**Public School Capital Construction Assistance Board Meeting Minutes**

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| **Date & Time:** | October 21, 2021 – 1:00pm – 3:30pm |
| **Location:** | Virtual – Microsoft Teams |

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| **Capital Construction Assistance Board Members:** | | |
| Scott Stevens - Chair | Vaishali McCarthy | Matt Samelson |
| Jane Crisler – Vice Chair | Allison Pearlman | Michael Wailes |
| Brian Amack | Brett Ridgway | Wendy Wyman |

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| I. | **Call to Order:** Meeting called to order by Scott Stevens at 1:01pm |
| II. | **Roll Call:**  Members Present: Brian Amack, Allison Pearlman, Jane Crisler, Matt Samelson, Brett Ridgway, Wendy Wyman, Michael Wailes, Scott Stevens  Absent: Vaishali McCarthy  Guests: Joe Peters, AG’s Office |
| III. | **Approve Agenda:**  Motion moved: Jane Crisler - *Approve agenda as presented.*  Second by: Brian Amack  All for: Brian Amack, Allison Pearlman, Jane Crisler, Matt Samelson, Brett Ridgway, Wendy Wyman, Michael Wailes, Scott Stevens  Absent: Vaishali McCarthy  All opposed: None  Motion passed |
| III. | **Approve Minutes:** August 19-20, 2021 & September 28, 2021  Motion moved: Brian Amack - *Approve minutes as written.*  Second by: Jane Crisler  All for: Brian Amack, Allison Pearlman, Jane Crisler, Matt Samelson, Brett Ridgway, Wendy Wyman, Michael Wailes, Scott Stevens  Absent: Vaishali McCarthy  All opposed: None  Motion passed |
| IV. | **Board Report:**  Jane: Attended learningscapes conference. Brought in industry professionals from around the country. School tours were provided, which included several BEST projects. Great exposure for the program.  Michael: The CO Association of School Boards sent opposition to proposition 119 which would affect BEST funding. The vote was passed to oppose the proposition.  Scott: Attended A4LE conference and was the BEST representative at Justice HS and was able to speak to tour groups about the program. |
| V. | **Staff Report:**   * Staff is working on getting details of COP projects complete before November. Thank you to the Treasurers Office, AG, Hilltop and the Regional Program Managers for their work on this. * New proposition to create LEAP, a program that creates additional learning opportunities for students. This program would potentially share some revenue sources with the BEST program. * We are close to a solution with the controllers office on the reimbursement waiver. * Busy with emergency grants including air quality improvement . Thanks to Meg for her work on this. * There will be an upcoming groundbreaking ceremony for Animas HS on October 13th. More information will be emailed to the CCAB. * Strasburg will be having a groundbreaking on Friday for their project. * Justice HS held an open house in September for their completed project. |
| VI. | **Action Items:**   1. Executive Session:   The Chair requested a motion for executive session from any members wishing to confer with board counsel. No motions were made.   1. Correcting Unreserved Fund Balance:   Motion moved: Allison Pearlman - *In an effort to minimize any negative impact on BEST applicants that this statutory fix may create, I move to accept the staff recommendation to revise the Unreserved Fund Balance as a Percentage of Annual Budget factor to 5% and increase all remaining factors by 3%; and to develop a process by which the board may consider up to two waivers for all applicants that are negatively affected by this change in the Fiscal Year 2023 BEST grant round, as outlined at the October 21, 2021 meeting of the Capital Construction Assistance Board.*  Second by: Jane Crisler  All for: Allison Pearlman, Jane Crisler, Matt Samelson, Brett Ridgway, Wendy Wyman, Scott Stevens  Absent: Vaishali McCarthy  All opposed: Brian Amack, Michael Wailes  Motion passed 6-2 |
| VII. | **Discussion Items:**   1. Review of Matching Criteria and Weights:    * The group discussed the formation of a subcommittee including identifying stakeholders and the value of what each would bring to the table.    * It was decided to make a final decision no later than the August 2022 retreat.    * Andy will put something together to present to the CCAB outlining the discussion. |
| VIII. | **Future Meetings:**   * November 5, 2021 – Special meeting – Virtual * December meeting: The board suggested that we hold the December meeting in Colorado Springs in conjunction with the CASB conference. Date and time TBA. |
| IX. | **Public Comment:**  None |
| X. | **Adjournment:**  Meeting adjourned at 2:21pm |