

Sheridan County School District #2

Board Meeting



Date: March 3, 2014

Time: 6:00 p.m.

Place: Central Office

Sheridan County School District #2

Board of Trustees Meeting

Central Office – Board Room

March 3, 2014

6:00 p.m.

Agenda

- I. Call to Order**
 - A. Pledge of Allegiance
- II. Recognition**
 - A. Pam Moore - Wyoming Music Education Association's Northeast District Music Educator of the Year 2014 – Scott Stults with Mike Wood
 - B. SHS Merit Scholars – Terry Burgess with Ed Fessler
- III. Approval of Agenda**
- IV. Welcome – Audience Comments**
- V. Consent Agenda Items**
 - A. Approval of Minutes – February 10, 2014
 - B. Approval of Minutes – February 24, 2014
 - C. Approval of Bills for Payment
 - D. Acceptance of Out-of-State Tuition Request
- VI. Old Business**
 - A. Capital Construction Update (*Information*) – Craig Dougherty
 - B. Bid Award Recommendation for Henry A. Coffeen (HAC) Elementary School Fixtures, Furniture, and Equipment (*Action*) – Julie Carroll
 - C. Approval of Policies (*Action*) – Cody Sinclair
- VII. New Business**
 - A. Memorial Fund Scholarship Recommendations for 2014-2015 (*Action*) – Roxie Taft
 - B. Kindergarten Registration Update (*Information*) – Scott Stults
 - C. Special Education Update (*Information*) – Traci Turk
- VIII. Reports and Communication**
 - A. Board of Trustees
 - B. PTO/Parents/Students/Organizations
 - C. Site Administration and Staff
- IX. District Reports**
 - A. Superintendent
 - 1. Board Goal Updates (*Information*) – Craig Dougherty
- X. Executive Session**
 - A. Personnel Matters
 - B. Legal Matters
- XI. Adjournment**

Sheridan County School District No. 2

Board of Trustees Regular Monthly Meeting

Richard Bridger, Chairman

February 10, 2014

Craig Dougherty, Superintendent

MINUTES OF MEETING

I. Call to Order

The regular monthly meeting of the Board of Trustees of Sheridan County School District #2 was called to order at 6:00 p.m., Monday, February 10, 2014, in the Board Room at the Central Administration Office. The presiding officer was Richard Bridger, Chairman. A quorum was determined to be present with the following attendees:

Trustees:

Richard Bridger, Chairman
Ann Perkins, Vice-Chairman
Wayne Schatz, Treasurer
Marva Craft, Clerk
Hollis Hackman
Erica O'Dell
Jim Perkins
Molly Steel

Absent:

Scott Hininger

Administrators:

Craig Dougherty, Superintendent
Terry Burgess, Assistant Superintendent
Scott Stults, Director of Elementary Education
Roxie Taft, Business Manager
Julie Carroll, Facilities Director
Coree Kelly, Technology Director

Absent:

Tom Sachse, Assistant Superintendent

Chairman Bridger thanked the audience for attending the meeting. He reminded the attendees that if they speak and address the crowd, they must state their names, and that personnel issues could not be discussed.

II. Recognition

A. All-State Music Participants – Diane Knutson, Ashley Lecholat, and Razmick Sarkissian

Sheridan High School Principal Dirlene Wheeler congratulated the students and teachers of the K-12 music program for their success, especially the high school band, choir, and orchestra teachers for their success at the All-State Music performance.

Sheridan High School band teacher Diane Knutson said that twenty high school band students had been selected for All-State Band through a very rigorous audition. The students must play scales in two octaves, sight read, and practice intensely for the performance.

Sheridan High School Choir Teacher Ashley Lecholat agreed that the audition process for All-State students is extremely rigorous. Approximately forty-five choir students auditioned for All-State, and 10 were selected.

Sheridan High School Orchestra Instructor Razmick Sarkissian explained that the students practice intensely for two months after they are given the opportunity to play at the All-State competition. Of the fifty-five orchestra students at the high school, forty-two auditioned, and twenty-five were selected for the performance.

Principal Wheeler said that it is a pleasure to work with these outstanding teachers.

Assistant Superintendent Terry Burgess said that a total of fifty-five students were selected from Sheridan to participate in the All-State Music performance and that the next largest All-State group was from Kelly Walsh, with thirty-three students.

Chairman Bridger congratulated the teachers and students for their success and said that every musical production at the high school is amazing.

B. We the People – Tyson Emborg

Sheridan High School Principal Dirlene Wheeler announced that We the People had won the state championship and they will be travelling to the national competition in April. She introduced We the People sponsor Tyson Emborg.

Mr. Emborg said that he has twenty students in his We the People Advanced Placement (AP) US Government and Politics class this year, three of which were present at the meeting to represent the class, Sam Sanders, Cameron Craft, and Seth Phillips. Mr. Emborg said that the group is very involved in the community and other school activities. The great success of We the People has made them a popular group of speakers, and they have done presentations for the Rotary, the City of Sheridan, and Senator Barasso.

We the People was created in 1987. The SHS team has always placed well in the state competition, though this is the first time that they have been in first place, which is allowing them to advance to the national competition. Mr. Emborg said that he hopes the group can raise the money needed to travel to nationals, and he is grateful to the Board, and Activities Director Don Julian, for their support of the group.

Mr. Emborg recognized Fort Mackenzie High School Teacher Mick Wiest for the work that he has done with the We the People students at the alternative school. He said that those students are also doing very well in the competition. The two groups work well together and collaborate much like a PLC group.

Trustee Jim Perkins asked Mr. Emborg what grade the students are in. Mr. Emborg responded that eleventh and twelfth grade students who enrolled in his AP Government class are in We the People.

Trustee Jim Perkins thanked the We the People students present at the board meeting for their service and for helping to build a positive reputation for Sheridan High School. Mr. Emborg added that the students are easily recognized when they attend events because of how they carry themselves. Chairman Bridger commented that he has seen the group and is impressed with their professional appearance, demeanor, presentation, and ability to speak.

III. Approval of Agenda

TRUSTEE CRAFT MADE A MOTION TO APPROVE THE AGENDA, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

IV. Welcome--Audience Comments

There were no audience comments.

V. Consent Agenda Items

A. Approval of Minutes for January 13, 2014

Chairman Bridger noted that minor corrections were made in the job titles of two retiring employees within the personnel action portion of the minutes.

B. Approval of Bills for Payment

General Fund	2,189,722.53
Federal Fund	62,010.58
TOTAL:	\$2,251,733.11

TRUSTEE O'DELL MADE A MOTION TO APPROVE THE CONSENT AGENDA ITEMS, AS AMENDED. TRUSTEE STEEL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

VI. Old Business

A. Capital Construction Update (*Action*) – Craig Dougherty

Superintendent Dougherty said that Henry A. Coffeen Elementary School is progressing on schedule. Facilities Director Julie Carroll is finishing the furniture bid, and the building is sure to be a wonderful facility.

