

**Board Mtg.**

**BURLINGTON-EDISON SCHOOL DISTRICT NO. 100**

**Feb. 25, 2013**

The Board of Directors of Burlington-Edison School District No. 100 met on February 25, 2013 in the Board Room of the Administration Office at 7:00 p.m.

Board Members Present: President, Roger Howard; Vice-President, Rich Wesen; Members, Bradley Whaley, David Lowell, and Bill Wallace

Staff Members Present: Laurel Browning, Superintendent; Dr. Jeff Drayer, Assistant Superintendent; K.C. Knudson, Executive Director of Teaching and Learning; Jeff Brown, Special Education Director; Finance Director, Joe Stewart; and Vicki Kelley, Deputy Board Secretary

President Howard called the meeting to order at 7:00 p.m.

CALL TO  
ORDER

This month the Pledge of Allegiance was led by Superintendent Browning.

PLEDGE OF  
ALLEGIANCE

President Howard opened the floor to any members of the audience who wished to address the Board. There were none.

AUDIENCE  
PARTICIPATION

Mr. Whaley moved to approve the minutes of the regular meeting of January 28, 2013 and the work session of February 11, 2013. Mr. Wallace seconded; motion carried.

APPROVAL OF  
MINUTES

Mrs. Browning requested that a request for travel to Utah for the Latinos in Action Conference be removed from the agenda (number 11). Mr. Wesen moved to approve the Consent Calendar as amended. Mr. Whaley seconded, and the motion carried.

APPROVAL OF  
CONSENT  
CALENDAR

Items approved on the consent calendar are as follows:

Approval was granted for payment of warrants subject to review by the Board member designated by the Board President at the end of month. Items covered are the February 2013: General Fund Warrant Nos. 317444 through 317603; and 317606 through 317784; Associated Student Body Fund Warrant Nos. 317604 through 371604; and 317785 through 317824; Transportation Vehicle Fund Warrant Nos. 314605 through 314605; and Trust Fund Warrant Nos. 317825 through 317825.

APPROVAL OF  
WARRANTS

The attached appointments, resignations, and leaves of absence were approved/accepted.

PERSONNEL  
ITEMS

The Board approved the following travel items:

- The travel of B-EHS staff member, Greg Knutzen, and six students to Cle Elum, WA (Suncadia) on April 22-23, 2013 to participate in a golf invitational tournament. Costs for the trip will be paid by the ASB-Golf budget and the students. Travel will be via school van.

APPROVAL OF  
TRAVEL  
ITEMS

APPROVAL OF  
TRAVEL ITEMS  
(Continued)

- The travel of B-EHS staff member, Greg Knutzen, and six students to Pullman, WA on April 18-20, 2013 to participate in a golf invitational tournament. Costs for the trip will be paid by the ASB-Golf budget and the students. Travel will be via school van.
- The travel of B-EHS staff member, Greg Knutzen, and six students to Yelm, WA on March 15-16, 2013 to participate in an FFA Nursery Competition. Costs for the trip will be paid by the ASB-FFA budget and the students. Travel will be via school van.
- The travel of B-EHS staff member, Greg Knutzen, and six students to Spokane, WA on April 12-13, 2013 to participate in an FFA State Final Nursery Competition. Costs for the trip will be paid by the ASB-FFA budget and the students. Travel will be via school van.
- The travel of LU staff members, Mary Elizabeth Pearson and Arie Werder, to Portland, Oregon on February 26-March 1, 2013 to attend the National Council for Computer Education Workshop. Costs for the trip will be paid by the RISE UP Grant 7960. Travel will be via privately owned vehicle.
- The travel of Executive Director of Teaching and Learning, K.C. Knudson, to Sacramento, CA on March 26-29, 2013 to attend the AVID Elementary Liaison Leadership Training. Costs for the trip will be paid by the AVID Grant. Travel will be via airplane.
- The travel of West View Principal, Chris Pearson, and Lucille Umbarger staff member, Mary Elizabeth Pearson, to San Antonio, Texas on June 22-27, 2013 to attend the International Society for Technology in Education (ISTE) Annual Conference. Costs for the trip will be paid by the Administrative Professional Development Fund – 0480 and the RISE UP Grant – 7960 Fund. Travel will be via airplane.
- The travel of B-EHS Assistant Principal, Todd Setterlund, to Chicago, IL on March 15-19, 2013 to attend the Association for Supervision and Curriculum Development (ASCD) Annual Conference. Costs for the trip will be paid by the Administrative Professional Development Fund – 0480. Travel will be via airplane.
- The travel of B-EHS staff members, Anna Gildness and Brian Raupp, 1 chaperone, and 24 students to Pullman, WA (WSU) and the University of Idaho to attend the FFA State Convention on May 8-12, 2013. Costs for the trip will be paid by the FFA/CTE budget; travel will be via school van.
- The travel of Traffic Safety Education Coordinator, Arnie Robinette, and staff members, Dan Peterson, Mary Lynch, Deb Grenier, and Garry Swartz to Portland, Oregon on March 15-17, 2013 to attend the Pacific Northwest Traffic Safety Conference. Costs for the trip will be paid by the 2012-2013 TSE budget; travel will be via privately owned vehicle or TSE car.

- The travel of B-EHS staff member, Michael Sampson, 1 chaperone, and 19 students to Federal Way, WA on March 15-16, 2013 to attend a Latino Youth Summit. Costs for the trip will be paid by the RWT 5811 Grant.
- The travel of B-EHS staff member, Geoff Anderson, 1 chaperone, and 12 students to Seattle, WA on March 28-30, 2013 to participate in the Washington Technology Student Association (WTSA) State Competition. Costs for the trip will be paid by the ASB budget, \$50.00 from students, and \$200.00 from fund-raisers. Travel will be via school bus.

