

Call to Order	The meeting was called to order by Chairman Lisa Durgin at 6:00 PM in the Board Room at the Educational Services 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; Dave Bartlett, Associate Superintendent for Instructional Support; Melanie Sylte, Human Resources Manager; Alison Gee, Attorney; and Tracy Peterson, Administrative Assistant. Also Present: Christy Mathes, Jon Urman, Brian Brandon, Cindi and John Rueschhoff, Camron Davis, Kim McNeil, Ashleigh Stuber, Whitney Luciano, Ann Wise, Jacque Holden, Charolette Garst, OW Garst, Teddric Walker, Beverly Garst, Emily Driskill, Peggy Bankenbush, Megan Olson, Mike Summers, Chania Fox, Marques Fox, Cory Wasson, Jacob Streitz, Lacia Fox, Kevin Kienzle, Jason Willbanks, Terry Allen, Elisabeth Garst, Orah Garst, Drew Wasson, Dane Wasson, Trayten Saku, Gunner Stritz, Tayvin Anderson, Kellen Bogue, Karsen Lewis, Jayden Carr																					
Celebrations	In recognition of Veterans Day, the Board honored and thanked all veterans in the school district for their service. The following attended the meeting and were recognized: John Rueschhoff (Navy), Ted Walker (Army), Mike Summers(Marines), Terry Allen (Navy), Chad Bourgeois (Air Force), and CCSD Board Member Tim Hallinan (Army and Navy)																					
Academic Report	Wagonwheel Elementary Principal Brandee Maurer shared the school's academic report. Sunflower Elementary Principal Dusty Petz shared the school's academic report.																					
Facilitator Reports	Elementary Science Facilitator Jon Urman and Secondary Science Facilitator Christy Mathes provided a K-12 Science update.																					
Board Committee Reports	The Board provided committee reports on the following: Cell Phone Committee - Chairman Durgin shared that 4,200 responses were collected from the survey distributed to staff, students, and parents. The committee will aggregate the information when it meets next week. The survey information will be provided at the December meeting, along with the research and other information. Employee Recognition & Retention Committee - Human Resources Manager Melanie Sylte reported that the committee is finalizing the ESP celebration for the 1st week of December.																					
CONSENT AGENDA	A motion was made by Mr. Williams and seconded by Mr. Steiger to approve all items on the Consent Agenda. The motion carried unanimously.																					
Minutes	Minutes of the October 28, 2025, Board of Trustees regular meeting were approved. Minutes of the October 28, 2025, Board of Trustees special dinner meeting were approved.																					
Human Resources Actions	The following actions taken by the Human Resources Department were approved:																					
EDUCATION SUPPORT PERSONNEL	<u>NEW HIRES - REGULAR</u> <table><tr><td>Kimberly Blain</td><td>Special Programs Ed. Asst./Sunflower</td></tr><tr><td>Melanie Edwards</td><td>Special Programs Ed. Asst./Sunflower</td></tr><tr><td>Ever Leyva Espinoza</td><td>District Translator/CCHS</td></tr><tr><td>Maria Ortega Munoz</td><td>Custodian/Stocktrail</td></tr><tr><td>Kennedy Sheehan</td><td>SPEA – ASD/Pronghorn</td></tr><tr><td>Hayley Stark</td><td>SPEA – ASD/Pronghorn</td></tr></table> <u>NEW HIRES – SUBSTITUTES/TEMPORARIES</u> Bus Driver in Training/Transportation <u>TRANSFERS</u> <table><tr><td>Ashley Beesley</td><td>FROM: SPEA-ASD/Sage Valley TO: SPEA-ED/TBHS</td></tr><tr><td>Maria Barrera Garcia</td><td>FROM: Custodian/CCHS TO: Custodian/Sage Valley</td></tr><tr><td>Lindsay Melick</td><td>FROM: SPEA-ASD/Lakeview TO: SPEA-HN/Sage Valley</td></tr><tr><td>Glen Rupp</td><td>FROM: Bus Driver in Training/Transportation</td></tr></table>		Kimberly Blain	Special Programs Ed. Asst./Sunflower	Melanie Edwards	Special Programs Ed. Asst./Sunflower	Ever Leyva Espinoza	District Translator/CCHS	Maria Ortega Munoz	Custodian/Stocktrail	Kennedy Sheehan	SPEA – ASD/Pronghorn	Hayley Stark	SPEA – ASD/Pronghorn	Ashley Beesley	FROM: SPEA-ASD/Sage Valley TO: SPEA-ED/TBHS	Maria Barrera Garcia	FROM: Custodian/CCHS TO: Custodian/Sage Valley	Lindsay Melick	FROM: SPEA-ASD/Lakeview TO: SPEA-HN/Sage Valley	Glen Rupp	FROM: Bus Driver in Training/Transportation
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Ashley Sherman	TO: Bus Driver/Transportation FROM: Special Programs Ed. Asst./Buffalo Ridge
Samantha Soesbe	TO: SPEA-ED/TBHS FROM: Special Programs Ed. Asst./Rawhide TO: SPEA-ED/TBHS

