

BOARD BRIEFS
PARK COUNTY SCHOOL DISTRICT #1 BOARD OF TRUSTEES
REGULAR MEETING
160 N. EVARTS-POWELL, WY-82435
Tuesday, January 14, 2025 (6:00 PM)

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

1.1 Call to Order, Pledge of Allegiance and Roll Call

Chairman Dillivan called the meeting to order at 6:00 p.m.

APPROVAL OF AGENDA

2.1 Approval of Agenda

Approval of Agenda.

RECOGNITIONS

3.1 Wyoming Assistant Principal of the Year - Steve Lensegrav

The Board recognized Steve Lensegrav, Powell High School Assistant Principal, for being named Wyoming Assistant Principal of the Year.

PRESENTATIONS

4.1 Audit Report Presentation for 2023-2024 Fiscal Year

Cindy Kretzer, Director, Muirhead, Cornia and Howard; presented the audit report to the board.

EXECUTIVE SESSION

5.1 Executive Session - Personnel

The Board met in Executive Session for the purpose of considering personnel matters.





CONSENT AGENDA

6.1 Approval of Items in the Consent Agenda

6.2 Approval of Bills (Note abstentions listed as part of the action)

6.3 Approval of Meeting Minutes for December 10, 2024

6.4 Personnel - Hires

-  Chancey Stebner – School Nurse 1:1 – Powell Middle School
-  Sara Henry – Kindergarten Para-Educator – Parkside Elementary School
-  Kelly Kellett – Special Education 1:1 Para-Educator – Powell Middle School
-  Troy Phillips – Associate Custodian – Powell Middle School/Special Services Cottage

6.5 Personnel - Resignations

- ☼ Chloe Freeman – Para-Educator/Clerk – Clark Elementary School
- ☼ Sara Parsons – Para-Educator – Clark Elementary School

6.6 Personnel - Termination

- ✓ Larry Ley - Associate Custodian - Powell Middle School

6.7 Personnel - Transfers

- * Elva Gonzales – Associate Custodian – from part-time Middle School/Special Services Cottage to full-time Middle School
- * Ashley Howe – from Computer Lab Clerk to Para-Educator both at Westside Elementary School
- * Katie Powell – from Para-Educator to Computer Lab Clerk both at Westside Elementary School

6.8 Accepted Non-resident Students for the 2024-2025 School Year

6.9 Consideration to Rescind a Policy

In March 2024 the policy Discipline - Student was changed to remove spankings from acceptable punishments. At that time the Corporal Punishment policy should have been rescinded. This agenda item completed that process.

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

7.1 Comments from the Public Regarding Agenda Items

NEW BUSINESS

8.1 Accepted Donations on Behalf of District Students and Staff, with an Expression of Appreciation to the Donors

Name	Amount or description	Program
Cary & Karen Brus	\$1,000.00	Parkside lunch program
Production Machine	\$1,200 worth of material	PHS - Welding Program
Specialty Electric	angle and flat bar iron worth \$4,241.40	PHS - Welding Program
The Rodger's	\$300.00	PHS - Wrestling Program
Pinnacle Bank	\$250.00	PHS - Wrestling Program
Royal Storage	portable chargers	PHS - Wrestling Team
Subway/Powell	gift cards	PMS Student of the Month
McDonalds/Powell	gift cards	PMS Student of the Month
Fizzy Pop Haven	gift cards	PMS Student of the Month
Northwest College	Northwest College swag	PMS Student of the Month
Powell Pizza Hut	pizza coupons	PMS Student of the Month
Phipp's Family	donation to family in need	Powell Middle School
Powell Fire Department	donations to families in need	Powell Middle School
Safe Kids Park County	100 helmets	Westside Kindergarten/1st grade students
The Nichols	3 sets of long jump ropes	Westside PE Program
The Youngberg's	3 sets of long jump ropes	Westside PE Program
Laurie Larsen	2 sets of long jump ropes	Westside PE Program
The Rosenstein's	1 set of long jump ropes	Westside PE Program

8.2 Approved the Revised Policy - Travel Expense Reimbursements

Federal GSA per diem rates for Fiscal Year 2025 were updated and the district abides by these in order to have a non-taxable rate for our employees and not require substantiation (itemized receipts) for meals and incidentals (taxes, tips). Rates are set for states and then for specific areas within states. As long as we do not exceed the maximum, they remain non-taxable to our employees. After reviewing applicable travel both in state and out of state our recommendation is to increase overnight per diem for instate and include Montana from \$60 to \$68 for a full day and for first/last day of travel from \$45 to \$51. Out of state travel (excluding Montana) would increase from \$75.00 to \$80 for a full day and for first/last day from \$56.25 to \$60.00. Travel days are set by the GSA at 75% and there are no exceptions for how long the day is. The majority of the state of Montana is at \$68 along with Wyoming and this keeps us in compliance regardless of where they travel to events/trainings in Montana. No area in Montana is currently at the \$80 for out of state travel with the exception of Bozeman and we have very limited trips to that area which wouldn't offset the administrative burden of having to separate it out. Most trips for non-overnight travel occur in Wyoming and staff are going longer distances for meetings and activity trips, many cases these go over 2 meal periods per day. In Wyoming, the rate on a per diem that remains non-taxable on overnight for lunch is \$19. Our recommendation is to increase the non-overnight travel from \$15 to \$20 for accounting ease and to help offset the "normal" 2 meals away from our home base because of travel distances requiring early morning or late-night returns. Non overnight travel is taxable and is paid through payroll and employees have the option to submit it or not for reimbursement.

8.3 Approved the Extension of the Superintendents Contract

Approved the extension of the Superintendents contract through June 30, 2027.

8.4 Accepted Bid for Parkside Elementary Kitchen Remodel

Accepted a bid for the Parkside Elementary School kitchen remodel to Fox General Construction, Tensleep, Wyoming in the amount of \$581,547.00.

BOARD/SUPERINTENDENT DISCUSSION/REPORTS

9.1 Annual Report-Coordinator of Business Services

Ms. Lewis, Coordinator of Business Services along with Savannah Layland and Adrienne Cronebaugh, presented the Business Department's annual report.

COMMUNICATIONS/LOOKING AHEAD

10.1 Extra Duty Changes

Resignation:

- Mike Heny Assistant Football Coach Powell High School

10.2 Monthly Board Agenda Item Calendar

10.3 WSBA Legislative Forum

10.4 Next Meeting January 28, 2025

ADJOURN – THERE BEING NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 7:28 PM