

# Washakie County School District No. 1

Board of Trustees Meeting

November 27, 2017

Administration Building

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

The Washakie County School District No. 1 Board of Trustees held their regular meeting on Monday, November 27, 2017 at the board room of the administration building. Chairman Don Bryant called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

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

Also in attendance were: David Nicholas, Jack Stott, Jody Rakness, Chris Peterson, Wade Sanford, Kenneth Dietz, Mark Mortimer, Brian Gunderson, Ryan Clark, Kathy Wise, Bruce Miller, Kim Sanford, Jacque Pike, Myriah McCullough, Jennifer Horath, Brandon Vickers, Jesus Davila, Tim Barrus, Karla Pomeroy (NWDN) and many other parents, students and community members.

## B. APPROVAL OF THE MINUTES—October 23

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

## C. COMMUNICATION/AUDIENCE

### 1. WHSAA Good Sportsmanship Award:

The Worland Football team (Worland vs Cody, Oct 16, 2017)

Katelin Scheuerman (State 3A Golf tournament, Sept 13-14)

Morgan Tigner (Worland vs Torrington football game, Oct 27, 2017)

### 2. Student Representatives-Casey Wassum and Morgan Pennington

### 3. All State Football:

Matthew Sanchez

### 4. All State Cross Country:

Porter Harman

### 5. All State Volleyball:

Saige Jones and Casey Wassum

### 6. State Girls Swimming:

Juliana Warren-State Champion in the 200 IM and 100 breast stroke, *State Swimmer of the Year*

Ellyse Russell- All State 50 free and 100 free

Macy Trombley, Ellyse Russell, Kristin Collingwood and Juliana Warren- State Champs in the 200 free relay

Mike Blissett-State Coach of the Year

### 7. New Staff Introductions-

Jeff Lang- WS 5<sup>th</sup> grade teacher

Christina Cochran-Professional Development Coach/Alternative School Advisor

### 8. Wyoming School Boards Association Awards (WSBA)-

David Tommerup-Award of Distinction-Level II (300 points)

Washakie County Board of Trustees- 2017 Standard of Excellence Award

### 9. Yellowstone Trip Student Presentation-

## D. APPROVE AGENDA

Terri Logan made a motion to approve the agenda. David Tommerup seconded the motion. There was no discussion. The motion passed 7-0.

## E. APPROVAL OF BILLS

Duane Whitlock made a motion to approve the bills as follows:

\$1,628,848.50 from payroll with warrant numbers 28103-28143 and 118251-118588.

\$432,910.89 from utility with warrant numbers 82706-82976 and \$24,096.44 from credit cards.

Dean DuPree seconded the motion. There was no discussion. The motion passed 7-0.

## F. OLD BUSINESS-none

## G. NEW BUSINESS

### 1. Discuss Trustees monthly school visits.

Board members took turns drawing for school names. Each Board member will visit the school they drew monthly and report back to the rest of the board during board reports at the monthly business meetings.

The names of schools were drawn as follows:

David Tommerup-ERC  
Don Bryant- Middle School  
Anna Venable- High School  
Duane Whitlock- High School  
Joe Bishop- West Side  
Dean DuPree- East Side  
Terri Logan- South Side

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

Dean Dupree made a motion to approve hiring:  
Kathy Naasz for the position of full time WS para,  
Rita Dellos for the position of full time SS housekeeper,  
Joyce Nation for the position of part time HS para, and  
Mikayla Heinrich for the position of full time WS para.

David Tommerup seconded the motion. There was no discussion. The motion passed 7-0.

