

**OFFICIAL MINUTES OF THE BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 2 - LARAMIE COUNTY, WYOMING  
May 14, 2012**

The Laramie County School District No. 2 board meeting was held at Burns High School, Burns, Wyoming on May 14, 2012.

**CALL TO ORDER**

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

**ROLL CALL**

Members Present –Esther Davison, Jeff Kirkbride, Lee May,  
Tom Morgan, Julianne Randall, Steve Trimble, Wynema Engstrom

Members Absent – Jack Bomhoff and Kristen Smith

Superintendent - Jack Cozort

Also Present – Laurie Bahl, Brent Bacon, Jerry Becking, LeAnn Smith,  
Brittany Mitchell, Kathy Thrush, Will Gray, Drew Severn, Chris Cooper, Drew  
Davis, Aaron Kreuzer, Chelsea Engel, Kelcey Ronning, Kinzee Goehring, Jocelyn  
Lerwick, Linda Heath, Todd Sweeter, Sharon Brown-McIrvin, Elaina Iminen,  
Rob Bryant and Jeaneane Parsons

**GENERAL BUSINESS**

Pledge of Allegiance

Mention was made that FBLA should be listed on d (3a), not FCCLA. The Superintendent stated that he inserted an appendix A to policy IG under Old Business. Also a Resolution was added to the Bus Lease information under New Business. It was decided to pull the change to the Vision Statement at this time.

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

Patron Comments: Mrs. Brown-McIrvin announced that the Young Author Winners were Savannah Kirkbride, Kylie Vercelli and Jackson Kirkbride. To win this honor they compete in-District and then go to State. Congratulations to these three students!

Mr. Bacon reported that the Special Services program in our District received a rating of 4 (being the best). Kudos go to the great SPED staff in this school district!

Ms Mitchell, teacher at Burns High School, brought some of the FBLA students who will be competing at State. They came to thank the Board for the financial support they are receiving. Without the \$300 some students would not be able to attend. Students gave their names and what division they are competing in and then individually thanked the Board members.

Mr. Severn and Mr. Cooper, teachers at Burns High School, gave a detailed report on collaborative lesson planning that has worked well in their school.

Mrs. Thrush reported that the new leaders for WEA will be Diana Wedl and Diana Wolski for the 2012/13 school year. Thanks to Kathy Thrush for being the president for six years. She also stated her concern about the new Vision Statement saying that it was great for high school, but to please remember the four elementary schools.

Mr. Davis, music teacher at Pine Bluffs, invited the Board members to the high school music concert on May 22, 6:00 p.m. in the Pine Bluffs gym. He also thanked the Board for the opportunity to be on the interview committee and the Board's support of teachers in the District.

### **CONSENT AGENDA**

Motion: Jeff Kirkbride moved to approve the consent agenda as presented.  
Second: Lee May seconded the motion.  
Vote: Motion carried.

### **FINANCES**

Motion: Julianne Randall moved to accept the warrants as presented.  
Second: Wynema Engstrom seconded the motion.  
Vote: Motion carried.

Mr. Bryant reported that we are currently through May 9, 2012 and have received 97.6% of the budgeted revenues. This compares with May 9, 2011 when we had received 92.0% of the budgeted revenues. We have currently expended/encumbered 96.6% of the budgeted amount and have expended 77.4% of the budgeted amount. This compares with the same time period in May 2011 when the district had expended/encumbered 94.5% of the budgeted amount and had expended 73.8% of the budgeted amount. Enrollment as of May 1 was 931, up one student from a month ago; up three from a year ago and the enrollment on May 14 was 933.

Motion: Jeff Kirkbride moved to accept the financial report as presented.  
Second: Wynema Engstrom seconded the motion.  
Vote: Motion carried.

Mr. Bryant gave an overall view of the preliminary budget which is the first draft that is required by law to be presented to the Board by May 15<sup>th</sup> of each year. This gives the Board time to review the budgetary amounts before the formal budget hearing in July. The amounts will be revised and final at that meeting. He reported that the Wyoming Funding Model funds each school on the higher of the previous year's ADM or the three-year rolling average. As of now, Burns High School, Carpenter Elementary and Pine Bluffs High School will be funded based on the three-year rolling average while each of the District's other schools will be funded on the current year ADM for each of those specific schools.

Motion: Lee May moved to accept the preliminary budget for the 2012/13 school year.  
Second: Julianne Randall seconded the motion.  
Vote: Motion carried.

A question was asked about the hail storm in Pine Bluffs. Mr. Bryant reported that we have anywhere from \$100,000 to \$130,000 worth of damage. Twelve vehicles were hit hard and will probably be around \$9,000 to \$10,000 per vehicle to repair. This is covered by insurance with a \$5000 deductible.

### **OLD BUSINESS**

Second Reading on Policy IG and IG-R – (This policy establishes the rules and regulations under which the Coordinating Curriculum Council will operate and provide advice to the Board of Trustees.)

Motion: Jeff Kirkbride moved to approve IG on second and final reading.

Second: Lee May seconded the motion.

Vote: Motion carried.

Motion: Jeff Kirkbride moved to approve IG-R on second and final reading.

Second: Wynema Engstrom seconded the motion.

Vote: Motion carried.

Motion: Jeff Kirkbride moved to approve Appendix A that belongs to Policy IG on first reading.

Second: Lee May seconded the motion.

Vote: Motion carried.

