

Sheridan County School District #2

Board Meeting



Date: June 15, 2015

Time: 6:00 p.m.

Place: Central Office

Sheridan County School District #2
Board of Trustees Meeting
Central Office – Board Room
June 15, 2015
6:00 p.m.

Agenda

- I. Call to Order**
- II. Recognition**
 - A. “We the People” – Tyson Emborg
 - B. Washington Post – Most Challenging Schools Index – Tom Sachse
- III. Approval of Agenda**
- IV. Welcome – Audience Comments**
- V. Consent Agenda Items**
 - A. Approval of Board Meeting Minutes – May 4, 2015
 - B. Approval of Work Session Minutes – May 7, 2015
 - C. Approval of Work Session Minutes – May 26, 2015
 - D. Approval of Bills for Payment
- VI. Old Business**
 - A. Capital Construction Update (*Information*) – Craig Dougherty
 - B. Approval of Policies (*Action*) – Cody Sinclair
 - C. Graduation Counts Update & Grant Acknowledgement (*Information*) – Mitch Craft
- VII. New Business**
 - A. Approval of Volunteers of America (VOA)/Accountability, Change, and Education (ACE) Contract (*Action*) – Terry Burgess and Scott Stults
 - B. Approval of Draft Consolidated Grant (*Action*) – Tom Sachse
 - C. Request Permission to Bid Milk Products FY16 (*Action*) – Roxie Taft
 - D. Status of the Classified Sick Leave Bank (*Information*) – Cody Sinclair
 - E. Status of the Certified Sick Leave Bank (*Information*) – Cody Sinclair
- VIII. Reports and Communication**
 - A. Board of Trustees
 - 1.Board Reports
 - a. Board Committee Appointments – Molly Steel
 - 2.Committee Reports
 - 3.Other
 - B. PTO/Parents/Students/Organizations
 - C. Site Administration and Staff
- IX. District Reports**
 - A. Superintendent

X. Executive Session

A. Personnel Matters

B. Legal Matters

XI. Adjournment

All agenda items address board goals. The goals are as follows:

Student Learning

Communication High Expectations

Research-Based, Best Practices

Excellent Staff and Resources

Governance & Leadership

Sheridan County School District No. 2

Board of Trustees Regular Monthly Meeting

Molly Steel, Chairman

May 4, 2015

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 4:30 p.m., Monday, May 4, 2015, in the Board Room at the Central Administration Office. The presiding officer was Molly Steel, Chairman. A quorum was determined to be present with the following attendees:

Trustees:

Molly Steel, Chairman
Ann Perkins, Vice-Chairman
Wayne Schatz, Treasurer
Richard Bridger
Marva Craft
Hollis Hackman
Sue Wilson
Craig Achord (after appointment)

Administrators:

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

Absent:

Absent:

Coree Kelly, Technology Director

TRUSTEE CRAFT MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 4:30 P.M. TO COVER PERSONNEL MATTERS PURSUANT TO W.S. 16-4-405 (a)(ii). TRUSTEE WILSON SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

II. Executive Session

A. Personnel Matters (W.S. 16-4-405 (a)(ii))

The Board went into Executive Session at 4:30 p.m. to address personnel matters.

TRUSTEE CRAFT MADE A MOTION TO ADJOURN THE MEETING AT 5:50 P.M. AND RECESS UNTIL 6:00 P.M. FOR THE REGULAR BOARD MEETING. TRUSTEE WILSON SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

Recess until 6:00 p.m. for Regular Board of Trustees Meeting

III. Call to Order

A. Pledge of Allegiance

IV. Selection of Trustees

A. Selection of Trustees (*Action*) – Molly Steel

Trustee Steel explained the process of potential board members applying and interviewing for the open Board positions. She then asked for a motion to select the new board members.

Trustee Hackman said that the District is fortunate to have four highly qualified applicants for the open trustee positions.

TRUSTEE CRAFT MADE A MOTION TO APPOINT CRAIG ACHORD AND ANTHONY WENDTLAND TO THE BOARD OF TRUSTEES. TRUSTEE PERKINS SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

B. Election of Clerk (*Action*) – Molly Steel

Trustee Steel asked for a nomination for Clerk of the Board. Trustee Craft was nominated by Trustee Perkins and no other nominations were made.

TRUSTEE BRIDGER MADE A MOTION TO APPROVE TRUSTEE CRAFT AS BOARD CLERK. TRUSTEE WILSON SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

V. Recognition

A. Teacher of the Year/Classified Staff of the Year Nominees – Cody Sinclair

Human Resources Coordinator Cody Sinclair said that many talented employees were nominated for the Classified and Certified Staff Member of the Year recognitions.

Technology Support Coordinator Mary Herden was selected as the classified staff member of the year and will receive her name on the classified staff plaque and a \$200 “Chamber Bucks” certificate. Mr. Sinclair said that Ms. Herden is always willing to help with any task, with dedication that benefits every building.

Sheridan Junior High School Principal Mitch Craft introduced English teacher Rebecca Adsit as the Certified Staff Member of the Year. Mr. Craft spoke of Ms. Adsit’s ability to connect with each student. Mr. Craft shared a story of Ms. Adsit’s tenacity to work with a

student who struggled, allowing that student to grow into a very successful writer. Mr. Craft also spoke of her exemplary leadership skills in her role as an instructional facilitator.

Ms. Adsit said that she is blessed to teach for the District and thanked the Board for the opportunity.

B. Model United Nations – Tiffany Songer

Model United Nations Sponsor and Social Studies Teacher Tiffany Songer thanked the Board for the opportunity to speak at the board meeting and work with the Model United Nations team. She said that the group has doubled its members and won over 20 awards in the past three years. Ms. Songer announced that they will be hosting a dinner and auction on Saturday, May 9, 2015, from 4:00-6:00 p.m. at the Grace Anglican Church.

C. Summit Award winner -- Violinist Jacob Jahiel

Sheridan High School Student Jacob Jahiel won the Wyoming Symphony Orchestra (WSO) Young Artist Competition and said that he was honored for the opportunity to play with the WSO. He performed a short violin piece for the meeting. Chairman Steel thanked Jacob for the wonderful performance.

D. Exemplar for Wyoming ACT College and Career Readiness Campaign – Loyce Ellingrod

Sheridan County School District #3 Counselor and ACT Council Member Loyce Ellingrod reported that Sheridan High School (SHS) has been chosen as the 2015 ACT College and Career Transition Award Recipient and will be honored on June 9 in Washington, D.C. This award was presented due to SHS offering a wide variety of AP and concurrent enrollment classes, providing interventions for its at-risk population, and possessing the most Hathaway Scholarship winners per capita in Wyoming for the past five years.

Sheridan High School Principal Brent Leibach thanked the students, staff, and Board for their roles in creating a college and career-ready environment.

VI. Approval of Agenda

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

VII. Welcome--Audience Comments

VIII. Consent Agenda Items

A. Approval of Minutes for April 6, 2015

B. Approval of Minutes for April 30, 2015

C. Approval of Bills for Payment

General Clearing	\$1,089,926.18
Federal Fund	75,828.01
TOTAL:	\$1,165,754.19

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

IX. Old Business

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

Superintendent Craig Dougherty reported that the City has approached the District and is investigating a plan for a second exit out of the Sheridan High School parking lot to help with traffic flow.

The Sheridan Junior High School hill slide issue has been evaluated and emergency funds in the amount of \$275,000 have been approved by the Wyoming School Facilities Commission. Facility Director Julie Carroll will continue to meet with the city regarding the issue.

Superintendent Dougherty said that he and Assistant Superintendent Terry Burgess continue to meet monthly with area superintendents and Sheridan College for the collaborative alternative high school committee. This committee has discussed students attending full and part-time, funding mechanisms and costs, calendars, and other programmatic issues. The committee hopes to receive design money in April 2016, receive capital construction money in April 2017, and place bids for construction out in January 2017, with completion by August 2018. The committee also discussed was the possibility of naming the facility after the late Senator John Schiffer.

Superintendent Dougherty asked that the Board approve the resolution for the District to work with the city regarding the Sheridan High School parking lot exit.

TRUSTEE PERKINS MADE A MOTION TO APPROVE THE RESOLUTION PROVIDING FOR THE CITY TO INVESTIGATE A PLAN FOR A SECOND EXIT AT THE SHS PARKING LOT, AS PRESENTED. TRUSTEE HACKMAN SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

B. Approval of Policies (*Action*) – Cody Sinclair

Human Resources Coordinator Cody Sinclair said that six policies were being presented for first reading, as part of the ongoing policy review.

FIRST READING

Mr. Sinclair said that Policy DID - Capitalization and Inventories was updated to follow current state statute.

TRUSTEE CRAFT MADE A MOTION TO APPROVE POLICY DID - CAPITALIZATION AND INVENTORIES, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND THE MOTION PASSED WITH A UNANIMOUS VOTE.

Mr. Sinclair said that Policy DID-P - Inventories was updated for clarification.

TRUSTEE WILSON MADE A MOTION TO APPROVE POLICY DID-P - INVENTORIES, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND THE MOTION PASSED WITH A UNANIMOUS VOTE.

Mr. Sinclair said that minor deletions were made to Policy DIE – Audits to remove the reference to school level accounts and instead, properly reference district accounts.

TRUSTEE SCHATZ MADE A MOTION TO APPROVE POLICY DIE – AUDITS, AS PRESENTED. TRUSTEE PERKINS SECONDED THE MOTION, AND THE MOTION PASSED WITH A UNANIMOUS VOTE.

Mr. Sinclair explained that the Affordable Care Act (ACA) led to the recommended changes to Policy GCQF - Rehired Retirees, requiring a 26-week break in service before rehiring an employee in a part-time position.

TRUSTEE WILSON MADE A MOTION TO APPROVE POLICY GCQF - REHIRED RETIREES, AS PRESENTED. TRUSTEE PERKINS SECONDED THE MOTION.

Trustee Perkins asked if the District knew that a break in service would be required to rehire retirees. Mr. Sinclair responded that the District was aware, and has been working to develop a plan for June retirees who wish to return in December.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

Mr. Sinclair said that Policy IKE – Promotion and Retention of Students was revised to allow building principals to work with staff, students, and parents in making promotion and retention decisions.

TRUSTEE WILSON MADE A MOTION TO APPROVE POLICY IKE – PROMOTION AND RETENTION OF STUDENTS, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND THE MOTION PASSED WITH A UNANIMOUS VOTE.

Mr. Sinclair recommended Policy IKE-P - District Regulation on Remediation: Student Promotion, Retention, and Extended Learning Opportunities for deletion, as these procedures are handled at the school level.

TRUSTEE PERKINS MADE A MOTION TO DELETE POLICY IKE-P - DISTRICT REGULATION ON REMEDIATION: STUDENT PROMOTION, RETENTION, AND EXTENDED LEARNING OPPORTUNITIES ON FIRST READING, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

SECOND READING

Mr. Sinclair said that only minor changes for clarification were made to policies up for second reading.

TRUSTEE CRAFT MADE A MOTION TO APPROVE POLICY DFA – REVENUES FROM INVESTMENTS/USE OF SURPLUS FUNDS, POLICY DG – BANKING SERVICES, POLICY DGA – AUTHORIZING SIGNATURES, POLICY DH – BONDED EMPLOYEES AND OFFICERS, POLICY DI – FISCAL ACCOUNTING AND REPORTING, AND POLICY GCCA/GDCA – FAMILY AND MEDICAL LEAVE ACT AND DELETE POLICY DGC – FIRST MORTGAGE LIENS AS SECURITY FOR DEPOSIT OF DISTRICT FUNDS AND POLICY DFA-E – REVENUES FROM INVESTMENTS/USE OF SURPLUS FUNDS ON SECOND READING, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION.

