



BOARD OF DIRECTORS' REGULAR MEETING
Monday, January 11, 2021
5:30 pm
Zoom Meeting

AGENDA

- 1. CALL TO ORDER/FLAG SALUTE**
- 2. SET AGENDA – ACTION**
- 3. RECOGNITION OF VISITORS**
- 4. REPORTS**
 - A. Business Manager Reports**
 - i. Enrollment Report**
 - B. Board of Director Reports**
 - C. Superintendent Report**
- 5. GENERAL DISCUSSION ITEMS**
 - A. 2020-21 School Year Update**
 - B. Calendar of Events**
 - i. 2021 Legislative Conference – Sunday, February 21st, 1-5pm (via zoom)**
- 6. CONSENT AGENDA - ACTION**
 - A. Board Minutes – December 17, 2020**
 - B. Business Reports**
 - i. Accounts Payable**
- 7. PERSONNEL - ACTION**
- 8. ADJOURN**

2020-21
STUDENT ENROLL FTE'S

	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>AVERAGE</u>	<u>BUDGET</u>	<u>DIFFERENCE</u>
KG Full-Year	125.00	125.00	126.00	124.00	123.00								124.60	132.83	
1st Grade	118.00	121.00	126.00	127.00	127.00								123.80	132.83	
2nd Grade	153.00	149.03	153.03	153.03	152.03								152.02	160.51	
3rd Grade	143.00	144.00	145.00	145.08	147.10								144.84	150.83	
4th Grade	138.00	140.00	138.00	142.00	141.00								139.80	138.83	
5th Grade	138.00	137.05	142.05	143.12	144.12								140.87	149.00	
6th Grade	146.00	147.00	151.00	153.00	153.00								150.00	159.66	
7th Grade	159.60	152.60	146.60	149.00	151.00								151.76	153.33	
8th Grade	165.00	164.00	160.50	160.50	160.50								162.10	171.82	
9th Grade	152.56	155.62	155.62	154.62	155.92								154.87	155.41	
10th Grade	177.29	176.03	173.01	174.99	175.99								175.46	174.04	
11th Grade	146.15	144.00	145.17	145.17	145.55								145.21	171.77	
12th Grade	132.43	127.91	124.63	123.63	122.68								126.26	128.87	
Total	1,894.03	1,883.24	1,886.61	1,895.14	1,898.89	0.00	0.00	0.00	0.00	0.00			1,891.58	1,979.73	-88.15
NFVA	73.53	90.03	90.39	87.61	83.37								84.99	40.00	44.99
	1,967.56	1,973.27	1,977.00	1,982.75	1,982.26	0.00	0.00	0.00	0.00	0.00			1,976.57	2,019.73	
UGRAD ESD 123	4.00	5.00	2.00	2.00	2.00								3.00	4.00	-1.00
DROP OUT WWCC	4.00	6.00	5.00	4.00	6.00								5.00	8.00	-3.00
CHS VOCATIONAL	103.20	103.05	103.05	103.35	102.75								103.08	96.47	6.61
OJH VOCATIONAL	3.75	3.75	3.90	3.90	3.90								3.84	7.35	-3.51
RUN START CBC	43.00	44.74	40.75	39.76	38.80								41.01	21.94	19.07
RUN START WSU	0.00	0.00	0.00	0.00	0.00								0.00	1.00	-1.00
ST. BILINGUAL K-6	406.00	476.00	486.00	481.00	476.00								479.75	507.00	-27.25
ST. BILINGUAL 7-12	275.00	283.00	277.00	278.00	279.00								279.25	228.00	51.25
ST. BILING EXITED	91.00	90.00	89.00	89.00	88.00								89.00	79.00	10.00
SPED AGES 3-5	18.00	17.00	17.00	18.00	20.00								18.00	20.00	-2.00
SPED k-21 Tier 1	148.00	153.00	156.00	157.00	156.00								155.50	155.00	0.50
SPED k-21 Other	135.00	130.00	123.00	122.00	124.00								124.75	132.00	-7.25
Total	301.00	300.00	296.00	297.00	300.00	0.00	0.00	0.00	0.00	0.00			298.25	307.00	-8.75

