

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, JANUARY 22, 2019
PAGE 1

The Shelton School District Board of Directors met in regular session at 6:00 p.m. on January 22, 2019 in the Oakland Bay Junior High Commons.

Board members present: Chairman Sandy Tarzwell, Vice-Chairman Sally Karr, Sally Brownfield (arriving at 6:07 p.m.), Dan Cooling, Keri Davidson and student board representatives Jillian Abbe and Kai Saito.

Staff members present: Superintendent Dr. Alex Apostle, Alison Nutt, Linda Arnold, Brenda Trogstad, Robert Herron, Bob Trondsen, Don Welander, Pam Farr, Jenny LaFrenier, Aaron Miller, Mary Clift, Sheila Iversen, Paula Canady, Maryann Marshall, Pamela Valentine, Toni Ochoa Pierson, Dean McCoy, Trish McCoy, and Travis Smith, among others.

Others present: Gordon Weeks, Richard Brown and family, and Kylee Bloxsom and family, among others.

CALL TO ORDER

President Tarzwell called the meeting to order at 6:00 p.m. Linda Arnold led the Pledge of Allegiance.

ADOPTION OF AGENDA

Keri Davidson made a motion to adopt the agenda as presented. Dan Cooling seconded the motion and the motion passed unanimously.

REPORTS AND RECOGNITIONS

4.01 – Recognition of school board members:

Board members were recognized in honor of January being School Board Recognition Month. Dr. Apostle read a proclamation from Governor Jay Inslee and presented board members with certificates of appreciation. Dr. Apostle said he appreciated getting a chance to honor our distinguished board members. A brief reception was held in their honor.

4.02 – Presentation of \$7,944.00 in grant funding for district teachers:

Darren Eisele and several other members of the Community Partner Education Grant Committee presented a check in the amount of \$7,944.00 in grant funding for 12 of our district teachers. They have supported our teachers for the last four or five years by providing grant funding for projects in their classrooms. The businesses that make up the Community Partner Education Grant Committee and contribute to the grant funding are Our Community Credit Union, Belco Forest Products, Elma Family Dental, Green Diamond Resource Company, Hood Canal Communications, Shelton Dental Center, Sierra Pacific Industries, Simpson Door Company and Vaughan Chopper Pumps.

4.03 – Recognition of Bordeaux student Richard Brown:

Bordeaux Vice-Principal Paula Canady and 5th grade student Richard Brown shared Richard's journey to achieving better attendance by diagnosing his attendance barriers, creating goals and creating a plan. Richard is now a mentor for other Bordeaux students experiencing similar attendance issues. Bordeaux 4th grade student Kylee Bloxsom was also present and is one of the students Richard is mentoring.

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, JANUARY 22, 2019
PAGE 2

4.04 – Budget status report:

Brenda Trogstad gave the budget status report for December 2018. Enrollment is staying strong which will generate about \$1.9 million in additional funding. At the end of January 2019 we will receive the first 5 months of payment which is roughly \$800,000. Brenda reviewed the balances for each of the funds. In the Capital Projects Fund she ran interest back to the time we sold the bonds in August 2017 and we have collected about \$80,000 per month in interest for a total of \$1.3 million in interest as of the end of December 2018. On December 1st a bond payment was made from the Debt Service Fund. Chairman Tarzwell commented that it was nice to see the Drake Scholarship Fund is earning interest.

4.05 – Reconfiguration update:

Robert Herron and Pam Farr gave an update on reconfiguration. There are 237 days left until reconfiguration. The following was reviewed:

- Current status of construction projects;
- The master schedule Robert developed for all the phases of the physical moving of classrooms, staff, etc.;
- The grades 5-8 instructional program model for the two new intermediate schools, professional development for staff and transition plans/communication plans for parents and families. The two building principals have been working with their staffs to begin to design the model. Finalizing staffing for the two buildings is just wrapping up.

