#### Call to Order

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.

Others present: Mr. Kirby Eisenhauer, Deputy Superintendent; Mr. Dennis Holmes, Associate Superintendent for Instructional Support; Dr. Larry Reznicek, Human Resouces Manager; and Meldene Goehring, administrative assistant. Dr. Alex Ayers, Superintendent of Schools and Mr. Frank Stevens, attorney were absent.

Also present: Kathy Brown, Brandon Crosby, Mandy Love, Brent Byrd, Troy Claycomb, Paula Steiger, Shelly Haney, Kip Farnum,

#### Changes to the Agenda

There were no changes to the agenda.

#### Appreciation of Chairman

Mr. Eisenhauer presented Chairman Ochs with a scrapbook commemorating the past year.

Mr. Eisenhauer presented Chairman Ochs with the 2019 Wyoming Association of School Administrators All Wyoming School Board Award and the Wyoming School Board Association Level I Certified Senior Master Board Member Leadership in Learning Award. He also presented Mrs. Durgin with the Wyoming School Board Association Level II Award of Distinction. The entire board was presented with the Wyoming School Board Association Standard of Excellence Award and Certificate of Recognition for Dedication to Educational Growth.

# Reorganization of Board Election of Officers

Chairman Ochs turned the meeting over to Mr. Eisenhauer for election of officers. Mr. Foreman made a motion to retain the current slate of officers as follows:

- Chairman Anne Ochs
- Vice-Chairman Lisa Durgin
- Treasurer David Foreman
- Clerk/Assistant Treasurer Joseph Lawrence.

Mrs. Durgin seconded the motion and the motion carried unanimously.

The meeting was turned back over to Chairman Ochs.

#### Meetings: Times and Dates

Mrs. Bricker 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.

# Depositories

Dr. Lawrence 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.

# Newspaper

Mrs. Durgin made a motion to establish The News-Record as the official newspaper for Campbell County School District. Dr. Clouston seconded the motion, and the motion carried unanimously.

# Re-Adoption of Policies

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. Mr. Foreman seconded the motion, and the motion carried unanimously.

# Legal Council

Dr. Clouston 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.

# **Appointments**

Mrs. Bricker made a motion to appointment trustees to serve on committees as follows:

- Board of Cooperative Higher Education Services Toni Bell, David Foreman, and Joseph Lawrence
- Northeast Wyoming Board of Cooperative Educational Services Linda Bricker
- Audit Committee Toni Bell and David Foreman
- Juvenile Support Partnership Linda Bricker
- Wyoming School Boards Association David Foreman
- Legislative Liaison Anne Ochs
- Policy Committee Toni Bell
- Budget Priorities Committee Ken Clouston, Lisa Durgin, and Anne Ochs
- Governor's Council on Impaired Driving Toni Bell and Joseph Lawrence

• Community Behavioral Health Committee – Joseph Lawrence Mr. Foreman seconded the motion and the motion carried unanimously.

Financial Disclosure Mrs. Durgin made a motion that trustees will complete the financial disclosure form

as required by state statute, and turn their forms in to Mrs. Goehring. Mr. Foreman

seconded the motion, and the motion carried unanimously.

Celebrations Meadowlark Elementary Principal Brandon Crosby introduced students who shared

their data binders and proficiency scales with the Board.

Academic Reports Meadowlark Elementary Principal Brandon Crosby presented the Meadowlark

Elementary academic report.

Sunflower Elementary Principal Troy Claycomb presented the Sunflower

Elementary academic report.

Public Comment There were no public comments.

CONSENT AGENDA A motion was made by Dr. Lawrence and seconded by Mr. Foreman to approve all

items on the Consent Agenda. Chairman Ochs abstained from voting on Warrant

#375608 which was payable to her. The motion carried unanimously.

Minutes of the November 12, 2019 Board of Trustees regular meeting were

approved.

Minutes of the November 12, 2019 Board of Trustees special dinner meeting were

approved.

**Employee Actions** 

EDUCATIONAL SUPPORT PERSONNEL

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

Resignations

Alecia Blake Cafeteria Cook/Nutrition Services

Marcy Bowman Secretary to Associate HS Principal/CCHS

Morgan Burgos ESL Assistant/CCHS

Ana Garcia De Quinones Assistant Cook/Nutrition Services

Darrel deJong Custodian/Twin Spruce

Kayla Nelson Instructional Assistant/Sunflower

Amanda Schlup-Bechen Title I Asst/Lakeview

New Hires - Regular

Roxie Harrison Bus Assistant/Transportation
Susan McDuffee Bus Assistant/Transportation

Amber Mathews Nutrition Serv Asst/Nutrition Services

Debbie Seeman Instructional Asst/Prairie Wind Zanna Thomas Instructional Asst/Wagonwheel

Samantha Zorn Custodian/WJSH

New Hires-Substitutes/Temporaries

Jonathon deJong Student Custodian/TBHS

Request for Medical Leave of Absence

A medical leave of absence was approved for Debra Pidgeon, Transportation Bus

Driver Trainer, from November 15, 2019 through February 20, 2020.

