

OFFICIAL MINUTES OF THE BOARD OF EDUCATION

Big Horn County School District No. 3

7:00 p.m.

Tuesday, October 9, 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., October 9, 2018, by the chairman, Eddie Johnson.

II. Roll Call: Eddie Johnson, Ted Menke, Michael Wirtzberger, Lynette Murray, Todd Dalin, Michelle Brown, Peyton Swiftney, Michael McClaren, Paula Scott

Absent: Bette Rae Jones

Guests: Ralph Wensky, Jeanette Ohman, Jenna Schultz, Emma Mercer, Scotlyn Flitner, Allison Lungren, Isabel Irvine, Morgan Haley, Nancy Nelson, Ty Flock, Bob Campos, Staci Briscoe, David Briscoe

III. Approval of Consent Agenda (*Items)

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 September 11, 2018 as presented.

V. Agenda Additions/Deletions/Adoption

Michael McClaren made the request to hold Policies GCBB, GCKA, GCA and GCI under IX. New Business until a future board meeting.

VI. Audience and Communication

1. Student Government Update

Peyton Swiftney, student representative, reported that student council members recognized all of the custodians in the district at the beginning of the month. They gave them some gifts and cleaned up high school grounds. The student council helped with the elementary Glow in the Dark Fun Run. They are getting ready for the state WASC convention in the middle of November. 9 - 10 students will be attending the state WASC Convention. The student council is putting together some ideas for Red Ribbon Week, which will be the week of October 22nd. They are thinking about putting up a kindness wall in the high school where people put up sticky notes with nice things to say about people in the school.

2. Community Remarks

Ted Menke acknowledged the loss of Don Feller, who was a custodian for many years. The Board offered condolences to the family of Don Feller. There will be an open house for Mr. Feller in the high school commons on Friday, October 12th.

VII. Other Items

1. FFA

Jenna Schultz, FFA Sponsor, introduced the FFA officers, Emma Mercer, president; Allison Lungren vice-president; Scotlyn Flitner, chapter secretary; Morgan Haley, treasurer; and Isabel Irvine, reporter. The FFA held a tailgate party before the last football game. They are planning on making a hay bale maze at the Buff Ranch for the community to come together on the 27th of October. They will make flyers to be placed at the schools, Big Horn Federal, Blair's, the newspaper, Facebook and share on personal pages. Announcements will be made in each of the buildings. Morgan Haley provided information regarding proceeds from the tailgate party and the popcorn sales. The group thanked the Board and community for their support. Ms. Schultz reported that the

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Greybull FFA Chapter was installed yesterday. The Demonstration Grant will help with the FFA program. There will be games and the art club will be at the Buff Ranch for face painting on the 27th as well.

Ralph Wensky, GEA President, stated that the school board candidate forum will be held Tuesday, October 23, 2018 in the Central Office Board Room at 6:00 p.m. There will be a meet and greet from 6:00-7:00 p.m. Staff put together questions for the candidates, and the last 20 minutes will be for questions from the public. They will be given 2 minutes for opening remarks, and 1 ½ minute response to each question. The order will be random for each question.

2. Clerk's Report

Bette Rae Jones, board clerk, was absent.

3. Committee Updates

Superintendent McClaren reported that he and Todd Dalin briefly went over some of the policies before the meeting. They will revisit some of those.

4. Admin Reports

Administrative reports were included in the board packet for Board members for review.

5. Special Education

Jeanette Ohman, special education director, reported that they are serving 101 students with disabilities. This number is 22% of the students. The state average is 14%. The number fluctuates, but there is an increase from last year from 82 to 101. Students transferred in from other districts or out of state, and some were transitioned from Children's Resource Center. There are 56 students being served in the elementary; 27 in the middle school and 18 in the high school. A large number of the students are being served for speech and language. The goal is to address concerns early. Ms. Ohman reviewed the categories under which the students are being served. 80% of the students spend 79% of their day in their regular classroom. There was a brief discussion regarding the advantages of having a school psychologist on site. Ms. Ohman attended the JEC meeting as a member of WASEA. They were taking information from the organization regarding funding. The message they sent out to the JEC was that one size does not fit all in regards to small schools.

6. Transportation

Bob Campos, transportation supervisor, provided a transportation report, with route information and numbers of students on each route. Mr. Campos will try to replace 2 buses through the DERA Program. Vehicles older than 2006 or 2007 will qualify because they don't have the emissions control that the newer vehicles do. The bus barn was updated with white panels, new lighting, heating and insulation and floor treatment. Things are going well. Tourists on the Emblem and Shell routes are following the signs. Wyoming State Department of Transportation says it has to be a safety hazard and a blind spot within 1500 feet, so they are going to do a study on signage. Mr. Campos stated that the drivers do anything they can to minimize students crossing highways.

7. WHSAA - Ty Flock

Ty Flock, high school principal, reported that there was a WHSAA meeting in September. A superintendent group was advocating for a two day state volleyball tournament and a two day state track meet, Both proposals were defeated. There were some recommendations to start later in the day. WHSAA looked at start times, and the teams that travel farthest will start later in the day. A group is asking WHSAA to sanction girls' softball. There are currently 11 girls' sports and 12 boys' sports sanctioned through WHSAA, which would indicate that they are out of compliance with Title IX. In order for a new sport to occur, at least eight schools have to support girls' softball. WHSAA continues to ensure that boys and girls in Wyoming have equal opportunities to participate in sports and activities. The activity that would be the most cost effective would be girls' wrestling. The numbers of male and female athletes across the state are very equal. Mr. Flock stated that this isn't a good time to start a new sport.

