

**MINUTES**  
**KELSO SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**10/7/19**

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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.

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<b>Board Members:</b>	Leah Moore – President Karen Grafton – Vice President Howard Sharples Mike Haas Darr Kirk
<b>Cabinet Members:</b>	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
<b>Superintendent:</b>	Mary Beth Tack
<b>Asst. Secretary:</b>	Molly Guler

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**OTHERS PRESENT** – Barbara Clausen (Bethany Lutheran), Lucinda Buten (Faith Center Food Bank), Megan Filer (Bethany Lutheran), Sandy DeBruler (KEA), Don Sharer, Ron Huntington, Marissa Heffernan (TDN) & Pam Bauman (KSD Assessment Coordinator)

**ABSENT** - Tim Peterson

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**COMMENTS & QUESTIONS** – None

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**APPROVAL OF REGULAR MEETING AGENDA –**

**Motion to Approve:**

**Director Haas**

**Motion Seconded:**

**Director Kirk**

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**APPROVAL OF THE CONSENT AGENDA –**

## **Minutes of the Sept 23 , regular board meeting & work session (Agenda stated 9/9/19)**

### **Certificated employment recommendations**

### **Contracts and agreements**

### **Capital Fund vouchers**

October 7th, 2019			
General Fund	Warrant Date	Amount	Warrant Number
AP Emp ACH	9/30/2019	\$7,035.71	255513
AP Emp ACH Accrual	9/30/2019	\$1,931.34	255514
AP	9/30/2019	\$963,482.22	255515-255680
AP Accrual	9/30/2019	\$244,938.49	255681-255723
AP Comp Tax	9/30/2019	\$1,560.26	255724
Payroll	9/30/2019	\$3,995.93	255725-255734
Payroll	9/30/2019	\$4,565,005.46	255735-255771
AP	10/1/2019	\$1,104.09	255772-255773
Capital Projects Fund			
AP	9/18/2019	\$262,350.00	3140
AP	9/18/2019	\$800.00	3141
AP	9/30/2019	\$161,189.97	3142-3145
AP Accrual	9/30/2019	\$1,194,878.08	3146-3158
ASB Fund			
AP Emp ACH	9/30/2019	\$206.09	30430
AP	9/30/2019	\$40,474.36	30431-30464
AP Accrual	9/30/2019	\$30,465.00	30465
AP Comp Tax	9/30/2019	\$79.87	30466

### **Annual District HiCap Plan**

### **Sunday Activity Requests (Cheer and DECA)**

**Motion to Approve:**

**Director Sharples**

**Motion Seconded:**

**Director Grafton**

#### **APPROVAL OF POLICY 3520 & 3520P, STUDENT FEES, FINES & CHARGES**

Policy changes include some slight verbiage changes of 'shall' to 'will'. As well as

Procedure has added a section regarding guidelines for establishing fees for classes. Nothing new in practice. Fees that cannot be levied. Pg 1, students not paid for 5 or more meals procedure. References meals not paid for.

Adding eligibility language for free/reduced. Notifying parents. Already a practice.

Homeless student's records available right away.

**Motion to Approve:**

**Director Sharples**

**Motion Seconded:**

**Director Kirk**

#### **APPROVAL OF POLICY 4260 & 4260P, USE OF SCHOOL FACILITIES**

Policy Adopted 1974, new turf field will need to be maintained and replaced. Charges help with this projected cost. Expansion in use of our facilities, not just Kelso, we have many towns, and counties coming for free facility use. Nominal fees for Kelso organizations. Defines specific groups.

**Motion to Approve:**

**Director Kirk**

**Motion Seconded:**

**Director Grafton**

#### **APPROVAL OF POLICY 6100 REVENUES FROM LOCAL, STATE & FEDERAL SOURCES**

Has been updated multiple times. Legislation requiring our uses for local revenue. Specifically put it in a sub fund, stating what the funds are used for. Enrichment levies will have to have approval from OSPI, expressly states what enrich levy dollars can be used for.

**Motion to Approve:**

**Director Haas**

**Motion Seconded:**

**Director Grafton**

#### **APPROVAL OF POLICY 6610 VIDEO SURVEILLANCE**

Policy is new to district. It authorizes the use of video surveillance on district property for the purpose of maintaining the health, welfare and safety of students, staff and visitors, and to protect district equipment and facilities.

The district will notify staff and students through various means including, but not limited to association contracts, and staff and/or student handbooks. In some instances, video recordings may become part of a student's educational record or a staff member's personnel record. The district will comply with all applicable federal laws related to record maintenance, retention and disclosure.

