

MINUTES
KELSO SCHOOL DISTRICT
MEETING OF THE BOARD OF DIRECTORS
11/1/21

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.

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 (Zoom)
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)

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: Corie Dow-Kramer, Mindy Leasure

COMMUNICATIONS, CORRESPONDENCE & INTRODUCTIONS -

COMMENTS & QUESTIONS –

APPROVAL OF AGENDA - Motion Passed

Motion to Approve By: Director Huntington

Seconded By: Director Grafton

APPROVAL OF CONSENT AGENDA - Motion Passed

**Minutes of October 18, 2021 Board Meeting
Certificated Employment Recommendations**

**CERTIFICATED PERSONNEL
November 1, 2021**

New Hires:

Carter, Trisha - Elementary Teacher, Barnes Elementary
1.0 FTE
Effective October 18, 2021

Comett, Pauline - Elementary Teacher, Wallace Elementary
1.0 FTE
Effective October 6, 2021.

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

Out of Endorsement Waiver:

Hiatt, Laura - Secondary Teacher, Kelso Virtual Academy
1.0 FTE
Effective August 24, 2021
Out of endorsement in all fields other than 4-12 History and 4-12 Social Studies due to teaching in an ALE environment

Hutchison, Diane - Secondary Teacher, Kelso Virtual Academy
1.0 FTE
Effective August 24, 2021
Out of endorsement in all fields due to teaching in an ALE environment

Hyde, Tamara - Secondary Teacher, Kelso Virtual Academy
1.0 FTE
Effective August 24, 2021
Out of endorsement in all fields other than science due to teaching in an ALE environment

Robertson, Mandie - Secondary Teacher, Kelso Virtual Academy
1.0 FTE
Effective August 24, 2021
Out of endorsement in all fields due to teaching in an ALE environment

Weiss, Hunter - Secondary Teacher, Kelso Virtual Academy
1.0 FTE
Effective August 24, 2021
Out of endorsement in all fields other than health and fitness due to teaching in an ALE environment