<u>Transfers</u>

Rachel Baker FROM: Bus Driver in Training/Transportation

TO: Bus Driver/Transportation

Allison Baxter FROM: Special Programs Ed. Asst./TBHS

TO: S.P.E.A.-High Needs/TBHS

Brittany Brandt FROM: Bus Driver in Training/Transportation

TO: Bus Driver/Transportation

Gregory Floud FROM: Custodian/Wagonwheel

TO: Head Elementary Custodian/Pronghorn

Jessica Hanten FROM: Nutrition Service Asst./Nutrition Services

TO: Cafeteria Cook/Nutrition Services

Sandra Kelley FROM: Transportation Parts

Technician/Transportation

TO: Bus Driver Trainer/Transportation

Kiara Lucero FROM: Bus Driver in Training/Transportation

TO: Bus Driver/Transportation

Tanya Sabrosky FROM: Bus Driver/Transportation

TO: Transportation Parts Technician/Transportation

Kelcie Schelling FROM: Admin. Asst./Dir. Of Curr. & Assess./LLC Steve Urman FROM: Bus Driver in Training/Transportation

TO: Bus Driver/Transportation

Halle Wolf FROM: Bus Driver in Training/Transportation

TO: Bus Driver

Dixie Woolever FROM: Substitute Bus Driver/Transportation

TO: Bus Driver/Transportation

#### **CERTIFIED**

Substitute Teacher New Hires

Ryan Goodman Substitute Nurse/All Schools

Extra Duty Recommendations

Jayce Allguer Winter Cheerleading/WJSH
Brenna Glidewell I Club Sponsor/TBHS

Phillip Sheldon Events Co-Coordinator/Sage Valley

Tingting Wofford I Club Sponsor/TBHS

Extra Duty Resignations

Ruth Cloud I Club Sponsor/TBHS

Kristin Keller Hourly Drivers Education/TBHS

Warrants

The following warrants were ratified and approved:

**Payroll Warrants** 224842 - 225124 **Combined Fund Warrants** 375252 - 375684 Major Maintenance Warrants 8031 - 8054 **Nutritional Services Fund Warrants** 11269 - 11307 Insurance Warrants 4172 - 4176 Student Activities/Bldg. Sp. Rev. Warrants 36699 - 36717 Activity Officials CCHS Warrants 6064 - 6066 Activity Officials TBHS Warrants 1550 - 1551

Bids

The following bid was ratified:

1. District Used Vehicles were awarded to Platinum Auto in the amount of \$18,385.00; and White's Frontier Motors in the amount of \$78,425.00.

### Contracts and Agreements

The following contracts were ratified:

- Special Education Residential Services Agreement #1 for Out-of-State Placement with University of Utah Health Care Center-Neuropsychiatric Institute
- 2. Special Education Residential Services Agreement for In-State Placement with Northeast Wyoming Board of Cooperative Educational Services
- Special Education Residential Services Agreement Addendum for In-State Placement with Northeast Wyoming Board of Cooperative Educational Services
- Special Education Residential Services Agreement #2 for Out-of-State Placement with University of Utah Health Care Center-Neuropsychiatric Institute

The following contracts and agreements were approved:

- 1. Campbell County High School Yearbook Agreement with Walsworth
- 2. Related Services Agreement for Parent Travel
- Campbell County High School Athletic Field Electrical Easements with City
  of Gillette
- 4. Lakeview Elementary Digital Site License Agreement with Flocabulary
- 5. Lakeway Learning Center Condensing Unit Replacement Engineering Services Agreement with Associated Construction Engineering, Inc.
- 6. District Professional Development with Marzano Resources
- 7. Special Education Residential Services Agreement for Out-of-State Placement with Youth Villages, Rose Center for Girls

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 10, 2019, and January 14, 2020.

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 14, 2020;

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 10th day of December, 2019 and will be effective as of December 10, 2019.

Student Expulsions

Student #27 through Student #29 were expelled for one calendar year with early readmittance under strict probation, subject to terms and conditions of building administration.

**Habitual Truancy Declaration** 

Student #T4 was declared habitually truant.

Policies

Policy 5148, Individual Religious Beliefs; and Administrative Regulation 5148-R, Individual Religious Beliefs were reviewed with no changes.

Policy 6180, Supervisors of Interscholastic Activities, was reviewed with no changes. Revisions to Administrative Regulation 6180-R, Supervisors of Interscholastic Activities, were approved.

Revisions to Policy 3100, Management of Public Resources, were approved. Administrative Regulation 3100-R, Management of Public Resources, was rescinded.

**Isolation Application** 

Isolation Application #1 was approved.

Late Resignation Fee

Approval was given to waive the late resignation fee for Robyn Kitchen.

#### **CONSENT AGENDA ENDS**

Audit Report

Paula Steiger with Bennett, Weber, & Hermstad provided an overview of the Comprehensive Annual Financial Report (CAFR) for the 2018-2019 fiscal year. She noted the highlights of the report including revenues, expenditures, and current financial position. Mrs. Steiger shared Campbell County School District had no audit findings. Dr. Lawrence moved to accept the CAFR and Mr. Foreman seconded the motion. The motion carried unanimously.

Kid Clinic

Mr. Holmes and Director of Student Support Services Kip Farnum provided a Kid Clinic update. The district has spent approximately \$650,000 over the last few years in maintenance costs at the current Kid Clinic location. District administration has been looking at options for a new site and building; including modular and stick-built buildings. A possible site is district property located next to Twin Spruce Junior High School. After getting preliminary quotes, a stick-built facility may be the most cost effective remedy. The district will continue to work with Campbell County Health regarding the Kid Clinic partnership.

Trustees Celebrations

Mrs. Bricker shared correspondence she received praising the Fall Jazz Gala.

Adjournment

With no other business before the Board, the meeting was adjourned at 7:38 PM

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Chairman	Clerk