

**Sheridan County School District #3  
Clearmont Elementary Multi-Purpose Room  
Board Work Session Minutes  
August 12, 2020**

*This public meeting was conducted at the Clearmont K-12 location but was limited to just the Board of Trustees, Administration, and fifteen (15) Community Members to stay in accordance with CDC Guidelines for a public gathering related to the Coronavirus (COVID-19).*

**August 12, 2020, Work Session and Regular Scheduled Board Meeting was made available to the public through the Sheridan County School District #3 Facebook Page.**

Chairman Amy Vineyard announced the work session to commence at 5:01 P.M.

In Attendance – Amy Vineyard, Wade Betz, Charles Auzqui, Greg Rohrer, Barry Crago and Jolene Poppenga. Misty Moore Stoll was in attendance off and on via Google Meet, due to technology issues.

Sam Olsen arrived at 5:06 P.M.

Sarah Walker arrived at 5:52 P.M.

➤ **MEETING WITH HOUSE DISTRICT 40 CANDIDATE**

○ **Barry Crago**

The Board of Trustees and Administration met with House District 40 Candidate Barry Crago. A question and answer session was held.

The Board of Trustees and Administration thanked Mr. Crago for his interest in our District and coming to our meeting.

Due to the length of the question and answer session with Mr. Crago, the Executive Session was moved to the end of the Work Session.

➤ **REVIEWED COVID UPDATES**

Reviewed the COVID updates. Discussion was held.

➤ **REVIEWED DISTRICT SMART START PLAN UPDATES**

Reviewed the District Smart Start Plan updates. Discussion was held.

- **REVIEWED BUS ROUTES AND SCHEDULES**  
Reviewed the 2020–2021 Bus Routes and Schedules. Discussion was held.
- **REVIEWED START OF SCHOOL UPDATES**  
Reviewed the start of school updates. Discussion was held.
- **REVIEWED SUMMER PROJECT UPDATES**
  - **Track Project**
  - **Security Camera System**
  - **Audio Enhancement System**
 Reviewed the Summer Projects updates, which included the Track Project, Security Camera and Audio Enhancement Systems. Discussion was held.
- **REVIEW BOARD AGENDA**  
A short discussion was held regarding the Regular Board Agenda for tonight's meeting.
- **EXECUTIVE SESSION**
  - **Personnel**
 Wade Betz moved to go into Executive Session to discuss personnel with the Board of Trustees and Superintendent Charles Auzqui in attendance at 6:06 P.M. Seconded by Sam Olsen. Discussion. Motion passed unanimously (3-0).  
  
 Chairman Amy Vineyard asked for a motion to come out of Executive Session.  
  
 Sam Olsen moved to come out of Executive Session. Seconded by Wade Betz. Discussion. Motion passed unanimously (3-0).  
  
 Out of Executive Session at 6:15 P.M.  
  
 No action taken.
- **SHORT BREAK**  
A short fifteen (15) minute break was taken before the regular scheduled Clear Creek Recreation District Board Meeting.

**This was a Work Session Only and NO action was taken!**

  
Amy Vineyard, Chairman

9/9/20  
Date

  
Wade Betz, Clerk

9/9/20  
Date

Sheridan County School District #3  
Clearmont Elementary Multi-Purpose Room  
Regular Board Meeting Minutes  
August 12, 2020

***This public meeting was conducted at the Clearmont K-12 location but was limited to just the Board of Trustees, Administration, and fifteen (15) Community Members to stay in accordance with CDC Guidelines for a public gathering related to the Coronavirus (COVID-19).***

**August 12, 2020, Work Session and Regular Scheduled Board Meeting was made available to the public through the Sheridan County School District #3 Facebook Page.**

**1. CALL TO ORDER**

Chairman Amy Vineyard called the meeting to order at 7:02 P.M.

**2. ROLL CALL**

Roll call showed Board Trustees Amy Vineyard, Sam Olsen and Wade Betz present. Barry Bauer and Misty Moore Stoll absent.

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA**

Sam Olsen moved to approve the agenda with changes as presented. Seconded by Wade Betz. Discussion. Motion passed unanimously (3-0).

