



Northwest Wyoming Board of
Cooperative Educational Services
Minutes

I. PRELIMINARY

A. CALL TO ORDER

Chairman Dean Peranteaux called the October 26, 2016 meeting of the Northwest Wyoming Board of Cooperative Educational Services to order at 7:04 p.m.

B. ROLL CALL

BOARD MEMBERS PRESENT

Mr. Dean Peranteaux, Chairman, Fremont #25
Mr. Rob McCray, Treasurer, Park #1
Mr. Hans Hawley, Big Horn #2 via conference
Ms. Linda Cole, Converse #1 via conference
Ms. Jane Thurston, 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 #1908

A motion was made by Mr. Rob McCray to approve the minutes and Executive Session minutes of the September 28, 2016 meeting as presented. Mr. Hans Hawley seconded the motion. The motion carried.

D. APPROVAL OF AGENDA

Additions:

Action Item #9 – Policy 4022-R Under Revision on 1st & Final Reading

Action Item #10 – Student Contracts

Add the motion Signing of Department of Audit F-32 and Approval of the Audit Report to Financial Report

MOTION #1909

A motion was made by Mr. Rob McCray to approve the agenda as amended. Ms. Linda Cole seconded the motion. The motion carried.

II. COMMUNICATIONS

A. COMMUNICATIONS, EMPLOYEE & STUDENT RECOGNITIONS

Ms. Carolyn Conner presented the following:

- The September Student of the Month attended the meeting and was presented with an award and praise for recognition by his peers as a role-model for the NWBOCES program.
- September Employees of the Month were unable to attend. They will be recognized at a later date.
- A Thank You card was presented to the Board thanking them for the recent raises for Classified Staff and stipend for Certified Staff.

- Quilts donated by St. Albans Lutheran ladies from Worland for new students were displayed, along with a picture of the newest NWBOCES student with the quilt he chose.
- A get-well card for Board member Greg Gloy was passed around for Board member signatures. Conferencing members gave permission for their names to be added to the card also.
- Pictures were passed around showing students enjoying the annual visit by the local fire department, pumpkin carving, Equine Assisted Learning instructor Maria Eastman with her birthday banner, student craft projects, and students enjoying visits to the State Park.
- One student's DFS caseworker surprised him with a float trip down the Big Horn river.

B. AUDIENCE COMMENTS

There were no audience comments.

C. AUDIT REPORT; FINANCIAL REPORT/APPROVAL OF BILLS; DEPARTMENT OF AUDIT F-32

Mr. Michael Wright of Koerwitz, Michel & Wright attended the meeting and presented the Board with the 2015/2016 Audit Report.

MOTION #1910

A motion was made by Mr. Rob McCray to approve the 2015/2016 Audit Report as presented. Mr. Hans Hawley seconded the motion. The motion carried.

The Financial Report was presented by Ms. Kristen Miller. A copy is attached to the permanent minutes. Ms. Miller brought several items to the Board's attention, to include the visual of duffle bags presented to students in the transition phase of the program.

MOTION #1911

A motion was made by Mr. Rob McCray to approve the payment of bills and transfer of funds as presented. Mr. Hans Hawley seconded the motion. The motion carried.
Mr. Dean Peranteaux abstained from Check #020253 in the amount of \$724.99.

Ms. Miller presented Department of Audit F-32 to the Board and requested the Board's signature for submittal of this form.

MOTION #1912

A motion was made by Mr. Rob McCray to approve signature of Department of Audit F-32. Ms. Jane Thurston 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 added the following to the Residential Report.

- The construction project of removing the sky-light and replacing it with roofing on the Cottage B toy room is progressing in a timely manner
- Interviews have taken place resulting in three new hires and one re-hire for substitute positions.
- Hot Springs County Sheriff, Mr. Lou Falgoust, has a "Pumpkin Patch" every Halloween season. NWBOCES students picked out and decorated their own pumpkins, an annual treat.
- Students meeting the NWBOCES program criteria will go Trick or Treating on Halloween.
- The public library and swimming at the Tepee pool have been Friday activities for the students.

E. MAINTENANCE AND TRANSPORTATION REPORT

The Maintenance and Transportation Report was presented by Ms. Carolyn Conner in the absence of Mr. Tony Larson. Ms. Conner reported that Mr. Larson has been taking care of vehicles, supervising the residential construction project and winterizing the sprinkler system.

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 to her report:

- Grant monies have been received, with the ordering receipt of multiple items.
- The Annual Report will be sent to Member District Superintendents and Special Ed Directors.
- Ms. Susan Nichols class built blue bird houses in their Life Skills class and delivered them to the Hot Springs State Park director for use in the buffalo pasture.
- STAR and MAPS testing has been completed for the fall term.
- All students except one that have been in the program at least a month were on Level II of the NWBOCES program this week.
- Staff is celebrating October 2016 as the month with the lowest number of restraints in the history of the NWBOCES ED program.
- Fremont County School District #24, at the suggestion of Board member Mr. Dain Medow, donated two AED units to NWBOCES. A portion of the October 17, 2016 Staff Development was designated for demonstration of the units. These units will become part of the CPR/First Aid training for staff.

