

**OFFICIAL MINUTES OF THE BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 2 - LARAMIE COUNTY, WYOMING  
August 10, 2009**

The Laramie County School District No. 2 board meeting was held at Burns High School, Burns, Wyoming on August 10, 2009.

**CALL TO ORDER**

Chair Esther Davison called the meeting to order at 7:02 p.m.

**ROLL CALL**

Members Present – Jack Bomhoff, Esther Davison, Patty Epler,  
Jeff Kirkbride, Julianne Randall, Wynema Thompson, Steve Trimble

Members Absent –Tom Morgan, Sue Anderson

Superintendent: Jack Cozort

Also Present – See attached sheet.

**CONSENT AGENDA**

Motion: Jack Bomhoff moved to approve the consent agenda.

Second: Wynema Thompson seconded the motion.

Vote: Motion carried.

**REQUESTS TO ATTEND WYOMING VIRTUAL ACADEMY**

Mr. Ed Weber was in attendance and is one of the organizers for the WYVA Program. The Board members had many questions to ask Mr. Weber about distance education.

Motion: Patty Epler moved to approve the students who have applied through the district for MOU's with the Wyoming Virtual Academy for the 2009/10 school year.

Second: Esther Davison seconded the motion.

Jack Bomhoff expressed his opposition because of many reasons some of which are school socialization, not being involved in music, field trips, sports, recess and lunch program. He is also concerned about AYP, PAWS, Body of Evidence. He feels it would be good, as Mr. Weber explained, for children who are ill or for family reasons where it would be best if the child was home.

Vote: Motion carried with one opposed vote from Jack Bomhoff.

**NOTIFICATION OF EXTRA DUTY ASSIGNMENT**

Motion: Wynema Thompson moved that the Board of Trustees approve the extra duty assignment contract as provided and that all extra duty employees be directed to sign the agreement and return it to the Central Office prior to August 24, 2009.

Second: Julianne Randall seconded the motion.

Vote: Motion carried.

**INITIAL TEACHER EMPLOYMENT**

Motion: Jeff Kirkbride moved that the Board approve the revised format of the initial contract agreement for teachers under this category and that the teachers be directed to return the document prior to August 26, 2009.

Second: Patty Epler seconded the motion.

Patty Epler wanted to make it clear that this change is due to format not substance in the contract agreement.

Vote: Motion carried

**APPROVE REQUEST FOR SPRING BOARD TRAINING**

School districts are struggling with closing the achievement gap and ensuring that all students perform at the highest level. Spring Board is a comprehensive program in English and Math. The request is for the Board to approve budgeted allocations to complete the purchasing of material to support the learning of teachers.

Motion: Wynema Thompson moved to approve the use of line item funds in the amount provided, that being \$10,000 for supply and materials but less the \$1,000 already allocated.

Second: Steve Trimble seconded the motion.

Vote: Motion carried

**APPROVE BIDS F, F & E FOR WEST ELEMENTARY**

Mr. Bryant explained that 7 bids from 7 different vendors were received. He recommended the low-bid vendors for each category of FF&E items.

Motion: Patty Epler moved to accept the bids from the following vendors:

Library Interiors West, Inc.	\$29,155.50
OfficeScapes	\$11,679.02
School Specialty	\$ 1,495.55
Wenger Corp.	\$11,144.00
Wyoming Stationary	\$135,434.35

Second: Juliann Randall seconded the motion.

Vote: Motion carried.

**ACCEPT BIDS FOR EXCESS DISTRICT PROPERTY, SCHOOL BUSES**

Motion: Julianne Randall moved to approve the bid sale of the following buses:

Champ, LLC, Albin, WY	Bus #42	\$2,500.00
Rocky Mountain Bus Sales	Bus #26	529.00
	Bus #29	\$1,559.00
	Bus #39	\$1,559.00
	Bus #41	259.00
	Bus # 84	\$2,559.00
	Bus #21	\$2,559.00

Second: Patty Epler seconded the motion.

Vote: Motion carried.

