In Attendance: Karen Fisher (CCSD), Krista Holtzmann (DCSD), Dan Jorgenson (APS), Carrie Olson (DPS), Kelly Perez (LPS), and Sue Sava (PEBC)

Staff: Chad Burns, Marci Elder, Julie Stelzer, and Cris Veteto

Guests: Randy Black (CASB); Shawna Ballinger, Margaret Bierman, Mitzi Leaver, and Tonja Pizzo (DAC members); Lindsay Cutler, Paul Dantzer, Christy Purcell, Tony Ryan, and Jordan Smith (RMSEL parents); Jonathan Bierman (5th grade student) and Kalon Shepard (12th grade student)

Kelly welcomed everyone to the meeting and called the board meeting to order. She asked everyone to introduce themselves, and all attendees did so.

Approval of Agenda
Kelly asked for a motion to approve the agenda. Krista made a motion to amend the agenda, and Carrie seconded the motion. The agenda was unanimously approved as amended.

Approval of Minutes
Kelly asked for a motion to approve the minutes. Krista made a motion to approve the minutes, and Sue seconded. The minutes were unanimously approved.

Executive Director Report
Chad read his Executive Director report which is included below in its entirety for the minutes.

Rocky Mountain School of Expeditionary Learning
We Are Crew!
Tuesday, January 21, 2020

Executive Director Report

Communication Summary
1. Welcome – Mission, Vision, and Impact
2. Equity Update
3. Survey Revision
4. Recommitment, Lottery, and Enrollment
5. Teacher Case Studies
6. BEST Update

Welcome – Mission, Vision, and Impact

I would like to begin by welcoming our newest board member, Director Kevin Cox, from Aurora Public Schools. Director Cox also serves in the capacity of Vice President of the Aurora Public Schools and at this time, if he would like to share a few words of introduction with the BOCES and any parents in attendance this morning, we welcome that. Note: Kevin was unable to attend today’s meeting.

During the holidays, it is a time to slow down from an amazing semester of work, spend time with loved ones, and reflect on what is before us as we begin a new year. I enjoy this time as it provides time to catch up on reading, set personal and professional habits to strive for in the new year, and rejuvenate for the beginning of the second semester filled with learning experiences, fieldwork, and spring adventures.
Over the break, I was catching up on an assortment of readings and came across an article about the CEO transition at the National Outdoor Leadership School (NOLS). NOLS is similar to Outward Bound, and uses the outdoors to provide transformative experiences to young adults. At this time, NOLS is also engaged in a capital campaign in service of their global outreach. In the NOLS publication, prominent donors, who are also alumni, share their personal experience in connection to what is often characterized as a life-changing experience by spending a semester at sea or traversing the rocky mountain west.

As I reflected on this reading, it was a reminder of the impact that RMSEL has on our current students, alumni, past and present staff, parents, and our entire community. We are at a point of transition and celebration as we begin renovating the physical space of our campus. While this is a material item, it is also symbolic of the unique history of the past 26 years. Our mission statement at RMSEL is: “As a K-12 community, the mission of the Rocky Mountain School of Expeditionary Learning (RMSEL) is to empower students and staff to be learners, thinkers, citizens, and explorers engaged in and inspired by the real world. ‘We are crew not passengers.’”

This mission is our foundation and is directly aligned to our call to action through our vision: “RMSEL scholars will demonstrate pride and ownership as they grow into responsible citizens who strive for high academic achievement and character excellence. RMSEL staff will equip our students with tools for success in order to make a positive impact on our local and global community. Through our actions, our community will exemplify Expeditionary Learning.”

I share this today because, over the past month, we hosted a panel discussion featuring RMSEL alumni from 2011-2018. As each alumni shared his or her story and responded to questions from the audience, I realized that RMSEL is similar to other organizations like NOLS and Outward Bound in that we, too, have a legacy and transformative impact on our students. In addition to this panel, we now have graduates enrolling their children at RMSEL to have similar experiences. This brings about a sense of pride and humility, as I am fortunate to lead at our school. RMSEL truly has a lasting impact on our community, and it is so exciting to see the next generation of students have a connection to our alumni. This tradition and legacy is not possible without our staff, past and present, that is committed to the mission and vision of our school. I am excited to begin a new year!

