

**Rio Blanco Board of  
Cooperative Educational Services  
Minutes  
September 12<sup>th</sup> 2017**

The meeting was called to order by the President of the Board, Leslie Nielsen at 6:58 p.m.

Board Members Present: Kevin Amack, Bob Dorsett, Joyce Key, Leslie Nielsen, Todd Shults, Sam Tolley

Board Members Absent: N/A

Others Present: Teresa Schott, Brad Bauer, Jessica Fortunato, Kris Denny, Chris Selle

**APPROVAL OF AGENDA**

Motion by Kevin Amack to accept the agenda as presented.

Second by Todd Shults

ROLL CALL VOTE

For: Amack, Dorsett, Key, Nielsen, Shults Tolley

Absent: NA

**APPROVAL OF CONSENT AGENDA**

Motion by Joyce Key to approve the Consent Agenda:

Minutes of May 9<sup>th</sup>, 2017 meeting, Warrants and Finance Report,

New Hires- Steve Wieber- Rangely Senior High Special Education Teacher, Erin Geer- Physical Therapist,

Michelle Robertson- Rangely School Psychologist Intern, Holly Steele- Paraeducator Meeker Elementary school.

Resignations- Judy Patton- Occupational Therapist, Amy Patterson- Paraeducator Meeker Elementary School,

Susie Kruger- Paraeducator Rangely Preschool, Sara Ammerman- Paraeducator Rangely Preschool.

Second by Todd Shults

ROLL CALL VOTE

For: Amack, Dorsett, Key, Nielsen, Shults Tolley

Absent: NA

**PUBLIC INPUT - N/A**

**DISCUSSION/ACTION ITEMS**

**High Cost Allocation/ Distribution**

Ms. Fortunato explained to the board that we receive the High Cost Allocation, for students that cost the Districts over \$25,000 threshold a year for special education needs. We submit an application for each qualified student every year. The state has a committee that decides which districts this funding would impact the most and every year we have been awarded an allocation. The BOCES does refund this entire allocation back to the districts. Meeker received \$136,000.00 and Rangely received \$59,000.00.

**Program Updates**

Ms. Schott discussed our programs offered by the BOCES. She explained the Part B (3 to 21) and Part C (birth to 3) referral process through Horizons, explaining different tests and outcomes that our teachers use to determine if students qualify with a disability.

CPP Colorado Preschool Program- CPP is a state funded early childhood education program, the funds support our preschool program. CPP slots are for students 3 years of age to 5 and must meet specific at risk criteria. We have 29 slots in Meeker and 21 slots in Rangely that we were able to fill this year.

Gifted and Talented- Our districts had 100% participation rate, we test all 2nd grade students with universal screenings to identify Gifted and Talented students. We also encourage referrals from our general education teachers. Meeker has 43 identified Gifted and Talented students and Rangely has 18 identified Gifted and Talented students.

**2017-20118 Final Budget/ACTION**

Ms. Fortunato explained the narrative and the overview of the budget for each of the member districts. She reviewed changes from 2017-2018 preliminary budget. Meeker changes included a salary increase from an updated Salary Schedule and final staffing. Rangely changes included a salary increase from Meeker's updated Salary Schedule (Shared Staff) and a decrease from 24 % Health Benefit increase to 19.9% and final staffing. Motion by Joyce Key to approve and accept the 2017-18 Final Budget as presented.

Seconded by: Sam Tolley

ROLL CALL VOTE

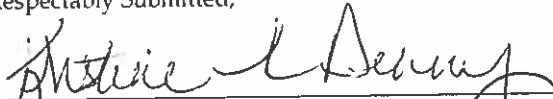
For: Amack, Dorsett, Key, Nielsen, Shults Tolley

Absent: NA

**ADJOURNMENT**

The meeting was adjourned by the President of the Board, Leslie Nielsen at 8:21 p.m.

Respectably Submitted,



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Kristine L. Denny, Rio Blanco BOCES Board Secretary

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Leslie Nielsen, Rio Blanco BOCES President of the Board

**Rio Blanco Board of  
Cooperative Educational Services  
Minutes  
December 12, 2017**

The meeting was called to order by acting President Joyce Key at 5:59 p.m.

