

NATRONA

COUNTY SCHOOLS

**Board of Trustees Meeting
Central Services Facility
970 N. Glenn
Casper, WY 82601**

September 12, 2011

- I. Executive Session – 4:30 p.m.**
 - A. Legal
 - B. Personnel
 - C. Property

- II. Work Session – 5:30 p.m.**
 - A. Board Goals, Strategies, and Action Plan

- III. Regular Session – 7:30 p.m.**
 - A. Pledge of Allegiance
 - B. Persons Requesting to Address the Board (three minute maximum)
 - C. Committee Reports
 - D. Approval of Minutes of the Board of Trustees’ General and Executive Sessions of August 15, 2011
 - E. Consent Calendar Items
 1. Personnel Item - Certified and Classified Personnel Report
 2. Business and Financial Items
 - a. Bills of August 19, 26 and September 2 and 9, 2011
 - b. Bid Ratifications
 - i. Irrigation System Replacement – Crest Hill Elementary School and Dean Morgan Junior High School
 - ii. Irrigation System Repair – Woods Learning Center
 - c. Bid Award - WYOLink Radios for Transportation Department
 - d. Grants
 - i. Wyoming Department of Education – Loons, Lenses, and Learning Grant
 - ii. Ruth R Ellbogen Foundation – NCSD Enrichment Program

- IV. Reports and Recommendations**
 - A. Policy Matters
 - B. Assistant Director for Special Education Services Recommendation

- V. Other Business**
 - A. Next Board Meeting – September 26, 2011, 7:30 p.m., Kelly Walsh High School

- VI. Adjournment**

NATRONA

COUNTY SCHOOLS

Minutes of the Board of Trustees August 15, 2011

Chair Audrey Cotherman called the Board of Trustees of Natrona County School District Number One Work Session to order at 6:10 p.m. on August 15, 2011, at Central Services Facility, 970 North Glenn Road, Casper, WY 82601.

Members Present: Audrey Cotherman, Dave Applegate, Donn McCall, Steve Degenfelder, Rita Walsh, Todd Ingram, Elizabeth Horsch, Pat Keefe, Suzanne Sandoval

Members Absent: All members present

Others Present: Superintendent Joel Dvorak; Associate Superintendent for Human Resource Services Crystal Mueller; Executive Director for Human Resource Services Mike Bond; Associate Superintendent for Facilities and Technology Mark Antrim; Executive Director for Facilities and Technology Dennis Bay; Associate Superintendent for Curriculum and Instruction Mark Mathern; Executive Director for Curriculum and Instruction Kelly Hornby; and Board Counsel Kathleen Dixon.

WORK SESSION: Trustees convened the Work Session at 6:10 p.m. with a discussion regarding Schools of Choice.

GENERAL SESSION: The General Session was called to order at 7:40 p.m. with the same Trustees attending. Those present stood for the Pledge of Allegiance.

Persons Requesting to Address Trustees

There were no persons in attendance requesting to address the Board of Trustees.

Approval of Minutes

Trustee Todd Ingram moved to accept the Executive Session minutes of July 20, 2011. The motion was seconded by Trustee Donn McCall and carried unanimously.

Trustee Donn McCall moved to accept the General Session minutes of July 20, 2011 with a note to revise the spelling of mil to mill in the section dealing with mill levies. The motion was seconded by Trustee Rita Walsh and carried unanimously.

Consent Calendar

Superintendent Dvorak recommended the Board of Trustees accept the Consent Calendar items as follows:

1. Business and Financial Items
 - a. Bills of July 22, 29, and August 5, 2011
 - b. Bid Ratifications
 - i. Poured in Place Playground Fall Material – Summit Elementary
 - ii. Security Camera Projects – Manor Heights Elementary and Roosevelt High Schools
 - c. Bid Approvals
 - i. Bakery Bid, Dairy Products, Pizza Bid, A La Carte Drinks Bid

- ii. Playground Equipment Replacements – Grant, Park, and Mountain View Elementary Schools
 - d. Grant – Daniels Fund/NCHS Ethics/Boys and Girls Club of Central Wyoming
2. Personnel Item – Certified and Classified Personnel Report

Trustee Steve Degenfelder moved to accept the Consent Calendar items noted above. The motion was seconded by Trustee Elizabeth Horsch. Crystal Mueller, Associate Superintendent for Human Resources, provided a summary of the hiring and staffing process. Dennis Bay, Executive Director for Facilities and Technology, informed the Board of Trustees the three playground replacements for Grant, Park and Mountain View Elementary Schools are the final three schools and the work should be completed by October 1, 2011. The motion carried unanimously.

Reports and Recommendations

Enrollment Update

Associate Superintendent Mark Mathern provided the latest enrollment update as of today for the 2011-12 school year. There are currently 12,235 student enrolled with an average of three additional students enrolling each day since April. An additional kindergarten was opened at Paradise Valley Elementary School recently and one additional FTE was added at Park Elementary School which took a lot of students off the waiting list. He introduced Mike Jennings, Safe Schools Administrator.

Hiring Update

Associate Superintendent Crystal Mueller provided information regarding the hiring of classified and certified employees for 2011-12. Human Resources personnel attended four job fairs and some great candidates with experience applied for certified positions. New certified hires came from several states and Mexico and Korea. It is made clear to new classified and certified hires what the District's goals and objectives are.

Contract for Legal Services with Murane & Bostwick Recommendation

Superintendent Dvorak recommended the Board of Trustees enter into a contract for legal services with Murane & Bostwick retroactive to July 1, 2011 through June 30, 2012. Trustee McCall moved to approve the Superintendent's recommendation authorizing the Board Chair and Trustees to execute a contract with Murane and Bostwick for legal services with an amendment to make the contract retroactive to July 1, 2011 through June 30, 2012. Trustee Degenfelder seconded the motion and amendment. The motion carried unanimously.

Wyoming School Board Association (WSBA) Update

Chair Cotherman and Superintendent Dvorak updated the Board of Trustees on the Wyoming School Boards Association. The Select Committee on School Accountability is meeting August 16 and 17, 2011. Chair Cotherman encouraged the Board of Trustees to attend the September 1, 2011, meeting of the Wyoming School Boards Association which will be held in Casper.

Policy Matters

Superintendent Dvorak reported the advertising policy is timely and Cabinet will be discussing it. The Associate Superintendents will work with their Board committees regarding other policies in need of revision.

Facilities Update

Associate Superintendent Antrim reported he received a written confirmation of approval of Dr. Mathern's CAPS report from the School Facilities Department (SFD) today. He also received a communication that a Request for Proposals (RFP) will be advertised by the SFD for a firm to work on educational specifications for the high school projects. Extensive discussion followed regarding the history of the KWHS, NCHS and CAPS high school projects and the process followed by the SFD. Trustee Degenfelder moved to direct Superintendent Dvorak and Chair Cotherman to compose a letter to the SFD embodying what has been said regarding cost effectiveness and consult with legal counsel before the letter is sent. Trustee Ingram seconded the motion and it passed with Trustee Sandoval abstaining.

