

HOT SPRINGS COUNTY SCHOOL DISTRICT NO. 1
 Board of Trustees
 Special Meeting/Regular Meeting
 February 20, 2008
 Board Room
 5:00p.m./7:00 P.M.

Chairman Liz Mahoney called the special meeting to order at 5:00 p.m.

Board Members Present were Liz Mahoney, Breez Daniels, Karen Leyba, Bobbi Miller, Belenda Willson and Hub Whitt (arrived at 5:11 p.m.),

Absent: Barb Vietti and (ex-officio) Superintendent John Balow

Others Present: Administrators Jay Stewart, Janet Philp, Lisa Pearce; Kelly Andreen, and 3 visitors

Board members met with Mark Higdon, Executive Director with the Wyoming School Boards Association. The discussion centered on the process used for the superintendent's search. The position is currently being advertised and WSBA has received application requests as well as completed applications. Applications will be accepted through March 14, 2008. A special meeting will be scheduled March 20 (please see minutes from regular meeting) for board members to screen applicants. Once the applications have been screened, interviews will be scheduled. In addition to screening applicants, interview questions will be discussed during the special meeting.

Executive Session 5:21 p.m.

Moved by Daniels, seconded by Whitt, to adjourn into executive session to discuss the survey results for the superintendent search.

Ayes: 6

Nays: None

Student Trustee: Aye

Motion Carried

Adjourn out of Executive Session 6:02 p.m.

Moved by Daniels, seconded by Miller, to adjourn out of executive session with no action taken.

Ayes: 5 (Leyba unavailable for vote)

Nays: None

Student Trustee: Aye

Motion Carried

The regular meeting of the Board of Trustees of Hot Springs County School District No. 1 was called to order at 6:03 p.m. in the Board Room by Chairman, Liz Mahoney.

BOARD MEMBERS PRESENT: Liz Mahoney, Breez Daniels, Hub Whitt, Bobbi Miller, Belenda Willson, Karen Leyba and Student Trustee Erica Odde

BOARD MEMBERS ABSENT: Barb Vietti and (ex-officio) John Balow

OTHERS PRESENT: Administrators Jodie Cameron, Janet Philp, Lisa Pearce and Jay Stewart; Kelly Andreen, and approximately 40 visitors.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF MINUTES

Moved by Whitt, seconded by Willson, to approve the Minutes of the Special Meeting and the executive session minutes of January 10, 2008; Minutes of the Regular Meeting and the executive session minutes of January 17, 2008; and the Minutes of the Special Meeting and the executive session minutes of January 23, 2008.

Ayes: 6

Nays: None

Student Trustee: Aye

Motion Carried

APPROVAL OF AGENDA

Moved by Daniels, seconded by Whitt, to approve the February 20, 2008 board agenda with the following changes:

- Delete: Item VII. New Business, B. Executive Session
- Delete from Item VII. New Business, C. Staffing Recommendations –administrator contracts

Ayes: 6

Nays: None

Student Trustee: Aye

Motion Carried

DELEGATIONS AND INDIVIDUALS

Parent Education Network Liaison

Deb Simon, the Parent Education Network liaison, gave a brief presentation on her position and how she hopes to benefit both the school district and community. She has a background in education as well as having raised two children. Currently, she is helping to build a parent group at RWE and TMS. She will have a table at the high school during parent/teacher conferences to visit with parents about starting a group at that level. Her intent is to work fairly and positively with the school.

TMS Report on TRLD Conference

Parke Price, Aimee Kay and Lynda Wyss attended the TRLD conference in San Francisco in January. In addition to attending the conference, the group also gave a presentation regarding the use of technology in the classroom. This is their third presentation. HSCSD#1 appears to be on the cutting edge compared to other districts in the country regarding our use of technology in the classroom. The board would like to see their presentation at a future date.

