

Minutes to Regular Meeting
Campbell County School District
Board of Trustees
December 10, 2024 Page 1

Call to Order	The meeting was called to order by Vice-Chairman Lisa Durgin at 6:00 PM in the Board Room at the Educational Service Center, with the following trustees also present: Tim Albin, Mary Brunner, Mark Christensen, Tim Hallinan, Larry Steiger, and Rollo Williams. Others participating in the meeting include Alex Ayers, Superintendent; Kirby Eisenhower, Deputy Superintendent; Melanie Sylte, Human Resources Manager; Alison Gee, Attorney; and Tracy Peterson, Secretary to the Board. Dave Bartlett, Associate Superintendent for Instructional Support was absent. Also present: Susan Monaghan, Brian Brandon, Travis Heitmann, Greg Zahn, Wendy and Bill Chaulk, Jacque Holden, Erica Mund, Robert Robert Hollander, Mary Stroka
Wyoming School Boards Association Awards.	Dr. Ayers presented Mr. Steiger with the Wyoming School Boards Association <i>Certified Master Board Member Award</i>. The Wyoming School Boards Association <i>Standard of Excellence Award</i> was awarded to the 2024 board members.
Reorganization of Board Election of Officers	Vice-Chairman Durgin turned the meeting over to Dr. Ayers for the election of officers. Dr. Ayers asked for chairman nominations. Mr. Steiger motioned for Mrs. Durgin to be chairman, and Mr. Williams seconded. Dr. Ayers asked for other nominations, and seeing none, a vote was taken for Mrs. Durgin to be chairman. The motion passed unanimously. Dr. Ayers turned the meeting back over to Chairman Durgin. Dr. Hallinan motioned to nominate Mr. Steiger as vice-chairman, Mr. Williams seconded, and the motion carried unanimously. Mr. Steiger motioned to nominate Dr. Hallinan as treasurer, Mr. Williams seconded, and the motion carried unanimously. Mr. Steiger motioned to nominate Mr. Albin as Clerk/Assistant Treasurer, Mrs. Brunner seconded, and the motion carried unanimously.
Meetings: Times and Dates	Mrs. Brunner motioned to establish the Board meeting times and dates as 6:00 PM on the second and fourth Tuesdays of each month. Mr. Christensen seconded, and the motion carried unanimously.
Depositories	Mr. Williams motioned to designate ANB Bank, First Interstate Bank, First National Bank of Gillette, First Northern Bank of Wyoming, US Bank, and Wyoming Government Investment Fund as depositories for Campbell County School District. Mr. Christensen seconded, and the motion carried unanimously.
Newspaper	Mr. Steiger motioned to establish The News-Record as the official newspaper for Campbell County School District. Mr. Williams seconded, and the motion carried unanimously.
Re-Adoption of Policies	Dr. Hallinan motioned to re-adopt the policies contained in the official district policy listing and rescind all old policies, as determined only in the board meeting minutes. Mr. Christensen seconded, and the motion carried unanimously.
Legal Counsel	Mr. Christensen motioned to designate Lubnau Law as the legal counsel for Campbell County School District. Mr. Steiger seconded, and the motion carried unanimously.
Appointments	Chairman Durgin appointed board members to the following committees: • Board of Cooperative Higher Education Services (BOCHES) – Mary Brunner, Tim Hallinan, Larry Steiger • Audit Committee – Mark Christensen, Tim Hallinan • Wyoming School Boards Association – Lisa Durgin • Legislative Liaison – Mark Christensen

- Budget Committee – Tim Albin, Lisa Durgin, Larry Steiger

Financial Disclosure	Trustees completed the financial disclosure form as required by state statute and turned their forms into Administrative Assistant Mrs. Peterson.
Celebration	Rozet Elementary Principal Travis Heitmann introduced STEM Teacher Anita Tope, 3rd-grade Teacher Kaylei Blakeman, 3rd-grade Teacher Vicki Neph, and the third-grade classes, who showcased their science unit and how they are supported by Robotics.
Academic Reports	Rozet Elementary Principal Travis Heitmann provided an academic report for Rozet Elementary. Pronghorn Elementary Principal Brian Brandon provided an academic report for Pronghorn Elementary.
CONSENT AGENDA	A motion was made by Mr. Christensen and seconded by Mr. Steiger to approve all items on the Consent Agenda. The motion carried unanimously.
Minutes	Minutes of the November 12, 2024, Board of Trustees regular meeting were approved. Minutes of the November 12, 2024, Board of Trustees special dinner meeting were approved. Minutes of the November 19, 2024, Board of Trustees special dinner meeting for the appointment of the vacant board member position were approved.
Human Resources Actions	The following actions taken by the Human Resources Department were approved:

**EDUCATION SUPPORT
PERSONNEL**

NEW HIRES - REGULAR

Danny Davis II	Asst. Head Custodian/CCHS
Lizbeth Estrada	Special Programs Ed. Asst./Paintbrush
Kimberly Getchell	Library/Media Asst/Sunflower
Suzette Gieswein	Special Programs Bus Assistant/Transportation
Maran Guzman	ESL Assistant/Hillcrest
Tracy McIntyre	SPEA-ED/Sage Valley
Christine Reeder	SPEA-HN/WJSH
Samantha Serna	Special Programs Ed. Asst./Rozet

