Sheridan County School District #2

Board Meeting

Date: December 8, 2014

Time: 6:00 p.m.

Place: Central Office

Sheridan County School District #2

Board of Trustees Meeting

Central Office – Board Room

December 8, 2014

6:00 p.m.

Agenda

I. Call to Order

A. Pledge of Allegiance
B. Election of Board Officers *(Action)* – Rich Bridger

II. Recognition

A. Scott Hininger-Board Service – Craig Dougherty
B. Board of Trustees – WSBA Awards – Craig Dougherty
C. Rich Bridger-Service Award – Craig Dougherty
D. Fall Sports Recognition – Don Julian

III. Approval of Agenda

IV. Welcome – Audience Comments

V. Consent Agenda Items

A. Approval of Minutes–November 3, 2014
B. Approval of Bills for Payment

VI. Old Business

A. Capital Construction Update *(Action)* – Craig Dougherty
B. Graduation Counts *(Information)* – Mitch Craft
C. Approval of Policies *(Action)* – Cody Sinclair

VII. New Business

A. Approval of Donation to the District *(Action)* – Craig Dougherty
B. Wyoming Association of School Administrators (WASA) Legislator Letter *(Action)* – Craig Dougherty
C. Secondary Schools' Improvement Plans *(Information)* – Terry Burgess

VIII. Reports and Communication

A. Board of Trustees
   1. Board Committees *(Information)* – Board Chairperson
   2. Committee Reports
   3. Related Board Reports
   4. Other
B. PTO/Parents/Students/Organizations
C. Site Administration and Staff

IX. District Reports

A. Superintendent

X. Executive Session

A. Personnel Matters
B. Legal Matters

XI. Adjournment

SHERIDAN COUNTY SCHOOL DISTRICT 2
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: December 1, 2014

TO: Board of Trustees

FROM: Rich Bridger, Chairman

SUBJ: **Election of Board Officers** (*Action)*

Election of officers will occur immediately following the Call to Order. Policies BDA-Board Organizational Meeting and BDB-Board Officers are attached for your information.

BOARD ORGANIZATIONAL MEETING

The Board shall reorganize annually, by the election of officers from its membership, at the first regular meeting in December. The meeting shall be chaired by a chairperson pro-tem until a chairperson is elected.

The officers of the Board shall be chairperson, vice-chairperson, clerk, and treasurer.

Election shall be by voice vote, unless a paper ballot is requested by any Board member. Nominations shall be made from the floor. A nominee must receive a majority vote of Board members for election to office. Should no nominee receive a majority vote, the election shall proceed until a member is elected.

First Reading: 1/14/13
Second Reading: 2/04/13
Reviewed: 10/20/14

BOARD OFFICERS

Duties of the Chairperson

The chairperson of the Board shall preside at all Board meetings at which he or she is present and shall cosign with either the clerk or treasurer all warrants and checks drawn on the school district treasury.

The chairperson shall have full voice and vote on all motions put before the Board.

Duties of the Vice-Chairperson

The vice-chairperson shall preside at all meetings in the absence of the chairperson. If neither chairperson or vice-chairperson is present, the Board members who are present shall elect a temporary chairperson for the purposes of the meeting.

Duties of the Clerk

The clerk has the responsibility to:

1. Cosign, with the chairperson, all warrants and checks unless the treasurer’s signature is affixed.
2. Cause the minutes kept of the Board and a calendar of all matters referred to committees and others, and report action or non-action on the same at each regular meeting.
3. Oversee custody of the record books and documents of the board.
4. Cause the annual report to be made and forwarded to the proper local, county, and state officials.
5. Cause to be filed all papers pertaining to district business.
6. Call special meetings of the Board when requested.

BOARD OFFICERS

Duties of the Treasurer

The treasurer is the custodian of the school district funds. The treasurer shall:

1. Cause an account to be kept of the receipts and expenditures of the district.

2. Cosign, with the chairperson, all warrants unless the clerk's signature is affixed.

3. Oversee custody of all district money and pay out district money on order of the clerk, countersigned by the chairperson.

4. Cause the rendering of a financial statement at any time required by the Board and, at the close of each fiscal year, cause to be published in some newspaper of general circulation within the school district, a detailed report showing the sources of revenue and the purposes for which monies were expended.

First Reading: 1/16/06
Second Reading: 2/13/06

Sheridan County School District No. 2

Board of Trustees

Regular Monthly Meeting

Richard Bridger, Chairman **November 3, 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, November 3, 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
Erica O'Dell
Jim Perkins
Molly Steel

Absent:
Scott Hininger

Administrators:

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

Absent:
Coree Kelly, Technology Director

II. Recognition

A. SJHS 2013-2014 Seventh Grade Class – Mitch Craft

Sheridan Junior High School Principal Mitch Craft said that he was honored to recognize the 2013-2014 seventh grade students for their PAWS and SAWS scores. The students ranked first in the state in the areas of reading, writing, and mathematics. He said that the success is based upon the strong foundation of an excellent school system with a wonderful board and a supportive community. Several teachers were present as representatives of the seventh grade teachers to be recognized for their success: Ed Calkins, Katie Medill, Anne Lowe, Cathy Wallace, and Harold Mulholland. The teachers were received with a round of applause.

Mr. Craft added that the students accomplished a tremendous amount. They are trained to be critical thinkers and good citizens.

Mr. Craft thanked the community and the school district for helping the students to be so successful, and thanked the Board for the honor.

Chairman Bridger congratulated the seventh grade teachers and 2013-2014 seventh grade students for their success.

III. Approval of Agenda

TRUSTEE ANN PERKINS 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

Sagebrush parent Scott Lee thanked the Board for the opportunity to speak at the board meeting. He said that he has respect for the Board and many people in the room. Mr. Lee thanked the Board for creating and attending the PTO/Board of Trustees focus groups. He said that the meeting does not usually have many parents in attendance, but the meeting that took place in January, 2014 welcomed over sixty parents. He said that they discussed several issues at the meeting. When he reviewed the minutes from the board meetings, he saw no reference to the reason that so many parents attended the meeting. He said that the notes focused on the positive aspects of the meeting, and crowding in schools. He said that he felt as though his concerns were not really conveyed to the Board and asked that members of the PTOs be allowed to give the report to the Board after the focus meeting.

Chairman Bridger said that it was a good idea.

Trustee Jim Perkins asked Mr. Lee if the secretary of the PTO could share the notes of the meeting with Mr. Lee. Mr. Lee agreed and thanked Trustee Perkins for the suggestion.

Chairman Bridger said that the Board is trying to attend more PTO meetings.

Trustee Steel said that she was in attendance at the Sagebrush PTO meeting last January. She said that many of the issues that were brought up were connected to a certain job position, so could be construed as personnel issues. She said that personnel issues are not allowed to be discussed, so they were not in the minutes. She added that communication is important to the Board.

Trustee Hackman said that the board is trying to attend more PTO meetings. He added that he will be sharing his notes from the junior high PTO meeting that he attended later in the meeting.

Mr. Lee thanked the Board for the opportunity to share his concerns, emphasizing his interest in helping to build parent/Board communication.

V. Consent Agenda Items

A. Approval of Minutes for October 6, 2014

B. Approval of Bills for Payment

General Clearing	2,005,265.91
Federal Fund	113,986.34
TOTAL:	**$2,119,252.25**

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

VI. Old Business

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

District Superintendent Craig Dougherty said that Sheridan High School Activities Director Don Julian and Facilities Director Julie Carroll continue to meet about the locker room renovation. The drafted schematic was shared at the October 6th board meeting. He said that the auditorium is also in desperate need of more space, and will need to be discussed at a later date. He introduced Sheridan High School teacher Tyson Emborg to discuss the progress of the locker room fundraising.

