

PARK COUNTY SCHOOL DISTRICT No. 6
Board Meeting
March 17, 2020

The Board of Education of Park County School District No. 6 met on March 17, 2020 at 5:15 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, Tom Keegan, John McCue, Brandi Nelson, Cathy Roes, Jenni Rosencranse and Karen Schipfmann. Administrators present: Peg Monteith.

John McCue moved to convene in executive session at 5:17 p.m. for the purpose of W.S. 16-4-405(a)(ii) (personnel) Stefanie Bell seconded. Motion carried.

Cathy Roes moved to adjourn into regular session at 6:04 p.m. John McCue seconded. Motion carried.

Chair Nelson called for approval of the amended agenda.

On motion by Trustee Rosencranse, seconded by Trustee Schipfmann and carried, the amended agenda was approved.

Chair Nelson announced that anyone wanting to make a public comment could do so by emailing Tim Foley and that Items 2.1 through 2.3 were postponed. Mrs. Monteith added that the budget is right on track.

Mr. Gardenhire shared that one of two grants are ready to be sent for possible assistance in upgrading the district surveillance camera system. He reviewed the status of 2020 Projects and talked about some of the savings and what projects might be postponed. He showed photos of the CHS field light tower failure and the plan to replace bolts on all of the existing towers. Currently, the district has no firm cost estimate on fixing the tower, lights and bleachers. The transportation facility is on track with Groathouse Construction moving on site starting Monday, March 23rd with an estimated completion date of March 2021. Cost savings items will be shared and discussed at the April work session. The Board will need to begin discussions about the sale of the existing bus facility.

Trustee Rosencranse moved to approve the consent agenda. Trustee Schipfmann seconded. Motion carried and the following consent items were approved:

Certified Employment

Resignations/Terminations/Retirements

Buffy Hourt-Allred, Girls Swim Coach, CHS, CMS Swim Coach & CMS Track Coach
Sean Murray, Volleyball, CMS

Certified Employment

Riley Dolezal, Speech Language Pathologist, CHS/CMS
Stephanie Birch, 2nd Grade, Sunset

Classified Employment - None

Vouchers for Payment

General Fund	\$251,870.93
Special Revenue	\$32,503.67
Major Maintenance	\$16,746.25
Capital Construction Account	\$12,810.22
Food Service	\$33,530.16
Internal Service	\$ 0.00
Depreciation Reserve	\$30,769.46
Cody School Fund	\$30,360.54
Payroll	\$1,911,637.95

- Minutes of February 18, 2020
- Minutes of February 25, 2020 Special Board Meeting
- Minutes of March 3, 2020 Special Board Meeting

March 17, 2020

- Accepted \$500 Donation from Cody Community Choir for CHS Band Club
- Accepted \$500 Donation from Cody Community Choir to CHS Choir Club
- Authorized CMS to Apply for WDE Positive School Climate Grant
- Authorized Application for Consolidated Grant
- Reappointed Business Manager to School Risk Retention Program Board
- Approved Application for Admission for Wyoming Resident Out-of-District Student
- Accepted \$1,750 Donation from Pheasants Forever and \$500 from Trout Unlimited to CHS Outdoor Club
- Bid Award to Heart Mountain Construction for Wapiti Remodel Project - \$42,613
- Bid Award to Heart Mountain Construction for General Construction Projects District-Wide - \$76,033
- Bid Award to Haskell Furniture for District Flooring Replacement - \$77,010.50
- Bid Award to Filener Construction for CMS Locker Work - \$71,218
- Bid Award to Electrical Ally for CHS Fire Detection System - \$152,000
- Bid Award to Bar-T Electric for CMS Interior LED Lighting Project - \$249,990
- Bid Award to Whited Floor Surfacing for District Gym Floors Maintenance - \$18,200
- Authorized Applications for Security Camera Grants
- Authorized Advertisement of Assistant Principal position at Sunset
- Approved New Performance Evaluation Tool for Support Staff

Chair Nelson called for Public Comments.

Trustee Nelson called for action on one-year only administrative contracts.

On motion by Tom Keegan, seconded by Karen Schipfmann and carried, contract renewals for Tony Hult, Dawn Solberg, Beth Blatt and Patrick Couture were approved through June 2021.

Chair Nelson called for award of vehicle bids.

On motion by Stefanie Bell, seconded by Cathy Roes and carried, the board awarded Denny Menholt the bid for a 2020 AWD Chevy Equinox in the amount of \$23,715 and a 2020 ½ Ton Chevy Suburban in the amount of \$47,987 for a total of \$71,702.

Chair Nelson called for approval of a health insurance premium holiday.

