



**SWEETWATER COUNTY
SCHOOL DISTRICT #1**

Consent Agenda Item 7-a

Approval of the minutes from the May 14, 2018 Regular Board Meeting

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MEMBERS PRESENT: Lenny Hay, Emma Waldner, Paul Kauchich, Neil Kourbelas, Stephanie Thompson and Carol Jelaco

MEMBERS ABSENT: Max Mickelson

ALSO PRESENT: Kelly McGovern, Mark Portillo, Scot Duncan, Gina Harvey, Dan Selleroli, Stephanie Tolman, Kayci Arnoldi, Angela Erramouspe, Shannon Garrison, Wanda Maloney, Fernando Moreno, Terry Bernatis, George Lemich, Kaden Allen, Leo Gray and Zach Gunyan. Also in attendance were staff members, students, constituents of the District and members of the media.

CALL MEETING TO ORDER – Mr. Lenny Hay, Chairman of the Board called the meeting to order at 7:00 p.m.

Young Author contest winners Rheanna Fuller and Celeste Keelin led the Board Members and audience in the Pledge of Allegiance.

RECOGNITION

1. The following students took first place in the Young Author State Competition and will be recognized at the State Literacy conference in September:

Rheanna Fuller – Eleventh Grade Poetry “A Fading Smile”
Celeste Keelin – Tenth Grade Non-Fiction “Uncle”

The following student received Honorable Mention:
Alaina Kothe – Seventh Grade Poetry “We All Have Our Battles”

2. The following Black Butte High School students and teacher sponsor were recognized for their accomplishments at the Girls Go CyberStart Challenge: Sharon Seaton, Sadie Campbell, Makayla Clark, Alexis Court, Lindsey Nash, Adreana Ridle, Taylar Sage, Alexis Welch and Ashten Zuehlsdorff
3. Retired teacher JoAnn Heimes was recognized for volunteering her time to make reading book bags for Walnut Elementary School kindergarten students.
4. Rock Springs High School employees Harvey Dalton and Jeff Castagna were recognized for their efforts in creating the District’s 90-Year Anniversary time capsule.
5. A representative from each school and department in the District added an item representing the significance of the 90-year District Crest to their school or department. The time capsule will be stored and opened in 2027-2028 celebrating the centennial anniversary of the District Seal

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6. The Board of Trustees, Superintendent Kelly McGovern and Sweetwater County School District Number One honored the following employees who will be retiring:

Sheila Albertini – Elementary Instructor at Overland Elementary School
Marilyn Horn – Paraprofessional at Black Butte High School
Dr. Gigi Jasper – English Instructor at Rock Springs High School
Leanna Lovato – District Nurse
Kathleen McFarlane – Guidance Counselor at Rock Springs High School
Mike Rideout – Special Education Instructor at Desert School
Mary Schuck – Spanish Instructor at Rock Springs High School
Mindy Sheckler – Reading Instructor at Rock Springs High School
Patricia Wooldridge – Elementary Art and Library/Media Specialist

ROLL CALL

Present: Lenny Hay, Emma Waldner, Paul Kauchich, Stephanie Thompson, Carol Jelaco and Neil Kourbelas

Absent: Max Mickelson

APPROVAL OF AGENDA –Motion by Mrs. Jelaco seconded by Mrs. Waldner and carried to approve the agenda. Motion by Mr. Kauchich seconded by Mr. Kourbelas and carried to add the addendum to the agenda.

SUPERINTENDENT REPORTS

1. Superintendent Kelly McGovern, Wanda Maloney, Leo Gray and Kaden Allen presented information on the District Strategic Plan
2. Scot Duncan presented information on the Preliminary Budget

COMMUNICATIONS AND CORRESPONDENCE

1. Parent Krystle Britt expressed concerns regarding the safety and well-being of students.
2. District instructor Mark Chollak informed the Board of Trustees that he has been elected to serve as the Sweetwater Education Association President for the next two years.
3. Dr. Gigi Jasper, Sweetwater Education Association President informed the Board of Trustees that the SEA Members ratified the negotiated agreement.
4. Rock Springs High School instructor Jenny Wilmetti distributed student letters to the Board Members from the student's political participation project.
5. Rock Springs Junior High School Special Education instructor Abigail Bever expressed concerns with the District's special education staff turnover and number of openings for special education staff.
6. Kayci Arnoldi addressed Abigail Bevers concerns noting that many of the open special education positions are new positions that were created in order to lower caseloads of current staff. In addition, the District has provided an incentive to current employees interested in moving to one of the special education open positions.

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7. Chairman Lenny Hay thanked Dr. Gigi Jasper for the great communication during the 2018-2019 negotiations.

