



Northwest Wyoming Board of
Cooperative Educational Services
Minutes

I. PRELIMINARY

A. CALL TO ORDER

Chairman Dean Peranteaux called the August 24, 2016 meeting of the Northwest Wyoming Board of Cooperative Educational Services to order at 7:00 p.m.

B. ROLL CALL

BOARD MEMBERS PRESENT

Mr. Dean Peranteaux, Chairman, Fremont #25
Ms. Kristen Benson, Vice Chairman, Fremont #6 via conference
Ms. Melissa Johnson, Clerk, Hot Springs #1
Mr. Rob McCray, Treasurer, Park #1 via conference
Mr. Greg Gloy, Big Horn #4 via conference
Mr. Hans Hawley, Big Horn #2 via conference
Mr. Dain Medow, Fremont #24

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 #1883

A motion was made by Mr. Dain Medow to approve the minutes and Executive Session Minutes of the July 27, 2016 meeting as presented. Ms. Kristen Benson seconded the motion. The motion carried.

D. APPROVAL OF AGENDA

Additions:

Add approval of the July 27, 2016 Executive Session Minutes
Add Action Item #7 – Employee Flu Shots
Add Action Item *8 – Cyber Liability Insurance
Delete Discussion Items #2, 3 & 4

MOTION #1884

A motion was made by Mr. Hans Hawley to approve the agenda as amended. Mr. Dain Medow seconded the motion. The motion carried.

II. COMMUNICATIONS

A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS

- School Employee of the Month, Ms. Kylie Fisher, was present and recognized for being an outstanding summer P.E. and Health teacher as well as serving as para educator in the classrooms in the afternoons.
- Student of the Month was present and praised for his hard work and achievements at NWBOCES. This student has achieved Level III of the NWBOCES program and may be attending some classes at Hot Springs County School District re: the transition portion of the NWBOCES program.
- School Employee of the Year, Ms. Leigh Dobbins, was present and awarded an Employee of the Year plaque. Ms. Dobbins was praised for bringing superior talent to NWBOCES as a special education teacher.
- Residential Employee of the Year, Ms. Kristi Gordon, and Rookie of the Year, Ms. Kali Nuttall, were unable to attend the meeting as were Employees of the Month Ms. Catherine Holton & Ms. Lisa Herold.
- Notice was received that Maria Eastman from Rainhorse Equine Assisted Learning will be receiving recognition from the National Cowboy Poetry Association in Las Vegas, NV.
- The recent Food Service inspection had no violations.

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. Ms. Miller updated the Board on yearly percentages of expenditures and revenue. Ms. Miller also informed the Board of attempting to reach Cindy Messenger regarding Medicaid billing/coding. Board members then randomly chose a check from the monthly expenditures to check for any discrepancies. No discrepancies were noted.

MOTION #1885

A motion was made by Ms. Melissa Johnson to approve the payment of bills and transfer of funds as presented. Mr. Hans Hawley 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 reported the following:

- Two residential employees have retired. The permanent-part time position will not be filled at this time, as student numbers are low. The full time position, however, will be filled.
- The garden beds at the residences were observed by a member of the Red Dirt Society, who then nominated NWBOCES residences for Garden of the Month. Mr. Ivie was informed that this honor will be presented to NWBOCES with the garden and student pictures in the Independent Record. Ms. Conner will post the pictures to the web site.
- The students participated in several community outings in August to include Family Fun Night and Beef Show at the Hot Springs County Fair, Gift of the Waters Pageant Days, and academic outings to the public library.

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 pointed out some significant items in the report to include the irrigation system, replacement of broken fence rails, vehicle extinguisher inspection, donation of labor by Flagstone Electric, and the purchase of tires using transition grant funds.

