

OFFICIAL MINUTES OF THE BOARD OF EDUCATION

Big Horn County School District No. 3

7:00 p.m.

Tuesday, August 14, 2018

I. The regular meeting of the Board of Education, Big Horn County School District No. 3, was called to order at 7:00 p.m., August 14, 2018, by the chairman, Eddie Johnson.

II. Roll Call: Eddie Johnson, Ted Menke, Todd Dalin, Bette Rae Jones, Michelle Brown, Michael Wirtzberger, Michael McClaren, Sara Schlattmann, Paula Scott

Absent: None

Guests: Casey Bowe, Scott McBride, Ralph Wensky, Brian Bailey, Eli Moody, Dean Waddell

III. Approval of Consent Agenda (*Items)

Michael McClaren reported that he included information regarding Home School. A regulation through the state health department states that if the home school students wish to participate in an activity or program on the school site or receive services from a district staff member, they must comply with the Wyoming State Health Department immunization regulations. It was moved by Ted Menke and seconded by Todd Dalin to approve the consent agenda as presented. Motion carried unanimously.

IV. *Reading and Approval of Minutes of Previous Meeting

Approved regular board minutes of July 18, 2018 as presented.

V. Agenda Additions/Deletions/Adoption

None

VI. Audience and Communication

1. Community Remarks

Ralph Wensky, GEA President, reported that they have had a good start to the year. They took all new staff to lunch on Monday. The GEA plans to be more involved in coming to the board meetings. There was an article in the WEA magazine featuring Dean Waddell for his work at the Buff Ranch. Mr. Wensky and a group of staff members attended training in Casper. GEA membership was discussed.

Dean Waddell reported that he went to the Special K Ranch in Montana and got ideas for the Buff Ranch program, and it grew from there. Students entered items in the Big Horn County Fair, and received 73 ribbons. Mr. Waddell indicated that he is excited to be part of the Ag program and to work with Ms. Schultz. The Buff Ranch program is both a learning and social environment for the at-risk kids. He thanked the Board for supporting the program. The grant Mr. Waddell helped write, pertains to sagebrush reclamation. Mr. Waddell indicated that Joe Sylvester plans to promote the Buff Ranch greenhouse sagebrush and the Special K sagebrush to Wyo-Ben and other mining companies they work with.

Casey Bowe, elementary principal, introduced Brian Bailey, 5th grade teacher, and Eli Moody, elementary P.E. teacher and high school football coach. The board welcomed the new staff members.

VII. Other Items

1. Clerk's Report

Bette Rae Jones, board clerk, reported that the barbeque for the area board members was held on August 6. Four local districts attended. She expressed her appreciation to Todd Dalin for grilling, as well as Mr. McClaren and Mr. Johnson for coordinating the event. It was a success, and they are hoping that it could become an annual event. Ms. Jones thanked Big Horn Federal for their donation of the meat for that occasion. August 29th is the

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WSBA Fall Roundup in Worland from 6:00 p.m. to 8:00 p.m., with a meal prior to the meeting. Ms. Jones reminded anyone who is running for re-election to submit their paperwork by August 27.

2. Administration Reports
Review of Handbook Changes

Michael McClaren, superintendent, reported that Scott McBride has done a great job of organizing the training schedule for this week.

Mr. McBride stated that the new teachers have training on August 10 – 14, 2018. He reviewed the schedule and events for staff. Karl Mecklenburg will be here on Wednesday, August 22nd to provide a motivational presentation to the students, as well as a meet and greet in the evening for parents and the community.

Casey Bowe, elementary principal, stated that the elementary staff completed Foundations training the week of August 6, as well as work on Scope and Sequence. This will be a benefit to our students. The staff is excited for a new beginning.

Mr. McClaren stated that the Board approved the student handbooks last week with work to be done on the electronic media portion. He reported that the electronic media and links have been resolved.

Todd Dalin announced that there will be a benefit auction and dinner for Melanie Howe on August 25th at 6:00 p.m. at the city park.

