

# CHEHALIS SCHOOL DISTRICT

## Meeting Minutes

Chehalis School District Board Room

February 19, 2019

### 1. Call to Order - Regular Session

Mrs. State called the regular meeting to order at 6:30 p.m. and led the flag salute. Mrs. Daniels' absence was excused. There were no comments from the Board. Two members of the public were present to make comments. One regarding a bill in the current legislative session that would implement new standards for health education; and, the second inquiring about the method to appeal district transfer decisions.

#### Meeting Attendees:

##### Board Members

Vicki Daniels, President, Excused  
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 of Business & Operations  
Debby Gregory, Director of Human Resources/Communications, Recording Secretary  
Gladis Mendez, Business & Operations Specialist  
Brett Ellingson, Principal, Orin C. Smith Elementary School  
Chris Simpson, Principal, Chehalis Middle School  
Tim Touhey, Principal, Green Hill Academic School/Lewis County Alternative School/Lewis County Detention  
Loretta Duncan, Director, Special Education  
Lynn Wakefield-Rickard, CEA President, Teacher, Orin C. Smith Elementary School  
Melissa Chan, School Psychologist, Special Education  
Christine Enbody, Teacher, W.F. West High School  
Steve Staaden, Teacher, Green Hill Academic School  
Brian and Sarah Mittge, Chehalis  
Sharon Gober, Chehalis  
Katie Hayes, Reporter, The Chronicle

### 2. Approve Minutes

Mr. Bailey moved, Dr. Roberts seconded, to approve minutes of the January 15, 2019, Regular School Board Meeting. *Motion passed 3-0.*

### 3. Reports

#### Superintendent's Report

Superintendent Rothlin reported on the following topics: superintendent's evaluation progress report which included business management, student performance (academic and data reporting), organizational effectiveness and efficiency and professional practice. He briefly reviewed the agenda items: travel, board policy 2255, change orders for Smith Elementary, donations, US Cellular tower inquiry, and legislative update (school funding and SEBB).

## Budget Status Report

Mrs. Pinkerton presented the Budget Status Report for fund balances as of January 31, 2019, for the General Fund, Capital Projects Fund, Debt Service Fund, Associated Student Body Fund, and Transportation Vehicle Fund. Items of interest included updates on the following: construction budget, state audit, OSPI food service review and Food Service Management Services bid process.

### 4. Approve Consent Agenda

Dr. Roberts moved, Mr. Clark seconded, to approve the consent agenda as listed. *Motion passed 3-0.*

#### 1. Warrants

- PR Checks: \$32,614.60
- Electronic Deposits: \$1,391,071.41
- PR Taxes: \$478,239.82
- PR Retirement: \$452,176.85
- PR Child Support: \$3,402.09
- PR Checks: \$538,940.37
- PR/AP-ACH: \$425.00
- General: 48125626-48125664, \$312,790.24; 48125665, \$15,578.23; 48125666-48125702, \$97,622.25; 48125703-48125719, \$32,664.30; 48125755-48125797, \$48,231.71; 48125798-48125846, \$295,369.53
- AP Compensating Tax: 201800039, \$91.31
- APAH Direct Deposits: 181900219-181900249, \$5,317.99
- ASB: 48403883-48403887, \$5,878.45; 48403888, \$5,886.43; 48403889-48403893, \$4,972.20; 48403894-48403898, \$11,694.31; 48403899-48403904, \$7,661.50
- Capital Projects: 48200475-48200485, \$2,203,859.00; 48200486, \$1,673.87; 48200487-48200489, \$66,015.45; 48200490-48200494, \$59,016.57

