

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

October 18, 2016

**CALL TO ORDER:** Shawn Merz called the meeting to order at 5:31p.m. Other members in attendance were Dan Wilson, Paula Culbertson and Robin Westphall. Theresa Libby, K-8 principal, and Bob Garrett, superintendent, were also in attendance.

**ATTENDANCE:** Shelby Garrett and Kyle Hurley, staff members; and Diana Zimmerman, with the Eagle, were also present.

**APPROVAL OF AGENDA:** Paula Culbertson moved, seconded by Robin Westphall, 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 Robin Westphall, to approve the consent agenda items as presented: minutes of the September 20, 2016, meeting (see attached).

**REPORT FROM KYLE HURLEY – CAREER TECHNICAL EDUCATION (CTE):** Kyle Hurley updated the Board Members on his latest advisory board meeting. Fifteen various community members met to discuss a variety of options, including whether a portion of the District’s forest land should be logged. The advisory board thought that it would be beneficial to log ten acres of the forest as long as the money went towards something that would benefit the students. Mr. Hurley stated that the market seems to be very good right now. The Board asked if our farm forest has been surveyed yet, and Mr. Hurley responded that that had not yet happened. The Board was in consensus that they would like that done as soon as possible (they had actually approved that about a year ago). Paula Culbertson moved, seconded by Robin Westphall, to call for bids for the logging of ten acres of the District’s farm forest land. The decision was unanimous.

Kyle Hurley also enlightened the Board on his CTE Administrative Internship. He attends conferences a couple times a month and has been learning about the financial aspect of CTE programs. He wants to expand work-based learning at Wahkiakum High School and is looking at other courses that could be offered at the school.

**POSSIBLE APPROVAL OF BID AWARD – GREENHOUSE:** The school district received two bids for the remodeling of the greenhouse. They are as follows:

Payne Construction Inc. of Portland, OR	\$120,233.75 (no reference to taxes)
Jamesco Pro Inc. of Randle, WA	\$127,772.70 plus taxes

The grant that the school district received to help pay for this work was for \$76,000, with \$4,000 going toward the installation of two water hydration systems. The District has learned that the materials for the project will cost about \$40,000. The Board was in consensus that the bids were too high and no award would be made. The Board was in consensus for Mr. Hurley and Mr. Garrett to explore other options of having the greenhouse work completed.

## **OLD BUSINESS**

**UPDATE ON SUPERINTENDENT EVALUATION INSTRUMENT:** Paula Culbertson presented a draft of a Superintendent Evaluation Instrument (see attached) that she and Robin Westphall had been working on. The Instrument has four areas upon which to evaluate the Superintendent. It is meant to be simple and coincide with the Board goals, as well as with the superintendent job description. A special meeting will be scheduled to continue to work on this Instrument before the next November board meeting.

## **NEW BUSINESS**

**APPROVAL OF REVISED 2016-17 CERTIFICATED CONTRACT FOR AUDREY PETERSON:** Paula Culbertson moved, seconded by Robin Westphall, to approve a revised 2016-17 certificated contract for Audrey Peterson, moving from the MA+45 salary schedule column to an MA+90 salary schedule column. The decision was unanimous.

**APPROVAL OF REVISED 2016-17 CERTIFICATED CONTRACT FOR TINA MERZ:** Paula Culbertson moved, seconded by Robin Westphall, to approve a revised 2016-17 certificated contract for Tina Merz, moving from the MA salary schedule column to the MA+45 salary schedule column. The motion passed 3-0-1 with Shawn Merz abstaining.

**APPROVAL OF 2016-17 SUPPLEMENTAL CONTRACTS:** Paula Culbertson moved, seconded by Robin Westphall, to approve the 2016-17 supplemental contracts (see attached). The motion passed 3-0-1 with Shawn Merz abstaining.

**OTHER BUSINESS:** NONE

**PRINCIPAL'S REPORT:** Theresa Libby updated the Board on the activities going on at the K-8 building. There will be a harvest festival where kids will be able to make cider, travel through a maze, and make pumpkin spice granola. The PTO will also be hosting a harvest festival on Friday the 28<sup>th</sup> from 4-7 and they are running a fundraiser right now where kids sell various items and they can win prizes. The first week of November the K-8 building will have parent teacher conferences and the book fair will be going on. Fire safety day is this Friday and next week the ASB will be hosting a movie night. Theresa also mentioned that they have created clubs for middle school students to join and they are going great. It motivates the kids to keep their grades above a 70%. Mr. Garrett also mentioned the generous donation from Bank of Cascades, \$1,000 for pay-to-participate and \$1,500 for state tournament lodging.

**SUPERINTENDENTS REPORT:** Mr. Garrett reported on the following: K-12 Enrollment; allowing 6<sup>th</sup> graders to practice with 7<sup>th</sup> and 8<sup>th</sup> grade sports teams; the loan payment that is due to the county next month; and the District has received a \$10,000 Workforce Grant that will allow the district to hire a part time individual to meet with at-risk high schoolers for one hour during the school day.

**APPROVAL OF VOUCHERS AND PAYROLL:** The Board reviewed the vouchers as presented. Paula Culbertson moved, seconded by Robin Westphall, to approve the General Fund Accounts Payable \$112,910.59 (checks 150187 - 150256); Payroll \$343,339.53 (checks 150111-150173); the Capital Projects Fund Accounts Payable \$121,516.86 (check 150186); the Comptax Accounts Payable \$849.30 (check 150257); and the ASB Fund Accounts Payable \$5,839.71 (checks 150174 - 150185). The decision was unanimous.

**ADJOURNMENT:** There being no further business, the meeting was adjourned by Shawn Merz at 7:02pm.

**APPROVED:**

**BY:**

BOARD PRESIDENT

BOARD SECRETARY