

**MINUTES**  
**KELSO SCHOOL DISTRICT**  
**MEETING OF THE BOARD OF DIRECTORS**  
**7/13/23**

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The regular meeting of the Board of Directors of Kelso School District No. 458 was called to order at 5:00 p.m. at the Kelso High School Library as well as on a Zoom online/phone platform.

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**Board Members:** Leah Moore (Absent)  
Karen Grafton (In-Person)  
Jeane Conrad - President (In-Person)  
Mike Haas - Vice President (In-Person)  
Ron Huntington (In-Person)

**Cabinet Members:** Scott Westlund – Chief Financial Officer  
Holly Budge – Director of Human Resources  
Gunnar Guttormsen– Director of Student Services  
Heather Ogden – Director of Special Programs  
Kim Yore – Director of Teaching & Learning

**Superintendent:** Mary Beth Tack (In Person)

**Asst. Secretary:** Molly Guler (In Person)

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**OTHERS PRESENT** – This meeting was held remotely as well as in person. Not all of the names of people in attendance were available online, or partial names were listed. The names of people in attendance are listed as they were shown and included: Andy Twyman, Phil Iverson, Julie Owens, and Craig Collins

**COMMUNICATIONS, CORRESPONDENCE & INTRODUCTIONS -**

**COMMENTS & QUESTIONS –**

No comments were submitted before the meeting. No comments were made on Zoom. There were no comments in person.

**APPROVAL OF AGENDA - Motion Passed**

**Motion to Approve By: Director Haas**

**Seconded By: Director Grafton**

**Action: Motion passes unanimously**

**APPROVAL OF CONSENT AGENDA - Motion Passed**

**Minutes of June 5, 2023, Board Meeting**

**Certificated Employment Recommendations**

**Classified Employment Recommendations**

**Contracts**

**Warrants**

**Requests to Surplus Items**

**Request for Sunday Activity**

**Donation Request**

**Motion to Approve By: Director Huntington**

**Seconded By: Director Haas**

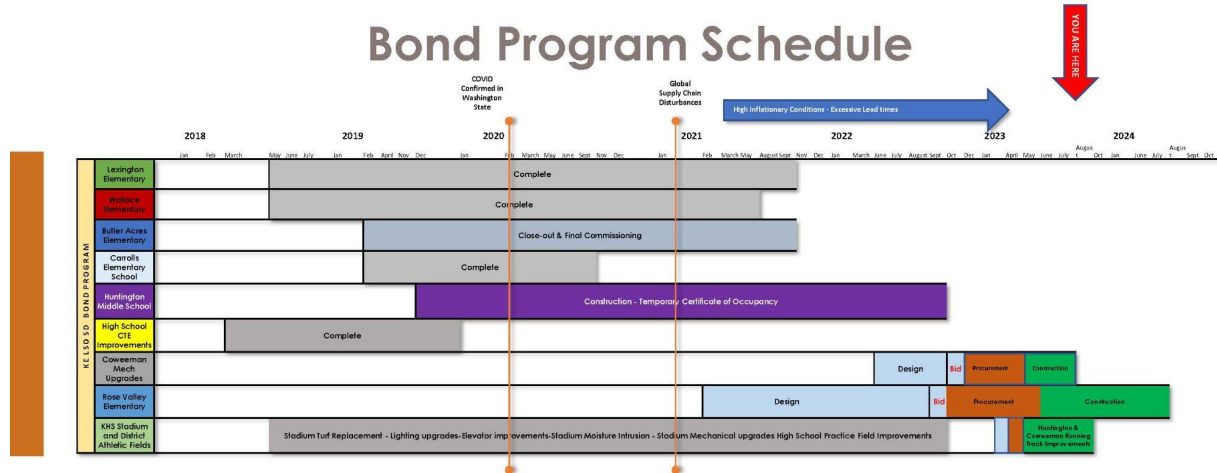
**Action: Motion passes unanimously**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**HEARD CONSTRUCTION UPDATE - PHIL IVERSON, ANDY TWYMAN, AND CRAIG COLLINS**

# Bond Program Schedule



Covered play area removed from Gym.  
Ready to form footings for classroom addition.

Siding removed from Gym in preparation for new siding.

