



I. PRELIMINARY

A. CALL TO ORDER

Chairman Dr. Kristen Benson called the October, 23, 2019 meeting of the Northwest Wyoming Board of Cooperative Educational Services to order at 7:00 p.m.

B. ROLL CALL

BOARD MEMBERS PRESENT

Dr. Kristen Benson, Chairman, Fremont #6 via conference
Ms. Lynette Jeffres, Vice Chairman, Fremont #25 via conference
Mr. David Snyder, Clerk, Fremont #21 via conference
Mr. David Tommerup, Treasurer, Washakie #1
Mr. Keith McIntosh, Big Horn #2 via conference
Mr. Greg Gloy, Big Horn #4 via conference
Mr. Rick Engelbrecht, Hot Springs #1
Mr. Kim Dillivan, Park #1
Mr. Terril Mills, Washakie #2 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 #2847

A motion was made by Mr. Rick Engelbrecht to approve the minutes of the September 25, 2019 meeting as presented. Mr. David Tommerup seconded the motion. The motion carried.

D. APPROVAL OF AGENDA

Additions:

Add Executive Session Item A. Administrative Director October Evaluation

MOTION #2848

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

II. COMMUNICATIONS

A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS

- Student of the Month joined the meeting and was recognized for her progress in the program.
- Residential Employee of the Month, Ms. Dawn Gomendi, and School Employee of the Month, Ms. Sara McMartin, were unable to attend the meeting. They will be recognized at a later date.

- Ms. Conner shared notes from the Platte County School District psychologist re: superb increase in MAPs reading scores for their student that is placed at NW BOCES.
- Ms. Conner shared information re: NW BOCES Board member, Mr. David Snyder. Mr. Snyder is the Chairman for the American Indian Alaskan Native Council for NSBA, which gives him a seat on the NSBA Board of Directors and WSBA Board of Directors.
- Special Education Director from Sweetwater County School District #2, Green River, praised NW BOCES for information sharing of weekly, monthly and quarterly reports and for the continued support of parents with children placed at NW BOCES.
- A thank you note praising all we did for a student while he was placed at NW BOCES was received from the student's DFS Caseworker.
- 2 students placed by Platte County School District #1, Wheatland, received a care package from 2 of their teachers. Both students sent thank you notes, letting the teachers know how much they appreciated the gifts.

B. Audit Report

Mr. Michael Wright of Koerwitz, Michel & Wright Associates was present and reviewed the 2018/2019 Audit Report with the Board. Accuracy of the audit met all Government Standards. One item of mention was the need for detailed receipts for all credit card use. Mr. Wright praised Business Manager, Ms. Kristen Miller, and Administrative Director, Ms. Carolyn Conner, for their excellent performance of financial duties for NW BOCES.

C. AUDIENCE COMMENTS

There were no audience comments.

D. FINANCIAL REPORT/APPROVAL OF BILLS

The Financial Report was presented by Ms. Kristen Miller. A copy is attached to the permanent minutes. Ms. Miller brought attention to the payment by Wyoming Department of Education for the psychological evaluations of 2 court ordered youth being much less than what was billed. The discrepancy in amount billed to amount paid was \$7132.75. Mr. David Tommerup pulled check #22671 in the amount of \$41.99 to the Grand Mere Restaurant Group. Check number, amount paid, and vendor all matched the Financial Report.

MOTION #2849

A motion was made by Mr Daivd Tommerup to approve the payment of bills and transfer of funds as presented and to write off \$7,132.75 billed for student psychological evaluations as uncollectable from the Wyoming Department of Education. Mr. Rick Engelbrecht seconded the motion. The motion carried.

E. RESIDENTIAL REPORT

The Residential Report was presented by Mr. Matt Ivie. A copy is attached to the permanent minutes. Mr. Ivie praised residential staff for the fun activities they are working on with the students. Mr. Ivie also reported the following:

- Interviews to fill open positions are being held.
- Students attended a Ukrainian Dance performance.
- Students were able to have one last fishing trip before cold weather set in.

Board members commented on the barbeque that was held last month. All that attended enjoyed it tremendously.

F. 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.

G. 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:

- Staff Development went well with good presentations and participation.
- Student Enrichment Day involved downtown Thermopolis activities to include window shopping, a stained glass project at the Flying Eagle Gallery, and lunch at the Black Bear Café.
- There have been several student referrals from school districts and the Department of Family Services.

III. GENERAL BUSINESS

A. ACTION ITEMS

1. Policies 1001-1005 Under Revision/Review 2nd Reading

MOTION #2850

A motion was made by David Snyder to approve policies 1001-1005 Under Revision/ Review on second and final reading. Ms. Lynette Jeffres seconded the motion. The motion carried.

2. Policy 3017a-R Under Revision 1st Reading

MOTION #2851

A motion was made by Mr. Kim Dillivan to approve Policy 3017a-R Under Revision on first reading. Mr. David Tommerup seconded the motion. The motion carried.

3. Policies 1006-1010 Under Review 1st Reading

MOTION #2852

A motion was made by Ms. Lynette Jeffres to approve Policies 1006-1010 Under Review on first reading. Mr. Terril Mills seconded the motion. The motion carried.

4. WSBA Voting Delegate

MOTION #2853

A motion was made by Mr. David Tommerup to approve either Mr. Kim Dillivan or Ms. Kristen Benson as the 2019 WSBA Voting Delegate for NW BOCES. Mr. Terril Mills seconded the motion. The motion carried.

5. Mill List Update

MOTION #2854

A motion was made by Mr. Kim Dillivan to approve the Mill Levy list update at presented. Ms. Lynette Jeffres seconded the motion. The motion carried.

B. DISCUSSION ITEMS

1. MAP Data

Ms. Conner reported that the Spring to Fall student academic testing showed progress by students in almost all areas.

2. 50th Anniversary Planning

NW BOCES, Big Horn Basin Children's Center will celebrate it's 50th anniversary in September 2020. Planning has already begun. Ms. Conner will update the Board on progress for this event. Mr. David Snyder recommended fireworks. All input is appreciated.

IV. FUTURE AGENDA ITEMS

A. Policy 3017a-R Under Revision 2nd Reading

B. Policies 1006-1010 Under Review 2nd Reading

V. EXECUTIVE SESSION

MOTION #2855

A motion was made by Mr. David Tommerup to go into Executive Session at 8:11 p.m. for the Administrative Director October Evaluation. Mr. David Snyder seconded the motion. The motion carried. The session ended at 8:23 p.m.

VI. ADJOURNMENT

Chairman Dr. Kristen Benson declared the October 23, 2019 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 8:24 p.m.

Recording Secretary

Approved and entered according to proceedings.

Chairman

Clerk