

Converse County School District #1  
Douglas, Wyoming

Official minutes of the regular meeting of the Board of Education held **November 13, 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, Jim Bolinger, Tom Holt, Jennifer Rinn, Mark Curtis, Kim Hiser.

**ADMINISTRATORS**

**PRESENT:** Paige Fenton Hughes, 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.

**ALLEGIANCE TO THE AMERICAN FLAG:**

Those present quoted the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

Brandon Gilbreath made a motion to approve November 13, 2018, agenda as amended. Seconded by Tom Holt. Motion carried.

**APPROVAL OF MINUTES:**

Kim Hiser made a motion to approve the October 9, 2018, Regular Board meeting minutes. Seconded by Mark Curtis. Motion carried.

**FINANCIAL REPORT:**

Tom Holt made a motion to approve the November financial report for General Funds checks #98590 - #98593; with Jim Bolinger abstaining from ck #98598, #98832, #98947; Mark Curtis abstaining from ck #98769; Mark Horr abstaining from ck #98748, #98941; Federal Programs checks #19798 - #19864; Depreciation Reserve check #1082 - #1083; BOCES checks #3469 - #3476; with Jim Bolinger abstaining from ck #3472; Major Maintenance checks #4095 - #4100; Cap and Minor Cap check #1365; Hot Lunch checks #6090 - #6114; Student Funds checks #20748 - #20826; Day Care checks #1107 - #1108; Health Care checks #1575 - #1578; Payroll Clearing checks #93217 - #93317; Direct Deposit #1687491 - #1688343; Seconded by Mark Horr. Motion carried.

**DATES FOR YOUR CALENDARS:**

The Board Policy meeting will be on December 3, 2018 at 3:00 pm., at Central Administration. The next Rec and Regular Board Meetings will be December 11, 2018 at 7:15 pm at Central Administration. WSBA Annual meeting will be November 14-16, 2018. 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 Intermediate School.

**SPOTLIGHT EMPLOYEE RECOGNITION:**

Jay Butler presented the Staff Spotlight Recognition Award to Tim Painter for his work as a music teacher at Douglas Primary School and for DHS Band.

**TEACHER OF THE YEAR:**

Emily Haught was recognized as receiving the Teacher of the Year award.

**AUDIENCE RECOGNIZED:**

The resigning board members, Kim Hiser, Mark Curtis, and Jim Bolinger were recognized for their years of service.

**POLICIES:**

Kim Hiser made a motion to approve the third reading for policies: JK- Student Discipline, JKA-EB – Physical Restraint Incident Report, JKA-EC – Seclusionary Time Out Incident Report, JLC – Student Health Program and Requirements. Seconded by Jay Butler. Motion carried.

- LEGISLATORS' DINNER:** The Legislators' dinner will be held January 3, 2019.
- BOARD GOALS:** Paige Fenton Hughes shared information on the Board goals. They will be presented for approval at the December 11, 2018, board meeting.
- POLICY FIRST READING:** Paige Fenton Hughes shared information on 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.
- 403(b) PLAN APPENDIX 1:** Tracy Boner explained that the 403(b) Plan listing had not changed from last year. Brandon Gilbreath made a motion to approve the 403(b) Plan list as presented. Seconded by Mark Horr. Motion carried.
- STUDENT SUPPORT SERVICES:** Kim Hiser made a motion to approve the student placement contract from October 19, 2018 through June 30, 2019 at an amount not to exceed \$11,129.00 per month. Seconded by Brandon Gilbreath. Motion carried.
- STUDENT SUPPORT SERVICES:** Kim Hiser made a motion to approve the student placement contract (12 day Diagnostic Evaluation) from October 21, 2018 – November 1, 2018 in an amount not to exceed \$12,600.00. Seconded by Mark Curtis. Motion carried.
- MOU:** Brandon Gilbreath made a motion to approve the MOU between CCSD#1 and City of Douglas for Interoperable Communications Project. Seconded by Mark Horr. Motion carried.
- POLICY:** Kim Hiser made a motion to approve on first reading, policy:EFAB-Procurement Policy & Procedures. Seconded by Jennifer Rinn. Motion carried.
- CALL FOR BIDS:** Jennifer Rinn made a motion to approve the call for bids for CCSD1 bathroom/handrail/stairs upgrade with a bid opening at 2:00 p.m. on December 17, 2018. Seconded by Mark Curtis. Motion carried.
- EXECUTIVE SESSION:** Brad Reese asked the board members if there was a need for executive session. The board declined.
- PERSONNEL REPORT:** Mark Horr made a motion to approve new hires of Bonnie Smith – Crossing Guard, Jenna Ford – Lifeguard, Allison Peasley – Water Safety Instructor, Sheridan Mathis - Water Safety Instructor, Michael Gifford - Water Safety Instructor, Macy Hayes - Water Safety Instructor, Andrew Yeaman - Water Safety Instructor. Seconded by Kim Hiser. Motion carried.
- Kim Hiser made a motion to approve the extra duty contracts for Chris Benedict – DHS Forensics Coach, Samantha Cole – DMS Assistant Swim Coach. Seconded by Jennifer Rinn. Motion carried.
- Mark Curtis made a motion to approve the resignations of Amy Ehlebracht – DMS 7<sup>th</sup> Head Volleyball Coach, Rikki Mills – DPS Paraprofessional, Emily Haught – DMS Cross County Head Coach, Brittany Haukereid – DIS Paraprofessional, Morgan Lang – FFA Activities Aide, Lori Knighten – Crossing Guard, Rebecca Moser – Fall Cheerleading Assistant Coach. Seconded by Kim Hiser. Motion carried.
- ADJOURNMENT:** There being no further business, the Regular Meeting adjourned at 8:05 p.m. by Chairman Brad Reese.

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Board Chairman

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Board Clerk