**Motion to Approve:**  
**Motion Seconded:**

**Director Grafton**  
**Director Kirk**

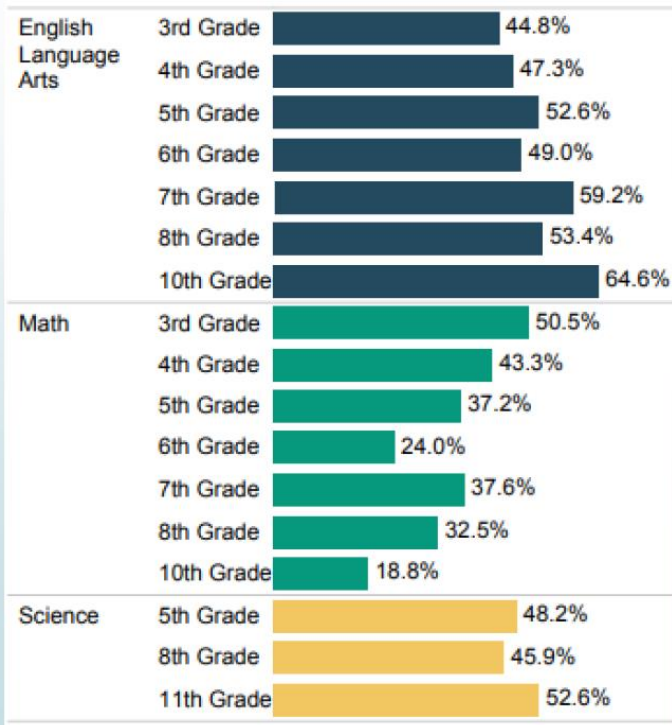
#### **HUNGRY KIDS PRESENTATION - PRESENTED BY BARK CLAUSEN**

16.9% of the population as determined in Cowlitz County, WA (17.2k out of 102k people) live below the poverty line, a number that is higher than the national average of 13.4%. The largest demographic in all Cowlitz age groups is women—a large number have dependent children. As a result, our schools last year had over 57-58% of the children on free or reduced breakfast and lunch. Also, over 100 Kelso school children and youth are homeless. Many of these children go hungry on weekends unless they get GoBags on Fridays in our schools.

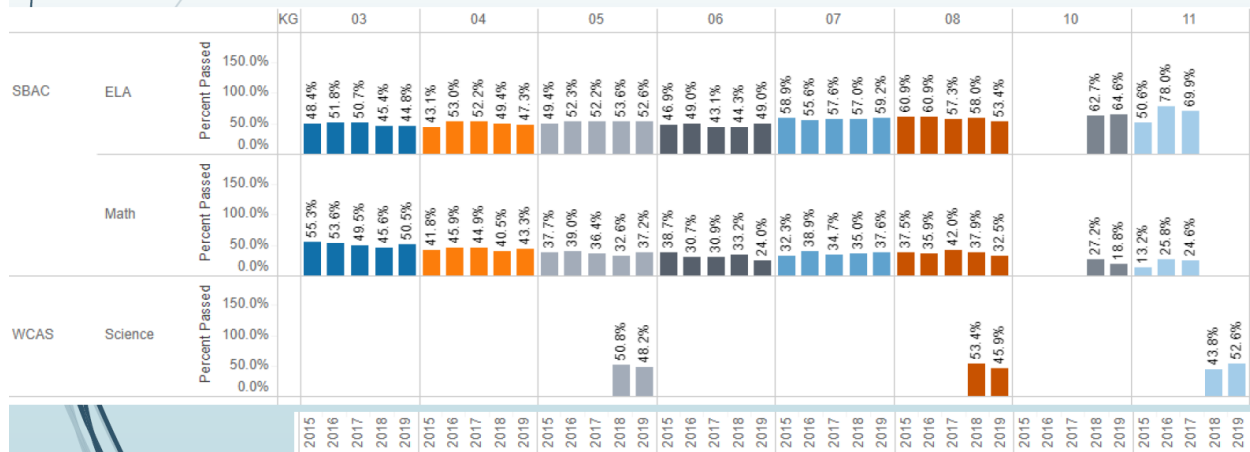
Bethany Lutheran Church with an ELCA Hunger Grant has worked with the Faith Center Food Bank in Kelso to provide GoBags for Kelso School children who have signed up. The United Methodist Presbyterian Church provides bags for Barnes children. The Stella Chapel and the Kelso Gloria Dei Lutheran churches have also been a part of the GoBag events of the six Lutheran churches as a part of the grant, giving both money and food to the programs. By the end of last year, we were feeding over one hundred fifty Kelso children each weekend. To make this effort sustainable, we invite Kelso organizations to consider joining us in this effort!

