

# Washakie County School District No. 1

Board of Trustees Meeting

December 18, 2017

Administration Building

## A. MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE - 7:00 P.M.

The Washakie County School District #1 Board of Trustees held their regular meeting on Monday, December 18, 2017 at the board room of the administration building. Chairman Don Bryant called the meeting to order at 7:07 p.m. and led the pledge of allegiance.

Those in attendance were:

Don Bryant, Duane Whitlock, Dean DuPree, David Tommerup, Terri Logan and Anna Venable. Joe Bishop attended by phone.

Also in attendance were: David Nicholas, Jack Stott, and Jody Rakness, Wade Sanford, Kenneth Dietz, Ryan Clark, Brian Gunderson, Kim Sanford, Kathy Wise, Rick and Suzanne Dorn, Joe and Grace Godfrey, Jennifer Horath, Karla Pomeroy (NWDN) Jordan McKamey (BHRN) and many students, parents and patrons.

### Election of Officers:

The meeting was turned over to Superintendent David Nicholas to ask for nominations for chairman.

Dean DuPree made a motion to nominate Don Bryant for Chairman. David Tommerup seconded the motion. There were no other motions so nominations ceased. The motion passed 7-0.

David Nicholas turned the meeting back to Chairman, Don Bryant. Don Bryant asked for nominations for vice-chairman. Duane Whitlock made a motion to nominate David Tommerup for vice chairman. Terri Logan seconded the motion. There were no other nominations. The motion passed 7-0.

Don Bryant asked for nominations for clerk. David Tommerup made a motion to nominate Terri Logan. Joe Bishop seconded the motion. There were no other nominations. The motion passed 7-0.

Don Bryant asked for nominations for treasurer. Terri Logan made a motion to nominate Duane Whitlock for treasurer. Anna Venable seconded the motion. There were no other nominations. The motion passed 7-0.

## B. APPROVAL OF THE MINUTES—November 27

Terri Logan made a motion to approve the minutes as presented in the board packet. Duane Whitlock seconded the motion. There was no discussion. The motion carried 7-0.

## C. COMMUNICATION/AUDIENCE

### 1. State Drama:

Matthew Sanchez-State Champ and All State- Fantasy Make-up

Lili Bush- All State- Costume Design and Publicity Design

Jamon Dower- State Champ and All State- Costume Design

Morgan Pennington- State Champ and All State- Costume Design

Zoe Fernandez- All State- Publicity Design

Saibrynn Dover, Nathaniel Nelson- All State- Proscenium play

Paris Caines- All State- Director, Arena Plan

Joslyn Alonzo, Kaitlynn Bostrom, Tatum Zimmerman-State 2<sup>nd</sup> place-Group Musical

Rachael Carver-State 2<sup>nd</sup> place- Lighting Design

### 2. National FFA Awards:

Hunter Elliott-Bronze in Social Systems, Division 6

Cameron Michel and Tyler Schrage- Bronze in Power and Technical Systems, Division 4

Talon Anderson- Bronze in AgriScience Animal

Paysen Curtis- Bronze in AgriScience Plant

Olivia Scheuerman- Bronze in Diversified Horticulture

Burk DeBolt and Josh Miller-American FFA Degree

Buck Butterfield- Bronze in Social Systems, Division 6

Elizabeth Martinez-Silver in AgriScience Integrated

Callie Klinghagen-Silver in Vet Science

Adeline Miller-Bronze in Forage Production

Grace Godfrey- Honorary American FFA Degree

**3. Chief Washakie FFA Presentation:** Siobhan Myers, Hunter Elliot, Meg DeBolt

**D. APPROVE AGENDA**

Terri Logan made a motion to approve the agenda with the addition of counsel from attorney, Ed Luhm, during executive session, Agenda item M. Duane Whitlock seconded the motion. There was no discussion. The motion passed 6-0 (Anna Venable was shortly absent from the room during this time).

**E. APPROVAL OF BILLS**

A second run of bills will need to be approved due to the early board meeting.

Terri Logan made a motion to approve the bills as follows:  
 \$1,233,993.76 from payroll with warrant numbers 28144-28177 and 118589-118919,  
 \$267,425.62 from the utility fund with warrant numbers 82977-83190 and \$28,169.49 from credit cards ---along with a second run of bills.  
 Dean DuPree seconded the motion.  
 There was no discussion. The motion carried 7-0.

