

**OFFICIAL MINUTES OF THE BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 2 - LARAMIE COUNTY, WYOMING  
June 13, 2011**

The Laramie County School District No. 2 board meeting was held at Burns High School, Burns, Wyoming on June 13, 2011.

**CALL TO ORDER**

Chair Davison called the meeting to order at 7:03 p.m.

**ROLL CALL**

Members Present – Jack Bomhoff, Esther Davison, Jeff Kirkbride, Lee May, Tom Morgan, Julianne Randall, Kristen Smith, and Steve Trimble

Members Absent – Wynema Thompson

Superintendent: Jack Cozort

Also Present – Elaina Ilminen, Brent Bacon, Jerry Becking, Rob Bryant and Jeaneane Parsons

**GENERAL BUSINESS**

Pledge of Allegiance

Additions to the agenda were an Executive Session before the Hire, Transfers and Resignations, Vision/Mission/Goals was moved from “D” under Information and Discussion to “P” under New Business. IHAR and IHAR-R were moved to the July Board meeting. June 8 Executive Session minutes was added under “C” Consent Agenda.

Motion: Tom Morgan moved to accept the agenda as amended.  
Second: Lee May seconded the motion.  
Vote: Motion carried.

Patron Comments: None

**CONSENT AGENDA**

Motion: Jeff Kirkbride moved to approve the minutes of the regular meeting on May 9, 2011 and executive session minutes of April 9 and June 8, 2011.  
Second: Julianne Randall seconded the motion.  
Vote: Motion carried.

**FINANCES**

Motion: Tom Morgan made a motion to accept the warrants as presented.  
Second: Lee May seconded the motion.  
Vote: Motion carried.

Mr. Bryant reported that we are currently through June 13, 2011 and have received 95.0% of the budgeted revenues. This compares with June 13, 2010 when we had received 103.6% of the budgeted revenues. We are currently through June 13, 2011 and have received 97.1% of the budgeted revenues. This compares with June 2010 when we had received 95.2% of the budgeted revenues. Enrollment is at 927, down 1 student from the beginning of May, but up 75 students from the end of the school year last year.

Motion: Julianne Randall moved to accept the Treasurer's Report.

Second: Lee May seconded the motion.

Vote: Motion carried.

### **OLD BUSINESS**

Policy CAA: Residency Requirements

Motion: Esther Davison moved to reconsider Policy CAA: Residency Requirements.

Second: Jack Bomhoff seconded the motion.

Discussion ensued on the topic and a few of the concerns were: How can we hire someone with a 1 year contract and expect them to live in the community? Too many loop holes, weak policies, doesn't insure what we want if they live in district; we want them to live in the community they work in, we want them to buy in to the community, it sends a message to people that they care about the community, afraid it will limit the pool of candidates. Julianne brought up the fact that this was first reading and there was time for additional comments since it will go to second and third readings.

Vote: Motion carried with opposed votes from Jeff Kirkbride, Kristen Smith and Tom Morgan.

Accept Handbooks and Technology Plan

Motion: Tom Morgan moved to approve the elementary and high school handbooks along with the District Five-year Technology Plan.

Second: Kristen Smith seconded the motion.

Vote: Motion carried.

### **NEW BUSINESS**

Memorandum of Understanding

Motion: Julianne Randall moved to approve the Memorandum of Understanding with Southeast Wyoming Juvenile Center.

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

Review and Approve Special Education Policies and Procedures:

Each Wyoming school district or public agency must have policies and procedures in place consistent with Wyoming's Special Education policies and procedures.

Motion: Julianne Randall moved to approve the following policies on first and final reading:

IHBA – Child Find

IHBA-R – Child Find

IHBAB – Special Education-Confidentiality Requirements  
IHBAB-R – Special Education – Confidentiality Requirements  
IHBAF – Special Education Evaluation and Eligibility  
IHBAF-R – Special Education Evaluation and Eligibility  
IHBAD – Free Appropriate Public Education  
IHBAD-R Free Appropriate Public Education  
IHBAE – Least Restrictive Environment  
IHBAE-R – Least Restrictive Environment  
IHBAG – Response to Intervention  
IHBAG-R – Response to Intervention  
IHBAC – Special Education Program Options

Second: Tom Morgan seconded the motion.  
Vote: Motion carried.

