

**MINUTES**  
**KELSO SCHOOL DISTRICT**  
**MEETING OF THE BOARD OF DIRECTORS**  
**11/15/21**

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The regular meeting of the Board of Directors of Kelso School District No. 458 was called to order at 6:00 p.m. at Kelso School District as well as on a Zoom online/phone platform.

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

**Cabinet Members:** Scott Westlund – Chief Financial Officer (Absent)  
Holly Budge – Director of Human Resources (Zoom)  
Don Iverson – Director of Student Services (Zoom)  
Heather Ogden – Director of Special Programs (Zoom)  
Kim Yore – Director of Teaching & Learning (Zoom)

**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, or partial names were listed. The names of people in attendance are listed as they were shown and included: Gunnar Guttormsen , Mark Connolly , Sarah Dahl , Taryn Hilton, sadie, Sabrina Rosas, Phillip Iverson, brians, Keydan, Teresa Aloe, Bob Gustin, Erik Peterson, Jasmine, Krystal Paul, Shelley Milligan, Craig Collins, Marissa Heffernan (In Person)

**COMMUNICATIONS, CORRESPONDENCE & INTRODUCTIONS -**

- A. Butler Acres Elementary Student Recognition

**COMMENTS & QUESTIONS –**

**APPROVAL OF AGENDA - Motion Passed**

**Motion to Approve By: Director Grafton**  
**Seconded By: Director Huntington**

**APPROVAL OF CONSENT AGENDA - Motion Passed**

**Minutes of November 1, 2021 Board Meeting & Work Session**  
**Certificated Employment Recommendations**

**CERTIFICATED PERSONNEL**  
**November 15, 2021**

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**New Hires:**

Guler, Harrison - Roving Substitute, Coweeman Middle School  
1.0 FTE, Leave replacement  
Effective November 1, 2021

Prudnikova, Tatyana - Roving Substitute, Kelso High School  
1.0 FTE, Leave replacement  
Effective October 18, 2021

**KELSO SCHOOL DISTRICT  
SUPPLEMENTAL CONTRACTS ISSUED  
October 28, 2021 to November 10, 2021**

<b>Date Issued</b>	<b>Employee</b>	<b>Position</b>	<b>Bldg</b>
11/8/2021	Aldrich, Jessica	Coach Swimming Boys' - Asst.	KHS
11/8/2021	Clark, Lori	Coach Swimming Boy's - Head	KHS
11/8/2021	Connors, Patrick	Coach Wrestling - Asst.	KHS
11/8/2021	D'Aboy, Thomas	Coach Basketball Boy's - Asst	KHS
11/8/2021	Dieter, Jason	Head Coach - Girls' Basketball	CMS
11/8/2021	Engebo, Doug	Coach Wrestling - Asst. 6.58% of four pooled stipends	KHS
11/8/2021	Freund, Bob	Coach Wrestling - Head	KHS
11/8/2021	Fugleberg, Justin	Coach Bowling Girl's - Head	KHS
11/8/2021	Hamilton, Jennifer	Coach Basketball Girl's - Head	KHS
11/8/2021	Holter, Zac	Coach Wrestling - Asst	CMS
11/8/2021	Iddings, Ryan	Coach Wrestling - Asst. 17.93% of four pooled stipends	KHS
11/8/2021	Kinch, Joe	Coach Basketball Boy's - Head	KHS
11/8/2021	Lindeman, Tyson	Coach Wrestling - Asst. 19.91% of four pooled stipends	KHS
11/8/2021	Miller, Riley	Coach Wrestling - Asst. 15.77% of four pooled stipends	KHS
11/8/2021	Sims, Scott	Coach Basketball Boy's - Asst.	KHS
11/8/2021	Sitch, Brandon	Coach Wrestling - Asst. 19.90% of four pooled stipends	KHS
11/8/2021	Smale, Jack	Coach Basketball Girl's - Asst.	KHS
11/8/2021	Spaulding, Krista	Coach Basketball Girl's - Asst.-	KHS
11/8/2021	Wishard, Sierra	Assistant Coach - Girls' Basketball	CMS
11/2/2021	Watson, Trish	Intramural Module - Coding	Butler Acres
11/2/2021	Webb, Beth	Intramural Module - Library Leaders/Media Matters	Butler Acres Elementary
11/2/2021	Webb, Jon	Intramural Module - Flag Football, Basketball, Track	Butler Acres Elementary
11/2/2021	Barella, Olivia	Intramural Module - Fall Choir	Butler Acres Elementary
11/2/2021	Barella, Olivia	Intramural Module - Spring Choir	Butler Acres Elementary
11/2/2021	Marlow, Sarah	Intramural Module - Leadership & Empathy Club	Butler Acres Elementary
11/3/2021	Caddel, Lisa	Additional Period Contract	Huntington Middle School

