

**MINUTES of MEETING
BOARD of TRUSTEES
CROOK COUNTY SCHOOL DISTRICT #1**

Preparing Today for Success Tomorrow

CCSD#1 will prepare & empower all students for successful, lifelong learning through effective teaching.

**CALL TO
ORDER**

The regular meeting of the Board of Trustees of Crook County School District #1 was held in Sundance, WY, Monday, June 18, 2018, at the hour of 6:00 PM at central office.

ROLL CALL

The meeting opened with the following present: Vice-Chairman Rick Gill; Trustees Marlene Edwards, Thayne Gray, Keith Haiar, Dena Mills, Ken Rathbun, and Chase Williams. Trustees absent- Josie Pearson and Brian Marchant. Administrators present – Mark Broderson, Superintendent and Jim O'Connor, Sundance Secondary Principal.

**APPROVAL of
MINUTES**

Motion was made by Trustee Mills and seconded by Trustee Haiar to approve the minutes of the last regular meeting. Motion carried.

**ADOPTION of
AGENDA**

Motion was made by Trustee Haiar and seconded by Trustee Williams to adopt the agenda as presented. Motion carried.

VISITORS

No visitors asked to address the board.

FINANCIAL

Motion was made by Trustee Gray and seconded by Trustee Rathbun to approve the financial statements as submitted. Motion carried.

BOCES

SPECIAL PROGRAMS

PRINCIPALS

No reports.

SUPERINTENDENT

Mark Broderson, Superintendent, informed board members that

- He is working with the county food bank committee to provide a room at central office for the food bank – their current building is old and utilities are expensive
- He welcomed board members to view the newly remodeled concession area and changing rooms at central office to be used for track and football events
- The PREC project to move the power line pole and its lines, inside the football field/track area, has made a huge difference in the space now available to use
- He showed board members an example of the safety manuals being ordered for each district classroom, as well as central office – their composition allows changes/updates to be easily made
- The district had a cost savings last school year, paying 147 less teacher substitute days, due to the alternative calendar where students went to school on fewer Fridays
- One party has expressed interest in purchasing the Bear Lodge High School building and property
- There were five applicants for the 2018-19 Instructional Facilitator position; three were interviewed. The hiring committee did not find an individual who was a fit for the position.
- He shared results from the May 2 leadership team meeting; he asked board members to read his report and give him input before finalizing district goals

RECESS Vice-Chairman Gill called for a 15-minute recess, at 6:15 PM, to wait for Chairman Marchant.

ARRIVAL Chairman Marchant arrived at 6:27 PM.
Vice-Chairman Gill turned the meeting over to Chairman Marchant at 6:28 PM

EXECUTIVE SESSION Motion was made by Trustee Gill and seconded by Trustee Mills to go into executive session at 6:29 PM to discuss legal issues. Motion carried.

REGULAR SESSION Chairman Marchant called the regular meeting back into session at 6:59 PM.

LEGAL Mark Hughes addressed board members and members of the audience to inform them of his extensive research into the legal ramifications of giving an extra-duty contract to a newly retired teacher. He believes the best option is to hire the individual as an independent contractor, not an employee.

CONSENT AGENDA Chairman Marchant asked if any board member would like any item removed from the Consent Agenda.

Motion was made by Trustee Gill and seconded by Trustee Williams to approve the Consent Agenda.

To approve the bill listing and to issue warrants in payment thereof.

To approve the declaration of intent for CCSD#1 to participate in all federally funded programs.

To approve the 2018-19 Associated School Boards Workers' Compensation Trust Fund Participation Agreement.

To approve the 2018-19 superintendent's bond for \$10,000.

To set 2018-19 petty cash amounts:

Central Office	\$1200	
Hulett School	\$ 350	
Moorcroft K8	\$ 200	
Moorcroft Secondary	\$ 350	
Sundance Elementary	\$ 150	
Sundance Secondary	\$ 350	
Moorcroft Community Ed	\$ 25	
Sundance Community Ed	\$ 25	TOTAL: \$2,650

To approve special education summer stipends for WAVE Conference:

Sharon Bailey	Courtney Bartell	Lydia Guthmiller
Beth Masten	Kate Meints	Sandra Neiman
Lisa Richter	Steve Richter	Julie Stephany
Susan Wilson		

To approve a resignation:

1. Charity Lindholm – Sundance Secondary Part-time Music Para

To approve a Sundance EWC non-credit instructor:

1. Todd Hickman – Engraving Can Coolers

To approve summer 2018 custodial hiring:

1. Moorcroft K8: Roxane Gerry

To approve 2018-19 hiring:

1. Matthew Albertson – Moorcroft MK8 Math Teacher
2. Brittany Simque – Moorcroft K8 Special Education Teacher
3. Jade Keffeler – Moorcroft High School Physical Education Teacher
4. Dawn Anderson – Moorcroft K8 Art Teacher
5. Jace Jensen – Sundance Secondary Social Studies Teacher
6. Shannon Haugen – Sundance Elementary Early Literacy Part-time Para
7. Kayla Cortez – Sundance Elementary Part-time Kitchen Aide
8. Stefanie Gonzalez-Corral – Moorcroft K8 Part-time Kitchen Aide
9. Whitney Schlager - Sundance Elementary Special Education Para

To approve 2018-19 Perkins stipends:

1. Hulett Jim Pannell
2. Moorcroft Hugh Jenkins
3. Sundance Stephanie Grubb

To approve 2018-19 Hulett extra-duty contracts as presented at tonight’s meeting. A copy of the hiring list is attached and becomes a part of these minutes.

To approve summer hiring:

1. Kassie Clements – 21st Century summer school
 2. Teresa Brown – 21st Century grant administration
 3. Robert Smith – Sundance Secondary special education summer school para
- Motion carried.

ELEMENTARY HANDBOOKS

As recommended by the superintendent, motion was made by Trustee Haiar and seconded by Trustee Mills to approve the 2018-19 student elementary handbooks as presented at tonight’s meeting. Motion carried.

MEAL & MILK PRICES

As recommended by the superintendent, motion was made by Trustee Rathbun and seconded by Trustee Haiar to increase K-12 student lunch and breakfast prices by \$.05 each:

2018-19 lunch & breakfast prices:

Students K-12	lunch \$2.70	breakfast \$1.85	milk \$.25
Adults	lunch \$5.00	breakfast \$4.00	milk \$.30

Adult prices and milk prices remain the same. Motion carried.

TEACHERAGE RENTALS

As recommended by the superintendent, motion was made by Trustee Haiar and seconded by Trustee Rathbun to approve teacherage rental rates for 2018-19:

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Moorcroft 3 bedroom:	\$475	\$525	\$575
Moorcroft 2 bedroom	\$425	\$475	\$525
Mobile homes	\$475	\$525	\$575
Hulett house	\$600	\$650	\$700

Each amount was increased by \$100. Occupancy in district housing is limited to three years. Mr. Broderson said all teacherages would be occupied next year. Motion carried.

BIDS

As recommended by the superintendent, motion was made by Trustee Haiar and seconded by Trustee Gray to award the **unleaded gasoline** bid in Sundance to the **Sundance Travel**

Center. Motion carried. A copy of the bid results is attached and becomes a part of these minutes.

Motion was made by Trustee Edwards and seconded by Trustee Rathbun to table the award of the diesel bid. Discussion was held about the option of purchasing storage tanks and pumping equipment, in Hulett and Sundance, for #1 and #2 diesel. There have been a number of problems in the past few years with buses gelling up in cold weather because #1 diesel was not available. Trustee Williams asked that CCSD#1 also solicit bulk diesel bids for the fuel tanks from Wyoming vendors, since M.G. Oil Company is from South Dakota. Tom Necklason was instructed to research costs associated with purchasing fuel tanks. Motion carried.

As recommended by the superintendent, motion was made by Trustee Williams and seconded by Trustee Gill to award the propane bid to Blakeman Propane. The bid from Blakeman Propane, Sundance, was one cent higher than the bid Farmer's Co-op in Gillette; however, preference was given to the local bidder. Motion carried. A copy of the bid results is attached and becomes a part of these minutes.

**POLICY
REVISIONS**

As recommended by the superintendent, motion was made by Trustee Gill and seconded by Trustee Edwards to revise Policy GCF – Hiring, Retention & Promotion. Trustee Rathbun suggested rewording the last sentence to say, “a 26-week period of “no service” has elapsed since the effective date of their retirement *or the date of termination of benefits*”. Motion failed. Board members asked Mr. Broderson to make this revision and bring it to the July meeting.

Motion was made by Trustee Rathbun and seconded by Trustee Edwards to table revising Policy Guide GCF-R. Motion carried. Board members asked Mr. Broderson to make the same revision to this guide so it matches the policy and bring it to the July meeting.

