

Regular Board Meeting Agenda October 22, 2019

Meeting Minutes

Agenda

Administration Building - Board Room

20140 Rd 24 SW Unit F

Mattawa, Wa. 99349

10/22/2019 07:00 PM

(1) Call to Order - 7:00PM

(Roll Call)

Meeting Started at 7:00 PM.

Lorraine Jenne asked Jesse Chiprez to lead us in the flag salute.

Roll Call:

Present:

Anderson, Emma - Arellano-Cruz, Karen - Chiprez, Jesse - Jenne, Lorraine - Sabin, Craig - Weeks, Seth

Absent:

Pantaleon, Maybeline

(2) Community/Staff Comments\*

Lorraine Jenne welcomed everyone and asked if there were any Community/Staff Comments.

Joel Dugan asked to address the Board. He handed out to the Board members the Forum Expectations for the first ever School Board Members Forum on 10/23/19 from 7:30 PM - 8:30 PM. Each candidate gets 5 minutes at the beginning in alphabetical order. After opening statements: 3 minutes for questions, 3 minutes for answers. Answers should be directed to the audience not the other candidates. Jesse Chiprez asked if this should be a Special Board Meeting and Bob Eckert replied no and that he had checked to verify that it is not.

(3) Reports/Presentations

(3.a) Liz Leitz - Director of Human Resources; Hiring Process

Liz Leitz - Director of Human Resources; Hiring Process

Liz handed out the Wahluke Hiring Process 2019 to the board members. She explained that for a new position there is discussion amongst key stakeholders resulting in a need or interest in a new position. Research on funding; Business Manager, Grants Department. Secure Funding then submit a Job/Position Requisition that includes position description etc.

For vacated positions the process is to provide original written resignation to HR. Submit a Job/Position Requisition to HR

Filling new or vacant positions they post appropriate union or district guidelines. There is a review of applicant materials, supervisor review and interview selection process begins.

Jesse Chiprez asked Liz Leitz is there a time where we deviate from that process and find a person first that we would be crazy not to hire. Liz gave the example of if there was a Michael Jordan but none that she could think of.

Craig Sabin said that he would not hire him.

Liz also shared data on numbers of students and employees (Certificated and Classified ) for the last 4 school years along with the percentage of turnover from previous school year.

Question was asked on if we do job fairs and if we get any new hires from them. Liz responded that we do do job fairs and that we don't usually get any new hires from them. Most of the time our new hires is from word of mouth - promoting the positive's of Wahluke School District.

Jesse Chiprez asked if we do "Exit" interviews. Liz said not anymore because not many people would take them and sometimes the employee has left before she has heard about it. They are usually done informally with their supervisor. She would like to try to get the supervisors trained on how to have a conversation to try to keep the unhappy employee rather than an Exit interview.

**(3.b) Shari Steele, SPED Director; 18-21 Year Old SPED Transition Program**

Shari Steele, SPED Director; 18-21 Yr old SPED Transition Program.

The Transition program is for 14 - 21 yr olds and tonights presentation is on th 18-21 yr olds. Shari brought student Jose and Teacher Betty Aznaran to help with the presentation. The students helped put together the slide show with a little help from Shari. Jose and Betty spoke about the program which includes students doing their various jobs in the school, such as working in the new garden program and delivering boxes of mail to the schools. The hope is to prepare the students for the future after leaving Wahluke School District. Shari's goals are to have every student that leaves Wahluke to be able to go out and find a job in our area.

**(3.c) Donna Ziegler- Transportation Manager; Transportation Report**

Donna Ziegler - Transportation Manager; Transportation Report.

Donna handed out the October 2019 Transportation Report.

See attached document.

Bus routes/schedules have been adjusted and they have had no complaints.

The new buses hold 84 students.

We might need to consider hiring 2 drivers for long distant/long hour field trips. Possibility of getting the coaches to get a bus drivers license may be worth looking into.

<https://app.eduportal.com/share/f3f74902-f678-11e9-963b-00155d645900>

**(3.d) Terri Anderson - Admin. Designated Programs ;Hi Cap Plan**

Terri Anderson - Admin. Designated Programs; Hi Cap Grant Application - request for approval.