2020-21
STUDENT ENROLL FTE'S

Connell High	582.43	579.06	579.73	581.71	583.09							581.20	615.98	-34.78
Olds Jr High	324.60	316.60	307.10	309.50	311.50							313.86	325.15	-11.29
Palouse Junction	26.00	24.50	18.70	16.70	17.05							20.59	14.11	6.48
Connell Elem	460.00	468.03	472.03	484.18	485.18							473.88	491.50	-17.62
Basin City Elem.	321.00	314.05	324.05	315.05	315.07							317.84	357.66	-39.82
Mesa Elem	180.00	181.00	185.00	188.00	187.00							184.20	175.33	8.87
Total	1,894.03	1,883.24	1,886.61	1,895.14	1,898.89	0.00	0.00	0.00	0.00	0.00		1,891.58	1,979.73	-88.15

CONNELL ELEM	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>		<u>AVERAGE</u>	<u>BUDGET</u>	
KINDER	51.00	54.00	52.00	53.00	52.00							52.40	55.00	
FIRST	47.00	51.00	53.00	55.00	54.00							52.00	55.00	
SECOND	78.00	75.03	76.03	78.03	79.03							77.22	81.17	
THIRD	75.00	76.00	77.00	77.08	78.08							76.63	77.33	
FOURTH	68.00	70.00	68.00	72.00	72.00							70.00	69.33	
FIFTH	74.00	73.00	73.00	73.07	74.07							73.43	78.67	
SIXTH	67.00	69.00	73.00	76.00	76.00							72.20	75.00	
TOTAL	460.00	468.03	472.03	484.18	485.18	0.00	0.00	0.00	0.00	0.00		473.88	491.50	-17.62

BASIN CITY ELEM														
KINDER	39.00	35.00	35.00	32.00	31.00							34.40	49.50	
FIRST	45.00	45.00	49.00	48.00	49.00							47.20	49.50	
SECOND	48.00	48.00	49.00	47.00	47.00							47.80	52.17	
THIRD	48.00	48.00	48.00	47.00	48.02							47.80	54.00	
FOURTH	54.00	54.00	55.00	54.00	53.00							54.00	51.83	
FIFTH	33.00	31.05	34.05	34.05	34.05							33.24	40.83	
SIXTH	54.00	53.00	54.00	53.00	53.00							53.40	59.83	
TOTAL	321.00	314.05	324.05	315.05	315.07	0.00	0.00	0.00	0.00	0.00		317.84	357.66	-39.82

MESA ELEM														
KINDER	35.00	36.00	39.00	39.00	40.00							37.80	28.33	
FIRST	26.00	25.00	24.00	24.00	24.00							24.60	28.33	
SECOND	27.00	26.00	28.00	28.00	26.00							27.00	27.17	
THIRD	20.00	20.00	20.00	21.00	21.00							20.40	19.50	
FOURTH	16.00	16.00	15.00	16.00	16.00							15.80	17.67	
FIFTH	31.00	33.00	35.00	36.00	36.00							34.20	29.50	
SIXTH	25.00	25.00	24.00	24.00	24.00							24.40	24.83	
TOTAL	180.00	181.00	185.00	188.00	187.00	0.00	0.00	0.00	0.00	0.00		184.20	175.33	8.87

2020-21
STUDENT ENROLL FTE'S

OLDS JR. HIGH	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>AVERAGE</u>	<u>BUDGET</u>	
SEVENTH	159.60	152.60	146.60	149.00	151.00						151.76	153.33	
EIGHTH	165.00	164.00	160.50	160.50	160.50						162.10	171.82	
TOTAL	324.60	316.60	307.10	309.50	311.50	0.00	0.00	0.00	0.00	0.00	313.86	325.15	-11.29

CONNELL HIGH													
NINTH	151.56	154.62	153.62	152.62	153.62						153.21	155.26	
TENTH	172.29	171.03	170.01	171.99	172.99						171.66	171.74	
ELEVENTH	142.15	139.00	141.17	141.17	141.55						141.01	170.64	
TWELTH	116.43	114.41	114.93	115.93	114.93						115.33	118.34	
TOTAL	582.43	579.06	579.73	581.71	583.09	0.00	0.00	0.00	0.00	0.00	581.20	615.98	-34.78

