Sheridan County School District #2

Board Meeting

Date: October 6, 2014

Time: 6:00 p.m.

Place: Central Office

Sheridan County School District #2
Board of Trustees Meeting
Central Office – Board Room
October 6, 2014
6:00 p.m.

Agenda

I. Call to Order
- A. Pledge of Allegiance

II. Recognition
- A. Highland Park Elementary Blue Ribbon Recognition – Scott Stults
- B. Advanced Placement Scholars and National Merit Semi-Finalists – Ed Fessler

III. Approval of Agenda

IV. Welcome – Audience Comments

V. Consent Agenda Items
- A. Approval of Minutes–September 8, 2014
- B. Approval of Bills for Payment
- C. Isolation Payments
  1. Barney Family
  2. Martin Family

VI. Old Business
- A. Capital Construction Update *(Information)* – Craig Dougherty
- B. Graduation Coach Position *(Action)* – Brent Leibach
- C. Approval of Policies *(Action)* – Cody Sinclair

VII. New Business
- A. Implementation of the New State Standards *(Information)* – Mitch Craft
- B. Statewide Assessment Results *(Information)* – Tom Sachse

VIII. Reports and Communication
- A. Board of Trustees
  1. Wyoming School Boards Association (WSBA) Resolutions *(Action)* – Rich Bridger
- B. PTO/Parents/Students/Organizations
- C. Site Administration and Staff

IX. District Reports
- A. Superintendent

X. Executive Session
- A. Personnel Matters

XI. Adjournment

Sheridan County School District No. 2

Board of Trustees

Regular Monthly Meeting

Richard Bridger, Chairman **September 8, 2014** Craig Dougherty, Superintendent

MINUTES OF MEETING

I. Call to Order

The regular monthly meeting of the Board of Trustees of Sheridan County School District #2 was called to order at 6:00 p.m., Monday, September 8, 2014, in the Board Room at the Central Administration Office. The presiding officer was Richard Bridger, Chairman. A quorum was determined to be present with the following attendees:

Trustees:

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

Absent:

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
Coree Kelly, Technology Director

Absent:

II. Recognition

A. Lorna Poulsen, Certified Staff Member of the Year – Mitch Craft

Sheridan Junior High School (SJHS) Principal Mitch Craft said what an honor it is to recognize History Teacher Lorna Poulsen as the District's Certified Staff Member of the Year. He said that she brings a positive culture to the building as a strong mentor, instructional facilitator, and caring teacher. Mr. Craft said that she is very deserving of this honor. He added that Mrs. Poulsen is one of the three teachers in the running to be named as the 2015 Wyoming Teacher of the Year.

Ms. Poulsen thanked the Board, the administrators, and Mr. Craft for the honor. She commented on the great advantages of the Professional Learning Communities in helping students to be successful. She said that the evaluation systems and professional development, with mentorship, encourages teachers to grow and gives them the support that they need to develop. She added that the District will thrive because of great leadership and great teachers.

Chairman Bridger said that he has been on the certified staff member of the year committee and that all of the candidates are exceptional teachers.

B. Jackie Jackson, Classified Staff Member of the Year – Steve Schlicting
Transportation Director Steve Schlicting said that it is a pleasure to talk about Transportation Secretary Jackie Jackson. He said that she is a master bus router and is essential to the smooth functioning of the transportation department. She maintains a calm demeanor, even in hectic times. He said that she is the "glue that holds them together."

Ms. Jackson thanked everyone for the honor. She said that she could not be successful in her position without the secretaries, principals, teachers, and Board. She added that Superintendent Dougherty has always been very supportive of their department.

III. Approval of Agenda

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

IV. Welcome--Audience Comments

There were no audience comments.

V. Consent Agenda Items

A. Approval of Minutes for August 11, 2014

B. Approval of Bills for Payment

General Clearing	2,570,775.72
Federal Fund	70,557.60
TOTAL:	**$2,641,333.32**

C. Approval of Isolation Payments
1. **Savage Family**

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

VI. Old Business

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

Superintendent Craig Dougherty said that the Cornerstone ceremony at Henry A. Coffeen was a huge success. He added that, like in all new buildings, there are issues that must be worked through. The one apparent issue with this project is the excess water on the playground lawn. Facilities Director Julie Carroll is working with the contractors and engineers to review geological information to find the cause and develop a sustainable long-term resolution. He added that Henry A. Coffeen Principal Nikki Trahan is thrilled at what the new building provides for the students and staff.

Superintendent Dougherty said that the remodel updates of Sheridan High School are wonderful. The efforts of the state are greatly appreciated.

Superintendent Dougherty said that Activities Director Don Julian is still selling locker name plates to relieve some of the costs of the renovation. He added that the District hopes to have schematics of the locker room within the next couple of months. Also, the Sheridan High School Fine Arts Committee will continue to discuss renovation needs.

Superintendent Dougherty said that the Early Building roof is complete. The student population is ever-growing and Sheridan Junior High School will continue to need the space that the Early Building provides.

Fort Mackenzie, the Wright Place, and the Behavior Center program has moved to the old Highland Park building as a transitional place, not a permanent facility.

The District will continue to pursue renovation for Sagebrush Elementary School.

Superintendent Craig Dougherty and Assistant Superintendents Terry Burgess and Tom Sachse met with the area superintendents to talk about alternative schools and to collaborate on ways to better serve students. They will meet again in October.

Trustee Wayne Schatz asked if there would be an open house for the community at Sheridan High School. Superintendent Dougherty said that he would work with Facilities Director Julie Carroll and Sheridan High School Principal Brent Leibach to develop a time, adding that it is a beautiful facility.

Chairman Bridger gave a reminder that locker nameplates could be purchased for $250 as part of locker room renovation fundraising.

Trustee Jim Perkins asked which teachers are housed in the Early Building and if the move was motivated by a lack of space. Sheridan Junior High School Principal Mitch Craft said that eleven teachers are in the building: aquatics, Spanish, art, computer technology, band, orchestra, some special education, and some physical education teachers. Mr. Craft explained that teachers had been sharing classrooms, and intervention rooms had been used

as classrooms in recent years. The expansion to the Early Building has allowed intervention rooms to be restored and teachers to have their own classrooms.

Trustee Jim Perkins asked for information about the superintendent meetings. Superintendent Dougherty said that the meeting was an opportunity for the superintendents to share programs and discuss the possibility of future collaboration relative to alternative school students.

B. Graduation Committee Update *(Information)* – Mitch Craft

Sheridan Junior High School Principal Mitch Craft shared the preliminary data of the Graduation Counts Committee. The group compared the data of drop-outs for the last four years, based on the year that they dropped out of school. They discovered that students with free or reduced meal status were more likely to drop out of school, as were students in their senior year. Additionally, students who lose graduation credits as freshman are more likely to drop out. The Graduation Counts Committee will discuss data, possible collaborations, partnerships, private donations, and parent liaisons at their October 1st meeting.

Mr. Craft said that the community needs to be supportive for the committee to be successful. He added that the committee hopes to have a short term fix to help students who want to drop out of school now.

Trustee Hackman said that he was interested in seeing the student data from the third grade year of school drop-outs. He also inquired about the money allocated to the Thrive program. Assistant Superintendent Tom Sachse said that the District set aside $15,000 to support the development of the Thrive business plan; the dollars are still available as we await the product from Thrive.

Discussions continued with regard to Graduation Matters.

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

Human Resources Coordinator Cody Sinclair said that one policy was being presented for first reading.

FIRST READING

Mr. Sinclair said that Policy GCC-GDC – Staff Leaves and Absences was clarified with regard to leaves and pay-outs.

TRUSTEE HACKMAN MADE A MOTION TO APPROVE POLICY GCC-GDC – STAFF LEAVES AND ABSENCES ON FIRST READING, AS PRESENTED. TRUSTEE HININGER SECONDED THE MOTION.

Trustee Hininger asked why some contracts are for 260 days and some are for 261 days. Mr. Sinclair said that the difference accommodates leap year.

THE MOTION CARRIED WITH A UNANIMOUS VOTE.

VII. New Business

A. 3-D Printer Bid *(Information)* – Tom Sachse

Assistant Superintendent Tom Sachse said that the bid request for 3-D printers was publicized for the normal length of time, but no vendors came forward with a bid. For this reason, a printer was recommended by technology integrator Ryan Schasteen. The printer chosen prints in nine colors, comes with enough material to print for a full year, and sells for less than $25,000.

B. Approval of Bus Surveillance Equipment and Installation Vendor/Purchase Authorization *(Action)* – Steve Schlicting

Transportation Director Steve Schlicting had requested permission to bid bus surveillance cameras, and only four bids were received. The recommended bid was the low bid from the 247 Security of Alpharetta, GA at $52,745.

TRUSTEE CRAFT MADE A MOTION TO APPROVE THE BUS SURVEILLANCE EQUIPMENT AND INSTALLATION VENDOR/PURCHASE AUTHORIZATION RECOMMENDATION, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION.

Trustee Hininger asked if the quality of the equipment was in question because this bid was so much lower than the other vendor bids. Mr. Schlicting responded that he viewed the equipment, and it appeared to be rugged and similar to the equipment that the bus barn currently uses.

THE MOTION CARRIED WITH A UNANIMOUS VOTE.

C. Acceptance of Donation from Sheridan Angels to District *(Action)* – Scott Stults

Director of Elementary Education Scott Stults said that Sheridan Angels had provided a generous donation of backpacks and school supplies to Sheridan County School District #2 schools.

TRUSTEE ANN PERKINS MADE A MOTION TO APPROVE THE DONATION FROM SHERIDAN ANGELS TO THE DISTRICT, AS PRESENTED. TRUSTEE STEEL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

Chairman Bridger expressed his gratitude for the generous donation.

D. Review Beginning Enrollments *(Information)* – Terry Burgess and Scott Stults

Director of Elementary Education Scott Stults said that the overall school district enrollment was up by 93 students, with 344 students enrolled in kindergarten. He explained that first grade appears to be smaller, but the students that were in Classic kindergarten last year will be in kindergarten this year, which explains the change. Mr. Stults said that the enrollment

increases every year, and it is clear that people are coming to Sheridan for the quality education Sheridan County School District #2 offers.

Trustee Hininger said that kindergarten has been larger the past several years. Mr. Stults said that the trends are steady and that the kindergarten class has been increasing a little each year.

