

**PARK COUNTY SCHOOL DISTRICT No. 6**  
**Regular Board Meeting**  
**August 20, 2019**

The Board of Education of Park County School District No. 6 met on August 20, 2019 at 6:00 p.m. in the Westside Annex Board Room. Chairman Rosencranse called the meeting to order and led the Pledge of Allegiance. Board members present: Stefanie Bell, Danny Deming, Tom Keegan, John McCue, Brandi Nelson, Cathy Roes, Jenni Rosencranse and Karen Schipfmann. Administrators present: Ray Schulte, Tim Foley, Peg Monteith, Jeremiah Johnston, Beth Blatt, Kelly Merager, Mike Wood and Nick Gallagher. Supervisors and directors present: Terry Gardenhire, Sam Hummel, Chynna Singer and Dawn Solberg.

Mrs. Rosencranse introduced student trustee, Danny Deming, and called for approval of the amended agenda.

On motion by Trustee Bell, seconded by Trustee McCue and carried, the amended agenda was approved.

Summer School presentations were given by Angie Foley, Audra Morrow, Brandon Undeberg, Nick Gallagher and Mike Power.

Superintendent Schulte briefly reviewed 2018 Prevention Needs Assessment data and told trustees if they wanted more detailed information to contact him.

Facilities director, Terry Gardenhire, shared information on completed student projects, completed maintenance projects for 2019, and potential maintenance projects for 2020. A new diagram for subdividing Beacon Hill property was shared including road access through the school property easement. Trustee Bell asked if the boundary changes would change the appraised value. Mr. Gardenhire stated that the updated subdivision lines would likely go to Cody city council in mid-September. A schematic of the proposed bus facility was shared. Trustees asked about having an opportunity to review the design. Architect, Kane Morris, stated the design is relatively complete, and if changes are necessary, it would delay approval from the city. Trustees agreed that just having an opportunity to review the design and ask questions would be welcome. Mr. Gardenhire will schedule a time to do so.

Business manager, Dawn Solberg, presented budget information ending July 31, 2019. This being the beginning of a new fiscal year, 90.5% of the budget is remaining. She shared that the district would be undergoing an audit September 23-27 and a state audit of FY2017/18 on October 14-18.

New transportation director, Sam Hummel, introduced himself and shared a staffing update, his department goals of transparency, using Blackboard Connect to make regular notifications to parents, adding information to the district website, improving documentation and standardization and updating emergency procedures manuals.

Chynna Singer, human resources director, presented a staffing update sharing that certified positions are 100% filled, and classified positions are nearly filled. Overall, the district currently has 390 staff members. Orientation has been held for new certified staff with classified staff orientation to occur later in the week. An orientation and welcome will be held in September for substitutes.

Mrs. Rosencranse called for approval of the Consent Agenda. On motion by Trustee McCue, seconded by Trustee Nelson and carried, the following items were approved:

**Certified Employment**

**Resignations/Terminations/Retirements**

Stephanie Birch, Freshmen Girls BB, CHS  
Brittnay Yeates, 8th Grade VB, CMS  
Joanna Rau, Nordic Ski, CHS

**Classified Employment**

**Resignations/Terminations/Retirements**

Tracy Thomas, ParaPro, T-21  
Lisa Wood, SpEd Para, CMS  
Michelle Alquist, Administrative Assistant, Eastside  
Pam Rivera, SpEd Para, Sunset

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**Classified Employment**

Jason Dzikowicz, Custodian, Wapiti  
Jesse Dzikowicz, Administrative Assistant, Eastside  
Alicia Torres, SpEd Resource Para, Eastside  
Afton Grant, Secretary, Eastside  
Cassandra Firkins, SpEd Para, Livingston  
Catherine Wooden, SpEd Resource Para, CMS  
Karen Solomon, SpEd Resource Para, CMS  
Amy Haase, SpEd Behavior Para, CMS  
Shantel Waltari, Behavior ParaPro, CHS  
Sammi Eakins, Life Skills Paraeducator, CHS  
Dan Brauser, ParaPro for T21, CHS  
Nikki Butler, SpEd 1-1 Severe Needs Para, CHS  
Anton "Tony" Sorenson, Asst. Mechanic, Transportation  
Richard Jacobs, Route Driver, Transportation  
Elizabeth Bevington, Relief Driver, Transportation  
Mary "Pat" Wirsching, Relief Driver, Transportation  
Breanna Peterson, Paraeducator, Eastside  
Deborah Stambaugh, Paraeducator, Eastside  
Casandra Brost, Severe Needs Para, Sunset

**Transfers**

Ivette Herrmann, EL Para, CMS to SpEd Resource Para, CHS

Vouchers for Payment

General Fund	\$854,525.01
Special Revenue	\$38,561.13
Major Maintenance	\$349,451.59
Capital Construction Account	\$12,782.04
Food Service	\$32,2557.80
Cody School Fund	\$6,133.31
Payroll	\$28,371.37

- Minutes of July 16, 2019 Regular Board Meeting
- Minutes of July 22, 2019 Special Board Meeting
- Minutes of July 22, 2019 Executive Session
- Minutes of August 6, 2019 Special Board Meeting
- Approved WHSAA Membership/Catastrophic Insurance and Dues
- Approved CHS Furniture Purchase
- Approved 3 Applications for Admission of Wyoming Resident Out-of-District Students
- Accepted \$1,228.90 Donation to CHS Outdoor Club

Trustee Rosencranse called for public comment. There was none.

A 5-minute recess was taken.

