

<b>Board Members:</b>	Greg Miller, President; Duane Pegg, Scott Jones, Debbie Carter-Bowhay, and Hillary Bearden.
<b>Administration:</b>	Heather Sweet, Superintendent; Nicholas French, Director of Teaching & Learning/Special Services; Christopher Pollard, Jr/Sr HS Principal; and Dr. Cindy Risher, Elementary Principal.

- Call to Order:** 1.0 The meeting was called to order at 7:30pm and the flag salute was led by President, Greg Miller.
- Approval of Minutes:** 2.0 It was moved and seconded (HB/DC) that the Board approve the minutes of the November 26, 2019 regular meeting as presented thereby ratifying all actions taken.
- M/C, unanimous.
- Citizen Comments on Non-Agenda Items** 3.0 None
- Board Celebration** 4.0 Supt Sweet announced Debbie Carter-Bowhay's 20 years of service on the Ocosta School Board. Debbie was presented with a certificate and a plaque for her service.
- Consent Agenda:** 5.0 The board will approve Procedure 4040P as long as the correct district website address is updated in the procedure.
- General Fund 5.1
- ASB Fund 5.2
- Transportation Fund 5.3 Duane Pegg stated that 2410P has inconsistencies regarding the waiver of history credits. He requested that the wording be consistent before the procedure is approved. Supt Sweet recommended that 2410P be held for a third reading at the next board meeting in January.
- Debt Services Fund 5.4
- Capital Projects Fund 5.5
- Payroll 5.6
- Payroll Accounts Payable 5.7 It was moved and seconded (DC/SJ) that the consent agenda be approved, thereby approving items 5.1 – 5.11, which includes: *(optional reading)*
- Resignation 5.8
- New Hires 5.9
- Board Policy Review – 5.10
- First Reading 5.11
- Board Policy Review – Second Reading 5.11
- The November 2019 General, A.S.B., Transportation, Debt Service, and Capital Projects Fund status reports;
  - Payroll warrants 538235 – 538258 in the amount of \$589,639.51;
  - Payroll Accounts Payable warrants 538217 – 538234 in the amount of \$17,217.55;
  - Resignation of Amy Walker as Jr/Sr HS 21<sup>st</sup> CCLC Coordinator;
  - Hiring of Danielle Ross as an Elementary 21<sup>st</sup> CCLC Paraeducator and Hunter Hatton as JH Assistant Boys Basketball Coach;
  - First Reading of Policies and Procedures none; and
  - Second Reading on Policies and Procedures: 2410P, 3245, 3245P, 4040P, 4210, 4215, 5404, 6112 on December 17, 2019.
- M/C, Unanimous
- Finance Reports:** 6.0
- General Fund, ASB, Transportation, Capital Projects, and Comp Tax Warrants 6.1 It was moved and seconded (SJ/HB) that the General Fund, A.S.B., Capital Projects, Transportation Vehicle Fund, and Department of Revenue warrants be approved, thereby certifying that the merchandise and services have been received and/or performed for payment: *(optional reading)*
- General Fund warrants 538277 – 538331 in the amount of \$128,224.64;
  - A.S.B. Fund warrants 538261 – 538276 in the amount of \$14,529.91;
  - Capital Projects warrants 538259 – 538260 in the amount of \$3,782.02; and
  - Department of Revenue warrants 538332 – 538333 in the amount of \$356.48 on December 17, 2019.
- M/C, Unanimous
- General Fund Warrant Void 6.2 It was moved and seconded (DC/HB) that the General Fund warrant void be approved, thereby certifying that the merchandise and services have been voided: *(optional reading)*
- General Fund warrant 538193 in the amount of \$5.00 on December 17, 2019.
- M/C, Unanimous
- Informational Reports:** 7.0

