

PARK COUNTY SCHOOL DISTRICT No. 6
Board Meeting
December 15, 2020

The Board of Education of Park County School District No. 6 met on December 15, 2020 at 6:00 p.m. in the Westside Annex Board Room. Superintendent Monteith called the meeting to order and led the Pledge of Allegiance. Board members present: Stefanie Bell, Jessica Case, Tom Keegan, Brandi Nelson, Cathy Roes, Karen Schipfmann, Sheri Schutzman and student trustee, Paige Martinez. Administrators present: Peg Monteith and Kelly Merager. Supervisors present: Terry Gardenhire, Sam Hummel and Dawn Solberg.

Superintendent Monteith called for nomination of the board chair.

Stefanie Bell nominated Brandi Nelson. Karen Schipfmann seconded. There being no further nominations, Brandi Nelson was elected as board chairman.

Chair Nelson called for nominations for vice chairman.

Karen Schipfmann nominated Stefanie Bell. Mrs. Bell accepted the nomination. There being no further nominations, Stefanie Bell was elected as vice chairman.

Chair Nelson called for nominations for board clerk.

Cathy Roes nominated Tom Keegan. Mr. Keegan accepted the nomination. Tom Keegan nominated Sheri Schutzman. Mrs. Schutzman accepted the nomination. Ballots were cast and Sheri Schutzman was elected as board clerk.

Chair Nelson called for nominations for board treasurer.

Cathy Roes nominated Karen Schipfmann for board treasurer. Mrs. Schipfmann accepted the nomination. There being no further nominations, Karen Schipfmann was elected as board treasurer.

Chair Nelson called for nominations for board spokesperson.

Stefanie Bell nominated Brandi Nelson, board chairman to be the official board spokesperson. Mrs. Nelson accepted the nomination. There being no other nominations, Chairman Nelson was elected as the official board spokesperson.

Chair Nelson called for approval of the agenda.

Stefanie Bell moved to approve the agenda with the exception of Approval of 2021 Board Meeting Dates, requesting that it be moved to an action item. Tom Keegan seconded. Motion carried and the agenda was approved.

Chair Nelson reminded the audience if they had any public comment to please submit their comment to park6@park6.org.

Chair Nelson called for student recognition.

Tony Hult shared that Maggie Kirkham, cross-country coach and Matt McFadden, football coach, had both been selected as coach of the year and their assistant coaches, Scott Shaffer, cross-country and Jim Talich, football, had each received assistant coach of the year. He then introduced Coach Kirkham.

Maggie Kirkham introduced all-state cross-country recipients, Riley Smith, Ava Stafford and Wyatt Becker.

Mr. Hult introduced head football coach, Matt McFadden.

Coach McFadden introduced all-state football recipients Cody Phillips, Caleb Pryor, Keaton Stone (absent) Nic Talich, Reese Ward, Daniel Gorman, Jonny Williams, Matt Nelson and Lucas Talich and spoke about each athlete, the teams' unselfishness, and their individual talents. He added that WyoPreps named Cody the number one team in the state.

December 15, 2020

Chair Nelson called for employee recognition.

Mr. Merager introduced the certified employee recognition winner for December, Cody Middle School guidance counselor, Kori Black, and read her nomination.

Mr. Hummel introduced classified employee recognition winner for December, bus driver, Richard Brown, and read his nomination.

Chair Nelson called for the budget update.

Dawn Solberg provided a brief update as of November 30, 2020 noting that \$9.6M of the general fund has been expended with 70.8% of the budget remaining. She shared with trustees that the consent agenda item pertaining to surplus bus bids was moot as no bids were received. The plan is now to donate the surplus buses to the local fire department for training, if possible.

Mr. Gardenhire provided an update on facilities that included a list of 2021 summer projects along with development of a timeline to put projects out for bids. He shared that the transportation facility has not yet received a certificate of occupancy as TCT has been struggling to get fiber optics to the building, therefore there is no fire suppression system or fire alarms. He has been working with the School Facilities Department to add the new facility to the district's inventory. He shared that the district will also need to deed 38th Street over to the City of Cody soon. Trustees asked questions about alternative options for fiber optics.

Superintendent Monteith shared the district's current COVID numbers were 13 adults and 36 students out for either quarantine or isolation. The 18th Continuation of Health Orders had been shared and numbers for gatherings was reduced to 10 with spectators at events reduced to 100. The Pfizer vaccine arrived in Cody today where Phase 1a provides immunizations to medical staff and long term care patients first. Phase 1b is to include teachers. Trustee Bell asked if the immunization for teachers would be required. Mrs. Monteith responded they would have a choice if they wished to receive one.

Chair Nelson called for approval of the Consent Agenda.

