

Minutes to Annual Reorganization Meeting  
Campbell County School District  
Board of Trustees  
December 11, 2018 Page 1

Call to Order	<p>The meeting was called to order by Chairman Anne Ochs at 6:30 PM in the Board Room at the Educational Services Center with the following trustees also present: Lisa Durgin, David Foreman, Linda Bricker, Toni Bell, Joseph Lawrence, and Ken Clouston.</p> <p>Others present: Dr. Alex Ayers, Superintendent of Schools; Mr. Kirby Eisenhauer, Deputy Superintendent; Mr. Dennis Holmes, Associate Superintendent for Instructional Support; Dr. Larry Reznicek, Human Resources Manager; Mr. Frank Stevens, attorney; and Meldene Goehring, administrative assistant.</p> <p>Also present: Kathy Brown, Charity Stewart, Troy Zickefoose, Autumn Williams, Andrew Borgialli, and Kimberly Harding.</p>
Changes to the Agenda	<p>There were no changes to the agenda.</p>
Appreciation of Chairman	<p>Dr. Ayers presented Chairman Ochs with a scrapbook commemorating the past year.</p> <p>Dr. Ayers presented Mr. Foreman with a Wyoming School Boards Association <i>Award of Distinction</i>. The entire board was presented with the Wyoming School Boards Association <i>Standard of Excellence Award</i>.</p>
Reorganization of Board Election of Officers	<p>Chairman Ochs turned the meeting over to Dr. Ayers. Dr. Lawrence nominated Mrs. Ochs for chairman. Mr. Foreman seconded the motion and the motion carried unanimously.</p> <p>The meeting was turned back over to Chairman Ochs.</p> <p>Mr. Foreman nominated Mrs. Durgin for vice-chairman. Dr. Lawrence seconded the motion and the motion carried unanimously.</p> <p>Dr. Clouston nominated Mr. Foreman for treasurer. Dr. Lawrence seconded the motion and the motion carried unanimously.</p> <p>Mr. Foreman nominated Dr. Lawrence for clerk/assistant treasurer. Mrs. Bell seconded the motion and the motion carried unanimously.</p>
Meetings: Times and Dates	<p>Mr. Foreman made a motion to establish the Board meeting times and dates as 6:30 PM on the second and fourth Tuesdays of each month. Mrs. Durgin seconded the motion, and the motion carried unanimously.</p>
Depositories	<p>Mrs. Bell made a motion to designate ANB Bank, First Interstate Bank, First National Bank of Gillette, US Bank, and Wyoming Government Investment Fund as depositories for Campbell County School District. Mr. Foreman seconded the motion, and the motion carried unanimously.</p>
Newspaper	<p>Dr. Clouston made a motion to establish The News-Record as the official newspaper for Campbell County School District. Mr. Foreman seconded the motion, and the motion carried unanimously.</p>
Re-Adoption of Policies	<p>Chairman Ochs made a motion to re-adopt the policies contained in the official district policy listing and rescind all old policies-determination as found only in the board meeting minutes. Mrs. Bell seconded the motion, and the motion carried unanimously.</p>
Legal Council	<p>Dr. Lawrence made a motion to designate Stevens, Edwards, Hallock, and Carpenter, PC as the legal counsel for Campbell County School District. Mr. Foreman seconded the motion, and the motion carried unanimously.</p>
Appointments	<p>Chairman Ochs appointed trustees to committees as follows:</p> <ul style="list-style-type: none"><li>• Board of Cooperative Higher Education Services – Toni Bell, David Foreman, and Joseph Lawrence</li><li>• Northeast Wyoming Board of Cooperative Educational Services – Linda Bricker</li><li>• Campbell County Community Public Recreation District Joint Powers Board – Ken Clouston and Anne Ochs</li><li>• Audit Committee – Toni Bell and David Foreman</li><li>• Juvenile Support Partnership – Linda Bricker</li><li>• Wyoming School Boards Association – David Foreman</li><li>• Legislative Liaison – Anne Ochs</li></ul>

- Policy Committee – Toni Bell
- STEM Committee – Toni Bell, Joseph Lawrence, Anne Ochs
- Budget Priorities Committee – Ken Clouston, Lisa Durgin, and Anne Ochs
- Governor’s Council on Impaired Driving – Toni Bell and Joseph Lawrence

Financial Disclosure Trustees completed the financial disclosure form as required by state statute, and turned the forms in to Mrs. Goehring.

