

- Financial Disclosure Trustees completed the financial disclosure form as required by state statute and turned their forms in to Mrs. Peterson.
- Celebration Pronghorn Elementary Principal Brian Brandon introduced Romelle Hoon and her Sign Language Club members, who signed their names and a Christmas song.
- Academic Reports Pronghorn Elementary Principal Brian Brandon provided an academic report for Pronghorn Elementary.
- Rozet Elementary Principal Travis Heitmann provided an academic report for Rozet Elementary.
- CONSENT AGENDA** A motion was made by Dr. Lawrence and seconded by Mr. Steiger to approve all items on the Consent Agenda. The motion carried unanimously.
- Minutes Minutes of the November 14, 2023, Board of Trustees regular meeting were approved.
- Minutes of the November 14, 2023, Board of Trustees special dinner meeting were approved.
- Human Resources Actions The following actions taken by the Human Resources Department were approved:

EDUCATION SUPPORT PERSONNEL

NEW HIRES - REGULAR

- | | |
|-----------------------|---|
| Alexander Barabas | Special Programs Ed. Asst./Lakeview |
| Stephanie Berens | SPEA – ED/Paintbrush |
| Rebecca Borges | SPEA – ASD/Lakeview |
| Bailey Dalldorf | SPEA – ASD/Lakeview |
| Fortune Dickerson | SPEA – ED/Paintbrush |
| Tatyana Ferguson | SPEA – ASD/Lakeview |
| Candice Fyffe | Secretary to Director of Activities/CCHS |
| Katelinn Garro | Special Programs Ed. Asst./Rawhide |
| Bonnie Helgoe | Bus Assistant SPEA/Transportation |
| Tracy Huldermann | Special Programs Ed. Assistant/Paintbrush |
| Justice Jackson | SPEA – High Needs/Rawhide |
| Loreana Mendenhall | Special Programs Ed. Assistant/Wagonwheel |
| Larry Nichols | Bus Mechanic Apprentice/Transportation |
| Anna Rauch | Special Programs Bus Assistant/Transportation |
| Sonia Parra Rodriguez | Custodian/CCHS |
| Katalynne Pearson | Special Programs Data Clerk/Cottonwood |
| Taylor Rohrich | SPEA – ASD/TBHS |
| Abby Seeman | SPEA – ED/Prairie Wind |
| Mercedes Taylor | Special Programs Ed. Asst./Pronghorn |
| Jamie Toland | Special Programs Bus Assistant/Transportation |
| Robert Welch | Bus Driver/Transportation |

REQUEST FOR MEDICAL LEAVE OF ABSENCE

Employee D requests a medical leave of absence for the period of November 17, 2023 through January 5, 2024.

TRANSFERS

- | | |
|------------------|---|
| Michelle Bellack | FROM: Safety Patrol/Transportation
TO: Special Programs Bus Assistant/Transportation |
| Nancy Hauber | FROM: Bus Driver in Training/Transportation
TO: Bus Driver/Transportation |
| Julie Parker | FROM: Bus Driver in Training/Transportation
TO: Bus Driver/Transportation |
| Shania Reed | FROM: Bus Driver in Training/Transportation
TO: Bus Driver/Transportation |
| Kazrin Wilson | FROM: Substitute Bus Driver/Transportation
TO: Bus Driver/Transportation |

RESIGNATIONS

- | | |
|----------------------------|---------------------------|
| Maria Barrera Garcia | Custodian/CCHS |
| Paige Beesley | Guidance Registrar/TBHS |
| Joseph Bomgaars | Custodian/4J |
| Cecelia Clough | SPEA – ASD/Lakeview |
| Bonnie Daniels | SPEA – Ed/CCHS |
| DaNelle DuVall | Bus Driver/Transportation |
| Chloe Gillaspy | SPEA – ED/Paintbrush |
| Elizabeth Gonzalez Barrera | Custodian/CCHS |

Jenine Gonzalez Barrera	Custodian/CCHS
Michael Hawkins	Bus Driver/Transportation
Amna Khan	SPEA – ASD/Pronghorn
Kamran Lopez	Bus Assistant/Transportation
Darinca Manzanares Montano	Instructional Asst./Stocktrail
Michael McNerny	Bus Driver/Transportation
Brenna Mills	Student Custodian/TBHS
William Scott	SPEA – ASD/Pronghorn
Brody Sturdivant	Student Custodian/Westwood
Rachel VanDamme	Bus Driver/Transportation
Susan Vickaryous	SPEA – High Needs/TBHS
Lisa Wallace	Water Safety Assistant/Aquatic Center

TERMINATIONS

Roberta Brome	SPEA – ASD/Lakeview
Tatyana Ferguson	SPEA – ASD/Lakeview
Morgan Lutz	Secretary to Activities Director/CCHS

CERTIFIED

RECOMMENDATION FOR HIRE

Heather Brafford	English Teacher/TBHS
Matthew Hard	Transition Specialist/SSC

RESIGNATIONS

Jodi Crago-Wyllie	Science Center Director
Darcy Gillaspy	Professional Development Specialist/LLC
Wendy Gray	.28 Music/CCHS-.71 Music/Twin Spruce

REQUEST FOR PROFESSIONAL LEAVE

Kalyn Knudsvig and Monika Yount request permission to travel to Arvada, WY, to train their school district staff in Youth Mental Health First Aid. This training will take place on January 26, 2024, and no substitutes are required.

