

# CHEHALIS SCHOOL DISTRICT

## Meeting Minutes

Chehalis School District Board Room

January 15, 2019

### 1. Call to Order - Regular Session

A board work session was held beginning at 5:00 p.m. to discuss facilities. President Daniels opened the public hearing at 6:15 p.m. to take public comment regarding a proposal to sell one parcel of real property. There were no comments from the public. The public hearing closed at 6:20 p.m.

President Daniels called the Regular Session to order at 6:30 p.m. and led the flag salute. There were no comments from the audience or Board.

Meeting Attendees:

#### Board Members

Vicki Daniels, President

Colleen State, Vice President

Dr. Brian Roberts, Board Member

Brennan Bailey, Board Member

Joe Clark, Board Member

#### Staff, Students, Public

Ed Rothlin, Superintendent

Mary Lou Bissett, Assistant Superintendent

Heather C. Pinkerton, Director, Business and Operations

Debby Gregory, Personnel/Communications Officer, Recording Secretary

Trisha Smith, Director of Teaching and Learning

Gladis Mendez, Business & Operations Specialist (work session only)

Bob Hunt, Principal James W. Lintott Elementary School

Brett Ellingson, Principal, Orin C. Smith Elementary School

Chris Simpson, Principal, Chehalis Middle 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 County Alternative School/Lewis County Detention

Brian Adams, District Mental Health At-Risk Specialist

Cary Erickson, Mental Health Counselor, Lintott Elementary School (Cascade Mental Health)

Lynn Wakefield-Rickard, CEA President, Teacher, Smith Elementary School

Melissa Chan, School Psychologist, Special Education

Special Recognition - Tokens of appreciation were presented to the Board by Superintendent Rothlin. He thanked them for their guidance and direction and the many volunteer hours they put in serving the District. Mrs. Wakefield-Rickard presented tokens from the Chehalis Education Association. President Daniels expressed gratitude on behalf of the Board and was appreciative of the good working relationships between the Board members, administration, and staff of the District. She thanked the District again for the hard work by the staff that she felt led to the Board receiving the WSSDA Board of the Year award.

Special Recognition - Superintendent Rothlin presented a token of appreciation and thanks to Mr. Clark for serving as the 2018 Board President. Mr. Clark commented that it has been an honor to serve on the Board since 1999.

## 2. Approve Minutes

Mr. Clark moved, Dr. Roberts seconded, to approve minutes of the December 11, 2018, Special School Board Meeting. *Motion passed 4-0.*

## 3. Reports

### Superintendent's Report

Superintendent Rothlin presented a brief overview of items on the agenda that included: staff and student travel, change orders, the proposed 2019-2020 school year calendar, a first reading of revisions of Board Policy 2255, and donations.

### Administrative Report

Mr. Adams and Mr. Erickson gave a report on the types of services afforded students (K-12) in the district.

Mrs. Balmer reported gave a report on the CTE/ Voc programs a W.F. West High School. She commented that the Board would be approving a \$64,000 donation from the Chehalis Foundation, which will be used to purchase equipment for the machining and welding classes.

### Budget Status Report

Mrs. Pinkerton gave a verbal report for the period ending December 31, 2018. Her report included General Fund, ASB, Transportation Vehicle fund, and January enrollment. She shared that this year's audit had begun and extended an invitation for up to two Board members to attend the entrance conference. Mrs. Pinkerton also commented that it was time for the request for bids for food service management.

## 4. Approve Consent Agenda

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

### 1. Warrants

- PR Checks - \$28,844.39
- Electronic Deposits - \$1,420,099.83
- PR Taxes - \$483,446.94
- PR Retirement - \$451,811.15
- PR Child Support - \$3,402.09
- PR/AP Checks - \$538,740.18
- PR/AP-ACH - \$425.00
- General Fund: 48125455-48125456, \$5,815.25; 48125457-4812459, \$85,075.28; 48125460-48125534, \$450,002.19; 48125569-48125600, \$37,749.26; 48125601-48125625, \$155,746.42
- AP Compensating Tax: 201800021, \$242.93; 201800028, \$304.02; 201800023, \$122.44; 201800029, \$11.32
- Capital Projects: 201800022, \$992.66; 48200465, \$6,868.57; 48200466-48200474, \$2,079,434.42
- APACH Direct Deposits: 181900166-181900218, \$10,553.32
- ASB: 48403859, \$7,863.85; 48403860-48403874, \$22,778.10; 48403875-48403880, \$2,659.47; 48403881-48403882, \$242.23
- Capital Projects: 48200465, \$6,868.57; 48200466-48200474, \$2,079,434.42

### 2. Resolution No. 18-19-007, Warrant Cancellation

### 3. Staff Travel

- Out-of-state travel for the following staff:
  - Donnie Bunker, April 24-26, 2019, ISA International Sign Expo, Las Vegas, NV. (cost paid from Perkins Grant/CTE funds)
  - Alison Clinton, May 10-11, 2019, SAGE (Students for the Advancement of Global Entrepreneurship) Entrepreneurship Teacher Training Workshop, Chico, CA. (cost paid from Perkins Grant/CTE funds)

