

PARK COUNTY SCHOOL DISTRICT No. 6
Special Board Meeting
August 4, 2020

The Board of Education of Park County School District No. 6 met on August 4, 2020 at 6:00 p.m. in the Westside Annex Board Room. Chairman Nelson called the meeting to order and led the Pledge of Allegiance. Board members present: Stefanie Bell, Brandi Nelson, Cathy Roes, Jenni Rosencranse and Karen Schipfmann (via Zoom). Trustee McCue was expected to join later. Absent: Tom Keegan. Administrators present: Tim Foley. Directors present: Chynna Singer and Tony Hult.

Chairman Nelson called for approval of the agenda.

On motion by Jenni Rosencranse, seconded by Cathy Roes and carried, the agenda was approved as amended.

Chairman Nelson asked for the demonstration of remote education equipment.

Technology supervisor, Trudy Brown, joined the meeting via Zoom. She and Mr. Foley demonstrated how the district would use document cameras (upon board approval) in each classroom. These devices would allow certified instructional staff to provide remote learning opportunities, in particular, for students unable to attend school due to medical reasons. Trustees asked about proper infrastructure, classroom expectations and when the product could be received. Mr. Foley stated logistics are still be being worked out, the infrastructure is expected to support the cameras and Mrs. Brown stated that while the cameras are very popular, if the order is processed very soon, the cameras and supplemental equipment could arrive sometime in September.

Chairman Nelson called for board discussion on the protocol for setting the board agenda. She went on to explain the purpose is to streamline the process. The expectation is that agenda items and documentation should be received the Wednesday prior to a meeting. Questions, issues or changes should be run by the Superintendent and Chairman and finalized by no later than 10:00 a.m. on Monday before the meetings. Trustees agreed that they feel caught off-guard with late changes and that sometimes-supplemental information isn't readily available. Chairman Nelson shared that a recent conversation with district counsel revealed that regular board meeting agendas may have additions to the agenda, however special meetings cannot have items added later than eight (8) hours prior to the meeting. (W.S. 16-4-404(b))

Chairman Nelson called for approval of student handbooks.

On motion by Cathy Roes, seconded by Stefanie Bell and carried, the elementary, middle school, Heart Mountain Academy, Cody High School, Cody High School Activities and Cody Middle School Activities handbooks were approved.

Chairman Nelson called for third and final reading of Policy GCLA – Professional Staff Schedules and Calendars.

On motion by Jenni Rosencranse, seconded by Stefanie Bell and carried, Policy GCLA was approved as presented on third and final reading.

Chairman Nelson called for first reading of Policy GDC – Classified Leaves.

Mrs. Singer stated that Policy GDC was changed to reflect the changes that were made in Policy GCCAA so that both policies are aligned. She added that the highlighted portion was in question as she was unsure of the intent.

On motion by Stefanie Bell, seconded by Cathy Roes and carried, Policy GDC was moved from first to second reading with the deletion of the sentence that was in question.

Chairman Nelson called for emergency procurement of staff/student face coverings.

Assistant Superintendent Foley shared that many samples had been received and tried by staff and the decision was to offer an option of a mask or a neck gaiter. The Wyoming Department of Education will be supplying 500,000 masks statewide to schools, so those will also be used. Questions about who will be responsible for maintaining the sanitizing

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of the masks/gaiters was asked and Mr. Foley responded that the administration would make that decision very soon. When asked why the district chose gaiters, Mr. Foley responded that the recommendation came from Park County Health Officer, Dr. Billen, as gaiters are not as easily lost.

On motion by Stefanie Bell, seconded by Cathy Roes and carried, the emergency procurement of staff/student face coverings was approved utilizing ESSER grant funds in the amount of \$7,000 for masks and \$19,000 for gaiters. Each staff and student will receive two face coverings. Additional coverings were included in the event of lost/misplaced coverings.

