

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, Mark Christensen, Tim Hallinan, Larry Steiger, and Rollo Williams. Mrs. Brunner was absent. Others participating in the meeting included Alex Ayers, Superintendent; Kirby Eisenhauer, Deputy Superintendent; Associate Superintendent for Instructional Support; Dave Bartlett, Human Resources Manager; Melanie Sylte; Alison Gee, Attorney; and Tracy Peterson, Secretary to the Board. Also present: John and Cindi Rueschhoff, Jennifer Stein, Shaiden Coffman, Aurora Castaneda, Lydia Lin, Hudson Family, Heimann Family, Garcia Family, Watts Family, Bonano Family, Amara Heinhorst, Mary Acosta, Evyerly Farfan, Verhelst Family, MaRanda Potter, Zander Kelem, Chris Duvall, Jenness, Lorraine Taylor, Jacque Holden, Josh & Nachele McGrath, Heaven Shoemaker, Tammy Hess, Raelyn Wortman, Lila Scathy, Lauren Antle, Crystal Foss, Angel and Greg Mager, Shawn McIlroy, Samuel McDougal, Rocio Ramirez, Miranda Johnson, Julie Henkes, Sarah Winter
Wyoming School Boards Association Awards.	Dr. Ayers presented Chairman Durgin with the Wyoming School Boards Association <i>Certified Senior Master Board Member Award, Leadership and Learning – Level II</i>, in recognition of outstanding achievement in school board leadership training.
Celebrations	Sunflower Elementary Principal Dusty Petz introduced Heaven Shoemaker, from Mrs. Aultman's art class, as the 2025 winner of the Mayor's Annual Christmas Pin contest with her Christmas buffalo design. Meadowlark Elementary celebrated the achievements, cultures, and hard work of its ESL students and program. Thunder Basin High School recognized the 2025 State Sports Champions and the All-State Band and Choir students.
Academic Reports	Meadowlark Elementary Principal Lindy Watt shared the school's academic report. Little Powder Elementary Principal Lindy Watt shared the school's academic report.
Board Committee Reports	There were no committee updates.
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. The motion carried unanimously. The meeting was turned back over to Chairman Durgin. Mrs. Durgin made a motion to retain the remaining current slate of officers as follows: • Vice-Chairman – Larry Steiger • Treasurer – Timothy Hallinan • Clerk/Assistant Treasurer – Tim Albin Mr. Williams seconded the motion, and it carried unanimously.
Meetings: Times and Dates	Mr. Williams motioned to establish the Board meeting times and dates as 6:00 PM on the second and fourth Tuesdays of each month. Mr. Steiger seconded, and the motion carried unanimously.
Depositories	Mr. Christensen 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. Williams seconded, and the motion carried unanimously.
Newspaper	Dr. Hallinan motioned to establish The News-Record as the official newspaper for Campbell County School District. Mr. Christensen seconded, and the motion carried unanimously.
Re-Adoption of Policies	Mr. Steiger 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. Williams seconded, and the motion carried unanimously.
Legal Counsel	Mr. Williams motioned to designate Lubnau Law as the legal counsel for Campbell County School District through December 31, 2025, and designate Yonkee & Toner, LLP as legal counsel starting January 1, 2026. Mr. Steiger seconded, and the motion carried unanimously.

Appointments	Chairman Durgin appointed the same slate of trustees from the prior year to serve on the following committees: • Board of Cooperative Higher Education Services (BOCHES) – Mary Brunner, Tim Hallinan, Larry Steiger • Northeast Wyoming Board of Cooperative Educational Services (BOCES) – Tim Hallinan • Campbell County Community Public Recreation District Board (CCCPRD) – Lisa Durgin, Larry Steiger, Rollo Williams • Audit Committee – Mark Christensen, Tim Hallinan • Wyoming School Board Association – Lisa Durgin • Legislative Liaison – Mark Christensen • Budget Committee – Tim Albin, Lisa Durgin, Larry Steiger • Policy Committee – Mary Brunner, Mark Christensen, Tim Hallinan • CCHS Planning Committee – Mark Christensen, Lisa Durgin, Larry Steiger • Cell Phone Policy – Tim Albin, Lisa Durgin, Tim Hallinan • Staff Recognition -Tim Albin, Rollo Williams • Armed Educator – Larry Steiger
Financial Disclosure	Trustees completed the financial disclosure form as required by state statute and turned their forms into the Administrative Assistant, Mrs. Peterson.
Minutes	Minutes of the November 11, 2025, Board of Trustees regular meeting were approved. Minutes of the November 11, 2025, Board of Trustees executive session previously provided to the Board were approved.
Human Resources Actions	The following actions taken by the Human Resources Department were approved:

