

Sheridan County School District #2

Board Meeting



Date: July 18, 2017

Time: 5:15 p.m.

Place: Central Office

Sheridan County School District #2

Board of Trustees Meeting

Central Office – Board Room

July 18, 2017

5:15 p.m.

Agenda

- I. Call to Order**
- II. Executive Session**
 - A. To Consider the Appointment, Employment, Right to Practice or Dismissal of a Public Officer, W.S. 16-4-405(a)(ii)
- III. Open Session**
 - A. Trustee Opening Appointment (*Action*) - Marva Craft
 - B. Pledge of Allegiance
- IV. Recognition**
 - A. Spring Sports Update - Don Julian
 - B. Legislative Update - Representative Mark Kinner
- V. Approval of Agenda**
- VI. Welcome – Audience Comments**
- VII. Consent Agenda Items**
 - A. Approval of Board Meeting Minutes - June 19, 2017
 - B. Approval of Bills for Payment
- VIII. Old Business**
 - A. Capital Construction Update (*Information*) - Craig Dougherty
- IX. Recess for Public Hearing on Fiscal Year 2017-2018 Budget**
 - A. Approval of Budget for the Fiscal Year 2017-2018 (*Action*) - Roxie Taft
- X. New Business**
 - A. Approval of Wyoming High School Activities Association Enrollment and Catastrophic/Liability Insurance (*Action*) - Scott Stults
 - B. Replacement to the Sheridan Recreation District Board (*Action*) - Scott Stults
 - C. Bid Award Recommendation for SJHS Hot Water Plant Replacement (*Action*) - Julie Stine
 - D. Request to Advertise Equipment Bids (*Action*) - Julie Stine
 - E. Request to Approve Lease Agreement for John C. Schiffer Collaborative School at Sheridan College (*Action*) - Craig Dougherty
- XI. Reports and Communication**
 - A. Board of Trustees
 - 1. Committee Opening Appointments (*Information*) - Marva Craft
 - 2. Board Reports
 - 3. Committee Reports

4.Other

B. PTO/Parents/Students/Organizations

C. Site Administration and Staff

XII. District Reports

A. Superintendent

XIII. Executive Session

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

B. To Consider or Receive any Information Classified as Confidential by Law, W.S. 16-4-405(a)(ix)

XIV. Adjournment

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

Teaching and Learning

Resource Utilization

Leadership Capacity

Fall/Winter Recognition 2016-17

Fall 2016 GPAs

X-Country Boys	3.506-14
X-Country Girls	3.766-8
Football	3.274 -8
Golf	3.323-61
Swim – Girls	3.780-10
Tennis – Boys	3.614-12
Tennis – Girls	3.781-8
Volleyball	3.667-8
Drama	3.506-14

Winter 2016-17 GPAs

Band	3.503-21
Basketball Boys	3.605-12
Basketball Girls	3.676-14
Choir	3.648-10
Musical	3.547-52
Orchestra	3.779-25
Swim-Boys	3.229-8
Wrestling	3.034-18
Indoor Track-B/G	3.574-46
Cheer	2.989-8
Speech	3.536-15

Spring 2017 GPAs

Art	3.269-52
FBLA	3.583-17
FFA	3.311-22
Skills USA	3.511-9
Student Council	3.763-9
Soccer Boys	3.366-28
Soccer Girls	3.747-16
Track Boys & Girls	3.628-34

All-State numbers

Fall

Tennis 2 Boys
Volleyball 1
Golf 4 (1 boy, 3 girls)
Football 8 players (11 positions)
Girls Swimming-5 Girls

Winter

Boys Basketball-2
Girls Basketball-0
Wrestling-1
Indoor Track-4 X 800 Girls
Boys Swimming-1

All-State Music

Band-21 #1
Choir-10 #5
Orchestra-25 #1
Combined-56 #1

Spring

Soccer Boys-1
Soccer Girls-0
Track- Girls-1 in four events, Boys-1

Individual State Champions

Girls Swimming 200 Medley Relay (**Molly Green, Zoe Robison, Pippin Robison, Piper Carroll**)
Wrestling-**Hayden Hastings**

New Records

Fall

200 M Medley Relay, 2:08.53 **Molly Green, Zoe Robison, Pippin Robison, Piper Carroll**
200 M Freestyle Relay, 1:55.3 **Pippin Robison, Piper Carroll, Zoe Robison, Molly Green**
400 M Freestyle Relay 4:13.66 **Piper Carroll, Pippin Robison, Molly Green, Zoe Robison**
200 Yard Medley Relay 1:49.56 **Molly Green, Zoe Robison, Pippin Robison, Piper Carroll**
50 Yard Freestyle :24.65 **Piper Carroll**
100 Yard Freestyle :53.67 **Piper Carroll**
500 Yard Freestyle 5:15.87 **Molly Green**
400 Yard Freestyle Relay 3:38.83 **Piper Carroll, Pippin Robison, Molly Green, Zoe Robison**
1033 Receiving Yards **Coy Steel**

Winter

60 M GIT **Peyton Bomar 8.21**

800 M GIT **Pippin Robison 2.22.76**

4 X 400 GIT **P Bomar, P Robison, R Petersburg, A Zowada 4:09.22**

4 X 800 IT **P Robison, Z Robison, X Robinson, L Aliche 9:55.05**

60 M BIT **Alec Riegert 8.64**

4 X 200 BIT **A Riegert, M Roma, N Beraldo, M Wodahl 1:34.09**

4 X 400 BIT **A Riegert, T Goss, N Beraldo, T Holloway 3:29.83**

4 X 800 BIT **T Goss, B Gonda, D Vela, J McCafferty 8:16.01**

Shot Put BIT **Max Meyers 52'8.5"**

200 M Freestyle Relay BS **O Patten, C Johannesmeyer, N Hodges, J Ahlstrom 1:45.20**

Steals BBB **Coy Steel 9**

Spring

Long Jump -**Peyton Bomar 18'3.5"**

Team Finishes-State

Fall

Boys Golf 4th

Girls Golf State Runner-up

BCC 7th

GCC 5th

FB State Champions

GSW&D 3rd

BTen State Runner-up

GTen 8th

Volleyball State Qualifier

Winter

Girls Basketball-NQ

Boys Basketball-3rd

Wrestling-3rd Regional, 9th State

Girls Indoor Track-3rd

Boys Indoor Track-8th

Boys Swimming-8th

We the People-State Champions

Spring

Boys Soccer-NQ

Girls Soccer-NQ

Girls Outdoor track- State runner up

Boys Outdoor track-6th place

8 Top Four Finishes; 2016 11 Top Four Finishes

Special Awards

Drew Boedecker 4A Offensive POY

Coy Steel 4A Defensive POY, Gatorade Player of the Year

Blayne Baker-Accepted Offer from University of Wyoming for football

Coaches of the Year

Jeff Mowry-Wyoming Coaches Association Asst Football COY

Don Julian-4A East Conference/WCA 4A Football COY

National Qualifiers

All-Northwest Music-10 students

Hayden Hastings-3 X All-American Status this year, 5 X overall

We the People 30 students

FBLA-2 students

Speech-2 students

Skills USA-2

DI-11

Numbers: Based upon WHSAA participation

2016-17 Boys 311/499 62%; Girls 335/448 75%

2015-16 Boys 290/479 61%; Girls 257/456 56%

Overall **2017** 646/947 68%

Overall **2016** 547/935 (Boys 61%, Girls 56%)

*Big jumps for girls in Art, Drama, Journalism, Band, Choir in '16-17

Participation By Grade (WHSAA)

Boys	Girls
Frosh 72/118 61%	72/100 72%
Soph 81/124 65%	88/121 73%
JR 93/142 65%	97/125 78%
SR 65/115 57%	78/102 76%

Table 1. School Foundation Program Account and School Capital Construction Account Revenues FY 2005-2006 Biennium to Estimated FY 2017-2018 Biennium.

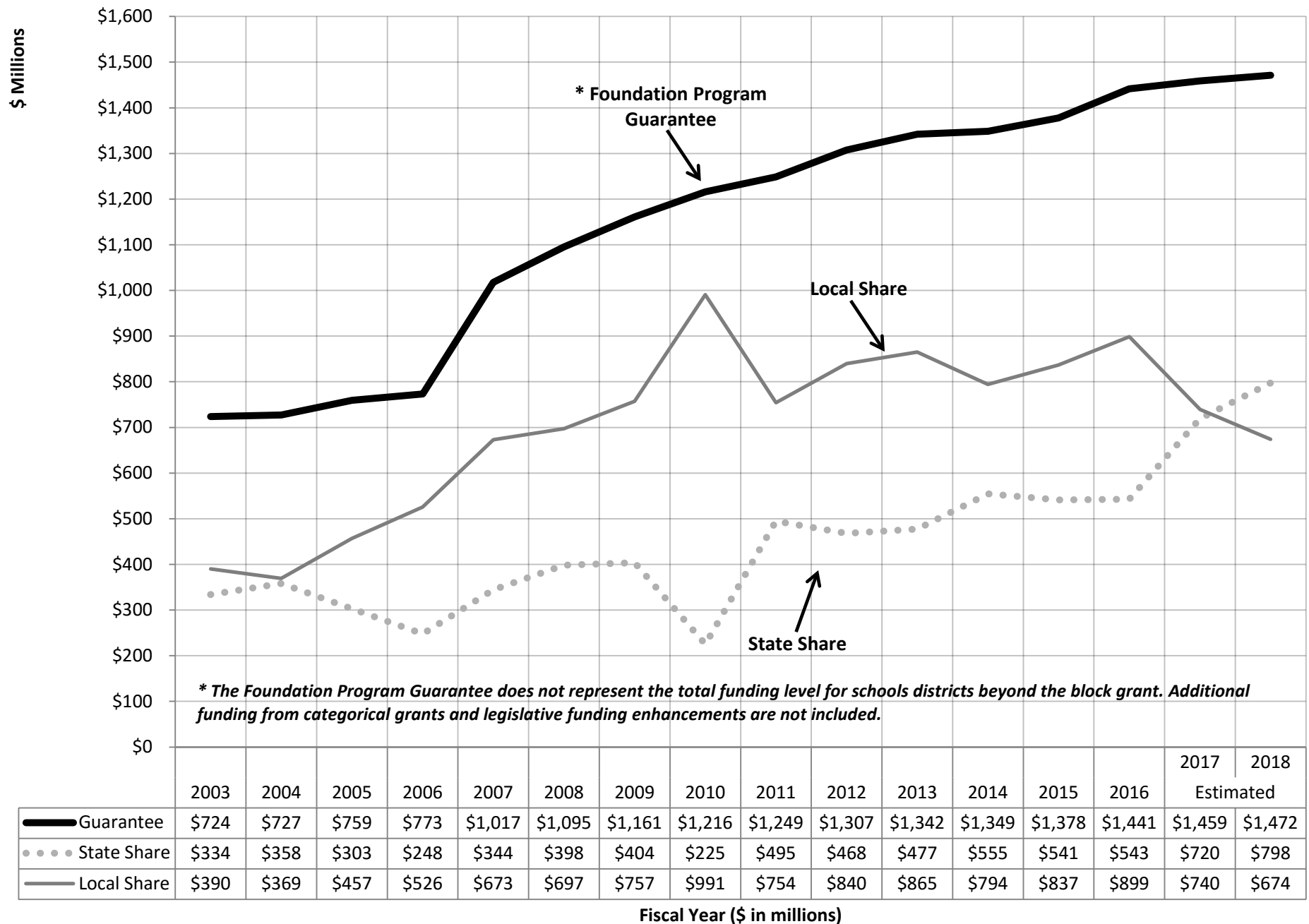
	Revenue Source	2005-06	2007-08	2009-10	2011-12	2013-14	2015-16	Est. 2017-2018
School Foundation Program Account	12-mill levy	\$364.8	\$506.7	\$615.1	\$553.4	\$582.2	\$602.5	\$477.7
	Federal Mineral Royalties	\$540.5	\$630.3	\$600.0	\$612.3	\$549.4	\$434.7	\$375.0
	School District Recapture	\$215.8	\$319.7	\$547.7	\$403.5	\$364.2	\$364.8	\$144.2
	Common School Land Income Account	\$136.0	\$242.4	\$171.8	\$344.6	\$368.5	\$339.4	\$288.5
	Auto Taxes	\$33.7	\$38.6	\$43.0	\$41.8	\$44.6	\$49.4	\$48.0
	Other	\$17.7	\$18.7	\$14.2	\$25.0	\$17.7	\$11.1	\$10.5
	<i>SFP Subtotal</i>	<i>\$1,308.4</i>	<i>\$1,756.4</i>	<i>\$1,991.6</i>	<i>\$1,980.6</i>	<i>\$1,926.7</i>	<i>\$1,801.9</i>	<i>\$1,343.8</i>
	<i>SFP Change (\$)</i>		<i>\$447.9</i>	<i>\$235.2</i>	<i>(\$11.0)</i>	<i>(\$53.9)</i>	<i>(\$124.8)</i>	<i>(\$458.1)</i>
	<i>SFP Change (%)</i>		<i>34.2%</i>	<i>13.4%</i>	<i>-0.6%</i>	<i>-2.7%</i>	<i>-6.5%</i>	<i>-25.4%</i>
School Capital Construction Account	Coal Lease Bonuses**	\$406.4	\$336.5	\$242.7	\$174.4	\$433.4	\$426.1	\$121.3
	Federal Mineral Royalties	\$10.7	\$10.7	\$10.7	\$10.7	\$10.7	\$10.7	\$10.7
	In-State Royalties	\$16.0	\$16.0	\$16.0	\$16.0	\$16.0	\$16.0	\$16.0
	Other	\$0.0	\$0.0	\$0.1	\$0.8	\$0.6	\$0.3	\$0.3
	<i>SCCA Subtotal</i>	<i>\$433.1</i>	<i>\$363.2</i>	<i>\$269.5</i>	<i>\$201.8</i>	<i>\$460.7</i>	<i>\$453.1</i>	<i>\$148.3</i>
	<i>SCCA Change (\$)</i>		<i>(\$69.9)</i>	<i>(\$93.7)</i>	<i>(\$67.6)</i>	<i>\$258.9</i>	<i>(\$7.6)</i>	<i>(\$304.7)</i>
	<i>SCCA Change (%)</i>		<i>-16.1%</i>	<i>-25.8%</i>	<i>-25.1%</i>	<i>128.3%</i>	<i>-1.7%</i>	<i>-67.3%</i>
Total		\$1,741.6	\$2,119.6	\$2,261.1	\$2,182.4	\$2,387.4	\$2,255.0	\$1,492.2
Change (\$)			\$378.0	\$141.5	(\$78.7)	\$205.0	(\$132.4)	(\$762.8)
Change (%)			21.7%	6.7%	-3.5%	9.4%	-5.5%	-33.8%