Trustee Wilson asked Mr. Sinclair about the policy review process. Mr. Sinclair responded that the policies go to the Policy Advisory Council for review, then to the Board Policy Committee for review, then to the Board for first reading review. The policy then goes back to the Policy Advisory Council and the Board Policy Committee for review before being presented at the board meeting for second reading.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

C. Graduation Counts Update (*Information*) – Mitch Craft

Sheridan Junior High School Principal Mitch Craft reported that he would provide an update of the four Graduation Counts committees. He introduced Director of Elementary Education Scott Stults to report on the progress of the Early Childhood Elementary Committee.

Mr. Stults said that the Early Childhood Elementary Committee recently observed the early childhood liaison program in place in Thermopolis. The program includes books provided to babies at birth, skill transfer from daycare to preschool, early childhood liaison working with daycares, parent nights, and take-home projects. The program results in higher proficiency when the students begin attending kindergarten. Trustee Perkins added that the program changes daycares for the betterment of students.

Principal Craft added that the District must look for the opportunity to impact children from the time they are born in order to achieve 100% graduation.

Principal Craft reported that the Attendance Committee is continuing to connect with students to improve attendance. The committee has approached students for additional ideas and support.

Assistant Superintendent Tom Sachse said that the Scott Foundation has provided a grant for \$105,000 to support the Parent Liaison Program, to be paid in three annual installments. Graduation Counts is attempting to secure two additional grants, with the goal of \$300,000 in funds to use over three years. Child Advocacy Services of the Big Horns will employ the parent liaisons, with support from Thrive. The liaisons will be implemented by August, 2015.

D. Proposed 2016-2017 Calendar (*Action*) – Scott Stults

Director of Elementary Education Scott Stults said that the Calendar A and Calendar B options for the 2016-2017 school year were voted on by staff and parents, and Calendar B was chosen by a majority (68%).

TRUSTEE CRAFT MADE A MOTION TO APPROVE CALENDAR B FOR THE 2016-2017 SCHOOL YEAR, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION.

Trustee Perkins asked about the mid-week split for Christmas break. Mr. Stults responded that the split will allow more time for Christmas concerts, and he does not foresee an absenteeism issue.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

- E. Proposed Board Luncheon Work Session Schedule 2015-2016 (*Action*) – Tom Sachse**
Assistant Superintendent Tom Sachse presented the Board Luncheon Work Session Schedule for upcoming year. Dr. Sachse explained that the programs were requested by the trustees to allow them the opportunity to go deeper into some programs and issues that will be of major interest in the next year. He added that these working lunch sessions will be open to the public.

TRUSTEE WILSON MADE A MOTION TO APPROVE THE PROPOSED BOARD LUNCHEON WORK SESSION SCHEDULE FOR THE 2015-2016 SCHOOL YEAR, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

X. New Business

- A. After School Program Support Services (*Information*) – Tom Sachse with Abby Mowry and Judith Willis**

Assistant Superintendent Tom Sachse said that the after school programs now include the remedial support services provided through the Bridges program and the enrichment program provided through the 21st Century Community Learning Centers (21 CCLC). The Bridges program provides additional after school support in literacy and mathematics and 21 CCLC provides enrichment and engagement in Science, Technology, Engineering, and Mathematics (STEM).

Abby Mowry, fifth grade teacher at Sagebrush Elementary, provided a brief summary of the robotics program. She said that the students in the program receive academic instruction, enrichment opportunities, and character building.

Judith Willis, after school coordinator at Henry A. Coffeen Elementary, described the academic enrichment, scientific method instruction, and the character development that the students recently received at the science fair.

Trustee Wilson commented that the students in the after school program would have an advantage when they go to sixth grade.

Trustee Schatz asked how many students participated in the program. Ms. Mowry replied that she had approximately 40 students. Ms. Willis replied that she had 25 students.

- B. Approval of Secondary Parent-Student Handbooks (*Action*) – Terry Burgess**

Assistant Superintendent Terry Burgess said that only minor changes were made to the secondary parent-student handbooks.

TRUSTEE CRAFT MADE A MOTION TO APPROVE THE SECONDARY PARENT-STUDENT HANDBOOKS, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

C. FY16 Preliminary Budget (*Information*) – Roxie Taft

Business Manager Roxie Taft said that Wyoming statute requires a preliminary budget to be presented to the Board for the upcoming fiscal year each May. Ms. Taft reviewed the budget for FY16, as compared to FY15. Ms. Taft said that she anticipates a \$1,550,000 increase in the general fund budget for next year and an enrollment increase of 98 students. Also presented were budgets for the special revenue, capital construction, major maintenance, food service, memorial, pupil activity, and early retirement funds.

Trustee Schatz asked if Fort Mackenzie High School has a “grab-and-go” lunch. Ms. Taft responded that “grab-and-go” is no longer available, as only 10 students were being served. She added that a no charge breakfast is now available at Fort Mackenzie.

Trustee Hackman asked about the Early Retirement Fund. Ms. Taft responded that the fund for this year was approved at \$300,000 and next year is presented at \$305,000.

Chairman Steel asked about auditorium funds. Ms. Taft responded that memorial fund and capital construction funds would be used for the auditorium renovation.

D. FY15 Quarterly Financial Update (*Information*) – Roxie Taft

Business Manager Roxie Taft provided information in the board packet with the final financial statements for cash in bank, revenue, and expenditures of all funds, as of March 31, 2015. She shared that the revenue from “other sources” exceeded the budgeted amount due to the sale of surplus buses. The money received from the sale must be returned to the state in FY16. She added that expenditures are at 61.96%, which is as expected.

E. Approval of Audit Firm for the Fiscal Year Ending 06/30/15 (*Action*) – Roxie Taft

Business Manager Roxie Taft said that each year, the audit firm used by the District must be approved. She recommended that Porter, Muirhead, Cornia & Howard audit the District’s 2014-15 financial statements for a proposed fee of \$38,000. This is the firm that the District has used for the past six years.

TRUSTEE CRAFT MADE A MOTION TO APPROVE THE AUDIT FIRM FOR THE FISCAL YEAR ENDING 06/30/15, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

F. Approval of Guaranteed Maximum Price (GMP) on Locker Room Project (*Action*) – Julie Carroll

Facilities Director Julie Carroll said that the Guaranteed Maximum Price (GMP) to complete the Sheridan High School Locker Room Project is \$6,196,065.00, proposed by GH Phipps of Wyoming.

TRUSTEE SCHATZ MADE A MOTION TO APPROVE THE GUARANTEED MAXIMUM PRICE ON THE LOCKER ROOM PROJECT, AS PRESENTED. TRUSTEE PERKINS SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

Recess for Public Hearing on Facility Plan Being Submitted to the Wyoming School Facilities Commission

TRUSTEE CRAFT MADE A MOTION TO RECESS THE MEETING FOR PUBLIC HEARING REGARDING THE FACILITY PLAN AT 7:38 PM. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

Facilities Director Julie Carroll explained that the District has been discussing the facility plan for several months, and that it is updated and reviewed every year. Ms. Carroll detailed the facility plan, discussing each item. Ms. Carroll highlighted a few areas of the facility plan, explaining that the plan will continue to request component level funds for planning of Sagebrush Elementary School; continue data reporting for all of the District's school buildings and sites; predict the ten-year plan for the District; and submit component level funding requests for Sheridan High School to renovate the science classrooms, general classrooms, and boiler plant replacement.

Trustee Schatz asked how the collaborative alternative high school would count students. Ms. Carroll responded that the current facility plan accounts for the 156 students of the current alternative high school, and the number may be adjusted, based upon the number of students from the other districts who attend the collaborative school.

TRUSTEE WILSON MADE A MOTION TO RETURN TO REGULAR SESSION AT 7:49 PM. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

G. Update Summary for Facility Plan to be Submitted to the Wyoming School Facilities Commission (*Action*) – Julie Carroll

TRUSTEE CRAFT MADE A MOTION TO APPROVE THE FACILITY PLAN TO BE SUBMITTED TO THE WYOMING SCHOOL FACILITIES COMMISSION, AS PRESENTED. TRUSTEE PERKINS SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

XI. Reports and Communications

A. Board of Trustees

1. Board Reports

Chairman Steel announced that the Board Work Session to discuss Humanities Endowment would take place on May 7th at 12:00 pm.

Chairman Steel said that the week of May 4th is National Teachers' Week and that May 5th is National Teachers' Day and National Nurses' Day. She said that the staff of Sheridan County School District #2 is greatly valued. She asked that everyone watch the calendar for programs and graduations in the last few weeks of school.

Trustee Schatz thanked History teacher Tyson Emborg for his involvement in the Supreme Court hearing at the high school. He added that it was wonderful to see the students so engaged and involved.

Chairman Steel said that a Wyoming School Boards Association (WSBA) training will take place on May 26th from 11:00 am - 2:00 pm. She added that the District retirement reception will also be on May 26th.

Trustee Perkins shared that students of Woodland Park Elementary visited Yellowstone National Park and had a great experience.

2. Committee Reports

There were no committee reports.

3. Other

There were no other board reports.

B. PTO/Parents/Students/Organizations

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

C. Site/Administration/Staff

There were no Site/Administration/Staff reports.

XII. District Administration Reports

A. Superintendent

Superintendent Craig Dougherty thanked Trustee Wendtland, saying that he was instrumental in the Supreme Court visit. Superintendent Dougherty added that District students were professional and well-behaved; they understood the decorum of the event. Wyoming Supreme Court Chief Justice E. James Burke told Superintendent Dougherty that Sheridan High School was the best high school in the state.

Superintendent Dougherty said that he recently met with Governor Mead and State Superintendent Jillian Balow to discuss a state Professional Learning Community (PLC) director position, and using Sheridan as a model for the state.

TRUSTEE WILSON MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 8:00 PM TO CONSIDER PERSONNEL MATTERS PERTAINING TO THE APPOINTMENT AND/OR EMPLOYMENT OF SCHOOL DISTRICT EMPLOYEES AND TO CONSIDER ACCEPTING OR TENDERING OFFERS CONCERNING WAGES, SALARIES, BENEFITS AND TERMS OF EMPLOYMENT DURING ALL NEGOTIATIONS PURSUANT TO W.S. 16-4-405. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

XIII. Executive Session:

The Board went into Executive Session at 8:00 p.m. to address personnel matters.

TRUSTEE HACKMAN MADE A MOTION TO RETURN TO REGULAR SESSION AT 9:06 PM. TRUSTEE WILSON SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting reconvened at 9:06 p.m.

