

Ute Pass B.O.C.E.S. Board Minutes  
March 21, 2012

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

Regular Board Meeting - March 21, 2012

**BOARD MEETING CALL TO ORDER**

The board meeting was called to order by Brent Kennedy at 5:50 p.m. with the following members present: Bill Blackburn, Molly Stevens and Rick Wetzel. Also in attendance were: Jed Bowman, Sue Holmes, Kendal Kelly, Ed Longfield, Tim Miller and Marcy Palmer.

**APPROVAL OF AGENDA**

MOTION: Wetzel to approve meeting agenda for March 21, 2012 with the addition of an Executive Session to discuss approval of the 2012-13 contract renewal for Marcy Palmer.

Second: Blackburn

MOTION CARRIED; Voting Aye Blackburn, Kennedy, Wetzel

**APPROVAL OF CONSENT ITEMS**

MOTION: Wetzel to approve the Consent Items (November 30, 2011 Meeting Minutes, Ute Pass BOCES Policies revision date of 1/30/12, and Amended MOU dated 1/30/12)

Second: Blackburn

MOTION CARRIED; Voting Aye Blackburn, Kennedy, Stevens, Wetzel

**BOARD ACTION ITEMS**

**One-time pay for BOCES employees**

It was proposed that Ute Pass BOCES staff should be eligible for one-time pay from member districts if they give one-time pay to their employees. Calculations will be based on the 60/30/10 split and the district's flow through will be reduced accordingly.

In the 2011-12 school year, Woodland Park gave one-time pay of \$550 to classified staff and \$1,100 to certified staff. If we figure 60% of \$1,100 x 3 employees the expense would be \$2,009 (taxes and Medicare included) and that amount would be reduced from Woodland Park's flow through.

Manitou Springs also gave one-time pay of \$800 to classified staff or 2% (of annual salary) to certified staff. With three certified BOCES employees (2% of their salary x 30%) the expense would be \$1,014 (taxes and Medicare included). This amount would be reduced from Manitou's flow through.

Kendal Kelly is not figured into these calculations as Manitou paid her 100% of their classified one-time pay in August.

The supplemental budget dated and presented March 21, 2012 reflects these one-time payment amounts. Several questions came up: Does it strain the budget? No, this would only reduce the amount of flow through to the district which gave the one-time pay. Does this become a procedure we follow every year? No, a vote from the Board would be required each year as it reduces the flow through.

MOTION: Stevens to approve one-time pay for Ute Pass BOCES employees for the 11-12 school year.

Second: Wetzel

MOTION CARRIED; Voting Aye Blackburn, Kennedy, Stevens, Wetzel

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### **Additional positions: Transition Coordinator, Speech Language Pathologists**

As each district is making staffing decisions for next school year, we have discussed the benefits of adding a Transition Coordinator position through the BOCES. This coordinator would serve all 3 districts, case-managing the 18-21 year-olds, developing post-secondary employment experiences in each community, attending IEP meetings of Seniors and consulting with HS staff for all transition service needs. Based on possible staff movement at each high school, this could lead to a savings for each district. Superintendents support this position if this movement occurs. (They are still waiting on official notifications and decisions with principals) We ask the Board to go ahead and approve the position, although we may choose to not post/fill it.

We also discussed our on-going need for Speech Language Pathologists. We will have openings for 3.4 SLPs next year. (.4 in CC, 2 in WP and 1 in MSSD) We discussed the possibility of hiring SLP Supervisors as a BOCES to oversee full-time Speech Language paraprofessionals in each district. Also, we had an increase in SLPs asking to "negotiate" higher salaries than listed on the district's salary scales because they are "hard to fill" positions. Hiring through the BOCES would allow us to negotiate salaries beyond the district's restrictions (upon approval of course) without the superintendents feeling they are modifying their district procedures

Superintendents supported these additional roles and noted that it is difficult to find and keep SLPs in each district. The proposed model gives the district and students more consistency and would improve the overall service delivery to kids.

MOTION: Stevens to approve the Transition Coordinator Position and SLP Model.

Second: Blackburn

MOTION CARRIED; Voting Aye Blackburn, Kennedy, Stevens, Wetzel

### **Supplemental budget (to account for revenues deferred from FY11 to FY12)**

Tim Miller presented the supplemental budget dated March 21, 2012 and noted the following changes from the November 30, 2011 revised budget:

- \$57,122 ECEA FY11 deferred money to FY12\*
- Slight decrease in ECEA Child Find money
- Decrease to the IDEA Part B FY11 carryover funds
- \$270,085 IDEA Part B FY11 funds deferred to FY12\*
- \$9,371 Preschool FY11 funds deferred to FY12\*
- Salary and benefits increased due to one-time pay for BOCES employees

\*Tim noted that he is including these amounts in the supplemental budget so they can distribute funds to the districts.

MOTION: Stevens, Be it resolved by the Board of Education of the Ute Pass BOCES that the amounts shown in the following schedule be adopted and appropriated as specified in the supplemental budget for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Second: Blackburn

MOTION CARRIED; Voting Aye Blackburn, Kennedy, Stevens, Wetzel

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**EXECUTIVE SESSION**

MOTION: Kennedy to move into executive session at 7:35pm for personnel matter C.R.S. §24-6-402(4)(f). Session will include the 4 member board and the 3 district superintendents.