RESIGNATIONS

Michael Berry	Special Programs Ed. Asst./Hillcrest
Jackie Christy	SPEA – ASD/Pronghorn
Stephanie Gleason-Wilson	Title I Teacher Asst./Sunflower
Alisha Hofmeister	Special Programs Ed. Asst./Pronghorn
Lara Lopez	Special Programs Ed. Asst./Conestoga
Cindy Schartz	Custodian/Twin Spruce
Ronald Sifuma	Assistant Head Custodian/TBHS
Raune Palmer	SPEA for Students w/Hearing Impairment/SSC
Traci Wight	SPEA-ED/TBHS
Naing Win	Nutrition Service Assistant/Nutrition Services

TERMINATIONS

Kari Hamm	SPEA-ASD/Twin Spruce
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CERTIFIED

SUBSTITUTE TEACHER NEW HIRES

Steven Antle	Substitute Teacher/All Schools
Lily Bowden	Substitute Teacher/All Schools
Josee Gantenbein	Substitute Teacher/All Schools
Joana Hernandez	Substitute Teacher/All Schools
Rylee Hladky	Substitute Teacher/All Schools
Paige Jaramillo	Substitute Teacher/All Schools
Casandra Johnson	Substitute Teacher/All Schools
Autumn Mills	Substitute Teacher/All Schools
Natasha Pierce	Substitute Teacher/All Schools
Wyatt Real	Substitute Teacher/All Schools
Tulene Ruger	Substitute Teacher/All Schools

EXTRA DUTY RECOMMENDATIONS

Collin Barker	Outdoor Assistant Track Coach/CCHS
Scott Brastrup	Indoor Assistant Track Coach/TBHS
Jeremy Ford	Assistant Girls Soccer Coach/TBHS
Devin Hallcroft	Assistant Girls Soccer Coach/TBHS
Wade Messner	Head Girls Wrestling Coach/WJSH
Meghan Meyer	Indoor Assistant Track Coach/TBHS
Sean Munger	Indoor Assistant Track Coach/TBHS
Derek Myers	Outdoor Head Girls Track Coach/TBHS
Andrew Trapp	Indoor Assistant Track Coach/TBHS

EXTRA DUTY RESIGNATIONS

Collin Barker	7/8 Assistant Track Coach/Twin Spruce
Conrad Damori	Girls Assistant Soccer Coach/TBHS
Hunter Hayden	Assistant Wrestling Coach/CCHS
Derek Myers	7/8 Assistant Track Coach/Twin Spruce

EXTRA DUTY TERMINATION

Orah Garst	Head Football Coach/CCHS2
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Warrants

The following warrants were ratified and approved:	
Payroll Warrants	238962 - 239019
Combined Fund Warrants	402914 - 402956
ACH Combined Funds	1407, 1450, 1452, 1454, 1455, 1461
ACH Nutrition Services	1451, 1453, 1459
ACH Major Maintenance	1458
ACH Student Activities	1460
Major Maintenance Warrants	10418 - 14023
Nutritional Services Fund Warrants	14110 - 14112
Insurance Warrants	5021 - 5023
Student Activities Warrants	37968
Activity Official CCHS Warrants	7204 - 7020
Activity Official WJHS Warrants	1619 - 1629
Activity Official TBHS Warrants	2332 - 2336
Activity Official SVJH Warrants	1087 - 1094