NEW HIRES – SUBSTITUTE/TEMPORARIES

Aiden Adair	Student Custodian/TBHS
Lorena Zendejas Mendez	Bus Driver in Training/Transportation

TRANSFERS

Cynthia Byrum Washburn	FROM: Substitute Bus Driver/Transportation TO: Bus Driver/Transportation
David Cox	FROM: SPEA-ED/Sage Valley TO: ISDP Director/Sage Valley
Keith Eisenbraun	FROM: Bus Driver/Transportation TO: Activity Driver/Transportation
Sierra Greathouse	FROM: Bus Driver in Training/Transportation TO: Bus Driver/Transportation
Kori Klein	FROM: Bus Driver in Training/Transportation TO: Bus Driver/Transportation

Samantha Wilkinson

TO: Bus Driver/Transportation
FROM: Bus Driver in Training/Transportation
TO: Bus Driver/Transportation
FROM: Bus Driver in Training/Transportation
TO: Bus Driver/Transportation

Brandy Zentner

RESIGNATIONS

Rebecca Ashton
Laritz Barcenas-Mendoza
Kimbra Mego
Makayla Morris
Angel Rietz
Juli Rivers
Elizabeth Sarazin
Rosario Vazquez
Thane Zickefoose

Custodian/Meadowlark
SPEA – ASD/Pronghorn
Library/Media Assistant/Sunflower
Special Programs Ed. Assistant/Paintbrush
ISDP Director/Sage Valley
Vocational Job Coach/TBHS
Bus Driver/Transportation
ESL Assistant/Stocktrail
ESL Assistant/CCHS

CERTIFIED

RESIGNATIONS

Kelton Claggett

Exceptional Child Specialist-Resource Room/CCHS

SUBSTITUTE TEACHER NEW HIRES

David Avellaneda Rodriguez	Substitute Teacher/All Schools
Marcy Befus	Substitute Teacher/All Schools
Lynda Cottrell	Substitute Teacher/All Schools
Holly DeMott-McCord	Substitute Teacher/All Schools
Matthew Garth	Substitute Teacher/All Schools
Jerrica Jahner	Substitute Teacher/All Schools
Lorri Johnson	Substitute Teacher/All Schools
Jennifer Keller	Substitute Teacher/All Schools
Deca Lawrence	Substitute Teacher/All Schools
Bridgett Lindemann	Substitute Teacher/All Schools
Malarie Maki	Substitute Teacher/All Schools
Sara Milner	Substitute Teacher/All Schools
Paula O'Connell	Substitute Teacher/All Schools
Brianda Ontiveros Varela	Substitute Teacher/All Schools
Leslie Suchor	Substitute Nurse/All Schools
Christina Underwood	Substitute Teacher/All Schools
Ramsey Wendt	Substitute Teacher/All Schools
Lluvia Williams	Substitute Teacher/All Schools
Nicole Williams	Substitute Teacher/Exc. Child Specialist/Sunflower

REQUEST FOR MEDICAL LEAVE OF ABSENCE

Employee A requests a medical leave of absence from November 12, 2024, through November 21, 2024.

Employee B requests a medical leave of absence from November 18, 2024, through December 6, 2024.

EXTRA DUTY RECOMMENDATIONS

Amanda Brown	Musical Assistant/WJSH
Conrad Damori	Asst. Girls Soccer Coach/TBHS
Robert Isenberger	Asst. Wrestling Coach/WJSH
Wade Messner	Asst. Wrestling Coach/WJSH
Nicholas Newman	Asst. Wrestling Coach/WJSH

EXTRA DUTY RESIGNATION

Jolene Durand

Play Director/WJSH

Warrants

The following warrants were ratified and approved:

Payroll Warrants	236630 - 236833
Combined Fund Warrants	398573 - 398947
ACH Combined Funds	1532, 1533, 1534, 1535, 1543, 1544, 1583, 1604, 1605
Major Maintenance Warrants	9984 - 10010
Nutritional Services Fund Warrants	13659 - 13697
Insurance Warrants	4896 - 4903
Student Activities Warrants	37790 - 37804
Activity Officials CCHS Warrants	7024 - 7025
Activity Officials SVJH Warrants	1057 - 1061
Activity Officials TSJH Warrants	1044 - 1045

Bids and Quotes

The following bids and quotes were approved:

1. New Little Powder K-8 Generation was awarded to TW Enterprises, Inc., in the amount of \$83,988.00
2. Lakeway Learning Center Concourse Renovation Design was awarded to Qc10 Architects, LLC, in the amount of \$40,140.00.
3. Mobile Lift System for Transportation was awarded to Liftnow Automotive Group in the amount of \$43,810.24.
4. Paintbrush Elementary Door Upgrades were awarded to Architectural Specialities, LLC, in the amount of \$46,732.24.
5. Prairie Wind Elementary Condensing Unit Replacement was awarded to Air-Tech Heating and Air Conditioning, Inc., in the amount of \$122,010.00.
6. Recluse Elementary Condensing Unit Replacement was awarded to Air-Tech Heating and Air Conditioning, Inc., in the amount of \$114,179.00.
7. Rozet Elementary Fire Alarm Upgrade was awarded to Collins Communications Inc. in the amount of \$162,736.02.
8. Twin Spruce Junior Fire Alarm Upgrade was awarded to Collins Communications Inc. in the amount of \$211,267.87.