Equity Update

Over the past two months, Dr. Antoinette Massey and I have been working collaboratively through a deep dive into our school data, including but not limited to student achievement, academic growth, intervention services, special education, discipline, enrollment, wait lists, relinquishments, and funding. This has been a rewarding process of discovery as she works to analyze this through a lens of ensuring that RMSEL is an inclusive learning environment for all students. In addition to this analysis, Dr. Massey met with a sample set of RMSEL parents this past week through an in-person interview process to hear concerns and personal perspective from families. Dr. Massey will be finalizing her recommendations for the upcoming bi-annual community survey and a report before the board and will share her process later in today’s meeting.

Chad noted that Dr. Massey had a meeting conflict and could not be in attendance today. The board members each have a copy of her report in their packet. Chad said there are four areas that Dr. Massey is considering in her equity audit: funding, achievement, discipline, and access. Krista said she thought it was important that the board hears directly from her in presenting her findings. Carrie asked if Dr. Massey’s interviews would also include staff and students, as well as families. Chad said that she had requested interviews with parents, and also met with a panel of students on Friday. At this time, she has not requested interviews with staff, but if she wishes to do so, staff will certainly be available for interviews. Kelly asked to have the report that Dr. Massey provided to the board posted to the RMSEL website today, and Chad agreed to do so. Dr. Massey will be asked to come and present her report personally at another meeting. Chad continued with his Executive Director report.

Survey Revision

The survey has been revised to reflect feedback and concerns addressed before the board. Once Dr. Massey has prepared questions, we will add and review prior to sending to the BOCES. We have a secure third party provider with
Survey Monkey that is the most cost effective. Survey Monkey will assign one unique link to each email with an invitation to take the survey. We can then ensure the survey can only be taken one time to increase the reliability of results reported. The one drawback to this is we do not have the ability to communicate with families outside of explaining that they will be receiving a survey. The survey emails will come from the host, not the school, and we just want to make sure that parents don’t miss it or disregard the email since it is not addressed from RMSEL.

**Recommitment, Lottery, and Enrollment**

On December 4 and December 18, 2019, we communicated with families that this year’s recommitment window will begin on January 6 and close on January 10, 2020. Along with this, it was communicated to families that the deposit toward 2020-2021 school year student fees of $300 would be due to secure a spot. As with all school fees, we provide financial aid and work with families who have experienced unexpected hardship, providing payment plan options if they do not meet the guidelines for full or partial financial aid.

We are beyond excited to share that in the past nine years, this is the highest retention rate of students and families at this point in the enrollment process.

- Overall, 91% of RMSEL families have committed to re-enrollment for the 2020-2021 school year.
- For Kindergarten, we currently have 13 siblings and 1 student of an alumni that have enrollment preference to join their family members next year.
- 96.2% of current students in K-5 are returning for next year.
- 100% of current students in 6th grade are returning to join 7th grade.
- 98% of current students in 7th grade are returning for 8th grade.
- And the biggest celebration is for the second time in five years, our 8th to 9th grade transition exceeds our target capacity of 26 returning students.

Throughout this process, the board received parental feedback that the timing of our process was not in alignment with our district partners. I would like to share that, although I do not have the time go through every school in your districts, I did conduct a quick spot check and found the following, listed in chronological order according to deadlines:

- CCSD – (Cherry Creek Academy) 5 year wait list – No Lottery – First come, first served in order of responses to the list – Fees are based on the year of enrollment
- APS – (Aurora Quest) – Application Based – Kindergarten – December 20, 2019 / 1st – 8th grade January 31, 2020 – Test Fee $100 – Fees assigned by course / activity
- LPS – (Littleton Academy) – Lottery January – No fee structure publicly posted
- DPS – (Office of School Choice) First Selection Window – February 18, 2020 – Fees assigned by school and/or program of enrollment

Each school and district has varying dates as assigned based on their program-specific needs. Each school district, while not in alignment with dates, has clear, publicly posted policies and a process for enrollment in choice programs. Our program is the second latest of our district partners and is driven by the timing of our state assessment window for a K-12 school that administers every state exam, spring crew trips, high school internships, and student portfolio preparation. RMSEL provides a shadow experience to all families that are accepted to the lottery and a one-week timeline to accept or relinquish the lottery spot before being required to make their enrollment deposit.

Kelly asked if there was much feedback from families regarding the increased fee deposit. Julie said there are six families who set up payment plans with her, and that the overall re-enrollment commitment response worked wonderfully this year. Karen asked if the concern was that the deposit was required too early or too late. Chad said there were concerns expressed that RMSEL’s recommitment was too early. He said that Cris has been the Office Manager for 9 years, and
also functions as registrar, bursar, and a number of other roles, and has experienced a pattern of very late relinquishments that result in being unable to fill open enrollment spots.