Entry canopy removed



## Rose Valley Elementary School

### Most Materials have been procured at this point

- Pending lead paint abatement, siding removal will continue
- New siding will be installed with new windows
- New septic system installation progressing
- Excavation and footings for the Administration addition will begin after siding abatement.
- **Substantial Completion Scheduled for June 2024**



## Coweeman Middle School Mechanical Improvements

- **Underway**
- Construction in progress
- New boiler & hot-water heaters set Piping install in progress
- Roof top mechanical units install planned of late July early August
- Substantial Completion Scheduled for August 2023



## Huntington Middle School Coweeman Middle School All Weather Running tracks

Construction in Progress-  
Coweeman irrigation install underway  
Coweeman track paving complete  
Huntington Staging and excavation in progress  
Anticipated substantial Completion August 2023



## HEARD UPDATE TO PROCEDURE 2121P SUBSTANCE ABUSE PROGRAM - GUNNAR GUTTORMSEN

Language reflects updated practices of the district.

**HEARD UPDATE TO PROCEDURE 2153P NON-CURRICULUM-RELATED STUDENT GROUPS - GUNNAR GUTTORMSEN**

New procedure for KSD. To be used in tandem with policy 2153.

**HEARD UPDATE TO PROCEDURE 4215P USE OF TOBACCO, NICOTINE PRODUCTS, & DELIVERY DEVICES - GUNNAR GUTTORMSEN**

Language reflects updated practices of the district.

**APPROVAL OF 2023-2024 STUDENT RIGHTS & RESPONSIBILITIES HANDBOOK - GUNNAR GUTTORMSEN**

Updates include links to policies, procedures, RCWs, WACs, and other information to create ease for families as well as formatting.

Cleaned up items as needed.

**Motion to Approve By: Director Haas**

**Seconded By: Director Grafton**

**Action: Motion passes unanimously**

**HEARD AN UPDATE TO THE STUDENT ATHLETIC/ACTIVITY HANDBOOK - MARY BETH TACK**

**The overall handbook update allowed for alignment in changes with WIAA and KSD Board Policies.**

- Significant updates and alignment to Section III - Athletic Code of Conduct. (Pgs-14-20)
  - Page 15, now addresses vaping as part of tobacco violation.
  - Page 18, the addition of social media expectations.
  - Page 19, the word *competition* has been defined.
  - Page 20, a percentage matrix has been developed to calculate what percentage of competition a student-athlete will miss for a code of conduct violation.



- Page 6, change to our academic probation procedure. All athletes will be grade checked every 3 weeks, rather than just at mid-term/end of grading period, to determine athletic eligibility. If an athlete is below a 1.7 GPA or failing more than one class, the athlete will be placed on academic probation. They can still practice and compete, but they will be placed on a plan for additional academic support to improve their grades.
- Page 6, athletic suspension, which follows a 3 week probation, occurs when a student athlete does not raise their grade(s) to eligible status by the end of the 3 week probation. Students on academic suspension for grades will be on a week by week status. Athletes will be out a minimum of one week (still practice, no competition).
- The KSD coaches association and our new AD, Bob Kickner, will use the 2023-2024 school year to develop a model for more coordinated academic support for student-athletes on academic probation/suspension. In the 2024-2025 school year, the academic standards for GPA will be raised to a 2.0 and passing 4 out 5 (5 out 6 for middle school) classes.
- Bob Freund and Joe Kinch will work with Bob Kickner to get the changes in academic monitoring out to all coaches, teams, athletes and parents.
- Bob Freund and Joe Kinch will work with Bob Kickner and Sheri Walker to inform staff about the increased academic monitoring that will be piloted this school year. Staff will be signing off on all in-season athletes who are identified as below KHS academic standards every three weeks.
- Bob Freund and Joe Kinch will work with Bob Kickner and KHS admin (along with teachers / coaches / instructional coaches) will start exploring options for academic support for athletes on academic probation/suspension. This will be the school year to explore and potentially pilot academic support concepts and models.
- Lacey DeWeert will be monitoring and tracking the high school 3 week athletic grade checks to see what the impact is in regards to more frequent monitoring. The hope is we can identify and wrap around kids early who are struggling, rather than watching them try to dig out of deep holes at mid-term or trimester.
- In 2024-2025, the expectation of a 2.0 GPA and passing 4 out of 5 class (5 out 6 for middle school) will go into effect. This messaging, starting at the beginning of the 3rd trimester, will be really important so that student-athletes, coaches, families and teachers are all aware of the impending change of eligibility for the fall of 2024 athletes.
- Bob Freund, Joe Kinch, Bob Kickner, Chris Wiseman, Bianca Mueller, Gunnar Guttormsen and Lacey DeWeert will review the handbook in the spring of 2024 and make necessary updates.

