

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, NOVEMBER 27, 2018
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The Shelton School District Board of Directors met in regular session at 6:00 p.m. on November 27, 2018 in the Oakland Bay Junior High Commons.

Board members present: President Keri Davidson, Vice-Chairman Sandy Tarzwell, 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, Bob McMath, Bob Trondsen, Don Welander, Pam Farr, Jenny LaFrenier, Tami Stoutnar, Sheila Iversen, Sheryal Cannon-White, Travis Smith, Dean McCoy, Trish McCoy, and Kristen Fendley, among others.

CALL TO ORDER

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

ADOPTION OF AGENDA

Sally Karr made a motion to adopt the agenda as presented. Dan Cooling seconded the motion and the motion passed 4-0.

REPORTS AND RECOGNITIONS

4.01 – 2017-18 Annual Financial Report:

Brenda Trogstad gave the 2017-18 Annual Financial Report. Highlights included:

- The district focused on achieving 100% graduation rates, increasing attendance, student achievement for all students, and maintaining a safe and secure teaching and learning environment.
- The district budgeted enrollment for 2017-18 was 4075 FTE. The actual 2017-18 average FTE ended at 152.15 FTE above budget. The extra students increased the state basic education and special education general apportionment by \$1,004,931.
- The district received an additional \$893,212.17 from the state special purpose funding. The increases were in Special Education, Transitional Bilingual, and Transportation funding. The district also received an additional \$982,619.71 in the Learning Assistance Program – High Poverty and an increase in federal Title I funding in the amount of \$210,008.
- The district's local levy revenue was \$49,054.37 higher in 2017-18 than the previous year. There is a fluctuation in collection from year to year due to delinquent taxes being paid. The total collection was \$76,493.44 above what was budgeted for collection.
- Due to increased enrollment, higher needs in our special education population, and the expansion of services to students, the district added approximately \$1,500,000 in staffing costs across the district for 2017-18. Some of the additions were para educators in special education, bilingual, and LAP. Para tech positions were added at the three elementary schools for In-House/Solutions and eight para positions were added due to class sizes at Bordeaux and Mt. View.
- The district also added an additional Asst. Principal at Olympic Middle School.
- Transportation added three new bus routes due to increased ridership.
- The district worked with the City of Shelton Police Department to add additional Resource Officer time.

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- We continue the mental health services for students with the help of the Project Aware grant.
- The district purchased a new phone system to align with the safety and security plans put in place at a cost of \$300,000. Parts for the old phone system are no longer available.
- At the beginning of 2017-18 the district had a fund balance of \$5,372,380.36 or 9.97% of expenditures. The ending fund balance for 2017-18 is \$4,190,389.85 or 6.93% of expenditures. The majority of this decrease is due to school starting prior to the end of the 2017-18 fiscal year.
- Average monthly payroll in 2017-18 was \$4,092,202. This consists of approximately 800 employees per month.
- The average monthly accounts payable in 2017-18 was \$922,268.

Brenda shared a PowerPoint presentation showing 2017-18 Fund Summaries, General Fund Balance History, Enrollment Trends, 2017-18 Revenues, General Fund Expenditures by Object, and General Fund Expenditures by Program.

Brenda also gave an update on the technology bond projects in preparation for the fall of 2019. She reviewed the projects that have been completed, what projects are currently in progress and what projects still remain at all schools. Projects include intercom/clocks and wiring, classroom sound systems, access control, and interactive projectors. Brenda reported that the technology staff are a little ahead of schedule as of now.

4.02 – Special Education update:

Jenny LaFrenier gave a Special Education update. We currently have 644 special education students in grades K-12. 37 students are currently being served in the Birth to 2 program and 93 students are currently being served in our developmental preschools. Jenny spoke about the special education staff in each of our schools, about overall special education programming and gave an update on the recent OSPI monitoring on-site visit. We will receive the full report from OSPI in January but overall Jenny said she was very pleased with what they have reported regarding their visit.

Dan Cooling asked if the number of students in the Birth to 2 program are higher than other districts. Jenny said she believes the low income housing in our district is driving more students with disabilities to come into our district but we are right there along with other districts as far as our levels of special needs students. We have very significant high needs students coming in.

