

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

August 23, 2016

**CALL TO ORDER:** Shawn Merz called the meeting to order at 5:33p.m. Other members in attendance were Sue O'Connor, Dan Wilson, Robin Westphall, and Paula Culbertson. Bob Garrett, superintendent; Stephanie Leitz, HS principal; and Theresa Libby, K-8 principal; were also in attendance.

**ATTENDANCE:** Shelby Garrett, Eric Hansen, and Rob Garrett, staff members; Tom Shofner, community member; and Diana Zimmerman, with the Eagle, were also present.

**APPROVAL OF AGENDA:** Paula Culbertson moved, seconded by Sue O'Connor, to approve the agenda as presented. The decision was unanimous.

**PUBLIC COMMENT OR SUGGESTIONS:** None

**APPROVAL OF CONSENT AGENDA ITEMS:** Paula Culbertson moved, seconded by Sue O'Connor, to approve the consent agenda items as presented: minutes of the July 19, 2016, meeting (see attached). The decision was unanimous.

**OLD BUSINESS**

**SUPERINTENDENT JOB DESCRIPTION AND POSSIBLE DISCUSSION OF SUPERINTENDENT EVALUATION**

**INSTRUMENT:** Paula Culbertson and Robin Westphall shared a draft job description for our superintendent. The only change to the document was to change "Required Qualifications" to "Preferred Qualifications." The document was adopted with the one change by consensus (see attached.)

**SECOND READING OF POLICIES AS PROVIDED BY WSSDA:** After some discussion regarding three of the policies, Paula Culbertson moved, seconded by Sue O'Connor, to approve the following policies as presented: 1450, 2145, 3115, 3122, 3240, 3241, 3410, 4210, 4215, 4218, 5001, 5610 and 6882. The decision was unanimous.

**8<sup>TH</sup> GRADERS AND HS ATHLETICS:** WIAA recently changed the ruling regarding 8<sup>th</sup> graders playing High School football. If a 2B High School has an enrollment count of less than one-half of the largest 2B school's enrollment count, than 8<sup>th</sup> graders are allowed to play on the HS football team. This new rule now applies to Wahkiakum High School. Coach Hansen was present to express his desire for the Board to allow 8<sup>th</sup> graders to turn out for our HS football team, primarily to keep from having to forfeit games due to too few of players. After much discussion, Sue O'Connor moved, seconded by Paula Culbertson, to allow 8<sup>th</sup> graders to play on our HS football team this school year, as long as the 8<sup>th</sup> graders had their parents' permission. The decision was unanimous.

**ATHLETIC CONCUSSIONS AND BASELINE DATA:** Rob Garrett, just back from his Athletic Director's meeting, reported on a relatively new computerized concussion evaluation system. Student athletes take a 20-minute questionnaire early in the school year, provided they have parent permission. These results are then used to create "Baseline Data" for the student athlete, with this data being used in the future to compare data following a suspected concussion. The cost per questionnaire is \$13.00 if the

school district pays for it, \$15.00 if the parent pays for it. The Board was in consensus to pay the fee per student provided Pacific Sports Spa could confirm with local health care providers that they would indeed utilize the data when provided to them.

## **NEW BUSINESS**

**APPROVAL OF 2016-17 CERTIFICATED CONTRACT FOR JOEL MCENTIRE:** Paula Culbertson moved, seconded by Sue O'Connor, to approve a 2016-17 Certificated Contract for Joel McEntire. The decision was unanimous.

**POSSIBLE APPROVAL OF PURCHASING 30 CHROMEBOOKS AND A CART:** Paula Culbertson moved, seconded by Sue O'Connor, to purchase 30 Chromebooks and a cart. The decision was unanimous.

**POSSIBLE APPROVAL OF SUBSTITUTE TEACHER DAILY RATE OF PAY OF \$130.00:** Sue O'Connor moved, seconded by Paula Culbertson, to increase the substitute teacher daily rate of pay to \$130.00. The decision was unanimous.

**APPROVAL OF 2016-17 CLASSIFIED EMPLOYEES:** Paula Culbertson moved, seconded by Sue O'Connor, to approve the 2016-17 Classified Employees as presented (see attached). The motion passed 4-0-1 with Dan Wilson abstaining.

**APPROVAL OF 2016-17 TEACHER SALARY SCHEDULE:** Sue O'Connor moved, seconded by Paula Culbertson, to approve the 2016-2017 Teacher Salary Schedule as presented (see attached). The motion passed 4-0-1 with Shawn Merz abstaining.

**APPROVAL OF 2016-17 REVISED CONTRACT FOR BILL PARKS:** Sue O'Connor moved, seconded by Dan Wilson, to approve a revised 2016-17 teaching contract (.9833 FTE) for Bill Parks. The decision was unanimous.

