



SAN JUAN BOARD OF COOPERATIVE EDUCATIONAL SERVICES

**Meeting:** San Juan BOCES/Southwest BOCS  
**Joint Board of Directors Meeting**  
**Time:** 5:30 p.m.  
**Date:** Thursday, April 29<sup>th</sup>, 2010  
**Location:** Durango 9-R Board Room  
201 E 12<sup>th</sup> St, Durango, CO

# Minutes

---

## I. OPENING OF MEETING

### A. Call to Order, Establish Quorum - Barbara Wickman/Chris Kloster, Presidents

Randy Boyer opened the meeting stating that Barbara Wickman was not present; Andy Burns would preside as acting Vice-President along with Chris Kloster.

The meeting was called to order at 5:55 pm.

#### Attendance, introductions:

Chris Kloster, Board President, SW BOCS  
Brian Hanson, Superintendent Mancos  
Mark MacHale, Superintendent Dolores  
Bill Nobles, Board Member Archuleta (Pagosa)  
Mary Ann Graf, Business Manager SW BOCS  
Lisa Wegner, Executive Director SW BOCS  
Dave McKuskey, Board Member Dolores County (Dove Creek)  
Sandra Pyle, Board Member Dolores  
Ed McCaw, Board Member Ignacio  
Juvie Jones, Superintendent Ignacio  
Dean Hill, Superintendent Bayfield  
Leilani Scott, Special Education Director Cortez  
Stacy Houser, Superintendent Cortez  
Andy Burns, Board Member Durango  
Keith Owen, Superintendent Durango  
Randy Boyer, Executive Director SJ BOCES  
Paula Sublett, Director Business Services SJ BOCES  
Steve Otter, CTE & PD Coordinator SJ BOCES

#### Absent

Barbara Wickman, Board Member Bayfield  
Cliff Pohlman, Board Member Silverton  
Jackie Fisher, Board Member Cortez

Dean Hill was voted by affirmation to stand in for Barbara Wickman

B. Approve Agenda

Before approving the Agenda, it was agreed we should move on the resolutions to dissolve SWBOCS, and SJBOCES to admit new membership.

C. Southwest BOCS Approve Resolution to Dissolve

Chris Kloster called to order SWBOCS meeting. Mary Ann Graf took roll. Sandra Pyle made the motion to dissolve SWBOCS, Dave McKuskey seconded. Motion passed unanimously. A written resolution was presented.

D. San Juan BOCES Approve Resolution to Admit New Membership

Andy Burns called to order SJBOCES meeting. Paula Sublett took roll. Ed McCaw made the motion to accept the SW districts into SJBOCES, Andy Burns seconded. Motion carried unanimously.

At this time the joint meeting reconvened and was run in tandem by Chris Kloster, President of SWBOCS and Andy Burns, standing Vice President SJBOCES.

E. Approve Minutes from March 15, 2010

Chris Kloster called for a motion. Andy Burns motioned to approve the minutes from March 15 Joint Board meeting, Sandra Pyle seconded. Motion carried unanimously. Subsequent to the vote, Mark MacHale made note that the joint meeting minutes should reflect Vangi McCoy as the Dolores Board attendee not Sharon Maxwell. That change was noted and will be made.

F. Call to Audience for Public Participation

There was no public participation.

## II. REPORTS

A. Financial Statements Including Balance Sheets through March 31, 2010

- San Juan BOCES

Paula Sublett presented and reviewed the SJBOCES financial details with comparison of actual to budget, % of budget balance and prior year actual along with Balance Sheets.

- Southwest BOCS

SWBOCS financials were also presented in line item summary. Balance sheets were not presented. Sandra Pyle stated she was a signer on the investment CDs currently with SWBOCS and would we combine bank balances effective with the merge. Paula stated that would be the case.

B. AU Merger Committee Recommendations

Randy Boyer presented the AU Merger Committee recommendations.

Recommendations were staff reductions, additions and to discontinue operating the Adult Ed and GED programs. Chris Kloster asked Randy to explain the rationale behind the Adult Ed recommendation. Randy stated that it would be more appropriate to support the districts' participation in Adult Ed as strictly a Second Chance flow through for PPR than to actually manage the fiscal operation including actually employing their staff. Mark MacHale noted the staff reduction total should be 4.91FTE. The additions included a change of the Safety Coordinator from .4 to .5 FTE and the total is 4.85 FTE.

C. PD Merger Committee Recommendations

Steve Otter reviewed the PD Merger Committee recommendations that were included in the board packets. He elaborated on the NWEA support to demonstrate the evaluation process that requires further discussion around what is currently being purchased versus what is currently being used and at what levels as a group would be determined to be the most effective.

D. Business Committee Recommendations

Paula Sublett reviewed the budget considerations, included in the board packet, that were used to build the draft Proposed Budget. The considerations were based on staffing recommendations from the AU and PD committees.

E. Present proposed 2010-2011 San Juan BOCES Budget

Paula Sublett reviewed the proposed merged budget included in the board packets, in detail, including merged staffing recommendations, benefit considerations, purchased professional service for students and staff and other recommendations referred from the merger committees.

F. Auditor RFP

SJBOCES is recommending changing to Wall, Smith, Batman & Associates, Inc. to provide audit services for the next three years. The RFP went out in conjunction with Durango 9R. The current auditor has been providing services for several years and it is recommended from an accountability stand point to get a fresh set of eyes after so long. Keith Owen noted that the Finance Director from 9R completed successful reference checks and that Fort Lewis was on their client list. Paula presented the dollar summary of proposals from other firms and made available the actual proposals.

### III. ACTION ITEMS

A. Accept Financial Statements and Balance Sheets through March 31, 2010

Chris Kloster called for a motion. Sandra Pyle made a motion to accept the financial statements and balance sheets as presented. Andy Burns seconded. Motion carried unanimously.

B. Accept new audit firm proposal

Andy Burns made a motion to accept new audit firm proposal. Ed McCaw seconded. Motion carried unanimously.

### IV. INFORMATIONAL ITEMS

Legal Opinion Regarding Conflict of Interest

Chris Kloster referred to the legal opinion letter included in the board packet, from Darryl Farrington regarding the question of possible conflict of interest having Randy Boyer as a Board Member to the Mancos School District. In summary the letter stated there is no conflict issue.

Next Board Meeting Monday, May 10, 2010, 5:30 p.m., TBA

Randy discussed the need to elect new board members and “submit” the proposed budget to the board in order to meet the necessary timelines to put out legal notice before formally adopting the proposed budget. The May 10 meeting will therefore include:

- Elections
- Submit Proposed Budget for 2010-2011
- Staff Contracts

Board Meeting Monday, June 7, 2010, 5:30 p.m. TBA

- Adopt Proposed Budget for 2010-2011

Next SAC (Joint Meeting) June 16, 2010, 9:30 a.m. TBA

V. ADJOURN

Sandra Pyle made a motion to adjourn. Dave McKuskey seconded.

Meeting was adjourned at 8:00 p.m.