

OFFICIAL MINUTES OF THE BOARD OF EDUCATION

Big Horn County School District No. 3
July 20, 2016

7:00 P.M. Regular Board Meeting

- 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., July 20, 2016, by the chairman, Jamie Flitner.
- II. Roll Call: Eddie Johnson, Cheri Edeler, Steve Hoblit, Jamie Flitner, Michael Wirtzberger, Dale Nuttall, Barry Bryant, Paula Scott

Absent: Sara Schlattmann

Guests: Nathan Oster

- III. Approval of Consent Agenda (*Items)

It was moved by Eddie Johnson 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 June 14, 2016 and the special board minutes of June 28, 2016 as presented.

- V. Agenda Additions/Deletions/Adoption

Eddie Johnson requested to add "Appoint Member of Board to the BOCES Board" under item IX. New Business. Cheri Edeler requested the addition of "Executive Session" as item XII.

- VI. Audience and Communication

1. Community Remarks

None

- VII. Information Items

1. Clerk's Report

Cheri Edeler, board clerk, reported that she appreciates working on several boards, and the willingness of the Board to work together to be flexible to adjust the budget. It is important to focus on our District Vision and District Mission as we approve our budget for this year.

2. Administration Reports

Superintendent Bryant reported that the Quigg project is ongoing and slow due to the availability of HVAC products. We want occupancy by August 24 which is the first day of school. The project was bid to be done by August 15. The building has been cleaned; Joe Forcella and his crew have done a lot of the painting; the radiant heat has been hung; and they plan to paint this weekend.

3. Quarterly Budget Report

Barry Bryant provided explanations regarding the end of year balances for various accounts. It has taken a year to get approval and we are getting back \$27,000 which will go directly into the Reserve Account. We would like to have the line items a little cleaner. No action required.

- VIII. Old Business

None

July 20, 2016

IX. New Business

1. Personnel

a. Resignations(s)

Superintendent Bryant stated that he received a letter of resignation dated July 5 from Laura Huber. He has scheduled a meeting with her at 10:30 on Thursday. It was moved by Dale Nuttall and seconded by Steve Hoblit to accept the resignation from Laura Huber, elementary secretary effective 7-20-2016 and thank her for 17 years of service to the district. Motion carried unanimously.

b. Hires
None

2. Out of District Attendance Request

It was moved by Cheri Edeler and seconded by Eddie Johnson to approve the listed 29 students to attend Greybull Schools for the 2016-2017 school year as presented. Motion carried unanimously.

3. WHSAA Membership & Representative

It was moved by Eddie Johnson and seconded by Michael Wirtzberger to approve the Wyoming High School Activities Association Membership application and appointment of Nolan Tracy as WHSAA District Representative for the 2016-2017 school year. Motion carried unanimously.

4. Policy EBAA (Notification of Pesticide Application – Revision) 1st Reading

Policy EBAA (Notification of Pesticide Application) was presented for 1st reading. No action required.

5. Policy EBAB (Hazardous Materials) 1st Reading

Policy EBAB (Hazardous Materials) was presented for 1st reading. Superintendent Bryant stated that the changes were based on state statute. The recommendation was made to have the science teachers look at the policy. There was discussion regarding documenting inventory in each building. The teachers orient students on safety precautions and hazard awareness during the first several days of school. No action required.

6. Policy JFC-R (Student Conduct) 1st Reading

Policy JFC-R (Student Conduct) was presented for 1st reading. There was discussion regarding the addition of “or school functions off school grounds” in the Infractions Chart. Chairman Flitner asked if it would be possible to ask all students to sign a declaration to conduct themselves with the utmost character in the classrooms and school functions; or do a pledge to do your very best in the classroom and accept the gift of this free education. The suggestion was made to have that be a part of the student council. Cheri Edeler suggested adding to the policy that the administrators or staff can use law enforcement for detecting use of alcohol or drug use at school functions. That would take the pressure off administrators as well as liability. The policy committee will get together and bring the updates for the 2nd reading.

7. Handbook Updates

- a. GES Handbook
- b. GMS Handbook
- c. GHS Handbook
- d. Staff Handbook

Superintendent Bryant reported that there were minor changes to the handbooks. There was discussion regarding adding a link to Every Student Succeeds Act (ESSA) in the handbooks. With regard to school closure, the radio stations will need to be updated. The suggestion was made to contact our attorney and set up a procedure for the release of security recordings by the superintendent. It was moved by Eddie Johnson and seconded by Michael Wirtzberger to accept only the updated GES student handbook as presented. Motion carried unanimously.

