

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, FEBRUARY 26, 2019
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The Shelton School District Board of Directors met in regular session at 6:00 p.m. on February 26, 2019 in the Oakland Bay Junior High Commons.

Board members present: Chairman Sandy Tarzwell, Vice-Chairman Sally Karr, Sally Brownfield, 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, Sheila Iversen, Dean McCoy, Trish McCoy, Carey Murray, Jane Mahony, Jennifer Deyette, Allison Nelson, Brian Wirzbicki, Robyn Groat, Ryan Hutchinson, Melissa Tyrrell, Stacey Adams, Elizabeth Hamilton, Shawn Ames, Sam Caffey and Susie Wirzbicki.

Others present: Jeff Niten, Jeff Feeney and Randy Lewis.

CALL TO ORDER

President Tarzwell called the meeting to order at 6:00 p.m. The district counselors led the Pledge of Allegiance.

ADOPTION OF AGENDA

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

REPORTS AND RECOGNITIONS

4.01 – Introduction of new City of Shelton Manager Jeff Niten:

Dr. Apostle introduced Jeff Niten, the new manager for the City of Shelton. Dr. Apostle said he had the pleasure of having lunch with Jeff several weeks ago and thought it would be appropriate for him to come to the board meeting to introduce himself.

Jeff spoke about his background and said he recognizes that the Shelton School District is an important partner with the City of Shelton, is looking forward to continuing that partnership and is available to talk with the board at any time. Dr. Apostle added that he and Jeff talked about scheduling a meeting between the school board and the city council and Jeff thought that would be very valuable and they will work together to make that happen.

4.02 – Recognition of the district's counselors:

Board members recognized the district counselors in honor of the week of February 4-8, 2019 being National School Counseling Week. Dr. Apostle commented that we are very fortunate to have dedicated counselors who are the heart and soul of the district and do their jobs with honor and professionalism. Pam Farr oversees the counselors and said our counselors are the consummate professionals and are unbelievable advocates for our students.

Counselors Brian Wirzbicki, Robyn Groat, Ryan Hutchinson, Melissa Tyrrell, Stacey Adams, Elizabeth Hamilton, Shawn Ames, Sam Caffey and Susie Wirzbicki were present for recognition. Counselors Tim Madden and Carol Benek were unable to attend the meeting.

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4.03 – Teacher Empowerment/Professional Development Program:

Mt. View Elementary teacher Allison Nelson spoke about the Teacher Empowerment / Professional Development Program initiated this school year. Last year Dr. Apostle met several times with a group of 7 teachers (one from each building) on what needs our teachers have that need to be addressed. Teacher mentoring came up immediately and we felt this was something we wanted to address. The group worked for about a year to put the program together. Each of these 7 teachers are the Mentor Coordinators in their buildings. 43 teachers, both brand new teachers and also teachers new to our district, have received mentoring so far this year. It promotes collaboration between teachers and also professional development because teachers get the help they need when they need it. Allison said she truly believes this is already impacting teachers and students on a daily basis.

Dr. Apostle commented it was a pleasure working with these 7 teachers last year coming up with this idea. They know what is needed in their schools and can deal with issues on an individual basis on site. He intends to recommend to the board that we continue with the program.

Chairman Tarzwell commented that it was very encouraging to hear about the program. Keri Davidson thanked the teachers for the work they are putting into this and said it will spill over to our students in a positive way.

4.04 – Monthly update on bond projects:

Jeff Feeney gave the monthly update on bond projects:

PKG E:

- The new Bordeaux gymnasium is in the design phase. The architect is working on 3 or 4 concepts as far as the size of the gym and we think we have a plan that fits on the site. This project is scheduled to be completed by September 2020.

PKG D:

- We are working hard on the Shelton High School parking lot reconstruction. Plans will be turned over the contractor by April 1st to get bids with the intent to start work when school is out.
- We now have a schedule that shows all the athletic seasons and their overlaps. There is no way around the fact that some activities will need to be shut down or shifted during the work on the athletic facilities. We hope to have the work on the athletic facilities done by the start of school in 2020.
- The turfing contractor will be coming to this week's design meeting and will be bringing artificial turf samples.

PKG C:

- The only items remaining on PKG C are at CHOICE where we are still waiting on the doors for the vestibules and the installation of the railings on the ADA ramps.

PKG B:

- The work at Mt. View is pretty much on schedule. They had fewer complications from the snow delays than Shelton High School.

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PKG A:

- Not much has happened at Shelton High School the past month due to the weather but we did catch up on concrete pours. One-third of the metal deck is on. We are evaluating the schedules and taking a look to see what we need to do to stay on schedule.

