

# CHEHALIS SCHOOL DISTRICT

## Meeting Minutes

October 15, 2024

### 1. Call to Order - Regular Session

President Hamilton opened the Regular School Board Meeting and led the flag salute. Mr. Petersen motioned, Mr. LeDuc seconded, to adopt the proposed agenda as presented. *Motion passed 5-0.* She then asked if there were any comments from the audience or Zoom and there were none.

Meeting Attendees:

#### Board Members

Kelsi Hamilton, President

J Vander Stoep, Vice President

Tim LeDuc, Board Member

Colleen State, Board Member, Zoom

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, Zoom

Daniel Bryant, Director of Technology

Brenda Pohlman, Principal, Lintott Elementary School, Zoom

Rachel Dorsey, Principal, Orin Smith Elementary School

Chris Simpson, Principal, Chehalis Middle School, Zoom

Regina Carr, Principal, W.F. West High School

Donnie Bunker, Assistant Principal/CTE Director, W.F. West High School

Kevin Ryan, Principal, Green Hill Academic School/Lewis County Alternative School

Henry Etue, Student Representative to the Board

Allie Anderson, Student Representative to the Board

Zoom attendees: Tara Phillips, Michael Holst, Kelli Wolden, Melissa Chan, Caty Lieseke, Stephanie Fox, Lynn Wakefield, Laura Pietila

### 2. Reports

#### Superintendent's Report

The superintendent report included the Student Achievement Highlight - CTE Kickoff and National Principals Month.

#### Administrative Report

The administrative report included the CTE presentation from Donnie Bunker, CTE Director and Assistant Principal; and SIPs (School Improvement Plans) from Trisha Smith, Assistant Superintendent.

### Budget Status Report

Mrs. Pinkerton, Chief Financial Officer, presented the Budget Status Report as of September 30, 2024, for the General Fund, Capital Projects Fund, Debt Service Fund, Associated Student Body Fund and the Transportation Fund. Items of Interest include:

- September General Fund Balance **\$2,630,426.73**; contains:
  - Payment for only one half of annual insurance (typically full in Sept)
  - **\$764,809.34** Restricted Donation - Chehalis Foundation (Sept)
  - **\$994,559.63** (preliminary for 08/31) - Carryover of Restricted Funds
    - Donations, Cornerstone Grant, LAP, Green Hill
- Financial Statement Deadline - October 25th

### 3. Approve Consent Agenda

Mr. Vander Stoep motioned, Mr. Petersen seconded, to approve the Consent Agenda as presented. Mrs. State abstained from voting (potential conflict of interest). **Motion passed 4-0.**

#### a. Minutes

- The minutes' draft of the September 17, 2024, Board Meeting.

#### b. Warrants

- PR Warrants - \$73,299.39
- Electronic Deposits - \$1,734,568.48
- PR Taxes - \$638,767.92
- PR Retirement - \$493,148.01
- PR Child Support - \$3,521.23
- PR/AP Checks - \$747,650.02
- PR/AP-ACH - \$400.00
- General: 48136530, \$87,422.14; 48136531-48136548, \$55,614.66; 48136549-48136566, \$34,948.02; 48136567-48136568, \$5,741.30; 48136569-48136592, \$55,952.58; 48136593-48136594, \$2,477.99; 48136616-48136639, \$590,428.93; 48136640, \$3,986.01; 48136641-48136670, \$609,833.46; 48136671-48136689, \$114,366.12
- APACH Direct Deposits: 242500002-242500021, \$4,632.14; 242500022-242500036, \$5,077.69; 242500001, \$4,990.71
- COMP Tax: 202400008, \$247.31; 202400009, \$205.81
- ASB: 48405068, \$14,850.58; 48405069-48405072, \$1,039.87; 48405073-48405077, \$2,412.77; 48405078-48405082, \$5,659.01; 48405083-48405084, \$1,888.79; 48405085-48405086, \$4,628.08
- Private Purpose Trust: 48700410, \$500.00
- Transportation Fund: 900003, \$212,437.22
- Capital Projects: 48200729, \$39,233.32; 48200730, \$18,775.18

#### c. Personnel Items

- Personnel Report for October 15, 2024.

#### d. Student/Staff Travel

- The following W.F. West High School Forensics students as listed:
  - Overnight, 8 students, 2 chaperones, October 18-19, 2024, Redmond, WA. Cost from Forensics.
  - Overnight, 8 students, 2 chaperones, November 1-2, 2024, Gig Harbor, WA. Cost from Forensics.
  - Overnight, 8 students, 2 chaperones, November 8-9, 2024, Auburn, WA. Cost from Forensics.
  - Overnight, 8 students, 2 chaperones, November 22-23, 2024, Maple Valley, WA. Cost from Forensics.
  - Overnight, 8 students, 2 chaperones, December 13-14, 2024, Auburn, WA. Cost from Forensics.
  - Overnight, 8 students, 2 chaperones, January 17-19, 2025, Mt. Vernon, WA. Cost from

