

MINUTES
KELSO SCHOOL DISTRICT
MEETING OF THE BOARD OF DIRECTORS
05/11/20

The regular meeting of the Board of Directors of Kelso School District No. 458 was called to order at 6:00 p.m. at the RoyParsons Executive Board Room through a Zoom online/phone platform.

Board Members:	Leah Moore (Zoom Participant) Karen Grafton – Vice President (Zoom Participant) Jeane Conrad (Zoom Participant) Mike Haas - President (In Person) Ron Huntington (Zoom Participant)
Cabinet Members:	Scott Westlund – Chief Financial Officer (In Person) Tim Peterson – Director of Human Resources (In Person) Don Iverson – Director of Student Services (In Person) Holly Budge – Director of Special Programs Kim Yore – Director of Teaching & Learning (In Person) Lacey DeWeert – Associate Director of Teaching & Learning
Superintendent:	Mary Beth Tack (In Person)
Asst. Secretary:	Molly Guler (Zoom Participant)

OTHERS PRESENT – Sandy DeBruler and Bob Gustin - KEA Union Reps
ABSENT - Holly Budge & Lacey DeWeert (all excused)

COMMUNICATIONS, CORRESPONDENCE & INTRODUCTIONS

COMMENTS & QUESTIONS –

No emails were submitted with comments or questions.

APPROVAL OF AGENDA - Motion Passed

Motion to Approve By: Director Moore

Seconded By: Director Grafton

APPROVAL OF CONSENT AGENDA - Motion Passed

Minutes of April 27, Regular Board Meeting

Certificated Personnel:

New Hire: 2020/2021 School Year - Erin Liden (CMS), Rachel Schlangen (SLP) Joseph Tivnan (KHS)

Resignations: Effective June 30, 2020 - Carolyn Flynn (Carrolls), Sheryl Forsman (Beacon Hill), Christie Hoskins (Butler Acres)

District Reassignment: Effective July 1, 2020 -Tara Micheletto - Interim Asst. Principal (Catlin)

**KELSO SCHOOL DISTRICT
SUPPLEMENTAL CONTRACTS ISSUED:
April 22, 2020 - May 5, 2020**

Date Issued	Name	Position	School
4/24/2020	Boyer-Blum, Angela	2019/20 BEST Mentor	Carrolls
4/24/2020	Carlson, Lynda	2019/20 BEST Mentor	KHS
4/24/2020	Crawford, Pennie	2019/20 BEST Mentor	CMS
4/24/2020	DeRosier, Kacie	2019/20 BEST Mentor	Beacon Hill
4/24/2020	Gardner, Darin	2019/20 BEST Mentor	KHS
4/24/2020	Guttormsen Sr, Gunnar	2019/20 BEST Mentor	KHS
4/24/2020	Hartley, Daniel	2019/20 BEST Mentor	KHS
4/24/2020	Jaskowiak, Emily	2019/20 BEST Mentor	District Wide
4/24/2020	Morrow, Susan	2019/20 BEST Mentor	HMS
4/24/2020	Oswald, Lynette	2019/20 BEST Mentor	Barnes
4/24/2020	Ramseth, Tammy	2019/20 BEST Mentor	Butler Acres
4/24/2020	Strassner, Eric	2019/20 BEST Mentor	KHS
4/24/2020	Taylor, Amanda	2019/20 BEST Mentor	Beacon Hill
4/24/2020	Toney, Julie	2019/20 BEST Mentor	Wallace
4/24/2020	Uhrlaub, Laura	2019/20 BEST Mentor	Beacon Hill
4/24/2020	Zorn, Anne Marie	2019/20 BEST Mentor	Catlin
4/24/2020	Guttormsen, Gunnar	2019-20 BEST Mentor	Office

Classified Personnel:

Classified Recommendations:

New Hires: Effective May 11, 2020 - Brock Fittro (Tech Support Specialist)

Resignations: Effective August 3, 2020 - Rachael Engebretson (Beacon Hill) & Lorraine Kraft (Beacon Hill). Effective May 11, 2020 - Quincy Richard (Homeless Liaison)

