

# CHEHALIS SCHOOL DISTRICT

## Meeting Minutes

Chehalis School District Board Room

November 13, 2018

### 1. Call to Order - Regular Session

Mr. Clark called the Special Meeting to order at 6:30 p.m. and led the flag salute. There were no comments from the audience and Mrs. Daniels commented that she liked hearing the little voices from the Kindergartners in attendance.

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, Excused

Mary Lou Bissett, Assistant Superintendent

Heather C. Pinkerton, Director of Business & Operations

Debby Gregory, Director of Human Resources/Communications

Trisha Smith, Director of Teaching and Learning, Recording Secretary

Bob Hunt, Principal, James W. Lintott Elementary School

Brenda Pohlman, Assistant 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

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

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

Loretta Duncan, Director, Special Education

Gibb Kingsley, Director of Centralia-Chehalis Transportation Cooperative

Dale Dunham, Assistant Director of Centralia-Chehalis Transportation Cooperative

Lynn Wakefield-Rickard, CEA President, Teacher, Orin C. Smith Elementary School

Kelli Wolden, Teacher, Orin C. Smith Elementary School

Katelyn Walsh, Teacher, Orin C. Smith Elementary School

Stephanie Fox, Teacher, Chehalis Middle School

Caty Lieseke, Teacher, W.F. West High School

Lynn Panther, Teacher, W.F. West High School

Melissa Chan, Special Education Teacher, Student Support

Outstanding School Bus Safe Ridership Awards were presented to the following Lintott Elementary Kindergarten students: Benjamin Six, Xadrian Cabrera, Dwayne Kochanek, Eliana Ayala-Rodas, Brooklyn Boren, Cale Coleman, Summer Moran, Citlali Tolentino, Emily Baker, Allison Hartwell, Mason Smith, and Aiden Brogan by the following Transportation Drivers: Kari Heenan, Ariane Withers, Lynn Phillips, Kathy Lester and Dawn Miles

### 2. Approve Minutes

Mrs. State moved, Mrs. Daniels seconded, to approve minutes of the October 16, 2018, Regular School Board Meeting.

***Motion passed 4-0.***

### 3. Reports

#### Superintendent's Report

Mrs. Daniels gave a brief report about the recent Regional WSSDA Meeting, which included: negotiations feedback, funding, and the upcoming legislative session. Mrs. Bissett covered the superintendent report items, which included: WSSDA Conference schedule, Board of Distinction Award; agenda items - staff/student travel, School Improvement Plans, board policies, (first reading) and Orin C. Smith Elementary Change Order. Mr. Bill Sloan of MSGS reviewed the facility assessment for W.F. West High School, Olympic Elementary School, and Chehalis Middle School. Mrs. Bissett noted a possible November 30th work session, the December meeting changed to the 11th, and no board memo on November 15th or the 22nd (Thanksgiving.) Mr. Walters and Mrs. Young introduced Anneliese Werner of the ASB Leadership team at W.F. West who talked about the "Very Important Bearcats" reception on November 15.

#### Transportation Report

Mr. Kingsley gave the annual transportation report.

#### Administrative Report

Mrs. Smith introduced Ms. Walsh who presented information on 7th grade pre-algebra, Ms. Fox who presented information on 8th grade pre-algebra, and Ms. Lieseke presented information on Algebra I.

#### Budget Status Report

Mrs. Pinkerton shared that the reports were not yet available from the County treasurer and, therefore, gave a verbal report on the general fund, financial statements, enrollment, and ESD 112 construction accounting. An item for future board information is that she will bring forward to the next board meeting a request to surplus the special education building and Chehalis bus garage.

### 4. Approve Consent Agenda

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

#### 1. Warrants

- o PR Checks - \$28,945.04
- o Electronic Deposits - \$1,440,178.27
- o PR Taxes - \$494,260.51
- o PR Retirement - \$462,760.97
- o PR/AP Checks - \$552,892.09
- o PR/AP-ACH - \$425.00
- o General Fund: 48125089-48125129, \$108,683.50; 48125130-48125162, \$226,988.22; 48125163, \$55,211.57; 48125164, \$1,079.46; 48125203-48125259, \$85,890.73; 48125260-48125285, \$29,436.08; 48125286-48125291, \$6,076.03
- o APACH Direct Deposit: 181900055-181900113, \$5,652.63
- o AP Compensating Tax: 201800009, \$389.53; 201800010, \$933.24; 201800011, \$49.37
- o ASB: 48403799, \$5,791.75; 48403800-48403823, \$23,299.21; 48403824-48403833, \$21,614.53
- o Capital Projects: 48200436-48200441, \$52,990.71; 48200442, \$3,775.50
- o Private Purpose Trust: 48700239, \$1,500.00

