



I. PRELIMINARY

A. CALL TO ORDER

Chairman Kristen Benson called the July 26, 2017 meeting of the Northwest Wyoming Board of Cooperative Educational Services to order at 7:06 p.m.

B. ROLL CALL

BOARD MEMBERS PRESENT

Dr. Kristen Benson, Chairman, Fremont #6
Mr. Dain Medow, Vice Chairman, Fremont #24
Mr. David Tommerup, Treasurer, Washakie #1
Ms. Lynette Jeffres, Fremont #25 via conference
Mr. Terril Mills, Washakie #2 via conference

OTHERS PRESENT

Mr. Ray Schulte, Superintendent, Park #6 via conference

ADMINISTRATION PRESENT

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

RECORDING SECRETARY PRESENT

Ms. Sally Hanson, Administrative Assistant, NW BOCES

C. APPROVAL OF MINUTES

MOTION #2007

A motion was made by Mr. Dain Medow to approve the minutes & Executive Session Minutes of the June 28, 2017 meeting as presented. Mr. David Tommerup seconded the motion. The motion carried.

D. APPROVAL OF AGENDA

MOTION #2008

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

II. COMMUNICATIONS

A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS

School Employee of the Month Ms. Dawn Davis, Residential Employee of the Month Ms. Haeley Dorman, and Student of the Month were unable to attend the meeting. They will be recognized at a later date. The scrapbook from the 2016/2017 school year was present for Board members to view.

B. AUDIENCE COMMENTS

There were no audience comments.

C. FINANCIAL REPORT/APPROVAL OF BILLS/APPROVAL OF BUDGET ADDENDUM

The Financial Report and Budget addendum were presented by Ms. Kristen Miller. A copy is attached to the permanent minutes. Ms. Miller reported that Pinnacle bank had raised the rate for the Money Market account to be competitive with Wyo Star. Ms. Miller also pointed out several checks with unusual amounts/vendors to the Board. Board member Mr. David Tommerup pulled check #020822 to Indoff Inc. in the amount of \$255.88. Check number and amount matched the Financial Report.

MOTION #2009

A motion was made by Mr. Dain Medow to approve the payment of bills, transfer of funds and Budget Addendum #3 as presented. Mr. David Tommerup seconded the motion. The motion carried.

D. RESIDENTIAL REPORT

The Residential Report was presented by Mr. Matt Ivie. A copy is attached to the permanent minutes. Mr. Ivie also reported the following items:

- A staff member who frequents the Cody Thrift Store had developed a rapport with the owner, telling her about the NW BOCES program. The owner donated several items to NW BOCES, to include clothing, a doll house, dolls and other toys. She would like to continue helping with student needs. A thank you card will be sent noting the appreciation of staff and students.
- Students enjoyed a barbeque on the 4th of July, along with watching the New York City fireworks on television.
- Students have enjoyed several outings in the community this month.
- Two interviews were done this month with the intention of hiring new staff to cover needs due to the resignation of three cottage staff in July.

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. Ms Conner added to the report by updating the Board on the possibility of using grant funds to purchase a new vehicle.

F. ADMINISTRATORS REPORT

The Administrators Report was presented by Ms. Carolyn Conner. A copy is attached to the permanent minutes. Ms. Conner also reported the following items:

- Another student was accepted into the program yesterday.
- Discussions were held with a parent regarding taking her child on vacation against the advice of the Treatment Team.
- Funds were obtained with the Transition Grant to be utilized for items such as parent lodging and fuel when visiting their children.
- There are funds left from the 2016 Sensory and Curriculum Grant in the amount of \$5000.00. Staff will be working on a needs list.
- NW BOCES once again received word that funds will be available from the VIB program.
- The Food Service Program will be undergoing a change due to the resignation of Ms. Sandy Clouse, Food Service Director. Staff are volunteering to step in and make the transition as smooth and successful as possible.
- Ms. Conner will be attending the WAVE conference in Cheyenne on Monday and Tuesday, July 31 and August 1, 2017.

III. GENERAL BUSINESS

A. ACTION ITEMS

1. Student Contracts

MOTION #2010

A motion was made by Mr. David Tommerup to approve Student Contracts as presented. Mr. Dain Medow seconded the motion. The motion carried.

2. Policies 2007a-R to 2007o-R Revisions & Renumbering 2nd Reading

MOTION #2011

A motion was made by Mr. David Tommerup to approve Policies 2007a-R to 2007o-R Revisions & Renumbering on second and final reading. Mr. Dain Medow seconded the motion. The motion carried.

3. Policies 5008 thru 5013b8-R Under Revision/Review 2nd Reading

MOTION #2012

A motion was made by Mr. Dain Medow to approve Policies 5008 thru 5013b8-R Under Revision/Review on second and final reading. Mr. David Tommerup seconded the motion. The motion carried.

4. Policies 5014 & 5017 thru 5022 Under Review 1st Reading

MOTION #2013

A motion was made by Mr. David Tommerup to approve Policies 5014 & 5017 thru 5022 Under Review on first reading. Ms. Lynette Jeffres seconded the motion. The motion carried.

B. DISCUSSION ITEMS

1. Food Service Update

Ms. Conner let the Board know that NW BOCES is opting out of the Wyoming Department Education free and reduced lunch program. She is working with Hot Springs County School District #1 to purchase breakfast and lunch for weekday meals from them at the same price their students are charged. Staff will pick up the meals and will be responsible for cleaning up the lunchroom after meals and washing trays, silverware, etc. Parent Training meals will be ordered out from a local establishment; residential cook, Ms. Ellie McMartin will be responsible for cottage menus and items for special occasions, such as student birthdays; residential aide, Ms. Kendra Kimes, will do shopping and ordering of food service items; school staff will do planning for special school occasions, such as graduations. Ms. Conner praised staff for being willing to accept these extra duties.

2. State Board of Education

Ms. Conner presented further information to the Board re: letter to the Wyoming Department of Education and White Paper drawn up by Stephanie Weaver regarding the three BOCES residential treatment facilities and out-of-state student placements.

3. WDE Tuition Rate

The Wyoming Department of Education daily tuition rate has increased from \$230.00 per day to \$275.00 per day. The rate was \$274.00 per day for the 2015-2016 school year. The variance is dependent upon the Navigant Cost Study.

IV. FUTURE AGENDA ITEMS

A. Educational & Behavioral Goals Review

B. Policies 5014 & 5017 thru 5022 Under Review 2nd Reading

V. EXECUTIVE SESSION

MOTION #2014

A motion was made by Mr. Dain Medow to go into Executive Session at 7:52 p.m. for Administrative Director July Evaluation. Mr. David Tommerup seconded the motion. The motion carried. The session ended at 8:06 p.m.

VI. ADJOURNMENT

Chairman Dr. Kristen Benson declared the July 26, 2017 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 8:07 p.m.

Recording Secretary

Approved and entered according to proceedings.

Chairman

Clerk