

CHEHALIS SCHOOL DISTRICT

Meeting Minutes

September 18, 2018

1. Call to Order - Regular Session

President Clark called the Regular Meeting to order at 6:30 p.m. and led the flag salute.

Meeting Attendees:

Board Members

Joe Clark, President

Vicki Daniels, Vice President

Colleen State, Board Member

Dr. Brian Roberts, Board Member

Brennan Bailey, Board Member

Staff, Students, Public

Ed Rothlin, Superintendent

Mary Lou Bissett, Assistant Superintendent

Heather C. Pinkerton, Director of Business & Operations

Debby Gregory, Director of Human Resources/Communications, Recording Secretary

Trisha Smith, Director of Teaching and Learning

Gladis Mendez, Business and Operations Specialist

Loretta Duncan, Director of Special Education

Bob Hunt, Principal, James W. Lintott Elementary School

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

Wendie Balmer, Assistant Principal, W.F. West High School

Tim Touhey, Principal, Green Hill Academic School/Lewis Co. Alternative School/Lewis Co. Juvenile Detention

Richard Gilham, Teacher, Orin C. Smith Elementary School

Melissa Chan, Teacher, Special Education

Kyla Bailey, Teacher, W.F. West High School

Chris Guenther, Teacher, W.F. West High School

WFW FFA Students - Elizabeth March (graduate - class of 2018), Jay Caird, Issac Morris, Justin Cleveland, and

Kaylee Keehr

Bernice Sundby, ESD 112, Construction Services Group

Bill Sloane, MSGS

2. Approve Minutes

Mr. Bailey moved, Mrs. Daniels seconded, to approve minutes of the Special School Board Meeting and Executive Session, August 17, 2018, and Special Board Meeting of August 30, 2018. *Motion passed 4-0.*

3. Reports

Superintendent's Report

Superintendent Rothlin's Report included the following: a brief introduction of Bernice Sundby, ESD 112 financial tracker for Lintott and Smith construction projects, presentation by Bill Sloane, MSGS, on a facility assessment conducted for Chehalis Middle School. Topics also included: a planning meeting with Chehalis Foundation and Centralia College related to funding commitments for the next five years, R.E. Bennett/Cascade Elementary feasibility study (possible partnership with Port of Chehalis), brief overview of agenda items including staff and student travel, change orders, donations, construction update, and looking ahead to the October 16 meeting (curriculum updates).

Administrative Report

FFA students and teachers, Kyla Bailey and Chris Guenther, were present. Elizabeth March (graduate - class of 2018) and Jay Caird shared their experiences with events from this past year and summer. These students (along with Mara Soto, not present) will be recognized at the National Conference in Indiana in October.

Budget Status Report

Mrs. Pinkerton shared that reports were not yet available from the County treasurer. She gave an enrollment report for the past five years.

4. Approve Consent Agenda

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

1. Warrants

- o PR Checks - \$11,996.65
- o Electronic Deposits - \$1,389,581.43
- o PR Taxes - \$465,489.58
- o PR Wire Retirement - \$447,893.59
- o PR/AP Checks - \$553,870.21
- o PR/AP-ACH - \$425.00
- o AP Wire Transfer: 201700046, \$7,920.44
- o CT Wire Transfer: 201700050, \$712.84
- o General Fund: 48124685-48124739, \$204,519.74; 48124740, \$9,600; 48124775-48124827, \$145,020.03; 48124828-48124857, \$109,128.10; 48124858-48124877, \$458,166.51
- o APACH Direct Deposits: 171800578-171800595, \$1,605.65
- o ASB: 48403744, \$7,972.63; 48403745-48403750, \$3,051.45; 48403751, \$165; 48403752-48403762, \$16,812.75
- o Capital Projects: 48200388-48200390, \$2,803,298.83; 48200391, \$2,441.94; 482000392-48200394, \$112,329.16; 48200395, \$11,916.76; 48200396-48200400, \$446,628.26; 48200401-48200408, \$89,051.47
- o Private Purpose Trust: 48700229-48700230, \$1,500; 48700231-48700236, \$9,000

2. Resolution No. 18-19-001, Warrant Cancellation

3. Staff Travel

- o Out-of-state travel for Brenda Pohlman, Tommy Elder, Loretta Duncan and Rachel Dorsey to attend the PNW Institute on Special Education and the Law Conference, October 2-3, 2018, Portland, OR. (cost paid by Special Education)
- o Out-of-state travel for Emily Jordan to attend the American Vacuum Society Science Educators Workshop, October 22-23, 2018, Long Beach, CA. (cost paid by AVS Grant)
- o Out-of-state travel for Emily Jordan to attend National Partners in Science Conference, January 18-19, 2019, San Diego, CA. (cost paid by Murdock Trust Foundation Grant)

4. Student Travel

- o Overnight/out-of-state travel for W.F. West High School FFA students:
 - September 29-30, 2018, overnight, 16 students and chaperones to workshop, Brooklyn, WA. (cost paid by FFA/CTE funds)
 - October 22-28, 2018, overnight, out-of-state, 7 students and 3 chaperones to National FFA Convention, Indianapolis IN. National Chapter award recognition. (cost paid by FFA/CTE funds)

