

**CAPITAL CONSTRUCTION ASSISTANCE BOARD  
MINUTES OF THE SEPTEMBER 17, 2008 MEETING**

**Meeting Held at:  
State Services Building (Corner of Sherman St. and Colfax Ave.)  
1525 Sherman St.  
Denver, CO 80203  
Room B70 (basement)**

**Wednesday, September 17, 2008**

**I. Call to Order**

- 9:02a.m. Mary Wickersham called the meeting to order.

**Attendees**

Mary Wickersham – CCAB Chair	Mike Maloney – CCAB Secretary
Norwood Robb – CCAB Vice-Chair	Tim Guiterman – CCAB
Greg Randall – CCAB	Dave Van Sant – CCAB
Tom Stone – CCAB	Tim White – CCAB
Ted Hughes – Ex Officio non-voting member	

John Sleeman – CCAB Legal Advisor	Scott Newell - Staff (CDE)
Darryl Muir – Staff (CDE)	Cheryl Honigsberg – Staff (CDE)

**Excused**

Adele Willson – CCAB

- Agenda reviewed.
- CCAB Chair asks for motion to approve the agenda;
  - So moved by Norwood Robb;
  - Dave Van Sant 2nds the motion;
  - No discussion;
  - Motion carried.
- Review of prior meeting minutes.
  - Dave Van Sant moves to approve the minutes;
  - Mike Maloney 2nds the motion;
  - No discussion;
  - Motion carried.

**II. Full-Day Kindergarten Facility Capital Construction**

- There was discussion over the draft copy of rules for FDK and revisions and recommendations were made to the draft.
- There was concern regarding the timeliness for reimbursement to charter schools once payment was sent to the district. CDE staff explained the

district is not allowed to retain or hold any funding intended for a charter and there were never issues in the prior program with slow payment.

- There was discussion over the matching component outlined in statute and how the CCAB would address the matching grant vs. grant component. Ted Hughes explained to the CCAB how the old funds were set up and reviewed. One fund required a minimum match to qualify and the other did not require a matching component, however, a match was encouraged and required for consideration of funding unless a waiver was submitted. The CCAB agreed that would be the same approach they would take with funding for FDK.
- Some CCAB members recommended revisions to the matching waiver requirements section.
- Once all the rules had been reviewed, CDE staff said they would bring a final draft for adoption to the following meeting.
- CCAB Chair asks for motion to amend the agenda to add in a discussion about the timeline for recommending and awarding FDK projects.
  - So moved by Norwood Robb;
  - Dave Van Sant 2nds the motion;
  - No discussion;
  - Motion carried.
- There was discussion surrounding the need for a second round of applications or if recommending all the projects at the October 6<sup>th</sup> meeting was appropriate. Ted Hughes indicated that applications and the application process were put together quickly and it was implied to the districts and charter schools there would be additional information needed for already submitted applications and the chance for a second round was likely due to the short timeframe allotted to CDE for administering this program.
- The CCAB Chair said there were two options for administering a second round;
  - Option 1 would be to get the deadlines for awards changed early in the next legislative session;
  - Option 2 would have the awards wait until July 1<sup>st</sup> of the following fiscal year as currently outlined in statute.
- The general consensus of the CCAB was they would review the submitted applications in detail and make recommendations for worthy projects and use the remaining, uncommitted, funding for a second round.
- There was discussion concerning the proposed ranking model. The CCAB made few minor revisions and CDE staff explained most of the data submitted in the applications is currently under review and a new rank of each project will occur once all the data has been verified.

*The CCAB chair called for recess*

- Upon reconvening, there was brief discussion over the October 6<sup>th</sup> meeting and the timeline for submittal of recommended projects to the State Board. Ted Hughes said the recommended projects will be submitted for information at the November State Board meeting. He would attempt to submit the projects for action at the November meeting but it was not a guarantee.

### III. **BEST Grant Program**

- The CCAB chair gave the CCAB an overview of the BEST program's funding structure and the various revenue streams supporting the program. The CCAB chair went into detail about COP's (certificates of participation) and told the CCAB they need to be prepared, in the coming meetings, to talk about when they would like to start awarding projects and what type of funding the CCAB wishes to make available in FY08-09.
- There was brief discussion regarding the assessment and how that will affect what awards they will make in FY08-09. Some members felt they could make sound awards without the use of the assessment and others felt the assessment needed to be a factor in the decision-making process.

### IV. **Future Meetings**

- There is currently an all-day meeting scheduled for October 6, 2008, at 9:00am.

### V. **Adjournment**

- The CCAB Chair makes a motion to adjourn
  - So moved by Norwood Robb;
  - Dave Van Sant 2nds the motion;
  - No discussion;
  - Motion carried;
  - Meeting Adjourned.