Trustee Bell moved to approve consent agenda items with the exception of the approval of the 2021 board meeting dates and bids for surplus buses since it was null. Trustee Roes seconded the motion. Motion carried and the following consent items were approved:

Certified Employment

Resignations/Terminations/Retirements
Stephanie Birch, 2nd Grade Instructor, Sunset

Classified Employment

New Hires
Cheri Cortez, Severe Needs para CHS (corrected location)
Micah Hoffman, Severe Needs Para, CMS
Thomas Ehlers, Relief Driver, Transportation

| <u>Vouchers for Payment</u> | |
|------------------------------|----------------|
| General Fund | \$264,168.06 |
| Special Revenue | \$275,712.85 |
| Major Maintenance | \$30,492.40 |
| Capital Construction Account | \$274,655.88 |
| Food Service | \$33,578.90 |
| Internal Service | \$0.00 |
| Depreciation Reserve | \$28,732.00 |
| Cody School Fund | \$34,586.72 |
| Payroll | \$2,083,868.69 |

- Minutes of November 16, 2020 Board Meeting
- Minutes of November 16, 2020 Executive Session

- Minutes of November 23, 2020 Board Meeting
- Minutes of November 23, 2020 Executive Session
- Minutes of December 1, 2020 Special Board Meeting
- Approved Appointments and Designation of Staff or Agencies:
 - Official Newspaper – Cody Enterprise
 - Hazardous Materials Coordinator – Maintenance Director
 - 504 Coordinator – Director of Student Support Services
 - Title IX Coordinator – Director of Student Support Services
 - Blood borne Pathogens Coordinator – School Nurses
 - District Nondiscrimination Statement
- Approved Shoshone Recreation District Appointments:
 - Patrick Couture and Tasa Brost, Members At-Large
- Approved 4 Wyoming Resident Out-of-District Students
- Approved DOT Physicals Bid from Cody Regional Health - \$110/physical
- Accepted \$1,250 Donation to Cody Bronc Band
- Approved E-Rate Renewal for SY2021-2022
- Accepted Home Based Programs
- Accepted COVID-19 Emergency School Meal Delivery Fund Grant - \$3,000
- Approved CHS LED Project Design Contract with Associated Construction Engineering – \$44,950
- Approved Winter Coaches
- Approved Purchase of 7 – Galaxy G2 Interactive Boards for Sunset - \$11,200

Chair Nelson called for Public Comments.

Chair Nelson called for discussion of the extension of COVID Relief Leave through June 30, 2021.

Mrs. Monteith stated that the 10-day COVID leave doesn't impact an individual's sick leave, but those benefits are scheduled to end December 31st unless Congress extends the benefit. Other districts have moved forward with allowing the 10-days to continue as a benefit to staff. This would only be an extension of the 10-days, no additional days, those who have already used this benefit are not eligible to use it again. This would not be the full Families First Coronavirus Response Act benefits, just the 10-days leave. Trustee Bell asked for a sick leave report so the board can estimate sick leave buyback in the event staff leave the district. Mrs. Monteith agreed this would be good and will also get data on the number of staff who have already used the COVID leave.

Chair Nelson called for second and final reading of Policy HB – Negotiations, Legal Status.

On motion by Stefanie Bell, seconded by Cathy Roes and carried, Policy HB was approved on second and final reading.

Chair Nelson called for second and final reading of Policy GCQA – Instructional Staff Reduction in Force.

On motion by Cathy Roes, seconded by Karen Schipfmann and carried, Policy GCQA was approved on second and final reading.

Mrs. Nelson called for approval of the financing for the bus lease purchase.

Dawn Solberg shared that both Hilltop Bank and Pinnacle Bank were excellent choices, with Hilltop's interest rate being 1.561% and Pinnacle Bank's interest rate being 1.88%. Trustees Nelson and Schutzman declared conflicts of interest.

Stefanie Bell moved to accept the low bid of 1.561% from Hilltop Bank and requested a roll call vote. Cathy Roes seconded. Stefanie Bell, Jessica Case, Tom Keegan, Cathy Roes, and Karen Schipfmann – Aye. Brandi Nelson and Sheri Schutzman – abstained. Motion carried.

Superintendent Monteith shared that the calendar committee met recently to develop a school calendar for 2021/2022. A draft calendar for 2022/2023 was also created following the same criteria that was discussed in the creation of the 2021/2022 calendar so for planning purposes, calendars for the next two years were developed and brought to the board. She added that changes could still be made to the 2022/2023 calendar next fall if the board so chooses.

On motion by Tom Keegan, seconded by Cathy Roes and carried, calendars for school years 2021/2022 and 2022/2023 were approved.

Erika Quick and student, Raelyn Mong, shared their design of the bus barn marketing proposal. Luis Mata took the drone video footage. They shared photos, highlights of the property and a draft of their work. Additional information is still needed to complete the proposal. Mrs. Quick will visit with Mrs. Monteith and Mr. Gardenhire to get the information.

Chairman Nelson called for the request for approval of new courses at Cody High School.