Teacher Case Studies

As previously reported to the board, our first semester of Professional Development centered around instruction, planning, and coaching for each teacher to develop his/her independent case study. As you exit today, please take the time to walk the adjacent hallway; all case study overviews are posted for our community to view. I look forward to an outstanding semester of implementation that will include fieldwork opportunities, in-depth final products, and connections with experts in the local community. Also, if board members would like to see the letters teachers shared with one another, they are all on display in the faculty lounge.

BEST Update

At this time, the architect team, TreanorHL, has submitted the final design documents (DD) to JHL to finalize the itemized budget and guaranteed max price. We will review this as a team on January 24, 2020, which will be the final meeting before project construction will commence. In addition to this, consultant teams are in the building preparing for the first phase of construction, which is set to begin April 1, 2020. All of the current electrical and mechanical systems will be removed and replaced this summer, and we are set to break ground on August 13, 2020 on the expansion. I appreciate our talented team of architects and contractors as well as the support from the planning department at DPS. We have met all DPS construction standards and are set to move forward accordingly.

Kelly asked if there will be a large mock-up of the plans for people to see, and if the plans will be posted on the website. Chad said yes. She expressed that it is hard to get a BEST grant, and this is very exciting for RMSEL. Chad said one of the contract agreements with JHL is that they will launch a website, which will include a live link on RMSEL’s website. Carrie asked Chad to provide her with the names of the people he worked with at DPS in this process so she can thank them.

Consent Agenda

- Item #1 – Personnel Matters – Kelly asked for a motion to approve the consent agenda. Sue made a motion to approve the consent agenda, and Carrie seconded. The motion was unanimously approved.

Open Forum

- Kelly stated that during the time of general public comments, inflammatory or abusive remarks are not acceptable, nor are comments related to personnel, and each speaker has three minutes to speak. Mitzi said this is her last year at RMSEL, as her son is graduating, and she expressed her appreciation to the board for all they have done in helping RMSEL to get a BEST grant. Christy said there are many things she loves about RMSEL, and appreciates how the sailing trip plan has been handled. She asked where the BOCES is in regard to the DAC by-laws, and also asked that the election of new BOCES officers not take place until Dr. Masse has completely finished the equity audit.

Action Items

- 2019-2020 Budget Revision – Julie said the bulk of the changes result from the under-enrollment in the high school. The adjustment to the construction debt service of $484,500 is a result of the resolution the board passed prior to the bond closing, in order to make the one year prepayment of annual debt service. Discretionary expense is reduced by $94,000 because the funds were used for the debt service payment. There is a significant adjustment to insurance of about $13,000, due to the bond process and DPS requiring that the building replacement value be fully insured; in the past RMSEL only insured the value of the contents. There are additional legal fees due to the bond process and the legal services required because of the parent grievances. This increase requires a resolution to go into the reserve funds for $35,000. Sue asked about PERA, and the recent legislation that was passed. Julie said there was time to anticipate that, and the adjustment was included in the original budget. Julie explained to the audience that Sue is referencing the percentage of gross compensation that is required for RMSEL to pay into PERA, which is 20.4%. Chad added that the increase in insurance cost was a mid-year adjustment, due to DPS requiring RMSEL to pay for insuring the building; it is not known yet what the cost for next year will be. The insurance deductible for all damages will be $100,000, which RMSEL will now be responsible for covering. RMSEL could not afford to go with a low...
deductible policy because it was cost prohibitive. Kelly asked if it was standard procedure for the lessee to have to pay for insuring the building rather than the owner. Chad said he isn’t an insurance expert, so he does not have a concrete answer. Julie added that prior to closing of the bond, DPS notified RMSEL they were removing the RMSEL facility from the insurance coverage and RMSEL would now be responsible for insuring the building. Kelly commented about the legal fee expense and said it was necessary because of the board’s need to address the grievance that had been made. Carrie added that she anticipates those expenses decreasing in the future because of the steps that have been taken to strengthen the board.

Kelly read the resolution, and it is included below for the minutes.