Facilitators Report Career and Technical Education (CTE) facilitator Autumn Williams provided a curriculum update.

Public Comment There were no public comments.

**CONSENT AGENDA** Mrs. Bell requested Consent Agenda items **E 3, Crisis Alert System Project** and **H, Administrative Regulation 5275-R, Student Sexual Harassment** be pulled from the Consent Agenda for discussion.

A motion was made by Mr. Foreman and seconded by Mrs. Durgin to approve all remaining items listed on the Consent Agenda. Chairman Ochs abstained from voting on warrant #370152 which was payable to her. Mr. Foreman abstained from voting on warrant #370245 which was payable to him. Mrs. Bricker abstained from voting on the executive session minutes as she was not a board member nor present at the executive session. The motion carried unanimously.

Mr. Holmes provided clarification regarding the Crisis Alert System Project. Mr. Foreman made a motion to award the bid for the Crisis Alert System Project to Collins Communications, Inc. in the amount of \$175,018.93. An additional amount of \$5,840.00 will be paid to BluePoint Alert Solutions for initial set up fees and the annual fee. Dr. Lawrence seconded the motion, and the motion carried unanimously.

Mr. Foreman made a motion to table Administrative Regulation 5275-R, Student Sexual Harassment. Dr. Lawrence seconded the motion, and the motion carried unanimously.

Minutes Minutes of the November 13, 2018 Board of Trustees regular meeting were approved.

Minutes of the November 13, 2018 Board of Trustees special dinner meeting were approved.

Minutes of the November 13, 2018 Board of Trustees executive session were approved.

Minutes of the November 27, 2018 Board of Trustees workshop were approved.

Employee Actions The following actions taken by the Human Resources Department were approved:

**EDUCATIONAL SUPPORT  
 PERSONNEL**

Resignations

Speed Adams	Bus Driver/Transportation
Gail Belmont	Custodian/Maintenance, Warehouse, Transportation
Tanya Bernard	Special Program Ed Asst/Twin Spruce
Nichole Duff	Special Program Ed Asst/Twin Spruce
Todd Hanzlik	Bus Driver in Training/Transportation
Mark Lynch	Cafeteria Cook/Nutrition Services
Lorinda Reynolds	Bus Driver in Training/Transportation
Andrea Tognoni	Bus Driver in Training/Transportation
Tara Trenholm-Giertych	Special Programs Ed. Asst./Meadowlark
Haley Clary	Special Program Ed. Asst/Bufalo Ridge
Brent King	Custodian/Thunder Basin
Caroline Loesch	Special Programs Ed. Asst./Rozet
William Thomas	S.P.E.A.-High Needs/Lakeview
Trish Simonson	Office Clerk/Hillcrest
Sarah Warne	Technology Assistant/Rozet
Mairinely Pelayo-Williams	Behavior Assistant/Bufalo Ridge

Terminations

Eric Knutson	Custodian/Bufalo Ridge
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New Hires – Regular

Pavani Chamorthy	SPEA-High Needs/Hillcrest
Jennifer Dursteler	Bus Assistant/Transportation
Susan Elliott	Custodian/Stocktrail
Rebecca Engdahl	Custodian/Aquatic Center
Emily Erickson	Technology Assistant/Hillcrest
Kelsie Gardner	Technology Assistant/Rozet
Kristin Keller	Library Media Assistant/Rawhide
Renae Rearick	Special Programs Ed. Asst./Sunflower
Monica Sidener	Office Clerk/Hillcrest

New Hires-Substitutes/Temporaries

DaNelle DuVall	Bus Driver in Training/Transportation
Jamie Perkins	Bus Driver in Training/Transportation
Galen Westre	Bus Driver in Training/Transportation
Lucinda Westre	Bus Driver in Training/Transportation
Steven Conzelman	Bus Driver in Training/Transportation
Deborah Garland	Bus Driver in Training/Transportation
Robert Noriega	Bus Driver in Training/Transportation