EXECUTIVE SESSION

1. Motion by Mr. Kauchich seconded by Mrs. Waldner and carried that at this time, 8:34 p.m., the Board shall go into Executive Session for the purpose of discussing legal and personnel matters.
2. The Board returned from Executive Session at 9:58 p.m. Motion by Mrs. Jelaco seconded by Mr. Kauchich and carried to resume the Board Meeting.

NEGOTIATED AGREEMENT

1. Motion by Mr. Kourbelas seconded by Mrs. Thompson and carried to accept the 2018-2019 negotiated agreement as recommended by the Board and Sweetwater Education Association Negotiation teams.

TREASURER'S REPORT – Motion by Mrs. Waldner seconded by Mrs. Thompson and carried to approve the General Fund, School Lunch Program, and Head Start Program Treasurer's Reports for April 2018

WARRANTS

1. Motion by Mr. Kauchich seconded by Mrs. Jelaco and carried to approve the bills for April 5, 2018 through May 10, 2018 with Mr. Kourbelas abstaining on warrant no. 118808

District Warrants were as follows: Net Payroll Nos. 126800 to 126942 and 689133 to 691220 in the amount of \$3,597,890.86; Transfers Nos. 83200 to 83206 in the amount of \$4,041,614.01; Wells Fargo Bank General Warrants Nos. 118462 to 119454 in the amount of \$4,649,662.64 (Warrants voided: 118520 and 118823); Commerce Bank General Warrants No. 8073 in the amount of \$844,874.79; Insurance Fund Warrant Nos. 17031 and 17032 in the amount of \$1,106.00; WGIF Transfer in the amount of \$4,250,000.00;

CLASS SIZE UPDATE

1. Superintendent McGovern gave an update on class sizes as follows: Rock Springs High School has two sections that have 28 students.

SCHOOL START AND END TIMES

1. Superintendent McGovern informed the Board that the District is gathering input and voting for the school start and end times will be conducted May 16-21, 2018.

CONSENT AGENDA – Motion by Mrs. Thompson seconded by Mrs. Waldner and carried that the following items be approved:

1. Minutes from the April 9, 2018 Board Workshop
2. Minutes from the April 9, 2018 Regular Board Meeting

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3. Minutes from the April 9, 2018 Executive Session
4. Issue temporary prepaid travel card(s) in the name of the District for Rock Springs High School Instructor Sterling Merrill for the International Thespian Festival in Lincoln, Nebraska
5. The preliminary budget for the 2018-2019 Fiscal Year as per Wyoming State Statute 16-4-104
6. Permission to send out 2018-2019 purchase orders for necessary supplies and equipment needed for the start of school in August
7. Approval to advertise for a Public Hearing on June 25, 2018 to amend the 2017-2018 General Fund, Special Revenue Funds, Capital Project Funds, and other District funds in the event transfers or overruns occur in specific areas
8. Authorization to award the bid for the purchase of 21 Cannon EOS T6 digital SLR camera kits to CDW-G in the amount of \$15,290.10
9. Authorization for the Curriculum, Instruction and Assessment Department to purchase an iPad Air Lab through Apple Inc. Education in the amount of \$12,433.00 to enhance the Physical Education/Health program at Rock Springs High School
10. Authorization for the Transportation Department to purchase replacement glass and windshields for buses from Elder Equipment Leasing of Wyoming in the amount of \$11,694.52
11. Authorization to award the bid for the purchase of bulk transportation supplies for the District Transportation Department's use to Auto Parts Unlimited in the amount of \$15,501.97
12. Authorization for the Department of Nutrition Services to award the bid for the purchase of food product and supplies for the 2018-2019 school year to Nicholas and Company in the amount of \$2,028,357.10
13. Authorization for the Department of Nutrition Services to pay the Wyoming Department of Education for the United States Department of Agriculture (USDA) commodities for the 2018-2019 school year in the event monthly purchases exceed \$10,000.00
14. Authorization for the Information Technology Department to renew ImageNow licensing in the amount of \$15,483.30 through Hyland LLC
15. Authorization for the Information Technology Department to award the purchase of a Dell PowerEdge server to Dell, Inc. in the amount of \$15,523.34
16. Authorization for the Information Technology Department to purchase Education Framework software licensing from Education Framework Inc in the amount of \$13,716.00
17. Authorization for the Facilities Department to go out to bid for the patch repair, crack seal, seal coat, restripe and curb cut to the road between Sage and Pilot Butte Elementary Schools