Assistant Superintendent Terry Burgess reported that the enrollment numbers for the Wright Place and Fort Mackenzie have increased by ten students and seven students respectively. Sheridan Junior High School has an enrollment of 691 students. That number will continue to increase, as the larger classes of the elementary reach junior high school. Sheridan High School enrollment is 985, up 38 from last year, and is one of largest enrollments in the last 10 years.

Trustee Schatz asked about the staffing to accommodate the larger classes in Story Elementary. Mr. Stults said that a half-time teacher has been added to their staff. Mrs. Sikes works with kindergarten and first grade, Ms. Sweckard teaches second, third, fourth, and fifth grades, and Ms. Debban assists in teaching second, third, and fourth grades.

E. Wellness Program Options for 2014-2015 *(Action)* – Cody Sinclair

Human Resources Coordinator Cody Sinclair thanked the Board for their support of the Wellness Program over the last four years and thanked the staff for their participation in the program. He said that the District has looked into biometric testing, and three vendors, Sheridan Memorial Hospital, Campbell County Memorial Hospital, and Western Health Screening, have submitted proposals. Mr. Sinclair asked that the Board approve the recommended proposal from Sheridan Memorial Hospital for biometric testing.

TRUSTEE CRAFT MADE A MOTION TO APPROVE THE RECOMMENDATION OF SHERIDAN MEMORIAL HOSPITAL FOR THE 2014-2015 WELLNESS PROGRAM, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION.

Trustee Hackman asked about participation in the program. Mr. Sinclair responded that one-third of the staff participated in the fitness assessment last year and one-fourth of the staff participated in the health risk assessment.

THE MOTION CARRIED WITH A UNANIMOUS VOTE.

VIII. Reports and Communications

A. Board of Trustees

Trustee Hininger said that he spoke to Tyson Emborg about pursuing the pathway from Sheridan College to Woodland Park School. He said that the easement includes the pathway, and hopes that the pathway would be dedicated to the memory of Larry Hurst. Trustee Hininger said that he encourages the support of the administration and the Board.

He suggested that the Safe Routes to School Grant may assist with its creation. He also asked Business Manager Roxie Taft about the lunch program in District #1. Business Manager Roxie Taft said that she had visit with District #1 Business Manager Jeremy Smith about the lunch program. Mr. Smith said that their withdrawal from the federal lunch program was feasible because they only have an eight percent free or reduced population, whereas Sheridan High School has a twenty-seven percent free or reduced population. The new federal guidelines limit the choices on all foods sold to students from midnight until thirty minutes after the end of the school day.

Trustee Ann Perkins said that she had visited with the Board of Trustees of Sheridan County School District #1. They discussed that schools with higher free or reduced population would not be able to exit the federal meal program.

Chairman Bridger said that he has all the dates for the PTO meetings. He added that the Board will try to attend at least one PTO meeting per building before Christmas and one after.

B. PTO/Parents/Students/Organizations

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

C. Site/Administration/Staff

There were no Site/Administration/Staff reports.

IX. District Administration Reports

A. Superintendent

Superintendent Dougherty said that he appreciates the parents and students for being ready for the start of the school year. He said that he was able to observe a high level of learning on the first day of school. He discussed the importance of great teachers providing great instruction for student success.

TRUSTEE ANN PERKINS MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 7:06 PM TO CONSIDER PERSONNEL MATTERS PERTAINING TO THE APPOINTMENT AND/OR EMPLOYMENT OF SCHOOL DISTRICT EMPLOYEES AND TO REVIEW MATTERS PERTAINING TO LITIGATION INVOLVING THE SCHOOL DISTRICT PURSUANT TO W.S. 16-4-405. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

X. Executive Session:

The Board went into Executive Session at 7:06 p.m. to address personnel and legal matters.

TRUSTEE O'DELL MADE A MOTION TO RETURN TO REGULAR SESSION AT 7:44 PM. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting reconvened at 7:44 p.m.

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

XI. Adjournment:

TRUSTEE SCHATZ MADE A MOTION TO ADJOURN THE MEETING AT 7:45 P.M. TRUSTEE ANN PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting adjourned at 7:45 pm.

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Chairman Clerk

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
September 8, 2014

CLASSIFIED STAFF

Approvals:

Mamie Arzy Sheridan High School	Cook's Helper-Ala Carte 2.0 hours/day (177 days)	Effective 8/25/14
Kathi Barham Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 8/25/14
Sheryl Barker Sagebrush School	Paraprofessional-Special Education 1:2 7.0 hours/day (175 days)	Effective 8/25/14
Antonia Becker Sagebrush School	Paraprofessional-Title I 6.0 hours/day (175 days)	Effective 8/25/14
Megan Carfino Highland Park School	Cook's Helper 3.0 hours/day (177 days)	Effective 8/25/14
Sara Fluer Highland Park School	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 8/22/14
Ciro Paolo Formisano Sheridan High School	Cook's Helper 5.0 hours/day (177 days)	Effective 8/25/14
Marvin Kehrwald Highland Park School	Paraprofessional-ESL 6.5 hours/day (175 days)	Effective 8/25/14
Carla Kurtz Sheridan Junior High School	Cook's Helper 4.0 hours/day (177 days)	Effective 8/25/14
Robert LaPier District and Maintenance Department	Maintenance Helper/Replacement Custodian 8.0 hours/day (261 days)	Effective 9/15/14
Laurie Lee Facilities Department	Secretary-Building and Grounds 4.0 hours/day (261 days)	Effective 8/18/14
Susan McGuire Sagebrush School	Paraprofessional-Title I (5.0 hours/day)/After School Coordinator (3.0 hours/day) (175 days)	Effective 8/25/14

Thomas Musselman Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 8/25/14
Jamie Ostermyer Sheridan High School	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 8/25/14
Frank Romero District	Floater Custodian 8.0 hours/day (261 days)	Effective 9/22/14
Brooke Shippy Sagebrush School	Cook's Helper-(1.5 Lunch and 1.0 FFV) 2.5 hours/day (177 days)	Effective 8/25/14
Terra Thomas Sheridan High School	School Nurse 4.0 hours/day (180 days)	Effective 8/25/14
Valerie K. Wells Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 8/25/14
Linette White Sheridan High School	Paraprofessional-Special Education 1:1 7.0 hours/day (175 days)	Effective 8/25/14

Changes/Transfers:

Danielle Arrants Woodland Park School	Paraprofessional-ESL 6.5 hours/day to 5.0 hours/day (175 days)	Effective 9/2/14
Alice Baker Woodland Park School	Head Cook/Fresh Fruits and Vegetables 7.8 hours/day to 7.5 hours/day (177 days)	Effective 9/2/14
Patricia Conrad Sagebrush School	Paraprofessional-Office (6.5 hours/day) to Paraprofessional-Title I (7.0 hours/day - 175 days)	Effective 8/25/14
Carrie Cook Woodland Park School	Paraprofessional-Office (6.0 hours/day) to Paraprofessional-Office (6.0 hours/day - 175 days)/ Cook's Helper (1.0 hour/day - 177 days)	Effective 9/2/14
Cristina Crabb Woodland Park School	Second Cook 7.3 hours/day to 7.0 hours/day (177 days)	Effective 9/2/14
Nita Daniels Sheridan Junior High School	Paraprofessional-Special Education 1:2 6.5 hours/day to 6.75 hours/day (175 days)	Effective 8/25/14
Janet Evans Highland Park School	Paraprofessional-Special Education to Paraprofessional-Special Education 1:2 7.0 hours/day (175 days)	Effective 8/25/14

Robert Hirsche Facilities Department to Highland Park School	Maintenance Helper/Replacement Custodian (8.0 hours/day - 261 days) to Custodian (5.0 hours/day - 261 days)/Cook's Helper (2.0 hours/day - 177 days)	Effective 8/20/14
Janet Kitzrow Sagebrush School	Paraprofessional-Title I (6.0 hours/day) to Paraprofessional-Office (6.5 hours/day - 175 days)	Effective 8/25/14
Devon Noecker Sheridan Junior High School	Paraprofessional-Special Education 7.0 hours/day to 7.5 hours/day (175 days)	Effective 8/25/14
Elizabeth Orum Sagebrush School	Paraprofessional-Special Education 1:1 (6.5 hours/day - 175 days)/Cook's Helper (0.5 hours/day - 177 days) to Paraprofessional-Special Education 1:2 (6.5 hours/day - 175 days)	Effective 8/25/14
Yvonne Osborne Henry A. Coffeen School	Paraprofessional-Title I (7.0 hours/day - 175 days)/ After School (1.0 hours/day – 175 days) to Paraprofessional-Title I (7.0 hours/day - 175 days)	Effective 8/25/14
Cindy Sterns Henry A. Coffeen School to Woodland Park School	Paraprofessional-Special Education to Paraprofessional-Special Education 1:1 (7.0 hours/day) 175 days	Effective 8/25/14

Resignations:

Debra Connell Transportation Department	Bus Driver/Bus Washer 8.0 hours/day (175 days)	Effective 9/26/14
Jennifer Covolo Woodland Park School	Cook's Helper 2.0 hours/day (177 days)	Effective 8/29/14
Eileen Hurley Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 8/20/14
Thomas Musselman Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 8/29/14
Mary Nivens Highland Park School	Cook's Helper 3.0 hours/day (177 days)	Effective 9/2/14
Samantha Nixon Henry A. Coffeen School	Paraprofessional-Special Education 1:3 7.0 hours/day (175 days)	Effective 8/20/14

EXTRA DUTY 2014-2015

Approvals:

Name	Position
Rebecca Adsit	Mentor Teacher
Mary Barbula	Co-Staff Mentor
Katie Barker	Volleyball - 7th-8th Grade C Coach - SJHS
Lara Basye	Mentor Teacher
Anne Baures	Mentor Teacher
Art Baures	Co-Mentor Teacher
Jami Clifford	Mentor Teacher
Judy Dougherty	Reading Recovery Teacher Leader
Raili Emery	Co-Staff Mentor
Eric Frey	Track - Outdoor Assistant Coach - SHS
Eric Frey	Track - Indoor Assistant Coach - SHS
Ryan Fuhrman	Mentor Teacher
Andy Lowe	Mentor Teacher
Katie Medill	Mentor Teacher
Teann Mefford	Mentor Teacher
Santiago Michelena	Golf - Assistant Coach - SHS
Dan Miller	Mentor Teacher
Megan Mohr	Mentor Teacher
Jessica Morgan	Mentor Teacher
Abby Mowry	Volleyball - 7th-8th Grade C Coach - SJHS
Pam O'Connell	Step-Up Training
Erin Osborne	Mentor Teacher
Janet Peyrot	Mentor Teacher
Kristie Reimers	Mentor Teacher
Heidi Richins	Mentor Teacher
Kevin Rizer	Co-Mentor Teacher
Mandy Roseberry	Mentor Teacher
Angela Romanjenko	Mentor Teacher
Sarah Stadick	Mentor Teacher
L. Jeanine Sweckard	Mentor Teacher
Ellen Treide	Mentor Teacher
Jory Turk	Swimming - Boys Assistant Coach - SHS
Jory Turk	Swimming - Girls Assistant Coach - SHS
Rhonda Weber	Cheerleading - Assistant Sponsor - SHS
Annie Wollenzien	Mentor Teacher

