

Converse County School District #1
Douglas, Wyoming

Official minutes of the regular meeting of the **Board of Education** held **March 9, 2021** at Douglas Middle School commons and via Zoom.

Chairman Mark Horr called the Regular Board meeting to order at 7:32 p.m.

ROLL CALL: Chairman Mark Horr, Tom Holt, Shane Stinson, Ryan Igo, Dax McCarty, JC Forgey, Staci Hill, Terry Moss, Amy Hughes.

ADMINISTRATORS

PRESENT: Paige Fenton Hughes, Tony Witbrod, Tanya Seeds, Brent Notman, Wes Gamble, Jessica McGuire, Haylei Butler, Ryan Mackey, Justin Carr, Mitch Johnson, John Bartling, Penny Hawk, Doug Hughes, Monty Gilbreath, Eileen Bentley, Andrea Gilbert, Steve Walker.

ALLEGIANCE TO THE AMERICAN FLAG:

Those present quoted the Pledge of Allegiance.

APPROVAL OF AGENDA: Shane Stinson made a motion to approve the agenda for March 9, 2021. Seconded by Tom Holt. Motion carried.

APPROVAL OF MINUTES: Shane Stinson made a motion to approve the minutes from February 9, 2021 Regular Board meeting. Seconded by Amy Hughes. Motion carried.

FINANCIAL REPORT: Dax McCarty made a motion to approve the March 2021 financial report for General Fund direct deposits #100-#127 and checks #105063-#105245 totaling \$2,511,003.41 (#105063 replaced a lost check), with Dax McCarty abstaining from direct deposit #121; Federal Program direct deposits #100 and checks #20939-#20991 totaling \$320,893.99, with Ryan Igo abstaining from ck#20959; BOCES checks #3695-#3702 totaling \$26,055.50; Major Maintenance checks #4171-#4172 totaling \$132,022.24; Cap and Minor Cap none; Depreciation Reserve none; Bearcat Loyalty check #1034 totaling \$500.00; Hot Lunch direct deposits #1-#3 and checks #6636-#6654 totaling \$127377.45 (#6636-#6641 replaced lost checks); Student Fund direct deposit #100 and checks #21759-#21791 totaling \$27,029.01 (#21759-#21760 replaced lost checks); Daycare checks #1165-#1166 totaling \$8,713.44; Healthcare checks #1696-#1700 totaling \$488,231.48; Payroll Clearing checks #95673-#95743 totaling \$1,262,043.62; Direct Deposits # 1710810-#1711661 totaling \$1,156,979.75. Seconded by Amy Hughes. Motion carried.

DATES FOR YOUR CALENDARS:

The board agenda meeting is scheduled on April 6, 2021, at 12:00 p.m., with the board policy meeting on April 8, 2021, at 3:30 p.m. TABS will hold their next meeting on April 7, 2021 at 3:30 p.m. April 10-12, 2021, will be the NSBA 2021 annual conference. The next Rec and Regular Board Meetings will be held on April 13, 2021 at 7:15 pm. IBN is scheduled for April 22-23, 2021. DHS Graduation is scheduled for May 16, 2021.

SPOTLIGHT EMPLOYEE: Justin Carr recognized Jean Schroeder for her work as a nurse for Douglas High School and her help with COVID preparedness.

AUDIENCE RECOGNIZED: None at this time.

COMMITTEE & BOARD REPORTS:

JC Forgey and Monty Gilbreath shared information on livestock donations to Torrington Livestock. Staci Hill shared information on the recent board member training she attended. Tom Holt stated Terry Moss and himself would be attending the NSBA annual conference. Paige Fenton Hughes gave an overview on current legislative bills.

DHS HVAC BID: Shane Stinson made a motion to approve the DHS HVAC bid from FCI Construction in an amount not to exceed \$2,041,000.00. Seconded by Dax McCarty. Motion carried.