**According to the January 2017 CREG forecast, “there have been no successful federal coal lease sales and there are currently no anticipated sales throughout the next two years, in fact at present, there is no timeline for the next federal coal lease sale in Wyoming. CREG did not make any changes to the forecast of coal lease bonuses but revised the amount of federally sequestered (withheld) payments with updated values consistent with amounts identified after the release of the October report.” There is no projected revenue from coal lease bonuses beyond FY 2018.

Table 2. Total Statewide Assessed Valuations (AB) (\$ in billions)

Fiscal Year	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20
AV	\$11.2	\$10.3	\$13.7	\$16.4	\$21.0	\$21.5	\$21.9	\$29.2	\$21.3	\$24.3	\$25.2	\$22.8	\$24.2	\$26.1	\$20.9	\$18.9	\$20.2	\$20.1
AV Change (\$)		(\$0.8)	\$3.3	\$2.8	\$4.5	\$0.5	\$0.4	\$7.3	(\$7.9)	\$3.0	\$0.9	(\$2.4)	\$1.4	\$1.9	(\$5.1)	(\$2.1)	\$1.3	(\$0.1)
AV Change (%)		-7.4%	32.3%	20.2%	27.6%	2.4%	1.9%	33.4%	-27.0%	14.2%	3.7%	-9.7%	6.0%	7.8%	-19.7%	-9.8%	6.8%	-0.4%

Chart 1. Wyoming K-12 School Foundation Guarantee: Local and State Share, FY 2003 to Est. FY 2018.





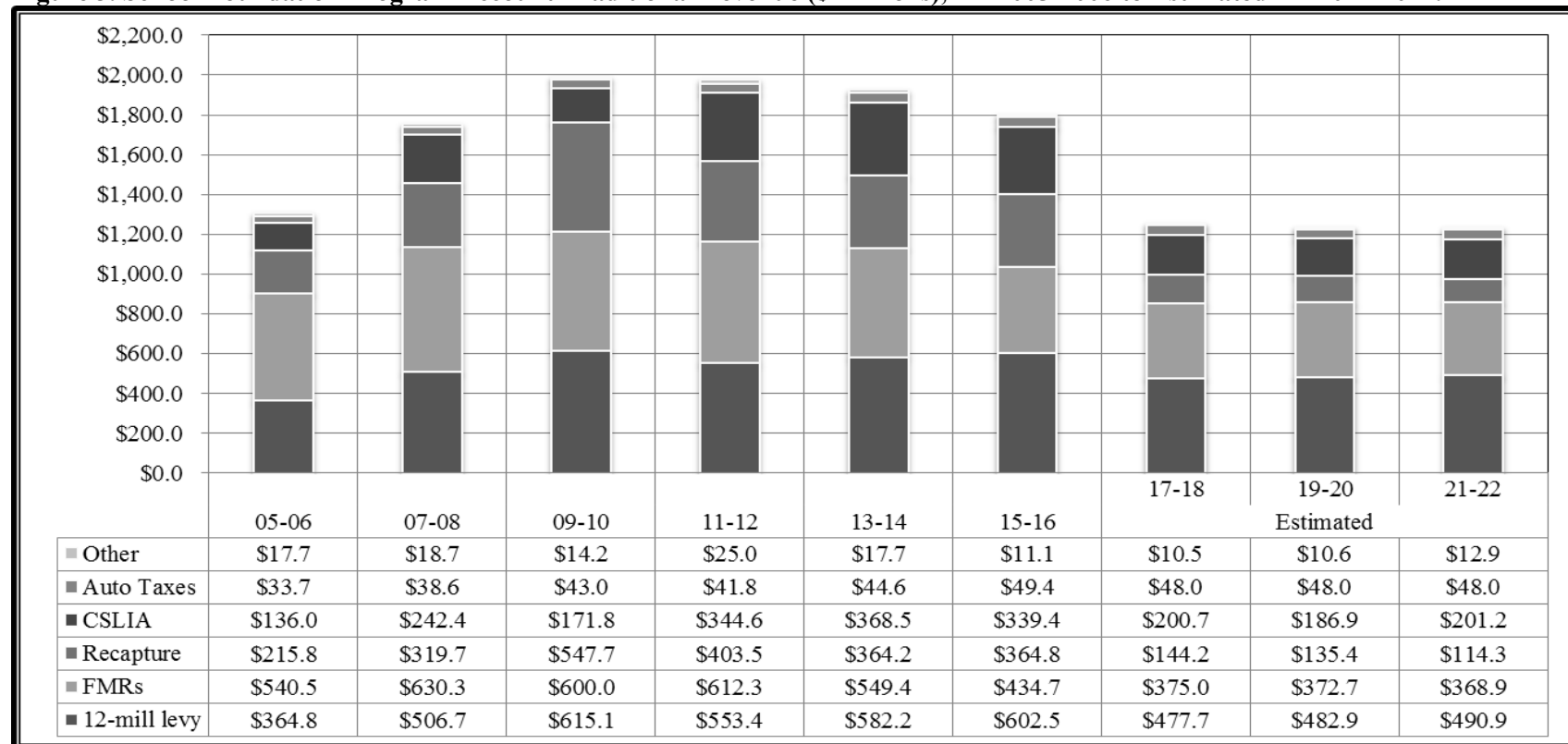
K-12 SCHOOL OPERATIONS AND CONSTRUCTION HISTORICAL REVENUES AND APPROPRIATIONS AND PROJECTED SHORTFALLS

Select figures and tables from the May 26, 2017, memorandum “K-12 School Operations and Construction Historical Revenues and Appropriations and Projected Shortfall for Estimated FY 2019-2020 and FY 2021-2022” are contained in this document. To read the complete memorandum, it can be found here: <http://legisweb.state.wy.us/InterimCommittee/2017/SSR-0612APPENDIXH.pdf>.¹

¹ Corrections have been made to axis labels and titles, where appropriate, but amounts contained within the tables and figures have not been modified.

Figure 3 provides the historical and estimated future traditional revenue to the School Foundation Program Account (SFP), by revenue category, for FY 2005-2006 through FY 2020-2022. Amounts estimated for FYs 2017-2018 to 2020-2022 use January 2017 CREG estimates and adjust for legislation enacted during the 2017 General Session. Consistent with other funds, CREG does not project capital gains or losses in future years, although the Common School Land Income Account (CLIA) has received significant revenue from realized capital gains in the past. *Note: the amounts shown do not account for the transfers out and in required by law (i.e., CSLIA/SFP automatic transfer to the Common School Permanent Land Fund Reserve Account, transfer to the Hathaway Student Scholarship Endowment Account, transfer Higher Education Endowment Account, transfers to the School Capital Construction Account, transfers from the Permanent Land Fund Holding Account, and transfers from the Legislative Stabilization Reserve Account).*

Figure 3. School Foundation Program Account Traditional Revenue (\$ Millions), FY 2005-2006 to Estimated FY 2021-2022.

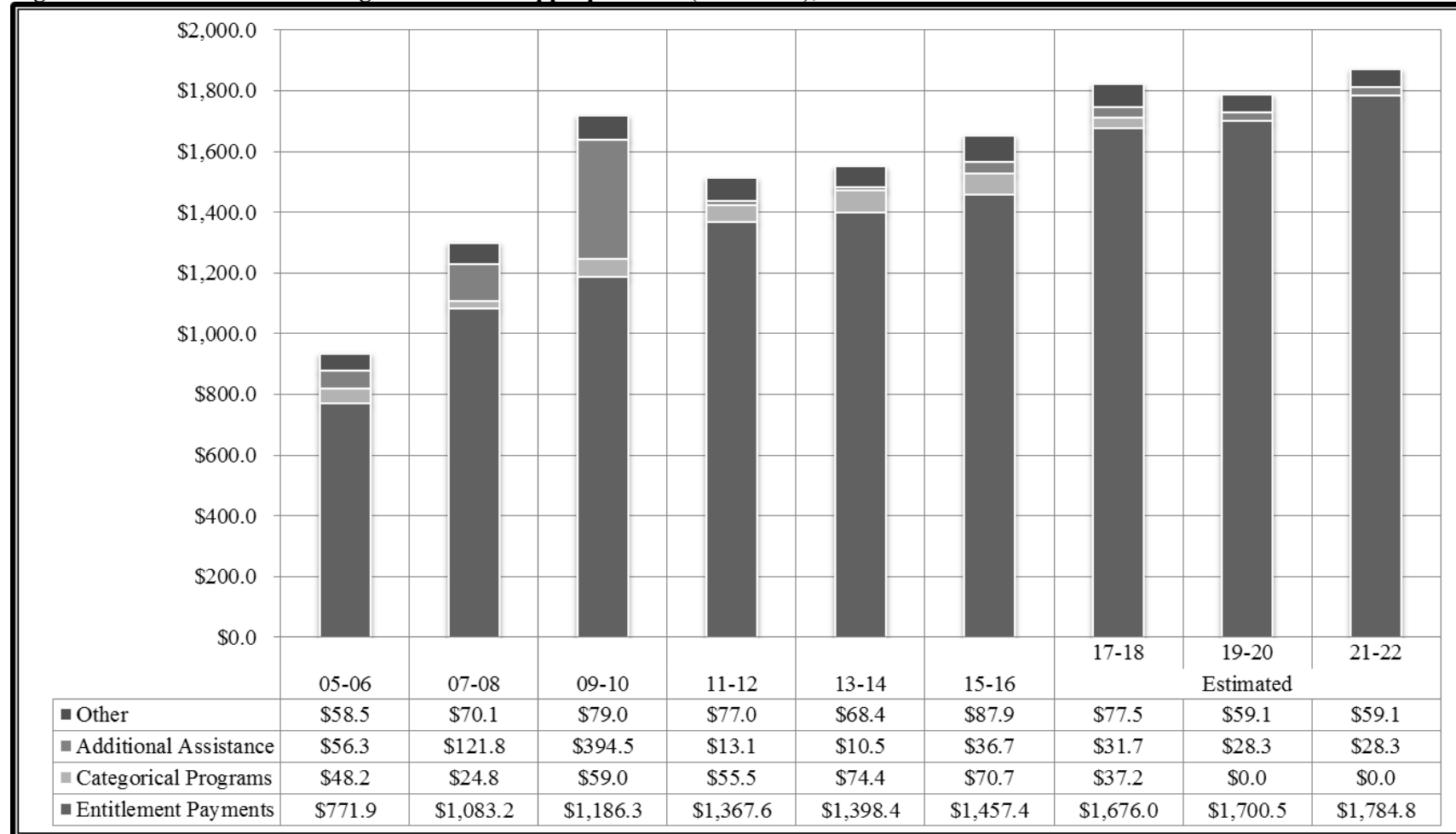


Source: LSO analysis of historical WOLFS data and January 2017 CREG data.