Superintendent Dougherty reported that facility planning will begin with the Capital Construction Committee; then the master plan will be approved by the Board. Mr. Dougherty asked the Board to approve the move of alternative schools Fort Mackenzie High School and the Wright Place and the Behavioral Center to the old Highland Park

Elementary School for the 2014-2015 school year. He also asked that the timeline for projects be approved. Mr. Dougherty added that he would like to continue to discuss the possibility of building partnerships to advance the betterment and wellness for all individuals of Sheridan.

TRUSTEE JIM PERKINS MADE A MOTION TO MOVE FORT MACKENZIE/THE WRIGHT PLACE AND BEHAVIORAL CENTER TO THE OLD HIGHLAND PARK CAMPUS FOR THE 2014-2015 SCHOOL YEAR, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION.

Trustee Jim Perkins asked if the old Highland Park Elementary School would be renovated or adjusted for the Fort Mackenzie and Wright Place students, with the explanation that the new students of the building would be much larger than the previous group. Superintendent Dougherty said that Ms. Carroll has been working with Fort Mackenzie/Wright Place Principal Sean Wells to be certain that the space is appropriate for the students. He added that, because the alternative schools are not on a campus, they are not on a facility list. The old Highland Park location functions as a transitory place, and adjustments will be made as needed, but the location will need to be appropriate for Sagebrush Elementary school as well.

Trustee Schatz asked where the Behavioral Center would be and what would be done with the modular. Superintendent Dougherty responded that the Behavioral Center will be on the old Highland Park campus. The two programs could easily be separated from one another within the building. Chairman Bridger elaborated that the Behavioral Center was at the old Highland Park campus before, and that the central location works well. The kindergarten numbers are growing larger, which in turn means larger junior high enrollment, necessitating the need for the move of Fort Mackenzie and the Wright Place to the old Highland Park campus.

Trustee O'Dell asked where the Behavioral Center would be located once Fort Mackenzie and the Wright place move to a new location and Sagebrush Elementary School would need to move to old Highland Park. Superintendent Dougherty responded that the new location for the Behavioral Center is uncertain. The District intends to retain the modular, and any decisions will be brought before the Board. He added that he anticipates a three-year window to decide the new location for the Behavioral Center.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

TRUSTEE JIM PERKINS MADE A MOTION TO APPROVE THE PROJECTED PROJECT TIMELINE, AS PRESENTED. TRUSTEE ANN PERKINS SECONDED THE MOTION.

Chairman Bridger said that the District needs to follow the timeline, but that he hopes to continue to seek partnerships and evaluate areas that need work. The locker rooms, auditorium, and the music room need immediate attention. He intends to continue to have ongoing discussions with community partners to discuss facility needs.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

B. Approval of Policies (Action) – Cody Sinclair

Human Resources Coordinator Cody Sinclair said that four policies were being presented for first reading. The changes in the policies up for first reading were recommended by the Wyoming School Boards Association.

FIRST READING

Mr. Sinclair said that Policy IHBC – At-Risk Students had only minor wording changes.

TRUSTEE HACKMAN MADE A MOTION TO ACCEPT POLICY IHBC – AT-RISK STUDENTS ON FIRST READING, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

Mr. Sinclair said that Policy IHBC-P – At-Risk Students Procedures is a new procedure. The changes came from the Policy Advisory Council to make the policy more clear and concise.

TRUSTEE JIM PERKINS MADE A MOTION TO ACCEPT POLICY IHBC-P – AT-RISK STUDENTS PROCEDURES ON FIRST READING, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION.

Trustee Hackman added that the District’s attorney is used extensively to incorporate regulations and state statutes into the policies.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

Mr. Sinclair said that Policy JD – Education of Homeless Students was amended to give clarity to the meaning of “homeless.”

TRUSTEE JIM PERKINS MADE A MOTION TO ACCEPT POLICY JD – EDUCATION OF HOMELESS STUDENTS ON FIRST READING, AS PRESENTED. TRUSTEE STEEL SECONDED THE MOTION.

Trustee Schatz asked what the reference to 42USC meant in the policy and if it should be spelled out for clarity. Mr. Sinclair responded that it refers to a federal regulation and will check with legal counsel to see if it can be made more clear. Trustee Hackman said that he believes it to be standard nomenclature.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

Mr. Sinclair said that Policy JD-E – Education of Homeless Students Examples contains examples of homeless situations to assist staff in making the correct determination.

TRUSTEE CRAFT MADE A MOTION TO ACCEPT POLICY JD-E – EDUCATION OF HOMELESS STUDENTS EXAMPLES ON FIRST READING, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION,

Chairman Bridger asked if the policy referenced the fact that the list is not all-inclusive. Mr. Sinclair responded that the first paragraph alludes to that fact, and added that it can be made more clear for second reading.

Trustee Steel asked if the policy was connected to the consolidated grant and Title I programs. Superintendent Dougherty said that the District signs off on assurances, confirming that the policy is in place for those programs.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

SECOND READING

Policies – Second Reading

Chairman Bridger asked that Policy KDF-P - Visitor Input at School Board Meetings be removed from consideration, as the policy was really a repetition of other policies.

TRUSTEE CRAFT MADE A MOTION TO REMOVE POLICY KDF-P - VISITOR INPUT AT SCHOOL BOARD MEETINGS FROM CONSIDERATION AND ACCEPT POLICY KCD - PUBLIC GIFTS TO SCHOOLS, POLICY KD/KB - PUBLIC COMMUNICATION/PUBLIC'S RIGHT TO KNOW, POLICY KDDA - NEWS RELEASES, POLICY KDF - PUBLIC PARTICIPATION AT BOARD MEETINGS, AND POLICY KE-ON SECOND READING, AS PRESENTED. TRUSTEE HACKMAN SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

VII. New Business

A. FY14 Quarterly Financial Update (*Information*) – Roxie Taft

Business Manager Roxie Taft shared the Cash in Bank Report, the General Fund Revenue Report, and the General Fund Expenditure Report. The General Fund Revenue Report shows that the District has received 56.24% of the revenue budget so far. The General Fund Expenditure Report shows that 38.58 % of the general fund so far has been spent, which is right on track for what is expected.

Trustee Jim Perkins asked what the 1110 code includes. Ms. Taft responded that the 1110 code indicates all expenses related to providing services to elementary students.

