

**SHELTON SCHOOL DISTRICT NO. 309**  
**REGULAR SCHOOL BOARD MEETING, NOVEMBER 13, 2018**  
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The Shelton School District Board of Directors met in regular session at 6:00 p.m. on November 13, 2018 in the Oakland Bay Junior High Commons.

Board members present: President Keri Davidson, Vice-Chairman Sandy Tarzwell, Sally Brownfield, Sally Karr, Dan Cooling and student board representatives Jillian Abbe and Kai Saito.

Staff members present: Superintendent Dr. Alex Apostle, Alison Nutt, Linda Arnold, Brenda Trogstad, Karen DeWitt, Robert Herron, Sue Bettinger, Bob Trondsen, Don Welander, Pam Farr, Scotti Crump, Kim Howard, Heather Kowalski, Ava Taylor, Shelly Salinas, Anne Riener, Stephanie Mason, Aimee DeV Vaughn, Karen Huising, James Carnahan, Jodie Chapin, Mat Taylor, Sheila Iversen and Edith Cornett, among many others.

Others present: Gordon Weeks, Jeff Feeney, Kimberly Miller, Laurie Schley, and Craig Watson, among many others.

**CALL TO ORDER**

President Davidson called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

**ADOPTION OF AGENDA**

Chairman Davidson announced that Item 4.04 – Special Education update will need to be postponed until a later date. Sandy Tarzwell made a motion to adopt the agenda with the removal of Item 4.04. Sally Karr seconded the motion and the motion passed unanimously.

**COMMUNITY COMMENTS**

District para educators Heather Kowalski, Shelley Salinas, Ann Riener and Ava Taylor and community member Kimberly Miller spoke on fair living wages for the ESP bargaining group.

**REPORTS AND RECOGNITIONS**

**4.01 – Monthly report on bond projects:**

Jeff Feeney gave his monthly update on the bond projects:

PKG C – Bordeaux Elementary, Evergreen Elementary, CHOICE, MCTC, Maintenance

- PKG C is 99.7% done as of today with a few exceptions at CHOICE. Some of the doors were found to not be at current code width for exiting. The City has also asked that we install handicapped railings along the ADA ramp.

PKG B - Mt. View Elementary, Early Learning Center, Olympic Middle School

- The Early Learning Center is scheduled for completion approximately the 2<sup>nd</sup> week of December and ready for occupancy when students come back from winter break.
- The administration and kindergarten wing of the new Mt. View Elementary is under construction.
- The entire Mt. View project has been moving at a good pace with very little change orders.
- The new roof at Olympic Middle School is now done.

PKG A – Shelton High School and Oakland Bay Junior High:

- Work is not scheduled to start at Oakland Bay until the summer of 2019.
- The auxiliary gym is framed, steel columns are set and the trusses will be put in next week. This project is moving along very well.
- The new classroom addition is picking up steam after the strike. 30% of slab on grade is in, all the foundation work is done, undergrounds are completed and all steel fabrication work has been done, cut and fit together. We will see some dramatic differences in the new addition this week as things start going up.
- Work on Building 100 is about 60% complete. The state fire marshal still needs to inspect.
- Today Jeff worked with district administration to approve two additional architectural fees – one for the Shelton High School parking lot and one for the HVAC equipment on top of the SUB.

We are also looking at how we can create more space at Bordeaux Elementary by possibly building a new gym and are in the midst of reviewing athletic facility priorities with district athletic coaches and then with the bond committee.

4.02 – Staffing update:

Linda Arnold gave a staffing update as it relates to certificate staff and the reconfiguration process. She has been working with the unions regarding a seamless transition in the fall of 2019. She explained the process in the current Phase 1 (November 1, 2018 – January 4, 2019) for internal movement for reconfiguration on how positions will be filled, either voluntarily if all positions at SHS can be filled through the voluntarily application process or involuntarily if positions are not filled through voluntary process.

