

HOT SPRINGS COUNTY SCHOOL DISTRICT NO. 1  
 Board of Trustees  
 Regular Meeting  
 May 20, 2010  
 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 Vice-Chairman Leyba.

BOARD MEMBERS PRESENT: Clay VanAntwerp, Dr. Travis Bomengen, Belenda Willson, Joe Martinez, Hub Whitt, Karen Leyba, Student Trustee Tamarah Byer and (ex-officio) Superintendent Marty Kobza

BOARD MEMBERS ABSENT: Liz Mahoney

OTHERS PRESENT: Administrators Dustin Hunt, Matt Spring, Deb Brown, Al McClelland, Lisa Pearce; Kelly Andreen, and approximately 8 visitors.

**PLEDGE OF ALLEGIANCE**

Vice-Chairman Leyba called the meeting to order and led the pledge of allegiance.

**APPROVAL OF AGENDA**

Moved by Whitt, seconded by Bomengen to approve the May 20, 2010 board agenda with the following additions:

**Under Consent Agenda, Staffing Recommendations Add:**

- Approve a 40 day extended contract for Britton Van Heule
- Employ Ellen Henke as custodian effective 6/1/10
- Employ Mallory Nelson as 9<sup>th</sup> grade girls basketball coach for 2010-2011

Ayes 6

Nays None

Student Trustee Aye

Motion Carried

**CONSENT AGENDA**

Mr. VanAntwerp requested that item O under staffing recommendations, accept resignation notice from Kevin Simpson as elementary teacher effective the end of the 2009-2010 contract, be pulled for discussion. This will be discussed in executive session.

Moved by Willson, seconded by Bomengen to approve the consent agenda, with the exception of accept resignation notice from Kevin Simpson as elementary teacher effective at the end of the 2009-2010 contract, which includes:

- A. Approval of the Minutes of the Regular Meeting of April 22, 2010 and the Executive Session Minutes of April 22, 2010
- B. Bills and Financials
- C. Consider for Approval Staffing Recommendations
  - a. Employ Anna Goor as elementary teacher for 2010-2011 school year
  - b. Employ Nichole Koerwitz as elementary teacher for 2010-2011 school year
  - c. Employ Amy Ready as early childhood resource coordinator for 2010-2011
  - d. Employ Dana White as elementary teacher for 2010-2011 school year
  - e. Employ Mallory Nelson as journalism/English teacher for the 2010-2011 school year

- f. Employ Sallie Robinson as family & consumer science teacher for the 2010-2011 school year
- g. Employ Lorraine Carver as summer help for bus barn starting May 28, 2010
- h. Employ Tanner Cornwell as summer help with grounds starting May 28, 2010
- i. Employ Lisa Pearce as Concessions Director for 2010-2011
- j. Coaching Recommendations (see attached list)
- k. Accept retirement notice from Jay Sanford as custodian effective July 1, 2010
- l. Accept retirement notice from M. Colleen Rhodes as bus driver effective May 29, 2010
- m. Accept resignation notice from Judith Young as bus driver effective May 27, 2010
- n. Accept resignation notice from Angela Bice as secondary science teacher effective the end of the 2009-2010 contract.
- o. Approve a 40 day extended contract for Britton Van Heule
- p. Employ Ellen Henke as custodian effective 6/1/10
- q. Employ Mallory Nelson as 9<sup>th</sup> grade girls basketball coach for 2010-2011

Ayes 6 (Martinez abstained on invoice #20100302-00001 paid to Joe Martinez in the amount of \$182.35; Leyba abstained on invoice #134347 in the amount of \$30.99, invoice #134630 in the amount of \$50.00, and invoice #135297 in the amount of \$35.99 all paid to Subway)

Nays None

Student Trustee Aye

Motion Carried

## **DELEGATIONS AND INDIVIDUALS**

### **Visitors/Public Comment**

None

### **Update from Student Trustee**

Ms. Byer reported that seniors are preparing for graduation this weekend. Student council has held officer elections. Bridger Lewis will be the student council president for 2010-2011. She thanked the board for the opportunity to sit on the board and enjoyed the time.

### **Student Recognition**

Vice-Chairman Leyba thanked Ms. Byer for her time. The board values the input from the student trustee and would like to see the position continue to grow. A graduation gift was given to Ms. Byer.

The board recognized the high school band and choir for their Superior performances during The Northern Big Horn District Music Festival. It was noted that every performance from HSCHS received a superior rating. Principal Hunt thanked Mr. Olsen for doing an excellent job organizing and holding the festival in the school district this year.