Second: Blackburn

MOTION CARRIED; Voting Aye Blackburn, Kennedy, Stevens, Wetzel

MOTION: Stevens to adjourn from executive session at 7:54pm

Second: Blackburn

MOTION CARRIED; Voting Aye Blackburn, Kennedy, Stevens, Wetzel

**Director Contract Renewal for the 2012-13 School Year**

MOTION: Stevens to approve director contract for the 2012-13 school year.

Second: Wetzel

MOTION CARRIED; Voting Aye Blackburn, Kennedy, Stevens, Wetzel

**INFORMATION ITEMS/DISCUSSION**

**Director Updates – Marcy Palmer**

**HIGH COST-** The High Cost Application was completed for last year’s expenditures and submitted March 1<sup>st</sup>. This is the request for reimbursement for the costs of educating specific students over \$25,000 for In-District Students, and over \$40,000 for Out of District.

	2010-2011	2009-2010	Received
Total Request	\$1,119,216	\$1,130,783	\$548,613
In-District	\$922,324	\$993,400	\$432,772
Cripple Creek-Victor	\$29,635	\$33,656	\$22,301
Manitou Springs	\$287,424	\$210,775	\$147,131
Woodland Park	\$605,265	\$748,970	\$263,340
Out of District	\$196,892	\$137,383	\$115,841
Cripple Creek-Victor	\$99,135	\$83,533	\$72,178
Manitou Springs	None	None	None
Woodland Park	\$97,757	\$53,850	\$43,663

**EXCENT/ENRICH IEP PROGRAM UPDATE** - Training of trainers completed Feb. 9-10. Cripple Creek and Woodland Park staff has been trained “in the sandbox” and are awaiting access to our “live” students. Manitou staff has been shown the demonstration and we will train once we have access to students. We have created linkages from CDE into each SIS. Creating this link for all students is a simpler process than only providing that data for special education students. It also allows for direct access to newly referred student information (demographics, attendance, transcripts, discipline) to be uploaded easily into Enrich for Tier 3 RTI plans or IEPs. Because the program will be used for report data, elements such as discipline, demographics, and IEPs, we will need to ensure the data entered into each SIS is reliable. Kendal and I would be happy to work with the IT’s and secretaries on the coding. We are now waiting for the final student information to link to the system. We plan to have any IEPs remaining for 4<sup>th</sup> quarter to be developed in Enrich.

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**ALLOCATION FORMULA** - We have discussed the newest proposal for special education staffing allocations according to sped caseload. We are also gathering data on the amount of time each staff member currently listed as "special education" spends on special education services. This would assist us in future staffing decisions.

**SPECIAL EDUCATION NUMBERS** - Of the 395 students with disabilities, Cripple Creek-Victor has 54 students, Manitou Springs has 119, and Woodland Park has 222. The numbers include 11 students placed out of the district and 8 educational orphans from Axios Youth Community.

**UPCOMING REPORTS** - March 21<sup>st</sup> we will submit the Federal Application for additional IDEA funds not requested last year; GT Multi-Year Plan will be submitted by April 30; End of Year Collection begins in June; Discipline Report begins in June; and new Comprehensive Plan must be developed by August 1.

**ECEA RULES** - New standards for the Administrative Units have been developed and will soon be open for comment, and on the State Board Agenda for May. This will also include adoption of new disability categories for special education.

**10-11 Medicaid Cost Report Settlement** - All three member districts of Ute Pass BOCES will receive additional Medicaid money.

### Cripple Creek-Victor

Total 10-11 Certified Public Expenditures \$52,496.72

Medicaid claims paid during 10-11 year \$4,331.52

Settlement amount due to Cripple Creek \$21,674.34

### Manitou Springs

Total 10-11 Certified Public Expenditures \$75,839.87

Medicaid claims paid during 10-11 year \$9,709.94

Settlement amount due to Manitou Springs \$29,758.47

### Woodland Park

Total 10-11 Certified Public Expenditures \$220,436.52

Medicaid claims paid during 10-11 year \$57,489.34

Settlement amount due to Woodland Park \$73,326.23

### Changes at Pikes Peak BOCES

Archie Neil, Executive Director was non-renewed on his contract.

PPBOCES applied for a grant to buy the Gorman Center. They would move both the School of Excellence and their admin offices to this building.

It was noted that we are an associate member and are required to pay annual administrative fees; however, we have no representation on the Pikes Peak BOCES Board. The associate members (9 districts in all) make up 78% of their operating funds. Should we be concerned with the lack of board representation? Is it to our benefit to be an associate member? Marcy looks at cost comparisons annually and noted our 30% discount when using their alternative schools.

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**Director Evaluation**

Brent sent sample evaluations from other BOCES around the state. Molly preferred the rubric style, completed by superintendents that rates the director but does not do a 360 evaluation. Bill agrees that the superintendents have the weekly contact with Marcy and that the board should rely on their assessment. It was agreed that the evaluation should be based on state indicators, executive limitations, end statements, goals for next year and the superintendent's commendations and recommendations. Additionally, the board will have their own evaluation tool to rate the director on interaction and communication with the board. Bill noted the importance of establishing the evaluation process now for future directors and future boards. Rick would still like to see a 360-review process.

It was agreed that Marcy and the three superintendents will work together to present an evaluation tool at the June 6 board meeting.

**OTHER**

**Next board meeting: June 6, 2012 at 5:30pm**

**ADJOURN**

Meeting was adjourned at 7:55 p.m.

Attest:

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

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