As recommended by the superintendent, motion was made by Trustee Rathbun and seconded by Trustee Williams to approve revising Policy IKF – Graduation Requirements. Motion carried. A copy of the revised policy is attached and becomes a part of these minutes.

**EARLY
GRADUATION**

As recommended by the superintendent, motion was made by Trustee Williams and seconded by Trustee Rathbun to approve the request for early graduation from Hulett School (December of 2018) of Jazmyne Motely. Chairman Marchant asked for a show of hands. The vote was 4 to 4; a majority of five is required to pass a motion. Motion failed.

**SURPLUS
PROPERTY**

As recommended by the superintendent, motion was made by Trustee Haiar and seconded by Trustee Edwards to declare pottery molds from the Moorcroft art program as surplus property so they can be sold to an interested party. Motion carried.

RECOGNITION

Crook County School Board members want to recognize the following for their performance or accomplishments:

- Good luck to Kyle Biggs who will be competing in the 2018 USA Special Olympics Games in Seattle this July!
- Congratulations to Derrick Backen, Hulett teacher & coach, who was chosen as a Shrine Bowl coach!
- Congratulations to Andrea Wood, Moorcroft High School English teacher, who received a Grants in Place National Signature Grant Award, from the National Rural Education Association and the Rural Schools Collaborative, for the digital stories project she started.

- Thanks to Jim Pannell, Hulett FFA sponsor, for his extra effort in taking FFA students on a great, educational summer trip this June!
- Thanks to Amy Soriano, Sundance Spanish teacher, for her extra effort in taking Spanish students on a great, educational summer trip to Puerto Rico this June!

DISCUSSION

Pamela Garman, Business Manager, asked board members to hold a special board meeting next week, before the end of the fiscal year, to approve a 2017-18 budget amendment. Final numbers for the amendment amount will not be available until the end of this week. Mr. Broderson said he would also have a recommendation to award the diesel fuel bid for 2018-19. It was decided to schedule a special board meeting at central office on Thursday, June 28, at 4 PM. If board members are not available to attend in person, they can attend via phone.

**ADJOURN-
MENT**

Motion was made by Trustee Mills and seconded by Trustee Rathbun to adjourn the meeting at 7:48 PM. Motion carried.

Chair

Clerk

HULETT

2018-19 Extra-Duty Contracts

		Activities Supervisor	Jennifer Stevens
FOOTBALL	Head HS Coach Asst HS Coach JH Coach JH Coach	Derrick Backen Ryan Neiman Derrick Backen Dave Letellier	
VOLLEYBALL	Head HS Girls Coach Asst HS Girls Coach JH Girls Coach JH Girls Coach	Kylie Bears LouAnn Cornett Marti Wood	
BASKETBALL	Head HS Boys Coach Asst HS Boys Coach JH Boys Coach JH Boys Coach Head HS Girls Coach Asst HS Girls Coach JH Girls Coach JH Girls Coach	Orville Hess Andy Bears LouAnn Cornett Josh Willems Charlie Bauman LouAnn Cornett	
WRESTLING	Head HS Coach Asst HS Coach JH Coach JH Coach	Derrick Backen Lincoln Driskill Derrick Backen	
TRACK	Head HS Coach Asst Coach JH Coach JH Coach Cross Country	Dave Letellier Brandon Ackerman LouAnn Cornett Marti Wood Orville Hess	
GOLF	Fall Spring	Derrick Backen	
SPONSORS	Junior Class (.5) Junior Class (.5) Student Council (.5) Student Council (.5) FBLA	Carla Snook Coleen Letellier Lila Kennah Derrick Backen Ken Merwin	
MUSIC	Summer Extra Instrumental Extra Vocal	Lila Kennah Lila Kennah Lila Kennah	
VOCATIONAL AGRICULTURE	Summer School Year	Jim Pannell Jim Pannell	