**APPROVE CHANGES IN SUBSTITUTE SALARY SCHEDULE**

Jeff Kirkbride thanked those involved in working on this schedule.

- Motion: Jeff Kirkbride moved to approve the adjustment for substitute salaries as provided and that if the administration finds any issues needing further review that they return to the Board with those adjustments, and that this schedule is implemented starting August 26, 2009.
- Second: Wynema Thompson seconded the motion.
- Vote: Motion carried.

**APPROVE ADVERTISEMENT**

- Motion: Jack Bomhoff moved to advertise for RFQ for a legal representative for Laramie County School District #2, directing Mr. Cozort and Mr. Bryant to gather information and advertize.
- Second: Steve Trimble seconded the motion.
- Vote: Motion carried.

**APPROVE MEMBERSHIP APPLICATIONS AND ACTIVITY ENROLLMENT  
WHSAA**

- Motion: Jack Bomhoff made a motion to approve the charges to the WHSAA so that all schools may participate in programs by the WHSAA.
- Second: Julianne Randall seconded the motion.
- Vote: Motion carried.

**ACCEPT LETTER OF RESIGNATION**

- Motion: Jeff Kirkbride moved to accept, with regret, the resignation of Sue Anderson, from the Board of Trustees on August 5, 2009.
- Second: Jack Bomhoff seconded the motion.

Chair Davison thanked Mrs. Anderson for all her dedicated years of service to the District.

- Vote: Motion carried.

**APPROVE PROCESS TO FILL VACANT SEAT OF THE BOARD OF TRUSTEES**

- Motion: Esther Davison moved to advertise for letters of interest from those in the Burns area who are interested in serving on the Board of Trustees, with the idea of selecting a new board member at the next meeting in September.
- Second: Wynema Thompson seconded the motion.
- Vote: Motion carried.

**PERSONNEL FOR CENTRAL OFFICE**

- Motion: Jack Bomhoff moved to accept Mr. Bryant's recommendation to hire Pat Bacon to fill the half time position in the central office.

Second: Patty Epler seconded the motion.  
Vote: Motion carried.

**REQUEST TO HIRE SUBS**

Motion: Patty Epler moved to approve the following subs for the District:  
Melissa Omar, Certified in WY and NE  
Lori Freeburg, Sub permit  
Amber Imel, Certified in WY  
Robin Short, Bus Transportation  
Second: Julianne Randall seconded the motion  
Vote: Motion carried.

**APPROVAL TO HIRE COACHES**

Motion: Wynema Thompson moved to approve Sean Patterson for the position of assistant, high school, football coach for Burns.  
Second: Jeff Kirkbride seconded the motion.  
Vote: Motion carried.  
Motion: Wynema Thompson moved to approve Chris Cooper for the position of head wrestling coach for Burns High School.  
Second: Steve Trimble seconded the motion.  
Vote: Motion carried.

**REQUEST TO ADD ELEMENTARY POSITION AT WEST ELEMENTARY**

Mr. Cozort explained that position approval is needed in case there is a need to hire an additional teacher. At the current time there will be multiple reviews of the situation and if adjustments can be made without this addition that will be completed. The situation is complicated and the actual needs will depend on student movement in the district and into the district.

Motion: Jack Bomhoff moved to approve the position that will be implemented at West Elementary, if numbers are warranted.  
Second: Patty Epler seconded the motion.  
Vote: Motion carried.

**REQUEST TO COMPLETE TRANSFER OF AIDS**

The Spanish program at the Elementary Schools has been cut by 17%. In order to save jobs and keep highly qualified employees in the district there have been recommendations to transfer aids.

Motion: Jack Bomhoff moved that Pat Chavez be 50% Spanish and 50% ESL/Title I Para in Albin and that a 50% SPED para at PBEL be added. Ms Garcia would then be transferred to the SPED para position 50% of the time in Pine Bluffs Elementary and the Spanish program 50% in Carpenter.  
Second: Steve Trimble seconded the motion.  
Vote: Motion carried.

