

CHEHALIS SCHOOL DISTRICT

Meeting Minutes

Chehalis School District Board Room

Tuesday, April 19, 2016 06:30 PM

1. Call to Order - Regular Session

President Bailey called the Regular Session to order at 6:30 p.m. He led the flag salute and welcomed guests.

Meeting Attendees:

Board Members

Brennan Bailey, Board President
Joe Clark, Board Vice President
Vicki Daniels, Board Member
Colleen State, Board Member
Dr. Brian Roberts, Board Member

Staff, Students, Public

Ed Rothlin, Superintendent
Mary Lou Bissett, Assistant Superintendent
Debby Gregory, Personnel/Communications Officer, Recording Secretary
Heather C. Pinkerton, Director, Business & Operations
Bob Hunt, Principal, Cascade Elementary School
Trisha Smith, Principal, R.E. Bennett Elementary School
Brett Ellingson, Principal, Olympic Elementary School
Chris Simpson, Principal, Chehalis Middle School
Tim Touhey, Principal, Green Hill Academic/Lewis Co. Juvenile/Lewis Co. Alternative School
Brenda Pohlman, Assistant Director, Student Support Services
Lynn Wakefield-Rickard, CEA President, Instructor, Olympic Elementary
Kaitlin Dykstra, District Nurse
Casey Schmidt, Director of Technology
Michael Holst, Instructor, Green Hill Academic School
Hannah Schneider, Student, W.F. West High School
Delani Buchanan, Student, W.F. West High School
Tara Phillips, District Volunteer Coordinator
Doug Nichols, Construction Project Manager
Cal Brodie, Fiscal Services, Capital Region ESD 113
Don Rash, Board Member, Capital Region ESD 113

Special Recognition - President Bailey and Superintendent Rothlin presented a Certificate of Appreciation to Tara Phillips in recognition of Public School Volunteer Week, April 18 through April 22, 2016.

Special Recognition - President Bailey and Superintendent Rothlin presented a Certificate of Appreciation to Lynn Wakefield-Rickard of the Chehalis Education Association in recognition of Teacher Appreciation Week, May 1 through May 7, 2016.

Special Recognition - President Bailey and Superintendent Rothlin presented a Certificate of Appreciation to Kaitlyn Dkystra in recognition of National School Nurse Day, May 11, 2016.

2. Approve Minutes

Mrs. Daniels moved, Mr. Clark seconded, to approve minutes of the March 15, 2016, Regular School Board Meeting.

Motion passed 4-0.

3. Reports

Superintendent's Report

Superintendent Rothlin introduced two representatives from Capital Region ESD 113: Cal Brodie, Fiscal Services, and Don Rash, Board member. Mr. Brodie presented information related to the services provided to school districts by the ESD.

Student Representative to the Board

Miss Schneider reported on the W.F. West Robotics team, she and her Forensics partner (Miss Buchanan) traveling to Denver for the Tournament of Champions, the Baseball team's victory over Centralia, upcoming AP testing, mid-term exams and band and choir achievements.

Administrative Report

Mrs. Smith gave a presentation on the success of R.E. Bennett Elementary School teaching staff with powerful teaching and learning, in that building, as part of the Student Achievement Initiative. Her presentation included data from the first BERC (Baker Educational Research Consultants) report through the most recent report for Spring 2016 illustrating their growth.

Budget Status Report

Mrs. Pinkerton presented the Budget Status Report. She reviewed the fund balances as of March 31, 2016, for the General Fund, Capital Projects Fund, Debt Service Fund, Associated Student Body Fund, and Transportation Vehicle Fund. One item of interest included a date for the audit exit conference.