Mr. Emborg said that the nameplates to 70 lockers have been sold. He said that the Bronc Booster Club website and Facebook site have publicized the sale. He said that they have met with The Sheridan Press and plan to be on Public Pulse on November 18th. He said that there has been a tremendous amount of interest in the name plates, and he hopes that people will start to purchase the nameplates. He said that interest in private donors has been expressed to the community. The progress of the fundraising for this project has given the District an idea of the best way to reach the community for future projects.

Trustee Steel asked about the size of the locker nameplates. Mr. Emorg responded that the plate can support up to 60 letters. He said that they have worked with Flood Social Marketing. He added that the message on the locker will also be on a donor wall.

Chairman Bridger asked about the locker goal. Mr. Emborg responded that they hope to sell 450 locker nameplates. He suggested that the nameplate could be purchased as a gift. He said that the goal is to have the locker nameplates completed by Gillette basketball week.

Superintendent Dougherty said that the District is still waiting for updates regarding the evaluation money for Fort Mackenzie/the Wright Place, Sagebrush, and the bus barn. The local superintendents met with Assistant Superintendent Terry Burgess, Assistant

Superintendent Tom Sachse, Sheridan College, and him regarding collaboration on alternative schools. They are currently discussing programs that can be used in the schools. He said that he will continue to report about the group each month. And, superintendents are also identifying issues such as distance, calendar, college articulation, and other opportunities for collaboration.

Trustee Jim Perkins asked about the timeline on renovation money for Fort Mackenzie and the Wright Place. Superintendent Dougherty said that the funds are prioritized based upon a needs index score. He said that the needs index has been primarily based upon capacity issues for the past several years. He noted the District needs the evaluation funds in order to stay on schedule, and anticipates the project to begin in two to three years, based upon the needs index. Various programmative options are under consideration.

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

Sheridan Junior High School Principal Mitch Craft said that the graduation committee has an updated action plan with four sub-committees: Early Childhood, Attendance, Community Engagement, and Multiple Pathways to Graduation. He said that the next action of the group is to assign leaders to each of the sub-committees. He added that Director of Elementary Education Scott Stults has been selected as the Chair of the Early Childhood Education Committee.

Mr. Craft said that the high school has completed the graduation coach interviews and there were some great candidates for the position. He said that Assistant Superintendent Tom Sachse is looking into grant opportunities for the graduation coach.

Mr. Craft said that Graduation Counts is exploring one major aspect of the Thrive program--the parent liaison position. A parent liaison program has offices in schools, so that parents may connect with them more easily. He said that he has met with Child Advocacy Services, and they have informally agreed to employ the liaisons if the District moves forward with the concept of graduation counts. The Graduation Counts group is awaiting information from the Thrive program.

Trustee Steel asked for information about the ages that are attended to with regard to the parent liaisons. Principal Craft responded that parent Liaisons will focus specifically on grades K-2.

Chairman Bridger thanked Mr. Craft and the group for their hard work.

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

Human Resources Coordinator Cody Sinclair said that two policies were being presented for second reading.

SECOND READING

Mr. Sinclair said that Policy GCQEA - Early Retirement Incentive Plan and Policy GCQEA-P - Early Retirement Incentive Plan Schedule of Benefits had no changes after first reading. He said that there were numerous questions about the policy, and the overall feedback was that the staff wishes to see the early retirement plan remain available.

TRUSTEE ANN PERKINS MADE A MOTION TO APPROVE POLICY GCQEA - EARLY RETIREMENT INCENTIVE PLAN AND POLICY GCQEA-P - EARLY RETIREMENT INCENTIVE PLAN SCHEDULE OF BENEFITS ON SECOND READING, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND THE MOTION PASSED WITH A UNANIMOUS VOTE.

VII. New Business

A. Approval of Bus Donation to Sheridan Recreation District *(Action)* – Steve Schlicting
Transportation Director Steve Schlicting asked that the Board approve the recommendation to approve the donation of a small school bus to the Recreation District, a donation allowed by the state.

TRUSTEE HACKMAN MADE A MOTION TO APPROVE THE BUS DONATION TO THE SHERIDAN RECREATION DISTRICT, AS PRESENTED. TRUSTEE JIM PERKINS SECONDED THE MOTION, AND IT PASSED WITH A MAJORITY VOTE. CHAIRMAN BRIDGER ABSTAINED FROM THE VOTE BECAUSE OF HIS EMPLOYMENT WITH THE SHERIDAN RECREATION DISTRICT.

B. Award Surplus Bus Bid *(Action)* – Steve Schlicting
Transportation Director Steve Schlicting said that several bids were received for the three surplus buses. He asked that the board approve the recommended high bids, two to Kevin Cannon and one to Rocky Mountain Bus Sales, Inc.

TRUSTEE ANN PERKINS MADE A MOTION TO APPROVE SURPLUS BUS BIDS, AS PRESENTED. TRUSTEE STEEL SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.

C. Out-of-Country Travel Request for France *(Action)* – Pete Hawkins
Sheridan High School French Teacher Peter Hawkins asked the Board to approve his request to take students who have successfully completed two years of French with him to France during the summer of 2015, as he did in 2006 and 2009. The students will tour France for approximately 10 days and stay with French host families for an additional 3 ½ weeks. The participants can earn one semester credit (0.5) in the Foreign Experience and Area Study course by completing coursework prior to departure, during the stay in France, and after their return.

TRUSTEE CRAFT MADE A MOTION TO APPROVE THE OUT-OF-COUNTRY TRAVEL REQUEST FOR FRANCE, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION.

Trustee Ann Perkins asked how many students would be invited, and what grade level of student will be allowed to travel. Mr. Hawkins said that the students who have completed two years of French will be eligible. He said that students as young as current Freshmen would be in the group, and that he was anticipating 15 students.

Trustee Hackman said that his son had taken a similar trip, and it was a very positive experience for him. He gained invaluable life experiences and culture that stayed with him for a long time.

THE MOTION PASSED WITH A UNANIMOUS VOTE.

D. 2014 Accountability Systems Results *(Information)* – Tom Sachse

Assistant Superintendent Tom Sachse said that the Wyoming Department of Education has two accountability systems in play--the federal No Child Left Behind (NCLB) Act and the state Wyoming Accountability in Education Act (WAEA). Both systems changed significantly from last year. NCLB, as mandated by Congress, now sets the expectation for proficiency at 100%. WAEA changed the assessments, scales, and proficiency determinations. As a consequence, neither system is helpful for reporting accountability to our stakeholders. NCLB reports that most schools in our district missed the Adequate Yearly Progress (AYP) targets (of 100%), except Sagebrush (which made Safe Harbor after missing AYP in 2013) and Story. Safe Harbor is achieved when a school significantly reduces the percentage of non-proficient students. WAEA reports five of our schools have exceeded expectations, two meet expectations, Story was too small to rate, and our alternative schools partially or do not meet expectations. No alternative school in the state met expectations in 2014. He said that PAWS is changing in 2015. Dr. Sachse advocated to have a common, constant assessment system in place, like the Smarter Balanced Assessment Consortium.

Chairman Bridger said that the assessments have changed so many times, and he hopes for the Common Core and Smarter Balanced Assessment Consortium (SBAC).

Trustee Jim Perkins said that not going to the SBAC is a waste of taxpayer money. Dr. Sachse said that he asked the WDE for an explanation of the PAWS subscores six weeks ago. The WDE was not able to give an explanation as they were waiting for NCLB recommendations, and they have not yet provided any information as they are working on the WAEA. He added that the District is always looking to improve what we do.

Trustee Jim Perkins said that he hopes this conversation is occurring in other districts as well.

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

Business Manager Roxie Taft shared the Cash in Bank Report, outlining the cash balances for each fund as of the end of the quarter. She gave an overview of the General Fund Revenue Report, comparing the District's budgeted revenue, by source, to what the District has received year-to-date. Through September 30th, the District had received 31.51% of our budgeted revenues. Ms. Taft also shared the General Fund Expenditure Report, comparing the District's budgeted expenses, by program, to what has been expensed year-to-date. Through September 30th, the District has spent 14.7% of the budget, which is in line with the annual spending patterns.

