

Union Gap School District Board Minutes  
Regular Meeting, March 21, 2017  
6:30 p.m.

Present: Margarita Soto, Chairman  
Dianna Grunlose  
Maria Rosas - Absent-Excused  
Dan Olson  
Nicole Rivera  
Kurt H. Hilyard, Superintendent  
Chris Kinney, Business Manager  
Stefanie Jespersen, New Business Manager

Call to order: Chairman Soto called the regular meeting to order at 6:30 p.m. The flag salute was given.

Introduction: Kurt Hilyard introduced Stefanie Jespersen, the new Business Manager we hired to replace Chris Kinney who will be retiring after 40 years of service. This is Chris' last board meeting. Superintendent Hilyard invited the audience members to stay and enjoy some treats following the Student Recognition.

Chairman Margarita Soto excused Maria Rosas from tonight's meeting.

Approval  
Consent  
Agenda: The motion was made by Dan Olson and seconded by Dianna Grunlose to approve the consent agenda. Motion carried. Included in the consent agenda were minutes of the last regular meeting, vouchers and payroll.

<u>FUND</u>	<u>WARRANTS</u>	<u>AMOUNT</u>	<u>ISSUE DATE</u>
General	55641-55712	\$149,645.31	3/31/17
General	55713	\$4,154.53	3/24/17
General	55714-55742	\$249,349.45	3/31/17
ASB	2631-2634	\$735.17	3/31/17
Payroll-Direct Deposit		\$221,586.72	3/31/17

Student  
Recognition: The following students were presented for the student of the month award: Estela Solis - 8th grade  
Fernando Ramirez (absent) - 7th grade and Oliver Ruiz-Haro - 1st grade (Mrs. Loreno); Miah Gutierrez (absent) - Kindergarten; Destiney Owens (absent) - 2nd grade; Julian Espino Ayala - 3rd grade; Anelisa Ramirez Gastelum - 5th grade; and Nayeli Sanchez (absent) - 8th grade (Mrs. Butler); Santiago Hernandez Gomez - 1st grade; Camila Ortiz - 3rd grade; Shawnessy Sohapp - 6th grade; and Sergio Sanchez - 8th grade (Mr. Swisher).

At 6:44 p.m., following the student presentation, Chairman Margarita Soto called for a short break to take pictures of the students with the staff and board members and invited parents to stay for some treats.

At 7:00 p.m. Chairman Soto called the meeting back into regular session.

Public  
Comment: There were no public comments.

Guest Report: Athletic Director, Andy Torres reported on the Winter I and Winter II sports; boys' basketball, wrestling and girl's basketball. Andy shared the win/losses of each of the teams. There were no injuries during either season. The Spring sports are boys' baseball and girls' soccer. Mark Day and Casey Day are coaching baseball. We have 13 players that turned out. Our first game is April 12th. Andy Torres and Tim Kilgren are coaching girl's soccer; with 16 players that turned out. Their first game is also April 12th.

We have participated in four academic competitions in Science, Math, Art and Spelling. In Math, our 6th grade team did exceptionally well, and our 8th grade team also placed. In Art, one of our students took 2nd place in the individual competition; with our team also placing. Overall, Union Gap School made a good showing at these competitions.

Building Admin: Report:	<p>Principal Gredvig commented that we have been having some issues with discipline this year so we have implemented Saturday school. This weekend will be our 3rd session. The entire premise behind the Saturday School program is to provide students an alternative to suspension from school. It seems to be working for the students involved. The program was meant to get the students to do their work in class.</p> <p>We thought we were done with the ELPA 21 testing, but we had two additional students identified that we did not know about. They will be tested soon.</p> <p>We have sent notices home advising parents of the upcoming Smarter Balance spring testing schedules.</p> <p>We currently have no active truancy cases.</p>
Supt's. Report:	
Staff Resignations/ Transfers:	<p>Superintendent Hilyard announced that Jessica Sosa, parapro, resigned her position effective 3/15/17. Dianna Grunlose moved to accept the resignation as submitted. Seconded by Dan Olson. Motion carried.</p>
New Hires:	<p>Superintendent Hilyard recommended the following to fill the spring coaching positions:</p> <p style="padding-left: 40px;">Lauren Richardson - Middle School Science Teacher - effective with the 17/18 school year Josephine "Jo" Buck - Eagle Club Advisor - effective immediately</p> <p>Dan Olson moved to accept the recommendations of Superintendent Hilyard to hire the new staff listed above. Seconded by Dianna Grunlose. Motion carried.</p>
School Facilities:	<p>We will be receiving a credit for fireproofing that was done during the original construction of this building.</p> <p>Concerning the landscaping, we decided to go with an alternate company rather than the one submitted during the bid process. The reason was, that this was the same company that did the original landscaping during the new construction of this building; which included numerous poor workmanship efforts. The alternate landscaping company will cost an additional \$13,000; but we feel this is a more financially prudent decision for the district.</p> <p>We will need to build a retaining wall along the parking lot because the ground where the construction is taking place is lower than where the sidewalk (on Ahtanum) is located.</p> <p>Informational only; the French drain we had to install during the original new construction was never connected to anything.</p> <p>Our grant application for financial help with the cost of the certified maintenance inspection) required every six years); and due this year was approved by OSPI. We will receive \$3,028 toward the cost of this inspection.</p>
Enrollment Projection:	<p>Superintendent reviewed our current enrollment and went through his analysis for the projected enrollment for 2017-18 school year. Right now, we are tentatively looking at setting next year's budget at an enrollment of 630 full time equivalent students. A final enrollment number will be recommended at the May board meeting.</p>
Legislative Update:	<p>The Senate Republicans released their budget proposals today. There has been information coming out all week. The levy cliff issue has been extended for one year; approved and signed by the Governor. Superintendent Hilyard recapped some of the key bills still in the works. All proposed bills and legislative issues are available through TWIO. Superintendent Hilyard has emailed links to TWIO and other sites where the board can review proposed legislation and updates in detail.</p>

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- Eagle Club: The after-school Eagle Club started on March 7th. It will run on Tuesdays and Thursdays from 3:15-4:15 p.m. We have five students attending; but the club is open to all students. The theme is more cultural rather than language; mainly because the new instructor does not know the Yakama language.
- Future Agenda Items: At the April meeting we will be looking at the 8th grade year-end trip request with their fund raising update; and continued discussion of legislative updates.
- Approved Policies: Superintendent Hilyard handed out the approved board policies from February's meeting.
- Full Lockdown Drill: We had a full lockdown drill on February 22. Several police officers were here to observe how we did. We received a great report from UGPD.
- Perimeter Lockdown: On March 2, 2017 the Union Gap Police Department put us into a perimeter lockdown due to criminal activity within a block or two of the school. A gun or guns were involved.
- College Bound Scholarship: Our district participates in the College Bound Scholarship program which allows students in poverty to attend college. The students are enrolled in 7th and 8th grade; must keep their grades up and stay out of trouble, all the way through high school. Andy Torres ran this program in the past; and Juanita Justo is currently running it. We actually had 105% that were signed-up for this program. (The amount over 100% is due to students that were signed-up while attending our district; but later moved to another district.)
- F-1 Forms: Superintendent Hilyard reminded the board to fill out and submit their F-1 Public Disclosure Forms. They are due in Olympia by April 15th.
- WSSDA Regional Spring Meet.: The WSSDA Regional Spring Meeting will be held the YV Tech on May 1, 2017, from 6:00 - 8:30 p.m. Superintendent Hilyard will be unable to attend because the Superintendent's Conference is happening at the same time. Any board member wishing to attend needs to contact Juanita Justo; she will sign you up.
- Ready for Kindergarten: We held our final Ready for Kindergarten program this last Saturday. Superintendent Hilyard commented that the program has been very much worthwhile and would like to continue with it next year.
- ACES Training: The second ACES training is scheduled for Monday, April 17th at 6:30 p.m. to approximately 8:30 p.m. ESD 105 staff members Gail Fast and Mary-Virginia Maxwell will be the presenters. The program is excellent. We will also be making the same presentation to the teaching staff on our June 13th professional development day.
- JA World: The 5th grade class will be going to Junior Achievement World on May 31st. The program is to introduce them to the Junior Achievement World, and is not quite as involved as the 7th and 8th grade programs. Superintendent Hilyard invited board members interested in seeing the program to attend.
- Negotiations: We will have staff negotiations with the certificated employees (UGEA) this year.
- Slight Accident: We had a fender-bender accident with a staff member while transporting some students to an event. We are now making it mandatory that whenever students are transported a bus will be used, with some exceptions.
- Audit Exit Conference: Tomorrow, March 22nd, we will have our audit exit conference. It will be held in the District Office Conference room at 11:00 a.m. Superintendent Hilyard invited any interested board member to attend.
- Board Training: Superintendent Hilyard wants to schedule a one-hour board session to present "Personal Liability of School Boards" presented by Deborah Callahan from the Washington School Risk Management Pool. Lisa Gredvig heard this presentation at one of her recent trainings and said this was a great presentation and great information for board members. Superintendent Hilyard suggested some dates for this training. It was decided by the board that the best time would be before the board meeting on April 25th. Kurt will try to schedule it for that date, prior to the regular meeting.

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- Enrollment/  
Financial  
Reports: Business Manager Chris Kinney presented the enrollment report for March. We are currently averaging 634.85 student FTEs; and our head count is averaging 635.4.
- As per the budget status report, we ended the month of February with slightly over \$4.1M in the General Fund. Chris went through each of the funds and the projected cash flow report for March. She commented that it will be necessary to issue a second set of account payable warrants for approximately \$2,500 in the general fund; and approximately \$265 in the ASB fund due to the late arrival of invoices. The board agreed to the second issue of vouchers.
- Resolution No. 102-17: Business Manager Chris Kinney presented Resolution No. 102-17 "Appointment of Investment/Auditing Officers"; naming Stefanie Jespersen (to replace Chris Kinney) and Kurt Hilyard as the Investment/Auditing Officers for the district effective April 1, 2017.
- Dan Olson moved to approve Resolution 102-17 as presented. Seconded by Nicole Rivera. Motion carried.
- 2017-18 SY  
Instructional  
Calendar: Superintendent Hilyard presented his recommendation for the 2017-18 school year instructional calendar. The school year would begin August 24, 2017 and end June 8, 2018. After short discussion, Nicole moved to accept the 2017-18 school year instructional calendar as presented. Seconded by Dan Olson. Motion carried.
- Small Schools  
Conference: Dianna Grunlose, Kurt Hilyard and Lisa Gredvig attended the Small Schools Conference. They each shared their comments on the conference.
- Board Policies: The following board policy updates were presented for a 1st reading:
- Policy 5411 - Staff Vacations - Personnel - update
- Dan Olson moved to approve the above listed policies as a first reading. Seconded by Nicole Rivera. Motion carried.
- The following board policies updates were presented for a 2nd reading:
- Policy 6212 - Charge/Credit Cards - Management - update
- Nicole Rivera moved to approve the above listed policies as a second reading. Seconded by Dan Olson. Motion carried. (The Business Manager will prepare a list of our current credit cards for April's meeting.)
- Adjourn: With no further business, the meeting was adjourned at 8:17 p.m.

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Chairman

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Secretary