Sally Karr asked what we are projecting in terms of delay with the recent week of snow. Jeff said that is still unknown but if he were to guess probably between a 4 to 5 week delay. We are looking at several options of what we can do to make up that time. We will come to the board with potential costs when we have a plan/schedule.

4.05 – January budget status:

Brenda Trogstad gave the January 2019 budget status report and reviewed the balances in each of the funds. February enrollment is staying strong at 209.7 FTE above budget. Our current fund balance is 14.8%.

CONSENT AGENDA

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

- Approved minutes from the January 22, 2019 regular board meeting;
- Approved overnight travel to Wenatchee, WA on March 1-3, 2019 for the Shelton High School Special Olympics Basketball Team to participate in state competition;
- Approved out-of-state travel to Nashville, TN on March 3-6, 2019 for eight staff and community members to attend the 2019 Academies of Nashville Study Visit;
- Approved overnight travel to Spokane, WA on March 7-9, 2019 for Shelton High School HOSA Club (Health Occupations Students of America) to attend the HOSA State Leadership Conference;
- Approved out-of-state travel to Oregon City, OR on March 15-16, 2019 for Shelton High School NJROTC cadets to perform in a regional military drill competition;
- Approved overnight travel to Deming, WA on March 15-16, 2019 for Shelton High School FFA students to participate in the Mt. Baker Forestry Career Development Event;
- Approved out-of-state travel to Orlando, FL on April 25-May 1, 2019 for Shelton High School DECA students to compete in the 2019 DECA International Competition;
- Approved the cancellation of miscellaneous General Fund and Capital Projects Fund Warrants lost by payee or issued in error;
- Approved the personnel report as presented and as attached (see Attachment #1);
- Approved General Fund Warrant Nos. 130146587 through 130146756 in the amount of \$654,020.09;
- Approved General Fund Warrant No. 130146757 in the amount of \$350.00;
- Approved General Fund Warrant Nos. 130146759 through 130146789 in the amount of \$175,975.00;
- Approved General Fund Warrant No. 130146790 in the amount of \$48,736.96;
- Approved Associated Student Body Fund Warrant Nos. 130406051 through 130406088 in the amount of \$25,918.74;
- Approved Associated Student Body Fund Warrant Nos. 130406089 through 130406090 in the amount of \$2,465.51;

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- Approved Associated Student Body Fund Warrant Nos. 130406091 through 130406092 in the amount of \$2,728.75;
- Approved Associated Student Body Fund Warrant No. 130406093 in the amount of \$481.51;
- Approved Associated Student Body Fund Warrant No. 130406094 in the amount of \$4,851.00;
- Approved Associated Student Body Fund Warrant Nos. 130406095 through 130406097 in the amount of \$2,793.38;
- Approved Associated Student Body Fund Warrant Nos. 130406098 through 130406099 in the amount of \$527.75;
- Approved Associated Student Body Fund Warrant Nos. 130406100 through 130406103 in the amount of \$3,674.36;
- Approved Capital Projects Fund Warrant Nos. 130200270 through 130200287 in the amount of \$3,110,618.71;
- Approved Capital Projects Fund Warrant Nos. 130200288 through 130200289 in the amount of \$1,089,258.78;
- Approved Capital Projects Fund Warrant Nos. 130200290 through 130200294 in the amount of \$9,731.91; and
- Approved Payroll Warrant Nos. 130802905 through 130802916 and Nos. 130146543 through 130146586 in the total amount of \$4,494,578.65.

DISCUSSION AND ACTION ITEMS

6.01 – Proposed list of items to be declared surplus:

Brenda Trogstad presented a list of items to be declared surplus. She commented that we were planning to do a surplus sale during spring break but we don't have enough items to warrant a sale. After board approval, the list will be sent to the ESD for a 30-day period and offered to other districts in the ESD, with the exception of the parts on the MCTC surplus list. We have a vendor who wants these parts. Dan Cooling commented that maybe we can do something special with the all new Olympic Middle School yearbooks on the list for kids who were not able to buy a yearbook.

Keri Davidson made a motion to approve the list of items to declare surplus. Sally Brownfield seconded the motion and the motion passed unanimously.

SUPERINTENDENT'S REPORT

Dr. Apostle reported on the following:

- He recognized Robert Herron and his staff and Holly Tucker for the fabulous job they did during the snow closures. The state has indicated we have to wait until all possible snow days are gone before we can submit a waiver for missed school days.
- Governor Inslee is hosting a STEM Alliance event at the State Capitol tomorrow. Nine Shelton School District teachers and 20 students will be making presentations. We have more schools than any other district in the State of Washington involved in this event. Students will also have the opportunity to meet the Governor and tour the Capitol.

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- Last Friday Alex, Travis Smith, Pam Farr and Sally Brownfield met with the Squaxin Island Tribal Council on ESSA and how we will work together to promote success for Native American students. The Tribal Council was very receptive to working with the district and he thanked Sally Brownfield for helping make this happen. We will continue this effort with the Skokomish Tribal Council.

