

Minutes to Regular Meeting
Campbell County School District
Board of Trustees
May 9, 2017 Page 1

- Call to Order The meeting was called to order by Chairman Lisa Durgin at 7:00 pm in the Board Room at the Educational Services Center with the following trustees also present: David Foreman, Toni Bell, Andrea Hladky, Anne Ochs, Ken Clouston and Joseph Lawrence.
- Others present: Dr. Alex Ayers, Deputy Superintendent; Mr. Kirby Eisenhauer, Associate Superintendent for Instructional Support; Mr. Larry Reznicek, Human Resources Manager; Mr. Frank Stevens, attorney; and Meldene Goehring, administrative assistant.
- Also present: Kathy Brown, Kelly Hornby, Keri Shannon, Cliff Hill, Jeff Wasserburger, Kaycee Westbrook, Vicki Kissack, Keith Chrans, Tom Seamans, Troy Zickefoose, Dennis Holmes, Lyla Downey, Brad Winter, Amy Taylor, Don Dihle, Shelly Haney, Paul Waldum, Rede Ballard, Jason Linduska, Tyson Waggener, Justin Tope, Corina Crump, Linda Stewart, Tracey Lawrence, Terri Hart, Greta Meyer, Jill Outka-Hill, Andrew Borgialli, Sherilyn Seneff, Cathy McGeowan, Michele Bau, Jillian Smith, Taylor Smith, Annessa Hyttinen, Abigale Hyttinen, Maddox Hyttinen, Diana Fields, Tyrelle Fields, Brent Wasson, Monica Wasson, Peyton Wasson, Wesley Collier, Aaliyah Collier, Tana Brown, Brian Brown, Krystal Ring, Lucas Kyle, Linda Farrell, Levi Brown, Sonny Walter, Barb Luthy, Alice King, Chesea Posten, Anita Tope, Michelle Fillpot, Shawna Cates, Laura Buckingham, and Jerry Means.
- Celebrations K-12 fine arts facilitator Paul Waldum introduced art teachers. Campbell County High School art teacher Rede Ballard presented students who won various scholarship and art awards including the State Art Symposium award winners. Rozet Elementary student Justin Tope was recognized for winning the Mayor's Christmas Pin contest.
- Activity director Cliff Hill introduced Andrew Borgialli and Sherilyn Seneff who introduced students who won state and national FBLA awards.
- Assistant Superintendent for Technology Education Lyla Downey updated the board on the TEConnect, 1:1 teacher grant program. Several teachers and students shared projects with the board. Currently 170 classrooms have implemented 1:1 technology. Mrs. Downey also informed the board the Google Summit will be held in Gillette on June 1 and 2. This is the largest Google Summit ever held in Wyoming.
- Stocktrail Elementary Principal Keri Shannon introduced first grade Dual Language Immersion (DLI) teachers, Terri Hart and Greta Meyer; and technology teacher Jill Outka-Hill; and students who shared a Spanish guessing game called "Numero Misterioso" with the board.
- Academic Reports Dr. Keri Shannon provided an academic report for Stocktrail Elementary School.
- Mr. Brad Winder provided an academic report for Hillcrest Elementary School.
- Facilitator Report Assistant Superintendent for Curriculum, Assessment, and Staff Development; Kelly Hornby introduced K-12 Fine Arts Facilitator Paul Waldum who provided an update about the curriculum. Mr. Waldum was recognized for thirty-four years of service to Campbell County School District.
- Recess The board recessed at 8:37 pm and reconvened at 8:45 pm
- Public Comment Comments on the following topics were shared by the public:
- Thank you to Dr. Lawrence for serving on the CCSD Board of Trustees
 - Appreciation of Chairman Durgin for meeting with community members and the updated board room sound system
 - Campbell County Republic Party request to rescind Resolution Authorizing Legal Action Against the State of Wyoming
 - Appreciation of Mr. Eisenhauer for meeting with community member and answering questions
 - High School students receiving college credits
 - DLI and elementary music programs
- Change to the Agenda Mrs. Durgin added an appointment to the BOCHES board as an agenda item.
- CONSENT AGENDA** Mrs. Durgin requested the fee schedules be removed from the Consent Agenda for discussion. Mrs. Bell requested the minutes from the April 25 dinner meeting and regular board meeting be removed from the Consent Agenda for discussion. She also requested the McKinney Vento and Corwin contracts be removed for discussion.
- A motion was made by Mr. Foreman and seconded by Mrs. Ochs to approve all other items on the Consent Agenda. The motion carried unanimously.