5. New Business

a. Change Orders

Mrs. Daniels moved, Mrs. State seconded, to approve James W. Lintott CO #21 and Orin C. Smith CO #5. *Motion passed 4-0.*

b. Surplus

Mr. Bailey moved, Dr. Roberts seconded, to declare as surplus (outdated and/or beyond repair) the following, allowing for removal from district inventory: *Motion passed 4-0.*

- Green Hill Academic School - Hunter Alignment Machine and 1,282 books
- W.F. West High School - Furniture

c. Donation(s)

Mrs. Daniels moved, Mr. Bailey seconded, to approve the donations as listed. *Motion passed 4-0.*

i. Chehalis School District

- \$62,592 from Ingwersen Endowment as follows:

Mol Gen - \$3,000	Computer Sci. - \$5,000
Cell Culture - \$2,000	SEM - \$12,000
BioTech Day - \$3,000	Staff Time - \$12,000
Robotics - \$8,000	Elem. STEM Day - \$2,592
Engineering/Physics - \$2,000	STEM PD - \$12,000
STEM Scholarship - \$1,000	

- School supplies with an approximate value of \$22,500 collected by Mike and Sue Austin
- \$375 Plaque (Chronicle Article) from Book 'N' Brush

ii. Orin C. Smith Elementary

- \$266.90 from Box Tops for Education
- \$9,000 from PTA 4. 6. 5.
- School Supplies with approximate value of \$850.00 from Dayspring Baptist Church
- Personal Care items with approximate value of \$570 from United Methodist Church Women's Organization
- Anonymous \$300

iii. W.F. West High School

- \$105 from The Farm Store to FFA

d. Personnel Items

Mrs. Daniels moved, Mr. Bailey seconded, to approve the following personnel items as listed. Mrs. State abstained from voting (appearance of potential conflict of interest.)

i. Hiring of Classified Staff

- Transportation Drivers, effective for the 2018-2019 school year:
 - Kathy Cashman, Route 107, 3 hrs/day, M-F.
 - Kathy Lester, Route 117, 4 hrs/day, M-F.
- Temporary AVID Program tutors, W.F. West High School, approximately 3 hrs/day, T/Th: Jessica Elder, Kia Huffman, Zack Zandecki, Anthony Painter and Randee Newberry.
- Kawika Easley-Pai, Temporary (Leave-Replacement) Educational Paraprofessional, Specialist, Green Hill Academic School, 8 hrs/day, M-F, effective September 10, 2018.
- Irene Estrada, Permanent Educational Paraprofessional, Specialist, Green Hill Academic School, 8 hrs/day, M-F, effective August 24, 2018.
- Jamie Rakevich, Assistant Football Coach, Chehalis Middle School, with a stipend of \$2,781, effective for the 2018-2019 school year.
- Matt Klovdahl, Assistant Golf Coach, W.F. West High School, with a stipend of \$3,070, effective for the 2018-2019 school year.
- Melissa Dickinson, Temporary Educational Paraprofessional, Special Education, James W. Lintott Elementary School, 3 hrs/day, M-F, effective September 4, 2018.
- Kendall Springer, Temporary Secretary, Orin C. Smith/Cascade Campus Elementary School, 7 hrs/day, M-F, effective September 4, 2018.
- Gladis Mendez, Business and Operations Specialist, effective September 10, 2018.
- Alejandro Gutierrez Camacho, Permanent ELL Specialist, James W. Lintott Elementary School, 3.5 hrs/day, and Orin C. Smith Elementary School/Cascade Campus 3.5 hrs/day, M-F, effective September 4, 2018.
- Mary Andrade, Food Service Helper, James W. Lintott Elementary School, 2.75 hrs/day, M-F, and Rebecca Welker, Food Service Helper, James W. Lintott Elementary, 2.5 hrs/day, M-F, both effective September 4, 2018.
- Tina Segers, Temporary Educational Paraprofessional, Special Education, Chehalis Middle School, 6 hrs/day, M-F, effective September 4, 2018.
- Donna Dean-Wilson, Temporary Educational Paraprofessional, Special Education, James W. Lintott Elementary School, 6 hrs/day, M-F, effective September 4, 2018.
- Ruth Nelson, Temporary Program Assistant/Playground, James W. Lintott Elementary School; 4.5 hrs/day, M-F, effective September 4, 2018.
- Shannon Becker, Temporary Educational Paraprofessional, W.F. West High School, Library, 4.0 hrs/day, M-F, effective September 4, 2018.

ii. Hiring of Certified Staff

- Out of Endorsement for the following instructors for the 2018-2019 school year:
 - Wendy Neal - Molecular Genetics
 - Cassie Minor - Culinary Arts
 - Nathan Jaber - Special Education
- Retire/rehires, effective for the 2018-2019 school year:
 - Carolee Forsyth - Green Hill Academic School, .5 FTE
 - Cathy Hallenbeck - Lewis County Alternative School, .4 FTE
 - Jerry Cunning - Lewis County Alternative School, .4 FTE
- Sarah Church (Joslin), Science Teacher at Green Hill Academic School on a 1.0 FTE provisional contract for the 2018-2019 school year.

iii. Winter/Spring Coaching Contracts 2018-2019

- Coaches, as listed, for the Winter/Spring 2018-2019 school year.

6. Announcements

Oct 12 Professional Day - No School

Oct 16 Work Session, 5:30 p.m. and Regular School Board Meeting, 6:30 p.m.

7. Adjournment

President Clark adjourned the Regular Meeting at 8:00 p.m.

Board President

Board Secretary