**ACCEPTANCE OF ASSISTANT HIGH SCHOOL VOLLEYBALL RESIGNATION – JOYCE WILSON:** Paula Culbertson moved, seconded by Sue O'Connor, to accept the resignation of Joyce Wilson as assistant High School Volleyball coach (see attached). The motion passed 4-0-1 with Dan Wilson abstaining.

**APPROVAL OF 2016-17 SUPPLEMENTAL CONTRACTS:** Sue O'Connor moved, seconded by Dan Wilson, to approve the 2016-17 Supplemental Contracts as presented (see attached.) The motion passed 4-0-1 with Shawn Merz abstaining.

**APPROVAL OF 2016-17 HIGHLY CAPABLE PROGRAM AND STATE TRANSITIONAL BILINGUAL INSTRUCTIONAL PROGRAM APPLICATIONS:** Sue O'Connor moved, seconded by Dan Wilson, to approve both the Highly Capable and State Transitional Bilingual Program applications for the 2016-17 school year. The decision was unanimous.

**APPROVAL OF MATERNITY LEAVE OF ABSENCE REQUEST – LISA FRINK:** Sue O'Connor moved, seconded by Paula Culbertson, to approve a maternity leave of absence request for Lisa Frink. The decision was unanimous.

**APPROVAL OF LONG TERM SUBSTITUTE TEACHER – LINDA WRIGHT:** Paula Culbertson moved, seconded by Sue O’Connor, to approve a contract for Linda Wright as a long-term substitute teacher during the leave of absence of Lisa Frink. The decision was unanimous.

**RECONSIDERATION OF POLICY 6210:** After some discussion, Paula Culbertson moved, seconded by Sue O’Connor; to revise Policy 6210 increasing the monetary amount from \$5,000 to \$15,000 (see attached). The decision was unanimous.

**APPROVAL OF OUT-OF-ENDORSED TEACHING ASSIGNMENTS:** Paula Culbertson moved, seconded by Sue O’Connor, to approve the Out-of-Endorsed teaching assignments as presented (including Carrie Badger for physical education – see attached.) The decision was unanimous.

**OTHER BUSINESS:** NONE

**PRINCIPALS REPORT:** Theresa Libby and Stephanie Leitz reported on the Smarter Balance Test results. They emphasized staff efforts to increase a couple of scores that were lower than expected and how we might improve them. Overall, we were pleased to see our scores near the State averages, but recognized that we would like to see all scores improve. Theresa Libby also shared the results from a survey that was taken by K-8 students, staff, and parents at the end of the 2015-16 school year. She was happy with the results and comments that were received.

**SUPERINTENDENTS REPORT:** Mr. Garrett reported on the following: the budget status for each fund; the Modular Classroom Buildings; the water sample test results (all ten results showing minimal lead content); the need for a new network storage server; the Emergency Response Drill that will be held on August 26<sup>th</sup>; the Basic Education Compliance Reporting (we are in compliance with all requirements); and the possible replacement of the K-8 phone system.

**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 \$96,900.45 (checks 149890 - 149963); Payroll \$288,865.56 (checks 149845 - 149880); the Capital Projects Fund Accounts Payable \$92,225.20 (checks 149884 - 149889); the Trust Fund Accounts Payable \$1,000.00 (check 149883); the Comptax Accounts Payable \$458.03 (check 149964); and the ASB Fund Accounts Payable \$1,807.40 (checks 149881 - 149882). The decision was unanimous.

**EXECUTIVE SESSION:** At 8:00pm the Board went into executive session to discuss negotiations. The Board returned to open session at 8:10pm.

**2016-2019 COLLECTIVE BARGAINING AGREEMENT BETWEEN WAHIAKUM SCHOOL DISTRICT AND WAHIAKUM EDUCATION SUPPORT PERSONNEL ASSOCIATION:** Paula Culbertson moved, seconded by Sue O’Connor, to approve the 2016-2019 Collective Bargaining Agreement between the school district and the Wahkiakum Education Support Personnel Association. The decision passed 4-0-1 with Dan Wilson abstaining.

**2016-2017 SALARY SCHEDULE FOR OUR NON-REPRESENTED CLASSIFIED STAFF MEMBERS:** Sue O’Connor moved, seconded by Robin Westphall, to approve the 2016-17 salary schedule for our non-represented classified staff members (see attached.) The decision was unanimous.

**ADJOURNMENT:** There being no further business, the meeting was adjourned by Shawn Merz at 8:12pm.

**APPROVED:**  
BOARD PRESIDENT

**BY:**  
BOARD SECRETARY