NW BOCES
Board of Cooperative Educational Services

Minutes
NW BOCES Board Meeting
June 12, 2025 at 5:00pm
via "Zoom"

I. Call to Order

The meeting was called to order at 5:00pm.

II. Roll Call

School District	Board Member	Superintendent	BOCES
East Grand	Christian Hornbaker		Courtney Lincoln Executive/SPED Director
Hayden	Jody Camilletti		Sheila Summers Business Manager
North Park	Debbie Russell		Darcy Harris Professional Learning Director
South Routt	Suzanne Hamill		Mindy Falzarano Office Manager & Data Respondent
West Grand	Christine Travis		

III. Pledge of Allegiance

IV. Action Item

A. Approval of date and time change for June board meeting and temporary suspension of provision related to board meeting date and times in policy BE.

On motion by South Routt, seconded by North Park, it is hereby resolved to approve the date and time change for the June board meeting and temporary suspension of provision related to board meeting date and times in policy BE:

Roll Call Vote: East Grand – Yes Hayden – Yes North Park – Yes
South Routt – Yes West Grand – Yes

Motion passes 5 to 0.

V. Review/Modification/Approval of Agenda

On motion by West Grand, seconded by North Park, it is hereby resolved to approve the agenda as presented.

Roll Call Vote: East Grand – Yes Hayden – Yes North Park – Yes
South Routt – Yes West Grand – Yes

Motion passes 5 to 0.

VI. Consent Agenda

A. Approval of Minutes from previous board meeting (Attachment 1)
B. Check Register May 2025 (Attachment 2)
C. NW BOCES Accessibility Plan update – June 2025 (Attachment 3)
D. NW BOCES Certified Salary Schedule (Attachment 4)
E. Adoption of Employee Handbook – no revisions this year (Attachment 5)
F. New Hires
    a. Skyler Clark, SWAP Specialist Substitute
G. Resignations
    a. Courtney Lincoln, Executive & Special Education Director (Attachment 6)

On motion by North Park, seconded by East Grand, it is hereby resolved to approve the consent agenda as presented.

Roll Call Vote: East Grand – Yes Hayden – Yes North Park – Yes
South Routt – Yes West Grand –Yes

Motion passes 5 to 0.

VI. Public Comment

There were no emails received from anyone wishing to make public comments.

VII. Presentation/Discussion

A. School to Work Alliance Program (SWAP) Presentation (Attachment 7)

Whitney presented some information about SWAP. The purpose of SWAP is to assist young adults in making the transition from school to employment, provide successful employment outcomes, increase community linkages, and new patterns of service for young adults within all categories of disabilities.

Whitney helps with transitioning planning, creating career pathways, filling the case management gap for the targeted population and supporting collaboration between DVR and NW BOCES. Services are for young adults between the ages of 15 and 24 years old and include pre-employment services, job development/placement, workshops, year-round community-based services, job coaching, etc.

B. NW BOCES Transition Plan (Attachments 8, 9, and 10)

Courtney presented the transition plan for NW BOCES. She recommends moving Darcy Harris into the Interim Executive & Special Education Director role. Darcy is currently enrolled at the University of Northern Colorado and is working on her Special Education Director's license and has a Special Education background. With that she can become our director of record through a temporary licensure certificate. This would allow her to serve as the Special Education Director as of July 1, 2025 when Courtney is gone.

C. Budget (Attachments 11, 12, 13, 14, and 15)

Sheila presented the FY26 budget comparison – the updated May budget compared to the June budget. She presented two budgets to the Board given the transition of the Executive/Special Education Director. The updated May budget includes new salaries for SSPs aligned with the East Grand School District salary schedule, a 3.5% salary increase for all other staff, and a salary adjustment for the Finance and HR Director given additional position responsibilities. The June budget is adjusted for the proposed transition plan. The Professional Learning Director position is not funded. A BOCES Program Coordinator is added to fulfill some of the current responsibilities of that position and some of the current responsibilities of the Assistant Special Education Director. No positions were added or lost in the proposed transition plan. Sheila also presented the highlights of the June proposed budget.

D. NW BOCES Director Updates (Attachments 16, 17)

Courtney reported that we have an action item on the agenda for an emergency policy adoption. It's a CDE policy that we are not allowed to edit at all. It's around the Abbreviated School Day Policy and it's a result of House Bill 24-1063 from last year which basically says we need to have procedures in place for when students with disabilities are on shortened school days and what that looks like.

Darcy reported that almost all of the 34 candidates this year have completed Alt Licensure. We have also onboarded 10 people already for next year and we may end up with somewhere between 12 and 15 candidates. She also shared that she just finished three days of professional learning in Steamboat and had roughly 40 participants and several different presenters and topics.

E. District information sharing

West Grand and Hayden shared updates about their districts.

F. Future agenda items
   a. Second Reading of Policy IHC in September

VIII. Action Items

A. Interim Executive/Special Education Director

On motion by West Grand, seconded by East Grand, it is hereby resolved to approve the Interim Executive/Special Education Director, Darcy Harris.

Roll Call Vote:	East Grand – Yes	Hayden – Yes	North Park – Yes
	South Routt – Yes	West Grand – Yes	

Motion passes 5 to 0.

B. Adoption of FY26 budget.

On motion by West Grand, seconded by South Routt, it is hereby resolved to adopt the June FY26 budget as proposed and shared by Sheila:

Roll Call Vote:	East Grand – Yes	Hayden – Yes	North Park – Yes
	South Routt – Yes	West Grand – Yes	

Motion passes 5 to 0.

C. Emergency policy adoption: HB 24-1063, Policy IHC – Abbreviated School Day

On motion by South Routt, seconded by West Grand, it is hereby resolved to adopt the Emergency policy HB 24-1063, Policy IHC – Abbreviated School Day as presented with a second reading in September:

Roll Call Vote:	East Grand – Yes	Hayden – Yes	North Park – Yes
	South Routt – Yes	West Grand – Yes	

Motion passes 5 to 0.

IX. Executive Session

None at this time.

X. Adjournment

On motion by East Grand, seconded by South Routt, it is hereby resolved to adjourn the meeting at 5:44pm.

Respectfully submitted by Mindy Falzarano

Mindy Falzarano Sep 19 2025

NWBOCES Office Manager Date

Chris Raines Oct 01 2025

Board Secretary/Treasurer, Chris Raines Date