PALOUSE JUNCTION													
EIGHTH	0.00	0.00	0.00	0.00	0.00						0.00	0.00	
NINTH	1.00	1.00	2.00	2.00	2.30						1.66	0.15	
TENTH	5.00	5.00	3.00	3.00	3.00						3.80	2.30	
ELEVENTH	4.00	5.00	4.00	4.00	4.00						4.20	1.13	
TWELTH	16.00	13.50	9.70	7.70	7.75						10.93	10.53	
TOTAL	26.00	24.50	18.70	16.70	17.05	0.00	0.00	0.00	0.00	0.00	20.59	14.11	6.48

NFVA													
KINDER	6.00	9.00	8.68	8.00	8.00						7.94	4.00	
FIRST	12.55	12.55	11.55	11.55	10.50						11.74	4.00	
SECOND	5.57	9.57	8.57	8.57	8.57						8.17	4.00	
THIRD	10.83	10.83	10.51	9.83	9.14						10.23	4.00	
FOURTH	4.08	4.08	4.08	4.08	3.08						3.88	4.00	
FIFTH	10.50	10.50	9.50	9.08	8.58						9.63	4.00	
SIXTH	9.00	7.00	3.00	3.00	3.00						5.00	4.00	
SEVENTH	1.00	5.00	6.00	5.00	5.00						4.40	2.00	
EIGHTH	2.00	3.00	4.00	4.00	3.00						3.20	2.00	
NINTH	5.00	6.00	7.00	7.00	7.00						6.40	2.00	
TENTH	3.00	4.00	7.00	7.00	7.00						5.60	2.00	
ELEVENTH	4.00	4.50	5.50	5.50	5.50						5.00	2.00	
TWELTH	0.00	4.00	5.00	5.00	5.00						3.80	2.00	
TOTAL	73.53	90.03	90.39	87.61	83.37						84.99	40.00	44.99

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
NO SCHOOL - Christmas Break						
3	4	5	6	7	8	9
				4pm - ESD Virtual Annual		
10	11	12	13	14	15	16
	5:30pm - Board Meeting					
17	18	19	20	21	22	23
	NO SCHOOL-MLK Day				Early Release-Grade	
24	25	26	27	28	29	30
	NO SCHOOL-Staff Inservice 5:30pm - Board Meeting	CHS 2nd Semester Starts	ME Class Pictures			
31	1	2	3	4	5	6

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8 5:30pm - Board Meeting	9	10	11	12	13
14	15 NO SCHOOL-Presidents'	16	17	18 CE-Spring Picture	19	20
21	22 5:30pm - Board Meeting	23	24	25	26	27
28	1	2	3	4	5	6

MINUTES
NORTH FRANKLIN SCHOOL DISTRICT
BOARD OF DIRECTORS

December 17, 2020

5:30 pm

Zoom Meeting

1. CALL TO ORDER/FLAG SALUTE

The meeting was called to order by Chair Utecht at 5:30 pm with Mrs. Walker, Mr. Fox, Mrs. Booker, Mrs. Hailey, Ms. Chamberlain, Ms. Mendoza and Mr. Jacobs present via zoom.

2. ANNUAL BOARD ORGANIZATION

Chair Utecht turned the meeting over to Mr. Jacobs for the Annual Board Election of Chair and Vice-Chair.

Mr. Fox moved, Mrs. Hailey seconded, to nominate Terry Utecht as Board Chair. Motion passed by roll call vote.

Mr. Fox moved, Mrs. Hailey seconded, to nominate Patti Walker as Vice Chair. Motion passed by roll call vote.

3. SET AGENDA – ACTION

Mrs. Hailey moved, Mrs. Booker seconded, to approve the agenda as presented. Motion passed.

4. RECOGNITION OF VISITORS

Chair Utecht welcomed those in attendance.

5. REPORTS

A. Business Manager Reports

Mrs. Sital reviewed the budget status report for November 2020 and enrollment report for December 2020.

B. Board of Director Reports

Mrs. Booker commended all NFSD staff for their hard work and efforts with this challenging school year. Mrs. Walker shared that she enjoyed the Christmas music at the elementary schools and commended staff for being creative and celebrating the best way they could given the circumstances.