<b>Date Issued</b>	<b>Employee</b>	<b>Position</b>	<b>Bldg</b>
11/3/2021	Heasley, John	Additional Period Contract	Huntington Middle School
11/2/2021	Allred, Emily	Suicide Prevention Grant Implementation Lead	Coweeman Middle School
11/2/2021	Leinweber, Rachel	Suicide Prevention Grant Implementation Lead	Coweeman Middle School
11/8/2021	Curry, Gianne	Intramural Module - Leadership Broadcast	KVA
11/8/2021	Curry, Gianne	Intramural Module - Leadership Broadcast	KVA
11/8/2021	Curry, Gianne	Advisor - National Honor Society	KVA
11/8/2021	Jabusch, Julia	Intramural Module - Early Literacy Club	KVA
11/8/2021	Beard, Deanna	Intramural Module - Virtual Animal and Pet Club	KVA
11/8/2021	Robertson, Mandi	Intramural Module - What's Your Story?	KVA
11/8/2021	Robertson, Mandi	Intramural Module - What's Your Story?	KVA
11/8/2021	Phipps, Jennifer	Intramural Module - Art with Firsties	Lexington
11/8/2021	Jorgenson, Rhonda	Intramural Module - Morning Running Club	Lexington

## Classified Employment Recommendations

### CLASSIFIED PERSONNEL November 15, 2021

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#### New Hires:

Adams, Jessica - Paraeducator, LAP, Rose Valley Elementary  
6.0 hrs/day, 190 days/year  
Effective October 19, 2021

Applebury, David - Paraeducator, LAP, Coweeman Middle School  
7.0 hrs/day, 191 days/year  
Effective November 15, 2021

Cook, Victoria - Bus Driver, Transportation  
4.25 hrs/day, 207 days/year  
Effective November 9, 2021

Davenport, Savannah - Paraeducator, Sped Resource, Lexington Elementary  
6.50 hrs/day, 190 days/year  
Effective November 10, 2021

Dutra, James - Bus Driver, Transportation  
4.0 hrs/day, 191 days/year  
Effective 11/04/2021

Gislason, Janie - Nutrition Services Helper, Barnes Elementary  
5.25 hrs/day, 190 days/year  
Effective October 25, 2021

Hayes, Alexis - Paraeducator, Sped Resource, Barnes Elementary  
6.25 hrs/day, 190 days/year  
Effective November 10, 2021

Mackin, Kari - Paraeducator, Sped SLC, Lexington Elementary  
6.50 hrs/day, 190 days/year  
Effective November 10, 2021

Masse, Amber - Paraeducator, LAP/Playground, Rose Valley Elementary  
7.0 hrs/day, 190 days/year  
Effective November 15, 2021

Richie, Paul - Supervisor, Facilities and Operations, Administration  
8.0 hrs/day, 260 days/year  
Effective November 8, 2021

Smart, Gary - Bus Driver, Transportation  
4.5 hrs/day, 191 days/year  
Effective 11/05/2021

Whitman, Robyn - Bus Driver, Transportation  
4.75 hrs/day, 191 days/year  
Effective 11/08/2021

**Resignations:**

Chaffin, Tanja - Paraeducator, Sped Resource, Kelso Virtual Academy  
6.25 hrs/day, 191 days/year  
Effective November 8, 2021

Letteer, Jamie - Paraeducator, Sped SLC, Huntington Middle School  
7.0 hrs/day, 191 days/year  
Effective November 22, 2021