Board Members Present: Kevin Amack, Jason Cox, Bob Dorsett, Joyce Key, Bud Ridings, Sam Tolley

Board Members Absent: N/A

Others Present: Teresa Schott, Brad Bauer, Jessica Fortunato, Kris Denny, Chris Selle, Matt Scoggins, Roger Maggard, Jessica Browning, Jim Hanks, Bob Amick, Reed Kelley and Laurie Whiteman-Simonsen

**APPROVAL OF AGENDA**

Motion by Sam Tolley to accept the agenda as presented.

Second by Jason Cox

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

**APPROVAL OF CONSENT AGENDA**

Motion by Bud Ridings to approve the Consent Agenda: Minutes of the September 12, 2017 meeting, Warrants and Finance Report, resignations of Steve Wieber- Rangely High School Special Ed Teacher and Karli Pena- Rangely Preschool Paraprofessional

Second by Sam Tolley

ROLL CALL VOTE

For: Amack, Dorsett, Key, Ridings, Tolley

Abstain: Cox

Absent: N/A

**PUBLIC INPUT - N/A**

**DISCUSSION/ACTION ITEM**

**Final Audit Report**

Roger Maggard from Hays, Maggard and Hood P.C. presented the 2017 Audit report. Mr. Maggard thanked the staff for their cooperation and assistance. They found the books and records to be in excellent working order with no difficulties or unusual financial adjustments or corrections. All of the improvements and recommendations they have suggested in the past have been put into place and are operating effectively. They found that the staff is performing with sound business practices, revenues and expenditures were adequately explained, year-end adjustments were properly reported with no compliance issues. Mr. Maggard broke down the audit in sections for the board to better understand and to review. Overall, they were pleased with their findings and thanked the board for engaging them to be their independent auditor.

Motion by Sam Tolley to approve and accept the 2016-2017 Final Audit Report as presented. Second by Kevin Amack

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

**Perkins Grants and Medicaid Claims Review Process**

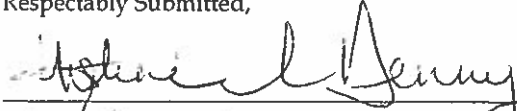
Tabled until February Meeting

Next Meeting: February 12, 2018 in Meeker at 6:00 p.m.

ADJOURNMENT

The meeting was adjourned by Joyce Key at 6:20 p.m.

Respectably Submitted,

A handwritten signature in cursive script, appearing to read "Kristine L. Denny", written over a horizontal line.

Kristine L. Denny, Rio Blanco BOCES Board Secretary

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Leslie Nielsen, Rio Blanco BOCES President of the Board

**Rio Blanco Board of  
Cooperative Educational Services  
Minutes  
February 13<sup>th</sup> 2018**

The meeting was called to order by acting President Joyce Key at 5:59 p.m.

Board Members Present: Kevin Amack, Jason Cox, Bob Dorsett, Joyce Key, Bud Ridings, Sam Tolley

Board Members Absent: N/A

Others Present: Teresa Schott, Brad Bauer, Jessica Fortunato, Kris Denny, Chris Selle, Laurie Simonson

**APPROVAL OF AGENDA**

Motion by Kevin Amack to accept the agenda as amended by moving (i) Election of Officers to (a) and adding BDA policy discussion/Action

Second by Bud Ridings

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

**APPROVAL OF CONSENT AGENDA**

Motion by Sam Tolley to approve the Consent Agenda: Minutes of the December 12, 2017 meeting, Warrants and Finance Report.

