



**Board Meeting Agenda**

August 1, 2023, from 4:30 – 6:30 p.m.  
430 Beacon Lite Rd., Suite 150, Monument, CO 80132

- I. PRELIMINARIES
  - A. Call to order
  - B. Roll call
  - C. Welcome to guests
  - D. Pledge of Allegiance
  - E. Public Comment
  
- II. APPROVAL OF AGENDA
  
- III. CONSENT AGENDA
  - A. Approval of June 2023 Board Meeting Minutes
  
- IV. SWEARING IN OF BOARD MEMBER
  - A. Bethany Drosendahl
  
- V. ACTION ITEMS
  - A. Home School Enrichment September Open – Ken Witt
  
- VI. DISCUSSION ITEMS
  - A. Board Retreat Update – Ken Witt
  - B. Enrollment Update – Ken Witt
  - C. New Programs – Ken Witt
  - D. Policy Review – Ken Witt
  
- VII. OTHER BUSINESS
  - A. Executive Session pursuant to C.R.S. 24-6-402(4)(b) to discuss potential litigation matters
  - B. Action related to matters discussed in executive session
  
- VIII. BOARD REPORTS
  - A. Education and Operations
  - B. Finance
  
- IX. ADJOURN



**Regular Meeting of EDUCATION reENVISIONED BOCES**  
 430 Beacon Lite Rd., Suite 150, Monument, CO 80132 & Video Conference  
 Tuesday, June 6, 2023 at 4:30pm  
 Board President Lis Richard in the Chair, and Dee Frank acting as Secretary

Guests/Staff-Physically Present: Annette Ridgway, Ken Witt, Dee Frank, Jackie Burhans, James Howald, Carolyn Bedingfield

Guest/Staff-Electronic Participation: Greg Vigil, Suzanne Romero, Stephenie Osman, Ben Autry, Amy Attwood, Eric Dinnel, Frank McNulty, Alex Tuel, Nicole Tiley, Hale O’Herren, Shaylyn Pergola

**Board of Directors Roll Call:**

	Crispell, Keith	Drosendahl, Bethany	Graham, John	Harris, Chelsy	Richard, Lis
Here	*	* X (physically present)	X (physically present)		X (electronic participation)
Not Here	X			X	

**\*Keith Crispell granted Annette Ridgway his representation through Action Item IV.A**

**\* Bethany Drosendahl was voted in for the next term Action Item IV.A**

**Approval of Agenda:**

Motion: Graham, to approve the agenda

Second:

Amended Motion: Graham, to approve the agenda with Discussion item V.B. Homeschool Enrichment Program Applications (Skills Academy) moved to Action Item IV.B.

Second: Richard

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE	X		X		X
Voted NAY					
Not at mtg.				X	
Abstain					



**Approval of Consent Agenda:**

Motion: Graham, to approve the consent agenda

Second: Richard

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE	X		X		X
Voted NAY					
Not at mtg.				X	
Abstain					

**Approval for Agenda Action Items:**

IV.A.-Board Officer Appointments

Motion: Graham, to appoint Bethany Drosendahl as ERBOCES board member at large for a term beginning June 6, 2023

Second: Richard

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE	X		X		X
Voted NAY					
Not at mtg.				X	
Abstain					

IV.B. Homeschool Enrichment Programs

Motion: Drosendahl, to authorize the Executive Director to enter into an operating agreement with RIA APA Homeschool Enrichment Program.

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					



Motion: Drosendahl, to authorize the Executive Director to enter into an operating agreement with diskaPods Homeschool Enrichment Program.

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					

Motion: Drosendahl, to authorize the Executive Director to enter into an operating agreement with South Metro Homeschool Enrichment Program.

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					

Motion: Drosendahl, to authorize the Executive Director to enter into an operating agreement with RES Homeschool Enrichment Program.

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					

Motion: Drosendahl, to authorize the Executive Director to enter into an operating agreement with Heart Seed Wildschooling Homeschool Enrichment Program.

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					



Motion: Drosendahl, to authorize the Executive Director to enter into an operating agreement with Skills Homeschool Enrichment Program

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					

IV.C. Policy Review, 7D. Staff Conduct

Motion: Drosendahl, to approved Board Policy 7D, Staff Conduct as presented

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					

IV.D. 2022-2023 Supplemental Budget

Motion: No Motion is requested

Second:

Motion Passed:

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE					
Voted NAY					
Not at mtg.					
Abstain					

IV.E. 2023-2024 Original Budget

Motion: Drosendahl, to approve the 2023-2024 Original Budget as presented

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					



**Executive Session**

Motion: Drosendahl, to enter Executive Session pursuant to C.R.S. 24-6-402(4)(f) to discuss Executive Director job performance and related evaluation matters at 5:13pm.