Contracts and Agreements

For Board Approval: May 11, 2020

SUMMARY OF CONTRACTS / AGREEMENTS WITH KELSO SCHOOL DISTRICT

Company/Provider	Sponsor	Description of Services	Amount
Dry Box Inc	Gary Schimmel	Agreement to lease (3) mobile storage units for 3 months beginning 4/20/20	Cost is \$371.91/mo for all 3 units
Ecological Land Services (ELS)	Scott Westlund	Agreement for professional services on Huntington Middle School Project - Site Reconnaissance and Written Critical Areas Memorandum	Estimated cost not to exceed \$1,500.00
JH Kelly LLC	Scott Westlund	Agreement to perform General Contractor services for the Carrolls Elementary School Modernization Project	Estimated cost \$3,166,775.00
Pediatric Services of America Inc dba Aveanna Healthcare	Holly Budge	To provide professional nursing services for (1) KSD student	Cost is: LPN \$43/hr RN \$53/hr
Pioneer Healthcare Services LLC	Holly Budge	To provide licensed health care providers as specified by KSD for supplemental staffing services	Hourly rate cost for PT \$68-\$78 per hour
Sessions Plumbing & Heating Inc	Melissa Boudreau	To update plumbing and heating for Kelso High Green House	Estimated cost is \$72,718.87

ESD 112 CONTRACTS

ESD-U Alternative Routes to Certification	Tim Peterson	Amendment #1 to increase participating candidates in program from 2 to 3	Cost increase of \$1,000 to bring total to \$3,000.00
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Warrants

May 11th, 2020			
General Fund	Warrant Date	Amount	Warrant Number
Payroll	4/30/2020	\$749.34	257241-257242
Payroll	4/30/2020	\$4,562,042.60	257243-257276
AP- Emp ACH	4/30/2020	\$2,297.61	257277
AP	4/30/2020	\$788,897.94	257278-257421
AP- Comp Tax	4/30/2020	\$4,328.44	257422
AP- Benefits	5/5/2020	\$825.06	257423-257426
AP	5/5/2020	\$10,907.83	257427
Capital Projects Fund			
AP	4/30/2020	\$4,283,300.45	3249-3261
ASB Fund			
AP Emp ACH	4/30/2020	\$6.00	30750
AP	4/30/2020	\$12,283.01	30751-30752
Trust & Agency Fund			
AP	4/30/2020	\$89.00	1655

Salary Schedule Update:

**NON-REPRESENTED SALARY SCHEDULE
2019-20 SCHOOL YEAR**

	Hrs/Yr	Years of Service						
		Year 1	Yrs 2-6	Yrs 7-9	Yrs 10-12	Yrs 13-19	Yrs 20-24	Yrs 25+
Administrative Assistant to Superintendent	2,080	\$31.95	\$32.35	\$32.78	\$33.20	\$33.62	\$34.04	\$35.03
Administrative Assistants:								
Business, Special Programs, Support Services, Teaching & Learning, Human Resources	2,080	\$25.50	\$25.91	\$26.33	\$26.74	\$27.14	\$27.57	\$28.37
Support Services	1,728	\$25.50	\$25.91	\$26.33	\$26.74	\$27.14	\$27.57	\$28.37
Human Resources Specialist	2,080	\$29.08	\$30.54	\$32.07	\$33.68	\$34.85	\$36.08	\$37.34
Human Resources Associate	2,080	\$22.86	\$23.41	\$23.97	\$24.52	\$25.10	\$25.65	\$26.40

Motion to Approve by: Director Conrad

Seconded by: Director Moore

UNFINISHED BUSINESS

Informational - Procedure 3241P Student Discipline - Don Iverson

Honoring teachers rights. Attorney. District ad hoc team.

Added since the April 27th meeting is language surrounding the classroom exclusions. Including having to provide notice to the district if a student was excluded from classroom or instructional activity for longer than the balance of the school day. Except in an emergency the teacher must first attempt one or more alternative forms of corrective action. Principal or designee and teacher must confer before the student is allowed back into the classroom after being excluded.

Mr. Iverson - The district team has been busy the last 10 days working with all partners. Appreciate their work.

Director Moore - Move it onto 2nd reading or are we not ready for that yet?

Director Haas - This is the procedure. Policies are approved by board, procedure is informational only. If you're comfortable with the procedure we will proceed to making a motion for approval.