**5. DELEGATIONS, VISITORS, COMMUNICATIONS & PUBLIC COMMENTS**

**a. Jim Gibb**

Jim Gibbs, Stefhanie Buhr and Sarah Walker were in attendance. Stefhanie Buhr and Sarah Walker had no comments or concerns at this time.

Jim Gibbs addressed the Board of Trustees and Administration regarding the lot he is selling that is adjacent to the school lot. Mr. Gibbs presented the Board of Trustees with the survey.

Mr. Gibbs thanked the Board of Trustees for their service to this District.

- 6. CONSENT ITEMS**
- a. Approval of Warrants and Vouchers**  
*(See Attached Copy of Warrants Paid for July 2020)*
  - b. Approval of Minutes**
    - i. July 15, 2020 Work Session @ 4:00 P.M.**
    - ii. July 15, 2020 Regular Board Meeting @ 7:00 P.M.**
    - iii. July 15, 2020 Special 2020–2021 Budget Approval Meeting @ 8:00 P.M.**
    - iv. July 22, 2020 Special Smart Start Plan Board Meeting @ 6:30 P.M.**
  - c. Approval of Executive Session Minutes**
    - i. July 15, 2020 Work Session Executive Session**
  - d. Approval of Clear Creek Recreation District Board Meeting Minutes**
    - i. June 10, 2020**
  - e. Approval of Clear Creek Recreation District 2020–2021 Budget**
  - f. Approval of Regular Bus Routes & Drivers for 2020–2021**
    - i. Arvada/Spotted Horse Route**
    - ii. HWY 14-16 Route**
    - iii. Murphy Gulch Route**
    - iv. Wild Horse Route #2**
  - g. Approval of New Bus Route**
    - i. Thompson Creek Route**
  - h. Approval of Home School Application**
    - i. Hampshire Family**
  - i. Approval of Returning Out-of-District Students**
  - j. Approval of Administration’s Recommendation for New-Out-of-District Student Application**
    - i. Hackett Family**
      - 1. Audy Hackett**
      - 2. Trig Hackett**
    - ii. Traylor Family**
      - 1. Rosalie Traylor**
  - k. Approval of Letter of Resignations**
    - i. Junior High School Assistant Boys Basketball Coach**
      - 1. Megan Moore**
    - ii. Junior High School Head Boys Basketball Coach**
      - 1. Reed Moore**
  - l. Approval to Hire**
    - i. High School Assistant Volleyball Coach**
      - 1. Chelsea Sloat**
    - ii. Junior High School Head Volleyball Coach**
      - 1. Kenneth DeCock**
    - iii. Junior High School Assistant Volleyball Coach**
      - 1. PJ Rozema**

Sam Olsen moved to approve the Consent Items as presented. Seconded by Wade Betz. Discussion. Motion passed unanimously (3-0).

## **7. ADMINISTRATION REPORTS**

All District Administration Reports were included in the Board Member Packets. A complete copy of the District Administration Reports can be viewed at the District Administration Office during regular business hours.

### **a. District Activities/Athletic Director (Mrs. Betz)**

#### **i. Activity Updates**

Mrs. Betz reviewed the District Activities/Athletic Updates with the Board of Trustees.

No questions or comments from the Board.

### **b. Special Education Assistant Director (Miss Ballek)**

#### **i. District Updates**

#### **ii. State Report Updates**

Miss Ballek reviewed the Special Education District Updates and State Report Updates with the Board of Trustees.

No questions or comments from the Board.

### **c. District Technology Supervisor (Mr. Auzqui)**

#### **i. District Technology Updates**

Mr. Auzqui reviewed the District Technology Updates with the Board of Trustees.

No questions or comments from the Board.

### **d. District Transportation Supervisor (Mr. Johnson)**

#### **i. Transportation Updates**

#### **ii. Bus Routes for 2020-2021**

Mr. Johnson submitted his District Transportation Report but was not in attendance.

No questions or comments from the Board.

