

HOT SPRINGS COUNTY SCHOOL DISTRICT NO. 1
Board of Trustees
Regular Meeting
August 20, 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, Hub Whitt, Karen Leyba, Clay VanAntwerp, Dr. Travis Bomengen, Joe Martinez and (ex-officio) Superintendent Marty Kobza

BOARD MEMBERS ABSENT: Belenda Willson

OTHERS PRESENT: Administrators Dustin Hunt, Matt Spring, Deborah Brown, Al McClelland, Janet Philp, Lisa Pearce; Kelly Andreen, and approximately 9 visitors.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Moved by Whitt, seconded by VanAntwerp to approve the August 20, 2009 board agenda with the following additions:

Under Consent Agenda, Staffing Recommendations Add:

- Employ Lisa Music as meeting coordinator/office assistant
- Employ Sheri Hausner as a paraprofessional
- Employ Necole Rush as a paraprofessional
- Employ Jenny Chamberlain as Cheerleading Advisor for 2009-2010.
- Employ Lisa Pearce as Concessions Director for 2009-2010

Under VI. New Business Add:

A. Item G: Consider Request of extension of timeline for Lucerne demolition project

Under VII. Other Business, Item A Board 7 Committee Reports Add:

B. WSBA Board of Directors Request

Under VII. Other Business, Item B Supt. Report Add:

C. Grant Awards

Ayes 5

Nays None

Motion Carried

CONSENT AGENDA

Mr. Whitt requested the staffing recommendations be pulled for discussion.

Mr. Martinez requested the bills and financials be pulled for discussion.

Moved by Whitt, seconded by Martinez, to approve the consent agenda, with the exception of the staffing recommendations and bills and financials, which includes:

- Approval of Minutes of the Regular Meeting of July 15, 2009 and Minutes of Executive Session of July 15, 2009

Ayes 5

Nays None

Motion Carried

Discussion: Mr. Whitt asked for clarification on the FFA Assistant position. The position was requested by the FFA Sponsor to assist with the local fair, state fair and other events. The position is similar to an assistant coach. The concessions director was a new position last year.

Moved by VanAntwerp, seconded by Bomengen to approve all staffing recommendations as listed:

- Employ William Ricketts as Special Education/Alternative School Teacher for the 09-10 school year.
- Employ Lauri Olsen as the FFA Assistant for the 09-10 school year
- Employ Keefe Rice as the part-time (1 hour per day) vocational teacher at the middle school for the 09-10 school year
- Accept the resignation of King Moore effective August 5, 2009
- Employ Lisa Music as meeting coordinator/office assistant
- Employ Sheri Hausner as a paraprofessional
- Employ Necole Rush as a paraprofessional
- Employ Jenny Chamberlain as Cheerleading Advisor for 2009-2010.
- Employ Lisa Pearce as Concessions Director for 2009-2010

Ayes 5

Nays None

Motion Carried

Discussion: Mr. Martinez stated he will abstain on Invoice # 071509 to Wyo Dept of Agriculture in the amount of \$50.00 due to conflict of interest.

Moved by Whitt, seconded by Bomengen to approve the bills and financials as presented.

Ayes 4 (Martinez abstained due to conflict of interest)

Nays None

Motion Carried

DELEGATIONS AND INDIVIDUALS

Visitors/Public Comment

None

OLD BUSINESS

Policy Adoptions

Moved by Martinez, seconded by VanAntwerp to adopt on 3rd and Final Reading revisions to:

1. *Policy EFA Cafeteria Policy*
2. *Policy JRA Student Records*
3. *Policy EBCE-R Emergency Plan & Closing Procedure*

Ayes 5

Nays None

Motion Carried

Policy EAAF Special Use of School Buses; Policy EFI Food Service Records & Reports; Policy EDC-R Student Sign Out of Retired Computers

Moved by VanAntwerp, seconded by Whitt to approve the 2nd Reading of revisions to *Policy EAAF Special Use of School Buses; Policy EFI Food Service Records & Reports; and Policy EDC-R Student Sign Out of Retired Computers.*

Ayes 5

Nays None

Motion Carried

Sports Training Contract with Gottsche Rehabilitation Center

August 20, 2009

Moved by VanAntwerp, seconded by Martinez to approve the contract with Gottsche Rehabilitation Center in the amount of \$6000.00 to offer sports training services for the 2009-2010 school year.

Ayes 5

Nays None

Motion Carried

Technology/Math Curriculums

Supt. Kobza, as CCC representative, presented the technology and math curriculums from the Curriculum Coordinating Council (CCC). The Subject Area Committees (SAC) have been meeting to develop the curriculums presented. The curriculums were then reviewed by the CCC and approved for board recommendation. Supt. Kobza praised the SAC members for their hard work. The reaction from the remaining staff has been positive. He felt the technology curriculum was groundbreaking. An additional item not included in the curriculum that the CCC requested was to require 3 math classes at the high school level. This change will affect approximately 6 students. The committee felt the district needed to raise the bar of expectations. It was noted that this requirement would have an affect on the number of electives students could take over the course of their high school career.