Chairman Bridger asked if the lunch fund was adequate. Ms. Taft responded that the lunch fund is sufficient. The lunch participation is increasing and no transfers to the lunch account have been required so far this year.

Trustee Ann Perkins asked if many people are using the online payment option. Ms. Taft said that it is doing amazingly well. For example, last week \$6,000 was paid into lunch accounts. Superintendent Dougherty added that a report will be presented at a future board meeting to answer these questions regarding lunch and on-line pay participation.

B. Approval of Donations for Sheridan High School (Action) – Dirlene Wheeler

Sheridan High School Principal Dirlene Wheeler asked that two generous donations to Sheridan High School be approved. Representative John Patton donated \$600 to We the People, and the local Good to Go convenience store donated \$500 to the high school to be used for the math department.

TRUSTEE JIM PERKINS MADE A MOTION TO APPROVE THE DONATIONS FOR SHERIDAN HIGH SCHOOL, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

C. Fort Mackenzie High School 1:1 MacBook Airs and Da Vinci Lab (Information) –Sean Wells

Fort Mackenzie and the Wright Place Principal Sean Wells reported about the new MacBook Airs and Da Vinci Lab. The students have more computing power in the new tech lab. The students use the computers to practice pneumatics, laser engravers, and robotics. The only complaint that has been voiced is that there is not enough time to do everything.

The MacBook Airs can be used by the music program to be connected to keyboards as students create music. The new technology available to the students also allows them to enhance computer presentations or create projects, such as spinning tops and bridges for the students to demonstrate their physics knowledge. The students also have used the laser engraver for community service projects.

Trustee Jim Perkins asked which programs the students liked the best. Mr. Wells responded that the students really like the Garage Band program.

Chairman Bridger asked if the focus of the students remains on core curriculum and state standards. Mr. Wells said that the standards are aligned and that they will work more this summer to advance in this area.

D. Flare Gas on School Trust Lands Draft Resolution (Action) – Richard Bridger

Chairman Bridger said that Mike Madden spoke at the last board meeting regarding the Flare Gas on School Trust Lands Draft Resolution and asked that the board vote to send the resolution to Mike Madden and the WSBA.

TRUSTEE HACKMAN MADE A MOTION TO APPROVE THE FLARE GAS ON SCHOOL TRUST LANDS RESOLUTION, AS PRESENTED. TRUSTEE JIM PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

VIII. Reports and Communications

A. Board of Trustees

Trustee Jim Perkins said that he was able to attend a PTO/Board of Trustees meeting at Fort Mackenzie and the Wright Place. He said that the parents were very excited and uplifting. Chairman Bridger explained that members of the Board attend PTO meetings for each of the buildings in February of each year.

Trustee Steel said that she attended the PTO meeting at Sagebrush Elementary School. He said that there were many parents in attendance. There were many good comments and the parents shared ideas to enhance the school for the students. She said it was a good visit. Trustee Steel said that she also visited the junior high school. She said that there were a handful of parents present. The parents are very proud of what is happening at the junior high school. She said that it was also a good session.

Chairman Bridger said that when the Board attends the meetings, they keep minutes of the meetings and consider all of the ideas that are shared by the parents.

Chairman Bridger said that the ticket sale for Grease performed by the Sheridan High School students is coming up soon. The tickets will go on sale on Monday, February 17th.

Trustee Hackman thanked Principal Dirlene Wheeler for arranging a Graduation Counts meeting. He said that it was a great group of school and community members. Trustee Hackman spoke about the importance of graduation for all students and again thanked Principal Wheeler for her efforts.

Trustee Schatz commented that he attends the student council meetings with the Sheridan High School students monthly and that they are a wonderful group of people. They are very involved in the activities at the high school and are looking forward to prom and graduation.

B. PTO/Parents/Students/Organizations

There were no PTO/Parents/Students/Organizations reports.

C. Site/Administration/Staff

Technology Director Coree Kelly said that the 1:1 MacBook Air pilot had an unsuspected benefit. The MacBooks allow the students to become familiar with both the Windows and MacBook operating software, which will more readily prepare them for college.

IX. District Administration Reports

A. Superintendent

1. Board Goal Updates (*Information*) – Craig Dougherty

Superintendent Dougherty said that he would continue reporting on the board goals, leading up to the Board Retreat, and today, he would begin by reporting on the Communicating High Standards board goal. Superintendent Dougherty explained that accountability begets excellence. No other district in Wyoming is close to our excellence and that message needs to be shared more with community outreach. A goal of the District is to achieve a 100% graduation rate, made more achievable with the help of agencies and people that care about the future of our students. Five of the twelve schools to be recommended for the Blue Ribbon distinction are from Sheridan County School District #2 and ten of the seventy-five full-ride scholarships offered to Wyoming high school seniors by the University of Wyoming Trustees' Scholars Award are from Sheridan #2.

Superintendent Dougherty also reported on the Excellent Staff and Resources board goal. He explained that the District staff are driven to excellence. Professors from academia have asked for videos of our students during instruction to be used for professional development, and it has been suggested that the District could be a model for the rest of the state. Teacher input is considered as each professional development training is planned. Once teachers are hired, the District intends to retain them and continue to train them to keep programs moving forward. The teacher and benefits salary of the District is close to number one in Wyoming, which attracts the best teachers.

TRUSTEE ANN PERKINS MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 7:20 PM. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

X. Executive Session:

The Board went into Executive Session at 7:20 p.m. to address personnel, legal, and real estate matters.

TRUSTEE STEEL MADE A MOTION TO RETURN TO REGULAR SESSION AT 9:00 PM. TRUSTEE ANN PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting reconvened at 9:00 p.m.

TRUSTEE O'DELL MADE A MOTION TO APPROVE THE REVISED PERSONNEL ACTION REPORT, AS PRESENTED. TRUSTEE JIM PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

TRUSTEE ANN PERKINS MADE A MOTION TO APPROVE THE RENEWAL OF ADMINISTRATOR CONTRACTS, AS PRESENTED. TRUSTEE STEEL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

TRUSTEE SCHATZ MADE A MOTION THAT THE BOARD APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SHERIDAN, SHERIDAN COLLEGE, AND THE SCHOOL DISTRICT AND THAT THE BOARD CHAIRMAN BE AUTHORIZED TO EXECUTE THE DOCUMENT ON BEHALF OF THE SCHOOL DISTRICT. TRUSTEE O'DELL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

TRUSTEE HACKMAN MADE A MOTION TO APPROVE THE REQUEST FOR LEAVE OF ABSENCE, AS PRESENTED. TRUSTEE JIM PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

XI. Adjournment:

TRUSTEE STEEL MADE A MOTION TO ADJOURN THE MEETING AT 9:05 P.M. TRUSTEE O'DELL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting adjourned at 9:05 pm.

