

HOT SPRINGS COUNTY SCHOOL DISTRICT NO. 1
Board of Trustees
Regular Meeting
September 23, 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, Joe Martinez, Karen Leyba and (ex-officio) Superintendent Marty Kobza

BOARD MEMBERS ABSENT: Dr. Travis Bomengen

OTHERS PRESENT: Administrators Dustin Hunt, Al McClelland, Matt Spring, Deb Brown, Lisa Pearce; Kelly Andreen, and approximately 5 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 September 23, 2010 board agenda with the following additions:

Under Consent Agenda, Staffing Recommendations Add:

- Accept the resignation notice from Angela Chism as cook effective October 1, 2010
- Employ Roberta Elwell as paraprofessional
- Employ Lisa Dale as paraprofessional
- Employ Ally Bohleen as paraprofessional

Discussion: Ms. Willson requested that the personnel recommendation forms be filled in completely.

Ayes 5

Nays None

Motion Carried

CONSENT AGENDA

Ms. Leyba requested that Item 2 Move Sherry Hausner from TMS SpEd paraprofessional to speech paraprofessional under Staffing Recommendations Transfers/Change of Status/Duties be pulled for discussion on how the speech program will look. Ms. Willson requested that Item 1 Employ Matt Pollard as guided study effective September 2, 2010 under Staffing Recommendations be pulled to discuss the job description for the position.

Moved by Whitt, seconded by Martinez to approve the consent agenda, with the exception of Staffing Recommendations Item 1 Employ Matt Pollard as guided study and Staffing Recommendation Transfers/Change of Status/Duties Item 2 Move Sherry Hausner from TMS SpEd paraprofessional to speech paraprofessional; which includes:

- A. Approval of the Minutes of the Regular Meeting of August 26, 2010
- B. Bills and Financials
- C. Approve the following Staffing Recommendations:
 1. Employ Anetta Davenport as bus aide
 2. Employ Robert Kelly as cook
 3. Accept resignation notice from Deborah Chick as speech-language pathologist and per Policy GCQC Resignation of Professional Staff, assess liquidated damages in the amount of \$1500.00.

4. Accept the resignation notice from Angela Chism as cook effective October 1, 2010
5. Employ Roberta Elwell as paraprofessional
6. Employ Lisa Dale as paraprofessional
7. Employ Ally Bohleen as paraprofessional

Transfers/Change of Status/Duties:

1. Increase hours for Kim Jones as band aide from 1 hour per day to 2 hours per day

Ayes 5 (Leyba abstained on Invoice #L15821 in the amount of \$61.99 to Sub Shop)

Nays None

Motion Carried

Discussion:

Ms. Willson requested additional information regarding the guided study position. Supt. Kobza noted in the past this position has been a full time position for the dual credit on-line courses and credit recovery. Rather than replacing with a full-time certified teacher, the position is now a 4 hour classified position. Ms. Willson requested a job description be completed for the position.

Moved by Martinez, seconded by Willson to employ Matt Pollard as guided study effective September 2, 2010.

Ayes 5

Nays None

Motion Carried

Discussion:

Ms. Leyba asked how the speech services program will be conducted in the district. Mr. McClelland reported the district has contracted with a company out of Portland, Oregon. A certified speech therapist will be in the district 1 to 2 weeks per month performing speech services as well as training the speech paraprofessional. When the speech therapist is not in district, the therapist will be using Skype to monitor all sessions. In November, Mr. McClelland will be attending the ASHA convention to recruit speech pathologists. Mr. McClelland has also been in contact with other speech pathologists who are interested in working part-time which may be an option after the paraprofessional is state certified. The cost of the contract is about \$67,000. Ms. Leyba noted this is probably the ballpark salary the district should be offering a full-time SLP. Ms. Leyba commended Mr. McClelland, noting that while this is not the ideal situation it still services the students.