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

TRUSTEE ACHORD MADE A MOTION TO APPROVE THE EXTENDED SICK LEAVE REQUEST FOR THE CERTIFIED EMPLOYEE NAMED THEREIN, AS PRESENTED. TRUSTEE WILSON SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

TRUSTEE WILSON MADE A MOTION TO APPROVE THE CLASSIFIED AND CERTIFIED SALARY AND BENEFITS FOR 2015-2016, AS PRESENTED. TRUSTEE PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

TRUSTEE HACKMAN MADE A MOTION THAT THE SUPERINTENDENT, AFTER CONSULTATION WITH THE BOARD'S ATTORNEY, SEND A WRITTEN NOTICE TO THE CLASSIFIED STAFF THAT ARE BEING RECOMMENDED FOR EMPLOYMENT FOR THE 2015-2016 SCHOOL YEAR. TRUSTEE WILSON SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

TRUSTEE SCHATZ MADE A MOTION THAT THE SUPERINTENDENT, AFTER CONSULTATION WITH THE BOARD'S ATTORNEY, SEND A WRITTEN NOTICE OF TERMINATION TO THE CLASSIFIED STAFF THAT ARE NOT BEING RECOMMENDED FOR EMPLOYMENT FOR THE 2015-2016 SCHOOL YEAR. TRUSTEE WILSON SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

XIV. Adjournment:

TRUSTEE CRAFT MADE A MOTION TO ADJOURN THE MEETING AT 9:10 P.M. TRUSTEE PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting adjourned at 9:10 pm.

Chairman

Clerk

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
May 4, 2015

PROFESSIONAL STAFF

Renewals:

Gared "Dan" White Sheridan Junior High School	Discipline Assistant 1.0 FTE (180 days)	Effective 8/25/15
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CERTIFIED STAFF

Approvals:

Genevieve Ackley Meadowlark School	Teacher-4th Grade 1.0 FTE (187 days)	Effective 8/21/15
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Julianne Blaha Sheridan Junior High School	Teacher-Spanish 1.0 FTE (187 days)	Effective 8/21/15
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Clayton Christensen Sheridan High School and Sheridan Junior High School	Teacher-Vocational-Agriculture 0.9FTE/0.1 FTE (187 days)	Effective 8/21/15
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Aaron Cleare Sheridan Junior High School	Teacher-Special Education 1.0 FTE (187 days)	Effective 8/21/15
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Erin Cummings District Elementary Schools	Teacher-Elementary Orchestra 1.0 FTE (187 days)	Effective 8/21/15
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Richelle Frankovic Sheridan Junior High School	Teacher-Family and Consumer Science 1.0 FTE (187 days)	Effective 8/21/15
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Michelle Hoistad Sheridan Junior High School	Teacher-Special Education 1.0 FTE (187 days)	Effective 8/21/15
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Taylor Kelting Fort Mackenzie and the Wright Place Schools	Teacher-Physical Education/Health 1.0 FTE (187 days)	Effective 8/21/15
Dustin Metesh Sheridan Junior High School	Teacher-Special Education 1.0 FTE (187 days)	Effective 8/21/15
Becky Motsick Sheridan Junior High School	Teacher-Special Education 1.0 FTE (187 days)	Effective 8/21/15
Lindsay Parish Sheridan High School	Teacher-Mathematics 1.0 FTE (187 days)	Effective 8/21/15
Cheryl Peterson Elementary Schools	Elementary Technology Integrator 1.0 FTE (187 days)	Effective 8/21/15
Tyler Rogers Henry A. Coffeen School	Teacher-2nd Grade 1.0 FTE (187 days)	Effective 8/21/15
Molly Swan Highland Park School	Instructional Facilitator/Teacher-Reading Recovery 1.0 FTE (185 days)	Effective 8/25/15

Changes/Transfers:

Rebecca Adsit Sheridan Junior High School	Teacher-English (0.6 FTE to 0.4 FTE)/ Instructional Facilitator (0.4 FTE to 0.6 FTE)	Effective 8/25/15
Gina Carroll Woodland Park School	Teacher-2nd Grade to 3rd Grade 1.0 FTE (185 days)	Effective 8/25/15
Nancy Crowe Sheridan High School	Teacher-Mathematics (1.0 FTE) to Teacher- Mathematics (0.6 FTE)/Instructional Facilitator (0.4 FTE) 185 days	Effective 8/25/15
Jennifer Debban Story School	Teacher-3rd-5th Grades 1.0 FTE (185 days)	Effective 8/25/15
Tyson Emborg Sheridan High School	Teacher-Social Studies/Instructional Facilitator to Social Studies 1.0 FTE (185 days)	Effective 8/25/15

Kimberley Ferguson Sheridan High School	Instructional Facilitator/Teacher-English to Instructional Facilitator 1.0 FTE (185 days)	Effective 8/25/15
Darin Gilbertson Fort Mackenzie and the Wright Place Schools to Sheridan Junior High School	Teacher-Physical Education/Health 1.0 FTE (185 days)	Effective 8/25/15
Jennifer Jones Woodland Park School	Teacher-3rd Grade to 4th Grade 1.0 FTE (185 days)	Effective 8/25/15
Kira Kulinsky Henry A. Coffeen School	Teacher-Kindergarten to 1st Grade 1.0 FTE (185 days)	Effective 8/25/15
Stacie Largent Woodland Park School	Teacher-4th Grade to Kindergarten 1.0 FTE (185 days)	Effective 8/25/15
Nikki Perryman Sheridan Junior High and Sheridan High Schools to Sheridan High School	Teacher-French 0.8 FTE to 1.0 FTE	Effective 8/25/15
Kathleen Pilch Sheridan High School and Fort Mackenzie High School	Teacher-Business 0.7 FTE/0.3 FTE to 0.6/0.4 FTE	Effective 8/25/15
Heidi Richins Sheridan High School	Teacher-Family and Consumer Science/ Instructional Facilitator to Teacher-Family and Consumer Science 1.0 FTE (185 days)	Effective 8/25/15
Nancy Richter Woodland Park School	Teacher-Kindergarten to 2nd Grade 1.0 FTE (185 days)	Effective 8/25/15
Carol Stewart Sheridan High School	Teacher-English/Instructional Facilitator to Teacher-English 1.0 FTE (185 days)	Effective 8/25/15
Austin Travis Woodland Park School	Teacher-Grade TBD to 3rd Grade 1.0 FTE (187 days)	Effective 8/21/15

Ian Wallace Henry A. Coffeen School	Teacher-2nd Grade to 5th Grade 1.0 FTE (187 days)	Effective 8/21/15
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Resignations:

Peter Hawkins Sheridan High School	Teacher-French (0.6 FTE) 185 days/Assistant Activities Director (0.4 FTE) 200 days	Effective 6/5/15
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Aaron Kessler Sheridan High School	Teacher-Science 1.0 FTE (185 days)	Effective 6/1/15
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Shannon McInerney Sheridan Junior High School	Teacher-Science 1.0 FTE (185 days)	Effective 6/1/15
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Megan Stransky Sagebrush School	Teacher-2nd Grade 1.0 FTE (185 days)	Effective 6/1/15
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Retirements:

Lena Jeanine Sweckard Story School	Teacher-3rd-5th Grades 1.0 FTE (185 days)	Effective 6/1/15
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CLASSIFIED STAFF

Approvals:

Jennifer Farr Sheridan Junior High	School Secretary 8.0 hours/day (200 days)	Effective 8/10/15
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John Grutkowski Sheridan High School	Custodian 8.0 hours/day (261 days)	Effective 5/11/15
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Lynette Hartman Sheridan High School	School Nurse 4.0 hours/week (34 days)	Effective 8/28/15
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Devon Miller Administration Building	Business Office Accounting Technician 8.0 hours/day (262 days)	Effective 6/1/15
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Changes/Transfers:

Victoria Benedict Meadowlark School	Paraprofessional-Special Education 6.5 hours/day to 7.0 hours/day	Effective 9/1/15
Leslie “Jane” Buell Sheridan High School	Paraprofessional-Receptionist/Lunch to Secretary-Student Data 8.0 hours/day (177 days to 195 days)	Effective 8/17/15
Nita Daniels Sheridan Junior High	Paraprofessional-Special Education 1:2 6.75 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15
Christopher Debban Sheridan Junior High School	Paraprofessional-Special Education (6.75 hours/ day)/Paraprofessional-ESL (1.0 hours/day) to Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 9/1/15
Linda Depaoli Sagebrush School	Paraprofessional-Special Education 1:2 7.0 hours/day to 6.5 hours/day (175 days)	Effective 9/1/15
Shannon Farstveet Sheridan Junior High School	Paraprofessional-Special Education 1:2 (3.25 hours/ day to 1.62 hours/day)/Paraprofessional-ESL (3.25 hours/day to 4.88 hours/day) 175 days	Effective 4/6/15
Shannon Farstveet Sheridan Junior High School	Paraprofessional-Special Education 1:2 (1.62 /day)/Paraprofessional-ESL (4.88 hours/day) to Paraprofessional-Special Education 1:1 6.5 hours/day (175 days)	Effective 9/1/15
Kathy Garner Highland Park School to Sheridan Junior High School	Paraprofessional-Special Education 1:1 to 1:2 7.0 hours/day (175 days)	Effective 9/1/15
Carol Godley Sheridan Junior High School	Paraprofessional-Special Education 6.75 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15
Amanda Hamilton Sheridan Junior High School	Paraprofessional-Special Education 6.75 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15

Jann Heaphy Sheridan Junior High School	Paraprofessional-Special Education 6.75 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15
Sharon Kayser Meadowlark School	Paraprofessional-Special Education 6.5 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15
Janet Lee Sagebrush School	Paraprofessional-Special Education 1:1 to 1:2 4.5 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15
Helen Manor Woodland Park School	Paraprofessional-Special Education 1:3 to 1:2 6.5 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15
Seth Martinsen District	Technology-Technician to Technology-Network Technician (8.0 hours/day) 262 days	Effective 7/1/15
Susan McGuire Sagebrush School	After School Program Facilitator (3.0 hours/ day)/Paraprofessional-Title I (5.0 hours/day) to Paraprofessional-Title (5.0 hours/day)/ESL (2.0 hours/day) 175 days	Effective 4/29/15
Cody O'Dea Henry A. Coffeen School	After School Program (3.0 hours/day)/ Paraprofessional-Special Education (4.0 hours/day) to Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 4/28/15
Shantel O'Dell Sheridan Junior High School	Paraprofessional-Special Education 6.75 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15
Elizabeth Orum Sagebrush School to Meadowlark School	Paraprofessional-Special Education 1:2 to 1:1 6.5 hours/day to 7.0 hours/day (175 days)	Effective 9/1/15
Edith Puskarich The Wright Place School	Paraprofessional-Special Education (2 hours/day)/Paraprofessional (5 hours/day) to Paraprofessional 7.0 hours/day (175 days)	Effective 9/1/15
Sarah Steil District	Technology-Technician to Technology-Network Technician (8.0 hours/day) 262 days	Effective 7/1/15

Judith Willis Henry A. Coffeen School	Paraprofessional-Office (6.0 hours/day)/ After School Program (2.0 hours/day) to to Paraprofessional-Office (7.0 hours/day) 175 days	Effective 4/28/15
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Resignations:

Elaine Avery Sheridan High School	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 8/14/15
Sara Fluer Highland Park School	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 5/29/15
Debbie Leibach Sheridan High School	Secretary-Student Data 8.0 hours/day (195 days)	Effective 6/5/15
Susan Ralston Sagebrush School	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 8/14/15
Richard Schulz Sheridan High School	Custodian 8.0 hours/day (261 days)	Effective 4/28/15
Judy Smith Henry A. Coffeen School	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 5/29/15
Cindy Trujillo Sheridan Junior High	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 5/29/15
Heather Watt Story School	Secretary (3.0 hours/day)/Paraprofessional (4.0 hours/day)/Custodian (1.0 hour/day) 180 days	Effective 5/29/15

