



## I. PRELIMINARY

### A. CALL TO ORDER

Chairman Lynette Jeffres called the November 18, 2020 meeting of the Northwest Wyoming Board of Cooperative Educational Services to order at 7:00 p.m.

### B. ROLL CALL

#### BOARD MEMBERS PRESENT

Ms. Lynette Jeffres, Chairman, Fremont #25 via conference  
Mr. David Snyder, Clerk, Fremont #21 via conference  
Mr. David Tommerup, Treasurer, Washakie #1 via conference  
Mr. Greg Gloy, Big Horn #4 via conference  
Mr. Kim Dillivan, Park #1 via conference  
Mr. Terril Mills, Washakie #2 via conference

#### ADMINISTRATION PRESENT

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

### C. APPROVAL OF MINUTES

#### MOTION #1960

A motion was made by Mr. David Snyder to approve the minutes and Executive Session minutes of the October 28, 2020 meeting as presented. Mr. Terril Mills seconded the motion. The motion carried.

### D. APPROVAL OF AGENDA

#### Additions:

**Change Action Item #2 to Annual Report**

**Add Action Item #3—Speech Services**

**Change Discussion Items to read: #1 – Board Members; #2- WSBA Delegate Assembly**

#### MOTION #1961

A motion was made by Mr. Kim Dillivan to approve the agenda as amended. Mr. David Tommerup seconded the motion. The motion carried.

## II. COMMUNICATIONS

### A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS

Ms. Carolyn Conner presented the following:

- One Co-Student of the Month was present and recognized for his progress in the program.
- School Employee of the Month, Mr. Mark Liesch, and Residential Employee of the Month, Ms. Dawn Gomendi, and Co-Student of the Month will be recognized at a later date.
- A positive e-mail was received from the parent of a recent graduate of the NW BOCES program.
- Pictures of student activities were presented to the Board.

**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.

*MOTION #1962*

A motion was made by Mr. Greg Gloy to approve the payment of bills and transfer of funds as presented. Mr. David Tommerup seconded the motion. The motion carried.  
Mr. Matt Ivie pulled Check #23445. All information matched the Financial Report.

**D. RESIDENTIAL REPORT**

The Residential Report was presented by Mr. Matt Ivie. A copy is attached to the permanent minutes. Mr. Ivie gave further information regarding substitute staffing, Halloween Trick or Treating, and challenges of visits to the library regarding social distancing.

**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. Ms. Conner added the following information:

- Report on student transitions that are in progress.
- Staff person tested positive for COVID 19; consequently 3 additional staff are under quarantine following the 14 day from time of last contact rule.
- Report on student home visits for the upcoming Thanksgiving holiday.

**III. GENERAL BUSINESS**

**A. ACTION ITEMS**

**1. Policies 3018 to 3021 Under Revision/Review 2<sup>nd</sup> Reading**

*MOTION #1963*

A motion was made by Mr. Greg Gloy to approve Policies 3018 to 3021 Under Revision/Review on second and final reading. Mr. Kim Dillivan seconded the motion. The motion carried.

**2. Annual Report**

Suggestions were made on sharing this document with districts and Board Members with additional information added to the document. No action was taken at this time.

**3. Speech Therapist**

Ms. Conner shared with the Board all the contacts she had tried to fill this position. Districts were willing to help if needed. An independent Speech Language Therapist from Powell, Wyoming, Ms. Heather Moretti contacted Ms. Conner as an interested party. Ms. Conner shared Ms. Moretti's credentials with the Board.

*MOTION #1964*

A motion was made by Mr. David Tommerup to contract with Ms. Heather Moretti of Powell, Wyoming in the amount of \$82.50 per hour up to 10 hours per week for 28 weeks for a total not to exceed \$23,100.00. Mr. Terril Mills seconded the motion. The motion carried.

**B. DISCUSSION ITEMS**

**1. Board Member Updates**

Ms. Conner gave recognition to Board members who will no longer be with NW BOCES. They are as follows: Ms. Jenn Rinn, 3 years of service; Mr. Keith McIntosh, 4 years of service; Mr. Terril Mills, 4 years of service; and Mr. David Snyder, 6 years of service.

**2. WSBA Delegate Assembly**

Mr. David Tommerup gave a very informative report on the Delegate Assembly.

**IV. FUTURE AGENDA ITEMS**

**A. Policies 3022 to 3030 Under Revision/Review 1<sup>st</sup> Reading**

**B. Cost Report Preparation**

**C. Parent Survey**

**D. Board Reorganization**

**V. EXECUTIVE SESSION**

No Executive Session necessary.

**VI. ADJOURNMENT**

Chairman Ms. Lynette Jeffres declared the November 18, 2020 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 7:48 p.m.

\_\_\_\_\_  
Recording Secretary

Approved and entered according to proceedings.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Clerk