**F. OLD BUSINESS- none**

**G. NEW BUSINESS**

**1. Discuss and approve appointments to district standing committees.**

- Last year’s (2017) committee assignments were:
- BOCES**—David Tommerup
- Technology/Curriculum**—Dean DuPree and Anna Venable
- Policy**—Joe Bishop and Duane Whitlock
- Salary**—Terri Logan and Anna Venable
- Recreation**—Duane Whitlock
- Transportation**—Don Bryant and David Tommerup
- Buildings and Grounds**—Duane Whitlock and Joe Bishop
- Insurance/Wellness**—Terri Logan and Dean DuPree

Don Bryant called for any changes for the district standing committee assignments.  
 Dean DuPree made a motion to keep the committees the same as last year.  
 David Tommerup seconded the motion.  
 There was no discussion. The motion passed 7-0.

**2. Discuss and approve hiring classified staff.**

Duane Whitlock made a motion to hire Doug Denecke for the position of bus driver.  
 Joe Bishop seconded the motion.  
 The motion passed 7-0.

**3. Discuss and approve hiring coach.**

Dean DuPree made a motion to hire Shawn Ivie for the High School indoor track coach, pending certification from PTSB.  
 David Tommerup seconded the motion.  
 There was no discussion. The motion passed 7-0.

**4. Discuss and approve hiring fall coaches for 2018-19 year.**

David Tommerup made a motion to approve the fall coaches for the 2018-19 year as follows:

<b>Worland High School</b>		
Football	Head	Ryan Utterback
	Assistant	Aaron Abel
	Assistant	Ben Hofmann
	Assistant	Josh Garcia
	Assistant	Cody Smith
Volleyball	Head	Brittany Miller
	Assistant	Katherine Stuckey
	Assistant	Taylor Willard
Golf	Head	Chad Rose
	Assistant	None
Cross Country	Head	Tanya Kienlen
	Assistant	Amy Lamm
Girls Swimming	Head	Mike Blissett
	Assistant- 2/3	Brianna Scholl
	Assistant- 1/3	Danielle Warren

Joe Bishop seconded the motion.

Dean DuPree asked why the stipend was split 1/3 and 2/3 for Brianna Scholl and Danielle Warren. Wade Sanford answered that the stipend reflected the work load between the students out for swimming and the students out for diving.

Anna Venable commented that it was nice to see consistency from year to year in coaches returning.

There was no other discussion, the motion passed 7-0.

**5. Discuss and approve meeting dates throughout the year.**

Don Bryant asked the Board of Trustees if they would like to make any changes to the current procedure of the fourth Monday of each month. Our Board meeting dates need to be published each year in July and December as stipulated by state statute.

Duane Whitlock made a motion to keep our meeting dates on the 4<sup>th</sup> Monday of the month, except for December, 2018 which will be scheduled on the 3<sup>rd</sup> Monday of the month because of the Christmas holiday. All the board meetings would start at 7:00 pm.

David Tommerup seconded the motion.

Anna Venable commented that the 4<sup>th</sup> Monday in May was Memorial Day but the motion was not amended to change the meeting date in May.

There was no other discussion. The motion passed 7-0.

**6. Discuss and approve the third reading of a new student data privacy and security policy.**

Anna Venable made a motion to approve the third and final reading of the new student data privacy and security policy as presented, with the addition of tier II and tier III volunteers. Terri Logan seconded the motion.

David Nicholas thanked Anna Venable for suggesting the addition of volunteers at the November meeting. Kathy Wise then added it into the language of the policy for approval at the December meeting.

There was no other discussion. The motion passed 7-0.

**7. Discuss and approve the third reading of changes made to the seclusion and restraint policy 2.33.**

Dean DuPree made a motion to approve the third and final reading to the changes made to the seclusion and restraint policy 2.33 as presented.

Duane Whitlock seconded the motion.

There was no discussion. The motion passed 7-0.

**8. Discuss and approve the second reading of change to policy 1.15, the addition of bereavement days for all full time staff (classified and certified).**

David Nicholas mentioned to the Board of Trustees many thanks from grateful WCSD #1 employees that appreciate their consideration of the bereavement days.