Dr. Clouston commented that he would like to see years of service included with the resignations.

April 25 Board Meeting Minutes: Mrs. Bell asked the wording be changed under the Framework for Future Budget Reductions topic from “Dr. Brown facilitated a discussion for the framework of future budget reductions”, to “Dr. Brown facilitated a discussion for the framework of future budgets starting with 2018-2019”. Mrs. Bell asked that the Facility Update topic be changed to add the following “Mrs. Bell stated that \$500,000 for this project will come from Campbell County Community Recreation District funds”. Mr. Foreman made a motion to approve the changes requested by Mrs. Bell, and Mrs. Bell seconded the motion. The motion carried unanimously.

Mrs. Durgin asked for discussion regarding the Monday Meeting Consent Agenda Information topic. The board indicated the minutes accurately recorded the action taken by the board, and no motion was made to change the minutes.

April 25 Dinner Meeting Minutes: Mrs. Bell requested the minutes further clarify the statement made by Dr. Brown regarding a comment to trustees from County Commissioner Rusty Bell. Mrs. Bell made a motion to table the April 25 dinner meeting minutes until Dr. Brown was able to verify whether or not his statement was accurately represented in the minutes. Dr. Clouston seconded the motion, and the motion carried unanimously.

McKinney Vento and Corwin Contracts: After discussion, Mrs. Ochs made a motion to approve the McKinney Vento and Corwin contracts. Mr. Foreman seconded the motion, and the motion carried unanimously.

Fee Schedules: Dr. Ayers advised the board that the fee for Teton Science School was being removed from the Academic Fee Schedule because we do not currently have students attending the Teton Science School. Mrs. Ochs made a motion to approve the Academic Fee Schedule and Mr. Foreman seconded the motion. The motion carried unanimously.

Mr. Hill reviewed the addition of sports fees to the Activity Fee Schedule. The board asked Mr. Hill to include specific guidelines for free and reduced fees on the Activity Fee Schedule. Mrs. Ochs made a motion to table the Activity Fee Schedule and Mr. Foreman seconded the motion. The motion carried unanimously.

Minutes

Minutes of the April 25, 2017 Board of Trustees meeting were approved with edits listed above.

Minutes of the May 2, 2017 Special Board meeting were approved.

Minutes of the May 2, 2017 Executive Session were approved.

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

Employee Actions
**EDUCATIONAL
 SUPPORT PERSONNEL**

Resignations

Amanda Brooks	Junior Kindergarten S.P.E.A./Lakeview
Jennie Clinton	SPEA-ED/Campbell County High School
Pat Donathan	Secretary to Elem Principal/Prairie Wind
Felisha Marshall	Special Programs Ed. Asst./Lakeview
Katherine McGearly	Bus Driver/Transportation
Dionte McGee	Custodian/Sage Valley Junior High
Jessica Pate	Bus Driver/Transportation

Terminations

Mikenzie Applegate	Bus Driver/Transportation
Barbara Sleeth	Bus Driver/Transportation

New Hires – Regular

Pamela Bogle	Instructional Teacher Asst./Pronghorn
Terrisa Henry	Instructional Teacher Asst – Data Clerk/Wagonwheel
Brittany Stewart	Guidance Secretary/Thunder Basin High School

New Hires – Substitutes/Temporaries

Cyd Burton	Summer Custodian/Campbell County High School
Marcy Deaton	Summer Custodian/Campbell County High School

Jacob Fish Summer Custodian/Campbell County High School
Ethan Sanders Summer Custodian/Campbell County High School

Transfers

Nikki Belt FROM: S.P.E.A with High Needs/WJSHS
TO: S.P.E.A. with High Needs/Hillcrest

CERTIFIED

Recommendation for Hire

Kirby Baier .75 Principal-.25 AD/Wright Junior Senior High School
Stacey Clary Second Grade Teacher/Buffalo Ridge
Jill Espeland Math Teacher/.5 Thunder Basin High School .5 Twin Spruce
Junior High School

Resignations

Kelly Barlow Case Manager/Special Services Center
Sally Bruce Fourth Grade Teacher/Sunflower
Riley Dilts First Grade Teacher/Cottonwood
Sharla Dowding Science Teacher/CCHS-South Campus
Melissa Hadorn Foreign Language Teacher/Campbell County High School
Scott Hadorn Science Teacher/Campbell County High School
Gail Hand .6 Exc. Child Specialist/Recluse
Bob Hewitt-Gaffney Math Teacher/CCHS-South Campus
Denise Lubken School Counselor/Meadowlark
Tara Reed School Counselor/Wagonwheel
Cathy Schroeder Sixth Grade Teacher/Lakeview
Deb Tangen Art Teacher/Twin Spruce Junior High
Shanele Wilson Fifth Grade Teacher/Conestoga
Dylan Wisroth Sixth Grade Teacher/Prairie Wind