Visitors

On behalf of the RWE staff, Pam Kerr shared their feelings about the qualities of Mr. Stewart and what he has brought to RWE. The staff feels Mr. Stewart brings the characteristics and qualities that are needed at RWE. He is extremely positive, enthusiastic, a supportive leader, well read, and open to communication at all times from staff, students, and parents. He is there to listen and is encouraging. He has the personal traits and people skills that have built a trusting atmosphere and a positive working and learning environment. Mr. Stewart sees the need and the importance of recognizing the accomplishments of staff and students then motivates and pushes them to do better. He has the ability to work with veterans as well as new staff. Mr. Stewart makes everyone feel included and realize they have an important role in the process of education. Mr. Stewart began work in the middle of the construction at RWE, and then this fall brought two sets of staff together cohesively. He is currently in the process of revitalizing a parent group and overseeing the implementation of a new reading program. He has helped the staff with growing pains while implementing the reading program. He has worked with staff to establish goals in reading, writing, and math. In order for RWE to accomplish these goals, they need the stability in leadership and strong vision that Mr. Stewart has.

Ms. Jacque Wright, community member, requested that the board not consider the 4.5 day week calendar. She feels adding a few minutes to each day will not accomplish the same as 5 full days. She would also like to see the board implement a gifted and talented program.

A community member stated her support of Mr. Stewart. She has appreciated his support of her children and how he interacts with children.

All visitors were thanked for their input.

BILLS AND FINANCIAL REPORTS & OTHER BUSINESS OFFICE DATA

Bills & Financial Reports

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

General Fund	\$890,251.01
Special Revenue	\$63,149.69
Capital Projects	\$9,100.22
Major Maintenance	\$0.00
Debt Service	\$0.00
Food Service	\$48,133.36
Insurance Trust	\$5,315.95
Activities	\$11,517.55
Scholarship	\$6,650.00
TOTAL EXPENDITURES	\$1,034,117.78

Ayes: 6

(Karen Leyba abstains on Invoice #114 to Taco Johns in the amount of \$49.19, but votes in the affirmative on remainder of bills)

Nays: None

Student Trustee: Aye

Motion Carried

Bid Advertising

Moved by Daniels, seconded by Leyba, to approve advertising for bids for gas and diesel products; and dairy products.

Ayes: 6

Nays: None

Student Trustee: Aye

Motion Carried

Roof Repairs

Phil Miller stated that last summer during the construction on the auditorium building, it received some abuse and the insulation panels are now coming up. A roof expert has been in to review the damage. The adhesive has given out on the insulation panels. The expert is proposing drilling rebar in to re-anchor the insulation panels. This should give the roof another 17 years. The cost will be approximately \$20,000 - \$30,000. This is included in the district's 5 year plan. After review of the repair issues for the RWE gym, it was noted that the roof is still under warranty and therefore bids will not be required for that work.

Moved by Willson, seconded by Whitt, to approve soliciting for bids for roof repairs on the auditorium building.

Ayes: 6
 Nays: None
 Student Trustee: Aye
 Motion Carried

Policy Revisions

Moved by Daniels, seconded by Miller, to approve the second reading of *Policy IHBG – Home Based Educational Program* by replacing the current policy with the policy recommended by legal counsel.

Ayes: 6
 Nays: None
 Student Trustee: Aye
 Motion Carried

School Calendar

Parke Price presented information on the process used by the calendar committee to get to the recommendation of a traditional calendar for the 08-09 school year while continuing to research the 4.5 day week calendar for 09-10. Board members requested that the IBN process be used to develop a calendar recommendation as well as educating the community on the 4.5 day week calendar. The board asked Mr. Price to develop a factual memo for parents.

Moved by Daniels, seconded by Leyba, to table the calendar recommendation; to have Mr. Price develop a factual memo to parents; and to initiate the IBN process for the 08-09 school year calendar.

Ayes: 6
 Nays: None
 Student Trustee: Aye
 Motion Carried

Student Success Committee Update

Mr. Cody McLean presented the latest minutes from the Student Success Committee. The committee met last Thursday and is continuing their research of alternative schools. The committee received a letter from a parent whose child is involved in the early graduation program recently implemented at the high school. The school was praised and thanked for their efforts in helping this student graduate. Ms. Cameron and Ms. Lynch reported that the protocol developed for notifying parents of students who are on the warning list is being followed. (See handout)

School Improvement Plans Update

Representatives Ms. Jocelyn Jurovich, the NCA chair at RWE; Ms. Jodie Cameron, Principal at TMS; and Ms. Cindy Toth, NCA chair at the high school, presented the board with the staff development plans, intervention plans, and monitoring plans in order to reach the writing goals that were presented at the previous board meeting. (See handouts)

The staff was commended on their efforts.