## HEARD UPDATE TO TRANSITION TO KINDERGARTEN (TK) - JULIE OWENS

# Transitional KINDERGARTEN

Moving Forward	<b>Transition to Kindergarten</b>  TK
<b>Early Literacy</b>  <b>55%</b>  at or above grade level  End of Kindergarten	<b>Math - Number Sense</b>  <b>85%</b>  at or above grade level  Spring Checkpoint WA Early Learning Standards
<b>Pyramid Model</b>  <ul style="list-style-type: none"> <li>● Kathy Kegler -Program Coach &amp; New Teacher Support</li> <li>● Carmen McClain - Practitioner Coach - Pyramid Classroom</li> <li>● Professional Development - ESD Partners</li> <li>● NAEYC - 2 Teachers &amp; Coach</li> <li>● National Training Institute Conference</li> <li>● Grant \$150,000</li> </ul>	<b>Moving Forward</b>  <ul style="list-style-type: none"> <li>● Start October 18, 2023</li> <li>● Point based system for placement</li> <li>● System wide screening</li> <li>● Additional Classroom</li> <li>● Community Partnerships - LCC Head Start, Longview Public Schools, DCYF, ESD, ARC, Youth and Family Link, Health Department, Family Promise, Three Rivers Christian, WSU, WeeCare Daycare, and DSHS</li> </ul>
<b>Where to Next?</b>  <ul style="list-style-type: none"> <li>● Continue to grow the program, to meet early learning needs</li> <li>● Continued Professional Development and collaboration between TTK classrooms</li> <li>● Strengthen community partnerships and outreach</li> </ul>	

# 9-12 Math Instructional Materials Adoption



April, 2021	Survey released for staff and parents
June, 2021	Materials Calibration Chose to Pilot Illustrative Mathematics District Office, 8:30am-3:30pm
August, 2021	Publisher Presentation District Office, 8:30am-3:30pm
August, 2021	Team plans lessons District Office, 8:30am-3:30pm
September, 2021 - November, 2021	Team pilots' materials
October, 2021	Pilot Team Training and Check-In District Office, 8:30am-3:30pm
November, 2021	Share results and make materials recommendation District Office, 8:30am-1:55pm
November, 2021	Chose to continue piloting Illustrative Mathematics for the rest of the year
January, 2022	Pilot Team Training and Check-In
March, 2022	Pilot Team Check-In (Decided to look at different materials)
May 11, 2022	Materials Calibration Chose to Pilot Carnegie Learning District Office, 8:30am-3:30pm
August, 2022	Teachers received professional development for Carnegie Learning
September, 2022	Carnegie Learning pilot begins
November, 2022	Pilot check in (Teachers chose to continue piloting Carnegie Learning through second trimester)
May 22, 2023	Presentation to Council on Learning
July, 2023	Public Review Open House
July 13, 2023	School Board Presentation
July 14, 2023	Order materials
August, 2023	Materials arrive in schools
August, 2023	New Teacher Materials Training



K-8 Math adoption was approved by the  
school board on May 23, 2022

## 9-12 Algebra I, Geometry, and Algebra II Carnegie Learning Material Recommendation

### How Carnegie Learning Rates on Ed Reports

Quick Glance at grade level ratings	
	<a href="#">HS →</a>
GATEWAY 1 ⓘ <b>Focus &amp; Coherence</b>	17/18
GATEWAY 2 ⓘ <b>Rigor &amp; Mathematical Practices</b>	16/16
ALIGNMENT ⓘ	Meets
GATEWAY 3 ⓘ <b>Usability</b>	27/27

# Carnegie Learning At a Glance

Carnegie Learning is a research-proven, blended learning solution that combines collaborative and individual learning for Algebra I, Geometry, and Algebra II. It is built to meet each student's unique learning needs aligned to state standards.

- Carnegie Learning helps high school students understand what they are learning in a deeper, more conceptual way with a combination of cognitive and learning science, practical instruction, and research.
- Carnegie Learning makes learning meaningful for students, engages students with real-world examples, encourages them to collaborate, and leverages personal experiences to make learning real for them.
- Carnegie Learning prepares students for the future. Independent learning opportunities help students get the specific 1-to-1 support they need, while group activities help them refine important social skills.
- Carnegie Learning provides ongoing formative assessments so students can demonstrate what they are (or are not) learning, so teachers can make adjustments to accommodate students' needs.