Director Grafton - glad to see union leaders and district working together for a resolution. Has had some community feedback. Mr. Franet emailed regarding discipline issues. He is worried about staff members feeling powerless in trying to maintain order and safety in the classroom. For the sake of transparency why are we not notifying parents after a room is clear when the entire class is removed because of disruptive students.

Mr. Iverson - Current legislation does not allow us to do that. Things are in the works but aren't through yet. As far as confidentiality is concerned.

Director Karen - Just wondering if there was a way to notify parents when class was cleared and for how long the room clear lasted. This is based on feedback from parents.

Superintendent Tack - Need guidance from attorneys as to what that would be. This procedure is not specific to that. The procedure is specific to disruptive students and how they can be de-escalated appropriately. The question from Director Grafton is separate from student discipline policy/ procedure. Direction from attorneys and legislators needs to be sought regarding this request. None of that was able to be passed at the state level. Until movement at the legislative level we can't move forward. We are working on it, but aren't there yet.

Director Grafton - Has concerns regarding students and parent notification.

Director Haas - Clarifying question, is this request specifically about a room clear?

Director Grafton - I would like to track how long they last at least.

Iverson - We are waiting on guidance from legislation. There are practices regarding this in special ed classrooms.

Director Moore - Letting everyone know it is hard to hear.

Director Haas - The Board receives an annual report on this information. Can we get more specific information on this specific question?

Mr. Iverson- We need to find out what we can report on. This would be different than what the policy and procedure speaks on.

MBT - Until we get direct suggestions from attorneys we will need to wait. Sharing the behaviors of other students in the classroom is a violation of privacy. There is a balance. Our top concern is the health and safety of our students and staff, there is no question that it is paramount to have healthy classrooms. That is why the board adopted and has held a strong line around the SEL (Social Emotional Learning) development, putting around half million into it, showing the commitment around its importance.

Approval of Policy 3241 Student Discipline - Don Iverson

Didn't receive any questions on this policy.

Director Huntington - As long as we are not in any violation of contracts he is ok to proceed.

Mr. Iverson - We will follow the CBA to a tee. Working with administrators. We have spoken with union members. Everyone will have a clear understanding, working toward a mutual plan. Reminder that in the last 4 years, it has only happened twice.