Sally Karr commented that Linda, Ron Goodale and Dean McCoy have done fantastic job in figuring all this out and said she appreciates all the hard work put into this process. Sally sits on the Reconfiguration Committee.

Dr. Apostle reiterated what Sally said and said Linda, Ron and Dean have done an excellent job, are very organized and very timely.

4.03 – CTE update:

Don Welander reported on certification in the CTE programs.

- Certification, particularly entry-level certification, helps to build a skilled workforce that meets the needs of local employers.
- Gives leverage and better opportunity over non-certificated job seekers.
- Certification improves academic performance.
- Certification makes a resume stand out.
- Several studies show that students who earn certification have an increased graduation rate, higher GPA, increased post-secondary enrollment and improved confidence.
- The district currently offers the following certifications:
  - Computer Apps
    - Microsoft Word; Microsoft PowerPoint; Microsoft Word Expert; Microsoft Outlook; and Microsoft Excel

- Food and ECE Classes
  - Food Handlers Safety; CPR Certificate
- Shop Classes
  - S/P2 Safety
- Automotive
  - PRO-CUT Level 1 Rotor matching training (brake systems); Valvoline Ignition Program – Motor Oil 101
- Manufacturing (CHOICE)
  - Precision Exams Manufacturing Principles; Precision Exams Manufacturing Technology
- Basic Video Production (CHOICE)
  - Precision Exams Video I; Precision Exams Video II

Chairman Davidson commented she was excited to see all the certifications available. All board members attended the recent YMCA Kick-Off dinner event where the Shelton High School Foods class prepared the meal and did a great job. Sandy Tarzwell liked the idea of increased job shadowing for students and also said that our CTE programs have received a lot of good publicity in the news media recently.

Dr. Apostle commented that Don has made a huge impact on the CTE program in just the few months he's been the Director. We need to inspire and motivate all of our students and certification programs will start to balance that out.

### **CONSENT AGENDA**

Sally Karr made a motion to approve the consent agenda as presented and Sally Brownfield seconded the motion. The motion passed unanimously. The board:

- Approved minutes from the October 22, 2018 regular board meeting;
- Approved out-of-state travel to Kansas City, Missouri on January 29-February 3, 2019 for Kristen Fendley and Jean Fairbrother to attend the 2019 National ESEA Conference;
- Approved the personnel report (see Attachment #1);
- Approved General Fund Warrant No. 130145724 in the amount of \$563.86;
- Approved General Fund Warrant Nos. 130145725 through 130145926 in the amount of \$996,771.83;
- Approved Associated Student Body Fund Warrant No. 130405904 in the amount of \$74.05;
- Approved Associated Student Body Fund Warrant Nos. 130405905 through 130405907 in the amount of \$1,403.68;
- Approved Associated Student Body Fund Warrant Nos. 130405908 through 130405948 in the amount of \$50,224.50;
- Approved Capital Projects Fund Warrant Nos. 130200219 through 130200233 in the amount of \$4,204,944.56; and
- Approved Payroll Warrant Nos. 130802860 through 130802876 and Nos. 130145927 through 130145970 in the total amount of \$4,532,224.18.

**DISCUSSION AND ACTION ITEMS**

**6.01 – Proposed Resolution No. 18-09:**

Brenda Trogstad explained that Jim McNeill from Foster Pepper has been working with the Shelton, Southside, Pioneer and Hood Canal School Districts to create the nonhigh capital contribution agreements. Shelton will receive approximately \$6.5 million between Southside, Pioneer and Hood Canal for their nonhigh contributions which must be spent on improvements at Shelton High School. All three districts will be running Capital Levies on February 12, 2019. First payments will take place on June 1, 2020 if their Capital Levies pass.

Resolution No. 18-09 approves the nonhigh capital contribution agreement with Southside School District. Sandy Tarzwell made a motion to approve Resolution No. 18-09. Sally Brownfield seconded the motion and the motion passed unanimously.