**KELSO SCHOOL DISTRICT
SUPPLEMENTAL CONTRACTS ISSUED
October 14, 2021 to October 27, 2021**

Date Issued	Employee	Position	Bldg
10/25/2021	Stevens, Heidi	Intramural Module - Lunch Learners/Tutoring	Barnes Elementary
10/25/2021	Mejia, Jaime	Intramural Module - Tutoring Afterschool	Barnes
10/25/2021	Mejia, Jaime	Intramural Module - Tutoring Afterschool	Barnes
10/25/2021	Hennessey, Rhonda	Intramural Module - After School Tutoring	Barnes
10/25/2021	Hennessey, Rhonda	Intramural Module - After School Tutoring	Barnes
10/25/2021	McCormick, Kristin	Intramural Module - Barnes Variety Show	Barnes
10/25/2021	Wilson, Jerry	Intramural Module - Barnes Variety Show	Barnes
10/25/2021	Mejia, Jaime	Intramural Module - After School Tutoring	Barnes
10/25/2021	Clement, Colette	Intramural Module - Sewing for Life	Huntington Middle S
10/25/2021	Keatley, Kimberly	Intramural Module - Science Support	Huntington Middle S
10/25/2021	Keatley, Kimberly	Intramural Module - Drama	Huntington Middle S
10/25/2021	Fromdahl, John	Intramural Module - Futsal	Huntington Middle S
10/25/2021	Roffler, Elizabeth	Intramural Module - Running Club	Huntington Middle S
10/25/2021	Anderson, Thressa	Intramural Module - Running Club	Huntington Middle S
10/25/2021	Trafelet, Tammy	Intramural Module - Language Arts Support	Huntington Middle S
10/25/2021	Despain, Penelope	Intramural Module - Math Support	Huntington Middle S
10/25/2021	Despain, Penelope	Intramural Module - Math Support	Huntington Middle S
10/25/2021	Ahola, Kathryn	Intramural Module - AVID ER (job share w/Darcy Wishard)	Huntington Middle S
10/25/2021	Wishard, Darcy	Intramural Module - AVID ER (job share w/Katie Ahola)	Huntington Middle S
10/25/2021	Ahola, Kathryn	Intramural Module - AVID ER (job share w/Darcy Wishard)	Huntington Middle S
10/25/2021	Wishard, Darcy	Intramural Module - AVID ER (job share w/Katie Ahola)	Huntington Middle S
10/25/2021	Houglum, Ann	Intramural Module - Open Library	Rose Valley
10/25/2021	Latham, Alison	Intramural Module - Fun Fitness	Rose Valley
10/25/2021	Houglum, Ann	Intramural Module - Fun Fitness	Rose Valley
10/25/2021	Parsons, Tammy	Intramural Module - Harry Potter Club	Lexington
10/25/2021	Taylor, Amanda	Intramural Module - Harry Potter Club	Lexington
10/25/2021	Zorn, Anne Marie	Intramural Module - Family Involvement Night	Lexington
10/25/2021	Muir, Elizabeth	Intramural Module - Family Involvement Night	Lexington
10/25/2021	Muir, Elizabeth	Intramural Module - College and Career Readiness	Lexington
10/25/2021	Allais, Hailey	Intramural Module - Walking/Running Club	Lexington
10/25/2021	Andrechak, Rachel	Intramural Module - Walking/Running Club	Lexington
10/25/2021	Allais, Hailey	Intramural Module - Walking/Running Club	Lexington
10/25/2021	Andrechak, Rachel	Intramural Module - Walking/Running Club	Lexington
10/25/2021	Schill, Sarah	Intramural Module - Walking/Running Club	Lexington
10/25/2021	Schill, Sarah	Intramural Module - Walking/Running Club	Lexington
10/25/2021	Uhrlaub, Laura	Intramural Module - STEAM Team	Lexington
10/25/2021	Uhrlaub, Laura	Intramural Module - Book Tasting	Lexington
10/25/2021	Andrechak, Rachel	Intramural Module - 5th Grade Community Leaders	Lexington

Date Issued	Employee	Position	Bldg
10/25/2021	Schill, Sarah	Intramural Module - 5th Grade Community Leaders	Lexington
10/25/2021	Rothwell, Cami	Intramural Module - 5th Grade Community Leaders	Lexington
10/25/2021	Zorn, Anne Marie	Intramural Module - Recess Leadership	Lexington
10/25/2021	Jorgenson, Rhonda	Intramural Module - LEX Eagles Running Club	Lexington
10/25/2021	Erickson, Jenee	Intramural Module - Lifeskills 101	Lexington
10/25/2021	Reveal, Jeannie	Intramural Module - Lifeskills 101	Lexington
10/25/2021	Boone, Kristy	Intramural Module - Phonics Club	Lexington
10/25/2021	Boone, Kristy	Intramural Module - Phonics Club	Lexington
10/25/2021	Hennessey, Rhonda	Intramural Module - Tutoring in Reading	Barnes
10/27/2021	Parsons, Tyler	Coach Basketball Girl's - Asst.	Huntington Middle 8
10/27/2021	Crowe, Nick	Coach Basketball Boy's - Asst.	Huntington Middle 8
10/27/2021	Muir, Adam	Coach Basketball Girl's - Head	Huntington Middle 8
10/27/2021	Neves, Mike	Coach Wrestling - Head	Huntington Middle 8
10/27/2021	Sitch, Justin	Coach Wrestling - Asst.	Huntington Middle 8
10/27/2021	Sunday, Fred	Coach Basketball Boy's - Head	Huntington Middle 8
10/27/2021	Muir, Adam	Coach Bowling - Head	Huntington Middle 8

Classified Employment Recommendations

CLASSIFIED PERSONNEL
November 1, 2021

New Hires:

Becker, Eric - Custodian, Kelso High School
8.0 hrs/day, 260 days/year
Effective October 13, 2021

Johnson, Annie - Paraeducator, LAP, Butler Acres Elementary
6.0 hrs/day, 190 days/year
Effective November 8, 2021

Myers, Adrean - Human Resources Specialist - Benefits, Administration
8.0 hrs/day, 260 days/year
Effective October 28, 2021

