

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

Official minutes of the regular meeting of the Board of Education held **March 13, 2018** in the Board Room of the School Administration Office.

Chairman Brad Reese called the Regular board meeting to order at 7:36 pm.

**ROLL CALL:** Chairman Brad Reese, Brandon Gilbreath, Mark Horr, Jay Butler, Jim Bolinger, Tom Holt, Jennifer Rinn, Mark Curtis, Kim Hiser.

**ADMINISTRATORS**

**PRESENT:** Paige Fenton Hughes, Tony Witbrod, Monty Gilbreath, Tracy Boner, Wes Gamble, Brent Notman, Ryan Mackey, Jay Rhoades, John Bartling, Jim Cobb, Tanya Seeds, Justin Carr, Dan Edwards, Steve Walker, Andrea Gilbert, Penny Hawk.

**ALLEGIANCE TO THE  
AMERICAN FLAG:**

Those present quoted the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

Mark Curtis made a motion to approve the amended agenda to include new business action item "B". Seconded by Jim Bolinger. Motion carried.

**APPROVAL OF MINUTES:**

Brandon Gilbreath made a motion to approve the February 13, 2018 Regular Board meeting minutes. Seconded by Kim Hiser. Motion carried.

**FINANCIAL REPORT:**

Tom Holt made a motion to approve the financial report for March claims: General Funds Checks #96555 - #96834; Mark Horr abstaining from ck#96695; Jim Bolinger abstaining from ck #96563, #96818; Mark Curtis abstaining from ck#96708; Federal Programs Checks #19477- #19518; BOCES Checks #3412-#3421, with Jim Bolinger abstaining from ck#3415; Major Maintenance Checks #4048 - #4050; Hot Lunch Checks #5932 - #5948; Student Funds Checks #20414- #20460; Day Care Checks #1088-#1089; Health Care Insurance Checks #1540-#1543; Payroll Clearing Checks #91981 - #92165; Direct Deposit #1681065 - #1681874. Seconded by Mark Horr. Motion carried.

**DATES FOR YOUR  
CALENDARS:**

The Board Policy meeting scheduled for April 2, 2018 at 5:15 p.m. at Central Administration. IBN is scheduled for April 26-27, 2018. The next Rec and Regular Board Meetings will be April 10, 2018 at 7:15 pm at Central Administration. School Facilities meeting on March 22, 2018, 10:00 am. DHS Graduation will be May 13, 2018.

**ART DISPLAY:**

Jay Butler stated that the art display was from Douglas Middle School Woods.

**SPOTLIGHT EMPLOYEE:**

Jay Butler presented The Staff Spotlight Recognition Award to Dawn Sorg for her work as a Speech Language Pathologist for the district.

**AUDIENCE RECOGNIZED:**

Robert Sharp shared information regarding Computer Science.

**POLICIES:**

Kim Hiser made a motion to approve the second reading and call for written comments by March 23, 2018 at 2:00 pm on policies: IKF-Graduation Requirements; GCB-Professional Staff Contracts and Compensation; GDBD-R – Fringe Benefits Regulations; GDE-Support Staff Recruiting; GDEA-Advertising Positions. Seconded by Mark Curtis. Motion carried.

**INSURANCE:**

Tracy Boner shared information regarding the Liability and Health Insurance.

**SALARY PUBLICATION:**

Tracy Boner shared information regarding the process to publish the Gross Salaries in the Douglas Budget.