SUBSTITUTE TEACHER NEW HIRES

Joan Albright	Substitute Teacher/All Schools
Danielle Ammons	Substitute Teacher/All Schools
Kennedy Ayers	Substitute Teacher/All Schools
Melody Cain	Substitute Teacher/All Schools
Ruth Cloud	Substitute Teacher/All Schools
Johnathon Copping	Substitute Teacher/All Schools
Jayce DeLancey	Substitute Teacher/All Schools
Stormy Draper	Substitute Teacher/All Schools
Maygen Fulton	Substitute Teacher/All Schools
Nicole Hamann	Substitute Teacher/All Schools
Jordan Hanson	Substitute Teacher/All Schools
Kristin Hauge	Substitute Teacher/All Schools
Kaytlin Hokanson	Substitute Teacher/All Schools
Samantha Hughes	Substitute Teacher/All Schools
Michelle Kaiser	Substitute Teacher/All Schools
Kimberly Kern	Substitute Teacher/All Schools
Bethany Lakes	Substitute Teacher/All Schools
Billie Line	Substitute Teacher/All Schools
Scotty Mader	Substitute Teacher/All Schools
Shelbi Morrison	Substitute Teacher/All Schools
Amy Neff	Substitute Teacher/All Schools
Kortni Sather	Substitute Nurse/All Schools
Brandy Shrake	Substitute Teacher/All Schools
Mary Sisneros	Substitute Teacher/All Schools
Carolyn Smith	Substitute Teacher/All Schools
Molly Strub	Substitute Teacher/All Schools
Michelle Undeberg	Substitute Teacher/All Schools
Debby Ward	Substitute Teacher/All Schools
Bobbie Welch	Substitute Teacher/All Schools
Colt Welsh	Substitute Teacher/All Schools
Alexandra Wickham	Substitute Teacher/All Schools

REQUEST FOR MEDICAL LEAVE OF ABSENCE

Employee C requests a medical leave of absence from December 2, 2023, through April 2, 2024.

EXTRA DUTY RECOMMENDATIONS

Rachael Carver	Play Assistant/TBHS
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EXTRA DUTY RESIGNATIONS

Marques Fox	Assistant Football Coach/CCHS
Wenett Martin	Volleyball Head Coach/TBHS

Warrants

The following warrants were ratified and approved:

Payroll Warrants	234356 - 234531
Combined Fund Warrants	394265 - 394596
ACH Combined Funds	1492, 1495, 1510, 1514, 1516, 1517, 1560, 1563, 1574
ACH Nutritional Services	1494, 1515, 1532, 1574
Major Maintenance Warrants	9579 - 9613
Nutritional Services Fund Warrants	13248 - 13274
Insurance Warrants	4768 - 4770
Student Activities Warrants	37577 - 37597
Activity Officials CCHS Warrants	6811- 6813
Activity Officials TBHS Warrants	2060
Activity Officials WJSH Warrants	1525
Activity Officials SVJH Warrants	1027 - 1030
Activity Officials TSJH Warrants	1021 - 1024

Ratified Bids and Quotes

The following ratified bids and quotes were approved:

1. Stocktrail Elementary Water Heater Replacement was awarded to Gillette Winsupply in the amount of \$14,594.00.
2. Student Desks for District Stock were awarded to Wyoming Office Products & Interiors in the amount of \$16,696.00.

Bids and Quotes

The following bids and quotes were approved:

1. Elementary STEM Labs – 3-Year Lab License Merge EDU Platform Subscription was awarded to Merge Labs, Inc., in the amount of \$11,992.00.
2. Elementary STEM Labs – Sphero indi Robot Cass Pack was awarded to Sphero in the amount of \$24,839.52.
3. Elementary STEM Labs – Introduction to Color Codes Curriculum: Student Portfolio, Answer Key; Introduction to Ozobot Blockly Curriculum: Student Portfolio, Answer Key was awarded to Ozo Edu, Inc., in the amount of \$33,136.74.
4. Annual Inspection and Cleaning of Fire Alarm Systems were awarded to Collins Communications, Inc., in the amount of \$35,620.50.
5. Campbell County High School Elevator #2 Modernization – Design Services was awarded to QC 10 Architects (\$11,500.00) and Associated Construction Engineering (\$12,300.00) for a total amount of \$23,800.00.
6. Conestoga Elementary Playground Replacement was awarded to Miracle–Churchich Recreation in the amount of \$229,204.00.
7. Educational Services Center Elevator Modernization – Design Services was awarded to QC 10 Architects LLC (\$11,450.00) and Associated Construction Engineering (\$9,500.00) for a total amount of \$20,950.00.
8. New Color Copier and Multipress for Print Shop were awarded to A&B Business in the amount of \$79,499.33.
9. Rozet Elementary Lighting Replacement-Phase 1-Design Services was awarded to Associated Construction Engineering, Inc., in the amount of \$27,000.00.
10. Sunflower Elementary Playground Replacement was awarded to Miracle-Churchich Recreation in the amount of \$246,725.00.
11. Thunder Basin High School Magnetic Door Holders were awarded to Architectural Specialities, LLC (\$7,214.70) and Collins Communications, Inc. (\$72,868.20) for a total amount of \$80,082.40.
12. Rozet Elementary and Wright Junior Senior High School White Boards were awarded to AtoZstores.com in the amount of \$11,500.00.
13. Thunder Basin High School Magnetic Door Holders were awarded to Architectural Specialties, LLC (\$7,214.70) and Collins Communications, Inc. (\$72,868.20) for a total amount of \$80,082.40.