Perez, Jessenia - Truancy Specialist, Kelso High School
8.0 hrs/day, 192 days/year
Effective October 18, 2021

Resignations:

Miller, Magdalene - Paraeducator, Sped Resource, Coweeman Middle School
6.25 hrs/day, 191 days/year
Effective November 1, 2021

Schimmel, Gary - Supervisor Facilities and Operations, Administration
8.0 hrs/day, 260 days/year
Effective January 1, 2022

Retirements:

Buck, Brenda - Paraeducator, LAP/Playground, Lexington Elementary
6.0 hrs/day, 190 days/year
Effective November 1, 2021

Warrants:

November 1, 2021			
General Fund	Warrant Date	Amount	Warrant Number
AP- Reissue	10/20/2021	\$7,603.47	260838
AP	10/29/2021	\$1,025,011.59	260839-261021
AP-ACH	10/29/2021	\$2,887.78	261022
Payroll	10/29/2021	\$4,828.10	261023-261026
AP- Payroll	10/29/2021	\$4,949,198.57	261027-261058
AP- Comp Tax	10/29/2021	\$523.54	261059
AP- Payroll	10/29/2021	\$42,541.23	261060
Capital Projects Fund			
AP-Accrual	10/13/2021	\$14,594.98	3622
AP	10/29/2021	\$945,942.23	3623-3637
AP- Comp Tax	10/29/2021	\$140.53	3638
ASB Fund			
AP	10/29/2021	\$20,241.16	30979-31006
AP- Comp Tax	10/29/2021	\$70.81	31007
Trust & Agency Fund			
AP	10/29/2021	\$1,392.88	1680-1681

Contracts:

For Board Approval: November 1, 2021

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SUMMARY OF CONTRACTS / AGREEMENTS WITH KELSO SCHOOL DISTRICT

Company/Provider	Sponsor	Description of Services	Amount
CompHealth	Heather Ogden	Staffing agreement for Lindsey Ivey (OT)	Cost is \$75/hr \$112.50/hr OT
Collins Architectural Group P.S.	Scott Westlund	Butler Acres Modernization Change Orders CO71 Provide roof curbs per RFI 110 CO97 Remove existing roof vents. Patch sheathing to existing joist framing or new blocking. Apply vapor barrier to deck surface. Patch rigid insulation with R-30 Polyisocyanurate board (minimum 2 layers) Type II, Class 1, cellulose felt or glass fiber mat both faces. Match existing depth of insulation & mechanically fasten. Patch coverboard & TPO roofing with seaming as recommended by membrane manufacturer	\$4,941.00 Increase \$3,791.00 Increase
Forecast 5	Scott Westlund	5Sight - License Agreement (4 Users) for 9 months 2021/2022	Cost os \$4,017.37
FORMA Construction	Scott Westlund	Huntington Change Order CO-01 Includes CCD's 003,001,004,005,006PT-001,011, 010, 012,013,015,017	\$63,061.00 Increase
FORMA Construction	Scott Westlund	Huntington Change Order Directives CCD-015 Remove existing formwork at ceiling of steam tunnels per RFI 053 CCD-017 Add (2) microwaves as shown in elevation 1C/A460 per CDA-015 Add (2) microwaves as shown in elevation 1B/A460 per CDA-015 Add duplex receptacles in casework at 24' AFF for microwaves in (8) locations Extend GFCI protected circuit using MC cable thru partial height wall from nearest above count GFCI receptacle CCD-018 Add new pipe & backwater valve housed in drain basin per RFI-064 Add rerouted waste line below existing concrete wall footing per RFI-064 CCD-019 Demo portion of existing footing per RFI-067 Add sleeve & new footing section & dowels / RFI-067 CCD-020 Door revisions for various doors CCD-023 Revise Telecommunications System Riser Diagram per Sheet E700REV1 Revise Communications Backbone Conduit per attached Sheet E700REV1	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 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
FORMA Construction	Scott Westlund	Lexington TCM's (Team Change Memo) TCM#48 Electrical inspection report added GFCI receptacles to a number of rooms (receptacles within 6' of sinks required to have GFCI receptacles) TCM#049 Power & ethernet (signal) rough-in required for motorized blinds in Stage 176, Commons 180, Library 201 & Reception 105 per RFI 383. Revised to eliminate cost for Gym 191 per review comments TCM#076 Concrete curb between NW corner lawn & wood chip area per RFI response TCM#078 Interior door thresholds in gym per RFI response. Credit for original thresholds will be included in cost issue 137 (RFI 432 Door Hardware Cover Plate & Gasketing) TCM#082 Added isolation sheet per Prosooo site visit TCM#083 Scoop gap of 16 GA steel brake shape per detail 10 on A551. BP 7.2 scoop was for small gauge metal on exterior of bulding while BP 3.0 was for larger gauge metal on interior. Neither the structural steel or sheet metal subcontractors could bend the metal as shown in detail 10/A551 TCM#085 NW Curbing & grading was discussed & revised per RFI 342, some of the curbing & grading in this area was revised & communicated after work was completed TCM#089 Add chase wall around HVAC duct in Room 322 per	\$3,319.00 Increase \$25,690.00 Increase \$1,364.00 Increase \$3,611.00 Increase \$3,854.00 Increase \$1,353.00 Increase \$5,661.85 Increase \$1,975.89 Increase

