

OFFICIAL MINUTES OF THE BOARD OF EDUCATION

Big Horn County School District No. 3

7:00 p.m.

Tuesday, April 11, 2017

- I. The regular meeting of the Board of Education, Big Horn County School District No. 3, was called to order at 7:01 p.m., April 11, 2017, by the chairman, Eddie Johnson.
- II. Roll Call: Eddie Johnson, Bette Rae Jones, Ted Menke, Cheri Edeler, Joe Sylvester, Barry Bryant, Sara Schlattmann, Paula Scott

Absent: Todd Dalin, Michael Wirtzberger

Guests: Scott McBride, Ty Flock, Joel Rogers, Brett Suiter, Lee Clucas, Karen Sylvester, Scharen Collingwood, Heather, Mark & Bennett Sanford, Wende Jenness, Michelle & Jesse Brown, Robert & Sam Campos, Cassie & Kalli Russell, Perla Rodriguez, Wyatt Whaley, Cord Edeler, Rhianna Gaytan

III. Approval of Consent Agenda (*Items)

It was moved by Joe Sylvester and seconded by Cheri Edeler to approve the consent agenda as presented. Motion carried unanimously.

IV. *Reading and Approval of Minutes of Previous Meeting

Approved regular board minutes of March 14, 2017 and special board minutes of March 23, 2017 as presented.

V. Agenda Additions/Deletions/Adoption

Cheri Edeler made the request to add Wende Jenness and students to VI. Audience and Communication; remove Item #7 BOCES Board Additional Appointment from IX. New Business. It was moved by Joe Sylvester and seconded by Bette Rae Jones to accept the amended agenda. Motion carried unanimously.

VI. Audience and Communication

1. Student Government Update

None

2. Wende Jenness and Students

Brett Suiter highlighted one of the elementary staff members who has gone above and beyond with the students. Wende Jenness teaches the 2nd grade E Team, an enrichment class. Mrs. Jenness reported that they did a poetry unit and some poems were accepted in the Young Poets collection. Bennett Sanford, Jesse Brown, Sam Campos, Kalli Russell, Perla Rodriguez, Wyatt Whaley, Cord Edeler and Rhianna Gayton were present to read their poems to the Board and audience. The Board congratulated the students on their achievements and thanked them for sharing their poems. Joe Sylvester also thanked Mrs. Jenness for the Dr. Seuss night and the wonderful turnout.

3. Community Remarks

Karen Sylvester reported that there is a Marijuana Summit coming up on April 24 in Casper. If there is anyone who wants to attend, she can help pay mileage, room and registration fee, but she will need to know within a week. Ben Cort, a national speaker on marijuana, will here on May 4 at 4:00 p.m. in the high school auditorium. Our law enforcement and judges will be there. With talk of legislation, it will be good to hear what Mr. Cort has to say. This is about educating everyone on what marijuana looks like. There are 2 students traveling to FBLA Nationals at the end of June, and a fundraiser dinner will be held at 5:30 p.m. on May 1. Tickets will be \$10 per person and the dinner will be held before the senior awards. The dinner will be in lieu of the burrito sales.

Scharen Collingwood is in the process of certifying the school counseling program at Greybull Middle School. In order to be certified at the national level, we need to show the use of data. There are three academic

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interventions at the middle school; academic planning, study skills class and a response to intervention program (RTI). Participation is based on student grades and standardized testing. Ms. Collingwood provided an overview of 3rd quarter data for the middle school students. Dr. Bryant stated that Ms. Collingwood has done a great job with the advisory council as well. She has also been a big push for our district to get the American School Counselors Association (ASCA) model on how we do our services for counseling.

VII. Other Items

1. Clerk's Report

Bette Rae Jones, board clerk, reported that Board training was held on April 8 with Wyoming School Board Association trainer, Sue Belish. There will be a training session with Dr. Muhammad on May 13. Dr. Bryant reported that Ms. Belish was impressed with the questions the boards asked as well as the frank conversations.

2. Administration Reports

Brett Suiter, elementary principal, reported that the enrollment is 214. They are using Live Facebook for BLT meetings, and there were 38 views. 78 people viewed the documents. The elementary has been scheduling for next year and will utilize resources to be proactive instead of reactive. The staff is looking at assessments and online resources. Interventions will target the 60th percentile of MAP assessments. The elementary is using Foundations for interventions in small groups. Sometimes they move the student on to a BIT if they are not going to make the gains on the progress monitoring. There was a brief discussion regarding Tier 1, 2 & 3 interventions.

Joel Rogers, middle school principal, reported that the middle school met their behavioral goal for the 3rd quarter, and the Caught Being Good celebration was a swimming trip to Thermopolis. The middle school track meet was on April 1st with 200 – 250 athletes participating. Community volunteers were appreciated. 5th grade orientation is scheduled for April 28; 8th grade going into 9th grade orientation is scheduled for April 25. Fridays in May will be dedicated to our teachers looking at the middle school spring MAP data. Class placements and class lists will be developed for quarter 1 for the 2017-2018 school year.