**6.02 – Proposed Resolution No. 18-10:**

Proposed Resolution No. 18-10 approves the nonhigh capital contribution agreement with Pioneer School District. Sally Brownfield made a motion to approve Resolution No. 18-10. Sally Karr seconded the motion and the motion passed unanimously.

**6.03 – Proposed Resolution No. 18-11:**

Proposed Resolution No. 18-11 approves the nonhigh capital contribution agreement with Hood Canal School District. Sally Karr moved, seconded by Dan Cooling to approve Resolution No. 18-11. The motion passed unanimously.

**SUPERINTENDENT'S REPORT**

Dr. Apostle reported on the following:

- As a Shelton Lions Club member he volunteered in the vision/hearing screening van at Evergreen Elementary. He said it was a great experience and enjoyed it very much.
- He attended the Career Expo at Shelton High School which was very well attended and organized. He received very positive comments regarding our students.
- He met with Jeff Feeney and our athletic coaches to discuss the priority list as it relates to revamping our sports complex.
- He visited special education classrooms at Shelton High School with Jenny LaFrenier. While there the school had an emergency drill.
- Tomorrow he and the school board will be leaving for Spokane where WSSDA will be honoring our board as being a Board of Distinction in the State of Washington. This is quite an honor.
- On Saturday after his return from Spokane he will be attending a dinner at the Evergreen State College Longhouse Education and Cultural Center honoring Kimberly Miller from the Skokomish Tribe for her excellent work.

**COMMUNITY COMMENTS**

District employees Stephanie Mason, Mat Taylor, Amy DeVaughn, Karen Huising, James Carnahan, Edith Cornett and Jodi Chapin and community members Craig Watson and Laurie Schley spoke regarding fair living wages for the ESP bargaining group.

**BOARD MEMBER COMMENTS**

Kai Saito:

- The CHOICE Winter Celebration is coming up on December 18<sup>th</sup> which will include a clothing/toy/food drive for families in need.
- Kai commented he was sorry to see the struggles of the para educators.

Jillian Abbe:

- Her past two weeks have been devoted to the Night of Musical Theater which was a great success.
- She is gearing up for the end of the first trimester.
- Jillian thanked the para educators for all they do.

Sally Karr:

- Sally attended opening night of the Night of Musical Theater and gave congratulations to Jillian and the choir groups.

Sally Brownfield:

- Several board members attended the WSSDA Regional District 5 meeting last week.
- Sally does a lot of extra volunteer work and was asked by PEI to do planning that directly involves programs for kids in Shelton.
- She and fellow board members are leaving for the WSSDA Conference in Spokane tomorrow.

Sandy Tarzwell:

- Sandy was privileged to also help with the Lions Club vision/hearing screening. She volunteered at Olympic Middle School.
- There was a joint Mason County School Board meeting recently.
- She enjoys reading the Journal every week and Facebook posts, etc., on all the things happening in the schools and with sports and clubs at all grade levels.
- She thanked the staff members for their reports this evening.

Keri Davidson:

- Keri said the board always appreciates the reports they receive from cabinet which gives a snapshot of what's going on in each department.
- She and her neighbors brought a lot of kids to see the Night of Musical Theater and enjoyed seeing Jillian Abbe on stage as the student director.
- She attended parent/teacher conferences and is always amazed how well the teachers know her children and want to help.
- Her daughters performed in the Veteran's Day Assembly at Mt. View.
- She attended the Mt. View Auction.
- She also attended the WSSDA Regional District 5 meeting as part of their professional development and was told it was the most well attended regional meeting WSSDA's ever had.
- On Sunday night she and her neighbors took a number of neighborhood kids to the Community Life Line and helped feed people in need.

- She is looking forward to the WSSDA Conference in Spokane and receiving more professional development and legislative updates.