Transfers

Tana Golay	FROM: Custodian/Hillcrest TO: .5 Custodian/Westwood
Diana Gonzalez	FROM: Substitute Teacher/All Schools TO: E.S.L. TA/Meadowlark
Kathi Karas	FROM: Custodian/Wagonwheel TO: Head Custodian/Wagonwheel
Yuri Padilla-Obando	FROM: Custodian/Campbell County TO: Custodian/Pronghorn
Annette Schmidt	FROM: Special Programs Ed. Asst/Pronghorn TO: Bus Assistant/Transportation
Tina Stewart	FROM: Substitute Bus Driver/Transportation TO: Bus Driver/Transportation
Payton Chapell	FROM: Assistant Cook/Nutrition Services TO: Cafeteria Cook/Nutrition Services
NaTasha Kinney	FROM: Special Programs Ed. Asst./Buffalo Ridge TO: Behavior Assistant/Buffalo Ridge
Teri Pikula	FROM: S.P.E.A. with High Needs/Prairie Wind TO: Special Programs Ed. Asst./Prairie Wind

**CERTIFIED**

Substitute Teacher New Hires

Johnna Ferguson	Substitute Teacher/All Schools
Megan Hespen	Substitute Teacher/All Schools
Amanda Jundt	Substitute Teacher/All Schools
Sandy Larson	Substitute Teacher/All Schools
Cale Miessler	Substitute Teacher/All Schools
Vicki Paddock	Substitute Teacher/All Schools

Extra Duty Recommendations

Kameron Hunter	8B Boys Basketball Coach/Sage Valley
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Warrants

The following warrants were ratified and approved:

Payroll Warrants	219617 - 219936
Combined Fund Warrants	369935 - 370351
Major Maintenance Warrants	7606 - 7631
Nutritional Services Fund Warrants	10813 - 10845
Insurance Warrants	4046 - 4048
Student Activities/Bldg. Sp. Rev. Warrants	36383 - 36420
Activity Officials CCHS Warrants	5900
Activity Officials TBHS Warrants	1421
Activity Officials WJSH Warrants	1303 - 1312

Bids

The following bid was ratified:

1. Twin Spruce Junior High Lunchroom Tables were awarded to Source Management, Inc. in the amount of \$12,768.90.

The following bids were approved:

1. Annual Inspection and Cleaning of Fire Alarm Systems was awarded to Collins Communications, Inc. in the amount of \$27,500.00.
2. Educational Services Center, Central Warehouse, and Transportation Building Fire Alarm System, Security System, and Ceiling Tile Replacement was awarded to Scott Brothers, Inc. in the amount of \$181,730.00.
3. Crisis Alert System Project was awarded to Collins Communications, Inc. in the amount of \$175,018.93. An additional amount of \$5,840.00 will be paid to BluePoint Alert Solutions for initial set up fees and the annual fee.
4. Telecommunications Services were awarded to CenturyLink in the amount of \$20.99 per line per month for a monthly total for 170 lines of \$3,568.30.
5. Two used SUV's were awarded to White's Frontier Motors for a total amount of \$38,700.00.

Contracts and Agreements

The following contracts were ratified:

1. Sage Valley Junior High Elevator Replacement Project Design Services Contract with Malone Belton Abel, P.C.
2. Wagonwheel Elementary HVAC Control Upgrade Design Services Contract with ACE Inc.

The following contracts and agreements were approved:

1. Conestoga Elementary Book Fair Agreement with Scholastic, Inc.
2. Annual Inspection and Cleaning of Fire Alarm Systems Contract with Collins Communications, Inc.
3. Related Services Agreement Addendums with Hearing Solutions, Linda Norris, and Northeast Wyoming Board of Cooperative Educational Services
4. Educational Services Center, Central Warehouse, and Transportation Building Fire Alarm System, Security System, and Ceiling Tile Replacement Contract with Scott Brothers
5. Planetarium Star Ball Maintenance Agreement with ASH Enterprises
6. Special Education Residential Services Agreements with Northeast Wyoming Board of Cooperative Educational Services
7. Crisis Alert Systems Project Contract with Collins Communications, Inc.