Chairman Tarzwell asked if we learned anything from moving into the Early Learning Center over winter break that would be helpful for the upcoming moves. Robert said the ELC had a very different mission and we went into the process very flexible.

Since school is starting so late in the fall of 2019 (September 16th) Sally Brownfield asked if we have looked at any additional planning or supports for students for the lengthy summer. Pam Farr and Travis Smith said we will have a significant summer program. ESD 113 will doing an enrichment program and district staff will be doing the summer school academic program.

Sally also commended the work of all the staff with so many moving parts and so much detail going into the reconfiguration process and said it was very exciting.

4.06 – Instructional Program Review update:

Pam Farr said the Instructional Program Review Committee spent significant time last year doing work to develop documents in grade bands for teachers. This year we are putting the finishing touches on that work. She shared the program review plan for the 2018-2019 school year.

4.07 – Attendance/BECCA Filings:

Pam Farr also shared information about our attendance policy and the steps taken before a BECCA petition is filed on a student with the juvenile court.

CONSENT AGENDA

Dan Cooling made a motion to approve the consent agenda. Sally Brownfield seconded the motion and the motion passed unanimously. The board:

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, JANUARY 22, 2019
PAGE 3

- Approved minutes from the December 5, 2018 study session;
- Approved minutes from the January 8, 2019 regular board meeting;
- Approved overnight travel to Bellevue, WA on February 28 - March 2, 2019 for Shelton High School DECA students to attend the DECA State Competition;
- Approved out-of-state travel to Boston, MA on March 12-17, 2019 for three Oakland Bay Junior High teachers to present at the National Art Education Association Conference;
- Approved out-of-state travel Napa, CA on March 20-23, 2019 for staff members to visit the New Tech High School to see a model program of the New Tech Network;
- Approved the personnel report as presented (see Attachment #1);
- Approved General Fund Warrant No. 130146514 in the amount of \$5,619.00;
- Approved General Fund Warrant No. 130146515 in the amount of \$293.88;
- Approved General Fund Warrant Nos. 130146516 through 130146542 in the amount of \$124,556.47;
- Approved Associated Student Body Fund Warrant Nos. 130406044 through 130406046 in the amount of \$1,731.60;
- Approved Associated Student Body Fund Warrant No. 130406047 in the amount of \$27.98;
- Approved Associated Student Body Fund Warrant No. 130406048 in the amount of \$160.00; and
- Approved Associated Student Body Fund Warrant Nos. 130406049 through 130406050 in the amount of \$809.84.

DISCUSSION AND ACTION ITEMS

6.01 – Recommendation of NAC Architects for PKG D:

Architect interviews took place on January 15, 2019 for PKG D (athletic facilities/parking lot reconstruction/SUB Building 1100 rooftop HVAC replacement) and for PKG E (Bordeaux Elementary new cafeteria or new gymnasium).

It is the recommendation of the Architect Interview Committee to award the contract for PKG D to NAC Architects. NAC is our current architect on the Shelton High School project (PKG A).

Keri Davidson made a motion to award the contract for PKG D to NAC Architects. Sally Karr seconded the motion and the motion passed unanimously.

6.02 – Recommendation of Erickson McGovern Architects for PKG E:

It is the recommendation of the Architect Interview Committee to award the contract for PKG E to Erickson McGovern Architects. Erickson McGovern is our current architect on the Mt. View Elementary project (PKG B).

Sally Brownfield made a motion to award the contract to Erickson McGovern Architects. Sally Karr seconded the motion and the motion passed unanimously.

SUPERINTENDENT'S REPORT

Dr. Apostle reported on the following:

- He and board members attended the Chamber Gala on Friday evening which was a lot of fun.