Terri gave a presentation and will email board members tonights PowerPoint. In it it highlights the 18/19 Highly Capable Services and the recommended 19-20 services.

Powerpoint presentation:

<https://app.eduportal.com/share/d26e901a-f678-11e9-9cbb-00155d645900>

**(3.e) Brandy Ross, Mattawa Elementary/ Karl Edie, MSE ; Out of State Travel**

Brandy Ross, Mattawa Elementary and Karl Edie, Morris Schott Elementary; Out of State Travel Approval from the Board.

Brandy and Karl handed out the information to the Apple Community Education Leadership and Learning Academy. The only cost will be for two substitute teachers as they tried to have staff go that would not need a substitute. The Tech TOSA is one of them that will attend and she will be able to teach other staff what she has learned from the Academy. Jesse Chiprez asked if they will come back to a board meeting and share what they learned. Brandy and Karl said yes, that is part of the program that they have to do that. Permission was verbally granted by all the board members for the Out of State travel.

Apple Community Education Leadership and Learning Academy

<https://app.eduportal.com/share/8fb32d8a-f678-11e9-9cbb-00155d645900>

**(3.f) Cody Marlow- High School Principal; "Open Doors"**

Cody Marlow - High School Principal; H.S. Update and "Open Doors"

Cody shared with the board members that they held a PSAT with 120 Juniors attending and would like to have this be an annual event. H.S. is looking at taking the SAT instead of SBAC.

They are having Parent Nights to go over with parents share with them things like: graduation requirements, transcripts, semester vs trimester, assessment calendar etc. The first one was well attended and liked.

Fall Festival went really good with the Science Club, FFA, FCCLA, Art Class and Drama clubs with booths.

There will be a Veterans Day Assembly Friday Nov. 12<sup>th</sup>, 2019. The Air National Guard is coming and they are going to bring an aircraft that will land on the HS Soccer field all schools will have a chance to go see them.

Warrior Journeys - Alumni are coming to WSD on 12/20/19 to share their journey after WSD.

Sentinel Tech - is it a school or program? The answer is both but technically it is a school. We have a person from OSSI provided by a Grant to help with the process of getting graduation rates up and to locate a new location away from the High School.

"Open Door" is a GED Program not associated with any school. It is for ages 16-21 year olds who have dropped out of school or are not expected to graduate form high school by the age of 21. We have to respond to them by Nov. 15<sup>th</sup>, 2019 if we want to participate in the program.

School Calendar question to the board members. There is an issue with the snow days and taking them off the end of the year if none needed. It is hard to plan testing, graduation scheduling, teachers contracts, school schedules and Skyward.

There was a discussion as to why the board members decided to have the calendar that way. Bob will go to the WEA with a new proposal and bring it to the Nov. 12<sup>th</sup>, 2019 board meeting.

**(3.g) Student Rep Karen Arellano-Cruz**

Student Rep, Karen Arellano-Cruz; Karen shared that Ms. Anthony counselor at the High Scholl went around recently to talk to students about Bulling and social emotional support. This is a State Law to do these presentations. She said if it helps one or two people that would be worth it.

Karen wanted to thank the lunch staff for making meals/snacks for everyone that was taking the PSAT tests. It really helped having food in you while taking the tests. There was a down side to the testing as it wasn't classroom friendly. Fall sports are winding down.

**(3.h) Student Rep, Emma Anderson**

Student Rep, Emma Anderson; shared that Ms. Anthony was around to talk about bulling and that she was made aware that you can't distinguish what someone may like or not like and that Ms. Anthony is educating kids on what's okay and not okay. Emma said students need to look at school as a "job".

Fall Festival - groups of kids helped which was nice.

The Forum for Board Candidates is tomorrow and student lead.

**(3.i) Robert Eckert, Superintendent**

Robert Eckert, Superintendent; Bob wanted to point out that we have two new pictures on the Board Members wall, Karen Arellano-Cruz and Emma Anderson. All board members can go to the High School Friday 10/25/19 to have a new picture taken for the Board Members wall. After pictures please meet at MSE in the principals office for a school tour. Bob handed out the current WSSDA School Board Standards - please read.

