

Converse County School District #1
Douglas, Wyoming

Official minutes of the regular meeting of the **Board of Education** held **January 12, 2021** in school board room and via Zoom.

Chairman Mark Horr called the Regular Board meeting to order at 7:30 p.m.

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

ADMINISTRATORS

PRESENT: Paige Fenton Hughes, with Andrea Gilbert, 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, Steve Walker via zoom.

ALLEGIANCE TO THE AMERICAN FLAG:

Those present quoted the Pledge of Allegiance.

APPROVAL OF AGENDA:

Terry Moss made a motion to approve the agenda for January 12, 2021. Seconded by Shane Stinson. Motion carried.

APPROVAL OF MINUTES:

Shane Stinson made a motion to approve the minutes from December 8, 2020 Regular Board meeting. Seconded by JC Forgey. Motion carried.

FINANCIAL REPORT:

Tom Holt made a motion to approve the January 2021 financial report for General Funds checks #104634 - #104847; totaling \$14,270,526.59, Federal Program checks #20852 - #20885; totaling \$822,428.18, BOCES checks #3680 - #3688; totaling \$46,246.72, Major Maintenance checks #4168 - #4169; totaling \$42,007.86, Hot Lunch checks #6598 - #6614; totaling \$99,151.71, Daycare checks #1160 - #1162; totaling \$8,664.45, Healthcare checks #1688 - #1691; totaling \$465,505.52, Student fund checks #21701 - #21738; totaling \$74,365.94, Payroll Clearing checks #95537 - #95619; totaling \$1,182,365.23, Direct Deposits #1709143 - #1709974; totaling \$1,054,797.06. Seconded by Terry Moss. Motion carried.

DATES FOR YOUR CALENDARS:

The board agenda meeting is scheduled on February 1, 2021, at 12:00 p.m., with the board policy meeting to follow at 3:30 p.m. TABS will hold their next meeting on February 2, 2021 at 3:30 p.m. The next Rec and Regular Board Meetings will be held on February 9, 2021 at 7:15 pm. DHS Graduation is scheduled for May 16, 2021. April 10-12, 2021, will be the NSBA 2021 annual conference.

SPOTLIGHT EMPLOYEE:

Shane Stinson recognized Janie Harford for her work as an Administration Assistant for Student Support Services.

AUDIENCE RECOGNIZED:

No one from the audience wished to be recognized.

EARLY GRADUATES:

The early graduates will be recognized at the DHS Graduation ceremony in May 2021.

COMMITTEE & BOARD REPORTS:

Terry recognized DMS. Tom Holt reported on BOCES, Community Resource Council, and TABS.

LEGISLATION:

Paige Hughes shared information regarding current legislation.

AUDIT:

Tom Holt made a motion to remove the tabled audit. Seconded by Shane Stinson. Motion carried. Terry Moss made a motion to approve the audit as presented. Seconded by Amy Hughes. Motion carried.

COMMITTEE

**APPOINTMENTS, BOCES
MEMBER & ALTERNATE:**

Mark Horr shared the committee appointments, BOCES member and alternate appointment, and complete count appointment. Tom Holt made a motion to approve the committee appointments as presented. Seconded by Amy Hughes. Motion carried.

USED EQUIPMENT:

Shane Stinson made a motion to approve the used equipment bids as presented. Seconded by JC Forgey. Motion carried.

SHAWNEE SCHOOL BID:

Chairman Mark Horr stated the Shawnee School bid would remain tabled.

ISOLATION:

Shane Stinson made a motion to approve the isolation request as presented. Seconded by Terry Moss. Motion carried.

RURAL CALENDARS:

Tom Holt made a motion to approve the three years of Rural calendars as presented. Seconded by Shane Stinson. Motion carried.

