

OFFICIAL MINUTES OF THE BOARD OF EDUCATION

Big Horn County School District No. 3
7:00 p.m. Tuesday, March 8, 2016

- 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., March 8, 2016, by the chairman, Jamie Flitner.
- II. Roll Call: Michael Wirtzberger, Selena Brown, Eddie Johnson, Dale Nuttall, Jamie Flitner, Steve Hoblit, Bailee Stephens, Barry Bryant, Tracy Copenhaver, Sara Schlattmann, Paula Scott
- Absent: Cheri Edeler
- Guests: Ty Flock, Claudia Dooley, Michelle Stebner, Kent Richins, Paul Thur, Scott Mattis, John King, Patsy King, Margaret Bockman, Scott McBride, Rodney Ross, Wende Jenness, Marty Wrage, Lee Clucas, Marvin & Cheryl Hunt, Carla Scharen, Clay Collingwood, Megan Stebner, Noelle Jenness, AJ Jenness, Audrey Hanson, Ann Hanson, Micaela Mendez, Emery Terry, Peyton Sorensen, Payton Swiftney, Joellen Varian, Dawson Forcella, Robby Nuttall, Jamie Kiesel, Riley Hill, Zach Kiesel, Elias Ewen, Nathan Oster
- III. Approval of Consent Agenda (*Items)
- It was moved by Eddie Johnson and seconded by Selena Brown to approve the consent agenda as presented. Motion carried unanimously.
- IV. *Reading and Approval of Minutes of Previous Meeting
- Approved regular board minutes of February 9, 2016 as presented.
- V. Agenda Additions/Deletions/Adoption
- None.
- VI. Audience and Communication
1. Student Government Update
- Bailee Stephens reported that 23 out of 28 appointments for the blood drive were filled on March 7, and 26 units of blood were collected. Two teams are registered for the dodge ball tournament on Friday, March 11.
 2. Teacher of the Year – 2016 Recognition

Superintendent Bryant presented Patsy King with a plaque and a cup, honoring her for being the 2016 Teacher of the Year. Mr. Bryant stated that we appreciate all the hard work she has done and how many lives she has touched in our community. Mrs. King will have access to Teacher of the Year parking through December 31, 2016, and received \$1000 from Wyoming Department of Education as well. Mr. Bryant stated that he appreciates all of her hard work and positive attitude. Mrs. King thanked Big Horn County School District #3 and remarked that she has great colleagues, great support and has enjoyed working with her teaching partner.

The Board recessed at 7:06 p.m. to congratulate Patsy King, and reconvened at 7:20 p.m.
 3. Community Remarks

Marty Wrage stated that the high school is considering options for the purchase of new football helmets. Riddell football helmets are 5 star rated, and the company replaces them when they break. The helmets can be reconditioned and come back game ready. Mr. Wrage reported that the design protects within 2” of any part of the helmet on the inside. The helmet is designed to provide protection from concussion, neck and jaw injury. They are 1 ½ to 1 ¾ pounds heavier than our Schutt helmets. We have a bid for the Riddell helmets, and the Schutt representative will be here on Thursday. Mr. Bryant stated that concussion has been an issue for 5 years. There is a difference of \$60 - \$80 per helmet between 3 star and 5 star. There will be \$5000 from the NFL grant for the new helmet purchase. The plan is to buy the same helmet for the middle school and high school and they

will share. The helmets may be a July 1 purchase. There will be a savings of \$1100 to \$1200 this year because helmets will not need to be reconditioned.

Scott McBride introduced Michelle Stebner and JoEllen Varian who co-taught the History Day class. Mrs. Stebner reported that there were 30 students who wanted to participate in History Day. Students placed 1st and 2nd in the documentary category at Regionals in Worland. Mrs. Stebner provided an overview of the various projects and where the students placed in the competition. Several students came forward and stated the topic of their projects. Mrs. Stebner stated that they are amazing students and she is very proud of them. State History Day is scheduled April 10. Chairman Flitner told the middle school History Day students to keep up the tremendous work and the Board would continue to applaud their success.