ROCKY MOUNTAIN SCHOOL OF EXPEDITIONARY LEARNING
RESOLUTION
BY
BOARD OF COOPERATIVE EDUCATIONAL SERVICES

WHEREAS, the sponsoring districts are authorized to enter into this Agreement pursuant to the Boards of Cooperative Services Act of 1965, as amended, C.R.S. 22-5-101, et seq., and C.R.S. 29-1-203;
WHEREAS, the sponsoring districts previously have formed a board of cooperative educational services to establish and operate an expeditionary learning school for the benefit of students residing within the sponsoring districts;
WHEREAS, the sponsoring districts wish to continue the operation of said expeditionary learning school using a school-based governance structure;
WHEREAS, the parties wish to operate the expeditionary learning school within the boundaries of School District No. 1 in the City and County of Denver and to obtain certain facilities and services from said school district while working collaboratively with and providing educational opportunities for students of the other sponsoring districts;
WHEREAS, the school has expended in excess of budgeted legal fees to investigate and respond to ongoing parent grievances regarding school equity;
WHEREAS, the school has expended in excess of budgeted legal fees to negotiate and finalize the contracts with TreanorHL and JHL Construction in order to commence the school innovation;
RESOLVED, the BOCES authorizes the use of a portion on the 2019-2020 beginning fund balance for the purpose of providing additional legal expense for the parent grievance and contracts related to the school renovation project.

| Additional Legal Expense – parent grievance | $25,000 |
| Additional Legal Expense – renovation contracts | $10,000 |

FURTHER RESOLVED, the use of this portion of the beginning fund balance for the purpose set forth above will not lead to an ongoing deficit.

This resolution may be executed in one or more counterparts, all of which taken together shall constitute the same resolution, and when signed by the President of the BOCES may be certified by any proper director of the RMSEL organization.

By their signatures, the undersigned member(s) evidence their approval of the above proceedings as of January 21, 2020.

______________________________
Kelly Perez, President

______________________________
Janice McDonald, Secretary/Treasurer
Sue made a motion to approve the resolution, and Krista seconded. The resolution was unanimously approved.

Report Items

- Budget Update – Julie presented the management summary, which is included below for the minutes.

**Rocky Mountain School of Expeditionary Learning**

**Management Summary**

**January 21, 2020**

**Revenue**

Per pupil revenue (PPR) is typically paid from DPS on a monthly basis. It is assumed that one of the monthly payments in the first quarter of 2020 will incorporate any changes in the State’s supplemental budget, if applicable, to reflect any adjustments or rescissions from CDE. The first 25% of PPR funding ($827,653.57) was received in July, and the subsequent monthly payments received were as follows:

<table>
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<th>Date</th>
<th>Amount</th>
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<tr>
<td>10/18/19</td>
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</tr>
<tr>
<td>11/22/19</td>
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</tr>
<tr>
<td>12/20/19</td>
<td>$275,884.52</td>
</tr>
</tbody>
</table>

PPR was budgeted at $8,735.13/FTE X 385 FTE, and $8,735.13/FTE X 379 FTE (10/1/18 count) is the PPR amount that was received to date. The PPR and FTE difference funded at 50% explain the budget variance. This line item was adjusted to actual with the revised budget to reflect 367 FTE students (official October 2019 count numbers).

Per the State Board of Education, English Language Proficiency Act (ELPA) allocations were approved for the 2018-2019 school year. RMSEL received $1,342.22 of ELPA funding in October 2019 to support the requirement to provide an evidence-based English language proficiency program for all English learners. The ELPA program provides funding intended to offset the cost of educating English learners with the goal being to increase the English language proficiency and academic performance of English learners. This line item was adjusted on the revised budget.

Per the Budget Appropriation resolution approved by the board in June 2019, $350,000 of beginning fund balance is reflected on the budget for Prior Year Budget Carryover (#43503). This is in alignment with the provisions of GASB 54 and the categorization of fund balance assigned for budget carryover.

Per HB 12-1345, $201,186.16 was received in August 2019 to assist the BOCES with meeting state educational priorities determined by CDE. These funds are used to employ key personnel to implement a Response to Intervention (RtI) process for monitoring student achievement with 20% of our school population in grades K-12.

In August, we received $3,196.03 per the READ Act to support reading intervention for students in grades K-3 as identified from state assessment scores. This line item was adjusted on the revised budget.

The amounts reflected in the Fieldwork Carryover-Landmark Trips (#43600) line items include fieldwork fees carried over from 2018-2019 as well as 10% landmark trip allocation from the 2019-2020 fieldwork fees. These amounts are allocated toward funding the landmark 5th grade Sailing trip, 6th grade Yellowstone trip, 8th grade Civil Rights trip, and the high school Colorado Trail trip.

