

HOT SPRINGS COUNTY SCHOOL DISTRICT NO. 1

Board of Trustees
 Regular Meeting
 August 26, 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 Chairman, Liz Mahoney.

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

BOARD MEMBERS ABSENT: none

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

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Moved by Martinez, seconded by Whitt to approve the August 26, 2010 board agenda with the following additions:

Under Consent Agenda, Staffing Recommendations Add:

- Employ Matt Pollard as the Lights On Facilitator for the middle school
- Employ Sherry Hausner as the Lights On Assistant for middle school
- Employ Nancy Scovil as the Lights On Assistant for RWE
- Employ JoEllen Tillack as the Lights On Assistant for RWE
- Employ Madyson Dreiling as the Lights On Assistant for RWE
- Employ Bobbi Kannapel as the Lights On Assistant for RWE
- Employ Breez Daniels as the FFA Assistant for 2010-2011
- Accept the resignation of Phyllis Crandall as paraprofessional
- Accept the resignation notice from Necole Rush as paraprofessional effective September 24, 2010
- Change cheerleading stipend to per season stipend rather than the entire year. (This year the sponsor will be the same for both seasons, fall and winter)

Ayes 6

Nays None

Motion Carried

CONSENT AGENDA

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

- A. Approval of the Minutes of the Regular Meeting of July 21, 2010 and Minutes of Executive Session of July 21, 2010
- B. Bills and Financials
- C. Approve the following Staffing Recommendations:
 1. Accept the resignation of Malinda Byrd as paraprofessional
 2. Accept the retirement notice of Carol Hunter as paraprofessional
 3. Employ Rhonda Stryker as the family & consumer science teacher for 2010-2011
 4. Employ Jamie Hart as high school guidance assistant effective August 18, 2010
 5. Employ Heidi Thurgood as a para-professional
 6. Employ Shandra Wells as a para-professional
 7. Employ Bobbi Kannapel as a para-professional
 8. Employ Cathy Dennis as a cook

9. Employ Judy Annan as a cook
10. Employ Tate Adams as the middle school assistant football coach for 2010-2011
11. Employ Tom Olsen as the Special Olympics Sponsor for 2010-2011
12. Increase hourly rate for Lights On Facilitator and Assistant positions to be in alignment with 21st Century Grant
13. Employ Matt Pollard as the Lights On Facilitator for the middle school
14. Employ Sherry Hausner as the Lights On Assistant for middle school
15. Employ Nancy Scovil as the Lights On Assistant for RWE
16. Employ JoEllen Tillack as the Lights On Assistant for RWE
17. Employ Madyson Dreiling as the Lights On Assistant for RWE
18. Employ Bobbi Kannapel as the Lights On Assistant for RWE
19. Employ Breez Daniels as the FFA Assistant for 2010-2011
20. Accept the resignation of Phyllis Crandall as paraprofessional
21. Accept the resignation notice from Necole Rush as paraprofessional effective September 24, 2010
22. Change cheerleading stipend to per season stipend rather than the entire year. (This year the sponsor will be the same for both seasons, fall and winter)

Transfers/Change of Status/Duties:

1. Heather Olsen will serve as the ELL coordinator for 2010-2011
2. Jennifer Graham will serve as the SEEK instructor for 5th grade for 2010-2011

Ayes 6

Nays None

Motion Carried

DELEGATIONS AND INDIVIDUALS

Visitors/Public Comment

Jacky Wright thanked Supt. Kobza and Principal Spring for finding a way to continue the SEEK program into the 5th grade.

Jennifer Weber requested a change to Policy GCB-R(2) Professional Staff Contracts and Compensation Plans. She is requesting a change to item 7 which states "Requests must be submitted and approved by the Superintendent or his/her designee prior to enrolling in class to receive credit toward advancement on the salary schedule". She would like to see a revision stating approval can be verbal or after the class is completed if a situation arises when pre-approval would be difficult for the staff member to receive. She stated it is difficult to get pre-approval in the summer due to vacations and not knowing the class is available for college credit. The board will take her request under advisement and discuss during the September board meeting.