CROOK COUNTY SCHOOL DISTRICT #1
2018-2019 FUEL BIDS

Due Date: June 14, 2018 @ 3 PM

BUSINESS		Center	Per gallon Bidder's		Per gallon
			Cost	Markup	Cost + Markup
COFFEE CUP FUEL STOP 706 S. Main St. Aberdeen, SD 57401	no bid received	Moorcroft			
FRESH START PO Box 1180 Spearfish, SD 57783	no bid received	Sundance			
RAPID STOP LLC 20059 Hwy 14 Sundance, WY 82729	unleaded 87 octane		\$ 2.7671	\$ 0.1950	\$2.9621
	diesel #1	Sundance		\$ 0.1950	
	diesel #2		\$ 2.8278	\$ 0.1950	\$3.0228
ROLLING METAL SINCLAIR PO Box 827 Sundance, WY 82729	Unleaded: 87 octane		\$ 2.5881	\$ 0.1200	\$2.7081
	diesel #1	Sundance		no bid	
	diesel #2		\$ 2.8478	\$0.1400	\$2.9878
SUNDANCE TRAVEL CENTER PO Box 1024 Sundance, WY 82729	unleaded 87 octane		\$ 2.4276	\$0.1800	\$2.6076
	diesel #1	Sundance		no bid	
	diesel #2		\$ 2.7135	\$0.1800	\$2.8935
TOWER VALLEY AG SUPPLY PO Box 160 Hulett, WY 82720	no bid received	Hulett			
M. G. OIL COMPANY 3250 Eglin Street Rapid City, SD 57709			rack	markup	TOTAL
	diesel #1	H&S	\$ 2.3677	0.4914	2.8591
	diesel #2	H&S	\$ 2.2343	0.4914	2.7257
M.G. Oil would like to supply storage and pumping equipment for diesel fuel - a 2000 gallon tank in Hulett and a 1000 tank in Sundance. CCSD#1 would be responsible for getting electrical to the tank locations, as well as containment per WY regulations. This would allow CCSD#1 to control the mixture of #1 & #2 fuels, as well as fuel additives.					

I recommend the UNLEADED GASOLINE bid from SUNDANCE TRAVEL CENTER.


 Mark R. Broderson
 Superintendent
 June 15, 2018

CROOK COUNTY SCHOOL DISTRICT #1

2018-2019 PROPANE BIDS

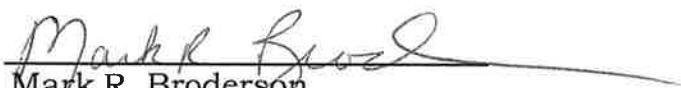
Due Date: June 14, 2018 @ 3 PM

BLAKEMAN PROPANE PO Box 1054 Sundance, WY 82729	Propane	All Centers	\$0.590	\$0.48	\$1.07
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FARMER'S COOP 1206 S. Douglas Hwy Gillete, WY 82716	Propane	All Centers	\$0.620	\$0.44	\$1.06
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Blakeman Propane asks that consideration be given to their business because it is in Crook County.

It is my recommendation that CCSD#1 accepts the propane bid from the local bidder, **BLAKEMAN PROPANE.**


Mark R. Broderson
Superintendent
June 15, 2018

Graduation Requirements

IKF

Graduation requirements are based on a system of Carnegie units of credit earned in grades 8 through 12 and proficiency as measured by the district's assessment system. A minimum of 24 units of credit will be required for high school graduation. Credit requirements are as follows:

Carnegie Unit Requirements

- 4** Units of **English**
- 3** Units of **Math**
- 3** Units of **Science**
- 3** Units of **Social Studies**. Students must satisfactorily pass an examination on the principles of the United States Constitution and the Wyoming State Constitution. (W.S. 21-9-102)
- 2** Units of **Physical Education and Health**. One unit must be obtained in a regular P.E. and health class. One-fourth credit may be earned for participation in varsity sports and will be limited to a total of one unit of credit.
- 1** Unit of **Computer Applications**
- 1** Unit of **Fine Arts**
- 1** Unit of **Foreign Language**
- 6** Units of **Electives**

District Assessment System

The district's assessment system is based on student performance standards in the nine content areas (language arts, math, science, social studies, foreign language, PE, health, fine and performing arts, and career/technical education.)

Other Graduation Information

- With prior approval from the building principal, students may take curriculum courses not offered through CCSD#1; options include online and video classes.
- With prior approval from the building principal, college courses may be used for high school credit.
- In order to graduate, transfer students entering CCSD#1 schools must meet the required course regulations of the district.
- Students must be within two credits of graduation requirements to participate in the graduation ceremony.

CCSD#1 reserves the right to waive any graduation requirements in cases of extenuating circumstances or if deemed appropriate.

Legal References: W.S. 21-3-110(a)(xv)
 W.S. 21-9-101

Adopted:	March 16, 1989	Revised:	September 20, 2010
Revised:	June 18, 1998	Revised:	December 16, 2013
Revised:	September 19, 2000	Revised:	November 16, 2015
Revised:	April 18, 2002	Revised:	June 20, 2016
Revised:	August 15, 2002	Revised:	June 18, 2018
Revised:	January 15, 2004		

