

HOT SPRINGS COUNTY SCHOOL DISTRICT NO. 1

Board of Trustees

Regular Meeting

April 16, 2009

Board Room

7:00 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, Liz Mahoney.

BOARD MEMBERS PRESENT: Liz Mahoney, Belenda Willson, Hub Whitt, Karen Leyba, Clay VanAntwerp, Joe Martinez, Student Trustee Katie Olsen and (ex-officio) Superintendent Marty Kobza

BOARD MEMBERS ABSENT: Dr. Travis Bomengen

OTHERS PRESENT: Administrators Dustin Hunt, Matt Spring, Jodie Cameron, Janet Philp, Lisa Pearce; Kelly Andreen, and approximately 40 visitors.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Moved by Willson, seconded by Martinez to approve the April 16, 2009 board agenda with the following additions:

- Under Old Business Add Item F. Consider for Approval, Awarding of Lucerne Demolition Bid

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

CONSENT AGENDA

Moved by Leyba, seconded by Willson, to approve the consent agenda which includes:

- Approval of the Minutes of the Regular Meeting of March 19, 2009; Minutes of the Executive Session of March 19, 2009; Minutes of the Special Meeting of March 26, 2009; and Minutes of Executive Session of March 26, 2009
- Bills and Financials
- Consider for Approval Staffing Recommendations
 - ✓ Accept the resignation of Ashle Anderson as cheer coach effective 4/1/09

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

DELEGATIONS AND INDIVIDUALS

RT Communications

Becky Dooley and Jim Yule gave a presentation on the video streaming they have been doing for athletic events, including Thermopolis events. The video is available on their website, www.rtcom.tv, for live viewing and downloading. RT Communications would like to partner with the school district to produce home games for football, basketball, and wrestling. They are asking for cooperation from the April 16, 2009

school, coaches and players; access to locations for setup and internet connections; student participation with video camera operation (will be overseen by RT representative, Jim Yule); and providing on-air announcers. RT Communications will provide equipment, editing software, hardware, insurance, producing/editing, provide video stream on web servers to provide event live, and provide a website for dispersal. The local home game productions would be a school district decision. All state and regional events are governed by WHSAA. A written agreement was left for the board to review. (see attached information)

WDE 2008 Fiscal Data Award

Linda Oetken, WDE Finance Reporting Manager presented the 2008 Fiscal Data Award to Lisa Pearce. The award is presented to school districts who have submitted complete, accurate data that conforms to all reporting requirements.

Ms. Oetken handed out information to the board regarding the WDE Strategic Plan for 2009-2014; WDE Memo 2009-ARRA4 regarding the ARRA Title 1 and IDEA Funds and flow chart; and a summary of the recalibration recommendations. Ms. Oetken noted that the funding model guidebook is available on the Wyoming Department of Education website.

WSBA Certificate of Appreciation

A certificate of appreciation from WSBA was presented to Liz Mahoney for acting as the advocacy liaison for Hot Springs County School District No. 1.

Community Recognition

The board would like to recognize Jacky Wright for her work with the school district and in the community. Thanks Jacky!

Visitors/Public Comment

None

Staff Recognition

Pam Kerr was recognized for her hard work and dedication to the school district and students. Thank you Pam!

OLD BUSINESS

Policy IHBG Home Schooling Adoption

Moved by Leyba, seconded by Willson to adopt on 3rd and final reading the revisions to Policy IHBG *Home Schooling*.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

Policy IKF HSCHS Graduation Requirements Adoption

Moved by Whitt, seconded by VanAntwerp to approve on 3rd and final reading the revisions to Policy IKF, *HSCHS Graduation Requirements*.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

Fuel and Dairy Bids

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Moved by VanAntwerp, seconded by Martinez to award the fuel bid to Nielsen Oil Company Inc. as presented in memo dated April 6, 2009 from Lisa Pearce, Business Manager and Phil Miller, Transportation Supervisor; and to award the dairy bid to Meadow Gold Dairy as presented in memo dated April 6, 2009 from Lisa Pearce, Business Manager and Cindy Wallingford, Food Services Supervisor. (see attached memos)

Discussion: Mr. Whitt asked if we should anticipate a price increase. Ms. Pearce noted that each contract has an escalation clause that covers any increases in the market. Ms. Leyba asked if the food service discussion later in the meeting would have any bearing on this decision. Ms. Pearce stated that should the board decide to out-source the food service program, we would not proceed with a contract with Meadow Gold.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

