

**MINUTES
WAHKIAKUM SCHOOL DISTRICT #200
CATHLAMET, WA 98612**

July 19, 2016

CALL TO ORDER: Shawn Merz called the meeting to order at 5:30p.m. Other members in attendance were Sue O'Connor, Robin Westphall and Paula Culbertson. Bob Garrett, superintendent; Stephanie Leitz, HS principal; and Theresa Libby, K-8 principal; were also in attendance.

ATTENDANCE: Shelby Deaton, staff member; Chris Holmes and Sheriff Mark Howie, community members; and Diana Zimmerman, with the Eagle, were also present.

APPROVAL OF AGENDA: Paula Culbertson moved, seconded by Sue O'Connor, to approve the agenda with the following revisions: 1) Remove item fourteen (Executive Session for Negotiations) and 2) move Public Comments ahead of the Budget Hearing. The decision was unanimous.

PUBLIC COMMENT OR SUGGESTIONS: Sheriff Mark Howie presented on two topics. The first was in regard to the two large trees in front of JA Wendt Elementary School. They are currently blocking, or at least interfering with, the communication signals from the Sheriff's Office radio tower to other towers. Sheriff Howie is hoping that the Board would be willing to allow having approximately 25-28 feet cut from the tree tops. The Board was in consensus to have Mr. Garrett work with Sheriff Howie in having the trees topped as necessary, with hopes that the trees would not be permanently damaged.

Sheriff Howie also informed the Board that a citizens' group has initiated efforts to have a law enforcement levy approved this November. The County Commissioners have expressed their support for the levy, and Sheriff Howie is the spokesperson to help educate the public. The levy would request \$194,000 each year for 6 years. This levy will fund a seventh deputy that will be a liaison between the Sheriff's Office and the School District, as well as allow the County to be monitored 24 hours a day, 7 days a week by a law enforcement officer. It will also fund a jail nurse, police academy expenses, digital radios, raises to keep good quality deputies, the training for a new detective, and efficient follow ups on felonies.

Chris Holmes, from Health and Human Services, presented on a new project that HHS has been considering. HHS is hoping to purchase a piece of land (approximately 6+ acres) from the Catholic Church to build affordable housing and bring all their different entities onto one site. As the project progresses, HHS may need access to a school owned road in order to get to their building site. Chris Holmes is asking the Board to consider allowing HHS to access this road. Mr. Garrett said that he would ask Kyle Hurley to contact Chris, in order to set up a time for Chris to meet with the Vo-Ag advisory committee. Chris also said that he will keep the school updated on the project's progress. He has also been working with WSDOT on ways to slow traffic on SR4 which would benefit the School District and the new HHS project site.

2016-2017 BUDGET HEARING: Mr. Garrett gave the Board a summary budget document, outlining each of the District's funds. He briefly highlighted the key components of each of the fund's budget, including estimated beginning balances, projected revenues and expenditures, and estimated ending balances.

APPROVAL OF CONSENT AGENDA ITEMS: Paula Culbertson moved, seconded by Sue O'Connor, to approve the consent agenda items as presented: minutes of the June 21, 2016, meeting (see attached); minutes of the June 28, 2016, meeting (see attached); and First Reading Policies as provided by WSSDA (see attached). The decision was unanimous.

OLD BUSINESS

BOARD GOAL SETTING: The Board put together a list of goals to be met over the next three years and to be revisited yearly to determine progress (see attached). Paula Culbertson moved, seconded by Sue O'Connor, to adopt the three-year goals for the Wahkiakum School District Board of Directors. The decision was unanimous.

SUPERINTENDENT EVALUATION INSTRUMENT: Paula Culbertson expressed to the Board that she and Robin Westphall had done some preliminary work regarding the establishment of a superintendent evaluation instrument. She shared our Policy 1630 – Evaluation of the Superintendent, which was last approved on January 23, 2014. Paula went on to say that WSSDA strongly suggests that a job description for the Superintendent be in place, one that correlates with Board goals and Superintendent goals. At this point in time, no such job description exists. Paula supplied a suggested timeline for future work (see attached) and the Board was in consensus that its August school board meeting agenda would include the topic of Superintendent Job Description.