### **Staff Recognition**

Jennifer Graham was recognized as the May Teacher of the Month. Principal Spring noted the nominations stated that Ms. Graham has a true passion for teaching not always seen in a first year teacher and she spends countless hours preparing and keeping the students engaged.

## **OLD BUSINESS**

### **Publishing Board Minutes**

Minutes from the board meetings have been published in the newspaper the last few months. The cost has been \$650 - \$700 per month. The members discussed other options available such as:

- Advertising specifically where the minutes are available on the website
- Publish as an insert in the newspaper
- Post on Channel 27

These options will be researched and costs of the options will be brought back to the board for discussion.

## **NEW BUSINESS**

### **10-11 Handbooks**

The proposed changes to the handbooks were reviewed.

Principal Hunt noted he is researching recommended changes to the drug/alcohol/tobacco policy in the athletic handbook. He is working with several groups to revise this section which will be brought for approval in the future.

Principal Brown noted the elementary handbook does not have many changes. One additional change will be allowing students to bring skateboards to school. They must carry them in to the building and keep them in the classroom, locker or front office. Vice-Chairman Leyba thanked Ms. Brown for the change to the staff parking and being able to find a parking place in front of the building is appreciated.

Principal Spring noted the middle school handbook is being brought in line with the high school handbook. Changes include the attendance policy; revising requirements for consecutive absences; students will not be able to participate in activities on days when receiving AO/detention; and a modification to the point system regarding cell phone issues.

Principal Hunt discussed the changes being recommended for the high school handbook. The changes include changes to the graduation requirements; changes to the community service requirement; and aligning the dress code with the middle school (these recommendations have been reviewed with the high school site council).

Ms. Willson requested that the graduation requirements be brought to the board for policy changes prior to putting them in the handbook. Other members were comfortable with including the requirements in the handbook and having the policies brought to the board in the future.

Mr. VanAntwerp requested additional information on how the eligibility for the extra lunch period for next year will work. Students are eligible on a weekly basis and will base it on the ineligibility list.

Principal Hunt requested information on how the board feels about asking students to perform community service on their own time. The school will provide a form for proof of completion. Members would like to see that community service would not take away from instructional time. Principal Hunt noted the school will offer assistance to finding community service for students who may not have contacts.

The athletic handbook is requesting approval to remove items that were no longer applicable or were redundant to WHSAA rules.

Moved by Martinez, seconded by VanAntwerp to approve the elementary, middle school, high school, athletic and transportation handbooks as presented. Discussion: Ms. Willson noted she is not comfortable approving the graduation requirements in a handbook prior to changes to policy being presented three times for review. Dr. Bomengen suggested adding “pending board approval” in the handbook. This would allow the handbooks to be printed while the board is reviewing the policy changes. If the graduation requirements are not approved, an addendum can be given to students to include in their handbook.

Motion amended by Martinez, seconded by VanAntwerp to approve the elementary, middle school, high school, athletic and transportation handbooks as presented with the addition of “pending board approval” in the high school handbook in connection with the graduation requirements

Ayes 6

Nays None

Student Trustee Aye

Motion Carried

Dr. Bomengen requested additional information on the research being done for the substance abuse section of the athletic handbook. Principal Hunt noted he would like to have legal guidance on changes being requested. They have reviewed other districts handbooks and have seen from zero tolerance to very lenient. The site council is involved in this research. Dr. Bomengen requested that this section be brought for board approval prior to the fall activity season starts.

### **Evaluation System Representatives**

Supt. Kobza reported the Wyoming Department of Education is mandating changes to the certified evaluation system. The changes must be adopted by the board of trustees and approved by WDE by May 2011. WDE has given two evaluation models that currently fit their standards. One is the McRel model. A webinar for teacher representatives to review the McRel model has been scheduled for Monday, May 24 at 9:00 a.m. Supt. Kobza is also attending a workshop presented by WDE to review the requirements being initiated. Supt. Kobza is requesting board representatives to be a part of reviewing the evaluation system. A separate webinar can be scheduled if board members will be unable to attend. Vice-Chairman Leyba appointed the following board members to sit on the committee to review the evaluation system: Liz Mahoney, Hub Whitt, and Karen Leyba.

### **Goals Update**

Supt. Kobza showed a video that will be shown to the joint education committee as validation of the need for instructional facilitators during recalibration. The program highlighted how our instructional facilitators are being used at the high school and the use of technology. Supt. Kobza and Lisa Pearce sit on a sub-committee for staff development and instructional facilitators as part of the recalibration model.