Motion to Approve By: Director Moore

Seconded By: Director Conrad

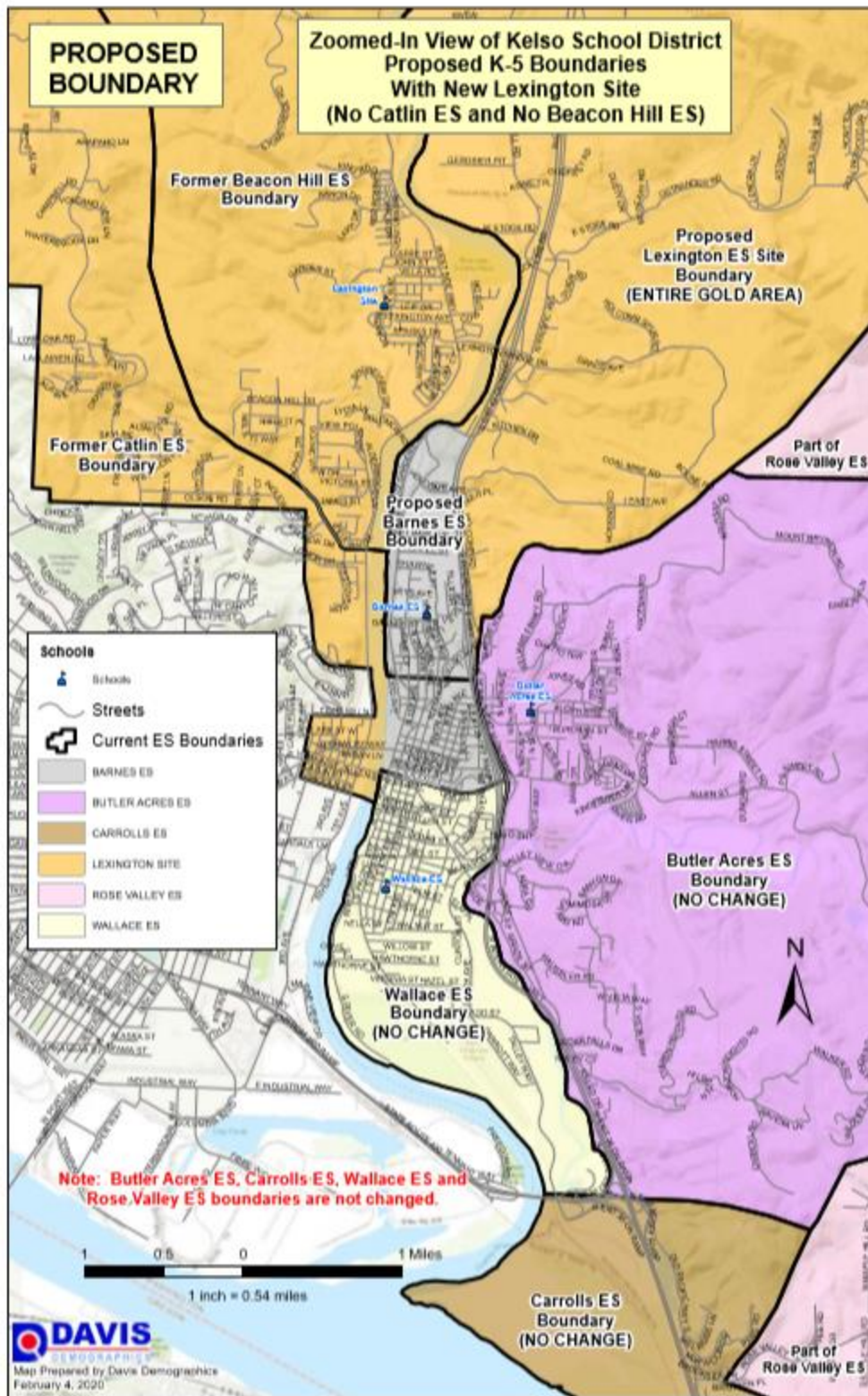
Unanimously approved

NEW BUSINESS

ACCEPTANCE OF SCHOOL BOUNDARY ADJUSTMENTS (FALL 2021) -Scott Westlund

It is the recommendation of the Boundary Review Committee and District staff to adjust the elementary school boundaries as previously presented to the School Board on March 9, 2020.

In regards to the survey that was available to the public there were not a lot of responses.. Worked through some misunderstandings with people who participated in the survey and this seemed to help. There were a few other concerns dealt with school choice. We will make sure everyone knows we will do our best to accommodate as we can.



Motion to Accept by: Director Huntington

Seconded by: Director Grafton

Unanimously approved

**INFORMATION ON POLICY 3131 & 3131P DISTRICT ATTENDANCE AREA- TRANSFERS
- Don Iverson**

Addition to procedure 3131P District Attendance Area, regarding school attendance area and reboundary revisions. These additions come with the closing of Catlin and Beacon Hill Elementary Schools and the new addition of Lexington Elementary School and boundary adjustments of attendance areas.

For the 2021-2022 school year only, all current In-District and Out-of-District choice students currently attending Barnes, Beacon Hill, Catlin or Wallace Elementary Schools will be reassigned back to either: (1) their residential assigned attendance school based on the new boundaries or (2) their residential assigned school district. (This is for these schools only, other schools are not affected)

No changes in policy, added only to clarify the information with procedure.

**APPROVAL OF RESOLUTION 2019R 2019/20-23 EMERGENCY WAIVER OF SCHOOL
DAYS & INSTRUCTIONAL HOURS - Mary Beth Tack**

We must report on 3 areas: (1) instructional hours (2) Instructional days (3) Teacher contracted days

Due to COVID-19 we are unable to meet 180 days for students and 1027 avg. program hours

Kelso School District analysis of school days and instructional hours:

(1)K-5

(a)Instructional Hours	Grand Total: 1,081.5 hours
(b)Days: 182 days	
(c)Teacher Contract Days: 185 days	

(2)Grades 6 – 12:

(a)Instructional Hours	Grand Total: 989.5 hours
(b)Days: 167 days	
(c)Teacher Contract Days: 185 days	

(3) Grades 9 – 12:

(a) Instructional Hours

Grand Total: 989.5 hours

(b) Days: 167 days

(c) Teacher Contract Days: 185 days

AVERAGE for K-12:

1,020.17 hours

We fell short on: (1) Instructional hours; and (2) Student Instructional Days at the secondary level

Been in school closure for appx 60 days so far. All 295 schools in the state must have this resolution approved by the board.

