



Northwest Wyoming Board of
Cooperative Educational Services
Minutes

I. PRELIMINARY

A. CALL TO ORDER

Chairman Kristen Benson called the January 25, 2017 meeting of the Northwest Wyoming Board of Cooperative Educational Services to order at 7:00 p.m.

B. ROLL CALL

BOARD MEMBERS PRESENT

Ms. Kristen Benson, Chairman, Fremont #6
Mr. Dain Medow, Vice Chairman, Fremont #24
Mr. David Tommerup, Treasurer, Washakie #1
Ms. Kim Hiser, Converse #1 via conference
Mr. Greg Gloy, Big Horn #4 via conference
Ms. Nicole Weyer, Hot Springs #1
Ms. Jenni Rosencranse, Park #6 via conference
Mr. Terill Mills, Washakie #2 via conference

ADMINISTRATION PRESENT

Ms. Carolyn Conner, Administrative Director, NW BOCES via conference
Ms. Kristen Miller, Business Manager, NW BOCES

RECORDING SECRETARY PRESENT

Ms. Sally Hanson, Administrative Assistant, NW BOCES

C. APPROVAL OF MINUTES

MOTION #1945

A motion was made by Mr. Terill Mills to approve the minutes of the December 21, 2016 meeting as presented. Mr. Dain Medow seconded the motion. The motion carried.

D. APPROVAL OF AGENDA

MOTION #1946

A motion was made by Mr. Greg Gloy to approve the agenda as presented. Mr. David Tommerup seconded the motion. The motion carried.

II. COMMUNICATIONS

A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS

- Residential Employee of the Month, Mr. Wayland Duerschmidt, was present and recognized for his dedication to the NWBOCES program.
- School Employees of the Month, Ms. Leigh Dobbins and Ms. Sara McMartin, were unable to attend the meeting and will be recognized at a later date.
- Student of the Month was unable to attend. He, also, will be recognized at a later date.
- Christmas pictures of students with Santa and Mrs. Claus and students participating in winter activities were passed around.

- A check was received from Box Tops for Education in the amount of \$38.70.
- Mr. Dain Medow was thanked for bringing in box tops for NWBOCES this evening.

B. AUDIENCE COMMENTS

There were no audience comments.

C. FINANCIAL REPORT/APPROVAL OF BILLS

The Financial Report was presented by Ms. Kristen Miller. A copy is attached to the permanent minutes. Ms. Miller also reported on budget percentages for the year and Medicaid updates. She also pointed out some non-typical checks to the Board. Board member Mr. Dain Medow selected a check from the monthly payments to compare with the Financial Report as means of checks and balances.

MOTION #1947

A motion was made by Mr. Dain Medow to approve the payment of bills and transfer of funds as presented. Mr. David Tommerup seconded the motion. The motion carried.

D. RESIDENTIAL REPORT

The Residential Report was presented by Ms. Carolyn Conner in the absence Mr. Matt Ivie. A copy is attached to the permanent minutes. Board Chairman, Ms. Kristen Benson, made note that swim lessons are being scheduled for the residential students.

E. MAINTENANCE AND TRANSPORTATION REPORT

The Maintenance and Transportation Report was presented by Mr. Tony Larson. A copy is attached to the permanent minutes. Mr. Larson added to his report with the following information:

- Several heaters have had to be repaired due to the extreme cold weather.
- Fire extinguisher inspection is complete.
- Fire suppression in the kitchen is complete.
- Ant spraying has been completed.

F. ADMINISTRATORS REPORT

The Administrators Report was presented by Ms. Carolyn Conner. A copy is attached to the permanent minutes. Ms. Conner added to her report with the following information:

- It was a successful holiday season for NWBOCES students, with several having holiday home visits, and 7 of 12 students were on Level III of the program after the holidays.
- Several students are in the transition phase of the NWBOCES program with home and district visits being scheduled.
- A new student, a first grader from Caron County School District #1, entered the program in early January.
- There were 2 calls of inquiry this month, with one being a possible step-down placement after placement in a PRTC (Psychiatric Residential Treatment Center).
- Fremont County #24 parents of a day student are extremely pleased with the progress their child has made with NWBOCES program.
- There has been a 52% reduction in restraints in 2016 vs. 2015.

III. GENERAL BUSINESS

A. ACTION ITEMS

1. Policy 4008 Under Revision—2nd Reading

MOTION #1948

A motion was made by Mr. Dain Medow to approve Policy 4008 on second and final reading. Mr. David Tommerup seconded the motion. The motion carried.

2. Health & Wellness Policy Under Revision—2nd Reading

MOTION #1949

A motion was made by Mr. David Tommerup to approve the Health & Wellness Policy on second and final reading. Mr. Dain Medow seconded the motion. The motion carried.

3. Policy 5015 Under Revision—2nd Reading

MOTION #1950

A motion was made by Mr. Greg Gloy to approve Policy 5015 on second and final reading. Mr. Terill Mills seconded the motion. The motion carried.

4. Policies 4009 thru 4013b Under Revision/Review 1st Reading

MOTION #1951

A motion was made by Mr. Dain Medow to approve Policies 4009 thru 4013b Under Revision/Review on first reading. Mr. David Tommerup seconded the motion. The motion carried.

5. Policies 4014 thru 4016-R4 Under Revision/Review 1st Reading

MOTION #1952

A motion was made by Mr. Greg Gloy to approve Policies 4014 thru 4016-R4 Under Revision/Review on first reading. Mr. Terill Mills seconded the motion. The motion carried.

6. Student Contracts

MOTION #1953

A motion was made by Mr. David Tommerup to approve Student Contract with Fremont County #24 for day placement from January 8, 2017 to June 30, 2017 in an amount not to exceed \$66,465.00 and Student Contract with Carbon County #1 for school and residential placement from January 9, 2017 to June 30, 2017 in an amount not to exceed \$136,915.00. Mr. Dain Medow seconded the motion. The motion carried.

7. Staff Contracts

MOTION #1954

A motion was made by Mr. Dain Medow to approve the contract change for the Behavior Specialist as presented. Mr. David Tommerup seconded the motion. The motion carried.

B. DISCUSSION ITEMS

1. School Video & Audio Camera(s)

Ms. Conner expressed the need for video and audio cameras in counseling area. The system will be web-based with a hard-drive. Estimated cost is \$599.00.

2. Legislative Update

Ms. Conner brought the Board up to date on legislative issues that may have an impact on funding for residential treatment facilities throughout the state.

3. Dr. Faulkner Mid-Month Information

Ms. Conner reviewed information on Dr. Faulkner's staff development presentation re: student diagnosis.

IV. FUTURE AGENDA ITEMS

- A. Policies 4009 thru 4013b Under Revision/Review 1st Reading**
- B. Policies 4014 thru 4016-R4 Under Revision/Review 1st Reading**

V. EXECUTIVE SESSION

No Executive Session was necessary.

VI. ADJOURNMENT

Chairman Kristen Benson declared the January 25, 2017 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 7:55 p.m.




Recording Secretary

Approved and entered according to proceedings.



Chairman



Clerk