### **e. District Maintenance Supervisor (Mr. Buhr)**

#### **i. Maintenance Updates**

Mr. Buhr reviewed the District Maintenance Updates with the Board of Trustees.

Discussion was held with the Board of Trustees regarding maintenance topics.

No other questions or comments from the Board.

### **f. District Food Service Supervisor/Business Manager (Mr. Rohrer)**

#### **i. District Financial Report**

##### **1. Expenditures**

##### **2. Revenues**

Mr. Rohrer presented a Power Point Presentation of the July Expenditures and Revenues with no questions or comments from the Board of Trustees.

## **8. BOARD POLICIES/LEADERSHIP GOVERNANCE POLICIES**

### **a. Review Board Policies**

#### **i. 4000 Series**

##### **1. 4180 – Staff Development**

##### **2. 4181 – Staff Wellness**

The Board of Trustees and Administration reviewed Policy 4180 – Staff Development and Policy 4181 – Staff Wellness. No action was taken with either policy.

### **b. Review Leadership Governance Policies**

#### **i. 2.7 – PERSONNEL**

#### **ii. 2.8 – LABOR RELATIONS**

The Board of Trustees reviewed the Board Leadership Governance Policies 2.7 – PERSONNEL and 2.8 – LABOR RELATIONS. No action was taken with either policy.

### **c. Complete Individual Leadership Governance Board Assessment**

#### **i. 2.11 – COMMUNITY RELATIONS**

#### **ii. 2.12 – BOARD SUPERINTENDENT RELATIONSHIPS**

The Board of Trustees in attendance reviewed and completed individual Leadership Governance Board Assessments 2.11 – COMMUNITY RELATIONS and 2.12 – BOARD SUPERINTENDENT RELATIONSHIPS. Discussion was held. The individual ratings were averaged and comments were combined into a final document.

## **9. ACTION ITEMS**

### **a. Approval to sell District Lot**

#### **i. Lot 3, Block 1 of the Third Addition to the Town of Clearmont, Sheridan County, WY**

Sam Olsen moved to approve the sale of District Lot 3, Block 1 of the Third Addition to the Town of Clearmont, Sheridan County, WY as recommended by District Administration. Seconded by Wade Betz. Discussion. Motion passed unanimously (3-0).

### **b. Approval of move forward with adoption of the New Federal Title IX Policies**

Wade Betz moved to approve to move forward with adoption of the New Federal Title IX Policies as presented by District Administration. Seconded by Sam Olsen. Discussion. Motion passed unanimously (3-0).

### **c. Assign/Approve WSBA Voting Delegate for 2020–2021 School Year**

Sam Olsen moved to approve Amy Vineyard as the SCSD #3 WSBA Voting Delegate for the 2020–2021 school year. Seconded by Wade Betz. Discussion. Motion passed unanimously (3-0).

### **d. Approval of Revisions to Board Policy**

#### **i. 4000 Series**

##### **1. Policy 4155 – Educational Support Personnel Overtime**

##### **a. First (1<sup>st</sup>) Reading**

Wade Betz moved to approve the First (1<sup>st</sup>) Reading of the revisions to Board Policy 4155 – Educational Support Personnel Overtime as presented by Administration. Seconded by Sam Olsen. Discussion. Motion passed unanimously (3-0).

**10. DISCUSSION ITEMS**

**a. School Board Member Elections**

**i. Sheridan County Election Office**

**1. Filing Dates**

**a. August 5, 2020 – August 24, 2020**

**ii. General Election**

**1. November 3, 2020**

**b. Federal Funding**

**i. CARES/COVID-19 Funding**

**ii. Consolidated Grant**

**1. Title I A**

**2. Title II A**

**iii. IDEA Part B**

Mr. Auzqui updated the Board of Trustees on Federal Funding that SCSD #3 will receive for the 2020–2021 school year, which included the CARES/COVID-19 Funding, Consolidated Grant Title 1A / Title II A and IDEA Part B.

**c. NFHS Broadcast Fees for Fans**

**i. \$1,500 or \$3,000**

Due to COVID issues, the District would like to pay the NFHS Broadcast Fee so that our parents, community members and fans have access to participate in the NFHS Network to watch the games from home. Discussion was held. Mr. Auzqui is going to check on this to see if it would include Junior High School events as well as High School events.