#### **2018/19 KSD ASSESSMENT RESULTS (Pam Bauman)**

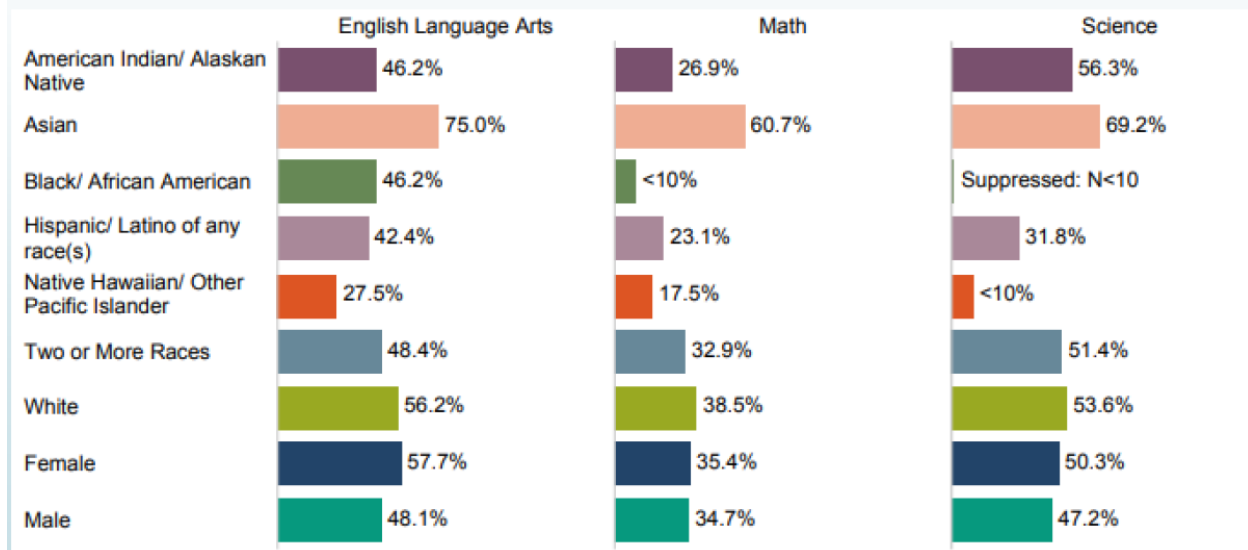
# Kelso School District 2018-2019



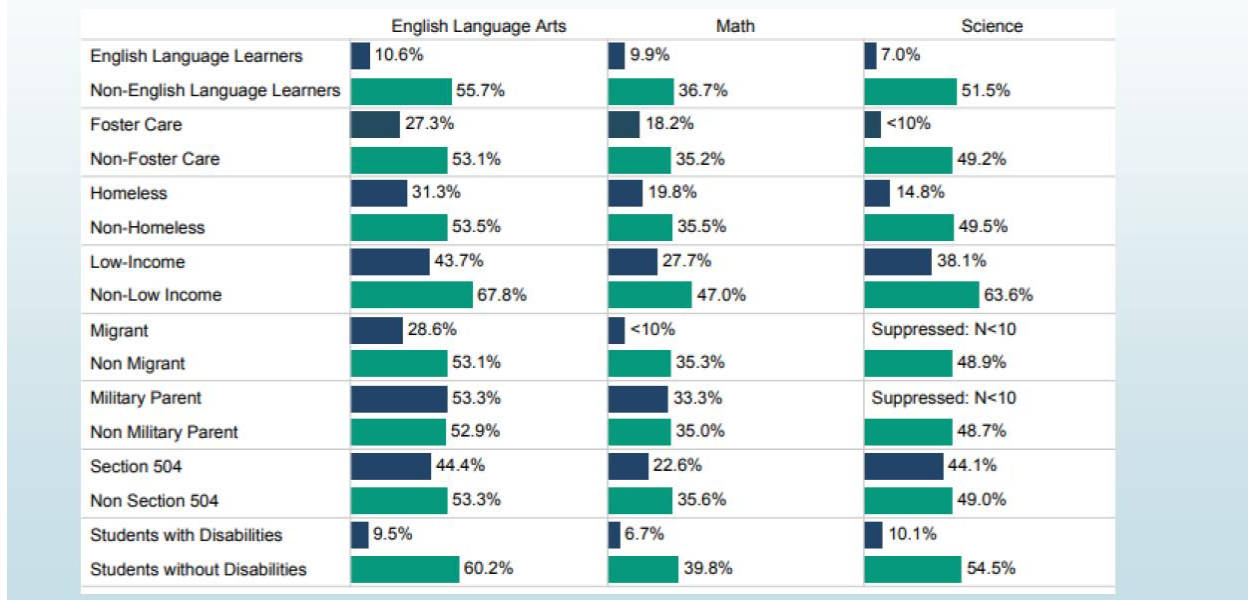
## District Grade Level Trend 2015 - 2019



## Percent of Students that Met Standards, By Student Demographics



## Percent of Students that Met Standards, By Student Programs & Characteristics



Grade Level 5-Year Proficiency Trend State-District Comparison

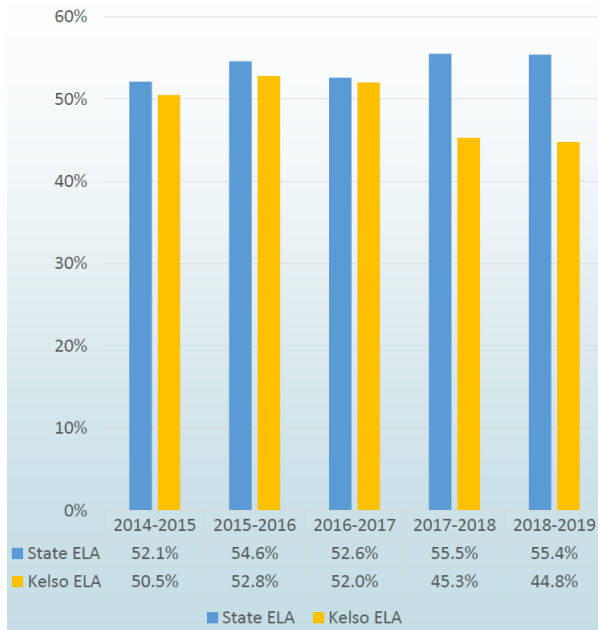
KSD							
ELA	HS	8th	7th	6th	5th	4th	3rd
2018-2019	66%	54%	60%	49%	53%	48%	44%
2017-2018	63%	58%	57%	44%	53%	49%	45%
2016-2017	70%	60%	59%	44%	54%	54%	52%
2015-2016	78%	62%	57%	51%	54%	55%	52%
2014-2015	51%	63%	60%	49%	50%	45%	51%

State							
ELA	HS	8th	7th	6th	5th	4th	3rd
2018-2019	73%	60%	62%	58%	61%	58%	56%
2017-2018	70%	59%	60%	56%	59%	57%	56%
2016-2017	74%	59%	60%	56%	59%	55%	53%
2015-2016	76%	60%	59%	57%	60%	57%	55%
2014-2015	26%	57%	57%	54%	58%	55%	52%

