

OFFICIAL MINUTES OF THE BOARD OF EDUCATION

Big Horn County School District No. 3

7:00 p.m.

Tuesday, November 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., November 8, 2016, by the chairman, Jamie Flitner.

II. Roll Call: Jamie Flitner, Eddie Johnson, Michael Wirtzberger, Steve Hoblit, Dale Nuttall, Bette Rae Jones, Barry Bryant, Sara Schlattmann, Paula Scott

Absent: Cheri Edeler

Guests: Scott McBride, Ty Flock, Brett Suiter, Joel Rogers, George Kelso, Donna Paris, Audra Crouse, Ana Stanzione, Diane Nuttall, Kellie Hoblit, Lynn Forcella, Bryan Brown, Sonya Jones, Ann Savage, Stephanie Jones, Cheryl Hunt

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 October 11, 2016 as presented.

V. Agenda Additions/Deletions/Adoption

None

VI. Audience and Communication

1. Student Government Update

None

2. Audit Outbrief

Bryan Brown, representing McKee, Marburger & Fagnant, P.C., provided a general review of the District's 2015-2016 Audit Report. Mr. Brown provided information regarding GASB 68 which put more clarity in defined benefits and pension plans. Because the state's pension was underfunded, the liability for the school district was \$4.9 million for 2015 and \$6.4 million for 2016. The audit went well and the district received the highest level of assurance the auditors can provide. Mr. Brown thanked Sara Schlattmann 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. Bank Presentations

Ana Stanzione, Greybull Branch Manager of Security State Bank, presented a proposal summary of services. Security State Bank will offer no monthly charge for payroll or check fees. The first order of checks is free and then at cost. Security State Bank focuses on community involvement and customer service.

George Kelso, presented an overview of the services from Big Horn Federal Savings Bank. They will implement a new platform next year for electronic access. Big Horn Federal has been involved with the school as much as possible. They plan to implement a scholarship program that will give a \$10 CD to all first graders, giving them the opportunity to add to it. When they are seniors, they will be included in a drawing for a scholarship.

The Bank of Greybull proposal was included in the board packet for review.

November 8, 2016

4. Honor Outgoing Board Members

Superintendent Bryant thanked Dale Nuttall for his 12 years of service and Steve Hoblit for his 8 years of service as Big Horn County School District Trustees. Dr. Bryant expressed his appreciation for the sacrifices and dedication they have made to serve the students, staff and community. He has also appreciated their guidance and background knowledge of 20 years of combined experience. Dale Nuttall remarked that it has been a pleasant experience, and he has worked with a lot of board members and superintendents. The Board has done some good things and have improved the school. The Board has always had the best interest of the students and school at heart. Chairman Flitner stated that she appreciates all that Dale and Steve have done and the history they were able to provide.

The Board recessed at 7:30 p.m. to thank Dale Nuttall and Steve Hoblit for their service to Greybull Schools, and reconvened at 7:49 p.m.

5. Climate Survey Summary

Scott McBride provided an overview of the AdvancEd climate surveys from parents, staff and students. AdvancEd is the company that does the accreditation for schools. There are 5 standards, and all three schools have met and exceeded the benchmark. Each building will go through the survey results and find areas to improve. The staff survey indicates that governance and leadership is an area we need to work on. The student survey was discussed and the SIG team has already met and discussed ways to improve at the elementary. The low score on the parent survey indicated that the school's governing body interferes with leadership of the school. The threshold for the survey to be valid is 20%; the middle school and high school both met the threshold. Each of the schools will go through the process of looking at the data and setting goals. Dr. Bryant stated that for the highest rating survey data, AdvancEd doesn't want anything to be below 3.2 and you have to have at least one standard at 4.3. Mr. McBride reviewed the areas to celebrate.

6. Community Remarks

Lynn Forcella reported that there were two Academic Challenge teams at the Wyoming Academic Challenge meet. The Blue team won the Small Schools category, finishing fourth overall out of 18 teams. The group has grown from last year. Ann Savage and Stephanie Jones shared their experiences from the competition. Chairman Flitner stated that she is proud of the kids.

