

# CHEHALIS SCHOOL DISTRICT

## Meeting Minutes

Chehalis School District Board Room

June 20, 2017

### 1. Call to Order - Regular Session

Prior to the Regular Session, a public viewing of Math curriculum, *Engage New York*, for K-6 was held from 6:15 - 6:30 p.m.

President Bailey called the Regular Session to order at 6:30 p.m. and led the flag salute. He excused the absence of Mrs. Daniels. He welcomed guests and visitors. There were no comments from the audience. The board complimented the graduation ceremony of June 10, 2017.

#### **Meeting Attendees:**

##### **Board Members**

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

##### **Staff, Students, Public**

Ed Rothlin, Superintendent  
Mary Lou Bissett, Assistant Superintendent  
Heather C. Pinkerton, Director, Business & Operations, Excused  
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  
Chris Simpson, Principal, Chehalis Middle School  
Katelyn Walsh, Teacher, Math TOSA  
Lauri Kreutz, Teacher, R.E. Bennett Elementary School  
Don Rash, Community Member  
Kelley Wilson, Construction Services Group, ESD 112

### 2. Approve Minutes

Mrs. State moved, Mr. Clark seconded, to approve minutes of the May 16, 2017, Regular School Board Meeting, the May 16, 2017, Executive Session, the June 9, 2017, Special School Board Meeting and the June 9, 2017, Executive Session. *Motion passed 3-0*

### 3. Reports

#### **Superintendent's Report**

Topics in Superintendent's Rothlin's report included: pictures of a construction/new property tour for maintenance staff, agreements for approval - PSE, Administrator's and Superintendent, possible dates for summer board meetings.

#### **Tradition of Giving**

Don Rash shared the Tradition of Giving presentation with the Board. The presentation features information related to district benefactors W.F. West, John Coffman, Ray and Mary Ingwersen, Orin Smith, James Lintott, Gail and Carolyn Shaw and The Chehalis Foundation.

## Math Curriculum

Katelyn Walsh presented information related to the adoption of new K-6 Math curriculum - Engage New York.

## Budget Status Report

Superintendent Rothlin presented the Budget Status Report on behalf of Mrs. Pinkerton. He reviewed the fund balances as of May 31, 2017, for the General Fund, Capital Projects Fund, Debt Service Fund, Associated Student Body Fund, and Transportation Vehicle fund.

### 4. Approve Consent Agenda

Dr. Roberts moved, Mr. Clark seconded, to approve the Consent Agenda as listed. Mrs. State abstained from voting (potential conflict of interest.)

#### 1. Warrants

- o Payroll Checks - \$41,994.29
- o Electronic Deposits - \$1,124,232.00
- o PR Taxes - \$418,268.60
- o PR/AP Warrants - \$863,462.35
- o PR/AP ACH Deposits - \$425.00
- o General Fund Warrants: 120968-121048, \$144,873.97; 121049-121051, \$6,002.20; 121092-121217, \$67,860.85; 121218-121236, \$50,637.13; 121237-121396, \$286,626.19
- o AP Compensating Tax: 201600036, \$822.89; 201600037, \$22.26
- o ASB Warrants: 403139-403162, \$25,982.36; 403163-403177, \$5,725.00, 403178-403190, \$19,493.97; 403191-403222, \$35,639.97
- o Private Purpose Trust: 700188, \$1,000.00; 700189, \$666.00
- o Capital Projects: 200184-200188, \$232,284.36; 200189-200196, \$2,999,682.10

#### 2. Student Travel

- o Overnight travel for 15 W.F. West High School Girls Basketball players and two coach chaperones to attend Cashmere Basketball Tournament, June 30 - July 2, 2017, Cashmere, WA. Students will be sleeping in band room at the high school. (cost from BB Booster Club)
- o Overnight travel for up to 15 W.F. West High School Girls Volleyball players and three coach chaperones to attend Kitsap County Volleyball Tournament, September 15-16, 2017, Silverdale, WA. (cost from Athletics and Volleyball Booster Club)
- o Overnight, out-of-state travel for five (5) W.F. West High School students and one (1) administrator to attend Jostens Renaissance National Conference, July 12-15, 2017, Scottsdale, AZ. (cost from ASB)
- o Out-of-state travel for approximately 100 Chehalis Middle School Students attending Summer Math Academy and 15 chaperones to go to Oregon Zoo, August 3, 2017. (cost from Summer Math Academy)