Associate Superintendent Antrim and Executive Director Bay reported the appraisals on the Southridge property have been forwarded to the State Parks Department and they were told they would hear back from the State Parks Department regarding the decision of the National Parks Service by the end of this week.

Evansville, North Casper, Park and Pineview Projects – Associate Superintendent Antrim reported the SFD authorized planning dollars for these four elementary schools at their June 23, 2011, meeting. Design dollars have been authorized for the design of North Casper with construction dollars recommended in the upcoming biennium. Midwest and Woods Learning Center will be recommended for planning dollars by the SFD in the upcoming biennium.

NCHS Property Purchase and High School Projects – Associate Superintendent Antrim will send an Educational Specifications timeline to the Board.

CAPS Information – Associate Superintendent Mathern discussed the report to the SFD for the CAPS program and copies of the report were distributed to the Trustees. The information was compiled with the help of Jamie Cordonier, Chad Sharpe and the principals from the three high schools. It was also reviewed with the architects of the three schools. Superintendent Dvorak publicly thanked Associate Superintendent Mathern for his work on the report. Chair Cotherman asked him to thank all those involved with the project.

Trustee Comments

Trustee Degenfelder announced the next Board Facilities and Technology Committee meeting will be August 17, 2011, 4:00 – 6:00 p.m.

Trustee Ingram expressed his appreciation for all the work Trustee McCall, Trustee Degenfelder and Chair Cotherman have put into the facilities issue. He hopes Wally Diller and the folks who are our ambassadors to the SFD can come together to work on what is best for our kids.

Trustee Keefe offered his condolences to Dr. Dvorak for his loss. He reported some of the items in the Board Human Resources Committee report are Central Services restructuring, the Diversity Campaign at the Back to School Bash and retirees returning to employment with the District. There was a long discussion at the committee meeting regarding the pros and cons of hiring retirees and the discussion will continue at the next meeting. He asked the Board to read the annotated agenda and let him know if questions.

Trustee McCall reported the Board Budget Development Committee did not meet this month. Whether there will be a meeting in August depends on Steve Hopkins, Associate Superintendent for Business Services. Notification will be sent if a meeting is scheduled before the end of the month. He offered condolences to Dr. Dvorak with sympathy and compassion. Our job responsibilities pale in comparison to what he is having to endure. He celebrates the reports and the group in regard to CAPS and commends Wally Diller, Rich Hardt, Mark Antrim, Mark Mathern and staff. His compliments to the SFD and NCS D staff in providing an impressive piece of work. The good news is that we will be building four elementary schools in the next couple of years. The bad news is that they could be done before we break ground on the high schools. This is year ten of the process started 10 years ago with the high schools.

Trustee Horsch reported on the Curriculum and Instruction Committee meeting. The stakeholder groups are concerned about all the changes at Central Services and the direction taken by the District. A Data Assessment Coordinator will be hired. Cheryl Gettings will assume Vicki Foster's position and the Instructional Facilitators will become part of that area. A review of the Curriculum and Instruction programs will continue throughout the year. A report on a "Taking Science to Schools" conference will be provided at a later date.

Chair Cotherman reported the Back to School Bash was successful and a lot of fun. She offered her sympathy on Joel's loss. She had a communication from the National School Boards Association regarding the budget act and there may be a \$3 billion budget cut over the next three years. We need to pay attention to the cuts to the schools.

Dr. Dvorak expressed his and his family's appreciation for the cards and thoughts sent to him in the past week.

Other Business

Dr. Dvorak stated the next Board meeting will be held on September 12, 2011, at Central Services, 970 N. Glenn Rd, Casper, WY at 7:30 p.m. The Board Retreat will be on August 22, 2011, at the Casper Petroleum Club, 1301 Wilkins Circle, Casper, WY, 3:00 – 6:00 p.m.

Adjournment

There being no further business to come before the Board of Trustees, Chair Cotherman adjourned the meeting at 9:47 p.m.

Chairman

Clerk

NATRONA

COUNTY SCHOOLS

TO: Board of Trustees

FROM: Dr. Joel Dvorak

DATE: September 12, 2011

SUBJECT: Personnel Items

RECOMMENDATION: I recommend that the Board approve the following requests:

I. Employment of the Following:

A. Teacher/Administrator

- Alicia Alger, (BA in Elementary Education, University of Wyoming, Laramie, WY, 12/14/2007) 1 FTE Kindergarten at Midwest, 8/09/2011
- Jessie Atkinson, (BA in Secondary Education, University of Wyoming, Laramie, WY, 5/09/2009) .33 FTE Agriculture Teacher at Kelly Walsh High School, 8/9/2011
- Brittnee Atnip, (BA in Elementary Education, University of Wyoming, Laramie, WY, 5/06/2009) 1 FTE Elementary Teacher for Re-Connections at Special Education Service Center, 8/09/2011
- Joel Burdess, (BA in English Composition, University of Wyoming, Laramie, WY, 12/14/2007) 1 FTE Special Ed Teacher at Safe Schools Suspension Lab, 8/09/2011
- Robin Burnett, (BA in Elementary Education, East Central University, Ada, OK, 8/01/1991) 1 FTE Language Arts Teacher at Centennial Junior High, 8/09/2011
- Rikki Clark, (BA in Journalism, University Northern Colorado, Greeley, CO, 5/10/2008) 1 FTE Language Arts Teacher at Centennial Junior High, 8/09/2011
- Rebecca Colling, (BA in Education, University of Wyoming, Laramie, WY, 12/21/2001) 1 FTE, OYO, Kindergarten at Bar Nunn Elementary School, 8/09/2011
- Shawn Eisenreich, (BA in Education, Chadron State College, Chadron, NE, 5/05/2005) 1 FTE Tutor at Natrona County High School, 8/09/2011
- Kathleen Fleming, (BA in Education, University of Wyoming, Laramie, WY, 5/08/2010) 1 FTE, OYO, Kindergarten at Paradise Valley Elementary, 8/09/2011
- Allison Forgey, (BA in Elementary Education, University of Wyoming, Laramie, WY, 5/07/2011) 1 FTE 2nd Grade Teacher at Cottonwood, 8/09/2011
- Andrea Fowles, (BA in Spanish Language, University of Wyoming, Laramie, WY, 9/01/2010) .17 FTE Foreign Language Teacher at CCA and .20 FTE Foreign Language Teacher at Poison Spider, 8/09/2011
- Bonnie Hamilton, (BA in Sociology, Northern Arizona University, Flagstaff, AZ, 5/07/2004) .33 FTE Foreign Language Teacher at CY Middle School, 8/09/2011
- Joanna Hamilton, (BA in Elementary Education, Kentucky State University, Frankfort, KY, 5/11/2002) 1FTE Special Education Teacher at Willard, 8/09/2011