VII. Other Items

1. Clerk's Report

None

2. Administration Reports

Brett Suiter, elementary principal, reported that the enrollment was up. The elementary is continuing to input data into Mileposts. The Leadership Academy that he was scheduled to attend has been cancelled. Positive feedback has been received from the ELEOT walk-throughs. P/T conferences had 94% attendance. Ms. Williams and Mrs. Sanford are co-teaching a Love and Logic class at the elementary school. There is a staff meeting every Wednesday. The elementary had a SIG Team meeting. Advocacy time with students will be a focus for the staff. The Veteran's Day assembly will be Friday at 9:00 a.m.

Joel Rogers, middle school principal, reported that the middle school had a good first quarter. More students earned all A's in the first quarter than students who earned D's and F's combined. The middle school celebrated their hard work by having a fun day and a Caught Being Good Celebration. The middle school opened a time capsule from 1986 and had fun with the information inside. There was an all staff dodge ball tournament with the advocacy groups. The GMS student council will host a Veteran's Day assembly and social on November 11 at 10:00 a.m. There will be early release on Friday, November 11 to give everyone an opportunity to support the high school football team in Laramie.

Cheryl Hunt, middle school reading specialist, stated that when she was getting her literacy endorsement, the college classes dealt with how to motivate middle school and high school students in literature, reading and writing. She gleaned information about Spoken Word Poetry, which is written with the intent to share it verbally. It involves performing the actual poems. Mrs. Hunt followed Sarah Kay who had performed on Ted Talks to Project Voice. There are many poets in Project Voice who perform at schools, universities and communities.

There is a scholarship program we can apply for and the school has to come up with \$400. BOCES may be able to help with that expense. Mrs. Hunt was informed that we were awarded the scholarship. The scholarship provides for one performance for grades 6-12; and one student workshop with 25 students each for the high school and middle school. Mrs. Hunt will invite the English teachers from the middle school and high school to attend the workshop.

Ty Flock, high school principal, provided an overview of Milepost data. There are currently 49 students receiving interventions. The extended school day and Mrs. Waddell's class is helping with interventions. Mr. Flock enjoys the ELEOT walk-throughs and feels that teachers get good feedback from it. The fall musical is scheduled for next week. He was proud for the high school football team to have the opportunity to play for the state championship. He congratulated Sara Schlattmann for her successful volleyball season. The "I Love You Guys" presentation was great. The Greybull Police Department was included in the GHS conversation after the presentation. It will heighten security in our buildings, as well as clarify the terminology that we use. The fall sports banquet will be held November 22 at 6:00 p.m. There is a potential anonymous \$1000 donation from a business to take the high school football team out to eat on Friday night. Another business may donate food for the football team to take that morning. Once the season is over the football team will make sure to thank the donors. WHSAA is sending out proposals that will be first reading items in April to reduce time, events and seasons. Mr. Flock provided an overview regarding other news from the WHSAA meeting. WHSAA will be covering the cost of concussion insurance. There was a brief discussion regarding the benefits of the extended school day.

Lee Clucas, special education director, was unable to attend the meeting.

Scott McBride, curriculum and grants director, reported that the "I Love You Guys" presentation was very well received by the staff. The administrators made good connections with community emergency management during the dinner. Feedback from the staff gave us a lot to think about. It was a confirmation of the good things we have going on in our district. There will be no Milepost training. The Literacy, Math and Curriculum meetings are going well. There was a brief discussion regarding the follow-up of the "I Love You Guys" information.

Superintendent Bryant reported that the WSBA Delegate Resolutions were included in the packet for review. There was a brief discussion regarding the resolutions.

VIII. Old Business

None

IX. New Business

1. Personnel

a. Resignations(s)
None

b. Hires

It was moved by Dale Nuttall and seconded by Eddie Johnson to accept the superintendent's recommendation to hire Nicole Gerome as a Para-Educator for GHS effective November 9, 2016 for the 2016-2017 school year. Motion carried unanimously.