Stefanie Bell moved to offer a health insurance premium holiday for employees on the district health insurance for the months of March through June 2020. Trustee Schipfmann seconded. A roll call vote was requested. Cathy Roes, Karen Schipfmann, Jenni Rosencranse, Brandi Nelson, Tom Keegan and Stefanie Bell – Aye. John McCue – abstained. Mrs. Bell noted that this was a result of an overpayment of health insurance funds that was in turn, being used for health insurance funds.

Trustee Nelson called for action on a request to hire a social worker/mental health provider for students with disabilities.

Mrs. Monteith stated that the district has been needing to provide services to students with emotional disabilities that are truly outside the scope of guidance counselors and this has become critical. She recommended rolling out the application process, to contract with someone through June 30 and then hire the individual as a Park 6 employee.

On motion by Trustee Roes, seconded by Trustee McCue and carried, the recommendation was approved.

Chair Nelson called for action on the Wynona Thompson Auditorium soundboard bid for Shoshone Recreation District and Park County Recreation District.

Mrs. Bell moved to seek a grant from Shoshone Recreation District and also complete the necessary paperwork for Park County Recreation District for assistance in purchasing a new soundboard for the auditorium. Cathy Roes seconded. Mrs. Bell added that Shoshone Recreation District must receive an invoice, therefore bids were sought for the cost to purchase a new soundboard. She added that the community utilizes Wynona Thompson Auditorium frequently so the requests from Shoshone Recreation and Park County Recreation Districts are appropriate. Motion carried.

Chair Nelson called for second reading of Policy BGA – School Board Policy Development.

On motion by Trustee Roes, seconded by Trustee McCue and carried, Policy GBA was approved on second and final reading.

Chair Nelson called for second reading of Policy BGB – Policy Adoption.

Trustee McCue moved to approved Policy BGB on second reading. Trustee Schipfmann seconded the motion. Discussion ensued pertaining to the last part of the last sentence and whether it was necessary. Trustee Bell stated she was not comfortable making the change without legal review, however Trustee Roe clarified that the language states a policy may be approved on first and final reading if it is an emergency. Trustee Keegan amended the motion to strike-through the language and move to third reading. Trustee Rosencranse seconded. Motion carried. Vote on the original motion also carried.

Chair Nelson called for second reading of Policy BGC – Policy Revision/Review.

Trustee Bell moved to approve Policy BGC on second and final reading. Trustee Keegan seconded. Trustee Rosencranse offered a friendly amendment to add clarifying language. Trustee Keegan seconded. Motion carried.

Chair Nelson called for second reading of Policy BGD – Board Review of Administrative Regulations and Exhibits.

On motion by Trustee Rosencranse, seconded by Trustee McCue and carried, Policy BGD was approved on second and final reading.

Chair Nelson called for first reading to rescind Policy GCLA – Professional Staff Schedules and Calendars and shared that Mrs. Singer had reviewed this policy at the March work session where she shared that the policy does not align with certified contract language.

On motion by Trustee Roes, seconded by Trustee Schipfmann and carried, Policy GCLA was moved from first to second reading to rescind.

Chair Nelson called for first reading of a new Policy GCLA – Professional Staff Schedules and Calendars and added that the new policy came from Mrs. Singer as recommended from district counsel.

On motion by Trustee Rosencranse, seconded by Trustee Keegan and carried, Policy GCLA was moved from first to second reading. Mrs. Bell noted her concern regarding “working hours” as it pertains to our Friday schedule.

Chair Nelson called for first reading of Policy EBC – Emergency Preparedness.

Stefanie Bell moved to approve Policy EBC on first and final reading. Tom Keegan seconded. Mrs. Bell added that by approving on first and final reading, the board would be doing what is needed for student health. The policy was edited with the assistance of school nurses. Mr. Keegan asked for a minor edit. Mrs. Bell amended her motion. Mr. Keegan seconded. Motion carried and Policy EBC was approved on first and final reading.

Chair Nelson called for first reading of Policy GBG – Staff Welfare/Protection.

On motion by Trustee Bell, seconded by Trustee Rosencranse, the addition of the words “infectious disease” was recommended. Motion carried and Policy GBG was moved from first to second reading.

Chair Nelson called for first reading of Policy JE – Student Attendance.

Stefanie Bell moved to approve Policy JE on first and final reading. Cathy Roes seconded. Trustee Rosencranse made a friendly amendment to add language as stated in Policy EBC so wording is identical. Stefanie Bell seconded. Motion carried and Policy JE was approved on first and final reading.

Chair Nelson called for first reading of Policy JLCC – Communicable/Infectious Disease.

Stefanie Bell moved to approve Policy JLCC on first and final reading. Jenni Rosencranse seconded. Trustee Keegan questioned the word “designee” and recommended adding “his/her” before designee for clarify. Trustee Rosencranse

made a friendly amendment to follow Mr. Keegan's suggestion. Stefanie Bell seconded. Motion carried and Policy JLCC was approved on first and final reading.