Second by Jason Cox

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

**PUBLIC INPUT - N/A**

**DISCUSSION/ACTION ITEM**

**Election of Officers**

**Motion by Bud Ridings to nominate Kevin Amack as President of the BOCES Board**

Second by Bob Dorsett

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

Motion by Sam Tolley to nominate Joyce Key as Vice President of the BOCES Board

Second by Jason Cox

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

Motion by Joyce Key to nominate Sam Tolley as Secretary to the BOCES Board

Second by Bob Dorestt

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

Motion by Joyce Key to nominate Kris Denny as Secretary to the BOCES Board

Second by Bud Ridings

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

### Children's Health Fair Dates

Ms. Denny informed the board that the planning for the health fair was coming along nicely with a "Superhero" theme and the dates are set for Meeker on and in April 13<sup>th</sup>, Rangely, on April 20<sup>th</sup>.

The board discussed the Meeker's nurse position, Ms. Schott explained the candidate must be able to obtain a license through CDE. She explained the roles of the Rangely nurse and her help with services to the Meeker Health aide.

### Professional Development

Preschool worked with CDE on January 26th through a Pyramid Plus preschool program its focus was on meeting the social emotional needs of young preschool aged students. Three webinars will follow up the training through April, along with CDE returning for one full day in Rangely. SPED teachers also had a full day of training on January 26<sup>th</sup> for Diverse Learners. On February 9<sup>th</sup> the staff participated in a training for Crisis Prevention and intervention. Hallie Blunt will be going to a training in April to be able to train our staff on Crisis Prevention starting next year.

### Medicaid Claims Process

Ms. Fortunato informed the board that a claims process review at the state level was done. Our documentation was reviewed with no findings. Medicaid has been renamed to Health First in Colorado.

### December 1 update

Ms. Fortunato addressed the board and explained that the December 1 count had been submitted and that the student count increased by 11 students, totaling 166 IEP's, last year we had 155. Ms. Fortunato explained the funding through IDEA federal funds and ECEA State funds will both increase. Ms. Schott explained the dynamics of the students we have this year, with the different health impairments, students with Autism, and other disabilities.

### Grants being completed/submitted/ACTION

The following grants are up for renewal; CPP, IDEA Part B, IDEA Preschool, SWAP, Gifted and Talented, LSP Health First Grant, 1345 State ED Priorities, Perkins Grant. Ms. Schott explained each grant and how they would benefit the BOCES and the districts if received and asked the board to approve submission of all the applications for the 2018-2019 school year.

Motion by Joyce Key to approve the applications/submissions for the grants presented.

Second by Bud Ridings

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

### Perkins Grant/Discussion/ACTION

The Carl D. Perkins grant is for Career and Technical Education awarded from the US government to the state and then allocated to various schools within Colorado. We have been asked by the State to be the Fiscal agent for the Perkins Grant. We will act as the fiscal agent and a supplemental budget needs to be added to our budget so we can expend funds for both districts.

Motion by Joyce Key to accept the supplemental to 2017-2018 budget and act as a fiscal agent and expend the Perkins Grant funds.

Second by Jason Cox

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

### Preliminary Budget/ACTION

Ms. Fortunato explained the narrative and the overview of the budget for each of the member districts.

She explained that there were no changes from the 2017-2018 budget to the 2018-2019 preliminary budget. The only additions will be the Perkins Grant expenditures and revenues. She discussed the revenue allocations and explained that they will be adjusted when final allocations are released. Another review of the budget will be at the board meeting in May.

Motion by Kevin Amack to acknowledge the Preliminary Budget as presented.

Second by Sam Tolley

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Key, Ridings, Tolley

Absent: N/A

### Executive Directors Evaluation/Contract

The board discussed the Executive Directors contract, the board agreed to extend the contract for one more year, therefore renewing the 2-year contract. The board charged President Kevin Amack and Vice President Joyce Key to meet and discuss the details and put together a new evaluation to go out to staff.

**BDA Policy/Action**

Mr. Amack asked to modify the BDA Board Organizational meeting policy. He stated that a revision to the BDA policy/procedure should be in place for a board vacancy. The board discussed options and asked Ms. Schott, Kevin Amack and Joyce Key to discuss and revise the BDA policy for the board to review in May.

**Next Meeting:** May 8<sup>th</sup> 2018 Dinner at 6:00 p.m. meeting at 6:30.

**ADJOURNMENT**

The meeting was adjourned by the President of the Board Kevin Amack at 8:37 p.m.