Chairman Nelson called for permission to apply for the 2021 Nourishing Neighbors Breakfast Grant. She explained that the grant application was due and did not have information pertaining to the amount, but that Mrs. Sheets is seeking any and all ways to supplement the school nutrition budget.

On motion by Cathy Roes, seconded by Karen Schipfmann and carried, the board granted permission to Mrs. Sheets to apply for the 2021 Nourishing Neighbors Breakfast Grant.

Chairman Nelson called for approval of the Olive Glenn Country Club agreement. She explained that the agreement had been revised since the old one expired in 2016. Last year's fee was prorated due to the lack of a culminating event.

Trustee Roes asked about the language pertaining to staff and students receiving a corporate rate.

Mr. Hult shared that this had been the practice in prior years. He also clarified that his understanding was that coaches and students could utilize the golf course during the season, so it was not considered a fringe benefit.

On motion by Stefanie Bell, seconded by Jenni Rosencranse and carried, the Olive Glenn Country Club agreement was approved.

Chairman Nelson called for approval of emergency procurement of remote education equipment.

On motion by Jenni Rosencranse, seconded by Cathy Roes and carried, the board approved the purchase of remote education equipment which includes document cameras and the necessary equipment to accompany them, in the amount of \$88,000 to be paid from ESSER grant funds.

Chairman Nelson called for emergency procurement of desk shields. She shared that a cost change had been made from the initial quote due to additional shield being added.

Mr. Foley explained that these desk shields will be used as dividers on student's desks as a means of protection.

On motion by Stefanie Bell, seconded by Cathy Roes and carried, the emergency procurement of desk shields was approved in the amount of \$36,952 from ESSER grant funds.

Chairman Nelson called for emergency procurement of a refrigerated truck and read the benefits that were provided by school staff. Trustee McCue joined the meeting.

On motion by Cathy Roes, seconded by Stefanie Bell and carried, the emergency procurement of a 2019 Isuzu NPR HD refrigerated truck in the amount of \$67,075 was approved with \$45,000 funding from ESSER grant funds and \$22,075.50 from transportation's staff vehicle budget.

Chairman Nelson shared for the board and community that a petition had been received late in the afternoon. Wyoming state statute does not allow for additional business to be added to a special board agenda later than eight hours prior to the meeting so there will be no action at this time.

Chairman Nelson called for employment recommendations. She shared that the blank space left on the agenda was for the head tennis coach recommendation, but interviews were held today. Trustee Bell

Activities Director, Tony Hult, recommended Jason Quigley as the head tennis coach.

On motion by Jenni Rosencranse to approve the employment recommendations, and seconded by Stefanie Bell, trustees discussed the structure wherein coaching contracts should be in place in a timely manner. Trustees asked about contracts for activities sponsors. Mrs. Singer shared that activities contracts follow along with regular teaching contracts and are done in September. Trustee Bell added that there are no contract rights to those positions. Motion carried and the following employment recommendations were approved:

Coaching

Brandon Williams, Assistant Golf, CHS
Jason Quigley, Head Tennis Coach, CHS
Jake Kraft, Head Golf Coach, CHS
Taylor Boogerd, Asst. Tennis Coach, CHS

Resignations/Terminations/Retirement

Robb Gould, Paraeducator, CHS

Chairman Nelson called for approval of emergency procurement of Plexiglas.

Mr. Foley shared that a Powell vendor is able to order Plexiglas that would be used as table dividers for student tables, computer labs and lunch tables. It was noted that additional materials were added to the original order, increasing the cost.

On motion by Jenni Rosencranse, seconded by Stefanie Bell and carried, the emergency procurement of Plexiglas from Gunnstock Timber Frames as approved in the amount of \$52,741.00.

There being no further business to come before the board, on motion by Karen Schipfmann, seconded by Cathy Roes and carried, the meeting adjourned at 7:15 p.m.

Chairman of the Board

Date

Clerk

Date