Moved by Whitt, seconded by Martinez to approve moving Sherry Hausner from TMS SpEd paraprofessional to speech paraprofessional.

Ayes 5

Nays None

Motion Carried

DELEGATIONS AND INDIVIDUALS

Visitors/Public Comment

Chairman Mahoney welcomed Jay Wells. He is attending the board meeting to work on his merit badge for scouting. He was also wished a Happy Birthday.

Staff Recognition

Principal Brown recognized Toby Emery as the September Teacher of the Month. She noted he is one of the unsung heroes at the elementary school. He is quiet, but makes a huge impact. He was noted for his great sense of humor, genuine love of students, his willingness to help his colleagues and being well respected.

Introduction of Student Trustee

Bridger Lewis, student body president, was welcomed as the 2010-2011 Student Trustee.

District Initiatives

Principal Hunt reported on the implementation of the new high school schedule. He first recognized his staff for working together and working hard to make the program come together. The transition has been much smoother than he expected. While there is still work to be done, he feels the program is headed in the right direction. He has received good comments regarding the changes. Bridger Lewis commented that while the additional study time helps those who are having problems with individual classes, it also gives those students who are involved in activities the time to complete their homework during the day, allowing them more time for their activities. Principal Hunt stated that each student has a minimum of 2 advisors and a maximum of 7. The freshmen have the most advisors including faculty advisors, class sponsors, activity sponsors, and NHS mentors. Principal Hunt was thanked for his efforts toward this program. (see handouts)

OLD BUSINESS

Policy Adoption

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

1. *Policy GDD – Classified Staff Vacations and Holidays*

Ayes 5

Nays None

Motion Carried

Clay VanAntwerp arrived at 7:43 p.m.

Policy Revisions - 2nd Reading

Moved by Whitt, seconded by Leyba to approve the 2nd Reading of revisions to:

1. *Policy DJE – Bidding Procedures*
2. *Policy DKC Expense Authorization/Reimbursement*
3. *Policy DKC-E1 Expense Authorization/Reimbursement (page 2)*
4. *Remove Policy DKC-E2 Travel Expense Voucher Form and Policy DKC-E1 Request for Out of District Travel Form (page 1)*

Discussion: The day trip per diem was discussed. Ms. Pearce, business manager, noted the day trip/partial day trip reimbursement is a taxable issue. There was some discussion about using the US GSA per diem rates for in-state as well as out-of-state overnight trips.

Ayes 6

Nays None

Motion Carried

TMS Playground Equipment Bid Award

Supt. Kobza reported the district received one bid that met the guidelines for the TMS playground equipment bid. The bid was reviewed by the facilities committee. Ms. Mahoney reported that board members attending the NSBA Spring conference had an opportunity to see the equipment. They were impressed with the type of activity offered. Ms. Willson noted this would be a good addition to the equipment at the middle school and offers supervised play time.

Moved by Willson, seconded by Whitt to award the middle school playground equipment bid to Children's Playstructures & Recreation in the amount of \$54,349.00.

Discussion: Mr. Martinez asked if the benefit of solar versus electrical has been researched. Supt. Kobza noted at this time prices have not be checked.

Ayes 6

Nays None

Motion Carried

Discussion on Policy GCB-R(2) Professional Staff Contracts Compensation Plans

Last month Jennifer Weber requested the board review this policy and recommended not requiring prior approval. Supt. Kobza noted if the staff member feels the request will not be approved because it does not meet the requirements in Policy GCB-R(2), including prior approval, written justification can be submitted for review by the principal and superintendent. Supt. Kobza stated the pre-approval process is important to verify that the staff member is taking courses applicable to their area and that will help improve their teaching. The written justification does allow for exceptions should an emergency arise. Mr. VanAntwerp felt that the district should encourage and help teachers to be able to take additional courses and not hinder their efforts. It was felt, with the written justification, there is flexibility for the staff member and the administration when approving college credit for advancement on the salary schedule. It was agreed no changes would be made to the policy. It was requested to note on the policy that it was reviewed during this meeting.