K-12 School Operations and Construction Historical Revenues and Appropriations and Projected Shortfalls

Figure 4 illustrates the historical appropriations from the School Foundation Program Account, by appropriations category, since FY 2005-2006 through FY 2021-2022 (projected). Amounts estimated for FYs 2017-2018 to 2021-2022 use January 2017 CREG estimates and adjust for any legislation enacted during the 2017 General Session.

Figure 4. School Foundation Program Account Appropriations (\$ Millions), FY 2005-2006 to Estimated FY 2021-2022.

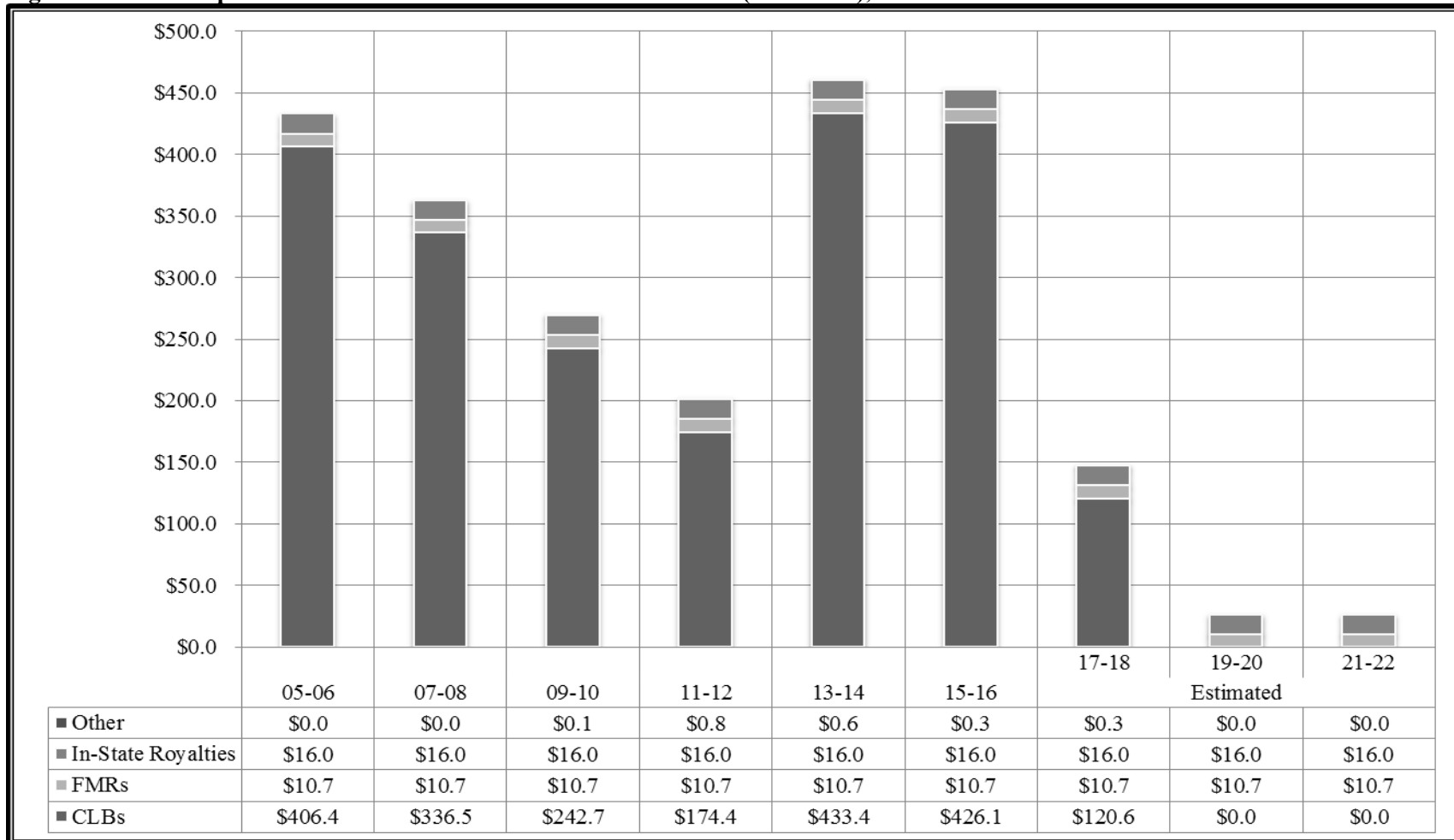


Source: LSO analysis of historical WOLFS data and January 2017 CREG data.

K-12 School Operations and Construction Historical Revenues and Appropriations and Projected Shortfalls

Figure 6 depicts the traditional revenues to the School Capital Construction Account for FY 2005-2006 through FY 2021-2022 (projected). The Coal Lease Bonus revenue is net the transfers to the School Foundation Program Account and Hathaway Student Scholarship Endowment Account in accordance with law.

Figure 6. School Capital Construction Account Traditional Revenue (\$ Millions), FY 2005-2006 to Estimated FY 2021-2022.

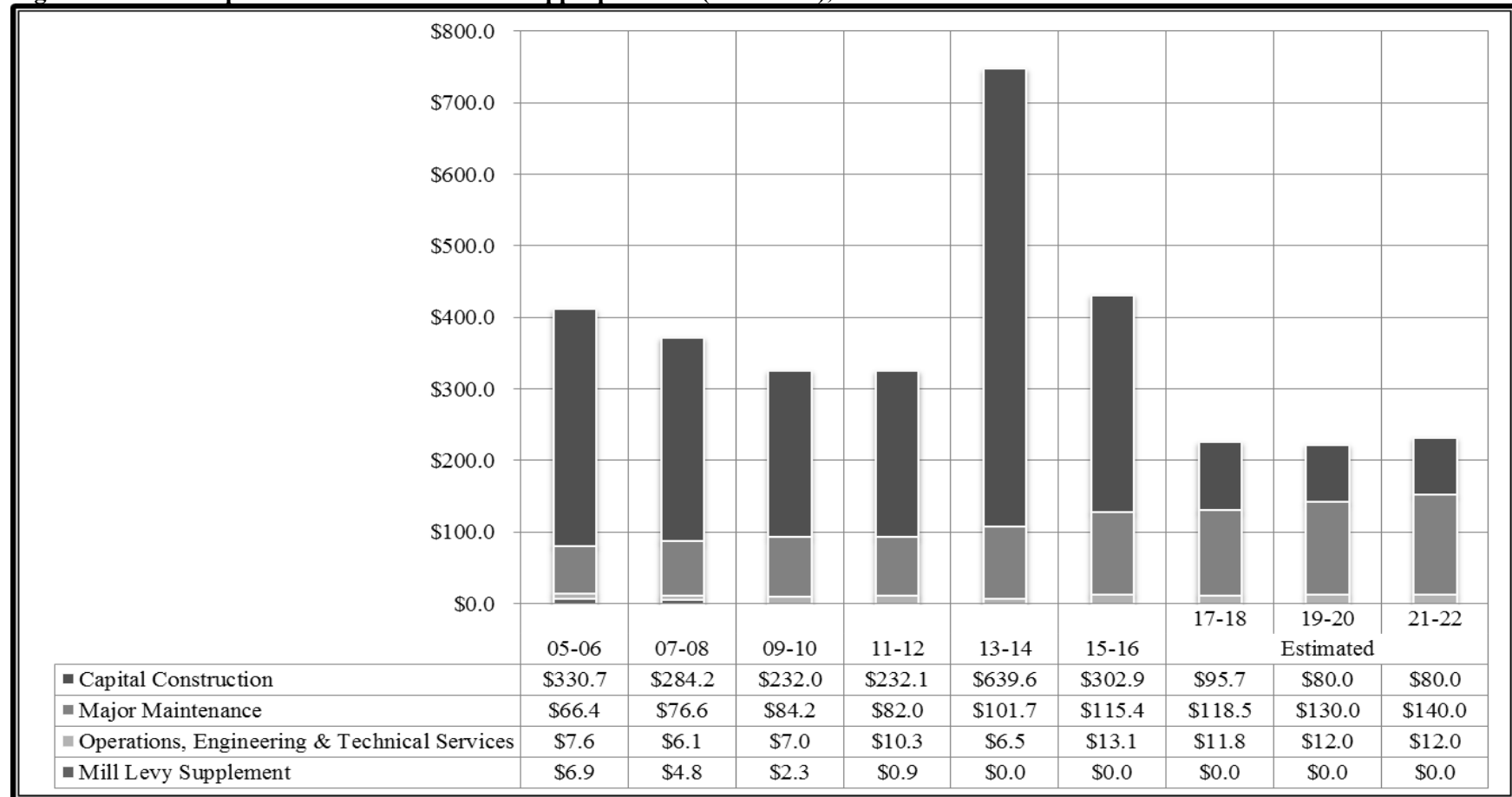


Source: LSO analysis of historical WOLFS data and January 2017 CREG data.

K-12 School Operations and Construction Historical Revenues and Appropriations and Projected Shortfalls

Figure 8 illustrates the historical appropriations from the School Capital Construction Account, by appropriations category, since FY 2005-2006 through FY 2021-2022 (projected). Amounts estimated for FYs 2019-2020 to 2021-2022 use projected appropriations for School Facilities Division operations and major maintenance, and includes \$80 million for capital construction, which can be changed up or down depending on the level preferred by policy makers. The \$80 million was used based upon the 2017 General Session appropriation level.

Figure 8. School Capital Construction Account Appropriations (\$ Millions), FY 2005-2006 to Estimated FY 2021-2022.



Source: LSO analysis of historical WOLFS data and January 2017 CREG data.

K-12 Operations Shortfall

K-12 School Operations and Construction Historical Revenues and Appropriations and Projected Shortfalls

For K-12 operations funding, the FY 2017-2018 biennium estimated shortfall is \$478.5 million, which is addressed by the \$570.9 million transfer from the Permanent Land Fund (PLF) Holding Account. Additionally, \$87.8 million is transferred from the Common School Permanent Land Fund Holding Account Reserve Account (CSPLF RA) to the School Foundation Program Account (SFP) to guarantee 5 percent of the previous five-year average market value of the Common School Account (CSA). For the FY 2019-2020 biennium, the estimated shortfall is \$530.1 million or \$265 million per year. Additionally, \$21.9 million is transferred from the CSPLF RA to the SFP to guarantee 5 percent of the previous five-year average market value of the CSA. For the FY 2021-2022 biennium, the estimated shortfall is \$636 million or \$318 million per year. Attachment A depicts the forecast fiscal profile for the SFP, SCCA, PLF Holding Account, SFP RA, CSPLF RA for the FY 2017-2018, FY 2019-2020, FY 2021-2022 biennia. Table 8 summarizes the estimated K-12 operations shortfall for each biennium.

Table 8. Estimated K-12 Operations Funding Shortfall (\$Millions), FY 2017-2018 to FY 2021-2022.

	2017-2018	2019-2020	2021-2022
SFP Beginning Balance	\$100.0	\$192.4	\$100.0
SFP Ending Balance	\$192.4	\$100.0	\$100.0
SFP Balance Difference: <i>(Positive subtracted; Negative added)</i>	\$92.4	(\$92.4)	\$0.0
PLF Holding Account/LSRA Transfer	\$570.9	\$437.7	\$636.0
Est. Shortfall: SFP Balance Difference less PLF Holding Account/LSRA Transfer	(\$478.5)	(\$530.1)	(\$636.0)

Source: LSO analysis.

K-12 Capital Construction Shortfall

For K-12 capital construction funding, the FY 2017-2018 biennium estimated shortfall is \$78.3 million, which is covered by the \$78.3 million transfer from the LSRA. For the FY 2019-2020 biennium, the estimated shortfall is \$195.3 million or \$97.7 million per year. For the FY 2021-2022 biennium, the estimated shortfall is \$205.3 million or \$102.7 million per year. Table 9 summarizes the estimated K-12 capital construction shortfall by each biennium. These projections are highly dependent upon the assumption of \$80 million in capital construction during each biennium. The actual amount desired by the Legislature and Governor may be larger or smaller.

Table 9. Estimated K-12 Capital Construction Funding Shortfall (\$Millions), FY 2017-2018 to FY 2021-2022.

	2017-2018	2019-2020	2021-2022
SCCA Beginning Balance	\$0.0	\$0.0	(\$195.3)
SCCA Ending Balance	\$0.0	(\$195.3)	(\$400.6)
SCCA Balance Difference: <i>(Positive subtracted; Negative added)</i>	\$0.0	(\$195.3)	(\$205.3)
LSRA Transfer	\$78.3	\$0.0	\$0.0
Est. Shortfall: SCCA Balance Difference less LSRA Transfer	(\$78.3)	(\$195.3)	(\$205.3)

Source: LSO analysis.