The meeting resumed and votes were tallied on the Applications to Serve on the KEC Resource Complaint Committee. The following applicants were selected to serve for 2019/2020:

- Anmarie McMahill
- Sarah Mikesell-Growney
- Richard Jones
- Jessica Case
- Jason Todd

Alternate:

- Martha Vanoni

Trustee Keegan exited the meeting.

Jenni Rosencranse shared that the Board and administration had met in March and again in June and developed strategic priorities for 2019/2020:

- By May 1, 2020, the Trustees and Administrative team will identify the critical elements of learning necessary for a Park 6, twenty-first century graduate to succeed in their chosen pathway (i.e. college, military, vocational tech., career/work)
- All students will strengthen their knowledge, skills, and habits of mind to be prepared for the next level as demonstrated by performance on a variety of assessments.
- By March 1, 2020 the District will develop a strategic communication plan to effectively serve all stakeholders.

On motion by Trustee Schipfmann and seconded by Trustee Bell, the strategic priorities were adopted by the Board.

Chairman Rosencranse requested approval of a process to update the Vision, Mission and Beliefs for the district. It was suggested to form a committee to guide the work to proceed with the help of two volunteer board members. Trustees Roes and McCue volunteered. Trustee Bell moved to organize a broad-based steering committee to begin work on updating the vision, mission and beliefs of the district. Trustee Nelson seconded and the motion carried.

Mrs. Rosencranse requested new building liaisons for the 2019/2020 school year. Selection resulted as follows:

Cody High School – Jenni Rosencranse  
Heart Mountain Academy – Stefanie Bell  
Cody Middle School – Tom Keegan  
Livingston – John McCue  
Eastside – Cathy Roes  
Sunset – Karen Schipfmann  
Wapiti – Brandi Nelson  
Valley – Stefanie Bell

Chairman Rosencranse called for first reading of Policy GDBC – Classified-Support Staff Supplementary Pay – Overtime.

Mr. Schulte shared that as of July 1, 2019 slightly more than 1200 hours of comp time was still on the books. The business manager and HR director met with supervisors and directors to discuss aligning practice to policy, which is to only use comp time in limited situations. Trustees had numerous questions to include the dollar impact on the budget, how many employees were affected, and concerns that employees did not have input on the change. Mrs. Singer shared that legal counsel had been consulted and the use of comp time/overtime must be consistent across the district, which wasn't always the case. She further shared an example that if a classroom para accrued comp time, then wanted to use that time, they would then be out of the classroom where they are an integral member working with students. Trustees asked if a "hybrid" offering would be possible, so employees still had some flexibility. Mrs. Singer offered to contact employees to ask for their feedback.

Chair Rosencranse shared that by not having a work session prior to second reading, she would like to gather some feedback prior to final adoption.

On motion by Stefanie Bell, seconded by Karen Schipfmann and carried, Policy GBC was moved from first to second reading.

Chairman Rosencranse called for first reading of Policy GDD – Vacation and Holidays – 12-Month Employees.

Mrs. Singer explained that the change allows for new classified employees to use accrued vacation leave after 90 days rather than having to wait 12 months.

Trustee Rosencranse asked for some clarification in the second to last paragraph. Again, she shared that by not having a work session prior to second reading, she would like to rework the paragraph prior to final adoption.

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On motion by Trustee Schipfmann, seconded by Trustee Roes and carried, Policy GDD was moved from first to second reading.

Chairman Rosencranse called for clarification of the Beacon Hill Subdivision.

Superintendent Schulte explained that trustees had originally approved the proposed subdivided lots at the February 21 meeting, but then visited with Mr. Gardenhire at a work session. Mr. Gardenhire had talked with potential developers who recommended changing the way the board was considering subdividing. This change was never voted on. With that in mind, after seeing a new outline for subdividing the property this evening, Trustee Bell moved to reconsider the lot subdivision approved on Feb. 21 and instead subdivide Lot 2 into 8 acres and Lot 3 into 17.4 acres. Trustee Roes seconded. Motion carried.

Chairman Rosencranse called for Board Reports.

Trustees who attended the work session with Mike Duncan and administrators at the NWC Field Station agreed it was enjoyable and they felt good about the dialogue.

Trustee Bell added she had attended the UW Law Conference and believed it was very good. She and Student Trustee Deming shared they both attended the home tennis matches today.

Chairman Rosencranse called for the Superintendent's Report.

Mr. Schulte shared a reminder of the September 4 WSBA Fall Round-Up in Worland. Please notify Mrs. Page if you plan to attend.

Preliminary enrollment numbers were shared and look very good, but numbers generally fluctuate until sometime after Labor Day.

Mr. Schulte invited trustees to attend the All Staff Back-to-School meeting on Monday, August 26<sup>th</sup> from 10:30 a.m. to Noon. Lunch will be served following the meeting and trustees were invited to help serve.

Policy Committee Bylaws were shared again and more discussion will take place at the October special board meeting/work session.

Trustees talked about a possible special board meeting next week for a contract approval as well as to review the transportation facility design. Mr. Gardenhire will send an invite when that date, time and location is determined.

There being no further regular business to come before the board, on motion by Trustee Roes, seconded by Trustee Schipfmann and carried, the board moved into executive session at 8:50 p.m. to discuss personnel and to consider or receive any information considered confidential by law.

The regular meeting convened and on motion by Trustee Roes, seconded by Trustee Bell and carried, the executive session minutes were approved.

On motion by Trustee Bell, seconded by Trustee Roes and carried, the meeting was adjourned at 9:44 p.m.

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Chairman of the Board

\_\_\_\_\_  
Date

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Clerk

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Date