Ratified Bids and Quotes

The following ratified bids and quotes were approved:

1. Camera Upgrade for District Buses was awarded to AngelTrax in the amount of \$45,021.22.
2. 4-J HVAC System Replacement-Engineering Services was awarded to Associated Construction Engineering in the amount of \$43,500.00.
3. Conestoga and Paintbrush Elementary Repairs-ADA Ramps were awarded to Powder River Construction, Inc. in the amount of \$26,557.50.
4. New Aquatic Center Weight Room Equipment was awarded in the following amounts: Fitlogistix (\$4,945.65), Game One (\$16,198.20, and Push Pedal Pull (\$26,923.61).
5. Renewal for District Destiny Library Resource License was awarded to Follet School Solutions, LLC, in the amount of \$36,977.52.

Ratified Contracts and Agreements

The following ratified contracts and agreements were approved:

1. Special Education Related Services Agreement with Desiree Rivera
2. New Little Powder Materials Testing and Inspection Services with Nelson Engineering
3. Stocktrail Elementary School Spanish Book Fair Agreement with Feria Del Libro
4. Memorandum of Understanding and Data Sharing Agreement with Mathematica, Inc.

Resolution to Conduct Business

"RESOLVED, that through the unanimous written consent of the Board of Trustees of Campbell County School District, the Board authorizes administration to issue and release

warrants to conduct the normal business of the School District during the time between scheduled Board meetings of December 10, 2024, and January 14, 2025.

AND, that the Superintendent of Schools, Deputy Superintendent, and Associate Superintendent for Instructional Support be authorized to accept or reject bids during the same period;

AND, that the Superintendent of Schools, Deputy Superintendent, and Associate Superintendent for Instructional Support be authorized to enter into contracts during the same period;

AND, that the actions of the administration will be ratified by the Board of Trustees during their scheduled meeting of January 14, 2025;

AND, that it is the intent of the Board of Trustees that this authorization be allowed solely for the period and purpose outlined above."

The foregoing resolution was adopted by the Trustees on the 10th day of December 2024 and will be effective as of December 10, 2024.

Student Expulsions

Students #20 and #21 were expelled for one calendar year.

Students #22, #23, #24, #25, and #26 were expelled for one calendar year with early re-admittance under strict probation.

Resolution for Reoccurring Operational Charges

WHEREAS, Campbell County School District Number One, a Wyoming School District ("CCSD") receives reoccurring monthly bills for costs and charges associated with the operation of CCSD;

WHEREAS, some of the monthly statements require payment to avoid penalties or interest by a certain date or because of the nature of the services provided, is required to be paid in a shorter timeframe than the date of the regular scheduled meetings of the CCSD Board of Trustees;

WHEREAS, prudent operation of CCSD requires payments to be made as authorized under this Resolution to facilitate the activities of CCSD;

NOW, THEREFORE, BE IT RESOLVED that the CCSD Board of Trustees, Gillette, Wyoming, this 10th day of December 2024, hereby approves and authorizes the accounting department to pay the monthly, reoccurring bills within budgeted amounts for costs and charges associated with the operation of the District on a regular basis, if the payment date is before the regular scheduled meeting of the CCSD Board of Trustees or the nature of the services provided requires a shorter payment period, so long as the payments are presented to the CCSD Board of Trustees as part of the itemized list for approval by the CCSD Board of Trustees.

All acts, orders or resolutions, or parts thereof, in conflict with this Resolution are repealed.

Audit Report

Erica Mund with Bennett, Weber & Hermstad LLP provided an overview of the Annual Comprehensive Financial Report (ACFR) for the 2023-2024 fiscal year. She noted the report's highlights, including revenues, expenditures, and current financial position. The audit had no findings and was on time. Mr. Williams moved to accept the Annual Comprehensive Financial Report (ACF), and Mr. Christensen seconded the motion. The motion carried unanimously.

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Public Comments	Appreciation for Shelly Haney and her department for their work on the audit and the superb job of the two principals who presented their reports; all of the principals in the District are amazing; congratulations to the new board members, and what a privilege it is to work in the District.
Trustee Celebrations	Chairman Durgin celebrated the bright future, welcomed new board members, and wished everyone a blessed Christmas.
Adjournment	With no other business before the board, the meeting was adjourned at 7:28 PM.

Secretary
Tracy Peterson

Chairman

Clerk