08/12/2025 - 07:00 PM Central Office Board Room

MEETING MINUTES

Attendance Voting Members

Bette Jones, Board Chairman
Lynette Murray, Clerk
William Robertson, Treasurer
Pam Flitner, Member
Mart Hinckley, Member
Mike Whaley, Member

A. Work Session - August 5th, 5:30 p.m.

B. Welcome

1. Call to Order

Chairman Bette Rae Jones called the meeting to order at 7:04 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Pam Flitner.

3. Roll Call

Absent: Todd Dalin

Visitors included: James Morgan, Robyn Wilkinson, Rob Nuttall, Cadance Wipplinger

4. Leadership Moment

The leadership moment was given by Bette Rae Jones. She based her presentation on her mentor, Finn Wilkinson. She stated leading through change—state legislation that challenges us to think differently. Beginning with the end in mind as described in the "7 Habits of Highly Effective People". She referred to the quote by Einstein, "We cannot solve our problems with the same thinking we used to create them." Chairman Jones would like the board to challenge themselves to imagine—what if thinking instead of we can't and how might we, instead of why won't they.

C. Agenda Additions/Deletions/Adoptions

1. Additions to the agenda

Superintendent Fritz stated there were changes to two of the handbooks which were discussed at the work session and included in the board packet. The wrong copy was added to the work session, but the corrected version will be put in the board packet during this meeting.

2. Agenda Approval

Motion made by: William Robertson Motion seconded by: Mart Hinckley Voting: Unanimously Approved

D. Consent Agenda

1. Board Minutes

The board minutes from the July 16th Regular Board Meeting will be approved with the Consent Agenda.

2. Bills

The bills for the month of July will be approved with the Consent Agenda.

Approve General Fund checks #44697 through #44788 inclusive, totaling $368,072.04; Activity Fund ACH Transfer, totaling $1,653.82: Federal Fund ACH Transfer, totaling $41,988.64; Major Maintenance ACH Transfer, totaling $13, 010.00.

3. Approval of the Consent Agenda

Motion made by: Lynette Murray
Motion seconded by: Pam Flitner
Voting:
Unanimously Approved

E. Audience and Communication

1. Community Remarks

There were no community remarks.

F. Reports

1. Elementary Report

Principal Rob Nuttall shared the current enrollment numbers for the Elementary School. He

then reviewed the information in the board report which included: Kinder Camp held on July 31-August 1st- they hosted 27 students; screening for JK/Preschool will be held August 18th; Amplify Training will be held on August 13th for staff; Elementary Open House will take place on August 18th from 4:00-6:00 p.m.; JK and Preschool classes will begin August 22nd. Mr. Nuttall included in his report the new staff at the Elementary School which include Walker Williams, fourth grade; Lilly Fouts, Special Education; Kelby Davila, JK/Preschool instructor; Leann Vigil, District School Nurse; Tyla Finn and Jenae Nicholson, Paraprofessionals.

Board member Bill Robertson asked what would take place at the Back to School Night for new parents and students and if they generally had a good turnout. Mr. Nuttall shared they will also be promoting the Social Awakenings Event on August 21st. Bette Rae Jones asked if that event could be included on a zoom meeting. It was not an option.

2. Middle School Report

Middle School Principal, Cadance Wipplinger, reviewed information which was in her report. She mentioned the Middle School Open House on August 18, 2025. Sixth graders and new students will meet at 5:30 p.m. She added that there would be a presentation, "Social Awakening", on August 21, 2025 at 6:00 p.m. and she invited the board members to attend. She feels this presentation will contain important information not only for students, but for parents and the community.

3. High School Report

Principal Robyn Wilkinson stated she has set three main goals for the high school, which include: clarity and purpose in operations, strengthening instructional practice and increasing student participation in activities. They have set a goal of 95% student participation in extracurricular activities. Mrs. Wilkinson added there will be a fall sports parents' meeting on August 15th followed by a coaches' meeting with their respective teams. The High School
Open House will be on August 18th from 5:00-7:00 p.m. with new students and Freshman Orientation at 6:00 p.m. Mrs. Wilkinson expressed appreciation to the maintenance crew for all the work which was done this summer. She added there

will be a presentation by Don Julian on August 14th for all coaches in the district. Lynette Murray asked if the dress code had been addressed in the new handbooks. The code is in both the High School Handbook and the Activities Handbook.

