

Minutes to Regular Meeting
Campbell County School District
Board of Trustees
December 13, 2022 Page 1

- Call to Order The meeting was called to order by Chairman Anne Ochs at 6:00 PM in the Board Room at the Educational Service Center, with the following trustees also present: Ken Clouston, Lisa Durgin, Tim Hallinan, Joe Lawrence, Larry Steiger, and Rollo Williams.
- Others participating in the meeting include Alex Ayers, Superintendent; Kirby Eisenhauer, Deputy Superintendent; Larry Reznicek, Human Resources Manager; Dennis Holmes, Associate Superintendent for Instructional Support; Alison Gee, Attorney; and Tracy Peterson, Secretary to the Board.
- Also present: Cassia Catterall, Bertine Bahige, Paula Steiger, Bill Fortner, Jessica Borah, Kristin Gross, Ashley Thomas, Terry Quinn, Jacque Holden, Mark Gilbertson, Carolin Hardesty, Jen and Zach Clark, Eretta Chavez, Michael Lunberg, Charity Crump, and Mary Stroka.
- Additions or Changes to the Agenda There were no changes or additions to the agenda.
- Wyoming School Boards Association Awards. Dr. Ayers presented the board with the 2022 Wyoming School Boards Association *Standard of Excellence Award* and the *Certificate of Recognition for Dedication to Educational Growth*.
- Reorganization of Board Election of Officers Chairman Ochs turned the meeting over to Dr. Ayers for the election of officers. Dr. Lawrence nominated Anne Ochs as chairman. Dr. Ayers asked for other nominations and seeing none, the board unanimously voted for Mrs. Ochs to serve as chairman.
- Chairman Ochs made a motion for the slate of officers as follows:
- Vice-Chairman – Lisa Durgin
 - Treasurer – Joe Lawrence
 - Clerk/Assistant Treasurer – Larry Steiger
- Mrs. Durgin seconded the motion, and the motion carried unanimously.
- Meetings: Times and Dates Mr. Williams made a motion to establish the Board meeting times and dates as 6:00 PM on the second and fourth Tuesdays of each month, and Mrs. Durgin seconded the motion. The motion carried unanimously.
- Depositories Dr. Lawrence made a motion to designate ANB Bank, First Interstate Bank, First National Bank of Gillette, First Northern Bank of Wyoming, US Bank, and Wyoming Government Investment Fund as depositories for Campbell County School District. Mrs. Durgin seconded the motion, and the motion carried unanimously.
- Newspaper Mrs. Durgin made a motion to establish The News-Record as the official newspaper for Campbell County School District. Dr. Lawrence seconded the motion, and the motion carried unanimously.
- Re-Adoption of Policies Chairman Ochs made a motion to re-adopt the policies contained in the official district policy listing and rescind all old policies-determination as found only in the board meeting minutes. Dr. Lawrence seconded the motion, and the motion carried unanimously.
- Legal Counsel Dr. Clouston made a motion to designate Lubnau Law as the legal counsel for Campbell County School District. Dr. Lawrence seconded the motion. Chairman Ochs abstained from voting on legal counsel. The motion carried unanimously.
- Appointments Chairman Ochs appointed trustees to serve on committees as follows:
- Board of Cooperative Higher Education Services (BOCHES) – Joe Lawrence, Anne Ochs, Larry Steiger
 - Northeast Wyoming Board of Cooperative Educational Services (BOCES) – Tim Hallinan
 - Campbell County Community Public Recreation District (CCPRD) fill unexpired term for Dave Foreman – Larry Steiger
 - Audit Committee –Larry Steiger
 - Juvenile Support Partnership – Larry Steiger
 - Wyoming School Boards Association – Lisa Durgin
 - Legislative Liaison – Anne Ochs
 - Budget Priorities Committee –Lisa Durgin, Anne Ochs, and Larry Steiger
 - Policy Committee – Tim Hallinan
 - Community Behavioral Health Committee – Joe Lawrence
 - Aquatic Center Committee – Larry Steiger
- Financial Disclosure Trustees completed the financial disclosure form as required by state statute and turned their forms into Mrs. Peterson.

Celebration Stocktrail Elementary Principal Bertine Bahige introduced the student council, who provided information to the board about their election process and future events they have planned.

Academic Reports Stocktrail Elementary Principal Bertine Bahige shared an academic report for Stocktrail Elementary School.

Thunder Basin High School Principal Terry Quinn provided an academic report for Thunder Basin High School.