C. Superintendent Report

Mr. Jacobs reported that Governor Inslee's recent press conference regarding reopening schools indicated that his intention is to not push anyone backwards and schools that are currently open will remain open if they continue to follow the guidelines required. Mr. Jacobs also reported the WIAA currently has a February 1st start date, but will be reviewing case levels and will provide updates in early January. Mr. Jacobs provided an overview of the Governor's budget, stating that it provides no solution for transportation funding and the deficit from the 2019-20 school year to the 2020-21 school year. He also shared that there is no hold harmless/fiscal support for the decline in enrollment. Local representatives have been contacted and asked to push for a delay in the new sex education bill to allow for more time to meet with constituents in person. Mr. Jacobs reported that CHS has reduced its F rate from 40% to 2% and they have a 98% graduation rate, which is exceptional for WA.

6. GENERAL DISCUSSION ITEMS

A. 2020-21 School Year Update

Mr. Jacobs had no additional items to discuss regarding the 2020-21 School Year Reopening Update.

B. Calendar of Events

The ESD 123 Annual Board Workshop will be virtual via a zoom meeting on Thursday, January 7th at 4:00 pm.

7. CONSENT AGENDA – ACTION

Accounts Payable.....	126712 through 126712	\$6,885.00
Accounts Payable.....	126713 through 126801	\$371,195.85
ACH Accounts Payable	202100057 through 202100083	\$ 3,087.45
ACH Accounts Payable	202100084 through 202100084	\$ 163.32
ACH Accounts Payable	202100085 through 202100113	\$4,843.08
Wire Transfer	202000037 through 202000041	\$43,258.18
Payroll	126802 through 126828/900045941 through 900046276.....	\$2,086,165.53

Mr. Fox moved, Mrs. Walker seconded, to approve the minutes of the November 23, 2020 Regular School Board Meeting, Payroll and Accounts Payable as presented. Motion passed.

8. PERSONNEL – ACTION

A. Recommendations to Hire

1. Colby Flatau, Para Educator (Special Education), District
2. Karla Rodriguez, Para Educator, CHS
3. Abadeen Peters, Bus Driver, Transportation

B. Resignations

1. Griselda Abarca, Para Educator, CHS

C. Leave of Absence

1. Morgan White, Para Educator, BCE – leave of absence requested January 4, 2021 – April 16, 2021

Mrs. Hailey moved, Mrs. Booker seconded, to approve Personnel Action Items as presented. Motion passed.

D. ADJOURN

The meeting adjourned at 6:22 pm.

Terry Utecht, Chair

Jim Jacobs, Superintendent

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of January 11, 2021, the board, by a _____ vote, approves payments, totaling \$1,212.19. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP ACH Settlement:
ACH Numbers 202100114 through 202100116, totaling \$1,212.19

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount		
202100114	DEPARTMENT OF REVENUE	01/12/2021	CTAX11 20210105AAA	Comp Tax owed for Cash Account 11 through 12/31/2020	0	137.55	290.59		
10 L 630 0000 00 0000 0000 0000 0000			General Fund/Due To Other	Govt Units		137.55			
			CTAXWIRE 20210105AAA	Comp Tax owed for Cash Account WIRE through 12/31/2020	0	153.04			
10 L 630 0000 00 0000 0000 0000 0000			General Fund/Due To Other	Govt Units		153.04			
202100115	DEPARTMENT OF REVENUE	01/12/2021	CTAX11 20210105AAB	Comp Tax owed for Cash Account 11 through 12/31/2020	0	716.60	716.60		
20 L 630 0000 00 0000 0000 0000 0000			Capital Projects			716.60			
202100116	DEPARTMENT OF REVENUE	01/12/2021	CTAX11 20210105AAC	Comp Tax owed for Cash Account 11 through 12/31/2020	0	205.00	205.00		
40 L 630 0000 00 0000 0000 0000 0000			Associated Student Body Fund			205.00			
						3	ACH	Check(s) For a Total of	1,212.19

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	3	ACH	Checks For a Total of	1,212.19
	0	Computer	Checks For a Total of	0.00
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	1,212.19
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,212.19

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	290.59	0.00	0.00	290.59
20	Capital Projects	716.60	0.00	0.00	716.60
40	Associated Student Body Fund	205.00	0.00	0.00	205.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of January 11, 2021, the board, by a _____ vote, approves payments, totaling \$454.37. The payments are further identified in this document.