Moved by Whitt, seconded by Martinez to approve the technology curriculum and math curriculum as presented. (see attached)

Ayes 5

Nays None

Motion Carried

After discussion of whether the math requirement recommendation should be consecutive or 3 out 4 years, it was requested that this item be sent back to the CCC for clarification and a clear recommendation be brought to the September board meeting.

Karen Leyba arrived at 7:26 p.m.

Disclosure Law 6-5-118

Wyoming Statute requires that board members and administrators responsible for investment of funds disclose their affiliation with District depositories:

The following board members and administrators disclosed their affiliation with the District's depositories as follows:

Karen Leyba: checking, savings and loan at Pinnacle Bank

Budget

Options were offered on how to help members feel more informed regarding the budget. The first option would be to hold quarterly meetings to discuss where the district is in the budget cycle. The second option would be to have a board member liaison for the budget. The quarterly meeting would require more time commitment on board members. It was noted that even with implementing either of these options, the completed budget would still not be available to board members any earlier as the Wyoming Department of Education does not release the funding information until approximately 5 days prior to the budget hearing. The board members in attendance did not see a need for quarterly meetings. However, if Ms. Willson would like to be the liaison, they would agree to that set up. Chairman Mahoney will visit with Ms. Willson.

NEW BUSINESS

Policy Review, Section G, Professional (Policies GCC through GCR)

Policy Section G, Professional (Policies GCC through GCR) was reviewed by the board members.

Supt. Kobza requested that this time be set aside for board members to suggest revisions to the policies they have reviewed. Any suggestions will be reviewed by legal counsel and brought to the board at a later date for approval.

- Members requested the validity of staff endorsing any compensation received for jury duty to the school district. Supt. Kobza will verify with legal counsel.
- Members requested Policy GCCAD Military leave be reviewed by legal counsel for compliance with federal law.
- There was discussion regarding Policy GCCA Staff Leaves and Absences, Section H, Personal Leave. Professional staff members earn 3 days per year of personal leave. If they choose to take the 3rd day of personal leave, they are required to reimburse the district a pre-determined amount (currently the substitute rate) for that day.
- Supt. Kobza reminded board members that the administrative team will be updating the evaluation system over the next year.
- Update Policy GCCAR, item 1 under Guidelines to read “five days a week” instead of “give days a week”.
- Supt. Kobza recommended the board remove *Policy GCF-E/GDE-E Recruitment and Hiring Form*.
- Supt. Kobza recommended adding a preliminary background check requirement to the hiring policy.
- Supt. Kobza reported that the district is holding a substitute training on Friday. Research shows that students are taught by substitutes for one year of the entire K-12 career.
- Members requested that in *Policy GCFR Professional Staff Hiring*, under Recommended Interview Guidelines, it be changed to read that board members will only participate in interviews held for the superintendent and administrative positions.

Part-time Student Status Request

Moved Bomengen, seconded by Leyba to grant part-time student status to the high school home school student making the request.

Ayes 5

Nays None

Motion Carried

School Resource Officer

Sheriff Lou Falgoust and Deputy Dave Larson were in attendance to discuss the 4-year grant received by the sheriff's department for an additional deputy. The sheriff's department would like to use the position as a school resource officer. The grant will pay for the position for the first 3 years, with the school district paying for 70% of the salary and benefits for the 4th year (approximately \$40,000). Supt. Kobza has visited with the Wyoming Dept. of Education about the school district supplying a vehicle for the position. They will not allow the district to supply a vehicle with the transportation reimbursement rules. The position is employed by Hot Springs County and they would provide the benefits. The role of the SRO will be expanded to include a pro-active, educational approach for students. This may include anti-bullying programs and help provide supervision at activities if on a flexible schedule. The person hired will attend a training specific to school resource officers. The interview process will include Supt. Kobza and one principal as well as members from the sheriff's department. This is an opportunity for the district to develop the program specifically for the district. Ms. Pearce noted she was not aware of any escrow or savings programs that could be utilized to prepare for the payment due for the 4th year the position is in place.

Moved by Whitt, seconded by Martinez to approve an SRO position and agreement with Hot Springs County. Discussion: There is a proven benefit for an SRO to be in place. The key is to have the right person

with the ability to work with kids, be positive, and someone the students feel comfortable with. The SRO is a valuable resource for students and staff. There has been discussion for funding of SRO's at the state level. The county commissioners are very supportive of this program. It will be a good tie-in for the juvenile justice program.

Ayes 6
Nays None
Motion Carried

Policy IHCD Advanced Placement Courses

Moved by VanAntwerp, seconded by Bomengen to approve the 1st reading of *Policy IHCD Advanced Placement Courses*. Discussion: Supt. Kobza clarified that this policy does not change our practice, but updates our policy to be in compliance with state statutes.

Ayes 6
Nays None
Motion Carried

Policy BHC-E1/CCB-E1 Chain of Command and Policy BHC-E2 Athletic Chain of Command

Moved by Leyba, seconded by Whitt to approve the 1st Reading of revisions to *Policy BHC-E1/CCB-E1 Chain of Command* and *Policy BHC-E2 Athletic Chain of Command*.