Tutor.com

Ms. Jodie Cameron presented the first report from tutor.com. This report was for the first 2 weeks the program was available. She was excited with results. Ms. Tracy Kinnaman has presented information on the program to all classrooms at TMS and most of the classrooms at HS, and has presented to adult college classes. She is making plans to present at RWE. Parents have contacted Ms. Cameron thanking the district and library for offering the program.

BOCHES Representative

Chairman Liz Mahoney appointed Breez Daniels the Fremont County BOCHES representative.

Summer Curriculum Work

Moved by Miller, seconded by Whitt, to authorize 2008 summer curriculum work (up to five days) for certified staff at their daily rate according to their base teacher salary.

Ayes: 6

Nays: None

Student Trustee: Aye

Motion Carried

Staffing Recommendations

Moved by Daniels, seconded by Miller, to accept the resignation of Jacqueline Schwalbe as Lights On site director effective January 25, 2008 and authorize advertising for a replacement. Discussion: Interviews will begin next week. The position is dependent on funding and ability to re-align duties.

Ayes: 6

Nays: None

Student Trustee: Aye

Motion Carried

Moved by Whitt, seconded by Miller, to move Tracy Matthews to full time employment effective March 1, 2008.

Ayes: 6
 Nays: None
 Student Trustee: Aye
 Motion Carried

Moved by Daniels, seconded by Whitt, to terminate employment of Shelia Packer as assistant bookkeeper effective January 30, 2008.

Ayes: 6
 Nays: None
 Student Trustee: Aye
 Motion Carried

Moved by Miller, seconded by Whitt, to employ Rhea Day as full time accounts payable clerk, to be paid Column G, Step 5 or \$13.88 per hour and to employ Mary Ann Weber as the 4 hour per day receptionist, to be paid Column E, Step 1, or \$12.68 per hour.

Ayes: 6
 Nays: None
 Student Trustee: Aye
 Motion Carried

The option of hiring Shannon Shaffer Consulting to handle the GL issues was discussed. A price has not been discussed. Because this will be a short term solution, it will not have to be bid.

OTHER BUSINESS

Board Reports

Board Meetings:

Moved by Daniels, seconded by Whitt to hold a special board meeting on February 27, 2008 at 6:00 p.m. in the board room to discuss administrator contracts.

Ayes: 6
 Nays: None
 Student Trustee: Aye
 Motion Carried

Moved by Whitt, seconded by Miller to change the date of the regular board meeting for March to Tuesday, March 18, 2008 at 7:00 p.m. and to hold a special board meeting on Thursday, March 20, 2008 at 5:00 p.m. in the board room to screen applicants for the superintendent position.

Ayes: 6

Nays: None

Student Trustee: Aye

Motion Carried

Rec. Board: Ms. Bobbi Miller reported that the Rec. District is in the process of setting up a website. They have received several letters requesting funding and have chosen to limit funding of outside programs to \$1,500 per request and will add this to policy. The Rec. District is offering indoor golf at the armory. A special meeting was held to discuss taking over the Lights On! Program, but chose not to pursue.

BOCES: none

Other: The tentative agenda for the board retreat was given to board members. The retreat will start on Friday, March 7 at 4:00 p.m. at Taylor's Red Ranch Retreat. Saturday will begin at 9:00 a.m. The administrators are invited to attend the Friday afternoon session and the Saturday morning session. An outline from the facilitator for Saturday was included. The facilitator is open to comments and modifying the content of the day.

Superintendent's Report

- 1) A few updates were requested from the state to the homeless grant application. These will be completed this week. We received conditional approval for approximately \$31,000 in grant funds for FY08.
- 2) Ms. Lisa Pearce and Ms. Kelly Andreen met with EMS representatives to discuss the second draft of the job descriptions. In April, the final drafts will be brought to the board for approval.
- 3) Ms. Mahoney, Ms. Daniels, and Mr. Whitt are scheduled to attend the Legislative Forum this weekend. Ms. Andreen will try to schedule dinner with the legislators for Sunday evening.

Adjournment 7:50 p.m.

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

Chairman

ATTEST:

Clerk

February 20, 2008