Bids and Quotes	The following bids and quotes were approved: 1. Lakeway Learning Center Remodel- Phase 2 Design Services were awarded to QC10 Architects for \$48,400.00. 2. 4-J and Little Powder Elementary Schools Prepaid Propane was awarded to Blakeman Propane, LLC for \$34,580.00. 3. Pronghorn Elementary School Lighting Replacement Design Services were awarded to Associated Construction Engineering, Inc., for \$45,000.00. 4. Maintenance Department Small Articulated Loader was awarded to Bobcat of Gillette for \$35,206.28. 5. Twin Spruce Junior High Generator Replacement Design Services were awarded to Associated Construction Engineering, Inc., for \$23,030.00. 6. Twin Spruce Junior High Parking Lot and Alley Improvements Design Services were awarded to KLJ Engineering, Inc., for \$49,450.00. 7. Wright Jr. Sr. High Site Lighting Replacement Design Services were awarded to Associated Construction Engineering, Inc., for \$20,000.00. 8. Educational Services Center Switchgear Replacement Design Services were awarded to Associated Construction Engineering, Inc., for \$22,000.00.
Contracts and Agreements	1. Special Education Related Services Agreement for Students with Disabilities with Shelley Danaher
Ratified Contracts and Agreements	The following ratified contracts and agreements were approved: 1. Special Education Related Services Agreement Out-of-State Placement with Lakemary Center 2. Special Education Related Services Agreement for Students with Disabilities for Parent Travel 3. Special Education Related Services Agreement for Students with Disabilities with Heather Voigt
Resolution to Conduct Business	Approval was given to adopt a resolution authorizing the board to conduct business between the board meetings on November 11, 2025, and December 9, 2025.
Grant	Approval was given to partner with the Wyoming Division of Vocational Rehab and the Wyoming Department of Education for the Wyoming Pathways to Partnership Grant.
Policy and Administrative Regulation	Approval was given for the following: • Minor revision to Policy 5020 Homeschool. • Revisions to Administrative Regulation 5020-R Homeschooled.
Request to Surplus	Approval was given for request to surplus Transportation Department extra bus seats and used tires, Campbell County High School Softball Coats (27 to be sold at a fundraiser), and Miscellaneous (furniture, surplus electronics, appliances, etc.).
Facility Update	Mr. Bartlett provided a facility update on the following projects: • Little Powder - Project remains ahead of schedule, power and utilities are functional, punch list items are being identified, final clean is in process, furniture install has begun, playground installation is currently scheduled for the week of 12/1, weather permitting, still anticipate a Winter Break move-in. • Aquatic Center - pool is full, mechanical systems have been started up and balancing is in process, Colorado Timing is on-site to install the timing system, diving boards/bulkhead/starting blocks are installed, punch list items continue to be addressed, currently anticipate a December 1 occupancy. • Campbell County High School - Notice to proceed to 35% has been given by the School Facilities Department (SFD); design continues with the team to refine details. • Transportation Design - 35% value engineering has been completed, and SFD recommendations have been embedded into the design, have had several conversations with SFD staff regarding the budget shortfall, which is approximately \$8M, have not received official notice from Director McOmie on what the next steps will be to address the budget shortfall. • Conestoga MCER (Most Cost-Effective Remedy) - Administrator Carls from SFD reported that she had a copy and would release it to the District for review after her department ensured it contained all the deliverables required by their contract. She has not received any correspondence or updates since November 5.
Administrative Regulation	Human Resources Manager Melanie Sylte provided information and requested approval for Administrative Regulation 4341-R Section 4: Armed Educator Compensation and Reimbursement.

Attorney Gee recommended a language change to the regulation, which is that the Armed Educator Committee be the ones who set the reimbursements since they are the ones closest to what the commitments are and have knowledge of the reimbursements allowed by the state, and because it is a regulation, it will not have to go back to the board since it is an ongoing matter. Mr. Eisenhower shared that the language change will meet the criteria for allowed state-funded reimbursements. The change will be brought back to the Board at the next December meeting for second reading.

Mr. Christensen motioned to approve the first reading of Administrative Regulation 4341-R Section 4:Armed Educator Compensation and Reimbursement. Mr. Williams seconded, and the motion passed unanimously.

Public Comments A patron complimented the outstanding Veterans Day Program at Rozet Elementary.

Concerns with a personnel item.

Trustee Celebrations Mrs. Brunner shared that the annual Veterans Day Program at Rozet Elementary was exceptional, and they had the honor to have Governor Gordon come and speak. The program is amazing for the students and veterans. Chairman Durgin thanked all the veterans for their service.

Adjournment The meeting adjourned at 8:12 PM.

Administrative Assistant
Tracy Peterson

Chairman

Clerk