III. GENERAL BUSINESS

A. ACTION ITEMS

1. Policy 3023 Under Revision—2nd Reading

MOTION #1913

A motion was made by Mr. Rob McCray to approve Policy 3023 Under Revision on second and final reading. Ms. Jane Thurston seconded the motion. The motion carried.

2. Policy 3016 Under Revision—1st Reading

MOTION #1914

A motion was made by Mr. Rob McCray to approve Policy 3016 Under Revision on first reading. Mr. Hans Hawley seconded the motion. The motion carried.

3. Policy 3019 Under Revision—1st Reading

MOTION #1915

A motion was made by Mr. Hans Hawley to approve Policy 3019 Under Revision on first reading. Ms. Linda Cole seconded the motion. The motion carried.

4. Policy 4015; Policies 4017 thru 4018b Under Revision/Review—1st Reading

MOTION #1916

A motion was made by Mr. Rob McCray to approve Policy 4015 and Policies 4017 thru 4018b Under Revision/Review on first reading with changes as amended. Ms. Jane Thurston seconded the motion. The motion carried.

5. November Board Meeting Date

MOTION #1917

A motion was made by Mr. Rob McCray to hold the November Board meeting on Thursday, November 17, 2016 at 4:30 p.m. in room 158 of the Ramkota Hotel in Casper, Wyoming. Mr. Hans Hawley seconded the motion. The motion carried.

6. December Board Meeting Date

MOTION #1918

A motion was made by Ms. Linda Cole to hold the December Board meeting on Wednesday, December 21, 2016 at 7:00 p.m. Ms. Jane Thurston seconded the motion. The motion carried.

7. WSBA Voting Delegate

MOTION #1919

A motion was made by Ms. Linda Cole to nominate Mr. Dean Peranteaux for the WSBA voting delegate. Ms. Jane Thurston seconded the motion. There being no other nominations the motion carried.

8. Administrative Director Contract Renewal

MOTION #1920

A motion was made by Mr. Rob McCray to table Action Item #8 and bring it back to the table after Executive Session. Mr. Hans Hawley seconded the motion. The motion carried.

MOTION #1924

A motion was made by Mr. Rob McCray to take Action Item # 8 from the table to approve Ms. Carolyn Conner as Administrative Director of NWBOCES for an additional year added to the current two year contract with the terms of the contract to be decided at the February or March 2017 regular Board meeting. Mr. Hans Hawley seconded the motion. The motion carried.

9. Policy 4022-R Under Revision—1st Reading

MOTION #1921

A motion was made by Mr. Rob McCray to approve Policy 4022-R Under Revision on 1st and final reading. Mr. Hans Hawley seconded the motion. The motion carried.

10. Student Contracts

MOTION #1922

A motion was made by Mr. Rob McCray to approve the student contract with Fremont County #24 for day placement from October 10, 2016 to January 7, 2017 in an amount not to exceed \$40,163.76 and student contract with Hot Springs County School District #1 for day placement from October 26, 2016 to June 30, 2017 in amount not to exceed \$101,795.00. Ms. Jane Thurston seconded the motion. The motion carried.

B. DISCUSSION ITEMS

1. Special Districts Meeting

Ms. Conner reported on the outcome of the recent legislative meeting to discuss removing the Wyoming BOCES from the Special Districts. The next session will take place November 21, 2016 in Cheyenne.

2. WSBA Breakfast

NWBOCES has always given a token donation to NEW BOCES for sponsorship of the WSBA breakfast. NEWBOCES will no longer be sponsoring the breakfast due to loss of the Food Service Consortium.

IV. FUTURE AGENDA ITEMS

A. Student Academic Progress Review

B. Policy 3016 Under Revision—2nd Reading

C. Policies 3019 Under Revision—2nd Reading

D. Policy 4015; Policies 4017 thru 4018b Under Revision/Review—2nd Reading

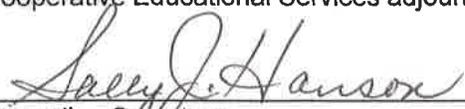
V. EXECUTIVE SESSION

MOTION #1923

A motion was made by Mr. Rob McCray to go into Executive Session at 8:08 p.m. for the Administrative Director Annual Formal Evaluation. Mr. Hans Hawley seconded the motion. The motion carried. The session ended at 8:34 p.m.

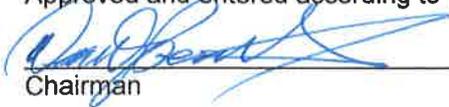
VI. ADJOURNMENT

Chairman Dean Peranteaux declared the October 26, 2016 meeting of the Northwest Wyoming Board of Cooperative Educational Services adjourned at 8:37 p.m.



Recording Secretary

Approved and entered according to proceedings.



Chairman



Clerk