

CHEHALIS SCHOOL DISTRICT

Meeting Minutes

October 16, 2018

1. Call to Order - Regular Session

President Clark called the regular meeting to order at 6:47 p.m. and led the flag salute. He shared that a work session was held beginning at 5:30 p.m. for the purpose of a teaching and learning update including the following topics: curriculum development, assessment, technology, interventions and extensions, professional development, instruction and learning - powerful teaching and learning, CEL 5D evaluation, mentor/mentee program, CCR (career and college readiness) and AVID. Presentations during the work session included CMS electives/communications class, International Literacy Conference 2018 (Smith Elementary team), conferences and report cards and, lastly, a technology update. There were no comments from the audience. Mrs. State mentioned that, at this time of year, students are coming to school in the dark and suggested that parents be encouraged to put reflectors on their students' backpacks and shoes. Dr. Roberts commended staff on the work session presentations.

Meeting Attendees:

Board Members

Joe Clark, President

Vicki Daniels, Vice President - Excused

Colleen State, Board Member

Dr. Brian Roberts, Board Member

Brennan Bailey, Board Member - Excused

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

Bob Hunt, Principal, James W. Lintott Elementary School

Brett Ellingson, Principal, Orin C. Smith Elementary School

Rachel Dorsey, Assistant Principal, Orin C. Smith Elementary School

Chris Simpson, Principal, Chehalis Middle School

Phil Crocker, Educational Consultant

Present for work session only:

Ellen Davis, Instructor, Orin C. Smith Elementary School

Robert Lucas, Tech on Special Assignment

Nikki Ames, Instructor, Orin C. Smith Elementary School

Katie Blankenship, Instructor, Orin C. Smith Elementary School

Randy Brossard, Instructor, Chehalis Middle School

Kaylee Hartman, Instructor, Chehalis Middle School

Julie Cleary, Instructor, Chehalis Middle School

2. Approve Minutes

Dr. Roberts moved, Mrs. State seconded, to approve minutes of the September 18, 2018, Regular School Board Meeting. *Motion passed 3-0.*

3. Reports

Superintendent's Report

Superintendent Rothlin's report included the following: a brief overview of agenda items including staff and student travel, emergency boiler replacement, joint funding of feasibility study, and a construction update that included change orders for Lintott and Smith, FF&E (furniture, fixtures and equipment) and training on heating, cooling and irrigation. He also reported on the facility review being completed by Bill Sloane (transportation, stadium, vocational building, and parking lots) and board meeting timelines. Board meeting dates will be changed to November 13 and December 11. He gave a review of the planning meeting with the Smith Family Foundation and mentioned that there will be a Regional WSSDA meeting on November 7, at ESD 113.

Budget Status Report

Mrs. Pinkerton shared that reports were not yet available from the County treasurer and, therefore, gave a verbal report on preliminary balances including enrollment. She shared that financial statements are due October 25.

4. Approve Consent Agenda

Mrs. State motioned, Dr. Roberts seconded, to approve the Consent Agenda as listed. ***Motion passed 3-0.***

1. Warrants

- o PR Checks - \$76,272.94
- o Electronic Deposits - \$1,390,947.23
- o PR Taxes - \$500,517.96
- o PR Retirement - \$466,210.80
- o PR/AP Checks - \$518,133.34
- o PR/AP-ACH - \$425.00
- o General - 48124878-48124902, \$280,885.09; 48124903-48124939, \$122,320.12; 48124940-48124947, \$22,478.06; 48124948, \$34,849.37; 48124949, \$12,166.32; 48124950-48124965, \$25,685.05; 48124966-48124971, \$35,798.68; 48125008-48125023, \$239,342.67; 48128024-48125086, \$83,068.40; 48125087-48125088, \$41,572.45
- o APACH Direct Deposit - 181900003-181900024, \$2,630.56; 181900025-181900054, \$2,969.51
- o AP Compensating Tax - 201700051, \$7.22; 201800004, \$562.38; 201700052, \$42.18; 201800005, \$253.58
- o ASB - 48403763-48403779, \$16,739.08; 48403780, \$4,525.51; 48403781-48403788, \$5,545.87; 48403789-48403792, \$4,628.43; 4840379-48403798, \$3,641.48
- o Private Purpose Trust - 48700237-48700238, \$658.10
- o Capital Projects - 48200409-48200418, \$2,223,723.55; 48200419, \$2,843.98; 48200420, \$9,841.12; 48200421-48200424, \$55,780.75; 4800425-48200432, \$268,551.92; 48200433-48200435, \$1,990,750.55

2. Resolution No. 18-19-002, Warrant Cancellation

3. Staff Travel

- o Out-of-state travel reschedule for Trisha Smith to attend AVID ADL 5 training from the previous approved date of November 7-9, 2018, to the new date of February 27 - March 1, 2019, Portland, OR. (cost paid from district funds)