As of October 31, 2019, budgeted enrollment was 385 FTE and actual enrollment was at 367 FTE on 10/1/19, count day. The variance in the fieldwork fee grouping (#44200), transportation fee (#44500), instructional support supply fee (#44600) and technology fee (#44700) line items represent under-enrollment in the high school. These line items were adjusted with the revised budget.
Classroom revenue (#46200, #46400, #46500, #46550 and #46602) represents funds deferred from 2018-2019 DAC fundraising for purchase of an Osprey Kiva ($150) and backpacks ($1,795) for the adventure program as well as the student contribution toward the 5th grade Sailing ($5,200), 6th grade Yellowstone ($4,900) and 8th grade Civil Rights ($7,200) landmark trips. The high school science classroom received a parent donation ($655.64) to cover the cost of the large Shutterfly photos displayed throughout the school as well as $8,562.22 in Colorado Gives Day and parent donations.

School-based fundraising revenue (#47000) is significantly higher than budgeted due to the deferral of DAC fundraising revenue from 2018-2019. These funds ($62,099.19) along with 2019-2020 DAC fundraising will be deferred for the new playground to be installed after the school construction is completed.

Miscellaneous income (#49000) is greater than anticipated due to the number of student enrollment relinquishments and the non-refundable fee deposit. Due to the number of families opting to pay the required $150 fee deposit and then not attend RMSEL for the 2019-2020 school year, the non-refundable fee deposit required to secure a student’s enrollment spot for the 2020-2021 school year was increased to $300. To clarify, the fieldwork fee deposit received during re-enrollment is applied to a student’s fees for the upcoming school year and does not represent a fee increase for families that remain at RMSEL. As of this report, the $300 non-refundable deposit has been paid by all returning students, 6 students are on payment plans and 2 families have repeatedly been contacted to make payment arrangements without any response. This line item was adjusted on the revised budget.

Interest Income (#80000) – this line item is greater than budgeted and was adjusted on the revised budget.

**Expenses**

Line items with notable variances or exceptions are explained below.

Lease #60020 – this variance is due to a timing difference related to the lease payments of $75,000 to DPS which are due 11/1 and 5/1.

Construction (General) #60032 – this variance is due to the construction of a wall in the old Spanish classroom in order to create two pull-out classrooms for Learning Specialists. This wall construction was not anticipated when the budget was created last May. This expense line item was adjusted on the revised budget.

Debt Service-Construction Bond #60032 – the $484,500 showing in this line item represents the Maximum Annual Debt Service (MADS) on the 2019 CECFA Education Revenue Bonds that was authorized by the board on 10/3/19 and paid at closing on 10/8/19 and will show on the Capital Construction Fund financial statements in the Bond Reserve Fund once completed. As stated in the board resolution, a portion of the school’s beginning fund balance for 2019-2020 was authorized to fund the initial year of MADS on the bonds, and the revised budget reflected this payment from the beginning fund balance.

Insurance #62350 – the $12,787 budget variance in this line item relates to an increase in property coverage required by DPS to add the building value ($5,818,141) and content value ($724,426) to the RMSEL policy. DPS had previously maintained the insurance for the building replacement. In addition to this change, RMSEL’s per occurrence property deductible was increased to $100,000. These changes reflect an increase in RMSEL’s total insured value to $8,064,764. The annual premium contribution for this increase is $17,279 and was pro-rated to the effective date of 10/3/19. This line item was adjusted on the revised budget.

Legal Expense #62720 – as stated in the prior month’s report, we have been advised by Coulter Bump of Caplan & Earnest LLC that the estimated legal fees to navigate the ongoing parent concerns from the four families with grievances will be in the range of $10,000-$15,000 depending on the time needed to bring the issue to resolution. In addition, there are legal fees related to the bond issuance and subsequent architect and general contractor contracts
which were not included in the original budget. This represents a substantial increase to this budgeted line item, and the legal expense budget was increased to $35,000 on the revised budget. Additionally, as previously stated, the school needs to access the reserve (beginning fund balance) to increase the legal expense line item due to the bond issuance and budget rollover figures used in forecasting for the school’s debt service obligation. A resolution to access the beginning fund balance was presented earlier.

Special Education Fees #65020 – this budget line item was adjusted on the revised budget to reflect actual enrollment as of October 2019 count.

Passages & Graduation #66207 – this line item variance is due to the cost of a venue to hold graduation. For the past several years, RMSEL’s graduation ceremony has been held in the Thomas Jefferson High School auditorium. Due to ongoing construction/renovation of the TJ campus, the auditorium will be unavailable for the 2020 graduation ceremony, and RMSEL had to secure another venue. This budget was adjusted on the revised budget.