K-12 School Operations and Construction Historical Revenues and Appropriations and Projected Shortfalls

Sheridan County School District No. 2

Board of Trustees Regular Monthly Meeting

Ann Perkins, Chairman

June 19, 2017

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, June 19, 2017, in the Board Room at the Central Administration Office. The presiding officer was Ann Perkins, Chairman. A quorum was determined to be present with the following attendees:

Trustees:

Ann Perkins, Chairman
Wayne Schatz, Treasurer
Marva Craft, Clerk
Terry Burgess
Shane Rader
Molly Steel
Mike Sweeney

Administrators:

Scott Stults, Assistant Superintendent
Mitch Craft, Assistant Superintendent
Traci Turk, Special Services Director
Roxie Taft, Business Manager
Julie Stine, Facilities Director
Coree Kelly, Technology Director

Absent:

Tony Wendtland, Vice-Chairman
Sue Wilson

Absent:

Craig Dougherty, Superintendent

A. Pledge of Allegiance

II. Recognition

A. PLC Model School, Highland Park Elementary - Mitch Craft

Assistant Superintendent Mitch Craft reported that Highland Park Elementary has been recognized by Solution Tree as a PLC Model School. Mr. Craft said there is a rigorous process to attain this honor, and that it is a really big honor. Mr. Craft introduced Highland Park's Principal, Scott Cleland. Mr. Cleland said this honor is based on three big ideas--focusing on student learning; creating a collaborative culture; and teaching with a results-based orientation. Principal Cleland said most of the recognition for this award goes to the students, and to the Highland Park staff that work tirelessly to ensure student success.

III. Approval of Revised Agenda

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

IV. Welcome--Audience Comments

V. Consent Agenda Items

A. Approval of Board Meeting Minutes for May 8, 2017.

B. Approval of Special Board Meeting Minutes for May 19, 2017

C. Approval of Bills for Payment

General Clearing	\$2,142,600.79
Federal Fund	\$182863.32
TOTAL:	\$2,325,464.11

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

VI. Old Business

A. Capital Construction Update (*Information*) - Scott Stults

Assistant Superintendent Scott Stults reported that the projects in the planning and design phase are the Sheridan High School auditorium, repairs to the Early Building Pool, replacing the domestic hot water system at Sheridan Junior High School, renovations to the Sheridan High School science wing, and boiler upgrades.

Mr. Stults said the District is moving forward with the relocation of the Wright Place to the Early Building and alternative high school students to the Sheridan College campus (where a lease is being crafted with input from Sheridan College, the district, and legal counsel). The Wright Place will be a 'school within a school' at Sheridan Junior High. Fort Mackenzie High School will begin moving after July 17, 2017. The District will prepare to decommission the Old Highland Park site after this move, and work with local realtors in regard to potentially listing the site. Along with this move, Mr. Stults is requesting Board approval to officially change the school's name to the John C. Schiffer Collaborative School.

Assistant Superintendent Stults reported the Barnum Construction has begun construction of the drainage system at Henry A. Coffeen Elementary. The bus loop and the grass playground area will be closed during construction.

Mr. Stults said the final warranty items and punch lists for the Sheridan High School Locker Room project will be completed in July; and the fire suppression upgrades will continue all summer.

B. Next Level Update (*Information*) - Mitch Craft

Assistant Superintendent Mitch Craft gave an update on Next Level. He reported that Sheridan College hired Jerianne Jacobsen as the Early Childhood Liason. She will begin on July 1st.

Mr. Craft also reported that he is in the process of seeking external private funding to sustain the Next Level Program. He submitted a grant application last week and is working on another.

Mr. Craft proposed moving from monthly to quarterly Next Level updates to the Board. He said with the program in place now, he believes that quarterly reporting would be sufficient. He asked the Trustees to provide him feedback anytime.

C. Approval of Policies (*Action*) - Traci Turk

Special Services Director Traci Turk reminded everyone the process for reviewing policies. She presented five policies for second reading. Ms. Turk reviewed the policies up for second reading:

- Policy DJ - Purchasing - CFR reference corrections were made
- Policy DJ-E - Certificaiton Regarding Debarment and Suspension - no changes
- Policy DJ-P Purchasing Procedure -no changes
- Policy EGAB - Fees, Costs, and Charges for Inspection, Copying and Producing of Public Records - no changes
- Policy JBA - Discrimination Student Complaint - no changes
- Policy JH - Student Attendance - A paragraph referencing tardies from first reading was removed because there is not a statute referencing tardies. Policy Advisory Council, Principals and Board Policy Committee were consulted regarding this change, and tardies are referenced consistently in the student handbooks. Ms. Turk said that if there is a further need to address tardies, this policy will be brought back for another review.
- Policy JHP - Attendance Procedure - recommend deleting policy

TRUSTEE BURGESS MADE A MOTION TO APPROVE POLICY DJ -

PURCHASING, POLICY DJ-E CERTIFICATION REGARDING DEBARMENT AND SUSPENSION, DJ-P - PURCHASING PROCEDURE, EGAB - FEES, COSTS, AND CHARGES FOR INSPECTION, COPYING AND PRODUCING OF PUBLIC RECORDS, JBA - DISCRIMINATION STUDENT COMPLAINT, JBA-E - EQUAL OPPORTUNITIES GRIEVANCE PROCEDURE FORM, JH- STUDENT ATTENDANCE, AND THE DELETION OF POLICY JHP - ATTENDANCE PROCEDURE, ON SECOND READING, AS PRESENTED. TRUSTEE SWEENEY SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

VII. RECESS FOR PUBLIC HEARINGS

TRUSTEE SCHATZ MADE A MOTION TO RECESS INTO A PUBLIC HEARING TO GATHER PUBLIC INPUT ON THE 2017-2018 CONSOLIDATED GRANT APPLICATION AT 6:14 P.M. TRUSTEE RADER SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

Special Services Director Traci Turk said that some, but not all, 2017-2018 grant allocation amounts have been received from the Wyoming Department of Education. For grants that new allocation amounts have not been received, last year's allocations are used for the purposes of this presentation. Ms. Turk said the the District received a grant notification today for Title IV-A. This is a new grant to provide activities in the Well-Rounded Education Field, activities that support Safe and Healthy Students, and Effective Use of Technology. Ms. Turk presented a slideshow with a description of the grants within the Consolidated Grant, and how the funds were utilized in the 16-17 school year.

Special Services Director Traci Turk asked the board to approve the submission of the FY 2017-2018 Consolidated Grant Proposal once they return to regular session

Chairman Ann Perkins called for public comments from the audience. No comments were made.

TRUSTEE CRAFT MADE A MOTION TO RETURN TO REGULAR SESSION AT 6:27 P.M. TRUSTEE STEEL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

TRUSTEE SCHATZ MADE A MOTION TO RECESS INTO A PUBLIC HEARING TO GATHER PUBLIC INPUT ON THE DECOMMISSION OF OLD HIGHLAND PARK ELEMENTARY SCHOOL AT 6:27 P.M. TRUSTEE RADER SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

Assistant Superintendent Scott Stults said the Old Highland Park facility has been a great school and a tremendous swing space for the District. However, due to the state of the facility, and the ability to use it in a suitable and efficient manner, Mr. Stults asked the Board to approve the decommission of this site.

Board Chairman Ann Perkins asked for public comment from the audience.

Trustee Schatz asked what it means to decommission a site. Mr. Stults responded that it would mean the selling of the property as is. Mr. Schatz asked if that would mean we wouldn't have any liability. Assistant Superintendent Stults responded positively.

TRUSTEE CRAFT MADE A MOTION TO RETURN TO REGULAR SESSION AT 6:29 P.M. TRUSTEE STEEL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

A. Approval of Submission of Consolidated Grant Application for FY 2017-2018 (*Action*) - Traci Turk

TRUSTEE RADER MADE A MOTION TO APPROVE THE SUBMISSION OF THE 2017-2018 CONSOLIDATED GRANT APPLICATION. TRUSTEE BURGESS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

B. Approval of Decommission of Old Highland Park Elementary School - 1301 Avon Street (*Action*) - Scott Stults

TRUSTEE SWEENEY MADE A MOTION TO APPROVE THE DECOMMISSION OF OLD HIGHLAND PARK ELEMENTARY SCHOOL - 1301 AVON STREET. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

VIII. New Business

A. Approval to Request Bids for Projects (*Action*) - Julie Stine

Facilities Director Julie Stine said she is requesting approval to advertise to bid projects as they come available. The projects that are currently in the planning phase are the Sheridan High School auditorium, repairs to the Early Building Pool, replacing the domestic hot water system at Sheridan Junior High School, renovations to the Sheridan High School science wing, boiler upgrades, plus work on the tennis courts and track.

TRUSTEE CRAFT MADE A MOTION TO APPROVE TO REQUEST BID PROJECTS FOR THE 2017-2018 SCHOOL YEAR. TRUSTEE BURGESS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

B. Approval of Name Change of Fort Mackenzie High School to John C. Schiffer Collaborative School (*Action*) - Scott Stults

Assistant Superintendent Scott Stults said plans for the John C. Schiffer Collaborative School, a collaborative effort with Sheridan County School Districts #1 and #3, and Johnson County Schools, has been in the works for a couple of years now. Mr. Stults said that Mr. Schiffer served 21 years in State Senate and was a true friend to education.

Assistant Superintendent Stults said that as we move forward with the transition of our alternative high school, we are asking Trustees for approval to change the school's name from Ft. Mackenzie High School to the John C. Schiffer Collaborative School. If Trustees vote to approve this change today, we will then begin steps with the Wyoming Department of Education to change the name.

TRUSTEE BURGESS MADE A MOTION TO APPROVE THE NAME CHANGE OF FORT MACKENZIE HIGH SCHOOL TO JOHN C. SCHIFFER COLLABORATIVE SCHOOL. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

Trustee Schatz asked if the Wright Place would be part of the collaborative school. Mr. Stults responded that the collaborative school is planned for grades 9-12, and that the Wright Place has not been part of the discussion to date.

C. Status of Classified Sick Leave Bank (*Information*) - John Camino

Assistant Business Manager/Human Resources Coordinator John Camino reported that the current balance of the Classified Sick Leave Bank as of June 9, 2017 is 2,379.50 hours. Mr. Camino said this number is very healthy.

D. Status of Certified Sick Leave Bank (*Information*) - John Camino

Assistant Business Manager/Human Resources Coordinator John Camino reported that the current balance of the Certified Sick Leave Bank as of June 9, 2017, is 645.85 days. Mr. Camino said this bank is also very healthy, and there were only seven days used this year.

E. Sheridan High School Planning Office Report (*Information*) - Mitch Craft

Assistant Superintendent Mitch Craft shared information from the 2017 Sheridan High School Student Planning Office Report. He said the report is easy to navigate and it gives a picture from last year to this year. Mr. Craft thanked Mr. Fessler for creating the report and for attending the meeting to answer questions.

Trustee Sweeney asked if there is follow up with students that enter college in the Fall to see if they are still enrolled at the end of the year. He also asked if students that don't complete college are asked why, and if they believe they were prepared for college. Mr. Fessler responded to Mr. Sweeney, saying that the District receives a report with retention

rates from the University of Wyoming. Mr. Fessler said that we will share the report with Trustee Sweeney.

F. Approval of the 2017-2018 Student Handbooks (*Action*) - Mitch Craft

Assistant Superintendent Mitch Craft said we are trying to make the handbook process easier. Elementary student handbooks have been consolidated. In the past we had five handbooks that were basically the same. The elementary principals agreed to a common handbook. Mr. Craft said Special Services Director Traci Turk did quite a bit of work to create common ground between the handbooks, and created a common handbook policy page. There were no major changes in the handbooks, changes are highlighted in yellow.

Mr. Craft said there was a question about the milk price in the handbook. A price increase for extra milk to .40 was recommended to stay in the black with the milk purchases. Mr. Craft said the plan was to have the milk price approved with the handbook approval, but if the board would rather entertain that separately we can approve the student handbooks with milk price increase withheld.

TRUSTEE CRAFT MADE A MOTION TO APPROVE THE 2017-2018 STUDENT HANDBOOKS AS PRESENTED. TRUSTEE BURGESS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE

Trustee Burgess complimented the staff on the hard-work on the handbooks.

Trustee Schatz asked if there will there be printing cost savings. Assistant Superintendent Mitch Craft said that the handbooks will be posted online and only a few copies will be printed for each office, so there is a significant cost savings.