Extra Duty Recommendations

Burke Burgess 7 th Grade Football Coach/Sage Valley Junior High
Nate Cina 7th Grade Football Coach/Sage Valley Junior High
Marissa Curry Asst. Outdoor Track Coach/Campbell County High School
Marissa Curry Asst. Indoor Track Coach/Campbell County High School
Trisha Evenson Head Cross Country Coach/Campbell Country High School
Evan Strand Asst. Outdoor Track Coach/Campbell County High School

Extra Duty Resignations

Benjamin Sandy Head Cross Country Coach/Campbell Country High School

Transfers

Josh Bott FROM: Aquatic Instructor/Aquatic Center
TO: PE Teacher/Stocktrail
Chelsea Posten FROM: 6th Grade Teacher/Lakeview
TO: Science Teacher/Twin Spruce Junior High
Lindy Watt FROM: Fifth Grade Teacher/Stocktrail
TO: Instructional Facilitator/Stocktrail

Warrants

The following warrants were affirmed and approved:

Payroll Warrants	212889 - 213046
Combined Fund Warrants	360730 - 360974
Major Maintenance Warrants	6963 - 6974
Nutritional Services Fund Warrants	9945 - 9988
Insurance Warrants	3842 - 3850
Student Activities/Bldg. Sp. Rev. Warrants	35939 - 35949
Activity Officials Warrants	5652 - 5676

Bids

The following bids were approved:

1. Campbell County High School Phone System was awarded to Collins Communications in the amount of \$34,780.00.
2. Conestoga Elementary Door & Window Replacement was awarded to Van Ewing Construction in the amount of \$277,859.00.
3. Conestoga Elementary Phone/Security System Upgrade was awarded to Turn-Key Technologies in the amount of \$188,782.00.
4. Pronghorn Elementary Phone/Security System Upgrade was awarded to Scott Brothers Electric in the amount of \$344,895.00.
5. Thunder Basin High School Boys Soccer Sports Package was awarded as follows:

- Goals were awarded to Bush-Wells in the amount of \$387.00
 - Medical bags and ball pump were awarded to Cole Sports in the amount of \$61.00
 - Uniforms, warm-ups, cones balls, ball bags, arm bands, score books, goals, goal keeper uniforms, training bibs, backpacks, and parkas were awarded to Universal Athletic in the amount of \$14,957.34
6. Thunder Basin High School Cross County Sports Package was awarded as follows:
- Medical bag, timer display, and stopwatch/printer display were awarded to Cole Sports in the amount of \$1,574.00
 - Singlet women's, singlet men's, shorts, warm-up pants, warm-up jackets, measuring wheel, stopwatch, thermal printing paper, computer interface, and cross country complete kit were awarded to Universal Athletic in the amount of \$5,185.10
7. Thunder Basin High School Girls Soccer Sports Package was awarded as follows:
- Medical bags and ball pump were awarded to Cole Sports in the amount of \$61.00
 - Goals were awarded to Bush-Wells in the amount of \$387.00
 - Uniforms, warm-ups, cones, balls, ball bags, arm bands, score books, goals, goal keeper uniforms, training bibs, backpacks, and parkas were awarded to Universal Athletic in the amount of \$16,206.74
8. Thunder Basin High School Soccer Field Sports Package was awarded as follows:
- Corner flags and TOM mannequins were awarded to Bush-Wells in the amount of \$2,491.35
 - Soccer goals, nets, wheel kits, back stop system, all surface conversion kits, and grass flags were awarded to Universal Athletic in the amount of \$8,853.40
9. Thunder Basin High School Volleyball Sports Package was awarded as follows:
- Plyo boxes, jump ropes, officials stand padding, and scorebooks were awarded to Bush-Wells in the amount of \$2,722.20
 - Tachikara volleyballs and medical bags were awarded to Cole Sports in the amount of \$1,548.00
 - Uniforms, Baden volleyballs, ball bags, cones, Senoh volleyball package, carts, jump trainer system, storage carts, wall rack, net tape, and safety pads were awarded to Universal Athletic in the amount of \$30,721.90
10. Thunder Basin High School Wrestling Sports Package was awarded as follows:
- Headgear, medical bag, and scorebook were awarded to Cole Sports in the amount of \$238.00
 - Singlet home, singlet away, hooded jacket, pants, foam padding, face guard, knee pads, mat transporter, mat tape, wrestling scale, portable scale, and check in scale were awarded to Universal Athletic in the amount of \$20,932.18
 - Wrestling mat was awarded to Resilite in the amount of \$14,192.72
 - Scale and wrestling body composition were awarded to Competitive Edge in the amount of \$1,999.99
11. Thunder Basin High School FF&E Package #3 was awarded as follows:
- 44 gallon waste cans, waste can dollies, 32" riding scrubber, and 3 shelf utility carts were awarded to Heartland Paper in the amount of \$16,218.77
 - Entrance mats, upright vacuums, wet/dry vacuums, 20" floor scrubbers, and carpet spotter were awarded to Norco, Inc. in the amount of \$18,134.12
 - Scissor lift was awarded to United Rentals in the amount of \$9,839.00
 - Mop buckets, 34" vacuum, burnisher, tilt trucks, and cleaning carts were awarded to Veritiv Corporation in the amount of \$15,680.15
 - Folding aluminum tables, 30" x 60" tables, and 24" x 60" tables were awarded to William P Peterson in the amount of \$16,331.80
 - High back chair and adjustable height stools were awarded to Wyoming Office Products in the amount of \$5,420.00