2. Leadership Governance Policy Review & Confirm

a. 2.2 - Policy
b. 2.3 - Regulations
c. 2.4 - Meetings

It was moved by Michael Wirtzberger and seconded by Jamie Flitner to reaffirm our commitment to Leadership Governance Policy 2.2, 2.3 and 2.4 as presented. Bette Rae Jones expressed concern about whether we should be confirming the policies without discussion. Dale Nuttall provided a history of the LG Policies and remarked that they are the foundation of what we do as a Board, as well as the operating procedures between the Board and superintendent. The policies are set up for a section to be reviewed every month. Dr. Bryant stated that the board can read the policies and see if there is still a commitment, and changes can be made. The section being reviewed goes along with what is happening at the time. Mr. Nuttall stated that the LG Policies tells you everything about being a school board member and how they should function and act; what their responsibilities are as well as what the superintendent's responsibilities

are. Dr. Bryant reported that Sue Belish will be here for the January meeting to see what the Board wants to work on for the board workshop. Motion carried unanimously.

3. Stipend for Early Resignation / Retirement

Superintendent Bryant stated that the stipend for early resignation/retirement allows the district to advertise and hire replacement staff during the optimum time of the year. It was moved by Eddie Johnson and seconded by Michael Wirtzberger to authorize a \$500 stipend for all certified and supervisory staff who notify the district in writing by February 1st, 2017 of their resignation or retirement. Motion carried unanimously.

4. Approval of 2015-2016 Audit

It was moved by Steve Hoblit and seconded by Dale Nuttall to accept and place on file the 2016 Financial Audit as presented. The audit report reflects well on the operations of the business office. No "Material Weaknesses" were found during the audit. The carryover is \$1,495,880; an increase of \$362,289 from last year. Motion carried unanimously.

5. Major Maintenance Projects – 5 Year Plan

Superintendent Bryant reported that there are \$312 million worth of projects on the School Facilities Commission list. The only thing we have going forward are our two modular buildings. Our highest need is to get the Quigg Building repointed, so most of the major maintenance money next year will go towards this project. Dr. Bryant will try to get some emergency funding. Dr. Bryant invited the Board to our facilities meeting in January. The legislature plans to try to give districts more major maintenance money for building preservation. There is only \$1.5 million in emergency funds, and we will ask for \$200,000. The annual leases for the elementary modulars are \$10,000 per year. There are 85 more new radios in the district with one in every classroom. We will practice with the radios during fire drills.

6. Superintendent Evaluation Form

Eddie Johnson was challenged with the task of coming up with a proposal for a new superintendent evaluation form. Michael Wirtzberger, Cheri Edeler and Bette Rae Jones were involved in the process. Mr. Johnson compared evaluations from 5 or 6 districts, as well as the new form from WSBA. He tried to come up with a form that is easier to use and has 7 standards with a 3 point scale. The new form is intended to simplify the evaluation and make it as fair and positive as possible. The suggestion was made to mirror the evaluation for a Board self-evaluation to show areas to work on. There was discussion to have the superintendent evaluation in November and to meet during the year to talk about anything that is transpiring. There will be a special board meeting to review the results of the superintendent evaluation on Tuesday, November 29, 2016 at 6:00 p.m.

X. *Approval of Bills

Approved General Fund checks #30330 through #30482 inclusive, totaling \$774,990.26; Payroll Fund Checks #29580 through #29594 inclusive, totaling \$444,496.57; Activity Fund ACH Transfer, totaling \$9,783.68; Lunch Fund ACH Transfer, totaling \$17,838.62; Federal Fund ACH Transfer, totaling \$15,572.47; Major Maintenance Fund ACH Transfer, totaling \$7,768.00; and Capital Projects Fund ACH Transfer, totaling \$2,800.00.

XI. Board Discussion

Dale Nuttall suggested approving the anonymous donations because Board Policy requires approval of any donation over \$300.00. It was moved by Michael Wirtzberger and seconded by Eddie Johnson to accept the two anonymous donations for the high school football team. Motion carried unanimously.

XII. Adjournment

There being no further business, the meeting adjourned at 9:18 p.m.

Jamie Flitner, Chairman

Cheri Edeler, Clerk

Recorded by: **Paula Scott**

November 8, 2016