4.03 – New programs:

Travis Smith introduced Kristen Fendley who is the new Parent & Family Engagement Coordinator. Travis and Kristen reported on a new program call READY! For Kindergarten they will be implementing in the district beginning in January 2019.

- The program provides targets, training and tools to make learning at home fun, easy and effective.
- The curriculum is based on 26 important child development milestones. It gives parents and caregivers information and activities known to be highly predictive of later school success and includes books, toys, games, puzzles, music CD's and more which support the targets.

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- There are 90 minutes parent classes in the Fall, Winter, and Spring. Each session has a different focus: Early Literacy (Fall), Early Math (Winter) and Social/Emotional and Language Development (Spring). Classes will be on a weekday evening at 5:30 p.m. and Saturday mornings.
- Provides strategies (READY! For Kindergarten notebooks) and learning tools to build pre-K skills through purposeful play and during daily routines.
- Program is available for families from birth through five years in both English and Spanish.
- Parents go home with a “learning kit” targeted at their child’s age after each class. The kit is used at home for purposeful play between parent/family and child.
- The program will be staffed by up to 10 facilitators – one for each age group/language.
- Free child care will be provided.

Kristen will also be going out into the community to hang flyers (local daycares, birthing centers, etc.) where new moms are going, and also public places such as libraries, laundry mats, etc.

Sally Karr asked who will be teaching these classes and Kristen said ideally our district certificated teachers but could also be classified staff who are qualified.

Dr. Apostle commented that this is very exciting and supports our #1 goal of 100% graduation.

Travis also reported that this year we have become a migrant district again and we will be hiring a person to work with our migrant program.

CONSENT AGENDA

Dan Cooling made a motion to approve the consent agenda. Sandy Tarzwell seconded the motion and the motion passed 4-0. The board:

- Approved minutes from the November 13, 2018 regular board meeting;
- Approved out-of-state travel to San Antonio, TX on December 14-18, 2018 for Trevor Leopold to attend the National Interscholastic Athletic Administrator Association Conference;
- Approved the cancellation of miscellaneous General Fund, Capital Projects Fund, ASB Fund, Transportation Vehicle Fund and Private Purpose Trust Fund warrants lost by the payee or issued in error;
- Approved the personnel report (see Attachment #1);
- Approved General Fund Warrant Nos. 130145971 through 130145996 in the amount of \$118,896.69;
- Approved General Fund Warrant No. 130145997 in the amount of \$475.00;
- Approved Associated Student Body Fund Warrant Nos. 130405949 through 130405956 in the amount of \$16,495.63;
- Approved Associated Student Body Fund Warrant No. 130405957 in the amount of \$81.88; and
- Approved Capital Projects Fund Warrant No. 130200234 in the amount of \$2,470.94.

DISCUSSION AND ACTION ITEMS

6.01 – Proposed 2018-19 Carl D. Perkins grant application:

Don Welander requested approval of the 2018-19 Carl D. Perkins grant application in the amount of \$50,211.00. The grant will be used for a variety of activities including but not limited to: CTE teacher professional development; equipment upgrades throughout various CTE programs; transportation costs for off campus, college and workplace field trips; promotion of non-traditional student training and work experiences; membership in the West Sound Education Consortium; and updating tech prep articulations.

Dan Cooling made a motion to approve the grant application and Sandy Tarzwell seconded the motion. The motion passed 4-0.

6.02 – Proposed request to declare a 1995 Carpenter school bus as surplus:

Brenda Trogstad presented a request to declare surplus Bus 113, a 1995 Carpenter school bus. All salvageable parts will be removed and used for Bus 116. After all parts have been removed the district will sell the bus for scrap metal.

Sally Karr made a motion to declare Bus 113 as surplus. Sandy Tarzwell seconded the motion and the motion passed 4-0.

SUPERINTENDENT'S REPORT

Dr. Apostle said he had the honor to be with the school board last week in Spokane at the WSSDA Annual Conference. Our board was recognized as a Board of Distinction and also recognized with an Equity Award. We were one of only two school districts in the state to receive an Equity Award. Board member Sally Brownfield was also involved in the conference as a panelist and workshop presenter.

BOARD MEMBER COMMENTS

Kai Saito:

- Last week CHOICE students had a volunteer day where they made cookies and gathered clothing to give to the Shelter.
- The CHOICE Winter Celebration is coming up and people are donating clothing for this event as well.