EXTRA DUTY 2014-2015

Approvals:

<u>Name</u>	<u>Position</u>
Kasey Garnhart	Weight Room-4th Quarter-SHS
Aaron Gray	Weight Room-4th Quarter-SHS
Kathleen Pilch	Career-Technical Education Student Organization Sponsor-SHS
Heidi Richins	Career-Technical Education Student Organization Sponsor-SHS
Angela Romanjenko	Department Chair-Math-SJHS

EXTRA DUTY 2015-2016

Approvals:

<u>Name</u>	<u>Position</u>
Taylor Kelting	Track - Indoor Head Coach - SHS
Taylor Kelting	Track - Outdoor Head Coach - SHS

SHERIDAN JUNIOR HIGH AFTER SCHOOL STAFFING 2014-2015

Approvals:

<u>Name</u>	<u>Position</u>
Cathy Kelly	Teacher (Substitute)
Amanda Dirksen	Paraprofessional

SHERIDAN JUNIOR HIGH SCHOOL SUMMER SCHOOL STAFFING 2014-2015

Approvals:

<u>Name</u>	<u>Position</u>
Katie Barker	Teacher
Timothy Cooper	Teacher
Jennifer Farr	Paraprofessional
Josh Hanson	Teacher
Brenda Henderson	Paraprofessional
Devon Johnston	Teacher
Nancy McCullough	Teacher
Erin Osborne	Teacher
Kale Rager	Teacher
Elizabeth Swager	Teacher
Emily Swinyer	Teacher
Jane Taylor	Teacher
Julie Weitz	Librarian

Sheridan County School District #2

Board of Trustees

Board Luncheon Work Session

May 7, 2015

Molly Steel, Chairman

Craig Dougherty, Superintendent

MINUTES OF MEETING

I. Call to Order

The Luncheon Work Session of the Board of Trustees of Sheridan County School District #2 was called to order at 11:35 a.m., Thursday, May 7, 2015, in the Board Room at the Central Administration Office. The presiding officer was Molly Steel, Chairman. A quorum was determined to be present with the following attendees:

Trustees:

Molly Steel, Chairman
Ann Perkins, Vice Chairman
Wayne Schatz, Treasurer
Craig Achord
Richard Bridger
Hollis Hackman
Sue Wilson
Tony Wendtland

Administrators:

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

Absent:

Marva Craft, Clerk

II. New Business

A. Approval of 3D Printer Purchase (*Action*) – Tom Sachse

Dr. Sachse reported the bid price of \$31,925.00 for a new 3D printer, after trade-in of the old machine (\$5,325.00) from the SHS – CADD Lab. This price includes installation and training.

A discussion was held on how 3D printers were used in the district. Dr. Sachse invited board members to the Early Building this afternoon to watch as the Art Group is designing a 3D stamp.

Discussion was held on coding classes, computer programming classes, and certification requirements.

TRUSTEE WILSON MADE A MOTION TO APPROVE THE PURCHASE OF A 3D PRINTER, AS PRESENTED. TRUSTEE PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

B. Gollings Endowment Fund (*Information*) – Molly Steel and Craig Dougherty

Superintendent Dougherty led a discussion of the resolution passed at the April board meeting establishing the endowment fund. Superintendent Dougherty and Chairman Steel said the endowment was set up in hopes that the principal would grow through additional donations. Any additional gifts may be processed through SCEF, so donors have the tax advantage of a 501(c)(3).

Roxie presented the investment options she received from First Federal.

The board members agreed they would like to begin supporting activities in FY16. There is \$20,000 budgeted each year to help with national travel. Terry explained how this money was distributed.

Superintendent Dougherty suggested the board establish a committee to review award requests. The committee would be comprised of at least two board members. In addition, the committee would include the Superintendent or his/her designee, Activities Director, Business Manager, and one community member. The board agreed with this suggestion.

Superintendent Dougherty discussed establishing award parameters that the committee would follow in determining funding support given to groups. The following four items were discussed:

- 1.) The awards will be directed towards the arts, but may be used for any event or Sheridan High School activities.
- 2.) The award will be based on qualifying standards or rigor of the event and must be a regional and/or national competition.
- 3.) The award recipients will be announced annually at our June Board meeting.
- 4.) Recipients' names or events will be posted on an engraved plaque called the "Legacy Wall."

Chairman Steel asked board members to provide her feedback on these items.

III. Adjournment

TRUSTEE PERKINS MADE A MOTION TO ADJOURN THE MEETING AT 12:53 P.M. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting adjourned at 12:53 p.m.

Chairman

Clerk

Sheridan County School District No. 2

Board of Trustees Board Work Session

Molly Steel, Chairman

May 26, 2015

Craig Dougherty, Superintendent

MINUTES OF MEETING

I. Call to Order

The work session of the Board of Trustees of Sheridan County School District #2 was called to order at 11:30 a.m., Tuesday, May 26, 2015, in the second floor conference room at the Central Administration Office. A quorum was determined to be present with the following attendees:

Trustees:

Molly Steel, Chairman
Ann Perkins, Vice-Chairman
Wayne Schatz, Treasurer
Craig Achord
Hollis Hackman
Sue Wilson
Tony Wendtland

Administrators and Others:

Craig Dougherty, Superintendent
Terry Burgess, Assistant Superintendent
Sue Belish

Absent:

Marva Craft, Clerk
Richard Bridger

Absent:

Tom Sachse, Assistant Superintendent
Roxie Taft, Business Manager
Julie Carroll, Facilities Director

II. New Business

A. Board Professional Development (*Information*) – Sue Belish

Sue Belish provided professional development to the Board on behalf of the Wyoming School Boards Association. The training included a number of situational scenarios.

III. Executive Session

TRUSTEE SCHATZ MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 12:21 PM TO CONSIDER PERSONNEL MATTERS PERTAINING TO THE APPOINTMENT AND/OR EMPLOYMENT OF SCHOOL DISTRICT EMPLOYEES PURSUANT TO W.S. 16-4-405. TRUSTEE WILSON SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The Board went into Executive Session at 12:21 p.m. to cover personnel matters.

TRUSTEE SCHATZ MADE A MOTION TO RETURN TO REGULAR SESSION AT 12:40 PM. TRUSTEE WILSON SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting reconvened at 12:40 p.m.

TRUSTEE WENDTLAND MADE A MOTION TO APPROVE THE REVISED PERSONNEL ACTION REPORT, AS PRESENTED. TRUSTEE WILSON SECONDED THE MOTION, AND IT CARRIED WITH A MAJORITY VOTE. TRUSTEE ACHORD ABSTAINED FROM THE VOTE.

IV. Adjournment

TRUSTEE PERKINS MADE A MOTION TO ADJOURN THE MEETING AT 12:42 PM. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting adjourned at 12:42 p.m.

Chairman

Clerk

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
May 26, 2015

CERTIFIED STAFF

Changes/Transfers:

Jennifer Black	School Counselor to Special Education	Effective
Henry A. Coffeen to	Counselor	8/25/15
District Elementary Schools	1.0 FTE (185 days)	

Nancy Richter	Teacher-2nd Grade to Kindergarten	Effective
Woodland Park School	1.0 FTE (185 days)	8/25/15

Approvals:

Brittany Barnes	Teacher-2nd Grade	Effective
Sagebrush School	1.0 FTE (187 days)	8/21/15

Ashley Cleare	Teacher-Reading Recovery	Effective
Meadowlark, Highland Park, and Woodland Park Schools	0.75 FTE (187 days)	8/21/15

Rachel Clemenson	Teacher of the Deaf	Effective
District Schools	1.0 FTE (187 days)	8/21/15

Deidre Ditton	Teacher-1st Grade	Effective
Sagebrush School	1.0 FTE (187 days)	8/21/15

Cottie Greene	Teacher-Science	Effective
Sheridan High School	1.0 FTE (187 days)	8/21/15

Brianna Hofmeier	Teacher-2nd Grade	Effective
Woodland Park School	1.0 FTE (187 days)	8/21/15

Colter Huhn	Teacher-Science	Effective
Sheridan Junior High School	1.0 FTE (187 days)	8/21/15

Sarah Koehler	Teacher-Title I/Strength in Number	Effective
Henry A. Coffeen and Meadowlark Schools	1.0 FTE (187 days)	8/21/15

Kaylee Nygren Highland Park and Sagebrush Schools	Teacher-Strength in Number 0.5 FTE (187 days)	Effective 8/21/15
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Talon Tharp Henry A. Coffeen School	School Counselor 1.0 FTE (187 days)	Effective 8/21/15
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Resignations:

Stacie Largent Woodland Park School	Teacher-2nd Grade 1.0 FTE (185 days)	Effective 6/1/15
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CLASSIFIED STAFF

Approvals:

Dylan Branson Story School	Secretary/Paraprofessional/Custodian 8.0 hours/day (180 days)	Effective 8/28/15
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Cody Dahlen Sheridan Junior High School	Paraprofessional-Guided Study Hall 7.0 hours/day (180 days)	Effective 9/1/15
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Jacee VanDyke Administration Building	Executive Assistant to the Superintendent 8.0 hours/day (261 days)	Effective 6/8/15
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Changes/Transfers:

Emily Hanchett Highland Park School	Paraprofessional-ESL to Paraprofessional 6.0 hours/day to 6.5 hours/day (175 days)	Effective 9/1/15
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Angela Winn Administration Building	Secretary-Assistant Superintendent to Executive Assistant to the Assistant Superintendent 8.0 hours/day (262 days)	Effective 7/1/15
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Resignations:

Janet Kitzrow Sagebrush School	Paraprofessional-Office 6.5 hours/day (175 days)	Effective 5/29/15
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Austin Sharpe Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 5/15/15
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EXTRA DUTY 2014-2015

Approvals:

<u>Name</u>	<u>Position</u>
Judith Dougherty	Reading Recovery Teacher Leader
Maureen McEwen	Track-Outdoor Assistant Coach-SHS
Santiago Michelena	Golf-Assistant Coach-SHS
Paul Phillips	CPI Trainer (June)
Kem Price	CPI Trainer (June)
Charles Walters	Track-Outdoor Assistant Coach-SHS

EXTRA DUTY 2015-2016

Approvals:

<u>Name</u>	<u>Position</u>
Clayton Christensen	Vocational-Agriculture Sponsor - SHS
Ward Cotton	Vocational-Agriculture Sponsor - SHS
Paul Phillips	CPI Trainer (August)
Kem Price	CPI Trainer (August)

HENRY A. COFFEEN SUMMER SCHOOL STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Emily Damby	Teacher - 2nd Grade
Megan Garnhart	Teacher - 4th Grade
Bailey Gregorich	Teacher - 5th Grade
Melissa Rasmussen	Teacher - 1st Grade
Brianna Reed	Teacher - 3rd Grade
Andrea Rice	Teacher - 2nd Grade

HIGHLAND PARK SUMMER SCHOOL STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Torey Burrows	Teacher - 2nd Grade
Maggie Groshart	Teacher - 1st Grade (one week)
Emily Hanchett	Paraprofessional
Brenda Jairell	Teacher - 5th Grade

Tara King	Teacher - 3rd Grade
Stacie McFadden	Teacher - 4th Grade
Jennifer Tarver	Teacher - 1st Grade (one week)
Kristy Townsend	School Nurse
Margaret Widener	Teacher - 1st Grade (one week)