- Forensics.
  - Overnight, 8 students, 2 chaperones, February 28 - March 1, 2025. Location TBD. Cost from Forensics.
  - Overnight, 8 students, 2 chaperones, March 20-22, 2025, Tacoma, WA. Cost from Forensics.
- The following W.F. West High School student sporting events as listed:
  - Overnight, Girls Basketball, 12 students, 4 coaches, December 26-28, 2024, Snohomish, WA. Cost from Booster Club.
- **State Travel for the following events:**
  - Overnight, Boys/Girls Basketball, 24 students, 8 coaches, March 4-8, 2025, Yakima, WA. Cost from Athletics/ASB.
  - Overnight, Girls Bowling: 8 students, 3 coaches, February 6-8, 2025, Tukwila, WA. Cost from Athletics/ASB.
  - Overnight, Boys/Girls Wrestling, 24 students, 6 coaches, February 20-22, 2025, Tacoma, WA. Cost from Athletics/ASB.
  - Overnight, Boys/Girls Cross Country, 8 students, 2 coaches, November 8-9, 2024, Pasco, WA. Cost from Athletics/ASB.
  - Overnight, Boys Baseball, 20 Students, 3 coaches, May 29-31, 2025, Bellingham, WA. Cost from Athletics/ASB.
  - Overnight, Girls Fastpitch, 20 students, 3 coaches, May 22-24, 2025, Selah, WA. Cost from Athletics/ASB.
  - Overnight, Boys/Girls Tennis, 8 students, 2 coaches, May 22-24, 2025, Seattle, WA. Cost from Athletics/ASB.
  - Overnight, Boys/Girls Track, (Number of participants will be determined at District) May 29-31, 2025, Tacoma, WA. Cost from Athletics/ASB.
- Overnight W.F. West FFA students, November 19-20, 2024, Moses Lake, WA. Cost from ASB/Booster.

#### 4. Board Comments/Discussion

Board Comments included President Hamilton and Vice President Vander Stoep invited to visit Freshman seminar and two civics classes; cell phone policy; Student Reps to the Board and WSSDA. Student Reps reported on the Student Advisory Meeting, concern to increase awareness of mental health and outreach for non-English speakers; and Homecoming Week with the highlight 90s throwback day.

#### 5. New Business

##### a. CTE District Plan 2024-2025

Mr. Vander Stoep, motioned, Mr. LeDuc seconded, to approve the 2024-2025 Career and Technical Education (CTE) plan and program as submitted by W.F. West High School. *Motion passed 5-0.*

##### b. School Improvement Plans (SIPs)

Mr. LeDuc motioned. Mr. Petersen seconded, to approve the 2024-2025 School Improvement Plans (SIPs) for James W. Lintott Elementary School, Orin C. Smith Elementary School, Chehalis Middle School and W.F. West High School. (annual approval). *Motion passed 5-0.*

##### c. Surplus

Mr. Vander Stoep motioned, Mr. Petersen seconded, to declare as surplus (outdated and/or beyond repair) the following items, allowing for the removal from the Chehalis School District inventory: *Motion passed 5-0.*

- Lintott Elementary as listed
- W.F. West World Language Department as listed

**d. Board Policies - First Reading**

Mr. Vander Stoep motioned, Mr. Petersen seconded, to approve the first reading of the following policy: *Motion passed 5-0.*

- BP 3207, Students - Prohibition of Harassment, Intimidation and Bullying

**e. Donation(s)**

Mr. Petersen motioned, Mr. Vander Stoep seconded, to approve the Donations as listed. *Motion passed 5-0.*

**i. W.F. West High School**

- \$10,000.00 from the Chehalis Foundation for the CTE Department
- \$1,000.00 from T-Mobile for goal post pads
- \$25,000.00 from The Preston Trust for the Forensics Club

**6. Board of Directors Reports**

President Hamilton reported on WSSDA sharing that the top two bipartisan bills coming to the legislature next session will be related to cell phone limitations in schools and financial literacy.

**7. Board Comments/Discussion**

The board thanked all of the administrators for the hard work and dedication in honor of the National Principals Month of October.

**8. Announcements**

Oct 17 W.F. West High School CTE Kickoff, 5-7 p.m.  
Oct 21-25 National School Bus Safety Week  
Oct 26 Make a Difference Day  
Nov 3 Daylight Saving Time Change  
Nov 5 Election Day  
Nov 11 Veterans Day Holiday - No School

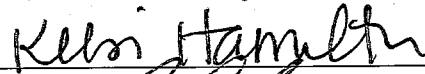
**Veterans Day Assemblies**

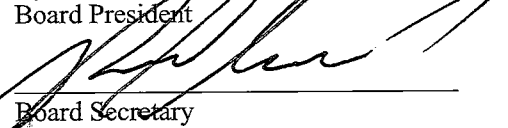
Lintott Elementary - November 8 - 9:45 am  
Orin Smith Elementary - November 7 - 9:00-10:00 am  
Chehalis Middle School - November 8 - 7:50-8:49 am  
W.F. West High School - November 12 - 9:10-10:20 am

Nov 18-22 American Education Week  
Nov 20 Education Support Professionals Day  
Nov 19 Regular School Board Meeting, 6:30 p.m.

**9. Adjournment**

President Hamilton adjourned the Regular Meeting at 7:37 p.m.

  
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Board President

  
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Board Secretary