December Enrollment	7.1	The official head count was 594 for December and the FTE was 587.69. The 2019/20 budgeted FTE was 570.
Principals' Reports	7.2	<p>Dr. Cindy Risher spoke about:</p> <ul style="list-style-type: none"> <li>- The 6<sup>th</sup> graders attended the Nutcracker in Seattle this month and did a good job with behavior. Some 7<sup>th</sup> graders came down from the Jr High School to be mentors for the 6<sup>th</sup> graders prior to them attending the ballet.</li> <li>- The grandparents' luncheon was today, over 120 community members were present for the K-4 performance and meal.</li> <li>- The winter concert went well this evening.</li> <li>- Sprinkling of the Arts is taking place on Thursday.</li> <li>- The positive store, through PBIS rewards, continues to be a good motivator for students to exhibit positive behavior.</li> </ul> <p>Christopher Pollard spoke about:</p> <ul style="list-style-type: none"> <li>- Winter sports have started.</li> <li>- The Wrestling Invitational hosted by Ocosta was a huge success last weekend. This is the most wrestlers Ocosta has hosted and they were able to hold a female wrestling tournament as well.</li> <li>- ASB and leadership are running food bowl this week raising money and accepting food donations for charity.</li> <li>- A CTE committee meeting will be held on Thursday night. The committee is working on making changes to the Perkins grant for it to get approval.</li> <li>- The Westport police department came to the school and met with the art department. They are proposing a mural be designed at the police station that will be designed and created by the students. The mural would consist of four-4x8 panels to be installed on the walls at the station.</li> </ul>
Director of Teaching and Learning Report	7.3	<p>Mr. Nicholas French spoke about:</p> <ul style="list-style-type: none"> <li>- The University of Washington came out today for approximately 5 hours to observe classrooms. They will be partnering with the district for training. It was determined that the district will be a demonstration sight for special education inclusion practices.</li> <li>- Mr. French held a teacher training this afternoon to discuss the standards in the classroom and rubrics for meeting expectations. This is a paid opportunity for teachers to receive additional training.</li> <li>- Math professional development continues for grades 6-12. The curriculum publishers came to train the instructors on how to use resources and curriculum. Later in the year the ESD will also help with further training.</li> <li>- There will be continued support for the kindergarten classrooms and ESD professionals will be at the school to train/coach teachers with implementing strategies for working with students that have a variety of needs.</li> </ul>
Superintendent's Report	7.4	<p>Superintendent Sweet spoke about:</p> <ul style="list-style-type: none"> <li>- Goal 1: Staff continues to use Imagine Learning. At the end of the year, elementary staff will need to decide on which online program they will use in the classrooms. They are currently using four separate online supplementary programs.</li> <li>- Goal 2: Nick is working with the ESD to provide mentors to the district's newest teachers and to the kindergarten team.</li> <li>- Goal 3: The district admin team continues to have labor management meetings. Supt Sweet met with both PSE and OEA the past two weeks and the monthly meetings will continue. Supt Sweet is sending out weekly messages to staff and it has been well received.</li> <li>- Goal 4: The City of Westport has been given funding to update the sewer pump station and they have started the planning process of installing a new pump by the summer of 2021. The district had lead levels in water tested by the State Department of Health. The levels were elevated, but not in the drinking fountains, so the district is currently not required to upgrade. The punch list is complete for the roof project and the district is waiting for a project manager to sign off on the completion. The app and website are currently being updated for ADA compliance. There will be more documents uploaded over time as they are reformatted to meet ADA requirements. Every Friday, two administrators are going to lunch at the senior house. Supt Sweet met with Jessica Aby, who is the levy chair for the upcoming levy campaign that will start in January. The community was very generous this year making many donations for the holidays. Supt Sweet thanked Brook Priest and Dorn Barr for their time volunteering to collect donations at the chamber of commerce.</li> <li>- Goal 5: In January, Supt Sweet will be working with Greg Miller to finalize the tool for the superintendent evaluation. Supt Sweet will then provide the board with her self-evaluation and evidence of work completed since starting in July and in February the board will meet in executive session to review the evaluation. Steve Schmeling is getting bids for replacing the failing cooling tower and looking for alternative ways of replacing the unit. So far, the project would use all remaining capital project money to complete.</li> </ul>

- Old Business:** 8.0 None
- New Business:** 9.0
- Cash Donations 9.1 *Hillary Bearden motioned to approve the \$2000 cash donation from Brumfield Construction for the holidays, Duane Pegg seconded the motion. M/C, unanimous.*
- Hillary Bearden motioned to approve the \$1000 cash donation from Target for soccer nets, Duane Pegg seconded the motion. M/C, unanimous.*
- Hillary Bearden motioned to approve the \$800 cash donation from Twin Harbors Lutheran, Duane Pegg seconded the motion. M/C, unanimous.*
- Questions or Comments:** 10.0 None
- Executive Session:** 11.0 Board President, Greg Miller, stated that the Board would recess into executive session to discuss ongoing and potential litigation RCW 42.30.110(1)(i).
- The Board recessed into executive session at 8:21pm stating that they would return within 15 minutes. No action will be taken.
- The Board came out of executive session at 8:43pm.
- The Board recessed into executive session again at 8:43pm stating that they would return within 30 minutes. No action will be taken.
- The Board reconvened the regular meeting at 9:13pm.
- Adjournment:** 12.0 There being no further business, the meeting was adjourned at 9:13pm.

Respectfully submitted,

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Greg Miller, President

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Heather Sweet, Board Secretary

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Kristin Griffith, Board Clerk