

OFFICIAL MINUTES OF THE BOARD OF EDUCATION

Big Horn County School District No. 3

7:00 p.m.

Tuesday, February 14, 2017

I. The regular meeting of the Board of Education, Big Horn County School District No. 3, was called to order at 7:06 p.m., February 14, 2017, by the vice-chairman, Cheri Edeler.

II. Roll Call: Cheri Edeler, Bette Rae Jones, Ted Menke, Michael Wirtzberger, Todd Dalin, Joe Sylvester, Paige Flock, Barry Bryant, Sara Schlattmann, Paula Scott

Absent: Eddie Johnson

Guests: Scott McBride, Joel Rogers, Brett Suiter, Joe Forcella, Lee Clucas, Bob Campos, Nolan Tracy, Casey Bowe, Ty Flock, Dale McBride, Mike Laird

III. Approval of Consent Agenda (*Items)

It was moved by Ted Menke and seconded by Michael Wirtzberger to approve the consent agenda as presented. Motion carried unanimously.

IV. *Reading and Approval of Minutes of Previous Meeting

Approved regular board minutes of January 10, 2017 as presented.

V. Agenda Additions/Deletions/Adoption

The request was made to add Board Appointments held by Jamie Flitner to Item #7 under New Business.

VI. Audience and Communication

1. Student Government Update

Paige Flock reported that the student senate had pop shots at home basketball games to raise money to send student council members to a SLC camp. This is a student leadership camp that takes place during the summer and is very beneficial. The camp will take place in Laramie on July 10-14, 2017. The student council is organizing a volleyball tournament for Make a Wish on March 9.

2. Community Remarks

Scott McBride introduced his son, Dale, who is working to achieve Eagle Scout, so he is getting the citizenship and community merit badge. He thanked Dr. Bryant for being willing to be the counselor for the merit badge. Dale is here to observe and learn about how government works. Dale was welcomed by the Board.

Mike Laird addressed the board to report that approximately 70 of the Wyoming National Guard will be helping with sandbagging and would be needing a place to sleep and shower on the evenings of February 15 through 17. Superintendent Bryant stated that the school would be able to accommodate them.

VII. Other Items

1. Clerk's Report

Bette Rae Jones, board clerk, reported that new Board members attended a WSBA school board training in Riverton on January 14. Eddie Johnson attended the board chairman training in Casper on January 7. Ms. Jones reported that there would be sandbagging efforts for the Greybull community. Scott McBride stated that on Wednesday, February 15 at 10:00 a.m. anyone available to volunteer to help fill sandbags would be appreciated. The sandbags will be ready for the National Guard when they arrive.

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2. Food Service, Maintenance, Transportation, AD Quarterly Update

Nolan Tracy, activities director, stated that he will be attending a middle school AD meeting where they will be voting on realigning schedules to match the rest of the state. They will also be scheduling middle school events for next year. The middle school wrestling will be earlier so there won't be as much overlap. The proposal of 16-16 for the high school would realign our conference. This schedule will cut down on travel miles and hours, and passed first reading at WHSAA for the 2018-2019 school year. They are struggling across the state to get qualified people to officiate events. Any event changes will be on Google calendar. There was a question regarding the school calendar. Mr. Tracy stated that we schedule events in November and base the schedule on last year's calendar. Mr. Tracy participated in the school calendar committee meetings. The question was asked if WHSAA might change when they schedule events. Dr. Bryant stated that the school calendar is based on state testing. Mr. Tracy reported that he is working on better communication between coaches, AD and transportation. There was a brief discussion regarding the activities schedule.

Jep Miller was absent. Sara Schlattmann stated that food service costs are down. There has been a savings in labor since we are down 2 people. There are two full-time people in both kitchens. Food costs are down because we have been able to utilize our commodities a little better. The bid we are using is better this year which is Sysco, our primary vendor. There have been some cost savings by being more mindful of purchases as well. Mrs. Miller is working hard to try to understand the NutriKids Program better. Her goal is to have a good inventory count by the end of the month. They are trying to get to a monthly inventory count to get a feel where they are with commodities versus standard supplies. Mrs. Schlattmann observed at the elementary and middle/high school lunchrooms to complete a checklist for a state verification report. Some adjustments will need to be made to be in compliance.

