



Northwest Wyoming Board of  
Cooperative Educational Services  
**Minutes**

**I. PRELIMINARY**

**A. CALL TO ORDER**

Chairman Dean Peranteaux called the December 21, 2016 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. Hans Hawley, Clerk, Big Horn #2 via conference  
Mr. David Tommerup, Treasurer, Washakie #1  
Mr. Greg Gloy, Big Horn #4 via conference  
Ms. Becky Lancaster, Fremont #25 via conference  
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. Dain Medow to approve the minutes and Executive Session minutes of the November 17, 2016 meeting as presented. Mr. Hans Hawley seconded the motion. The motion carried.

**D. APPROVAL OF AGENDA**

*MOTION #1933*

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

**II. COMMUNICATIONS**

**A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS**

Ms. Carolyn Conner presented the following communications:

- The November Employees of the Month, Ms. Melissa Racay and Ms. Rebecca Moore, were unable to attend the meeting. They will be honored at a later date.
- The October and November Students of the Month will be honored at the Christmas Party/Parent Training to be held December 22, 2016 at the NWBOCES school.
- A list of new NWBOCES Board members was presented, with additional information to be sent to the Board as member districts appoint new members.

**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. A random check, #20376 to Oriental Trading, was examined by the Board and found to be consistent with the Financial Report.

#### *MOTION #1934*

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 Mr. Matt Ivie. A copy is attached to the permanent minutes. Mr. Ivie amended his report with the following information:

- One student exited the program November 22, 2016.
- Five of the eight residential students residing at the cottages will be going home for the Christmas holiday. Employee schedules have been changed to reflect only three students being in residence at that time.
- Brian Hopkinson, NWBOCES APE/Health teacher, donated an elliptical trainer to the residences for student use.
- Mr. Ivie has been seeking an individual to teach swimming lessons to the NWBOCES students.
- Students have enjoyed various community outings during the holiday season.

Mr. Ivie and Ms. Conner answered a question by board member, Ms. Becky Lancaster, inquiring whether the student population included day students from member districts. There are currently four day students attending NWBOCES.

### **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 also provided the Board with the following information:

- It has been a good holiday season for students. Staff stability and parent participation have been significant in helping students deal with issues related to the holidays.
- The annual Christmas Party/Parent Training will be held tomorrow with a visit from Santa and Mrs. Claus.
- NWBOCES has tentatively accepted a new student who is scheduled to transfer from St. Josephs' Children's Home. It was noted that one reason for placement at NWBOCES was a high level of academic achievement coupled with the residential treatment program.

## **III. GENERAL BUSINESS**

### **A. ACTION ITEMS**

#### **1. Board Reorganization**

Vice Chairman, Ms. Kristen Benson, turned the meeting over to Ms. Carolyn Conner for the purpose of Board reorganization. Ms. Conner opened the floor for nominations for Chairman.

#### *MOTION #1935*

A motion was made by Mr. Dain Medow to nominate Ms. Kristen Benson for Chairman. Mr. David Tommerup seconded the motion. There being no further nominations, all members voted aye. Motion carried.

Ms. Carolyn Conner turned the meeting over to newly elected Chairman, Ms. Kristen Benson, who opened the floor for nominations for Vice Chairman.

*MOTION #1936*

A motion was made by Mr. David Tommerup to nominate Mr. Dain Medow as Vice Chairman. Mr. Greg Gloy seconded the motion. The motion carried. There being no further nominations, all members voted aye. Motion carried.

Chairman Benson opened the floor for nominations for Clerk.

*MOTION #1937*

A motion was made by Mr. Dain Medow to nominate Mr. Hans Hawley as Clerk. Mr. David Tommerup seconded the motion. The motion carried. There being no further nominations, all members voted aye. Motion carried.

Chairman Benson opened the floor for nominations for Treasurer.

*MOTION #1938*

A motion was made by Mr. Terril Mills to nominate Mr. David Tommerup as Treasurer. Mr. Hans Hawley seconded the motion. The motion carried. There being no further nominations, all members voted aye. Motion carried.

**2. Policies 4001 to 4007-R1 Under Revision/Review—2nd Reading**

*MOTION #1939*

A motion was made by Mr. Dain Medow to approve Policies 4001 to 4007-R1 Under Revision/Review on second and final reading. Mr. Greg Gloy seconded the motion. The motion carried.

**3. Policies 4018, 4018b Under Revision—3rd Reading**

*MOTION #1940*

A motion was made by Mr. Terril Mills to approve Policies 4018, 4018b Under Revision on third and final reading. Mr. Dain Medow seconded the motion. The motion carried.

**4. Policy 4008 Under Revision —1st Reading**

*MOTION #1941*

A motion was made by Mr. Terril Mills to approve Policy 4008 Under Revision on first reading. Mr. Dain Medow seconded the motion. The motion carried.

**5. Health & Wellness Policy Under Revision—1st Reading**

*MOTION #1942*

A motion was made by Mr. Dain Medow to approve the Health & Wellness Policy Under Revision on first reading. Mr. Terril Mills seconded the motion. The motion carried.

**6. Policy 5015 Under Revision—1st Reading**

*MOTION #1943*

A motion was made by Mr. Terril Mills to approve Policy 5015 Under Revision on first reading. Mr. Greg Gloy seconded the motion. The motion carried.

**B. DISCUSSION ITEMS**

**1. Legislative Issues**

Ms. Conner updated the Board on current legislative issues pertinent to residential treatment facilities, to include method of payments for court ordered youth and restrictions on out of state placements.

**2. USDA Equipment Grant**

The USDA Equipment Grant applied for to purchase a new generator for the school was denied. Members requested Ms. Conner ask for a list of who received USDA grant funds to include what was to be purchased and amount apportioned.

**IV. FUTURE AGENDA ITEMS**

- A. Policy 4008 Under Revision - 2nd Reading**
- B. Health & Wellness Policy Under Revision - 2nd Reading**
- C. Policy 5015 Under Revision - 2nd Reading**


**V. EXECUTIVE SESSION**

**MOTION #1944**

A motion was made by Mr. David Tommerup to go into Executive Session at 7:56 p.m. for student grievances. Mr. Dain Medow seconded the motion. The motion carried. The session ended at 8:06 p.m.

**VI. ADJOURNMENT**

Chairman Kristen Benson declared the December 21, 2016 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 8:07 p.m.

  
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 Recording Secretary

Approved and entered according to proceedings.

  
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 Chairman

  
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 Clerk