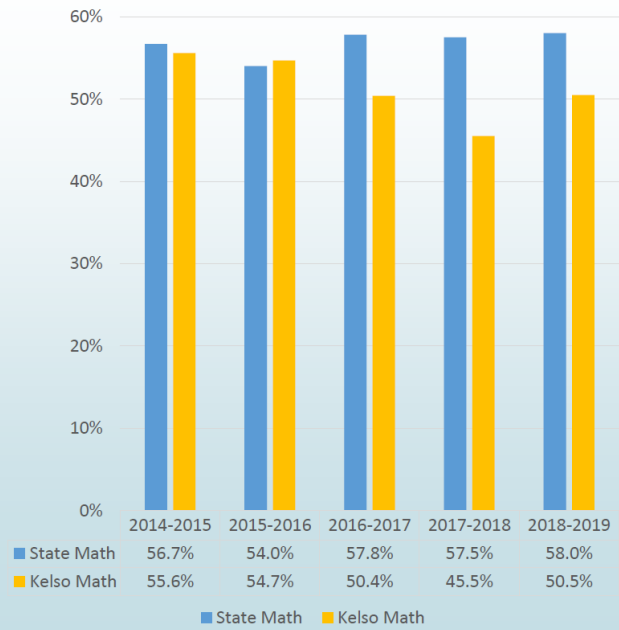
KSD							
Math	HS	8th	7th	6th	5th	4th	3rd
2018-2019	19%	33%	38%	24%	37%	44%	50%
2017-2018	26%	38%	35%	33%	33%	40%	46%
2016-2017	25%	43%	35%	31%	38%	45%	50%
2015-2016	27%	36%	41%	31%	30%	47%	55%
2014-2015	13%	38%	33%	39%	38%	42%	56%

State							
Math	HS	8th	7th	6th	5th	4th	3rd
2018-2019	42%	47%	50%	47%	49%	55%	58%
2017-2018	41%	48%	49%	48%	49%	54%	58%
2016-2017	26%	48%	50%	48%	49%	54%	58%
2015-2016	22%	48%	50%	48%	49%	55%	54%
2014-2015	14%	46%	48%	46%	48%	54%	57%