Theodora Hanson (MA in Education Administration, Black Hill State University, Spearfish, SD, 8/26/2005) 1 FTE Assistant Director for Special Ed Services, 8/16/2011

Elizabeth Hetland, (BA in Spanish Language, Montana State University, Billings, MT, 12/15/2005) 1 FTE Foreign Language at Dean Morgan Junior High, 8/09/2001

Travis Hetland, (BA Secondary Education, University of Wyoming, Laramie, WY, 5/06/2011) 1 FTE Language Arts at Roosevelt High School, 8/09/2011

Ami Houck, (MA in Psychology, Capella University School, Minneapolis, MI, 9/30/2008) 1 FTE IEP Facilitator at Special Education Service, 8/09/2011

Wendy Hull, (MA in Social Work, Walla Walla College, Walla Walla, WA, 5/20/2011) 1 FTE Social Worker Special Education Service, 8/09/2011

Arthur Ireland IV, (BA in Education, University of Wyoming, Laramie, WY, 5/10/2008) 1 FTE 3rd Grade Teacher at Fort Caspar Academy, 8/09/2011

Kelly Johnson, (MA in Social Work, University of Denver, Denver, CO, 6/03/2000) 1 FTE Social Worker at Special Education Service, 8/09/2011

Maggie King, (AS in Culinary Arts, Colorado Institute of Art, Denver, CO, 6/30/2000) 1 FTE Family & Consumer Science at Natrona County High School, 8/09/2011

Ryan Lavine, (BA in Reading and Teaching, Eastern Washington University, Cheney, WA, 8/01/2009) 1 FTE Language Arts at Frontier Middle School, 8/09/2011

Danielle Leeper, (MA in Speech and Rhetorical Studies, University Nebraska Lincoln, Lincoln, NE, 8/16/2008) 1 FTE Speech Path Therapist at Special Education Service, 8/09/2011

Greta Maxfield, (MA in Social Work, Washington University, St Louis, MO, 5/15/1999) 1 FTE Social Worker at Special Education Service, 8/09/2011

Scott Miller, (MA in Physical Education Teaching, University Northern Colorado, Greeley, CO, 08/09/2002) 1 FTE Tutor at Roosevelt High School, 8/09/2011

Linda Olsen, (BA in Education, Tarleton State University, Stephenville, TX, 5/25/2010) 1 FTE 5th Grade Teacher at Willard Elementary (OYO 10-11)

Summer Righter, (MA in School Psychology, University Missouri Columbia, MO, 7/30/2010) 1 FTE Psychologist at Special Education Service, 8/09/2011

Thomas Russell, (BA in Communication and Media, University of Wyoming, Laramie, WY, 05/07/2011) 1 FTE Voc Ed Teacher at Star Lane, 8/09/2011

Hannah Schirlinger, (BA in Elementary Education, University of Wyoming, Laramie, WY, 5/09/2009) 1 FTE 1st Grade Teacher at Bar Nunn Elementary School, 8/09/2011

Melanie Smihula, (MA in School Psychology, Minot State University, Minot, ND, 3/20/2005) 1 FTE Psychologist at Special Education Service, 8/09/2011

Jill Smylie, (MA in Counseling, Gonzaga University, 6/96) .7 FTE Guidance Counselor at Student Support, 8/16/2011, OYO

Jacob Stutheit, (BA in Mathematics Teaching, University of Wyoming, Laramie, WY, 5/07/2011) 1 FTE Math Teacher at CY Middle School, 8/09/2011

Aaron Temple, (BA in Social Studies Teacher Ed, University of Wyoming, Laramie, WY, 5/10/2008) 1 FTE Social Studies Teacher at Dean Morgan Junior High, 8/09/2011

Zachary Tolman, (BA in Music Teacher Education, University of Wyoming, Laramie, WY, 05/08/2010) 1 FTE Music Teacher at CY Middle School, 8/09/2011

Sara Tuomi, (BA in Mathematics Teacher Education, Weber State University, Ogden, UT, 5/25/2011) 1 FTE Math Teacher at Dean Morgan Junior High, 8/09/2011

Heather Wetzel, (BA in Secondary Education and Teacher, University of Wyoming, Laramie, WY, 11/15/1993) 1 FTE Language Arts Teacher at Natrona County High School, 8/09/2011

Whitney Wilking, (BA in Education, University of Wyoming, Laramie, WY, 5/15/2011) 1 FTE 6th Grade CY Middle School, 8/09/2011
Scott Winter, (MA in Education, Walden University, 4/11/2007) 1 FTE Social Studies Kelly Walsh High School, 8/09/2011
Tracey Zulian-Kennedy, (MA in Communication Disorders, University Northern Colorado, Greeley, CO, 8/13/1994) 1 FTE Therapist-Speech Path at Special Education Service, 8/09/2011

B. Classified

Jennifer Abelmann, Administrative Specialist at Transitions, 8/19/2011
Brenna Atol, Special Education Instructional Assistant II at Crest Hill, 8/16/2011
Paul Benabise, Bus Driver, Transportation at CSF, 8/08/2011
Lynn Benabise, Cafeteria Worker at Fort Caspar Academy, 8/22/2011
Elisa Borgman, Special Education Instructional Assistant I at Midwest Schools, 8/24/2011
Deanne Burger, Campus Supervisor at Kelly Walsh High School, 8/24/2011
Amanda Carubie, Instructional Assistant at Dean Morgan, 8/02/2011
Casey Chopping, Instructional Assistant at Frontier Middle School, 8/16/2011
Jamie Corrigan, Special Ed Assistant at Oregon Trail, 8/24/2011
Cynthia Deal, Lunch Server at Summit, 8/24/2011
Susan Dennison, Office Assistant at Fort Caspar Academy, 8/16/2011
Carmen Farmer, Special Ed Assistant II at CYMS, 8/17/2011
Mark Fleming, Special Ed Assistant I at Natrona County High School, 8/24/2011
Kindle Flicek, Special Ed Assistant I at Oregon Trail, 8/24/2011
Veronica Gallegos, Special Ed Specialist for Special Ed Service Center, 8/17/2011
Jennifer Goetz, Special Education Instructional Assistant I at Crest Hill, 8/17/2011
David Herman, Instructional Assistant I at Pineview, 8/24/2011
Erik Hilde, Bus Driver for Transportation at CSF, 8/24/2011
Debra Hitchcock, Cafeteria Worker at Verda James, 8/24/2011
Kimberly Holman, Education Interpreter for Special Ed Service Center
Bryan Honken, Program Facilitator for Robotics at Fairgrounds Center, 8/29/2011
Jennifer Horning, Office Assistant at Natrona County High School, 8/16/2011
Jason Holt, Athletic Facilitator for Centennial Junior High, 7/29/2011
Shawn Huss, Custodian I at Mills Elementary, 8/01/2011
Catherine Kellick, Special Ed Assistant I at Fort Caspar Academy, 8/24/2011
Jeanette Lance, Special Ed Assistant I at Summit, 8/17/2011
Tosha Lindsay, Special Education Assistant I at Midwest Schools, 8/03/2011
Penelope Markland, Special Education Assistant I at Roosevelt, 8/17/2011
Amy Martz, Special Ed Instructional Assistant II at Pineview Elementary, 8/24/2011
Brittanie Morstad, Special Needs Bus Assistant for Transportation, 8/17/2011
Frank Pacheco, Bus Driver for NCSD Transportation, 08/24/2011
Rachel Patterson, Special Ed Assistant I at Mountain View, 8/25/2011
Sarah Prosinski, Administrative Assistant for Human Resources at CSF, 8/11/2011
Delane Ross, Special Ed Instructional Assistant II at Crest Hill Elementary, 8/10/2011
Erin Schroeder, Breakfast/Lunch Server at Poison Spider School, 8/15/2011
Anya Skimbova, Cafeteria Worker at Fort Caspar Academy, 8/11/2011
Rizalina Stamp, Head Cafeteria Worker at Fort Caspar Academy, 8/18/2011
Michelle Stoneking, Special Education Instructional Assistant II at Crest Hill, 8/09/2011
Jennifer Sullivan, Instructional Assistant at Mountain View Elementary, 8/12/2011
Breanne Tobin, Special Ed Assistant II at Mountain View Elementary, 8/24/2011
Gary Ukele, Human Resource Generalist at CSF, 8/17/2011
Alannah Wellborn, Cafeteria Worker at Sagewood Elementary, 8/04/2011