Ty Flock, high school principal, discussed the FBLA and FFA student success and HS Art awards. ASPIRE testing, the pre ACT assessment for freshmen and sophomores, started today. This will be the last year for ASPIRE. There are 3 valedictorians and 1 salutatorian. Six of our winter sports/activities qualified for Wyoming High School Activities Association scholastic achievement awards. All qualified in the "distinguished" category. 61% of the high school budget goes towards activities, not including texts. Travel has been an issue with the budget throughout the state, and we are making an attempt to save money. The high school is working on the K-12 schedule.

Lee Clucas, special education director, reported that the CRC Headstart transition meetings will be scheduled in April. There are 89 special education students; 6 referrals still testing. Final numbers will be presented in June. There have been a lot of referrals and the system is working, with the majority of referrals having qualified.

Scott McBride, curriculum and grants director, reported that professional development with Mitzi Hoback with Marzano Research was held on March 17. She worked with teachers on assessments. The Literacy and Math committees are going strong. Literacy with reading standards, grades K-8 are aligned. Math standards have been aligned in the elementary. They are working on initial phases of Vocabulary alignment, and will move into English alignment. The curriculum committee met and talked about standards referenced grading. The committee decided to move forward with the standards referenced grading system which will take 3-4 years to implement. This is the initial start and they will be doing research, observing other schools and providing information to the school board, parents and community. Mr. McBride provided an overview of the standards referenced grading system.

Superintendent Bryant reported that the training with Sue Belish went well. He served on the AdvancEd accreditation team in Stanton, NE. AdvancEd is changing the system a little bit. We look at best practices other districts are doing, and bring back ideas for our programs to be better. The School Facilities Commission has approved our two component projects. Enrollment has gone up to 506 students. Barry reported that the Stanton, NE school district has a strong elementary reading program. Nebraska does a better job at the state level of supporting the districts with PD and other funding. Our buildings are 100 times better than what he saw in Nebraska. One of the areas they scored lowest in was technology. Dr. Bryant developed contacts through being on the accreditation team. It's about learning and getting deeper into the AdvancEd standards so we can do a better job here, and have everything in place to make sure our kids are successful. Being on the AdvancEd accreditation team was very valuable PD. Dr. Bryant stated that any project over \$25,000 has to be put out for bid

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as required by state statute. The major maintenance projects we are planning include the weight room walls in the Buff Gym; storage room upstairs in the Buff Gym; reconfigure space for scoring table in GMS gym; relocate washer & dryer in GMS gym. There are only one or two people interested in these projects. These projects are being bid as one.

Joe Sylvester remarked that he appreciated everyone who was able to come to the training. There was discussion regarding how beneficial the training was.

3. Quarterly Budget Report

Barry Bryant provided an overview of the quarterly report. We may have a healthy carryover; possibly \$2 million. If that happens, we will ask the Board to move some money into the Capital Reserve. Sara Schlattmann stated that hourly salaries are a little harder to judge because of subs and overtime. Dr. Bryant stated that we can carry over 15% of what our annual budget is plus the pre 1996 money, which is approximately \$850,000. We can put up to 10% of our budget into the Capital Reserve account. It has to be used for a capital type expense. It puts the district in a good position for future budgeting. We have \$225,000 in Capital Reserve now. We may be able to carry over \$1.6 million and put \$275,000 in Capital Reserve to give us \$500,000 total. Sara Schlattmann stated that we never want to carry over more than is allowed, or it will count against us. The ADM is based on a three year rolling average by building. If ADM lowers, it affects the budget by approximately \$18,000 per student.

VIII. Old Business

*1. Policy AC (Nondiscrimination) Revision	2nd Reading
*2. Policy BBBC (Board Member Resignation) New	2nd Reading
*3. Policy BDA (Board Organizational Meeting) Revision	2nd Reading
*4. Policy BGB (Policy Adoption) Revision	2nd Reading
*5. Policy BGC (Board Review of Admin Regs) Revision	2nd Reading
*6. Policy CHC (Handbooks & Directives) Revision	2nd Reading
*7. Policy EGAB (Fees & Costs for Public Records) New	2nd Reading
*8. Policy GDQA (Reduction in Classified Staff) New	2nd Reading
*9. Policy GDQD (Classified Staff Employment Status) Revised	2nd Reading
*10. Policy IJNDB (School District Web Site Publishing) New	2nd Reading
*11. Policy JBA (Discrimination) Revised	2nd Reading
*12. Policy JEA (Compulsory Attendance Age) Revised	2nd Reading
*13. Policy JEB (Entrance Age) Revised	2nd Reading
*14. Policy JFC (Pregnant / Married Students) Revised	2nd Reading
*15. Policy JRA-E (Request for Disclosure) New	2nd Reading

Approved listed policy revisions on 2nd reading.