#### 3. Staff Travel

- o Out-of-state travel for Kathryn Rotter and Sheldon Miller from Visions to attend the APSE Conference, June 20-22, 2017, Portland, OR. (cost from Lewis County Community and Health Services)

### 5. New Business

#### a. Curriculum Adoption

Mr. Clark moved, Mrs. State seconded, to approve the adoption of *Engage New York* Math curriculum for K-6. **Motion passed 3-0.**

#### b. Categorical Programs 2017-2018

Mr. Clark moved, Dr. Roberts seconded, to approve the 2017-2018 applications/budgets for the following categorical programs: Title I, Title IC Migrant Education, Title II Part A, Title III, Transitional Bilingual, Perkins, Lap and Highly Capable. (annual approval) **Motion passed 3-0.**

**c. PK-2 CO #6**

Dr. Roberts moved, Mrs. State seconded, to approve PK-2 Elementary School Construction Change Order #6. *Motion passed 3-0.*

**d. W.F. West High School STEM Addition Change Order #3**

Mr. Clark moved, Mrs. State seconded, to approve W.F. West High School STEM addition CO #3. *Motion passed 3-0.*

**e. Board Policies**

Mrs. State moved, Mr. Clark seconded, to approve first reading of revisions to the following board policies: *Motion passed 3-0.*

- 3410 - Student Health
- 3414 - Infectious Diseases
- 3415 - Accommodating Students with Diabetes
- 3416 - Medication at School
- 3417 - Catheterization
- 3419 - Self-Administration of Asthma and Anaphylaxis Medications

**f. Use of School Vehicles**

Mrs. State moved, Dr. Roberts seconded, to approve the annual renewal of the use of school district cars and vans for the 2017-2018 school year when necessary to transport special needs students to and from school, learning centers, job sites, extra curricular activities and other school programs, when it is in the best interest of the school district, students, and their specific programs. *Motion passed 3-0.*

**g. 2017 Summer Sports Activities**

Mr. Clark moved, Dr. Roberts seconded, to approve the 2017 summer sports activities as required by district risk management company, Clear Risk Solutions. *Motion passed 3-0.*

**h. Surplus**

Dr. Roberts moved, Mrs. State seconded, to declare as surplus (outdated and/or beyond repair) the following, allowing for removal from district inventory: *Motion passed 3-0.*

- R.E. Bennett Elementary - Music Equipment
- Olympic Elementary - Technology Equipment
- Chehalis Middle School - 2,609 Library Books
- W.F. West - 387 Library Books
- Transportation - 4 Vehicles

**i. Donation(s)**

Mr. Clark moved, Mrs. State seconded, to approve the donations as listed. *Motion passed 3-0.*

**i. Olympic Elementary School**

- \$104.88 from Sahara Pizza for library
- \$500 from Port Blakely for Olympic's Salmon Project

**ii. Chehalis Middle School**

- \$500 from L & E Bottling for ASB

**iii. W.F. West High School**

- \$500.00 from V.R. Lee Memorial Fund for athletic expenses
- \$5,000 from Chehalis Youth Football for Chehalis Jr. Cats Football uniforms

#### iv. Community Cares

- \$510.00 from St. Timothy Episcopal Church for students in need
- \$750.00 from Kiwanis Club of Centralia-Chehalis for students in need
- \$50.00 from Mary E. Anderson for students in need

#### j. Executive Session

The Board announced that it was convening into an Executive Session at 7:35 p.m. (for no longer than one hour) pursuant to RCW 42.30.110 (1)(g) to review the performance of a public employee. The Board would return to regular session at the conclusion of the Executive Session.

President Bailey adjourned the Executive Session at 7:45 p.m. No motions were entertained; no actions were taken during Executive Session.

The Board returned to regular session at 7:46 p.m.

Mrs. State moved, Mr. Clark seconded, to follow the recommendation of Superintendent Rothlin to not renew the employment of provisional certificated employee Jordan Falk. ***Motion passed 3-0.***

