



I. PRELIMINARY

A. CALL TO ORDER

Vice Chairman Ms. Lynette Jeffres called the August 26, 2020 meeting of the Northwest Wyoming Board of Cooperative Educational Services to order at 7:03 p.m.

B. ROLL CALL

BOARD MEMBERS PRESENT

Ms. Lynette Jeffres, Vice Chairman, Fremont #25
Mr. David Snyder, Clerk, Fremont #21
Mr. David Tommerup, Treasurer, Washakie #1
Ms. Jenn Rinn, Converse #1
Mr. Keith McIntosh, Big Horn #2
Mr. Gavin Woody, Fremont #24
Mr. Kim Dillivan, Park #1
Mr. John McCue, Park #6
Mr. Terril Mills, Washakie #2

ADMINISTRATION PRESENT

Ms. Carolyn Conner, Administrative Director, NW BOCES

RECORDING SECRETARY PRESENT

Ms. Sally Hanson, Administrative Assistant, NW BOCES

C. APPROVAL OF MINUTES

MOTION #1932

A motion was made by Mr. David Snyder to approve the minutes and Executive Session minutes of the July 22, 2020 meeting as presented. Mr. Terril Mills seconded the motion. The motion carried.

D. APPROVAL OF AGENDA

Corrections: Agenda #I Preliminary Part D should have read July 22, 2020

MOTION #1933

A motion was made by Ms. Jenn Rinn to approve the agenda as amended. Mr. Keith McIntosh seconded the motion. The motion carried.

II. COMMUNICATIONS

A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS

Ms. Carolyn Conner reported the following:

- July Student of the Month was present and recognized for “being nice” and “playing nice”.
- Residential Employee of the Month Ms. Jolan Maser and School Employees of the Month Connor McCormick and Deborah Guest were unable to attend the meeting.
- NW BOCES Employee of the Year recipients were given their awards at the recent Staff Development. All were very humble and appreciative of the support of their peers. Residential Employee of the Year

for 2019-2020 is Ms. Sheryl Salinas; 2019-2020 School Employee of the Year is Mr. Connor McCormick; 2019-2020 Rookie of the year is Ms. Jurene Lee.

- NW BOCES received the Wyoming Department of Education accreditation certificate.
- Ms. Conner asked the Board if we could sign a card in their names for retiring Board Chairman Dr. Kristen Benson. All members joining via Zoom gave their permission.
- At a recent student graduation, the student's DFS caseworker joined the meeting via Zoom.

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 Kristen Miller. A copy is attached to the permanent minutes. Mr. Tony Larson pulled check #23279 to Ms. Leslie Murtagh in the amount of \$375.00. Check number, vendor and amount coincided with the Financial Report.

MOTION #1934

A motion was made by Ms. Jenn Rinn 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 of Mr. Matt Ivie. A copy is attached to the permanent minutes.

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 also reported on corrections being put into place regarding the recent Fire Marshall and Fire Sprinkler inspections. Mr. Larson also reported the following: audio for a classroom was added to the school camera system; replacement necessary for a flapper valve on the fire suppression system; recent cleaning and polishing of the gym floor.

F. ADMINISTRATORS REPORT

The Administrators Report was presented by Ms. Carolyn Conner. A copy is attached to the permanent minutes. Ms. Conner further reported on home visits and on-campus parent visits have resumed. She also reported that a student's parent had moved from Platte County School District #1 to Albany County School District #1. Albany County has a similar program to the NW BOCES day program. Our student will be relocating to Albany County after his graduation from NW BOCES.

III. GENERAL BUSINESS

A. ACTION ITEMS

1. Election of Board Chairman

MOTION #1935

Mr. David Snyder made a motion to nominate Vice Chairman Ms. Lynette Jeffres for Chairman of the NW BOCES Board. Mr. David Tommerup seconded the motion. There were no further nominations. All members present voted aye. Ms. Lynette Jeffres will take over as Chairman of the NW BOCES Board.

MOTION #1936

Mr. David Snyder made a motion to nominate Mr. Keith McIntosh to fill the vacancy of Vice Chairman, which was previously held by Ms. Lynette Jeffres. Mr. David Tommerup seconded the motion. There were no further nominations. All members present voted aye. Mr. Keith McIntosh will take over the duties of Vice Chairman of the NW BOCES Board.

2. Policies 3006 to 3009-R2 Under Revision/Review 2nd Reading

MOTION #1937

A motion was made by Ms. Jenn Rinn to approve Policies 3006 to 3009-R2 Under Revision/Review on second and final reading. Mr. Terril Mills seconded the motion. The motion carried.

3. Policies 8016 to 8016-R Under Review 2nd Reading

MOTION #1938

A motion was made by Mr. David Snyder to approve Policies 8016 to 8016-R Under Review on second and final reading. Mr. Kim Dillivan seconded the motion. The motion carried.

4. Policy 8023 Under Revision 2nd Reading

MOTION #1939

A motion was made by Mr. Terril Mills to approve Policy 8023 Under Revision on second and final reading. Ms. Jenn Rinn seconded the motion. The motion carried.

5. Policies 3010 to 3016 Under Review 1st Reading

MOTION #1940

A motion was made by Mr. Kim Dillivan to approve Policies 3010 to 3016 Under Review on first reading. Mr. David Snyder seconded the motion. The motion carried.

6. Student Contracts

MOTION #1941

A motion was made by Ms. Jenn Rinn to approve student contracts as presented. Mr. Kim Dillivan seconded the motion. The motion carried.

B. DISCUSSION ITEMS

1. Rate Changes

Ms. Conner reported that WDE Related Services rates of Registered Nurse/School Health had increased by \$4.00/hr. while tuition rates had decreased by \$95.00.

2. 2019/2020 Donations

A list of donations and donors was presented to the Board. All donors were sent thank you notes signed by students and staff.

3. DFS Quarterly Inspections

DFS licensing inspector, Mr. Lee Thurmond, reviewed student files with no correctives noted.

IV. FUTURE AGENDA ITEMS

A. Policies 3010 to 3016 Under Review 2nd Reading

B. Policies 3017 to 3017e-R Under Revision/Review 1st Reading

V. EXECUTIVE SESSION

A. Administrative Director August Evaluation

MOTION #1942

A motion was made by Mr. David Tommerup to go into Executive Session at 7:37 p.m. for Administrative Director August Evaluation. Mr. Keith McIntosh seconded the motion. The motion carried. The session ended at 7:46 p.m.

VI. ADJOURNMENT

Chairman Lynette Jeffres declared the August 26, 2020 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 7:47 p.m.

Recording Secretary
Approved and entered according to proceedings.

Chairman

Clerk