

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, JULY 9, 2019
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The Shelton School District Board of Directors met in regular session at 6:00 p.m. on July 9, 2019 in the Oakland Bay Junior High Commons.

Board members present: Chairman Sandy Tarzwell, Vice-Chairman Sally Karr, Sally Brownfield, Keri Davidson and Dan Cooling.

Staff members present: Superintendent Dr. Alex Apostle, Alison Nutt and Linda Arnold.

Others present: Jeff Feeney, Andreia Brown, Gordon Weeks and Cheryl Williams.

CALL TO ORDER

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

ADOPTION OF AGENDA

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

REPORTS AND RECOGNITIONS

4.01 – Monthly update on bond projects:

Jeff Feeney from KMB Architects gave his monthly update on the bond projects:

PKG E – Bordeaux Elementary Gym:

- A pre-bid meeting was held today which went well with 5 contractors present. The bid opening is scheduled for July 17th at 12:00 p.m. We plan to have a contract for board approval at the July 23rd board meeting. It is important we get a good bid since we have a tight budget. The key is taking down the old playshed and getting the noisy work done before the start of the school year, which is also safer for the students.

PKG D – Athletic Fields, etc.:

- The first estimate review came in at \$1.6 million over budget. We studied the options and came up with revisions that were essentially agreed to and now have the estimate down. We are no longer moving the baseball field which saved about \$1 million. The fastpitch field will be all artificial turf but for baseball they only want infield turf and the outfield natural grass. This brings the budget for athletic facilities about \$100,000 under budget. Jeff believes there will funds available to have the school's logo printed in the middle of the field at Highclimber Stadium. We are still on schedule to have all work completed by the fall of 2020.
- The high school parking lot is going fairly well. The last drainage pipe is going in and then we can do the rough grading and fill, then paving, landscaping and lights.

PKG C – CHOICE, elementary schools, etc.:

- All work is complete with the exception of still waiting on the doors for CHOICE and the glass in the vestibules at Bordeaux.

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PKG B – Mt. View and the Early Learning Center:

- All the portables and the library have been removed at Mt. View. Driveways are being graded and getting ready for landscaping. All work is complete in the kitchen but we are still waiting for the fixtures/appliances. The Mt. View project is 90% complete and in exceptional shape.

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

- The auxiliary gym is 90% complete. The main addition is over 80% complete with substantial completion on schedule for August 20th. We authorized overtime for an additional contractor. Furniture is scheduled to arrive on August 19th.
- At Oakland Bay Junior High, the building is currently being pressure washed and prepped for painting ready for the start of school in September.

Jeff Feeney gave kudos to the school board and staff and said they have done an incredible job and are far ahead of the curve compared to other school districts.

Sally Karr asked about the work on the track and football field and if it would be completed by track season. Jeff said the goal is for completion in May in time for the Invitational Track Meet.

Sally Brownfield asked about the paint scheme for Oakland Bay since she was surprised at the color choice for the new Mt. View. Jeff said the Oakland Bay paint will be beige with burgundy trim. The teal trim color will be gone. Dr. Apostle added that we will continue the conversation about the paint scheme at Mt. View but is worried if we try to make a change now it would hurt the schedule of opening in the fall on time.

Sally Brownfield also commended Jeff and said she appreciates his hard work in balancing so many projects at the same time with different contractors. Jeff said we are fortunate to have great contractors and good working relationships. The contractors have really stepped up to the plate.

Dr. Apostle echoed Sally's comments. He also said he is advocating for new signage on the minidome that is consistent with everything else being done.

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 June 25, 2019 board study session;
- Approved minutes from the June 25, 2019 regular board meeting;
- Approved the personnel report (see Attachment #1);
- Approved General Fund Warrant Nos. 130147883 through 130148096 in the amount of \$637,663.04;
- Approved General Fund Warrant Nos. 130148139 through 130148141 in the amount of \$1,168.38;
- Approved Associated Student Body Fund Warrant Nos. 130406322 through 130406357 in the amount of \$19,260.46;

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- Approved Associated Student Body Fund Warrant Nos. 130406358 through 130406359 in the amount of \$51.58;
- Approved Associated Student Body Fund Warrant Nos. 130406360 through 130406364 in the amount of \$3,931.20;
- Approved Private Purpose Trust Fund Warrant No. 130700072 in the amount of \$500.00;
- Approved Transportation Vehicle Fund Warrant No. 130900026 in the amount of \$6,233.35;
- Approved Capital Projects Fund Warrant Nos. 130200355 through 130200370 in the amount of \$3,648,184.93; and
- Approved Payroll Warrant Nos. 130802986 through 130803000 and Nos. 130148097 through 130148138 in the total amount of \$4,555,785.37.