Chairman

Clerk

**SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL REPORT
February 10, 2014**

CERTIFIED STAFF

Early Retirement Incentive Plan:

Karen Maris Woodland Park School	Teacher-2 nd Grade 1.0 FTE (185 days)	Effective 6/3/14
Jeri Mathes District Elementary Schools	Reading Recovery Coordinator 1.0 FTE (185 days)	Effective 6/3/14
John Weisz Sagebrush School	Teacher-5 th Grade 1.0 FTE (185 days)	Effective 6/3/14

Resignations:

Megan H. Magee Sheridan Junior High School	School Counselor 1.0 FTE (185 days)	Effective 6/3/14
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CLASSIFIED STAFF

Approvals:

Matthew Clark Henry A. Coffeen School	Paraprofessional-Title I 7.0 hours/day	Effective 1/23/14
Andrew Johnson Sheridan High School	Paraprofessional-Special Education 6.0 hours/day	Effective 1/20/14
CindyLee McFadden Meadowlark School	Paraprofessional-Special Education 1:1 5.5 hours/day	Effective 2/11/14
Morgan Mines Sagebrush School	Paraprofessional-Special Education 1:2 7.0 hours/day	Effective 1/27/14
Cory Pickett Sheridan High School	Paraprofessional-Special Education 7.0 hours/day	Effective 1/20/14

Bridgette White	Cook's Helper/Fresh Fruits and Vegetables	Effective
Sagebrush School	4.0 hours/day	2/10/14

Changes/Transfers:

Kathy Garner	Paraprofessional-Special Education 1:1	Effective
Highland Park School	6.75 hours/day to 7.0 hours/day	1/20/14

Early Retirement Incentive Plan:

Debbie G. Trapp	Paraprofessional-Office	Effective
Henry A. Coffeen School	7.0 hours/day (175 days)	5/30/14

Lori Young	Paraprofessional-Office	Effective
Sagebrush School	6.5 hours/day (175 days)	5/30/14

Resignations:

Geneveive Lowery	Cook's Helper	Effective
Sheridan High School	5.0 hours/day	2/7/14

Julie Stygles-Cook	Cook's Helper	Effective
Highland Park School	2.0 hours/day	2/3/14

Retirements:

Janice Twibell	Paraprofessional-Special Education	Effective
Sheridan Junior High School	7.0 hours/day	5/30/14

Terminations:

Michael Riehn	Technology-Network Specialist	Effective
Technology Department	8.0 hours/day	2/10/14

EXTRA DUTY 2013-2014**Approvals:**

<u>Name</u>	<u>Position</u>
Greg Carroll	Basketball – Boys 7 th -8 th Grade C Coach – SJHS
Maureen Frauenholtz McEwen	Track – Indoor Assistant Coach – SHS
Ryan Fuhrman	Basketball – Boys 8 th Grade B Coach – SJHS
Tracey Hewitt-Adams	WATCH Program Coordinator – SHS
Andy Wallenkamp	Basketball – Boys 7 th -8 th Grade C Coach – SJHS

**2013-2014 HENRY A. COFFEEN, SAGEBRUSH, AND WOODLAND PARK
ELEMENTARY SCHOOLS AFTER SCHOOL PROGRAM STAFF –
BRIDGES/21ST CENTURY FUNDING**

Approvals:

<u>Name</u>	<u>Position</u>
Judith Willis	Paraprofessional

**2013-2014 MEADOWLARK ELEMENTARY SCHOOL AFTER SCHOOL
PROGRAM STAFF – BRIDGES FUNDING**

Approvals:

<u>Name</u>	<u>Position</u>
Alicia Rath	Teacher

**2013-2014 SAGEBRUSH ELEMENTARY SCHOOL AFTER SCHOOL
PROGRAM STAFF – BRIDGES/21ST CENTURY FUNDING**

Approvals:

<u>Name</u>	<u>Position</u>
Nicole Clikeman	Student Teacher
Meagan Fields	Student Teacher
Bridget Gegg	Student Teacher
Michelle Jacobsen	Student Teacher
Courtney Lovell	Student Teacher

**2013-2014 SHERIDAN JUNIOR HIGH SCHOOL LITERACY PROGRAM
STAFF – BRIDGES FUNDING**

Approvals:

<u>Name</u>	<u>Position</u>
Loretta Holloway	Teacher
Dana Wyatt	Teacher

**2013-2014 SHERIDAN JUNIOR HIGH SCHOOL ESY PROGRAM STAFF –
SPECIAL EDUCATION PROGRAM FUNDING**

Approvals:

<u>Name</u>	<u>Position</u>
Amy Andrews	Teacher

Sheridan County School District No. 2
Board of Trustees
Teachers' Roundtable
February 24, 2014

Richard Bridger, Chairman

Craig Dougherty, Superintendent

MINUTES OF MEETING

I. Call to Order

The Teachers' Roundtable/Board Meeting of the Board of Trustees of Sheridan County School District #2 was called to order at 5:30 p.m., Monday, February 24, 2014, in the board room at the Central Administration Office. A quorum was present, including the following:

Trustees:

Richard Bridger, Chairman
Wayne Schatz, Treasurer
Hollis Hackman
Scott Hininger
Molly Steel
Jim Perkins

Administrators:

Craig Dougherty, Superintendent
Terry Burgess, Assistant Superintendent
Scott Stults, Director of Elementary Education
Roxie Taft, Business Manager

Absent:

Ann Perkins, Vice-Chairman
Marva Craft, Clerk
Erica O'Dell

Absent:

Tom Sachse, Assistant Superintendent

TRUSTEE HININGER MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 5:32 P.M. TRUSTEE STEEL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

II. Executive Session

The Board went into Executive Session at 5:32 p.m. to cover personnel matters.

TRUSTEE JIM PERKINS MADE A MOTION TO RETURN TO REGULAR SESSION AT 6:12 PM. TRUSTEE HACKMAN SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting reconvened at 6:12 p.m.

III. Regular Session

During regular session the following items were presented and discussed: Technology, Discretionary Leave, Professional Development, and Affirmations.

IV. Executive Session

TRUSTEE HACKMAN MADE A MOTION TO GO IN TO EXECUTIVE SESSION AT 6:40 P.M. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The Board went into Executive Session at 6:40 p.m. to cover personnel matters.

TRUSTEE JIM PERKINS MADE A MOTION TO RETURN TO REGULAR SESSION AT 8:13 PM. TRUSTEE HACKMAN SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting reconvened at 8:13 p.m.