3. Annual Audit FY 2018

Michael McClaren reported that the annual audit took place last week. The audit team was highly complementary of Ms. Schlattmann and the job that she has done. Mr. McClaren stated that she has his full confidence. Auditors look at segregation of duty issues and we don't have enough people for checks and balances. Sara Schlattmann indicated that the auditors will come in October to give a report on their findings and what they think the status of the district is at that point. Their initial findings are segregation of duties, and an area of fixed assets. The Board commended Ms. Schlattmann for a good job.

VIII. Old Business

None

IX. New Business

1. Personnel

a. Resignations(s)

None

b. Hires

None

2. WSBA Regional Meeting - Worland

Chairman Johnson indicated that there would be 7 people attending the WSBA Regional meeting in Worland on August 29.

3. Leadership Governance 3.1 (Board Plan on a Page)

There was discussion regarding the Board Teams and replacing the members who have resigned. Board Team changes are as follows:

- Policy: Michael Wirtzberger
- Recreation Board: Todd Dalin
- Stakeholder: Michelle Brown
- BOCES Board: Michael Wirtzberger

It was moved by Michelle Brown and seconded by Ted Menke to approve the existing Leadership Governance 3.1 (Board Plan on a Page) with the insertion of trustees to fill in the vacated spots on policy, salary/benefits, facilities, and rec board teams. There was discussion to exclude the insertion of trustees for salary/benefits and facilities. It was moved by Michelle Brown and seconded by Ted Menke to amend the motion to approve the existing Board Plan on a Page with the insertion of trustees to fill in the vacated spots on policy, rec board teams and delete the salary/benefit and facilities positions. The Board altered the motion to include the updated changes and to fill the vacated positions on the Salary / Benefit and Facilities teams at a later date. Motion carried unanimously.

4. Out of District Attendance

It was moved by Todd Dalin and seconded by Michael Wirtzberger to approve the 4 listed students' out of district request for the 2018-2019 school year. Motion carried unanimously.

5. *Home School - Informational

Approved Home School information.

X. *Approval of Bills

Approved General Fund checks #33567 through #33654 inclusive, totaling \$123,073.09; Activity Fund ACH Transfer, totaling \$948.59; Lunch Fund ACH Transfer, totaling \$2,501.99; Federal Fund ACH Transfer, totaling \$45.91; Major Maintenance Fund ACH Transfer, totaling \$218,356.62; and Capital Projects Fund ACH Transfer, totaling \$2,900.00.

XI. Board Discussion

Michael McClaren reported that the Bus Barn Project has reached substantial completion and the final payment document will be published. There are a couple of things to do at the elementary. The concrete, doors and electrical have been completed at Buff Ranch. The only thing yet to complete is the elementary modular roof.

Ralph Wensky reported that WEA officers will be coming on August 15 to tour the buildings and visit with teachers.

XII. Executive Session

It was moved by Michael Wirtzberger and seconded by Ted Menke to take a short break and move into executive session at 7:48 to discuss Board Member Appointment / Reorganization and Possible Legal Matter. Motion carried unanimously.

The Board recessed into executive session at 7:55 p.m. to discuss matters considered confidential by law, Board Member Appointment / Reorganization and Possible Legal Matter and reconvened in regular session at 8:17 p.m. Note that no action was taken and minutes were sealed in a secure location.

1. Board Member Appointment / Reorganization

It was moved by Michelle Brown and seconded by Michael Wirtzberger to appoint Ted Menke treasurer and Bette Rae Jones vice chair/clerk. Motion Carried unanimously.

It was moved by Michael Wirtzberger and seconded by Todd Dalin to appoint Lynette Murray to fill the vacant seat until the end of this term. The Board encouraged all applicants to apply to get on the ballot for the upcoming election. Motion carried unanimously.

Ms. Jones welcomed Michelle Brown and thanked Joe Sylvester for his service.

2. Discuss Possible Legal Matter

No action taken.

XIII. Adjournment

There being no further business, the meeting adjourned at 8:20 p.m.

Eddie Johnson, Chairman

Bette Rae Jones, Clerk

Recorded by: Paula Scott