F. Wellness Program Improvements for 2014-2015 *(Information)* – Cody Sinclair

Human Resources Coordinator Cody Sinclair said that a few months ago, the District chose Sheridan Memorial Hospital to administer wellness screenings. The wellness screening will consist of three parts: blood screening, health risk assessment, and physical health assessment. Incentives have been changed throughout the program to encourage increased participation. Staff that complete all three parts of the wellness screening, plus items on a wellness action item list, will be awarded a half-day of wellness leave. He said that he is hoping for 50% participation in the program.

Trustee Jim Perkins asked if the Board could participate in the program. Mr. Sinclair responded that the Board is allowed to participate in programs that have no costs or fees associated with them, so he regrets that the Board would be unable to participate in this program.

G. Elementary Schools' Improvement Plans *(Information)* – Scott Stults

Director of Elementary Education Scott Stults said that the scores of the elementary schools are 17% to 28% higher than the state average. He said that student success begins with parental instruction before students even get to school, then continues, starting with kindergarten. The teachers and administrators deserve congratulations for supporting purposeful learning every day. Mr. Stults said that each of the principals would be presenting their School Improvement Plans (SIPs).

Principal Brett Dahl shared information about the Sagebrush assessment scores. He said that his teachers focus on common assessments and use the PLC framework for strategies and interventions. Building culture is essential to the school's success. Mr. Dahl said that he has implemented celebrations to encourage the students and staff.

Trustee Hackman asked if parents provide any feedback in the SIP. Mr. Dahl responded that the parents provide continual feedback in the students' education.

Trustee Jim Perkins asked if students seemed more prepared for the school year as a result of the change in summer school. Mr. Dahl responded that the students were more perepared for the school year, educationally and emotionally. The teachers and students were more energized.

Henry A. Coffeen Elementary School Principal Nikki Trahan said that academics and character are what make the students successful. She said that building relationships with the students and expressing belief in their abilities makes them successful. Mrs. Trahan said that students need more vocabulary and more advanced background knowledge, but that essential character traits are as important as intelligence.

Trustee Jim Perkins asked about student preparation with regard to summer school. Mrs. Trahan responded that the students were more excited to be at school, than they had been in past years.

Woodland Park Principal Paige Sanders said that she hopes to continue to make every year better, and that she believes that all students can achieve. She said that as a result of summer school, she saw no loss in reading scores and saw some gains. Mrs. Sanders reviewed the elements of her School Improvement Plan.

Trustee Ann Perkins said that she was interested to see her kindergarten student talk about Mindfulness. Ms. Sanders said that Mindfulness was implemented to encourage students to stop and think about their choices.

Meadowlark Principal Casey O'Connor said that he is proud of the great start that the teachers had this year. He said that the PAWS and SAWS scores of the students were 13% to 37% higher than the state average. The Bobcat Pride Celebration Committee celebrates student learning for a positive impact on culture. The students had the opportunity to check out books last summer and now have an afterschool program for extended learning.

Trustee Jim Perkins asked about summer school. Mr. O'Connor said that this year started stronger than previous years. The students had a smaller dip in starting scores. Also, the students were happier to be back at school and the attendance was better.

Trustee Schatz asked about cross-level meetings. Mr. O'Connor said that different grades will have meetings with each other to discuss instruction.

Highland Park Principal Scott Cleland said that former principal Brent Leibach left Highland Park Elementary School in great condition. He said that the goal is to have really successful, proficient students. One in six students who are not proficient in 3rd grade do not graduate on time; he spoke of the importance of getting students to grade level in kindergarten. Also, he spoke about changes in the afterschool program. He said the students who are in the afterschool program change every three weeks. It encourages student excitement and parent buy-in.

Mr. Cleland said that he saw an increase in the MAP scores of students who were in summer school this past summer. He said that the students approached the school year as though they knew that they were three weeks ahead.

Trustee Hackman said that Highland Park's Blue ribbon achievement is a great feat. He congratulated them for the success.

VIII. Reports and Communications

A. Board of Trustees

1. **Committee Reports**
   Sheridan Junior High School Principal Mitch Craft said that the Sheridan Community Education Foundation (SCEF) has had some changes. Principal Nikki Trahan and Chairman Rich Bridger are on the Board of Directors. He said that if a donor wishes to pay for a program and wants it to be tax deductible, they may donate to SCEF, with an earmark. The SCEF will fund the program to the school.

   Trustee Schatz asked who else is on the SCEF Board. Mr. Craft responded that the members of the board are Rich Bridger, Nikki Trahan, Mitch Craft, Amy Steel, and Cathy Coleman. He added that he would like to see another SCSD2 board member on the SCEF board.

2. **Related Board Reports**
   Chairman Bridger said that the president of the Recreation District Board is Don Julian. He said that Mr. Julian would be present at the next board meeting to report on the board. He said that Scott Hininger was the school district representative for the Recreation District, so they would be looking for a new representative.

3. **Other**
   Trustee Hackman said that he and Trustee O'Dell were at Sheridan Junior High School for a PTO meeting. He said that the parents expressed that they feel very welcome and accepted by the school and teachers. The parents indicated that they would like to have better communication between the parents, teachers, and school. He said that there are many ways to communicate, including phone calls, Facebook, or Schoology.

   Trustee O'Dell agreed that communication with parents is important. She added that said she receives numerous calls, e-mails, and texts from Infinite Campus.

   Trustee Jim Perkins said that he attended the Henry A. Coffen and Story PTO meetings. He said that both buildings have dynamic leadership, and the staff does a great job.

   Trustee Steel said that she attended the Highland Park PTO meeting. She said that all of the parents are very involved. The parents discussed the Blue Ribbon ceremony and author visits. She added that the PTO often purchases a signed book for each students when an author visits.

Chairman Bridger said that he had attended the Sagebrush PTO meeting. He said that they are a very engaged group and that it was nice to attend the meeting.

Trustee Ann Perkins said that she visited Woodland Park's kindergarten. She said that it was amazing to see the students working with the iPads.

Chairman Bridger said that three people on the Board are up for election, and there is one open seat. He expressed gratitude to the Board for their hard work, and thanked Trustee Hininger for his 12 years on the Board.

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 Craig Dougherty said that the state cross country meet was in Sheridan this year. He said that it was wonderful weather and a wonderful location. He reported that Taylor Bruso was an all-state runner. Superintendent Dougherty said that Julia Fenn is a three- time state champion tennis player. Sheridan swimmers came in fifth in state overall.

Superintendent Dougherty said that Trustee Hackman was named as the Psychologist of the Year by the Wyoming Psychological Association. This award is presented to the a psychologist who has made a tremendous contribution to the advancement of psychology. Trustee Hackman has volunteered at least 300 hours this past year to advocate for those in need. Trustee Hackman has addressed a number of issues, including addressing federal Medicare reimbursement and practice concerns.

Mr. Dougherty said that Trustee Craft did a wonderful job directing the recent WYO Gala. He said that Trustee Craft, although she was ill during the production, was directing the play. He said that she does wonderful work for the community.

Superintendent Dougherty said that our student scores are #1 in the state. Our success is not due to wealthy families; the parents, teachers, staff, and administration have grit and attention to detail. The Professional Learning Communities have encouraged collaboration and allowed teachers to build greater skillsets. He said that the Summer Institute of 2015 was created because of the great success of our district. Dr. Anthony Muhammad will be present as a keynote speaker and the teachers will be the presenters.

TRUSTEE ANN PERKINS MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 8:08 PM TO CONSIDER PERSONNEL MATTERS PERTAINING TO THE APPOINTMENT AND/OR EMPLOYMENT OF SCHOOL DISTRICT EMPLOYEES. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

X. Executive Session

The Board went into Executive Session at 8:08 p.m. to address personnel matters.