Trustee Schatz asked if the name of Fort Mackenzie High School will be changed on the handbooks. Mr. Craft said that now that the name change has been approved by the Board, the handbooks will be updated.

Trustee Steel asked if there is still something students sign for behavior, sports, etc. Mr. Craft said that there are a couple layers of signing--first the signature for the handbook, and second students sign paperwork for athletics and activities.

Trustee Craft said that it is important that there is a differentiation between sports forms and forms for other activities. She said that last year some changes were made but we need to ensure that the different forms are used.

IX. Reports and Communications

A. Board of Trustees

1. Board Reports

- a. Trustee Mike Sweeney announced that he will be stepping down from the board. He has accepted a position in North Carolina and starts in two weeks. He said he appreciates his time on the board and thanked everyone for the opportunity.

2. Committee Reports

- a. **FY 2016-2017 Annual Gollings Endowment Update (*Information*) - Wayne Schatz**

Trustee Wayne Schatz shared background information about The Gollings Endowment that was established in 2015. Mr. Schatz reported that the endowment was established with \$1,237,500 of the sale proceeds received from the Gollings paintings. The resolution passed by the Board of Trustees stated that 10% of the interest from the sale will remain in the corpus, and 90% of the interest would be used to fund national travel for students. Trustee Schatz said the corpus amount is now \$1,238,686.35. The committee has approved \$3,600 in applications from student groups this year, this leaves a balance of \$6,360.33 remaining to carry over into next year to support student travel.

3. Other

There were no other board reports.

B. PTO/Parents/Students/Organizations

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

C. Site/Administration/Staff

Assistant Superintendent Mitch Craft reported that the new district website will be going live in the next couple weeks, and he will let the Trustees know when that happens.

TRUSTEE RADER MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 7:12 P.M. TO CONSIDER PERSONNEL MATTERS PERTAINING TO THE APPOINTMENT AND/OR EMPLOYMENT OF SCHOOL DISTRICT EMPLOYEES, PURSUANT TO W.S. 16-4-405(a)(ii) AND TO CONSIDER OR RECEIVE ANY INFORMATION CLASSIFIED AS CONFIDENTIAL BY LAW, PURSUANT TO W.S. 16-4-405(a)(ix). TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

X. Executive Session:

The Board went into Executive Session at 7:12 p.m. to address personnel, real estate, and legal matters.

TRUSTEE STEEL MADE A MOTION TO RETURN TO REGULAR SESSION AT 7:56 P.M. TRUSTEE SWEENEY SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting reconvened at 7:56 p.m.

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

TRUSTEE RADER MADE A MOTION TO RATIFY THE RESOLUTION AGREEMENT AS PRESENTED IN CASE NUMBER 08-17-1127, AS PRESENTED. TRUSTEE SWEENEY SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

XI. Adjournment:

TRUSTEE BURGESS MADE A MOTION TO ADJOURN THE MEETING AT 7:58 P.M. TRUSTEE STEEL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.

The meeting adjourned at 7:58 p.m.

Chairman

Clerk

**SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
FINAL-RELEASE TO PUBLIC
June 19, 2017**

PROFESSIONAL STAFF:

Approvals:

Emily Washut District	Occupational Therapist 1.0 FTE 187 days	Effective 08/18/17
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CERTIFIED STAFF:

Approvals:

Ronda Charlson Woodland Park and District Schools	Teacher-Title (.50 FTE)/Math Interventionist (.50 FTE) 1.0 FTE 187 days	Effective 08/18/17
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Kelly Merrill Henry A. Coffeen School	Teacher-5th Grade - ELA 1.0 FTE 187 days	Effective 08/18/17
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Kristina Nicholls Sheridan High School	School Counselor 1.0 FTE 185 days	Effective 08/22/17
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Rescind Resignation:

Brittany Canfield Sagebrush School	Teacher-2nd Grade 1.0 FTE 185 days	Effective 06/05/17
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Changes/Transfers:

Brittany Canfield Sagebrush School	Teacher-Title I .50 FTE 185 days	Effective 08/22/17
Bailey Gregorich Henry A. Coffeen to Sagebrush School	Teacher-5th Grade to Teacher-Title I Reading 1.0 FTE to .50 FTE 185 days	Effective 08/22/17

CLASSIFIED STAFF:**Approvals:**

Jill Cameron District	Technology Technician 8 hours/day 260 days	Effective 06/12/17
Donald Reynolds Sagebrush School	Custodian (6.0 hours/day)/Cook's Helper (2 hours/day) (Custodian 8.0 hours/day during the summer) 8 hours/day 260 days (Custodian)/177 days (Cook's Helper)	Effective 06/02/17
Brenda Thibeault Woodland Park School	Cook-Head/Breakfast/Fresh, Fruits & Vegetables (5.50 hrs./1 hr. 5x/week) 7.0 hours/day 177 days	Effective 08/29/17

Changes/Transfers:

Danielle Arrants Woodland Park School	Paraprofessional-ESL to Paraprofessional-Office (2.5 hours/day) and Paraprofessional-Title I (4.5 hours/day) 6.0 hours/day to 7.0 hours/day 176 days	Effective 08/29/17
Patricia Conrad Sagebrush School	Paraprofessional-Title I to Paraprofessional-Office 7.0 hours/day 176 days	Effective 08/28/17

Erica Cote Highland Park School	Cook's Helper 3.0 hours/day and Fresh Fruits & Vegetables, 1 hour/day (4x/week) to Cook's Helper 3.0 hours/day and Fresh, Fruits, & Vegetables, 1 hour/day (5x/week) 3.8 hours/day to 4.0 hours/day 177 days	Effective 08/29/17
Angela Covolo Woodland Park School	Paraprofessional-Office to Paraprofessional-Library/Media Technology 7.0 hours/day to 8.0 hours/day 176 days to 185 days	Effective 08/29/17
Traci Eisenman Sagebrush and District to Sagebrush, District and Fort Mackenzie	School Nurse/Head Nurse 6.5 (6.0 hours/day School Nurse/.50 hours/day Head Nurse) to 7.0 hours/day (6.0 hours/day School Nurse Sagebrush/.50 hours/day Head Nurse/.50 hours/day Fort Mackenzie Nurse) 6.5 to 7.0 hours/day 180 days	Effective 08/29/17
Sally Jones Ft. Mackenzie and the Wright Place to Highland Park School	Cook-Head (6.0 hours/day)/Breakfast (.50 hours/day) 6.0 hours/day to 6.5 hours/day 177 days	Effective 8/28/17
Lisa Konetzki Henry A. Coffeen and Story Schools	Cook-Second, 5.50 hour/day/Breakfast, .50 hours/day and Fresh, Fruits & Vegetables, 1 hour (4x/week) and Cook-Second 1.0 hour (Story) to Cook-Second 5.50 hours/Breakfast .50 hours/FFV 1 hour (5x/week) and Cook-Second 1.0 hour (Story) 7.80 hours/day to 8.0 hours/day 177 days	Effective 8/29/17
Janet Lowman Sheridan High School	Paraprofessional-Library Media/Technology to Technology Technician 8 hours/day 260 days	Effective 07/01/17

Ellen Goode-Neeson Woodland Park School	Paraprofessional (3.5/hours/day) /Paraprofessional- After School Site Coordinator (3.5 hours/day) to Paraprofessional (3.5 hours/day)/Paraprofessional- After School Site Coordinator (3.0 hours/day) 7 hours/day to 6.5 hours/day 176 days	Effective 08/29/17
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Robert Powell District to Sagebrush School	Custodian-Maintenance Helper/Replacement Custodian to Custodian 8 hours/day 260 days	Effective 06/02/17
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Patricia Sherman Meadowlark School	Custodian, 5.2 hours/day/Cook's Helper, 2.0 hours/ day/Fresh, Fruits & Vegetables, 1 hour/day (4x/week) to Custodian, 5.0 hours/day/Cook's Helper, 2.0 hours/day, Fresh, Fruits & Vegetables, 1 hour/day (5x/week) 8 hours/day 260 days	Effective 08/29/17
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Brooke Shippy Sagebrush School	Cook's Helper, 1.50 hours/day and Fresh, Fruits & Vegetables, 1 hour (4x/week) to Cook's Helper, 1.50 hours/day and Fresh, Fruits & Vegetables, 1 hour/day (5x/week) 2.30 hours/day to 2.5 hours/day 177 days	Effective 08/29/17
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Anita Torbert Woodland Park School	Paraprofessional-Office and Paraprofessional- Title I to Paraprofessional-Office 7.5 hours/day 176 days	Effective 08/29/17
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Resignations:

Kristy Bellew Highland Park School	Cook-Head/Breakfast 6.50 hours/day 177 days	Effective 06/02/17
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April Bocek Transportation	Bus Driver 4.0 hours/day 175 days	Effective 06/02/17
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Hesid Brandow Sheridan Junior High School	Paraprofessional-Special Education 7.0 hours/day 176 days	Effective 06/02/17
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Retirements:

Jerry Wendt Sheridan High School	Custodian-Head 8.0 hours/day 261 days	Effective 06/30/17
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EXTRA DUTY 2017-2018:

Approvals:

<u>Name</u>	<u>Position</u>
Arthur Baures	Cross Country - Head Coach-SHS
Arthur Baures	Track - Indoor Assistant Coach-SHS
Arthur Baures	Track - Outdoor Assistant Coach-SHS
Alexander Bradfield	Track - Indoor Assistant Coach-SHS
Alexander Bradfield	Track - Outdoor Assistant Coach -SHS
Alexander Bradfield	Weight Room-Summer-SHS
Jane Buell	Student Council Sponsor -SHS
Aaron Cleare	Track - Indoor Assistant Coach-SHS
Timothy Cooper	Basketball - Boys - Assistant Coach-SHS
David "DJ" Dearcorn	Football - Assistant Coach -SHS
Jennifer Doolin	Science Symposium Organizers-SJHS
Raith Durham	Basketball - Boys 9th Grade A Coach-SHS
Mark Elliott	Basketball - Boys Assistant Coach-SHS
Rachael Esh	Science Symposium Organizers-SJHS
Janine Evensen	Class Sponsor - Freshman-SHS
Kyle Ewing	Wrestling - Assistant Coach-SHS
Edward Fessler	Summer Counseling (10 days / 80 hrs) - SHS
Katie Foster	Science Symposium Organizers-SJHS
Leslie Fox	Music - Orchestra - Elementary
Eric Frey	Track - Indoor Assistant Coach-SHS
Eric Frey	Track - Outdoor Assistant Coach-SHS
Ryan Fuhrman	Science Symposium Organizers-SJHS
Kasey Garnhart	Weight Room-Summer-SHS
Kasey Garnhart	Wrestling - Assistant Coach-SHS

Rita Geary	National Honor Society Sponsor-SHS
Darin Gilbertson	Football - Assistant Coach-SHS
Kathy Good	Department Chair - Fine Arts/Foreign Language-SHS
Aaron Gray	Football - 9th Grade B Coach-SHS
Sarah Hackworth	Science Symposium Organizers-SJHS
Corey Hamrick	Department Chair - Physical Education/Health-SHS
Robert Hanchett	Football - 9th Grade A Coach-SHS
Marla Hinrichs	Speech - Head Coach-SHS
Michelle Hoistad	Basketball - Girls - Grade 8 - B Coach-SJHS
Colter Huhn	Science Symposium Organizers-SJHS
Jeff Jones	Basketball - Girls' Assistant Coach-SHS
Donald Julian	Football - Head Coach-SHS
Peter Karajanis	Science Symposium Organizers-SJHS
Taylor Kelting	Track - Indoor Head Coach-SHS
Taylor Kelting	Track - Outdoor Head Coach-SHS
Haley King	Basketball - Girls' - 9th Grade A Coach-SHS
Diane Knutson	Music - Band-SHS
Toby Laird	Tennis - Assistant Coach-SHS
Mark Lane	Wrestling - Assistant Coach-SHS
Ashley Lecholat	Music - Vocal-SHS
LaDonna Leibrich	Class Sponsor - Junior-SHS
Becky Leno	Summer Counseling (9 days / 72 hrs) - SHS
James A. Lowe	Department Chair - Science-SHS
Jeffrey Martini	Department Co-Chair - Social Studies-SHS
Jeffrey Martini	Basketball - Boys Head Coach-SHS
Jeffrey Martini	Football - Assistant Coach-SHS
Larry Martoglio	Golf -Head Coach-SHS
Curt Mayer	Class Sponsor - Senior-SHS
Curt Mayer	Football - 9th Grade B Coach-SHS
Gretchen McCafferty	Class Sponsor - Senior-SHS
Gretchen McCafferty	Student Council Sponsor-SHS
Nancy McCullough	Science Symposium Organizers-SJHS
Marshall McEwen	Football - Assistant Coach-SHS
Marshall McEwen	Track - Indoor Assistant Coach-SHS
Marshall McEwen	Track - Outdoor Assistant Coach-SHS
Maureen McEwen	Volleyball - Head Coach-SHS
Huntley McNab	Tennis - Assistant Coach-SHS
Morgan Mines	Volleyball - Assistant-SHS
Pamela Moore	Music - Vocal Sagebrush School
Jeffrey Mowry	Football - Assistant Coach-SHS
Megan Muth	Golf - Assistant Coach-SHS

