

Converse County School District #1
Douglas, Wyoming

Official minutes of the regular meeting of the Board of Education held **December 11, 2018** in the Board Room of the School Administration Office.

Chairman Brad Reese called the Regular Board meeting to order at 7:30 pm.

ROLL CALL: Chairman Brad Reese, Brandon Gilbreath, Mark Horr, Jay Butler, Tom Holt, Jennifer Rinn, Ryan Igo, Shane Stinson, Dax McCarty.

ADMINISTRATORS

PRESENT: Paige Fenton Hughes, Tony Witbrod, Tracy Boner, Monty Gilbreath, Wes Gamble, Brent Notman, Ryan Mackey, Chad Johnson, John Bartling, Mitch Johnson, Tanya Seeds, Justin Carr, Dan Edwards, Steve Walker, Penny Hawk, Andrea Gilbert, Tracy Copenhaver.

ALLEGIANCE TO THE AMERICAN FLAG:

Those present quoted the Pledge of Allegiance.

OFFICER ELECTION:

Brad Reese called for nominations for the office of Board Chairman. Mark Horr nominated Brandon Gilbreath. Jennifer Rinn moved to cease nominations. Seconded by Mark Horr. Members voted unanimously to elect Brandon Gilbreath as Board Chairman. Motion carried.

Brandon Gilbreath called for nominations for the office of Board Vice-Chairman. Brad Reese nominated Mark Horr. Jay Butler nominated Tom Holt. The Board voted in Mark Horr. Motion carried.

Brandon Gilbreath called for nominations for the office of Board Treasurer. Brad Reese nominated Jennifer Rinn. Mark Horr moved to cease nominations. Seconded by Shane Stinson. Members voted unanimously to elect Jennifer Rinn as Board Treasurer. Motion carried.

Brandon Gilbreath called for nominations for the office of Board Clerk. Brad Reese nominated Jay Butler. Brad Reese moved to cease nominations. Seconded by Mark Horr. Members voted unanimously to elect Jay Butler as Board Clerk. Motion carried.

APPROVAL OF AGENDA:

Mark Horr made a motion to approve December 11, 2018, agenda as amended. Seconded by Jennifer Rinn. Motion carried.

APPROVAL OF MINUTES:

Jennifer Rinn made a motion to approve the November 13, 2018, Regular Board meeting minutes. Seconded by Jay Butler. Motion carried.

FINANCIAL REPORT:

Jennifer Rinn made a motion to approve the December financial report for General Funds checks #98954 - #99237; with Mark Horr abstaining from ck#99218; Federal Programs checks #19865 - #19918; Depreciation Reserve checks #1084 - #1086; BOCES checks #3477 - #3485; Major Maintenance checks #4101 - #4105; Hot Lunch checks #6115 - #6131; Student Funds checks #20827 - #20882; Bearcat Loyalty check #1007; Day Care checks #1109 - #1110; Health Care checks #1579 - #1582; Payroll Clearing checks #93318 - #93402; Direct Deposit #1688344 - #1689222. Seconded by Jay Butler. Motion carried.

DATES FOR YOUR CALENDARS:

The Board Policy meeting will be on January 3, 2019 at 3:00 pm., at Central Administration. The next Rec and Regular Board Meetings will be January 8, 2019 at 7:15 pm at Central Administration. WASA/WSBA Legislative Forum is scheduled at Little America, Cheyenne, WY on February 10-11, 2019. The NSBA Annual Conference in Philadelphia, PA will take place March 30 - April 1, 2019. Legislative dinner will be held at The Douglas Club on January 3, 2019, starting with Social time at 5:30.

ART DISPLAY:

Jay Butler shared information on the art from Douglas Middle School.

SPOTLIGHT EMPLOYEE: Jay Butler presented the Staff Spotlight Recognition Award to Sandra Sorell for her work as a rural school teacher.

AUDIENCE RECOGNIZED: Jay Butler recognized Judy Wallis for her help with the board member chilli cookoff team.

POLICIES: Brad Reese made a motion to approve the second reading and call for written comments by 2:00 p.m. on December 27, 2018, for policies: BEE – Board Hearing Appeal Procedures; BEE-R – Rules of Practice Governing Hearing and Contested Cases; EBBA – Prevention of Disease/Infection Transmission; GDO-R – Discipline, Suspension, and Dismissal of Classified Staff; GBG – Staff Welfare/Protection; IMG – Policy and Procedures on Service Animals in Schools; JLCC – Communicable/Infectious Diseases; JLCC-R – Communicable/Infectious Diseases; KIBA – Prohibited Assistance to Sex Offender. Seconded by Mark Horr. Motion carried.

