

**PARK COUNTY SCHOOL DISTRICT #6**  
**Special Board Meeting**  
**March 3, 2020**

The Board of Education of Park County School District No. 6 met on March 3, 2020 at 5:30 p.m. in the Westside Annex Board Room. Chairman Nelson called the meeting to order and led the Pledge of Allegiance. Board members present: Stefanie Bell, Tom Keegan, John McCue, Brandi Nelson, Cathy Roes, Jenni Rosencranse and Karen Schipfmann. Administrators present: Peg Monteith. Supervisors/directors present: Cortnie Broadus, Chynna Singer and Dawn Solberg. Jeremiah Johnston entered later.

Trustee McCue moved to approve the amended agenda. Trustee Keegan seconded. Trustee Bell requested the addition of Item 2.6 – Policy Committee Update. Trustee McCue amended his motion to include Item 2.6. Trustee Keegan seconded. Motion carried.

Mrs. Singer shared an overview of employee benefits that included retirement, health offerings and thresholds along with the various types of leave. Chair Nelson questioned why all leave types are not accrued rather than frontloaded. Mrs. Singer replied that frontloading only applies to a few. She went on to share a recommendation from legal counsel to offer one-year contracts for administration. She will share the district's contract information with trustees.

Mrs. Monteith spoke about staffing and how efficiencies have been reviewed along with recommendations from a recent audit. Some additional positions have been recommended by auditors in areas that have been understaffed. Mrs. Singer, along with Mrs. Monteith, shared an overall review of a proposed staffing breakout by one-year and two-year recommended changes. A payroll analysis for funding these positions was also discussed.

Mrs. Singer shared Policies GCLA and GCL – Professional Staff Schedules and Calendars. A question had been raised at a recent Certified PMC meeting about work schedules and time. Mrs. Singer asked district counsel to review the current policy GCLA as it was completely contradictory to certified staff contracts and labor laws pertaining to exempt employees. District counsel's recommendation was to rescind Policy GCLA and replace it with Policy GCL which is the policy utilized by the Wyoming School Boards Association.

A brief recess was taken.

The meeting resumed and Mrs. Solberg stated that discretionary spending ends March 31<sup>st</sup>. She estimated uncommitted budget and an estimated audit refund totaling \$567,508. Suggestions of ways to utilize this money included staff bonuses and a health insurance premium holiday for March through June. Concern over the supplemental pay tax of 22% that would be applied to a bonus was discussed. Further discussion will take place at the April work session pertaining to a bonus. The health insurance premium holiday will be added to the March 17 board meeting agenda.

Cortnie Broadus and Jeremiah Johnston reviewed recent WYTOPP interim performance data based on fall and winter testing results. Good gains have been made and they are expecting to see continued improvement. Many areas showed results above the state average. Ms. Broadus reviewed a final chart that showed percentages of students that improved.

Trustee Bell shared an update from the Policy Committee. A clarification was sought regarding where the Policy Committee fits into policy since they only have a purpose statement. A recent meeting with Dr. Steve Joel revealed that a number of committees will need to be defined. Policy BGC is undergoing revision and will be shared with the Board once the committee is comfortable with the revisions. An additional Policy Committee meeting has been scheduled for March 9 to dig into Policy JLCC – Communicable/Infectious Diseases and the district's Attendance Policy. Mrs. Monteith added that she will be meeting with nurses to draft a message to all staff, students and parents and that she also has an upcoming meeting with Park County Health to discuss the

Coronavirus. She recently posed a question to the Wyoming Association of School Administrators as well as Wyoming School Boards Association regarding some kind of instruction on how to proceed if schools must close. Trustee Nelson added that including Homeland Security in discussions may be prudent.

Chair Nelson called for acceptance of the donation of Cisco phones from Central Wyoming College.

On motion by Stefanie Bell, seconded by John McCue and carried, the donation was accepted.

Stefanie Bell moved to adjourn the regular meeting to conduct executive session. Cathy Roes seconded. Motion carried.

A brief recess was taken.

The Board convened into executive session at 8:30 p.m. for the purpose of W.S. 16-4-405(a)(ii) (personnel).

On motion by Stefanie Bell, seconded by John McCue and carried, the Board moved out of executive session and into regular session at 9:31 p.m.

On motion by Trustee McCue, seconded by Trustee Schipfmann and carried, the board approved the executive session minutes.

There being no further business to come before the Board, Trustee Schipfmann moved to adjourn the meeting. Seconded by Trustee McCue and carried, the meeting was adjourned.

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Chairman of the Board

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Date

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Clerk

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Date