MEADOWLARK SUMMER SCHOOL STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Genevieve Ackley	Teacher - Roaming
Melissa Brackley	Teacher - 4th Grade
Janelle Dill	Teacher - 1st Grade
Jamie Fortman	Teacher - 3rd Grade
Cristina Gorzalka	Teacher - Roaming
Jean Harvey	Paraprofessional
Deb Malmberg	School Nurse
Charlie Reid	Teacher - 5th Grade
Nicole Rice	Teacher - 2nd Grade

WOODLAND PARK SUMMER SCHOOL STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Jennifer Jones	Teacher
Erika Jorgensen	Teacher
Sara Koehler	Paraprofessional
Jennifer McIntire	Teacher
Jacob Muth	Teacher
Kristie Reimers	Teacher
Austin Travis	Teacher
Anita Weber	Paraprofessional
Mallory Wood	Paraprofessional

SHERIDAN JUNIOR HIGH SUMMER STEM PROGRAM STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Darcie Achord	Teacher
Karl Fiedler	Teacher

Katie Foster	Teacher
Ryan Fuhrman	Teacher
Birch Haraden	Teacher
Abigail Mowry	Teacher
Robert Winn	Teacher

SHERIDAN HIGH SUMMER SCHOOL STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Sharon Deutscher	Teacher
Tyson Emborg	Teacher
Lonna Forister	Teacher
Laurie Paronto	Teacher
Stephanie Penrose	Teacher
Brian Rizer	Teacher
Teri Rowland	Teacher
Alyssa Yada	Teacher

SPECIAL EDUCATION EXTENDED SCHOOL YEAR (ESY) STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Kathy Andrews	Paraprofessional - SHS
Elaine Avery	Paraprofessional - SHS
Anne Baures	Speech Language Therapist - Woodland Park School
Vicki Benedict	Paraprofessional - Meadowlark School
Stephanie Carrillo	Paraprofessional - SJHS
Colleen Charlson	Paraprofessional - SHS
Aaron Cleare	Paraprofessional - SJHS
Jackie Coulter	Teacher - Meadowlark School
Sue Destafano	Paraprofessional - SHS
Kim Fleck	Paraprofessional - SJHS
Jana Goldhammer	Teacher - Henry A. Coffeen School
Daveya Green	Paraprofessional - SHS
Lisa Haugen	Paraprofessional - Woodland Park School
Becky Husske	Paraprofessional - Meadowlark School
Deb Johnson	Paraprofessional - Henry A. Coffeen School
Barb Jowett	Paraprofessional - Meadowlark School
Kelsi Martinez	Speech Language Therapist - Woodland Park School
Meg Montgomery	Teacher - SHS

Cindy Morris	Paraprofessional - SHS
Dana Orum	Paraprofessional - Woodland Park School
Elizabeth Orum	Paraprofessional - Meadowlark School
Kem Price	Teacher - SHS
Alicia Rath	Teacher - Meadowlark School
Loni Reiger	Paraprofessional - Woodland Park School
Michelle Robinson	Paraprofessional - Woodland Park School
Dawn Rogers	Speech Language Therapist - Woodland Park School
Joannie Thelen	Teacher - Woodland Park School
Randi Tibbets	Paraprofessional- Meadowlark School
Andy Wallenkamp	Teacher - Henry A. Coffeen School

ADVANCING STUDENT SUCCESS THROUGH PROFESSIONAL LEARNING COMMUNITIES SUMMER INSTITUTE STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Darcie Achord	Presenter
Lara Basye	Presenter
Maggie Bergstrom	Presenter
Kristin Burnett	Presenter
Melissa Condos	Presenter
Judith Dougherty	Presenter
Meagan Dow	Presenter
Jennifer Duran	Presenter
Megan Edmunds	Presenter
Yvonne Gatley	Presenter
Valerie Grammens	Presenter
Bailey Gregorich	Presenter
Abigil Johnson	Presenter
Erika Jorgensen	Presenter
Tara King	Presenter
Laura Kintzi	Presenter
Kaylyn Liggett	Presenter
Molly Mason	Presenter
Stacie McFadden	Presenter
Jennifer McIntire	Presenter
Heather Miller	Presenter
Megan Mohr	Presenter

Shebree Moore	Presenter
Jessica Morgan	Presenter
Abby Mowry	Presenter
Keri Mulholland	Presenter
Megan Muth	Presenter
Pamela O'Connor	Presenter
Courtney Pushcar	Presenter
Melissa Rasmussen	Presenter
Kristie Reimers	Presenter
Nicole Rice	Presenter
Mandy Roseberry	Presenter
Kaelee Saner	Presenter
Addrienne Sims	Presenter
Jessica Sparks	Presenter
Christine Speilman	Presenter
Sara Stevens	Presenter
Jennifer Tarver	Presenter
Kristi VonKrosigk	Presenter
Kyle Warnke	Presenter
Margaret Widener	Presenter

DATE: June 8, 2015

TO: Board of Trustees

FROM: Craig Dougherty, Superintendent

SUBJ: **Capital Construction Update** (*Information*)

Sheridan High School Projects and Future Planning

Construction mobilization has been occurring over the last week. Construction started June 8th. The project will begin with the new addition and building tie-in, and continue through March of 2016. The old locker rooms that are being renovated are anticipated to be complete by September 2016.

Information about the locker room nameplate fundraiser for the remodel of the locker rooms has been posted on the district website to promote interest in the project.

The city has approached us about developing solutions to the traffic in the parking lot. The city is continuing to work on the design of the second exit out of the Sheridan High School parking lot to help with traffic flow. We will provide updates as information becomes available.

SJHS Hill Stabilization

The south end subsidence has been evaluated, design recommendations have been modeled, and cost estimates have been put into place. We continue to work with the Wyoming School Facilities Commission to get the work completed.

Old Woodland Park Land

The Capital Construction Committee would like to have the District investigate the sale of the old Woodland Park land, which includes roughly five acres and the modular building that was used temporarily for the ACE program. Last year, the District used the site for the ACE program. ACE has since moved to the old Highland Park site, and we do not foresee using the old Woodland Park location in the future. We will bring information forward, as it becomes available.

Collaborative High School

We continue to meet monthly regarding the proposed collaborative high school. The timeline that we would like to envision is to receive design money in April 2016, capital construction money in April 2017 and bids for construction out in January 2017, with completion by August 2018. The Wyoming School Facilities Department is still preparing their new budget for the next biennium. They will be presenting their initial biennial budget to the Wyoming Legislative Select Committee on School Facilities on July 1st in Cody. We will update you with regard to the outcome of the initial request for funding of the collaborative high school at the July 15th board meeting.



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

Craig Dougherty, Superintendent

DATE: June 8, 2015
TO: Board of Trustees
FROM: Cody Sinclair, Human Resources Coordinator
SUBJ: **Approval of Policies** (*Action*)

The following policies are being recommended for second reading:

DID	Capitalization and Inventories
DID-P	Inventories
DIE	Audits
GCQF	Rehired Retirees
IKE	Promotion and Retention of Students
IKE-P	District Regulation on Remediation: Student Promotion, Retention, and Extended Learning Opportunities (Delete)

***Policies -
Second Reading***

CAPITALIZATION AND INVENTORIES

CAPITALIZATION

A capital asset is defined as land, site improvements, buildings, building improvements, vehicles, fixtures, equipment, and personal property such as books that meet threshold levels for the purpose of capitalization according to the Governmental Accounting Standards Board (GASB) Statement 34. The capitalization limits and useful life of each category of asset shall be established according to the recommendations of the Wyoming Department of Education as stated in the Wyoming School Budgeting, Accounting, and Reporting Manual. These assets will be capitalized in the fiscal year of purchase and depreciated annually using the straight-line method. ~~The useful life of each asset category shall be established according to the recommendations of the Wyoming Department of Education as stated in the Wyoming School Budgeting, Accounting, and Reporting Manual.~~ The first year of depreciation will be fiscal year 2002-03 as required by GASB 34.

A non-capital asset is defined as land, site improvements, buildings, building improvements, vehicle, fixtures, and equipment with a purchase price under the capitalization threshold limit, a serviceable life of more than one year, and a cost of at least ~~\$1000~~\$5,000.00. These assets will be inventoried but not depreciated. Certain assets of a sensitive nature such as ~~audio-visual and~~ computer equipment ~~will~~may be inventoried regardless of the cost of the item.

INVENTORY

A complete record of all assets of the district shall be established and updated each fiscal year. Two inventories will be maintained:

1. FIXED ASSET INVENTORY: This inventory will be kept as a part of the business office fixed asset inventory system and will include both capitalized and non-capitalized fixed assets. All fixed assets will be valued at the original purchase price or estimated cost if the original purchase price is not available. Donated fixed assets will be valued at their estimated fair market value on the date donated.
2. BUILDING AND PROGRAM INVENTORY: Each building and program area will maintain an inventory of all items within their building or program area. These will include items in the

CAPITALIZATION AND INVENTORIES (cont'd)

fixed asset inventory, as well as other items defined by the building principal or program director.

The ultimate responsibility for all inventories shall rest with the superintendent. Administrators shall be accountable for the maintenance of proper inventories for their respective sites and/or programs.

Wyoming School Budgeting, Accounting, and Reporting Manual
Governmental Accounting Standards Board (GASB) Statement 34

First Reading: ~~6/23/03~~ 5/4/15
Second Reading: ~~7/16/03~~
~~Reviewed: 2/24/09~~

INVENTORIES

The fixed asset inventory will be completed once each year and consist of the following:

1. The quantity of the item.
2. A complete description of the item in case replacement is necessary.
3. The ~~model name, model number, and~~ serial number and location of the item, if applicable.
4. The District's fixed asset tag number, if applicable.
5. The Federal grant identification information if the asset was purchased with Federal grant money.
6. The purchase order number and date of purchase.
7. The account number charged with the purchase.
8. The original cost of the item.

The date for the fixed asset inventory will be established each year by the superintendent, and administrators will monitor the fixed asset inventories in their building ~~or program area~~ to ensure compliance by the established due date.

~~The b~~Building and program inventories will be conducted once each year as established by the building administrators or program directors.

First Reading: ~~6/23/03~~ 5/4/15
 Second Reading: ~~7/16/03~~
 Reviewed: ~~2/24/09~~

AUDITS

The complete financial records of the District ~~as well as records of individual school accounts~~ will be audited annually by a certified public accounting firm selected by the board.

The board will consider and act upon recommendations of the certified public accountant for maintaining an efficient system for recording and safeguarding district ~~and school~~ funds and property.

The board will select the certified public accounting firm by soliciting a request for proposal for professional services from qualified firms that conduct government audits. The Board will decide annually whether to retain the firm for the following fiscal year or request proposals from other firms.

W.S. 16-4-121

First Reading: ~~4/13/09~~ 5/4/15
Second Reading: ~~5/18/09~~

REHIRED RETIREES/EMPLOYEES

The District recognizes the rehired retiree policy of the Wyoming Retirement System (WRS), which allows retirees who are receiving benefits from WRS to return to work with a WRS-participating employer, provided the retiree has had a 30-day break in service from all employers participating in WRS. Former District employees who have resigned from the District and who have received benefits from WRS may apply for any open position within the District. A rehired retiree shall be considered an initial contract teacher upon re-employment with the District unless otherwise determined by the Board pursuant to W.S. § 21-7-114.