HENRY A. COFFEEN AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Kristin Burnett	Teacher
Emily Damby	Teacher
Jennifer Duran	Teacher
Megan Edmunds	Teacher
Megan Garnhart	Teacher
Bailey Gregorich	Teacher
Shebree Moore	Teacher
Cody O'Dea	Paraprofessional
Yvonne Osborne	Teacher
Breanna Reed	Teacher
Amanda Roseberry	Teacher
Amanda Smith	Teacher
Judith Willis	Paraprofessional

SAGEBRUSH AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Antonia Becker	Teacher
Janet Kitzrow	Paraprofessional
Kris Mattix	Paraprofessional
Abigail Mowry	Teacher
Rebecca Rosenlund	Paraprofessional
Megan Stranksy	Teacher

WOODLAND PARK AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Jennifer McIntire	Teacher
Mary Smiley	Teacher

Changes:

Name	Position
Jennifer Stahl	Paraprofessional to Teacher

SHERIDAN JUNIOR HIGH SCHOOL AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
W. Steve Davies	Teacher
Amanda Dirksen	Paraprofessional
Karl C. Fiedler	Teacher
Ryan Fuhrman	Teacher

HENRY A. COFFEEN EXTENDED SCHOOL YEAR (ESY) STAFFING 2014-2015

Approvals:

Name	Position
Jessica Anderson	Teacher
Jana Goldhammer	Teacher
Judy Sathre	Paraprofessional
Andrew Wallenkamp	Teacher

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: September 29, 2014

TO: Board of Trustees

FROM: Craig Dougherty, Superintendent

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

Sheridan High School Projects and Future Planning

Athletics and performing arts committees looking at the locker room/sports training and the performing arts areas continue to meet with Activities Director Don Julian. These committees continue to seek private funds along with using the available District and state major maintenance funds. TSP will present a schematic design for the renovated locker training areas at the October board meeting at 5:30 pm.

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.

Principal Brent Leibach will host a tour of the newly renovated Sheridan High School offices at 5:00 pm on November 3rd, before the board meeting.

Fort Mackenzie/the Wright Place, Sagebrush, and Transportation Department

Fort Mackenzie and the Wright Place and the Behavior Center have been moved to the old Highland Park Elementary School. Terry, Tom, and I have met with area superintendents to discuss potential interest in alternative school collaboration. We will meet with them again this month and an invitation has been extended to Sheridan College as well. The District will work with the School Facility Commission to secure funding for the construction of a new facility for Fort Mackenzie and the Wright Place and the complete renovation of Sagebrush Elementary School. We are receiving funds from the Wyoming School Facilities Commission to evaluate Sagebrush, Fort Mackenzie/Wright Place, and the bus barn to determine the best path forward.

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: September 29, 2014

TO: Board of Trustees

FROM: Brent Leibach, Sheridan High School Principal

SUBJ: **Graduation Coach Position** *(Action)*

Parent involvement is crucial to student success. Schools must make every effort to effectively communicate with parents to build stronger, cooperative working relationships. At your board meeting on October 6th, I will explain the need for a graduation coach position for the high schools to help with this communication and how it relates to the graduation rate. I will also request that you take action to approve this new position.

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: September 30, 2014

TO: Board of Trustees

FROM: Cody Sinclair, Human Resources Coordinator

SUBJ: Approval of Policies *(Action)*

The following policies are being recommended for first reading:

GCQEA Early Retirement Incentive Plan
GCQEA-P Early Retirement Incentive Plan Schedule of Benefits

The following policies are being recommended for second reading:

GCC-GDC Staff Leaves and Absences

Policies - First Reading

EARLY RETIREMENT INCENTIVE PLAN

RATIONALE/PURPOSE

The intent and purpose of this plan is to allow qualified School District No. 2 employees an incentive and an opportunity for early retirement. It provides a reward to employees who have served the District for extended periods of time. It also affords the District the opportunity to replace employees who are advanced on the salary schedules, creating, in most cases, financial savings to the District.

Participation in this plan is entirely voluntary and is open to all employees who qualify under its terms. The selection from the applicants for participation in the plan will be made by the Board of Trustees in accordance with the provisions set forth below, within the sole discretion of the Board of Trustees, taking into account the needs and best interests of the District.

Participation in this plan is considered a privilege and not a right, and the Board of Trustees is entitled to permit or to limit participation and to change or delete all or any part of this plan in its sole discretion, in accordance with the needs and best interests of the District and in accordance with applicable state and federal laws.

The benefits provided by this plan are not limited to, and do not constitute a retirement system or a replacement of the Wyoming Retirement System. Under this plan the benefits provided are in consideration of the individual employee's waiver of continued employment with School District No. 2 and of the receipt of such wages, salaries, and benefits that the employee could expect from such continued employment.

REQUEST FOR EARLY RETIREMENT:

A qualified employee desiring to participate in this plan must submit his or her written request to the Superintendent upon forms available from the central administration office prior to January 15, 2015 (Option 1 Amount)or prior to ~~—~~March 1 (Option 2 Reduced Amount) of the fiscal year (July 1-June 30) in which the employee desires to enter the Early Retirement Incentive Plan. If the application for the Early Retirement Incentive Plan is accepted by the Board the effective date of resignation will be at the end of the current school year for certified staff and the effective date of resignation will be at such date as determined by the Board for all ~~nine-, ten-, eleven-, and twelve-month~~ other staff. Option 1 will not be available for

EARLY RETIREMENT INCENTIVE PLAN (contd.)

any applications submitted after January 15, 2015.

The Superintendent or his designated representative will transmit all requests to the Board, together with the superintendent's recommendations. The Board will act upon all requests not later than the Board's first regular meeting in April of each year. The Board will promptly notify applicants of its decision.

ELIGIBILITY FOR RETIREMENT:

For purposes of this plan a School District employee eligible to participate in this plan is defined to be:

1. CLASSIFIED EMPLOYEE: A person currently employed by the District under an annual work agreement, including but not limited to a paraprofessional, secretary, school nurse, custodian, bus driver, food service worker, bookkeeper, mechanic and maintenance worker, discipline assistant or non-certified supervisor.

2. PROFESSIONAL EMPLOYEE: A person currently employed by the District under an annual contract.

3. Substitute teachers and seasonal employees are not eligible for participation in the plan.

In order to qualify for participation in the plan, the employee, as defined, must meet all of the following guidelines:

1. CLASSIFIED EMPLOYEE: Must be employed by the District for a minimum of fifteen (15) years prior to the date of application for participation in the plan, and;

   a. Have been employed by the District for the five (5) years immediately preceding the date of application for participation in the plan.

2. PROFESSIONAL EMPLOYEE: Must have completed a minimum of twenty (20) years of employment in education services prior to the date of application for participation in the plan. Employment elsewhere than with School District No. 2 must be verified by the employee at the time of application for participation in the plan.

   a. Must have been employed by the District as a professional employee for at least ten (10) years, and;

EARLY RETIREMENT INCENTIVE PLAN (contd.)

b. Must have been employed by the District in a professional position for the five (5) years immediately preceding the date of application for participation in the plan.

3. CLASSIFIED AND PROFESSIONAL EMPLOYEE:

a. Board of Trustees-approved leaves of absence will not interrupt the accumulation of continuous employment credit.

~~b. The employee must be at least fifty (50) years old as of December 31 in the calendar year of application.~~

b~~c~~. The employee must be currently employed under an annual contract or work agreement as of the date of application for participation in the plan.

GENERAL CONDITIONS, PROVISIONS, AND LIMITATIONS:

1. The submission of an application for participation in the plan signifies the employee's election to voluntarily terminate the employee's employment by the District if the application is approved.

2. The submission of an application for participation in the plan does not limit, restrict, or alter the right of the District, through its Board of Trustees and designated officials, to suspend, terminate, or dismiss an employee in the manner and for the reasons provided by law.

3. Nothing contained within this plan or implied by its term is intended to, nor does it, grant to any employee the expectation of permanent employment with the District, other than what employment rights any employee has, or may have, by virtue of contract or operation of law.

4. The Board of Trustees has the sole authority and discretion to approve or disapprove any early retirement request, and no rights accrue to any employee under this plan until such time as the Board approves that employee's application for participation in the plan.

5. Except as set forth below, the Board of Trustees is not limited or restricted in the criteria it may use in approving applications for participation in the plan and will make selections for participation in accordance with its good faith assessment of the best interests and needs of the District. The Board, in making its selections, will

EARLY RETIREMENT INCENTIVE PLAN (contd.)

consider, as part of the criteria, the following, in no particular order of preference:

(a) Length of continuous service with the School District No. 2;

(b) Financial savings to the District;

(c) Current and expected future instructional, administrative, and support service's needs;

(d) Availability of potential replacements;

(e) Any other factors deemed relevant.

6. As an example, and not as a requirement or a restriction, the Board may approve up to two percent (2%) of the total number of all employees, excluding part-time, seasonal, and substitute employees, regardless of categories, for early retirement in any one year. The Board may approve less than the stated example in any or all categories in any year based upon the needs and best interests of the District, including financial considerations, personnel and teaching needs, and the ability of the District to fund the plan in any given year.

7. The employee receiving benefits under this plan will be responsible for all taxes accruing from such benefits.

8. The benefits under this plan will be calculated according to the Schedule of Benefits attached to the plan.

9. In the event an otherwise qualified employee who applies for participation in the plan is not selected for participation that employee is not precluded from applying again in subsequent years.

10. The Board may change the Schedule of Benefits (GCQEA-P) at any time it deems appropriate to the needs and best interests of the District. Any change in the Schedule of Benefits will be applied prospectively only and not retroactively.