#### k. Personnel Items

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

##### i. Hiring of Classified Staff

- Kristen Dipo and Justine Hunt as temporary student workers for Olympic Elementary 2017 Summer Reading Club, 2.5 hrs/day, T/W/Th, June 20 through July 20, 2017, except week of July 4th.
- Yesenia Mendez, as Temporary Educational Paraprofessional, for 2017 Cascade ELL Jumpstart Program (Migrant Summer School) for a total of 21 hours, effective August 15, 2017.
- Sonja Lorenzo and Wanda Painter as Summer Food Service Helpers, Chehalis Middle School, effective June 20, 2017 to August 3, 2017.
- Sally Rogerson, Philip Hawkins, and Jackie Eiswald Session 1 & 2, as Temporary Educational Paraprofessionals, and the following students for 2017 Summer Math Camp, Olympic Elementary, effective June 20, 2017: Session 1: Katie King, Matthew King - Session 2: Jordan Norquist
- Keith King, full-time Custodian, Evening 2-10:30 p.m., R.E. Bennett Elementary, effective May 19, 2017.
- Sandy Papineau as Temporary Educational Paraprofessional, Olympic Elementary 2017 Summer Library, 2 hrs/day, T/W/Th, June 20 through July 20, except week of July 4th.
- Melissa Dugan as Temporary Educational Paraprofessional, R.E. Bennett Elementary 2017 Summer Library, 3 hrs/day, M/W, July 3 through August 16, 2017.
- The following Temporary Educational Paraprofessionals and Student Workers for 2017 Chehalis Middle School Summer Math Academy:
  - Becky Moon, Nicole Anderson and Holly Zigler, Laci Merly
  - Kailey Short, Ashley Short, Josie Peterson, Jace Peterson, Alexzander Isenhower, Katie King, Matthew King

##### ii. Hiring of Certified Staff

- Glen Dickason as certificated hire for 2017 Summer Green Hill Academic School.
- Kimberly McVay and Colette LeBaron as teachers for 2017 Cascade ELL Jumpstart Program (Migrant Summer School), 18 total hours, effective August 15, 2017.
- The following teachers for Summer Green Hill Academic School, June 19 - August 1, 2017, 7.5 hrs/day, M-F:
  - Scott O'Hara (Music/Multimedia), Chris Johnson (Special

Education), Nathan Jaber (Science), Janelle Williams (English/WA State History/Health), and Marty Marquez (PE)

- The following Temporary Instructors for 2017 Chehalis Middle School Summer Math Academy:
  - Denise Obtinaro, Victor Boyer, Paige Patten, Joanne Enbody, Caty Lieseke, Mike Haller, Teresa Blake, Jamie Rakevich, Becky Coyle, Kimberly McVay, Cheryl Elisara, Scott Ashmore, Helen Merly
  - Kathleen Blankinship as Temporary Teacher for the 2017 Summer Reading Club, grades 1-3, T/W/Th, from June 20-29, 2017, and July 11-20, 2017.
  - Rob Rakoz as 2017 Summer W.F. West High School APEX Teachers, 3.5 hrs. per day, from 8:15-11:45 am, June 19 to July 18, 2017.

**iii. Superintendent's Contract**

Superintendent's Contract for the period of July 1, 2017, through June 30, 2020.

**iv. Administrative Agreement**

Administrative Agreement for the period of July 1, 2017, through June 30, 2020.

**v. PSE Transportation Agreement**

Ratification of the Collective Bargaining Agreement between the Public School Employees of Washington, PSE Transportation, and Chehalis School District for the period of September 1, 2017, through August 31, 2020.

**6. Announcements**

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|--------------------|--|
| Jun 20-Jul 20      | Summer Library/Olympic Elementary, Tues/Thurs, 11 am to 1 pm     |
| <b>No July 4/6</b> | <b>Summer Library/Olympic Elementary</b>                         |
| Jul 3-Aug 16       | Summer Library/R.E. Bennett Elementary, Mon/Weds, 10 am to 1 pm  |
| Jul 10-Jul 12      | Chehalis Middle School Summer Math Academy, Module 1, 9-11:30 am |
| Jul 13             | Field Trip, Wolf Haven   |
| Jul 17-Jul 19      | Chehalis Middle School Summer Math Academy, Module 2, 9-11:30 am |
| July 24            | Field Trip, Tacoma Rainiers game                                 |
| Jul 25-Jul 27      | Chehalis Middle School Summer Math Academy, Module 3, 9-11:30 am |
| Jul 28             | Field Trip, Mt. St. Helen's                                      |
| Jul 31-Aug 2       | Chehalis Middle School Summer Math Academy, Module 4, 9-11:30 am |
| Aug 3              | Field Trip, Portland, Oregon Zoo                                 |
| <b>Jul 18</b>      | <b>Regular School Board Meeting, 6:30 pm</b>                     |

**7. Adjournment**

President Bailey adjourned the Regular Meeting at 7:58 p.m.

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Board President

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Board Secretary