VII. Other Items

1. Clerk's Report

None

2. Administration Reports

Barry Bryant stated that Brett Suiter is enrolled in a leadership course with Wyoming Education Leadership. Chairman Flitner reported that she and Michael Wirtzberger attended the Dr. Seuss reading night. It was a cooperative effort between Greybull Elementary, BOCES, and Greybull Recreation District. The event was enjoyed by 434 participants.

Scott McBride, middle school principal, reported that the middle school has been continuing with the Second Step training which has been going well for teachers and students. They are continuing to move forward on the proficiency scale to align with our curriculum to make it more rigorous. The middle school staff is reviewing the schedule for next year for academic improvement. The middle school has had a great 3rd quarter for kids keeping their grades up. Advocacy is going well and students are asking for it more often. Facebook is going great. Parent/Teacher conferences had a very good turnout due to schedules being convenient for parents. Math Parent Night is scheduled for April 14. Suicide prevention will be rescheduled soon. History Day and Science Fair is going well. The middle school spends time having the kids look at their grades with the teacher every day to determine if they need Buff Time. The middle school staff have also worked hard to increase rigor and to make sure that our students have access as well as the opportunity to get things done. The results are starting to show.

Ty Flock, high school principal, reported that the blood drive was successful, and was in a safe environment. Tracy Boyer, school nurse, and high school student senate sponsors, Renae Waddell and Tim Eardley, were involved as well. Teachers are focusing on ACT prep. Mr. Flock and Mr. McBride are scheduling for next year to coordinate between middle school and high school. The Winter Sports Banquet will be Monday, March 14 at the Buff Gym. Mr. Flock thanked Scott Good, who donated stain to the high school industrial arts classes. Mr. Kuper's Science Fair group received recognition for 9 out of 10 projects. GHS was the top team with 73 points. Students also participated in History Day. The ELL open house is scheduled for May 5. GHS had a fantastic winter sports season. The Wyoming High School Activities Association is aware of cuts taking place and are trying to eliminate travel time for events. They are also considering eliminating regional tournaments as a possibility; shorter travel distances; quadrants; and teams may play each other twice to reduce travel. WHSAA is banning the use of drones for safety reasons. Mr. Flock supports this decision.

Lee Clucas, special education director, reported that there are 91 students receiving special education services. The Language for Learning program is keeping articulation student numbers down. Three students are currently being tested. There are two out of district placements. 100% of the staff have had CPI training.

There were no questions for Sara Schlattmann, curriculum and grants facilitator. Mrs. Schlattmann is transitioning into the business manager position, and Scott McBride is transitioning into the curriculum and grants position.

Superintendent Bryant stated that there will be budget cuts next year. 1% of the ECA that we had last year will be cut. Our funding will be down \$79,709 from last year due to the cuts. To honor the pay scale, there is discussion to allow steps and lanes for certified and steps for classified; 1% for the employees not on the schedule. Salaries will be an additional \$78,000. This is a \$158,000 deficit in the budget for next year. We have been trying to be frugal the 2nd half of this school year. We will see some savings in maintenance due to the mild winter. We will also try to cut back where we can, such as travel and supplies. We are required to have contracts out to staff by April 15. Mr. Bryant stated that we are considering cutting \$5000 from central office and each of the buildings.

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There is a possibility that we may do away with \$8000 for national travel, which will require Board approval because of policies they have enacted; decrease budgets for maintenance equipment by \$20,000; technology by \$25,000; food service by \$25,000; activities by \$10,000. There will be a budget overview for all staff on March 18. We will see a 6% increase in insurance. Worland schools will begin charging for our students to participate in activities, and we will be required to pay for a coach if our students cause the additional coach. The administrators are discussing ideas for students participating in out of district activities. The District is currently paying 100% of retirement contributions for employees. There have been moves in the legislature during the last few years that would require our employees pay for their own Wyoming Retirement. There were two moves in the legislature to discontinue reimbursement for 100% of transportation expenses. Mr. Bryant reviewed concerns with traveling for tournaments. We want our students to be successful. The expansion project at the elementary, based on capacity, was declined by the legislature. The expected payment we will receive for major maintenance will be \$482,000. Mr. Bryant stated that he requested \$360,000 emergency funding for the Quigg Building from the School Facilities Commission. We hope to use \$260,000 of our major maintenance budget to address the Quigg Building issues. Other items that need to be addressed are the curtains at the high school auditorium; painting the middle school gym; maintenance building; tile in the elementary; and brick cleaning from calcium deposits on the outside of the buildings. We are working with the Town to address the drainage problem by the Quigg Building. We had previously agreed to pay half of the expense up to \$10,000. Mr. Bryant reviewed the issues with the weight room and possible temporary fixes. This year there were no component projects funded in the State of Wyoming by School Facilities appropriations. Mr. Bryant reported that the State of Wyoming has over funded education based what Picus and Associates recommend. The administrative team has discussed extending the school day 20 to 30 minutes to help with busing. This will help us reduce \$25,000 in the transportation budget. Mr. Bryant is not optimistic about getting the emergency funding for the Quigg Building, but will make a good presentation and tie it to safety. We were the number 2 project in the whole state for component funding based on need. The School Facilities Commission will meet the third week of April.