V. Adjournment

TRUSTEE HACKMAN MADE A MOTION TO ADJOURN THE MEETING AT 8:13 P.M. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

Chairman

Clerk

DATE: February 25, 2014
TO: Board of Trustees
FROM: Craig Dougherty, Superintendent
SUBJ: **Capital Construction Update** (*Information*)

Henry A. Coffeen Elementary School

The upper roof membrane and insulation is complete. Brickwork is continuing on the south side and stair towers. Mechanical, electrical, and plumbing wall rough-ins are complete on the first and second floors and are continuing in the ceiling. Dry wall is hung on the first and second floors. Drywall texturing and painting are underway on both floors. Window installation is complete, with the exception of the storefront areas. The main roof top units (RTUs) are in place.

Early Building

A professional services agreement with Malone Belton Abel Architects is being negotiated for the Early Building roof replacement due to the hail damage. I will request that you take action on the contract in April.

Sheridan High School

A professional services agreement with TSP Architects is being negotiated for the locker room renovations. I will request that you take action on the contract in April.

Facility Planning

As required by Wyoming State Statute, the facility plan is submitted to the Wyoming School Facilities Department (WSFD) each year. We will continue meeting with the Board Capital Construction Committee to review our master plan and bring the information to the Board, as it becomes available. We will ask for the final facility plan to be approved this spring.

Recreational opportunities are important to the well-being of all students and community members. With holistic wellness in mind, the District would like to continue to discuss recreational advancement in the community and form partnerships.



Craig Dougherty, Superintendent

Administrative Offices
201 N. Connor, Suite 100
P.O. Box 919
Sheridan, WY 82801
Phone: 307-674-7405
Fax: 307-674-5041

DATE: February 25, 2014

TO: Board of Trustees

FROM: Julie Carroll, Facilities Director

SUBJ: **Bid Award Recommendation for Henry A. Coffeen (HAC) Elementary
School Fixtures, Furniture, and Equipment** *(Action)*

Bids will be received for HAC furniture on Feb 25th at 5:00 PM. I will assimilate the information and have the recommendations to you at the March 3rd Board Meeting. We will request that you take action in support of our bid recommendation, as presented.



Craig Dougherty, Superintendent

Administrative Offices
201 N. Connor, Suite 100
P.O. Box 919
Sheridan, WY 82801
Phone: 307-674-7405
Fax: 307-674-5041

DATE: February 25, 2014

TO: Board of Trustees

FROM: Cody Sinclair, Human Resources Coordinator

SUBJ: **Approval of Policies** (*Action*)

The following policies are being recommended for first reading:

KFA	No Smoking or Use of Tobacco Products
KGA	Non-School Bus Use Agreement Policy
KGD	District Art Works
KHB	Advertising in the Schools
KI	Visitors to Schools

The following policies are being recommended for second reading:

IHBC	At-Risk Students
IHBC-P	At-Risk Students Procedures (New)
JD	Education of Homeless Students
JD-E	Education of Homeless Students Examples (New)

***Policies -
First Reading***

NO SMOKING OR USE OF TOBACCO PRODUCTS

Smoking, devices simulating smoking, or the uses of tobacco products of any kind are not allowed ~~in the buildings~~ on the property of School District #2, ~~effective August 15, 1988.~~

See also policies:

- IHAMA - Teaching About Drugs, Alcohol and Tobacco
- JICG/JICH - Student Alcohol/Tobacco/Drug Abuse by Students

Adopted: 8/2/88
Second Reading: 8/26/97

NON-SCHOOL BUS USE AGREEMENT POLICY

The following terms and conditions will govern the use of buses owned by Sheridan County School District No. 2 (the "District") by persons and entities desiring to use the same for non-school related functions ("Lessees").

1. The use of buses for non-school purposes will be limited to trips within the State of Wyoming, unless the request is in support of an emergency as determined by the superintendent or his or her designee. All non-emergency requests must be made at least ten (10) school days prior to the requested date of the trip, so the superintendent can determine whether the request can be accommodated and whether the same is within the best interest of the District.
2. Trips will be limited to a single 24 hour day unless specifically authorized by the superintendent or as required by an emergency.
3. Buses will be driven by School District drivers in possession of current commercial driver's licenses. More than one driver may be assigned as deemed necessary or advisable. School District bus drivers will make all decisions with respect to operation of the bus. The School District and/or its drivers shall make all decisions with respect to whether it is safe and/or appropriate to operate the bus during questionable driving conditions. Lessee agrees to abide by the decision of the School District and/or its bus drivers in this regard.
4. Lessee agrees to reimburse the School District for all driver costs, including but not limited to, driving and waiting time, meals, lodging, benefits and any other necessary and reasonable expenses. Lessee also will be charged and will pay to the School District the School District's current per mile rate, measured from the District's bus barn and the return to the bus barn.
5. Lessee agrees to hold the School District, its agents, employees and representatives, harmless from and to indemnify them for any liability, cost, expense and fees arising from:
 - a. Any claim, demand or cause of action, of any kind or nature, for any injury to or death of any person or;
 - b. Any loss or damage of property occasioned by, arising

NON-SCHOOL BUS USE AGREEMENT POLICY (contd.)

from or occurring in connection with the use of the School District's bus or;

- c. The negligence or intentional conduct of Lessee, its agents, employees, representatives or guests, save and except the negligence or intentional conduct of any employee of the School District.
6. Lessee, its agents, employees, representatives and guests will adhere to and abide by the District's rules and regulations regarding use of school buses, particularly those prohibitions against the use or possession of alcoholic beverages, tobacco or tobacco products and non-prescribed controlled substances on the bus.
 7. Approval of the use of a school district bus is entirely within the discretion of the Board of Trustees. The School District will not be held liable for any loss, damage or expense in the event of any change, cancellation or other event which prevents the District from providing the bus or driver or which makes the same impracticable or, for any reason, not in the best interest of the District.
 8. Lessee will be responsible to clean the bus after use and to return it to the District in the same condition as when Lessee received it. Lessee will be responsible for any and all costs to clean the bus. Lessee shall also be responsible for all costs associated with towing the bus, if necessary, and all costs associated with any or to repair necessary as a result of any damages resulting from Lessees' use of the bus. If it becomes necessary to cancel the trip for any reason, Lessee shall provide notice to the School District at least 24 hours prior to the planned time of departure. If such notice is not given at least 24 hours prior to the planned time of departure, Lessee will pay all costs that the School District incurs as a result of the cancellation.

First Reading: 9/12/11
 Second Reading: 10/10/11

DISTRICT ART WORKS

Any photographing or reproduction of any kind of art works belonging to School District No. 2 must be approved in writing by the ~~Board of Trustees~~ superintendent or his/her designee. The Board shall provide for safe keeping of ~~the Gollings'~~ all paintings and other art work owned by the School District.