The District recognizes that the WRS rehired retiree policy involves complex decisions including an employee's retirement benefits. Accordingly, the school district recommends that employees contact a representative from WRS for one-on-one counseling regarding the employee's retirement options.

The District will require a 26-week break in service for any staff member who retires or resigns from a benefitted position prior to being hired for a part-time position (this includes substitute, testing, and coaching positions). The superintendent or his/her designee may waive this break in service requirement and allow benefits as permitted by the Patient Protection Affordable Care Act (PPACA) through the employee's stability period.

W.S. § 21-7-101 et seq.

P.L. 111-148

First Reading: ~~12/6/11~~ 5/4/15

Second Reading: ~~1/16/12~~

PROMOTION AND RETENTION OF STUDENTS

~~All Sheridan County School District No. 2 students shall be promoted and retained based on the District regulations.~~
Promotion or retention of pupils in grades K through 8 will be determined by teachers and principals in consultation with parents. High school students will be classified pursuant to classification criteria will be determined by the high school principal in consultation with staff and parents.

First Reading: ~~8/26/97~~ 5/4/15
Second Reading: ~~10/21/97~~

**~~DISTRICT REGULATION ON REMEDIATION: STUDENT PROMOTION,
RETENTION, AND EXTENDED LEARNING OPPORTUNITIES~~**

~~The Board of Trustees for Sheridan County School District No. 2 recognizes it is essential that each child experience both challenge and success from school activities. Grade placement should enhance these experiences. The concept of grade placement is based on the performance of the student and the expectation that each teacher will provide appropriate experiences for children at particular stages of physical, emotional, and academic growth.~~

~~District performance standards reflect achievement expectations for students at each grade. These standards are progressive and lead to the attainment of the standards required for graduation. They are designed for the student who progresses through school in an "average" manner. Academic growth, like physical growth, does not take place at the same pace or time for all children. Certain students may achieve the standards in the regular time frame, while others need additional time. Participation in Remedial Programs, Retention, Extended School Day, and Summer School are methods of meeting the educational needs of such children.~~

~~COMPLETION OF A GRADE OR COURSE: (Passing or Getting Credit)~~

~~In order to pass or receive credit for a class, course, or grade, a student must be proficient in the majority of the standards for each subject and earn a passing grade.~~

~~At the beginning of the class, course, or grade, students and parents must be apprised of the standards to be met as a requirement of the class. Periodic reports on a student's failure to progress toward meeting the standard(s) must be provided at least four times during each semester.~~

~~A majority of the standards in each grade or course must be successfully completed. If a student has not met the majority of the standards at the end of a grade/course, the building personnel must make the decision as to whether or not the student is promoted, retained, and/or awarded credit.~~

~~The following apply to all students in relation to the "Completion of Grade or Courses":~~

~~DISTRICT REGULATION ON REMEDIATION: STUDENT PROMOTION,
RETENTION, AND EXTENDED-LEARNING OPPORTUNITIES (condt.)~~

- ~~1. A student who has not mastered the majority of the standards in the four core subjects at his/her grade level during the regular school year will attend Summer School or should be retained.~~
- ~~2. A student who has not mastered the majority of the standards by the end of Summer School should be retained.~~
- ~~3. At the elementary level, student retention will be the decision of the building principal with input from the parents, based on mastery of the majority of the standards in the core curriculum. At the secondary level, student retention is determined by school policy with regard to credit accrual as well as mastery of the majority of the standards in the core curriculum.~~

~~The following apply to special education students in relation to the "Completion of Grade or Course."~~

- ~~1. Special/regular education summer school programs are not IEP directed; goals and objectives are not required for students with disabilities and therefore provide for more flexibility in placement and programming. These programs are available for all students with disabilities and for all grade/age levels.~~
- ~~2. Extended School Year Services (ESY) are IEP Team directed; require ESY goals and objectives; are specific to the needs of the individual student; and must be funded through the district general fund, with reimbursement occurring a year later by the State. These students tend to be the more severely disabled that require "continuing learning" to make "some progress" to benefit the student in special education. The student with disabilities who attended either a special/regular summer school program or an Extended School Year Program and did not master the required content/standards cannot be retained if the student did not receive IEP Team recommendations.~~
- ~~3. The IEP Team has significant responsibilities in designing, implementing, and ensuring the delivery of student IEP goals, objectives and the appropriate assessment accommodations leading to the "completion of Grades or Courses".~~

~~DISTRICT REGULATION ON REMEDIATION: STUDENT PROMOTION,
RETENTION, AND EXTENDED-LEARNING OPPORTUNITIES (condt.)~~

~~More specific procedures on accommodations can be found in:~~

~~"Policies for the Participation of All students in District
and Statewide Assessment and Accountability Systems",
Wyoming Department of Education, January 2000.~~

~~"Guidelines on the Role of the IEP Team in the Development
of Instructional and Assessment Accommodations for the
Student with Disabilities", Sheridan County School District
#2, August 2000.~~

~~This regulation will be interpreted and implemented consistently
with State statutes and regulations concerning students with
disabilities.~~

~~ELEMENTARY (GRADES K-5)~~

~~Students in Sheridan School District No. 2 elementary schools may
be retained for valid educational reasons. Procedures for
determining whether an elementary student will be retained are as
follows: 1) The classroom teacher advises the principal that the
student in question is not making adequate progress in terms of
grades or standards; 2) The principal advises the parent that the
student is not making adequate progress in terms of grades or
standards; 3) The parent(s), principal, classroom teacher and
requested specialists meet to discuss academic concerns; 4) The
principal discusses retention and remediation alternatives with
the parent(s); and 5) The parent(s) and principal jointly agree
on remediation and/or retention. These procedures conform to
applicable Wyoming and Federal Statutes.~~

~~Parents will begin receiving notice of potential promotion
problems within two (2) weeks following the first semester grade
report. Notice of retention will be sent during the month of
June.~~

~~SHERIDAN JUNIOR HIGH SCHOOL AND THE WRIGHT PLACE (GRADES 6-8)~~

~~To be promoted to the next grade, a sixth or seventh grade
Sheridan Junior High School pupil must be proficient in the
majority of the standards in Reading, Writing, Mathematics,
Science, and Social Studies and pass* the equivalent of five (5)
full year courses in the current academic year including the
following subjects: Reading, Writing, Mathematics, Science, and
Social Studies.~~

~~**DISTRICT REGULATION ON REMEDIATION: STUDENT PROMOTION,
RETENTION, AND EXTENDED-LEARNING OPPORTUNITIES (condt.)**~~

~~To be promoted to the next grade, an 8th-grade Sheridan Junior High School pupil must be proficient in the majority of the standards in English, Mathematics, Science, and Social Studies and pass* the equivalent of four (4) full-year courses in the current academic year including the following subjects: English, Mathematics, Science, and Social Studies.~~

~~To be promoted to the next grade, a Wright Place pupil must be proficient in the majority of the standards in English, Mathematics, Science, and Social Studies and pass* six(6) of eight (8) classes and the equivalent of four (4) full-year courses in the current academic year including the following subjects: English, Mathematics, Science, and Social Studies.~~

~~Parents will begin receiving notice of potential promotion problems within two (2) weeks following the first semester grade report. Notice of retention will be sent during the month of June.~~

~~**SHERIDAN AND FORT MACKENZIE HIGH SCHOOLS (GRADES 9-12)**~~

~~In order to be classified as:~~

- ~~* a 9th-grader, a student must have passed the equivalent of six full-year 8th-grade courses and a majority of the standards in English, Math, Science and Social Studies.~~
- ~~* a 10th-grader, a student must have passed the equivalent of six 9th-grade classes including one credit of Algebra and one credit of English 9 and a majority of the core standards.~~
- ~~* an 11th-grader, a student must have twelve credits, including one credit of English 10 and one unit of math.~~
- ~~* a 12th-grader, a student must have eighteen credits including one credit of English 11 and one credit of math; they must also have taken the ACT or WorkKeys test as a junior.~~

~~"Pass" in this context requires a yearly average grade of "D" or better. Parents will begin receiving notice of potential promotion problems within two (2) weeks following the first semester grade report. Notice of retention will be sent during the month of June.~~

First Reading: 5/4/15

DATE: June 8, 2015

TO: Board of Trustees

FROM: Mitch Craft, Sheridan Junior High School Principal

SUBJ: **Graduation Counts Update & Grant Acknowledgement** *(Information)*

At the June meeting of the SCSD2 Board of Trustees, I will provide updates on the following areas of Graduation Counts work:

- Parent Liaison Program (Attendance Committee)
 - Visit to Thrive in May
 - Grant update
 - Thrive visit to Sheridan, June 30-July 1
- Graduation Counts Survey (Attendance Committee)
- Next Level Branding rollout plan

I will request that you acknowledge these grants from the following agencies in support of our Parent Liaison Program:

- Homer A. & Mildred S. Scott Foundation - \$35,000 a year for three years (\$105,000 total)
- Kibbee Foundation for Children - \$35,000 for 2015-2016

These grants will be managed by and accounted for by the Sheridan Community Education Foundation (SCEF). We greatly appreciate the support of these local philanthropic organizations as we work toward improving our graduation rate and connections with parents over the coming years.



Administrative Offices
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P.O. Box 919
Sheridan, WY 82801
Phone: 307-674-7405
Fax: 307-674-5041

Craig Dougherty, Superintendent

DATE: June 8, 2015

TO: Board of Trustees

FROM: Terry Burgess, Assistant Superintendent of Instruction and Human Resources
Scott Stults, Director of Elementary Education

SUBJ: **Approval of Volunteers of America (VOA)/Accountability, Change, and Education (ACE) Contract** *(Action)*

Susan Arnold, Volunteers of America (VOA) Director of Youth Services, will present information at the June 15, 2015 board meeting to discuss the annual report for the Behavioral Center (BC) Program, also called Accountability, Change, and Education (ACE). We will request that you take action to approve the VOA contract for the 2015–2016 school year.

June 3, 2015

Craig Dougherty, Superintendent
Sheridan County School District #2
201 N. Connor St.
Sheridan, WY 82801
A.C.E.™ 2014-2015 report

Dear Superintendent Dougherty,

Since November 2007, Volunteers of America Northern Rockies (VOA) has partnered with Sheridan County School District #2 (SCSD2) to provide services to suspended students in grades K-12. With the implementation of this partnership, students who were suspended from school attended A.C.E.™ instead of participating in out of school suspensions.

The A.C.E.™ program has continued to provide structure and supervision that requires students to reflect on their behavior and guides students through their choices and alternatives. Students are required to take accountability for the behavior that lead to their suspension. Additionally, students have time to focus on academics in an isolated environment with few distractions.

The number of suspensions provided since the inception of the A.C.E.™ Program reveals that A.C.E.™ continues to be a valuable resource for SCSD#2. A.C.E.™ staff work collaboratively with SCSD#2 counselors, discipline staff and behavior specialists to strengthen relationships and meet the needs of the students serving suspensions. A.C.E.™ has maintained a time schedule focusing 40% on behavior, 50% on academics and 10% on exercise and/or community service. A.C.E.™ staff communicate with schools on a daily basis. SCSD#2 staff are notified when they have been identified as the positive contact by a student.

2014/2015, A.C.E.™ The program supervised a total of 506 suspensions, for a total of 1070 days.

Elementary Schools	101
Junior High School	154
High School	251
Total	506

2014/2015 There were 376 SCSD#2 students that accessed A.C.E.™ There were 21 elementary students, 34 junior high students and 66 high school students who returned for 1 or more additional suspensions. The following table illustrates repeat suspensions.