Kendra Wolfe, Special Needs Bus Assistant for Transportation, 8/24/2011

II. Promotions/Transfers

A. Teachers/Administrator

Michael Bond, from Executive Director – C & I to Executive Director – HR for Natrona County School District, 8/01/2011

Verba Echols, from Assistant Director for HR Development to Director of Human Resources for Natrona County School District, 8/01/2011

Janelle Ehrich, from Director of Title One to Director of Human Resources Development for Natrona County School District, 8/01/2011

Cheryl Gettings, from Director of HR Development to Director of Teaching & Learning for Natrona County School District, 8/01/2011

Angela Hensley, from .5 FTE Director of Title One to 1 FTE Director of Title One for Natrona County School District, 8/01/2011

Kelly Hornby, from Executive Director – HR to Executive Director – C&I for Natrona County School District, 8/01/2011

Michael Jennings, from Assistant Director of Special Ed to Director of Safe School Suspension Lab for Natrona County School District, 8/01/2011

Abigail Bishop, from 3rd grade Teacher at Paradise Valley to 1st grade Teacher at Summit Elementary, 8/16/2011

Melanie Boyes, from Language Arts at CY Middle School to Language Arts at Natrona County High School, 8/16/2011

Aaron Brooks, Scott from 6th grade teacher at Manor Heights to 2nd grade Teacher at Manor Heights Elementary, 8/16/2011

Michelle Bustos, from Resource Teacher at Summit to Intensive Life Skills Teacher at Manor Heights, 8/16/2011

Karen Colling, from Science Teacher at Dean Morgan to Science Teacher at Natrona County High School, 8/16/2011

Amy Costello, from Coordinator for C&I to PE Teacher at Natrona County High School, 8/16/2011

Beth Corley, from 2nd grade Teacher at Paradise Valley to 1st grade Teacher at Summit, 8/16/2011

Shawn Delaney, from Social Studies Teacher at Natrona County High School to Tutor at Natrona County High School, 8/16,2011

Rebecca Ellsworth, from Family and Consumer Science at Natrona County High School to .5 FTE Business Ed and .5 FTE Family and Consumer Science at Natrona County High School, 8/16/2011

John Foy, from 2nd grade Teacher at Summit to 2nd grade Teacher at Woods Learning Center, 8/16/2011

Deanna Guthrie, from Tutor at Natrona County High School to Social Studies Teacher at Natrona County High School, 8/16/2011

Stephanie Harrison, from Behavior Interventionist at Summit to .5 FTE Behavior Interventionist and .5 FTE Councilor for Reconnections, 8/16/2011

Janelle Haworth, from Special Education Teacher at Frontier Middle School to Special Education Teacher at Natrona County High School, 8/16/2011

Peggi Hopkins, from Instructional Facilitator at Willard to Tutor at Willard Elementary, 8/16/2011

Carolyn Jacobs, from Science Teacher at Dean Morgan to Science Teacher for Casper Mountain Science, 8/16/2011

Gregory Kandt, from Math at Transition Learning Center to Tutor at the Juvenile Detention Center, 8/16/2011

Patti Kimble, from Math Teacher at Star Lane to Science Teacher at Star Lane, 8/16/2011

Marci Kutzer, from 1st grade Teacher at Midwest to NCEA President for Natrona County School District, 8/16/2011

Sarah Larsen, from Instructional Strategist at Special Ed Services to Instructional Facilitator at Woods Learning Center, 8/16/2011

Kari Lloyd, from 5th grade Teacher at Paradise Valley to 2nd grade Teacher at Summit, 8/16/2011

Kathleen Maes, from 2nd grade Teacher at Woods Learning Center to 2nd grade Teacher at Summit Elementary, 8/16/2011

Steven Mayhue, from Math Teacher at Dean Morgan to Math Teacher at Natrona County High School, 8/16/2011

Tiffany Meisinger, from 1st grade at Pineview to 1st grade Teacher at Summit Elementary, 8/16/2011

Russell Mullan, from Tutor at Roosevelt High School to Tutor at Natrona County High School, 8/16/2011

Darin Myers, from Math Teacher at CY Middle School to Math Teacher at Natrona County High School, 8/16/2011

Robert Peterson, from Special Ed Teacher at Frontier Middle School to Special Ed Teacher at Casper Classical Academy, 8/16/2011

Jennifer Ridenour, from Social Worker at Special Ed Services to IEP Facilitator at Special Education Services Center, 8/16/2011

Heather Sharpnack, from 3rd grade Teacher at Pineview to Instructional Facilitator at Manor Heights Elementary, 8/16/2011

Lynda Sneddon, from Special Ed Teacher at Willard to Instructional Strategist at Special Education Service Center, 8/16/2011

Rebecca Sondag, from Language Arts at Natrona County High School to Instructional Facilitator at Natrona County High School, 8/16/2011

Dawn Strand, from 6th grade Teacher at CY Middle School to Librarian at Centennial Junior High, 8/16/2011

Sandy TeBeest, from Instructional Facilitator at Manor Heights to Tutor at Manor Heights, 8/16/2011

Mary Voigt, from Instructional Strategist at Special Education Service Center to Special Ed Teacher at Special Education Service Center, 8/16/2011

Lacey Wilson, from Language Arts at Centennial to Language Arts at Roosevelt High School, 8/16/2011

Jill Wright, from Tutor at Dean Morgan to Personal and Social Responsibilities Teacher at Natrona County High School, 8/16/2011