		470 response. (Note: 2 access panels are needed for access to a cleanout & damper motor - RFI response only references 1)	
		TCM#090 Relocation of the Davit Crane in area C per CCD 036	\$3,211.92 Increase
Northwest Playground Equipment	Scott Westlund	Carroll's FF&E order - (1) Access gate & (1) Mod Pods Quad Vertical	Cost is \$7,302.19
Pacific Office Automation	Scott Westlund	Lease of copier for Family Resource Center - Don Iverson	Cost is \$24.50 per month for 48 months
Technology Integration Group - TIG	Scott Westlund	Suuport Agreement for voice application servers, software & phones 11/1/21-10/31/22	Cost is \$10,000.00 for 1 year contract
Technology Integration Group - TIG	Scott Westlund	HPE/Aruba Renewal from 8/12/21 to 8/11/22	Cost is \$1,011.82
Technology Integration Group - TIG	Scott Westlund	Essential Software Support - SMARTnet 8x5xNBD	Cost is \$16,235/56
TROX - Troxell Communications	Cody Reid	Quote# QUO-10945-59346 dated 7/29/21 to purchase 150 laptops E-rate ECF Order	Cost after E-rate discount is \$90,799.50

ESD 112 CONTRACTS

Behavioral Health Program	Don Iverson	To provide on-site behavioral health professional to District	Cost not to exceed \$30,000.00
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Update to Non-Represented Salary Schedule:

Request for Sunday Activity:

Motion to Approve by: Director Moore

Seconded by: Director Conrad

UNFINISHED BUSINESS

APPROVED POLICY 2152/2125P SEXUAL HEALTH EDUCATION (2ND READING & ACTION) - KIM YORE

- There are some changes to the policy. All students are to receive Sexual Health Education. Information is to be physically and scientifically true as determined by OSPI
- Parents will be allowed to review materials before-hand and given an opportunity to opt out for their student

Director Grafton took time to review all materials and finds it to be very conservative and feels comfortable knowing this is what is being taught.

Director Conrad took time to review all materials and believe them to be very appropriate.

Motion to Approve By: Director Grafton

Seconded By: Director Conrad

APPROVED POLICY 3116/3116P STUDENTS IN FOSTER CARE (2ND READING & ACTION)- DON IVERSON

- Don stated that there have been slight changes to this policy and it basically mirrors Mckinney-Vento

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

APPROVED POLICY 3122/3122P EXCUSED AND UNEXCUSED ABSENCES (2ND READING & ACTION) - DON IVERSON

- There were minor changes to this policy. Now there is a required parent meeting after 5 absences. Will change to a required parent meeting after 7 absences.

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

APPROVED POLICY 5011/5011P SEXUAL HARASSMENT OF DISTRICT STAFF PROHIBITED (2ND READING & ACTION) - HOLLY BUDGE

- Changes include the addition of how complaints are handled.

