



**BOARD OF DIRECTORS' REGULAR MEETING**  
**Monday, February 8, 2021**  
**5:30 pm**  
**Zoom Meeting**

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**AGENDA**

- 1. CALL TO ORDER/FLAG SALUTE**
- 2. SET AGENDA – ACTION**
- 3. RECOGNITION OF VISITORS**
- 4. REPORTS**
  - A. Elementary School Reports**
  - B. Business Manager Reports**
  - C. Board of Director Reports**
  - D. Superintendent Report**
- 5. GENERAL DISCUSSION ITEMS**
  - A. 2020-21 School Year Update**
  - B. Bid Tabulation – Mesa Elementary Underground Pipe Replacement - ACTION**
  - C. Calendar of Events**
- 6. CONSENT AGENDA - ACTION**
  - A. Board Minutes – January 25, 2021**
  - B. Business Reports**
    - i. Accounts Payable**
- 7. PERSONNEL - ACTION**
- 8. ADJOURN**

**REQUEST FOR PROPOSAL  
BID TABULATION**

PHONE BID

ELECTRONIC BID

WRITTEN BID

PROJECT SCOPE/DESCRIPTION: North Franklin School District- 2020-21 Mesa Elementary Underground Pipe Replacement-GRANT

Members present: Kelly D. Gregg      Jim Jacobs      Terri White

BID DATE: Feb. 4<sup>th</sup> 2021 TIME: 3:00 pm

<b>BIDDER</b>	<b>BASE BID</b>	<b>ALTERNATE #1</b>	<b>ALTERNATE #2</b>	<b>ALTERNATE #3</b>	<b>5% BID BOND</b>	<b>TOTAL</b>
#1 Columbia River Plumbing	\$65,400.00					\$65,400.00
#2 Cutting Edge Plumbing	\$42,500.00					<b>\$42,500.00</b> <b>Low bid-awarded</b>
#3 Mr. Rooter Plumbing	\$118,302.88					\$118,302.88
#4						
#5						
#7						
#8						
#9						

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8 CHS Fall Sports Start 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

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	1	2	3	4	5	6
7	8 5:30pm - Board Meeting	9	10	11	12	13
14	15	16	17	18	19	20
21	22 5:30pm - Board Meeting	23	24	25	26	27
28	29	30	31 Early Release-Student	1	2	3

**MINUTES**  
**NORTH FRANKLIN SCHOOL DISTRICT**  
**BOARD OF DIRECTORS**

January 25, 2021

5:30 pm

Zoom Meeting

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**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 and Mr. Jacobs present via zoom. Mrs. Hailey, Ms. Chamberlain and Ms. Mendoza joined the meeting after it started.

**2. SET AGENDA – ACTION**

Mr. Fox moved, Mrs. Walker seconded, to approve the agenda as presented. Motion passed.

**3. RECOGNITION OF VISITORS**

Chair Utecht welcomed those in attendance.

**4. REPORTS**

**A. Federal Programs Report**

Mrs. Cox provided an overview of Federal Programs including budgets and staffing for Title I:Part A, Title I, C:Migrant, LAP, TBIP and Title III. She also reported on additional services being funded for the 2020-21 school year including after-school interventions at the elementary schools, OJH, CHS and PJHS. Discussion ensued.

**B. Business Manager Reports**

Mrs. Sital reviewed the Budget Status Report for December 2020.

**C. Board of Director Reports**

Ms. Chamberlain and Ms. Mendoza shared results of an Instagram survey they conducted regarding first semester. Discussion ensued.

**D. Superintendent Report**

Mr. Jacobs reported on the following:

- Of the three seniors currently attending the North Franklin Virtual Academy, only one wants to be part of the CHS graduation.
- The Director of Transportation position has been posted and there are currently 10 completed applications for the position. Screening and interviews will take place in the next week.
- It's the start of a new semester and the staff inservice day was spent preparing for second semester, reviewing first semester and looking at individual student achievement data.
- Updates from the department of health regarding COVID vaccinations continues to be provided to staff, and currently the district's role is to simply provide the information, we are not offering vaccinations at this time.
- Following up on the survey that student representatives did a few weeks ago, Mr. Jacobs and Ms. Koch shared that counselors are following up on the individual information provided and will make contact and with individuals on the needs identified.
- Tri-Tech will be opening on February 2<sup>nd</sup> for one day per week.

- State CARES/ESSER II funds will be provided for loss of enrollment, transportation funding loss, mental/health wellness, HVAC/ventilation, increase of health room aides and learning loss across the district.
- Fall sports start on February 8<sup>th</sup> and currently cross country and girls soccer are the only two sports allowed based on the department of health guidelines. Summer open coaching is allowed for other sports. He also shared that the SCAC voted to go outside the WIAA and they will play league games.

**5. GENERAL DISCUSSION ITEMS**

A. 2020-21 School Year Update

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

B. MOU between North Franklin School District and Kahlotus School District

Mr. Jacobs reviewed the Memorandum of Understanding between North Franklin School District and Kahlotus School District regarding combining grades 7-12 sports. Discussion ensued.

Mrs. Walker moved, Mr. Fox seconded, to approve the MOU between North Franklin School District and Kahlotus School District as presented. Motion passed.