EDUCATION SUPPORT
PERSONNEL

<u>NEW HIRES - REGULAR</u>	
Kassidy Anderson	Special Programs Ed. Asst./Pronghorn
Heather Cudmore	SPEA – ASD/Lakeview
Nathan Cutler	SPEA – ED/Prairie Wind
Norma Flores Juarez	Custodian/CCHS
Bailey Hofland	SPEA – ASD/Pronghorn
Brook Hofland	SPEA – ASD/Lakeview
Kimberly Hogan	Special Programs Ed. Asst./Conestoga
Cassidy Hood	ESL Assistant/Hillcrest
Jeanette Hoquist	SPEA – ASD/Lakeview
William Huttner	Safety Patrol/Transportation
Megan Jackson	Special Programs Ed. Asst./Rawhide
Holley Kimbrell	Secretary to the Activities Director/CCHS
Krista Malli	SPEA – ED/Prairie Wind
Samantha Meyer	Special Programs Ed. Asst./Buffalo Ridge
Kaylee Peterson	SPEA – High Needs/Buffalo Ridge
Kyle Riley	Custodian/CCHS
Misti Smith	Title I Teacher Asst./Sunflower
Jennifer Stein	Activity Driver/Transportation
Stephanie Thomas	Special Programs Ed. Asst./TBHS
<u>NEW HIRES – SUBSTITUTE/TEMPORARIES</u>	
Brandy Lazzaretti	Bus Driver in Training/Transportation
Michael Waldner	Bus Driver in Training/Transportation
<u>TRANSFERS</u>	
Tanicia Cortez	FROM: Custodian/TBHS TO: Custodian/Lakeview
Abigail Godinez	FROM: Secretary to the Activities Director/CCHS TO: SPEA-HN/CCHS
SaVannah Hawkins	FROM: Special Programs Ed. Asst./SVJH TO: SPEA – ASD/SVJH
Justin Holzer	FROM: Bus Driver in Training/Transportation TO: Bus Driver/Transportation
Charmaine Marynik	FROM: SPEA – ASD/Lakeview TO: Special Programs Ed. Asst./Lakeview
Domanick-Christopher Montoya	FROM: Bus Driver in Training/Transportation TO: Bus Driver/Transportation
Johnathan Peden	FROM: Bus Driver in Training/Transportation TO: Bus Driver/Transportation
Calli-Mae Richardson	FROM: SPEA – ED/Conestoga TO: SPEA – High Needs/Buffalo Ridge
Jenifer Svalina Peterson	FROM: Special Programs Bus Assistant/Transportation TO: Bus Driver/Transportation

RESIGNATIONS

Aleksandr Carter	SPEA-HN/CCHS
Jerre Cathey	Office Clerk/Twin Spruce
Katelinn Garro	Behavior Asst./Rawhide
Bridget Griffin	Technology Asst./Buffalo Ridge
Arlis Marriott	Elementary Head Custodian/Rozet
Debbie Seeman	Instructional Teacher Asst./Prairie Wind
Tyler Sibson	Custodian/CCHS
Sabrina Tolar	Special Programs Ed. Asst./Rawhide
Courtnei West	Technology Asst./Rawhide

REQUEST FOR MEDICAL LEAVE OF ABSENCE

Employee D requests a medical leave for the period of November 14, 2025 – February 20, 2025.