11. The participating employee must keep the School District's Business Office informed of the employee's address to which benefits are to be mailed.

12. The benefits received under this plan will not be

EARLY RETIREMENT INCENTIVE PLAN (contd.)

considered wages or salary for purposes of the Wyoming Retirement System and will not result in additions to, or credit towards, the employee's interests in the Wyoming Retirement System.

13. For purposes of the Schedule of Benefits attached to this plan, only those years of service by an employee with the District will be used to calculate that employee's benefits under the plan.

14. An employee approved for participation in this plan may accept employment in any other vocation or with any other school district after retirement without jeopardizing that employee's right to continue to receive the full measure of that employee's benefits. Such an employee, if re-hired by the School District under an annual contract or work agreement, forfeits the right to continue to receive benefits under the plan and must, as a condition to re-employment with the School District, repay all early retirement benefits received prior to such re-employment. This paragraph is not applicable to retired employees re-hired in temporary, coaching, or substitute capacities.

15. An employee that is retiring at the end of the school year and is approved for participation in this plan will continue to receive their insurance benefits (life, health/dental, and vision) through the District until August 31st. September 1st the retiree would be eligible for COBRA (Consolidated Omnibus Budget Reconciliation Act) coverage and~~or~~ conversion of other benefits as applicable.

PAYMENT OF BENEFITS:

Benefits will be paid in accordance with the schedule of benefits. In the event an employee receiving benefits under this plan dies, the District will continue to pay the benefits the employee would have received under this plan to the employee's designated beneficiary. If an employee's beneficiary predeceases the employee or if no beneficiary has been designated, payments will be made to the employee's estate for distribution in the manner provided by law.

This policy will only be implemented if funding is available.

First Reading: ~~6/17/13~~
Second Reading: ~~7/16/13~~

EARLY RETIREMENT INCENTIVE PLAN SCHEDULE OF BENEFITS

This current version of the Schedule of Benefits supersedes all previous Schedule of Benefits associated with Policy GCQEA. Applicants for the Early Retirement Incentive Plan must meet all criteria set forth in Policy GCQEA. The Board has the sole authority and discretion to approve or disapprove any early retirement request, and no rights accrue to any employee under this Plan until such time as the Board approves that employee's application for participation in the Plan.

OPTION 1: EARLY RETIREMENT INCENTIVE AMOUNT (PRIOR TO JANUARY 15, 2015)

The following formulas will be used to determine the amount of the incentive that will be granted to employees that apply for the Early Retirement Incentive Plan prior to January 15, 2015 and are approved by the Board to participate in the Early Retirement Incentive Plan:

PROFESSIONAL STAFF INCENTIVE FORMULA:

One-time Incentive = (Average FTE for past 10 years) * [(11 steps * $1,155 per step) + (4 levels * $1,200 per level)]

CLASSIFIED STAFF INCENTIVE FORMULA:

One-time Incentive = (Average FTE for past 10 years) * 8 hrs * 15 steps * $0.35/step * # of work days for current position

Option 1 will not be available for any applications submitted after January 15, 2015.
~~FTE = scheduled hours per day divided by eight~~

OPTION 2: REDUCED EARLY RETIREMENT INCENTIVE AMOUNT (JANUARY 16TH TO MARCH 1ST)

The following formulas will be used to determine the amount of the incentive that will be granted to employees that apply for the Early Retirement Incentive Plan between January 16th and March 1st and are approved by the Board to participate in the Early Retirement Incentive Plan:

PROFESSIONAL STAFF INCENTIVE FORMULA:

EARLY RETIREMENT INCENTIVE PLAN SCHEDULE OF BENEFITS (contd.)

One-time Incentive = (Average FTE for past 10 years) * [(7 steps * $1,155 per step) + (2 levels * $1,200 per level)]

CLASSIFIED STAFF INCENTIVE FORMULA:

One-time Incentive = (Average FTE for past 10 years) * 8 hrs * 9 steps * $0.35/step * # of work days for current position

FTE = scheduled hours per day divided by eight

These~~This~~ incentive amounts are~~is~~ a one-time amount that will be paid out in 36 equal monthly installments over the course of three years. The resignation will be effective at the end of the current school year for all certified teaching staff, and at the Board's discretion for all other employees. The 36 monthly payments for the Early Retirement Incentive Plan will begin in September for an employee, whose resignation is effective on or before June 30th. An employee, whose resignation is effective, after June 30th will be eligible to start receiving their 36 monthly payments for the Early Retirement Incentive Plan starting in September of the next school year. Questions concerning insurance benefits should be directed to the Human Resources Office.

Applications for the Early Retirement Incentive Plan may be obtained from the Human Resources Office and must be submitted by the designated application deadlines stated above. Please refer any questions to the Human Resources Office.

EARLY RETIREMENT INCENTIVE PLAN SCHEDULE OF BENEFITS (contd.)

EARLY RETIREMENT INCENTIVE PLAN APPLICATION

This application is due to the Human Resources Office by 7:30 a.m. on January 15th or March 1st (depending on which option is being applied for as explained in the Schedule of Benefits).

Name of Staff Member: _____

Proposed Date of Retirement:_____

Current Position/School: _____

Years of Employment in Education (Professional Staff Only):_____

Years of Sheridan County School District #2 Service (minimum for Professional Staff 10 years/Classified Staff 15 years): _____

Continuous Employment with Sheridan County School District #2 for the past five (5) years (Y/N): _____

PLEASE NOTE~~Please Note~~:

Pursuant to Policy GCQEA, the submission of an application for participation in the Early Incentive Retirement Plan signifies the employee's election to voluntarily terminate the employee's employment by the District if the application is approved.

An employee approved for participation in this Plan may accept employment in any other vocation or with any other school district after retirement without jeopardizing that employee's right to continue to receive the full measure of that employee's benefits. Such an employee if rehired by the School District under an annual contract or work agreement, forfeits the right to continue to receive benefits under the Plan and must, as a condition to re-employment with the School District, repay all early retirement benefits received prior to such re-employment. This paragraph is not applicable to retired employees re-hired in temporary, coaching, or substitute capacities.

Signing this application signifies that you have read, understand, and will comply with the above requirements and all those requirements specified in Policy GCQEA and in the Schedule of Benefits (GCQEA-P).

EARLY RETIREMENT INCENTIVE PLAN SCHEDULE OF BENEFITS (contd.)

Signature Date

First Reading: ~~6/17/13~~
Second Reading: ~~7/15/13~~

Policies - Second Reading

STAFF LEAVES AND ABSENCES

The Board ~~will~~ provides a plan for leaves and absences designed to help members of the staff maintain their physical health, take care of family and other personal emergencies, grow professionally, and discharge important and necessary obligations.

Temporary absences for necessary and justifiable reasons will not require Board approval, but may be authorized by the superintendent and school building administrators. All requests for long-term leaves of absence will be submitted by the superintendent, along with his/her recommendation for Board action.

SICK LEAVE - ~~Professional~~ Certified/professional staff on 185-190 day contracts and ~~on a nine-month contract and secretaries,~~ technicians, nurses, head cooks, and second cooks on a nine-month work agreement will accumulate sick leave at the rate of 10 days per year accumulative to 60 days. Elementary principals, assistant principals, and secretaries~~Those~~ on ~~ten~~195-210 day~~ month~~ contracts or work agreements will accumulate 11 days of sick leave per year accumulative to 66 days. Staff members on ~~eleven~~195-210 day~~- and twelve~~ and 260-261 day (twelve-month)~~-month~~ contracts or work agreements will accumulate 12 days of sick leave per year accumulative to 72 days. Bus drivers, part-time custodians, paraprofessionals, and cook's helpers who have been employed with the district for fewer than six years and are on nine-month work agreements will accrue sick leave at the rate of three (3) days per year accumulative to 18 days. Bus drivers, part-time custodians, paraprofessionals, and cook's helpers who are starting their sixth year of continuous employment ~~have been employed~~ with the district ~~for five or more consecutive years~~ (an employee must work at least one full semester to be counted as a year) and are on nine-month work agreements will accrue sick leave at the rate of ten (10) days per year accumulative to 60 days. When the years of employment are not consecutive, the superintendent has discretion, with respect to the applicability of this policy. Employees that have accrued sick leave days beyond the maximum carryover stipulated above will be given one additional paid personal leave day for the following fiscal year. A day is defined as the number of hours scheduled to work daily. The normal work day may be less than eight (8) hours per day depending upon the normal work schedule of the employee. Accumulation of sick leave will be pro-rated for staff members working less than eight (8) hours per day and will also be pro-rated by school quarter if the date of employment falls on or

STAFF LEAVES AND ABSENCES (contd.)

after the start of a school quarter (three-quarters if after the end of the first quarter, one-half if after the end of the second quarter, and one-fourth if after the end of the third quarter).

Sick leave is to be used for the illness of a staff member or members of his or her immediate family. Immediate family members will be defined as children, spouse, parents, siblings, stepparents, stepchildren, or stepsiblings. Under certain circumstances sick leave may also be used for the care of grandparents and/or grandchildren upon approval of the superintendent. Upon termination of employment accrued sick leave will be paid out at the current substitute rate to employees with ten (10) or more consecutive years of employment with Sheridan County School District #2.

Certification - The District may require that a request for leave to care for a relative with a serious health condition or because of the employee's own serious health condition be supported by a certification (letter/document) issued by the health care provider of the eligible employee or of the immediate family member(s) of the employee as appropriate. The employee shall provide in a timely manner a copy of such certification to the employer.

1. Certification provided under this section shall be sufficient if it states:

    a. The date on which the serious health condition commenced;

    b. The probable duration of the condition;

    c. The appropriate medical facts within the knowledge of the health care provider regarding the condition;

    d. If applicable, a statement that the eligible employee is needed to care for the immediate family member(s) and an estimate of the amount of time that such employee is needed to care for the immediate family member(s); and

    e. In the case of the employee's own serious health condition, a statement that the employee is unable to perform the functions of the position of the employee;

STAFF LEAVES AND ABSENCES (contd.)

f. In the case of certification for intermittent leave or leave on a reduced leave schedule or for planned medical treatment, the dates on which such treatment is expected to be given, the duration of such treatment, and a statement of the medical necessity for the intermittent leave or leave on a reduced leave schedule.