McDougall, Angie - Nutrition Services Helper, Butler Acres Elementary  
2.25 hrs/day, 190 days/year  
Effective November 2, 2021

**Warrants:**

<b>November 15, 2021</b>			
<b>General Fund</b>	<b>Warrant Date</b>	<b>Amount</b>	<b>Warrant Number</b>
AP- Payroll	11/8/2021	\$3,350.89	261061
AP- Benefits	11/9/2021	\$1,545.33	261062-261064

## Contracts:

For Board Approval: November 15, 2021

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### SUMMARY OF CONTRACTS / AGREEMENTS WITH KELSO SCHOOL DISTRICT

Company/Provider	Sponsor	Description of Services	Amount
Collins Architectural Group	Scott Westlund	<b>Butler Acres Modernization Directives</b> <b>No 16R</b> Remove & replace 144sf existing asphalt & base down to create a minimum 8ft slope transition	TBD
Collins Architectural Group	Scott Westlund	<b>Butler Acres Modernization Change Orders</b> <b>CO82</b> Patch concrete floor with leveling compound in Corridor 41 at grid 3 to install finishes in Classrooms 18 & 20 <b>CO103</b> Replace carpet CPT-B with EF Contract AX904 Ditto Paper 12X48 (CPT-A) Install Parquet Pattern in highlighted corridor crossing <b>CO107</b> Provide credit for high performance system paint on gym stair handrail	\$4,181.00 Increase \$874.00 Increase (\$727.00) Decrease
Comfort Inn & Suites	Cathy Usher	Room reservations for KHS Swim Team 11/12/21-11/13/21	Cost is \$114/rm plus tax X 3 rooms
Eastern Washington University	Holly Budge	Student Affiliation Agreement to provide clinical educational experiences for Communication Disorders, Occupational Therapy and Physical Therapy to students of EWU	Non-financial
FORMA Construction	Scott Westlund	<b>Huntington Change Order Directives</b> <b>CCD-021</b> Demo existing clay masonry wall at STAFF TLT room 006 per RFI 078 Revise STAFF TLT room 006 wall framing per RFI 078 <b>CCD-022</b> Multiple Additions of fire alarm control modules as well as multiple revisions of door frames as described in directive <b>CCD-024</b> Additions of furring walls and revisions of vent routing as described on directive <b>CCD-026</b> Revisions to TOS @ POST & MECH Screen as described in directive <b>CCD-027</b> Add detail 12/S027 per attached sketch Revise structural wall elevation 16/S204 per sketch  <b>CCD-028</b> Add Environmental & Hazardous Material Report - Music Room Amendment Add 2125 SF of ACMs to be removed per 028213 - Mucis Room	As provided by Article 7.3 and 7.5 of the General Conditions As provided by Article 7.3 and 7.5 of the General Conditions As provided by Article 7.3 and 7.5 of the General Conditions As provided by Article 7.3 and 7.5 of the General Conditions As provided by Article 7.3 and 7.5 of the General Conditions As provided by Article 7.3 and 7.5 of the General Conditions As provided by Article 7.3 and 7.5 of the General Conditions
Meteor Education	Scott Westlund	FF&E Order for Carrolls	Cost is \$25,664.64
Pacific Office Automation	Scott Westlund	New copier leases for Family Resource Center & Lexington	Family Resource Center \$24.60/mo Lexington \$176.20/mo
Qualified Envelope Diagnostics Inc	Scott Westlund	To provide required air barrier testing at Huntington	Cost estimates: Level III Air Barrier Testing \$7,235.00 AAMA Window Testing \$11,220.00 AAMA & Level III Air Barrier \$18,455.00
Red Lion Columbia Center	Tim Wines	Room reservations for KHS State Cross Country	4 rooms @ \$169/rm X 2 nights

### **ESD 112 CONTRACTS**

Career Connect Southwest	Melissa Boudreau	To provide support to Career Connect Southwest for the purpose of expanding career connected learning across K-12	Cost not to exceed \$7,500.00
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## Update to Non-Represented Salary Schedule

**Motion to Approve By: Director Moore**

**Seconded By: Director Conrad**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Heard Construction Update - Forma/Integrus/CSG**

