

OFFICIAL MINUTES OF THE BOARD OF EDUCATION

Big Horn County School District No. 3

I. The regular meeting of the Board of Education, Big Horn County School District No. 3, was called to order at 7:00 p.m., December 8, 2015, by the superintendent, Barry Bryant.

II. Roll Call: Michael Wirtzberger, Jamie Flitner, Dale Nuttall, Selena Brown, Cheri Edeler, Eddie Johnson, Steve Hoblit, Ky Sorensen, Barry Bryant, Sandra Menke, Paula Scott

Absent: None

Guests: Ty Flock, Brett Suiter, Rodney Ross, Carla Scharen, Marvin Hunt, Bryan Brown, Myron Meredith, Lee Clucas, Nathan Oster, Sara Schlattmann

II.a Reorganization

1. Election of Officers

It was moved and seconded to nominate the current officers to their present positions.

A unanimous vote elected Jamie Flitner for chairman; Steve Hoblit for vice chairman; Cheri Edeler for clerk; and Dale Nuttall for treasurer. The meeting was turned over to Jamie Flitner.

2. There was a unanimous vote to keep the time and place for regular board meetings as the second Tuesday of each month at 7:00 p.m. in the Greybull Schools Central Office, 640 8<sup>th</sup> Avenue North, Greybull, Wyoming. The July board meeting will be the third Wednesday of the month.
3. There was a unanimous vote to continue to use Bank of Greybull and Big Horn Federal Savings and Loan Association as depositories for school moneys.
4. There was a unanimous vote to use the Greybull Standard as the primary means of notification of meetings and to use Blair's Market, Greybull Post Office, and Greybull Schools Central Office as additional sights for posting of board meeting notices, if needed.
5. There was a unanimous vote to publish twice annually in the Greybull Standard a notice of time of meetings and availability of minutes.
6. There was a unanimous vote to provide bonds, as required, for the board treasurer, and to continue the employees' blanket bond.
7. There was a unanimous vote to appoint Paula Scott, Sara Schlattmann and Claudia Dooley as recording secretaries.
8. There was a unanimous vote to continue to use Copenhaver, Kath, Kitchen, & Kolpticke as the school district's attorney.
9. There was a unanimous vote to authorize the district business manager to hold the check protector keys and to sign receipts for the treasurer.
10. There was a unanimous vote to authorize the superintendent to approve and sign special education service contracts and all special entitlement grant applications.
11. There was a unanimous vote to appoint Joe Forcella as AHERA designated person.
12. It was moved and seconded to appoint the following federal program managers for the current year. Motion carried unanimously as follows:

District 504 Coordinator: Tracy Boyer

District Charter School, Private School, and Home School Liaison: Barbara Hall

District Homeless Student Liaison: Barry Bryant, Jeff Sukut

District Title IX Coordinator: Barry Bryant

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13. It was moved and seconded to accept the following committee members for the current year. Motion carried unanimously as follows:

Salary and Benefit Committee: Dale Nuttall, Jamie Flitner  
Board Policy Review Committee: Eddie Johnson, Cheri Edeler, Michael Wirtzberger  
Facilities Committee: Dale Nuttall, Eddie Johnson, Selena Brown  
Stakeholder Committee: Steve Hoblit, Selena Brown, Michael Wirtzberger

14. It was moved and seconded to accept the following representatives to Greybull Recreation District Board as presented. Motion carried unanimously as follows:

Selena Brown, Cheri Edeler – Board Representatives  
Scott McBride – Administration Representative  
Sherri Wilkinson (2014 – 2016) - At Large Representative  
Janelle Craft (2015 – 2017) - At Large Representative  
Heather Sanford (2016 – 2018) - At Large Representative

15. It was moved and seconded to appoint the following representatives to the BOCES Board as presented. Motion carried unanimously as follows:

Eddie Johnson – Board Representative  
Steve Hoblit – Board Representative  
Selena Brown – Board Representative  
Cheri Edeler – Board Representative  
NWC – Board Representative

16. It was moved and seconded to appoint Eddie Johnson as the WSBA Delegate / Representative for the current year. Motion carried unanimously.