C. Resolution No. 508 – Building Commissioning Report – North Franklin Regional Transportation Cooperative

Mr. Jacobs reviewed Resolution No. 508 – Building Commission Report – North Franklin Regional Transportation Cooperative.

Mrs. Hailey moved, Mrs. Walker seconded, to approve Resolution No. 508 – Building Commissioning Report – North Franklin Regional Transportation Cooperative as presented. Motion passed.

D. Calendar of Events

**6. CONSENT AGENDA – ACTION**

ACH Accounts Payable .....	202100117 through 202100131 .....	\$1,506.14
Accounts Payable .....	126833 through 126919 .....	\$310,724.11
Wire Transfer .....	202000049 through 20200050 .....	\$24,070.30
Payroll .....	126921-126947 / 900016277-900046615 .....	\$2,015,708.58

Mrs. Booker moved, Mrs. Hailey seconded, to approve the minutes of the January 11, 2021, Regular School Board Meeting, Payroll and Accounts Payable as presented. Motion passed.

**7. PERSONNEL – ACTION**

A. Recommendations to Hire

1. Tomasa Ruiz, Para Educator, CHS

B. Supplemental Contracts

1. James Freitag, 11 Additional Days, CHS Assistant Principal
2. Bill Walker, 11 Additional Days, CHS Principal
3. Pat Nunan, 11 Additional Days, Curriculum/Assessment Director

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

**C. ADJOURN**

The meeting adjourned at 7:04 pm.

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Terry Utecht, Chair

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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 February 8, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$147.31. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP ACH Settlement:  
ACH Numbers 202100132 through 202100132, totaling \$147.31

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
202100132	DEPARTMENT OF REVENUE	02/09/2021	CTAX11 20210203AAA	Comp Tax owed for Cash Account 11 through 01/31/2021	0	130.24	147.31
10 L 630 0000 00 0000 0000 0000 0000			General Fund/Due To Other	Govt Units		130.24	
			CTAXWIRE 20210203AAA	Comp Tax owed for Cash Account WIRE through 01/31/2021	0	17.07	
10 L 630 0000 00 0000 0000 0000 0000			General Fund/Due To Other	Govt Units		17.07	
			1	ACH	Check(s) For a Total of		147.31



	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	147.31
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran,	ACH & Computer Checks	147.31
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	147.31

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	147.31	0.00	0.00	147.31

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 February 8, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$41,947.83. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:  
Warrant Numbers 126948 through 126948, totaling \$41,947.83

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
126948	DELL MARKETING	02/09/2021	10448230994	Chromebooks for Rural	2202000009	41,947.83	41,947.83
10 E 530 5201 32 9734 0000 0000 0000 0	General Fund/EXDENDITURES/GRANT					41,947.83	
			1	Computer	Check(s) For a Total of		41,947.83

	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
	1	Computer	Checks For a Total of	41,947.83
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	41,947.83
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	41,947.83

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	41,947.83	41,947.83

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 February 8, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,322.77. The payments are further identified in this document.

Total by Payment Type for Cash Account, BANK OF AMERICA BANK WIRE-TAX:  
Wire Transfer Payments 202000064 through 202000066, totaling \$1,322.77

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	
202000064	CONNELL ELEMENTARY SCHOOL	02/09/2021	REPLENISHMENT	MONTHLY REPLENISHMENT FOR CHECK/S 5118	0	42.84	42.84	
	40 E 530 1000 00 0000 1110 0000 0000 0		Associated Student Body Fund/EXPENDITURES/General Stude			42.84		
202000065	CONNELL HIGH SCHOOL	02/09/2021	REPLENISHMENT	MONTHLY REPLENISHMENT FOR CHECKS #8911 - 8917	0	1,252.93	1,252.93	
	40 E 530 1000 00 0000 4260 0000 0000 0		Associated Student Body Fund/EXPENDITURES/General Stude			221.86		
	40 E 530 4055 00 0000 4260 0000 0000 0		Associated Student Body Fund/EXPENDITURES/ASB FFA			51.40		
	40 E 530 2005 00 0000 4260 0000 0000 0		Associated Student Body Fund/EXPENDITURES/FOOTBALL			270.57		
	40 E 530 6010 00 0000 4260 0000 0000 0		Associated Student Body Fund/EXPENDITURES/SAUL HAAS SCH			709.10		
202000066	ROBERT L OLDS JR HIGH	02/09/2021	REPLENISHMENT	MONTHLY REPLENISHMENT FOR CHECK/S #6213	0	27.00	27.00	
	40 E 530 1000 00 0000 3980 0000 0000 0		Associated Student Body Fund/EXPENDITURES/General Stude			27.00		
						3	Wire Transfer Check(s) For a Total of	1,322.77

	0	Manual	Checks For a Total of	0.00
	3	Wire Transfer	Checks For a Total of	1,322.77
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	3	Manual, Wire Tran,	ACH & Computer Checks	1,322.77
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,322.77

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	0.00	0.00	1,322.77	1,322.77

**PERSONNEL ACTION ITEMS**  
**February 8, 2021**

A. Recommendations to Hire

1. Brian Conklin, Director of Transportation, District

B. Resignations

1. Emily Woolever, Para Educator, OJH