

Union Gap School District Board Minutes
Regular Meeting: September 25th, 2018
6:30 p.m.

Present: Nicole Rivera Lisa Gredvig, Superintendent
Kiel Martin Stefanie Jespersen, Business Manager
Dianna Grunlose Patrick Vincent, Assistant Principal
Maria Rosas Aaron Schilperoort, Assistant Principal

Call to order: Chairman Nicole Rivera called the regular board meeting to order at 6:30pm. The flag salute was given.

Approval
Consent

Agenda: A motion was made by Dianna Grunlose to accept the revised consent agenda. Seconded by Kiel Martin. Motion carried. Included in the consent agenda were minutes from the last regular board meeting, vouchers, and payroll.

FUND	WARRANTS	AMOUNT	ISSUE DATE
General	57580-57583	\$20,341.33	8/31/2018
General	57584-57661	\$171,988.17	9/28/2018
General	57662	\$16.41	9/28/2018
General	57663-57664	\$286.77	9/28/2018
General	57665-57691	\$246,006.71	9/28/2018
Payroll-Direct Deposit		\$231,218.48	9/28/2018
ASB	2731-2733	\$294.08	9/28/2018

Student
Recognition: There was no student recognition.

Public
Comment: Chairman Nicole Rivera read the rules regarding public comment. There were two individuals who submitted a form to address the board. Josh Butrick addressed the board on behalf of the Union Gap Education Association (UGEA). Heidi Mochel the President of West Valley Education Association also addressed the board.

Guest Report: There was no guest report.

Building Administrator and Superintendent Report:

Administrator
Report: Superintendent Gredvig introduced the new staff members:

- Jordan Cameron – Middle School Social Studies Teacher
- Amanda Richardson – Special Education Teacher
- Victoria Harris – Kindergarten Teacher
- Eric Diehl – Music and Band Teacher
- Beljica Cortes – ELL Teacher

Staff Resignation/
Hiring: Superintendent Gredvig explained to the board that there are two staff members who have conditional teaching certificates – Beljica Cortes and Jordan Cameron. Under the new ESSA federal requirements under Parent’s Right to Know law, the board, families and students need to be aware of teaching staff without

certificates. Superintendent Gredvig expressed that she has no reservations with these teachers serving our students at this time. The board received copies of the letters sent home to parents.

Kiel Martin moved to approve Beljica Cortes and Jordan Cameron to continue to teach with conditional teaching certificates. Maria Rosas seconded the motion. Motion carried.

Superintendent Lisa Gredvig presented to the board the following district staffing changes:

Hirings:

HUGS

Lori Powers
Amanda Richardson
Colin Bernhardt
Nicole Thornton
Danielle Eaton
Nicole Volland
Cheryl Tyrrell
Brian Buehler
Tiffenie Stach

8th Grade Advisor – Lynn Gonzalez

Maria Rosas moved to approve the staff hirings as presented. The motion was seconded by Kiel Martin. Motion carried.

School
Facilities
Update:

Superintendent Gredvig reported the following facilities and safety updates to the board:

- There are no issues with facilities and grounds.
- Andy Torres is looking into a possible Transportation Coop through the ESD that would allow districts to share sub bus drivers.
- We have posted substitute custodian and bus driver positions on the district website. We have received two applicants for sub custodian and are in the process of doing paperwork to add them to the sub list.
- Patrick Vincent has completed the Threat Assessment overview training, and Superintendent Gredvig will attend later this week. Patrick Vincent and one of the school psychologists will attend the Level I training in the near future. She reported that Union Gap Police Department will be involved in the plan development.

Enrollment:

Superintendent Gredvig reported that the September enrollment was 613 headcount. She noted that this unexpected increase in enrollment could be a result of ‘families living with others’. Last year there were 47 ‘families living with others’ and this year there are 61.

Washington
School
Improvement
Framework:

The board received a copy of the School Improvement Framework. Lisa Gredvig explained the framework to the board.

Physical
Science in
8th Grade:

Superintendent Gredvig reported that she followed up with Yakima School District to see if they were teaching Physical Science in 8th grade. The board received a copy of the correspondence in the board packet. She said she will look into the possibility of offering it next year subject to available funding.

Business Manager Report:

Resolution

124-18: Business Manager Stefanie Jesperson presented Resolution 124-18 for the amendment of the flexible spending benefits plan. She explained that the new IRS guidelines increased the annual maximum from \$2,600 to \$2,650 for 2018 and the district needed to include this revision with a board resolution.

Kiel Martin moved to adopt resolution 124-18. Maria Rosas seconded the motion. Motion carried.

eFunds:

Stefanie Jesperson reported to the board that she is looking into a cash receipting system called eFunds. She explained that this is a free system tied in with WSIPC system that the district currently uses and that it would improve our current internal controls for our cash receipting procedures and offer families the option of online payments, debit/credit card payments, and electronic receipting. She will be looking more into this system and keep the board updated.