**d. WSBA Information**

**i. Memos**

The WSBA Information was included in the Board Member Packets. Mr. Auzqui asked the Board of Trustees if there were any questions regarding the WSBA Memos.

No questions or comments from the Board.

**11. SUPERINTENDENT REPORT**

Mr. Auzqui reported to the Board of Trustees on the following:

**a. District Smart Start Plan**

**i. Approved August 5, 2020 by WDE**

**b. Small School Districts & Coalition Update**

**c. Salary Focus Group Reflection**

**d. Small School/Small District PJP Reflection**

**e. WDE & WASA Meeting**

**f. Recalibration Update**

Mr. Auzqui gave a short update on the District Smart Start plan that was approved, Small School Districts, Coalition, Salary Focus Group Reflection, Small School/Small District PJP Reflection, WDE/WASA Meeting and Recalibration. No questions or comments from the Board.

**g. Project Updates**

- i. Track Project**
- ii. Security Camera System**
- iii. Audio Enhancement System**

Mr. Auzqui updated the Board of Trustees on the Track Project, Security Camera System and the Audio Enhancement System during the Work Session. He reviewed the updates during the regular meeting. No questions or comments from the Board.

**12. FROM THE BOARD**

Sam Olsen – No comments or concerns.  
Wade Betz – No comments or concerns.  
Amy Vineyard – No comments or concerns.

Barry Bauer and Misty Moore Stoll were not in attendance.

**13. SEPTEMBER BOARD MEETING**

- a. Board Meeting is September 9, 2020 @ 7:00 P.M.**
  - i. Establish Regular Board Agenda Items**
  - ii. Establish Work Session Agenda**

Mr. Auzqui will meet with Chairman Amy Vineyard to establish the Regular Board Agenda Items and to establish a Work Session Agenda.

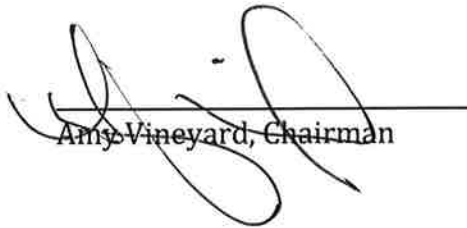
**14. SIGN ALL WARRANTS AND VOUCHERS**

The Board of Trustees in attendance signed all Warrants and Vouchers.

**15. ADJOURN**

Wade Betz moved to adjourn the meeting. Seconded by Sam Olsen. Discussion. Motion passed unanimously (3-0).

Meeting adjourned at 7:44 P.M.