DISCUSSION AND ACTION ITEMS

6.01 and 6.02 – Proposed Batch #7 and #8 of the policy review:

Proposed policies in Batch #7 and #8 of the policy review were presented for a second reading. Keri Davidson commented that she appreciates our attorney's work with the policy review and made a motion to approve Batch #7 and #8. Sally Karr seconded the motion and the motion passed unanimously.

Batch #7 included the following policies/procedures:

- Policy 1610 – Conflicts of Interest
- Policy/Procedures 5000 – Recruitment and Selection of Staff
- Policy/Procedures 5005 – Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval
- Policy/Procedures 5010 – Nondiscrimination and Affirmative Action
- Policy 5025 – Contracts
- Policy/Procedures 5202 – Federal Motor Carrier Safety Administration Mandated Drug and Alcohol Testing Program
- Policy/Procedures 5610 – Substitute Employment

Batch #8 included the following policies/procedures:

- Procedures 3231 – Student Records
- Policy/Procedures 4400 – Election Activities (recommend adopting WSSDA policy but not the WSSDA procedures)
- Policy/Procedures 5203 – Employee Assistance Program
- Policy 5222 – Job-Sharing Staff Members
- Policy/Procedures 5231 – Length of Work Day (recommend revising existing policy but not adopting WSSDA procedures)
- Policy 5232 – Overtime/Compensatory Time for Non-Exempt Employees
- Policy/Procedures 5240 – Evaluation of Staff (recommend revising existing policy and eliminating existing procedures)
- Policy 5251 – Conflicts of Interest
- Policy 5252 – Staff Participation in Political Activities (recommend revising existing policy and eliminating existing procedures)
- Policy/Procedures 5260 – Personnel Records

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- Policy/Procedures 5271 – Reporting Improper Governmental Action
- Policy 5310 – Compensation
- Policy 5525 – Professional, Civic and Service Organization Memberships
- Policy/Procedures 6511 – Staff Safety

SUPERINTENDENT'S REPORT

Dr. Apostle commented that the bond, the budget and reconfiguration continue to consume his time in July.

BOARD MEMBER COMMENTS

Dan Cooling:

- Dan has been busy wrapping up end of the year duties for several organizations he's involved with.
- He said it has been fun watching our new construction projects come together and it will be an exciting time on the first day of school.

Keri Davidson:

- Keri attended a WSSDA Nominating Committee meeting last Saturday and heard one live and one video presentation from candidates. She said it has been interesting being part of that process and meeting board members from across the state.
- She enjoyed reading the architects field reports the board received today. She and her family have driven around the district looking at all the projects.

Sally Brownfield:

- Sally spent last weekend at a WSSDA board meeting. WSSDA is building a new office building. She is still learning about the entire WSSDA organization and how it connects with the state, the legislature and OSPI and the effects on our own districts. WSSDA is representative of the entire state from very small to very large districts having input.
- The community where Sally lives has made adjustments for the late state of school in September and she hasn't heard any grumblings. There is great community spirit.

Sally Karr:

- Sally has been on vacation since the last board meeting and is just now getting caught up on what she missed while she was gone.
- She attended the end of year reconfiguration meeting and said it is amazing where we are and all the work Robert Herron's staff is doing.
- She is looking forward to the ribbon cutting ceremonies in the fall.


Sandy Tarzwell:

- Sandy has been busy with her grandchildren.
- The visibility at Mt. View with the library now gone is even greater than she anticipated. The new building has a great presence from the street.
- She reminded everyone that they can vote on the artwork for the new buildings.

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ADJOURN

At 6:45 p.m. Dan Cooling made a motion to adjourn the meeting. Sally Brownfield seconded the motion and the motion passed unanimously.


Chairman, Board of Directors


Secretary to the Board

Shelton School District #309
Personnel Action Requested for
Board Meeting of July 9, 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

Jody Charters – Teacher (ELL); Shelton High School. Beginning with the 2019-20 school year. This fills the position vacated by Dana Tillman.

