

**NORTHWEST COLLEGE BOARD OF TRUSTEES  
MINUTES OF SPECIAL MEETING**

**April 28, 2015**

**MEMBERS PRESENT:** President MR. JOHN HOUSEL; Vice President/Secretary MS. NADA LARSEN; Treasurer DR. PAUL FEES; Trustees MS. CAROLYN DANKO, MR. DUSTIN SPOMER, and MR. JIM VOGT.

**MEMBERS ABSENT:** Trustee MR. MARK WESTERHOLD.

**OTHERS PRESENT:** DR. STEFANI HICSWA, President; DR. SEAN FOX, Vice President for Student Affairs; DR. GERALD GIRAUD, Vice President of Academic Affairs; MR. MARK KITCHEN, Vice President for College Relations; MR. KEVIN MITCHELL, Park County School District #1 (PCSD#1) Superintendent; and PCSD#1 Board Members MRS. LISA BARRUS, MR. GREG BORCHER, MR. DON HANSEN, MR. ROB MCCRAY, MR. TRACE PAUL, MRS. LYNN STUTZMAN, and MR. JASON WARDELL; ATTORNEY TRACY COPENHAVER, AND MS. CYNTHIA CICCI, Executive Secretary to the President and Board of Trustees.

**CALL TO ORDER:** The Northwest College Board of Trustees held a joint meeting with the Park County School District #1 Board on Tuesday, April 28, 2015, at 7 p.m. in the Yellowstone Building Conference Center.

**A APPROVE THE AGENDA** **A motion was made by Trustee Vogt and seconded by Trustee Larsen to approve the agenda as presented. Motion carried.**

**DISCUSSION ITEMS:** Mr. Tracy Copenhaver, attorney for Northwest College and Park County School District #1, presented an overview on Board of Cooperative Educational Services (BOCES) and the State statutes that govern them.

Board of Cooperative Educational Services (BOCES) legislation

In a PowerPoint presentation he provided information on the purpose, costs, powers and duties, funding, budget, and bylaws.

The purpose of a BOCES is to allow the school district and community college district to cooperate to provide educational services including post-secondary education, vocational-technical education, and adult education.

The cost of facilities, equipment and services performed under the direction of the BOCES shall be financed by participating districts on a basis agreed upon by the Board of Trustees of the participating districts.

Mr. Copenhaver reviewed the powers and duties of a BOCES which is a separate legal entity that can own property, contract with other agencies, employ personnel, receive and spend funds, etc.

For the purpose of maintaining BOCES programs, the school district may levy a tax not to exceed one-half mil to fund the programs and services offered. The Board of Trustees of any community college district participating in a BOCES may also levy a half-mil for a period not to exceed two years.

Mr. Copenhaver recommended practices when amending the constitution and bylaws. The entity should be referred to by its official name, Park County School District No. 1 Board of Cooperative Educational Services, and the minutes should be reflective. Mr. Copenhaver reviewed suggested revisions to the bylaws and discussed membership.

Mr. Copenhaver responded to several questions throughout and after the presentation. Both Boards thanked him for the informative presentation.

**A ADJOURNMENT:**

**On a motion by Trustee Vogt, the meeting was adjourned at 8 p.m.**

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NADA LARSEN, Vice President/Secretary

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Date