TRUSTEE O'DELL MADE A MOTION TO RETURN TO REGULAR SESSION AT 8:39 PM. TRUSTEE ANN PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting reconvened at 8:39 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 JIM PERKINS MADE A MOTION TO ADJOURN THE MEETING AT 8:40 P.M. TRUSTEE ANN PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting adjourned at 8:40 pm.

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Chairman Clerk

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
November 3, 2014

PROFESSIONAL STAFF

Approvals:

Curt Mayer Sheridan High School	Graduation Coach (1.0 FTE) 155 days	Effective 10/27/14

CERTIFIED STAFF

Changes/Transfers:

Kathryn Good Sheridan High School	Teacher-Spanish (1.0 FTE) to Teacher-Spanish (0.8 FTE)/ESL (0.2 FTE) 185 days	Effective 8/19/14
Paul Phillips Henry A. Coffeen, Sagebrush, and Woodland Park Schools to Henry A. Coffeen and Sagebrush Schools	Teacher-Special Education (0.6 FTE/0.3 FTE/0.1 FTE to 0.6 FTE/0.4 FTE) 185 days	Effective 8/19/14
Lori Strandholm Sagebrush School to Sagebrush and the Wright Place Schools	Teacher-Special Education (1.0 FTE to 0.9 FTE/0.1 FTE) 185 days	Effective 8/19/14
Robert Winn Highland Park, Meadowlark, and Woodland Park Schools	Teacher-Special Education (0.5 FTE/0.1 FTE/0.4 FTE to 0.4 FTE/0.2 FTE/ 0.4 FTE) 185 days	Effective 8/19/14

CLASSIFIED STAFF

Approvals:

Steven Brantz Transportation Department	Bus Driver-Rotator 2.0-4.0 hours/day (175 days)	Effective 11/10/14
Anna Strobbe Sheridan High School	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 11/3/14

Tanya Sturza Woodland Park School	Paraprofessional-Special Education 1:1 7.0 hours/day (175 days)	Effective 10/15/14
Christal Thums Woodland Park School	Paraprofessional-Special Education 7.0 hours/day (175 days)	Effective 10/28/14

Changes/Transfers:

Kathy Barker Sheridan High School	School Nurse (5.0 hours/day)/CNA Instructor (3.0 hours/day) to School Nurse (3.0 hours/day)/CNA Instructor (5.0 hours/day) 180 days	Effective 8/22/14
Colleen Charlson Sheridan High School	Paraprofessional-Special Education (7.0 hours/day)/ Lunch (0.5 hours/day) to Paraprofessional-Special Education (7.0 hours/day) 175 days	Effective 10/14/14
Christopher Debban Sheridan Junior High School	Paraprofessional-Special Education (6.75 hours/ day) to Paraprofessional-Special Education (6.75 hours/day)/ESL (1.0 hours/day) 175 days	Effective 11/3/14
Sue Destefano Sheridan High School	Paraprofessional-Special Education (7.0 hours/day)/ Lunch (0.5 hours/day) to Paraprofessional-Special Education (7.0 hours/day)	Effective 10/14/14
Amanda Dirksen Sheridan Junior High School	Paraprofessional-Title I (6.5 hours/day) to Paraprofessional-Title I (6.5 hours/day)/After School Program (1.0 hour/day) 175 days	Effective 9/15/14
Jamie Ostermyer Sheridan High School	Paraprofessional-Special Education (7.0 hours/ day) to Paraprofessional-Special Education (7.0 hours/day)/After School Program (4.0 hours/ week) 175 days	Effective 8/28/14
Amber Stahl Woodland Park School	Paraprofessional-Special Education (7.0 hours/ day)/After School Program (1.0 hour/day) to Paraprofessional-ESL (7.0 hours/day)/After School Program (1.0 hour/day) 175 days	Effective 10/27/14

Resignations:

Rebecca Thomas Sagebrush School	Second Cook 6.0 hours/day (177days)	Effective 10/31/14

Terminations:

Erik Hartse THORE Building	Secretary- Warehouse Receiving/Technology 8.0 hours/day (261 days)	Effective 11/3/14
Erin Johnson Henry A. Coffeen School	Paraprofessional-Special Education 1:3 7.0 hours/day (175 days)	Effective 11/3/14

EXTRA DUTY 2014-2015

Approvals:

Name	**Position**
Timothy Daniels	Weight Room - 2nd Quarter - SHS
Dimitra Dugal	Drama - Co-Sponsor - SHS
Jeannie (Hall) Peterson	Drama - Co-Sponsor - SHS
Thomas Racette	Soccer - Girls Assistant Coach - SHS
Stephanie Stender	Weight Room - 2nd Quarter - SHS
Julie Weitz	Drama - SJHS
Stephanie Zukowski	Musical Director - SHS

HIGHLAND PARK AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	**Position**
Carol Bisbee	Paraprofessional
Kellie Boedecker	Teacher
Sara Fluer	Paraprofessional
Brenda Jairell	Teacher
Marvin Kehrwald	Paraprofessional
Tara King	Teacher
Stacie McFadden	Teacher
Jessica Morgan	Teacher
Breanna Powell	Teacher
Kyle Warnke	Teacher

SAGEBRUSH AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Patricia Conrad	Substitute Paraprofessional
Megan Muth	Teacher
Pamela O'Connell	Teacher
Susan Ralston	Substitute Paraprofessional
Amy Rojo	Teacher
Molly Swan	Teacher
Amy Willson	Teacher

SHERIDAN JUNIOR HIGH SCHOOL AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Katherine Barker	Teacher
Kaleb Brinkerhoff	Teacher
Teresa Hunter	Teacher
Harold Mulholland	Teacher
John Ripley	Teacher

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

Approvals:

Name	Position
Meghan Johnson	Teacher

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

Approvals:

Name	Position
Pauline Edwards	Teacher

SHERIDAN COUNTY SCHOOL DISTRICT 2
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: December 1, 2014

TO: Board of Trustees

FROM: Craig Dougherty, Superintendent

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

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. We brought in an educational planner, Frank Locker, to help design a long term plan for renovations at SHS.

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.

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

Terry, Tom, and I continue to meet with area superintendents to discuss potential interest in alternative school collaboration. The District met with School Facility Department personnel to discuss funding for the construction of a new facility for Fort Mackenzie and the Wright Place, the bus barn, and the complete renovation of Sagebrush Elementary School. The Wyoming School Facilities staff recommended that the District send them a document, outlining the program and facility needs of a new school facility. The bus barn is the 7th on the list for transportation department buildings and Sagebrush is the 24th. They stated that Sagebrush will not come up for funding for at least six years. Meetings will continue over the next couple of months.

Sixth Elementary Land Purchase

As you recall, the District was awarded funding to purchase land for a sixth elementary school, as approved in February 2013, in Senate File 105. The facility plan presented for approval on April 8, 2013 included the plans to build the sixth school as well. The planning funds for the sixth elementary school were approved in the 2013-2014 budget, which was presented to and approved by the Board on July 15, 2013. The District has been working with the Wyoming School Facilities Department (WSFD) to procure the land. I will request that you take action to approve the land purchase for $800,000 from John E. Rice and Sons, Inc. dba Wrench Ranch at your board meeting on Monday evening.

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Excellence and Accountability

Craig Dougherty, Superintendent

DATE: December 1, 2014

TO: Board of Trustees

FROM: Mitch Craft, Sheridan Junior High School Principal

SUBJ: **Graduation Counts** (*Information)*

I will provide the Board with an update on Graduation Counts progress, including information related to the SHS Graduation Coach, Parent Liaisons, subcommittee reports, marketing, and budgetary information at Monday's board meeting. We held our meeting (to which local media were invited) on December 3rd, which included 23 committee members.