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, JANUARY 22, 2019
PAGE 4

- The principals did a great job presenting at the Open Community Forum last week.
- Travis Smith and Kristen Findley are really pushing ahead with parent engagement events.
 - Ready! For Kindergarten just finished the first set of classes. 90 separate families attended serving ages birth to 5. The next classes begin the end of April.
 - February 4th will be a migrant information night.
 - Cooking classes for families on how to cook nutritious meals on a budget will begin on February 26th in the community kitchen at the Transit Center.
 - On March 16th there will be a free showing of the movie Rumble – The Indians Who Rocked The World at Shelton Cinemas.
 - September 7th is the annual back-to-school event for families at the Transit Center. Students will be able to receive free haircuts, vaccines, backpacks, school supplies, gently used clothing, a meal and also be connected to community resources as needed.

BOARD MEMBER COMMENTS

Kai Saito:

- Last Thursday CHOICE held a Martin Luther King Jr. assembly.
- Coming up in February CHOICE will have a mental health week.
- Kai thanked board members and Dr. Apostle for allowing him to be on the school board.

Jillian Abbe:

- The guest speaker, Tom Cody from Top 20 Training, that Jillian spoke about at the last meeting was a huge success. He was at Shelton High School on January 11th and about 90 students were able to listen to him speak throughout the day in the library. She and the ASB President were also able to give him a tour of the campus.
- Next week is Spirit Week at Shelton High School and they will have an assembly on Friday to end the week.
- Shelton High School is working on getting a new mascot and will be looking at fundraisers and community support.
- Jillian said she is also grateful and very proud to be part of the school board and community.

Dan Cooling:

- Dan Cooling was impressed by the Bordeaux staff for taking aside a young man and giving him goals and Dan could see from him that becoming a mentor for other students and being able to help others was very important.

Keri Davidson:

- Keri echoed Dan's comments.
- She attended the architect interviews last week.
- She also attended the Open Community Forum and said the information shared by the principals regarding transition plans and reconfiguration helped to alleviate her concerns as a parent so she can then alleviate her children's concerns. A lot of thought has been put into the plans.
- The Chamber Gala was a fun event.

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, JANUARY 22, 2019
PAGE 5

- Keri is on the WSSDA Nominating Committee and listened to a WSSDA teleconference today.
- She attended a Board of Health meeting today as the school board representative. There are a lot of parallels between the two organizations on how we are all working together.
- Her girls started dance team camp today.
- And, she would like the board to have a tour of the new Early Learning Center.

Sally Brownfield:

- Sally mentioned Jillian's comments about speaker Tom Cody and said she has also heard good things about him.
- She commented on the dangerous conditions turning into Oakland Bay Junior High in the dark.
- Sally and several other school board members from other districts were recognized by the ESD 113 Board of Directors last week for their work in planning the equity meetings for board members last year. Our district is committed to equity.
- With all the construction she still has concerns about whether we are really looking at the infrastructure of our buildings, mainly at Shelton High School. We need to be diligent about all the needs in our buildings – not just new construction.
- The Olympia School District bought the old Olympian newspaper office and that is going to become their new District Office. They want the artwork in their new building to be representative of their entire community.

Sally Karr:

- Sally thanked her fellow board members and said it was an honor to serve with each of you.
- The Chamber Gala was fun and she walked away with that almost everyone has something positive to say about the school district. It was fun to see all the different pride.
- At the last Open Community Forum Eric Barkman gave a tour of Olympic Middle School and showed all the artwork that was in the building from when the new school was built. Brenda Trogstad commented that the Arts Commission has a grant that we will be pursuing for artwork in our new buildings.

Sandy Tarzwell:

- Sandy noted that the DECA students worked the Chamber Gala event.
- She happened across an article about a former student school board representative who is now a board member on that same school board.
- It was great timing to have Paula Canady's presentation about Robert Brown's attendance journey and Pam Farr's presentation on attendance at the same meeting.
- The Retirees Luncheon is coming up next week as well as multiple CTE/STEM events.
- Sandy thanked everyone for being at the meeting.

EXECUTIVE SESSION

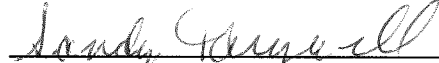
At 7:54 p.m. Chairman Tarzwell announced that the board would take a 5-minute recess and then enter into executive session for approximately one hour to discuss a personnel issue and to conduct the superintendent's annual evaluation.