Second Opinion - In any case in which the District has reason to doubt the validity of the certification provided by the employee for leave for medical care or for medical reasons, the District may require, at the selection and expense of the District, that the eligible employee obtain the opinion of a second health care provider designated or approved by the District concerning any information certified under this section for such medical leave.

In any case in which the second opinion described above differs from the opinion in the original certification provided under this section, the District may require, at the selection and expense of the District, that the employee obtain the opinion of a third health care provider designated or approved jointly by the District and the employee. The opinion of the third health care provider shall be considered to be final and shall be binding on the District and the employee.

The District may require that the eligible employee obtain subsequent recertification on a reasonable basis.

Penalty For Failure To Return - The District may recover the premium that the District paid for maintaining coverage for the employee under the District's group health insurance plan during any period of leave under this policy if:

1. The employee fails to return from leave after the period of leave to which the employee is entitled has expired; and

2. The employee fails to return to work for a reason other than:

   a. The continuation, recurrence, or onset of a serious health condition that entitles the employee to leave either to care for an immediate family member or on account of the employee's own serious health condition; or

   b. Other circumstances beyond the control of the

STAFF LEAVES AND ABSENCES (contd.)

employee.

EXTENDED SICK LEAVE – Extended sick leave is only available when an employee has used all accrued leave. Extended sick leave is to be used for the illness of a staff member or member of his or her immediate family. For the purposes of this policy eligible employees include ~~professional~~ certified/professional staff on a ~~nine/ten-month~~185-190 day contract; secretaries, technicians, nurses, head cooks, and second cooks on a nine/ten-month work agreement; ~~classified staff on twelve-month work agreements;~~ and staff members on ~~eleven~~195-210 day- and ~~twelve~~260-261 day (twelve-month)~~-month~~ contracts and work agreements. Eligible classified and administrative staff may request extended sick leave days from the school board. Employees that have access to the Certified or Classified Sick Leave Banks may apply for extended sick leave only for an immediate family member, as they have access to a sick leave bank for their own illness.

Extended sick leave may be requested from the school board through the superintendent's office. The following conditions will be required when applying for and using extended leave:

1. Extended sick leave is intended for people with an illness that can be treated and will allow a person to return to work after a reasonable period of recuperation.

2. A staff member must submit a letter requesting extended sick leave to the Board along with a supporting letter from a licensed physician who examined the employee or their immediate family member. The physician's letter must explain why leave is medically necessary and the expected amount of time that will be required for recovery before the employee can return to work.

3. If the extended sick leave request is for more than twenty working days, regular status reports will be required from the physician explaining the progress being made toward returning to work.

4. Employees eligible for the district's long-term disability program may be asked to complete the necessary long-term disability application materials. Once long-term disability is approved for an employee, the position will be opened and employment and benefits will end at the end of the month in which the long-term disability is approved. Should the employee be able to return to work after long-

STAFF LEAVES AND ABSENCES (contd.)

term disability, they must apply for open positions.

5. Employees granted extended sick leave will receive their regular salary less the cost of the person's substitute for the period of time extended leave is granted.

6. An employee must have been employed continuously for six (6) months to become eligible for extended sick leave.

7. Terminal illness of either the employee or an immediate family member is a condition under which extended sick leave may be granted.

CERTIFIED/CLASSIFIED SICK LEAVE BANK - (See Policy GCBF/GDBF)

WELLNESS DAY - A half day of wellness leave may be earned each year an employee participates in the Wellness Program. Certified staff may not take a wellness day immediately before or after any school holiday, during the first two weeks (first ten school days) of the school year, or during the last two weeks (last ten school days) of the school year. Staff members may accumulate up to three wellness days. Wellness days earned beyond the accumulated three days will be converted to sick leave days. Unused wellness day(s) will not be reimbursed to an employee at the end of his or her employment.

PERSONAL LEAVE - Four days of non-accrued personal leave are granted to ~~professional~~ certified/professional staff on a ~~nine/ten-month~~185-190 day contract; secretaries, technicians, nurses, head cooks, and second cooks on a nine/ten-month work agreement; and ~~classified~~ staff on ~~eleven~~195-210 day~~-~~ and ~~twelve~~260-261 day (twelve-month)~~-month~~ contracts and work agreements~~; and professional staff on eleven- and twelve-month contracts~~. Personal leave will be pro-rated for staff members by school quarter if the date of employment falls on or after the start of a school quarter (three days if after the end of the first quarter, two days if after the end of the second quarter, and one day if after the end of the third quarter). Certified staff may not take personal leave days immediately before or after any school holiday, during the first two weeks (first ten school days) of the school year, or during the last two weeks (last ten school days) of the school year. Exceptions may be granted by the superintendent. For certified, administrative, and exempt staff the substitute teacher rate of pay will be deducted from the employee's salary for three of these days.

STAFF LEAVES AND ABSENCES (contd.)

For those classified staff listed above, one-half of step 1 of the hourly rate of pay on the appropriate salary schedule will be deducted for three of these days. One day will be provided at no loss in salary to the employee. If the paid personal leave day is not taken, it will be paid to the eligible employee at the end of the fiscal year. The rate of pay for this day will be at the above dock rate. An employee must work at least two semesters (for nine-ten month staff) or six months (for twelve month staff in order to be eligible for payback of personal leave. Except where otherwise provided herein, personal leave days will not be carried over to the next year.

Bus drivers, part-time custodians, paraprofessionals, and cook's helpers are granted one day of personal leave without loss of salary each year. If at the end of the school year the paid personal leave day has not been used, the personal leave day may be carried over to the next year. Staff may not accumulate more than six (6) days of personal leave. Unused personal leave beyond the six (6) days will be paid back at the current substitute rate.

Applications to the employee's principal or other immediate supervisor for personal leave shall be made at least two days before taking such leave (except in the case of emergencies), and the applicant for the leave shall not be required to state the reason for taking the leave.

PROFESSIONAL LEAVE - ~~Professional~~ Certified staff members may apply for attendance at professional conferences that are designed to improve classroom instruction as well as to visit other schools. A teacher attending a conference or meeting will attend without loss of salary. If leave is approved, the cost of a substitute will be paid by the district. Expenses for travel, lodging, meals, and registration fees shall also be an appropriate district expense. Prior approval must be granted in writing by both the principal and the superintendent.

Professional staff may apply for professional leave to complete an internship within the district. Internship programs are approved on a case by case basis. A substitute's pay will be deducted for days that the staff member is participating in the approved internship. Completion of an internship within the school district does not guarantee future employment in the area of the internship.

Professional leave may also be granted to allow participation in

STAFF LEAVES AND ABSENCES (contd.)

professional association meetings and conferences. A substitute's pay may be deducted for these days. Prior approval must be granted in writing by both the principal and the superintendent.

LEGAL LEAVE AND JURY DUTY - If an employee is subpoenaed or otherwise ordered to appear as a witness or juror in legal proceedings, leave shall be granted without loss of a substitute's pay. However, a deduction from pay shall be made for the witness or the juror fee which the employee collects.

LEGAL LEAVE (PROFESSIONAL) - If an employee is required to appear in legal proceedings to which he/she is a party on behalf of the school district, leave shall be granted without loss of a substitute's pay.

LEGAL LEAVE (PERSONAL) – Leave may be granted for an employee to appear in legal proceedings not related to school district business. In these cases the employee will be docked at a full rate of pay unless other leave covered in this policy is taken.

BEREAVEMENT LEAVE - Up to 5 days per bereavement will be granted to staff members to be used for a death in their immediate family. Additional days may be granted at the discretion of the superintendent. It will be under the superintendent's discretion to approve bereavement leave. For the purpose of bereavement leave immediate family may include parents, spouse, fathers-in-law, mothers-in-law, children, grandparents, grandchildren, siblings, brothers-in-law, sisters-in-law, or stepparents, stepchildren, or stepsiblings.

CERTIFIED STAFF LEAVE OF ABSENCE - The Board of Trustees, on recommendation of the superintendent, may grant an unpaid leave of absence to a certified staff member for one semester, one school year or two school years for the purpose of professional study, approved travel, recuperation, child rearing, caregiving for an immediate family member, exchange teaching, or teaching in a foreign country. A certified staff member on leave for professional study, approved travel, teaching in a foreign country, or exchange teaching shall be given service credit for the year and so rated on the salary schedule. If the leave is for recuperation, child rearing, or caregiving for an immediate family member, the certified staff member shall be returned to the schedule without service credit and so rated on the salary schedule. Certified staff members on a leave of absence will be removed from the district's insurance plan(s) at the end of the

STAFF LEAVES AND ABSENCES (contd.)

last day of the month in which the employee last worked unless the staff member works through the end of the school year at which time the insurance benefits continue with the district until August 31st. Certified staff members approved for a leave of absence should speak to the Human Resources Coordinator about COBRA (Consolidated Omnibus Budget Reconciliation Act) coverage.

Unless otherwise approved by the Superintendent, the certified staff member shall file an application for leave and an outline of plans by May 1st, for first semester leave, year-long leave, or two years of leave, and October 15th for second semester leave.

The certified staff member on leave is assured a position in the system, but not necessarily the same position he or she vacated. So that District planning may be accomplished in a reasonable manner, a certified staff member on leave must give notice on or before March 1st of his or her desire to return; otherwise a position will not be held for him or her. Pursuant to W.S. 21-7-103, leaves of absence approved by the Board shall not be considered as interruptions in service for purposes of determining continuing contract status.

CLASSIFIED STAFF LEAVE OF ABSENCE - Classified staff members who are currently enrolled in a university program resulting in a teaching degree may apply to the Board through the superintendent for an unpaid leave of absence from their position in order to fulfill student teaching responsibilities. At the end of the student teaching experience, they will return to their same position at the same pay and experience levels as prior to student teaching. Classified staff members on a leave of absence will be removed from the district's insurance plan at the end of the last day of the month in which the employee last worked unless the staff member works through the end of the school year at which time the insurance benefits continue with the district until August 31st. Classified staff members approved for a leave of absence should speak to the Human Resources Coordinator about COBRA (Consolidated Omnibus Budget Reconciliation Act) coverage.

MILITARY OR STATE TRAINING LEAVE - (see Policy GCCA-GDCA)

FAMILY AND MEDICAL LEAVE ACT – (see Policy GCCA-GDCA)

MATERNITY/PATERNITY LEAVE – (see Policy GCCA-GDCA) Employees may apply to use accrued sick leave during the 45 consecutive days

STAFF LEAVES AND ABSENCES (contd.)

immediately following the birth or adoption of a child. For purposes of this policy, "child" refers to a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis. ~~Legal parents of natural birth or adopted children may apply to use accrued sick leave during the 45 consecutive days immediately following the birth or adoption.~~ In the event both parents are employed by the district, then only 5 days may be used in combination.

