



Children's Developmental Services of Campbell County

· Early Childhood
· Region XIII PDDS
· Early Head Start

1801 South 4-J Road
Gillette, WY 82718

phone 307.682.2392

fax 307.682.8463

<http://www.ccgov.net/cds>

Children's Developmental Services of Campbell County
Board of Directors Meeting
May 31, 2023

MEETING PLACE:

Children's Developmental Services of Campbell County Board of Directors met for a regular meeting on May 31, 2023.

CALL TO ORDER:

The meeting was called to order by Chairman Bertine Bahige at 6:00 pm.

PUBLIC COMMENT:

There was no public comment.

INTRODUCTIONS:

Present Board Members: Nichole Shelstad, Tyler Watts, Vicki Gilmour, Ruth Cloud, and Bertine Bahige. Present Staff Members: Executive Director Nate Grotrian, Early Childhood Special Education Manager Trena Bauder, Early Childhood Education Manager Tausha Edmonds, Early Head Start Manager Stephanie Stevens, Financial Services Manager Jana Webb, Administrative Coordinator Bel Christiansen, Early Childhood Special Education Supervisor Natalie Terrell, Bus Drive Tracey Handran, Bus Driver/Instructional Assistant Carla Fitzner, Early Childhood Instructor Courtney Michael, and Early Childhood Instructor Madison Moore

ADDITIONS TO AGENDA:

There were no additions to the agenda.

CHILD & FAMILY ENGAGEMENT:

This new permanent addition to the agenda will provide parents and families an opportunity to attend CDS-CC Board meetings to share experiences and offer feedback regarding program policies and practices.

No families were available for this month's board meeting.

READING OF MINUTES:

April Board Minutes:

April 26, 2023, Board minutes were reviewed.

Tyler Watts made a motion to approve April 26, 2023, minutes. Nichole Shelstad seconded the motion. With a unanimous vote, the motion carried.



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OLD BUSINESS:

EIEP Budget Amendments FY 22-23 Part B:

EIEP Budget Amendments FY 22-23 Part C:

Due to a miscalculation, CDS-CC will receive a total of \$190,000.00 from the Wyoming Department of Health, Behavioral Health Division for the Part B and Part C Early Intervention and Education Programs.

Nichole Shelstad made a motion to accept the EIEP budget amendment for the fiscal year 2022-23 Part B program. Vicki Gilmour seconded the motion. With a unanimous vote, the motion carried.

Ruth Cloud motioned to accept the EIEP budget amendment for the fiscal year 2022-23 Part C program. Tyler Watts seconded the motion. With a unanimous vote, the motion carried.

EHS Policy Council Parent Members:

Policy Council will meet in June and July to revise and amend Policy Council By-Laws, which will be reviewed at CDS-CC's Board of Directors meeting in August.

23-24 EHS COLA & Quality Improvement Grant:

23-24 EHS Continuation Grant:

The Early Head Start COLA & Quality Improvement and Continuation Grants have been approved, signed by Commissioners, and submitted to the Office of Head Start.

NEW BUSINESS:

REGION XIII PDDS:

EIEP Part B FY 23-24 Contract:

EIEP Part C FY 23-24 Contract:

Trena Bauder presented the Part B and Part C Early Intervention and Education Program contracts for the 2023-24 fiscal year.

Vicki Gilmour made a motion to accept the EIEP contract for the fiscal year 2023-24 Part B program. Nichole Shelstad seconded the motion. With a unanimous vote, the motion carried.

Ruth Cloud motioned to accept the EIEP contract for the fiscal year 2023-24 Part C program. Tyler Watts seconded the motion. With a unanimous vote, the motion carried.

Kindergarten Transition Review:

Natalie Terrell reviewed statistics from the kindergarten transition process with Campbell County School District.

EARLY CHILDHOOD EDUCATION:

Supervision and Safety Policy:

Tausha Edmonds presented the new Supervision and Safety Policy.

Nichole Shelstad made a motion to rescind CDS-CC's current Policy and Procedures on the Supervision and Safety of Children and replace it with the presented Supervision and Safety Policy. Ruth Cloud seconded the motion. With a unanimous vote, the motion carried.

Madison Moore - Meadow Classroom TSG Data:

Madison Moore presented Teaching Strategies GOLD data and classroom practices to enhance literacy outcomes.

EARLY HEAD START:

GOLD Report Spring 22-23:

Steph Stevens reviewed Teaching Strategies GOLD spring data results.

OTHER NEW BUSINESS:

There was no other new business to discuss.

BUDGET:

FY 23-24 Budget Updates:

Jana Webb provided information and handouts on the discrepancies between CDS-CC's requested budget and the County Commissioners' final budget. Jana will obtain clarification.

HR REPORT:

This new permanent addition to the agenda will provide an opportunity to discuss open staffing positions, upcoming vacancies, and other human resource topics.

It was reported that Natalie Terrell has accepted the Early Intervention Manager position. Gwen Barstad accepted the Early Intervention Inclusion Supervisor position. Lacey Parish accepted the Arctic Early Childhood Special Education Instructor position. Interviews for the Part C Early Intervention position will take place next week. The Early Childhood Special Education Instructor position in the Outback classroom remains vacant.

DIRECTOR'S REPORT:

May Director's Report:

Nate Grotrian reviewed May Director's Report.

TREASURER'S REPORT:

April Treasurer's Report:

April Treasurer's Report was reviewed. 76% of revenues have been received, 76% have been expended, and 83% of the year passed.

Ruth Cloud made a motion to accept April Treasurer's report as submitted. Tyler Watts seconded the motion. With a unanimous vote, the motion carried.

STATISTICAL REPORT:

April Statistical Report:

April Statistical Report was reviewed.

NEXT MEETING DATE:

The next scheduled meeting for the Children's Developmental Services of Campbell County Board of Directors is June 28, 2023, at 6:00 pm at the Children's Developmental Services of Campbell County.

EXECUTIVE SESSION:

Vicki Gilmour made a motion for the Board to move into Executive Session to discuss personnel. Ruth Cloud seconded the motion. With a unanimous vote, the Board moved into Executive Session at 7:47 pm.

Vicki Gilmour made a motion to move back into the regular session. Tyler Watts seconded the motion. With a unanimous vote, the Board moved back into regular session at 8:35 pm.

The board took no actions because of the Executive Session.

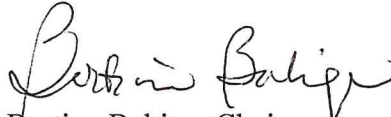
ADJOURN:

There being no further business, Tyler Watts made a motion to adjourn. Vicki Gilmour seconded the motion. With a unanimous vote, the motion carried. The meeting adjourned at 8:36 pm.

Respectfully Submitted,



Nichole Shelstad, Secretary
CDS -CC Board of Directors



Bertine Bahige, Chairman
CDS -CC Board of Directors