

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, MARCH 12, 2019
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The Shelton School District Board of Directors met in regular session at 6:00 p.m. on March 12, 2019 in the Oakland Bay Junior High Commons.

Board members present: Chairman Sandy Tarzwell, Vice-Chairman Sally Karr, Sally Brownfield, Dan Cooling, 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 Weland, Pam Farr, Karen DeWitt, Aaron Miller, Sheila Iversen, Dean McCoy, Trish McCoy, Jennifer Deyette, Travis Smith, Lora Rhoades, Michaela McCoy, Wendy Boles, Sharee Strickland, Diane Graham, Michael Burlette, Vic Strickland, Reva Fowler, Maryann Marshall, Bree West, Eric Barkman, Nina Sallis, Arlene Sandifer, Matt Hirsch and Cynthia Radtke, among others.

Others present: Jeff Feeney, Andreia Brown, Gordon Weeks, and students from Bordeaux Elementary, Evergreen Elementary, Olympic Middle School and Oakland Bay Junior High and their families, among others.

CALL TO ORDER

President Tarzwell called the meeting to order at 6:00 p.m. Bordeaux kindergarten students led the Pledge of Allegiance.

ADOPTION OF AGENDA

There were two modifications to the agenda:

1. Addition of Item 5.18 – out-of-state travel to Beaverton, OR on March 15-16, 2019 for the Shelton High School boys varsity baseball team to participate in two games; and
2. Removal of Item 6.05 – second reading of the policies/procedures in Batch #6 of the policy review.

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

REPORTS AND RECOGNITIONS

4.01 – Recognition of students who attended the Governor’s STEM Innovation Alliance:

Pam Farr said it was a great honor to be able to recognize twenty-two students from Bordeaux Elementary, Evergreen Elementary, Olympic Middle School and Oakland Bay Junior High for their recent participation in the Governor’s STEM Innovation Alliance at the Washington State Capitol and said our students did an awesome job representing the Shelton School District. Sixteen teams in total participated from across the State of Washington and 5 of those teams were from Shelton. Bordeaux kindergarten teachers Lora Rhodes and Sharee Strickland and kindergarten students Fiona Fox, Addison West and Jeffrey Auseth shared their PowerPoint presentation on Trees, Weather, Forests and Seasons that they presented at the event.

Dan Cooling thanked all the teachers, students and parents for being leaders in our school district and said it was great that they got to meet Governor Inslee.

Dr. Apostle congratulated Pam Farr and teachers Lora Rhodes, Sharee Strickland, Diane Graham, Wendy Boles and Michaela McCoy for making us proud and congratulated the parents for their support and also our students.

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4.02 – Recognition of the Olympic Middle School Cyberpatriots:

Michael Burlette and the Olympic Middle School Cyberpatriots teams Cyberstrike and Cybereagle presented on their recent state competition. The Cyberstrike team placed 2nd in the state competition and the Cybereagle team placed 3rd. Competitions are 6 hours in length and are done on-line with a virtual screen. Cyberpatriots is an after school program funded by the 21st Century School Grant. It is a nationwide, online cyber security contest sponsored by the Air Force Association where participants learn how to find and fix vulnerabilities in Windows and Linux systems as well as Windows servers and Cisco Networks.

Dan Cooling said he was amazed at all these clubs who think outside the box and was very impressed with these teams. He thanked the students for being leaders in the field and for being trailblazers.

Dr. Apostle also thanked the students and coaches and said we will do everything possible to support them and possibly someday they can become part of our district curriculum.

4.03 – Monthly update on bond projects:

Jeff Feeney gave his monthly update on our bond projects:

PKG A:

- Things are moving again at Shelton High School after the weather delays. The metal deck is on and we are ready to start roofing. It is critical we get these tasks done as soon as possible so we can start drying out and start the interiors by May 1st. We have lost about 5 ½ weeks total time due to weather delays.
- The auxiliary gym is moving along extremely well. The drywall is up in the main gym and we will start doing finishes soon.
- Dr. Apostle has authorized overtime for the contractor to make up for lost time due to the snow. We have worked out an agreement with the contractor not to authorize a blank check in overtime money but to work in small chunks. Framers will be working Saturdays for the next 3-4 weeks. Other workers will be working 10 hour days to make up this time.

PKG B:

- Mt. View is also moving along extremely well. Windows and ceilings are in in some rooms and we have even started some painting. We are about 1 week behind schedule on this project.

PKG C:

- There are still a few glitches with the electronic locks on the doors in the vestibule at CHOICE.

PKG D:

- The athletic fields and Shelton High School parking lot are all in the design stage. The team just finished a tour of 5 schools looking at different types of field turf. The turf fields at Puyallup High School seem to be what everyone was comfortable with.

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- Meetings were held with the City of Shelton on the high school parking lot and we came to an agreement on what we need to do. We will have the drawings to the City by April 1st.

PKG E:

- The first layout of the new Bordeaux gym is complete and we are trying to make sure it is sized properly on the site to get everything that is needed and stay within budget.