VIII. Old Business

1. Bonding Issues: Pool & Weight Room

Superintendent Bryant and the Board reviewed the issues stated in the letter from Ken Richins, the Town's attorney. Mr. Bryant does not want any liability to the school or any money spent on the pool. We would not be jointly overseeing the project; we are just providing the bond. Chairman Flitner suggested striking anywhere the MOA states "jointly". Tracy Copenhaver, school attorney, stated that there is a section regarding design that is jointly between the District and Town. Construction, operation and maintenance is the responsibility of the Town. Mrs. Flitner stated that basically the school is allowing the use of our bonding capacity, and we are taking ourselves out of the equation after that point. We don't have to be a part of collaborating on the development of the project. Mr. Copenhaver confirmed removing any provision asking the Town to allow the District to have activities at the pool and giving them priority. The District will pay a fee to utilize the pool during the short period of time it would be open during the school year. There was a brief discussion regarding the bonding budget; currently the budget will be up to \$1.4 million. There was discussion to have the bond question put forward in the November election due to time constraints. Mr. Bryant stated that we are unable to sign the MOA until we have the public hearings. The public opinion may sway the District Board in their decision. The MOA will be public record. Mr. Richins, Town attorney, stated that the Town would like to go with the November election. Mr. Richins clarified that the 3% will be placed into reserve as well as earmarking \$100,000 for operation and maintenance. Mr. Copenhaver stated that rather than using the statement "MOA expires at the end of the 10 year bond payoff term", the wording needs to change to "completion of bond payment" in case some issue comes up and it extends the pay off. Mr. Bryant stated that our goal is to try to protect the school until the bond is paid off. There was a brief discussion regarding insurance and liability. There will be language to clarify that the Greybull Recreation District does not earmark funds for the pool. The Town will not be able to use the Greybull Recreation District to staff the pool. The recreation district employees will have to keep duties separate. Chairman Flitner stated that the District is trying to make very clear that we cannot be in the pool business in any way, shape or form, and we cannot bear any liability with regards to a swimming pool. Mr. Copenhaver stated that pool employees would have to be the Town's employees for that purpose. If the Recreation District assumes any responsibility for supervising swimming programs, they are going to have liability. Selena Brown asked to be clear that the Recreation District and their employees who are paid by the District are not going to run the pool unless the Town pays them by contract. That is something the Town will have to ask those employees. Mr. Bryant expressed concern that this seems like a back door to funding from the school district. His understanding when the Town brought the concept for bonding for a pool forward, the Town said they could run the pool and fund it. Mr. Bryant recommends that the Town may do a separate employee contract with the Recreation District employee as an individual, for the time they are not employed by the Recreation District or the school district. We want to make sure that employees of the Recreation District, which is a special district formed under the school district, understand that running the pool is not part of their everyday duties with the Recreation District.

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Tracy Copenhaver will make the discussed changes to the MOA for the April 12 board meeting. Marvin Hunt provided a copy of the DEQ report for Core's Chevrolet. After the MOA is signed by the Town, the District is required to have two public hearings. The District can approve the MOA, but cannot sign it until after the public hearings.