4. Approve Consent Agenda

Mr. Clark moved, Dr. Roberts seconded, to approve the Consent Agenda as listed: ***Motion passed 4-0.***

1. Voucher Warrants

- **Payroll Checks - 807309-807448, \$72,514.79**
- **Electronic Deposits - 900023389-900023822, \$1,014,494.43**
- **Payroll Taxes \$382,937.12**
- **PR/AP Checks - 117094-117131, \$776,264.69**
- **PR Checks - 807449, \$75.04**
- **PR Taxes - \$13.16**
- **PR/AP Checks - 117132-117133, \$14.25**
- **General Fund: 116959-117059, \$355,119.57; 117060-117092, \$48,996.63; 117093, \$5,570.52; 117134-117226, \$55,083.63; 117227-117275, \$156,000.62; 117276, \$15,075.00; 117277-117342, \$126,664.79**
- **Accounts Payable Compensating Tax: 201500023 - \$375.12; 201500024 - \$37.62**
- **Accounts Payable: 402517-402558, \$44,116.15; 402559-402574, \$11,090.29; 402575-402598, \$10,937.69**
- **Capital Projects: 200064-200070, \$281,073.61**
- **Private Purpose Trust: 700161, \$721.18**

2. Student Travel

- **Overnight travel for 15 W.F. West High School baseball players and four (4) coaches on April 5, 2016, in Ellensburg, Washington. (costs paid by booster club)**
- **Overnight travel for 8 W.F. West High School track team members competition on April 15-16, 2016, in Pasco, Washington. Chaperones are coaches Autumn Ledgerwood and Rob Sande. (cost paid from booster club)**
- **Overnight travel for 21 W.F. West High School jazz ensemble students to perform at the Jazz Unlimited Festival in Pasco, Washington, on April 15-16, 2016. Chaperones are Adam Campagna and two additional parents. (cost paid from booster club/students)**
- **Overnight travel for 23 W.F. West High School musicians to perform at the State Solo and Ensemble Contest in Yakima, Washington, on April 28-30, 2016. One adult chaperone for Thursday night, two chaperones for Friday. (cost paid from Music Department)**
- **Out-of-state student travel for 45 W.F. West High School CTE Pottery students to the Veteran's Memorial Coliseum in Portland, Oregon, on April 29, 2016. Chaperones**

are Rebekah Angus and Fletcher Gober, along with two parents. (costs paid from CTE Pottery budget)

- **Out-of-state student travel for 33 CMS Jazz Band musicians to attend Northwest Jazz Band Festival in Gresham, Oregon, on May 7, 2016. There will be one chaperone for every 10 students, along with director John Veltkamp. (cost paid from Music Department)**
- **Out-of-state, overnight travel for Niko Bhagwandin and Clifton White to attend the International Science and Engineering Fair in Phoenix, Arizona, on May 7-13, 2016. Clifton White will be May 11-13, 2016. Separate chaperone of Niko Bhagwandin will be with the southwest contingent of finalists leaving Portland, Oregon leaving on May 7, 2016. (cost paid from WSSEF/Robotics)**
- **Out-of-state, overnight travel for 10 W.F. West Robotics team members to attend the World Championship Robotics competition on April 26 to May 2, 2016, in St. Louis, Missouri. Chaperones are Clifton White, Kerry Shafer and Bob Walters. (costs paid from Team 4060 fund and Voc Ed fund)**

3. Staff Travel

- **Out-of-state travel for Stefany Donahue to attend the 2016 International Literacy Association Conference in Boston, July 9-11, 2016. Flight and conference \$1,019. (costs paid from Olympic Title funds)**

5. New Business

a. Resolution No. 15-16-015_Reduction in Student Support Staff

Mrs. Daniels moved, Mrs. State seconded, to adopt Resolution No. 15-16-015 authorizing a reduction in staff due to the dissolution of the Student Support Cooperative. ***Motion passed 4-0.***

b. Resolution No. 15-16-013 Lewis Co. Multi-Jurisdictional Hazard Mitigation Plan

Mr. Clark moved, Mrs. State seconded, to approve Resolution No. 15-16-013, Lewis County Multi-Jurisdictional Hazard Mitigation Plan. ***Motion passed 4-0.***

c. Resolution No. 15-16-014 Teacher Appreciation Week

Dr. Roberts moved, Mrs. Daniels seconded, to adopt Resolution No. 15-16-014 in recognition of Teacher Appreciation Week, May 1 through 7, 2016. ***Motion passed 4-0.***

d. Board Policy - Instruction

Mrs. Daniels moved, Mr. Clark seconded, to approve a second reading (adoption) of Board Policy 2020, Course Design, Selection and Adoption of Instructional Materials. ***Motion passed 4-0.***

e. Donation(s)