BOARD MEMBER COMMENTS

Kai Saito:

- Kai said he was able to catch up on homework during the recent snow days but he missed being at school.
- CHOICE leadership is getting ready for the spring picnic.
- They are cancelling their block party this year because they are short staffed on the leadership committee but are hoping the plant sale will make up for that.

Jillian Abbe:

- Last week Jillian was involved with Shelton High School's information night for incoming freshman. She was able to promote the high school choir to incoming students.
- The mid-winter choir concert is Thursday and she would love for people to come out to support this event.

Dan Cooling:

- Dan thanked the district counselors for being a safe haven for students and helping them in so many more ways than people understand.
- He attended the information night for incoming freshman at Shelton High School with his daughter who will be a freshman next year. He said there was a high level of excitement from the students to be the first freshman class back at Shelton High School. He said he appreciates all the effort that was put into the event.

Keri Davidson:

- Keri thanked Robert Herron and his staff for getting the snow cleared on the school campuses.
- Her children were disappointed that they missed school during the snow days.
- She has been busy as a member of the WSSDA Nominating Committee. She sat through several teleconferences hearing candidates speak and will be spending time in Olympia on Saturday, March 9th. She said it's been interesting and a little more work than she anticipated.
- The Health Science Academy students are going to visit the University of Washington. They also visited Capital Medical Center and the hospital staff were just as excited as the students visiting.
- March 12th is 5th grade registration night for her daughter so she will miss the school board meeting.

Sally Brownfield:

- Sally also thanked our district counselors for the work they do. She said she has worked on legislation on getting more counselors in our schools. The needs and changes in our society have grown so immensely and our students/parents need the counselors support.

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- The State Board of Education just appointed the first Native American person to be on their board. He is currently the Education Director for the Nisqually Tribe.
- Because of the snow she missed her first WSSDA board meeting and legislative day, but will meet with them on Friday.
- Yesterday she spent time at CHOICE. There were two performers doing a play on what it was like in the Japanese internment camps.
- This Saturday she is helping to teach PEI classes to educators. The training is being held at the Squaxin Island Museum.

Sally Karr:

- Sally mentioned the need to start thinking about the Drake Scholarship committee next month.

Sandy Tarzwell:

- Sandy's husband was in the hospital but was released just before the snow hit.
- Batch #5 and #6 of the board policy review will be coming to the board for a second reading/approval soon.
- Watching the ballot measures of our neighboring nonhigh districts, it looks like only one district will have to run again.
- Sandy met a sister she never knew she had over the weekend.

Dr. Apostle presented a certificate from WSSDA to board members in recognition of their Boards of Distinction Award. The certificate will be framed and placed at the District Office.

EXECUTIVE SESSION

At 7:00 p.m. Chairman Tarzwell announced that the board would take a 5 minutes recess and then enter into executive session for approximately 15 minutes to discuss a personnel issue.

At 7:28 p.m. the board returned to regular session.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

Sally Karr made a motion to terminate the employment of Sheri Hale. Dan Cooling seconded the motion and the motion passed unanimously.

ADJOURN

Chairman Tarzwell declared the meeting adjourned at 7:29 p.m.


Chairman, Board of Directors


Secretary to the Board

Shelton School District #309
Personnel Action Requested for
Board Meeting of February 26, 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

David Boos – Substitute Teacher; District. Beginning January 23, 2019, to be used as needed in the District.

Allison de Mendez – Teacher (3rd Grade, Spanish Curr.); Evergreen Elementary. Beginning February 4, 2019, this fills the position vacated by Ksenia Niva. *Out of Endorsement, Elementary Education.*

Katelynn Evans – Substitute Teacher; District. Beginning February 19, 2019, to be used as needed in the District.

Jonathan Isham – Substitute Teacher; District. Beginning February 8, 2019, to be used as needed in the District.

Kaila Johnson – Substitute Teacher; District. Beginning February 1, 2019, to be used as needed in the District.

Lisa Olin – Math Academic Coach; Olympic Middle School. Beginning January 15, 2019.

Jason Trimble – Emergency Substitute Teacher; District. Beginning February 5, 2019, to be used as needed in the District.

Supplemental Contracts

Karli Ank – After School Program Coordinator; Mt. View Elementary. Beginning November 1, 2018, for the 2018-19 school year.

Lorna Martinson – Zero Period Instructor; Shelton High School. Beginning March 7, 2019, for 3rd Trimester.

Tom Toney – Zero Period Instructor; Shelton High School. Beginning March 7, 2019, for 3rd Trimester.

Chad Youngquist – Zero Period Instructor; Shelton High School. Beginning March 7, 2019, for 3rd Trimester.

