

CHEHALIS SCHOOL DISTRICT

Meeting Minutes

July 16, 2024

1. Call to Order - Regular Session

Via Hybrid format, President Hamilton opened the Public Hearing for the 2024-2025 Proposed Budget at 10:00 a.m. The Board was in receipt of the proposed school district budget for the 2024-2025 school year and accompanying Resolution No. 23-24-013. The Public Hearing portion of this meeting provided an opportunity for further explanation, discussion and questions on the budget presented by Mrs. Pinkerton. Mrs. Pinkerton asked the Board and the audience if there were any questions. There were none. The Administration recommended adoption of the Proposed Budget for the 2024-2025 school year as distributed to members of the Board of Directors. President Hamilton asked three (3) times if there were any questions or comments regarding the proposed budget. There were none. The Public Hearing closed at 10:35 a.m.

President Hamilton called the Special Meeting to order at 10:35 a.m. and led the flag salute. Mr. Petersen motioned, Mrs. State seconded, to adopt the proposed agenda as presented. **Motion passed 4-0.** She asked if there were any questions from the audience or Zoom. There were none.

Meeting Attendees:

Board Members

Kelsi Hamilton, President
J. Vander Stoep, Vice President - Excused
Tim LeDuc, Board Member
Colleen State, Board Member
Larry Petersen, Board Member

Staff, Students, Public

Rick Goble, Superintendent
Trisha Smith, Assistant Superintendent
Heather C. Pinkerton, Chief Financial Officer
Katie Howell, Executive Director of Student Support
Gayle Meister, Administrative Assistant, Recording Secretary
Kathy Maslowski, Director of Payroll
Kathy Kelly, Accounts Payable Clerk
Valerie Evans, HR Specialist, Zoom
Carrina Stanton, Public Information Officer, Zoom
Alex Eades, Technology
Brenda Pohlman, Principal, Lintott Elementary, Zoom
Merisa Wilson, Assistant Principal, Lintott Elementary, Zoom
Donnie Bunker, Assistant Principal, W.F. West High School
Allie Anderson, Student Representative to the Board
Zoom attendees: Lynn Wakefield, Stephanie Fox, Mindy Judd, Melissa Chan, Emily Jordan, and Sarah Veach

2. Reports

Budget Status Report

Mrs. Pinkerton, Chief Financial Officer, presented the Budget Status Report as of June 30, 2024, for the General Fund, Capital Projects Fund, Debt Service Fund, Associated Student Body Fund and the Transportation Vehicle Fund. Items of interest - Food Service Requests for Proposals (RFP).

3. Approve Consent Agenda

Mrs. State motioned, Mr. LeDuc seconded, to approve the Consent Agenda as presented. **Motion passed 4-0.**

President Hamilton administered the Oath of Office to newly appointed superintendent, Rick Goble, after the Consent Agenda was presented and the superintendent contract was approved.

a. Minutes

- The minutes' draft of the following meetings:
 - Special Meetings June 10, 2024, June 13, 2024, June 17, 2024, June 18, 2024; Regular Meeting/Work Session June 18, 2024; and, Work Session July 2, 2024

b. Warrants

- Resolution No. 23-24-019, Warrant Cancel
- PR Warrants - \$15,164.55
- Electronic Deposits - \$2,051,709.59
- PR Taxes, \$750,922.97
- PR Retirement - \$522,778.43
- PR Child Support - \$4,330.23
- PR/AP Checks - \$789,580.42
- PR/AP-ACH - \$425.00
- General: 48136086, \$56,417.59; 48136087-48136144, \$191,324.06; 48136145, \$6,737.47; 48136166-48136189, \$132,638.40; 48136190, \$2,761.77; 48136191-48136218, \$101,501.77 and 48136219-48136250, \$133,983.03
- APACH: 232400347-232400415, \$22,997.84; 232400342-232400346, \$4,127.77
- ASB: 48405041, \$34,188.78; 48405042-48405046, \$6,896.67; and 48405047-48405050, \$2,480.95
- Private Purpose Trust: 48700395-48700404, \$17,000.00
- Capital Projects: 48200720, \$465.24; 48200721, \$116,372.36 and 48200722, \$556.19

c. Student/Staff Travel

- Out-of-state travel for Rick Goble, DeeDee Judd, Cecilia Jimenez and Jacey Hinkle (Cornerstone) to attend Making Schools Work Conference, July 8-12-2024, Nashville, TN. Cost from WSAC Grant funding.
- Out-of-state staff AVID training, July 23-26-2024, Anaheim, CA. Cost from combination of CTE, Foundation, and Grant monies: Denise Obtinario, Chris Johnson, Michael Haller, Melissa Varick, Inga White, Merisa Wilson, Courtney Albert, Kathryn Rotter, Christine Voelker, Libby Rakevich, Mark Wagar, Deede Young, Meagan Corey, Teri Burke, Nancy Alexander, Don Bunker and Adrian Jimenez.

d. Personnel Items

- Personnel Report for July 16, 2024, as listed.

