

Converse County School District #1  
**Douglas, Wyoming**

Official minutes of the regular meeting of the **Board of Education** held **February 11, 2020** in the Board Room of the School Administration Office.

Vice-Chairman Mark Horr called the Regular Board meeting to order at 7:30 pm.

**ROLL CALL:** Vice-Chairman Mark Horr, Jennifer Rinn, Jay Butler, Dax McCarty, Tom Holt, Ryan Igo, Brad Reese, and Shane Stinson.

**ADMINISTRATORS**

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

**ALLEGIANCE TO THE AMERICAN FLAG:**

Those present quoted the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

Jennifer Rinn made a motion to approve the February 11, 2020, agenda. Seconded by Shane Stinson. Motion carried.

**APPROVAL OF MINUTES:**

Jennifer Rinn made a motion to approve the minutes from January 14, 2020, Regular Board meeting. Seconded by Dax McCarty. Motion carried.

**FINANCIAL REPORT:**

Dax McCarty made a motion to approve the February financial report for General Funds checks #102494 - #102778; Federal Programs checks #20428 - #20465, with Ryan Igo abstaining from ck#20462; Depreciation Reserve ck#1103; BOCES checks #3594 - #3598; Major Maintenance check#4143; Hot Lunch checks #6373 - #6392; Student Funds checks #21447 - #21490; Bearcat Loyalty check #1020; Day Care checks #1137 - #1139; Health Care checks #1641 - #1644; Payroll Clearing checks #94692 - #94745; Direct Deposit #1700243 - #1701093. Seconded by Jennifer Rinn. Motion carried.

**DATES FOR YOUR CALENDARS:**

Board agenda meeting is scheduled on March 2, 2020, at 12:00 p.m. with the Board Policy meeting to follow at 3:30 p.m. The next Rec and Regular Board Meetings will be March 10, 2020 at 7:15 pm at Central Administration. NSBA Annual Conference in Chicago IL from April 3-6, 2020. DHS Graduation will be on May 10, 2020, at 1:00pm.

**ART DISPLAY:**

Jay Butler shared information on the art display from Douglas High School Art and Graphic Arts.

**SPOTLIGHT EMPLOYEE:**

Jay Butler presented The Staff Spotlight Recognition Award to Taylor Wagstaff for her work as a teacher for Douglas Middle School.

**AUDIENCE RECOGNIZED:**

No one from the audience wished to be recognized.

**CALENDARS:**

Tom Holt shared information regarding the proposed 2020-21 calendars.

**POLICIES:**

Jay Butler made a motion to approve the third and final reading for policies GCI-RB – Professional Development Opportunity Approval Process, KF – Community Use of School Facilities, KFA – Public Conduct on School Property/School Events, KHB – Advertising in Schools, KI – Visitors to Schools. Seconded by Tom Holt. Motion carried.

Jay Butler made a motion to approve the second reading and call for written comments by 2:00 p.m. on February 27, 2020, on policies JLDB – Programs for At-

Risk/Disadvantaged Students, JLDB-RA – Special Instructional Programs for At-risk Students, JLDB-RB – At-Risk Students, IJNDB – Use of Technology Resources in Instruction, IJNDB-R – CCSD1 Internet Use Regulation, IHBA – Child Find. Seconded by Tom Holt. Motion carried.

Paige Fenton Hughes shared information on policies: JLG – Student Wellness; DJB – Purchasing Procedures.

**DHS TRACK**

**RE-SURFACING:**

Dax McCarty made a motion to approve the bid from Renner Sports for DHS Track re-surfacing in an amount not to exceed \$517,129.00. Seconded by Ryan Igo. Motion carried.

**DPS INTERCOM SYSTEM:**

Jennifer Rinn made a motion to approve the bid from Barker & Associates, LLC for DPS Intercom system replacement in an amount not to exceed \$58,767.00. Seconded by Dax McCarty. Motion carried.

**DHS INTERCOM SYSTEM:**

Brad Reese made a motion to approve the bid from Barker & Associates, LLC for DHS Intercom system replacement in an amount not to exceed \$49,678.00. Seconded by Jennifer Rinn. Motion carried.

**STUDENT SUPPORT SERVICES**

**CONTRACT ADDENDUM:**

Tom Holt made a motion to approve Student Support services student placement contract addendum FY2020-student transferred out of district, for a new contract amount of \$36,150.00. Seconded by Shane Stinson. Motion carried.

**BANK DEPOSITORIES:**

Jennifer Rinn made a motion to approve Converse County Bank and Points West Bank as official bank depositories for the school district. Seconded by Tom Holt. Motion carried.

**STUDENT SUPPORT**

**SERVICES CONTRACT:**

Jennifer Rinn made a motion to approve the Student Support Services Lease between CCSD#1 and DBR Properties LLC, in an amount not to exceed \$1,500.00 per month from March 1, 2020 – February 28, 2021. Seconded by Jay Butler. Motion carried.

**EWC LEASED LOTS:**

Ryan Igo made a motion to approve the lease agreement between CCSD1 and Twin Buttes Ministry Partners. Seconded by Jennifer Rinn. Motion carried.

**DMS DISHWASHER:**

Jennifer Rinn made a motion to call for bids for DMS Dishwasher with a closing date of February 21, 2020, at 2:00pm. Seconded by Tom Holt. Motion carried.

**PERSONNEL REPORT:**

Jennifer Rinn made a motion to approve the new hires of Robin Klein – DUES SpEd Paraprofessional, Danielle Lux – Daycare Paraprofessional, Ron Blain – Activity bus driver. Seconded by Shane Stinson. Motion carried.

Dax McCarty made a motion to approve the administration recommendations as presented. Seconded by Jennifer Rinn. Motion carried.

Shane Stinson made a motion to approve the extra duty contracts to Jim Cobb – STEM Camp Summer Administrator, Taylor Wagstaff – Summer School Administrator (both sessions), Tanya Seeds – 21CCLC Grant Coordinator (6<sup>th</sup>-12<sup>th</sup>), Jack Seeds – Physical Education Department Chair, John Olson – Science Department Chair, Luke Bethea – Career and Technical Education Department Chair, Melody Bergquist – SWAG, Jennifer Garza – 7<sup>th</sup> grade team leader (remainder of 2019-20). Seconded by Jennifer Rinn. Motion carried.

Tom Holt made a motion to acknowledge the resignations of Jana Kegler – SWAG, Tylor Weiss – DHS Girls Swim/Dive Head Coach, Sue Wilcox – Crossing Guard, Kevin Kaper – Custodian, Avery Cowardin – SpEd Paraprofessional, Phil Romero – 7<sup>th</sup> Grade Team Leader, Mary Tillery - Custodian. Seconded by Shane Stinson. Motion carried.

Mark Horr recognized the transfer of Andreanna Vines from Crossing Guard to Crossing Guard/Bus Washer.

**EXECUTIVE SESSION:**

Mark Horr asked the board members if there was a need for executive session. Ryan Igo made a motion for the board to move into executive session for the purpose of discussing personnel at 8:01 pm. Seconded by Tom Holt. Motion carried. Brad Reese made a motion to reconvene into regular Session after executive Session at 9:52 pm. Seconded by Jennifer Rinn. Motion carried.

**ADJOURNMENT:**

There being no further business, the Regular Meeting adjourned at 9:53 p.m. by Vice-Chairman Mark Horr.

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Mark Horr, Vice-Chairman

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Jay Butler, Clerk