# Lexington Elementary School

Lexington Elementary School –  
Final Commissioning & Punch List  
Final Certificate of Occupancy Inspection 11-17-21



# Huntington Middle School



# Huntington MS – Aux Gym Building Pad



Aux Gym Pad



Aggregate Piers Complete

# Huntington MS – Site Progress



Chiller



Utility Progress

## Huntington MS – Demolition / Abatement L1



Classrooms



Corridor

## Huntington MS – Interior Progress



Stage – GLB Replacement



Locker Room Wall Framing

## Butler Acres Elementary School

# Butler Acres – Canopy at New Main Entry



Final work items continue on exterior





Handrail/Guardrail installation at ADA ramp underway



Seismic brace installation under gymnasium



Stair wainscot installation complete



Gymnasium - new floor, new ceiling



Library - New carpet, ceiling, bookcases, windows



Library



Typical Classroom - New flooring, ceiling, lighting, cabinets, windows







Exterior Painting ongoing



Landscape planting ongoing

**HEARD BUTLER ACRES SCHOOL ACHIEVEMENT PRESENTATION - MARK CONNOLLY & SARAH DAHL**

**Learning Target:**

We will learn about the 4 targeted efforts being made at Butler Acres to support others as we cultivate a culture of continuous growth.

**Success Criteria:**

By the end of our time, you should be able to speak about our efforts in:

1. PBIS/SEL
2. PLC
3. Academic Intervention
4. AVID

## PBIS/SEL - Core Beliefs

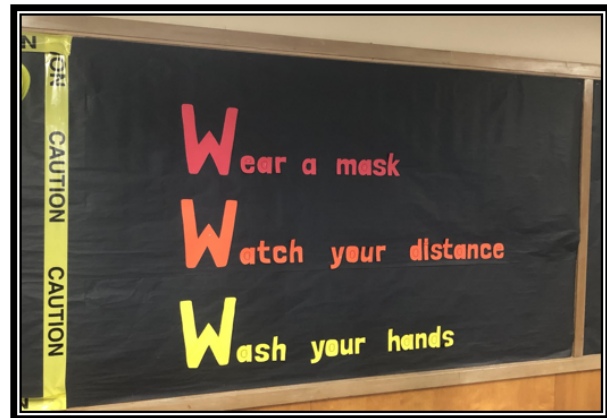
OUR STAFF IS COMMITTED TO SERVE AND SUPPORT ALL BLUE JAY LEARNERS IN BECOMING RESPECTFUL,  
RESPONSIBLE, AND RESILIENT CITIZENS WHO FLY:  
DEMONSTRATE FLEXIBILITY  
CONTINUE TO LEARN  
AND PRACTICE THE POWER OF YET.

## PBIS/SEL - Foundation

3Rs Posters located throughout  
the school highlight our PBIS  
Core Beliefs



3Ws Protocols to the support  
safety within our Culture



## PBIS/SEL - Recognition

- Expand SOAR Ticket Effort through PBIS
  - Classroom Drawing – K-2 and 3-5
  - Weekly Drawing – K-5
  - Trimester Drawing
- Monthly SOAR Classroom Awards
- Blue Jay Tweets

## **PBIS/SEL - Data From The Nest**

- We have 25 tier 2 & 3 students coming in for CICO.
- This represents 15.4% of our student population.
- The average score is 3.3 (1-4 Scale).
- We have 7 students who have routine regulation breaks.
- 24 students participate in skill-building groups.
- Lunch Bunch Daily, groups of students participate twice a week. There are currently 19 students who partake in this activity.
- Recess art club

## **PLC's - All grade levels will participate in PLCs.**

- Time has been established in the master schedule to support this effort.
- 30 min 4x/week and 60 min 1x/week
  - Focus on Data and WICOR
  - Focus on Assessment: So What? Now What?
    - Goal is that PLCs identify PD needs, collaborate to improve student learning, and expand to include LAP and SPED staff

## **Intervention - Every student will receive 2 hours of intervention in ELA each week.**

- 30 minutes/day - 4 days/week is part of the master schedule
- LAP and SPED Staff pull students out
- Classroom teachers provide small group instruction for the remaining students
- in some grade levels, the teachers within the team rotate
- in other grade levels groups are formed within each classroom with the classroom teacher offering a Daily 5 type model

## **AVID - Every Blue Jay will participate in AVID**

- Our AVID Plan started with "Career and College Wear Wednesdays".
- Staff and students participate each week
- We have ordered a welcome mat that illustrates our AVID focus. It will be a visual representation of the learning journey from home, to BAE, to CMS, to KHS, and to Career and College Ready.
- AVID Celebrations are being practiced in classrooms.

