

PARK COUNTY SCHOOL DISTRICT #6
Regular Board Meeting
June 18, 2019

The Board of Education of Park County School District No. 6 met on June 18, 2019 at 6:00 p.m. in the Westside Annex Board Room.

Chairman Rosencranse called the regular meeting to order at 6:00 p.m. and led the Pledge of Allegiance. Board members present: Stefanie Bell, Tom Keegan, Brandi Nelson, Cathy Roes, Jenni Rosencranse and Karen Schipfmann. Trustee McCue participated by phone. Administrators present: Ray Schulte and Patrick Couture. Supervisors and directors present: Terry Gardenhire, Chynna Singer and Dawn Solberg.

Chairman Rosencranse called for approval of the amended agenda.

Stefanie Bell moved to accept the amended agenda with the exception of the consent item for student handbooks, which she requested to be moved to an action item. Tom Keegan seconded. Motion carried.

Carolyn Conner, Director of NW BOCES gave a brief overview of the services they offer to students and parents and how they are funded.

Terry Gardenhire shared the status of current projects throughout the district and spoke briefly about the transportation facility project.

Dawn Solberg gave a budget update as of May 31, 2019.

Mrs. Rosencranse called for approval of the Consent Agenda with the exception of student handbooks. On motion by Trustee Bell, seconded by Trustee Schipfmann and carried, the following items were approved:

Certified Employment

Resignations/Terminations/Retirements

Kory Jansma, Head Coach, Boys Soccer
Erika Quick, Asst. Coach, Girls Soccer

Classified Employment

Resignations/Terminations/Retirements

Deb Zylberberg, SpEd para, CMS – retirement

Vouchers for Payment

General Fund	\$386,648.55
Special Revenue	\$61,309.86
Major Maintenance	\$119,050.14
Capital Construction Account	\$0.00
Food Service	\$45,613.75
Cody School Fund	\$61,236.28
Payroll	\$1,948,885.32

- Minutes of May 21, 2019 Board Meeting
- Minutes of June 4, 2019 Special Board Meeting
- Amended Minutes of April 9, 2019
- CMS Trust Fund Grant award of \$34,936
- Surplus Inventory
- CMS Ropes Course Coordinator position
- CMS Activities Coordinator position
- Donations of \$250 to CHS Speech and \$250 to CHS Debate

Trustee Rosencranse called for public comment.

June 18, 2019

Harold Musser shared his thoughts about auctioning the Beacon Hill property. He encouraged trustees to look at his website – mbauction.com – to see the difference between online and live auctions. He urged trustees to consider a live auction as he believed it would bring the true, highest value for the property.

Kip Thiel spoke about the Beacon Hill property and also urged trustees to consider a live auction for the property. Mr. Thiel expressed his opposition of using a “sealed bid” process to dispose of the Beacon Hill property.

Trustee Rosencranse called for first reading of Policy GCCAA – [Certified Staff Illness, Bereavement Leave and Retirement Incentive](#).

On motion by Tom Keegan, seconded by Karen Schipfmann and carried, Policy GCCAA was moved from first to second reading.

Trustee Rosencranse called for first reading of Policy GDC – [Classified Staff Leaves, Absences and Retirement Incentive](#).

On motion by Tom Keegan, seconded by Cathy Roes and carried, Policy GDC was moved from first to second reading.

Chairman Rosencranse called for first reading of Policy GCQC – [Resignation of Certified Staff Members](#) (Incentive).

On motion by Stefanie Bell, seconded by Karen Schipfmann and carried, Policy GCQC was moved from first to second reading.

Chairman Rosencranse called for first and final reading of Regulation GCCAB-R – [Family Medical Leave](#).

On motion by Stefanie Bell, seconded by Karen Schipfmann and carried, Regulation GCCAB-R was approved on first and final reading.

Chairman Rosencranse called for first reading of procurement policies and regulations as follows:

- Policy DJ – [Procurement](#)
- Deletion of current Policy DJ – [Purchasing](#)
- Regulation DJ (R-1) – [Procurement Policies and Procedures Using School District Funds](#)
- Regulation DJ (R-2) – [Procurement Policies and Procedures Using Federal Funds](#)
- Deletion of Policy EFAB – [School Nutrition Procurement](#)
- Regulation DJ (R-3) – [Construction Contracts Bidding and Awards](#)
- Deletion of Policy FEG – [Construction Contracts Bidding and Awards](#)
- Exhibit DJ-E – [Informal Procurement Log and Evaluation Matrix](#)

On motion by Trustee Bell, seconded by Trustee Keegan and carried, the procurement policies and regulations were moved from first to second reading. Mr. Schulte stated the changes in the policies and procedures were a reflection of changes in regulation at the state and federal level.

Chairman Rosencranse called for first and final reading of Regulation AC-R – [Title IX and Other Discrimination/Harassment Complaint Procedure](#).

Stefanie Bell moved to approve Regulation AC-R on first and final reading. Cathy Roes seconded. Motion carried.

Trustee Rosencranse called for first and final reading of Exhibit AC-E – [Civil Rights/Discrimination Complaint Form](#).