First Reading: ~~1/28/97~~
Second Reading: ~~8/26/97~~

ADVERTISING IN THE SCHOOLS

~~This policy is not intended to prevent the district from cooperating through~~ The superintendent or his/her designee may allow distribution of announcements and ~~distribution of~~ program material ~~withof~~ non-profit community organizations that supplement the school program, such as Boy Scouts, Girl Scouts, YMCA, Little League, et al., when such cooperation will not interfere with the school ~~program~~ district purposes.

The district may also utilize and post extra-curricular activity schedules and/or utilize programs with limited advertising contained thereon at the discretion of the superintendent or his/her designee.

No other advertisement or solicitation shall be permitted on school district property. ~~Other e~~Exceptions to this policy may be made in the discretion of the superintendent or his/her designee when it is determined that the educational benefit and benefit to students outweighs the significance of any advertising or potential exploitation by private interests. The superintendent may at his/her option refer specific cases to the Board for a decision.

See also policy:

DJGA - Vendor Relations

KH - Solicitations in the Schools

First Reading: 1/14/97

Second Reading: 8/26/97

VISITORS TO SCHOOLS

It is the policy of the Board to encourage parents and other citizens of the district to visit classrooms occasionally to observe the work of schools. The Board believes there is no better way for the public to learn what the schools are actually doing.

In order to assure that no unauthorized person enter the buildings with wrongful intent, all visitors to the schools will report to the school office to receive assistance from the staff to make their visit ~~elsewhere in the building more efficient and profitable~~ successful. Visitors will be required to sign-in at the school office and wear a visitor name tag while in the school building. This practice will not apply when parents have been invited to a classroom or assembly program.

Parents or citizens who wish to observe a classroom while school is in session are urged to arrange such sessions in advance with the teacher so that class disruption may be kept to a minimum. ~~Teachers are expected not to take class time to discuss individual matters with visitors.~~ Students wishing to visit school must receive prior approval by the principal or his/her designee.

Principals are authorized to refuse entry onto school grounds and into school facilities to persons who do not have legitimate business at the school and to request any unauthorized person or persons engaging in unacceptable conduct or any conduct which will or could interfere with the educational program to leave the school grounds.

The superintendent or his/her designee is authorized to request assistance of law enforcement officers in cases of emergency or difficulty in getting persons to comply with this policy. ~~—and~~ ~~‡~~ The superintendent or his/her designee is authorized to seek prosecution to the full extent of the law when persons violate the provisions of the district policy regarding visitation, damage to school property, loitering, or disruptive activity.

See also policy:

ECA - Building Security

First Reading: 1/28/97

Second Reading: 8/26/97

***Policies -
Second Reading***

~~PROGRAMS FOR~~ AT-RISK STUDENTS

The district recognizes that it is necessary to develop and implement prevention, intervention, referral, remediation, and evaluation strategies for at-risk students. These ~~programs~~ strategies will be ~~implemented~~ evaluated on a regular basis to determine their effectiveness. ~~—~~ Such ~~programs~~ strategies will be developed, implemented, and evaluated in accordance with state statutes and those regulations guiding provision of services to at-risk students (Chapter 6, Section 14 of the WDE Rules and Regulations¹²). It shall be the goal of Sheridan County School District No. 2 to systematically involve parents, school personnel, and out-of-school groups and agencies to advise on the planning for at-risk prevention, intervention, referral remediation, and evaluation.

WDE Regulations Chapter 6

First Reading: ~~3/7/11~~ 2/10/14
Second Reading: ~~4/12/11~~

AT-RISK STUDENTS PROCEDURES

~~Recognizing that some students may be at greater risk than others and are subject to failing economically, socially, and/or academically,~~ The district will identify "at risk" students in the following manner:

1. ~~Students may be identified by~~ teacher, counselor, parent, and/or administrative referral.
2. ~~Students may be identified by~~ performance ~~failure~~ on any of the several district testing instruments.
3. ~~Students may be identified by~~ unsatisfactory performance on routine classroom work ~~as reflected in the school down list.~~
4. ~~Students may be identified through~~ self-referral.
5. ~~Students may be identified through~~ outside agencies, i.e., law enforcement, social service, religious, etc.

As part of the ~~S~~school ~~D~~district's program for at-risk students, the School District shall:

- a. Coordinate efforts in its various programs to maximize their effectiveness in preventing academic failure and for accessing the most appropriate program services for each student who exhibits behavior performance~~behavior~~ that places the child at risk, which efforts will include the following:

- i. An at-risk committee which consists of at least two certified regular education teachers, at least one of which is the student's classroom teacher, and the school principal (or assistant principal) with other staff knowledgeable of at-risk programs and strategies acting as consultants to the committee according to the needs of the individual student; ~~the student's two regular education teacher(s) (at least one of which is the student's classroom teacher), the school principal (or assistant vice principal), and such other staff as are knowledgeable of at-risk programs;~~
- ii. Communication with parents/guardians of the at-risk student to the extent practical;
- iii. Documentation of the proceedings and communications with parents and teachers to the extent required by the program under consideration;

AT-RISK STUDENTS PROCEDURES (cont'd)

- iv. Direction, evaluation, and documentation with respect to the success or failure of the interventions to the extent required by the program for which the student is being considered, prior to making referrals for services outside the regular classroom. Identification of Title I students, Title III students, and students with a disability identification will occur separately.
- v. Such measures as are necessary to ensure that all relevant routine screening procedures, especially hearing and vision, have been completed on a regular basis and results are current for the school year;
- b. Comply with rules for programs that address the needs of students with disabilities;
- c. Implement the following strategies for students who consistently fail to meet or who exceed standards including:
 - i. Expeditious referral of students to at risk programs;
 - ii. Oversight of efforts to increase access of students to corrective and or enrichment instruction in addition to that routinely provided in the regular classroom.
- d. Establish such methods as determined appropriate by the superintendent or his/her designee by which the School District shall monitor student learning results, based on student performance standards, for those groups who receive program services.
- e. Establish such procedures as determined by the superintendent or his/her designee necessary to determine whether a program shall continue.
- f. For students in a court-ordered out-of-district placement, the superintendent or his/her designee will appoint a staff member to monitor the progress of the student and provide assistance as deemed necessary to benefit the student.

WDE Regulations Chapter 6

First Reading: 2/10/14
 Second Reading:

EDUCATION OF HOMELESS STUDENTS

The State of Wyoming is required by the McKinney-Vento Homeless Assistance Act to ensure that each child of a homeless individual and each homeless youth (as defined by state and federal laws) has access to a free, appropriate public education. No child or youth shall be discriminated against in the Sheridan County School District Number Two in the provision of educational services because of homelessness.