Respectably Submitted,

  
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Kristine L. Denny, Rio Blanco BOCES Board Secretary

  
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Kevin Amack, Rio Blanco BOCES President of the Board

**Rio Blanco Board of  
Cooperative Educational Services  
Minutes May 8, 2018**

The meeting was called to order by President Kevin Amack at 6:30p.m.

Board Members Present: Kevin Amack, Jason Cox, Bob Dorsett, Bud Ridings, Sam Tolley, Kurt Douglas (substitute)

Board Members Absent: Joyce Key

Others Present: Teresa Schott, Brad Bauer, Jessica Fortunato, Kris Denny, Matt Scoggins, Chris Selle

**APPROVAL OF AGENDA**

Motion by Sam Tolley to accept the agenda as amended to add a discussion of the director's evaluation/contract/goals.

Second by Jason Cox

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Ridings, Tolley, Douglas

Absent: Key

**APPROVAL OF CONSENT AGENDA**

Motion by Bud Ridings to approve the Consent Agenda: Minutes of the February 13, 2018 meeting, Resignations of Nicolle LeBlanc- Meeker Health Tech, Kaila Carroll- Meeker Paraprofessional and Jamie Dale- Meeker Special Education Teacher. Warrants and Finance Report.

Second by Bob Dorsett

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Ridings, Tolley, Douglas

Absent: Key

**PUBLIC INPUT - N/A**

**DISCUSSION/ACTION ITEMS**

**AU Determination**

Mr. Bauer spoke to the board regarding the AU determination. Each year the BOCES receives its determination status, similar to the district's accreditation. This year the BOCES scored higher than the state average. The report shows how our student scores compared to the state scores through the state assessment results from CDE. We are impacted with living in a rural community, and the turnover of teachers, and the difficulty of finding teachers.

**Rio Blanco BOCES Climate Survey**

Ms. Schott explained to the board that a Climate Survey went out explaining the BOCES and the programs offered, 55 staff members completed the survey. Overall, the employees were very familiar and appreciated the Backpack Program. Support with behavior and students with Autism was a big request from the staff so we will be adding a Behavior Specialist position to be shared with both districts. Many staff members thought that the BOCES was Special Education only and didn't realize all of the programs provided by the BOCES.

**Gifted and Talented Update**

Ms. Schott informed the board that the gifted and talented program is growing. We are trying to improve it in both districts by offering more activities and opportunities for the students. GT is not a funded program like special education. Very limited money comes from the state to help fund Gifted and Talented so our coordinators try to suggest and provide interventions for the teachers.

**Local Service Plan (LSP)**

Ms. Schott explained to the board that the Colorado's Medicaid program is now Health First Colorado. The money received is based on our students on IEP's. Medicaid dollars are used to support our nurse's salaries, materials and supplies, so the money basically goes back to both districts to all of the students. Our LSP is updated every 5 years and we base this on our current needs.

**Children's Health Fair**

Ms. Denny informed the board of a very successful health fair this year in Rangely with over 50 participants. Unfortunately we had to cancel the Meeker health fair due to low numbers. The Meeker clinic does a great job of referring children all year long and the Meeker Preschool will participate in the Meeker Roundup to hopefully fill the preschool slots.



**High Cost Student Submission**

Ms. Fortunato informed the Board that the High Cost Student Report was submitted. A total of \$68,150 for 2 students was submitted for Rangely and a total of \$210,544 for 3 students was submitted for Meeker. The allocations are based on many things, student count, high needs categories of students, how many districts put in for the money, etc. The money comes from ECEA, (Exceptional Children's Education Act) which is the state's special education funds. We should be notified mid-June regarding our allocation amounts. Payments will be distributed by June 30<sup>th</sup>, 2018

**Staffing Contract Recommendations 2018-2019 / ACTION**

Ms. Schott explained the staffing needs as presented in the handout. We are needing two Special Education Teachers. We are looking for one for Meeker Elementary and one for Rangely High School. It has been very difficult in the past few years to find qualified teachers. Also the addition of a Behavior Specialist to be shared by both district and 1 behavioral paraprofessional in each district. Motion by Sam Tolley to approve the staffing recommendations and to execute contracts for the certified staff for the 2018-2109 school year.