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18. Authorization for the Facilities Department to go out to bid for the raising of the sidewalk and cement parking area at Black Butte High School
19. Authorization for the Facilities Department to go out to bid for the patch repair, crack seal, seal coat and restriping of the parking lot at Walnut Elementary School
20. Authorization for the Facilities Department to go out to bid for the curb cut for American Disabilities Act, patch repair, crack seal, seal coat and restriping of the parking lot at Rock Springs High School
21. Authorization for the Facilities Department to go out to bid for the patch repair, crack seal, seal coat and restriping of the parking lot at Westridge Elementary School
22. Authorization for the Facilities Department to go out to bid for the patch repair, crack seal, seal coat and restriping of the parking lot at Eastside Elementary School
23. Authorization for the Facilities Department to go out to bid for a vehicle replacement for the Facilities Director
24. Authorization for the Facilities Department to go out to bid for renovation of the Rock Springs High School kiln room, complete with two new kilns
25. Authorization to award the purchase of six sheds to Center Street Sheds in the amount of \$10,250.00. The sheds will be placed at the Central Administration Building, Desert View Elementary School, Farson/Eden School, Lowell School, Northpark Elementary School and Walnut Elementary School
26. Authorization for the Facilities Department to go out to bid for the following custodial equipment for the District:
 - a. 1 - Bolt 20" floor machine, Windsor with pad driver
 - b. 3 - Hillyard C3XP Cleaning Companion touch free cleaning cart
 - c. 6 - Windhandler 3 Air Mover 3 speed with handle & transport wheels
 - d. 3 - Hepa Proteam Super Coach backpack vacuum – 10 qt.
 - e. 5 - VS 14" Versamatic upright dual motor vacuum, Windsor
 - f. 2 - Windsor Clipper Duo Extractor with hose part #1.008-048.0
 - g. 2 - Tennent Ex-Spot-2 carpet spotter machine with cart, hose, and tools
 - h. 1 - 13/14 gallon 20" Brush Drive with on-board charger, pad driver (P) or Brush (B)
 - i. 1 - Electrostatic handheld sprayer
 - j. 1 - Electrostatic backpack sprayer
 - k. 1 - EDIC CR2 17-gallon complete restroom cleaning machine with five-year warranty
27. Authorization to purchase parts for custodial equipment repair from Real Kleen Inc. in the amount of \$10,341.66.

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CONSENT AGENDA ITEMS HELD FOR DISCUSSION

1. Chairman Lenny Hay called for a roll call vote on item #32 of the personnel consent agenda item 10-h, to accept the hire of Tiffany Gunter for the Assistant Director of Special Education. Vote carried with five yes votes and one no vote. Vote was as follows:

| | | |
|--------------------|---------------------|---------------------|
| Mr. Hay – Yes | Mrs. Thompson – Yes | Mrs. Jelaco – No |
| Mr. Kauchich – Yes | Mrs. Waldner – Yes | Mr. Kourbelas - Yes |

Motion by Mr. Kauchich seconded by Mrs. Waldner and carried that official action be taken concerning all remaining certificated personnel as listed on consent agenda item 10-h as follows:

- a. Accept the resignation of Susan Dickman, Principal at Pilot Butte Elementary School effective at the end of the 2017-2018 school year
- b. Accept the resignation of Tom Dickman, Alternative Behavior Programs Instructor at Stagecoach Elementary School effective at the end of the 2017-2018 school year
- c. Accept the resignation of Shae Lynch, Sixth Grade Instructor at Pilot Butte Elementary School effective at the end of the 2017-2018 school year
- d. Accept the resignation of Sterling Fitch, School Psychologist effective at the end of the 2017-2018 school year
- e. Accept the retirement of Leanna Lovato, School Nurse effective at the end of the 2017-2018 school year
- f. Accept the resignation of Adrienne Shockey, Resource Instructor at Westridge Elementary School effective at the end of the 2017-2018 school year
- g. Accept the resignation of Sara Amack, Fourth Grade Instructor at Westridge Elementary School effective at the end of the 2017-2018 school year
- h. Accept the resignation of Pamela Payne, Resource Instructor at Westridge Elementary School effective at the end of the 2017-2018 school year
- i. Accept the retirement of Patricia Wooldridge, Library/Media Specialist effective at the end of the 2017-2018 school year
- j. Accept the resignation of Jason Brown, Fifth Grade Instructor at Eastside Elementary School effective at the end of the 2017-2018 school year
- k. Accept the resignation of Kelli Thomas, Elementary Art Instructor effective at the end of the 2017-2018 school year
- l. Accept the retirement of Kathleen McFarlane, Counselor at Rock Springs High School effective at the end of the 2017-2018 school year
- m. Accept the resignation of Carly Fazio, Speech Language Pathologist effective at the end of the 2017-2018 school year
- n. Accept the retirement of Dr. Gigi Jasper, English Instructor at Rock Springs High School effective at the end of the 2017-2018 school year
- o. Accept the retirement of Mary Schuck, Spanish Instructor at Rock Springs High School effective at the end of the 2017-2018 school year
- p. Accept the resignation of Dr. Cristy Pelham, Gifted and Talented Instructor effective at the end of the 2017-2018 school year
- q. Accept the resignation of Ryun Payne, Resource Instructor at Black Butte High School effective at the end of the 2017-2018 school year
- r. Accept the retirement of Mindy Sheckler, Reading Instructor at Rock Springs High School effective at the end of the 2017-2018 school year