~~NOTE: The PAC wondered why "child or youth" is used throughout this policy, instead of the word "student."~~

~~It shall be the responsibility of the Superintendent or his/her designee to decide whether to continue the enrollment of a child of homeless parents or a homeless youth who has left the district.~~

~~NOTE: The PAC thought these two sentences need to be separated, but also wanted to make sure they were two different thoughts.~~

~~If the child or youth is living outside the district the superintendent or his/her designee will ensure the child or youth is enrolled in the district where the child or youth is actually living and assist in making any necessary transportation arrangements. This enrollment decision shall be made based on the best interest of the child or youth (PAC wonders if this last sentence is too subjective or even necessary. If not, then the PAC recommends deleting this sentence).~~

It is the policy of Sheridan County School District No. 2 that every child will have equal access to a free and appropriate public education (FAPE). Children who are homeless have the same rights to FAPE as do other children, and the District is committed to assuring that those rights are fully protected and honored. Any person or agency who is aware of any child of school age who meets the definition of a homeless student, or in the event of the enrollment of a student who meets the definition of a homeless student, the person, agency, or principal of the school where the student may be enrolled is requested to complete the attached referral form and send it to:

Name: _____
Title: Assistant Superintendent for Curriculum and Assessment _____
School: Administration _____ Building _____
Phone: 307-674-7405 _____
Address: 201 N. Connor St., Suite 100, Sheridan, WY 82801 _____

EDUCATION OF HOMELESS STUDENTS (contd.)

The person designated above will respond to the referral to assist in developing an action plan to provide the students with a free appropriate public education.

HOMELESS

Homeless is defined as an individual who lacks a fixed, regular and adequate nighttime residence and includes, but is not limited to, an individual who has a primary nighttime residence that is:

- a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters and transitional housing for the mentally ill);
- an institution that provides a temporary residence for individuals intended to be institutionalized; or
- a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

[42 U.S. Code 1132](#)

First Reading: 4/10/12 2/10/14
 Second Reading: 5/14/12

EDUCATION OF HOMELESS STUDENTS EXAMPLES

The terms "homeless" or "homeless individual" do not include any individual imprisoned or otherwise detained. In determining whether a child or youth is homeless, the relative permanence of the living arrangements should be considered. Determinations will be made on a case-by-case basis. In general, children or youth living in welfare hotels, transitional housing shelters, the streets, cars, abandoned buildings and other inadequate accommodations will be considered homeless.

CHILDREN AND YOUTH IN TRANSITIONAL OR EMERGENCY SHELTERS

If children or youth are placed in a transitional or emergency shelter because there is nowhere else to send them, and they are awaiting placement in a foster home or a home for neglected children, they will be considered homeless while in the emergency or transition shelter. Once placed in a foster home or a home for neglected children or youth, they will no longer be considered homeless.

CHILDREN AND YOUTH LIVING IN TRAILER PARKS AND CAMPING GROUNDS

Children and youth staying temporarily in trailer parks or campgrounds because they lack adequate living accommodations will be considered homeless. Those living in trailer parks or camp areas on a long-term basis in adequate accommodations will not be considered homeless.

DOUBLED-UP CHILDREN AND YOUTH

Children and youth who are living in "doubled-up" accommodations, that is, are sharing housing with other families or individuals, will be considered homeless if they are doubled-up because of a loss of housing or other similar situation. Families living in doubled-up accommodations voluntarily to save money generally will not be considered homeless.

FOSTER CHILDREN AND YOUTH

In general, children and youth in foster homes will not be considered homeless. Many foster children are in the care of a public agency, awaiting placement in more permanent situations. The foster home, although temporary, serves as a fixed, regular and adequate nighttime residence. Children placed in foster

EDUCATION OF HOMELESS STUDENTS EXAMPLES (contd.)

homes for lack of shelter space, however, will be considered homeless.

INCARCERATED CHILDREN AND YOUTH

Children and youth that are incarcerated for violation or alleged violation of a law will not be considered homeless even if prior to their incarceration they would have been considered homeless because they are living in inadequate accommodations. Children and youth that are under care of the state and are being held in an institution because they have no other place to live will be considered homeless. Once these children are placed in more permanent facilities, they will no longer be considered homeless.

MIGRATORY CHILDREN AND YOUTH

Migratory children will not be considered homeless simply because they are children of migratory families. To the extent that migratory children are staying in accommodations not fit for habitation, they will be considered homeless.

RUNAWAYS

Children or youth who have run away from home and live in runaway shelters, abandoned buildings, the street or other inadequate accommodations will be considered homeless, even if their parents have provided and are willing to provide a home for them.

SCHOOL-AGE, UNWED MOTHERS

In general, if school-age, unwed mothers or expectant mothers are living in homes for unwed mothers, and they have no other available living accommodations, they will be considered homeless. However, if they are staying in such a home only temporarily to receive specific health care or other services, and intend to move to other adequate accommodations, they will not be considered homeless.

EDUCATION OF HOMELESS STUDENTS EXAMPLES (contd.)

SICK OR ABANDONED CHILDREN AND YOUTH

There are instances where children and youth remain in a hospital beyond the time that they would normally stay for health reasons because their families have abandoned them. These children and youth will be considered homeless because they have no other place to live. Children and youth that were homeless prior to hospitalization will be considered to be homeless while they are in the hospital, unless regular and adequate living accommodations will be made available to them upon release from the hospital.

| First Reading: 2/10/14
Second Reading:

DATE: February 25, 2014

TO: Board of Trustees

FROM: Roxie Taft, Business Manager

SUBJ: **Memorial Fund Scholarship Recommendations for 2014-2015** (*Action*)

The following Memorial Fund scholarship recommendations are being made for the 2014-15 school year. These are funds contributed for a specific purpose and are awarded under the Board's direction.

Agnes Greisen Memorial Scholarships

The recommendation is for 15 scholarships of \$1,000 each to be awarded to graduating seniors. The income from the Agnes Greisen Trust Fund is generated by trust investments.

Fred Chez Memorial Scholarship

The funds in this account are used to sustain an annual scholarship. The recommendation is to keep this scholarship at \$500 for next year. The Chez family has established the guidelines for this scholarship that include academic excellence, citizenship, leadership, and participation in activities.

Byron Chamberlain Memorial Scholarship

We are recommending a \$300 scholarship from funds donated in memory of Byron Chamberlain. The family is requesting that the scholarship be awarded to a graduating senior who has participated in SHS athletics for at least three years. This award can be made on an annual basis until the funds run out.