On April 29, 2020, the State Superintendent adopted Chapter 392-901 WAC, which chapter consists of emergency rules regarding school district operations during facility closures related to COVID-19 and provides school districts with a process for receiving waiver of the statutorily prescribed school days / instructional hours and thereby receive their state basic education apportionment allocations for the 2019-2020 school year.

Superintendent Tack - We were able to start with elementary sooner than for secondary distance learning. Getting chromebooks ready for distribution for secondary took a little longer.

Director Grafton - Is it ok that most students are doing only 2 hours of instructional time a day?

Superintendent Tack - State recommendation is 45 min to 2.5 hours a day

Director Conrad - Thank you for all the work the team did on this.

Motion to Approve by: Director Grafton

Seconded by: Director Conrad

Unanimously approved

APPROVAL OF KELSO SCHOOL DISTRICT CONTINUOUS LEARNING PLAN - COVID 19 - Kim Yore

Part of the waiver necessitates a Continuous Learning Plan to be approved by the board. We started this plan on March 16, as soon as they said we needed to provide some type of education. One reason we were quicker at implementing an elementary plan was because we could begin with paper packets.

Stage 1 (March 24-April 3) - OSPI template used in planning.

We revised our KSD Calendar

Conducted surveys of families/students - to find out who had computers and/or the internet and to find out who preferred paper packets or online learning.

We started right away with links to learning resources online.

Stage 2 (April 13-17)

Collect data every week regarding student engagement and social/emotional pulse along the way.

Share grading policy with staff.

High School letter grades A-C. Incomplete if not engaged then retake the class next year. K-8 passing grade.

Grades 6-8 can get a letter grade, however can't go down in grade, but can bring it up. no engagement - p middle school class only. High school courses are graded as High school.

Started the process to determine essential grade level standards and began putting together lesson plans.

Stage 3 (April 20-25)

Shared grading policy with parents and students. Student distance learning is progressing.

Stage 4 (April 27-Possibly June 19)

Calendars are approved by board

Included KSDt special ed plan. Will serve all students, medically fragile, homeless, ELL, etc. ALL STUDENTS

Teachers check in every week with students and provide evidence of 2 way communication with families. Follow up person for those who need extra support and another check in.

Director Grafton - Thank you to the team for working hard.

Director Haas - Do essential standards need to be reported to the state?

Yore - They were left up to grade teams to decide with instructional coaches as they were individualized as far as progress. So that it fit where the students were before the closure.

Motion to Approve by: Director Moore
Seconded by: Director Huntington

Unanimously Approved

SUPERINTENDENT REPORT

- Thank you to the continuous learning program team. There has been a significant learning curve and everyone has been committed. Our district couldn't do it without great leadership. We thank Director Yore, Director DeWeert and Director Budge for the work they have headed during this time.
- Our essential office staff - haven't missed a beat. many hours on daunting tasks. Meeting all mandates and expectations. Also a thank you to the teachers who started the day after closures began (advanced placement and UW classes)
- Senior update - we continue having meetings on Fridays with counselors and team to see which are engaging and who are not. Graduation update, almost done with virtual videos and speeches. KLTV is finishing the tassel turning filming with each senior. Next we will work on how to capture those who did not show up. We have had positive feedback. Bell studios working on individual pictures. Weather changes have put the tassel turning videos indoors, but it's still going great.
- Would like to apologize for the media slash in the newspaper regarding the top 5% photographed together. There were 14 in the picture and we wouldn't change that, but would keep them all 6 ft apart to stay with social distancing practices. The public have reached out, thanking us for keeping the tradition of photographing the top 5% together. Superintendent Tack takes ownership for that mishap and apologizes. We have called off the remaining group photo shoots to stay in compliance. We have had great support overall. Some people are upset that we can't have any more photos like that.

FOR THE GOOD OF THE ORDER

- No comments

Adjourn meeting 6:56 pm

X

President

X

Secretary