CERTIFIED

RECOMMENDATION FOR HIRE

Tanya Eisenhower	Itinerant Special Education Teacher/SSC
Vicki Neph	Itinerant Special Education Teacher/SSC

SUBSTITUTE TEACHER NEW HIRES

Judith Daniel	Substitute Teacher/All Schools
Sergio Diaz Ganan	Substitute Teacher/All Schools
Emilee Harrington	Substitute Teacher/Fifth Grade/Paintbrush
Halle Hladky	Substitute Teacher/All Schools
Jeanette Langdon	Substitute Teacher/All Schools
Alba Linares Sanchez	Substitute Teacher/All Schools
Krista Matteson	Substitute Teacher/All Schools
Endia McNeil	Substitute Teacher/All Schools
Rachelle Olson	Substitute Teacher/All Schools
Halle Osmon	Substitute Teacher/All Schools
Gricelda Perez Orosco	Substitute Teacher/All Schools
Deann Pilcher	Substitute Teacher/All Schools
Victoria Schmitz	Substitute Teacher/All Schools
Melissa Stephens	Substitute Teacher/All Schools
Fortune Taylor	Substitute Teacher/All Schools
Madisen Wagner	Substitute Teacher/All Schools
JessicaJade Warner	Substitute Teacher/All Schools
Stacia Wise	Substitute Teacher/All Schools
Cameray Wood	Substitute Teacher/All Schools

EXTRA DUTY RECOMMENDATIONS

Andrew Hays	Boys Soccer Assistant Coach/CCHS
Jami Jacobson	HS Girls Basketball Assistant Coach/WJSH
Gregory Logsdon	HS Wrestling Assistant Coach/WJSH
Troy Nelleremoe	Assistant Wrestling Coach/CCHS
Mark Shrum	7/8 Girls Head Soccer Coach/Sage Valley

EXTRA DUTY RESIGNATON

Amy Gorsuch	Head Tennis Coach/TBHS
Wendi Mader	Head Volleyball Coach/CCHS
Trent Pikula	Head Football Coach/TBHS

Warrants

The following warrants were ratified and approved:	
Payroll Warrants	239020 - 239208
Combined Fund Warrants	402957 - 403006
ACH Combined Funds	1473, 1482, 1484, 1498, 1499, 1500, 1519, 1521, 1523
ACH Nutrition Services	1483, 1485, 1496, 1497, 1522
AP Automation Combined Funds	1506, 1532
AP Automation Major Maintenance	1505, 1531
AP Automation Nutrition Services	1504, 15298
AP Automation Student Activities	1503, 1527
Major Maintenance Warrants	14024 - 14025
Student Activities	37969
Activity Official TBHS Warrants	2337
Activity Official TSJH Warrants	1088 – 1090
Activity Official CCHS Warrants	7221

Bids and Quotes

- The following bids and quotes were approved.
1. Cottonwood Elementary Concrete Improvement Designs awarded to KLJ Engineering for \$40,450.00.
 2. Sage Valley Junior High Accent Window Repairs awarded to Barton Construction, Inc., for \$26,000.00.

	3. Recluse Elementary Boiler Replacement awarded to Long’s Plumbing & Heating, Inc., for \$318,220.00. 4. Sale of Fox Park Parcel awarded to Bidder 5 for \$165,000.00.
Ratified Bids and Quotes	The following ratified bids and quotes were approved. 1. New Dodge 2500 4x4 Truck for Maintenance Department awarded to Fremont Motor Company – Lander for \$47,152.00. 2. Thunder Basin High School Phase II Flooring Replacement awarded to 2 Guys Deco, Inc., for \$259,750.78.
Contracts and Agreements	The following contracts and agreements were approved: 1. Special Education Contract Addendum to WDE 413 with Northeast Wyoming Board of Cooperative Educational Services (BOCES) 2. Twin Spruce Junior High Student Portrait 26-27 Agreement with Lifetouch 3. Special Education Related Services Agreement for Students with Disabilities with Heather Gorman Haas 4. Special Education Related Services Agreement for Students with Disabilities
Ratified Contracts and Agreements	The following ratified contracts and agreements were approved: 1. Special Education Related Services Agreement for Students with Disabilities with Live Inspired, LLC
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 9, 2024, and January 13, 2026. 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 13, 2026; 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 9th day of December 202 and will be effective as of December 9, 2025.
Student Expulsions	Students #17 and #18 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 9th day of December 2025, 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 2024-2025 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 motioned to accept the Annual