Cathy Roes moved to approve Exhibit AC-E on first and final reading. Tom Keegan seconded. Motion carried.

Trustee Rosencranse called for second and final reading of Policy IKF – [Graduation Requirements](#).

On motion by Stefanie Bell, seconded by Brandi Nelson and carried, Policy IKF was approved.

Trustee Rosencranse called for second and final reading of regulation BBB (R-1) – [ExOfficio Student Trustee](#).

Mrs. Bell moved to approve regulation BBB (R-1) with the addition of specifying a junior or senior at Cody High School. Discussion ensued and Mrs. Bell made a friendly amendment to include an evaluation of the position in April and to change the word “requirements” to “guidelines”. Tom Keegan seconded. Motion carried.

Chairman Rosencranse called for approval of the proposed 2019/2020 Shoshone Recreation District Budget.

Tom Keegan moved to approve the budget, adding that Shoshone Recreation District (SRD) board members, Alan Rosenbaum and Dossie Overfield, were in attendance if trustees had any questions. Stefanie Bell seconded the motion. Chair Rosencranse asked for a brief explanation for the public as to why the school district approves the SRD budget. Mr. Schulte shared that the school district has the authority to collect the mill levy for SRD and therefore approves the budget. Motion carried and the budget was approved.

Chairman Rosencranse called for approval of the process for the sale of Beacon Hill property and reviewed the options.

Tom Keegan moved to solicit RFP’s from auction companies, both online and live, for the sale of the Beacon Hill property. Brandi Nelson seconded the motion. Mrs. Bell added that she would like to offer the property as two parcels and as a whole for bidding purposes. Discussion about the timeline was held and Mr. Schulte stated that there should be enough time to advertise for RFP’s and come back in July with a recommendation on how to proceed based on the proposals. Motion carried.

Mrs. Rosencranse called for approval of the new salary schedules and benefits.

Stefanie Bell moved to approve the new salary and benefits schedules:

“The Board of Trustees, at their June 4 Special Board Meeting, are proposing the following salary and employment benefits for the 2019-2020 school year:

1. The Board will allow the advancement of approved lane changes and will honor the current non-teaching certified salary schedules and allow step advancement for 2019-2020.
2. The Board will add one (1) step to each of the MA lanes on the non-teaching certified salary schedules.
3. The Board will increase the non-teaching certified base salary schedules by \$325.
4. The Board will honor the current coaching/activity salary schedule that will continue to be calculated at a base salary of \$44,075 and implement the proposed changes for Head Broadcast Journalism, FBLA, Head Journalism, and CMS Activities Coordinator.
5. The Board will increase the stipend for the Wynona Thompson Auditorium Coordinator \$50/month (\$600/year).
6. The Board will honor the current classified salary schedule and allow step advancement for 2019-2020.
7. The board will increase the classified base salary schedules by \$0.50.
8. The board will adopt the proposed Director/Supervisor salary schedule that includes a \$50,000 base, responsibility factor, education factory, and experience factor.
9. The Board will honor the current principal salary schedule and allow step advancement for 2019-2020.
10. The Board will increase the principal base salary schedule by \$325.
11. The Board will honor the current central office administration salary schedule and implement the proposed responsibility factor changes for the Assistant Superintendent and the proposed education factor.
12. The Board will increase the central office base salary schedule by \$245.

The above adopted changes will have an overall budget impact of	\$330,853.09
Prior approved certification ratification	<u>\$295,934.32</u>
Total change in salary and benefits for all staff	\$626,787.41
	(\$ 75,007.77)”

Chairman Rosencranse called for approval of student handbooks.

Stefanie Bell moved to approve student handbooks. Brandi Nelson seconded.

Trustee Keegan offered one correction in the Cody High School handbook pertaining to Valedictorian/Salutatorian and wording on trimesters. Discussion pertaining to the connection between handbooks and policy changes was held and it was decided that a notation should be made within handbooks to denote when changes/updates have been made. Further discussion was held about making sure changes are communicated with parents. Motion carried.

Chairman Rosencranse called for Board Reports.

Mr. Schulte reminded trustees of the upcoming work with Dr. Joel on Sunday, June 23 and Monday, June 24.

Chairman Rosencranse called for the Superintendent's Report.

Mr. Schulte shared the 2018/2019 Average Daily Membership (ADM) report in which the district ended the year with 1,992 students. An anticipated 2,002 students are expected at the beginning of the 2019/2020 school year. He handed out draft bylaws for consideration of a Policy Committee and asked for feedback. Graduation information regarding the wearing of sashes was received from district counsel and would be shared in executive session.

Chairman Rosencranse called for Visitor Comments.

There being no further regular business to come before the board, a brief recess was taken at 7:33 p.m.

On motion by Trustee Roes, seconded by Trustee Nelson and carried, the meeting moved into executive session at 7:40 p.m. for the purpose of discussing W.S. 16-4-405 (a)(ii) personnel and W.S. 16-4-405(a)(ix) to consider or receive any information considered confidential by law.

Trustee Roes moved to reconvene into regular session and adjourn the meeting. Trustee Bell seconded. Motion carried and the meeting adjourned at 8:32 p.m.

Chairman of the Board

Date

Clerk

Date