Ratified Contracts and Agreements

The following ratified contracts and agreements were approved:

1. Special Education Residential Services Agreement In-State Placement with KIVA Adventure Ranch
2. Special Education Related Services Agreement for Students With Disabilities with New Direction Youth Transport Services
3. Staff Training and Parent Session with Ervin Educational Consulting, LLC
4. Wright Junior Senior High Production Contract with Music Theatre International's Broadway Junior Collection

Contracts and Agreements

The following contracts and agreements were approved:

1. Special Education Contract Addendum to WDE 413 Residential Services Agreement In-State Placement with Northeast Wyoming Board of Cooperative Educational Services
2. Campbell County High School 24-25 Student Portrait Agreement with Inter-State Studios
3. Well-Managed Schools 2-Day Professional Development with Boys Town

Resolution to Conduct Business

"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 12, 2023, and January 9, 2024.

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 9, 2024;

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 12th day of December 2023 and will be effective as of December 12, 2023.

Policies

Approval was given for revisions to Policy 4335 Drug-Free Work Place.

Resolution for Reoccurring Operational Charges

WHEREAS, Campbell County School District Number One, a Wyoming School District ("CCSD") receives reoccurring monthly bills for costs and charges associated with the operation of CCSD;

WHEREAS, some of the monthly statements require payment to avoid penalties or interest by a certain date or because of the nature of the services provided, is required to be paid in a shorter timeframe than the date of the regular scheduled meetings of the CCSD Board of Trustees;

WHEREAS, prudent operation of CCSD requires payments to be made as authorized under this Resolution to facilitate the activities of CCSD;

NOW, THEREFORE, BE IT RESOLVED that the CCSD Board of Trustees, Gillette, Wyoming, this 12th day of December 2023, hereby approves and authorizes the accounting department to pay the monthly, reoccurring bills within budgeted amounts for costs and charges associated with the operation of the District on a regular basis, if the payment date is before the regular scheduled meeting of the CCSD Board of Trustees or the nature of the services provided requires a shorter payment period, so long as the payments are presented to the CCSD Board of Trustees as part of the itemized list for approval by the CCSD Board of Trustees.

All acts, orders or resolutions, or parts thereof, in conflict with this Resolution are repealed.

Meeting Cancellation

Approval was given for the cancellation of the March 26, 2024, regular board meeting.

Student Expulsions

Students #19, #20, #21, #22, and #23 were expelled for one calendar year with early re-admittance under strict probation.

Grant

Approval was given to apply for the WDE Stronger Connections Grant to support safe and healthy students under the Bipartisan Safer Communities Act (BSCA).

Surplus and Recycle

Approval was given for surplus and recycle of obsolete and outdated items.

Audit Report

Erica Mund with Bennett, Weber & Hermstad LLP provided an overview of the Comprehensive Annual Financial Report (CAFR) for the 2022-2023 fiscal year. She noted the report's highlights, including revenues, expenditures, and current financial position. Dr. Lawrence moved to accept the CAFR, and Mr. Williams seconded the motion. The motion carried unanimously.

Purchasing/Bidding Process	Warehouse Manager Carl Fox reviewed Policy 3320-Purchasing and Administrative Regulation 3320-R Purchasing and provided information on quote and bid requirements and processes. Maintenance Manager Sean Mathes shared information on daily routine maintenance identified by work orders, identifying and prioritizing major maintenance needs building by building, component projects funded by the state, and capital construction, which is higher dollar major projects that go through a value engineering process.
Public Comments	Concerns on snow removal, hiring concerns, volunteering, old aquatic center study, and National Board Certified Teacher stipend.
Trustee Celebrations	Chairman Ochs celebrated Thanksgiving, and she hoped everyone got to spend time with friends and family. She wished everyone a "Merry Christmas" to enjoy the season and remember what it is about.
Adjournment	With no other business before the board, the meeting was adjourned at 7:05 PM.

Secretary
Tracy Peterson

Chairman

Clerk