Classroom Supplies-Fitness #66207 – this budget line item is offset against Classroom Revenue #46207 and relates to the purchase of fitness t-shirts for all students K-12.

Classroom Supplies #66300, #66400, #66500 & #66600 – these budget line items were adjusted on the revised budget to reflect actual enrollment as of October 2019 count as well as the staffing decrease in high school.

Classroom Supplies #66304 – this account is offset against account #46304 for the sale of edible botany books created by the 2nd and 3rd students.

Classroom Supplies #66602 – this account is offset against account #46602 for the purchase of laboratory equipment and field gear.

Fieldwork #67000 – these budget line items were adjusted on the revised budget to reflect actual enrollment as of October 2019 count as well as the staffing decrease in high school.

Fieldwork #67400 – these budget line items are offset against accounts #43610 and #46400 for the Sailing Trip.

Financial Aid – there remains $23,037.12 in fieldwork fee financial aid (#67800), $2,640.00 in transportation financial aid (#67830), $10,260.00 in instructional support financial aid (#67860) and $3,420.00 in technology financial aid (#67870). These line items were adjusted on the revised budget to reflect actual enrollment as of October 2019 count day. Any unused funds in these line items will be used to offset future budget shortfalls.

Fee Discounts Taken #67810 - under the RMSEL’s fieldwork fee structure, families with three (3) or more children at RMSEL have the option to take a 10% discount on their fees (fieldwork, transportation, supply and technology). To date, eight (8) families representing 25 students have opted to take advantage of this discount. This line item was adjusted on the revised budget.

Consulting-Educational Management #68346 – this variance relates to the limited contract for the Equity Audit Consultant, Antoinette Massey. Additionally, this cost has been offset by a parent donation to the school of $3,500.

**District Accountability Committee (DAC) Report**

Margaret provided a report to the board, which is accessible on the RMSEL website at this [link](http://example.com), or by following this pathway: www.rmsel.org>District Accountability Committee>DAC Recommendations to BOCES Board>19.20 BOCES Meeting – DAC Review.

Krista asked when the board will be voting on the by-laws. Margaret said that she was not asked to provide the by-laws today. They are currently available on the RMSEL website. Kelly said it will be put on the agenda as an action item for
Margaret reviewed DAC membership, which members are voting or non-voting, and the various volunteer teams involved with DAC. Kelly asked what the window for the DAC elections was and if the spots had been filled. Margaret said it was a month-long window, was publicized via FieldNotes and the website, and the spots have been filled. Krista said she wanted to express her appreciation for all that DAC does at RMSEL, and noted that in addition to the statutory requirements of DAC, they also function as the PTO at RMSEL. She asked for further clarification on what the DAC responsibilities are in the BOCES, as she is concerned about parents being over-extended. Margaret said the size of DAC has been doubled to accommodate for the needs. She asked Chad to provide more information as to the statutory needs as well as other needs based on RMSEL’s unique needs. Chad said there should be no discrepancy in the statutory requirements. He said he will do some comparison and report back to the board. Kelly asked if there used to be a separate DAC and PTO at RMSEL, and Margaret said yes. The board was previously provided with an explanation last fall of the history of why the request was made to merge the two into one unit, but Chad re-sent the public notice to the board members again during this meeting. Sue said it is hard to imagine what RMSEL would be without the work that DAC does. Kelly acknowledged that this meeting is being recorded officially, as well as it appearing that others present are recording the meeting, and that people are entitled to hear the recordings. Chad said that he just re-sent the document regarding the merging of DAC and PACK into one to the board members. Chad then mentioned and congratulated a former student representative on DAC from last year, Avery Newcom, who is now at Ohio Wesleyan College and was just recognized for making the Deans List.

**Discussion Items**

- BOCES Manual – Carrie said she wants to hold this discussion until the entire board is present. As a BOCES, there are some differences from other school districts, and she would like the entire board to discuss the manual before finalizing and voting on it. She suggested this be discussed at the BOCES board retreat. Kelly acknowledged that Randy Black will also be attending the retreat and available for input.
- Equity Update – Kelly said since Dr. Massey is not available today, this will be moved to another meeting.

**Items for Future Agenda**

- BOCES 2019-2020 Officer Assignments
- BOCES 2019-2020 Membership Transition

**Adjournment**

Kelly asked for a motion to adjourn the meeting. Krista made a motion to adjourn, and Sue seconded. The meeting was unanimously adjourned.

________________________________________________________
Kelly Perez, President

________________________________________________________
Janice McDonald, Secretary/Treasurer