**EXECUTIVE SESSION**

At 7:46 p.m. Chairman Davidson announced the board would take a 10-minute recess and then enter into executive session for approximately 20 minutes to discuss the proposed bargained agreement with the Shelton Educational Office Professionals with possible action to follow.

At 8:28 p.m. the board returned to regular session.

**ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION**

Sally Karr made a motion to approve the bargained agreement with the Shelton Educational Office Professionals. Sally Brownfield seconded the motion and the motion passed unanimously.

**ADJOURN**

Chairman Davidson declared the meeting adjourned at 8:28 p.m.

  
Chairman, Board of Directors

  
Secretary to the Board

**Shelton School District #309  
Personnel Action Requested for  
Board Meeting of November 13, 2018**

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.

**ADMINISTRATIVE**

**Jackie Jewett** – Asst. Principal; Olympic Middle School. This is an interim position for the 2018-19 school year, beginning October 26, 2018.

**Brenda Trogstad** – Executive Director of Finance and Operations; District Office. This is a title change to reflect oversight of Maintenance, Transportation, Technology, and Food Services Depts. Beginning November 6, 2018.

**Supplemental Contracts**

**Trevor Leopold** – Weightlifting Supervisor; Shelton High School. Beginning November 26, 2018, for the 2018-19 school year.

**CERTIFICATED**

**New Hires / Rehires**

**Bethany Marsh** – Emergency Substitute Teacher; District. Beginning October 17, 2018, to be used as needed in the District.

**Tiahna Neal** – 4<sup>th</sup> Grade Teacher; Bordeaux Elementary. This is a temporary leave assignment for Jackie Jewett, beginning October 26, 2018, for the 2018-19 school year.

**Jorge Nelson** – Drama Teacher; Shelton High School. Beginning November 6, 2018. Jorge is moving from Evergreen Elementary as the IB Coordinator to fill the Drama position at Shelton High School.

**Leaves of Absence**

**Matthew Parnell** – 7<sup>th</sup> Grade Math Teacher; Olympic Middle School. Leave request to begin approximately October 11, 2018, and returning approximately January 2, 2019.

## **Resignations / Retirements**

***Susan Stokes*** – Teacher; Mt. View Elementary. Resignation per Resignation Agreement dated November 5, 2018.

## **CLASSIFIED**

## **New Hires / Rehires**

***Kaitlyn Davis*** – Substitute Food Service Worker; Food Services. Beginning October 24, 2018, to be used as needed.

***Aleczander Dodge*** – SAFETY/SADD Club Advisor; Shelton High School. Beginning October 19, 2018, for the 2018-19 school year. This fills the position vacated by Gerry Apple.

***Gray Endicott*** – Pool WSI Aid; Shelton High School Pool. Beginning November 1, 2018, to be used as necessary.

***Kristen Fendley*** – Family/Parent Engagement Coordinator; State and Federal Programs. Beginning October 22, 2018. This is a new position to accommodate new regulations made by the State.

***Rebecca Fraley*** – Home Tutor; Special Services. This is a temporary position beginning October 25, 2018, to be used as needed.

***Maria Garcia*** – Para Educator (Bilingual); Shelton High School. This is a temporary LAP funded position, beginning October 15, 2018.

***Jakeob Garrick*** – 8<sup>th</sup> Grade Wrestling Coach; Oakland Bay Jr. High. Beginning November 5, 2018, for the 2018-19 season. This fills the position vacated by Colby Barber.

***Rodgar Garrick*** – Girl's Wrestling Head Coach; Shelton High School. Beginning November 12, 2018, for the 2018-19 season.

***Hannah Gustafson*** – Para Educator (Title I); Mt. View Elementary. This is a new temporary LAP position beginning October 18, 2018, for the 2018-19 school year.

***Robert Henderson*** – Bus Driver; MCTC. Beginning November 5, 2018, this fills the position vacated by January Canfield.