### III. Approval of Consent Agenda (\*Items)

It was moved by Eddie Johnson 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 November 10, 2015 as presented.

### V. Agenda Additions/Deletions/Adoption

It was moved by Cheri Edeler and seconded by Eddie Johnson to add Pool Committee as item #7 under New Business. Motion carried unanimously.

### VI. Audience and Communication

#### 1. Student Government Update

Ky Sorensen reported that the student council will be having a food drive to donate to the local food bank. There will be Make a Wish activities throughout the rest of the school year including dodge ball and volleyball tournaments. The student council is considering having a blood drive and may make it a competition between Greybull and Basin or Thermopolis schools, or possibly between our school clubs.

#### 2. Audit Report – McKee, Marburger & Fagnant, P.C.

Bryan Brown, representing McKee, Marburger & Fagnant, P.C., provided a general review of the District's 2014-2015 Audit Report. The biggest change this year was in GASB 68 and GASB 71 which put more clarity in defined benefits and pension plans. The state level had an audit done and the finding was that the state's pension was underfunded by \$1.7 billion. The decision was to spread the deficit out to everybody as part of the Wyoming Retirement System. This caused a liability for the school district of \$3.8 million, and is a contingent liability. The District was over the \$750,000 federal threshold resulting in the need for a single audit. A major program audit for awards over \$300,000 spent was done on the Title I program, and went well. Included in the overview

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of the June 30, 2015 audit report were the accounting records of BOCES and the Greybull Recreation District. \$5.3 million was spent on construction and improvements; the district general fund contributed \$120,000 to the food service program. He thanked Sandra Menke and the central office staff for their continued cooperation and keeping the records in accordance with the Wyoming Department of Education and general accounting guidelines.

### 3. Community Remarks

Mike Meredith thanked everyone for their support during his illness. Chairman Flitner thanked Mr. Meredith for attending the meeting.

## VII. Other Items

### 1. Clerk's Report

Cheri Edeler reported that she, Eddie Johnson and Barry Bryant attended the WSBA Conference in Casper which was a great opportunity. Districts throughout the state with similar goals are trying to do good things for their districts.

### 2. Administration Reports

Brett Suiter, elementary principal, reported that enrollment is 220. MAPs testing was conducted last week. Mr. Suiter will report on winter data in January. The elementary started the Core Phonics Survey, and Cheryl Hunt came to the elementary to help. The BLT met in November; PAC meeting was held December 7 and Muffins for Moms will be held on January 14. Enrichment continues to be discussed within the elementary building. Mr. Suiter is working through the playground issues. Staff is moving forward with PLCs. Chairman Flitner came to the elementary and met with the 5<sup>th</sup> graders. There was a brief discussion regarding the pop-up ads on the Chromebooks. Mr. Suiter provided an update on Chromebook use, as well as an overview of the Core Phonics Survey.

Scott McBride, middle school principal, was unable to attend the board meeting. Parent Night was a big success with approximately 100 students and parents attending. There were no questions regarding Mr. McBride's report.

Ty Flock, high school principal, reported that there may be a potential change in the school day end time by adding 20 minutes to the day. They would like to shift Buff Time to the middle of the school day for the 2016/17 school year. This change would provide opportunity for enrichments. The high school staff is looking at a couple of different schedules. There may be the addition of a higher level and lower level science course. Mrs. Waddell will no longer be teaching the BIO1000. Mr. Kuper will be making some changes to his science classes as well. The NFL grant has been submitted is intended to purchase football helmets. We are waiting for two reps to bring samples for kids to try on. Helmets range from \$150 to \$350. The high school has been busy with assessments. Winter sports are gearing up this weekend. Mr. Flock accompanied Mrs. Thur and her students to Cody. This is a great program and opportunity for students.