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					

Motion: Drosendahl, to exit Executive Session at 5:49pm. Duration of Executive Session: 36 minutes.

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					

Action related to matters discussed in executive session.

Motion: Drosendahl, to approve merit increase of 5% and a 10% performance bonus based on original contracted salary.

Second: Graham

Motion Passed: 3-0

	Crispell	Drosendahl	Graham	Harris	Richard
Voted AYE		X	X		X
Voted NAY					
Not at mtg.	X			X	
Abstain					

**Adjourn:**

President Lis Richard adjourned the meeting at 5:52pm

Minutes Respectfully Submitted by: Dee Frank, Acting Secretary



## BOARD of DIRECTORS MEETING AGENDA ITEM COVER SHEET

**Board Meeting Date:** August 1, 2023

**Prepared by:** Ken Witt

**Title of Agenda Item:** V.A Home School Enrichment September Open

**Item Type:**  Action  Discussion  Information

### Background Information, Description of Need:

**Nova Star Academy HSE** is a program with which we have been in dialogue for over a year. They were recently denied a charter in Cherry Creek, and are fully setup to open doors to a community of primarily English Language Learners.

They are scaling the planned program down to a home school enrichment program for these families, Nova Star HSE. And as they will fully comply with hours, while not starting until September, staff believes it is appropriate to ask for approval of this program for Fall 2023.

**Columba HSE** is a program proposed to open in September in the western part of the state. They have already operated a private program for many years, and would like to offer a home school enrichment program for their homeschooling families. As they have existing relationships with educational programs, we have full confidence that they are able to execute in September, with a mature program in an area we have not previously served.

**Park Hill HSE** is a core instruction HSE proposed in Pueblo. The program is already developed in a private setting and would like to expand to a home school enrichment program to serve home school families in the area.

### Relevant Data and Expected Outcomes:

An application is attached regarding the following programs:

- **Nova Star Academy HSE:** *RECOMMENDED TO APPROVE.*
- **Columba HSE:** Application will be presented at next board meeting for late open.
- **Park Hill HSE:** Application will be presented at next board meeting for late open.

### Recommended Course of Action/Motion Requested:

A motion is requested “to authorize the Executive Director to enter into an operating agreement with **Nova Star** Academy HSE.



## BOARD of DIRECTORS MEETING AGENDA ITEM COVER SHEET

**Board Meeting Date:** August 1, 2023

**Prepared by:** Ken Witt

**Title of Agenda Item:** VI.A Board Retreat Update

**Item Type:**  Action  Discussion  Information

### **Background Information, Description of Need:**

A board retreat date was finalized with the board in the intervening days since the last board meeting.

Meeting time and date:  
September 8, 2023, 9AM - 11:30, with lunch served at 11:30

Location  
THE HIDEAWAY INN  
3805 Walker Road  
Colorado Springs, CO 80908  
Phone: (719) 481-2083

### **Relevant Data and Expected Outcomes:**

Agenda will be drafted with President Richard and then sent to board.



**BOARD of DIRECTORS MEETING AGENDA ITEM COVER SHEET**

**Board Meeting Date:** August 1, 2023

**Prepared by:** Annette Ridgway

**Title of Agenda Item:** VI.B.-Enrollment Update

**Item Type:**  Consent Agenda  Action  Discussion  Information

**Background Information, Description of Need:**

The 2023-2024 Original Approved Budget is based on enrollment projections provided by ERBOCES authorized schools and programs well in advance of school start dates and October Count. ERBOCES tracks actual enrollment to projected enrollment to anticipate enrollment adjustments, and resulting revenue and expense adjustments, for the Amended Budget.

**Relevant Data and Expected Outcomes:**

See attached Enrollment Update.

**Recommended Course of Action/Motion Requested:**

Enrollment updates will be presented to the board until October Count is conducted and enrollment numbers are firm.



## BOARD of DIRECTORS MEETING AGENDA ITEM COVER SHEET

**Board Meeting Date:** August 1, 2023

**Prepared by:** Ken Witt

**Title of Agenda Item:** VI.C New Programs (Home School Enrichment)

**Item Type:**  Action  Discussion  Information

### Background Information, Description of Need:

With seventeen new Home School Enrichment Programs authorized for Fall 2023, some updates are appropriate as we have worked through the planning and contracting process with each. Three programs approved for contract negotiation but not contracted have status changes on which we wish to update the board, as well as one closure/merge update for Fall 2023.