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, JANUARY 22, 2019
PAGE 6

The board returned to regular session at 9:10 p.m.

ADJOURN

Chairman Tarzwell declared the meeting adjourned at 9:10 p.m.


Chairman, Board of Directors


Secretary to the Board

Shelton School District #309
Personnel Action Requested for
Board Meeting of January 22, 2019

Employment with the District will be on a conditional basis pending completion of a State and National background clearance, with the fee to be paid by the applicant, as well as a clearance based upon the "Washington State Sexual Misconduct Disclosure Release" forms and proper certification.

CERTIFICATED

New Hires / Rehires

Shanda Arnold – Emergency Substitute Teacher; District. Beginning January 16, 2019, to be used as needed in the District.

Jennifer Ellis – Teacher (ELL); Evergreen Elementary. Beginning January 16, 2019, this fills the position vacated originally by Loraine Sanchez, and has changed from a full FTE to a .5 FTE.

Lyle Garoutte – Emergency Substitute Teacher; District. Beginning January 3, 2019, to be used as needed in the District.

Brandon Goodale – Emergency Substitute Teacher; District. Beginning January 8, 2019, to be used as needed in the District.

Daniel Heetderks – Teacher (Title I, Math); Olympic Middle School. Beginning January 15, 2019, this fills the position vacated by Lisa Olin.

John Heikes – Emergency Substitute Teacher; District. Beginning January 7, 2019, to be used as needed in the District.

Alexis Lucero – Emergency Substitute Teacher; District. Beginning January 3, 2019, to be used as needed in the District.

Alison O'Neill – Emergency Substitute Teacher; District. Beginning January 9, 2019, to be used as needed in the District.

Supplemental Contracts

1st Trimester Mentors/Mentees

Kirsten Barkman – BDX Mentor

Suzanne Chavez – BDX Mentor

Mary Clift – BDX Mentor

Jessica Dedman – BDX Mentor

Jessie Goodwin – BDX Mentee

Curtis Hawley – BDX Mentee

Kelsey Munro – BDX Mentee
Kristen Pearson – BDX Mentee
Michelle Poland – BDX Mentor
Julie Roberts – BDX Mentor
Marina Stewart – BDX Mentee
Sharee Strickland – BDX Mentor
Allison Turcotte – BDX Mentor
Sophie Wall – BDX Mentee
Phyllis Williams – BDX Mentor

2nd Trimester Mentors/Mentees

Crystal Allenton – MTV Mentee
Delaney Atkinson – MTV Mentee
Kelsey Barnes (EVG) – MTV Mentor
Michelle Guzman – MTV Mentor
Lisa Keefe – MTV Mentor
Molly Landgraf – MTV Mentee
Arica Martinell – MTV Mentee
Cindy Vernon – MTV Mentor

Resignations / Retirements

Robert Adams – Teacher (Math); Olympic Middle School. Retirement will be effective with the 2018-19 school year, per letter dated January 7, 2019.

CLASSIFIED

New Hires / Rehires

Shanda Arnold – Para Educator (Special Services); Mt. View Elementary. This is a temporary position beginning January 14, 2019, and fills the position vacated by Kathleen Otto.

Gary Bigbear – Para Educator (LAP); CHOICE High School. Beginning January 11, 2019, this fills the position vacated by Jennifer Kuhns.

Jennifer Clark – Ready! For Kindergarten Facilitator; District. This is a temporary position beginning January 8, 2019, through May 2019.

Desigha Dwyer – Pool WSI Aid; Shelton High School Pool. Beginning January 16, 2019.

Jenny Forsman – Food Service Worker I; Food Services. Beginning January 15, 2019, this fills the position vacated by Kathryn Nelson.

Gabriela Garcia – Ready! For Kindergarten Facilitator; District. This is a temporary position beginning January 8, 2019, through May 2019.