4. Technology Report

Superintendent Fritz reviewed the information in the technology report. Magic School training will take place on August 14th. He explained this is an AI platform for schools and gave examples of how it could be used. Cadance Wipplinger added the program will be used to teach students to be good consumers and how to manage AI. Pam Flitner asked where the program would be used and for how long. A discussion followed.

5. Maintenance Report

Superintendent Fritz reviewed the information in the report prepared by Joe Forcella, Maintenance Director. A short discussion followed.

6. Financial Reports

Business Manager, Sara Schlattmann, stated that the school has begun a new fiscal year. The school auditors are here this week and they will be performing a single audit on the Title One Funding. She feels the district is in good shape and should receive the first payment of the year on August 15th.

7. Superintendent Report

Superintendent Fritz stated the staff had attended a presentation today titled "Run, Hide, Fight." It was a good presentation and the administrative team will meet and go over the areas that need improvement in the schools' emergency drills. Mike Whaley commented that he is familiar with ALICE training and he feels that the Run, Hide, Fight program broke down the steps that are to be taken by staff and students very well. He added the speaker thanked Mr. Fritz for being the first school district to present this program. Mr. Whaley likes the fact that Big Horn County School District #3 is taking the lead especially since the conceal and carry law has come into effect. Lynette Murray added that Mr. Fritz gave a very motivational speech at the all staff meeting.

Mr. Fritz referred to his report and asked the board to look at the schedule of the many events taking place. He discussed the Conceal Carry policy as being a rough draft and it would be the first reading of this policy. He added the information had been put on the school website and showed the board where it was been listed. The Home School Notification form was also added to the website. Parents can fill out the on-line form and the information will still be shared with the board, but no board action will be taken on the notifications.

8. Clerk's Report

Board Clerk Lynette Murray stated she had attended the Law & Leadership Conference in Laramie on August 7-8, 2025. She felt it was an excellent forum this year. She listed the four highlights of the conference: Keynote speaker Sonja Trainer, Kendall Hoopes/Sheridan attorney discussed difficult issues during public comments, Brian Farmer/Executive Director of the WSBA and lastly , attending a mock trial regarding AI. She suggested at future meetings a copy of the agenda could be provided to anyone who wished to comment during the community remarks section of the meeting and on the back of the agenda, have a statement regarding the subjects that can/cannot be discussed during that time. A discussion followed concerning the payment to parents of students who attend private school.

Superintendent Fritz informed the board members that school photos would be taken on September 9th at the Elementary School and on September 10th at the High School and requested they pick a day to have their pictures taken for the website.

G. Old Business

1. Policy Review/Second Reading

Superintendent Fritz reviewed the changes to Policy JED-R1 Student Absences and Excuses Grades 9-12. This is the second reading of this policy.

Motion made by: William
Robertson Motion seconded by:
Pam Flitner Voting:
Unanimously Approved

H. New Business

1. Information

Superintendent Fritz reviewed the information in the board packet which included the professional development schedule and the August calendars.

2. Donations

Superintendent Fritz shared the information concerning the donations to the district for the month of July. The donation of $300.00 from Freier Properties to the school lunch program was the only donation for the month.

Motion made by: Mart Hinckley
Motion seconded by: Lynette
Murray Voting:
Unanimously Approved

3. Out-of-District Request

Superintendent Fritz explained there was one additional request for an out-of-district student to attend Greybull Elementary.

Motion made by: William Robertson Motion seconded by: Mart Hinckley Voting: Unanimously Approved

4. Spur Road Agreement

Superintendent Fritz reviewed the Spur Road Agreement that is signed for a one-year period each year. Bill Robertson asked if the agreement is for all types of transportation or just for the school buses. The agreement is for all forms, but mostly addresses the buses that travel that route due to their size. Mr. Robertson also had a question on item #4 of the agreement concerning payment for any damages to the road.