Kristina Nicholls	Summer Counseling (9 days / 72 hrs) - SHS
Kerri Parr-Cook	Music - Vocal Highland Park School
Jennifer Reed	Department Co-Chair - English-SHS
Heidi Richins	Class Sponsor - Junior-SHS
Heidi Richins	Department Chair - Vocational-SHS
Brian Rizer	OCK Newspaper Sponsor-SHS
D. Kevin Rizer	Department Co-Chair - Social Studies-SHS
D. Kevin Rizer	Football - Assistant Coach-SHS
Kaelee Saner	Golf - Assistant Coach
Razmick Sarkissian	Music - Orchestra -SHS
Tyson Shatto	Wrestling - Head Coach-SHS
Gale Smith	Department Chair - Math-SHS
Scott Soderstrom	Soccer - Boys' Head Coach-SHS
Anne Travis	Summer Counseling (9 days / 72 hrs) - SHS
Anne Travis	Department Chair - Counseling-SHS
Isaac VanDyke	Cross Country - Assistant Coach-SHS
Stephanie Vela	Cheerleader Sponsor-SHS
Stephanie Venn	Music - Vocal Meadowlark School
Allison Voigt	Music - Vocal Coffeen School
Charles Walters	Track - Outdoor Assistant Coach-SHS
Kyle Warnke	Basketball - Girls' Assistant Coach-SHS
Brenda White	Summer Counseling (9 days / 72 hrs) - SHS
Gared "Dan" White	Crisis Team Coordinator-District
Daniel Zemski	Football - Grade 7 - B Coach-SJHS
Stephanie Zukowski	Music - Vocal Woodland Park School

Resignations 2017:

<u>Name</u>	<u>Position</u>
Colter Huhn	Science Fair-Coordinator-SJHS (changing amount/position)
Mallory Marshall	Soccer-Girls Head Coach-SHS
Kyle Warnke	Basketball-Girls 8th Grade-B Coach-SJHS

SPECIAL PROGRAMS EXTRA DUTY 2016-2017:

<u>Name</u>	<u>Position</u>
LaDonna Leibrich	Mentor Elementary Library Paraprofessional

SPECIAL PROGRAMS SUMMER EXTRA DUTY 2016-2017:

<u>Name</u>	<u>Position</u>
Kellie Boedecker	Teacher-Summer PD Design
Judith Dougherty	Teacher-Summer PD Design
Megan Edmunds	Teacher-Summer PD Design
Ryan Fuhrman	Teacher-Summer PD Design
Kristie Garriffa	Teacher-Summer PD Design
Pamela O'Connell	Teacher-Summer PD Design
Andrea Rice	Teacher-Summer STEM Camp Elementary
Christine Spielman	Teacher-Summer PD Design
Alison Vold	Teacher-Summer PD Design

SPECIAL PROGRAMS EXTRA DUTY 2017-2018:

<u>Name</u>	<u>Position</u>
Rebecca Attebury	Suicide Prevention District Coordinator
Troy Lake	Competency-Based Learning Development

SPECIAL EDUCATION SUMMER EXTENDED SCHOOL YEAR (ESY) STAFFING 2016-2017:

<u>Name</u>	<u>Position</u>
Jami Clifford	Teacher
Amanda Hamilton	Paraprofessional - Substitute
Heather Schmidt	Paraprofessional - Substitute
Randi Tibbets	Paraprofessional-Substitute
Ellen Treide	Speech Pathologist
Andrew Wallenkamp	Teacher

SHERIDAN HIGH SCHOOL BRIDGES SUMMER SCHOOL STAFFING 2016-2017:

<u>Name</u>	<u>Position</u>
Curt Mayer	Teacher
Michael Murray	Teacher
Brian Rizer	Teacher
Michael Thomas	Teacher
Alyssa Yada	Teacher

SHERIDAN HIGH SCHOOL AFTER SCHOOL STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Michael Clift	Teacher
Lonna Forister	Teacher
Laine Parish	Teacher
Brian Rizer	Teacher
Elizabeth Swager	Teacher

SHERIDAN JUNIOR HIGH SCHOOL BRIDGES RUNNING START SUMMER SCHOOL STAFFING 2016-2017:

<u>Name</u>	<u>Position</u>
Kyle Ewing	Teacher-ELA/History (split with Medill & Sommers)
Jennifer Farr	Paraprofessional
Loretta Holloway	Teacher-ELA
Devon Johnston	Teacher-ELA
Katie Medill	Teacher-ELA (Split with Ewing)
Harold Mulholland	Teacher-Math
Kale Rager	Teacher-Physical Education
John Ripley	Teacher-Math
Stephen Sommers	Teacher-History (split with Ewing)
Emily Swinyer	Teacher-Science
Julie Weitz	Librarian

SHERIDAN JUNIOR HIGH SCHOOL AFTER SCHOOL STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Brandon Garner	Paraprofessional-After School Fitness-4 hours/week

SHERIDAN JUNIOR HIGH SCHOOL AFTER SCHOOL BRIDGES SCHOOL STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Cody Dahlen	Paraprofessional-After School Intervention-4 hours/week
Devon Johnston	Teacher-Literacy-3 hours/week
Harold Mulholland	Teacher-Math-3 hours/week
Kacey Titus	Teacher-Literacy-3 hours/week

SHERIDAN JUNIOR HIGH SCHOOL GENERAL FUND SCHOOL STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Stephanie Campbell	Paraprofessional-After School Detention-5 hours/week
Cindy Morris	Paraprofessional-Saturday School-4 hours/week

SHERIDAN JUNIOR HIGH SCHOOL 21ST CCLC AFTER SCHOOL STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Christine Bloomgren	Teacher
Richelle Frankovic	Teacher
Sarah Hackworth	Teacher
Anna Holder	Teacher
Colter Huhn	Teacher
Emily Swinyer	Teacher
Julie Weitz	Afterschool Site Coordinator

HENRY A. COFFEEN SCHOOL SUMMER SCHOOL STAFFING 2016-2017:

<u>Name</u>	<u>Position</u>
Brianne Birt	Teacher
Rebecca Butterfield	Teacher
Megan Garnhart	Teacher
Amanda Hamilton	Paraprofessional
Erin Kranz	Paraprofessional
Cody O'Dea	Teacher
Brianna Reed	Teacher

HIGHLAND PARK SCHOOL SUMMER SCHOOL STAFFING 2016-2017:

<u>Name</u>	<u>Position</u>
Kellie Boedecker	Teacher-1st Grade
Ashley Cleare	Teacher-2nd Grade
Jennifer Craft	Teacher-5th Grade
Brenda Jairell	Teacher-3rd Grade
Jessica Morgan	Teacher-4th Grade
Molly Swan	Teacher-Jump Start

HIGHLAND PARK SCHOOL AFTER SCHOOL STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Jennifer Craft	Teacher-5th Grade
Craig Ellis	Teacher-4th Grade
Michaela Escoto	Teacher-4th Grade
James Friessen	Teacher-Floater
Birch Haraden	Teacher-5th Grade
Brenda Jairell	Teacher-3rd Grade
Tara King	Teacher-3rd Grade
Jessica Morgan	Teacher-4th Grade
Keri Mulholland	Teacher-5th Grade
Kyle Warnke	Teacher-3rd Grade

MEADOWLARK SCHOOL SUMMER SCHOOL STAFFING 2016-2017:

<u>Name</u>	<u>Position</u>
Cyndi Clements	Teacher-Jump Start
Janelle Dill	Teacher
Jamie Fortman	Teacher
Molly Kinsey	Teacher
Molly Mason	Teacher
Charlie Reid	Teacher
Addrienne Sims	Teacher

MEADOWLARK SCHOOL AFTER SCHOOL 21st CCLC STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Victoria Benedict	Paraprofessional
Jamie Fortman	Teacher
Ralinda Harvey	Paraprofessional
Molly Mason	Teacher
Addrienne Sims	Teacher
Christy Spielman	Teacher
Ian Wallace	Teacher

SAGEBRUSH SCHOOL SUMMER SCHOOL STAFFING 2016-2017:

<u>Name</u>	<u>Position</u>
Lara Basye	Teacher-Jump Start
Deidre Ditton	Teacher
Kaylee Nygren	Teacher
Amy Rojo	Teacher
Amy Willson	Teacher

SAGEBRUSH SCHOOL AFTER SCHOOL STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Lara Basye	Teacher
Ashley Cleare	Teacher
Abigail Hurley	Teacher
Kristen Mattix	Paraprofessional
Susan McGuire	Paraprofessional
Pamela Moore	Teacher
Kaylee Nygren	Teacher
Amy Willson	Teacher

WOODLAND PARK SCHOOL SUMMER SCHOOL STAFFING 2016-2017:

<u>Name</u>	<u>Position</u>
Angela Covolo	Paraprofessional
Kristie Garriffa	Teacher
Sara Stevens	Teacher
Austin Travis	Teacher

WOODLAND PARK SCHOOL 21ST CCLC AFTER SCHOOL STAFFING 2017-2018:

<u>Name</u>	<u>Position</u>
Kevin Charlson	Teacher
Brianna Hofmeier	Teacher
Donna Johannesmeyer	Teacher
Jennifer Jones	Teacher
Wade Kinsey	Teacher
Jacob Muth	Teacher
Courtney Pushcar	Teacher

Jessica Sparks Teacher

**WOODLAND PARK SCHOOL BRIDGES AFTER SCHOOL STAFFING
2017-2018:**

<u>Name</u>	<u>Position</u>
Amanda Adami	Teacher-Math
Kristie Garriffa	Teacher-Literacy
Jennifer McIntire	Teacher-Literacy
Heather Miller	Teacher-Literacy



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: July 10, 2017

TO: Board of Trustees

FROM: Craig Dougherty, Superintendent

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

District Projects and Future Planning

The projects in planning and design phase include the SHS auditorium, repairs to the Early Building pool, replacing the domestic hot water system at SJHS, SHS Science wing renovations, and SHS boiler building upgrades.

Collaborative School

We have continued to work with the college preparing for the move. We will begin moving the week of July 17th. As we move out of old Highland Park on Avon Street, we will be preparing to decommission this site. We are in the process of working with local realtors with respect to a potential listing of the site. We will continue to work with the state facility division and our legislators to seek design and construction funds for the John C. Schiffer Collaborative School on the college campus. This is dependent on the availability of state construction funding. We are currently working on an exchange of property from the old Woodland Park Site (the back half we still own) with a similar parcel at Sheridan College. Under new business we will present you with a proposed lease agreement with Sheridan College for the space that will be utilized for the John C. Schiffer Collaborative School.

Henry A. Coffeen Drainage

Barnum Construction has completed 95% of the project piping. We are waiting for the arrival of the pumps and the site will be sodded once the project piping is completed. The bus loop and playground will remain closed until the end of July when the project is anticipated to be complete.

Sheridan High School Locker Rooms and Fire Suppression

We will be finishing up final warranty items and punch lists in the locker rooms into July. Don Julian is aware of the schedule. Fire suppression upgrades will be occurring all summer and will affect all areas of the high school and will limit unscheduled use throughout the summer.

Sheridan Junior High School Hill Stability

We are currently working with the City and Natural Resource Conservation Services (NRCS) on securing emergency funding to address the failure areas on the hill east of SJHS. The engineer who designed the stabilizing wall has evaluated the integrity of the wall and currently assessed that it has not failed, nor is it showing signs of failure. We will provide Trustees with updates as more information becomes available.



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: July 10, 2017
TO: Board of Trustees
FROM: Roxie Taft, Business Manager
SUBJ: **Approval of Budget for the Fiscal Year 2017-2018** *(Action)*

At your board meeting, I will [present the FY 2017-2018 budget](#) for all funds along with the mill levies for your approval.



Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: July 10, 2017

TO: Board of Trustees

FROM: Scott Stults, Assistant Superintendent

SUBJ: **Approval of Wyoming High School Activities Association Activity Enrollment and Catastrophic/Liability Insurance** *(Action)*

The [Wyoming High School Activities Association \(WHSAA\) activity enrollment](#) for the District will be presented to you at this board meeting. I will request that you take action to approve both the enrollment and the catastrophic/liability insurance for the 2017-2018 school year.



WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION

6571 EAST 2ND STREET
CASPER, WYOMING 82609
PHONE 307-577-0614

**CATASTROPHIC/LIABILITY INSURANCE FORM
2017-2018**

NAME OF HIGH SCHOOL Sheridan High School

NAME OF JUNIOR HIGH SCHOOL Sheridan Junior High School

<u>362</u>	NUMBER OF PARTICIPANTS IN GRADES 7 & 8 X \$7.00 =	\$ <u>2534.00</u>
<u>646</u>	NUMBER OF PARTICIPANTS IN GRADES 9-12 X \$7.00 =	\$ <u>4522.00</u>
<u>—</u>	NUMBER OF PARTICIPANTS IN GRADES 5 & 6 X \$7.00 = (MANDATORY FOR 5 th & 6 th GRADE PARTICIPANTS)	\$ <u>—</u>

TOTAL DUE \$ 7056.00

Participants are counted only once regardless of the number of activities in which they participate.


Superintendent's Signature


WHSAA Representative's Signature

DUE DATE: SEPTEMBER 1, 2017

Do not Fax, Please Send Original Form to the WHSAA

Sheridan High School

HIGH SCHOOL

WE HEREBY CERTIFY THAT OUR ADM FOR THE 2016-17 YEAR IN THE FOLLOWING GRADES WAS:
GRADE 9: 210 GRADE 10: 236 GRADE 11: 251 GRADE 12: 199 TOTAL ADM 896

A. SCHOOL CLASSIFICATION (CHECK ONE):

CLASS 4A SCHOOL - \$1300 X

CLASS 2A SCHOOL - \$ 1100 _____

CLASS 3A SCHOOL - \$1100 _____

CLASS 1A SCHOOL - \$ 1100 _____

B. SCHOOL ACTIVITIES:

Please check below the WHSAA approved activities in which your school district intends to participate. The base enrollment fee per activity is \$60. As per the WHSAA Constitution, Article XIII (6), an assessment fee has been added to those activities with a negative 2016/17 balance.

BOYS			GIRLS			COMBINED		
Basketball	\$60	<u>X</u>	Basketball	\$60	<u>X</u>	Art	\$60	<u>X</u>
Cross Country	\$60	<u>X</u>	Cross Country	\$60	<u>X</u>	DECA	\$60	_____
Football	\$60	<u>X</u>	Golf	\$75	<u>X</u>	Drama	\$60	<u>X</u>
Golf	\$75	<u>X</u>	Skiing-Alpine	\$60	_____	FBLA	\$60	<u>X</u>
Skiing-Alpine	\$60	_____	Skiing-Nordic	\$115	_____	FFA	\$60	<u>X</u>
Skiing-Nordic	\$115	_____	Soccer	\$320	<u>X</u>	FCCLA	\$60	_____
Soccer	\$320	<u>X</u>	Swimming	\$70	<u>X</u>	SKILLS	\$60	<u>X</u>
Swimming	\$85	<u>X</u>	Tennis	\$135	<u>X</u>	Spirit	\$60	<u>X</u>
Tennis	\$135	<u>X</u>	Indoor Track	\$60	<u>X</u>	Journalism	\$60	<u>X</u>
Indoor Track	\$60	<u>X</u>	Outdoor Track	\$60	<u>X</u>	Marching Band	\$60	_____
Outdoor Track	\$60	<u>X</u>	Volleyball	\$60	<u>X</u>	Music	\$60	<u>X</u>
Wrestling	* \$100	<u>X</u>				Speech	\$60	<u>X</u>
						Student Council	\$60	<u>X</u>

* Includes fee for on-line weight management program

School Classification Amount \$ 1300.00

School Activities Amount \$ 2515.00

TOTAL DUE WHSAA \$ 3815.00

DUE DATE – SEPTEMBER 1, 2017 -- DO NOT FAX, PLEASE SEND ORIGINAL FORM TO THE WHSAA



WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION

6571 EAST 2ND STREET
CASPER, WYOMING 82609

MEMBERSHIP APPLICATION AND ACTIVITY ENROLLMENT

School District No. 2 of SHERIDAN County, of SHERIDAN, Wyoming, hereby makes application for membership in the Wyoming High School Activities Association. The applicant district submits that its official and legal governing board has read the Constitution, rules and the interpretations of the rules of the Association, and hereby agrees to abide by the covenants there set forth.

As per WHSAA Constitution, Article XIII, Membership Item 2, **"All member schools will pay dues by September 1. Schools that fail to submit dues by October 1 will forfeit all contests to that date and will be excluded from participation in culminating events until dues are remitted."**

RESOLUTION: Be it resolved, by the Board of Trustees, that School District No. 2 of SHERIDAN County, of SHERIDAN, Wyoming, that the application for membership in the Wyoming High School Activities Association be submitted to the Board of Directors of the said Association. Be it resolved that DON JULIAN shall act as the OFFICIAL WHSAA REPRESENTATIVE of this district in the affairs of the Association. This action taken in REGULAR/SPECIAL meeting of the Trustees of School District No. 2 of SHERIDAN County of Wyoming, on JULY 18, 2017.

CLERK'S SIGNATURE _____

PRESIDENT'S SIGNATURE _____

SUPERINTENDENT'S SIGNATURE _____

membshp.d/1-2



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: July 10, 2017

TO: Board of Trustees

FROM: Scott Stults, Assistant Superintendent of Instruction and Human Resources

SUBJ: **Replacement to the Sheridan Recreation District Board** *(Action)*

Kim Anderson was appointed last July to serve a three-year term as one of the District's representatives on the Sheridan Recreation District Board. Due to Kim's retirement, I am requesting that you take action to approve Jesse Swanke, the new SJHS assistant principal/activities director, as his replacement.



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: July 10, 2017

TO: Board of Trustees

FROM: Julie Carroll, Facilities Director

SUBJ: **Bid Award Recommendation for SJHS Hot Water Plant Replacement** *(Action)*

I am seeking board approval to award the bid for the SJHS hot water plant replacement to Zowada Plumbing and Heating in the amount of \$31,638. We received four resident bids as follows:

Zowada Plumbing and Heating	\$31,638
A-Plus Plumbers	\$32,800
Westin Mechanical	\$38,500
Powder River Heating	\$46,160

The district pre-ordered the hot water heaters to ensure that they would arrive in time to complete the plant changeover. We have a short window to complete the transition due to continual use of the SJHS. Zowada will complete all the prep work prior to the shutdown. The shutdown will occur from August 18th to August 27th. There will be no hot water in the entire building during this time. The Early Building will not be affected. The contractor will continue to finalize the project, possibly into the school year, but it should only affect the mechanical room.



Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: July 10, 2017

TO: Board of Trustees

FROM: Julie Stine, Facilities Director

SUBJ: **Request to Advertise Maintenance Vehicle Bids** *(Action)*

The maintenance department is in need of some replacement vehicles (utility and plow trucks). I am requesting board approval to advertise bids on these vehicles. If approved, I hope to seek approval for bid awards at the August board meeting, should they exceed the \$25,000 minimum bid threshold.



Excellence and Accountability

Craig Dougherty, Superintendent

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

DATE: July 10, 2017

TO: Board of Trustees

FROM: Craig Dougherty, Superintendent

SUBJ: **Request to Approve Lease Agreement for John C. Schiffer Collaborative School Usage at Sheridan College** *(Action)*

Please see the [attached](#) lease agreement with Sheridan College for the John C. Schiffer Collaborative School. We request board approval of this lease. Sheridan College has also approved this lease.

LEASE AGREEMENT

This Lease Agreement is made between **Sheridan College** of 3059 Coffeen Avenue, Sheridan, Wyoming, 82801 (hereinafter referred to as "Lessor") and **Sheridan County School District 2** of 201 North Connor, Suite 100, Sheridan, WY, 82801. (Hereinafter referred to as "Lessee").

The parties agree as follows:

1. **Description of Premises.** Lessor leases to Lessee the following spaces identified in the below buildings (hereinafter referred to as the "leased premises" or the "premises") in Sheridan, Wyoming, and located on the following described property at 3059 Coffeen Avenue, Sheridan, WY 82801:

Classroom Space to include:

W 170	Located in the Whitney Academic Center	717 sq. ft.
W 173	Located in the Whitney Academic Center	502 sq. ft.
W 174	Located in the Whitney Academic Center	857 sq. ft.
SC 108	Located in the Science Building	727 sq. ft.
SC 109	Located in the Science Building	727 sq. ft.
SC 119	Located in the Science Building	865 sq. ft.
SC 160	Located in the Science Building	167 sq. ft.

Office Space to include:

SC 154	Located in the Science Building	130 sq. ft.
SC 156	Located in the Science Building	102 sq. ft.
SC 157	Located in the Science Building	102 sq. ft.
SC 158	Located in the Science Building	102 sq. ft.
SC 159	Located in the Science Building	102 sq. ft.

Break, Storage, Conference Rooms to include:

SC 120	Located in the Science Building	212 sq. ft.
SC 152	Located in the Science Building	390 sq. ft.
SC 153	Located in the Science Building	289 sq. ft.
SC 155	Located in the Science Building	152 sq. ft.
GMB 011	Located in the Griffith Memorial Building	780 sq. ft.
M 10	Located in the Griffith Memorial Building	152 sq. ft.

2. **Furnishings.** The leased premises has some furnishings provided by Lessors as documented by an inventory sheet drawn up and agreed upon by both the Lessor and Lessee. All other furnishings are the property of the Lessee and will be removed by the Lessee at the termination of this Agreement. All of the Lessor's furniture provided on the inventory sheet shall remain the sole property of the Lessor and not subject to removal by the Lessee at any time, including upon the termination of the lease.

3. **Term.** This lease shall commence on the 1st day of August, 2017 ("commencement date") and will terminate the 31st day of July, 2020; provided, however, the Lessee may terminate at any time prior by giving 30 days written notice that the lease has terminated. In the event this lease is terminated prior to July 31, 2020, Lessor shall reimburse Lessee for any rental amounts paid in advance.

4. **Rent.** Lessee shall pay Lessor rent in an amount that is equivalent to \$7,145.84 per month (or \$85,750.00 per year). Lessee shall pay rent in advance for the 3 year term of this lease in the amount of \$257,250.00 prior to the commencement of this lease. Rent shall be payable to Lessor in Sheridan, Wyoming at the address set out above or at such other place as Lessor may designate from time to time in writing without offset or deduction of any kind whatsoever. Any rent not paid when due shall bear a late charge of \$25.00 and interest at the rate of eighteen percent (18%) per annum or at the maximum interest rate permitted by law, whichever is less, from the due date until the rent is paid. In the event Lessor and Lessee modify the terms of this lease prior to the expiration of the 3 year term and such modification

results in a change in the amount of rent that has been paid in advance, the parties agree to work together to make any adjustments necessary. The annual rental set forth herein is based on the following:

<u>Classroom Space</u>	Charge is \$10 per sq. ft. to include:		
W 170	Located in the Whitney Academic Center	717 sq. ft.	\$7,170
W 173	Located in the Whitney Academic Center	502 sq. ft.	\$5,020
W 174	Located in the Whitney Academic Center	857 sq. ft.	\$8,570
SC 108	Located in the Science Building	727 sq. ft.	\$7,270
SC 109	Located in the Science Building	727 sq. ft.	\$7,270
SC 119	Located in the Science Building	865 sq. ft.	\$8,650
SC 160	Located in the Science Building	167 sq. ft.	\$1,670

<u>Office Space</u>	Charge is \$10 per sq. ft. to include:		
SC 154	Located in the Science Building	130 sq. ft.	\$1,300
SC 156	Located in the Science Building	102 sq. ft.	\$1,020
SC 157	Located in the Science Building	102 sq. ft.	\$1,020
SC 158	Located in the Science Building	102 sq. ft.	\$1,020
SC 159	Located in the Science Building	102 sq. ft.	\$1,020

<u>Break, Storage, Conference Rooms</u>	to include:		
SC 120	Located in the Science Building	212 sq. ft.	\$2,120
SC 152	Located in the Science Building	390 sq. ft.	\$3,900
SC 153	Located in the Science Building	289 sq. ft.	\$2,890
SC 155	Located in the Science Building	152 sq. ft.	\$1,520
GMB 011	Located in the Griffith Memorial Building	780 sq. ft.	\$7,800
M 10	Located in the Griffith Memorial Building	152 sq. ft.	\$1,520

Shared Common Space is \$3 per sq. ft. as needed and available: \$15,000

5. **Security Deposit.** Lessee shall not be required to make a security deposit with Lessor.
6. **Building Maintenance.** Lessor agrees to pay any and all costs of the following:
 - (a) all cleaning materials, snow removal services, including snow removal on sidewalks around the building, for the leased premises;
 - (b) all utilities to the leased premises, including without limitation, water, sewer, natural gas, electricity, and trash collection; and
 - (c) all costs of making any necessary repairs of the leased premises, except for any repairs required due to the fault of the Lessee which shall be paid for by Lessee.
 - (d) The Lessee shall be required to provide and pay for its own telephone and internet connection services.
 - (e) Lessee shall pay and provide its own custodial personnel, using only Lessor's cleaning materials and equipment provided.
7. **Information Technology.**
 - (a) Lessor agrees to provide access to 4 IT closets for the Lessee to cross connect the SCSD2 switches and network gear from the existing school for repurpose to the Sheridan College site. The 4 IT closets are housed in the Science Building, Whitney Core, and Whitney Health Science Wing of the Whitney Academic Center and Griffith Memorial Building.
 - (b) Lessor agrees to provide replacement parts for AV equipment such as bulbs or equipment that goes out of service from daily use, upon request, with reimbursement from the Lessee. Lessor shall prepare an invoice for the cost of parts only and submit to the Lessee.
 - (c) Lessee agrees to provide its own network support staff for troubleshooting, and for minor repair or maintenance such as labor involved with replacement of bulbs or other AV equipment that goes out from as a result of daily use. Lessee will obtain replacement parts from Lessor and submit provided

invoice to the Lessor's Business Office for payment of said replacement parts.