Trustee Roes asked about the business management class being a prerequisite for the CTE program of study. She also shared that the nutrition class seemed unclear on specifics. Trustee Nelson questioned why classes would be added and not some eliminated at the same time. Principal Johnston was called and clarified that he didn't believe the intent was to make business management a prerequisite, but rather a completer course of a three-course sequence. Dialogue continued and Trustee Bell stated she could not support making a decision without further information. Also, with the decreasing enrollment and lack of review from curriculum. Discussion continued with Trustee Roes moving to table the approval of new courses at Cody High School pending further information at the January 5 special board meeting. Trustee Schipfmann seconded. Motion carried. Trustees also requested a copy of the current course catalog along with an explanation of some of the terminology as well as the class schedule. Trustee Nelson also requested a visual of students in classes/caseloads. Mrs. Monteith stated she could provide this. Chair Nelson also asked that all questions be forwarded to Mr. Foley and Mr. Johnston.

Chairman Nelson called for designation of bank depositories, adding that she and Trustee Schutzman had a conflict of interest.

Trustee Roes moved to approve the bank depositories, Pinnacle Bank, First Bank and Wyoming Government Investment Fund and requested a roll call vote. Tom Keegan seconded. Stefanie Bell, Jessica Case, Tom Keegan, Cathy Roes, and Karen Schipfmann – Aye. Brandi Nelson and Sheri Schutzman – abstained. Motion carried.

Chair Nelson called for supplemental board assignment and shared that after a recent discussion with Dr. Joel, he recommended a reorganization of roles and the creation of three to four board committees. As an example, she shared the idea of 1 – operations, 2 – curriculum, 3 – finance, and 4 – policy. Once the reorganization is decided, the board will likely need to revisit Policy BDE – Board Committees. A few of the committee assignments were reviewed with Mr. Keegan keeping his term on Shoshone Recreation District, Jessica Case (replacing Stefanie Bell) joining the 3x3 and building liaisons as follows: CHS – Sheri Schutzman, HMA – Brandi Nelson, CMS – Cathy Roes, Eastside – Tom Keegan, Sunset – Jessica Case, Livingston – Karen Schipfmann, Wapiti – Stefanie Bell, and Valley – Sheri Schutzman.

On motion by Tom Keegan, seconded by Cathy Roes and carried, all assignments (listed above) were approved.

Chair Nelson called for approval of the request to purchase a new wrestling mat.

Superintendent Monteith explained that Mrs. Solberg was able to move money around to cover the expense. This is money that was saved as a result of limited activities travel. The mats are in bad shape and definitely need to be replaced.

Stefanie Bell moved to approve the purchase of a new wrestling mat in the amount of \$11,000. Karen Schipfmann seconded. Mrs. Bell amended her motion to approve the purchase in the corrected amount of \$11,592.36. Karen Schipfmann seconded. Motion carried.

Trustee Roes moved to make a partial extension of the Families First Coronavirus Response Act to only allow the emergency sick leave of 10 unused days through June 30, 2020 in the event Congress does not pass an extension. Stefanie Bell seconded the motion. Motion carried.

Chair Nelson called for approval of the 2021 board meeting dates and shared that historically, the board had not typically held special meetings in July or August. Trustee Bell stated that the board would need to keep the July special meeting date, but could eliminate the August special meeting date and therefore moved to approve the list as provided

including the July 6 meeting date and excluding the August meeting date, noting that special meetings would start at 5:30 p.m. Karen Schipfmann seconded the motion. Motion carried.

Chairman Nelson called for Board Reports.

Karen Schipfmann shared that some of the trustees had served as judges for the “We the People” competition and were very impressed with students. She attended the virtual choir concert and shared she and other trustees were working on a holiday appreciation for staff.

Tom Keegan shared that he had missed the calendar meeting and Shoshone Recreation District meeting, but helped with “We the People” which was great.

Stefanie Bell was recently interviewed by CHS Wired and shared her appreciation for the efforts of all staff.

Brandi Nelson attended a certified evaluation committee where they talked about communication and feedback. She also attended the virtual WSBA conference.

Paige Martinez, student trustee, stated it was great to still be in school at second trimester. The Jason Flatt Act initiative has moved on. National Honor Society and Student Council have managed to continue doing service in spite of the pandemic. She added she is coming to appreciate all that the school district does more and more.

Mrs. Nelson stated the trustees have been keeping their goals in the forefront and she did a quick review. She has reached out to WSBA executive director, Brian Farmer who encouraged her to get in contact with Sue Belish for board training.

Chairman Nelson called for the Superintendent’s Report.

Superintendent Monteith congratulated the new board officers, adding that there is a lot of work to do. She thanked Amos Olson for his amazing work to temporarily fix the technology infrastructure to restore internet connectivity to Cody High School, Heart Mountain Academy and central office. She participated in Speak Your Piece Monday where she had invited students, Jace Grant and Izzy Radokovich to talk about life as a student during a pandemic. They were so articulate and they did an amazing job. Food service will continue providing free meals except for over break due to lack of participation. A data drill down for the leadership team is coming in January and thankfully the state has given some lenience on accountability. Work continues on the Title IX audit. Every document must have a notice of nondiscrimination and the Title IX team will be working through areas of noncompliance.

There being no further business to come before the board, on motion by Trustee Keegan, seconded by Trustee Schipfmann and carried, the board meeting was adjourned at 9:01 p.m.

Chairman of the Board

Date

Clerk

Date

December 15, 2020