Number of repeat suspensions: 2014-2015	0	1	2	3	4	5	6	7
Elementary Schools	64	21	9	3	3	1		
Junior High School	78	34	19	15	6	2		
High School	113	66	39	13	8	6	3	3

Accountability and Re-Entry

Students are expected to complete several assignments while serving a suspension at the A.C.E.™ program. First, students fill out an accountability form in order to take ownership of their negative behaviors resulting in suspension. Next, students create a plan for a successful transition back to school. Students must thoroughly explain the behavior(s) leading to suspension, the impact the behavior(s) had on others, and how their choices could be different in the future. Students then identify a staff at the school they can contact if they need assistance. These assignments also encourage students to focus on their individual strengths and abilities to help them develop their potential. Finally, students complete a pro-social activity targeting the behavior(s) they were suspended for. For example, if a student comes to the A.C.E.™ program for fighting, they might be given a Boys Town Pro-Social titled "Disagreeing Appropriately".

Academics

After students complete A.C.E.™ assignments, they spend the remainder of the day focusing on academics. Some students may arrive with homework on hand or each school may send homework to the A.C.E.™ program for completion. If needed, students can access a computer and internet to complete assignments under staff supervision.

Community Service/ Physical Activities

Students participate in a physical activity and/or community service on a daily basis. For the community service portion, students may assist with recycling or various tasks for nonprofit agencies. Community service can provide students the opportunity to build a stronger sense of responsibility in addition to helping them feel more connected to their community.

Completion

Each student earns points based on behavior in order to determine completion of the program. In order to receive points, students must be on time, be respectful, stay focused, and be prepared. Each student also identifies individual goals they will work on during the day that are added to the point sheet. Students who complete the program all receive a *Certificate of Completion*. Students that do exceptionally well shall receive a *Certificate of Completion with Merit*. Students who do not complete the program within their original suspension period return for additional days until they earn enough points for completion.

A.C.E.™ Mentors

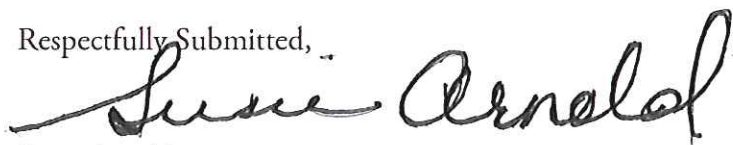
The A.C.E.™ program strives to provide an environment facilitating behavioral growth. This is accomplished through professional supervision, personal engagement, challenging negative thinking patterns, and fostering academic progress. A.C.E.™ mentors provide direct supervision and structure to students, provide concise instruction regarding rules and expectations. Mentors are substitute certified, have training and/or experience in crisis de-escalation as well as behavior management.

Collaboration with SCSD#2

The partnership growth between SCSD#2 and VOA has proven to be beneficial to students who attend the A.C.E.™ Program. A.C.E.™ staff, principals, behavioral specialist and teachers communicate effectively. If a student is falling behind academically, A.C.E.™ staff corresponds with teachers to determine how the student should proceed on a path toward success. If a student seems to be struggling emotionally or behaviorally while attending the program, counselors, behavioral specialist and/or principals are informed. These situations often provide additional insight regarding negative choices made by an individual student. The A.C.E.™ Program continues to re-examine and implement more efficient and effective tools that will assist students to succeed in the future.

Volunteers of America Northern Rockies looks forward to a continued partnership with Sheridan County School District #2 to provide A.C.E.™ services to students in need.

Respectfully Submitted, ..



Susie Arnold

Director of Youth Services

PROFESSIONAL SERVICE AGREEMENT FOR MONITORING AND REENTRY PROGRAM

This agreement is entered into by **Sheridan County School District Number 2, State of Wyoming**, whose address is P.O. Box 919, Sheridan, WY 82801 ("School District"), and **Volunteers of America Northern Rockies**, a Wyoming nonprofit corporation ("VOA"), whose address is 1876 S. Sheridan Avenue, Sheridan, WY 82801.

The parties agree as follows:

1. Purpose. The purpose of this agreement is to establish a monitoring and reentry program for students who are suspended or expelled from the School District. It is the intent of this program to have a direct and positive effect on students through the process of entry into the program, acknowledgment of accountability, and specific planning for reentry back into the School District.

2. Services Rendered. VOA shall provide the School District with the services of The Behavioral Center as originally described in the VOA proposal entitled "A.C.E." Accountability Change and Education (hereafter referred to as "Program"), dated May 24, 2007. VOA shall coordinate all services with the School District Superintendent or his designee. VOA shall submit all reports and documents as requested by the School District with respect to students who received services from VOA and the specific services provided.

3. Term. This agreement shall commence September 1, 2015 and, unless terminated earlier as provided for herein, shall terminate on the last day of the 2015-2016 school calendar year, which is June 3, 2016. If at any time during the performance of this agreement the School District, in its sole discretion, determines that the services are not progressing satisfactorily or within the terms of this agreement, the School District may terminate this agreement by giving 30 days written notice to VOA. At such termination date, VOA shall be entitled to payment for only those services rendered and accepted by the School District.

4. Consideration. The School District shall pay VOA \$17,915.00/month in monthly payments, which shall be made on or before the twentieth day of each month. All payments shall be made only after services have been rendered for the prior month. VOA shall submit a monthly billing invoice to the School District no later than the fifth day of the month following the month in which services were rendered. Each billing shall provide the School District with an itemized statement of services rendered during the billing period, which shall include the names of any students who received services from VOA and the specific services provided.

5. Accreditations, Licenses, Certifications. VOA shall ensure that all of its employees and/or subcontractors have all pertinent accreditations, licenses and certification as may be required by law to provide those services described in Paragraph 2. VOA shall ensure that employees administering the Program shall at all times maintain at a minimum those certifications and/or

qualifications, as set forth in the policies and regulations of the School District, that are equivalent to or greater than that of a substitute teacher at the School District. VOA shall ensure that its employees and/or subcontractors do not render services in excess of the qualifications and or certifications of any of its employees or subcontractors. VOA hereby expressly warrants each of the assurances made in this paragraph.

6. Insurance. VOA shall at all times maintain in full force and effect during the entire term of this agreement with financially sound and reputable insurance companies or associations a comprehensive general liability insurance policy, including contractual liability, insuring the indemnity agreement set forth in this agreement with limits of not less than \$1,000,000.00 in any one occurrence. The School District shall be named as an additional insured on the insurance policy. If requested by the School District, VOA shall provide the School District with a certificate of insurance, within five (5) days of such a request.

7. Indemnity. To the maximum extent permitted by law, VOA will indemnify, defend and hold the School District, its trustees, agents, and employees harmless from any and all claims, liabilities, demands, suits, losses, damages, and costs (including, without limitation, any attorney fees) which may arise out of or be related to VOA's services provided hereunder, including, but not limited to, transportation, discipline, and instruction of the School District's students in the Program, or which may arise out of or be related to the negligent or wrongful acts or omissions of VOA.

8. Miscellaneous

- (a) VOA shall comply with Presidential Executive Order 11246 entitled, "Equal Employment Opportunity," as amended by Presidential Executive Order 11375 and as supplemented in the Department of Labor Regulations (41 CFR part 60), the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105 *et seq.*), and the Americans With Disabilities Act (ADA), 42 U.S.C. 12101, *et seq.*, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans With Disabilities Act of 1990, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, the IDEA, and any subsequent amendments to these actions. VOA shall assure that no person is discriminated against based on the grounds of sex, race, religion, national origin, or disability in connection with the performance of this agreement.
- (b) VOA shall comply with all rules and regulations promulgated by the Wyoming State Board of Education and with all policies and procedures established by the School District.
- (c) VOA may not assign this agreement or delegate any its duties under this agreement to any persons or entities.

- (d) This agreement shall be governed by Wyoming Law. A court of competent jurisdiction in Sheridan County, Wyoming shall have exclusive jurisdiction of all disputes arising out of this agreement.
- (e) This agreement may be reviewed as the need may arise; and the parties, per mutual written agreement, may modify or amend any terms of this agreement accordingly.
- (f) The School District does not waive its sovereign or governmental immunity by entering into this agreement and fully retains all immunities and defenses provided by law.
- (g) VOA is an independent contractor. The School District does not control the means and manner of the services provided by VOA. VOA employees are not employees of the School District and nothing contained in this agreement shall be construed as creating that relationship. VOA shall provide worker's compensation coverage for all of its employees in accordance with Wyoming State Statutes.

Dated this _____ day of _____, 2015.

Sheridan County School District Number 2,
State of Wyoming

By: _____
Title: _____

Volunteers of America Northern Rockies, a
Wyoming nonprofit corporation

By: _____
Title: _____



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

Craig Dougherty, Superintendent

DATE: June 8, 2015

TO: Board of Trustees

FROM: Tom Sachse, Assistant Superintendent of Curriculum and Assessments

SUBJ: **Approval of Draft Consolidated Grant** (*Action*)

We are requesting approval to submit our Consolidated Grant fund for approval in advance of the July 1st due date. By meeting this deadline each year, we receive authority to expend federal funds from July 1st onward. In aggregate, we are applying for \$2,487,548 dollars and 24.8 positions. The basic grant programs and allocations are attached.

I will request that you take action to approve the Consolidated Grant, as presented.

Grant Descriptions

Program	Preliminary Award	Program Description
Title I-A	1,064,537	Compensatory Education Instructional Support Services emphasizing Basic Skills Acquisition
Title I-D	13,191	Neglected and Delinquent Educational Support, including Credit Recovery
Title II-A	392,740	Improving Teacher Quality (Highly-Qualified Teachers; Professional Learning Communities; Common Core State Standards)
Title VI-B	927,902	Individuals with Disabilities Education Act (IDEA) Part B-611
Perkins IV	89,178	Career and Technical Education



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Craig Dougherty, Superintendent

DATE: June 8, 2015

TO: Board of Trustees

FROM: Roxie Taft, Business Manager

SUBJ: **Request Permission to Bid Milk Products FY16** *(Action)*

Currently, our milk purchases are included with the food bid that is conducted by the BOCES Food Co-op. For the upcoming school year, I would like to bid the milk separately to see if we can get a better delivery schedule. I will request that you take action to approve the request to bid milk for the FY16 school year.



