

**MINUTES**  
**PARK COUNTY SCHOOL DISTRICT #1 BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**160 N. EVARTS-POWELL, WY-82435**  
**Tuesday, January 16, 2024 (6:00 PM)**

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**ROLL CALL**

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:  
Lillian Brazelton, Kim Dillivan, Beau Fulton, Tracy Morris, Dusty Paul, Trace Paul,  
and Laura Riley

**ALSO, IN ATTENDANCE:** Jay Curtis, Jason Hillman, Steve Lensegrav, Mary Jo Lewis, Rob McCray, Mike Reed, Kyle Rohrer, Scott Schiller, Tim Wormald, Angie Woyak, Braden Schiller, Cindy Kretzer, Molly Cummings, Suzi Rivas, JoEllen Varian, Logan Burns, and Debbie Velez

**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**

Laura Riley moved, Lillian Brazelton seconded to approve the agenda as presented.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0

The motion carried: 7 - 0

**EXECUTIVE SESSION**

**3.1 Executive Session - Personnel**

At 6:03 p.m. Beau Fulton moved, Dustin Paul seconded to move into executive session pursuant to Wyoming statute 16-4-405, subsection (a) ii - Personnel.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0

The motion carried: 7 - 0

The Board met in closed session to discuss personnel.

*Note: Minutes of the proceedings of the executive session held during this meeting were recorded and are maintained in a confidential file in the Superintendent's Office at the Central Administration Building of Park County School District #1.*

The meeting returned to open session at 6:44 p.m.

**CONSENT AGENDA**

**4.1 Approval of Items in the Consent Agenda**

Lillian Brazelton moved, Trace Paul seconded to approve the items in the Consent Agenda as submitted.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0

The motion carried: 7 - 0

#### **4.2 Approval of Bills (Note abstentions listed as part of the action)**

Abstentions included: Beau Fulton - check #138377, Tracy Morris - check #138425.

#### **4.3 Approval of Meeting Minutes for December 12, 2023**

#### **4.4 Personnel - Resignations**

Resignations:

- Alicia Garay – Special Education Para-Educator – Multiple locations
- Peter Pepping – Associate Custodian – Powell Middle School
- Donna Taylor – Special Education Para-Educator – Powell Middle School

#### **4.5 Personnel - Hires**

Hires:

- Chelsea Bates – Associate Custodian – Southside Elementary School
- Heidi Knop – Special Education Para-Educator – Powell Middle School
- Avery Nelson – At-Risk Para-Educator – Parkside Elementary School
- Colton Rathie – Associate Custodian – Powell Middle School

#### **4.6 Consideration to Accept Home School Applications for 2023-2024**

#### **4.7 Consideration to Accept Non-resident Students for the 2023-2024 School Year**

### **COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS**

#### **5.1 Comments from the Public Regarding Agenda Items**

There were no comments from the public.

### **NEW BUSINESS**

#### **6.1 Consideration to Accept Donations on Behalf of District Students and Staff, with an Expression of Appreciation to the Donors**

Trace Paul moved, Laura Riley seconded to accept the following donations on behalf of district students and staff, with an expression of appreciation to the donors.

| Name            | School/Program        | Donation                       |
|-----------------|-----------------------|--------------------------------|
| Anonymous Donor | PHS Wrestling Program | \$800.00                       |
| Anonymous Donor | PHS Wrestling Program | \$750.00                       |
| Powell Welding  | PHS Welding Program   | \$700.00 in tools and supplies |
| Diamond Truss   | PHS Woods Program     | \$100.00 in scrap wood         |

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0

The motion carried: 7 - 0

## **6.2 Consideration to Approve Two New Courses at Powell High School for 2024-2025**

Lillian Brazelton moved, Beau Fulton seconded to approve two new courses at Powell High School; Technical & Professional Writing, and Modern Media & Literature.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0

The motion carried: 7 - 0

## **6.3 Consideration to Approve the Extension of the Superintendents Contract**

Trace Paul moved, Beau Fulton seconded to approve the Superintendents contract be extended through June 30, 2026, with compensation to be discussed at a later date.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0

The motion carried: 7 - 0

## **OLD BUSINESS**

### **7.1 Consideration to Approve Second and Final Reading of the Revised Administrative Regulation/Operational Procedure - Dual and Concurrent College Enrollment**

Beau Fulton moved, Tracy Morris seconded to approve second and final reading of the AR/OP; IHCDA - Dual and Concurrent College Enrollment. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0

The motion carried: 7 - 0

## **BOARD/SUPERINTENDENT DISCUSSION/REPORTS**

### **8.1 Audit Report Presentation for 2022-2023 Fiscal Year**

Cindy Kretzer, Director, Muirhead, Cornia and Howard presented with Mary Jo Lewis in regard to the audit report for fiscal year 2023.

### **8.2 Annual Report-Coordinator of Business Services-Mary Jo Lewis**

Ms. Lewis, Coordinator of Business Services, and Cindy Kretzer presented to the Board about the audit process and specifically grant funds and the amount of time and effort that goes into looking at the single audit of those funds. Within the process they spoke to supplement versus supplant and how it applies to all grants except the ESSER grants that were given to help with lost learning during the initial COVID response in 2020.

## **COMMUNICATIONS/LOOKING AHEAD**

### **9.1 Written Communications**

Letters from the Wyoming High School Activities Association presenting a Good Sportsmanship Awards.

- Brady Harvey for the Lovell vs Powell basketball game held on December 16, 2023

- Marshall Lewis for the Cody vs Powell basketball game held on December 15, 2023
- Waycee Harvey for the Cody vs Powell basketball game held on December 15, 2023
- Doug Bettger for the Greybull vs Powell wrestling match held on December 19, 2023

## **9.2 Extra Duty Changes**

Hire:

Kelsey Tobin as a DPN Track Coach at Powell Middle School

## **9.3 Monthly Board Agenda Item Calendar**

## **9.4 February Meeting Date Change**

February's business meeting will be changed from February 13th to Monday, February 12th.

## **9.5 Next Meeting January 23, 2024**

## **ADJOURN**

There being no further business the meeting was adjourned at 7:49 p.m.

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Chairman

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Clerk

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Treasurer