SHERIDAN COUNTY 2 SCHOOL DISTRICT

Excellence and Accountability

Craig Dougherty, Superintendent

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Phone: 307-674-7405
Fax: 307-674-5041

DATE: December 1, 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:

BDB	**Board Officers**
BDD	**Board/Superintendent Relationship**
BDE	**Board Committees**
BEDB	**Agenda: Format Preparation and Dissemination**

Policies - First Reading

BOARD OFFICERS

Duties of the Chairperson

The chairperson of the Board of Trustees of the school district shall preside at all ~~Board~~ meetings of the Board of Trustees at which he or she is present. ~~and shall cosign with either the clerk or treasurer all warrants and checks drawn on the school district treasury.~~

The chairperson shall have full voice and vote on all motions put before the Board.

Duties of the Vice-Chairperson

The vice-chairperson shall preside at all meetings of the Board of Trustees at which the chairperson is not present ~~in the absence of the chairperson~~. If neither the chairperson nor vice- chairperson is present at any meeting of the Board of Trustees, the ~~Board~~ members who are present shall elect a temporary chairperson for the purposes of the meeting.

Duties of the Clerk

The clerk of the school district shall~~has the responsibility to~~:

1. Within thirty (30) working days after the close of each fiscal year, submit all fiscal reports to the director for the past fiscal year. The reports shall contain information required by the director. A copy of the reports shall also be filed with the county clerk of ~~each~~the county in which the school district is located;

2. Cause to be filed copies of all reports made to the director and all papers transmitted to him by school officers or other persons pertaining to the business of the district;

3. Cause a certificate to be endorsed upon every bond or evidence of debt, issued pursuant to law, that the same is within the lawful debt limit of such school district and is issued according to law;

4. Cause a recording of all proceedings of the Board in books to be kept for that purpose.

BOARD OFFICERS (contd.)

~~1. Cosign, with the chairperson, all warrants and checks unless the treasurer's signature is affixed.~~

~~2. Cause the minutes kept of the Board and a calendar of all matters referred to committees and others, and report action or non-action on the same at each regular meeting.~~

~~3. Oversee custody of the record books and documents of the bBoard.~~

~~4. Cause the annual report to be made and forwarded to the proper local, county, and state officials.~~

~~5. Cause to be filed all papers pertaining to district business.~~

~~Call special meetings of the Board when requested.~~

Duties of the Treasurer

The treasurer shall~~is the custodian of the school district funds.~~:

1. Oversee custody of all moneys belonging to the district and pay out the same on order of the clerk, countersigned by the chairman;

2. Cause an account to be kept of the receipts and expenditures of the district;

3. Render a statement of the finances of the district at any time when required by the district Board of Trustees; and cause a detailed report showing the sources of revenue and the purposes for which moneys were expended to be published at the close of each fiscal year in some newspaper of general circulation within the school district.

See: W.S. 21-3-114
W.S. 21-3-116
W.S. 21-3-117
W.S. 21-3-118

~~1. Cause an account to be kept of the receipts and expenditures of the district.~~

BOARD OFFICERS (contd.)

~~2. Cosign, with the chairperson, all warrants unless the clerk's signature is affixed.~~

~~3. Oversee custody of all district money and pay out district money on order of the clerk, countersigned by the chairperson.~~

~~4. Cause the rendering of a financial statement at any time required by the Board and, at the close of each fiscal year.,~~

~~5. cCause to be published in some newspaper of general circulation within the school district, a detailed report showing the sources of revenue and the purposes for which monies were expended. (Consider revising to make this shorter, more concise, and understandable)~~

First Reading: ~~1/16/06~~
Second Reading: ~~2/13/06~~

BOARD/SUPERINTENDENT RELATIONSHIP

~~The Board of Trustees believes that the legislation of policies is the most important function of the school board and that the execution of the policies should be the function of the superintendent.~~ The Board of Trustees delegates to the superintendent the power to manage the schools in the District in accordance with the board's policies, to execute board decisions, and to enforce board policies. The Board of Trustees reserves to itself all authorities and powers specifically given to the Board by Wyoming law.

The Board of Trustees holds the superintendent responsible for the administration of its policies, the execution of board decisions, and all operations required for effective execution of school district programs. The superintendent will also keep the Board informed about school operations, issues, highlights, and problems. In turn, the Board of Trustees will strive to provide adequate safeguards around the superintendent to the end that he/she can best discharge his/her educational functions on a thoroughly professional basis.

The Board of Trustees shall strive to procure, when a vacancy exists, the best professional leader available for its superintendent. ~~Then, t~~The Board of Trustees as a board and individual members shall:

1. Give the superintendent full administrative authority for properly discharging his/her professional duties, holding him/her responsible for acceptable results.

2. Consider the recommendations of the superintendent prior to acting in matters of employment or dismissal of school district employees~~personnel~~.

3. Hold all meetings of the board, including executive sessions, as per Policy BE and Policy BEC.

4. Refer all complaints to the superintendent ~~or building principal~~ for administrative solution or recommendation prior to board discussion and action.

5. ~~Present~~Refer personal criticism of any employee directly to the superintendent.

See also policies:
BE – School Board Meetings
BEC - Executive Sessions

First Reading: ~~10/6/08~~
Second Reading: ~~11/10/08~~

BOARD COMMITTEES

BOARD COMMITTEES

~~The Board recognizes the need and usefulness of committees to investigate and advise the Board from time to time.~~ The Board, upon a motion that is ~~duly~~ passed, may create such advisory committees as necessary to assist the Board of Trustees. Advisory Committees shall be subject to the following rules:

1. There shall be no standing committees.

2. The function of committees shall be advisory only. No committee shall have the authority to make decisions that are properly within the realm of the Board of Trustees. No committee shall have the power to assume or exercise responsibilities that are properly within the realm of administrative employees or other employees within the District.

3. The number of board members serving on any committee shall always be less than a majority of the number of members of the Board of Trustees.

4. Committees shall report to the Board of Trustees ~~no less than~~ annually, or before, as necessary.

5. The chairman shall have the power to appoint members of the Board of Trustees to serve on such committees as he/she deems necessary and appropriate. Committee members shall be appointed annually. The chairman may appoint a board member to fill ~~the~~ an unexpired term of any committee person who is unable to serve.

6. Committees shall continue for a term of one year unless extended by majority vote of the Board. Committees may be terminated before expiration of the annual term upon a motion ~~duly made~~ and a vote of a majority of the Board.

First Reading: ~~11/10/08~~
Second Reading: ~~12/8/08~~

AGENDA: FORMAT PREPARATION AND DISSEMINATION

The order of business during any meeting of the Board shall be determined by an agenda prepared by the superintendent in consultation with the board chairman.

Members of the staff or public who wish to have a particular item(s) placed on the agenda, or who desire to make a presentation to the Board, may make these requests to the superintendent or the board chairman. The determination as to whether a request for a presentation to the Board shall be permitted is within the discretion of the board chairman in consultation with the superintendent. Accordingly, these requests may or may not be approved for inclusion on the agenda.

In order to give items of business advance study, the agenda, together with supporting materials, shall be sent to board members by the superintendent sufficiently prior to the meeting~~, if at all possible, to permit them to give items of business advance study~~.

At the Board's direction, the agenda may~~, at the Board's direction,~~ be distributed to interested organizations and agencies that request copies.

The Board shall follow the order of business set up by the agenda, unless, by ~~consensus~~Board approval, the Board agrees to modify the order of business. The agenda will allow ~~a~~ suitable time for the remarks of the public who wish to speak to the Board.

Guests appearing before the Board to speak may be given preference to other agenda items.

First Reading: ~~11/10/08~~
Second Reading: ~~12/8/08~~

SHERIDAN COUNTY SCHOOL DISTRICT 2
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: December 1, 2014

TO: Board of Trustees

FROM: Craig Dougherty, Superintendent

SUBJ: **Acceptance of Donation to the District** *(Action)*

Recently, Java Moon donated a coffee card to each district employee to show their support for the school district, as they have done for the past several years.