#### 2. Resolution No. 18-19-003, Warrant Cancellation

#### 3. Staff Travel

- o Out-of-state travel for Wendy Neal to attend the Clustered Regularly Interspaced Short Palindromic Repeats (CRISPR) workshop, December 4-7, 2018, Carlsbad, CA. (cost paid from Chehalis Foundation funds)

4. Student Travel

- Out-of-state travel for 18 W.F. West High School students and 3 advisors to attend Robotics Competition, March 14-16, 2019, Oregon City, OR. (cost paid from Grant/CTE funds)

5. New Business

a. School Improvement Plans (SIP)

Mrs. Daniels moved, Mrs. State seconded, to approve 2018-2019 School Improvement Plans (SIP) for James W. Lintott and Orin C. Smith Elementary Schools, Green Hill Academic School and Lewis County Alternative School. (annual approval)

*Motion passed 4-0.*

b. Board Policies

Dr. Roberts moved, Mr. Bailey seconded, to hold a first reading of the following revisions to board policies:

*Motion passed 4-0.*

- Board Policy 6220, Management Support, Bid Requirements
- Board Policy 6512, Management Support, Infection Control Program
- Board Policy 4130, Community Relations, Title I Parental Involvement
- Board Policy 2410, Instruction, High School Graduation Requirements

c. Orin C. Smith Elementary Change Order #7

(Action)

Mrs. State moved, Mrs. Daniels seconded, to approve Orin C. Smith Change Order #7. *Motion passed 4-0.*

d. Donation(s)

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

i. James W. Lintott Elementary School

- \$9,000 from Chehalis PTA 4.6.5
- \$525 approximate value of Payless Shoe Source gift cards given anonymously

ii. Orin C. Smith Elementary School

- \$148.91 from Sahara Pizza

e. Personnel Items

Mrs. State moved, Dr. Roberts seconded, to approve the Personnel items as listed. *Motion passed 4-0.*

i. Hiring of Classified Staff

- Supplemental stipend of \$650 to Joanne Enbody for instructional leadership duties.
- Kaylee Hartman as Chehalis Middle School, Girls Basketball Assistant Coach, step 3 stipend of \$2,542 for the 2018-2019 sports season.
- Marty Marquez as Chehalis Middle School, Girls Basketball Assistant Coach, step 5 stipend of \$2,781 for the 2018-2019 sports season.
- Joshua Walters as Temporary Program Assistant/Patrol, Lintott Elementary, 1.0 hr/day for the remainder of the 2018-2019 school year.
- Penny Hinojosa as Temporary Educational Paraprofessional, Lewis County Alternative School, M-F, 3.5 hrs/day, effective October 29, 2018.
- Melissa Dickinson as Temporary Educational Paraprofessional/Special Education, preschool, Lintott Elementary, 3.0 hrs/day, M-Th, effective October 24, 2018.
- Richard Bunker, Assistant Girls Bowling Coach, W.F. West High School, Winter Sports Season 2018-2019, step 1 stipend of \$3,070.
- Bonnie Nesheim, Temporary Educational Paraprofessional/Special Education, Chehalis Middle

School, 6 hrs/day, M-F, effective November 15, 2018.

## 6. Announcements

Nov 12-16 American Education Week  
Nov 15 Choir Concert, 6th Grade, 7-8:30 p.m. - Chehalis Middle School Gym  
Nov 21 Early Release for Holiday  
**Nov 22-23 Thanksgiving Holiday - No School**  
Dec 1 Chehalis Santa Parade  
Dec 4 Lintott Music Program 1, 7-8:30 pm - Lintott Elementary Auditorium  
Dec 6 Lintott Music Program 2, 7-8:30 pm - Lintott Elementary Auditorium  
Dec 7 Early Release - Staff Inservice  
Dec 7-8, 14-15 *Seussical The Musical*, W.F. West Theatre, 2 pm and 7:30 pm  
**Dec. 11 Special Board Meeting, 6:30 p.m**

## 7. Adjournment

President Clark adjourned the Special Meeting at 8:32 p.m.

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Board President

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Board Secretary