Reminder of the Nov. 7<sup>th</sup>, 2019 Workshop (SIP) with Kevin Chase from 9-11 with staff and 11-12 with the Board members.

**(4) Approval of Minutes**

**(Vote)**

10/8/19 Regular Board Meeting minutes:

<https://app.eduportal.com/share/6974fd26-f5e5-11e9-89c0-00155d645900>

8/26/19 Special Board Meeting minutes:

<https://app.eduportal.com/share/d567f416-f5e5-11e9-89c0-00155d645900>

**Motion:**

Sabin, Craig motioned to VOTE the "Approval of Minutes".

Chiprez, Jesse seconded the motion.

**Vote:**

In Favor:

Chiprez, Jesse - Jenne, Lorraine - Sabin, Craig - Weeks, Seth

Not In Favor:

Abstain:

Anderson, Emma - Arellano-Cruz, Karen

The motion Passed

**(5) Additions or Deletions to Agenda**

**(Vote)**

No additions or deletions from the Board or Superintendent.

**(6) Approval of the Agenda**

**(Vote)**

**Motion:**

Weeks, Seth motioned to VOTE the "Approval of the Agenda".

Sabin, Craig seconded the motion.

**Vote:**

In Favor:

Chiprez, Jesse - Jenne, Lorraine - Sabin, Craig - Weeks, Seth

Not In Favor:

Abstain:

Anderson, Emma - Arellano-Cruz, Karen  
The motion Passed

**(7) Consent Agenda**

**(Vote)**

**Motion:**

Sabin, Craig motioned to VOTE the "Consent Agenda".  
Weeks, Seth seconded the motion.

**Vote:**

In Favor:

Chiprez, Jesse - Jenne, Lorraine - Sabin, Craig - Weeks, Seth

Not In Favor:

Abstain:

Anderson, Emma - Arellano-Cruz, Karen

The motion Passed

**(7.a) Vouchers**

Check Summary GF Payable 10-14-19:

<https://app.eduportal.com/share/124847aa-f5e6-11e9-82d3-00155d645900>

**(7.b) Personnel**

1. Volunteer: Hans Groenke, HS Football Coach; Elvia Contreras HS Volleyball Coach;
  2. Resignation: Maria Carrillo, Sped Parapro; Carol Monteleone-Whiteside, Parapro;
  3. Out of Endorsement Assignment: Nathan Benfield- STEM; Kenneth Hardiman-Horticulture; Eduardo Martinez-STEM; Lauren Vanera- Math, Science Social Studies, Eng/Lang. Arts, Art
  4. Conditional Certificate: Joshua Allen, STEM 6th gr;
  5. New Hire: PSE Classified: Javier Vivar, HVAC; Christina Saucedo, Spec. Ed. Para;
  6. Supplemental Contracts: Jr. High GEAR UP; RISE UP, SKY 2 Stipends (List Attached)
- <https://app.eduportal.com/share/b8a35832-f5e7-11e9-9898-00155d645900>

**(7.c) Field Trip Requests**

Field Trip Request TSA Advisor-Leadership Event

<https://app.eduportal.com/share/d4bc786e-f5e7-11e9-a21e-00155d645900>

Field Trip Request AVID National College Fair 11-5-19

<https://app.eduportal.com/share/01674204-f5e8-11e9-9898-00155d645900>

**(8) Business**

**(8.a) Approval of Highly Capable Program Plan Fiscal Year 19/20 Form Package 217**

**(Vote)**

HiCap Plan 2019-20

<https://app.eduportal.com/share/15a4eeba-f5e8-11e9-9a05-00155d645900>

**Motion:**

Weeks, Seth motioned to VOTE the "Approval of Highly Capable Program Plan Fiscal Year 19/20 Form Package 217".

Chiprez, Jesse seconded the motion.

**Vote:**

In Favor:

Chiprez, Jesse - Jenne, Lorraine - Sabin, Craig - Weeks, Seth

Not In Favor:

Abstain:

Anderson, Emma - Arellano-Cruz, Karen

The motion Passed

**(9) Adjournment**

Time of Meeting Adjournment: 9:47 PM

Next Regular Board Meeting: November 12, 2019 7:00 PM

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Lorraine Jenne, President      Date

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Robert Eckert, Superintendent      Date