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

NEW BUSINESS

Heard Wallace Resource Center & Wallace Headstart Presentation - Mindy Leasure & Corie Dow

Director Haas- Was excited to see this on the agenda. On the board for LINK.
Superintendent Tack - Pleasure to introduce these 2 women who are making a huge impact on our community.

Corie Dow (Community Resource Center) -
How we got here: Goal was to find a way to connect families to resources available through LINK. South Kelso families were at a disadvantage because of the location of the LINK center in relation to their neighborhood. By putting a center near Wallace Elementary, it provides the opportunity to bring resources to the families right where they live. Early conversations made it clear that early learning facilities have strong relationships with families.

Once open: There will be evening and weekend activities for families such as groups and game nights. The possibilities are endless. Also available will be mental health support. Not only for english speaking families but for Spanish and Chuukese language families as well. The Lower Columbia Gardens will also partner to provide nutrition classes as well as nutritional food .

Mindy Leasure (Early Learning Center) -

Realized early on that there is an opportunity gap that is often due to the income divide. Already supporting 119 Headstart Preschool with the possibility of 190 after possible staffing updates. After looking at many properties, the home by Wallace was a perfect fit. Already 34 Wallace students are being served temporarily at Wallace Elementary until the new building is finished. These students are able to learning in a high quality environment with the help of KSD speech therapist. Family advocates (aka personal cheerleaders) are available to the community. Able to connect families to resources to get needs met. All they have to do is walk out their front door.

Construction completion and occupancy is due February 2022.

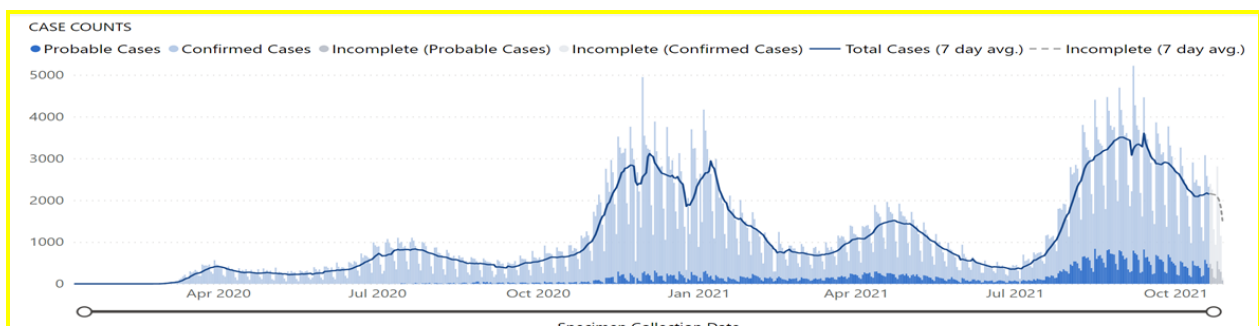
Director Haas - This shows the strength of partnership and is a terrific addition. The community now has the NEW Wallace building and will soon have the NEW Resource Center.

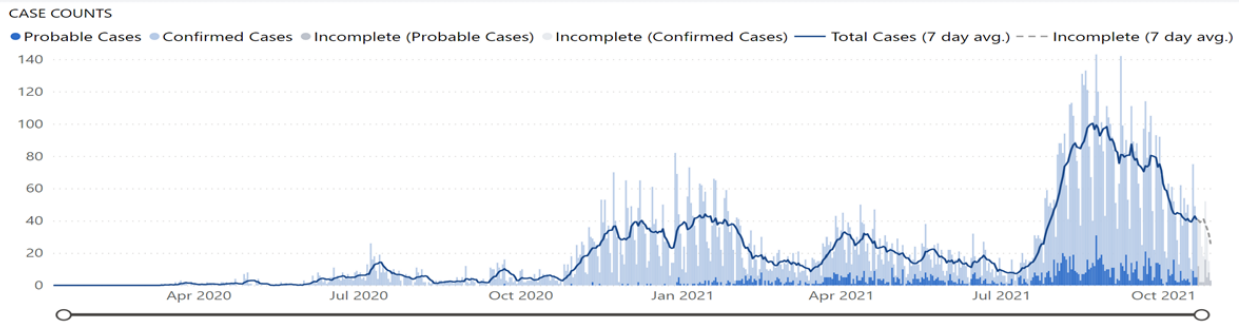
Superintendent Tack - This addresses the wide gap and the ripple effects of these supports will have great results.