Grafton- Staff morale. What are you doing to help with staff morale after the last couple years of trauma?

Connolly - This seems to be a statewide issue. With COVID still contributing to challenges we are intentional about laughing daily, supporting each other and trying to do a purposeful job of meeting



staff where they are professionally as well as personally. Promoting collaboration. Be intentional about having fun things too, like potlucks.

Dahl- teaching staff members to feel ok taking a personal day. Encouraging staff to take care of themselves so that they can give themselves completely. Keep an open door to staff as well.

Conrad - appreciate the presentation in both showing student success as well as school plans. How can we best support you?

Connolly - Sometimes it's just the random things like a thank you card, simple things. Little things are great. Just knowing and supporting each individual school for who they are. Acknowledging the good work.

Superintendent Tack - thank you for modeling what you talk about. You are role models for leading with humor. Overall demonstrate compassion and leadership.

### **APPROVED SCHOOL IMPROVEMENT PLANS (SIP) - GUNNAR GUTTORMSEN**

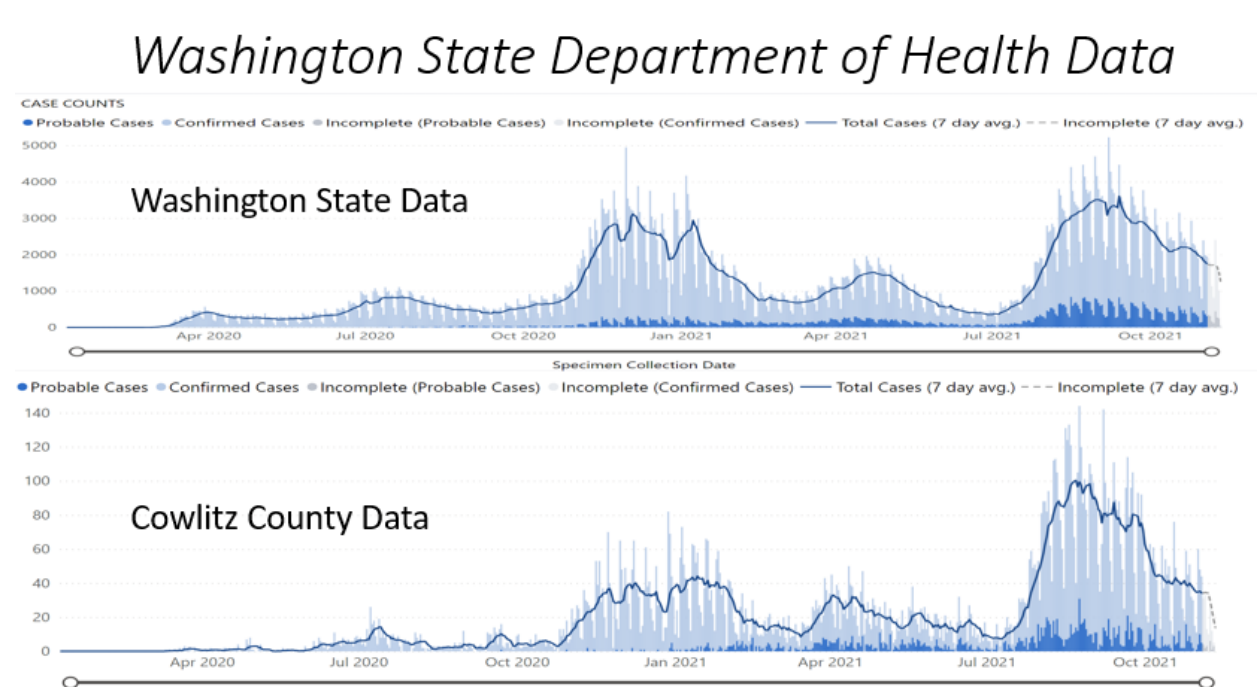
Approved plans as presented in work session prior to board meeting.