APPROVAL OF  
TRAVEL ITEMS  
(Continued)

The Board accepted the following donations:

- A donation of a 60-inch LED Sharp flat screen television valued at \$1,247.00 from Bob's Burgers to the Allen Elementary School Tech Lab. The donation will be used as the main source of visual instruction in the technology lab.
- A donation of Office Max gift cards valued at \$600.00 from Goodwill Industries to West View Elementary. The donation will be used for classroom supplies and/or projects.

ACCEPTANCE  
OF  
DONATIONS

The Board approved the implementation of a fee for the written and driving test for students seeking to gain the State Intermediate License through the district's Traffic Safety Education (TSE) Program in the following amounts:

APPROVAL OF  
INCREASE IN  
TSE FEES

- \$35.00 for both the written and driving test through the remainder of the 2012-13 school year.
- Increase in the TSE course fee from \$390 to \$425 for the summer program. The increase in fees to \$425 will include the \$390 course fee and \$35.00 testing fee (1 driving and 1 written knowledge test). Students who fail either portion of the test will be charged an additional \$35.00 to re-test.
- Increase in the TSE course fee from \$425 to \$435 for the 2013-14 school year. This fee will include a \$400 course fee and \$35.00 testing fee. The fee has not been increased since 2010 and can be attributed to increased labor and fuel costs.

Tracy Dabbs, Educational Technology and Teaching and Learning SOAR Project lead presented the new technology plan for approval by the Board. Mr. Wallace moved to adopt the 2013-2016 Technology Plan. Mr. Whaley seconded, and the motion carried.

ADOPTION OF  
2013-2016  
TECH PLAN

President Howard asked the Board if they had any comments. Mr. Wallace enjoyed the recent board tour at Burlington-Edison High School and senior, Brian Gurney, as his tour guide. He attended the exit meeting with the Washington State auditors in which the district had a good report. There were no issues with our audit this year. Mr. Wallace commended Finance Director, Joe Stewart, and the Finance Department on a job well done. He also congratulated the boys' wrestling team for winning the regional tournament and also the boys' and girls' basketball teams for going to compete in the state championship in Yakima.

BOARD  
MEMBER  
COMMENTS

Mr. Wesen also complimented staff for doing a great job with the district audit. He stated the high school board tour was very enjoyable and that students were enthusiastic. He visited different classrooms.

Mr. Howard enjoyed visiting the art, shop, and technical drawing (drafting) classes during the high school board tour. He attended the exit audit meeting and stated there were no findings for the district. He commended Mr. Stewart and his staff for their work and stated it says a lot about our staff. Mr. Howard acknowledged the donation of a flat screen television valued at \$1,247.00 from Bob's Burgers to Allen Elementary, and the donation of Office Max gift cards valued at \$600.00 from Goodwill Industries to West View Elementary.

BOARD MEMBER  
COMMENTS  
(Continued)

Finance Director, Joe Stewart, presented the monthly Fiscal Report and answered questions from the Board. Mr. Stewart projects the district will be between 4-5 percent (the same as last year) for our ending cash balance at the end of the year.

FISCAL REPORT

Discussion occurred regarding first reading for revised Policy No. 6220/Bid Requirements. Mr. Stewart recommended that the policy's verbiage not be changed; however, Dr. Drayer stated he will add the sentence, "When hiring architects and engineers, refer to Board Policy No. 6925." It was also recommended that language be added to a procedure for purchases that fall below the \$40,000 threshold established in the policy.

FIRST READING/  
REVISED POLICY  
NO. 6220/BID  
REQUIREMENTS

Mr. Wallace moved to give first reading to revised Policy No. 6220/Bid Requirements on the condition that verbiage will be added to a procedure regarding the bid process. Mr. Wesen seconded, and the motion carried.

Mr. Wesen moved to approve a Skagit County Detention Center Education Program Interlocal Cooperative Agreement whereby unfunded program costs would be annually shared across Skagit County School districts proportionally. Mr. Wallace seconded. Motion carried.

APPROVAL OF  
SKAGIT  
COUNTY  
DETENTION  
CENTER AGREE.

Mr. Wallace moved to adopt Resolution No. 803 urging the Washington State Legislature to address K-12 funding. Mr. Whaley seconded. Motion carried.

ADOPTION OF  
RES. NO. 803

The next board tour is scheduled for Monday, March 4, 2013, from 8:30 – 10:30 a.m. at West View Elementary School.

NEXT BOARD  
TOUR

A work session is scheduled for Monday, March 11, 2013, starting at 5:30 p.m. in the Board Room of the District Office.

NEXT WORK  
SESSION

The Board's next regular meeting will be held on Monday, March 25, 2013, starting at 7:00 p.m. in the Board Room of the District Office.

NEXT REGULAR  
MEETING

Mrs. Browning, Mr. Wesen, and Mr. Wallace will be attending a WSSDA Regional Meeting on March 7, 6-8:30 p.m. in Marysville.

WSSDA  
REGIONAL MTG.

Mrs. Browning, Chris Pearson, and Mr. Wallace will attend the March 10-11, 2013 WSSDA/WASA/WASBO Legislative Conference in Olympia.

LEGISLATIVE  
CONFERENCE

Mr. Whaley will go over the warrants this month.

WARRANTS

There being no further business before the Board, the meeting was adjourned at approximately 8:10 p.m.

ADJOURNMENT

---

Board President

---

Board Secretary