Total by Payment Type for Cash Account, BANK OF AMERICA BANK WIRE-TAX:
Wire Transfer Payments 202000047 through 202000048, totaling \$454.37

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202000047	MESA ELEMENTARY SCHOOL - IMPRE	01/12/2021	REPLENISHMENT	MONTHLY REPLENISHMENT FOR CHECK/S #1021 - 1022	0	311.23	311.23
40 E 530 1000 00 0000 1120 0000 0000 0	Associated Student Body Fund/EXPENDITURES/General Stude					311.23	
202000048	CONNELL HIGH SCHOOL	01/12/2021	REPLENISHMENT	MONTHLY REPLENISHMENT FOR CHECKS #8908 - 8910	0	143.14	143.14
40 E 530 1000 00 0000 4260 0000 0000 0	Associated Student Body Fund/EXPENDITURES/General Stude					36.35	
40 E 530 4055 00 0000 4260 0000 0000 0	Associated Student Body Fund/EXPENDITURES/ASB FFA					64.79	
40 E 530 4075 00 0000 4260 0000 0000 0	Associated Student Body Fund/EXPENDITURES/ASB NATIONAL					42.00	
2 Wire Transfer Check(s) For a Total of						454.37	

	0	Manual	Checks For a Total of	0.00
	2	Wire Transfer	Checks For a Total of	454.37
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	2	Manual, Wire Tran,	ACH & Computer Checks	454.37
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	454.37

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	0.00	0.00	454.37	454.37

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of January 11, 2021, the board, by a _____ vote, approves payments, totaling \$3,423.23. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:
Warrant Numbers 126829 through 126832, totaling \$3,423.23

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
126829	BAXTER, TAMARA MAE	01/12/2021	COSTCO - PRIZES	ASB PRIZES FROM COSTCO	0	53.46	53.46
40 E 530 1000 00 0000 3980 0000 0000 0			Associated Student Body Fund/EXPENDITURES/General Stude			53.46	
126830	GLOSSEN, ERIN CHRISTINE	01/12/2021	ASB SUPPLIES	HEADPHONES AND CULTURE SUPPLIES	0	72.77	72.77
40 E 530 1000 00 0000 3980 0000 0000 0			Associated Student Body Fund/EXPENDITURES/General Stude			72.77	
126831	TURF TANK - ATLETICO INC	01/12/2021	1408	January Turf Tank Subscription Fee	8262000013	2,500.00	2,500.00
40 E 530 2000 00 0000 4260 0000 0000 0			Associated Student Body Fund/EXPENDITURES/Athletics			2,705.00	
40 L 630 0000 00 0000 0000 0000 0000			Associated Student Body Fund			-205.00	
126832	WA STATE FFA ASSN	01/12/2021	2021-022	FFA membership dues per H. Shattuck	8262000009	797.00	797.00
40 E 530 4055 00 0000 4260 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ASB FFA			797.00	
			4 Computer	Check(s) For a Total of			3,423.23

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	3,423.23
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	3,423.23
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,423.23

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	-205.00	0.00	3,628.23	3,423.23

PERSONNEL ACTION ITEMS
January 11, 2021

A. Recommendations to Hire

1. Maria Holst, 6th Grade Teacher, CE (Temporary)
2. Mindee Chase, 1st Grade Teacher, CE (Temporary)
3. Cristal Contreras, Custodian, District
4. Jason Chase, After-school Intervention Teacher (Special Education), CE
5. Shaelyn Urlacher, After-school Intervention Teacher (Special Education), CE
6. Ariel Deleon, After-school Intervention Teacher (Special Education), CE
7. Maren Boucher, After-school Intervention Teacher, BCE
8. Jaime Monty, After-school Intervention Teacher, BCE
9. Anne Rudeen, After-school Intervention Teacher, BCE

B. Supplemental Contracts

1. Carrie Hatch, 11 Additional Days, Special Education Director