B. Classified

Tresa Bagner, from Cafeteria Worker at Fort Casper to Cafeteria Worker at Natrona County High School, 8/16/2011

Brian Bitzan, from HVAC Technician for NCSD Maintenance Department to Utility Equipment Mechanic for NCSD Maintenance Department, 8/01/2011

Michael Bila, from Special Ed Instructional Assistant II at Roosevelt to Special Ed Assistant II for Re-Connections, 8/16/2011

Bruce Berst, from Refocus Room Coordinator at Sagewood to Administrative Manager at Roosevelt, 8/01/2011

Nyki Briggs, from Instructional Assistant at Bar Nunn to Special Ed Instructional Asst I at Frontier Middle School, 8/16/2011

Phoenix Brown, from Instructional Assistant at Park to Sped Instructional Assistant II Cottonwood, 8/16/2011
Tracie Calkin, from Special Ed Instructional Assistant I at Poison Spider to Refocus Room Coordinator at Manor Heights Elementary, 8/01/2011
Diane Chandler, from Special Ed Instructional Assistant II at Manor Heights to Special Ed Instructional Assistant I at Manor Heights Elementary, 8/24/2011
Bryon Cross, from Custodian I at Kelly Walsh High School to Lead Custodian at Kelly Walsh High School, 8/12/2011
Gayle Eastridge-Rivere, from Special Ed Assistant II at Frontier Middle School to Special Ed Assistant II at Natrona County High School, 8/16/2011
Pauline Gazdik, from Cafeteria Worker at Fort Caspar Academy to Assistant Cafeteria Manager CY Middle School, 8/16/2011
Laurence Higgins, from Custodian I at CY Middle School to Lead Custodian at CY Middle School, 8/23/2011
Bruce Hirst, from Special Ed Instructional Assistant II at Natrona County High School to Special Ed Instructional Assistant I at Natrona County High School, 8/24/2011
Gilliam Jurkofsky-Montgomery, from Special Ed Instructional Assistant at Centennial Junior High to Special Ed Assistant II at CCA, 8/16/2011
Martha Karavitis, from Grant Coordinator for C&I to Library Media Tech at Summit, 8/16/2011
Dawn Messling, from Special Ed Instructional Assistant at Frontier Middle School to Special Ed Instructional Assistant at CCA, 8/16/2011
Stefani O'Neal, from Special Ed Instructional Assistant II at Mountain View to Classified District Sub, 8/01/2011
Anita Ross, from Custodian I at Summit to Breakfast and Lunch Server at Summit, 8/24/2011
Mary Sutton, from Administrative Secretary at Transitions to Secretary at Kelly Walsh High School, 8/10/2011

III. Resignations/Terminations

A. Teachers/Administrators

Carol Carlsen, Special Ed Teacher at Centennial, 05/27/2011
Lynne Hutchinson, Inst Facilitator at Centennial, 05/27/2011
Gail Kennah, Nurse for Student Support Services, 05/27/2011
Alisa Latimer, Special Ed Teacher at CY, 05/27/2011
Debra Mueller, Guidance Counselor – Elem, Student Support Services, 05/27/2011
Travis Myhre, Special Ed Teacher at Willard, 05/27/2011
Kristin Thompson, Nurse for Student Support Services, 05/27/2011

B. Classified

Bernice Paulsen, Head Cafeteria Worker at Frontier Middle School, 05/27/2011
Ginger Terry, Special Ed Assistant I, Natrona County High School, 05/27/2011
Brittney Weinrich, Special Ed Asst I at Willard, 05/25/2011

IV. Retirements

A. Teachers/Administrators

Julie Feiler, Social Worker at Kelly Walsh High School, 05/27/2011

Michael McLellan, Science Teacher at Dean Morgan, 05/27/2011

B. Classified

Ronald Bean, Custodian Supervisor, Midwest, 8/31/2011

Kathy Olson, Cafeteria Records Clerk, Crest Hill, 05/27/2011

Beverly Sanchez, Sped Instructional Assistant II, Crest Hill, 05/27/2011

V. Corrections

A. Teacher/Administrator

Emilee Scholtz, (B.A. in Elementary Education, University of Wyoming, Laramie, WY, 5/11) 1 FTE Tutor at Evansville, 8/9/2011

Carroll Gunnare, (B.A. in English Literature, University of South Dakota, Spearfish, SD, 5/82) 1 FTE, Learning Lab Teacher at Transitions, 8/9/11

Desiree Higgins, from Spanish Teacher at Centennial to U.S. History/Spanish Teacher at KWHS, 8/16/11

NATRONA

COUNTY SCHOOLS

TO: Board of Trustees
FROM: Joel Dvorak, Superintendent
DATE: September 12, 2011
RE: Bid Award for Crest Hill Elementary School Irrigation System Replacement

RECOMMENDATION: I recommend the Board of Trustees award the bid for the Crest Hill Elementary Irrigation System Replacement project to Boomtown Commercial Sweeping, LLC in the amount of \$23,219.00.

RATIONALE: The project was advertised and the following companies submitted a bid:

<u>Company</u>	<u>Amount of Bid</u>
Boomtown Commercial Sweeping, LLC, Evansville, WY	\$ 23,219.00
Western Plains Landscaping, LLC, Casper, WY	\$ 28,650.00

The bid was reviewed by Brad Barclay, District Maintenance Services Supervisor; Bret Benes, Caspar/Pope Joint Venture Project Manager; Keith Brown, District Project Manager; Scott Honken, District Maintenance Department Manager; and Jet Townsend, District Mechanical Trades Supervisor.

The recommendation is to award the bid for the Crest Hill Elementary School Irrigation System Replacement project to Boomtown Commercial Sweeping, LLC in the amount of \$23,219.00.

Major Maintenance Funding for the Crest Hill Elementary School Irrigation System Replacement project has been approved by the Wyoming School Facilities Commission.

NATRONA

COUNTY SCHOOLS

TO: Board of Trustees
FROM: Joel Dvorak, Superintendent
DATE: September 12, 2011
RE: Bid Award for Dean Morgan Jr. High School Irrigation System Replacement

RECOMMENDATION: I recommend the Board of Trustees award the bid for the Dean Morgan Jr. High School Irrigation System Replacement project to Central Landscaping, Inc. in the amount of \$10,341.05.

RATIONALE: The project was advertised and the following companies submitted a bid:

<u>Company</u>	<u>Amount of Bid</u>
Boomtown Commercial Sweeping, LLC, Evansville, WY	\$ 18,810.00
Central Landscaping, Inc., Casper, WY	\$ 10,341.05

The bid was reviewed by Bret Benes, Caspar/Pope Joint Venture Project Manager; Keith Brown, District Project Manager; and Jet Townsend, District Mechanical Trades Supervisor.

The recommendation is to award the bid for the Dean Morgan Jr. High School Irrigation System Replacement project to Central Landscaping, Inc. in the amount of \$10,341.05.