BOARD GOALS: Paige Fenton Hughes shared information on the Board goals. Mark Horr made a motion to approve the Board goals as presented. Seconded by Jennifer Rinn. Motion carried.

EWC LEASE: Brad Reese made a motion to approve the Douglas Assembly of God lease. Seconded by Jennifer Rinn. Motion carried.

POLICY FIRST READING: Paige Fenton Hughes shared information on policies: GCBC – Staff Supplementary Pay; GCBC-R – Professional Staff Supplementary Pay Plans/Overtime Regulations; GCFA – Hiring of Instructional Staff, GCFB – Hiring of Administrative Staff, GCF – Hiring of Instructional and Administrative Staff, GDF-R – Employee Background Information.

COMMITTEE APPOINTMENTS, BOCES MEMBER & ALTERNATE: Brandon Gilbreath asked members to contact him with any preferences regarding committee and BOCES assignments for the coming year.

COMPLETE COUNT COMMITTEE: Paige Fenton Hughes shared information regarding the City Council’s plan for accurate census and their request for volunteers from CCSD#1. Mark Horr showed interest.

ADMINISTRATOR EVALUATION: Paige Fenton Hughes shared information on how the administrator evaluations will need to change to meet standards.

NUTRITION PILOT PLAN: Monty Gilbreath stated the nutrition program was awarded a \$4,700.00 grant from Wyoming Department of Education for the 2018-19 school year.

AUDIT PRESENTATION: Paul Stille of Leo Riley and Co. presented a recap of the district annual audit.

APPROVAL OF ANNUAL AUDIT: Brad Reese made a motion to approve the annual audit as presented by Leo Riley & Co. Seconded by Mark Horr. Motion carried.

2019 BOARD DAYS AND TIMES: Jennifer Rinn made a motion to approve the 2019 Board Days and Times Calendar as presented. Seconded by Jay Butler. Motion carried.

PERSONNEL REPORT: Brad Reese made a motion to approve new hires of Baxter Heinert – FFA Activities Aide, Brandon Hubler – SpEd Paraprofessional, Dorina Kemper – DPS SpEd Paraprofessional, Justin Kleemeyer– DHS Welding Fabricator, Sue Wilcox – Crossing Guard, Haeley Martinez – Crossing Guard, Stephanie Melchor – DHS Wrestling Activities Aide, Dustin Gusse – ESY 2018-19 school year. Seconded by Jennifer Rinn. Motion carried.

Mark Horr made a motion to approve the extra duty contracts for Stacy Wood – DHS Boys Ass’t Swim Coach, April Petty – DUE/DIS Destination Imagination Coach, Emily Painter – DMS

Destination Imagination Coach, Amy Wilson – DIS Destination Coach, Allie Oban – DPS Destination Coach . Seconded by Jennifer Rinn. Motion carried.

Jennifer Rinn made a motion to approve the Fall extra duty contracts as presented. Seconded by Mark Horr. Motion carried.

Brandon Gilbreath recognized the transfer of Tonja Genzler from Rural Para to DIS Para.

Brad Reese made a motion to approve the resignations of Jacque Haefele – Crossing Guard. Seconded by Mark Horr. Motion carried.

EXECUTIVE SESSION:

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

Brad Reese made a motion to go into Executive Session for the purpose of discussing a student issue at 8:25 p.m. Seconded by Jennifer Rinn. Motion carried.

Jennifer Rinn made a motion to reconvene into Regular Session after Executive Session at 10:54 p.m. and to approve the minutes as reviewed and signed by all in attendance. Seconded by Brad Reese. Motion carried.

Ryan Igo moved to uphold the administration's finding of an activity code violation, and because student x has never served an activity suspension, the first offense sanctions will be implemented. Jenn Rinn seconded the motion. Motion carried.

ADJOURNMENT:

There being no further business, the Regular Meeting adjourned at 10:55 p.m. by Chairman Brad Reese.

Brandon Gilbreath, Board Chairman

Jay Butler, Board Clerk