

HOT SPRINGS COUNTY SCHOOL DISTRICT NO. 1  
 Board of Trustees  
 Work Session/Regular Meeting  
 January 17, 2008  
 Board Room  
 6:00 P.M.

Chairman Liz Mahoney called the work session to order at 6:00 p.m.

Board Members Present were Liz Mahoney, Breez Daniels, Barb Vietti, Karen Leyba, Hub Whitt (arrived at 6:25), and (ex-officio) Superintendent John Balow

Absent: Belenda Willson and Bobbi Miller

Others Present: Administrators Jay Stewart, Jodie Cameron, Dustin Hunt, Janet Philp, Lisa Pearce; Kelly Andreen

Business Manager Lisa Pearce led the work session with a presentation on the budget creation and financial statement process that used by the district. She included information on the different funds, the expenditures and funding sources for each fund, and how these correlate to the monthly bills the board receives in their packet. A quick overview was given on the district's budget including the calendar from district policy, a flow chart on the school foundation block grant and funding the block grant, and how the state foundation attempts to fund school districts in a fair and equitable basis. (see attached presentation)

Moved by Vietti, seconded by Leyba to adjourn from the work session at 6:57 p.m.

The regular meeting of the Board of Trustees of Hot Springs County School District No. 1 was called to order at 7:00 p.m. in the Board Room by Chairman Mahoney.

**BOARD MEMBERS PRESENT:** Liz Mahoney, Breez Daniels, Hub Whitt, Karen Leyba, Barb Vietti and (ex-officio) Superintendent John Balow

**BOARD MEMBERS ABSENT:** Bobbi Miller and Belenda Willson

**OTHERS PRESENT:** Administrators Jay Stewart, Jodie Cameron, Dustin Hunt, Janet Philp, Lisa Pearce; Kelly Andreen, and approximately 14 visitors.

**PLEDGE OF ALLEGIANCE**

Chairman Mahoney called the meeting to order and led the pledge of allegiance

**APPROVAL OF MINUTES**

Moved by Leyba, seconded by Daniels, to approve the Minutes of the Regular Meeting of December 20, 2007.

Ayes 5

Nays None

Student Trustee: Aye

Motion Carried

**APPROVAL OF AGENDA**

Moved by Daniels, seconded by Whitt, to approve the January 17, 2008 board agenda with the following addition:

Under VII. New Business add Item E – act on superintendent resignation at the end of the current contract

Ayes 5

Nays None

Student Trustee: Aye

Motion Carried

**DELEGATIONS AND INDIVIDUALS****HSC Library**

Ms. Tracy Kinnaman from the HSC library gave a presentation on the tutor.com program. She presented information on the use and safe and secure environment used by tutor.com. This program is being paid through school district grant funds, but must be implemented through the library. This program offers on-line homework help for students. The student will need a library card and access to the internet. The link will be available on the library website. The cost is \$4200 per year. Ms. Kinnaman will receive reports to keep track of how many students are using the program, where they are accessing from, and what subjects they are requesting help for. These reports will be forwarded to administrators and the board. (See attached)

**HSC Education Association**

Mrs. Joan Stetler, the elementary school representative of the HSC Education Association, acknowledged and thanked Mr. Stewart for his efforts toward supplying students with the best education and his support of the staff. Mr. Stewart received a gift certificate as a thank you.

**Visitors**

None

**BILLS AND FINANCIAL REPORTS & OTHER BUSINESS OFFICE DATA****Bills & Financial Reports**

Moved by Daniels, seconded by Whitt, to approve the bills and financial reports as follows:

General Fund	\$776,726.18
Special Revenue	\$75,199.93
Capital Projects	\$0.00
Major Maintenance	\$601.29
Debt Service	\$0.00
Food Service	\$29,632.79
Insurance Trust	\$1,124.53
Activities	\$15,331.89
Scholarship	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$898,616.61</b>

Ayes 5

Nays None

Student Trustee Aye

Motion Carried

## **OLD BUSINESS**

### **Early Notification of Resignation/Retirement**

Moved by Vietti, seconded by Whitt, that the Board provide \$250 to non-tenured certified staff and \$500 to tenured certified staff if those employees provide their notice of resignation/retirement to the Board by April 1, 2008.

Ayes 5

Nays None

Student Trustee Aye

Motion Carried

### **Drop-Out Committee Report**

Mr. Hunt gave a brief summary of the drop out committee's efforts. Mr. Cody McLean put together a handout on his visit to Star Lane Center in Casper. (See attached handout) Other planned visits include Powell, Summit in Jackson and Triumph School in Cheyenne. The goal is to have all visits completed by February. The committee will be meeting next week and have plans of exploring a more positive name for the committee in addition to their other efforts.

A pilot project that will begin at the high school starting Tuesday includes an alternate graduation program. The program will begin with three senior students who are at a very high risk for dropping out. The students have made application to Mr. Hunt stating what their hardship is and why they want to be involved in this alternate program. The students will attend the regular school day, but will be working in the learning center. They will be working at their own pace to complete the school year. A graduation check has been performed for all students showing that they have achieved 5 of the 9 proficiency standards and are only lacking in the number of credits for graduation. Learning Center is overseen by a teacher. This does not require board action; however, the board may be seeing a request for early graduation from these students.

### **Writing Targets**

Each building presented information on their writing targets for the next 3 years. The principals have been working with staff to develop writing targets to help achieve the goal set by the board.

Jocelyn Jurovich presented the target goals for Ralph Witters Elementary. The goals are for students to be 62% proficient by 2008 and to increase proficiency by 10% each year after that. The RWE staff will be using the Open Court Reading First series which includes a reading program and strong writing program. They plan to work as grade level teams and have planned grade interventions to achieve their goals.