Contracts and
Agreements

The following contracts and agreements were approved:

1. Lakeview Elementary Book Fair Agreement with Scholastic Book Fairs
2. Science and Math Teaching Center Memorandum of Understanding with University of Wyoming
3. 403(b) Plan Administration Services Contract with TSA Consulting Group
4. Campbell County High School Heating Plant Contract with Powder River Heating and Air Conditioning, Inc.

5. McKinney-Vento Memorandum of Understanding with Council of Community Services and Y.E.S. House
6. Conestoga Elementary Door and Window Replacement with Van Ewing Construction, Inc.
7. Pronghorn Elementary Phone and Security System Upgrade Project with Scott Brothers Electric
8. Conestoga Elementary Phone and Security System Upgrade Project with Turn-Key Technologies
9. Campbell County High School Phone System Project with Collins Communications, Inc.
10. Professional Development Consulting Services with Corwin

Summer Meeting
Schedule

The following summer meeting schedule was approved:

2017 Summer Meeting Schedule
June 13, 2017 – Regular Meeting
June 27, 2017 – Cancel Regular Meeting
July 11, 2017 – Cancel Regular Meeting
July 19, 2017 – Regular Meeting and Budget Hearing
July 25, 2017 – Cancel Regular Meeting
August 1, 2017 – Regular Meeting
August 8, 2017 – Cancel Regular Meeting
August 15, 2017 – Regular Meeting
August 22, 2017 – Cancel Regular Meeting

Fee Schedules

The Academic Fee Schedule was approved as presented with the only change from the previous year being the removal of the Teton Science School fee. This fee was removed because the district does not have students attending the Teton Science School.

The board asked Mr. Hill to revise the presented Activity Fee Schedule to reflect a free and reduced fee schedule. The Activity Fee Schedule was tabled and Mr. Hill will make the revisions and bring the schedule back to the board for approval.

**CONSENT AGENDA
ENDS**

2017-2018 Salary and
Benefit Recommendation

On behalf of administration, Dr. Ayers expressed appreciation to the Staff Communicators Assembly for all the work they put in to their salaries and benefits proposals.

Dr. Ayers presented the following administration recommendations for 2017-2018 Salaries and Benefits:

- It is recommended that advancement on the salary schedule for longevity not take place for the 2017-18 school year.
- For certified and ESP staff that complete education or training that would provide additional compensation, it is recommended to allow for such advancement in the 2017-18 school year. Anticipated cost is approximately \$165,000.
- It is recommended that the employee increase to Wyoming retirement contribution in the amount of .375% be paid by Campbell County School District for one year beginning July 1, 2017. Anticipated cost is approximately \$280.00.
- With the exception of temporary, summer, and student employees, it is recommended that employees who were employed during the 2016-17 school year and are still employed for the 2017-18 school year will receive eight hours of convenience leave, based on the employee's FTE percentage. If approved, this would be known as the 2016-17 Freeze Benefit Bank.

Mrs. Ochs made a motion to approve the 2017-18 salary and benefit recommendation. Mr. Foreman seconded the motion. Mrs. Hladky asked for more information prior to voting on the recommendation. Mr. Dihle and Mr. Reznicek shared historical and state salary information. Mrs. Ochs withdrew her motion to approve the 2017-2018 salary and benefit recommendation. The salary and benefit recommendation will be brought back to the next meeting for board action.

