

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

December 20, 2016

**CALL TO ORDER:** Paula Culbertson called the meeting to order at 5:30p.m. Other members in attendance were Robin Westphall and Dan Wilson. Bob Garrett, superintendent, was also in attendance.

**ATTENDANCE:** Shelby Garrett and Kyle Hurley, staff members; Carrie Backman and Suzie Whalen with WSU Wahkiakum County Extension; Mike Whalen, community member; and Diana Zimmerman, with the Eagle, were also present.

**APPROVAL OF AGENDA:** Robin Westphall moved, seconded by Dan Wilson, to approve the agenda as presented. The decision was unanimous.

**PUBLIC COMMENT OR SUGGESTIONS:** Suzie Whalen apologized to the Board for an email that she had sent out to a group of community members. She said that she let her emotions get the better of her and that she was only interested in supporting the Board in their endeavors, particularly that of the greenhouse project. Her apology was accepted.

**APPROVAL OF CONSENT AGENDA ITEMS:** Robin Westphall moved, seconded by Dan Wilson, to approve the consent agenda items as presented: minutes of the November 22, 2016, meeting (see attached); Second Reading of Policies 2162, 3115 and 3116; a Girls Basketball Overnight Trip to Friday Harbor, January 6-7; Six Students Attending a CADCA Conference in Washington D.C. during the first week in February through Wahkiakum Community Network; Three Students Attending a 4-H Robotics Competition in Victoria, B.C. February 19-21 through Wahkiakum County 4-H; and the first reading of Policy 3140. The decision was unanimous.

**OLD BUSINESS**

**UPDATE ON SUPERINTENDENT EVALUATION INSTRUMENT:** This item was tabled until January.

**CTE REPORT – KYLE HURLEY:** Mr. Hurley reported that he continues to attend statewide meetings for his CTE internship program and thanked Shelby Garrett for her assistance with respect to financial account codes. He mentioned that he had applied for an MRC grant for installation of a three-phase electrical transformer to enable the use of the two welders owned by the school district that are designed for aluminum welding. Paula Culbertson informed him that she was aware that that grant application was not successful, and Mr. Hurley then said that he would pursue other funding options. He also brought the Board up-to-date on the farm forest logging project and stated that he was waiting for the results of the farm forest survey work.

**DISCUSSION REGARDING GREENHOUSE:** Considerable discussion took place regarding the greenhouse. At the conclusion of the discussion, it was noted that no additional Board action needed to be taken at this time. Mr. Hurley and Mr. Garrett would move forward with ordering the needed supplies to get the shell of the greenhouse installed, with hopes of getting a local contractor to install it. Once that was completed, the remaining needed supplies would be ordered and they would then be installed using a

possible combination of contractors, the District's maintenance staff and/or volunteers from the community.

**APPROVAL OF RESOLUTION 0316-122016 – INTERFUND LOAN FROM THE GENERAL FUND TO THE CAPITAL PROJECTS FUND IN THE AMOUNT OF \$72,000:** Robin Westphall moved, seconded by Dan Wilson, to approve Resolution 0316-122016 (see attached.) The decision was unanimous.

**NEW BUSINESS**

**APPROVAL OF 2016-17 SUPPLEMENTAL CONTRACTS:** Robin Westphall moved, seconded by Dan Wilson, to approve the 2016-17 supplemental contracts (see attached) as presented. The decision was unanimous.

**APPROVAL OF NEW HIRE, RENEA FREEMAN, WORKFORCE GRANT PARA-EDUCATOR AT \$20 PER HOUR:** Robin Westphall moved, seconded by Dan Wilson, to approve the hiring of Renea Freeman at \$20 per hour for a part-time para-educator position (1.75 hours per day for the remainder of the school year) funded by a WorkSource grant. The decision was unanimous.

**ACCEPTANCE OF RETIREMENT NOTICE FROM THERESA LIBBY:** Robin Westphall moved, seconded by Dan Wilson, to reluctantly accept the retirement notice from Theresa Libby as our K-8 Principal effective June 30, 2017 (see attached). The decision was unanimous.

**OTHER BUSINESS:**

**POSSIBLE RESCHEDULING OF JANUARY SCHOOL BOARD MEETING FROM JANUARY 24 TO JANUARY 23:** The Board was in consensus to reschedule our January school board meeting to Monday, January 23.

**PRINCIPALS REPORT:** None

**SUPERINTENDENTS REPORT:** Mr. Garrett reported on the following: December's K-12 Enrollment; the budget status for each fund; and that our next three-year audit from the State is tentatively scheduled to begin on January 10, 2017. He also asked the Board for input on what they would like to see in regard to an upcoming curriculum presentation from the administrators. Several suggestions were put forward including curriculum mapping, how the curriculum flows from one grade span to the next, what supplementary materials are used particularly in English, how we might incorporate a CTE English Business class, grade-level standards and showcasing students and/or staff at future school board meetings.

**APPROVAL OF VOUCHERS AND PAYROLL:** The Board reviewed the vouchers as presented. Robin Westphall moved, seconded by Dan Wilson, to approve the General Fund Accounts Payable \$84,262.52 (checks 150513 - 150569); Payroll \$330,382.56 (checks 150444 - 150504); the Comptax Accounts Payable \$1,015.63 (check 150570); and the ASB Fund Accounts Payable \$5,148.93 (checks 150505 - 150512). The decision was unanimous.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 6:30pm.

**APPROVED:**  
BOARD PRESIDENT

**BY:**  
BOARD SECRETARY