HEARD HEALTH AND SAFETY FALL OPENING UPDATE - DON IVERSON

Current Data

Washington State Department of Health 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

***New* --Face Covering/Masks**

- 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 customers, students, volunteers, visitors, or other nonemployees are present.

COVID Testing

Kelso School District Testing Center

1902 Allen Street

Open from 10:00-4:30 Monday-Friday

No appointment necessary.

COVID-19 Testing--Athletics

To ensure safe participation in athletics, schools must institute screening testing protocols for unvaccinated athletes, coaches, trainers, and other personnel who work with athletes in high-risk indoor sports.

Screening testing is required for all unvaccinated athletes in high-risk indoor sports (basketball and wrestling).

School Safety Teams

Barnes	Butler Acres	Carrolls	Lexington	Rose Valley	Wallace	Coweeman	Huntington	KHS	KVA/Loowit
Angie Hansen	Mark Connolly	Julie Owens	Tim Yore	Brooke Henley	Ray Cattin	Greg Gardner	Nick Crowe	Melissa Boudreau	Cindy Cromwell
Andy Lundberg	Sarah Dahl	Sheri Townsend	Lynette Oswald	Denelle Davis	Seth Peck	Doug McCoy	Mike Neves	Jayne Kolberg	Bonnie Kandoll
Sean Scattergood	Susan Dorcheus	Tom Mundell	Tara Micheletto	Elaina Flores	Karen Mars	Rachel Leinweber	Susan Morrow	Megan Elam	Gianne Curry
Jerry Wilson	Jennifer Ulrich	Jamaica Hadaller	Laura Uhrlaub	or Alison Latham	Beth Booterbaugh	Ryan Prothero	Theresa Long	Shannon Quintano	Shelley Kylo
Jessica Malone	Parker Dean	Angie Blum	Anne Marie Zorn	Mr. Chuy	Kalena Gustin	Katie Gardner	Tom Booterbaugh	Joe Anderson	
Richard Smith	Trish Watson		Paige M	or custodial sub	Colleen Shuttleworth				
			Tanya H						
			Alejandra L						
2nd Wednesday of Month @ 9:00	9/23, 10/21, 11/18, 12/9, 1/20, 2/17, 3/17, 4/21 & 5/19	3rd Friday of Month @ 8:15	1st Friday of Month @ 8:15	3rd Wednesday of Month @ noon	Every other Wednesday morning @ 8:15	1st Friday of Month @ 9:00	3rd Thursday of Month @ 7:00	3rd Thursday of Month	1st Monday of Month @ 7:45

SUPERINTENDENT REPORT

- School Board of Directors
 - KSD School board was one of 34 in the state to be nominated for the Board of Distinction award
 - The showed exemplary work
 - Addressed gaps
 - They champions and supported:
 - Wireless connection opportunities
 - options for learning
 - tech 1 to 1 for full virtual
 - Resource Center expansion
 - Summer School larger than ever (697 students and 142 staff)
- Sped Staff
 - Leadership of Director Ogden
 - Help support serving remotely
 - IEP's updated and aligned with state standards

- PUPS preschool
- Support of Julie Chrest and Becky Kent
- Staff approaching Conferences
 - Ability to support families with multiple choices of communication based on family comfort level

FOR THE GOOD OF THE ORDER

- Director Moore: Attended General Assembly. WSSDA will be deciding legislative decisions as a group to bring to assembly. They will rank propositions and only one will vote for the priorities of the state school boards across the state.

Adjourn at 6:37 pm

(EXECUTIVE SESSION 42.30.110(1)(C) was held between the work session and board meeting. Time documented on the work session minutes)

X _____

President

X _____

Secretary