Ayes 6
Nays None
Motion Carried

Job Descriptions

Moved by VanAntwerp, seconded by Leyba to approve the job descriptions with the requested changes to the Food Service Director for:

1. SEEK/Writing Teacher (new)
2. Special Services/Alternative Program Director (new)
3. Sponsor-Extra Duty (new)
4. Curriculum Director (revised)
5. Food Service Director (revised)
6. Middle School Principal (revised)

(Changes: Change 1st essential item to "ensuring maintenance" and combine the 4th and 8th essential items to read "monitor inspection of")

Ayes 6
Nays None
Motion Carried

Lucerne Demolition Project

A letter was submitted by the contractor requesting an additional month citing a temporary man power problem to complete the project. There was some concern about allowing this extension. It was felt that the completion date is stated clearly in the agreement and should be upheld along with the penalty clause. It was noted that the extension will not affect students or reimbursement.

Moved by Bomengen, seconded by VanAntwerp to allow the one month timeline extension requested by Canyon Concrete Sand & Gravel for the Lucerne Demolition project.

Ayes 5
Nays 1 (Whitt)
Motion Carried

OTHER BUSINESS

Board Reports

Rec. Board: Mr. VanAntwerp reported the Rec. District is in the community education phase of the feasibility study.

BOCES: Ms. Leyba reported student enrollment is at 15 students. BOCES has been completing summer maintenance and have purchased a walk-in cooler.

BOCHES: none

Other:

WSBA is considering increasing the size of their board of directors from 16 to 20. The reason for the change is to enhance the communications between member districts and between member districts and the association. WSBA is asking for input from their member districts.

Moved by VanAntwerp, seconded by Leyba to support the increase of Board of Directors for WSBA from 16 to 20.

Ayes 6

Nays None

Motion Carried

Goals Update: no report

HSCSD#1 Goals

Moved by Whitt, seconded by Bomengen to accept the goals developed by the board of trustees and academic team during the June 2009 board retreat.

Ayes 6

Nays None

Motion Carried

HSCSD#1 Operating Procedures

Approval of the operating procedures was discussed. It was noted that the board retreat held in June was great and a lot of hard work went into developing these procedures. At that time, the entire board was behind them. It was felt that if the board waited to approve the procedures, they would lose their effectiveness. Ms. Willson had verbalized to board members that her absence was not an issue in approving the procedures. Mr. VanAntwerp requested that the board hold off on approving the procedures in light of issues that are happening. There are policies on the books that are currently not enforced and didn't want to add something else. Chairman Mahoney stated that these procedures will help to address and help the board become more accountable for the issues Mr. VanAntwerp is speaking of. It was felt that the goals and procedures go hand in hand, that the procedures are how the board will attain the goals.

Moved by Lebya, seconded by Bomengen to approve the Hot Springs County School District #1 Board of Trustees Operating Procedures. Discussion: Mr. Whitt noted that one of the items in the operating procedures is that board members will attend all school board meetings and not all members were present tonight. It was noted that this is what members will work on attaining.

Ayes 6

Nays None

Motion Carried

Superintendent's Report

1) Supt. Kobza reported the district has received PAWS scores for last year. The scores are not where the district would have liked. The district has learned what areas need more focus. The district did see improvement in other assessments given last year. A comprehensive presentation is being put together for September to include any weaknesses and interventions that will be initiated.

2) Dr. Bomengen complimented Supt. Kobza on his presentation from Wednesday. The presentation centered on the legacy staff members leave with students. The theme for the year is Legacy of Success, opening up doors and opportunities for students to succeed.

3) Supt. Kobza reported the district received two grant awards. Ms. Philp stated the district received two Wyoming Trust Fund Grant Awards. The first grant was submitted by Breez Daniels for "Digital Educator Leadership Team". Teachers will apply to become a digital educator. They agree to receive additional training, to become peer leaders, and train staff in the district. A total of 9 digital educators can be funded under this grant. The "Innovation in Curriculum Development" is a partnership with the University of Wyoming and will offer additional training for our staff.

District Initiatives

Supt. Kobza presented information on Professional Learning Communities (PLC). Supt. Kobza visited all three buildings today to discuss collaboration and the part PLC's play. The basis for PLC's are four basic questions: 1) What do we want kids to know, 2) How do we know if they know it, 3) What do we do if they don't, 4) What do we do if they do? The first question is answered through the CLI process that is currently taking place within the district. The second question is answered through common assessments through CLI, PAWS, MAPS and standards assessments (BOE's). The third question is answered with the SIT and RTI processes, also known as a pyramid of interventions. We have staff working to put together a data warehouse for teachers to obtain assessment data on students. To answer the fourth question, we have implemented the SEEK program and leveled groupings for reading and math. It is expected that this collaboration time will be a formal process. Supt. Kobza discussed the expectations with staff including structured time, norms, agendas, topics to be covered and peer exchange.

Adjournment 9:14 p.m.

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

Chairman

ATTEST:

Clerk