Excellence and Accountability

Craig Dougherty, Superintendent

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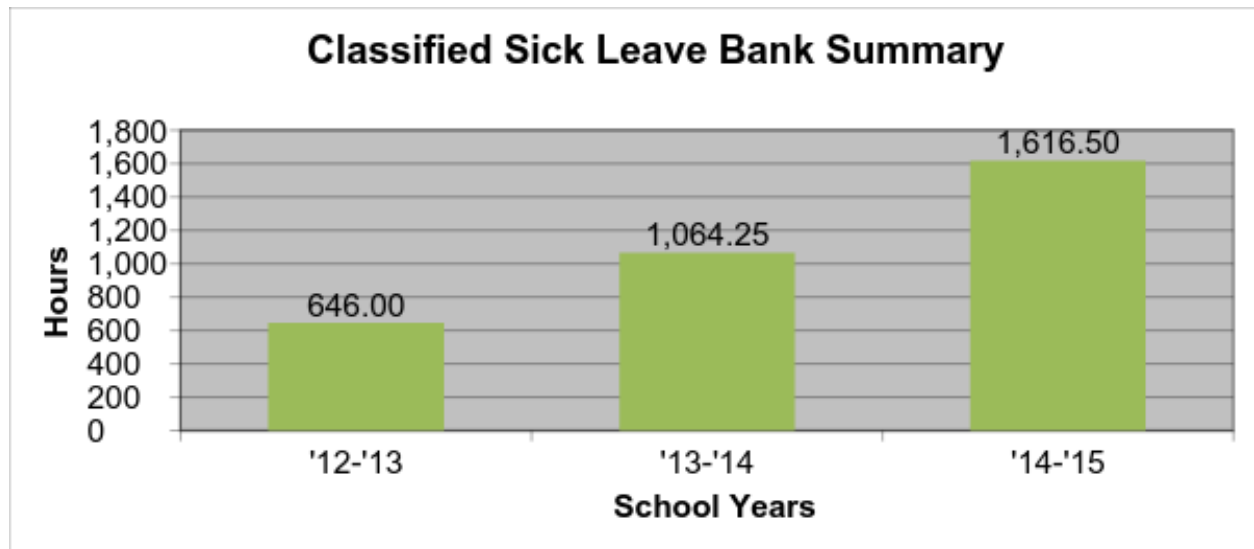
DATE: June 8, 2015

TO: Board of Trustees

FROM: Cody Sinclair, Human Resources Coordinator

SUBJ: **Status of the Classified Sick Leave Bank** *(Information)*

The current status of the Classified Sick Leave Bank as of June 8, 2015, is 1,616.50 hours. This does not include hours donated by certified/classified staff that retired this year. Those donated hours will be added after the June 20th payroll. Additionally, classified staff members that were approved for Sick Leave Bank days will be paying back approximately 97.0 hours in July. The following is a summary of the Classified Sick Leave Bank hours since its inception at the beginning of the 2012-2013 school year:



School Year	Beginning Balance	Donated	Repaid	Used	End of Year
'12-'13	0.00	1,205.50	32.00	(591.50)	646.00
'13-'14	646.00	1,024.50	89.50	(695.75)	1,064.25
'14-'15	1,064.25	639.25	68.50	(155.50)	1,616.50



Excellence and Accountability

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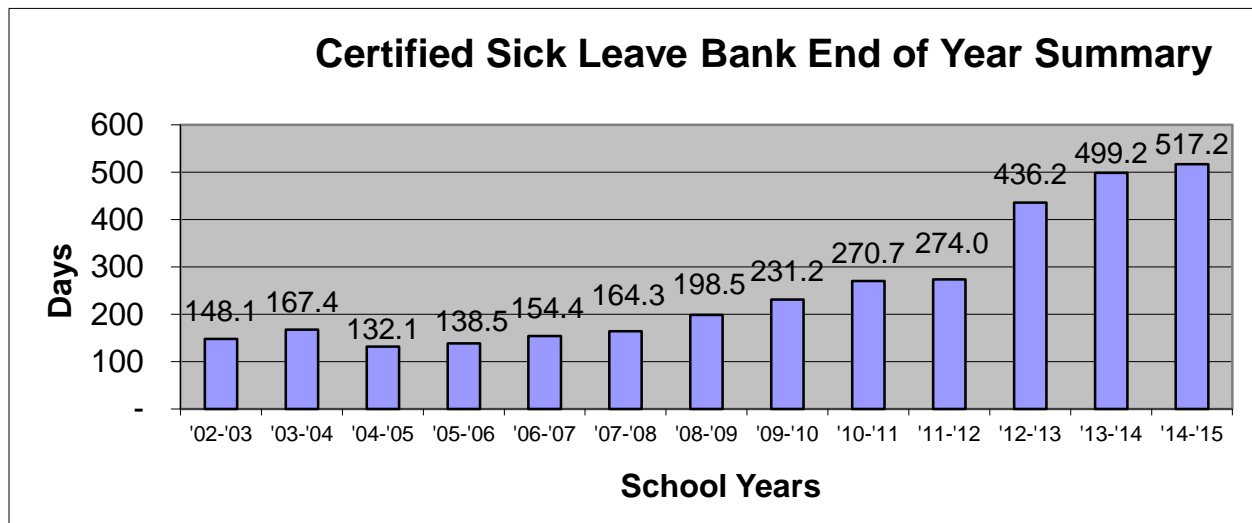
DATE: June 8, 2015

TO: Board of Trustees

FROM: Cody Sinclair, Human Resources Coordinator

SUBJ: **Status of Certified Sick Leave Bank** *(Information)*

The current status of the Certified Sick Leave Bank as of June 8, 2015, is 517.2 days. This does not include days donated by certified staff that retired this year. Those donated days will be added after the June 20th payroll. The graph below displays a summary of the Certified Sick Leave Bank days since its inception in 2002:



School Years	Beginning Balance	Donated	Repaid	Used	End of Year
'02-'03	0.00	211.58	0.00	(63.50)	148.08
'03-'04	148.08	43.80	0.00	(24.50)	167.38
'04-'05	167.38	20.72	1.50	(57.50)	132.10
'05-'06	132.10	20.44	21.00	(35.00)	138.54
'06-'07	138.54	22.40	5.50	(12.00)	154.44
'07-'08	154.44	59.36	6.00	(55.50)	164.30
'08-'09	164.30	30.20	4.00	0.00	198.50
'09-'10	198.50	33.20	0.00	(0.50)	231.20
'10-'11	231.20	61.00	0.00	(21.50)	270.70
'11-'12	270.70	23.71	4.00	(24.38)	274.03
'12-'13	274.03	168.56	5.00	(11.375)	436.22
'13-'14	436.22	103.00	8.00	(47.00)	500.22
'14-'15	499.22	23.00	12.00	(17.00)	517.22



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Fax: 307-674-5041

Craig Dougherty, Superintendent

DATE: June 8, 2015

TO: Board of Trustees

FROM: Molly Steel, Board Chairman

SUBJ: **Board Committee Appointments** *(Information)*

With the recent change in board membership and the creation of the Gollings Endowment Fund, committee appointments need to be made.

We have two openings for board representation on the Gollings Endowment Fund. I would like to appoint Trustee Wilson and Trustee Schatz to this committee.

One position currently exists in the Board Policy Committee, and with Trustee Schatz joining the Gollings Endowment Fund, I would like to appoint Trustee Achord and Trustee Wendtland to the Board Policy Committee.

Draft
Personnel
Action
Report

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
June 15, 2015

CERTIFIED STAFF

Changes/Transfers:

Sarah Stadick Elementary Schools	Elementary Technology Integrator 0.83 FTE to 1.0 FTE (185 days)	Effective 8/25/15
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CLASSIFIED STAFF

Approvals:

Brenda Henderson Sheridan Junior High School	Secretary-Counseling/Activities 8.0 hours/day (200 days)	Effective 8/17/15
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Ashley Metesh Sheridan High School	Paraprofessional-Guided Study Hall 7.0 hours/day (175 days)	Effective 9/1/15
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Changes/Transfers:

Peggy Steir Sheridan Junior High School	Paraprofessional-Office 5.0 hours/day to 8.0 hours/day (175 days)	Effective 9/1/15
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Early Retirement Incentive Plan:

Daniel Sears Transportation Department	Bus Driver 7.0 hours/day (175 days)	Effective 7/1/15
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Resignations:

Kathern Debbie Paredes Sheridan High School	Paraprofessional-Special Education 1:2 7.0 hours/day (175 days)	Effective 5/29/15
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Amber Stahl Woodland Park School	Paraprofessional-ESL 6.0 hours/day	Effective 5/29/15
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Terminations:

Lisa Rockwell Administration Building	Superintendent's Secretary 8.0 hours/day (261 days)	Effective 6/15/15
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SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
June 15, 2015

EXTRA DUTY 2014-2015

Approvals:

<u>Name</u>	<u>Position</u>
Tracey Hewitt-Adams	We Are the Change (WATCH) Program Coordinator

EXTRA DUTY 2015-2016

Approvals:

<u>Name</u>	<u>Position</u>
Rebecca Attebury	Summer Counseling (8 days) - SJHS
Mary Barbula	Summer Counseling (8 days) - SJHS
Jami Clifford	Special Education Compliance Facilitator (12 days)
Megan Edmunds	Balanced Literacy Training
Raili Emery	Summer Counseling (8 days) - SJHS
Yvonne Gatley	Step Up to Writing Training
Becky Leno	Summer Counseling (9 days) - SHS
Pamela O'Connell	Step Up to Writing Training
Kristie Reimers	Balanced Literacy Training
Michael Swan	Summer Counseling (9 days) - SHS
Anne Travis	Summer Counseling (9 days) - SHS
Brenda White	Summer Counseling (9 days) - SHS

MEADOWLARK SUMMER SCHOOL STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Cindy Clements	Teacher - Additional Bridges Reading Support
Janelle Dill	Teacher - Additional Bridges Reading Support
Abbey Fried	Teacher - Additional Bridges Reading Support

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
June 15, 2015

SHERIDAN JUNIOR HIGH SUMMER STEM PROGRAM STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Jeremiah Attebury	Teacher

SHERIDAN JUNIOR HIGH BRIDGES AFTER SCHOOL STAFFING - 2015-2016

Approvals:

<u>Name</u>	<u>Position</u>
Katie Barker	Teacher
Kaleb Brinkerhoff	Teacher
Teresa Hunter	Teacher
John Ripley	Teacher
Jade Thoenke	Teacher

SHERIDAN JUNIOR HIGH 21ST CENTURY AFTER SCHOOL STAFFING - 2015-2016

Approvals:

<u>Name</u>	<u>Position</u>
Cody Dahlen	Paraprofessional
Amanda Dirksen	Paraprofessional
Katie Foster	Teacher
Ryan Fuhrman	Teacher
Ryan McChesney	Teacher
Emily Swinyer	Teacher
Julie Weitz	Teacher

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
June 15, 2015

SHERIDAN HIGH SUMMER SCHOOL STAFFING - 2015-2016

Changes:

<u>Name</u>	<u>Position</u>
Stephanie Penrose	Teacher (splitting session)
Terri Rowland	Teacher (splitting session)

SPECIAL EDUCATION EXTENDED SCHOOL YEAR (ESY) STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Nita Daniels	Paraprofessional
Leslie Fuhrman	Teacher
Sheila Georgen	Teacher
Amanda Hamilton	Paraprofessional
Michele Hoistad	Teacher
Danielle Holler	Teacher
Katelyn Julian	Paraprofessional
Helen Manor	Paraprofessional
Paulette McNally	Teacher
Mary Morton	Teacher
Rebecca Motsick	Teacher
Cody O'Dea	Paraprofessional
Paul Phillips	Teacher
Susan Ralston	Paraprofessional
Heather Schmidt	Paraprofessional
Heidi Schnieder	Paraprofessional
Carla Trier	Paraprofessional
Rob Winn	Teacher

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
June 15, 2015

JUMP START PROGRAM STAFFING - 2015

Approvals:

<u>Name</u>	<u>Position</u>
Lara Basye	Teacher
Jennifer Black	Counselor
Nick Flores	Teacher
Megan Mohr	Teacher

**ADVANCING STUDENT SUCCESS THROUGH PROFESSIONAL
LEARNING COMMUNITIES SUMMER INSTITUTE STAFFING - 2015**

Changes:

<u>Name</u>	<u>Position</u>
Keri Mulholland	Presenter