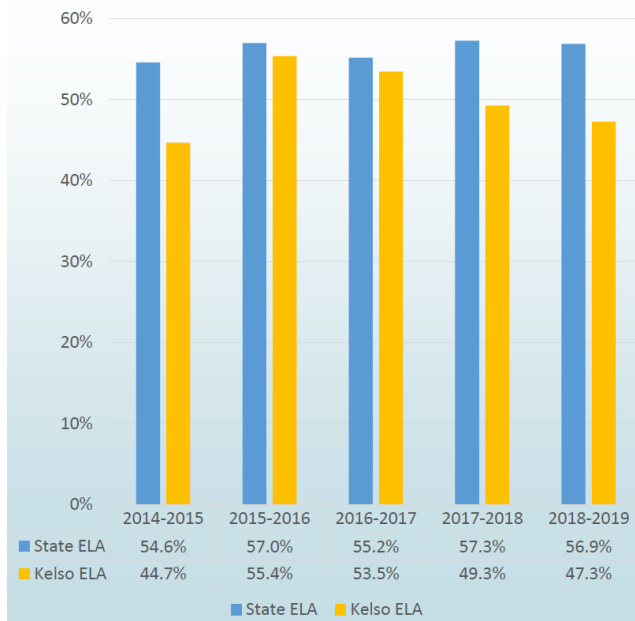
### 3rd ELA Smarter Balanced



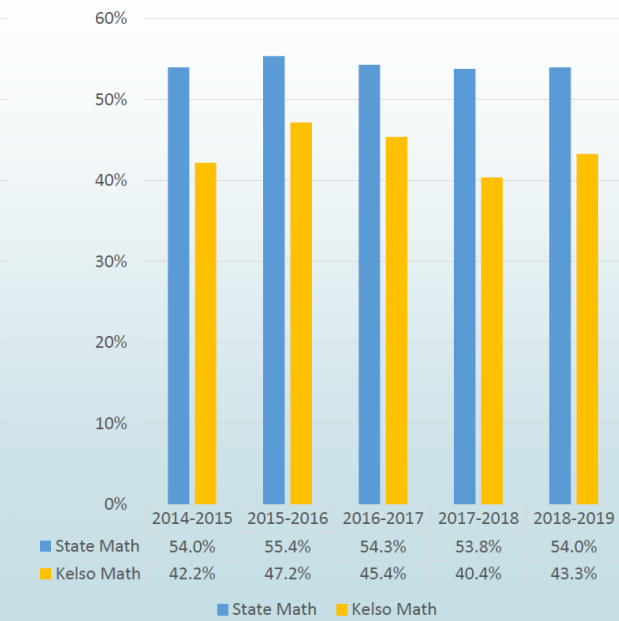
### 3rd Math Smarter Balanced



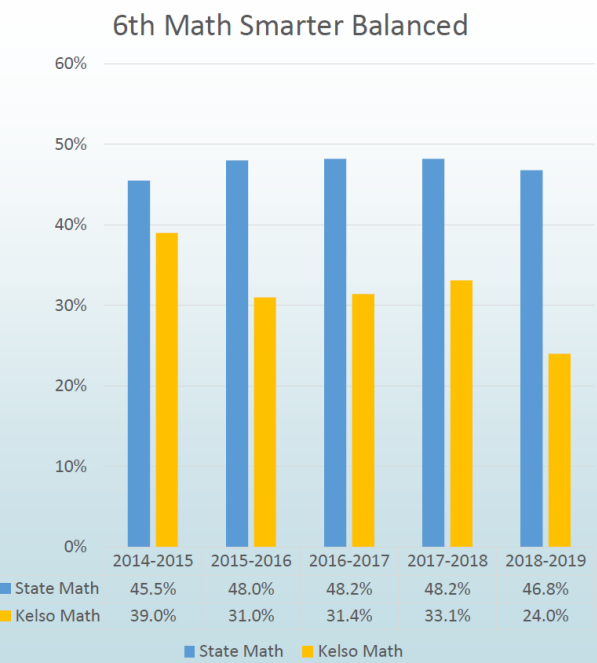
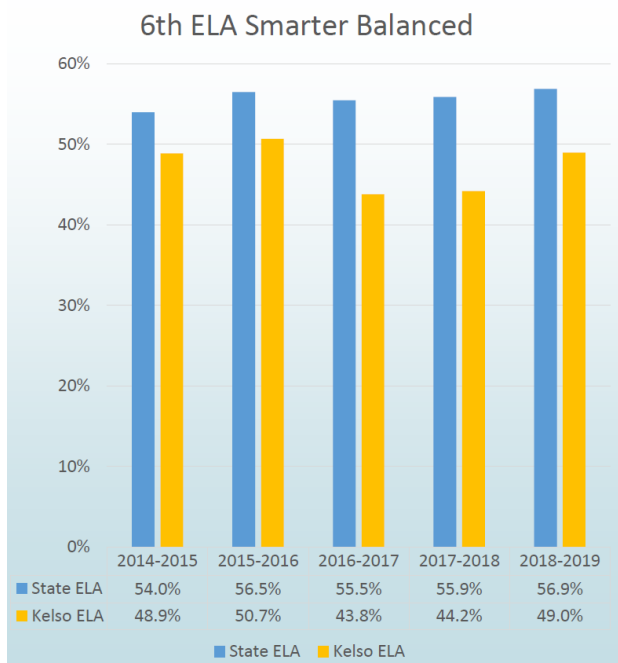
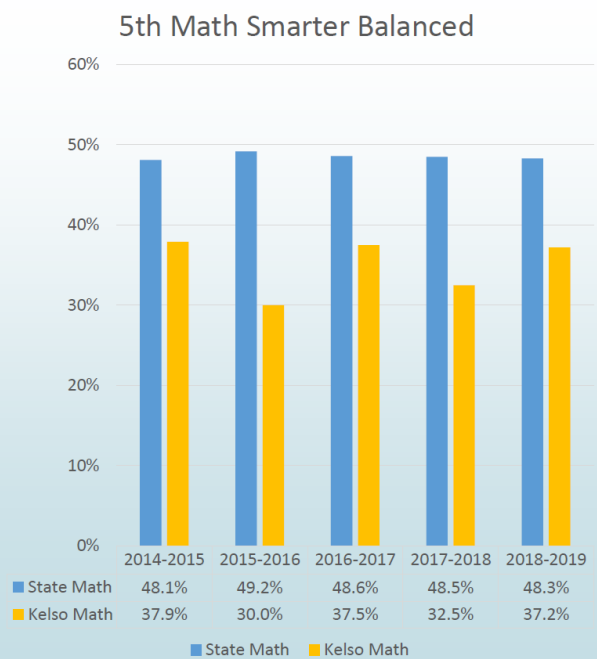
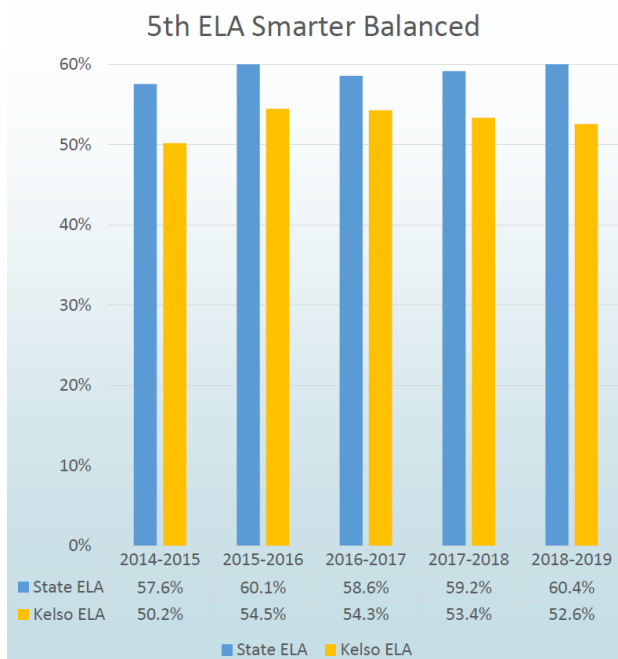
### 4th ELA Smarter Balanced

