

CHEHALIS SCHOOL DISTRICT

Meeting Minutes

Chehalis School District Board Room

January 17, 2017

6:30 p.m.

1. Call to Order - Regular Session

Mrs. Daniels called the Regular Session to order at 6:30 p.m. and led the flag salute. The Board members were appreciative of the calls for late starts and/or closure of schools due to inclement weather conditions. The Board recognized Mr. Fagerness who was in attendance as part of his Master's in Public Administration Program through The Evergreen State College.

Meeting Attendees:

Board Members

Brennan Bailey, President - Excused

Joe Clark, Vice President - Excused

Vicki Daniels, Board Member (Acting Board President)

Colleen State, Board Member

Dr. Brian Roberts, Board Member

Staff, Students, Public

Ed Rothlin, Superintendent

Mary Lou Bissett, Assistant Superintendent

Heather C. Pinkerton, Director, Business & Operations

Debby Gregory, Personnel/Communications Officer, Recording Secretary

Bob Hunt, Principal, Cascade Elementary School

Trisha Smith, Principal, R.E. Bennett Elementary School

Brett Ellingson, Principal, Olympic Elementary School

Rick Goble, Assistant Principal, Chehalis Middle School

Bob Walters, Principal, W.F. West High School

Tim Touhey, Principal, Green Hill Academic School/Lewis County Alternative School

Loretta Duncan, Director, Special Education

Derek McMillion, Facilities Supervisor

Evan Fagerness, Advocate, Green Hill Academic School

Kelli Wolden, Instructor, Olympic Elementary

Jill Peterson, Teacher, Support Service

Melissa Chan, Teacher, Support Service

Doug Nichols, Construction Project Manager

Kelley Wilson, Construction Services Group, ESD 112

Special Recognition - In recognition of January as School Board Recognition Month, the Board members were recognized for their volunteer time and efforts in support of the staff, students and parents of the Chehalis School District. Superintendent Rothlin presented tokens of appreciation from the district and CEA representatives gave gift certificates to the restaurant, Once Upon A Thyme.

2. Approve Minutes

Mrs. State moved, Dr. Roberts seconded, to approve minutes of the December 20, 2016, Regular School Board Meeting.

Motion passed 3-0.

3. Reports

Superintendent's Report

Doug Nichols, Construction Project Manager, and Kelly Wilson, Construction Services Group of ESD 112, were in attendance via speaker phone. Superintendent Rothlin, Mr. Nichols and Mr. Wilson presented an update on the elementary schools' construction project.

Budget Status Report

Mrs. Pinkerton presented the Budget Status Report. She reviewed the fund balances as of December 30, 2016, for the General Fund, Capital Projects Fund, Debt Service Fund, Associated Student Body Fund, and Transportation Vehicle fund. Upcoming meetings for this year's audit were the only items of interest.

4. Approve Consent Agenda

Dr. Roberts moved, Mrs. State seconded, to approve the consent agenda as listed for items 1-4a. *Motion passed 3-0.*

Mrs. State moved, Dr. Roberts seconded, to approve consent agenda item 4b, amended to allow payment of a portion of travel expenses for the chaperone. *Motion passed 3-0.*

1. Voucher Warrants

- o Payroll Checks - 808337-808463, \$59,521.03
- o Electronic Deposits - 900027228-900027682, \$1,083,134.08
- o Payroll Taxes - \$406,403.18
- o PR/AP Checks - 119717-119756, \$844,499.59
- o General Fund Warrants: 119669-119716, \$50,145.21; 119757-119835, \$262,545.96; 119836-119867, \$44,951.96; 119868-119896, \$143,402.72
- o AP Compensating Tax: 201600016, \$571.40; 201600017, \$43.77
- o ASB Fund Warrants: 402933-402951, \$9,153.28; 402952-402957, \$1,446.82; 402958-402963, \$11,111.70
- o Private Purpose Trust: 700185, \$120.00
- o Capital Projects: 200114-200120, \$384,375.08; 200121-200129, \$139,790.20

2. Warrant Cancellation

- o Resolution Number 16-17-014

3. Staff Travel

- o Out-of-state travel for the following staff to attend the Northwest Council for Computer Education (NCCE) Conference, March 22-24, 2017, in Portland, OR. (cost paid from building funds)
 - Cascade: Colette LeBaron, Erin Maddux and Bob Hunt
 - Chehalis Middle School: Stephanie Grady and Andi Walters
 - W.F. West: Jan Stevens
 - Green Hill Academic School: Wayne Holmgren
- o Out-of-state travel for the following W.F. West High School track and field coaches to attend Nike Coaches Clinic, January 27-29, 2017, in Beaverton, OR. (cost paid by Booster Club)
 - Autumn Ledgerwood, Rob Sande, Ryan Robertson, Don Rinta and Katheryn Jahnsen.