NEW BUSINESS

Policy Revisions, 1st Reading

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

1. *Policy GCCAB Family Medical Leave Act*
2. *Policy GCCA Staff Leaves & Absences*

Ayes 6

Nays None

Motion Carried

Early Notification of Retirement/Resignation

Moved by Whitt, seconded by Willson to use the following dates and amounts for early notification of resignation or retirement for certified staff:

If written notification is received by the superintendent's office by:

November 1 - \$1500 for tenured certified staff, \$750 for non-tenured certified staff

January 1 - \$1000 for tenured certified staff, \$500 for non-tenured certified staff

March 1 - \$500 for tenured certified staff, \$250 for non-tenured certified staff

Discussion: There was discussion regarding this being allowed for resignation. The administration is requesting that the amounts be allowed for both retirement and resignation. A question was asked regarding any staff member who may be up for non-renewal and then subsequently submits a resignation notice. Any resignation received in writing prior to the dates above will be subject to the early notification bonus.

Ayes 6

Nays None

Motion Carried

Revision to CLI Policy Statement

Moved by VanAntwerp, seconded by Martinez to approve the CLI Policy Statement revisions.

Discussion: The recommended changes are to clarify that only CCC teacher members will receive the annual stipend. Staff members participating in the summer work time will be paid based on their time worked.

Ayes 6

Nays None

Motion Carried

OTHER BUSINESS

Board Reports

Rec. Board: none

NW BOCES: Ms. Leyba invited all board members to attend the 40 year celebration on October 27 from 4:30 – 6:30p.m. Student numbers are up to 14 students. They have reopened a cottage that was closed for the summer. This also means additional hiring. NW BOCES will be presenting two resolutions to WSBA. Ms. Leyba also noted that Earl Wallace was awarded the Youth Care Worker of the Year. This is the 2nd time a NW BOCES staff member has received this award.

Fremont County BOCES: Mr. Martinez reported that Fremont County BOCES is discussing changes to policy and job descriptions. They have been the recipients of numerous grants and are still waiting for final approval to start construction of the new building by the airport.

CWC BOCHES: none

CCC: Ms. Mahoney reported there is a lot of work going on, particularly with the English/Reading SAC. Ms. Willson was able to attend the last meeting and recommended that anyone able to attend should do so. She felt attendance gave her a better grasp of what was going on and felt the process was very good.

Goals Update: There are no goals to be reviewed in September.

Other: Ms. Mahoney reminded everyone to be completing the board and superintendent evaluations for review during the October board meeting.

Superintendent's Report

1) Supt. Kobza reported the update on the special education audit report from WDE was included in the board packet. The district is no longer on state monitoring due to the huge effort by Mr. McClelland and his entire staff.

2) Supt. Kobza reminded members of the invitation from Breez Daniels to see technology presentations. Board members are invited to participate in the classes being given during Monday's staff development day. Principal Hunt will forward information on the Qwest Teacher and Technology Mini-Grant of \$12,000 awarded to Brenda Peterman for her classroom!

3) Ms. Pearce reported the district received a \$250,000 energy audit grant. The funds will be used for an audit of the administration building and replacement of the boilers at the high school.

4) Supt. Kobza gave a handout on the teacher labor markets in Wyoming from the school finance recalibration committee. It notes that teachers in Wyoming are being paid higher than the surrounding area and in line with the nation. (see handout)

5) There was discussion regarding the Wyoming Education Summary from the Wyoming Department of Education. It was noted that the graduation rate is being figured based on the number of students who graduate in 4 years. If the student graduates in 5 years, they are not considered in the graduation rate. The administration will be giving the board a more significant report once additional data is received such as PAWS results and MAPS results.

Adjournment 8:46 p.m.

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

Chairman

ATTEST:

Clerk