I will request that you take action to accept this generous donation to the District.

SHERIDAN COUNTY SCHOOL DISTRICT 2
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DATE: December 1, 2014

TO: Board of Trustees

FROM: Craig Dougherty, Superintendent

SUBJ: **Wyoming Association of School Administrators (WASA) Legislator Letter** (*Action)*

At the WASA General Membership meeting in Casper Wednesday, November 19, 2014, a unanimous vote passed to send the attached letter to the local legislators. This letter addresses the important issue of accountability in our state. If you have any questions regarding this action, please let me know.

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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December 8, 2014

Dear (Legislator),

On behalf of the Wyoming Association of School Administrators (WASA), we would like to offer our sincere thanks for your work as our local legislature. As leaders of local school districts we look forward to working with you and the legislature to make this state a national leader in education.

Many of us involved in district leadership feel that the last few years comprised numerous missed opportunities to involve superintendents, board members and experts in our respective constituencies to make critical decisions affecting all of us. We have been adversely affected by a lack of consistency and direction from state leaders, which has led to ongoing confusion for districts regarding standards, assessment and accountability as a whole. As a consequence, many districts have relied upon their own interpretations and judgments regarding these important matters.

To avoid these issues in the future, we strongly recommend the following in the spirit of collaboration and cooperation.

1. Apply for the federal NCLB waiver to eliminate duplicate reporting which results in unwarranted frustration and spending for the state and districts. The waiver would allow our state the flexibility to implement and redesign an effective accountability system that would meet the needs of Wyoming students, educators and taxpayers. We believe the federal accountability system has reached logical conclusions and impact.
2. Support districts to fully implement the adopted Wyoming State Standards (WSS) as written. Thousands of dollars and hours have been spent by districts in efforts to align curricula, procure resources, and train staff to embed the WSS in effective instruction on a daily basis. The WDE could provide expertise and support to ensure that all districts are implementing the standards efficaciously. We fear that rewriting the state standards would put our state back at least five years and create more confusion and anxiety.
3. Advocate for the immediate adoption of Smarter Balanced Assessments as Wyoming's accountability measure. Our legislative accountability consultants use the aphorism, "if you want to measure change, don't change the measure." Smarter Balanced is the best available measure that is fully aligned to the WSS. Its adoption could save the state as much as $7.5 million per year if used in lieu of current tools. The Smarter Balanced Assessment suite would provide timely formative feedback that could be used to impact teaching and learning immediately. It would also provide summative feedback that would reveal how Wyoming compares with the states around us so the legislature can see what

the people of Wyoming are getting for the highest-per-capita student spending in the nation.

4. Reestablish the importance of the work that was done from 2011-2014 on state level accountability systems. Again, this lack of emphasis has led to confusion and lessened the impact of this legislation. We must move our state forward toward a balanced accountability system that allows districts to design their own frameworks for other necessary skills and knowledge necessary for the 21st century. The next generation of accountability systems, like those being developed in states like New Hampshire, move more toward more personalized modes of education for students and highly involves districts in the design of their own accountability system in conjunction with state parameters.
5. Finally, we urge that you create an advisory group made up of superintendents and curriculum directors to help develop the state system of supports. The capacity to move our state to become a national leader is a major element that has been lacking in the recent accountability discussions. Many ideas have been offered, but nothing has come from these efforts to date. We also urge that national thought leaders in this area be used to help foster this design.

In sum, WASA and all of our members truly believe that we can once again become partners with the governor's office, WDE and the legislature for the benefit of our students and communities.

Thank you in advance for your time, and we look forward to working with you for the benefit of all the students in Wyoming.

Sincerely,

Superintendent Board Chair

SHERIDAN COUNTY 2 SCHOOL DISTRICT
Excellence and Accountability

Craig Dougherty, Superintendent

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Sheridan, WY 82801
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Fax: 307-674-5041

DATE: December 1, 2014

TO: Board of Trustees

FROM: Terry Burgess, Assistant Superintendent

SUBJ: **Secondary Schools' Improvement Plans (***Information***)**

Each of the three secondary principals will be presenting his/her school improvement plan for the 2014-15 school year at the December 8th Board meeting. This site plan will include: school strengths, areas of improvement, and specific interventions to improve student learning.

There will be an opportunity to ask questions of each principal at the conclusion of their three-to-five minute presentation.

Sheridan Junior High School

Leadership Team: Mitch Craft, Kim Anderson, Brad Gregorich

School Improvement Report 2014

Achievement Results

PAWS/SAWS Data (% Proficient & Advanced)

Reading	SJHS	State	Difference
6th Grade	74	57	17
7th Grade	81	59	22
8th Grade	75	58	17

Math	SJHS	State	Difference
6th Grade	65	49	16
7th Grade	71	43	28
8th Grade	71	50	21

Writing	SJHS	State	Difference
7th Grade	89	69	20

MAP Data (Average RIT Growth, Fall 2013-Spring 2014)

	Reading		Math		Lang. Usage	
	SJHS	Norm Group	SJHS	Norm Group	SJHS	Norm Group
6th Grade	9.2	4.1	8.7	6.0	9.2	3.8
7th Grade	7.1	3.3	7.8	5.0	6.7	2.7
8th Grade	5.3	2.9	7.0	4.0	4.3	2.4

School Improvement SMART Goals

- 90% of SJHS students will demonstrate proficiency on department common assessments.
- 90% of SJHS students will demonstrate fall-spring growth on all subtests of MAP.
- 85% of SJHS students will demonstrate proficiency on PAWS Reading; 80% of SJHS students will demonstrate proficiency on PAWS Math; 95% of SJHS students will demonstrate proficiency on SAWS Writing.

School Focus Areas

- Core content teachers continue implementation of the Common Core State Standards (CCSS) in Literacy and Math. Social Studies and Science teachers are also actively implementing CCSS.
- SJHS continues to implement a research-based model for Special Education, moving from replacement instruction to a *core plus more* model including Co-teaching at every level. This shift includes extensive staff development for SPED staff in four strands: Co-teaching, Strength in Number for Math, Boys Town for Behavior, and a modified balanced literacy framework for Language Arts.

- The SJHS counseling and at-risk teams continue to research, refine, and implement systematic pyramids of interventions for academics, responsibility, and behavior.
- SJHS continues efforts to minimize missed class time due to activities and sports.

Strategies, Interventions, & Initiatives

Academics

- Professional Learning Communities: All teachers in all content areas collaborate to guarantee access to a viable, rigorous curriculum for all students; this collaboration includes creation and ongoing refinement of:
    - Power Standards (essential outcomes) for all classes in all content areas
    - Common Formative and Summative Assessments for all courses
    - Collection & Analysis of data from Common Assessments
    - Targeted Interventions & Enrichments based on assessment data
- Math Lab & Reading Lab: Title I funding allows for additional instruction in Math and Reading for students below 40^{th} percentile on MAP. Reading Lab instructors have implemented Scholastic's Read 180 intervention program with solid results. Math Lab uses the Strength in Number model.
- Supplemental Math Instruction: To help students struggling with Math, we offer the following programs: Ramp-up Math is a research-based intervention program that provides specialized and extended instruction at grades 6 and 7. We also continue to offer a two period version of Math 8. And this year, we have implemented Extended Learning, offering an additional period of Math instruction for 6th and 7th graders.
- After School Academics: We continue to offer after school interventions for students struggling in Reading and Math. These interventions will incorporate research-proven, best practices and target individual student deficit areas.

Technology

- 1:1 Chromebooks: SJHS implemented 1:1 Chromebooks and blended classrooms this fall. The logistics and staff development were successful and students are now using Chromebooks in blended learning environments across the school each day. The school has adopted Schoology as its consistent learning management system and is using numerous tools and apps to enhance engagement and learning, including Google Apps for Education, IXL, Go Math, Pear Deck, Kahoot, and EdPuzzle, among many others. We are now working on the parent outreach aspects of 1:1 and Schoology.