(d) Lessee shall notify Lessor if a significant IT/AV part, connection plate or Crestron processor goes out and will allow Lessor a reasonable amount of time to order parts and receive them. Lessor is not required to have these types of parts in stock.

(e) Lessee shall be responsible for its own phone and WiFi access points and maintenance within its own network.

8. Restrictions on Use. Lessee may use the leased premises only for lawful purposes, and shall not use or permit the premises, or any part thereof, to be used for residential or industrial purposes nor sub-lease the premises to any other party without the prior written consent of Lessor. Lessee shall not make any use of the premises which would cause the fire and casualty insurance that Lessor maintains on the premises to be cancelled or terminated.

Parking. Lessee, including its staff and students, shall only park in Parking Lots E (dome lot) & G (Tech Building lot) during the months beginning in August through the end of May annually to allow Priority parking for Sheridan College students. Lessee's buses shall only park in Lot E (dome lot) and must not park overnight without express permission from the Lessor. It is Lessee's responsibility to ensure compliance. Those found out of compliance could be subject to Campus Police ticketing and fines payable at the Sheridan College Business Office. Parking is subject to changes with construction projects.

Lessee will not store, dispose of or discharge any flammable, explosive, toxic or hazardous materials, substances or wastes or any hydrocarbon or petroleum substances on the leased premises; however, Lessee may store janitorial supplies provided by the Lessor necessary to clean and maintain the leased premises even though such supplies might be deemed flammable, toxic or hazardous.

Lessee will not place a load upon any floor of the leased premises exceeding the floor load capacity per square foot for which the floor was designed and is now capable of carrying.

Lessee shall agree to comply with the principles set forth in the Sheridan College Student and Employee Code of Conducts and adherence to all city, county, state, and federal laws. Lessor shall be responsible for notifying employees and students that Sheridan College is a non-smoking, no weapons campus. Lessee agrees with Lessor to adhere to the following principles: Northern Wyoming Community College District prohibits discrimination in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference. The District also affirms its commitment to providing equal opportunities and equal access to its facilities. Inquiries concerning Title VI, Title VII, Title IX, Section 504, and the Americans with Disabilities Act may be referred to the Vice President for Administration, Cheryl Heath, NWCCD's Title IX and Section 504 Coordinator, Sheridan College, Whitney Building, Room W145E, 3059 Coffeen Ave., Sheridan, WY, 82801; (307) 674-6446. Inquiries also may be made to the Office of Civil Rights, U. S. Department of Education, Federal Building, Suite 310, 1244 Speer Boulevard, Denver, CO 80204-3582; 303-844-3417; or TDD 303-844-3417.

9. Alterations, Repairs and Maintenance. Lessee has inspected the premises and acknowledges that they are in a good order and repair, and accepts the premises in their present condition. Lessee shall at all times maintain the premises in a safe, clean and sanitary condition and in good order and repair and shall surrender the same at the termination of this agreement in as good a condition as received, except for reasonable use and wear. Lessee shall dispose of all garbage and other waste in a clean and safe manner.

Any alterations, improvements and changes that Lessee may desire to make to the premises shall require the prior consent of Lessor, shall be done at the expense of Lessee, shall become the property of Lessor, and shall remain on the premises. Lessee shall keep the premises free and clear of any mechanic's

or materialmen's liens as a result of such alterations, improvements or changes, or as a result of any repairs made at Lessee's expense. Lessee shall be responsible for any alterations or additions to the leased premises which are required for Lessee to conduct its intended operations, including, without limitation, alterations or additions required by the Americans with Disabilities Act.

10. **Right of Entry.** Lessor may enter the premises at reasonable times to inspect the premises or to show the premises to prospective tenants, purchasers, or representatives of lending institutions.

11. **Assignment and Sublease.** Lessee shall not assign, sublease or grant a lien or security interest in all or any portion of the rented premises or all or any portion of such party's interest in the rented premises without the prior written consent of the Lessor.

12. **Ordinances and Statutes.** Both parties shall comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force or which may hereafter be in force pertaining to the use of the premises; provided, however, if such statutes, ordinances or requirements require either party to expend more than \$10,000.00 in any year in order to comply, then the party required to expend that amount may terminate this lease upon thirty (30) days prior written notice to the other party.

13. **Casualty and Condemnation.** In the event of fire or other casualty or condemnation which damages, destroys or takes all or part of the leased premises, this lease agreement may be terminated at the election of either party upon giving thirty (30) days prior written notice to the other party if the damage or taking significantly interferes with the use of the leased premises for the Lessee's operations.

14. **Default, Mediation and Enforcement Costs.** If a party breaches this agreement, the other party shall give the breaching party written notice of the breach, and the party who has breached the agreement shall have ten (10) business days within which to cure the breach. If either party defaults in any of the promises, conditions or obligations of this agreement, the defaulting party shall pay all costs and expenses, including a reasonable attorney's fee, which may be incurred in enforcing this agreement or any remedy of the other party under this agreement. If a dispute arises between the parties relating to this agreement, they will not file litigation until they first attempt to informally resolve the dispute between themselves or submit the dispute to mediation. When a dispute arises which the parties are unable to resolve between themselves, the parties will share equally in cost of the mediator. If the parties are unable to agree upon a mediator, any party may petition a court of competent jurisdiction to appoint a mediator. The parties shall each pay one half of the cost of the mediator. The mediation shall be privileged and confidential as provided by Wyoming law. If the mediation fails to resolve the matter within forty-five (45) calendar days from the date the mediator is selected, then the parties may enforce their rights in any manner allowed by law.

15. **Non-waiver.** The failure of either party to exercise any right or power given under this agreement or to insist upon strict compliance by the other party with the obligations of this agreement shall not constitute a waiver of either party's right to demand strict compliance with the terms and conditions of this agreement.

16. **Notice.** All notices required to be given hereunder shall be given by US mail service or email addressed to the party at their respective address as set forth below, or as changed by written notice to the other party, or by personal service upon the party. Service of notice by mail is complete upon placing the writing in the U.S. Mail, with postage prepaid thereon. The notice time shall commence on the date of the U.S. postmark on the envelope containing such notice.

The addresses of the parties to this lease agreement are as follows:

LESSOR:

Northern Wyoming Community College District dba Sheridan College

3059 Coffeen Avenue
Sheridan, WY 82801
(307) 674-6446

LESSEE:

Sheridan County School District No. 2
Attn: SCSD 2 Superintendent
201 North Connor, Suite 100
Sheridan, WY 82801
(307) 674-7405

17. **Taxes and Insurance.** Lessor shall pay any real estate taxes on the leased premises. Lessee shall pay any taxes on Lessee's personal property located on the premises. Lessor shall pay for the cost of comprehensive insurance for the leased premises, including coverage against loss or damage by fire and other hazards or casualties, and for general public liability insurance, the limits of which insurance shall be at least the amount presently maintained by Lessor on the leased premises. Lessee, at its expense, shall obtain and maintain hazard and casualty insurance on the personal property owned by Lessee necessary to protect Lessee and Lessor and any other insurance the Lessee desires on the premises and not specifically discussed in this paragraph. Lessee must provide a Certificate of Insurance, naming the Lessor as the additional insured, to the Lessor upon commencement of this Agreement annually and thereafter the 1st day of July of each year up to the 30th day of June, 2020 or termination of the Lease, whichever comes first.

18. **Time of Essence.** Time is of the essence under this lease agreement.

19. **Binding Effect.** The terms of this lease agreement shall be binding upon and shall inure to the benefit of the successors in interest and assigns of the parties hereto.

20. **Modification.** This agreement may be amended or modified only by a document in writing signed by both parties.

21. **Recording.** Neither party shall file this lease or a notice of this lease with the Clerk of Sheridan County, Wyoming.

DATED this _____ day of _____, 2017.

LESSOR – Sheridan College

By: _____
Title: Vice President for Administration & CFO

LESSEE – Sheridan County School District No. 2:

By: _____
Title: SCSD 2 Superintendent



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: July 10, 2017

TO: Board of Trustees

FROM: Marva Craft, Trustee

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

Due to the resignation of Mike Sweeney, we have openings on the Capital Construction and Board Policy Committees. If you are interested in serving on one of these committees, please contact Craig Dougherty. He will share your interest with Chairman Perkins, who will make the appointments. For your reference, I have linked [Policy BDE - Board Committees](#).

BOARD COMMITTEES

BOARD COMMITTEES

The Board, upon a motion that is passed, may create such advisory committees as necessary to assist the Board of Trustees. Advisory Committees shall be subject to the following rules:

1. 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.
2. 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.
3. Committees shall report to the Board of Trustees annually, or before, as necessary.
4. 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 an unexpired term of any committee person who is unable to serve.
5. 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 and a vote of a majority of the Board.

First Reading: 12/8/14
Second Reading: 1/12/15

Draft
Personnel
Action
Report

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
July 18, 2017

CERTIFIED STAFF:

Approvals:

Samantha Wilson	Teacher-Title Interventionist-Math	Effective
Henry A. Coffeen School	1.0 FTE	08/18/17
	187 days	

Changes/Transfers:

Benjamin Phillips	Teacher-Physical Education/Health	Effective
Sagebrush School to	1.0 FTE (.90 FTE Sagebrush/.10 FTE Story)	08/18/17
Sagebrush and Story	187 days	
Schools		

CLASSIFIED STAFF:

Approvals:

Kerry McCune	Bus Driver-Rotating	Effective
Transportation	2.0 to 4.0 hours/day	07/24/17
	175 days	

Adam Martin	Paraprofessional-Guided Study Hall	Effective
Sheridan High School	7.0 hours/day	08/28/17
	176 days	

Marcus Sneller	Custodian-Head	Effective
Sheridan High School	8.0 hours/day	06/26/17
	260 days	

Changes/Transfers:

Michael Cicci	Custodian	Effective
Sheridan Junior High	8.0 hours/day (5.6 hours/day-SJHS and 2.40	07/01/17
School to Sheridan Junior	hours/day-tWP)	
High School and the Wright	260 days	
Place		

SHERIDAN COUNTY SCHOOL DISTRICT NO. 2
PERSONNEL ACTION REPORT
July 18, 2017

EXTRA DUTY 2017-2018

Approvals:

<u>Name</u>	<u>Position</u>
Clayton Christensen	Career-Tech Ed Student Organization Sponsor (Ag)-SHS
Ward Cotton	Career-Tech Ed Student Organization Sponsor (Ag)-SHS
Sharon Deutscher	Career-Tech Ed Student Organization Sponsor (FBLA)-SHS
Travis Hetland	Drama-SHS
Adam Martin	Swimming-Boys' Assistant Coach-SHS
Adam Martin	Swimming-Girls' Assistant Coach-SHS
Curt Mayer	Basketball-Boys'-9th Grade B Coach-SHS
Heidi Richins	Career-Tech Ed Student Organization Sponsor (Skills USA)-SHS
D. Kevin Rizer	Soccer-Girls' Head Soccer-SHS
Wendy Vigil	Swimming-Boys' Assistant Coach-Diving-SHS
Wendy Vigil	Swimming-Girls' Assistant Coach-Diving-SHS
Stephanie Zukowski	Music-Musical Director-SHS

SPECIAL PROGRAMS EXTRA DUTY 2017-2018:

<u>Name</u>	<u>Position</u>
Kristie Garriffa	PLC Online Course Development
Paige Sanders	PLC Online Course Development