

Union Gap School District Board Minutes
Regular Meeting July 23, 2019
6:30 p.m.

Present: Nicole Rivera Lisa Gredvig, Superintendent
Kiel Martin Stefanie Jespersion, Business Manager
Dianna Grunlose
Maria Rosas
Absent: Don Mittlieder

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

Excused
Absence: Chairman Nicole Rivera asked for a motion to excuse Don Mittlieder from the board meeting. Dianna Grunlose moved to excuse them from the board meeting. Seconded by Kiel Martin. Motion Carried.

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

FUND	WARRANTS	AMOUNT	ISSUE DATE
General	58571	\$9,177.39	6/28/19
General	58572	\$7,157.80	7/17/19
General	58573-58632	\$91,761.78	7/31/19
General	58633-58659	\$278,222.64	7/31/19
General – EFT		\$280,146.92	7/31/19
ASB	2792-2796	\$4,836.38	7/31/19

Student
Recognition: There was no student recognition.

Public
Comment: There was no public comment.

Guest Report:

There was no guest report.

Building Administrator and Superintendent Report:

Staff Resignation/
Hiring:

Superintendent Lisa Gredvig presented the board the following staffing changes:

Hiring:

Jessica Stach – Technology Assistant

Kiel Martin moved to accept the staffing changes as presented. Maria Rosas seconded the motion. Motion carried.

School
Facilities
Update:

Superintendent Gredvig discussed the following facilities and safety updates with the board:

- Transportation – the new bus will be arriving at the Pasco facility where cameras will be installed and the WSP inspection completed. We are guaranteed delivery before August 19th giving our drivers time to get familiar with the bus prior to the start of school. Current buses have had all

maintenance completed and will have inspections prior to the start of school. The 2019-20 bus maintenance schedule has been sent to YSD for approval for next school year.

- Eye wash stations in the MS science rooms are now active and operational. They will be inspected and logged monthly to ensure they are functioning properly.
- Fire suppression system and fire extinguisher inspection was completed this month. A secondary backflow failed and is scheduled to be repaired by Inland Fire. Inland Fire also does the inspection, so after the backflow is repaired we will not need to have another inspection. The district is still in compliance with the city until then.
- Playground equipment has been inspected and repaired as needed in preparation for the new school year. There was some graffiti that needed to be sanded off and the swing sets have been re-secured.
- Boilers – there were some issues with a couple of the boilers. She reported that this item will be discussed during the Business Manager section of the agenda.
- Floor waxing will begin after school is out on August 2nd. All staff have been informed that the school will not be passable for about a week.
- Asphalt cracks and striping of the parking lots and pickup/drive through lane will begin after summer school ends.
- Cameras/Strobes – the new cameras installed in the bus garage are now operational. The strobe and speaker will be installed as soon as the speaker is delivered. The strobes for the main building are on hold until district administrators can meet with Fire Systems West on Wednesday to discuss a possible option of integrating the Informacast system with the current system along with adding strobes. There would be an additional cost to the district, but the building fire strobes would be upgraded to current newconstruction code and have much louder outside audio.

Enrollment: Superintendent Gredvig reported that the current enrollment count is 610.

Student/Parent
And Staff

Handbooks: The board received copies of the student/parent and staff handbooks in their board packets. Superintendent Gredvig explained to the board that the handbooks were reviewed and edited through the Steering Committee the last few months of the school year. She noted a new motto for the 2019-2020 school year that will be highlighted – “The Cub Way” – Achievement Respect Excellence.

Dianna Grunlose moved to adopt the 2019-20 student/parent and staff handbooks as presented. Kiel Martin seconded the motion. Motion carried.

General Report:

- American Heart Association – the board received a copy of an email from the American Heart Association regarding school’s donation of over \$1,200 for the Kids Heart Challenge in their board packet.
- Washington State Patrol Annual Bus Inspection – the board received a copy of the letter from WSP and OSPI commending the district on our exceptional bus inspections the last two years in their board packets.
- See Something/Speak Up Campaign – Superintendent Gredvig reported that the ‘business cards’ were created to hand out to students and families for the coming school year. Business card magnets were also created to hand out at Meet and Greet and Family Nights. The District’s SpeakUp services is already a part of the district website and phone app, but it was too late in the year to familiarize students, staff and the community about it. The district will be holding assemblies and colored vest drills in coordination with SSOCC as well.

Business Manager Report:

Financial
Report:

Business Manager Stefanie Jesperson presented the budget status report for June 2019. She also went over the July 2019 cash flow statements.

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2019-20

Budget

Presentation: Stefanie Jespersion presented the board with the 2019-20 proposed budget and the four-year enrollment and budget projection. The board received budget information binders to review with their board packets.

MSOC

Disclosure: The board received a copy of the MSOC disclosure in their budget information binder. Stefanie Jespersion also reviewed this information with the board during the budget presentation.

Resolution

131-19: Stefanie presented Resolution 131-19: Adoption of the 2019-20 Fiscal Year Budget. This resolution gives the district the authority to spend up to the approved fund appropriations in the coming 2019-20 school year.

Kiel Martin moved to adopt Resolution 131-19 as presented. Maria Rosas seconded the motion. Motion carried.

Surplus:

The board received a list of technology equipment and food service trays that have been determined to be obsolete and recommended the board declare these items surplus to the District. Stefanie discussed the surplus process with the board.

Dianna Grunlose moved to declare the items presented as surplus. Kiel Martin seconded the motion. Motion carried.

Non-
Represented
IPD Salary

Adjustments: The board received a revised salary schedule for non-represented administrators and staff for the 2019-20 school year in their board packets. Stefanie Jespersion explained that this revision is to adjust non-represented staff salaries to include IPD (implicit price deflator) – a 2% increase.

Kiel Martin moved to adopt the revised salary schedule for non-represented administrators and staff for the 2019-20 school year to include the IPD adjustment of 2%. Maria Rosas seconded the motion. Motion carried.

Superintendent
Contract

Addendum: The board received a contract addendum for the Superintendent salary in their board packets. Stefanie Jespersion explained that this addendum is to adjust the Superintendent salary to include the IPD (implicit price deflator) increase of 2%, as stated in the Superintendent contract.

Kiel Martin moved to approve the contract addendum for the Superintendent position to include IPD per the contract. Dianna Grunlose seconded the motion. Motion carried.

Boiler

Replacement: Stefanie Jespersion explained to the board there have been recent issue with two of the three boilers in the district. The expected life of boilers are around 10 years, and these boilers are right at that life expectancy. She also explained to the board that when we had a vendor in to submit a quote for replacement boilers, they noted that the existing piping to these boilers was not to code when the building was built and these original boilers were installed. For the quotes obtained, the district requested the vendors break out separately the cost to bring the piping to code. District administrators will follow up with the contractors of the original building regarding this issue. The board received two quotes for the replacement of the two boilers and piping in their board packets. Andy Torres, Maintenance and Operations Supervisor, received an additional quote after board packets were distributed. The board received a copy of that quote at the board meeting.

Stefanie Jespersen discussed the available options presented to the board for the replacement of the boilers. She recommended the board select the MacDonald-Miller quote for the Intellihot high efficiency commercial tankless water heater. She explained that the water heater is one tank with two engines, has a 10-year warranty on the heat exchange, will reduce the gas costs as it is high efficiency, and the engines can be replaced individually which will have a long-term savings for the district. She also explained that when the other boilers in the district need to be replaced, that this system is expandable and smaller models can be added. She explained that the water heater would need to be installed prior to the start of school and before staff arrive, and MacDonald Miller has stated they can install by the week of August 12th. This would be a condition of the purchase. Should any issue fall through with the purchase of the proposed water heater, she recommended the board give district administration the authority to select another option due to the time constraints and immediate need of this replacement.

Maria Rosas moved to approve the MacDonald-Miller quote for the Intellihot high efficiency commercial tankless water heater as presented, as well as the costs to update the piping to code as presented in the quote. Additionally, should there be an issue with the selected water heater, she moved to give the district authority to select another option for the replacement of the water heaters. The motion was seconded by Kiel Martin. Motion carried.

Board of Directors:

Capital Projects

Levy:

Superintendent Gredvig explained to the board that as discussed during the June regular board meeting, the district looked at the possibility of doing a staggered roll-out of the 1:1 devices, and not do a district capital levy considering that the city will be running a library levy in November as well. She reported that district administrators determined that the district could do this by restricting/utilizing levy finds and planning for it moving forward with board approval instead of doing a dueling levy with the city. The board discussed the available options presented. Superintendent Gredvig recommended the board elect to not go out for a capital levy to fund 1:1 devices, and to do a soft roll-out with grades 3 and 7. She recommended the district use levy resources to fund the purchase of the devices and professional development. The board agreed.

Pre-Kinder

Program:

Superintendent Gredvig reported that there are currently 13 applications that have been submitted for the preschool program. She does not expect any change to the program for 2019-2020 based on that enrollment.

Annual

Goal Setting

Meeting:

Superintendent Gredvig reminded the board that the annual goal setting meeting is scheduled for August 14th at 5:30pm at the Holiday Inn on 8th and Yakima Ave.

Board Policies:

Superintendent Gredvig explained that due to pocket/drawstring issues, particularly in grades 5-8, she recommended a change to the uniform policy from hoodies to crewneck sweatshirts. The following board policy updates were presented for a 1st reading:

- Procedure 3224P(3) – Uniform Guide

The board discussed potential backlash issues with not allowing 5th – 8th grade students to wear hooded sweatshirts as well as the safety concerns that occurred in the prior school year. Several ideas were brought up and discussed. The board decided to revise the procedure language to state that sweatshirts may be worn by all students– both hooded and crewneck. However, if students misuse the hoodies the board instructed Superintendent Gredvig to require those students to wear crew necks. If there continues to be issues with students wearing hooded sweatshirts during the 2019-20 school year, the board will revisit the dress code and consider removing hooded sweatshirts from the approved uniform options.

A motion was made by Maria Rosas to revise procedure 3224P(3) to state sweatshirts may be worn by all students. Seconded by Kiel Martin. Motion carried.

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Because this policy change will impact the language in the student/parent handbook that was adopted earlier in the meeting, Kiel Martin moved to amend the student/parent handbook to reflect the revised policy language. The motion was seconded by Maria Rosas. Motion carried.

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

- Policy/Procedure 3200 – Rights and Responsibilities
- Procedure 3224P(2) – Dress Code
- Policy/Procedure 3241 – Student Discipline

A motion was made by Kiel Martin to approve these policies as presented for a 2nd reading. Seconded by Dianna Grunlose. Motion carried.

Future Agenda

Items: 2019-20 recurrent events calendar, possible summer school report, Jump Start Credit – Algebra I, hiring of ASB/grade level advisors, HUGS, detention, yearbook and patrol supervisors, adopt board goals for 2019-2020, possible commitment of funds for technology and facilities.

Adjourn: With no further business, the meeting was adjourned at 9:23 p.m.

Chairman

Secretary