**3. Discuss and approve coaches for fall 2018.**

Terri Logan made a motion to hire the following coaches for the 2018-19 year:  
Michael Montgomery for the position of 7<sup>th</sup> grade football coach,  
Rob Woffinden for the position of 7<sup>th</sup> grade football coach,  
Matthew Mueller for the position of 8<sup>th</sup> grade football coach,  
Coulson Rich for the position of 8<sup>th</sup> grade football coach,  
Charity Glanz for the position of 7<sup>th</sup> grade volleyball coach,  
Joanna Peterson for the position of 8<sup>th</sup> grade volleyball coach,  
Kari Keller for the position of 8<sup>th</sup> grade volleyball coach,  
Brenna Abel for the position of Middle School cross country coach, and  
Rachel Cruz for the position of Middle School cross country practice coach, contingent upon high participation numbers.

David Tommerup seconded the motion.  
Terri Logan clarified with Mark Mortimer that we were still looking for a 7<sup>th</sup> grade volleyball coach. There were no other questions or discussion.

Dean DuPree abstained from the vote. The motion passed 6-0

**4. Discuss and approve security bonds.**

Anna Venable made the motion to approve the bonds as follows:  
\$20,000 bond for superintendent, David Nicholas,  
\$100,000 bond for business manager, Jack Stott,  
\$20,000 bond for the board treasurer.

Dean DuPree seconded the motion. There was no discussion. The motion passed 7-0.

**5. Discuss and approve Wyoming Government Investment Fund (WGIF) board member.**

Dean DuPree made a motion to approve Jack Stott to serve on the WGIF board. David Tommerup seconded the motion.  
There was no discussion. The motion passed 7-0.

**6. Discuss and approve change of meeting date for the December meeting.**

The fourth Monday of December is December 25, during the Christmas break.

Terri Logan made a motion to approve December 18, 2017 as the meeting date for the December meeting. Dean DuPree seconded the motion.

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

**7. Discuss and approve the third reading of a new tiered volunteer policy.**

Duane Whitlock made a motion to approve the third reading of a new tiered volunteer policy as presented (this policy as approved is attached to these minutes).  
Anna Venable seconded the motion. There was no discussion. The motion passed 7-0.

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

Superintendent David Nicholas mentioned to the Board that he had taken the recommendation from the Board of Trustees at the October 23, 2017 meeting, to consider “any use days”, to the District Policy Committee. The District Policy Committee is currently working on this and will come back to the Board with a recommendation. In the meantime, Mr. Nicholas recommended moving forward with the changes to policy 1.15. If these changes are approved they would achieve the original goal of making annual days available to new full time hires and would go into effect immediately.

David Tommerup made a motion to approve the third reading of changes to annual days, policy 1.15, as presented (this policy as approved is attached to these minutes).

Terri Logan seconded the motion.

After some questions, the motion passed 7-0.

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

David Nicholas explained to the Board of Trustees that these bereavement days would be in addition to 5 annual days, if the staff needed. He went on to say that for bereavement days only, the definition of immediate family would include siblings. These bereavement days would be for all full time, classified and certified staff.

Jacque Pike commented to the Board of Trustees concerning the loss of productivity in situations when staff are dealing with grief.

Dean DuPree made a motion to approve the first reading of the addition of bereavement days to policy 1.15 as presented.

David Tommerup seconded the motion.

After some clarifications, the motion passed 7-0.

**10. Discuss and approve the second reading of a new student data privacy and security policy**

David Nicholas explained to the Board of Trustees that this new data privacy and security policy would keep us in line with state statute and would be supported by Administrative Procedure.

Joe Bishop made a motion to approve the second reading of a new student data privacy and security policy as presented.

Terri Logan seconded the motion.

Anna Venable asked if this policy would include volunteers. David Nicholas answered that our volunteers do not have access to Infinite Campus, email or test data but that he would check into this further and confirm that there would be no need to include volunteers in this policy.

There were no other questions. The motion passed 7-0.

**11. Discuss and approve the second reading of the changes made to the seclusion and restraint policy 2.33.**

Anna Venable made a motion to approve the second reading of the changes made to the seclusion and restraint policy 2.33.

Joe Bishop seconded the motion.