**Motion to Approve by: Director Huntington**

**Seconded by: Director Conrad**

### **HEARD HEALTH AND SAFETY FALL OPENING UPDATE - DON IVERSON**

## **Current Data**



## **Mitigation Strategies**

- Staying home when sick and seeking evaluation.
- Face coverings/masks.
- Physical distancing.
- Increase ventilation.
- Handwashing.
- Respiratory etiquette.
- Cleaning and disinfecting.
- Access to COVID-19 Testing.



## STAY HOME WHEN SICK

Staying home when sick with COVID-19 is essential to keep COVID-19 infections out of schools and prevent spread to others.

Students and school employees who have symptoms of infectious illness, such as influenza (flu) or COVID-19, should stay home and seek medical evaluation, which may include testing for COVID-19 and other respiratory infections.



## Face Covering/Masks

Correct use of cloth face coverings or masks helps prevent the spread of COVID-19 and is required when indoors at K-12 facilities for all school personnel, students, and visitors.



Verified fully vaccinated staff working in non-public areas:

- Employer not required to enforce mask use.
- Staff may choose to wear PPE.
- Employer not required to enforce PPE use.
- Only applies when no students, volunteers, visitors, or other non employees are present.



# Test to Stay Program

*Enables more students to stay in school after cases or outbreaks are identified; minimizing out of school days and the need to close the school.*

The Washington Department of Health’s Test to Stay Program provides school districts an opportunity for a modified quarantine for unvaccinated students identified as K-12 close contacts of COVID-19 cases.

This program is designed to help reduce exclusion from in-person instruction if all required mitigation measures have been followed and testing is used as a method of screening.



## **Eligibility— School identified exposures only.**

The DOH Test to Stay Program and associated modified quarantine apply to situations when a student is exposed to COVID-19 in school.

Students who are exposed outside of school (e.g., household exposure, private sports league exposure, etc.) are not eligible to participate, must quarantine at home, and follow the standard quarantine protocol used by the school district in coordination with their local public health agency.

# Test to Stay Protocol

Students may continue to attend class in a modified quarantine status for 7 days after exposure, if they:

- Are tested at least twice during the 7 days of quarantine; AND
- Are asymptomatic; AND
- Continue to wear a mask; AND
- Continue to quarantine from (i.e., not participate in) all extracurricular activities at school, including sports, and other activities outside their home (e.g., scouts, music lessons, etc.) for the entirety of their modified quarantine period. This includes group childcare or youth development programs provided before and after school, which should not be attended during modified quarantine.

## Kelso School District Testing Center

2001 Allen Street  
Open from 8:00-4:00 Monday-Friday  
No appointment necessary.



### HEARD UPDATE TO PROCEDURES- KIM YORE:

The following procedures have added language that states students may recover credits for passing a general education development test or the successful completion of a next higher-level course.

- **2402P ENGLISH LANGUAGE ARTS MASTERY BASED**
- **2403P MATH MASTERY BASED**
- **2404P SCIENCE MASTERY BASED**
- **2405P SOCIAL STUDIES MASTERY BASED**
- **2409P WORLD LANGUAGE MASTERY BASED**

**SUPERINTENDENT REPORT**

- KSD Veterans Assemblies across K-12 were phenomenal. Their ability to capture our sincere respect and appreciation for past, current and future veterans was phenomenal.
- KHS counselors working with seniors.
  - Working with seniors and their families to educate them on what is needed for next steps and graduation through zooms, workshops and individual meetings is much appreciated.
- Started school site visits with cabinet and board members.
  - Cabinet and 1 board member visits each school to work on touch points in reference to SIP plans.
  - Gunnar and his leadership skills organizing this has been incredible
  - Gone to 6 of 11 schools so far

**FOR THE GOOD OF THE ORDER**

- WSSDA conference is this weekend, where the board will work with other board members around the state to continue their education surrounding school matters and leadership.
  - KSD board to be recognized as a Board of Distinction

**Adjourn at 7:30 pm**

X  
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President

X  
\_\_\_\_\_

Secretary