### **OT Position**

Supt. Kobza reported that the district has been contracting for occupational therapy services. The therapist is not always available for parent meetings due to the contracted services. The special services department would like to have a full-time occupational therapist employed by the district. Principal Brown stated she felt having an occupational therapist available within the district would allow the district to service students quicker and more efficiently. Ms. Pearce noted salary with benefits may be more than the contracted price, but the position would be available for more hours. She noted as long as the position can be tied to IEP's, it will be reimbursable under special services.

Moved by VanAntwerp, seconded by Bomengen to advertise for an occupational therapist.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

**PT Services**

Moved by Bomengen, seconded by Martinez to advertise for bids for physical therapy services for 2010-2011.

Ayes 6

Nays None

Student Trustee - Aye

Motion Carried

**Executive Session 8:15 p.m.**

Moved by Whitt, seconded by VanAntwerp, to go into executive session to discuss Personnel and Salary & Benefits.

Ayes 6

Nays None

Student Trustee Aye

Motion Carried

**Adjourn out of Executive Session 9:07 p.m.**

Moved by Willson, seconded by Whitt, to adjourn out of executive session.

Ayes 6

Nays None

Motion Carried

**Staffing Recommendation**

Moved by VanAntwerp, seconded by Willson to accept resignation of Kevin Simpson as elementary teacher effective the end of the 2009-2010 contract.

Ayes 6

Nays None

Motion Carried

**2010-2011 Salary and Benefits Ratification**

Moved by Bomengen, seconded by Martinez to approve the salary and benefits for 2010-2011 for administrators and supervisors as listed:

**Principals/Special Services Director:**

- Increase district contributions for health insurance to \$530 for single and \$1030 for family
- Allow steps and lanes (2 steps for those currently in 2<sup>nd</sup> year or longer)
- District will cover the employee increase for Wyoming Retirement (1.43%)
- Increase base salary by \$250
- Allow \$1500 defined benefit

Business Manager/Curriculum Director/Supervisors:

- Increase district contributions for health insurance to \$530 for single and \$1030 for family
- Allow steps and lanes (2 steps for those currently in 2<sup>nd</sup> year or longer)
- District will cover the employee increase for Wyoming Retirement (1.43%)
- Increase base salary by \$250

Ayes 6

Nays None

Motion Carried

Moved by Willson, seconded by Whitt to increase the extra-duty salaries based on the teacher base salary of \$41,000.

Ayes 6

Nays None

Motion Carried

**Superintendent Salary**

Moved by Bomengen, seconded by VanAntwerp to maximize the contribution to an HSA, contribute 4% to a 403B and other benefit packages in the amount of \$2400 in addition to the salary of \$125,000 for the superintendent's salary for 2010-2011.

Ayes 6

Nays None

Motion Carried

**OTHER BUSINESS****Board Reports**

Rec. Board: Dr. Bomengen reported the Rec. District presented their budget for 3<sup>rd</sup> and final passing. The budget will be presented to the school district next month for approval. Adult basketball is completed. Baseball and softball leagues are starting. Changes are being made to Whitt field so it can be used for softball events.

NW BOCES: Ms. Leyba reported they also are working on budgets. Enrollment is at 14 students. Their last meeting was held in the commons and members toured the living facilities. She noted they have done a good job of making them feel like a home rather than an institution.

Fremont County BOCES: Mr. Martinez reported the state board will be meeting in Riverton on June 15 and 16. They are offering many workshops throughout the summer. The classes that will be offered at the high school include CNA, fire science, energy exploration, and pro-start. Mr. Martinez brought the plans for the job corp. facility that will be built in Riverton should anyone want to review.

CWC BOCHES: Ms. Willson reported the next meeting will be held in Riverton on June 30.

CCC: Supt. Kobza noted the group continues to work on the math and wellness curriculum process.

Goals Update: Supt. Kobza updated the board of trustees on the status of Goal #3 To recruit, develop and retain high quality professionals. While there is not a lot of data available, the administrators spent the spring recruiting. Teacher fairs in Wyoming, Colorado, Montana, Iowa, South Dakota, and Nebraska were attended. The district received multiple applications for all positions, including 99 for the elementary positions. At this time, the district still needs to fill the science and special education positions. The administrators are reviewing an exit survey. The final survey will be sent to board members for review.

**Superintendent's Report**

Supt. Kobza noted recalibration was discussed during the goals report earlier in the board meeting.

**District Initiatives**

This was covered under the goals update from Supt. Kobza.

**Adjournment 9:17 p.m.**

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

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Chairman

ATTEST:

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Clerk