KITTITAS SCHOOL DISTRICT NO. 403
BOARD OF DIRECTORS
KITTITAS, WA 98934

Regular Board Meeting Minutes
November 18, 2020
7:00 pm Regular Board Meeting
KSD Board Room and Zoom Meeting

Mike Lowe, Chair
Brian Stickney, Vice Chair
Sharon Damm, Member
Chad Johnson, Member
Jerry Lael, Member

Mike Nollan, Superintendent
Michelle Helgeson, Recording Secretary

Call to Order

The regular board meeting was called to order at 7:00p.m., by Chairman Mike Lowe. All board members were present.

Guests

The following guests attended via Zoom: Ron Craig, Jennifer Patteson, Antonio Dominguez, Heather Burfeind, Karri Shelton, Sara Wilder, LuAnn Jensen, Deanne Varnum, Deena Pruatt, Lisa Couret, Meri Lowe, Steven Clark, Allan Lowe, Carrie Anderson, JA Johnson, Julie Carlson, Brittni Kelleher, Jillian Provaznik, Stacia Widner, Bryan Nash, Mark Crowley, Sena Burchak, Kirsten DeKoning, Ryan Hastings.

Regular Agenda

Michelle Helgeson presented the following agenda amendments to the board:

- Add resignation of Ryan Hastings as MS Boys Basketball Head Coach to Personnel Changes
- Add City of Kittitas building permit payment to Capital Project Vouchers in the amount of $7258.19, bringing the total Capital Projects expenditures to $800,518.62.

Jerry Lael moved to approve the agenda as amended. Brian Stickney seconded. The motion carried.

Personnel Changes

Mike Nollan presented the following resignations:

- Sherry Cunningham – Food Service Director
- Desiree Smith – Elementary Paraprofessional
- Ryan Hastings – MS Boys Basketball Head Coach

Brian Stickney moved to approve the resignations as presented. Sharon Damm seconded. The motion carried.

Mike Nollan presented the following new hires for approval:

- Macie Conaway & Shawn Madigan – MS ASB Co-Advisors
- Cheryl Uceny – Class of 2021 Advisor
- Teresa Francois – Honor Society Advisor
- Carrie Anderson – Food Service Director

Sharon Damm moved to approve the new hires as presented. Jerry Lael seconded. The motion carried.

Mike Nollan presented a leave of absence request from Brittni Kelleher, Kindergarten teacher. Mrs. Kelleher is requesting leave for the remainder of the 20/21 school year due to health issues and pregnancy. Brian Stickney moved to approve the leave of absence as requested. Sharon Damm seconded. The motion carried.

Consent Agenda

Jerry Lael moved to approve consent agenda as presented (minutes from October 21, 2020 regular; General Fund A/P warrants #74956-75016 in the amount of $92,800.87; ASB warrants #6857-6859 in the amount of $5,895.55; Capital Projects warrants #55-59 in the amount of $800,518.62; and Payroll warrants #74919-74947, along with direct deposits, in the amount of $564,599.85). Brian Stickney seconded the motion. The motion carried.

RPM Construction Report

Lisa Couret from Rock Project Management briefly reviewed the RPM monthly newsletter providing construction updates. Lisa introduced Steven Clark and Sara Wilder from Integrus Architect, who shared two campus schematic designs with different bus loop options and asked for the board's opinion on which design to continue with. After discussion, the board recommended Integrus to continue with the bus loop that goes between the district office and Jimmy Johnson Gym, which will allow for the pick-up/drop-off area closest to the Intermediate building.

ASB Report

Jillian Provaznik gave an update on ASB activities, informing the board that the senior class held a "Kiss a Pig" fundraiser, in which students could put money in jars associated with teachers. The winning teacher, Ms. Kulm, will have to kiss a pig at a date to be determined. Ms. Provasnik stated the ASB board prepared a Veteran's Day video as a replacement for an assembly and for Halloween; ASB participated in the City's Trunk-or-Treat event, held a virtual pumpkin carving contest, and stated the junior class had the most participation in the Halloween costume contest. Jillian informed the board that the November Teacher of the Month was Nate Phillips and Student of the Month was Yair Serrano Sanchez.

Public Comments

Chairman Lowe allowed public comment by Julie Carlson, who logged into the meeting after the public comment section was passed. Mrs. Carlson expressed her concerns with the District's website and lack of updated information. Mr. Nollan shared with the board that the District is working on transitioning to a new platform which should be easier for content uploading and end user viewing. The goal is to have the transition take place at the end of first trimester.

KES Parent Group

Michelle Helgeson shared the KES Parent Group report on behalf of Stefanie Parker who was unable to attend. Mrs. Parker shared that the Little Caesar's Pizza fundraiser had the lowest profit to date. Mrs. Parker also informed the board that the Parent Group sponsored the kindergarten field trip to the pumpkin patch, will be planning a winter spirit week the week of December 7th and will be working on future fundraisers in order to fund staff appreciation week.

Athletic Director Report

Bryan Nash briefly reviewed the Athletic Director report submitted to the board in their packet. Mr. Nash informed the board he completed the mandatory eligibility workshop, as well as the mandatory WIAA Athletic Director workshop, in August 2020. Mr. Nash shared information on the fall workouts, changes to the open

coaching window, and tentative athletic calendar. Bryan Nash informed the board that bi-weekly meetings are being held with Mike Nollan, Heather Burfeind and Michelle Helgeson regarding the district's athletic budget. Mr. Nash also explained the individual sports risk group classification as determined by WIAA.

Technology Report

Antonio Dominguez reviewed his submitted technology report with the board. Antonio updated the board on the status if the District's Chromebook supplies, Newrow issues, as well as the technology levy projects.

Elementary Principal Report

Ron Craig review the Elementary School Improvement Plan with the board. Mr. Craig shared the current building goals that were developed and explained the explained their process for achieving the goals. Mr. Craig stated he will gather additional data to provide the board to keep them updated on the status of student achievement.

Secondary Principal Report

Mr. Nollan informed the board that the KSS report was provided in their packet for review.

Enrollment

Michelle Helgeson stated the enrollment report for November was 585.68 fte, which is a slight increase from October's enrollment of 583.76 fte.

Budget Status Report

Michelle Helgeson gave the budget status report for October 2020, reporting that we are 17% into our fiscal year, have collected 19.44% of anticipated revenues, and have spent 17.43% of budgeted expenditures. The ending balance for October was $870,679.42.

Superintendent Report

Mike Nollan expressed to the board that teacher's work is different this year and he appreciates staff's positive attitude and help when needed. Mr. Nollan recommended the board schedule a time for classroom visits so they can understand the changes.

Board Governance

Mike Nollan shared the Board Governance policies on Executive Limitations, Board Superintendent Relations, Governance Process, and District Goals for board review.

Old Business

There was no old business.

New Business

There was no new business.

Executive Session

The board recessed into executive session at 9:25pm for thirty minutes to review the performance of a school employee per RCW 42.30.110(g).

The board reconvened at 10:00pm. No action was taken.

Adjournment

The meeting adjourned at 10:00pm.

_____
Mike Lowe, Chairperson

_____
Mike Nollan, Superintendent

_____
Michelle Helgeson, Recording Secretary