Administrative Regulation

Revisions to Administrative Regulation 5275-R, Student Sexual Harassment were tabled.

Board Governance Policy

Revisions to Section #2 of the Board Governance Policies were approved.

Grant

Approval was given for Nutrition Services to accept the USDA Equipment Grant to purchase a freezer.

Approval was given for Meadowlark Elementary to accept an ExxonMobil Education Alliance Grant.

Student Expulsions

Student #9 was expelled for one calendar year with early readmittance under strict probation, subject to terms and conditions of building administration.

Student #10 was expelled for one calendar year.

Student #11 was expelled for one calendar year.

Student #12 was expelled for one calendar year.

Student #13 was expelled for one calendar year with early readmittance under strict probation, subject to terms and conditions of building administration.

Isolation Application

The Isolation Application from Adriana Moreno and Nomando Riquetti was approved.

Resolution to Conduct Business

The following resolution was adopted:

"RESOLVED, that through the unanimous written consent of the Board of Trustees of Campbell County School District the Board authorizes administration to issue and release warrants to conduct the normal business of the School District during the time between scheduled Board meetings of December 11, 2018, and January 8, 2019.

AND, that the Superintendent of Schools, Deputy Superintendent, and Associate Superintendent for Instructional Support be authorized to accept or reject bids during the same period;

AND, that the Superintendent of Schools, Deputy Superintendent, and Associate Superintendent for Instructional Support be authorized to enter into contracts during the same period;

AND, that the actions of the administration will be ratified by the Board of Trustees during their scheduled meeting of January 8, 2019;

AND, that it is the intent of the Board of Trustees that this authorization be allowed solely for the period and purpose outlined above."

The foregoing resolution was adopted by the Trustees on the 11th day of December, 2018 and will be effective as of December 11, 2018.

**CONSENT AGENDA ENDS**

Audit Report

Paula Steiger with Bennett, Weber, & Hermstad reviewed the Comprehensive Annual Financial Report (CAFR) for the 2017-2018 fiscal year. She noted the highlights of the report including revenues, expenditures, and current status. There were no findings during the audit. Mr. Foreman moved to accept the CAFR and Mrs. Bell seconded the motion. The motion carried unanimously.

Legislative Update

Mr. Holmes provided information on topics from the legislative meeting held on November 27 and 28 which included determining the success of alternative schools, teacher evaluations, special education funding, bus procurement, the Hedonic Wage Index, and school safety.

CCHS Soccer Field/Football Practice Field

Mr. Holmes provided an update on the Campbell County High School soccer field/football practice field and asked for approval to bid the project. The total cost of the project is estimated at \$3.5 million. The Campbell County Community Public Recreation District has awarded \$1.8 million toward this project. Dr. Ayers asked the board for flexibility with funding the remaining balance of the project as there are several options available. Mrs. Durgin made a motion to approve the soccer field in the amount of \$3.5 million with \$1.8 million currently being funded by the Campbell County Community Public Recreation District. Mr. Foreman seconded the motion, and the motion carried unanimously.

Chairman Ochs commented that a report on the condition of the Aquatic Center has been requested. That information will be presented at a future board meeting.

Prohibited Assistance to Sex Offender Policy

Dr. Reznicek reviewed a new policy, Prohibited Assistance to Sex Offenders, which must be adopted as part of grant assurances. Mrs. Durgin moved to approve first reading of the policy, and Mr. Foreman seconded the motion. The motion carried unanimously. The policy will be presented at two public hearings, and then brought back to the board for final approval.

Policies and Administrative Regulations

Dr. Reznicek reviewed revisions to Policy 4219 and Administrative Regulation 4219-R, Pre-Employment, Physical Testing; Policy 4218 and Administrative Regulation 4218-R, Workers' Compensation; and Policy 4229 and Administrative Regulation 4229-R, Return-To-Work Program. Revisions included adding a work hardening component to these policies and administrative regulations. Dr. Lawrence made a motion to approve the revisions, and Mr. Foreman seconded the motion. The motion carried unanimously.

Trustees Celebrations

Chairman Ochs wished everyone a good and safe holiday!

Adjournment

With no other business before the board, the meeting was adjourned at 7:54 PM

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Chairman

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Clerk