4. New Business

a. Resolution No. 23-24-012 Student Achievement

Mr. LeDuc motioned, Mr. Petersen seconded, to adopt Resolution No. 23-24-012 on the Student Achievement goal to meet individual learning needs of students by providing a comprehensive student-centered educational program. *Motion passed 4-0.*

b. Budget Resolution 23-24-013

Mr. Petersen motioned, Mrs. State seconded, to adopt Resolution No. 23-24-013 for the 2024-2025 Chehalis School District budget. *Motioned passed 4-0.*

c. Resolution No. 23-24-014 Certified Signatures

Mrs. State motioned, Mr. Petersen seconded, to adopt Resolution No. 23-24-014, requiring the District to provide the State Superintendent of Public Instruction with certified signatures of District personnel authorized to sign school construction project documents on behalf of the District. *Motion passed 4-0.*

d. Resolution No. 23-24-015 Designation of Auditing Officers

Mrs. State motioned, Mr. Petersen seconded, to adopt Resolution No. 23-24-015 requiring the District to appoint the Auditing Officers of the School District. *Motion passed 4-0.*

e. Resolution No. 23-24-016 Designation of District Agent

Mrs. State motioned, Mr. Petersen seconded, to adopt Resolution No. 23-24-016 designating Rick Goble as the Superintendent of Chehalis School District and is authorized to sign on the District's behalf. *Motion passed 4-0.*

f. Resolution No. 23-24-017 Invest Monies

Mr. Petersen motioned, Mrs. State seconded, to adopt Resolution No. 23-24-017 to authorized Rick Goble, Superintendent, or his designee, Heather C. Pinkerton, Chief Financial Officer, to continue to invest monies from General, Capital Projects, Transportation Vehicle, Debt Service and Associated Student Body not required for immediate use of the District. *Motion passed 4-0.*

g. Resolution No. 23-24-018 Appointment of District Claims Agent

Mr. Petersen motioned, Mrs. State seconded, to adopt Resolution No. 23-24-018 which appoints the Chief Financial Officer to receive any claims for damages made under Chapter 4.96 RCW. *Motion passed 4-0.*

h. Use of School Vehicles

Mr. Petersen motioned, Mrs. State seconded, to approve the use of school district cars and vans for the 2024-2025 school year when necessary to transport special needs students to and from school, learning centers, job sites, extra curricular activities and other school programs, when it is in the best interest of the school district, students, and their specific programs. (Annual Approval) *Motion passed 4-0.*

i. Authorized Signatures

Mr. Petersen motioned, Mrs. State seconded, to approve the following district administrator as an authorized signature on all Agreements and Contracts on behalf of the Chehalis School District for the 2024-2025 school year. *Motion passed 4-0.*

- Rick Goble, Superintendent

j. Authorized Signatures for State/Federal Grants 2024-2025

Mr. Petersen motioned, Mrs. State seconded, to approve the following district administrators as authorized signatures on all State and Federal grant applications on behalf of the Chehalis School District for the 2024-2025 school year. (Annual Approval) *Motion passed 4-0.*

- Rick Goble, Superintendent
- Trisha Smith, Assistant Superintendent
- Heather C. Pinkerton, Chief Financial Officer

k. Board Policies - Second Reading

Mr. LeDuc motioned, Mr. Petersen seconded, to approve the second reading/adoption of the following board policy: *Motion passed 4-0.*

- BP 1630 - Board of Directors, Evaluation of the Superintendent - Revision

l. 2024-2025 Minimum Basic Ed

Mr. Petersen motioned, Mr. LeDuc seconded, to approve the 2024-2025 Minimum Basic Education Requirement. (Annual Approval) *Motion passed 4-0.*

m. Board of Directors Working Agreement

Mr. Petersen motioned, Mr. LeDuc seconded, to approve the Chehalis School District Board of Directors Working Agreement to include Larry Petersen as new board director appointment. *Motion passed 4-0.*

n. Surplus

Mr. Petersen motioned, Mr. LeDuc seconded, to declare as surplus (outdated and/or beyond repair) the following items, allowing for removal from the Chehalis School District inventory. *Motion passed 4-0.*

- WFW Accounting & Typing Textbooks as listed
- Student Support as listed

o. 2024-2025 Board Meeting Calendar

Mr. LeDuc motioned, Mr. Petersen seconded, to approve the 2024-2025 board meeting calendar as presented. *Motion passed 4-0.*

p. Donation(s)

Mr. LeDuc motioned, Mr. Petersen seconded, to approve Donations as listed. *Motion passed 4-0.*

i. W.F. West High School

- \$9,500.00 from Kiwanis Club of Chehalis-Centralia for CTE Auto Shop
- \$2,400.00 from the Chehalis Foundation for auto shop supplies

5. Board Comments/Discussion

Board comment centered on the following: auto shop partnership, Corner Stone trip, Lewis County Coffee Company and Green Hill Alternative School.

6. Board of Directors Reports

Board reports centered on WSSDA and their current/upcoming calendar items.

7. Board Comments/Discussion

Board comments included the baseball field with a projected finish time of mid-September 2024.

8. Announcements

Aug 20 Special Board Meeting, 10:00 a.m.

9. Adjournment

President Hamilton adjourned the Special Meeting at 11:07 a.m.



Board President



Board Secretary

for Board Prez