Staff Recognition

none

District Initiatives

Breez Daniels, Toby Emery, and Heidi Hunt gave the board an overview of the Summer Tech Academy workshops that were offered this summer. The workshops were funded through grant funds. There were 10 workshops covering 25 days of training. The digital educators within the district were the presenters of the program. There were a total of 69 individual participants with 40 of those being from HSCSD. Participants were able to earn PTSB renewal credits. A video of the "Tech It Up" workshop was shown. If a board member would like to see the tools working in the classroom, contact Ms. Daniels to schedule a presentation.

Supt. Kobza reported Ms. Daniels wrote and received an additional grant, Digital Library Connection, in the amount of \$69,637. The funds will be used to improve the technology in the library, host mini workshops, offer computers for family check out, and fund a district wide library cataloging system.

OLD BUSINESS**Policy Adoption**

Moved by VanAntwerp, seconded by Martinez to adopt on 3rd and final reading revisions to:

1. Policy GCB – Professional Contracts & Compensation
2. Policy GDB – Classified Salary & Fringe Benefits
3. Policy GDR – Admin/Supervisory Salary/Fringe Benefits
4. Removal of Policies GCB-R(3), GDB-R and GDE-E

Discussion: Ms. Willson asked if the interview sheets being removed (Policy GDE-E) will be replaced by the interview sheet now used. Supt. Kobza stated the interview sheet is just a template and the questions will change based on the position being interviewed. Per legal counsel, the district needs to use consistent form for interviews.

Ayes 6

Nays None

Motion Carried

Karen Leyba arrived at 7:27 p.m.

Policy Revisions - 2nd Reading

Moved by Martinez, seconded by VanAntwerp to approve the 2nd Reading of revisions to:

1. Policy GDD – Classified Staff Vacations and Holidays

Ayes 7

Nays None

Motion Carried

NEW BUSINESS**Policy Revisions, 1st Reading**

Supt. Kobza reported the revision to Policy DJE Bidding Procedures is based on a recommendation from legal counsel to update the Wyoming Statute number.

The revisions to Policy DKC Expense Authorization/Reimbursement and Policy DKC-E1 Expense Authorization/Reimbursement (page 2) are being requested to simplify the meal reimbursement for staff when traveling. The recommendation is to continue with a flat rate for in-state reimbursement, but to change the out-of-state reimbursement to be based on the IRS per diem rates. Mr. Martinez stated the state follows the GSA recommendations for per diem rates. The rates are set based on the specific region. Receipts are not required to be submitted. Ms Leyba thought the recommendations would increase the paperwork and not make it any simpler. It was also suggested to increase the limits and continue to require submission of receipts. It was noted that using the IRS per diem rates would be more fair for staff when traveling out of state.

Moved by Bomengen, seconded by Leyba to approve the 1st Reading of revisions to Policy DKC-E1 Authorization/Reimbursement (page 2) with the following changes to Item 7: increase the in-state meal and incidental expenses to \$30 and follow the GSA per diem limits for out-of-state meal and incidental expenses rather than IRS Publication 1542.

Ayes 7

Nays None

Motion Carried

Moved by Leyba, seconded by VanAntwerp to approve the 1st Reading of revisions to:

1. Policy DJE – Bidding Procedures

Ayes 7

Nays None

Motion Carried

Moved by Martinez, seconded by Bomengen to approve the 1st Reading of revisions to Policy DKC Expense Authorization/Reimbursement and to Remove Policy DKC-E2 Travel Expense Voucher Form and Policy DKC-E1 Request for Out of District Travel Form (page 1).

Ayes 7

Nays None

Motion Carried

Summer Maintenance Report

Maintenance Supervisor, Phil Miller, reported on the projects undertaken by the maintenance department over the summer. Projects included repairing sections of the middle school parking lot, re-striping all parking lots, putting in a large overhead door at the storage shed, painting all classrooms at the elementary school, sanding and staining the doors in the old wing in the elementary, moved and hung smart boards in all buildings, put in new wall pads in the middle school gym, laid carpet at the alternative school, set up the classroom for the pre-school resource program in the vocational building, re-arranged the middle school library, refinished the gym floors, installed rails at the elementary entryway, and general deep cleaning of all buildings. Mr. Miller was thanked for the hard work he and his staff did this summer.