REQUEST FOR LEAVE NEAR THE CONCLUSION OF THE SEMESTER:

1. In the case of employees principally employed in an instructional capacity (teacher and paraprofessional), if the employee begins leave granted for any permissible reason other than the employee's own serious health condition and the leave period is more than five (5) weeks prior to the end of the semester, the District may require the employee to continue taking leave until the end of the semester if:

   a. The leave is of at least three (3) weeks duration; and

   b. The return to employment would occur during the three (3) week period before the end of the semester.

2. If the employee begins leave granted for any permissible reason other than the employee's own serious health condition and the leave period would commence within the last five (5) weeks prior to the end of a semester, the district may require the employee to continue taking leave until the end of the semester if:

   a. The leave is greater than two (2) weeks duration; and

   b. The return to employment would occur during the two weeks period before the end of the semester.

3. If the employee requests leave for any reason other than the employee's own serious health condition, which period would commence during the three (3) weeks prior to the end of a semester and the duration of the leave is greater than five (5) working days, the district may require the employee to continue to take leave until the end of the semester.

OFFICIATING LEAVE - Any employee invited to officiate a WHSAA

STAFF LEAVES AND ABSENCES (contd.)

sanctioned Regional or State Tournament may be given leave to do so. If officiating leave is approved, substitute's pay will be deducted for these days. These days will not be deducted from the employee's personal leave days. If an employee wishes to use personal leave instead of officiating leave, they may do so.

Applications to the employee's principal or other immediate supervisor for officiating leave shall be made at least two days before taking such leave.

SABBATICAL LEAVE - Certified staff may apply for sabbatical leaves from the district. Applications must be made by November 1 for the following academic year. To qualify, a staff member must have taught in the district for seven years, must attend an accredited graduate school during the sabbatical leave, and successfully complete a full load of graduate course work that will directly benefit the district in his/her position, and must return to his/her same or an equivalent position for two years. The district will allow no more than three sabbatical leaves per year and will pay one-half of the current base salary to each of the recipients. Leaves will be granted on the recommendation of the superintendent with the approval of the board. Recipients will earn a year's credit on the salary schedule while on leave.

This policy on sabbatical leave will only be implemented if funding is available.

VACATION LEAVE – Classified ~~Twelve~~260-261 day (Twelve-Month) Employees

Employees with less than five years of experience on a ~~twelve~~260-261 day (twelve-month) basis will be granted 12 days (accrued at the rate of 1 day/month) of vacation annually with full pay. Employees with more than five years of experience, but less than ten years of experience on a ~~twelve~~260-261 day (twelve-month) basis will be granted 15 days (accrued at the rate of 1¼ days/month) of vacation annually with full pay. Employees with more than ten years of experience on a ~~twelve~~260-261 day (twelve-month) basis will be granted 18 days (accrued at the rate of 1½ days/month) of vacation annually with full pay. Classified ~~twelve~~260-261 day (twelve-month) employees may accumulate up to 42 days of vacation. Any days beyond the maximum allowed to be carried over at the end of the fiscal year (June 30th) will be paid out in December of the following fiscal year. Those staff with more than 42 accumulative days at the end of fiscal year 2010 will be grandfathered and will be

STAFF LEAVES AND ABSENCES (contd.)

allowed to carryover no more than the total number of days they have accrued as of June 30, 2010. Vacation days will be paid out at the previous fiscal year's rate of pay.

Applications to the classified employee's principal or other immediate supervisor for vacation leave shall be made at least ten working days before the time leave is requested (except in the case of emergencies).

VACATION LEAVE - Professional ~~Twelve~~260-261 day (Twelve-Month) Employees

Professional ~~twelve~~260-261 day (twelve-month) staff will be granted 21 days (accrued at the rate of 1 ¾ days/month) of vacation annually with full pay accumulative up to 42 days. Any days beyond the maximum allowed to be carried over at the end of the fiscal year (June 30th) will be paid out in December of the following fiscal year. Those staff with more than 42 accumulative days at the end of fiscal year 2010 will be grandfathered and will be allowed to carryover no more than the total number of days they have accrued as of June 30, 2010. Vacation days will be paid out at the previous fiscal year's rate of pay.

Vacations are to be arranged through the superintendent. Applications by ~~twelve~~260-261 day (twelve-month) professionals for vacation leave shall be made at least ten working days before the time leave is requested (except in the case of emergencies).

First Reading: ~~9/10/12~~ 9/8/14
Second Reading: ~~10/8/12~~

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: September 29, 2014

TO: Board of Trustees

FROM: Mitch Craft, Sheridan Junior High School Principal

SUBJ: **Implementation of the New State Standards** *(Information)*

At the October board meeting, I will present basic information regarding the new state standards and their impact on our school district. This information will mirror that shared at recent meetings with legislators led by Mick Weist and me.

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: September 29, 2014

TO: Board of Trustees

FROM: Tom Sachse, Assistant Superintendent for Curriculum and Assessment

SUBJ: **Statewide Assessment Results** *(Information)*

Attached is this year's report of statewide assessment results. The Wyoming Department of Education has changed the tests and the reporting scales, so these are different "baseline" results. These would indeed be baseline if the legislature and WDE would keep the same tests and scales for the foreseeable future; that is unlikely to happen. Despite the continued changes in Cheyenne, our students learn at a pace that greatly exceeds the state averages.

At your November Board meeting, I will provide the accountability systems results and the elementary principals will give their annual school improvement plans. At your December meeting, the secondary principals will give their school improvement plans.

SHERIDAN COUNTY 2
SCHOOL DISTRICT

Spring 2014 Assessment Results

Reported by: Tom Sachse, Ph.D., Assistant Superintendent for Curriculum and Assessment

October, 2014

2014 PAWS Assessment Results: An Introduction

The results presented in this report represent the foundation of a new baseline of test scores for Sheridan and the entire state. When the new state standards were approved two years ago, it was incumbent on the Wyoming Department of Education to overhaul the PAWS tests to align them with the new standards. During spring of 2012 and 2013, the contractor for PAWS, Educational Testing Service, was directed to pilot new items to align with the new state standards. While those tests looked more challenging, because of the appearance of the pilot test items, the 2013 PAWS "operational test" was the same level of difficulty.

In spring of 2014, the new and aligned PAWS tests were significantly more difficult for students. While our test scores have definitely dropped because of that difficulty, they dropped less than in other districts around the state, because we had been phasing in the new standards since 2011. It is important to note that from the pilot test experience last spring from the Smarter Balanced Assessment Consortium (SBAC), the PAWS tests are still less challenging than SBAC.

For some reason that has not been fully explained, even though the ACT test was not changed in 2014, the WDE staff elected to set new more challenging passing criteria than in previous years. Consequently, our scores declined dramatically. Because the state reports all students' data, this report gives those same results. While we care about all students' results, we believe a more accurate portrayal of our educational efforts would be to report those students that comprise the Adequate Yearly Progress (AYP) reports.

Because these results set a new baseline for student performance, we have changed the color schemes that we have presented in previous PAWS results. Accordingly, we are not displaying three years of historical scores like we usually do. This year, we use green to indicate that are scores are higher than the state average, use prairie gold to indicate a tie with the state average, and use red to indicate a score below the state average. As with previous reports, we present district summary data, school data, and comparisons with the large (4A) districts around the state.

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Elementary

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
3rd Grade Proficient and Above						
	79%	62%	N/A	N/A	73%	51%
4th Grade Proficient and Above						
	82%	64%	N/A	N/A	74%	47%
5th Grade Proficient and Above						
	75%	58%	88%	64%	82%	54%

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Junior High

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
6th Grade Proficient and Above						
	74%	57%	N/A	N/A	65%	49%
7th Grade Proficient and Above						
	80%	59%	89%	69%	69%	43%
8th Grade Proficient and Above						
	75%	58%	N/A	N/A	70%	50%

2014 PAWS/ACT Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

High School

	Reading		Mathematics	
	2014	**State Average 2014**	**2014**	**State Average 2014**
11th Grade Proficient and Above				
	43%	**34%**	**54%**	**39%**

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Coffeen

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
3rd Grade Proficient and Above						
	72%	62%	N/A	N/A	72%	51%
4th Grade Proficient and Above						
	75%	64%	N/A	N/A	64%	47%
5th Grade Proficient and Above						
	67%	58%	76%	64%	58%	54%

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Highland Park

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
3rd Grade Proficient and Above						
	84%	62%	N/A	N/A	74%	51%
4th Grade Proficient and Above						
	86%	64%	N/A	N/A	64%	47%
5th Grade Proficient and Above						
	82%	58%	88%	64%	89%	54%

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Meadowlark

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
3rd Grade Proficient and Above						
	75%	62%	N/A	N/A	85%	51%
4th Grade Proficient and Above						
	89%	64%	N/A	N/A	82%	47%
5th Grade Proficient and Above						
	82%	58%	84%	64%	91%	54%

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Sagebrush

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
3rd Grade Proficient and Above						
	81%	62%	N/A	N/A	62%	51%
4th Grade Proficient and Above						
	80%	64%	N/A	N/A	82%	47%
5th Grade Proficient and Above						
	81%	58%	97%	64%	88%	54%

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Woodland Park

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
3rd Grade Proficient and Above						
	81%	62%	N/A	N/A	71%	51%
4th Grade Proficient and Above						
	74%	64%	N/A	N/A	77%	47%
5th Grade Proficient and Above						
	58%	58%	91%	64%	73%	54%

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Sheridan Junior High

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
6th Grade Proficient and Above						
	74%	57%	N/A	N/A	65%	49%
7th Grade Proficient and Above						
	81%	59%	89%	69%	71%	43%
8th Grade Proficient and Above						
	75%	58%	N/A	N/A	71%	50%

PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Wright Place

	Reading		SAWS Writing		Mathematics	
	2014	State Average 2014	2014	State Average 2014	2014	State Average 2014
6th Grade Proficient and Above						
	75%	57%	N/A	N/A	50%	49%
7th Grade Proficient and Above						
	50%	59%	89%	69%	25%	43%
8th Grade Proficient and Above						
	50%	58%	N/A	N/A	50%	50%