### **NEW BUSINESS**

Recommendation for Renewal of Lunchtime Solutions:

Jeff Kirkbride noted that he still feels the portion sizes are too small.

Motion: Lee May moved to approve Lunchtime Solutions as the District's Food Service Management Company for the 2012-13 school year.

Second: Wynema Engstrom seconded the motion.

Vote: Motion carried.

Recommendation for Bus Lease Financing: Payments will begin on June 30, 2013 and continue annually through June 30, 2017. The District will receive reimbursement for the capital outlay each year in the fiscal year following each annual lease payment.

Motion: Jeff Kirkbride moved to approve Wyoming Bank & Trust as the financial institution to supply bus lease financing.

Second: Lee May seconded the motion.

Vote: Motion carried.

Motion: Wynema Engstrom moved to accept the resolution.

Second: Lee May seconded the motion.

Vote: Motion carried.

Tom Morgan joined the Board at 8:20 p.m.

Salary Revisions/2012/13:

Chair Davison stated that salaries were thoroughly discussed at the COW meeting and they are recommending steps and lane movement but no raise for the coming school year. Those employees who are at the top of their salary range will see no increase.

Motion: Julianne Randall moved to authorize step and lane movements for Laramie County School District #2 employees for the 2012/13 school year.

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

Insurance:

Motion: Lee May moved to approve the insurance increase from WinHealth (7.1%) and Delta Dental (6.67%) for the district and that the employee contribution would remain the same for the 2012-13 school year.

Second: Steve Trimble seconded the motion.

Vote: Motion carried.

Summer Staffing:

Motion: Jeff Kirkbride moved to approve the listed staff in the board handbook for temporary grounds, custodial and technology positions for the summer of 2012.

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

Summer School Personnel:

Motion: Wynema Engstrom moved to approve the summer staff that was listed in the board handbook for the summer of 2012.

Second: Julianne Randall seconded the motion.

Vote: Motion carried.

Curriculum Committee Member from Board of Trustees:

Motion: Tom Morgan moved to appoint Lee May to represent the board on the Curriculum Council.

Second: Julianne Randall seconded the motion.

Vote: Motion carried.

Bidding Procedures by Business Office:

Motion: Wynema Engstrom moved to appoint Mr. Bryant, to act on behalf of the Board, to accept the low bid for the Pine Bluffs lock rooms.

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

Copier Bids:

Motion: Lee May moved to go out to bid for copier lease agreements for June of 2013 and bring the results back to the Board.

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

**HIRE, TRANSFERS AND RESIGNATIONS**

Motion: Tom Morgan moved to go in to executive session at 8:39 p.m. to discuss personnel.

Second: Lee May seconded the motion.

Vote: Motion carried.

Motion: Tom Morgan moved to reconvene the meeting at 9:34 p.m.

Second: Lee May seconded the motion.  
Vote: Motion carried.

Hire Recommendations for Classified Staff, 2012-2013:

Motion: Jeff Kirkbride moved to accept the hire recommendations for the central office and building staff, custodial and maintenance staff, regular and special education paras and transportation/fleet staff, as listed in the board book.

Second: Tom Morgan seconded the motion.

Vote: Motion carried with one opposed vote from Steve Trimble.

Motion: Jeff Kirkbride moved to hire Ross Heinen as coordinator of the transportation department.

Second: Julianne Randall seconded the motion.

Vote: Motion carried.

Motion: Jeff Kirkbride moved to hire the following certified positions for the 2012/13 school year: Alicia Noble (Math at Burns), Nathan Hellbaum (Math at Pine Bluffs), Anna Thomas (English at Pine Bluffs), Ashley Rousseau (Reading Specialist at Pine Bluffs), Dave Roberts (SPED and Regular Ed at Albin), Carolyn Green (SPED at Pine Bluffs), Charles Jackson (Spanish at Burns) and Rhonda Morrison (Elementary at Albin).

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

The Board acknowledged the resignation of Lori Trevillyan who will be missed.

Motion: Lee May moved to hire Lindsey Forbes as the Head Girl's Basketball Coach for Pine Bluffs High School and Mary Waiters as a bus para for the district.

Second: Julianne Randall seconded the motion.

Vote: Motion carried.

Mr. Bacon made a request to hire a one-on-one para which would be a new position. There is a student entering JH from elementary that needs this help. Funding would be through SPED.

Motion: Tom Morgan moved to allow Mr. Bacon to advertize and hire a transition para-educator for the District.

Second: Lee May seconded the motion.

Vote: Motion carried.

Motion: Lee May moved to hire Shawnae Branigan as a sub bus driver and Derek Bacon as a district sub para.

Second: Wynema Engstrom seconded the motion.

Vote: Motion carried.

**INFORMATION AND DISCUSSION**

Calendar Dates and Information for the Board:

May 20, 2012

Graduation

June 6, 2012

COW Meeting in Burns

June 11, 2012

Regular Meeting

June 27, 2012

Budget Revision Meeting, Pine Bluffs

Please note that there are three meetings in June and the budget and regular meeting for July will be held on July 18.

(July and August dates were also shared.)

Graduation is May 20<sup>th</sup>. - 1:30 at Burns High School and 4:00 at Pine Bluffs High School.

Mr. Cozort stated that following the 2012 legislation policy BE and BEC will reflect statutory changes.

### **ADJOURNMENT**

Chair Davison adjourned the meeting at 9:43 p.m.

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Chairman

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Clerk