4. Student Travel

- a. Out-of-state travel for Chehalis Middle School Symphonic (45 students) and Wildcat Jazz (31 students) Bands, along with John Veltkamp and seven (7) chaperones, to attend a band festival at Warner Pacific College, February 27, 2017, in Portland, OR. (cost paid from Booster and music program)
- b. Out-of-state, overnight travel for W.F. West High School student, Delani Buchanan, and her mother, as chaperone, to attend Columbia University Forensics Tournament in New York, January 20-22, 2017. The student's expenses will be paid from ASB Forensic Fund. Forensics will be paying for a portion of the expenses for the chaperone as well. (Amended motion shown above)

5. New Business

a. School Constructability Reviews

Dr. Roberts moved, Mrs. State seconded, to accept the PK-2 Primary School and the 3-5 Intermediate School Constructability Reviews and confirm that the agreed upon recommendations have been implemented. *Motion passed 3-0.*

b. Resolution No. 16-17-015 Intent to Construct

Mrs. State moved, Dr. Roberts seconded, to adopt Resolution No. 16-17-015, Intent to Construct Project - PK-2 Primary School. *Motion passed 3-0.*

c. Board Policies

Dr. Roberts moved, Mrs. State seconded, to hold a second reading/adoption of the following Board Policies: *Motion passed 3-0.*

- BP 3115, Homeless Students - Enrollment Rights and Services
- BP 3120, Enrollment
- BP 3246, Restraint, Isolation and Other Uses of Reasonable Force

d. Donation(s)

Dr. Roberts moved, Mrs. State seconded, to approve the following donations, as listed. *Motion passed 3-0.*

i. Olympic Elementary School

- \$125.04 from Sahara Pizza for library books.
- \$209.30 from Box Tops for Education Program for ASB activities.

ii. W.F. West High School

- \$25,000 from Kids Connect Charitable Fund for Forensics Club.

iii. District Office

- \$100 approximate value from Book 'N' Brush for framed newspaper clipping.
- \$110,575 from Chehalis Foundation for Beyond K-12 student achievement initiative
- \$2,000 from Chehalis Foundation for Olympic Elementary School library

e. Personnel Items

Dr. Roberts moved, Mrs. State seconded, to approve the following personnel as listed. *Motion passed 3-0.*

i. Hiring of Classified Staff

- Chelsea Whitten as Temporary Educational Paraprofessional, Special Education, 1:1 position

at Olympic Elementary, 6.25 hours per day, M-F, effective January 5, 2017.

- Whitney Larimer as Knowledge Bowl Advisor at Chehalis Middle School, December 12, 2016, through February 17, 2017. Stipend \$2,096.

ii. **Hiring of Certificated Staff**

- Randall Smith as CTE/Vocational Teacher at W.F. West High School on a .31 FTE provisional contract, effective January 30, 2017, for the remainder of the 2016-2017 school year.

6. Announcements

Jan. 1-31	School Board Recognition
Jan. 13	Cascade Elementary Martin Luther King Assembly, 1:30 pm, Gym
Jan. 24	6th Grade Band/Strings Concert, 7-8, Chehalis Middle School Gym
Jan. 26	W.F. West Percussion Show, 7-8 pm, W.F. West Little Theatre
Jan. 27	Early Release - Semester Break
Feb. 2	Groundhog Day
Feb. 2	Chehalis Middle School Solo & Ensemble Showcase, 7-8 pm, Chehalis Middle School Commons
Feb. 7	Olympic 5th Grade Capitol Field Trip
Feb. 11	W.F. West Winter Ball, 8-11 pm, Commons
Feb. 14	PTA Meeting, 6:30 pm, Olympic Elementary Library
Feb. 17	Cascade Class Photos
Feb. 20	Presidents' Day - Holiday - No School
Feb. 21	Regular School Board Meeting, 6:30 pm

7. Adjournment

Mrs. Daniels adjourned the Regular Meeting at 7:46 p.m.

Board President

Board Secretary