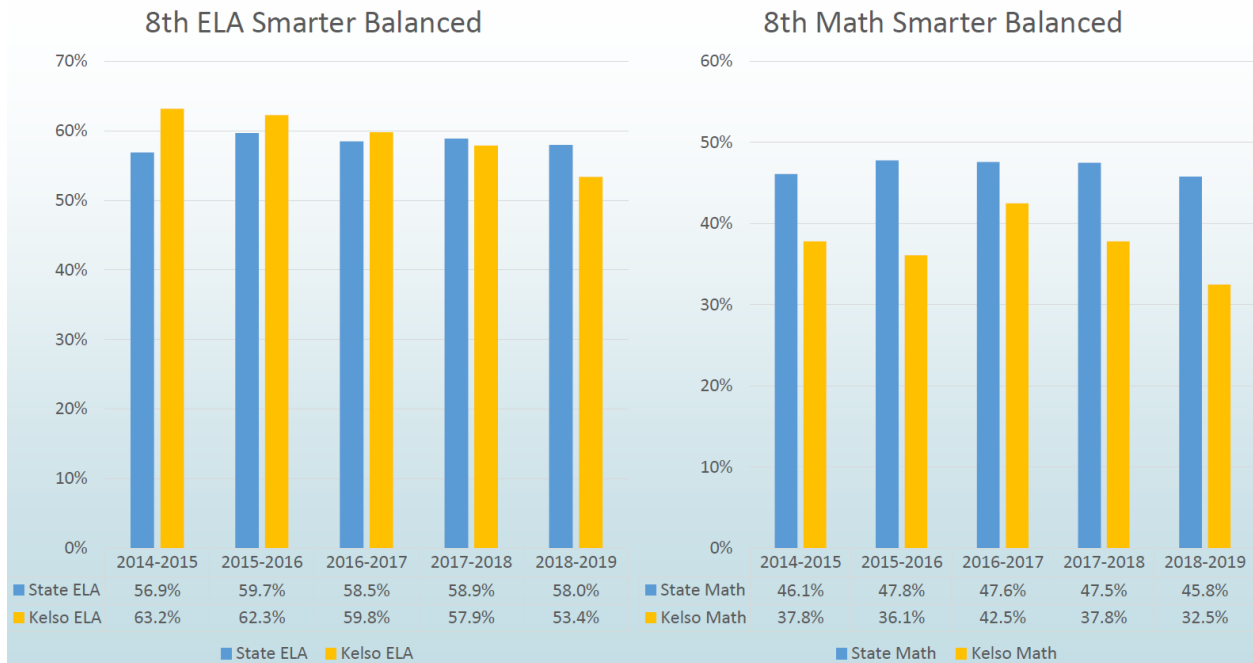
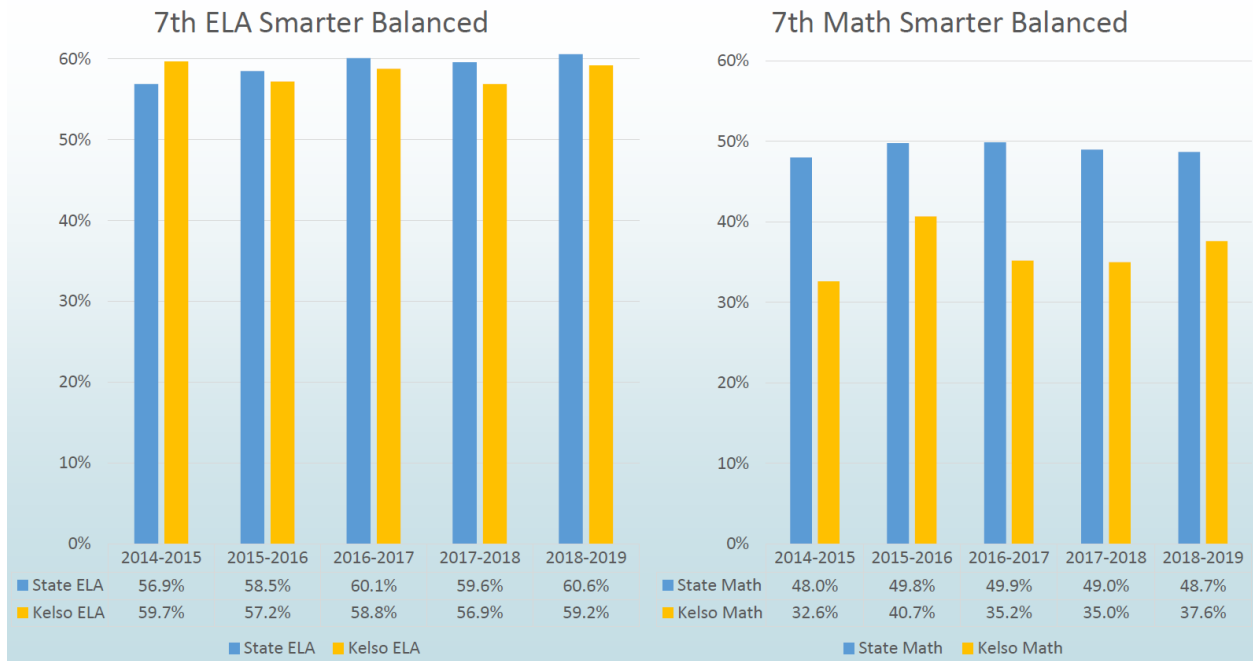


