motion: Butts to adjourn meeting at 5:55pm

Second: Dawdy

Discussion: We will do office appointments in January 2016

MOTION CARRIED; Voting Aye Butts, Dawdy and Stevens

Attest:

Secretary, Ute Pass B.O.C.E.S. Board of Education

President, Ute Pass B.O.C.E.S. Board of Education