Casey Bowe stated that he has been working with Bob Leach for the last month to get a background knowledge of the systems we have in place. He and Mr. Leach will attend a Technology Directors Conference at the end of April where Mr. Bowe will have the opportunity for networking. The current challenge is to understand the entire system. When Mr. Leach comes across an issue, he includes Mr. Bowe. Mr. Bowe feels good about how much he has learned and is enjoying the process a great deal. He would like to get his Level 2 Google Educator certification.

Robert Campos, transportation supervisor, reported that the DOT inspections were completed on all the buses and were found to be well maintained. Most of the repairs noted have been completed. This helped the mechanic to have a better checklist to maintain the vehicles regularly. Zonar tablets are being added to the buses which can be dash mounted or hand held. It keeps track of the inspections, maintenance and has GPS. There will be training for the program. All buses have pre and post trip inspections. Satellite phones have been purchased for use in areas where cell phones and radios don't have service. This will be for emergency use only and will be in service by the end of the month. Mr. Campos is in the process of writing a bus driver manual for the state transportation department. He is working to improve communication with drivers and staff. He recently attended a supervisor training in Billings. We are still in need of drivers, and route drivers are filling in on activities. Mr. Campos will be attending a Wyoming Pupil Transportation Association Supervisors spring meeting in Casper on March 21 & 22 as well as a Leadership and Team Building Training with the other supervisors on April 21.

Joe Forcella, maintenance supervisor, reported that the staff has been busy with snow removal. They have been using SchoolDude for the work order system. The state may purchase the SchoolDude program for the schools. The maintenance staff can get the work orders on their cell phones now. The program will do multiple reports and track use of facilities as well. Their goal is to get more equipment loaded into the system. The projects are pending on legislation decisions and how much funding we will get for major maintenance. It doesn't look like we will get extra funding for components. Mr. Forcella provided an overview of the maintenance projects for 2017. They hope to have funds for the Repoint Quigg project in 2018. They may re-prioritize the projects if the funding decreases. Dr. Bryant stated that the School Facilities Department is trying to change the date the middle school was built to 2015. If they change the date, we won't get major maintenance money for another 7 years. His argument is that we only added 16,000 square feet and still have 21,000 square feet of 1937 building. It's still a 90 year old building. Mr. Forcella stated that the state finished an assessment of buildings last summer.

3. Administration Reports

Brett Suiter, elementary principal, reported that Seuss Night will be held February 23. Wende Jenness is involving the Greybull Recreation District, community organizations and parents. The parent/teacher conferences were successful and they have rescheduled meetings for those who weren't able to attend. Mr. Suiter and Mrs. Jenness worked on the Lego Challenge event together. The challenge is tied to reading and creativity. Middle

school students judged 76 participants in the Lego Challenge. Mr. Suiter continues to work on climate and culture within the building as well as communication. The elementary staff is celebrating student successes. The possibility of evacuation was discussed for the elementary in case of flooding.

Joel Rogers, middle school principal, reported that parent/teacher conferences had 50% attendance, which was 10-12% down from last fall. He will be working with the staff to see how they can get the participation rate up in the spring. NAEP testing will be on February 16. There were 40 different projects from schools for the district science fair. 10 Greybull students will be going to state competition. Mr. Rogers thanked Mr. Bowe, the judges and Mrs. Welsh. The goal is to have a recommendation for hiring a middle school teacher next month. The window closes for the middle school science teacher applicants on Friday, February 17. Mrs. Welsh has done a tremendous job of transitioning into her position. Mr. Rogers congratulated Mr. Bowe for a successful science fair and the excellent job he has done as the middle school science teacher. The Board thanked Mr. Bowe for his 11 years of service in the middle school.