Behavior

PBIS (Positive Behavior Interventions & Supports): Our school-wide philosophy for behavior management includes the following:

- First day of school – full PBIS focus
- Teaching of expectations and procedures embedded in every class
- Clear expectations and procedures for every area and activity in the school
- Weekly mini-lessons for re-teaching expectations and encouraging kindness
- Consistent language and tolerance levels for classroom management

Accountability/Responsibility

- Accountability Interventions/Incentives: SJHS has implemented a tiered system of intervention for students struggling with responsibility, including Principal's Palace, Saturday Intervention, Guided Study Hall, and Study Skills class. Monthly incentives reward students with zero missing assignments.

Staff Development

- Embedded Book Studies: Some SJHS departments and collaborative groups have implemented book studies into their collaborative time, dedicating one planning period each week to group discussion of a content-specific professional text.
- UW Graduate Courses: SJHS continues to offer graduate level courses in-house through UW Outreach. This year's offerings include a variety of professional book studies and a Blended Learning Cohort focused on instructional technology integration.

Fort Mackenzie High School/The Wright Place

Principal: Sean Wells

Fall School Improvement Report 2014

Achievement Results

PAWS and MAP Data are not reported for the Wright Place. Like Story Elementary, the Wright Place has fewer than ten students in each year and therefore are not publicly reported.

ACT Data (Average Composite Score)

ACT	English	Math	Reading	Science	Composite
FMHS 11TH	17.1	18.8	18.3	17.2	18.0
State	19.0	19.7	20.3	20.1	19.9

MAP Data (Average RIT Growth, Spring 2014- Fall 2014) includes students that were new to FMHS for the 2014/2015 school year.

	Reading			Math		
	Fall '13	Spring '14	Growth	Fall '13	Spring '14	Growth
9th	220	222	+2	234	233	-1
10th	218	227	+9	235	237	+2
11th	228	231	+3	237	241	+4

School Improvement SMART Goals

- The Wright Place (TWP) Students will increase and maintain 90% proficiency on the PAWS/SAWS Assessment.
- FMHS juniors will score an average composite score of 19.9 on the Spring 2015 ACT assessment.
- FMHS seniors will improve the graduation rate by increasing 10%

2014-15 Academic Areas of Emphasis

During the 2014-15 school year, the Wright Place and Fort Mackenzie faculty are placing particular emphasis on the following:

PAWS: The Wright Place

- Increase proficiency in Reading to 90% in the 6th, 7th and 8th grade as measured on the 2015 Spring PAWS Assessment.

- Increase proficiency in Writing to 100% as measured on the 2015 Spring SAWS Assessment.
- Increase proficiency in Math to 90% in the 6th, 7th and 8th grade as measured on the 2015 Spring Paws Assessment.

ACT Test: FMHS

- All juniors will score 19.0 or greater in English as measured on the 2015 Spring ACT Assessment.
- All juniors will score of 19.7 or greater in Mathematics as measured on the 2015 Spring ACT Assessment.
- All juniors will score of 20.1 or greater in Science as measured on the 2015 Spring ACT Assessment.
- All juniors will score of 20.2 or greater in Reading as measured on the 2015 Spring ACT Assessment.

Strategies, Interventions, and Initiatives

- **Understanding By Design:** Continue refinement of unit design using data to drive instruction with specific emphasis on analyzing and utilizing data collected.
- **21st Century Skills:** The staff will explore ways to increase students' technology skills through the use of the DaVinci Technology Laboratory.
- **One to One Individual Student Computers in the Classroom:** The objective is to continue in year six of individual student computers in the classroom; to improve reading and writing performance on ACT, PAWS, MAP, and District Common Assessments.
- **Read 180:** *READ 180* is a comprehensive system of curriculum, instruction, assessment, and professional development for struggling readers in grades 6–8. Designed for any student reading two or more years below grade level, *READ 180* leverages adaptive technology to individualize instruction for students and provide powerful data for differentiation to teachers.
- **Compass:** is a web-based academic program for students who have lost credit in a class. This credit recovery program is designed to promote remediation and recovery of required courses for graduation.
- **After School Remediation:** Monday through Thursday students are encouraged, and sometimes required, to stay after school to work on missed or incomplete assignments. This is also a time for students to meet with their teachers for clarification of information and encouragement.
- **Friday Remediation:** Each Thursday students are required to take a grade check form around to their teachers. Those students who are up-to-date with their work and have at least a "C" average in each of their classes are allowed to leave school early. Those students who are not performing well are required to stay and work on their assignments.
- **After School Program:** The Wright Place will offer 21st Century technology skills and homework help after school in the DaVinci Technology Lab.

- **ACT Preparation Course:** ACT "Prep Me" is a web-based program geared to help students prepare for the ACT Test. Juniors will be required to participate in this program for three 45-minute sessions per week. Parts of "Prep Me" will also be integrated into the juniors' third quarter math, science and English courses. Every two weeks, a practice timed session will be required.
- **Project Based Learning:** This year, FMHS is piloting a Project Based Learning (PBL) course and implementing elements of PBL into the individual classrooms. PBL gives students some control over their learning through self-created projects that, with the help of their subject area teachers, meet the standards for individual courses.
- Internships: This year, FMHS has added an internship course for interested juniors and seniors.
- P.A.C.E. Program: FMHS has added the P.A.C.E. program that allows students to earn credit for working. These students must attend seminars, report work hours, keep a work journal, and complete an online course for credit.

Purpose, Vision, and Commitments of the Wright Place MS and Fort Mackenzie HS

Purpose
The focus of learning should provide not only academic content, but also social-emotional skills, and making intellectual learning and character development of equal importance.
Vision
As a dedicated community of learners, we strive to produce graduates who are responsible, engaged, and productive 21st Century citizens.
Commitments
Support
- We incorporate Tribes, a multi-age/grade "homeroom" that promotes positive interpersonal relationships between teachers/students and students/students.
- We provide intensive remediation on Fridays to promote positive academic outcomes.
- We implement the "Circle" concept to celebrate our student and staff successes.
- We generate positive behavior by or from all students through our Discovery Program.

Communication
- We insist upon communication with parents, students, and colleagues through the Parent Discovery Classes, Parents for Academic Student Success (P.A.S.S.), and Parent-Teacher Conferences regarding the individual learning of our students.

Professionalism
- We meet weekly to collaborate with colleagues on professional development activities.
- We consider our professional development as an essential component of a professional team.
- We implement Professional Learning Communities (PLC) to promote consistent and effective teaching practice with peer review, all with an eye toward improving student learning.

Sheridan High School
Principal: Brent Leibach

Fall School Improvement Report 2014

Achievement Results

SHS 11th Grade Class Five Year ACT Trends

	Total Tested		English		Mathematics		Reading		Science		Composite	
Grad Year	School	State	School	State	School	State	School	State	School	State	School	State
2010	208	5,533	20.2	19.0	21.9	19.8	21.5	20.4	20.9	20.1	21.3	20.0
2011	233	5,533	21.0	19.4	22.1	20.0	22.1	20.8	21.4	20.4	21.8	20.3
2012	197	5,527	20.3	19.2	22.5	20.2	21.9	20.5	22.0	20.6	21.8	20.3
2013	200	5,896	20.0	18.6	21.6	19.7	21.4	20.2	20.8	20.0	21.1	19.8
2014	**205**	**6,098**	**21.2**	**19.3**	**22.0**	**19.9**	**21.4**	**20.6**	**21.3**	**20.2**	**21.5**	**20.1**

Highlights:
Sheridan High School continues to stand out. Our ACT scores continue to be above the state average in both Reading and Mathematics. Compared with other large districts across the state, SHS came in first place this year in Mathematics in terms of percent proficient and above. We placed a very-close second (only one point behind the school in first place) in Reading.

