

# CHEHALIS SCHOOL DISTRICT

## Meeting Minutes

Chehalis School District Board Room

July 19, 2019

### 1. Call to Order - Regular Session

A work session was held from 1:00-1:45 p.m. to hear information, as presented by Director of Business and Operations Director Pinkerton, related to the 2019-2020 budget.

Board President Daniels called the Special Session to order at 1:45 p.m. and led the flag salute. There were no comments from the audience and the board commented on the excellent turnout for the UW Summer STEM Program.

Meeting Attendees:

#### Board Members

Vicki Daniels, President

Colleen State, Vice President

Dr. Brian Roberts, Board Member, Excused

Brennan Bailey, Board Member

Joe Clark, Board Member

#### Staff, Students, Public

Ed Rothlin, Superintendent

Heather C. Pinkerton, Director, Business and Operations

Debby Gregory, Human Resources/Communications Officer, Recording Secretary

Trisha Smith, Director of Teaching and Learning

Melissa Chan, School Psychologist, Special Education

Larry Petersen, Chehalis

### 2. Approve Minutes

Mr. Clark moved, Mrs. State seconded, to approve the minutes of the June 18, 2019, Regular School Board Meeting. *Motion passed 3-0.*

### 3. Reports

#### Superintendent's Report

Superintendent Rothlin reviewed items on the agenda that included: student travel, surplus, personnel items, construction update and UW Summer STEM Camp.

#### Budget Status Report

Mrs. Pinkerton presented the Budget Status Report for fund balances as of June 30, 2019, for the General Fund, Capital Projects Fund, Debt Service Fund, Associated Student Body Fund, and Transportation Vehicle Fund. Items of interest included: elementary school construction update and financial tracking report.

#### 4. Approve Consent Agenda

Mrs. State moved, Mr. Bailey seconded, to approve the Consent Agenda as listed. ***Motion passed 3-0.***

##### 1. Warrants

- PR Warrants - 48810784-48810842, \$33,915.19
- Electronic Deposits - 900042010-900042535, \$1,491,168.74
- PR Taxes - \$520,387.57
- PR Retirement - \$480,708.83
- PR Child Support - \$3,761.09
- PR/AP Checks - 48126605-48126638, \$542,281.06
- PR/AP-ACH - \$425.00
- General: 48126566, \$42,765.64; 48126567-48126604, \$84,341.64; 48126639-48126687, \$446,581.29; 48126688-48126697, \$125,860.49;
- General AP Comp Tax: 201800065, \$228.90
- ASB AP Comp Tax: 20180066, \$36.70
- APACH Direct Deposits: 181900453-181900558, \$14,727.02
- ASB: 48404040, \$19,825.02; 48404041-48404047, \$14,396.19; 48404048-48404049, \$599.56
- Capital Projects: 48200547, \$8,419.41; 48200548-48200559, \$170,541.42; 48200560-48200562, \$270,733.46
- Private Purpose Trust: 48700246-48200558, \$29,259.00

##### 2. Student Travel

- Out-of-state, overnight travel for W.F. West High School Forensic students and chaperone to attend Stanford National Forensics Institute, Stanford, CA, July 21 - August 10, 2019. (cost paid from ASB)
- Overnight travel for W.F. West High School Girls Wrestling Team and chaperone to Ilwaco, WA, July 26-28, 2019. (cost paid from Booster)
- Overnight travel for W.F. West High School Boys/Girls Soccer Team and chaperones to Richland, WA, July 18-20, 2019. (cost paid from Booster)

#### 5. New Business

##### a. Surplus

Mr. Clark moved, Mr. Bailey seconded, to declare as surplus (outdated and/or beyond repair) the following, allowing for removal from district inventory: ***Motion passed 3-0.***

- Technology Department - various technology equipment throughout district
- Green Hill Academic School - books and technology items
- Food Service - Kitchen equipment

##### b. Personnel Items

Mr. Clark moved, Mrs. State seconded, to approve the Personnel Items as listed. ***Motion passed 3-0.***

##### i. Hiring of Classified Staff

- Maggie DePuye Phillips as Temporary Educational Paraprofessional, Specialist-Language coach for Summer 2019.
- Amy Clark, Lead Secretary, Chehalis Middle School, 8 hrs/day, M-F, 216 days/yr, effective August 13, 2019.
- Lisa Wilson as Secretary, Chehalis Middle School, 7.5 hrs/day, M-F, 203 days/yr, effective August 20, 2019.
- The following temporary student workers for 2019 UW STEM Camp, W.F. West High School, July 15-19, 2019: Payton Kelly, Noah Layton, Dawson Brindle, Andrew Painter and Emma

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**ii. Hiring of Certified Staff**

- The following temporary instructors for 2019 UW STEM Camp, W.F. West High School, July 15-19, 2019: Krista Wilks, Emily Jordan, Emily Mora and Josh Petersen.

**6. Announcements**

**Aug 20            Regular School Board Meeting, 6:30 p.m.**

**7. Executive Session and Adjournment**

President Daniels opened the Executive Session on July 19, 2019, at 2:00 p.m., pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee, with the announcement that it would last approximately one-half hour. The Executive Session was adjourned at 2:29 p.m. There were no motions entertained nor actions taken.

President Daniels adjourned the Special Meeting at 2:30 p.m.

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Board President

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Board Secretary