

**SPECIAL BOARD MEETING MINUTES  
WAHKIAKUM SCHOOL DISTRICT #200  
CATHLAMET, WA 98612**

December 12, 2017

**CALL TO ORDER:** Shawn Merz called the meeting to order at 4:15pm. Other members in attendance were Dan Wilson, Paula Culbertson, Sue O'Connor and Robin Westphall. Bob Garrett, superintendent; Stephanie Leitz, HS principal; and Nikki Reese, K-8 principal; were also in attendance.

**ATTENDANCE:** Janine Oman, Carrie Badger, Mike Thomas, Cindy Fudge, Lee Tischer, Paul Johns and Joyce Wilson, staff members; Melissa Kreuder, ESD 112 representative; 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.

**NEW BUSINESS**

**OATH OF OFFICE FOR THREE RECENTLY ELECTED SCHOOL BOARD MEMBERS:** Mr. Garrett administered the oath of office to our three recently elected school board members: Shawn Merz, Robin Westphall and Sue O'Connor; and presented each with a certificate.

**REORGANIZATION OF THE BOARD:** Robin Westphall nominated Shawn Merz for chairperson, and Sue O'Connor seconded the nomination. There being no other nominations, Shawn Merz was unanimously elected as our board chair. Sue O'Connor then nominated Paula Culbertson for vice chairperson, and Dan Wilson seconded the nomination. There being no other nominations, Paula Culbertson was unanimously elected as our board vice-chair. Robin Westphall agreed to continue as our legislative representative.

**DISCUSSION REGARDING USE OF "HIGH POVERTY" LAP DOLLARS:** Nikki Reese led a discussion regarding an administrative recommendation to utilize some of our new "high poverty" LAP money by creating a position for a LAP Coordinator for the second half of the school year. The position would be filled from within our certificated staff, and once that individual was selected we would attempt to hire a certificated teacher to teach the class(es) vacated. This position would also only be for the second half of the school year and would be on a non-continuing basis. The Board was in consensus that they thought this would be a good utilization of the "high poverty" LAP dollars.

**ACCEPTANCE OF NOTICE OF RETIREMENT – W. ROBERT GARRETT, SUPERINTENDENT:** Mr. Garrett presented the Board with his notice of retirement, with his last day being June 30, 2018. Paula Culbertson moved, seconded by Sue O'Connor, to accept Mr. Garrett's notice of retirement with a last date of work being June 30, 2018. The decision was unanimous.

**WORK SESSION WITH ESD 112 REPRESENTATIVE, MELISSA KREUDER, REGARDING THE SUPERINTENDENT SEARCH PROCESS:** Paula Culbertson opened the discussion stating that she and Robin had researched some options that might be beneficial, as we begin the search for a new superintendent. Paula was aware of at least three entities that provide such services: ESD 112, Northwest Leadership Associates and McPherson and Jacobson, L.C.C. Paula then introduced Melissa

Kreuder, who gave a presentation regarding the superintendent search process as provided by ESD 112. Their process focuses on three areas: recruitment, gathering information and developing the plan, and the interview process. Melissa was unsure of the cost that ESD 112 charges but she was confident that it would be less than \$7,500. Paula stated that she would attempt to get information from the other two companies previously mentioned, and that Paula would share that information with the full Board at our regular December 19, meeting. The Board thanked Melissa for attending our meeting.

**ADJOURNMENT:** There being no further business, the meeting was adjourned by Shawn Merz at 5:09 pm.

**APPROVED:**

**BY:**

BOARD PRESIDENT

BOARD SECRETARY