

**OFFICIAL MINUTES OF THE BOARD OF EDUCATION
SCHOOL DISTRICT NO. 2 - LARAMIE COUNTY, WYOMING
June 14, 2010**

The Laramie County School District No. 2 board meeting was held at Albin Elementary School, Albin, Wyoming on June 14, 2010.

CALL TO ORDER

Chair Davison called the meeting to order at 7:00 p.m.

ROLL CALL

Members Present – Jack Bomhoff, Esther Davison, Patty Epler, Jeff Kirkbride, Lee May, Tom Morgan, Julianne Randall, Wynema Thompson and Steve Trimble

Members Absent –

Superintendent: Jack Cozort

Also Present – Brent Bacon, Mike Brownawell, Sue Stevens, John Binning, Dave Ebertz, Laurie Bahl, Cindi Shroyer, Troy Decker, Rob Bryant and Jeaneane Parsons

GENERAL BUSINESS

Jack Bomhoff requested an executive session to discuss personnel which was added under VIII on the agenda.

Motion: Wynema Thompson moved to accept the agenda as amended.
Second: Steve Trimble seconded the motion.
Vote: Motion carried.

Patron Comments: None

Recognition: Principal Sue Stevens honored twelve students who have been on the honor roll all four quarters. Mr. Cozort made mention of the letter on page 4 from the Wyoming Department of Education that informed our District that we are fully accredited. Patty Epler made a presentation, on behalf of WSBA, to Esther Davison indicating that she certifies as a master school board member.

CONSENT AGENDA

Motion: Patty Epler moved to approve the consent agenda.
Second: Tom Morgan seconded the motion.
Vote: Motion carried.

FINANCES

Motion: Tom Morgan moved to approve the warrants as presented.
Second: Jeff Kirkbride seconded the motion.

The Board is requesting copies of the activity funds for each school with the receipts and disbursements listed. Mr. Bryant stated that he would e-mail them out to the board members for this month. Mr. Bomhoff asked if everything was going smoothly with the two banks in town. Mr. Bryant reported he is still working with one bank on interest rates.

Vote: Motion carried.

Mr. Bryant reported that enrollment was down 27 students from the beginning of the year with a total enrollment of 852 at the end of the school year. We are currently through June 14, 2010 and have expended/encumbered 94.6% of the budgeted amount and have expended 85.3% of the budgeted amount. A question was asked where the District is regarding reserves and Mr. Bryant said reserves are at 13%. The steps and increases in salary did not come from reserves.

Motion: Steve Trimble moved to accept the Financial Report as presented.

Second: Julianne Randall seconded the motion.

Vote: Motion carried.

Approval for Base Salary Recommendation

The Superintendent and Business Manager recommended an increase of \$300 for the standard teacher salary pay schedule. The percentage increase of .74% will apply to all other salary schedules. This brings the salary cost to \$53,918.15 and the retirement/FICA cost to \$11,737.98 with the total being \$65,656.13. Jack Bomhoff asked that the Board consider giving the paras a 1.2% increase in pay instead of the .74%.

Motion: Patty Epler moved to approve the recommendation of Rob Bryant as presented in the board book (as stated in the above paragraph).

Second: Jeff Kirkbride seconded the motion.

Patty stated that she does not like making changes at board meetings without discussing it at the COW meeting first. Patty asked the Superintendent and Business Manager for their recommendations on this situation. They both stated that they would suggest everything as in the board book with no changes.

Vote: Motion carried with opposed votes from Lee May, Esther Davison and Jack Bomhoff.

OLD BUSINESS

None

NEW BUSINESS

Hire Recommendations:

Motion: Jeff Kirkbride moved to approve David Briggs for the position of school psychologist, Jerry Becking for counselor and Kaycee Tidyman as an elementary teacher for the 2010-11 school year.

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

Policy JE

Motion: Tom Morgan moved to accept policy JE (Student Attendance) as second and final reading and that the policy become the procedure for student attendance.

Second: Julianne Randall seconded the motion.

Jeff Kirkbride stated that he feels 11 days absence is excessive. He would appreciate a report next year from the principals to see how this policy is working for them.

Vote: Motion carried.

Request from Albin Town Council

Public Comments: None

Motion: Patty Epler moved that the Board start the development of an agreement between the Town of Albin and the Board of LCSD#2 so that the land in question may be officially recorded as land dedicated to the Town of Albin.

Second: Steve Trimble seconded the motion.

Vote: Motion carried.

Bus Lease Financing Bid

At the COW meeting Mr. Bryant recommended Sun Trust Equipment Finance & Leasing Corporation as the institution for a bus lease agreement. After further review he amended his recommendation to Kaiser & Company as the low total bid to supply bus lease financing for two buses that were approved in February. The 5% bid penalty is applied to the total bid price, including principal and interest, and makes Kaiser & Company the low bidder. This is in line with the Wyoming state statute bidding laws. The two buses are: 2011 Blue Bird 66-passenger bus and 2011 Blue Bird Vision 60 passenger bus. Payments begin June 30, 2011 and continue through June 30, 2015. The District will receive reimbursement for the capital outlay in the fiscal year following each annual lease payment.

Motion: Patty Epler moved that the Board enter into the required agreements that make Kaiser & Company the official lease agency for two school buses for Laramie County School District #2. The total cost is \$213,053.33.

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

Approve member of the Eastern Laramie County Joint Powers Board

The request from Mr. Hockersmith, President of the ELCJPB, is to reappoint Shirley Leemaster.