Jakeob Garrick – Asst. Girls Wrestling Coach; Shelton High School. Beginning January 2, 2019, for the remainder of the 2018-19 season.

Sherrie Hickam – Ready! For Kindergarten Facilitator; District. Beginning January 8, 2019, through May 2019.

Jessica Hirsch – Para Educator (LAP); Olympic Middle School. Beginning January 3, 2019, this fills the position vacated by Andrea Pennington.

Patrice Marie – Ready! For Kindergarten Facilitator; District. Beginning January 8, 2019, through May 2019.

Jennifer Martin – Ready! For Kindergarten Facilitator; District. Beginning January 8, 2019, through May 2019.

Stephen Nutt – Substitute Bus Driver; MCTC. Beginning January 9, 2019, to be used as needed in the District.

Lily Serhan – Ready! For Kindergarten Facilitator; District. Beginning January 8, 2019, through May 2019.

Edward Sweeten – Substitute Bus Driver; MCTC. Beginning January 10, 2019, to be used as needed in the District.

Betty Uriostegui – Ready! For Kindergarten Facilitator; District. Beginning January 8, 2019, through May 2019.

Steven Wells – Drama Club Advisor and SHS Musical Director; Shelton High School. Beginning January 14, 2019, this fills the positions vacated by Chris Fawcett.

Joyce Weston-Smith – Family Literacy Instructor/ESL Instructor; District. Beginning January 4, 2019, to be used as needed for ESL testing.

Laura Wheeler – Para Educator (Special Services); CHOICE High School. This is a new temporary position, beginning January 14, 2019, for the remainder of the 2018-19 school year. Working with a 1:1 student.

Cabel Williams – Asst. Wrestling Coach (6-8th Grade); Olympic Middle School. Beginning November 20, 2018, for the 2018-19 season.

George Witham – Maintenance Crafts (Plumber); Maintenance. Beginning January 15, 2019.

Supplemental / Extra Curricular Contracts

Crystal Allenton – Instrumental and Advanced Instrumental; Mt. View Elementary. For the 2018-19 school year.

Eric Benson – Strategy Games Advisor; Olympic Middle School Intramurals. Session II, November 11, 2018 – December 14, 2018.

Jennifer Farley – History Club Advisor; Olympic Middle School Intramurals. Session II, November 11, 2018 – December 14, 2018.

Sheryl Cannon-White – Book Fair Advisor; Olympic Middle School Intramurals. Session II, November 11, 2018 – December 14, 2018.

Robert Adams – Chess Club Advisor (7th Gr); Olympic Middle School Intramurals. Session II, November 11, 2018 – December 14, 2018.

Haley Manson – Chess Club Advisor (6th Gr); Olympic Middle School Intramurals. Session II, November 11, 2018 – December 14, 2018.

Ava Taylor-Sisk – Eat Right, Future Bright Advisor; Olympic Middle School Intramurals. Session II, November 11, 2018 – December 14, 2018.

Darcy Eliason – Art Advisor; Oakland Bay Jr. High Intramurals. Session II, November 1, 2018 – December 19, 2018.

Colin McGrane – Chess Advisor; Oakland Bay Jr. High Intramurals. Session II, November 1, 2018 – December 19, 2018.

Leaves of Absence

Eli Robinson – GEAR-Up Tutor; CHOICE High School. Leave request to begin February 11, 2019, through approximately May 3, 2019, per letter dated December 29, 2018.

Resignations / Retirements

BJ Howard – Accounting Supervisor; Business Office, District. Resignation was effective immediately on January 10, 2019, per letter dated January 10, 2019.

Robyn May – Para Educator; Bordeaux Elementary. Resignation is effective January 25, 2019, per letter dated January 14, 2019.

Gerardo Olguin – Para Educator; Shelton High School. Resignation will be effective January 31, 2019, per letter dated January 9, 2019.

Terminations

Morgan Legate – Para Educator; Bordeaux Elementary. Probationary employment is terminated, per letter dated January 14, 2019.