Voiding Outstanding Checks

The following checks will be voided per the April 6, 2009 memo from Lisa Pearce. (see attached memo)

6/21/2007	Riley Skelton	\$15.05
12/20/2007	Pizza Hut – Worland	\$34.00
3/18/2008	Holiday Inn Express – Douglas	\$292.00

Food Service Discussion

Supt. Kobza gave a short history of how this study came about. During the IBN meetings in May 2008, it was identified by staff that the district was supplementing the food service program \$100,000. At that time a committee was formed to study the options available for cost savings to the program that could be used for salaries in the future. The committee was comprised of Cindy Wallingford, Dolly Daniels, Marty Kobza, Lisa Pearce, Hub Whitt and Liz Mahoney. Joe Martinez was added to the committee this spring.

The committee met last fall. From this meeting, a third party audit was requested. Katie Mordhorst who previously worked with the State of Wyoming food program, performed an audit and identified changes for efficiency in our current program. The committee wanted to make sure they had all the information available to make an informed recommendation. At that time, it was requested that the board approve submission of an RFP. One bid was received from this process. The committee met this afternoon to review options, compare pros and cons for each and come to a recommendation for the board.

Mr. VanAntwerp noted his possible conflict of interest. After reading the board policy, Mr. VanAntwerp does not feel he has a conflict of interest and plans to weigh in on this discussion. Supt. Kobza stated he had been in contact with our legal counsel regarding this issue. Legal counsel felt this was a conflict of interest. Ms. Leyba felt this is a direct conflict and may put Mr. VanAntwerp in a bad position. Mr. Martinez stated he plans to abstain from the vote due to a possible conflict with his job. He felt that Mr. VanAntwerp was clearly aware of consequences and should be allowed to participate. Ms. Willson did not have a problem hearing Mr. VanAntwerp's opinions, however, felt that voting on the issue would be a conflict of interest. Mr. Whitt noted that he agreed with Ms. Willson, he would not have a problem hearing Mr. VanAntwerp's opinions, however he should not vote on the issue. Per legal counsel, the choice is ultimately Mr. VanAntwerp's at this time knowing that there may be future recourse. The consensus is to move forward with the discussion.

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Moved by Whitt, seconded by VanAntwerp to reject the bid from Lunchtime Solutions for a food service program; to approve keeping the food service program in-house and require implementation of the recommendations from Kathleen Mordhorst in the audit dated December 16, 2008. The board directs the administration to report back to the board with changes to be made for the 2009-2010 fiscal year and estimated cost savings of those changes.

Discussion: Ms. Leyba requested more information regarding the committee discussion. Mr. Whitt stated that the changes from Kathleen Mordhorst were reviewed along with thoughts on cost saving. It was felt if these changes were implemented, there would be a cost savings seen over the course of a few years. Supt. Kobza noted there were questions regarding the sustainability of cost savings with the contract. Historically, this company has proven to be able to continue cost savings. However, there is no written guarantee. If the program is kept in-house, the district would have the ability to control costs. Ms. Pearce noted the entire configuration of the program has been reviewed to see exactly where the dollars are allocated and how they can be adjusted to be more efficient. Mr. Whitt called two other districts that used Lunchtime Solutions. One district had only good things to say about the company. The other district got rid of the program after 6 months. Ms. Mahoney noted that the board can expect a written plan with black and white numbers and anticipated cost savings over the next couple of years. Ms. Willson asked if the dietary concerns noted in the audit have been addressed. Per Ms. Pearce and Supt. Kobza, these are being addressed. There is an availability of fruits and vegetables for students daily.