CONSENT AGENDA

Dr. Hallinan requested Consent Agenda item F 3, Aquatic Center Construction Agreement with Van Ewing Construction, Inc., be pulled from the Consent Agenda for discussion.

A motion was made by Dr. Lawrence and seconded by Dr. Clouston to approve all remaining items on the Consent Agenda. Dr. Clouston abstained from voting on warrant 389903, payable to Gillette Physical Therapy. Chairman Ochs abstained from voting on warrant 390143, payable to her. The motion carried unanimously.

Dr. Hallinan shared that he does not support item F 3, Aquatic Center Construction Agreement with Van Ewing Construction, Inc. After discussion, a motion was made by Dr. Lawrence to approve item F3, Aquatic Center Construction Agreement with Van Ewing Construction, Inc. Mrs. Durgin seconded the motion. The motion carried with Dr. Hallinan voting “no” and the other six board members voting “yes.”

Minutes Minutes of the November 15, 2022, Board of Trustees regular meeting were approved.

Minutes of the November 15, 2022, Board of Trustees special dinner meeting were approved.

Minutes of the November 15, 2022, Board of Trustees executive session were approved.

Human Resources Actions The following actions taken by the Human Resources Department were approved:

EDUCATION SUPPORT PERSONNEL

RESIGNATIONS

Larissa Alvarado	Special Programs Ed. Asst./Stocktrail
Michael Avalos	Custodian/Pronghorn
Lori Bentz	Bus Driver/Transportation
Laura Craig	Special Programs Ed. Asst./Stocktrail
Lily Echols	Special Programs Ed. Asst./Meadowlark
Karin Engelhaupt	Special Programs Ed. Asst./Conestoga
Leslie Hoffman	Special Programs Ed. Asst./Paintbrush
Chaessa Joseph	Bus Driver in Training/Transportation
Veronica Koch	SPEA – ASD/Lakeview
Katie LeFever	SPEA – ASD/Lakeview
Mackenzie Maslack	Student Custodian/Westwood
Laura Mayo	Elementary Office Clerk/Lakeview
Michelle Mitchell	Custodian/Buffalo Ridge
Aubrey Palmer	SPEA – Ed/TBHS
Amanda Shepperson	Bus Driver/Transportation
Maria Trujillo-Ferrusco	Office Clerk/TBHS
Vanessa Varieur	Elementary Office Clerk/Pronghorn

TERMINATIONS

Jonathon DeJong	Custodian/CCHS
Jennifer Farquhar	Bus Assistant/Transportation

NEW HIRES – REGULAR

Rolando Acda	Nutrition Service Assistant/Nutrition Services
Danielle Ammons	SPEA – High Needs/Hillcrest
Doris Ceruti	Guidance Secretary/TBHS
Laura Craig	Special Programs Ed. Asst./Stocktrail
Katarina Einfalt	Bus Driver in Training/Transportation
Douglas Frost	Safety Patrol/Transportation
Hannah Ham	Assistant Cook/Nutrition Services
Nicole Harris	Special Programs Ed. Asst./Meadowlark
Jenna Hill	Special Programs Ed. Asst./Hillcrest
Gabriel Jarvi	Custodian/CCHS
Elizabeth Koller	SPEA – ED/Paintbrush
Hannah Lowe	SPEA – ED/Conestoga
Alma Marquez	Office Clerk/TBHS

Nestor Mattana	Bus Driver/Transportation
Jennifer McLaughlin	Bus Driver in Training/Transportation
Michelle Mitchell	Custodian/Buffalo Ridge
Echo Molina	Assistant Cook/Nutrition Services
Heidi Morfeld	Assistant Cook/Nutrition Services
Whitney Ortega Henriquez	Instructional Asst./Stocktrail
Tristin Potter	SPEA – ASD/Lakeview
Tamara Stamey	Custodian/Buffalo Ridge
Austen Strickland	Custodian/CCHS
Annabelle Tirado	SPEA – ASD/Lakeview
Kimberlee Vankirk	Nutrition Service Assistant/Nutrition
Maddison Warner	Bus Assistant/Transportation
Amanda Woodard	Warehouse Technician/Maintenance

NEW HIRES-SUBSTITUTES/TEMPORARIES

Brittany Trolla	Temporary Custodian/ESC
John Weston	Bus Driver in Training/Transportation

TRANSFERS

Katherine Cutro	FROM: Bus Driver in Training/Transportation TO: Bus Driver/Transportation
Sarah Hernandez	FROM: Substitute Teacher TO: SPEA – ED/ TSJH
Mary Ingram	FROM: Cafeteria Cook/Nutrition Services TO: Custodian/TSJH
Susan Morris	FROM: Bus Driver/Transportation TO: SPEA – HN/Sage Valley
Mary Piedrahita Gallego	FROM: Custodian/TSJH TO: Assistant Cook/Nutrition Services
Amanda Trotter	FROM: Custodian/WJSHS TO: Instructional Asst./Cottonwood