2017-2018 Health
Insurance
Recommendation

Mr. Reznick presented the 2017-2018 Health Insurance Recommendation. The district will have a 1.3 percent premium increase which will cause only a small premium increase to employees. Mrs. Hladky made a motion to approve the 2017-2018 Health Insurance Recommendation. Mr. Foreman seconded the motion, and the motion carried unanimously.

Booster Clubs

Dennis Holmes, Cliff Hill, Troy Zickefoose, and Tom Seamans presented information regarding a proposed "umbrella" booster club at each high school that would serve all activities at that school. The "umbrella" booster club would have up to 17 board

members. Funds held in the “umbrella” booster club fund could be used for any sport or activity, or designated for a specific sport or activity. Revenue from fund raisers could also be held in individual general fund 02 accounts or fund 80 accounts. All outside fundraising accounts which are controlled by coaches or sponsors will be brought into the district under a fund 02 or 80 account.

Each school will make an individual decision whether or not they will create the “umbrella” booster club which will be designated as a 501C3 non-profit organization. Mrs. Bell expressed some concern with costs associated with a 501C3.

- Undue Influence Policy Mr. Reznicek presented the Undue Influence Policy for second and final reading. Dr. Clouston made a motion to approve the policy. Mrs. Ochs seconded the motion and the motion carried unanimously.
- Undue Influence Information and Reporting Guidelines Mr. Seamans and Mr. Hill reviewed a draft version of Undue Influence Guidance and Guidelines for Employees, Parents, Students, and Others. Mr. Seamans and Mr. Hill will continue to work on the document, and bring it back to the board for approval.
- CCHS Soccer Facility Mr. Seamans and Mr. Hill presented a proposal regarding the use of soccer fields. Adequate soccer practice space exists at Campbell County High School; however, they do not have a competitive soccer field. The proposal is for Campbell County High School to play competitions on the Thunder Basin High School Field until a permanent location can be developed on the Campbell County High School site. Until a master plan can be completed, a permanent site cannot be designated.
- Mr. Foreman made a motion to approve the short term plan to share the Thunder Basin High School soccer field as presented, and Mrs. Ochs seconded the motion. The motion carried unanimously.
- Mrs. Hladky expressed that Campbell County High School be allowed to practice on the Thunder Basin High School turf field if they choose to since that will be their home field.
- Recess The board recessed at 10:46 pm and reconvened at 10:53 pm
- Staffing Update Mr. Reznicek provided a staffing update. The district has downsized by about 96 FTE's; however, most of those employees wishing to remain with the district have found positions within the district. Mr. Reznicek reported seven full-time non-tenured teachers and two half-time teachers are still seeking full-time positions. Currently the district has 68 certified resignations for the end of this school year.
- 2017-2018 Preliminary Budget Mr. Eisenhauer reviewed the 2017-2018 preliminary budget, and explained factors that could change for the final budget which will be adopted on July 19, 2017. Mr. Eisenhauer requested approval of the preliminary 2017-2018 budget in the amount of \$221,300,600.88. Dr. Lawrence made a motion to approve the 2017-2018 preliminary budget as presented, and Mr. Foreman seconded the motion. The motion carried unanimously.
- Twin Spruce Renovation Mr. Eisenhauer provided information regarding the Twin Spruce Junior High renovation. This project is large enough it cannot be completed in one year without affecting instruction, so it will be completed in phases. The bid and contract presented for approval are for the renovation of the Twin Spruce Junior High science and math wing. The FCCLA department will be renovated with the second phase. Mrs. Ochs made a motion to approve the bid and contract for the Twin Spruce Junior High Science and Math Wing Renovation be awarded to Van Ewing Construction in the amount of \$1,198,752.00. Dr. Lawrence seconded the motion, and the motion carried unanimously.
- Modular Surplus and Disposal Mr. Eisenhauer requested the board approve surplus and disposal of the listed modulares. Board approval is required prior to the state giving the district permission and funding to dispose of the modulares. Mr. Foreman made a motion to surplus and dispose of the modulares as listed. Mrs. Hladky seconded the motion, and the motion carried unanimously.
- BOCHES Appointment Mrs. Durgin appointed herself to fill the vacant BOCHES board position for the remaining term.
- Adjournment With no other business before the board, the meeting was adjourned at 11:37 p.m.

Chairman

Clerk