#### 4. Student Travel

- Out-of-state travel for 28 Chehalis Middle School Symphonic and Wildcat Jazz Band members and three (3) chaperones to Warner Pacific College, February 22, 2019, Portland, OR. (cost paid from Music)
- Out-of-state, overnight travel for W.F. West High School Music students and chaperones: All trips will have appropriate number of chaperones
  - 2019 All-Northwest Honor Ensembles, February 15-17, 2019, Portland, OR. (cost paid from Music Boosters/Music)
  - Band Performance, April 12-15, 2019, Anaheim, CA. (cost paid from Music Boosters/Music and Students)
- Overnight travel for 18 W.F. West High School Robotic's team members and three (3) chaperones to the following events: (cost paid from Robotics)
  - March 8-10, 2019, Auburn, WA
  - March 14-16, 2019, Gladstone, OR
  - March 21-24, 2019, Spokane, WA
- Forensic overnight trips: (cost paid from ASB)
  - January 11-12, 2019, UPS in Tacoma, WA, 15 students, 2 adult chaperones
  - March 1-2, 2019, Ridgefield/Vancouver, WA, 6 students, 1 adult chaperone

#### 5. New Business

##### a. Orin C. Smith Elementary Change Order #9-10

Dr. Roberts moved, Mr. Clark seconded, to approve Orin C. Smith CO #9 and #10. *Motion passed 4-0.*

##### b. 2019-2020 Chehalis School District Calendar

Mr. Bailey moved, Mr. Clark seconded, to approve the proposed 2019-2020 Chehalis School District Calendar. *Motion passed 4-0.*

##### c. Surplus

Mr. Clark 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.*

- WFW - 614 hardbound/paperback books

##### d. BP 2255 - Alternative Learning Experience Program

Mrs. State moved, Mr. Bailey seconded, to approve the first reading of revisions to Board Policy 2255, Instruction, Alternative Learning Experience Program. *Motion passed 4-0.*

##### e. Donation(s)

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

##### i. James W. Lintott Elementary School

- \$2,524.59 from Parsons Photography, Inc.

##### ii. Orin C. Smith Elementary School

- \$130.00 from TwinStar Community Foundation
- \$166.20 from Sahara Pizza
- \$200.00 approximate value of shoes/boots from Wade and Stephanie Sampson
- \$213.10 from Box Tops for Education

##### iii. Chehalis Middle School

- \$4,000.00 from Chehalis Activators for CMS Football gear

**iv. W.F. West High School**

- \$200.00 from Chris and Gretchen Moore for Cap and Gown account
- \$50,000.00 from Youth Initiative Fund for Forensics Club
- \$4,965.00 from donors (see list) for Leadership Program
- \$500.00 from Chris and Gretchen Moore for Leadership Program
- \$300.00 from Wickert Electric Co for Leadership Program

**f. Donation Chehalis Foundation**

- \$204,175.00 from Chehalis Foundation for the Student Achievement Initiative

Robotics	\$ 5,500.00
STEM CMS	\$16,000.00
College Prep Advisor/Counselor	\$57,600.00
College Fairs and Visits	\$10,075.00
College in High School	\$ 3,000.00
Peer Mentors	\$ 8,000.00
College Prep Workshops	\$10,000.00
Instructional Improvement	\$30,000.00
Vocational Programs	\$64,000.00

**g. Personnel Items**

Mrs. State moved, Mr. Clark seconded, to approve the personnel items as listed. ***Motion passed 4-0.***

**i. Hiring of Classified Staff**

- Tom Grunenfelder as Assistant Coach, Chehalis Middle School Boys Basketball, January 2, 2019 to February 14, 2019, Step 1 Stipend, \$2,251, effective January 2, 2019.
- Revise/hire the following as Chehalis Middle School Knowledge Bowl Advisors for the 2018-2019 school year:
  - Revision - Whitney Larimer, Stipend change from \$2,469 to \$1,234.50 (half of Step 3)
  - Hire - Emily Haynes, Stipend \$1,093.50 (half of Step 1, \$2,187)
- Elizabeth Angell, Permanent Educational Paraprofessional/Visions, 6 hrs/day, M-F, effective January 2, 2019.
- Nolan Wagner and Mark Stevens as Temporary Educational Paraprofessionals, Green Hill Academic School, 7 hrs/day, M-F, effective December 18, 2018.
- Stephanie Fouts as Occupational Therapist, additional one day per week (.2), effective January 2, 2019.
- Anthony (Tony) Arredondo, W.F. West High School Part-time, Assistant Coach, (supervision only) Girls Wrestling, one-half Step 4 Stipend, \$2,130.50, effective November 12, 2018.
- Angie Brumfield, W.F. West High School Assistant Coach, Girls Basketball C-Team, November 12, 2018 to March 2, 2019, with a Step 1 Stipend, \$3,814.

## 6. Announcements

Jan 1-31 School Board Recognition Month  
Jan 8 PTA Meeting, James W. Lintott Commons, 6:30 pm  
Jan 16 Sahara Pizza Family Night, James W. Lintott Elementary School  
**Jan 21 Martin Luther King, Jr. Day Holiday - No School**  
Jan 24 Steel Band Concert, Chehalis Middle School, Commons, 7-8:30 pm  
Jan 25 Early Release - Semester Break  
Jan 26 W.F. West Winter Ball, Commons, 8-11 pm, " *The Great Gatsby*"  
Feb 5 3rd Grade Music Program 1, Orin C. Smith Elementary/Cascade Campus, 7-8:30 pm  
Feb 7 3rd Grade Music Program 2, Orin C. Smith Elementary/Cascade Campus, 7-8:30 pm  
**Feb 18 Presidents' Day (observed) Holiday - No School**  
**Feb 19 Regular School Board Meeting, 6:30 p.m.**

## 7. Adjournment

President Daniels adjourned the Regular Session at 7:25 p.m.

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Board President

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Board Secretary