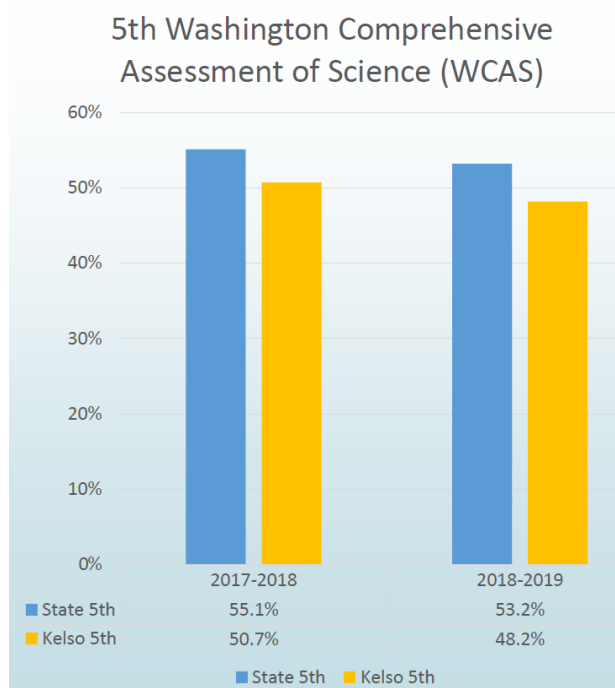
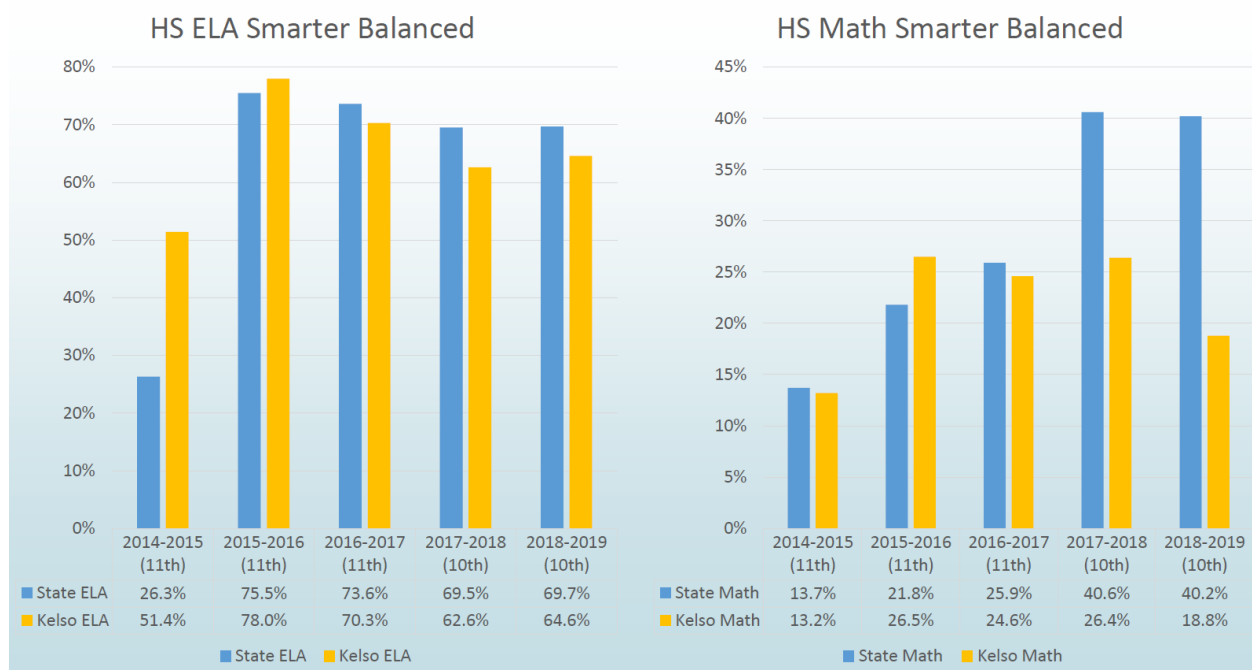
### 4th Math Smarter Balanced



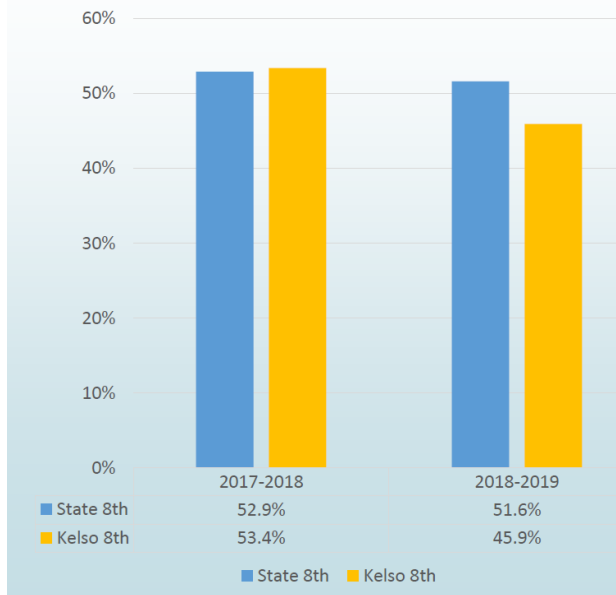




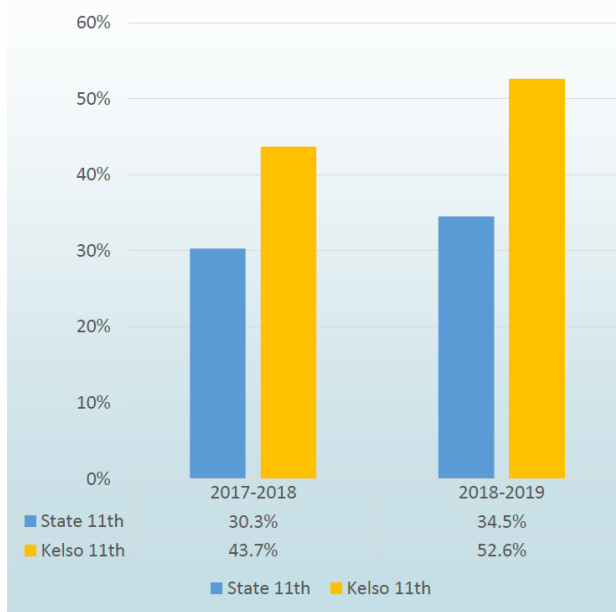




### 8th Washington Comprehensive Assessment of Science (WCAS)



### 11th Washington Comprehensive Assessment of Science (WCAS)



## **NAMING THE BOARD ROOM (DISCUSSION)**

Superintendent Tack's proposal. To name the KSD Board Room after Roy Parsons who served over 37 years on the Kelso School Board. Roy was one of the longest running Board Members at the state level.