Major Maintenance Funding for the Dean Morgan Jr. High School Irrigation System Replacement project has been approved by the Wyoming School Facilities Commission.

NATRONA

COUNTY SCHOOLS

TO: Board of Trustees

FROM: Joel Dvorak, Superintendent

DATE: September 12, 2011

RE: Bid Award for Woods Learning Center Irrigation System Repair

RECOMMENDATION: I recommend the Board of Trustees award the bid for the Woods Learning Center Irrigation System Repair project to Boomtown Commercial Sweeping, LLC in the amount of \$22,196.00.

RATIONALE: Boomtown Commercial Sweeping, LLC, Evansville, WY, was the only company to submit a bid which was in the amount of \$22,196.00.

The bid was reviewed by Brad Barclay, District Maintenance Services Supervisor; Bret Benes, Caspar/Pope Joint Venture Project Manager; Keith Brown, District Project Manager; Scott Honken, District Maintenance Department Manger; and Jet Townsend, District Mechanical Trades Supervisor.

Major Maintenance Funding for the Woods Learning Center Irrigation System Repair project has been approved by the Wyoming School Facilities Commission.

NATRONA

COUNTY SCHOOLS

TO: Board of Trustees
FROM: Dr. Joel Dvorak, Superintendent
DATE: September 12, 2011
RE: WYOLink Radios for Transportation Department

RECOMMENDATION: In accordance with Board Policy, the following summary of bids, which have been opened by the Purchasing Department, are submitted and recommended for approval by the Board of Trustees.

Versatel, Casper, WY \$236,129.27

RATIONALE: I recommend the Versatel bid in the amount of \$236,129.27 be accepted on the WYOLinks Radio system as low bid.

<u>Company</u>	<u>Amount of Bid</u>
Versatel, Casper, WY Recommended Bid	\$236,129.27
Relm Wireless, West Melbourne, FL 5% Out of State Bidder Applies - \$339,183.11	\$323,031.53

NATRONA

COUNTY SCHOOLS

SUPERINTENDENT'S OFFICE

970 N. GLENN RD. * CASPER, WY 82601 * FAX: (307) 253-5333* WWW.NATRONASCHOOLS.ORG

TO: Board of Trustees
FROM: Dr. Joel Dvorak, Superintendent
DATE: September 12, 2011
SUBJECT: Grant Awards

RECOMMENDATION: I recommend that the Board of Trustees accept the following grants:

1. The Wyoming State Department of Education awarded a grant in the amount of \$67,800 to the Natrona County School District. The grant "Loons, Lenses and Learning" is under the direction of Barb Maguire, Park Elementary School teacher, Curriculum and Instruction Department.
2. The Ruth R Ellbogen Foundation awarded \$15,000 to the Natrona County School District Enrichment Program. The grant will be under the direction of Fred Maguire, Gifted & Talented Coordinator, Curriculum and Instruction Department.

Joel Dvorak, Ed. D.
Superintendent of Schools
(307) 253-5222



Wyoming Department of Education

Cindy Hill, Superintendent of Public Instruction
Hathaway Building, 2nd Floor, 2300 Capitol Avenue
Cheyenne WY 82002-0050

Phone: 307-777-7673 Fax: 307-777-6234 Website: edu.wyoming.gov

August 11, 2011

Joel Dvorak
970 North Glenn Road
Casper 82601

Dear Dr. Dvorak:

Congratulations! Your proposal "Loons, Lenses and Learning" was selected for funding by Wyoming State Department of Education. The amount awarded totals \$67,800.

Please Note: Funds for this project are separate from the normal district draw down process. These grant funds can be requested in total using a district invoice submitted to me at any time during the grant award period.

Please be aware of the signed assurances of the grant program. A self-evaluation of the project must be written and returned to the WDE no later than **August 30, 2012**. As a grant recipient you have agreed to present a project overview or other means of dissemination of results, which we will discuss with you before the project ends.

The Wyoming Department of Education appreciates the time and effort invested in the preparation of your application. If you have questions or concerns, contact me anytime at (307) 777-3781.

Sincerely,

Roy D. Hoyle
Education Program Consultant
Wyoming Department of Education
roy.hoyle@wyo.gov

cc: Barbara Maguire

Wyoming Education Trust Fund
Grant Application

Point values given are maximum total allowed. See scoring rubric for point breakdown.

BUDGET NARRATIVE/SUMMARY Describe how the budget supports the goals, objectives and activities of the project. If travel is planned, indicate the purpose and destination of travel. Identify any equipment to be purchased.	3 POINTS
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The goals of the project include the study of wildlife and their habitat through investigations on site and over time. To this end, we've included opportunities to visit natural habitats to view wildlife, videos to observe wildlife we might not otherwise be able to access, technology in order to capture and evaluate wildlife and habitat throughout the year, and experts to help students understand and analyze data gathered from observations.

The budget will reflect the project goals by engaging a professional filmmaker, experts in the area of natural environments, and materials to support the planning and implementation of these goals. Neil Rodgers, a professional wildlife photographer, will support students and teachers with his expertise in guiding the project through an in-kind donation, as well as the stipend provided in the grant. Wanda Peters, the director of the Audubon Center at Garden Creek, has agreed to donate services beyond those the stipend in the grant will provide. Students will integrate technology with all curricular areas through the use of the equipment provided in the grant to capture the essence of diverse wildlife habitats. Technology equipment includes digital cameras and Flip video cameras to capture images from the observations, iPads for portable recording devices as observations are made in the field, binoculars with cameras to capture images from a distance and digital storage devices for students and teachers. The goals of the project include a study of the flora and fauna of Wyoming over time and the cameras and digital devices are essential in capturing the images to study.

The purpose of the travel is to preview the locations mentioned in the grant so teachers are familiar with the sites and prepared when taking students to habitat areas. The travel budget will cover mileage and meals while on the road in preparation for field experience work. School district buses will be used to provide transportation for students and teachers for the actual field work, and parents, students and teachers will provide other necessary funding for trips to the field.

Food is provided for the parent and community night celebration where students will showcase their work from the projects.

In-kind materials and services provided include science kits and busing provided by Natrona Co. School District #1. The district will also avail the Discover Program to bring in speakers to share their expertise with students. Neil Rodgers and Wanda Peters have agreed to provide expertise and services in addition to those paid by the stipends requested. Local partnerships such as Game and Fish and the Audubon Center at Garden Creek will provide expert knowledge and instruction as in-kind donations, as well.

Wyoming Education Trust Fund
 Grant Application

Point values given are maximum total allowed. See scoring rubric for point breakdown.