Approval for Lunch and Breakfast Price Increase:

After additional review there is a request to amend the cost of breakfast and lunch prices for the 2011-12 school year.

Motion: Tom Morgan moved to approve lunch prices as listed.  
Second: Julianne Randall seconded the motion.  
Vote: Motion carried.

Approve Financial Institution for Bus Lease Financing:

Mr. Bryant recommended the approval of SunTrust as the low bid financial institution to supply bus lease financing for the three Blue Bird Vision buses and the two International buses approved at the December, 2010 Board meeting.

Motion: Lee May moved to approve SunTrust as the low bid financial institution to supply bus lease financing.  
Second: Steve Trimble seconded the motion.  
Vote: Motion carried.

Policy DCA First Reading:

Mr. Bryant explained that this policy establishes the procedures the district will use in the Management of Fund Balances and Capital Reserves. Chair Davison asked if there were any comments from patrons and there were none.

Motion: Jeff Kirkbride moved to accept Policy DCA as first and final reading.  
Second: Lee May seconded the motion.  
Vote: Motion carried.

Renewal of Contract for Technology Services:

Motion: Lee May moved to renew the contract for professional services with Connie Holgerson for the fiscal year 2011-2012.  
Second: Tom Morgan seconded the motion.  
Vote: Motion carried.

Approval of Delta Dental:

- Motion: Julianne Randall moved to approve the Delta Dental standard plan for the district employees for the 2011-12 school year.
- Second: Kristen Smith seconded the motion.
- Vote: Motion carried.

Appointment of SRRP Board Member:

- Motion: Jeff Kirkbride moved to reappoint Rob Bryant as the representative for the School Risk Retention Program.
- Second: Lee May seconded the motion.
- Vote: Motion carried.

Accept and Approve Rental Agreement with Town of Burns:

- Motion: Tom Morgan moved to accept the rental agreement with the town of Burns for 2011-2012.
- Second: Jeff Kirkbride seconded the motion.
- Vote: Motion carried.

Request Approval to Bid for Concrete and Grading of Parking Lots:

There are a few areas in the district where concrete or grading of parking lots will be necessary.

- Motion: Tom Morgan moved to approve the releasing of an RFP for contractors to perform drainage correction and rehabilitation work to the Transportation facility parking lot and the Burns High School north parking lot and to install a concrete pad for the bus washing area located at the Transportation Facility.
- Second: Julianne Randall seconded the motion.
- Vote: Motion carried.

Request Stipend Payment for Summer School Administrator:

Summer school attendance has increased slightly, but the student needs have increased immensely. With the addition of MAP testing for all students K-8, increased numbers at Albin and student credit recovery, the need for an extra administrator is needed.

- Motion: Jeff Kirkbride moved that the Board authorize pay for principal, Laurie Bahl, not to exceed \$4500, to be covered from Title I ARRA funds.
- Second: Julianne Randall seconded the motion.
- Vote: Motion carried.

Request to Bid for Roof Repair:

Mr. Bryant is requesting to seek bids on a section of the roof on Pine Bluffs Elementary School. (This section was not included in any work completed last summer.)

- Motion: Lee May moved to release an RFP for roofing contractors to replace the Pine Bluffs Elementary South Wing roof with the bids to be brought back to the Board for approval.
- Second: Tom Morgan seconded the motion.
- Vote: Motion carried.

Mr. Cozort recommended that the Board bring “Request of Changes in Job Descriptions” to the next Board meeting.

Vision/Mission/What we Value, The Goals:

- Motion: Jack Bomhoff moved to accept the Vision/Mission/What we Value, The Goals statement (shown on page 68 of the board packet) for the 2011-2012 school year.
- Second: Lee May seconded the motion.
- Vote: Motion carried.

### **EXECUTIVE SESSION**

- Motion: Tom Morgan moved to go in to executive session to discuss personnel at 8:04 p.m.
- Second: Lee May seconded the motion.
- Vote: Motion carried.
- Motion: Lee May moved to reconvene the meeting at 9:00 p.m.
- Second: Tom Morgan seconded the motion.
- Vote: Motion carried.

