

**OFFICIAL MINUTES OF THE BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 2 - LARAMIE COUNTY, WYOMING  
February 11, 2013**

The Laramie County School District No. 2 board meeting was held at Pine Bluffs High School, Pine Bluffs, Wyoming on February 11, 2013.

**CALL TO ORDER**

Chair Davison called the meeting to order at 7:01 p.m.

Pledge of Allegiance

**ROLL CALL**

Members Present – Jack Bomhoff, Esther Davison, Todd Fornstrom, Jeff Kirkbride, Ashley Lerwick, Lee May, Tom Morgan, Julianne Randall and Steve Trimble

Superintendent - Jack Cozort

Also Present – Brent Bacon, Jerry Burkett, Laurie Bahl, LeAnn Smith, Sue Stevens, Todd Sweeter, Jamie Murdoch, Darrel Repshire, Marilyn Repshire, Kristina Millard, Mary Jacobsen, Austin Asay, Paige Thompson, Celestial Jackson, Mary Jo Ragsdale, Chase Thompson, Rob Bryant and Jeaneane Parsons

**GENERAL BUSINESS**

Approval of Agenda

“G-Legislative Forum” was added under Information and Discussion. The second set of executive session minutes of February 6<sup>th</sup> were added to the agenda.

Motion: Julianne Randall moved to accept the agenda as amended.

Second: Lee May seconded the motion.

Vote: Motion carried.

Visitors/Patron Comments: None

Mrs. Mary Jacobsen reported on the FBLA program and stated that she was successful in receiving a grant from the Daniels fund to create an engraving business. Chase Thompson, CEO of “Etch It” introduced the Board of Directors. The board and patrons were given a demonstration of the “Etch It” machine and how the business works. Congratulations to Mrs. Jacobsen and the FBLA team.

Congratulations go to Kristina Millard, second grade teacher in Albin, for receiving the Lola B. Newcomb Beginning Teacher Support Grant. She will receive \$1000.00 for her classroom and will present her innovative reading instruction ideas to education majors at UW. Kristina was one out of nine in the State to receive this award!

Darrel Repshire was recently nominated State Winner of Extra Support Personnel of the Year! Congratulations Mr. Repshire! He has faithfully served in this district 35 years!

**CONSENT AGENDA**

- Motion: Jeff Kirkbride moved to approve the consent agenda (January 14 minutes and two executive session minutes).
- Second: Tom Morgan seconded the motion.
- Vote: Motion carried.

**FINANCES**

- Motion: Julianne Randall moved to accept the warrants as presented.
- Second: Steve Trimble seconded the motion.
- Vote: Motion carried.

Mr. Bryant reported that we are currently through February 6, 2013 and have received 65.8% of the budgeted revenues. This compares with February 6, 2012 when we had received 65.0% of the budgeted revenues. We are currently through February, 2013 and have expended/encumbered 88.5% of the budgeted amount and have expended 50.8% of the budgeted amount. This compares with the same time period in February 2012 when the district had expended/encumbered 94.9% of the budgeted amount and had expended 52.8% of the budgeted amount. Enrollment as of February 1 was 919, down six students from a year ago.

- Motion: Tom Morgan moved to accept the financial report as presented.
- Second: Todd Fornstrom seconded the motion.
- Vote: Motion carried.

**OLD BUSINESS**

Approve Calendar – 2013-2014

Mr. Cozort recommended that February 17<sup>th</sup> will be used as a Professional Development day instead of January 3, 2013, decided by the majority of staff.

- Motion: Jack Bomhoff moved to approve the 2013-14 calendar using February 17 as an in-service day instead of January 3.
- Second: Lee May seconded the motion.
- Vote: Motion carried.

**NEW BUSINESS**

Policy JJIC (Second Reading)

This policy directs when and how a student can participate in activities developed by the Wyoming High School Activities Association.

There were no public comments.

- Motion: Tom Morgan moved to approve JJIC on second and final reading.
- Second: Todd Fornstrom seconded the motion.
- Vote: Motion carried.

Policies IJNDA and Policy IJNDA-E (Second Reading)

This policy is a computer assisted instruction internet safety policy with a user agreement and a parental permission form.

There were no public comments.

- Motion: Jeff Kirkbride moved to approve policy IJNDA on second and final reading.
- Second: Tom Morgan seconded the motion.

Vote: Motion carried.

Motion: Julianne Randall moved to approve policy IJNDA-E on second and final reading.

Amended: Julianne Randall moved to approve policy IJNDA-E on second and final reading starting in the fall of 2013.

Second: Todd Fornstrom seconded the motion.

Vote: Motion carried.

#### Revisions for Policies EDC, EDC-E1 and EDC-E3

These policies are network forms and user agreements.

There were no public comments.

Motion: Tom Morgan moved to approve the revisions of policies EDC, EDC-E1 and EDC-E-3 on second and final reading.

Second: Jeff Kirkbride seconded the motion.

Vote: Motion carried.

#### Homeschool Requests

Mr. Cozort presented the Board with a new listing of an additional homeschool student.