- USED EQUIPMENT:** Terry Moss made a motion to approve the used equipment bids as presented. Seconded by Ryan Igo. Motion carried.
- POLICIES:** Paige Fenton Hughes made a statement regarding the RIF policies on the agenda. Board members shared their thoughts as well. Tom Holt made a motion to approve the third and final reading on policies: GCQA – Reduction in Certified Staff Work Force, GDQA – Reduction in Classified Staff Work Force, DA – Fiscal management Goals/Priority Objectives, DB – Annual budget, DBC – Budget Planning, Preparation, and Schedules, DBG – Budget Adoption Process, DBJ – Budget Transfers, DC – Taxing and Borrowing, DCA – Management of Fund Balances and Capital Reserves, DDA – Grant Proposal Writing and Administration, DE – Revenues from Federal and Local Tax Sources, DFA – Investments, DFAA – Use of Surplus Funds. Seconded by Staci Hill. Motion carried.
- Tom Holt made a motion to approve the second reading and call for written comments by 2:00 pm on March 31, 2021 on policies DG – Banking Services, DGB Check-Writing Services, DI – Fiscal Accounting and Reporting, DIB – Types of Funds/Revolving Funds, DID – Inventories, DIE - Audits, DJA – Purchasing Authority, DK – Payment Procedures, DKA – Payroll Procedures/Schedules, DN – School Properties Disposition. Seconded by Shane Stinson. Motion carried.
- Superintendent Paige Fenton Hughes shared information for first reading and review on policies IA-Instructional Goals and Learning Objectives, ID-School Day, IG-Curriculum Revision, Adoption, and Review, IGA-Curriculum Articulation and Staff Utilization, JKA-R-Discipline and Conduct. Information was also shared on JKA-EB-Physical Restraint Incident Report and its approval on first reading.
- INSURANCE:** Eileen Bentley shared information regarding a 2% increase in Health Insurance. More information will follow on Liability insurance.
- SALARY PUBLICATION:** Paige Fenton Hughes shared information regarding the process to publish the Gross Salaries in the Douglas Budget. Steve Walker added that the publication will be in the Douglas Budget on March 24, 2021.
- POLICY:** JC Forgey made a motion to approve on first reading policy JKA-EB-Physical Restraint Incident Report. Seconded by Amy Hughes. Motion carried.
- E-RATE CONTRACT:** Terry Moss made a motion to approve the E-Rate contract as presented. Seconded by Shane Stinson. Motion carried.
- WYOMING CHILD AND FAMILY CONTRACT RENEWAL:** Shane Stinson made a motion to approve the Student Support Services Contract with Wyoming Child and Family for developmental screening services from July 1, 2021 through June 30, 2022, in an amount not to exceed \$7,500.00 for contract year. Seconded by Dax McCarty. Motion carried.
- BIG COUNTRY REHAB CONTRACT RENEWAL:** Amy Hughes made a motion to approve the Student Support Services contract with Big Country Rehab for physical therapy services from July 1, 2021 – June 30, 2022 in an amount of \$90.00 per service hour, not to exceed \$36,000.00 for the contract year. Seconded by Shane Stinson. Motion carried.
- CROW’S NEST:** Shane Stinson made a motion to approve the call for bids for the Crow’s Nest remodel with a bid opening on April 6, 2021 at 2:15 pm. Seconded by Dax McCarty. Motion carried.

DHS TRACK &

IRRIGATION:

Shane Stinson made a motion to approve the call for bids for the Douglas High School Track & Irrigation Renovation with a bid opening on March 31, 2021 at 2:00 pm. Seconded by Dax McCarty. Motion carried.

EXECUTIVE SESSION:

Mark Horr asked the board members if there was a need for executive session. The board declined.

PERSONNEL REPORT:

Dax McCarty made a motion to approve the new hires of Dodi Kayser-DMS Administrative Assistant, Nikki Dahl-DMS Swim Activities Aide. Seconded by Amy Hughes. Motion carried.

Tom Holt made a motion to approve the early notification resignations as presented. Seconded by Ryan Igo. Motion carried.

Tom Holt made a motion to approve the certified recommendations as presented. JC Forgey abstained from Megan Forgey and Dax McCarty abstained from Dee Ann McCarty. Seconded by Terry Moss. Motion carried.

Shane Stinson made a motion to approve the resignations of Brady Shatto-DMS Head Coach for Girls soccer and Alexis Wintermote-DPS PT Food Service Worker. Seconded by Staci Hill. Motion carried.

Mark Horr recognized the transfers of Julie Schlager from DMS Assistant Girls Soccer Coach to DMS Head Girls Soccer Coach.

ADJOURNMENT:

There being no further business, the Regular Meeting adjourned at 8:38 p.m. by Chairman Mark Horr.

Mark Horr, Chairman

Ryan Igo, Clerk