Ty Flock, high school principal, reported that he has had discussions with Joel Kuper regarding the potential of the new middle school science teacher hire who may be certified in secondary science and certified to teach college level as well. Teresa Boyer is very interested in offering some art courses next year for college credit and is in the process of being approved by Northwest College. She will possibly be doing a basic art and basic drawing/painting for the first semester and digital photography class second semester. 66 students were represented at parent/teacher conferences. Seniors were the most represented. Plans are being made for the Spanish trip to Belize in the summer of 2018. Parents will be paying for the trip and there will not be a fundraising activity. This will be a great opportunity for the students. A speech meet is coming up and they are looking for judges. The high school has started scheduling discussions for next year. The sharing of staff is the primary concern where there are no overlaps. They are gearing up for testing in April and starting the ACT prep work. Aspire is the freshman and sophomore version of ACT. The WHSAA Board had the 1st reading for quadrant 16-16-16. With budget cuts, they will have to look at travel for non-conference games and tournaments. Mr. Flock reviewed the 16-16-16 proposal and provided an overview of the WHSAA Board meeting.

Lee Clucas, special education director, reported that he has been working with the buildings to improve the Building Intervention Team process for this year. There has been a steady flow of referrals.

Scott McBride, curriculum and grants director, reported that the measurement topics are aligned for math and reading. Mr. McBride provided an overview of the district website for curriculum. The website will show exactly what students are to learn and their grade level. There is good communication between the teachers at all levels. The question was raised as to whether we know if parents access the website for information. Dr. Bryant stated that the capability is tied to Google analytics. Mr. McBride stated that part of the plan is to advertise the website to parents. They plan to put the goals in student and parent friendly language. Mr. McBride may be able to put a shortened version of the standard in the document for parents to see. There is help for students and parents on the website as well.

Superintendent Bryant reported that the Wyoming Supreme Court ruling found that the District Court was correct in giving us summary judgement. That case has reached its end of litigation. Big Horn Federal will be giving us .55 and will be within \$1000 of the other banks. Should Senate File 1 budget bill get passed, it will cut the education budget by \$91 million, and will be detrimental across the state. The House Bill 236 Engrossed School finance-omnibus education funding will cut us about 3%. It is in the House for consideration. There may also be a .5% sales tax increase. Our budget may be cut 3-10%. House Bill 37, which is a teacher accountability bill, passed in the House. House Bill 37 gives more control to the school board about how we evaluate teachers. Dr. Bryant handed out the book "Transforming School Culture" regarding the communications training we will have on March 25th with Dr. Muhammad. Scott McBride is leading the administrators in this book study.

VIII. Old Business

None

IX. New Business

1. Personnel

a. Resignations(s)
None

b. Hires
None

2. Leadership Governance 2.7 (Personnel)

Leadership Governance 2.7 (Personnel) was presented for review. A comment was made regarding the language in #10 under the Superintendent responsibilities. Dr. Bryant stated that the Leadership Governance came from the Wyoming School Board Association and the school board went through a year-long process with Von Dahl to set up the Leadership Governance in 2008. The policies were adjusted according to how they applied to the district. He added that Leadership Governance is a living, breathing document that is reviewed throughout the year. It was moved by Joe Sylvester and seconded by Michael Wirtzberger to amend Leadership Governance 2.7 (Personnel) to include the language provided to #10 under Superintendent. Dr. Bryant stated that the Leadership Governance in general is how we operate and spells out the duty of the board and the duty of the superintendent. Motion carried unanimously.

3. Calendar for 2017-2018

It was moved by Ted Menke and seconded by Michael Wirtzberger to approve the 2017-2018 District calendar as presented. There was discussion regarding considering spreading out leave in the future. Motion carried unanimously.

4. Acceptance of Donation

Superintendent Bryant stated that the 2nd grade classroom received 20 ChromeBooks from Donor's Choose. It was moved by Bette Rae Jones and seconded by Todd Dalin to accept the \$6,221 donation of 20 ChromeBooks from Donor's Choose to be used in the 2nd grade classroom. Superintendent Bryant provided a background on Donor's Choose. The ChromeBooks will be the property of the school district. Motion carried unanimously.

5. Major Maintenance Projects Update

The Major Maintenance Project plans were approved in November. The only change was the \$18,600 for the weight room project. No action required.

6. *Home School Registration Acknowledgement

Recognized the home school registration as presented.

7. Appoint Michael Wirtzberger to Fill Board Committees

It was moved by Joe Sylvester and seconded by Ted Menke to appoint Michael Wirtzberger to fill Jamie Flitner's responsibilities to the Greybull Recreation District Board and the Board Stakeholder Committee. Motion carried unanimously.