Motion made by: Mart Hinckley
Motion seconded by: Pam Flitner
Voting:
Unanimously Approved

5. Personnel

Superintendent Fritz reviewed the resignation and the recommendations to hire staff. Mark Sanford submitted his resignation from the Middle School Wrestling Coach position to take over the Head High School Wrestling Coach position. New hires include: Jenae Nicholson and Tyla Finn for paraprofessionals; Leann Vigil for district school nurse; Lilly Fouts for Middle School Assistant Volleyball Coach.

Motion made by: Lynette Murray
Motion seconded by: Mart Hinckley Voting:
Unanimously Approved

6. Conceal Carry /First Reading

Superintendent Fritz discussed the Conceal Carry Policy. Board Chairman Jones stated this was the first reading of the policy and no action was required.

7. Leadership Governance

Superintender Fritz went over Board Governance Policy 2.6 Budget/Finance and 2.12 Facilities, Transportation, Food Services and Technology. The board voted to reaffirm these policies.

There was a 5 minute break due to a power outage.

Motion made by: William
Robertson Motion seconded by:
Pam Flitner Voting:
Unanimously Approved

8. Building Handbooks

Superintendent Fritz stated the handbooks were reviewed at the board work session.

Lynette Murray asked what "safe shoes" are that are listed in the dress code section. Bette Rae Jones stated the dress code is actually a board policy, JFCA. This policy would have to be changed first in order to change the information in the handbooks. Pam Flitner stated she thought the dress code should be up to the building principals' discretion. Superintendent Fritz said that the policy can always be reviewed and discussed with the principals. Mrs. Murray wanted to know if the dress code was being enforced. Mr. Fritz stated this subject was discussed with the principals at the board work session, and they are aware of it. A short discussion followed.

Pam Flitner made the motion to approve the handbooks as corrected and presented.

Motion made by: Pam Flitner
Motion seconded by: William Robertson
Voting:
Bette Jones - Yes
Lynette Murray - No
William Robertson - Yes
Pam Flitner - Yes

Mart Hinckley - Yes
Mike Whaley - Yes

9. Board Evaluation

Chairman Jones shared copies of the evaluation with the board. A discussion followed. Mrs. Jones stated she would like to add Community Relations discussion to the November Work Meeting and review data that supports the fact that the board is achieving the district goals, review survey results and for the board to set three goals to achieve in the next 12 months. These goals are listed on the board evaluation and include:

- January/February 2026: Chairman and Superintendent will work on the Rocky Mountain Evaluation Tool to refine the question set and metrics.
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Prior to the 2026 election, form a committee to set measurable standards for new board member orientation; assign duties to position rather than personnel? (ie. The clerk will send welcome/invitation; Chairman will have an in-person meeting prior to the first board meeting:. Search for WSBA or other guidance to assist with this process.

- Set a goal to establish Board Priorities before revising the District Vision and Mission. Utilize outside resources.

Motion made by: William Robertson Motion seconded by: Pam Flitner Voting: Unanimously Approved

10. Board Work Session

The date of September 4th at 5:30 p.m. was agreed upon.

I. Board Discussion

1. Board Member Open Discussion

Board member Lynette Murray expressed her concern with the Conceal Carry Policy. Mart Hinckley stated he is not happy that this policy which has been shoved down their throats, as well as other polices, but it is the law and has to be followed. Mike Whaley commented that he thinks that our district should take the lead with this policy. A lengthy discussion followed.

Chairman Jones asked the board if they wanted to continue with the leadership moment section of the board meeting. Pam Flitner stated she thinks that this is a great addition to the board meetings if the agenda is not too lengthy. It was suggested the leadership moments should be shared at every other meeting or when one of the board members volunteers.

J. Executive Session-if needed

1. Executive Session

Information No executive session.

K. Adjournment

1. Motion to Adjourn

The motion to adjorn was made at 9:33 p.m.

Motion made by: Mart Hinckley
Motion seconded by: Pam Flitner
Voting:
Unanimously Approved

Board Chairman

Lynette Murray
Board Clerk