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- s. Accept the resignation of Kelly DeLisle, Resource Instructor at Eastside Elementary School effective at the end of the 2017-2018 school year
- t. Accept the resignation of Patrick Pasquinelli, Resource Instructor at Farson/Eden School effective at the end of the 2017-2018 school year
- u. Accept the resignation of Tasha Sparks, Alternative Communication and Daily Living Skills Programs Instructor at Stagecoach Elementary School effective at the end of the 2017-2018 school year
- v. Accept the resignation of Chelsea Brigance, Third Grade Instructor at Stagecoach Elementary School effective at the end of the 2017-2018 school year
- w. Accept the hire of Kelly Redmond for the Math Instructor position at Rock Springs High School
- x. Accept the hire of Amber Stevenson for the Resource Instructor position at Pilot Butte Elementary School
- y. Accept the hire of Jeremy Main for the Elementary Physical Education/Health Instructor position
- z. Accept the hire of Jennifer Anderson for the Resource Instructor position at Rock Springs High School
- aa. Accept the hire of Michelle Carr for the Resource Instructor position at Stagecoach Elementary School
- bb. Accept the hire of Kimberly Lane for the Resource Instructor position at Rock Springs Junior High School
- cc. Accept the hire of Barbara Rezzonico for the Principal position at Farson/Eden School
- dd. Accept the hire of Rhonda Jackson for the Resource Instructor position at Desert School
- ee. Accept the hire of Ryan Bowler for the Resource Instructor position at Rock Springs High School
- ff. Accept the hire of Sean Grube for the Associate Principal/Athletic Director position at Rock Springs Junior High School
- gg. Accept the hire of Bryant Blake for the Principal position at Sage Elementary School

GENERAL BOARD BUSINESS

- 1. Motion by Mrs. Waldner seconded by Mrs. Thompson and carried that the following policies be approved as presented:
 - a. Remote Access Policy
 - b. Protection from Malicious Software Policy
 - c. Password Management Policy
 - d. Network Security Policy
 - e. Information System Activity Review Policy
 - f. Hardware Re-Use Policy
 - g. E-mail Security Policy

ADDENDUM - Motion by Mr. Kauchich seconded by Mrs. Jelaco and carried that the following addendum items be approved:

- 1. Official action be taken concerning certificated personnel:
 - a. Accept the retirement of Sheila Albertini, Kindergarten Instructor at Overland Elementary School effective at the end of the 2017-2018 school year
 - b. Accept the resignation of Shanti Hall, Recourse Instructor at Walnut Elementary School effective at the end of the 2017-2018 school year
 - c. Accept the resignation of Brady Nielsen, Math Instructor at Rock Springs Junior High School effective at the end of the 2017-2018 school year
 - d. Accept the resignation of Erin Schreurs, Spanish Instructor at Rock Springs High School effective at the end of the 2017-2018 school year

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- e. Accept the hire of Peighton Spalding for the Social Studies Instructor position at Rock Springs High and Rock Springs Junior High Schools
 - f. Accept the hire of Shawn Seppala for the English Instructor position at Rock Springs Junior High School
2. Authorization for post approval of the purchase of 180 Advanced Placement (AP) exams in the amount of \$16,920.00 for Rock Springs High School students.
 3. Approval to award the bid for the Sage Elementary School parking lot reconstruction to Wylie Construction, Inc. in the amount of \$281,197.00 with a \$19,600.00 contingency fee for a total of \$300,797.00
 4. Approval to reappoint Matt Bider and Leo Gray each to a four-year term on the Sweetwater County School District Number One Recreation Board, effective July 1, 2018.

HEALTH INSURANCE TRAINING

1. Scot Duncan presented information on a Health Insurance training. UMR is offering a \$50.00 pre-paid VISA card incentive for employees and retirees who attend a scheduled training meeting and complete the incentive requirements.

PUBLIC HEARING

1. Motion by Mr. Kourbelas seconded by Mrs. Waldner and carried to advertise for a Public Hearing on May 31, 2018 to amend the 2017-2018 Budget for a potential one-time bonus for eligible employees of Sweetwater County School District Number One.

SICK LEAVE PAYOUT

1. Motion by Mr. Kourbelas seconded by Mrs. Jelaco and carried to approve the one-time sick leave payout for certified staff retiring at the end of the 2017-2018 school year.

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NEW BUSINESS

1. Each member of the Board received the following information:

- a. Vacancy Notice as of May 10, 2018
- b. Calendar for the months of May, June, July and August 2018
- c. April 2018 Head Start Liaison Report

There being no further business to come before the Board, the meeting was adjourned at 10:23 p.m.

Chairman

Clerk