Terri Logan made a motion to approve the change to policy 1.15, the addition of bereavement days, as presented.

Dean DuPree seconded the motion.

There was no discussion. The motion passed 7-0.

**9. Discuss District Administrative Procedure Manual.**

Comments from David Nicholas in the administrative procedure manual, pages 37-40.

**10. Discuss and approve out of state trip.**

Duane Whitlock made a motion to approve Chad Rose and 2 students to attend All Northwest Choir in Portland OR, March 6-12, 2018.

Dean DuPree seconded the motion.

Dean DuPree asked if it would be cheaper to fly from Billings instead of Denver. Wade Sanford commented that he would ask Chad Rose about his procedure for purchasing tickets.

There was no other discussion. The motion passed 7-0.

**11. Discuss WCSD #1 Hall of Fame.**

David Nicholas discussed with the Board of Trustees the idea of a potential WCSD #1 Hall of Fame. This would be a way that we could honor and remember staff and community members that have made a difference here at Washakie County School District #1. He will be asking for input about this idea in the coming month and return back to the Board of Trustees for the January board meeting.

## **H. BOARD REPORT**

1. **BOCES**-David Tommerup reported that BOCES is full (14 students).
2. **Technology/Curriculum**-Minutes from the December 6, 2018 Tech meeting were provided to the Board of Trustees in the packet.
3. **Policy**
4. **Salary**
5. **Recreation**-Minutes to the November 9, 2017 Rec board meeting were provided to the Board of Trustees in the packet.
6. **Transportation**
7. **Buildings & Grounds**
8. **Insurance/Wellness**
9. **Monthly Board Member School Visit**-Board members took turns sharing about their visits.

## **I. WEA REPORT**

## **J. SUPERINTENDENT'S REPORT**

1. Enrollment (Dec 14, 17): High School—390, Middle School—333, West Side—193, South Side—162, East Side—173. Total enrollment: 1251. (Last year's enrollment: 1320)
2. Attendance/Membership Summary Report for each grade was enclosed, showing in the last column, the percentage of attendance for November.
3. Winter sports numbers 2017: boys swimming—10, cheerleading—12, girls basketball—31, boys basketball—27, wrestling—27, forensics--41.
4. Central Office will be closed from Monday, December 25 through Monday, January 1.
5. The testing windows are as follows:
  - WY-TOPP Summative- April 16-May 11, 2018,
  - WY-TOPP Spring Interim (K-2)-April 16-May 11, 2018,
  - WY-ALT- February 26-March 25, 2018,
  - ACT plus writing - March 20, 2018 (this is a month earlier than usual due to spring break),
  - ACCESS for EL's- January 23-February 27, 2018
  - Work Keys (Career Skills)- April 17-May 1, 2018
6. Report on legislative luncheon with Mike Greear and Wyatt Agar, held December 12, 2017.
7. There will be a WSBA Winter Board Development Workshop in Riverton on January 13, 2018 and Casper January 20, 2018.
8. We would like to recognize the efforts of Jody Rakness and Joe Bishop to become an AdvancEd Qualified Face to Face Lead Evaluator.
9. Report on Parent Focus Group
10. Report on Battle of the Buildings, coming up on January 23, 2018.

## **K. ADMINISTRATORS' REPORTS**

All Administrator's wished the Board of Trustees a Merry Christmas!

## **L. BUSINESS MANAGER'S REPORT**

Jack Stott also wished the Board of Trustees a Merry Christmas!

## **M. EXECUTIVE SESSION**

Terri Logan made a motion to go into executive session at 8:35 pm. The motion was seconded by Dean DuPree.

Superintendent's evaluation  
Student Matters  
Counsel from Attorney, Ed Luhm, on a legal issue

The Board of Trustees came out of executive session at 10:57 pm.  
Duane Whitlock made a motion to give Connie Reutter and Carol Kienlen early release incentive.  
Anna Venable seconded the motion.

The motion passed 5-2 with David Tommerup and Terri Logan being the no vote.

## **N. ADJOURNMENT**

Duane Whitlock made a motion to adjourn at 11:05 pm. The motion was seconded by Anna Venable. The meeting was adjourned.

*Respectfully submitted,*

*Melissa Kefenieder*

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CHAIRMAN

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CLERK