Jillian Abbe:

- The second trimester just started at Shelton High School.
- Induction into the National Honor Society was held recently and she helped put on the event. There are 11 juniors with a 4.0.
- December 18th is the Shelton High School holiday concert.
- She knows of other clubs who are taking donations of holiday food.

Dan Cooling:

- At the WSSDA conference he saw how advanced our district is compared to a lot of other districts and said it felt good to sit in the sessions and be able to contribute.
- He thinks the READY! For Kindergarten program is great.
- He thanked everyone in the district for the hard work they do for our students.

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Sally Karr:

- Sally said the WSSDA conference was very good this year and suggested the district might present at the conference in the future. Our district is on the cutting edge and she is proud of that.
- She attended the meeting with the athletic coaches regarding improvements to our athletic complex and said she appreciates all the work happening there.

Sandy Tarzwell:


- Sandy said board members divided up at the WSSDA conference so they didn't all go to a lot of the same sessions and could learn as much as possible. There was a lot of good information at the conference.
- Over 2,400 students were screened during the recent Lions Club vision/hearing screening that she volunteered with.
- She congratulated the 11 juniors that hold a 4.0.

Keri Davidson:

- Keri thanked district staff and said the awards the board received at the WSSDA conference are a reflection of your hard work. It was amazing to have Shelton recognized in such a positive way. It was a good conference and nice to get that professional development.
- She attended the meeting with the athletic coaches and is excited to see how we will be able to improve facilities for a wide variety of student interests.
- She attended the Board of Health meeting today and will have more to report in January.
- She went on the Kennedy Creek Life Cycle of Salmon field trip with her daughter.
- She commented on the article on our HOST Program on the front page of the Seattle Times. Once again this is incredible for our district.
- We have several special study sessions scheduled in the next few weeks.

ADJOURN

At 7:09 p.m. Dan Cooling made a motion to adjourn the meeting. Sally Karr seconded the motion and the motion passed 4-0.


Chairman, Board of Directors


Secretary to the Board

Shelton School District #309
Personnel Action Requested for
Board Meeting of November 27, 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.

CERTIFICATED

Supplemental Contracts

Sharon Hobson – Mentor Teacher; CHOICE High School. 2018-19 school year, 1st Trimester.

Sam Luedtke – Mentee Teacher; CHOICE High School. 2018-19 school year, 1st Trimester.

Helena Ferreira – Mentee Teacher; Oakland Bay Jr. High. 2018-19 school year, 1st Trimester.

Nina Sallis – Mentor Teacher; Oakland Bay Jr. High. 2018-19 school year, 1st Trimester.

Leaves of Absence

Melissa Miller – Teacher; Evergreen Elementary. Leave request extension for the remainder of the 2018-19 school year, per letter dated November 9, 2018.

Kateri Neal – Teacher (Preschool); Mt. View Elementary. Leave request to begin approximately Jan. 3, 2019, through approximately April 22, 2019, per letter dated November 16, 2018.

CLASSIFIED

New Hires / Rehires

Brian Fairbrother – Family Literacy/ESL Instructor; District. This is a temporary position working with ELPA21 testing for the 2018-19 school year.

Merrie Sims – Family Literacy/ESL Instructor; District. This is a temporary position working with ELPA21 testing for the 2018-19 school year.

Mike Sims - Family Literacy/ESL Instructor; District. This is a temporary position working with ELPA21 testing for the 2018-19 school year.

Margaret Spikes – Para Educator (DD); Evergreen Elementary. This is a temporary position working one on one with a student with disabilities, beginning November 8, 2018, for the 2018-19 school

year.

Sandy Zoerhoff – Para Educator (EBD); Bordeaux Elementary. This is a temporary position working with a Grapeview Student (EBD) coming to Shelton, beginning November 5, 2018.

Leaves of Absence

Nichole Hillman – Indian Ed. Para Tech; Shelton High School. Leave request to begin December 10, 2018, through approximately March 8, 2019, per letter dated November 8, 2018.

Resignations / Retirements

Kristin Hansen – Para Educator; Evergreen Elementary. Resignation is effective November 21, 2018, per letter dated November 1, 2018.