Lee Clucas, special education director, stated that out of district placement has changed from last month. One staff member needs CPI renewal, and we are waiting to train with new hires. November was the second highest month for IEPs.

Sara Schlattmann, curriculum and grants facilitator, stated that she was planning to apply for the 1003a grant for approximately \$100,000 for the elementary. The CORE professional development ties back to our School Improvement process. Milepost training will be held on December 13 for the administration and January 5 for the teachers. Milepost will be our new data platform. The Marzano training for priority standards, alignment and standards based grading is scheduled December 13 – 15 in Colorado for the administrators and 2 teachers. The Marzano training came out of the school accreditation visit. The Empty Bowls dinner is scheduled January 7. They are hoping to have a talent show during the event. Proceeds will go to either the local food bank or the Backpack program.

Superintendent Bryant reported that the legislative update for the Elementary and Secondary Education Act will get passed through the senate and will do away with AYP. The recalibration committee will keep the funding model as is for next year. By keeping it the same, we stand to lose \$300,000 out of our funding model budget. There will be a legislative meeting in Lovell on January 4. Wyoming School Board Association trainings are scheduled January 9 and 16. All punch items have been completed at the new middle school, and at the central office project.

## VIII. Old Business

None

## IX. New Business

### 1. \*Personnel

#### a. Resignations

It was moved by Eddie Johnson and seconded by Steve Hoblit to accept the resignation of Shannon Armstrong, GHS custodian, effective November 30, 2015. Motion carried unanimously.

#### b. Hires None

### 2. Leadership Governance Policy Review & Confirm

It was moved by Michael Wirtzberger and seconded by Eddie Johnson to reaffirm their commitment to the Board Governance Policies as presented. Motion carried unanimously as follows:

- a. 1.4 – Board Member Conflict of Interest
- b. 1.5 – Process for Addressing Board Member Violations
- c. 1.6 – Board Chairman
- d. 1.7 – Board Committees
- e. 2.1 - General

### 3. Early Resignation / Retirement Stipend

Superintendent Bryant stated that the Early Resignation / Retirement Stipend is an item the Board requested to be brought back each year. It was moved by Eddie Johnson and seconded by Selena Brown to approve stipends in the amount of \$500 for certified and supervisory staff who notify the district in writing by February 15, 2016 of their resignation or retirement. Motion carried unanimously.

### 4. 2015 Audit

It was moved by Dale Nuttall and seconded by Steve Hoblit to accept and place on file the 2015 Financial Audit report as presented. Motion carried unanimously.

### 5. Policy IJNDC (Employee Use of Social Media)

1<sup>st</sup> Reading

Policy IJNDC (Employee Use of Social Media) was presented for review. This is a new policy recommended by the school attorney. There was a brief discussion regarding Policy IJNDC. Mr. Bryant stated that as educators we are held to a higher standard. No action required.

### 6. Out of District Attendance

It was moved by Cheri Edeler and seconded by Selena Brown to accept the superintendent's recommendation for the one out of district request for the remainder of the 2015-2016 school year. Motion carried unanimously.

### 7. Pool Committee

Marvin Hunt, pool subcommittee member, made the request for Greybull Schools and the Town of Greybull to agree on a Memorandum of Agreement to use the school bonding capacity to build a \$1.1 million in-ground pool. The pool committee is proposing that the Town would lease the pool from the District until the bond is paid off as well as paying operation and maintenance costs for the lifetime of the swimming pool. At the end of the bond, the pool would be transferred to the Town. The pool would be built on the land adjacent to the Greybull Recreation District. Mr. Bryant stated that according to the state statute, the lease would have to be for the life of the pool. The pool could possibly be sold to the Town when the bond is paid. The state will not financially support building or the maintenance of a pool. There was discussion regarding a survey or opinion poll to see if the community is in favor of a pool. Board members would like to have as much information as possible. It was moved by Cheri Edeler and seconded by Dale Nuttall that the Board of Trustees support the district's bond use for a community pool, contingent upon a Memorandum of Agreement between the Town of Greybull and Big Horn

County School District #3. There was discussion regarding the MOA; having the pool committee explore funding the cost of the MOA and special election expenses. Motion carried with 6 – yes and 1 – no.