IX. New Business

1. Personnel

a. Resignations(s)

Superintendent Bryant stated that Timmy Anderson has been the third grade teacher since 1998. It was moved by Eddie Johnson and seconded by Michael Wirtzberger to accept the retirement request of Timmy Anderson, third grade teacher, effective May 25, 2016 as presented. Chairman Flitner stated that Ms. Anderson will be missed and she is a tremendous teacher and an asset to our school district. Motion carried unanimously.

b. Hires

It was moved by Michael Wirtzberger and seconded by Dale Nuttall to accept the superintendent's recommendation to hire Klinette Brandon as the GMS Assistant Track Coach for the 2015-2016 school year. Motion carried unanimously.

2. Set Meet & Confer Dates

Superintendent Bryant reviewed dates available for Meet & Confer meetings. There will be an open Town Hall meeting for the staff on March 18 to give a quick overview of what we think the budget is, as well as ideas of how we are going to try to meet the budget. The pre-meeting will be scheduled for March 22 at 5:30 p.m. at central office. Meet and confer will be scheduled April 5, 2016 at 5:30 at central office for the Board Salary / Benefits Committee and 6:00 p.m. for the staff. There was a brief discussion regarding the activities salary budget.

3. School Calendar 2016-2017

Superintendent Bryant stated that the elementary staff came up with calendar option #3 which has 4 days different from Basin's calendar. Calendar #3 received the most votes. It was moved by Dale Nuttall and seconded by Michael Wirtzberger to approve the 2016 – 2017 district calendar as presented. Motion carried unanimously.

4. *Policy EFAB (Food Service – Revision) 1st Reading

Policy EFAB (Food Service – Revision) was presented for review. No action required.

5. *Policy EFAB-E (Food Service – Revision) 1st Reading

Policy EFAB-E (Food Service – Revision) was presented for review. No action required.

6. *Policy GCF (Professional Staff Hiring – Revision) 1st Reading

Policy GCF (Professional Staff Hiring – Revision) was presented for review. No action required.

7. *Policy GCF-R (Professional Staff Hiring – New) 1st Reading

Policy GCF-R (Professional Staff Hiring – New) was presented for review. No action required.

8. Appoint Rec Board Member for Remainder of 2016

Selena Brown resigned from the Greybull Recreation District Board effective February 10, 2016. It was moved by Eddie Johnson and seconded by Selena Brown to appoint Michael Wirtzberger to fulfil the remaining term on the Greybull Recreation District Board (9 months – now through December 13, 2016). Motion carried unanimously.

X. *Approval of Bills

Approved General Fund checks #29011 through #29179 inclusive, totaling \$897,154.90; Payroll Fund Checks #29364 through #29421 inclusive, totaling \$531,656.23; High School Activity ACH Transfer, totaling \$11,813.83; Lunch Fund ACH Transfer, totaling \$16,342.63; and Federal Fund ACH Transfer, totaling \$31,530.61.

XI. Board Discussion

Superintendent Bryant stated that he had received an email regarding student travel. The girls basketball team was eliminated during state competition, but wanted to stay for the boys state basketball game the following day. It was important to follow policy and be consistent, so the request was denied. There was discussion regarding the liability and additional expenses. Mr. Flock stated that most coaches want to come home and don't want the potential liability. There was discussion regarding reviewing the policy and pre-planning for the event.

XII. Executive Session

It was moved by Eddie Johnson and seconded by Dale Nuttall to break for 5 minutes and move into executive session to discuss Litigation, Personnel (Certified Contracts), and Real Estate at 9:34 p.m. Motion carried unanimously.

The Board recessed into executive session at 9:39 p.m. to discuss matters considered confidential by law (Litigation, Personnel (Certified Contracts) and Real Estate) and reconvened in regular session at 10:10 p.m. Minutes were sealed in a secure location.

1. Litigation

No action taken.

2. Personnel (Certified Contracts)

It was moved by Eddie Johnson and seconded by Michael Wirtzberger to accept the superintendent's recommendation for certified staff contracts for the 2016-2017 school year. Motion carried unanimously.

3. Real Estate

No action taken.

XIII. Adjournment

There being no further business, the meeting adjourned at 10:11 p.m.

Jamie Flitner, Chairman

Cheri Edeler, Clerk

Recorded by: Paula Scott