Motion: Wynema Thompson moved to approve the re-appointment of Ms Leemaster to the Eastern Laramie County Joint Powers Board.

Second: Julianne Randall seconded the motion.

Vote: Motion carried.

Jeff Kirkbride asked if the Board could receive a yearly update from Mr. Hockersmith. Jack Bomhoff felt the Board should go to their meetings for an update. Jeff stated that we could make the request to see if it is feasible.

Additional Hour Request from Special Services

Mr. Bacon has requested that Shannon Shain's contract be extended by 6.5 days per year to assist in meeting the needs of students.

- Motion: Jack Bomhoff moved to increase Shannon Shain's contract from 81.08% FTE to 84.59% FTE for the 2010-11 school year.
- Second: Julianne Randall seconded the motion.
- Vote: Motion carried.

Property and Casualty Insurance Bid

In the fall of 2009 LCSD #2 Board approved the hiring of a consultant and the development of an RFP for property/casualty insurance for the district. Mr. Dave Ebertz of Risk Management Consulting out of Gillette, WY was hired. Mr. Ebertz was at the Board meeting and answered the many questions the Board had on this topic. Only two companies submitted proposals at the May 3rd bid opening. After careful study, Mr. Ebertz recommended Wyoming School Risk Retention Pool.

- Motion: Wynema Thompson moved to accept the consultant's recommendation and that the Board approve the amount of \$65,006.00 from the Wyoming School Risk Retention Pool as the Property and Casualty agent for the District.
- Second: Lee May seconded the motion.
- Vote: Motion carried.

Contract for Professional Services – Technology

Mr. Bryant recommended Connie Holgerson as a contract provider for technology services at \$50 per hour with all other expenses paid by Ms. Holgerson. The process is designed to help the district transition between and after the retirement of Ms. Holgerson.

- Motion: Jack Bomhoff moved to give the professional services contract to Ms. Holgerson following the terms of the contract starting July 1, 2010.
- Second: Jeff Kirkbride seconded the motion.

The question was asked if there was an ending date on this contract. Mr. Bryant anticipates that it will be for one year.

- Vote: Motion carried.

District Handbook, Student and Staff Handbooks

- Motion: Tom Morgan moved to accept the handbooks for the 2010-11 school year but that any changes or adjustments in these handbooks prior to the start of the 2010-11 school year be provided to the Board of Trustees at the July and/or August regular meeting.
- Second: Wynema Thompson seconded the motion.
- Vote: Motion carried.

Approval of MOU between Wyoming Department of Education and Northwest Evaluation Association

As part of the Bridges grant application process, districts were asked to verify their readiness to participate in analysis of the effectiveness of summer programs by adhering to assessment of students in certain grades in spring and fall using NWEA's Measurement of Academic Progress.

Districts could indicate in that application whether they would entertain the idea of entering into a MOU to allow NWEA to submit student assessment information directly to the Wyoming Department of Education rather than the district submitting to the Department the same student assessment data twice yearly.

Motion: Patty Epler moved that the Board of LCSD#2 direct the Superintendent to forward the MOU as requested by the Wyoming Department of Education.
Second: Tom Morgan seconded the motion.
Vote: Motion carried.

HIRE, TRANSFERS AND RESIGNATIONS

Motion: Jeff Kirkbride moved to approve the resignation of Robin Eicholtz, the retirement of Fred Sager, the transfer of Karen Marietta to full-time foreign language, to hire an individual for an English position, Jill McLaughlin as a sub custodian and para, Dan Ebben as assistant HS girl's basketball coach and that the position of custodian be advertized.
Second: Tom Morgan seconded the motion.
Vote: Motion carried.

INFORMATION AND DISCUSSION

IGADA (Student Work Program) will be reviewed and brought back to the Board at the July meeting.

Calendar Dates and Information for the Board

June 28, 2010	Special Meeting @ District Office, 7:00 p.m. – Amend Final Budget
July 14, 2010	COW Meeting (PB)
July 21, 2010	Combined Meeting Regular (Burns)
August 4, 2010	COW Meeting (PB)
August 9, 2010	Regular August Meeting (Carpenter)
August 17, 2010	New Teachers Report for Orientation
August 17, 2010	Back to School BBQ, Burns?? 4:30
August 19, 2010	All teachers, certified employees report
August 25, 2010	First Full day of 2010-2011 School Year

PLA Updates

Pages 76-85 give additional information. The Superintendent stated that we are working with WDE trying to determine the calculation process used to determine these released percentages. The finds were not released to the districts prior to publication. The principals are working on ways to bring percentages up.

ARRA Fund Expenditures

Brent Bacon gave a written report (pages 92-96) of the ARRA Fund Expenditures for the month of May.

Pine Bluffs Elementary Remodel Updates – Mr. Decker reported that asbestos abatement is in full swing. Their employees cut carpet that should not have been so the company

will pay for replacing the carpet in the classrooms. A short report was given on the playground progress.

Update on Old Albin High School

Everything went well with the asbestos abatement. Plans are to move forward with the demolition of the old high school.

Executive Session

- Motion: Tom Morgan moved to go in to executive session at 9:20 p.m. to discuss personnel.
Second: Jack Bomhoff seconded the motion.
Vote: Motion carried.
Motion: Wynema Thompson moved to reconvene the meeting at 9:30 p.m.
Second: Patty Epler seconded the motion.
Vote: Motion carried.

ADJOURNMENT

Chair Davison adjourned the meeting at 9:31 p.m.

Chairman

Clerk