4. Student Travel

- o Out-of-state travel for 45 W.F. West High School AVID students and four school instructors to Oregon State University, November 1, 2018, Corvallis, OR. (cost paid from district funds)
- o Overnight student travel, as listed, for W.F. West High School's upcoming sporting events. (cost paid from District/ASB funds)
- o Overnight student travel for five W.F. West High School Band members to attend the 2018 Western International Band Clinic Honor Band Event, November 16-19, 2018, SeaTac, WA. (cost paid from Booster Club and Music Dept.)
- o Overnight student travel for W.F. West Forensic members and Janelle Williams to the following

tournaments events: (cost paid from ASB Forensics fund)

- Bear Creek School, nine students, October 19-21, 2018, Redmond, WA
- November 2-3, 2018, student number TBD, Gig Harbor, WA
- **State** - March 15-16, 2019, student number TBD, University of Puget Sound, Tacoma, WA
- **State Debate** - March 22-23, 2019, student number TBD, University of Puget Sound, Tacoma, WA

5. New Business

a. Surplus

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

- W.F. West - 628 outdated/damaged paperback/hardbound books

b. Emergency Boiler Replacement

Mrs. State motioned, Dr. Roberts seconded, to approve an emergency boiler replacement at R.E. Bennett Elementary School which has failed. ***Motion passed 3-0.***

c. Agreement for Joint Funding of Feasibility Study and Exclusive Right of Offer

Dr. Roberts motioned, Mrs. State seconded, to approve the Agreement for Joint Funding of the Feasibility Study and Exclusive Right of Offer between the Chehalis Port District and Chehalis School District. ***Motion passed 3-0.***

d. Change Orders

Mrs. State motioned, Dr. Roberts seconded, to approve James W. Lintott Elementary CO #22 and Orin C. Smith Elementary CO #6. ***Motion passed 3-0.***

e. Donation(s)

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

i. James W. Lintott Elementary School

- \$122.83 from Sahara Pizza
- \$150.00 approximate value for 6 backpacks filled with school supplies from Shelley & Lindsey Anders
- \$500.00 approximate value for shoes from Buddy's Home Furnishings

ii. Orin C. Smith Elementary School

- \$200.00 approximate value of backpacks and school supplies from Farmers Insurance
- \$142.96 from Sahara Pizza

iii. Chehalis Middle School

- \$2,559.61 from Chehalis Activators for Wrestling Program

iv. W.F. West High School

- \$100 from Jones family to FCCLA Club

v. Chehalis School District

- \$82,000 from the Chehalis Foundation for math intervention at Orin Smith Elementary

f. Personnel Items

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

i. Issuance of Contracts 2018-2019

- Supplemental and extra-curricular contracts for the 2018-2019 school year.

ii. Hiring of Certificated Staff

- Out-of-endorsement for Kelsey Neal, long-term substitute - Science

iii. Hiring of Classified Staff

- Temporary educational paraprofessionals, Orin C. Smith/Cascade Campus Elementary School, 6.0 hrs/day, M-F, effective October 8, 2018: Teresa Linwood (SpedEd) and Aleshiea Schmer (Basic Ed.)
- Brittany Snyder as Student Worker/Career and College Readiness, W.F. West High School, 1-2 hrs/day, M-F, for the 2018-2019 school year, effective October 1, 2018.
- Chloe Schoelkopf as Assistant Cheer Coach for the Fall/Winter 2018-2019 football and basketball sports season, with a stipend of \$3,233/each.
- Logan Obermire as Permanent Custodian, 4.0 hrs/day - Orin C. Smith/Olympic Campus and 4.0 hrs/day - Chehalis Middle School, M-F, effective October 8, 2018.
- Position change for Cheryl Elisara from Assistant Track Coach to Head Track Coach, Chehalis Middle School, with a stipend of \$2,883.
- Trevor Mora as Assistant Boys Basketball Coach, W.F. West High School, Winter Season, with a stipend TBD.
- Megan Corey as Assistant Girls Fastpitch Coach, W.F. West High School, Spring Season, with a stipend TBD.

6. Announcements

- Oct 18 Orin C. Smith Elementary School Open House - Cascade Campus, 5:30-6:30 pm, Olympic Campus, 6-7 pm
- Oct 19 Smith/Olympic Campus Cougar Run Jog-A-Thon Fundraiser, 4th-5th graders
- Oct 23 Picture Retakes - Smith/Cascade Campus, 8:15-8:45 am - Smith/Olympic Campus, 10:30-11:30 am
- Oct 26 Early Release - Staff Inservice
- Nov 5-9 Conferences, Early Release (all days)
- Nov 8 W.F. West High School College & Career Fair, Gym
- Nov 12 **Veteran's Day Holiday - No School**
- Nov **Regular School Board Meeting - TBD**

Veterans' Day Assemblies

Nov 9 Lintott Elementary, 10 am
Nov 9 Smith Elementary/Cascade Campus, 9 am
Nov 9 Smith Elementary/Olympic Campus, 9 am
Nov 9 Chehalis Middle School, 8:20-9:20 am
Nov 13 W.F. West High School, 9:50-10:50 am

7. Adjournment

President Clark adjourned the Regular Board Meeting at 7:37 p.m.

Board President

Board Secretary