#### 2. Resolution No. 18-19-008, Warrant Cancel

#### 3. Student Travel

- Out-of-state travel for 21 Hi-Cap Chehalis Middle School students and three chaperones to Oregon Museum of Science and Industry (OMSI), March 21, 2019, Portland, OR. (cost paid from Hi-Cap funds)
- Overnight travel for four W.F. West High School students and two advisors to photography conference, SKILLS USA, April 25-27, 2019, Yakima, WA. (cost paid from ASB/Voc)
- Overnight travel for 18 W.F. West High School Track team members and four coaches, April 12, 2019, Pasco, WA. (cost paid from Boosters/students)
- Overnight travel for nine W.F. West High School Girls Bowling team members and one adult to **State Tournament**, January 31 - February 2, 2019, Tacoma, WA. (cost paid from Athletics)
- Overnight student travel for two W.F. West High School students and two adults to FCCLA (Family, Career and Community Leaders of America) **State Conference**, March 13-15, 2019, Wenatchee, WA. (cost paid from Perkins grant)
- Overnight student travel for seven W.F. West High School students and two chaperones to **State Knowledge Bowl**, March 23, 2019, Yakima, WA. (cost paid from extracurricular funds)
- The following W.F. West High School Forensics events with appropriate number of chaperones: (cost paid from ASB)
  - Nine students, March 1-2, 2019, Ridgefield, WA, qualifying tournament
  - Eighteen students, March 15, 2019, UPS Tacoma, WA, **State Individual**
  - Eight students, March 22, 2019, UPS Tacoma, WA, **State Debate**

#### 4. Staff Travel

- Out-of-state travel for the following to attend the First Year Experience Conference, February 16-19, 2019, Las Vegas, NV. (cost paid from Chehalis Foundation): Bob Walters, Trisha Smith, Cody Ray, Andi Walters and Bryce Garbe.
- Out-of-state travel for the following to attend the Northwest Division Music Conference, February 15-17, 2019, Portland, OR. (cost paid from building/staff development funds): Scott O'Hara, Angela Gilbert, Michael Giuliani, John Veltkamp, Lauren Hays, Joan Jahnsen and Hannah Wynne.
- Out-of-state travel for the following to attend National Science Teachers Association Conference (NSTA), April 10-14, 2019, St. Louis, MO. (cost paid from Chehalis Foundation STEM funds): Jordan Duncan, Mike Haller, Marshall Peone, Chris Simpson.
- Out-of-state travel for Josh Petersen to attend National Athletic Trainers Association Symposia and AT Expo, June 24-27, 2019, Las Vegas NV. (cost paid from Perkins/Voc)
- Out-of-state travel for Kim Hollister to attend the 2019 American Sign Language Teachers Association (ASLTA) Conference, June 29 - July 3, 2019, San Diego, CA. (cost paid from Perkins/CTE)

#### 5. New Business

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

Mr. Clark moved, Mr. Bailey seconded, to approve the second reading/adoption of revisions to Board Policy 2255, Instruction, Alternative Learning Experience Program. *Motion passed 3-0.*

##### b. Change Orders

Dr. Roberts moved, Mr. Bailey seconded, to approve Lintott Elementary Change Order #24. *Motion passed 3-0.*

##### c. Orin C. Smith Elementary Change Order #11

Mr. Bailey moved, Mr. Clark seconded, to approve Smith Elementary CO #11. *Motion passed 3-0.*

##### d. Donation(s)

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

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

- \$223.43 from Sahara Pizza
- \$698.60 from Box Tops for Education
- \$130.00 from TwinStar Community Foundation (classroom grant for Leslie Pagel)

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

- \$100.57 from Sahara Pizza

##### iii. W.F. West High School

- \$100 from Westminster Presbyterian Church for students in need
- \$200 from Lana Salloum for students in need

##### iv. Chehalis School District

- \$812.93 from TwinStar Credit Union for Community Cares Program
- \$300 approximate value of hats and gloves from Valley View Health Center/Employee Drive for needy students
- \$23,000 from Chehalis Foundation for BERC Group contract

**e. Personnel Items**

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

- Request to hire Rayleen Willis as Transportation Driver, Route 107, effective February 6, 2019.
- Request to hire Tamara Wells as Bus Monitor, Route 119, effective February 14, 2019.

**6. Announcements**

- Feb 28 Lintott Elementary Class Pictures
- Feb 28 4th Grade Musical Program 1 & 2, Smith Elementary School, 5:30-8:30 p.m.
- Mar 1 Lintott Elementary Class Pictures
- Mar 4-8 Spring Conferences - Early Release all days
- Mar 8 Daddy/Daughter Dance, Lintott Elementary, 6-8 p.m.
- Mar 11 W.F. West Band Concert, Commons, 7-8:30 p.m.
- Mar 12 Lintott Elementary Music Program 3, Auditorium, 7-8:30 p.m.
- Mar 14 Lintott Elementary Music Program 4, Auditorium, 7-8:30 p.m.
- Mar 15 1st Closure Makeup Day**
- Mar 19 Regular School Board Meeting, 6:30 p.m.**

**7. Adjournment**

Mrs. State adjourned the Regular Session at 7:28 p.m.

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Board President

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Board Secretary