## Strengths and Challenges

- Rigorous
- Common Core designed
- Students are highly engaged (feedback and quality of answers)
- Mathematical language development
- Digital component is engaging for students and supports individual learning levels
- Digital component allows for pivoting to remote learning if needed
- Opportunities for all students to access complex thinking and rigor
- Assessments give useful information for instructional planning for acceleration and intervention

- Rigorous
- Extensive resources and supports will take time to learn to navigate

# Materials Purchase

Estimated Cost (includes shipping & tax)

## **Carnegie Learning Materials Order**

9-12 Carnegie Learning Algebra I, Geometry, and  
Algebra II (7 Years)

\$236,540.67

**Motion to Approve By: Director Huntington**

**Seconded By: Director Grafton**

**Action: Motion passes unanimously**

## **HEARD THE BUDGET STATUS UPDATE FOR MAY - SCOTT WESTLUND**

Overall, average annual District enrollment (including Running Start) for the 2022/23 school year was budgeted at 4868 FTE. Beginning of June total average enrollment was 4980 FTE, up 112 FTE from budget. Pending any minor adjustments that may come up, this enrollment will be the final average annual enrollment for the 2022/23 school year.

Beginning fund balance as of September 1, 2022, was \$7,104,789. This equates into an 8.62% beginning fund balance of anticipated expenditures and transfers for the 2022/23 school year.

Based upon budgeted expenditures/transfers in 2022/23, and our increased enrollment K-12, our projected ending fund balance for August 2023 will remain at or above our 8% target, and is likely headed towards a break-even or a slight surplus budget for the fiscal year. The attached monthly budget status report reflects a projected ending fund balance of \$7.152 million through May 2023. Late spring and summer spending will have an impact on the final ending balance.

The budget looks good through the first nine months of the school year.

## **HEARD LISTENING TOURS UPDATE - JEANE CONRAD**

# K listening ELSO TOURS <sup>22</sup>/<sub>23</sub>

## Summary & Themes

### Summary

By hearing first-hand from students their experiences, challenges, and celebrations, we can identify successes and barriers that will allow us to create an optimal learning culture for Kelso kids.

With a board goal of engaging with and elevating student voice, we completed our 2nd annual Listening Tours.

The Listening Tour team met with groups of 10 students at each school from diverse backgrounds (gender, home life, ethnicity, socio-economic, etc) and asked them the same four questions:

- What is working well?
- What do you wish were different?
- If there is some aspect of our culture that is unfair, what might that be?
- Is there a question we aren't asking?

Listening Tours in the 2022-23 school year were on the following dates:

Oct 14 Carrolls	Jan 13 Butler Acres	Mar 2 HMS
Oct 28 Rose Valley	Feb 3 Loowit	April 14 Barnes
Nov 4 Wallace	Feb 3 KVA	April 21 Lexington
Dec 9 CMS	Feb 17 KHS (2 groups)	

### Themes

#### Working Well

- At every school, students shared gratitude for school staff for their kindness and support
- Variety of opportunities, options, and pathways was frequently mentioned

#### Wish Were Different

- Student behaviors: bathrooms, recess, and language
- Lunches: options, ample supply for all

#### Unfair Culture

- Discipline: consistent and fair
- More in-depth acknowledgment / activity around heritage months

### Recommendation

- Combine questions 2 and 3, as they are so similar
- Incorporate one of the student-suggested questions for question four





## HEARD SUPERINTENDENT REPORT - SUPERINTENDENT TACK

- Rose Valley and Maintenance
  - All of Rose Valley staff was moved out by June 16, just 2 days after school adjourned for the year.
  - Maintenance worked hard to get the Catlin site cleaned and set up for staff to begin moving in
- Almost finished the second week of ESY
- Executive Director Westlund and the team
  - A lot of work goes into keeping our budget clean and effective.
  - moving forward into challenges in a good spot, ready to face them head-on.

**ADJOURN TO EXECUTIVE SESSION RCW 42.30.110(1)(g) @ 6:17 pm**

The Board president announced that the executive session will begin at 6:25 pm after a short break to discuss the performance of an employee with an estimated end time of 7:10 p.m. (there was no one in attendance in person or online for this announcement.)

The board president came back out at 7:00 p.m. to announce the meeting was adjourned, no action was taken during this session.

**THE MEETING ADJOURNED AT 7:00 P.M.**

X

President

**X**

Secretary