Financial

Report:

Business Manager Stefanie Jesperson presented the budget status report for August 2018. She emphasized that the August budget status report is not final as she has not completed her year end process. She said that the final 2017-18 budget status will be available in November when she presents the district financial statements. She also went over the September cash flow statement.

Board of Directors:

Board

Vacancy:

Lisa Gredvig reported that Don Mittlieder applied for the District 1 vacant board position. The district did not receive any other applicants prior or after the September 21 close date that the board set. The board decided they would like to go into executive session.

Executive

Session:

At 7:00 p.m. Chairman Nicole Rivera announced the board would be going into executive session to evaluate the qualifications of the candidate who has applied for the vacant board seat in District 1, which is an elective office. She stated that they would make no decisions in the executive session. She said they would be going into executive session for approximately ten (10) minutes.

At 7:10 p.m. Chairman Nicole Rivera announced the board will need up to an additional five (5) minutes.

At 7:13 p.m. Chairman Nicole Rivera resumed the regular board meeting.

Dianna Grunlose moved to appoint Don Mittlieder as the District 1 Board Member. Maria Rosas seconded. Motion carried.

2018-19

Board Goals:

Lisa Gredvig gave an update on board goals.

Goal #1 – Family and Community Goal

- The district is struggling getting adults to participate in the Halloween Carnival at the end of October so may have to change the format. She said the district will continue to try to find volunteers in the meantime.
- The new website and mobile application is currently in final stages of development. Currently they are working on moving data from one website to the other.
- Title I Annual Parent Night was last week and was well attended with a lot of comments and feedback on our current program.
- Communication outside the district continues whether it be in writing to the city or in person visits by Superintendent Gredvig to community events and citizen groups. Citizen groups have been notified about the upcoming changes to the website.

- The board received and updated Native American list and completed forms in their board packet. Students continue to be supported in regards to language at this time. Future trainings are planned for staff meetings as well.

Goal #2 – Financial Stability Goal

- Business Manager Stefanie Jespersen is finalizing the 2017-18 financial statements that will be available at the November board meeting.
- Now that a board member has been appointed, the board can schedule the work session to develop a long term district plan in order for the district to develop a long term funding and spending plan. Superintendent Gredvig will send out available dates to the board.

Smarter
Balanced
Data:

The board received the smarter balanced data handout in their board packets.

Program
Review-
Title I:

Lisa Gredvig and Stefanie Jespersen gave an overview of the Title I program and finances.

WSSDA
Regional
Meeting:

Lisa Gredvig reported that she and Kiel Martin will be attending the regional meeting. She instructed the other board members to let her know if they would like to attend.

WSSDA
Legislative
Update:

Board Member Dianna Grunlose attended the WSSDA legislative conference. She reported that the key areas discussed at the conference included safety and the new levy cap.

Board Policies:

The following board policy updates were presented for a 1st reading:

- Policy 1400 – Meeting Conduct, Order of Business, and Quorum
- Policy/Procedure 3122 – Excused and Unexcused Absences
- Policy 3143 – District Notification of Juvenile Offenders
- Policy/Procedure 3144 – Release of Information Concerning Student Sex and Kidnapping Offenders
- Policy 3410 – Student Health
- Policy 3412 – Automated External Defibrillators
- Policy/Procedure 3413 – Student Immunization and Life Threatening Health Conditions
- Policy/Procedure 3414 – Infectious Diseases
- Policy 3416 – Medication at School
- Policy/Procedure 3420 – Anaphylaxis Prevention and Response
- Policy 6210- Purchasing Authorizations and Control
- Policy/Procedure 6220 – Bid or Proposal Requirements
- Policy/Procedure 6500 – Risk Management
- Policy 6610 (New) – Video Surveillance (will replace BP 6608)
- Policy 6630 – Driver Training and Responsibility

Kiel Martin moved to approve the above listed policies as a first reading. Seconded by Maria Rosas. Motion carried.

The following board policy updates were presented for a 2nd reading:

- Procedure 2021 – Library Information and Technology Programs
- Policy/Procedure 2030 – Service Animals in Schools
- Procedure 3220 – Freedom of Expression
- Procedure 3231 – Student Records

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- Policy/Procedure 4260 – Facility Use
- Policy 6022 – Minimum Fund Balance
- Policy 6950 – Contractor Assurance Surety Bonds and Insurance

Dianna Grunlose moved to approve the above listed policies as a second reading. Seconded by Maria Rosas. Motion carried.

Future Agenda

Items: Presentation of LAP program overview, WSSDA Regional Meeting discussion, District Improvement Plan Updates, Long-Term District Planning.

Closed

Session: At 7:50 PM Nicole Rivera announced that the board would be going into closed session for approximately 20 minutes for the purposes of discussing labor relations and bargaining proposals. She noted that no action will be taken and the board would return to regular session after the discussion.

At 8:10 PM Nicole Rivera announced the board will remain in closed session for another 10 minutes.

At 8:20 PM Nicole Rivera reconvened the regular board meeting.

Adjourn: With no further business, the meeting was adjourned at 8:20 p.m.

Chairman

Secretary