Summer School Report

The elementary and middle school offered summer school in 3 different sections rather than 3 consecutive weeks as in the past. Attendance at the elementary school was 56% this year compared to 95% last year. The middle school saw a similar drop in attendance with overall attendance at 62% for this year compared to 85% last year. Based on these facts, both schools intend to go back to consecutive weeks. Principal Brown plans to coordinate with Lights On. Principal Spring will be asking for suggestions from his site council.

Principal Hunt reported the high school times were similar to previous years. The primary reasons for summer school at the high school are for BOE recovery and Credit Recovery (also available at the learning center). Attendance, while low, is pretty similar to past years. With the addition of study tables during the school day, Principal Hunt hopes to have students completing BOEs before the end of the school year. He will also be working on the disconnect between passing the course and passing the BOE. Supt. Kobza gave an overview of how BOEs are set up and requirements. Both he and Principal Hunt feel the alignment will be worked on through the CLI process. It was noted during the WSBA fall conference that there is legislation being presented to disband with the BOE requirement.

Karen Leyba left at 8:30 p.m.

21st Century Skills coordinator position

Supt. Kobza is recommending the addition of a 21st Century Skills Coordinator. A binder with the Career Pathways Curriculum was available for board members to review. The entire staff was trained on 21st Century Skills during the 09-10 school year. The position would develop curriculum and train staff on implementing lesson plans. The program would allow parents and students to develop a pathway to follow based on the students' interests. The focus will start with 6-12 grades, but may eventually work into the elementary level. The freshmen would participate during study table time. The older grades may use one day a week of the study tables toward this program. The position would be funded through the Perkins grant.

Moved by VanAntwerp, seconded by Bomengen to pay a \$5000 stipend to Keefe Rice to coordinate the 21st Century Skills Program.

Discussion: Ms. Willson asked if he would be teaching and training. Supt. Kobza stated the position will develop curriculum, plan and work with teachers during collaboration time to implement lesson plans. Job descriptions are being developed for coaches, sponsors, and stipend positions.

Ayes 6
 Nays None
 Motion Carried

OTHER BUSINESS

Board Reports

Rec. Board: Mr. VanAntwerp reported the programs are all doing well. They had a great turnout for football. The district elected officers at the last meeting.

NW BOCES: none

Fremont County BOCES: Mr. Martinez reported the next meeting will be held in two weeks. The state senators and representative have endorsed a letter requesting the funds be released for use for the job corp. facility in Riverton. They are currently at a standstill until the funds are released.

CWC BOCHES: none

CCC: The next meeting is scheduled for September. Ms. Mahoney encouraged any board members to attend to watch the process.

Goals Update: This was covered by the Summer Tech Academy presentation.

Other: Several board members attended the WSBA Fall Roundup meeting. It was noted there was a lot of information available. Supt. Kobza noted WSBA gave some good suggestions on when to present to board members regarding legislative issues.

Principal Hunt invited board members to participate in the first annual "Commitment to Graduate" night on Friday. All freshman students and their parents will be recognized during half-time of the football game. The students will receive a t-shirt and wrist band with "commitment to graduate" on them. This is also an opportunity to remind the community of the part they play in helping students graduate.

Ms. Willson asked if there were plans to meet with legislators during a dinner meeting. It was noted that Ms. Mahoney is the board's legislative liaison. In the past, the board has invited Representative Quarberg to attend a meeting. Ms. Mahoney would like to schedule a time for Representative Quarberg to have a tour of the district. Supt. Kobza and Ms. Mahoney plan on visiting with Representative Quarberg regarding legislative issues.

Supt. Kobza noted the T&I conference is not on the list of conferences to be attended this year by staff.

Superintendent's Report

1) Supt. Kobza reported that the district received notice of full accreditation without exceptions.

2) Supt. Kobza noted school is getting off to a great start. It feels very positive in the buildings. At this time, ADM is up 16 students. This may fluctuate throughout the year. ADM is reported to the state annually in June.

Adjournment 8:55 p.m.

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

Chairman

ATTEST:

Clerk