

Minutes of the
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
of
UINTA COUNTY SCHOOL DISTRICT NO. ONE
and
WESTERN WYOMING COMMUNITY COLLEGE

When the Clerk's signature is affixed, this is an official and public record of the Board of Trustees, organized under the laws of the State of Wyoming.

Meeting Location: Uinta B.O.C.E.S. #1
XX Regular Called

Date: June 3, 2020

Trustees Attending:

David Bennett
David Peterson
Christa Barker
Carl Demshar, Jr.

**CHAIRPERSON/CLERK
CERTIFICATION**

These minutes are a true account of proceedings approved by majority vote of a quorum of the membership.

Chairperson Signature

Also Attending Were:

Mike Williams
Kiley Ingersoll
Heidi Currutt
Janet Knighton

Clerk Signature

Chairperson Bennett called the meeting to order at 6:04 p.m. There being a quorum present the meeting was adjourned by Chairperson Bennett at 6:48 p.m.

I. WELCOME AND CALL TO ORDER

Chairperson Bennett called the meeting to order at 6:04 p.m.

II. APPROVAL AND SETTING OF AGENDA

Motion: Christa Barker to approve Agenda
Second: David Peterson
Vote: Unanimous, motion carries

III. VIEW AND APPROVAL OF MINUTES

Motion: David Peterson to approve the minutes from March 4, 2020 board meeting

Second: Christa Barker
Vote: Unanimous, Motion Carries

IV. SCHEDULE OF BILLS

A. General Fund

Motion: David Peterson to approve amount of \$301,867.44
Second: Christa Barker
Vote: Unanimous, Motion Carries

B. Payroll

Motion: David Peterson to approve amount of \$133,830.92
Second: Christa Barker
Vote: Unanimous, Motion Carries

C. Bills Prior to Next Board Meeting as Listed

Motion: David Peterson to approve all expenditures as presented
Second: Christa Barker
Vote: Unanimous, Motion Carries

V. COMMUNICATIONS

A. Visitors to Address the Board

B. B.O.C.E.S. Roundtable:

Mike Williams stated they are still considering some sort of security and that they are looking for help from WWCC. Jaraun Dennis and Kiley Ingersoll are looking at replacing all security cameras. If all cameras are replaced this year it would be approximately \$25,000.00 out of the budget. Mike Williams is also considering making the changes over a couple of years. It has also been discussed with Evanston Police Chief Jon Kirby that officers drive by more frequently on their routes, or possibly having shift supervisors working on-site part of the time.

C. Director's Report:

In addition to the written report, Mike Williams gave an update on the business operations with the Covid-19 pandemic. All Uinta B.O.C.E.S. #1 staff are back to work in the building. Uinta B.O.C.E.S. #1 submitted a specific exception to be approved. To create the exception, Mike Williams stated Uinta B.O.C.E.S. #1 consulted with: Uinta County Public Health, Loretta Howieson, Uinta County Attorney; Dr. Michael Adams, Uinta County Physician; and the Wyoming State Health Department. Uinta B.O.C.E.S. #1's exception was approved. New procedures are now in place for everyone in the building. Everyone entering the building will: enter from the front doors, check in at the desk, have symptoms checked, be asked to wear a mask while in the building, and sign out when leaving the premises

Mike Williams also stated the entire safety curriculum has been re-written for

the Industrial Safety Training Department.

Mike Williams stated testing for Pearson Vue and Hi-Set is going strong. We are one of the only testing centers open in the area. We have had people come from all over to utilize our testing center.

Mike Williams reported that Uinta B.O.C.E.S. #1 staff stayed active in helping students during the pandemic. We were able to get most of our students finished testing. One student did not want to finish the BOOST program.

Mike Williams stated Uinta B.O.C.E.S. #1 has approximately 45 graduates for 2020. We are currently planning recognitions for graduates. Recognitions will be posted on Facebook, in monthly e-newsletter and other avenues.

Mike Williams said our community education lost revenue because of the pandemic.

Mike Williams also said the state of Wyoming asked the Afterschool program to offer programming virtually. Evanston Youth Club did provide some virtually during part of the shutdown. The afterschool program summer camps will be done virtually.

D. WWCC Coordinator's Report:

In addition to the written report:

Heidi Currutt stated WWCC is still working from home due to the Covid-19 outbreak. Employees are still having zoom meetings at home. Zoom has always been a tool, but has not been utilized until now.

Heidi Currutt is hoping to be back in the Evanston campus on July 6, 2020.

C.N.A. lab was able to come into building as it was allowed a variance.

New C.N.A. classes began Monday June 1. Labs will be available sometime after July 6. C.N.A. students may be able to work until testing opens up again.

Heidi Currutt stated they are now available to offer Early Education Certificates. Kimber Fessler and Chuck Meyer will be instructors for live classes. Everything can be virtual if needed.

Heidi Currutt also stated twenty-four high school students are predicted to take Math 1400-College Algebra. Students will need to take the Alex test from home or receive a Counselor recommendation. The High School has a classroom for this class and the high school facilitates the class.

E. NEW BUSINESS

A. Uinta B.O.C.E.S #1 2020-2021 budget.

Discussion: Mike Williams stated that the attached is a close draft of the 2020-2021 budget. There will be a few changes, but he will let you know what those are at the July meeting. Mike Williams stated that revenues and expenses have been about what is expected, but he remains conservative in his budgeting process. Mike Williams asked the board to consider a 4% raise for the staff starting July 1, 2020 and noted that the draft budget does have that accounted for in the budget. The overall budget will be considered for approval in the July meeting.

Motion: Christa Barker made a motion for a 4% raise for staff
Second: David Peterson
Vote: Unanimous, motion carries

VI. OLD BUSINESS

VII. NEXT MEETING

Wednesday, July 15, 2020 – 5:30 PM
Educational Service Center
537 Tenth Street Evanston WY

VIII. ADJOURNMENT

Meeting adjourned by Chairperson Bennett at 6:48 p.m.

Board Approved: 7-13-20