### Relevant Data and Expected Outcomes:

- **diadaskoPods HSE:** The program has a very unique model, and working through many of the contractual and compliance requirements for Home School Enrichment, they have decided that they have some process design work yet to do, and so we have not executed a contract for this program for Fall 2023. We will update the board if there is satisfactory progress to allow a contract for Fall 2024.
- **South Metro HSE:** South Metro Homeschool Enrichment Program (SMHEP) has formed a close association with our Summit Home School Enrichment Program, and has been authorized as a second campus of Summit, operating the approved educational program of Summit, so we will not be contracting directly with South Metro HSE this year, but will revisit the arrangement before next year.
- **Skills Academy HSE:** They are still missing a couple of compliance pieces, and may not be opened in August – will keep the board updated on this one.
- **Williamsburg Learning HSE:** Closed. Williamsburg Academy of Colorado, our MDOL, will take these students.

### Recommended Course of Action/Motion Requested:

Information only, no motion requested.



## **BOARD of DIRECTORS MEETING AGENDA ITEM COVER SHEET**

**Board Meeting Date:** August 1, 2023

**Prepared by:** Ken Witt

**Title of Agenda Item:** VI.D Policy Review

**Item Type:**  Action  Discussion  Information

### **Background Information, Description of Need:**

Policies were reviewed, with none resulting in policy update recommendations at this time. We will seek legal recommendations for updates from the recent legislative session and will present any offered at the next board meeting.

### **Relevant Data and Expected Outcomes:**



## BOARD of DIRECTORS MEETING AGENDA ITEM COVER SHEET

**Board Meeting Date:** August 1, 2023

**Prepared by:** Andy Franko, Director of Education Operations

**Title of Agenda Item:** Operations Report

**Item Type:**  Action  Information  Discussion

### Background Information, Description of Need:

#### Operations Team

- The operations team is actively working with nineteen new homeschool enrichment programs that will launch in the Fall of 2023. We are excited to bring the programs on board and continue to work closely with the operators to ensure successful openings.
- The operations team is preparing Synergy, the student information system, for the 2023-24 school year by creating the new programs in the system as well as rolling existing programs to the new school year. This is an extensive process but will ultimately keep our schools and programs in compliance with state and federal reporting requirements.
- The operations team spent a significant amount of time preparing for an attendance audit conducted by the Colorado Department of Education. Attendance audits happen in arrears, which requires a lot of data collection from schools/programs that may or may not currently contract with the ER BOCES.
- State testing data from the 2022-23 school year is steadily streaming in. ER BOCES will gain access to School Performance Frameworks over the next month. An academic performance update will be provided at the September board meeting.
- We are preparing for a 2023-24 School Year Launch to take place on August 4. All school/program operators will attend for a portion of the morning as we welcome everyone to the new school year. New program operators will continue with our team for training throughout the day.

#### Administrative Unit Work

- The BOCES staff will be providing Enrich training for all new staff. All special program plans will be kept in Enrich. The school staff will be trained in Section 504s, Gifted & Talented (ALPs), English Language Development (ELPs), and Medical/Healthcare Plans.
- The BOCES staff will provide best practices, general information, and strategies to our schools through a virtual BOCES-wide special program professional development. The goal of this professional development is to increase the understanding and implementation of appropriate Special Education compliance.
- The BOCES staff has started the Post-school Outcome interviews with the appropriate schools.



## BOARD of DIRECTORS MEETING AGENDA ITEM COVER SHEET

**Board Meeting Date:** August 1, 2023

**Prepared by:** Annette Ridgway

**Title of Agenda Item:** VIII.B.-Finance Board Report

**Item Type:**  Action  Information  Discussion

### Background Information, Description of Need:

The Board of Directors needs to, at least quarterly, be informed of the financial position and performance of the organization and this report is intended to satisfy that legal requirement. The information provided in this report covers pre-audit financial results for the year ended June 30, 2023. Year-end grant reconciliations and audit adjustments may affect the final financial results for the fiscal year 2022-2023.

### Relevant Data and Expected Outcomes:

2022-2023 Budget to Actual Variance Analysis, Grant Revenue and Expense Report, Balance Sheet, and High-Level Financial Trend Report are provided for board review.

### FY 2022-2023 Financial Highlights

#### Enrollment:

Enrollment increased 3%, 108 sFTEs (full-time equivalent student count), from FY21-22 driven by changes in the portfolio of schools and programs authorized by ERBOCES. Changes include the addition of one Multi-District Online School, the loss of two Brick and Mortar Schools chartered by their local school districts, the addition of seven Homeschool Enrichment Programs, and the addition of one ICE program.

#### Revenue:

Per Pupil Revenue (PPR) increased 6% from FY21-22. Enrollment and PPR increases resulted in a \$3.0M (9%) increase in Program Revenue over FY21-22. 94% of Program Revenue is expended for instructional services. Yield on investments increased 4% over the prior year.