F. ADMINISTRATORS REPORT

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

- Current population is 11 students.
- Second inquiry from Big Horn #3 re: a student that was enrolled in the virtual academy versus placement at NWBOCES. Virtual academy did not meet student needs.
- Request for Board members to inform Ms. Conner if their district is levying mill funds for NWBOCES and amount of levy.
- Average length of service for NWBOCES employees is 7.9 years, up from 7.1 a year ago.
- Staff Development was held in conjunction with Hot Springs County School District #1. Staff attending the morning Staff Development session were able to attend the presentation by Kevin Honeycutt at the Thermopolis High School auditorium. Ms. Conner was able to tape the presentation for staff attending the afternoon Staff Development session. Staff enjoyed the presentation and gathered useful ideas for the NWBOCES student population.
- Staff were asked to give input on future Staff Development ideas and to share personal and professional goals for the coming year. Ms. Conner felt it was the most productive list of ideas and goals she has ever received. Many staff requested more training by Dr. Faulkner, School Psychologist.
- Shoes and clothing needs list is being generated at the residences. Needs will be met using Transition Grant funds.
- Enrichment Day activities were changed due to weather. Level II students went swimming instead of hiking and the Level III student helped a staff member work on a demolition derby car versus fishing.
- Ms. Conner was unable to attend WSBA at Washakie #1 but does plan on attending Fremont County #25 on August 31.
- October Staff Development will include a presentation by Mr. Matt Ivie re: Power Struggles.

III. GENERAL BUSINESS

A. ACTION ITEMS

1. Policy 8010a Under Revision—2nd Reading

MOTION #1886

A motion was made by Ms. Melissa Johnson to bring Policy 8010a back for 3rd reading. Mr. Dain Medow seconded the motion. The motion carried.

2. Policy 3010 Under Review—2nd Reading

MOTION #1887

A motion was made by Mr. Dain Medow to approve Policy 3010 Under Review on 2nd and final reading. Mr. Rob McCray seconded the motion. The motion carried.

3. Policies 3018-3030 Under Revision/Review—2nd Reading

MOTION #1888

A motion was made by Ms. Melissa Johnson to approve Policies 3018-3030 Under Revision/Review on 2nd and final reading with exception of Policy 3022, which will be brought back for 3rd reading. Mr. Hans Hawley seconded the motion. The motion carried.

4. Policy 3023 Under Revision—1st Reading

MOTION #1889

A motion was made by Ms. Melissa Johnson to table action on Policy 3023 until the next regular Board meeting. Mr. Dain Medow seconded the motion. The motion carried.

5. Mill Levy

MOTION #1890

A motion was made by Ms. Melissa Johnson to approve the mill levy needs list as presented. Mr. Dain Medow seconded the motion. The motion carried.

6. Salaries

MOTION #1891

A motion was made by Ms. Melissa Johnson to table action on this item until the next regular Board meeting. Mr. Dain Medow seconded the motion. The motion carried.

7. Employee Flu Shots

MOTION #1892

A motion was made by Mr. Dain Medow to approve payment of flu shot for NWBOCES employees that do not carry WSBAIT insurance. Ms. Kristen Benson seconded the motion. The motion carried.

8. Cyber Liability

MOTION #1893

A motion was made by Ms. Melissa Johnson to table action on this item until the next regular Board meeting pending updated pricing information. Mr. Dain Medow seconded the motion. The motion carried.

B. DISCUSSION ITEMS

1. BOCES Directors Meeting with WDE

Ms. Conner reported on the recent meeting between BOCES Directors and Wyoming Department of Education. Ms. Conner felt the meeting was very positive, including discussion of the Navigant Cost Study and reimbursement for COPS students.

IV. FUTURE AGENDA ITEMS

- A. Policy 3023 Under Revision—1st Reading**
- B. Policy 8010a Under Revision—3rd Reading**
- C. Policy 3022 Under Revision—3rd Reading**
- D. Salaries**
- E. Cyber Liability**

V. EXECUTIVE SESSION

No Executive Session necessary.

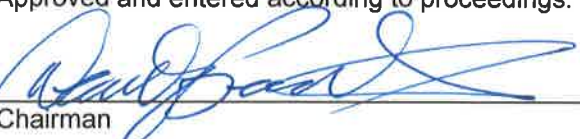
VI. ADJOURNMENT

Chairman Dean Peranteaux declared the August 24, 2016 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 9:20 p.m.



 Recording Secretary

Approved and entered according to proceedings.



 Chairman



 Clerk