Lynda Wyss and Jim Lash presented goals for the middle school. Staff struggled with these goals, but eventually chose to use 100% proficiency by 8<sup>th</sup> grade for all three years. They will be implementing a writing across the curriculum program as they have with reading. On Monday a 6 Traits Writing presentation will be given to bring all staff to the same level district wide.

Principal Hunt presented the high school goals. The high school goals are 60% proficient for 2008, 65% proficient for 2009, and 70% proficient for 2010. Principal Hunt presented staff reasoning and the plans to achieve these goals. (See attached handout)

Chairman Mahoney stated it was nice to see a writing assignment in ceramics class to show the dedication to the writing goals. Supt. Balow thanked all the principals and their staff for their work on these goals. He is very enthused by the discussions and the buildings seem to be working together to achieve these goals.

## **NEW BUSINESS**

### **Policy Revisions**

Moved by Whitt, seconded by Vietti, to approve the first reading of revisions to *Policy IHBG – Home Based Educational Program* which will be to remove the last two sentences of the policy.

Discussion: Supt. Balow has approved a home-schooled middle school age child to participate in wrestling. There is no district policy specifically addressing middle school athletics. Due to the fact that home schooled students are allowed to participate in high school athletics in addition to encouraging education, it was felt that this is acceptable. If a student requests to be enrolled part-time in school, this does become a board approval issue.

Ayes 5

Nays None

Student Trustee Aye

Motion Carried

### **Calendar Committee Update**

Lisa Herold, a member of the calendar committee, presented the board with the ideas the committee is currently working on for next year's calendar. The first calendar is a traditional calendar that mirrors this current year. The second option being researched is a 4 ½ day week calendar. The school day would be extended by 25 minutes and students would be released early, approximately 1:00 p.m., on Fridays. Students would be served lunch prior to the early release. Staff would be required to stay on these early release days until the normal contract time. These early release times will be utilized by staff for teacher collaboration time, in-service days and correctives and enrichments for students. An effort would be made to plan in-service and collaboration times around athletic events in order to maximize the number of staff available. This will require a commitment from staff and principals to utilize these hours effectively. The committee was waiting for an okay to keep pursuing this calendar before moving forward on further details required to make this calendar work. The board felt this was a good option to pursue.

### **Executive Session 8:18 p.m.**

Moved by Whitt, seconded by Leyba, to go in to executive session to discuss personnel.

Ayes 5

Nays None

Motion Carried

### **Adjourn Out of Executive Session 9:16 p.m.**

Moved by Vietti, seconded by Whitt, to adjourn out of executive session with no action taken.

Ayes 5

Nays None

Motion Carried

### **Staffing Recommendations**

Moved by Daniels, seconded by Vietti, to pay Matt Mason an additional stipend of \$1520 for relinquishing a prep period for the second semester of the 07-08 school year.

Ayes 5

Nays None

Student Trustee Aye

Motion Carried

Moved by Daniels, seconded by Vietti, that the superintendent's contract not be acted on on behalf of receipt of the following letter:

"Dear Liz – It is with regret that I am writing to notify you of my desire to not extend my employment contract beyond June 30, 2009, as Hot Springs County School District #1 Superintendent. I have full intentions of completing my contractual obligations with continued commitment, passion, and to the best of my abilities up to our current contractual agreement completion date. However, at this time I ask the board not to extend my contract and wish to resign my position as superintendent effective on 6/30/09"

Ayes 5  
Nays None  
Student Trustee Aye  
Motion Carried

Moved by Leyba, seconded by Daniels, to table the superintendent's letter of resignation.

Ayes 5  
Nays None  
Student Trustee Aye  
Motion Carried

## **OTHER BUSINESS**

### **Board Reports**

Rec. Board: Karen Leyba reported the girl's basketball and adult volleyball leagues have started. The Rec. District has chosen a new logo.

BOCES: Barb Vietti reported BOCES is still bursting at the seams with 16 students. Two board members, who had resigned, passed away recently. Both were vital members to BOCES

Board Retreat: The board retreat will be held March 7-9, 2008. Please forward agenda items to Kelly. The first choice will be to use the same facility as last year, Rock Creek Resort.

Vests: If you have not ordered your vest from Owl Creek Graphics, please do so right away. Kelly will send a reminder to board members.

### **Superintendent's Report**

1) Supt. Balow updated the board on the 21<sup>st</sup> Century Grant Funding. The district did not receive additional funds with this last grant request. Currently, the Lights On! Program will run a full program until July 1. During that time the district will try to secure other funding through grants. This program is not a self-generating program.

2) Supt. Balow included a news article on the Supreme Court Ruling regarding the funding model. This is a 56 page opinion and will take time for the final review to take effect. At first glance, it does not appear that our district will see any negative impact from the ruling.

3) The state audit was completed last week. Supt. Balow stated the figure we have at the moment is \$200,000 the district will owe the state. The final number will not be available for at least 8 weeks. Other districts in the area have been receiving much higher bills due to audits.

4) Supt. Balow noted a letter was received from Carol Illian, Title II and V Programs Manager with WDE indicating that 99.10% of our teachers are highly qualified.

5) Supt. Balow passed out a board calendar of events that lists recurring events for board members.

6) Supt. Balow introduced Jon Green, the new reporter for the Independent Record. He will be covering the school district.

**Adjournment 9:35 p.m.**

Moved by Whitt, seconded by Daniels, that there being no further business to come before the Board, to adjourn this meeting.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk