

MINUTES
KELSO SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
9/9/19

The regular meeting of the Board of Directors of Kelso School District No. 458 was called to order at 6:00 p.m. in the boardroom of the Ruth B. Clark Administration Building.

Board Members: Leah Moore – President
Karen Grafton – Vice President
Howard Sharples
Mike Haas
Darr Kirk

Cabinet Members: Scott Westlund – Chief Financial Officer
Tim Peterson – Director of Human Resources
Don Iverson – Director of Student Services
Holly Budge – Director of Special Programs
Kim Yore – Director of Teaching & Learning
Lacey DeWeert – Associate Director of Teaching & Learning

Superintendent: Mary Beth Tack

Asst. Secretary: Molly Guler

OTHERS PRESENT – Phil Iverson-ESD 112, Andy Twyman-ESD 112, Amy Vanderhort-Integrus Architecture and Patrick Donnelly-Integrus Architecture

ABSENT - None

COMMENTS & QUESTIONS – None

APPROVAL OF REGULAR MEETING AGENDA –

Motion to Approve:	Director Shaples
Motion Seconded:	Director Grafton

APPROVAL OF THE CONSENT AGENDA –

Minutes of the Date, regular board meeting

Certificated employment recommendations

Contracts and agreements

Capital Fund vouchers

General Fund	Warrant Date	Amount	Warrant Number
Payroll	8/30/2019	\$2,934.18	255279-255281
Payroll	8/30/2019	\$4,897,993.24	255282-255318
Tuition Reim	8/30/2019	\$53,595.54	255319
Tuition Reim	8/30/2019	\$2,141.52	255320
AP Emp ACH	8/30/2019	\$29,885.57	255321
AP	8/30/2019	\$545,229.76	255322-255443
AP Prepay	8/30/2019	\$283,440.61	255444-255498
AP Comp Tax	8/30/2019	\$808.39	255499
Payroll	9/3/2019	\$207.53	255500
Capital Projects Fund			
AP	8/30/2019	\$1,708,431.35	3125-3139
ASB Fund			
AP	8/30/2019	\$5,514.07	30421-30424
AP Prepay	8/30/2019	\$29,955.52	30425-30429

The surplus of CTE equipment:

Motion to Approve:

Motion Seconded:

Director Haas

Director Sharples

APPROVAL OF POLICY 3246, RESTRAINT AND ISOLATION OF STUDENTS

Director Budge presented Minor revisions. Remove outdated RCW. Changes in wording. Procedure in RCW correction as well as a typo. Changes in verbiage.

Motion to Approve:

Director Kirk

Motion Seconded:

Director Sharples

APPROVAL OF POLICY 6700, NUTRITION, HEALTH & FITNESS

Addition of verbage to conduct an annual review of PE programs including provisions:

- Number of students completing course yearly
- Average number of minutes per week for grades 1-8
- Number of PE waivers granted
- PE teacher validation of proper endorsements
- PE class sizes
- Programs adapted properly for disabilities
- PE classes excluded for disciplinary reasons

Director Westlund added changes to wording to match what is being done.

Motion to Approve:

Director Grafton

Motion Seconded:

Director Kirk

LEXINGTON/ WALLACE PRESENTATION BY INTEGRUS & CONSTRUCTION SERVICES GROUP (CSG)

Phil Iverson explained that both projects are coming along and looking great. The projects for all schools are keeping in line with budget as well as time lines.

Amy VanDerhort and Patrick Donnelly spoke about the architectural design of both Wallace & Lexington Elementary schools. The ed spec process has included, listening sessions, community input, school tours, guiding principles, educational best practices, program adjacencies and site layout. Guiding principles are

Provide integrated and flexible teaching and learning spaces that serve the diverse needs of the whole child, accommodate diverse learning styles and teaching modalities, and support academic achievement for all students.

Create a secure, safe, and accessible campus for students, staff, visitors, and all users. Employ best practices and appropriate security measures within buildings and across the entire site. Ensure pedestrian safety at vehicle and bus zones.

Welcome and support the community with spaces that accommodate broad involvement, promote unity, and foster a sense of belonging.

Size spaces appropriately for the activities they will serve. Provide dedicated indoor and outdoor spaces for specific functions, from small-scale individual learning to school-wide and community events.

Integrate the most current technology throughout the entire facility and ensure there is capacity to adapt to changing technology.

Honor the history, identity, and culture of each unique school community, and recognize the unique natural and cultural influences of the Pacific Northwest region.

Create a facility that is easy to service and maintain, durable, adaptable to changing patterns of use, and capable of growing as needed over time.

Program Priorities:

- Instructional Space
- Number of Classrooms
- Size of Classrooms - 900 sf
- Shared areas - Pull-out spaces/small group
- Special Ed - Equity and access
- Separate Gym and Cafeteria
- STEM Lab
- Gym - Middle School size - Community Use

HEARD THE SUPERINTENDENT EVALUATION/SALARY REPORT PRESENTED BY KSD SCHOOL BOARD PRESIDENT LEAH MOORE

At our board advance in June 2018 the board and Mary Beth agreed to narrow the focus of the evaluation for the 2018-19 school year to WSSDA/WASA Washington Standards-Based

Superintendent Framework Standards Three, Seven and Eight. We also agreed to a review of paid holiday and salary in June 2019.

Overall the board expressed pleasure and satisfaction with Superintendent Tack's performance during a challenging first year. As a whole we felt that she had performed in the "Proficient" or "Distinguished" category across all standards.

Paid Holiday and Salary Review

The Board asked that Superintendent Tack's current contract be honored with the following amendments.

- 1- Inclusion of 12 paid holidays in alignment with other Washington Superintendents.
- 2- Pass through of any Washington State Legislature Salary Inflationary Increase.

Future Evaluations

The Board would like to schedule a board retreat in Winter 2019 after the election of new board members. At that time the board will discuss potential focus areas and method for the 2019-20 evaluation. The board desires greater fidelity to the WSBSE (Washington Standards Based Superintendent Evaluation)

Superintendent Employment Contract (Addendum) 2019-2020 Year two of three year agreement

Terms of this Agreement are subject to change through Statewide Legislative Action and District Negotiations

#2 Compensation - Statewide pass through monies - Implicit Price Deflator (IPD)
Two (2) percent will be added to compensation

#10 Technology Allowance - District-wide for administration through negotiations
Eighteen (1800) dollars

UPDATED ON THE PRELIMINARY ENROLLMENT REPORT

Director Scott Westlund shared the preliminary enrollment report saying that we are at 4832 students down about 31 students, but said it was still early. October and November typically have the highest enrollment numbers.

ACCEPTANCE OF STADIUM SOUND SYSTEM REPLACEMENT BID

The project entailing the complete replacement of new audio components at the stadium received 2 bids from Pacific Tech Construction and Three Rivers Audio Visual. Chief Financial Officer Scott Westlund recommends the Board approval of the base bid of \$49,000 plus applicable taxes/fees from Three Rivers Audio/Visual. Funds will come from the Capital Projects Fund as part of the 2018 voter approved bond program.

Motion to Approve:

Director Kirk

Motion Seconded:

Director Sharples

REJECTION OF THE PHONE BID

Director Westlund explained that the bids submitted did not recognize the addendums mentioned. Kelso School District has spoken with them and they plan to resubmit with the correct format.

Motion to Approve:

Director Sharples

Motion Seconded:

Director Haas

ACCEPTANCE OF RESOLUTION NO. 2019/20-01 PRESENTED BY MR. SCOTT WESTLUND

One way to provide a service of convenience for travel and other District related expenses, is to provide a designated school personnel bankcard. Said use of a bankcard by authorized personnel of a municipality is allowable under RCW.42.24.115. The following names will be provided with a Bank of America Mastercard for Kelso School District No. 458 (Mary Beth Tack, Scott Westlund, Christine McDaniel, Kim Yore, Don Iverson, District Card (Title & Lap) Greg Gardner, Laura Hiatt, Rob Birdsell, Tim Peterson, Molly Guler, District Card (Fiscal Use), Gary Schimmel, Holly Budge, David McDaniel, Kaydee Harris, District Card (Maintenance Dept.), Melissa Boudreau, Jason Coburn)

Motion to Approve:

Director Haas

Motion Seconded:

Director Kirk

MOVED TO SECOND READING POLICY 3432, EMERGENCIES PRESENTED BY MR. SCOTT WESTLUND

Addition of * Drills - Each school in the district will conduct at least one safety -related drill per month, including summer months when school is in session with students. These drills will teach students the following basic functional drill responsibilities. *

Addition of *Evacuations - due to threats, such as fires, oil train spills or tsunamis,* & *The above safety-related drills will incorporate the following: a. Use of the school mapping information system in at least one of the drills and b. A pedestrian evacuation drill for schools in mapped tsunami hazard zones.*

Addition of *Earthquakes - An earthquake drill using the state approved earthquake safety technique “drop, cover and hold” will be held annually.*

MOVED TO SECOND READING POLICY 4500 - UNMANNED AIRCRAFT SYSTEM AND MODEL AIRCRAFT PRESENTED BY MR. SCOTT WESTLUND

This is a new policy to our district and includes verbiage regarding the use of what is commonly known as “drones” on school property and at school events. Prior approval MUST be obtained before any flight of a drone is allowed. Approval process and definitions are included in the body of the policy.

MOVED TO SECOND READING POLICY 6020, SYSTEM OF FUNDS AND ACCOUNTS PRESENTED BY MR. SCOTT WESTLUND

Updated verbiage under the Capital Projects Fund section. Extensive explanations for the use of CPF has been added. The Debt Service Fund has been redefined as well as the Transportation Vehicle Fund. There has been some minor changes to verbiage throughout as well.

MOVED TO SECOND READING POLICY 6570, PROPERTY, DATA AND RECORDS MANAGEMENT PRESENTED BY MR. SCOTT WESTLUND

The section on Records Management Retention has been removed. Slight verbiage changes throughout.

FOR THE GOOD OF THE ORDER

Superintendent Tack invited directors up to speak about the beginning of the year in their dept. Director Kim Yore said she was encouraged by being at the middle school for the 6th grade transition day. She said it was obvious it is a very important asset to the district. Watching the students get acclimated to their new environment without the pressure of older students seems to make a difference on the start of the year. She also mentioned how fun it was to watch the 9th graders at the high school for their transition day. The band and cheerleaders greeted them at the door and felt like celebrities, the look on their parents' faces was excited and like they were dropping them off someplace safe and inviting. Assistant Director Lacey DeWeert talked about the first day that Kindergartners were in the buildings and how there was a great energy! Great staff support to the parents as well. Superintendent Tack said there was a positive energy in the district and attributed it partly to the fact htat after attrition last year, all staff were back in their buildings. Board President said she loved the energy of our speaker at the back to school event and is looking forward to going to the first ever Band retreat over the weekend

ADJOURNMENT

7:00 p.m.

X _____

President

X _____

Secretary