2014 ACT Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Sheridan High School

	Reading		Mathematics	
	2014	State Average 2014	2014	State Average 2014
11th Grade Proficient and Above				
	45%	34%	55%	39%

2014 ACT Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart

Ft. Mackenzie High School

	Reading		Mathematics	
	2014	State Average 2014	2014	State Average 2014
11th Grade Proficient and Above				
	15%	34%	39%	39%

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Large School District Comparisons

3rd Grade

	State Average	Albany #1	Campbell #1	Fremont #25	Laramie #1	Natrona #1	Sheridan #2	Sweetwater #1	Sweetwater #2	Uinta #1
Reading	**62**	**69 (2nd)**	**61 (4th)**	**46 (9th)**	**60 (5th tie)**	**60 (5th tie)**	**79 (1st)**	**58 (8th)**	**60 (5th tie)**	**63 (3rd)**
Mathematics	**51**	**54 (2nd tie)**	**50 (5th)**	**28 (9th)**	**46 (7th)**	**53 (4th)**	**73 (1st)**	**43 (8th)**	**47 (6th)**	**54 (2nd tie)**

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Large School District Comparisons

4th Grade

	State Average	Albany #1	Campbell #1	Fremont #25	Laramie #1	Natrona #1	Sheridan #2	Sweetwater #1	Sweetwater #2	Uinta #1
Reading	**64**	**76 (2nd)**	**64 (4th tie)**	**53 (9th)**	**62 (6th)**	**64 (4th tie)**	**82 (1st)**	**61 (7th)**	**66 (3rd)**	**57 (8th)**
Mathematics	**47**	**62 (2nd)**	**45 (6th)**	**32 (9th)**	**42 (7th)**	**47 (5th)**	**74 (1st)**	**38 (8th)**	**51 (3rd)**	**50 (4th)**

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Large School District Comparisons

5th Grade

	State Average	Albany #1	Campbell #1	Fremont #25	Laramie #1	Natrona #1	Sheridan #2	Sweetwater #1	Sweetwater #2	Uinta #1
Reading	58	73 (2nd)	57 (3rd tie)	52 (7th)	55 (6th)	57 (3rd tie)	75 (1st)	47 (9th)	48 (8th)	56 (5th)
SAWS Writing	64	76 (2nd)	69 (3rd)	59 (5th tie)	63 (4th)	59 (5th tie)	88 (1st)	56 (7th)	44 (9th)	52 (8th)
Mathematics	54	73 (2nd)	53 (4th)	42 (8th)	49 (6th)	51 (5th)	82 (1st)	40 (9th)	48 (7th)	62 (3rd)

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Large School District Comparisons

6th Grade

	State Average	Albany #1	Campbell #1	Fremont #25	Laramie #1	Natrona #1	Sheridan #2	Sweetwater #1	Sweetwater #2	Uinta #1
Reading	**57**	**67 (2nd)**	**56 (4th)**	**51 (8th)**	**60 (3rd)**	**52 (7th)**	**74 (1st)**	**53 (5th tie)**	**46 (9th)**	**53 (5th tie)**
Mathematics	**49**	**57 (2nd)**	**55 (3rd)**	**42 (6th)**	**52 (4th)**	**41 (7th)**	**65 (1st)**	**36 (8th)**	**30 (9th)**	**46 (5th)**

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Large School District Comparisons

7th Grade

	State Average	Albany #1	Campbell #1	Fremont #25	Laramie #1	Natrona #1	Sheridan #2	Sweetwater #1	Sweetwater #2	Uinta #1
Reading	**59**	**69 (2nd)**	**54 (8th)**	**42 (9th)**	**55 (7th)**	**60 (4th tie)**	**80 (1st)**	**60 (4th tie)**	**65 (3rd)**	**57 (6th)**
SAWS Writing	**69**	**74 (2nd)**	**70 (4th)**	**59 (9th)**	**63 (8th)**	**65 (7th)**	**89 (1st)**	**69 (5th tie)**	**72 (3rd)**	**69 (5th tie)**
Mathematics	**43**	**59 (2nd)**	**42 (3rd tie)**	**23 (9th)**	**42 (3rd tie)**	**42 (3rd tie)**	**69 (1st)**	**37 (8th)**	**38 (7th)**	**39 (6th)**

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Large School District Comparisons

8th Grade

	State Average	Albany #1	Campbell #1	Fremont #25	Laramie #1	Natrona #1	Sheridan #2	Sweetwater #1	Sweetwater #2	Uinta #1
Reading	**58**	**68 (2nd)**	**51 (7th tie)**	**51 (7th tie)**	**53 (5th)**	**57 (4th)**	**75 (1st)**	**65 (3rd)**	**49 (9th)**	**52 (6th)**
Mathematics	**50**	**56 (2nd)**	**46 (5th tie)**	**52 (4th)**	**44 (7th)**	**46 (5th tie)**	**70 (1st)**	**53 (3rd)**	**40 (9th)**	**41 (8th)**

2014 ACT Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Large School District Comparisons

11th Grade

	State Average	Albany #1	Campbell #1	Fremont #25	Laramie #1	Natrona #1	Sheridan #2	Sweetwater #1	Sweetwater #2	Uinta #1
Reading	**34**	**44 (1st)**	**28 (6th tie)**	**27 (8th)**	**37 (3rd)**	**29 (5th)**	**43 (2nd)**	**26 (9th)**	**28 (6th tie)**	**34 (4th)**
Mathematics	**39**	**54 (1st tie)**	**35 (7th)**	**27 (9th)**	**41 (3rd tie)**	**41 (3rd tie)**	**54 (1st tie)**	**32 (8th)**	**36 (6th)**	**40 (5th)**

2014 PAWS/SAWS
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Sheridan Junior High School Compared with 4A Junior High Schools

6th Grade+

	State Average	Centennial Junior High School (Natrona #1)	Dean Morgan Junior High School (Natrona #1)	Riverton Middle School (Fremont #25)	Sheridan Junior High School
Reading	**57**	**45 (4th)**	**59 (2nd)**	**51 (3rd)**	**74 (1st)**
Mathematics	**49**	**37 (4th)**	**44 (2nd)**	**42 (3rd)**	**65 (1st)**

+Several districts have K-6 elementary configuration

2014 PAWS/SAWS
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Sheridan Junior High School Compared with 4A Junior High Schools

7th Grade

	State Average	Carey Junior High School (Laramie #1)	Centennial Junior High School (Natrona #1)	Dean Morgan Junior High School (Natrona #1)	Laramie Junior High School (Albany #1)	McCormick Junior High School (Laramie #1)	Rock Springs Junior High School (Sweetwater #1)	Riverton Middle School (Fremont #25)	Sage Valley Junior High School (Campbell County #1)	Sheridan Junior High School
Reading	59	54 (8th)	56 (7th)	64 (4th)	67 (3rd)	71 (2nd)	60 (5th tie)	42 (9th)	60 (5th tie)	81 (1st)
SAWS Writing	69	61 (7th)	60 (8th)	77 (3rd)	72 (4th)	81 (2nd)	69 (6th)	59 (9th)	71 (5th)	89 (1st)
Mathematics	43	42 (6th)	33 (8th)	44 (5th)	58 (2nd)	57 (3rd)	37 (7th)	23 (9th)	48 (4th)	71 (1st)

2014 PAWS/SAWS Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Sheridan Junior High School Compared with 4A Junior High Schools

8th Grade

	State Average	Carey Junior High School (Laramie #1)	Centennial Junior High School (Natrona #1)	Dean Morgan Junior High School (Natrona #1)	Laramie Junior High School (Albany #1)	McCormick Junior High School (Laramie #1)	Rock Springs Junior High School (Sweetwater #1)	Riverton Middle School (Fremont #25)	Sage Valley Junior High School (Campbell County #1)	Sheridan Junior High School
Reading	**58**	**59 (5th tie)**	**54 (7th)**	**59 (5th tie)**	**67 (2nd)**	**64 (4th)**	**65 (3rd)**	**51 (9th)**	**52 (8th)**	**75 (1st)**
Mathematics	**50**	**47 (8th)**	**36 (9th)**	**53 (4th tie)**	**53 (4th tie)**	**54 (3rd)**	**53 (4th tie)**	**52 (7th)**	**55 (2nd)**	**70 (1st)**

2014 ACT Results
Sheridan County School District Two
Percent Proficient and Above Comparison Chart
Sheridan High School Compared with 4A High Schools

11th Grade

	State Average	Campbell County High School (Campbell #1	Central High School (Laramie #1)	East High School (Laramie #1)	Kelly Walsh High School (Natrona #1)	Laramie High School (Albany #1)	Natrona High School (Natrona #1)	Riverton High School (Fremont #25)	Rock Springs High School (Sweetwater #1)	Sheridan High School
Reading	**34**	**31 (6th)**	**46 (1st)**	**36 (4th)**	**27 (7th tie)**	**45 (2nd tie)**	**34 (5th)**	**27 (7th tie)**	**27 (7th tie)**	**45 (2nd tie)**
Mathematics	**39**	**37 (7th)**	**53 (3rd)**	**40 (4th)**	**29 (8th)**	**55 (1st tie)**	**34 (5th tie)**	**27 (9th)**	**34 (5th tie)**	**55 (1st tie)**

Commentary:

It is reassuring for the Sheridan community to learn that, once again, our district outperforms the state in every comparison and outperforms the other large districts around the state in the vast majority of comparisons. But doing better than other districts is not at all satisfying. Our district, and the excellent teachers that comprise it, will not be complacent until and unless almost every student demonstrates proficiency in every subject at every grade. It is this relentless drive for excellence that makes this district superior to others. Our teachers, principals, and the entire staff of the district are dedicated to helping all students learn.

It is important for readers of this report to place these results in the context of the twin accountability systems currently in force in the state of Wyoming. For 2014, the No Child Left Behind Act of 2002 requires 100% proficiency and as a consequence it is not likely that any schools will have reached the adequate yearly progress targets set by the federal authorities. For 2014, the Wyoming Accountability in Education Act will likely report that most of our schools have exceeded or met expectations. It is also likely that our alternative schools will be reported as not meeting expectations. The disparity of this accountability duality concerns administrators and faculty in this district, parents and stakeholders of Sheridan County School District Number Two should recognize that this top performing district will continue to improve in the face of changing assessment and accountability systems.