IX. New Business

1. Personnel

a. Resignations(s)

It was moved by Ted Menke and seconded by Cheri Edeler to accept the resignations from the following personnel and thank the employees for their service to the district and programs:

- Francie Weekes, Part Time Speech Pathologist
- Claudia Dooley, Central Office Administrative Assistant
- Christine Armel, GMS Head Volleyball Coach
- Jeremy Brandl, GMS Head Wrestling Coach

Motion carried unanimously.

b. Hires

It was moved by Bette Rae Jones and seconded by Ted Menke to hire the following personnel for the 2017-2018 school year:

- Jeremy Brandl, GHS Assistant Wrestling Coach
- Alexis Kalberer, GMS Head Volleyball Coach
- Cody Kalberer, GMS Head Wrestling Coach
- Tim Eardley, GMS Assistant Wrestling Coach

Motion carried unanimously.

2. Donation

Dr. Bryant stated that we received a \$350 donation from Claudine Murdoch to be used in the elementary music classroom because of Paul's love of music. It was moved by Cheri Edeler and seconded by Joe Sylvester to accept the \$350 donation to be used in the elementary music classroom. Motion carried unanimously.

3. Coalition of Schools & State Litigation

Superintendent Bryant stated that the goal of the Coalition of Schools is to get more districts involved and will be a benefit if we stick together as 48 school districts. The legislature plans to do another recalibration to cut the education budget. They are cutting the recalibration short by 3 years. The school attorney, Tracy Copenhaver, would want copies of any communication, which would add a little cost. The coalition breaks out the cost based on ADM. The legislature is talking about another 4-6% cut. Districts are doing a good job of being good stewards of their funds. Dr. Bryant stated that there is no timeline for us to join the coalition. The coalition is trying to get support and stand together. There was discussion to bring this topic back next month. There has been one meeting on recalibration. No action taken.

4. Board Plan on Page 3.1 Review & Revise

Board Plan on a Page 3.1 was presented for review. There was a discussion regarding whether the district is meeting progress and setting standards for superior teaching. The District Scorecard indicates the areas that need work. Dr. Bryant reported that we are only 1 of 10 schools meeting expectations for each building. Dr. Bryant provided an overview of the teacher evaluation form. It was moved by Joe Sylvester and seconded by Cheri Edeler to approve Leadership Governance Policy 3.1 (Board Plan on a Page) as presented. Motion carried unanimously.

5. District Strategic Plan 3.2 Review & Revise

District Strategic Plan 3.2 was presented for review. It was moved by Joe Sylvester and seconded by Ted Menke to approve Leadership Governance Policy 3.2 (District Plan on a Page) as presented. Motion carried unanimously.

6. Out of District Requests

Superintendent Bryant stated that 60 out of district students were recommended by the building administrators. It was moved by Ted Menke and seconded by Bette Rae Jones to accept the superintendent's recommendation for the 60 listed student's out of district request for the 2017-2018 school year. Motion carried unanimously.

7. Appointment of Committee

Chairman Johnson stated that he would like to appoint a committee to investigate how much interest there is in a 4 day school week; what we need to fix; and list the pros and cons. The committee would present their findings at the September meeting. There was discussion to select a more diverse committee, and that forming a committee may be premature. Districts may be more likely to talk to board members. A suggestion was made to let Darci Wisehart bring information to the board with an update. No action taken.

8. *Home School Enrollment Recognition

Recognized the home school registration as presented.

X. *Approval of Bills

Approved General Fund checks #31164 through #31319 inclusive, totaling \$380,284.10; Payroll Fund Checks #29650 through #29678 inclusive, totaling \$429,359.38; Activity Fund ACH Transfer, totaling \$8,585.26; Lunch Fund ACH Transfer, totaling \$11,455.94; Federal Fund ACH Transfer, totaling \$10,910.85; and Major Maintenance Fund ACH Transfer, totaling \$6,129.72.

XI. Board Discussion

None

XII. Executive Session

It was moved by Cheri Edeler and seconded by Joe Sylvester to move to executive session to discuss Personnel (Classified Employment), Salary & Benefits 2017-2018 and Superintendent Quarterly Performance Review at 9:28 p.m. Motion carried unanimously.

The Board recessed into executive session at 9:28 p.m. to discuss matters considered confidential by law (Personnel-Classified Employment, Salary & Benefits 2017-2018 and Superintendent Quarterly Performance Review) and reconvened in regular session at 10:47 p.m. Note that no action was taken and minutes were sealed in a secure location.

1. Personnel (Classified Employment)

It was moved by Cheri Edeler and seconded by Bette Rae Jones to accept the superintendent's recommendation for classified staff employment for the 2017-2018 school year. Motion carried unanimously.

2. Salary & Benefits 2017-2018

It was moved by Ted Menke and seconded by Joe Sylvester to accept the salary/benefits committee recommendation to allow steps and lanes; increase certified base by \$700; increase classified base by .43; require all employees to pay 1% of Wyoming Retirement; and 2% (or \$1200 to those with salaries more than \$70k) to those not on the scale. Substitute drivers will receive a step 5 rate when they drive activities. Ted Menke amended his motion to reflect (or \$1200 to those with salaries less than \$70k). Motion carried unanimously.

3. Superintendent Quarterly Performance Review

No action required.

Joe Sylvester asked if we have made arrangements to meet with Basin.

XIII. Adjournment

There being no further business, the meeting adjourned at 10:53 p.m.

Eddie Johnson, Chairman

Bette Rae Jones, Clerk

Recorded by: Paula Scott

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