8. Policy DJG (Vendor Relations) 1st Reading

Policy DJG (Vendor Relations) was presented for 1st Reading. Dr. Bryant stated that this was a policy recommended by our attorney. No action required.

9. Appoint Board Member

It was moved by Michael Wirtzberger and seconded by Eddie Johnson to appoint Bette Rae Jones to fulfil the vacant seat on the school board now through November 2016. Motion carried unanimously.

10. Appoint Member of Board to BOCES Board

It was moved by Eddie Johnson and seconded by Dale Nuttall to appoint Michael Wirtzberger to the BOCES Board. Motion carried unanimously.

11. *Acceptance of Donations & Grant (NFL)

Accepted the \$3000 grant/donation from the NFL and the \$300 donation from Nonie Bush.

X. *Approval of Bills

Approved General Fund checks #29750 through #29848 inclusive, totaling \$423,198.76; Payroll Fund Checks #29523 through #29535 inclusive, totaling \$154,068.04; High School Activity ACH Transfer, totaling \$5,068.94; Major Maintenance Fund ACH Transfer, totaling \$54,370.74; Lunch Fund ACH Transfer, totaling \$2,384.94; Federal Funds ACH Transfer, totaling \$3,610.80; and Capital Projects ACH Transfer, totaling \$18,353.71.

XI. Board Discussion

Jamie Flitner remarked that Bette Rae Jones will be a good addition to the Board. Board members have been trying to recruit for the November 2016 election.

There was a brief discussion regarding legislative cuts and the budget. Superintendent Bryant stated that valuation is down. It will be a tough legislative session. Employees paying into their Wyoming Retirement was discussed.

Cheri Edeler asked about the possibility of having a team approach on policies. Dr. Bryant stated that the building administrators get the policies when board members receive them. Once a year they go through the handbooks and make changes before the end of the school year in May. They also discuss the policies as an administrative team. Administrators may be invited to the policy committee meetings for their input on certain policies.

Chairman Flitner made the request to break at 7:51 p.m. and reconvened at 8:00 p.m.

8:00 P.M. Budget Adoptions for Fiscal Year 2016-2017

- a. Greybull Recreation District budget for fiscal year 2016-2017
Public comments and questions, Board discussion and vote

It was moved by Steve Hoblit and seconded by Cheri Edeler to approve the Greybull Recreation District budget for Fiscal Year 2016-2017 as presented. There was discussion that next year, the budget's line items will match the accountant's report. They were able to clean up the budget and move monies without cutting anything specifically. Motion carried unanimously.

- b. Big Horn County School district No. 3 & NWC BOCES budget for fiscal year 2016-2017
Public comments and questions, Board discussion and vote

It was moved by Cheri Edeler and seconded by Steve Hoblit to approve the Big Horn County School District No. 3 and NWC BOCES budget for Fiscal Year 2016-2017 as presented. There was discussion regarding the Fall Musical and why the general public has to pay to attend when the musical is supported and funded by the school. The understanding is that Greybull Arts Council is involved and the money they collect for the Fall Musical is used for royalties and script fees. Superintendent Bryant will check into it. Eddie Johnson stated that we will be advertising for a new BOCES Director, as Sara Schlattmann has resigned her position of interim BOCES Director. Motion carried with 5-yes and 1-no.

- c. Big Horn County School District No. 3 budget for fiscal year 2016-2017
Public comments and questions, Board discussion and vote

It was moved by Steve Hoblit and seconded by Eddie Johnson to approve the Big Horn County School District No. 3 budget for Fiscal Year 2016-2017 as presented. Dr. Bryant stated that the budget has been sent in to be certified by the state. The valuation is down 22%. The Foundation Grant has to make up for the valuation because it is a guarantee based on session. Education is the largest ticket item that comes out of the state coffers. There was discussion regarding having employees pay towards their Wyoming Retirement. Cash carryover is projected to be \$1.45 million. The budgeted carryover is \$1.337 million. Chairman Flitner stated that Barry Bryant should be commended for growing the campus; always having a balanced budget; and growing our cash reserves. The Board and staff should also be commended. Dr. Bryant also gave credit to the business manager, central office staff and the principals. Motion carried unanimously.

XII. Executive Session

It was moved by Dale Nuttall and seconded by Cheri Edeler to move into executive session to discuss Personnel at 8:24 p.m. Motion carried unanimously.

The Board recessed into executive session at 8:24 p.m. and reconvened in regular session at 9:38 p.m.

1. Personnel

No action taken.

XIII. Adjournment

There being no further business, the meeting adjourned at 9:38 p.m.

Jamie Flitner, Chairman

Cheri Edeler, Clerk

Recorded by: Paula Scott