***Brian Howell*** – Para Educator (LAP); Mt. View Elementary. This is a new, temporary position for the High Poverty LAP Plan, beginning October 23, 2018.

***Lauri Hurst*** – Bus Driver; MCTC. This is a new position due to student enrollment, beginning November 5, 2018.

***Haley Manson*** – 6-7 Basketball Coach; Olympic Middle School. Beginning November 5, 2018, for the 2018-19 season.



**Kayla Murdock** – Substitute Para Educator; District. Beginning October 29, 2018, to be used as needed in the District.

**Claudia Reyes** – Substitute Para Educator; District. Beginning October 19, 2018, to be used as needed in the District.

**Marisol Salazar** – Para Educator; Mt. View Elementary. This is a new, temporary position due to increase of enrollment, beginning October 29, 2018.

**Margaret Spikes** – Substitute Para Educator/Clerical; District. Beginning October 22, 2018, to be used as needed in the District.

### **Supplemental / Extra – Curricular**

**Sheryl Cannon-White** – Book Fair Advisor; Olympic Middle School. Intramurals Session I, September 17 – October 25, 2018.

**Jennifer Farley** – Anime Club Advisor; Olympic Middle School. Intramurals Session I, September 17 – October 25, 2018.

**Chris Ferguson** – Volleyball Co-Advisor; Olympic Middle School. Intramurals Session I, September 17 - October 25, 2018.

**Cindy Hall** – Volleyball Co-Advisor; Olympic Middle School. Intramurals Session I, September 17 – October 25, 2018.

**Jessica Hirsch** – Para Educator (LAP); Olympic Middle School. This is a temporary leave replacement assignment for Andrea Pennington, beginning November 5, 2018, through February 28, 2019.

**Sara Jenkins** – Bring It On Advisor; Olympic Middle School. Intramurals Session I, September 17 – October 25, 2018.

**Greg Jenney** – Ultimate Frisbee Advisor; Olympic Middle School. Intramurals Session I, September 17 – October 25, 2018.

**Matthew Lowe** – Cross Country Advisor; Olympic Middle School. Intramurals Session I, September 17 – October 25, 2018.

**Ava Taylor-Sisk** – Eat Right, Future Bright Advisor; Olympic Middle School. Intramurals Session I, September 17 – October 25, 2018.

**Mike Valett** – Soccer Club Advisor; Olympic Middle School. Intramurals Session I, September 17 – October 25, 2018.

**Leslie Barrett** – Book Fair Advisor; Oakland Bay Jr. High. Intramurals Session I, September-October 2018.

**Toni Ochoa Pierson** – Cross Country Advisor; Oakland Bay Jr. High. Intramurals Session I, September-October 2018.

**Linda Tinsman** – Computer Games Advisor; Oakland Bay Jr. High. Intramurals Session I, September October 2018.

### **Leaves of Absence**

**Erika Sandoval** – Para Educator; Evergreen Elementary. Leave request to begin November 1, 2018, and return approximately June 10, 2019.

### **Resignations / Retirements**

**Trevor Cahoon** – Boys Basketball Coach; Olympic Middle School. Resignation is effective October 11, 2018, per letter dated October 11, 2018.

**Franklin Dean** – Boys C-Team Basketball Coach; Shelton High School. Resignation is effective August 5, 2018, per letter dated August 5, 2018.

**Karen Humphries** – Bus Driver; MCTC. Resignation is effective November 2, 2018, per letter dated October 19, 2018.

**Halsey Kallinen** – Bus Driver; MCTC. Resignation is effective October 26, 2018, per letter dated October 26, 2018.

**Steve Morgan** – Boys Basketball Coach; Olympic Middle School. Resignation is effective immediately, per letter received October 17, 2018.

**Don Taylor** – 8<sup>th</sup> Grade Boys Basketball Coach; Oakland Bay Jr. High. Resignation is effective October 3, 2018, per letter dated October 3, 2018.