Katheryn Crabtree – Teacher (Kindergarten); Evergreen Elementary. Beginning with the 2019-20 school year. This fills the position vacated by Jennifer Ellis.

Marie Gardner – Summer School Teacher; Middle Level. Beginning July 8, 2019, for the 2018-19 summer session.

Rose Marie Gray – Summer School Teacher; Middle Level. Beginning July 8, 2019, for the 2018-19 summer session.

Terry Gregersen – Extended School Year Teacher. Beginning July 8, 2019, for the 2018-19 ESY session.

Kay Hoffman – Summer School Teacher; Middle Level. Beginning July 8, 2019, for the 2018-19 summer session.

Stephanie Howard – Summer School Teacher (Math); Middle Level. Beginning July 8, 2019, for the 2018-19 summer session.

Shannon Johnson – Extended School Year Teacher. Beginning July 8, 2019, for the 2018-19 ESY session.

Julie Lacy – Summer School Teacher; Middle Level. Beginning July 8, 2019, for the 2018-19 summer session.

Tina Lakenes – Teacher (Preschool); Mt. View Elementary. Beginning with the 2019-20 school year. This fills the position vacated by Sara Serhan.

Desiree Leth – Teacher (CTE Family & Consumer Science); Shelton High School. Beginning with the 2019-20 school year. This fills the position vacated by Sarah Sells.

Tiahna Neal – Teacher (4th Grade); Bordeaux Elementary. Beginning with the 2019-20 school year. This fills the position vacated by Michelle Poland.

Cynthia Radtke – Summer School Teacher; Middle Level. Beginning July 8, 2019, for the 2018-19 summer session. Out of endorsement in ELL.

Andrea Rupke – Teacher (Language Arts); Oakland Bay Jr. High. Beginning with the 2019-20 school year. This fills the position vacated by Erin Wilkinson.

Katharine Shrum – Summer School Teacher (Math); Middle Level. Beginning July 8, 2019, for the 2018-19 summer session.

Tami Stoutnar – Summer School Teacher; Middle Level. Beginning July 8, 2019, for the 2018-19 summer session.

Michele Waters – Summer School Teacher (Science); Middle Level. Beginning July 8, 2019, for the 2018-19 summer session.

Michelle Wilson – Teacher (Language Arts); Olympic Middle School. Beginning with the 2019-20 school year. This fills the position vacated by Robert Campbell.

Supplemental Contracts

Janet Toney – Mentee; Shelton High School. 1st and 2nd Trimester.

2019-20 Curriculum Leaders

Drew Bigelow – Social Studies

Wendy Boles – Science

Kristey Perigo – Math

Resignations / Retirements

Gary Nelson – Teacher (PE); Olympic Middle School. Retirement is effective immediately, per letter dated June 28, 2019.

Jorge Nelson – Teacher (Drama); Shelton High School. Resignation is effective immediately, per letter dated June 20, 2019.

CLASSIFIED

New Hires / Rehires

Kenneth Arndt – Asst. Football Coach; Shelton High School. Beginning August 21, 2019, for the 2019-20 season. This fills the position vacated by Matt Lowery.

Mary Clift – ASB Advisor; Oakland Bay Jr. High. Beginning September 16, 2019, for the 2019-20 school year. This fills the position vacated by Kathy James.

Gage Cress – Pool WSI Aid; Shelton High School Pool. Beginning June 26, 2019.

Jayme Donnelly – Yearbook Advisor; Oakland Bay Jr. High. Beginning September 16, 2019, for the 2019-20 school year. This fills the position vacated by Peggy Bartosovsky.

Jefferson Doyle – Family and Student Support Specialist. Beginning with the 2019-20 school year. This is a new position due to student need.

Family and Student Support Specialist	\$24.00	\$24.96	\$25.96	\$26.99
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Colin McGrane – Head Girls Soccer Coach; Oakland Bay Jr. High. Beginning August 26, 2019, for the 2019-20 season. This is a new position to accommodate the new Jr. High Sports Program.

Joshua Munro – Asst. Football Coach; Shelton High School. Beginning August 21, 2019, for the 2019-20 season. This fills the position vacated by Duane Makoviney.

Tom Toney – Head Football Coach; Oakland Bay Jr. High. Beginning August 26, 2019, for the 2019-20 season. This is a new position to accommodate the new Jr. High Sports Program.