### **HIRE, TRANSFERS AND RESIGNATIONS**

Resignations:

- Motion: Tom Morgan moved to accept the resignations as listed.  
(Glen Kirkbride – BBB Coach  
Will Gray – Assistant Track Coach  
Donna Crandall – NCA Chair  
Toni Harris – Interpreter  
Emily Pierson – Teacher)
- Second: Lee May seconded the motion.
- Vote: Motion carried.

Chair Davison thanked them for their contributions.

Approve Hire Recommendations:

- Motion: Jeff Kirkbride moved to accept Dan Clayson to teach Science at BHS for the 2011-12 school year.
- Second: Julianne Randall seconded the motion.
- Vote: Motion carried.
- Motion: Jeff Kirkbride moved to hire Travis Lasse to teach elementary and special education at Albin Elementary.
- Second: Lee May seconded the motion.
- Vote: Motion carried.
- Motion: Jeff Kirkbride moved to hire Dan Clayson as Head Jr High Football Coach for BHS.
- Second: Kristen Smith seconded the motion.
- Vote: Motion carried.
- Motion: Jeff Kirkbride moved to hire Mark West as counselor for BHS for the 2011-2012 school year.

Second: Kristen Smith seconded the motion.  
Vote: Motion carried.  
Motion: Jack Bomhoff moved to hire Barry Ward as the Athletic Director for BHS.  
Second: Tom Morgan seconded the motion.  
Vote: Motion carried with opposed votes from Kristen Smith, Steve Trimble and Lee May. Jeff Kirkbride abstained from the vote.  
Motion: Jack Bomhoff moved to hire Sean Patterson as the Head BB Coach for BHS.  
Second: Tom Morgan seconded the motion.  
Vote: Motion carried with opposed votes from Lee May and Steve Trimble.  
Motion: Jeff Kirkbride moved to approve the transfer of Craig Williams from Instructional Facilitator to classroom teacher at Carpenter.  
Second: Tom Morgan seconded the motion.  
Vote: Motion carried.  
Motion: Jeff Kirkbride moved to approve the transfer of Diana Wedl from Burns Elementary to Instructional Facilitator for Burns and Carpenter Elementary Schools.  
Second: Lee May seconded the motion.  
Vote: Motion carried.  
Motion: Tom Morgan moved to advertize and hire a teacher for the elementary position at Burns that was vacated by Diana Wedl.  
Second: Lee May seconded the motion.  
Vote: Motion carried.  
Motion: Julianne Randall moved to hire Alexis Nikirk to be the regular assistant track coach.  
Second: Tom Morgan seconded the motion.  
Vote: Motion carried.  
Motion: Jeff Kirkbride moved to hire Mallory Lammers and Brian DePaulitte as summer school staff.  
Second: Julianne Randall seconded the motion.  
Vote: Motion carried.  
Motion: Jack Bomhoff moved to advertize for a SPED para for Carpenter Elementary.  
Second: Lee May seconded the motion.  
Vote: Motion carried.

### **INFORMATION AND DISCUSSION**

#### Calendar Dates and Information for the Board:

June 27, 2011	Special Meeting, End of Year @ Pine Bluffs
July 13, 2011	COW Meeting @ Pine Bluffs
July 20, 2011	Combined Regular and Budget Meeting, Carpenter
August 3, 2011	COW Meeting, Burns
August 8, 2011	Regular Meeting, Pine Bluffs

(Additional dates were given through August at the Board meeting).

The ARRA Fund Expenditures were reported by Mr. Bacon in the board packet.

Notes and Minutes of the June 8 COW meeting were included in the Board packet.

A letter was received from Dustin Lee regarding coaching staff numbers. The Board discussed coming back with the recommendation next April when it is time to hire coaches to discuss the possibility again. Mr. Bomhoff suggested that the AD's and principals should come back with a recommendation to the Board.

Discussion ensued regarding a possible bond with Kaiser and Company for the Pine Bluffs Gymnasium. Mr. Bryant suggested developing a small committee to start refining the current plan. 4.5 million was an estimated cost, but with the new 8 lane track and the total completion of the gym, \$5.2 million might be a closer figure. This will be discussed further at the June 27<sup>th</sup> meeting and will be an action item. Lee May and Julianne Randall volunteered to be on the committee.

### **ADJOURNMENT**

Chair Davison adjourned the meeting at 9:33 p.m.

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Chairman

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Clerk