

**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, November 20, 2017, at the hour of 6:00 PM at the Sundance Elementary School.

**ROLL CALL**

The meeting opened with the following present: Chairman Brian Marchant; Trustees Marlene Edwards, Rick Gill, Thayne Gray, Keith Haiar, Dena Mills, and Ken Rathbun. Trustees absent – Don Clonch and Josie Pearson. Administrators present – Mark Broderson, Superintendent; Sandra L. Neiman, Director of Special Education; Teresa Brown, Moorcroft K8 Principal; Becky Waters, Moorcroft High School Principal; Brian Hartwig, Sundance Elementary Principal; and Jim O'Connor, Sundance Secondary Principal.

**APPROVAL of MINUTES**

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

**ADOPTION of AGENDA**

Motion was made by Trustee Mills and seconded by Trustee Gill to adopt the agenda. Motion carried.

**VISITORS**

No visitors asked to address the board.

**FINANCIAL**

Pamela Garman, Business Manager, gave an overview of the sessions she attended at the WSBA 2017 Annual Conference in Casper last week. She also provided estimates on how various funding changes would affect the district. Motion was made by Trustee Gray and seconded by Trustee Gill to approve the monthly financial reports as submitted. Motion carried.

**BOCES/BOCHES/SPECIAL PROGRAMS**

No reports.

**PRINCIPALS**

Brian Hartwig, Sundance Elementary Principal, and Teresa Brown, Moorcroft K8 Principal, informed board members of academic and extra-curricular events in their buildings.

**SUPERINTENDENT**

- Mark Broderson, Superintendent, informed board members that
- Congratulations to the Sundance High School volleyball team for winning first place at the state tournament!
  - He attended the WSBA 2017 Annual Conference with Marlene Edwards, Josie Pearson, Ken Rathbun, and Pamela Garman; the sessions he attended were informative
  - Josie Pearson received the WSBA Award of Distinction Level 1 for earning 200 points earned by attending various WSBA conferences

- He is still waiting for written reports from the AdvancEd visit and the WDE Assessment Review visit
- He has sent out proposed school year calendars for 2018-19; one is a four-day week calendar and the other is 168 student days calendar (a regular school year calendar consists of 175 student days). Staff and Crook County stakeholders will be given an opportunity to complete a Survey Monkey questionnaire where they can express their opinions and preferences
- Powder River Electric Company is proceeding with a proposed plan to move the power line pole outside the SHS track complex

**EXECUTIVE  
SESSION**

None.

**CONSENT  
AGENDA**

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

Trustee Rathbun asked to remove Item E1, 2, 3, 6 & 7 and Item I.

Motion was made by Trustee Rathbun and seconded by Trustee Mills to approve the remaining items on the Consent Agenda: A-D, E4 & 5, F-H (minus E1, 2, 3, 6 & 7 and Item I).

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

To approve 2017 Fall Semester Moorcroft EWC/Concurrent Adjunct Instructors:

Deb Harrison	Stephen Richter	Lona Tracy
Andrea Wood	Randi Faeth	Darcy Sams
Jerry Fischbach		

To approve 2017 Fall Non-Credit Community Education Instructors:

1. Sundance: Todd Hickman
2. Moorcroft: Kasey Stroud

To accept 2017-18 extra duty contract resignations from:

1. Todd Hickman – Sundance JH Wrestling Coach
2. Melissa Gill – Sundance HS Girls Basketball Coach

To approve 2017-18 extra-duty contracts:

1. ITEM REMOVED
2. ITEM REMOVED
3. ITEM REMOVED
4. Ken Merwin – Hulett HS After-School Program
5. Kortney Lovett – MK8 After-School Program
6. ITEM REMOVED
7. ITEM REMOVED

To approve a resignation:

1. Sherri Moeller – Sundance Elementary Special Education Para

To approve 2017-18 hiring:

1. Jaylinn Lohr – Sundance Elementary Special Education Para

To approve a 2017-18 substitute/activity bus driver:

1. Gary McDowell

ITEM REMOVED

Motion carried.

Motion was made by Trustee Mills and seconded by Trustee Gill to approve 2017-18 extra-duty contracts for:

1. Nick Olson – Sundance JH Wrestling Coach
2. Jameson Schmidt – Sundance HS Boys Basketball Assistant Coach
3. Toby Semlek – Moorcroft HS Boys Basketball Head Coach
4. Sonny Merchen – Moorcroft HS Boys' Basketball Assistant Coach
5. Kade Myers – Moorcroft JH Boys' Basketball Coach

Trustee Rathbun had questions about PTSB and CPR certification that were answered by Superintendent Broderson. Motion carried.

Motion was made by Trustee Gray and seconded by Trustee Gill to approve a Title VIB Stipend for Kassie Clements as Special Olympics Coordinator. Discussion was held about job duties, and Superintendent Broderson answered questions. Motion carried.

**NEW POSITION** As recommended by the superintendent, motion was made by Trustee Rathbun and seconded by Trustee Gill to create a new special education one-on-one para position at Sundance High School to provide services for a high needs student. Motion carried.

**SALARY**

**ADJUSTMENT** As recommended by the salary committee, motion was made by Trustee Edwards and seconded by Trustee Mills to approve a one-time salary adjustment for all staff employed on May 1, 2017, and who continue to work for the district - in the amount of \$1500 per FTE - payable in December of 2017 - with the exception of Jerlyn Marchant, Shone Gray, Denise Rathbun, and James Clark. Due to reduction in funding, there were no other salary adjustments given this school year, and board trustees want staff members to know they are appreciated. Motion carried.

Chairman Marchant declared a conflict of interest, turned the meeting over to Vice-Chairman Gill, left the room, and abstained from discussion or vote. Motion was made by Trustee Edwards and seconded by Trustee Rathbun to approve the one-time salary adjustment for Jerlyn Marchant. Motion carried. Vice-Chairman Gill turned the meeting back over to Chairman Marchant.

Trustee Rathbun declared a conflict of interest, left the room, and abstained from discussion or vote. Motion was made by Trustee Gill and seconded by Trustee Edwards to approve the one-time salary adjustment for Denise Rathbun. Motion carried. Trustee Rathbun returned to the meeting.

Trustee Gray and Trustee Haiar declared a conflict of interest, left the room, and abstained from discussion or vote. Motion was made by Trustee Edwards and seconded by Trustee Rathbun to approve the one-time salary adjustment for Shone Gray and James Clark. Motion carried. Trustee Gray and Trustee Haiar returned to the meeting.

**NEW POSITION**

**(continued)**

Motion was made by Trustee Gray and seconded by Trustee Haiar to hire Robert Smith as a Sundance Secondary special education para for the remainder of the 2017-18 school year; this position was approved earlier in tonight's meeting. Motion carried.

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

- ✓ The Moorcroft High School Veterans Day program was phenomenal!
- ✓ Staff members who go the extra mile, get things done, and make it happen! One example is Kim Jones, who has been teaching two positions this semester.
- ✓ Staff members who plan and are frugal. Their efforts resulted in having enough funds to pay for the one-time salary adjustment approved at tonight's meeting!

**DISCUSSION** None.

**EXECUTIVE SESSION**

Motion was made by Trustee Gray and seconded by Trustee Mills to go into executive session at 6:45 PM to discuss personnel issues. Motion carried.

**REGULAR SESSION**

Chairman Marchant called the meeting back into regular session at 7:13 PM

**ADJOURNMENT**

Chairman Marchant adjourned the meeting at 7:14 PM.

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Chair

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Clerk