Kathryn Ann Skatula Memorial Scholarship

The Skatula family is offering \$1,000 scholarship(s) for graduating Sheridan High School students who plan to major in a music-related field. This includes, but is not limited to, Music Education; Music Performance; Music Therapy; Composing; Music & Technology (i.e. sound engineer); and Music & Business (i.e. record label or artist management).

EMIT Technologies Scholarship

Scholarships are given to graduating Sheridan High School students whose parents are employees of EMIT.



Craig Dougherty, Superintendent

Administrative Offices
201 N. Connor, Suite 100
P.O. Box 919
Sheridan, WY 82801
Phone: 307-674-7405
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DATE: February 25, 2014
TO: Board of Trustees
FROM: Scott Stults, Director of Elementary Education
SUBJ: **Kindergarten Update** (*Information*)

Registration for 2014 – 2015 kindergarten students was held Wednesday, February 12th – Friday, February 14th from 8:30 AM – 3:30 PM at the respective elementary schools. Parents were requested to bring both a birth certificate and immunization records to registration. In addition, parents were assigned a time for their child to attend screening either April 9th or 10th at Sagebrush Elementary.

Publicity has been done through the Sheridan Press, KROE radio, Public Pulse, flyers at all the schools, day cares, preschools, Shout Point, and pediatricians.

Currently, we have 238 students registered compared to 220 one year ago.



Craig Dougherty, Superintendent

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Date: February 24, 2014
TO: Board of Trustees
FROM: Traci Turk, Director of Special Education
SUBJ: **Special Education Update** *(Information)*

The Wyoming Department of Education Special Programs Unit provides each school district with Data Share-Out information yearly. These data provide each district with information on how they are performing on the 20 Indicators as directed by the federal Office of Special Education Programs (OSEP). Each district receives a Report Card comparing state level performance to district performance on the indicators. At your Board meeting, selected indicators will be shared to represent how students with disabilities in Sheridan County School District #2 are performing, along with the areas we continue to target for improvement across the district.



Craig Dougherty, Superintendent

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P.O. Box 919
Sheridan, WY 82801
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Fax: 307-674-5041

DATE: February 25, 2014
TO: Board of Trustees
FROM: Craig Dougherty, Superintendent
SUBJ: **Board Goal Updates** (*Information*)

I have been reporting on the status of your board goals at each board meeting leading up to the Board Retreat. During Monday's meeting, I will report on the Governance and Leadership and Student Learning goals.

GOVERNANCE AND LEADERSHIP BOARD GOAL

Governance and Leadership Goal: SCSD #2 will exhibit and monitor the district role in promoting academically-focused leadership in the community.

Discussion: The Board of Trustees believes that as a public entity, the District is responsible to the Sheridan community to model and provide governance and leadership that is consistent and coherent. Board policy needs to be congruent with administrative priorities and procedures. There should be a feedback loop to ensure the ongoing evaluation and refinement of the degree to which board policy is implemented with fidelity and with results.

The District has worked to provide a world-class education to the students of SCSD #2. This is reflected in policy and procedure. Another example of proper governance is that the district has worked hard to be accountable to the public in regard to expenditures of taxpayer dollars.

2013-2014 Projections:

1. The Board will continue its progress through policy review and approval, emphasizing public and staff awareness and input.
2. The Board will continue its participation in state and National School Board Association matters to maintain its focus on governance and leadership.
3. The Board will achieve the goal of 75% of its members realizing the priority of reaching 50 hours of school board professional development by arranging for locally available training opportunities.*
4. The Board will continue its advocacy with the state legislature on matters of vital interest to the District (e.g., adopting the Smarter Balanced Assessment Consortium).
5. The Board will receive reports from district administration regarding implementation of the recommendations by the North Central Accreditation external review team.
6. The Board will undertake specific projects to build community collaboration on topics, such as early childhood education and improving graduation rates.

2013-2014 Milestones:

1. The District has now reviewed all of the policies in the policy book and has made consistent efforts towards making the policies more relevant, succinct, and broadly understood by all members of the education community.
2. The Board routinely participates in state and national conferences and professional development opportunities focusing on governance and leadership.
3. The Board has again exceeded its goal of 75% of its member reaching 50 hours of school board professional development and regularly participates in work sessions over the lunch hour.*

* SMART Goal

4. This past year, the Board has been especially active and successful in creating opportunities for dialogue among local legislators on issues that are important locally and statewide.
5. The Board has continued to work on expanding and deepening communication with parents and other constituency groups in the community and has undertaken the deployment of more technology opportunities especially, but not limited to, at risk students. The new district website is planned for an April launch.
6. The Board has supported continuous efforts to build collaboration with community partners emphasizing afterschool opportunities (including the YMCA, Rec District, Sheridan College, the Food Group, the Wellness Council, and others) and creating a new stakeholder advisory group on improving the graduation rate.

STUDENT LEARNING BOARD GOAL

Student Learning Goal: SCSD #2 will continuously promote student learning as the primary focus of every staff member in the school district.

Discussion: The Board of Trustees is committed to helping all students reach their potential both academically and in other aspects of human endeavor. This goal is at the center of the board's philosophy, policy, and action.

While each goal is important, student learning is the most important goal for the school district. It is the essence and prime mover of everything in which the school district engages. The Board sets policy to promote and actualize student learning. The Board prioritizes expenditures based on opportunities to maximize student learning. The Board hires all staff with an eye towards optimizing student learning. The Board regularly expects and anticipates reports from the central office and site administration on the degree to which students learn the core and elective curriculum.

2013-2014 Projections:

1. The District will maintain its ordinal position as first among large (4A) school districts in the state in 2014.*
2. The District will progress towards reaching its academic (SMART) goals in all of our schools in 2014.*
3. The Board will continue its advocacy with the state legislature to fund school districts that demonstrate the priority for student learning.
4. The Board will monitor the effectiveness of district administration in evaluating teachers based on effective measures of student learning.
5. The Board will receive regular reports from district administrators on the degree to which students demonstrate progress towards academic proficiency.

2013-2014 Milestones:

1. The district not only maintained its overall ordinal position as first among large school district, it was first in every comparison, in every grade level, in every subject as reported this past October.*
2. The district continues its progress towards realizing academic SMART goals in every building and districtwide and will be completed in the formal evaluations to be finalized by May 15, 2014.*
3. The district has provided effective advocacy with state legislators on a variety of bills with special attention on maintaining the Common Core State Standards, as the language arts and math standards for the state, and moving quickly to implementation of the Smarter Balanced Assessment Consortium.

4. The district continues to be a model for the state in the utility of the teacher evaluation system as one, among many, means for improving classroom instruction.
5. The superintendent, assistant superintendents, director of elementary education, and principals regularly provide updates to the board on programs and interventions designed to improve academic proficiency for all students.