The board will consider the "whenever possible" clause in Policy and Procedure 6970, as current board members were able to serve alongside Roy Parsons. The significance is monumental in naming the Board Room for Roy as he was such a big part of this board and legacy. This can also honor his family for their sacrifice.

Director Grafton expressed concern about going against the suggestion of waiting 5 years after the death of a board member clause.

## **ACCEPTANCE OF TRAFFIC MANAGEMENT PLAN (Scott Westlund)**

The project will include the development of a Traffic Management Plan (TMP) for the Lexington and Wallace Elementary Schools. Future work may be incorporated into other schools experiencing traffic flow challenges after this initial work.

We interviewed 3 and have selected Heffron Transportation Inc. Heffron Transportation is a specialty transportation planning and engineering consulting firm founded in 1995 to help clients build better urban communities through creative and innovative transportation solutions.

The selection team was most impressed with Heffron's extensive work with school districts, and great communication with staff, community and parents. Still negotiating contract. Hoping to keep it under \$20,000.

**Motion to Accept:**

**Director Kirk**

**Motion Seconded:**

**Director Haas**

## **ACCEPTANCE OF STADIUM HANDRAIL, ELEVATOR AND KHS BOILER PROJECT (Scott Westlund)**

Five Rivers Construction has completed the handrail installation project, and ThyssenKrupp has completed the elevator replacement project. Both projects were completed on budget over the summer.

LP&H has also completed the boiler replacement project at KHS. This acceptance will begin the 45 day closing process with Labor and Industries in order to release the remaining project retainage to the companies.

**Motion to Accept:**

**Director Grafton**

**Motion Seconded:**

**Director Sharples**

**ACCEPTANCE OF REQUEST FOR QUALIFICATIONS (RFQ) FOR HMS MODERNIZATION PROJECT  
(Scott Westlund)**

KSD intends to begin a RFQ process to select an Architect/Engineering (A/E) firm for the HMS project.

The RFQ will be advertised in the Daily News & Daily Journal of Commerce in Portland/Seattle. The plan is to select an A/E firm by calendar year end, and begin a one-year design process, followed by bidding and construction to begin in Spring 2021, with a likely completion date of summer 2022.

It remains to be determined if we will select the traditional bid-build construction process, or an alternative method such as GC/CM used for Wallace and Lexington Elementary Replacement Projects. When decided we will seek state approval in January 2020.

**Motion to Accept:**

**Director Sharples**

**Motion Seconded:**

**Director Grafton**

**ACCEPTED GUIDING PRINCIPLES FOR BOUNDARY REVIEW COMMITTEE (BRC)(Scott Westlund)**

The Guiding Principles outline the expectations that the Board has for the Boundary Review Committee.

## **Boundary Review Committee (BRC)**

### **Guiding Principles**

- (a) Potential impacts, both positive and negative, of any proposed boundary adjustments will be carefully evaluated.
- (b) The process for making recommendations for boundary adjustments should allow families and the school system to plan and prepare for implementation of the proposed changes.
- (c) Boundary adjustment should be implemented after appropriate input and discussions with affected parties and careful consideration of alternative solutions. It is our desire to minimize the impact of boundary changes to the least number of students as possible.
- (d) It is important to ensure students are able to attend schools located within a close proximity to their own neighborhood as much as possible.
- (e) Boundary adjustments should be made in the context of longer term solutions. Short term solutions not addressing long term issues should be avoided.
- (f) Transportation efficiency and effectiveness should be maintained to ensure a student's time on a bus or in a car is limited – and time at home and at school is maximized. School enrollments should be balanced by utilizing existing school capacities, with the understanding that future growth may need to be considered in boundary selections.
- (g) Natural or manmade barriers to safe and efficient routes should be taken into consideration. This applies to pedestrian walkways as well as vehicular transportation. Safe walking routes for all schools should be maintained.
- (h) Feeder school continuity is an important consideration. Student continuity from elementary school to middle school should be prioritized.
- (i) The District recognizes that a plan to allow students impacted by boundary adjustments to remain at their current school of choice is of importance.

**Motion to Accept:**

**Motion Seconded:**

**Director Haas**

**Director Sharples**

### **APPROVAL OF RESOLUTION 2019/20-04 SCHEMATIC DESIGN FOR BUTLER ACRES & CARROLLS ELEMENTARY SCHOOLS. (Scott Westlund)**

Approves the use of the schematic design documents to assist in the development of Design Development documents for the Butler Acres & Carrolls Elementary School modernization projects.

**Motion to Approve:**  
**Motion Seconded:**

**Director Grafton**  
**Director Kirk**

**UPDATES ON PROCEDURE 3420P, ANAPHYLAXIS PREVENTION & RESPONSE (Don Iverson)**

In the sprint we omitted a section where KSD would be paying for anaphylaxis prevention (EPI pens) With the help of Child & Adolescent Clinic we now have these available at our schools. We are adding this section back in.

**FOR THE GOOD OF THE ORDER**

Director Kirk, city manager talked to the City of Kelso, the speed limit will now be 25 in front of HMS. This Friday is a non school day for students. K-12 inservice day for many different intentional trainings, from AVID to SEL. Up and running at Wallace for construction. Waiting for Lexington to get soil stabilization. October is principal appreciation month.

Director Moore - Legislative Conference review. Very diverse group of board members. Able to discuss specific challenges with each other. 151 legislative proposals, KSD desires were high in the ranks after the votes were tallied.

**ADJOURNMENT**

**6:51**

X

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President

X

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Secretary