



I. PRELIMINARY

A. CALL TO ORDER

Vice Charman Lynette Jeffres called the November 21, 2019 meeting of the Northwest Wyoming Board of Cooperative Educational Services to order at 4:30 p.m.

B. ROLL CALL

BOARD MEMBERS PRESENT

Ms. Lynette Jeffres, Vice Chairman, Fremont #25
Mr. David Tommerup, Treasurer, Washakie #1
Mr. Rick Engelbrecht, Hot Springs #1
Mr. Kim Dillivan, Park #1
Mr. Terril Mills, Washakie #2 via conference

ADMINISTRATION PRESENT

Ms. Carolyn Conner, Administrative Director, NW BOCES

C. APPROVAL OF MINUTES

MOTION #2856

A motion was made by Mr. Rick Engelbrecht to approve the minutes and Executive Session minutes of the October 23, 2019 meeting as presented. Mr. Kim Dillivan seconded the motion. The motion carried.

D. APPROVAL OF AGENDA

MOTION #2857

A motion was made by Mr. Kim Dillivan to approve the agenda as presented. Mr. Rick Engelbrecht seconded the motion. The motion carried.

II. COMMUNICATIONS

A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS

Ms. Carolyn Conner reported on student home visits, passed around pictures of student activities, and also reported to the Board that a student will be graduating on December 23, 2019.

B. AUDIENCE COMMENTS

There were no audience comments.

C. FINANCIAL REPORT/APPROVAL OF BILLS

The Financial Report was presented by Ms. Carolyn Conner in the absence of Ms. Kristen Miller. A copy is attached to the permanent minutes.

MOTION #2858

A motion was made by Mr. Rick Engelbrecht to approve the payment of bills and transfer of funds as presented. Mr. Kim Dillivan seconded the motion. The motion carried.

D. RESIDENTIAL REPORT

The Residential Report was presented by Ms. Carolyn Conner in the absence of Mr. Matt Ivie. A copy is attached to the permanent minutes. Ms. Conner added the following: there are currently 8 students residing in the cottages; 1 new student is starting after Thanksgiving; 1 student is leaving in December; there have been several student referrals.

E. MAINTENANCE AND TRANSPORTATION REPORT

The Maintenance and Transportation Report was presented by Ms. Carolyn Conner in the absence of Mr. Tony Larson. A copy is attached to the permanent minutes.

F. ADMINISTRATORS REPORT

The Administrators Report was presented by Ms. Carolyn Conner. A copy is attached to the permanent minutes.

III. GENERAL BUSINESS

A. ACTION ITEMS

1. Policy 3017a-R Under Revision 2nd Reading

MOTION #2859

A motion was made by Mr. Kim Dillivan to approve Policy 3017a-R on second and final reading. Mr. Rick Engelbrecht seconded the motion. The motion carried.

2. Policies 1006-1010 Under Review 2nd Reading

MOTION #2860

A motion was made by Mr. Kim Dillivan to approve Policies 1006-1010 on second and final reading. Mr. Rick Engelbrecht seconded the motion. The motion carried.

3. Policies 1011-1016 Under Revision/Review 1st Reading

MOTION #2861

A motion was made by Mr. Kim Dillivan to approve Policies 1011-1016 on first reading. Mr. Rick Engelbrecht seconded the motion. The motion carried.

4. December Meeting Date

MOTION #2862

A motion was made by Mr. Kim Dillivan to hold the next Board meeting on December 18, 2019 at 7:00 p.m. Mr. Terril Mills seconded the motion. The motion carried.

5. Staff Flu Shots

MOTION #2863

A motion was made by Mr. Rick Engelbrecht to approve payment for NW BOCES staff flu shots, including those done in October. Mr. Kim Dillivan seconded the motion. The motion carried.

B. DISCUSSION ITEMS

1. Annual Report Review

The Annual Report was discussed and reviewed with no changes recommended.

2. Enrollment & Staffing

Ms. Conner updated the Board on current enrollment and staffing numbers and needs.

3. Christmas Party & Graduation

Ms. Conner extended an invitation to all Board members to attend the annual Christmas Party which will be held in conjunction with a student graduation on December 23 from 11:00 a.m. to 2:00 p.m.

IV. FUTURE AGENDA ITEMS

A. Policies 1011-1016 Under Revision/Review 2nd Reading

B. Policies 1017-1019 Under Revision/Review 1st Reading

C. Board Reorganization

V. EXECUTIVE SESSION

No Executive Session was necessary.

VI. ADJOURNMENT

Vice Chairman Lynette Jeffres declared the November 21, 2019 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 5:00 p.m.

Recording Secretary
Approved and entered according to proceedings

Chairman

Clerk