8. \*Home School Registration

Recognized Home School Registrations as presented.

X. \*Approval of Bills

Approved General Fund checks #28492 through #28646 inclusive, totaling \$930,221.82; Payroll Fund Checks #29197 through #29279 inclusive, totaling \$581,481.26; High School Activity ACH Transfer, totaling \$11,529.89; Major Maintenance Fund ACH Transfer, totaling \$30,539.22; Lunch Fund ACH Transfer, totaling \$35,634.44; and Federal Fund ACH Transfer, totaling \$12,548.91.

XI. Board Discussion

Jamie Flitner reported that she attended the 5<sup>th</sup> grade class and answered questions regarding being a school board member. They also had a list of things they would like to see at the school including playground equipment. There was discussion regarding a suggestion box and student government in the elementary. Mr. Suiter stated that the elementary will try to do “New Celebrations” every two weeks where certificates are handed out and students congratulate and cheer for each other.

A letter was received from David Hill in regards to the travel distance for our players; helmets; and Wheatland’s broadcasting of the football game being offensive. There was a brief discussion regarding the broadcasting and the board determined not to respond to the letter. Mr. Bryant stated that we bought Schutt helmets in 2011 and they were probably one of the best helmets on the market. The same Schutt Air XP helmet that we have is rated 3 stars as of November 30, 2015. The 5 star helmet is \$40 more each. If we are able to afford the upgraded helmet and can prevent one concussion, it will be money well spent. The football helmets are reconditioned or pulled every year. Proper fit is important. Mr. Bryant provided the background for the bus that broke down on the way to the football game in Wheatland. He stated that we want our students to ride in a Buff bus.

Jamie Flitner and Cheri Edeler will be moderators for the Knowledge Bowl and Selena Brown will be helping out as well. Selena Brown suggested visiting the Senior Center Tuesday, December 15 at 11:15 a.m. to do better outreach to that population by having lunch with them. Mr. Bryant will provide bullet points regarding funding for construction and renovations. The board members will leave at 5:00 p.m. for the legislative meeting in Lovell on January 4. Cheri Edeler shared information that she received during a pullout session at the WSBA Conference regarding mental health. There is a website through the University of Michigan for a mental health classroom that can be designed to meet the needs of our district or buildings. The site has ideas for teachers, parents and board members to deal with mental health situations.

Board members discussed chapter 1 of “Five Habits of High Impact School Boards”. Chapter 2 will be discussed next month.

Superintendent Bryant discussed Common Core standards and phonics. It is important to have consistency and teach with fidelity in grades K-5.

Steve Hoblit asked about the program we use for bullying, harassment and intimidation. The Second Step Program is used and information may be found on the district website.

Mr. Hoblit asked how we could make the sound better for broadcasting games on TV. Mr. Bryant stated that we are currently using the old TCT equipment and sound is piped through the boards. Wireless Solutions is the contractor we use for our camera systems. There has been discussion regarding having broadcasting over the internet through the district website.

XII. Executive Session

It was moved by Dale Nuttall and seconded by Eddie Johnson to break for 5 minutes and move into executive session to discuss Litigation and Superintendent Evaluation at 9:12 p.m. Motion carried unanimously.

1. Litigation
2. Real Estate
3. Superintendent Evaluation

The Board recessed into executive session at 9:17 p.m. to discuss Litigation, Real Estate and Superintendent Evaluation and reconvened in regular session at 10:21 p.m. It was moved by Dale Nuttall and seconded by Michael Wirtzberger to accept and authorize the superintendent to sign the settlement agreement as presented for the Bilbrey case. Motion carried unanimously.

XII. Adjournment

There being no further business, the meeting adjourned at 10:22 p.m.

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Jamie Flitner, Chairman

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Cheri Edeler, Clerk

Recorded by: Paula Scott

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