POLICIES:

Tom Holt made a motion to approve the third reading on policies: BGD – Board Review of Regulations; CCB-E – Stakeholder, Leadership & Input Map; CH – Policy Implementation; CHB – Board Review of Administrative Regulations; CHCA – Handbooks and Directives; CHD – Administration in the Absence of Policy. Seconded by Amy Hughes. Motion carried.

Terry Moss made a motion to approve the second reading and call for written comments by 2:00 pm on February 4, 2021 on policies JM – Student Awards, Honors, and Scholarship, GCQA – Reduction in Certified Staff Work Force, GDQA – Reduction in Classified Staff Work Force, AD – Educational Philosophy, ADA – District Goals, ADB – Drug-Free Workplace, ADB-R – Notification to Employees of Drug-Free Workplace, ADC – Tobacco Products Usage Policy, ADC-R – Tobacco Products Usage Policy, AE – Excellence/Commitment to Accomplishment. Seconded by Tom Holt. Motion carried.

Superintendent Paige Fenton Hughes shared information on first reading and review on policies 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.

**BUDGET PROCESS
TIMELINE:**

Eileen Bentley shared information pertaining to the budget process timeline.

SCHOOL ATTORNEY:

JC Forgey made a motion to approve Copenhaver, Kath, Kitchen & Kolpitcke, LLC, as the school district attorney for 2021. Seconded by Staci Hill. Motion carried.

**EARLY RESIGNATION
INCENTIVE:**

Tom Holt made a motion to approve the early resignation incentive with a deadline of February 24, 2021. Seconded by Shane Stinson. Motion carried.

**STUDENT SUPPORT
SERVICES:**

Shane Stinson made a motion to approve the Student Support Services initial placement contract from November 30, 2020 through June 30, 2021 in an amount not to exceed \$47,031.00. Seconded by Terry Moss. Motion carried.

Shane Stinson made a motion to approve the Student Support Services agreement with Soliant for a contract amount of \$65.00 per hour with a minimum of 23 hours per week. Seconded by Amy Hughes. Penny Hawk shared information regarding the service agreement. Motion carried.

PAINTING BID:

Terry Moss made a motion to approve call for bids for painting of the Bearcat stadium, sheds, concession stand, and doors, with a bid opening of February 2, 2021 at 2:00 p.m. Seconded by Shane Stinson. Motion carried.

EXECUTIVE SESSION:

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

PERSONNEL REPORT:

Shane Stinson made a motion to approve the new hires of Polly Ann Sines – DMS IRR Paraprofessional, Bryant Jestes – Groundskeeper, Nate Tomlinson – DUES SpEd Paraprofessional, Payten Gilmore – DUES SpEd Paraprofessional, Brittany Haukereid – DIS SpEd Paraprofessional, Felicia Perry – DIS SpEd Paraprofessional, Maria Perez – DIS SpEd Paraprofessional, Debra Edelman – Bus Monitor/Paraprofessional, Tracey Garrett-SWAG. Seconded by Staci Hill. Motion carried.

Amy Hughes made a motion to approve the ESY extra duty contracts for Michelle Collins - (Extra hours to be worked during the school year) and Kathleen Bartling - (Extra hours to be worked during the school year). Seconded by Shane Stinson. Motion carried.

Tom Holt made a motion to approve the extra duty contracts for Kathleen Larsen – DI Coordinator, Darla Busboom-DHS Tech Facilitator. Seconded by Shane Stinson. Motion carried.

Terry Moss made a motion to approve the resignations of Tiffany Penegor – DUES SpEd paraprofessional, Tayler Walker – DUES SpEd paraprofessional. Seconded by JC Forgey. Motion carried.

Mark Horr recognized the transfers of Cheryl Phillips from bus paraprofessional to bus Route driver and Katy Lenzen from SpEd behavior teacher 2-3 to IRR teacher 2-5.

ADJOURNMENT:

There being no further business, the Regular Meeting adjourned at 8:30 p.m. by Chairman Mark Horr.

Mark Horr, Chairman

Shane Stinson, Treasurer
for Ryan Igo, Clerk