APPROVAL OF RESOLUTION 0216-071916 (ADOPTION OF 2016-17 BUDGET FOR ALL FUNDS): Paula Culbertson moved, seconded by Sue O'Connor, to approve Resolution 0216-071916 (see attached). The decision was unanimous.

POSSIBLE APPROVAL OF DISTRICT SUBSIDIZING SOME ASB EXPENSES: Mr. Garrett once again shared with the Board that two line items within the ASB budget were creating "stress" for the ASB. Those two items are for Regional/State Tournament lodging expenses for athletic teams and clubs, and the cost of athletic officials. Mr. Garrett recommended that the Board consider paying for these expenses for one year (2016-2017) with General Fund dollars, with a re-assessment done at the completion of the year. Paula Culbertson moved, seconded by Sue O'Connor, to approve the District utilizing the General Fund to pay for athletic and club lodging at regional/state events; and the cost of all officials for all athletic events for the 2016-17 year. The decision was unanimous.

NEW BUSINESS

APPROVAL OF REQUESTING A CONDITIONAL TEACHING CERTIFICATE FOR JOEL MCENTIRE: Sue O'Connor moved, seconded by Paula Culbertson, to approve requesting a conditional teaching certificate for Joel McEntire. The decision was unanimous.

APPROVAL OF 2016-17 CONTRACTS WITH ESD 112: Mr. Garrett presented a list of annual contracts with ESD 112 (see attached) that he was recommending for Board approval. Sue O'Connor moved, seconded by Paula Culbertson to approve the contracts as presented. The decision was unanimous.

APPROVAL OF 30 CHROMEBOOKS FOR THE K-8 SCHOOL: Mr. Garrett shared that the administrators were recommending that the Board approve the purchase of 30 chromebooks and a cart for our Title I program. Title I serves approximately 70 students in grades K-8. Paula Culbertson moved, seconded by Sue O'Connor, to approve the recommended purchase at an approximate cost of \$11,000. The decision was unanimous.

OTHER BUSINESS: NONE

PRINCIPALS REPORT: Stephanie Leitz updated the Board on suggested changes to the student handbooks (see attached) regarding hats being worn in classes and consequences of being involved in, and/or encouraging, a fight on school grounds. The Board was in consensus to approve the changes, but suggested adding that religious head coverings can be worn at all times. Theresa Libby updated the Board that the results of the surveys disseminated to students, parents and staff are being tabulated, and that she will share results next month. Theresa also mentioned that she has met with the new teachers, Tobie Crocker (ESD MS Special Education Teacher) and Bill Parks (Kindergarten Teacher). She is currently working on selecting mentors for our new staff members, including prospective teacher, Joel McEntire).

SUPERINTENDENTS REPORT: Mr. Garrett reported on the following: the budget status for each fund; the completion of the High School sound system that will be tested this week; the completion of demolishing the four portables; and the annual bus inspection which showed that all buses are in compliance according to OPSI.

APPROVAL OF VOUCHERS AND PAYROLL: The Board reviewed the vouchers as presented. Paula Culbertson moved, seconded by Sue O'Connor, to approve the General Fund Accounts Payable \$87,484.17 (checks 149765 - 149819); Payroll \$298,008.5 (checks 149706-149756); the Trust Fund Accounts Payable \$1,000 (check 149820); the Capital Projects Fund Accounts Payable \$46,552.05 (checks 149821 - 149823); Comptax for the General Fund \$162.53 (check 149824); and the ASB Fund Accounts Payable \$1,748.61 (checks 149757 - 149764). The decision was unanimous.

ADJOURNMENT: There being no further business, the meeting was adjourned by Shawn Merz at 7:35pm.

APPROVED:

BY:

BOARD PRESIDENT

BOARD SECRETARY