	Comprehensive Financial Report (ACF), and Mr. Christensen seconded the motion. The motion carried unanimously.
Facility Update	Mr. Bartlett provided a facility update on the following: • Facility Plan Review with State Facilities Construction Department (SFCD) - Met with SFCD to review the annual facility plan, which includes previous Major Maintenance projects, future planned projects, a review of facility scores, planned capital construction projects, and a review of all District properties. • Transportation - The SFCD meeting focused on reducing hardscaping around the site, review of fleet size, staff, budget shortage, and potential budget recommendations. • Conestoga - The Most Cost-Effective Remedy (MCER) study second draft is expected soon. If the District agrees with the draft findings, they will be presented to the Board for approval, then sent to the SFC before funds are released for a remedy. If the District disagrees with the findings, there is an appeal process with the department before a Board presentation. • Cottonwood HVAC - The final design is under review by the SFCD staff. The bid phase runs from December 5, 2025, through January 17, 2026, with Board approval scheduled for the January 13 meeting. If approved, construction will begin. • Surplus Land - Fox Park - There were five bidders; the sale will close on Friday with the highest bidder, and per W.S. 21-15-123(f)(viii), proceeds will be deposited into the D-Fund and earmarked for Campbell County High School Enhancements. • Old Hillcrest Elementary - The bid window closes tomorrow. • Little Powder - The construction is complete, final inspections and punch list items are occurring, staff are currently moving in teaching materials, District personnel will finish moving out the last furnishing items to be repurposed around the District, January 5-9. The Little Powder PTO will have access to the remaining surplus items for a fundraiser for the new school, January 8-10. Demolition (abatement) will begin on January 12, and the Grand Opening is January 14 from 2:00 to 4:00 pm. • Aquatic Center - The construction is substantially complete, staff are moving into the new facility, high school swimming was able to practice last Wednesday, and Prairie Wind Elementary began swimming lessons this week. The project finished with a total change order percentage of 2.5%, well below the national average of 8-15%. The Grand Opening is December 17 from 5:00–7:00 pm, followed by a short ceremony and a public open house.
Administrative Regulation 4341-R, Section 4: Armed Educator Compensation & Reimbursement	Mrs. Sylte provided information on the second reading of Administrative Regulation 4341-R, Section 4: Armed Educator Compensation & Reimbursement, and requested final approval. Mrs. Sylte shared that the Armed Educator Committee will decide on compensation and reimbursement for armed educators, as stated in the regulation, per the direction of the District’s legal counsel, Attorney Alison Gee. The committee met and will offer armed educators a \$500.00 stipend and reimbursement for training materials. If the armed educator has a training during school hours, they will be paid at the same rate as the professional development training they receive in the District. Mr. Christensen motioned to approve Administrative Regulation 4341-R, Section 4: Armed Educator Compensation and Reimbursement. Mr. Williams seconded the motion and it carried unanimously
Public Comments	Thankfulness and appreciation expressed to the Board for their efforts, and the work involved in recognizing staff because it reinforces that the District appreciates and sees them, plus a shout-out to Meadowlark/Little Powder Elementary Principal Lindy Watt for going above and beyond with both schools, her dedication to the staff and students, along with thanks to the Board for putting such a quality person into the position.
Trustee Celebrations	Chairman Durgin praised the achievements and accomplishments of the Board and administration, noting that it has been a wonderful year for Campbell County School District. Mr. Williams shared that he and his wife just celebrated 61 years of marriage.
Executive Session	Mr. Christensen motioned to recess to executive session for the purpose of personnel discussion. Mr. Williams seconded the motion, and it carried unanimously. The meeting recessed at 7:43 PM. The regular meeting reconvened at 9:02 PM.
Adjournment	With no other business before the board, the meeting was adjourned at 9:02 PM.

Chairman

Clerk