Chair Nelson called for first reading of Policy EBBA – Prevention of Disease/Infection Transmission.

On motion by Trustee Bell, seconded by Trustee Schipfmann and carried, Policy EBBA was approved on first and final reading.

A brief recess was taken.

The meeting resumed and Chair Nelson called for action on classified staff during school closure.

Superintendent Monteith shared that the district wrestled with how to manage payment of classified staff and would hold harmless by continuing to pay classified staff at their daily rate, including bus drivers, since money had already been budgeted. District counsel was on board with this decision. Trustee Roes agreed that the district should solidify that they are trying to protect classified staff and will not be assigning duties outside of their current scope of work.

Trustee Bell moved to accept the recommendation of Superintendent Monteith and continue to pay classified staff their regular hourly/daily rate. Cathy Roes seconded. Motion carried. Mrs. Monteith added that it's important to recognize the work the custodial and maintenance staff are doing to disinfect and clean our district facilities.

Chair Nelson called for confirmation of action from the emergency meeting on Sunday, March 16, 2020 and read an excerpt from Policy BE – School Board Meetings as it pertains to emergency meetings.

Trustee Rosencranse moved to reconfirm the action taken on Sunday, March 16, 2020 to close Park County School District 6 facilities effective March 16th until further notice, but at least through April 3rd, per Governor Gordon and State Superintendent of Public Instruction, Jillian Balow's recommendation. Essential staff will be determined by Superintendent Monteith and will include administrators, custodial staff and office staff. John McCue seconded and the motion carried.

Chair Nelson called for first reading of Policy GDO – Performance Review of Support Staff and Regulation GDO-R – Support Staff Performance Review Procedures and to rescind Exhibit GDO-E – Performance Evaluation Tool. She added that these changes came from Mrs. Singer as advised by district counsel.

On motion by Trustee Rosencranse, seconded by Trustee Schipfmann and carried, Policy GDO, Regulation GDO-R and Exhibit GDO-E were moved from first to second reading. Trustee Rosencranse added that at the recent classified PMC meeting, members seemed in favor of the format changes for performance reviews.

Chair Nelson called for Board Reports.

Student Trustee, Danny Deming, shared that while there isn't a lot going on currently, students have lots of questions, particularly those who plan to graduate.

Stefanie Bell attended an online facility meeting last week. She

Cathy Roes thanked Mrs. Monteith, Cody Regional Health and the administrative team for coming together on a Sunday and making a plan pertaining to COVID-19.

John McCue echoed Mrs. Roes and thanked teachers for continuing to work.

Karen Schipfmann thanked all those who rallied including Cody Regional Health, Mr. Foley for sending out a survey and Mrs. Black at CMS for sharing what to do during this time.

Jenni Rosencranse shared how impressed she is with the many teachers who have reached out to families and students and to the Park 6 leadership team for their quick response.

Tom Keegan echoed his thanks to all including the local meeting with health care providers.

Brandi Nelson stated that teachers are doing a lot, which is extraordinary along with the community. The Board and administration had a retreat with Dr. Joel and will continue.

Mrs. Nelson called for the Superintendent's Report.

Superintendent Monteith met with Public Health officials last Friday and the situation changed rapidly. She received a memo from Governor Gordon and Superintendent of Public Instruction, Jillian Balow and feels we are ahead of the curve with the efforts being made in our district. The administrators have been amazing with their recent work and the district continues to show concern over student anxieties and the unknown. She continues to receive constant updates and most recently, received notice that several state requirements are being waived. She asked Mr. Foley for additional information.

Mr. Foley shared that families were sent an internet availability survey on Monday and TCT and Spectrum are offering some free opportunities for service. Wednesday through Friday, teachers will be allowed back in their buildings to get materials and make plans for instruction. The student feeding program started today with deliveries to four strategic sites: Sunset, Mentock Park, Cody High School and the rec center. Chromebooks should be ready for distribution by Friday.

Mrs. Monteith added that Superintendent Balow has issued a 175-instructional day waiver and staff will continue to be paid under a hold harmless clause.

Trustee Roes asked about routers for internet. Mr. Foley agreed that was a great question and he would ask internet providers.

Chair Nelson called for Visitor Comments.

Mr. Foley shared that he had received two.

Jim Collins thanked the board on behalf of the insurance committee for the health insurance premium holiday.

Chris Fuss thanked the board for agreeing to continue paying wages while they are off of work.

There being no further regular business to come before the board, on motion by Trustee Rosencranse, seconded by Trustee Schipfmann and carried, the board convened into executive session at 8:25 p.m. for the purpose of W.S. 16-4-405(a)(ii) (personnel).

On motion by Jenni Rosencranse, seconded by John McCue and carried, the board adjourned from executive session into regular session and adjourned at 9:45 p.m.

Chairman of the Board

Date

Clerk

Date