### **REQUEST TO REPLACE CURRICULUM AND ASSESSMENT CLERICAL**

- Motion: Jack Bomhoff moved to allow the administrators to begin the process of replacing the clerical position in the department of curriculum from .25 to .50 through federal program money.
- Second: Julianne Randall seconded the motion.
- Vote: Motion carried.

### **FINANCIAL REPORT**

Mr. Bryant reported that currently through August 5, 2009 we have received 1.4% of the budgeted revenues. This compares with August 5, 2008 when we had received 0.3% of the budgeted revenues. On August 15, the district will receive the first of its three entitlement payments from the State. This is estimated to be approximately \$4,218,000.

- Motion: Jack Bomhoff accepted the financials as presented.
- Second: Wynema Thompson seconded the motion.
- Vote: Motion carried.

### **PATRON COMMENTS**

None

Patty Epler stated that the presentation from Mayor Oakes regarding the disposition of West Elementary was pulled from the agenda because discussion of this will take place at the board/administrator retreat on August 13, at LCCC.

### **APPROVE POLICY GCA/GDA (STAFF POSITIONS) – 3<sup>RD</sup> READING**

- Motion: Jack Bomhoff moved to approve Policy Code GCA/GDA as third reading to be effective 8/10/09.
- Second: Wynema Thompson seconded the motion.
- Vote: Motion carried with one opposed vote from Jeff Kirkbride.

### **APPROVE POLICY GCI/GDI (STAFF ASSIGNMENTS AND TRANSFERS – 3<sup>RD</sup> READING**

Jeff Kirkbride disagrees with the policy stating that it is micro-management and that it involves the Board in the process too early.

- Motion: Jack Bomhoff moved to approve Policy GCI/GDI as third reading to be effective 8/10/09.
- Second: Steve Trimble seconded the motion.
- Vote: Motion carried with one opposed vote from Jeff Kirkbride.

### **APPROVE POLICY IHCD (ADVANCED COLLEGE PLACEMENT) – 1<sup>ST</sup> READING**

- Motion: Jack Bomhoff moved that policy IHCD be accepted as the first reading and that it be known that this policy will be eligible for final reading at the September 14, 2009 meeting of the Board.
- Second: Patty Epler seconded the motion.
- Vote: Motion carried.

**APPROVE POLICY EBAC (REQUIRED NOTIFICATION OF PESTICIDES) -  
1st READING**

Mr. Cozort asked if there was any public input regarding this policy. There was none.

Motion: Jack Bomhoff moved to approve policy EBAC and waive the second reading, making this policy effective 8/10/09.

Second: Patty Epler seconded the motion.

Vote: Motion carried.

**IMPORTANT DATES**

August 13, 2009 Board Retreat in Cheyenne  
August 20, 2009 Board Construction Tour  
August 18-25 2009 Back to School Staff Development Activities  
August 20, 2009 District Breakfast at 7:15 a.m.  
“ District Meeting 8:00 a.m.  
August 26, 2009 Students First Day  
September 1, 2009 WSBA Fall Educational Roundup - Cheyenne  
September 9, 2009 COW Meeting  
September 14, 2009 Regular Meeting of the Board (Carpenter)  
November 18-20, 2009 WSBA Annual Conference – Casper  
February 8, 2010 Legislative Session Begins  
February 21, 2010 WSBA Legislative Forum – Cheyenne

**INFORMATION AND DISCUSSION**

Mr. Cozort is working on the Family Leave, Policy GBBDE, which will be approved at a later date.

The Superintendent stated that he will be reviewing policies and creating a list of policies that he feels are old or vague and those that need developed or removed. This process could last for several months.

Mr. Cozort informed the board members that if they want to nominate a board member for the All Wyoming School Board Nominations, please send in the request.

The Superintendent reported that the Federal government has created a new student enrollment form that requests information on ethnicity and race. These forms will have to be completed by all students, including all staff members.

Motion: Patty Epler moved to adjourn the meeting at 9:08 p.m.

Second: Julianne Randall seconded the motion.

Vote: Motion carried and meeting adjourned.

---

Chairman

---

Clerk