2nd Trimester Mentors/Mentees

Kirsten Barkman – BDX Mentor

Suzanne Chavez – BDX Mentor

Jessie Goodwin – BDX Mentee

Curtis Hawley – BDX Mentee

Kelsey Muno – BDX Mentee

Tiahna Neal – BDX Mentee

Kristen Pearson – BDX Mentee

Julie Roberts – BDX Mentor

Sharee Strickland – BDX Mentor

Allison Turcotte – BDX Mentor

Leaves of Absence

Tara Smith – Teacher; Mt. View Elementary. Leave request to begin approximately April 8, 2019, through the remainder of the 2018-19 school year. Will return with the beginning of the 2019-20 school year. Per letter dated February 4, 2019.

Resignations / Retirements

Trevor Leopold – Zero Period Supervisor; Shelton High School. Resignation is effective immediately, per letter received February 6, 2019.

Tim Madden – School Counselor; Oakland Bay Jr. High. Retirement will be effective with the end of the 2018-19 school year, per letter dated January 30, 2019.

Patrice Marie – Teacher (ELL); Mt. View Elementary. Retirement will be effective February 28, 2019, per letter dated February 14, 2019.

CLASSIFIED

New Hires / Rehires

Rosalva Cardenas – Para Educator (DD); Evergreen Elementary. This is a temporary position for the 2018-19 school year, beginning January 29, 2019. This fills the position vacated by Kristin Hansen.

Hatice Dursun – Para Educator (DD); Evergreen Elementary. This is a temporary position for the 2018-19 school year, beginning February 7, 2019. This fills the position vacated by Madison Jacoby.

Sherrie Hickam – Home Tutor; Special Services. This is a temporary position for the 2018-19 school year, beginning January 31, 2019, to be used as necessary.

Zach Kester – Drum Line Advisor; Shelton High School. Beginning January 25, 2019, for the 2018-19 school year.

Wendy Mathews – Para Educator (LAP); CHOICE High School. This is a temporary LAP position, beginning January 31, 2019.

Brad McNeill – Asst. Band Director (Advisor); Shelton High School. Beginning January 21, 2019.

Lisa Nevarez – Para Educator (Title I); Evergreen Elementary. Beginning February 4, 2019, this fills the position vacated by Dana Kuehn.

Prince, Mark – Substitute Para Educator; District. Beginning February 20, 2019, to be used as needed in the District.

Monica Sawyer – Para Educator (DD); Evergreen. Beginning February 4, 2019, this fills the position vacated by Nichole Snyder.

Cheryl Sebree – Bus Driver; MCTC. Beginning February 1, 2019.

Jason Sheetz – Casual Labor; Tech. Dept. This is a temporary position, beginning January 28, 2019, to be used as needed for special projects.

Leticia Sosa – Substitute Para Educator; District. Beginning February 8, 2019, to be used as needed in the District.

Sarah Westerfield – Para Educator (DD); Evergreen Elementary. Beginning February 6, 2019, this fills the position vacated by Hannah Gustafson.

Luanne Longan – English Reader; Shelton High School. Temporary for the 2018-19 school year.

Rebecca Sartori – English Reader; Shelton High School. Temporary for the 2018-19 school year.

Josie Walker – English Reader; Shelton High School. Temporary for the 2018-19 school year.

Resignations / Retirements

Cathy Cole – Asst. Track Coach; Shelton High School. Resignation is effective immediately, per letter dated January 17, 2019.

Erica Corbin – Native American Club Advisor; Shelton High School. Resignation is effective immediately, per letter received February 15, 2019.

Brian Howell – Para Educator; Mt. View Elementary. Resignation is effective February 11, 2019, per letter received January 31, 2019.

Mckaley Jennings – Pool Worker; Shelton High School. Resignation was effective January 24, 2019, per letter dated January 24, 2019.

Tamie Kanicky – Secretary Level III; MCTC. Resignation was effective immediately, per letter dated January 28, 2019.

Matt Lowery – Asst. Football Coach; Shelton High School. Resignation is effective immediately, per letter dated January 25, 2019.

Jacquie MacAlevy – Communications Specialist; Central Office. Resignation is effective March 28, 2019, per letter received February 15, 2019.

Duane Makoviney – Asst. Football Coach; Shelton High School. Resignation is effective immediately, per letter dated January 23, 2019.

Anne Riener – Para Educator; Bordeaux Elementary. Resignation was effective January 25, 2019, per letter dated January 16, 2019.

John Sells – Asst. Track Coach; Shelton High School. Resignation is effective immediately, per letter dated January 17, 2019.

Nyles Toguchi – Aquatic Director; Shelton High School. Resignation will be effective March 4, 2019, per letter dated February 5, 2019.