<p>BUDGET ACCOUNTING STRUCTURE Provide a list of expenses within a budget structure using the appropriate expenditure/accounting codes. The total in the budget must equal the overall grant request. All budget items must be allowable by law. The application will not be considered without a budget.</p>	3 POINTS
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Operational		
Film processing		\$5000
Materials		
Videos/DVDs		\$2000
Binoculars	20 @ \$150 =	\$3000
Flip Cameras	15 @ \$140 =	\$2100
Digital Cameras		
w/zoom capabilities	15 @ \$300 =	\$4500
iPads	9 @ \$600 =	\$5400
Field Guides 3 sets		\$800
Science Kits In Kind		
Digital Storage (DVDs, Flash Drives for students, External Hard Drives, etc)		\$5000
Stipends		
Project coordinator		\$5,000
Discover the Wild (Neil Rodgers)		\$10,000
Audubon (Wanda Peters)		\$10,000
Stipends for professionals to plan 3 x \$3000=		\$9,000
Food		
For parent/community celebration		\$3000
Travel		
Teacher/Experts		\$3000
Total:		\$67,800



RUTH R. ELLBOGEN FOUNDATION

August 20, 2011

Natrona County School District
Mr. Fred Maguire
970 North Glen Road
Casper, Wyoming 82601

Dear Fred,

Enclosed is check # 1477 in the amount of \$15,000 payable to Natrona County School District. It is to be used for support of the Natrona County Schools Enrichment Program. Please also note that the Foundation requires a report stating the specific benefits provided as a result of this funding. In addition, in order to make any further grants we must have a proposal outlining your needs and the annual budget. These documents are due to the Foundation no later than June 30th of each year.

Kindly acknowledge receipt of this donation from the Ruth R. Ellbogen Foundation and confirm that no goods or services were furnished in return.

Sincerely,

A handwritten signature in cursive script that reads 'Mary'.

Mary L. E. Garland
Secretary

NATRONA

COUNTY SCHOOLS

TO: Board of Trustees

FROM: Dr. Joel Dvorak, Superintendent

DATE: September 12, 2011

SUBJECT: Recommendation for Assistant Director for Special Education Services

RECOMMENDATION: I recommend that the Board of Trustees approve the hire of Ted Hanson for Assistant Director for Special Education Services.

RATIONALE: The Assistant Director position was posted. Three interviews were conducted. Participants in the interview process were Dr. Tammie Bertelson, Mike Jennings, Lori Cetak, Nancy Johnson, Ann Price, and Norm Cox.

Mr. Hanson started his career as a Special Education Teacher in Batesland, South Dakota. He was promoted to Director for Special Education and Alternative School Principal in 2005. He accepted a Special Education Coordinator position at Natrona County School District in 2009. He accepted an Instructor Facilitator position in Albany County School District in Laramie, Wyoming in 2010.

Mr. Hanson received a Bachelor degree in Science in Education from Chadron State College. He received his Masters degree in Educational Administration from South Dakota University.

NATRONA

COUNTY SCHOOLS

TO: Board of Trustees

FROM: Dennis Bay, P.E., Executive Director Facilities and Technology

DATE: September 12, 2011

SUBJECT: Construction Updates

The construction updates for projects in progress as of September 2, 2011, are attached for your information.

**Natrona County School District No. 1
Capital Construction Project Report
September 2, 2011**

Project: New High School Campus (RHS/CAPS, Star Lane) Project Phase: Design Charrettes

Architectural Firm Selection Committee:
Elizabeth Horsch, Board of Trustees; Shawna Trujillo, Roosevelt High School Principal; Lauren Volk and Paul Meyer, Wyoming School Facilities Commission

Architect: Cuningham Group, Minneapolis, MN and MOA Architecture, Casper, WY
Civil Engineer: Civil Engineering Professionals, Inc. (CEPI), Casper, WY
Structural Engineer: Structural Solutions, Martin/Martin, Cheyenne, WY
Mechanical/Plumbing Engineer: Engineering Design Associates (EDA), Casper, WY
Electrical Engineer: Engineering Design Associates (EDA), Casper, WY
Construction: TBD

Milestone	Schedule Date	Comment
Architect Selection Announced	February 2, 2011	Actual
Architectural Contract Signed	March 10, 2011	Actual

1. Project Description
 - New High School Campus for Roosevelt High School, Transitions (Credit Recovery Program), Star Lane Center and new Center for Advanced Professional Studies (CAPS)

2. Activities in Progress
 - Pre-Charrettes were held April 11 and 12, 2011
 - Charrettes were held May 3-5 and May 24-26, 2011

**Natrona County School District No. 1
Capital Construction Project Report
September 2, 2011**

Project: Kelly Walsh High School Renovations Project Phase: Design Charrettes

Architectural and Construction Manager at Risk Firms Selection Committee:
Donn McCall, Board of Trustees; Brad Diller, KWHS Principal; Dave Davis, KWHS
Teacher; Nancy Nuttbrock and Tanner Norton, Wyoming School Facilities Commission

Architect: RB+B Architects, Fort Collins, CO and
Amundsen Associates, Casper, WY
CMAR: Sampson Construction Co., Inc., Cheyenne, WY
Civil Engineer: Worthington Lenhart and Carpenter, Inc. (WLC), Casper, WY
Structural Engineer: Lower & Company, PC, Casper, WY
Mechanical/Plumbing Engineer: Engineering Design Associates (EDA), Casper, WY
Electrical Engineer: Engineering Design Associates (EDA), Casper, WY

Milestone	Schedule Date	Comment
Architect and CMAR Selection Announced	February 2, 2011	Actual
Architectural Contract Signed	March 10, 2011	Actual
CMAR Contract Signed	March 10, 2011	Actual

1. Project Description
 - Kelly Walsh High School Renovations
2. Activities in Progress
 - Pre-Charrettes were held April 11 and 12, 2011
 - Charrettes were held May 3-5 and May 24-26, 2011

**Natrona County School District No. 1
Capital Construction Project Report
September 2, 2011**

Project: Natrona County High School Renovations Project Phase: Design Charrettes

Architectural and Construction Manager at Risk Firms Selection Committee:
Audrey Cotherman, Board of Trustees Chair; Dean Kelly, NCHS Principal; Scott Schutte; NCHS Assistant Principal; Rich Hardt and Wally Diller, Wyoming School Facilities Commission

Architect: Bassetti Architects, Seattle, WA and Amundsen Associates, Casper, WY
 CMAR: Adolfson and Peterson of Wyoming, Cheyenne, WY
 Civil Engineer: Worthington Lenhart and Carpenter, Inc. (WLC), Casper, WY
 Prime Structural Engineer: PSC Structural Solutions, Tacoma, WA
 Consulting Structural Engineer: Lower & Company, PC, Casper, WY
 Mechanical/Plumbing Engineer: Engineering Design Associates (EDA), Casper, WY
 Electrical Engineer: Engineering Design Associates (EDA), Casper, WY

Milestone	Schedule Date	Comment
Architect and CMAR Selection Announced	February 2, 2011	Actual
Architectural Contract Signed	March 10, 2011	Actual
CMAR Contract Signed	March 15, 2011	Actual

1. Project Description
 - Natrona County High School Renovations, including detailed work to preserve the integrity of the historic building while accommodating the learning needs of today's students.

