

**MINUTES**  
**PARK COUNTY SCHOOL DISTRICT #1 BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**160 N. EVARTS-POWELL, WY-82435**  
**Tuesday, May 13, 2025 (6:00 PM)**

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**ROLL CALL**

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

**BOARD** Ben Borchert, Lillian Brazelton, Kim Dillivan, Beau Fulton,  
**MEMBERS:** Tracy Morris, Dusty Paul, and Trace Paul

**ALSO IN ATTENDANCE:** Jay Curtis, Shannon Blackmore, Jason Hillman, Steve Lensegrav, Mary Lewis, Rob McCray, Kyle Rohrer, Scott Schiller, Ginger Sleep, Jason Sleep, Tim Wormald, Angie Woyak, Steve Janes, Braden Schiller, Bryce Sapp, Suzanne Patterson, Jesse and Savannah Layland, Robyn Paul, MiRanda Foley, Janet Gilbert, Caitlyn Waterworth, Shelby Moore, Kandi Bennett, Curtis Muecke, LeeAnne Phillips, Meisja McCrary, Kyra Morrow, Kelli Schiller, Tracey and Joe Wichman, Chris and Phoebe Cox, and Paul Cox

**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**

Trace Paul moved; Beau Fulton 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

**CONSENT AGENDA**

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

Dustin Paul moved; Ben Borchert seconded to approve 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

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

**3.3 Approval of Meeting Minutes for April 8, 2025 and April 22, 2025**

**3.4 Personnel - Hires**

- Brandi Davison - School Counselor - Parkside Elementary School
- Trysa J. Flood - Family and Consumer Science Teacher - Powell High School

### **3.5 Personnel - Resignations**

- Tess Mattson - At-Risk Paraeducator - Parkside Elementary School
- Teri Weisz - At-Risk Paraeducator - Shoshone Learning Center

### **3.6 Consideration to Approve the Hiring of Seasonal Summer Staff**

Attached.

### **3.7 Consideration to Approve the Hiring of ESY Summer Staff**

Attached.

### **3.8 Consideration to Accept Home School Applications for 2024-2025**

Attached.

### **3.9 Consideration to Accept a Bid for School Based Mental Health Services**

Accepted a bid for school based mental health services to Bighorn Valley Health Center, Inc. (dba-One Health) in the amount of \$110,000.00 for 2025-2026 school year.

### **3.10 Consideration to Declare the Following Financial Institutions as Depositories for School District funds for FY26: Bank of Powell, Big Horn Federal Savings Bank/Powell, First Bank of Wyoming, and Wyoming Government Investment Funds**

## **RECOGNITIONS**

### **4.1 Recognition of the 2025 Park County School District #1 Retiree's**

Tracey Wichman - 34 years, Darwin Rowton - 27 years, Suzanne Patterson - 15 years, and Anne Lovett - 13 years

### **4.2 PHS Speech and Debate State Champion**

Paul Cox received a first-place finish at the Wyoming state competition in "Original Oratory".

### **4.3 Powell High School Skills USA State Champions**

Curtis Muecke - Basic Health Skills (new state event this year), LeeAnne Phillips - Prepared Speaking, and Meisja McCrary - Job Interview

### **4.4 Healthy Meals Incentives Recognition Award - PCSD#1 Food Service**

### **4.5 WSBA Awards**

Dusty Paul received his WSBA Certified School Board Member distinction.

## **EXECUTIVE SESSION**

### **5.1 Executive Session - Personnel**

At 6:45 p.m. Beau Fulton moved; Trace Paul seconded to go 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 7:40 p.m.

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

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

There were no comments from the public.

## **NEW BUSINESS**

### **7.1 Consideration to Approve District Funding for National Skills USA**

Dustin Paul moved; Ben Borchert seconded to approve District funding as stated in policy for the students attending the national competition.

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

The motion carried: 7 - 0

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

Lillian Brazelton moved; Trace Paul seconded to accept the donations on behalf of district students and staff, with an expression of appreciation to the donors.

<b>Name</b>	<b>Amount or description</b>	<b>Program</b>
Bonny Rouse	\$100.00	PHS Art Program
Stephen Drumm	\$100.00	PHS Art Program
	22#'s of glue sticks and	
Larry Karlberg	\$100.00	PHS Art Program
		Southside, Parkside, and Westside
		Scholarship Funds - for supplies for families
United Church of Powell	\$1,200.00	in need
R.J. & Caroline Kost	\$150.00	Lady Panther Soccer program
Ridgeline Auto Repair	\$200.00	Lady Panther Soccer program

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

The motion carried: 7 - 0

### **7.3 Consideration to Approve Steps and Lanes for all Qualifying Employees**

Beau Fulton moved; Dustin Paul seconded to approve steps and lanes for all qualifying employees.

Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0 Abstain: 2 (Dillivan and T. Paul)

The motion carried: 5 - 0 – 2

### **7.4 Consideration to Approve Salary Schedule for Certified Staff for 2025-2026**

Ben Borchers moved; Lillian Brazelton seconded to approve the salary schedule for certified teaching staff for 2025-2026.

Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0 Abstain: 1 (T. Paul)  
The motion carried 6 – 0 – 1

#### **7.5 Consideration to Approve Salary Schedule for Non-Teaching Certified staff for 2025-2026**

Dustin Paul moved; Trace Paul seconded to approve the salary schedule for non-teaching certified staff for 2025-2026.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0  
The motion carried: 7 - 0

#### **7.6 Consideration to Approve Salary Schedule for Speech/Occupational/Physical Therapy Staff for 2025-2026**

Trace Paul moved; Beau Fulton seconded to approve the salary schedules for speech, occupational and physical therapy staff for 2025-2026.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0  
The motion carried: 7 - 0

#### **7.7 Consideration to Approve Salary Schedule for Psychologists for 2025-2026**

Trace Paul moved; Ben Borchers seconded to approve the salary schedule for psychologists for 2025-2026.

Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0 Abstain: 1 (Dillivan)  
The motion carried: 6 – 0 – 1

#### **7.8 Consideration to Approve Salary Schedules for the Building Level Administrators and District Level Coordinators for 2025-2026**

Beau Fulton moved; Dustin Paul seconded to approve the building level administrators and district level coordinators salary schedule for 2025-2026.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0  
The motion carried: 7 - 0

#### **7.9 Consideration to Approve Salary Schedules for Support Staff and Professional Non-Certified Staff for 2025-2026**

Trace Paul moved; Dustin Paul seconded to approve the salary schedules for the Professional Non-Certified and Support Staff for 2025-2026.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0  
The motion carried: 7 - 0

#### **7.10 Consideration to Approve Salary Schedule for Coaches and Sponsors Pay Schedule for 2025-2026**

Ben Borchers moved; Trace Paul seconded to approve the salary schedule for Coaches and Sponsors Pay Schedule for 2025-2026.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0  
The motion carried: 7 - 0

### **7.11 Consideration to Approve the Insurance Package for 2025-2026**

Dustin Paul moved; Beau Fulton seconded to approve the insurance package for 2025-2026 as presented.

Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0 Abstain: 1 (T. Paul)  
The motion carried: 6 – 0 – 1

### **7.12 Consideration to Approve the Contract Amount for the Superintendent for 2025-2026**

Dustin Paul moved; Trace Paul seconded to approve the Superintendent contract amount for 2025-26 school year at \$185,500.00.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0  
The motion carried: 7 - 0

### **7.13 Consideration to Approve a Performance Stipend**

Beau Fulton moved; Ben Borchert seconded to approve the performance stipend for PCSD#1 staff as determined by the calculations provided and subject to the final budget amounts remaining for FY25.

Upon a roll call vote being taken, the vote was: Aye: 5 Nay: 0 Abstain: 2 (Dillivan, T. Paul)  
The motion carried: 5 – 0 – 2

### **7.14 Consideration to Approve on First Reading the Revised Administrative Regulation/Operational Procedure - DJE - Bidding Requirements**

Dustin Paul moved; Trace Paul seconded to approve the revised AR/OP DJE-Bidding Requirements on first and final reading.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0  
The motion carried: 7 - 0

### **7.15 Consideration to Approve First Reading of A New Administrative Regulation/Operational Procedure - EJ - Sex Designated Facilities**

Dustin Paul moved; Beau Fulton seconded to approve the first and final reading of the new AR/OP EJ - Sex Designated Facilities.

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 Coordinator of Support Services, Rob McCray**

Coordinator of Support Services, Rob McCray gave his annual report to the Board.

### **8.2 PCSD#1 Preliminary Budget for FY26**

Mary Jo Lewis, Coordinator of Business Services gave insight into the preliminary budget outlook for 2025-2026.

## **COMMUNICATIONS/LOOKING AHEAD**

### **9.1 Extra Duty Changes**

Hire:

- Nancy Cooley – NHS Sponsor – Powell High School

Transfer:

- Carson Kleinfeldt – from DPN Wrestling Coach to Assistant Wrestling Coach – Powell Middle School

Resignations:

- David Holland – Assistant Wrestling Coach – Powell Middle School
- Ashley McIntosh – DPN Volleyball Coach – Powell Middle School

### **9.2 Written Communications**

Rural School resolution from the sixty-eighth state legislature.

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

### **9.4 Powell High School and Shoshone Learning Center Graduation - May 25, 2025**

### **9.5 Next Meeting May 27, 2025**

## **ADJOURN**

There being no further business, the meeting was adjourned 8:45 p.m.

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Chairman

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Clerk

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Treasurer