  
\_\_\_\_\_  
Amy Vineyard, Chairman

9/9/20  
Date

  
\_\_\_\_\_  
Wade Betz, Clerk

9/9/20  
Date



Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
54363	07/23/2020				14132	AUBREY HOLLAND	300.00
54364	07/23/2020				14237	RONNIE POPPENG	520.00
54365	07/23/2020				13990	POWERSCHOOL GROUP, LLC	3,155.04
54366	07/23/2020				10006	QUILL CORPORATION	85.48
54367	07/23/2020				14191	SUGARLAND WALK-IN CLINIC	133.00
54368	07/30/2020				13402	EDUCATIONAL ADVANTAGES	1,950.00
54369	07/31/2020				14166	ACCELERATE LEARNING INC	595.00
54370	07/31/2020				12230	AMAZON.COM	1,021.68
54371	07/31/2020				10035	AMERICAN WELDING & GAS, INC.	157.73
54372	07/31/2020				13210	BIG SKY FIRE PROTECTION, INC SERVICE	175.00
54373	07/31/2020				12767	CAMPBELL CO SCHOOL DISTRICT-NEDS-WASA	350.00
54374	07/31/2020				13378	CLEAR CREEK STOP	831.36
54375	07/31/2020				14289	COLORADO DOORWAYS INC	11,637.60
54376	07/31/2020				10621	CRESCENT ELECTRIC	576.07
54377	07/31/2020				12766	CW PUBLICATIONS	99.00
54378	07/31/2020				14286	DELTAMATH SOLUTIONS LLC	130.00
54379	07/31/2020				14164	EDCLUB INC	99.75
54380	07/31/2020				14003	EMPLOYMENT TESTING SERVICES INC	516.00
54381	07/31/2020				13632	EWELL EDUCATIONAL SERVICES	175.00
54382	07/31/2020				12867	FIREMASTER, INC	2,203.00
54383	07/31/2020				14027	FIRST FEDERAL LEASING SERVICES, LLC	71,375.95
54384	07/31/2020				10955	HEALY AWARDS, INC	33.01
54385	07/31/2020				12154	HEINEMANN PUBLISHING	120.00
54386	07/31/2020				13863	HICKEY & EVANS LLP	36.44
54387	07/31/2020				10559	HOLIDAY INN	179.00
54388	07/31/2020				13574	IXL LEARNING	2,025.00
54389	07/31/2020				13181	KUDER INC	1,498.00
54390	07/31/2020				12897	LEARNING A-Z	577.25
54391	07/31/2020				14098	LEARNINGCITY	279.80
54392	07/31/2020				11893	LONG BUILDING TECHNOLOGIES, INC	112.10
54393	07/31/2020				11075	MASTERCARD	798.21
54394	07/31/2020				10083	MICHELENA AUTOMOTIVE	35.70
54395	07/31/2020				10626	NASSP	385.00
54396	07/31/2020				10075	NORTH WYOMING INSURANCE	1,108.00
54397	07/31/2020				13215	OFFICE SHOP INC	11.68
54398	07/31/2020				13328	PINE COVE CONSULTING, LLC	9,525.60
54399	07/31/2020				10029	POWDER RIVER ENERGY CORP	2,586.16
54400	07/31/2020				11483	POWDER RIVER HEATING	230.56
54401	07/31/2020				13833	PROCOMPUTING CORP	510.00
54402	07/31/2020				10006	QUILL CORPORATION	301.88
54403	07/31/2020				10023	RANGE TELEPHONE CO-OP, INC	1,050.05
54404	07/31/2020				14285	ROETECH INC	4,815.20
54405	07/31/2020				14234	ROLL "N" RITE DOORS INC	335.01
54406	07/31/2020				10419	SHERIDAN ACE HARDWARE	26.47
54407	07/31/2020				14049	SHERIDAN CPR	1,530.00
54408	07/31/2020				10015	SHERIDAN PRESS	84.55
54409	07/31/2020				11276	STANLEY SANITATION, LLC	68.00
54410	07/31/2020				14167	STARFALL EDUCATION FOUNDATION	70.00
54411	07/31/2020				13753	TIME MANAGEMENT SYSTEMS INC	301.66
54412	07/31/2020				14053	TINY EYE THERAPY SERVICES	77.69
54413	07/31/2020				10022	TOWN OF CLEARMONT	489.64
54414	07/31/2020				10155	US POSTAL SERVICE	55.00
54415	07/31/2020				12327	US POSTAL SERVICE	55.00
54416	07/31/2020				10524	WASA	1,710.52
54417	07/31/2020				13960	WHITED FLOOR SURFACING	3,000.00
54418	07/31/2020				10061	WHSAA	2,144.00
54419	07/31/2020				13342	WRIGHT EXPRESS FLEET SERVICES/WEX BANK	31.87

Checking Account ID: 1

Check Type: Check

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
Check Type Total:			Check			Void Total: 0.00	Total without Voids: 132,284.71
Checking Account Total:			1			Void Total: 0.00	Total without Voids: 132,284.71

Checking Account ID: 6

Check Type: Check

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
381	07/31/2020				11075	MASTERCARD	39.98
382	07/31/2020				14288	RUBBERCYCLE LLC	13,500.00
Check Type Total:			Check			Void Total: 0.00	Total without Voids: 13,539.98
Checking Account Total:			6			Void Total: 0.00	Total without Voids: 13,539.98
Grand Total:						Void Total: 0.00	Total without Voids: 145,824.69