#### Summer School

Motion: Todd Fornstrom moved to accept the dates of June 3 to July 3 as summer school dates to be held in Albin and Burns.

Second: Tom Morgan seconded the motion.

Vote: Motion carried.

#### Annual Financial Disclosure Form

The disclosures of interest statements were filled out by board members.

#### Bus and Multi-Purpose Vehicle Request

Motion: Jeff Kirkbride moved to approve the order of the referenced school buses and multi-purpose vehicles in the board packet, and to authorize the Business Manager to seek financing bids at the appropriate time to be brought back to the Board for approval.

Second: Julianne Randall seconded the motion.

Vote: Motion carried.

#### Benefit Committee Action Request (Health Insurance)

The Benefits committee would like approval to receive a quote from Cigna for health insurance for the 2013-14 school year.

Motion: Jack Bomhoff moved to approve that the Benefits Committee seek out qualified providers for the best employee health insurance for our District employees and bring a recommendation to the Board in March.

Second: Lee May seconded the motion.

Vote: Motion carried.

#### Auditor Recommendation

- Motion: Julianne Randall moved to approve Leo Riley & Associates to provide the School District's annual auditing services for fiscal years ending June 30, 2013, 2014, and 2015 for an annual fee of \$19,250.
- Second: Lee May seconded the motion.
- Vote: Motion carried.

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

##### Accept Resignations:

Resignations were received from Lorraine Smith (NCA Chair) and Shelley Kochanskyj (SPED). Retirement letters were received from Deane Skinner (Technology), Kathy Skinner (Elementary Teacher) and Robin Whitehead (Albin School Secretary). Esther and Jeff, representing the Board, stated that they were thankful for all the contributions these retirees have made to the District and that they would be greatly missed. They wished them the very best in their retirement.

- Motion: Tom Morgan moved to approve advertisement for the following positions: NCA Chair, SPED, Director of Technology, Secretary at Albin.
- Second: Todd Fornstrom seconded the motion.
- Vote: Motion carried.

##### Recommendation to hire:

- Motion: Jeff Kirkbride moved to approve Luke Person as the Pine Bluffs High School Maintenance Supervisor.
- Second: Tom Morgan seconded the motion.
- Vote: Motion carried.
- Motion: Tom Morgan moved to approve Samantha Hoar as a SPED Para for the remaining months of this school year.
- Second: Julianne Randall seconded the motion.
- Vote: Motion carried.
- Motion: Todd Fornstrom moved to approve Dale and Lisa Gilbert as assistant track coaches for the 2013 season.
- Second: Lee May seconded the motion.
- Vote: Motion carried.

##### Substitute Positions:

- Motion: Julianne Randall moved to approve the following subs:
1. Courtney Ritter as a sub teacher.
  2. Chelsa Martinez as a sub custodian.
- Second: Steve Trimble seconded the motion.
- Vote: Motion carried.

#### **INFORMATION AND DISCUSSION**

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

- |                |                          |
|----------------|--------------------------|
| March 6, 2013  | COW Meeting in PB        |
| March 11, 2013 | Regular Meeting in Albin |
| April 3, 2013  | COW Meeting in Burns     |
| April 8, 2013  | Regular Meeting in Burns |

(May - October dates were also included.)

Jeff Kirkbride set the Rec Board Meeting at 6:00 p.m. on March 11<sup>th</sup> in Albin, 1 hour prior to the board meeting.

Mr. Bryant stated that a retreat needs to be set up soon so facilities can be thoroughly discussed. The Board discussed dates and decided on March 16, 2013.

Mr. Bryant discussed senate file 105. It looks like the track project for Burns High School (six lane all-weather track) will be a summer 2014 project. If the District wants to upgrade to an eight lane the money would have to come out of major maintenance. Also \$65,000 was allocated for the vestibule area at Carpenter to renovate for security.

Accreditation visit is set for October 20-24, 2013.

Mr. Cozort gathered information on each school to report to the community. This could be put in the newspaper or in booklet form.

Julianne Randall, Jeff Kirkbride and Jack Bomhoff gave a report on the legislative forum. They reported on bills that have gone through and some of the ones that have not passed.

### **EXECUTIVE SESSION**

Motion: Lee May moved to go in to Executive Session at 8:38 p.m. to discuss personnel.  
Second: Tom Morgan seconded the motion.  
Vote: Motion carried.  
Motion: Lee May moved to reconvene the meeting at 9:50 p.m.  
Second: Tom Morgan seconded the motion.  
Vote: Motion carried.  
Motion: Tom Morgan moved to approve the amended agenda of Superintendent Renewal.  
Second: Julianne Randall seconded the motion.  
Vote: Motion carried.  
Motion: Jack Bomhoff moved to renew the superintendent's contract for one year, July 1, 2013 through June 30, 2014.  
Second: Ashley Lerwick seconded the motion.  
Vote: Motion carried with opposed votes from Steve Trimble, Lee May and Jeff Kirkbride.

### **ADJOURNMENT**

Chair Davison adjourned the meeting at 10:00 p.m.

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Chairman

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Clerk