- GRADING:** Brent Notman gave an update on the grading stating our current policy does not need amended and that the administration will be attending training. They will need more time to correctly implement the process.
- REVIEW POLICIES:** Kim Hiser recognized the information item for Policies JFABD-Homeless Students, JLG-Homeless Students, KBDA-Parent and Family Engagement. Paige Fenton Hughes stated these policies will keep the district compliant.
- PLAN ONE:** Mark Curtis made a motion to approve the Plan One Professional Services proposal. Seconded by Jennifer Rinn. Motion carried.
- STUDENT LAPTOPS:** Mark Curtis made a motion to approve the call for bids for Student Laptops with a bid opening on April 5, 2018 at 2:00 pm. Seconded by Jim Bolinger. Motion carried.
- SPECIAL EDUCATION REMODEL:** Mark Curtis made a motion to approve the call for bids for Special Education Remodel with a bid opening on April 6, 2018 at 2:00 pm. Seconded by Kim Hiser. Motion carried.
- DHS FLOORING:** Mark Curtis made a motion to approve the call for bids for DHS Flooring with a bid opening on April 6, 2018 at 2:00 pm. Seconded by Jennifer Rinn. Motion carried.
- DHS WATER INTRUSION:** Mark Curtis made a motion to approve the call for bids for DHS Water Intrusion with a bid opening on April 26, 2018 at 2:00 pm. Seconded by Kim Hiser. Motion carried.
- DHS IN GROUND ICE MELT SYSTEM:** Mark Curtis made a motion to approve the call for bids for DHS In Ground Ice Melt System with a bid opening on April 26, 2018 at 2:15 pm. Seconded by Kim Hiser. Motion carried.
- DHS/DMS LED LIGHTING:** Mark Curtis made a motion to approve the call for bids for DHS/DMS LED Lighting with a bid opening on April 2, 2018 at 2:00 pm. Seconded by Kim Hiser. Motion carried.
- DHS INTERIOR PAINT:** Mark Curtis made a motion to approve the call for bids for DHS Interior Paint with a bid opening on April 2, 2018 at 2:15 pm. Seconded by Kim Hiser. Motion carried.
- USED EQUIPMENT:** Mark Curtis made a motion to approve the call for bids for DHS Used Equipment with a bid opening on April 2, 2018 at 2:45 pm. Seconded by Jim Bolinger. Motion carried.
- WYOMING CHILD AND FAMILY CONTRACT RENEWAL:** Kim Hiser made a motion to approve the Student Support Services Contract with Wyoming Child and Family from July 1, 2018 through June 30, 2019, in an amount not to exceed \$7,500.00 for contract year. Seconded by Jennifer Rinn. Motion carried.
- BIG COUNTRY REHAB CONTRACT RENEWAL:** Kim Hiser made a motion to approve the renewal of Student Support Services Contract with Big Country Rehab in an amount of \$90.00 per service hour, not to exceed \$36,000.00 for the contract year. Seconded by Brandon Gilbreath. Motion carried.
- FEDERAL PROGRAM APPROVAL:** After an update from Tracy Boner, Mark Curtis made a motion to approve the federal fund programs budget as listed. Seconded by Kim Hiser. Motion carried.
- E-RATE CONTRACT:** Kim Hiser made a motion to approve the E-Rate contract. Seconded by Brandon Gilbreath. Motion carried.
- CALL FOR HEARING ON EXPENDITURE BUDGET TRANSFERS:** Brandon Gilbreath made a motion to Call for Hearing on Expenditure Budget Transfers on April 10<sup>th</sup>, 2018, at 7:00 pm. Seconded by Kim Hiser. Motion carried.

**EXECUTIVE SESSION:**

Brad Reese asked the board members if there was a need for the executive session. The board members declined.

**PERSONNEL REPORT:**

Brandon Gilbreath made a motion to approve new hires of Randy Gifford – DMS Swimming Activities Aide (1/2 time), Stacy Schrandt – DMS Swimming Activities Aide (1/2 time), Mandi Berry – SpEd Nurse, Ronald Sullivan – DMS Custodian, Dianna Hale – DUES SpEd Paraprofessional, Saylor Spilinek - WSI. Seconded by Jennifer Rinn. Motion carried.

Mark Curtis made a motion to approve the SWAG hires of Brent Moser, Tyler Walker, LeJae Seipel (1/2 time). Seconded by Kim Hiser. Motion carried.

Mark Curtis made a motion to approve the Extra Duty contract to Troy Brown – DMS Assistant Soccer Coach. Seconded by Mark Horr. Motion carried.

Mark Curtis made a motion to approve the Certified recommendations as presented. Seconded by Kim Hiser. Motion carried.

Mark Curtis made a motion to approve the Early Resignation Incentives as presented. Seconded by Kim Hiser. Motion carried.

Brad Reese recognized the resignations of Donald Amundson – DMS Custodian, Tylor Weiss – DHS Boys Swimming/Diving Coach, Joseph Rummel – DHS SpEd Paraprofessional.

Brad Reese recognized the transfers of Abby Harris from DUES Para to DUES Secretary, Rebecca Moser from DPS SpEd Teacher to DPS SpEd Teacher/Case Mgr, Cammi Gittens from DIS RR to DMS SpEd Math (2018-19), Lea Ricks from BASE to DIS RR (2018-19)

**ADJOURNMENT:**

There being no further business, the Regular Meeting adjourned at 8:25 p.m. by Chairman Brad Reese.

Brad Reese, Board Chairman  
Jay Butler, Board Clerk