2. Activities in Progress
 - Pre-Charrettes were held April 11 and 12, 2011
 - Charrettes were held May 3-5 and May 24-26, 2011

**Natrona County School District No. 1
Capital Construction Project Report
September 2, 2011**

Project: Southridge Elementary School
1600 W. 29th Street
Casper, WY

Project Phase: Design

Architect: DLR Group Inc., Denver, CO
Civil Engineer: Worthington Lenhart and Carpenter, Inc. (WLC), Casper, WY
Structural Engineer: Lower & Company, PC, Casper, WY
Mechanical Engineer: Engineering Design Associates (EDA), Casper, WY
Electrical Engineer: Engineering Design Associates (EDA), Casper, WY
Plumbing Engineer: Engineering Design Associates (EDA), Casper, WY

Milestone	Schedule Date	Comment
35% Review	Dec. 6, 2010	Completed
Asbestos Abatement	April 2011	Completed
65% Review	April 4, 2011	Completed
Demolition	May 9, 2011	Completed
95% Review	May 17, 2011	Completed
Construction Start	TBD	
Owner Move-in	TBD	

1. Project Description

- Elementary school K-5, 3/2 model
- Approximately 300 student capacity
- Approximately 45,000 square feet
- Construction of facility will be on the existing Southridge Elementary School site and will require vacation and demolition of existing building
- Students began attending school at old Westwood building January 10, 2011

2. Activities in Progress

- Southridge is currently conducting classes in Westwood Elementary
- Building demolition is complete
- Southridge bus stop remains active to transport students to Westwood
- The City site plan agreement has been completed
- Negotiations with the National Park Service for the land exchange continue
- Information requested by the State Park Service was sent on August 5, 2011 (appraisals, surveys, etc.)
- State Park Service sent the information to the National Park Service on August 31, 2011

**Natrona County School District No. 1
Capital Construction Project Report
September 2, 2011**

Project: Eastside Activity Complex, Phase I Project Phase: Design

Funding Sources: Eastside Activity Complex, Phase I: \$2,710,325.00 (\$2,010,325.00 - Board Priority One Time Funds; \$700,000.00 – Kelly Walsh High School Parent Fundraising Committee) Additional contingency of \$150,000.00 in Board Priority One Time Funds Approved by Board of Trustees at April 11, 2011 Board Meeting to address unexpected soils/water conditions on site.

Construction: Caspar Building Systems, Inc.
 Turf Supplier: FieldTurf using *Revolution* Product
 Civil Engineer: Civil Engineering Professionals, Inc. (CEPI), Casper, WY
 Electrical Engineer: West Plains Engineering, Casper, WY
 Landscape Architect: Carl Thuesen, Billings, MT
 Geotechnical: Tetra Tech, Casper, WY

Milestone	Schedule Date	Comment
Construction Bid Opening	January 27, 2011	Actual
Bid Approved by Board	February 14, 2011	Actual
Construction Start	February 28, 2011	Actual
Construction Completion	Fall 2011	Planned

1. Project Description
 - Two artificial turf activity fields at Kelly Walsh
 - Precast retaining walls along east and south sides of activity fields
 - Electrical improvements including lighting for the two fields
 - Concrete pathway adjacent to the fields for pedestrian and emergency vehicle access
 - Landscaping around the artificial turf fields
 - Irrigation improvements for irrigating the proposed landscaping
 - Existing parking lot improvements

2. Activities in Progress
 - Landscaping work continues
 - The two fields are complete. The walkthrough for the fields was completed on August 31, 2011. There were no punch list items.
 - The fields are not available for use due to total project not yet complete.

**Natrona County School District No. 1
Capital Construction Project Report
September 2, 2011**

Project: Dean Morgan Renovations and Campus Planning Project Phase: Design Proposals

Funding Sources: Major Maintenance Funding (Estimated \$3 million, \$1 million each of next 3 years' Major Maintenance Funding)

Architect: To Be Determined

Civil Engineer:

Structural

Electrical

Mechanical

Geotechnical:

Milestone	Schedule Date	Comment
RFP Proposals Due	August 11, 2011	Actual
Architect Approved by Board	October 10, 2011	Planned
Design Begins	November 1, 2011	Planned
Final Design Completion	April 2, 2012	Planned

1. Project Description

- Renovation and Campus Planning

2. Activities in Progress

- Pre-proposals have been received from design teams
- Interviews for the short-listed firms will be held in the next couple of weeks
- Selection team members will receive design team submittals by September 9, 2011
- Selection team members will review submittals and rank the top 3 architectural design teams by September 15, 2011
- Architectural design team interviews will be completed by September 22, 2011
- Recommendation to Board of Trustees for the selected architectural design team will be completed for approval at the October 10, 2011, Board Meeting.

**Natrona County School District No. 1
Capital Construction Project Report
September 2, 2011**

Project: NCHS Cheney Alumni Field Artificial Turf Replacement
930 South Elm
Casper, WY

Funding Sources: \$541,588.00 – (\$150,000 – 2010-11 Major Maintenance 10% Enhancement Funds and \$391,588 from 2011-12 Major Maintenance 10% Enhancement Funds)

Construction: Caspar Building Systems, Inc., Casper, WY
Turf Supplier: FieldTurf using *Revolution* Product
Civil Engineer: Civil Engineering Professionals, Inc. (CEPI), Casper, WY

Milestone	Schedule Date	Comment
Construction Bid Opening	January 27, 2011	Actual
Bid Approved by Board	February 14, 2011	Actual
Field Construction Start	June 13, 2011	Planned
Construction Completion	August 5, 2011	Planned

1. Project Description

- Remove and replace existing artificial turf field
- Remove and replace portions of E-Layer
- Replace granular fill under artificial turf
- Install gate for access to field during construction

2. Activities in Progress

- Work on field is complete
- Change order for painting of stadium was signed on August 30, 2011
- Field will be groomed by the NCSD Maintenance Department one time each month
- Turf installer will maintain the field one time each year

**Natrona County School District No. 1
Major Maintenance Project Report
September 2, 2011**

This report is based on the August 30, 2011 monthly project status report as prepared and presented by Caspar/Pope Joint Venture.

**Project: 2009-2010 Caspar/Pope Major Maintenance Status Report
Updated August 30, 2011**

2009-2010

Number of 2009-2010 projects contracted with Caspar/Pope:	107
Number of projects completed:	107
Number of projects in progress:*	0
Number of projects not yet started:	0
Percent of projects completed:	100%

**Project: 2010-2011 Caspar/Pope Major Maintenance Status Report
Updated August 30, 2011**

2010-2011

Number of 2010-2011 projects contracted with Caspar/Pope:	102
Number of projects completed:	91
Number of projects in progress:*	10
Number of projects not yet started:	1
Percent of projects completed:	89%

*Includes Design, Cost Estimation, Bidding

The 2011-12 Caspar/Pope Major Maintenance Project List was delivered to Caspar/Pope on September 7, 2011.