CERTIFIED

NEW HIRES – SUBSTITUTES/TEMPORARIES

Marcy Befus	Physical Education/CCHS
Stacy Meester	School Psychologist/Special Services Center
Valery Oliver	Social Studies/Twin Spruce
Carissa Painter-Sams	School Counselor/0.775 RH; 0.1 RE; 0.125 ST
Mikelle Schmit	School Nurse/Prairie Wind
Konnie Wayne	Exc. Child Specialist/Lakeview

NEW HIRES – SUBSTITUTES/TEMPORARIES

RaeLynn Barbula	Substitute Teacher/All Schools
Zoe Biggs	Substitute Teacher/First Grade/Paintbrush
Kimberly Blain	Substitute Teacher/All Schools
Valerie Borchgrevink	Substitute Teacher/All Schools
Kade Bradley	Substitute Teacher/All Schools
Raymond Burger	Substitute Nurse/All Schools
Tiffany Camilli	Substitute Nurse/All Schools
Claire Carter	Substitute Teacher/All Schools
Karly Del Toro	Substitute Teacher/All Schools
Kayla Goracke	Substitute Teacher/All Schools
Michele Hayden	Substitute Teacher/All Schools
Jami Jacobson	Substitute Teacher/All Schools
Tiffani Klausung	Substitute Teacher/All Schools
Crystal Leeper	Substitute Teacher/All Schools
McKenzy McIntosh	Substitute Teacher/All Schools
Zachary Milliron	Substitute Teacher/All Schools
Trista Naillon	Substitute Teacher/All Schools
Paula Petry	Substitute Nurse/All Schools
Robin Scherf	Substitute Teacher/All Schools
Taylor Swan	Substitute Teacher/All Schools
Madianna Valdez	Substitute Teacher/All Schools
Sierra Washburn	Substitute Teacher/All Schools

EXTRA DUTY RESIGNATIONS

Andrew Rose	Head Football Coach/CCHS
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EXTRA DUTY RECOMMENDATIONS

Kylie Barton Assistant Play Director
Sarah Seamands Asst. Wrestling Coach/WJSH

Warrants

The following warrants were ratified and approved:

Payroll Warrants	232367 - 232547
Combined Fund Warrants	389788 - 390160
ACH Combined Funds	1474, 1477, 1482, 1483, 1509, 1510, 1518, 1524
ACH Nutritional Services	1473, 1475, 1484, 1520
ACH Student Activities	1476
Major Maintenance Warrants	9095 - 9120
Nutritional Services Fund Warrants	12777 - 12803
Insurance Warrants	4588 - 4593
Student Activities Warrants	37345 - 37363
Activity Officials CCHS Warrants	6607 - 6612
Activity Officials TBHS Warrants	1902

Ratification of Bids and Quotes

The following ratified bids and quotes were approved:

1. Campbell County High School Network Rack Security Upgrades were awarded to Collins Communication, Inc., in the amount of \$28,238.51.
2. Renewal for Student Accident Insurance was awarded to Bob McCloskey Insurance in the amount of \$15,000.00.
3. Renewal for Member Resource Manager for School Libraries was awarded to Follett School Solutions, Inc., in the amount of \$10,715.76.
4. Renewal for Career Cruising Software was awarded to Xello in the amount of \$12,789.50.

Bids and Quotes

The following bids and quotes were approved:

1. Wagonwheel Elementary Playground Addition was awarded to Powder River Construction, Inc., in the amount of \$169,000.00.
2. Towel and Tissue Products for 2023 were awarded as follows: Jumbo Roll Tissue to Central Ply-Bag Corp in the amount of \$22,862.50. All other items were awarded to Norco, Inc., in the amount of \$72,261.45.

Ratified Contracts and Agreements

The following ratified contracts and agreements were approved:

1. Campbell County School District Number One Memorandum of Understanding with Campbell County Detention Center
2. Onsite Professional Development Purchase Agreement with Solution Tree, Inc.

Contracts and Agreements

The following contracts and agreements were approved:

1. Special Education Contract Addendum to WDE 413 for Residential Services Agreement In-State Placement with Cathedral Home for Children
2. Special Education Related Services Contract Addendum to WDE406 with Counseling Associates

Resolution to Conduct Business

The following Resolution to Conduct Business was approved:

"RESOLVED, that through the unanimous written consent of the Board of Trustees of Campbell County School District, the Board authorizes administration to issue and release warrants to conduct the normal business of the School District during the time between scheduled Board meetings of December 13, 2022, and January 10, 2023.