Seconded by: Jason Cox

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Ridings, Tolley, Douglas

Absent: Key

**Meeker School Psychologist Contract / ACTION**

Motion by Bob Dorsett to move that the Board of Education go into executive session to discuss personnel matters pertaining to the Meeker School Psychologist contract, required to be kept confidential by the Colorado Open Records Act, Article 72, title 22, C.R.S., and that by this motion the Board announces that such action is the purpose of the executive session. Entered in at 8:10p.m.

Second by Kurt Douglas

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Ridings, Tolley, Douglas

Absent: Key

Resumed Regular Meeting 8:26 p.m.

Motion by Bud Ridings to non-renew the School Psychologist contract.

Seconded by: Bob Dorsett

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Ridings, Tolley, Douglas

Absent: Key

**Final Budget 2018-2019 / ACTION**

Ms. Fortunato explained to the board the anticipated staffing needs for the 2018-2019 school year. The budget reflects major changes from the 2018-19 February presentation. Meeker expenditures are as follows; a step increase for all staff, a 1.9% increase for Administration, a 6% health benefit increase for all eligible staff, an increase for a shared Behavior SPED Teacher, an increase for a fulltime Behavior SPED Para and a \$2,500 increase for materials for behavior support. Rangely expenditures are as follows; A step increase for all staff, a 1.9% increase for Administration, a 16.32% health benefit increase for eligible staff, an increase of a shared Behavior SPED Teacher, an increase for a fulltime Behavior SPED Para, \$2500 increase for materials for behavior support and a part-time Preschool Para.

Motion by Sam Tolley to approve and accept the 2018-19 Final Budget as presented.

Seconded by: Jason Cox

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Ridings, Tolley, Douglas

Absent: Key

**Meeting Dates for 2018-2019 / ACTION**

Meeting dates were discussed and set for Tuesdays at 6:30

September 11<sup>th</sup> 2018 in Meeker

December 11<sup>th</sup> 2018 in Rangely

February 12<sup>th</sup> 201 in Meeker

April 23<sup>rd</sup> 2019 in Rangely

Dinner at 6:00 p.m.

Motion by Bud Ridings to approve and accept the 2018-19 BOCES meeting dates as discussed.

Seconded by: Jason Cox

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Ridings, Tolley, Douglas

Absent: Key

Executive Director's Evaluation / Contract Executive Session

Mr. Amack informed the board of his meeting with Ms. Key and Ms. Schott regarding her 2018-2019 contract. Ms. Schott was given 3 goals for next year; 1) will work with district administration to determine expectations for building level needs surrounding communication and support. 2) will start a bi-yearly climate survey 3) a bi-weekly board update to all members of the board. Ms. Schott was rewarded a 1.9% administrator's salary increase and a one year contract with an automatic one year renewable contract.

Motion by Bob Dorsett to accept the Executive Directors evaluation, contract and goals as discussed.  
Seconded by: Bud Ridings

ROLL CALL VOTE

For: Amack, Cox, Dorsett, Ridings, Tolley, Douglas

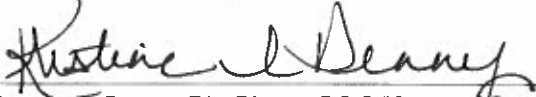
Absent: Key

Next Meeting: September 11<sup>th</sup> 2018, Dinner at 6:00 p.m. meeting at 6:30.

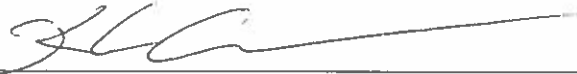
**ADJOURNMENT**

The meeting was adjourned by the President of the Board Kevin Amack at 8:45 p.m.

Respectably Submitted,



Kristine L. Denny, Rio Blanco BOCES Board Secretary



Kevin Amack, Rio Blanco BOCES President of the Board