8. Quarterly Financial Report

Superintendent McClaren reported that the district received accreditation status by the State Board of Education. Enrollment has decreased by 15 students from the end of last year. We lose approximately \$250,000 with that drop. Mr. McClaren stated that we are in good shape because of a nice carryover going into this year. Out of District students are accepted on a case by case basis. At least 85% of these students come from Big Horn #4, and some are children of staff members.

VIII. Old Business

None

IX. New Business

1. Personnel

a. Resignations(s)

It was moved by Lynette Murray and seconded by Todd Dalin to accept the recommendation of Mr. Campos to consider Jessica Norris' separation date as August 20, 2018 as a route bus driver. Mr. Campos and Ms. Schlattmann verified that Ms. Norris took another position outside of the district. Motion carried unanimously.

b. Hires

It was moved by Todd Dalin and seconded by Lynette Murray to accept the recommendation of Mr. Campos to hire Gene Gross as a route bus driver. Motion carried unanimously.

2. Leadership Governance Policy Review & Confirm

a. 1.1 - Commitment

b. 1.2 – Board Member Covenants

c. 1.3 – Board Member Code of Conduct

It was moved by Michael Wirtzberger and seconded by Ted Menke to reaffirm their commitment to Leadership Governance Policies 1.1 - Commitment, 1.2 - Board Member Covenants and 1.3 – Board Member Code of Conduct. Motion carried unanimously.

3. Policy DJ/EFAB (Procurement Policy and Procedures) – Revise 1st Reading

Michael McClaren reported that the recommendation was made by Tracy Copenhaver to update Policy DJ/EFAB (Procurement Policy and Procedures). In his letter, Mr. Copenhaver stated that we need a procurement policy if we are dealing with federal funds. The revision will tighten up the language. Mr. McClaren asked the Board to review the policy for the next 30 days before our next board meeting. Mr. McClaren stated that local produce may be an exception. No action required.

4. Policy KIBA (Prohibited Assistance to Sex Offender) – Revise 1st Reading

Mr. McClaren reported that KIBA (Prohibited Assistance to Sex Offender) is a companion policy to Policy KIB and will be advanced for 2nd Reading next month. No action required.

5. Policy GCBP (Professional Staff Supplementary Pay Plans) – Revise 1st Reading

Policy GCBP (Professional Staff Supplementary Pay Plans) will be brought back for a 1st Reading.

6. Policy GCKA (Professional Staff Extra Duty) – Revise 1st Reading

Policy GCKA (Professional Staff Extra Duty) will be brought back for a 1st Reading.

7. Policy GCA (Professional Staff Positions) – Revise 1st Reading

Policy GCA (Professional Staff Positions) will be brought back for a 1st Reading.

8. Policy GCI (Professional Staff Assignments & Transfers) – Revise 1st Reading

Policy GCI (Professional Staff Assignments & Transfers) will be brought back to a 1st Reading.

9. Policy GCJ (Professional Staff Time Schedules) – Revise 1st Reading

Policy GCJ (Professional Staff Time Schedules) was presented for review, and will be advanced for 2nd Reading. Mr. Wensky, GEA President, and other GEA members were involved in discussions regarding the revision. No action required.

10. *Out of District Attendance

Approved Out of District Attendance as presented.

11. *Home School Registration

Approved Home School Registrations as presented.

- X. *Approval of Bills

Approved General Fund checks #33793 through #33922 inclusive, totaling \$314,407.26; Payroll Fund checks #29903 through #29914 inclusive, totaling \$426,042.56; Activity Fund ACH Transfer, totaling \$11,090.37; Federal Fund ACH Transfer, totaling \$11,190.75; Major Maintenance Fund ACH Transfer, totaling \$81,335.06; and Capital Projects Fund ACH Transfer, totaling \$10,596.90.

- XI. Board Discussion

WSBA Annual Conference

The Wyoming School Boards Association 2018 Annual Conference will be held November 13-16, 2018 at the Casper Ramkota Hotel and Conference Center.

- XII. Executive Session

It was moved by Michelle Brown and seconded by Todd Dalin to move into executive session to discuss Personnel (Extra Duties Assigned Spring 2018; Donation of Leave Days) and Student Issue. Motion carried unanimously.

The Board recessed into executive session at 8:19 p.m. to discuss matters considered confidential by law (Personnel: Extra Duties Assigned Spring 2018; Donation of Leave Days; and Student Issue), and reconvened in regular session at 9:18 p.m. Note that no action was taken and minutes were sealed in a secure location.

1. Personnel

- a. Extra Duties Assigned Spring 2018

It was moved by Michael Wirtzberger and seconded by Ted Menke to compensate Ty Flock, Sara Schlattmann and Paula Scott in the amount of \$2,500 each for the extra duties they performed in the resignation and transition of hiring a superintendent. Motion carried unanimously.

- b. Donation of Leave Days

It was moved by Lynette Murray and seconded by Michelle Brown to authorize the transfer of donated certified discretionary days to the classified individual recommended. Motion carried unanimously.

2. Student Issue

It was moved by Todd Dalin and seconded by Michael Wirtzberger that the year-long suspension on un-named student be modified allowing him/her to return after completion of their re-habilitation program. The re-entry to be conditional as specified by the superintendent. Motion carried unanimously.

XIII. Adjournment

There being no further business, the meeting adjourned at 9:24 p.m.

Eddie Johnson, Chairman

Bette Rae Jones, Clerk

Recorded by: Paula Scott