Dr. Roberts moved, Mr. Clark seconded, to approve the following donations as listed. ***Motion passed 4-0.***

i. W.F. West High School Donation(s)

- **\$197.00 from Red Brand's Home Grown Program to F.F.A.**

ii. Community Cares Donation

\$750.00 from the Kiwanis Club of Centralia-Chehalis for the Community Cares Program.

iii. Chehalis School District

\$83,000 from Chehalis Foundation for the following:

- \$73,000 for BERC group work
- \$10,000 for W.F. West and CC

f. Personnel Items

Mr. Clark moved, Mrs. Daniels seconded, to approve the following personnel items. ***Motion passed 4-0.***

i. Hiring of Certified Staff

- Emily Damschen as Science Teacher for W.F. West High School, on a 1.0 FTE provisional contract, effective for the 2016-2017 school year.
- Halee Hernandez as Teacher on Special Assignment at Chehalis School District on a .15 FTE provisional contract for the 2015-2016 school year and a 1.0 FTE provisional contract for the 2016-2017 school year.

ii. Hiring of Classified Staff

- Amanda Gribben as Temporary Educational Paraprofessional/1:1 LPN at Cascade Elementary, 5-7 hours per day, 4 days per week, effective March 24, 2016.
- Greg Elder as Grounds Casual Helper, March 15, 2016, to October 15, 2016, 8 hours per day, effective April 11, 2016.
- Beth Vander Stoep as Student Worker, College and Career Readiness, 4 hours per day, effective April 12-22, 2016.
- Cari Skaar as Temporary Educational Paraprofessional/Sped Ed at Cascade Elementary, 3.5 to 6 hours per day, M-F, effective April 19, 2016.

iii. 2015-2016 TPEP

- 2015-2016 TPEP Stipends (\$650 each).

iv. 2015-2016 National Board Stipends

- 2015-2016 National Board Certified Teacher Stipends (\$5,090 each).

v. 2015-2016 Spring Supplemental Stipends

- 2015-2016 Spring Supplemental Stipends.

vi. 2016-2017 Letters of Intent

- Issuance of letters of intent for basic contracts for the 2016-2017 school year.

6. Announcements

- Apr. 18-22 Public School Volunteer Week
Apr. 19 Eight Grade Parent Night - W.F. West High School, 6-7 pm, Commons
Apr. 22 Early Release - Staff Inservice
Apr. 21 Kindergarten Registration - Cascade Elementary School, 5-7 pm
Apr. 23 Steel Drums at Centralia College, 7:30 pm, Corbet Theatre
Apr. 28 Second Grade Musical - R.E. Bennett Elementary School, 7-8 pm, auditorium
Apr. 28-30 State Solo/Ensemble - Centralia Washington University, Ellensburg, Washington
Apr. 29 Chehalis Middle School Social, 3:30-6 pm
May 1-7 Teacher Appreciation Week
May 5 Third Grade Musical - R.E. Bennett Elementary School, 7-8 pm, auditorium
May 5-7 W.F. West Home & Garden Show, Greenhouse
May 6 Early Release - Staff Inservice
May 7 Mt. Hood Jazz Festival, Gresham, Oregon
May 7 W.F. West Prom, Theme: Moulin Rouge, Washington Hotel
May 15-16 W.F. West Jazz Unlimited Band Festival at Pasco, Washington
May 16 Top Ten Banquet, 6:30 pm, W.F. West Commons
May 17 Steel Drums Concert, Chehalis Middle School, 7 pm, commons
May 17 Regular School Board Meeting, 6:30 pm

7. Adjournment

President Bailey adjourned the Regular Meeting at 7:35 p.m.

Board President

Board Secretary

8. Work Session - Doug Nichols - Facilities Update

President Bailey called the Work Session to order at 7:40 p.m. and a facilities update was presented by Doug Nichols,
Construction Project Manager. Work Session was adjourned at 8:20 p.m.