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: September 29, 2014

TO: Board of Trustees

FROM: Rich Bridger, Chairman

SUBJ: **Wyoming School Boards Association (WSBA) Resolutions** *(Action)*

The attached list shows the resolutions that will be submitted to the Wyoming School Boards Association prior to October 13th. One resolution requires no action, as it received board approval earlier this year: Flare Gas on School Trust Lands. Four resolutions require board action prior to submission: Graduation Rate, Cyberbullying, Age for Registration in Kindergarten, and Compulsory Age of Attendance. I will request that you take action to approve these resolutions at the board meeting on October 6th.

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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

Graduation Rate

BE IT RESOLVED that the Wyoming School Boards Association supports lowering the dropout rate and improving the graduation rate for students in Wyoming. Therefore, the Wyoming School Boards Association supports raising the public school mandatory attendance age to 18 or graduation, whichever comes first. It is recommended that homeschooled students be excluded.

Rationale: Reducing the dropout rate is the rationale behind the proposal to increase the compulsory attendance age to 18.

Submitted by Sheridan County School District #2
Board Chair: Rich Bridger
Contact Person: Craig Dougherty, Superintendent of Schools
Craig.dougherty@scsd2.com
Potential Legislative Sponsor:

Cyberbullying

BE IT RESOLVED that the Wyoming School Boards Association supports amending existing legislation to provide law enforcement the ability to intervene whenever any communication is transmitted, whether physical, electronic, or verbal occurs with the intent to coerce, demoralize, harass, or cause emotional distress to a person.

Rationale: The effects of cyber-bullying on children have been extreme, even fatal, and there are no consequences in state law to deter such behavior.

Submitted by Sheridan County School District #2
Board Chair: Rich Bridger
Contact Person: Craig Dougherty, Superintendent of Schools
Craig.dougherty@scsd2.com
Potential Legislative Sponsor:

Age for Registration in Kindergarten

BE IT RESOLVED that the Wyoming School Boards Association supports moving the date for kindergarten registration from September 15 to June 1, so that entering kindergarten students would be at least five years old before the summer that they enter kindergarten.

Rationale: Research (Spitzer et. al.) clearly supports that students who are five well in advance of the start of kindergarten perform better in school. As the Wyoming state standards for English-language arts and mathematics increase in rigor, moving up the earliest birthdate for kindergarten attendance would ensure a greater percentage of students become successful in kindergarten and the grades that follow.

Submitted by Sheridan County School District #2
Board Chair: Rich Bridger
Contact Person: Craig Dougherty, Superintendent of Schools
Craig.dougherty@scsd2.com
Potential Legislative Sponsor:

Compulsory Age of Attendance

BE IT RESOLVED that the Wyoming School Boards Association supports moving the compulsory attendance age from seven to six years of age for all Wyoming children.

Rationale: Given the increased academic demands and related accountability expectations, it is in the best interest of children to begin school, whether in kindergarten or in first grade, at the age of six.

Submitted by Sheridan County School District #2
Board Chair: Rich Bridger
Contact Person: Craig Dougherty, Superintendent of Schools
Craig.dougherty@scsd2.com
Potential Legislative Sponsor:

Flare Gas on School Trust Lands

BE IT RESOLVED that the Wyoming School Boards Association supports the collection of severance taxes for gas that is flared on School Trust Lands and closing the loophole in Wyoming State law that presently provides for an exemption from the collection of severance taxes for flared gas.

Rationale: A portion of revenue generated from School Trust Lands belongs to the Trustees of those lands – the State's public school students. Presently, severance taxes on natural gas produced and sold in the state of Wyoming contribute to state and local government operation

including schools. A fiduciary responsibility of the State Lands Board is to ensure that the Common School Fund receives fair value from minerals production from trust lands through collection of royalties. Constitutionally, Wyoming is required to collect a portion of severance tax and once the producer has removed the gas from the ground, it has severed the gas from the state's nonrenewable stores of wealth. It is fair, right, and just to collect severance taxes, whether the gas is sold, vented, or flared. Presently, there is a loophole in Wyoming state law that allows an exemption from severance taxes for natural gas that is vented or flared and this loophole should be closed for School Trust Lands.

Submitted by Sheridan County School District #2
Board Chair: Rich Bridger
Contact Person: Craig Dougherty, Superintendent of Schools
Craig.dougherty@scsd2.com
Potential Legislative Sponsor:

Draft Personnel Action Report

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
October 6, 2014

CERTIFIED STAFF

Changes:

Krystal Ahrens Henry A. Coffeen School to Henry A. Coffeen and Sagebrush Schools	Teacher-Title I (0.5 FTE)/Reading Recovery (0.5FTE) to Teacher-Title I (0.75 FTE)/Reading Recovery (0.25 FTE) 175 days	Effective 8/19/14

CLASSIFIED STAFF

Approvals:

Julianne Blaha Sagebrush School	Paraprofessional-ESL 6.5 hours/day (175 days)	Effective 10/14/14
Megan Carfino Sheridan High School	Custodian 8.0 hours/day (261 days)	Effective 9/25/14
Erica Cote Highland Park School	Cook's Helper (3.0 hours/day) to Cook's Helper/ Fresh Fruits and Vegetables (4.0 hours/day) 177 days	Effective 9/29/14
Erin Johnson Henry A. Coffeen School	Paraprofessional-Special Education 1:3 7.0 hours/day (175 days)	Effective 9/23/14
Angel Roberts Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 9/22/14
Austin Sharpe Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 9/22/14

Changes/Transfers:

Danielle Arrants Woodland Park School	Paraprofessional-ESL (5.0 hours/day) to Paraprofessional-ESL (5.0 hours/day)/After School Program (3.0 hour/day) 175 days	Effective 9/8/14
Antonia Becker Sagebrush School	Paraprofessional-Title I (6.0 hours/day) to Paraprofessional-Title I (6.0 hours/day)/After School Program (0.5 hour/day) 175 days	Effective 9/8/14

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Candlen Carlson Highland Park School	Second Cook/Fresh Fruits and Vegetables to Second Cook 7.0 hours/day to 6.0 hours/day (177 days)	Effective 9/30/14
Loy Harding Sheridan High School	Paraprofessional-ESL 8.0 hours/day to 6.5 hours/day (175 days)	Effective 9/22/14
Janet Kitzrow Sagebrush School	Paraprofessional-General (6.5 hours/day) to Paraprofessional-General (6.5 hours/day)/After School Program (1.5 hour/day) 175 days	Effective 9/8/14
Kristen Mattix Sagebrush School	Paraprofessional-Title I (7.0 hours/day) to Paraprofessional-Title I (7.0 hours/day)/After School Program (1.0 hour/day) 175 days	Effective 9/8/14
Yvonne Osborne Henry A. Coffeen School	Paraprofessional-Title I (7.0 hours/day) to Paraprofessional-Title I (7.0 hours/day)/After School Program (1.0 hour/day) 175 days	Effective 8/25/14
Rebecca Rosenlund Sagebrush School	Paraprofessional-Special Education 1:2 (7.0 hours/day) to Paraprofessional-Special Education 1:2 7.0 hours/day)/After School Program (0.6 hour/day) 175 days	Effective 9/8/14
Amber Stahl Woodland Park School	Paraprofessional-Special Education (7.0 hours/day) to Paraprofessional-Special Education (7.0 hours/day)/After School Program (1.0 hour/day) 175 days	Effective 9/8/14
Judith Willis Henry A. Coffeen School	Paraprofessional-Office (7.0 hours/day) to Paraprofessional-Office (6.0 hours/day)/After School Program (2.0 hour/day) 175 days	Effective 8/25/14

EXTRA DUTY 2014-2015

Approvals:

Name	**Position**
Kasey Garnhart	Weight Room - 1st Quarter - SHS
Curt Mayer	Basketball - Boys Assistant Coach - SHS
Brianna Reed	Volleyball - 8th Grade B Coach - SJHS

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Changes:

Name	Position
Jamie Fortman	Volleyball - 8th Grade B Coach to A Coach - SJHS
Ben Phillips	Basketball - Boys Assistant Coach to 9th Grade B Coach - SHS
Kim Malin	Volleyball - 8th Grade A Coach mid-year resignation - SJHS

HENRY A. COFFEEN AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Jennifer Duran	Teacher

HIGHLAND PARK AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Birch Haraden	Teacher

MEADOWLARK AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Greg Carroll	Substitute Teacher
Cyndi Clements	Teacher
Jamie Fortman	Substitute Teacher
Cristina Gorzalka	Substitute Teacher
Ralinda Harvey	Paraprofessional
Molly Mason	Teacher
Cindy McFadden	Substitute Paraprofessional
Keri Mulholland	Teacher
Christopher Poniatowski	Teacher
Charlie Reid	Teacher
Alicia Rath	Teacher
Addrienne Sims	Teacher

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SAGEBRUSH AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Pamela Moore	Teacher

STORY AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
L. Jeanine Sweckard	Teacher

WOODLAND PARK AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Nancy Richter	Teacher

SHERIDAN HIGH SCHOOL AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Elaine Avery	Substitute Paraprofessional
Julianne Craft	Teacher
Nancy Crowe	Substitute Teacher
Tim Daniels	Substitute Teacher
Kimberley Ferguson	Teacher
Lonna Forrister	Teacher
Rita Geary	Substitute Teacher
Beth Harmon	Substitute Teacher
Aaron Kessler	Substitute Teacher
J. Andy Lowe	Substitute Teacher
Jami McLean	Substitute Paraprofessional
Jamie Ostermyer	Paraprofessional
Laurie Paronto	Teacher

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Jennifer Reed	Teacher
Brian Rizer	Substitute Teacher
Randy Rowland	Substitute Teacher
Lynn Snowden	Substitute Teacher
Stephanie Stender (Penrose)	Substitute Teacher
Carol Stewart	Substitute Teacher
Elizabeth Swager	Teacher

HIGHLAND PARK EXTENDED SCHOOL YEAR (ESY) STAFFING 2014-2015

Approvals:

Name	**Position**
Heather McKeag	Paraprofessional
Laurien Rahimi	Teacher
Jane Varah	Teacher

THE WRIGHT PLACE EXTENDED SCHOOL YEAR (ESY) STAFFING 2014-2015

Approvals:

Name	**Position**
Edith Puskarich	Paraprofessional

SHERIDAN JUNIOR HIGH SCHOOL EXTENDED SCHOOL YEAR (ESY) STAFFING 2014-2015

Approvals:

Name	**Position**
Amy Andrews	Teacher
Jennifer Farr	Paraprofessional

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