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

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

David Tommerup made a motion to approve:

Josh Garcia and wrestlers to attend a wrestling tournament in Miles City Montana on January 12-13, 2018. (This trip would replace the Vernal Utah trip) and

Chad Rose and approx. 30 students to attend a musical and cultural trip to Denver CO, April 8-9, 2018.

Terri Logan seconded the motion.

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

David Tommerup complimented Josh Garcia, coaches and the wrestling team for their good work and their involvement in the community.

**13. Discuss and approve Audit report**

Duane Whitlock made a motion to approve the audit report as presented in the board packet and auditor, Myriah McCullough, from Carver, Florek and James (CPA's).

David Tommerup seconded the motion.

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

**14. Discuss Administrative Procedure Manual (Google Docs)**

David Nicholas discussed pages 31-36 in the administrative procedure manual.

**H. BOARD REPORT**

**1. BOCES**

**2. Technology/Curriculum**-Kathy Wise report on Tech day-held Nov 10.

**3. Policy**

**4. Salary**

**5. Recreation**-The minutes to the Oct 12, 2017 Recreation Board meeting were provided to the Board of Trustees in the packet.

**6. Transportation**

**7. Building & Grounds**

**8. Insurance/Wellness**

**I. WEA REPORT**

Jacque Pike thanked the Board of Trustees on behalf of WEA for the American Education Week recognition gifts (key chains, apples, caramel) and the wage bonuses.

**J. SUPERINTENDENT'S REPORT**

**1.** Enrollment (November 22, 2017): High School—398, Middle School—335, West Side—193, South Side—161, East Side—172. Total enrollment: 1259. (Last year's enrollment: 1321).

**2.** Attendance/Membership Summary Report for each grade was enclosed, showing in the last column, the percentage of attendance for October.

**3.** Parent Teacher Conferences: High School— 57%, Middle School—93%, West Side—100%, South Side—100%, East Side—100%.

**4.** Middle School Winter Sports Participants: girls basketball—43, wrestling—36.

**5.** High School Winter Sports Participants: starts November 27.

**6.** The legislative meeting is TBA.

**7.** American Education Week was November 13-17. Staff would like to say thank you for the recognition gifts.

**8.** Discuss Wyoming School Boards convention.

**9.** Discuss Board of Trustees retreat held Nov 20, 2017.

**10.** Comments on WCSD #1 Hall of Fame.

**11.** The National School Board Conference is April 7-9, 2018 in San Antonio TX

**12.** Thank you from staff for the November wage bonus and HSA/HRA contribution.

**K. ADMINISTRATORS' REPORTS**

Administrator reports were heard from:

Bruce Miller, Chris Peterson, Kenneth Dietz, Ryan Clark, Wade Sanford, Kim Sanford and Mark Mortimer.

Curriculum Coordinator, Jody Rakness also spent time with the Board of Trustees reviewing the District Report Card.

**L. BUSINESS MANAGER'S REPORT**

Jack Stott Reported that the state recalculation committee will meet this next week and give some direction on what we may expect for upcoming budget cuts.

**M. EXECUTIVE SESSION**

Terri Logan made a motion to go into executive session concerning personnel. David Tommerup seconded the motion. The motion passed 7-0.

**N. ADJOURNMENT**

David Tommerup made a motion to adjourn the meeting. Anna Venable seconded the motion. The meeting was adjourned at 10:40 pm.

*Please note FYI in the Board of Trustees packet-*

*-Results of National FFA Convention awards to WHS students- they will attend the Dec meeting for recognitions and will give a presentation on their trip.*

*-Resignation of WS ELL para, Olivia Veal*

*-Resignation of Tracey Wiley, 7<sup>th</sup> grade volleyball coach.*

*-Transfer of Loretta Alcaraz from the position of WS SPED part time para to the position of WS ELL part time para.*

*-Letter from White and White, PC and Ed Luhm, PC*

*Respectfully submitted,*

*Melissa Hefenieder*

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CHAIR

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CLERK