Ayes 5 (Joe Martinez abstained due to a conflict of interest)

Nays None

Student Trustee - Aye

Motion Carried

Lucerne Demo Bid

Moved by Martinez, seconded by Willson to award the bid for the Lucerne school property demolition to Canyon Concrete Sand & Gravel in the amount of \$40,845.00.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

NEW BUSINESS

Preliminary Budget

Lisa Pearce gave a presentation of the preliminary budget. This is only preliminary as the final numbers will not be available until the end of June. Using the funding model the state uses, the ADM figure for the 09-10 school year is approximately 647. The legislature included a 3.7% external cost adjustment to non-staffing funding. Using the preliminary numbers we are estimating an increase in funding of approximately \$178,000 from last year. (see handout)

Mr. Martinez asked if pre-school students would count towards ADM. The block grant is for K-12 funding only. Pre-school numbers would not count towards this funding source. Ms. Willson asked if the FTE we have are close to the state recommendations. Ms. Pearce noted that this is a block grant and the FTE recommendations are not requirements, but the district is close to the recommendations. The state allows local discretion, but we do have an accountability factor. Mr. Martinez asked for a clarification on Voc. Ed. These are numbers derived regarding approved vocational classes. Ms. Willson asked about the funding for instructional facilitators. The funding source for IF's is an off-the-model source. Food service and title programs are also funded through off-the-model sources. Mr. Martinez

asked about the funding for the data entry position being advertised. A portion of that position will be funded through federal grants and general funds.

Moved by VanAntwerp, seconded by Leyba to approve the preliminary budget as presented.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

SRO Cops Grant

Supt. Kobza presented information on a Cops grant that the sheriff's department is submitting. The grant would allow the sheriff's department to fully fund an SRO for 3 years with the 4th year being split between the district and the sheriff's office. An SRO in the district would give the opportunity for additional programs such as anti-bullying. Chief Deputy Dave Larson will be submitting two separate grants. The implementation date for programs is August 1. The sheriff's department and the district would be able to set the hours of the position and program objectives. The district would be part of the selection process of the SRO. Mr. Martinez wanted to make sure that whoever was hired for this position was aware that the length of the employment is dependent on grant funding.

Brad Basse, County Commissioner, noted that the county commissioners authorized the application of the grant subject to approval from school board. He also noted that the grant only pays for salary and not equipment or vehicle costs.

Moved by VanAntwerp, seconded by Willson to proceed with the application process of the grants.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

Policy Review, Sections A and B

Policy Sections A and B were reviewed by the board members.

- Supt. Kobza wanted to remind the board that per Policy BAA, in October each year the board is to do a self-evaluation.
- There has been previous discussion regarding the ability to vote or be present at board meetings by phone. The board requested that sample policies from WSBA and our legal counsel allowing this be brought to the May board meeting. It was requested to combine Policies BBAA, BEDF and BEDC.
- In regards to Policy AC-R, it is noted there is a complaint procedure form available, but no form is attached to the policy.
- It was requested that Policy BEDB-E Agenda Format be changed to reflect the use of consent agenda and be brought to the board for 1st reading in May.
- Ms. Leyba asked for verification that the non-discrimination policy is published annually and is in the handbooks. We will research the publishing and it was verified that it is in the handbooks

Executive Session 8:43 p.m.

Moved by Martinez, seconded by Leyba, to go into executive session to discuss a student matter and salaries and benefits.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

Adjourn out of Executive Session 11:11 p.m.

Moved by Leyba, seconded by VanAntwerp, to adjourn out of executive session.

Ayes 6

Nays None

Motion Carried

OTHER BUSINESS**Board Reports**

Rec. Board: Mr. VanAntwerp reported the Rec. District is still working on the recreation center and narrowing down possible locations.

BOCES: Ms. Leyba reported that enrollment is up 3 students. If you have any surplus, remember BOCES. BOCES is currently reviewing salaries and benefits.

BOCHES: none

Other: Board retreat: The board retreat will be held in Casper with Steve Joel facilitating. Kelly will make the reservations.

Superintendent's Report

1) Supt. Kobza reported that more research revealed that 5 kindergarten students did not participate in a local pre-school last year. At this time, the funds are not available to run a full-fledged pre-school. The district is reviewing other options, such as curriculum support to local pre-schools, parental resource center, and visit with pre-school and daycare providers to see what we can offer to help them. Vocational classes will be brought to the board in May. If a committee is needed, it will be formed in May.

2) Supt. Kobza received notice that the Wyoming Department of Education accepted the grade reconfiguration for Ralph Witters and Thermopolis Middle School.

3) Supt. Kobza took a moment to acknowledge Pat Wahler who recently passed away. She had been a para-professional for the school district for almost 30 years. A leaf will be purchased in her memory.

Adjournment 11:25 p.m.

There being no further business to come before the Board, Chairman Mahoney adjourned this meeting.

Chairman

ATTEST:

Clerk

April 16, 2009