AND, that the Superintendent of Schools, Deputy Superintendent, and Associate Superintendent for Instructional Support be authorized to accept or reject bids during the same period;

AND, that the Superintendent of Schools, Deputy Superintendent, and Associate Superintendent for Instructional Support be authorized to enter into contracts during the same period;

AND, that the actions of the administration will be ratified by the Board of Trustees during their scheduled meeting of January 10, 2023;

AND, that it is the intent of the Board of Trustees that this authorization be allowed solely for the period and purpose outlined above."

The foregoing resolution was adopted by the Trustees on the 13th day of December, 2022 and will be effective as of December 13, 2022.

Policies

Minor revisions to Policy 4160 Educational Support Personnel Trade Time were approved.

Minor revisions to Policy 4162 Educational Support Personnel Flex Time were approved.

Policy 4175 Staff Recognition was reviewed with no changes.

Revisions to Policy 4181 Staff Wellness and Administrative Regulation 4181-R Staff Wellness were approved.

Minor revisions to Policy 4195 Leave of Absence were approved.

Policy 4200 Sick Leave was reviewed with no changes and minor revisions to Administration Regulation 4200-R Sick Leave were approved.

Policy 5415 Unpaid Student Meal Debt was reviewed with no changes, and minor revisions to Administrative Regulation 5415-R Unpaid Student Meal Debt were approved.

Resolution for Reoccurring Operational Charges

The following Resolution for Reoccurring Operational Charges was approved:

WHEREAS, Campbell County School District Number One, a Wyoming School District ("CCSD") receives reoccurring monthly bills for costs and charges associated with the operation of CCSD;

WHEREAS, some of the monthly statements require payment to avoid penalties or interest by a certain date or because of the nature of the services provided, is required to be paid in a shorter timeframe than the date of the regular scheduled meetings of the CCSD Board of Trustees;

WHEREAS, prudent operation of CCSD requires payments to be made as authorized under this Resolution to facilitate the activities of CCSD;

NOW, THEREFORE, BE IT RESOLVED that the CCSD Board of Trustees, Gillette, Wyoming, this 13th day of December 2022, hereby approves and authorizes the accounting department to pay the monthly, reoccurring bills within budgeted amounts for costs and charges associated with the operation of the District on a regular basis, if the payment date is before the regular scheduled meeting of the CCSD Board of Trustees or the nature of the services provided requires a shorter payment period, so long as the payments are presented to the CCSD Board of Trustees as part of the itemized list for approval by the CCSD Board of Trustees.

All acts, orders or resolutions, or parts thereof, in conflict with this Resolution are repealed.

Surplus and Recycle

Approval was given for surplus and recycle of obsolete and outdated items.

Student Expulsions

Student #18, Student #19, and Student #20 were expelled for one calendar year with early re-admittance under strict probation.

Student #21 And Student #22 were expelled for one calendar year

CONSENT AGENDA ENDS

Audit Report

Paula Steiger with Bennett, Weber, & Hermstad, LLP provided an overview of the Comprehensive Annual Financial Report (CAFR) for the 2021-2022 fiscal year. She noted the report's highlights, including revenues, expenditures, and current financial position. Dr. Lawrence moved to accept the CAFR and Mr. Steiger seconded the motion. The motion carried unanimously.

Facilities Update

Mr. Holmes provided a facility update on the new Little Powder School. The design phase will take approximately 8-10 months.

Public Comments

Public comments were made on the following: thankfulness to Dr. Clouston and his service to the board, Aquatic Center, replacement of a board member after resigning, and constitutional laws.

Trustee Celebrations

Chairman Ochs thanked Dr. Clouston for his service to the board and shared that the board enjoys and appreciates Dr. Clouston because he analyzes information, studies the projects, looks critically from a financial viewpoint, has an analytical mind, a calm demeanor, and puts students first. The board appreciates his work and will miss him. Chairman Ochs also shared that she is proud to have a board that focuses on putting students first.

Superintendent Celebration

Dr. Ayers congratulated Dr. Clouston as one of five All Wyoming School Board members. Dr. Ayers also thanked Signature Real Estate Group, who donated \$1310.00 toward the Thank Heaven for Kids fund.

Adjournment

With no other business before the board, the meeting adjourned at 7:34 PM.

Chairman

Clerk