School Improvement SMART Goals:
As a result of the state's changes of both the scale and cut scores for proficiency on the ACT, it has been difficult to predict proficiencies. For this reason, we do not have school-wide SMART goals regarding ACT scores this year. Instead, for the 2014-2015 school year, we are focusing on our PLC team SMART goals.

2014-2015 Academic Areas of Emphasis
This year in Mathematics, Sheridan High School staff are emphasizing:
- Continual revisions of our Essential Outcomes based on the new state standards and the ACT test
- A push for students to take four years of math

This year in English Language Arts, Sheridan High School staff are emphasizing:
- Continual content alignment with state standards
- Cross-curricular writing

Strategies, Interventions, and Initiatives

- Change from Algebra A/B to a double blocks of Algebra 1 with a Mathematics lab
- Integrate more probability and statistics within all Mathematics classes
- Continue to develop a comprehensive Mathematics curriculum to help struggling students
- Incorporate reading instructional strategies throughout all subject areas including
  - Close reading
  - Reading primary source documents
  - Note taking strategies
- Emphasize argumentative writing (as per the new state standards) of various lengths for various purposes (including the types of prompts encountered on the ACT)
- Incorporate more frequent on-demand writing to staff-developed prompts
  - Calibrating with anchor papers
  - More formative feedback/instruction
  - Both 9-10 and 11-12 bands
- Increase use of constructed responses as formative assessment (both literary and informational texts, but greater focus on informational texts—e.g., regular use of *Upfront Magazine*)
- Increase use of writing for summative assessments (rather than selected response)
- Restructure ELA curriculum to ensure key genres (esp., argumentation) are covered in both 9-10 and 11-12 bands
- Increase intentionality regarding vocabulary and language use development
- Integrate a greater concentration on social studies and science cross-curricular writing
  - Greater use of both constructed response and extended written assignments
  - Development of reading/writing rubrics usable in content areas
  - Calibrating with anchor papers
- Create courses that target struggling writers (focusing initially on crafting sentences and paragraphs and expanding to essays)
- Continue to implement our PLC philosophy where teachers work in a collaborative community to enhance student learning
- Align science course content including formative assessments to measure science progress
- Utilize new technology (hundreds of Chromebooks added this year) to enhance student learning
- Improve graduation rate through Graduation Coach
- Meet weekly to focus on at-risk students
- Develop Individualized Learning Plans (ILPs) to help students problem solve through issues as well as involving parents
- Offer tutoring and mentors based on ILPs at lunch, Saturday School, and after school
- Celebrate and positively reinforce student successes

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: December 1, 2014

TO: Board of Trustees

FROM: Board Chairperson and Craig Dougherty, Superintendent

SUBJ: **Board Committees** (*Information)*

Board committee appointments will be on the agenda for January. We would like to have you consider serving on one or more of the following board committees. Please give us a first and second preference, or let us know that you do not want to serve on a committee. Most of the committees are comprised of two to four board members.

Calendar Committee: The current committee consists of two board members, one administrator (Scott Stults), and two teachers. The committee will work toward developing a school year calendar and the committee usually meets two to four times in early spring.

Current members: Erica O'Dell, Ann Perkins

Board Policy Committee: This committee reviews current board policies and recommends new policies. The committee meets once a month during the school year at lunch.

Current members: Hollis Hackman, Jim Perkins, Wayne Schatz, Molly Steel

Budget Committee: This committee meets with the teachers to discuss the salary/benefits package and also reviews and recommends salary/benefits for administrators and classified staff. This committee meets three to five times in April and May regarding salary/benefits packages.

Current members: Rich Bridger, Wayne Schatz, Molly Steel, Open

Capital Construction Committee:
This committee meets three to four times per year regarding major maintenance and capital construction.

Current members: Rich Bridger, Marva Craft, Ann Perkins, Open

Sick Leave Bank Committee:
This committee is made up of one board member, four teachers, and one administrator (Terry Burgess). The Sick Leave Bank Committee meets to review and approve sick leave bank requests from certified staff within five working days of the request.

Current member: Hollis Hackman

Scholarship Committee:
Committee meetings are usually held during lunchtime, unless the committee wants input from the community and/or teachers. Those special meetings may be held in the late afternoon or evenings.

Current member: Marva Craft

Related Representation:
Sheridan Recreation District Board: Open
Sheridan Community Educational Foundation (SCEF) Board: Rich Bridger, Ann Perkins

Please respond to the Chairman of the Board and Craig by Monday, January 5th. If you have any questions, please contact Craig.

Draft Personnel Action Report

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

CERTIFIED STAFF

Early Retirement Incentive Plan:

Sandra Birkholz Sheridan Junior High School	Teacher-Family and Consumer Science 1.0 FTE (185 days)	Effective 6/1/14
Mary Carroll Sheridan Junior High School	Teacher-Special Education 1.0 FTE (185 days)	Effective 6/1/14
Servio Carroll Sheridan High School	School Psychologist 1.0 FTE (185 days)	Effective 6/1/14
Christine Cram Highland Park School	School Social Worker 1.0 FTE (185 days)	Effective 6/1/14
Jeanne Hackman Sheridan High School	Teacher-Accelerated English 1.0 FTE (185 days)	Effective 6/1/14
Holly Legerski Sheridan Junior High School	Teacher-Art 1.0 FTE (185 days)	Effective 6/1/14
Virginia Morris Sheridan High School	Teacher-Art 1.0 FTE (185 days)	Effective 6/1/14
Laurien Rahimi-Alangi Highland Park School	Teacher-Special Education 1.0 FTE (185 days)	Effective 6/1/14
Jean Thomas Woodland Park School	Teacher-Strength in Numbers 0.75 FTE (185 days)	Effective 6/1/14
Catherine Wallace Sheridan Junior High School	Teacher-English 1.0 FTE (185 days)	Effective 6/1/14

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

CLASSIFIED STAFF

Approvals:

Kathy Andrews Sheridan High School	Paraprofessional- Special Education 8.0 hours/day (175 days)	Effective 12/2/14
Katy Bly Sagebrush School	Second Cook 6.0 hours/day (177 days)	Effective 11/17/14
Timothy (Bruce) Lee THORE Building	Warehouse Operator 8.0 hours/day (261 days)	Effective 11/19/14

Changes/Transfers:

Danielle Arrants Woodland Park School	Paraprofessional-ESL/After School Program to Paraprofessional-ESL 8.0 hours/day to 5.0 hours/day (175 days)	Effective 12/18/14
Daveya Green Sheridan High School	Paraprofessional-Special Education 1:1 7.0 hours/day to 7.5 hours/day (175 days)	Effective 11/12/14
Marvin Kehrwald Highland Park School	Paraprofessional-ESL 6.5 hours/day to 6.75 hours/day (175 days)	Effective 11/12/14

Early Retirement Incentive Plan:

Rebecca Allen Business Office	Accounting Technician 8.0 hours/day (261 days)	Effective 6/30/14
Brenda Knudson Sheridan Junior High School	Paraprofessional-Study Hall 7.0 hours/day (180 days)	Effective 5/29/14
Theresa Luplow Sheridan Junior High School	Secretary 8.0 hours/day (200 days)	Effective 6/10/14

Resignations:

Cindy Woolston Sheridan High School	Educational Interpreter 8.0 hours/day (175days)	Effective 12/5/14

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

EXTRA DUTY 2014-2015

Approvals:

Name	Position
Kaleb Brinkerhoff	Basketball - 7th-8th Grade Girls C Coach - SJHS
Judy Stein	Musical Accompanist - SHS

Changes:

Name	Position
Heidi Richins to Janine Goodrich	Mentor Teacher - SHS

SAGEBRUSH AFTER SCHOOL STAFFING 2014-2015

Approvals:

Name	Position
Abigail Mowry	Teacher

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

Approvals:

Name	Position
Judy Sathre	Paraprofessional-Special Education

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

Approvals:

Name	Position
Cindy Trujillo	Paraprofessional-Special Education