X. *Approval of Bills

Approved General Fund checks #30800 through #30959 inclusive, totaling \$403,825.05; Payroll Fund Checks #29636 through #29649 inclusive, totaling \$419,246.35; Activity Fund ACH Transfer, totaling \$11,289.83; Lunch Fund ACH Transfer, totaling \$16,082.97; Federal Fund ACH Transfer, totaling \$12,667.92; and Major Maintenance Fund ACH Transfer, totaling \$6,653.00.

XI. Board Discussion

Todd Dalin suggested going to a 4 day school week to help with savings since our budget will be cut. He plans to visit with Tongue River and Big Horn schools. The superintendent in Gardner, MT will be sending him some information on how the 4 day school week works for them. Activities could be scheduled so students are not missing

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school. Dr. Bryant stated that because we share classes with Basin, they would have to go to a 4 day school week as well, or do away with the shared classes. We would have to apply to the State of Wyoming, and have a plan. The process takes about 3 years. It changes the way we teach as well as the curriculum because we would have less days to teach the units and courses. You would have to fit all the standards into a shorter time period. It is quite an in-depth change to go to a 4 day school week. The 4 day week would cut out any travel Monday through Wednesday. 50% of our enrollment is on Free and Reduced lunches, and they wouldn't get that breakfast and lunch on Friday. We would want to get a lot of community input. Daycare may be an issue as well. Most of the school districts with a 4 day week have not cut teachers' pay. You would save a little money with food service and transportation. There would be no savings on utilities. Most districts aren't saving any money by going to a 4 day week. Most districts go to a 4 day week to push the activities to Thursday night, Friday and Saturday so kids don't lose as much class time. Joe Sylvester stated that 15 years ago he was involved in a group that did a study for year-long school. Mr. Menke was involved in a committee as well and it was a long process that involved community members, parents and teachers. Mr. Sylvester stated that the 4 day week is worth discussing.

Because there would be scheduling issues with Basin, Mr. Sylvester suggested having joint conversation with the Basin School Board to consider consolidation for the benefit of students. There was a brief discussion regarding the advantages and disadvantages of consolidation.

Todd Dalin stated that Dr. Hill contacted him asking about concussion testing. Vice-chairman Cheri Edeler stated that it was brought to the Board previously, and provided the background information. The Board determined at that time that it wasn't the school's responsibility to provide concussion testing and that we may set ourselves up for liability. The Board determined that responsibility for concussion testing fell on parents. Dr. Bryant reported that Midway Clinic had not wanted to do the testing due to liability. The school district has offered the use of the computer lab should Midway Clinic want to do the concussion testing. Sara Schlattmann stated that a student with a concussion is required to have a doctor's note to come back to the activity. There was further discussion regarding concussion testing.

It was moved by Joe Sylvester and seconded by Ted Menke to schedule discussion regarding the 4 day week and conversation with the Basin School District regarding consolidation. There was discussion regarding publishing the items as a work session. Joe Sylvester and Ted Menke withdrew the motion.

Joe Sylvester requested information regarding mileage and use of buses. There was a brief discussion regarding bus inspections.

Cheri Edeler asked whether or not we could ask a parent if a student is on an IEP when they apply for out of district enrollment. Dr. Bryant said that we can because we have to know if we can provide the necessary services.

Superintendent Bryant stated that Francie Weekes may not want to continue to provide speech pathology. He advised the Board that the position is being advertised. There are 14 students who are speech only and 31 students total on a speech IEP.

XII. Executive Session

2. Personnel (Administrator Contracts)

It was moved by Ted Menke and seconded by Bette Rae Jones to move to executive session to discuss Personnel (Administrator Contracts) at 9:37 p.m. Motion carried unanimously.

The Board recessed into executive session at 9:37 p.m. to discuss matters considered confidential by law (Personnel-Administrator Contracts) and reconvened in regular session at 10:36 p.m. Note that no action was taken and minutes were sealed in a secure location.

It was moved by Joe Sylvester and seconded by Mike Wirtzberger to accept the superintendent's recommendation for administrator contracts for the 2017-2018 school year. Motion carried unanimously.

XIII. Adjournment

There being no further business, the meeting adjourned at 11:00 p.m.

Eddie Johnson, Chairman

Bette Rae Jones, Clerk

Recorded by: Paula Scott