4.04 – Reconfiguration status report:

Robert Herron commented that at a January board meeting he and Pam Farr went over the grand plan for reconfiguration. The next action is kicking off coordination meetings between the Maintenance Foreman, Custodial Foreman, and building principals to go over the moves of classrooms/teachers and putting that into a schedule. For Mt. View and Shelton High School this is very significant but less so for the other schools. We are also starting to send out packing boxes as necessary to teachers since some are done using particular items for the rest of the year and they can be boxed up as teachers have time. As soon as school is out we will start immediately moving out of the Mt. View portables and library building to start demolition. The next focus will be to move everything in the district in June except for the new Mt. View and Shelton High School. It is an exciting time as we get ready for next school year.

Pam Farr commented that there is a lot going on behind the scenes with the program reconfiguration piece. We have gone through a major reorganization of staff for classrooms and are now looking at data on the number of ELL students, number of special ed students, etc. so we can meet their needs. Teachers transferring from within their school or from another school will need to have their teaching materials at the beginning of summer if they have never taught that grade level or curriculum. There is very detailed mapping happening to make sure teachers have all the tools they need. There are also many things that have to happen in the student records system in order to be ready for fall. And we have a new secondary intervention program rolling out this fall as part of reconfiguration.

CONSENT AGENDA

Dan Cooling made a motion to approve the consent agenda with the addition of a new Item 5.18 – baseball team travel to Beaverton, OR on March 15-16, 2019. Sally Karr seconded the motion and the motion passed 4-0. The board:

- Approved minutes from the February 26, 2019 study session;
- Approved minutes from the February 26, 2019 regular board meeting;
- Approved overnight travel to Wenatchee, WA on March 13-15, 2019 for Oakland Bay and Shelton High School FCCLA (Family, Career and Community Leaders of America) students to attend the FCCLA State Star Event Competition;
- Approved out-of-state travel to Baltimore, MD on March 20-23, 2019 for Kristen Fendley and Chelsea Cornwall-Brady to attend the National Network of Partnership Schools Leadership Institute on Family & Community Engagement;
- Approved overnight travel to Yakima, WA on March 21-22, 2019 for the Shelton High School Dance Team to participate in the state competition;

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- Approved out-of-state travel to McMinnville, OR on March 22, 2019 for Shelton High School Upward Bound students to visit the Evergreen Aviation and Space Museum;
- Approved overnight travel to Tacoma, WA on April 3-6, 2019 for Shelton High School Robotics Team to compete in the Pacific Northwest Regional Competition;
- Approved out-of-state travel to New Orleans, LA on April 30 – May 4, 2019 for six staff members to attend the 2019 National Migrant Education Conference;
- Approved out-of-state travel to American Canyon, CA on June 17-20, 2019 for four CHOICE staff members to attend the 2019 Project Based Learning World Conference;
- Approved out-of-state travel to Las Vegas, NV on July 7-10, 2019 for up to twenty staff members to attend the 2019 Visible Learning National Conference;
- Approved the personnel report (see Attachment #1);
- Approved General Fund Warrant Nos. 130146791 through 130146961 in the amount of \$484,737.89;
- Approved General Fund Warrant Nos. 130146966 through 130146972 in the amount of \$17,787.19;
- Approved Associated Student Body Fund Warrant No. 130406104 in the amount of \$57.12;
- Approved Associated Student Body Fund Warrant Nos. 130406105 through 130406137 in the amount of \$25,780.64;
- Approved Capital Projects Fund Warrant Nos. 130200295 through 130200311 in the amount of \$3,534,746.48;
- Approved Payroll Warrant Nos. 130802917 through 130802933; No. 130146758; Nos. 130146962 through 130146965; and Nos. 130146973 through 130147014 in the total amount of \$4,660,498.55; and
- Approved out-of-state travel to Beaverton, OR on March 15-16, 2019 for the Shelton High School varsity boy's baseball team to participate in two games.

DISCUSSION AND ACTION ITEMS

6.01 – Proposed Secondary Reading Intervention curriculum materials:

Travis Smith, Cynthia Radtke, Nina Sallis and Arlene Sandifer spoke about the new proposed Secondary Reading Intervention curriculum materials. We currently have very few opportunities for systematic and explicit intervention in grades 5-12 for students who need extra support in reading. A committee made up of intervention, classroom, ELL, and special education teachers as well as district administrators reviewed the top two programs and unanimously chose Read 180 Next Generation/System 44/E3D. These are alternative core, intervention and supplemental materials which do not require official board approval. The cost is approximately \$250,000 for the initial purchase, approximately \$20,000 for staff training and approximately \$25,000 for yearly licenses and consumables.

Sally Brownfield asked how many students will be accessing this program. Arlene Sandifer thought around 500 students between our ELL students, special education students and other students who need that added support. Sally also asked how they plan to label and market the program so that it's appealing for students. Travis said specifically at Olympic Middle School and Oakland Bay there is WIN time built in next year so it will not just be one group of students targeted for intervention.

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Dr. Apostle added that he talked to Travis Smith and Pam Farr regarding this large expenditure and was told we need this type of reading intervention program and we have the best teachers to teach the program. Dr. Apostle said he is excited for the program and feels we should move forward and continue to do the best for our students who need help.

Sally Brownfield was also concerned about what types of transition supports and checks we will have as students move through the program so we know they are being successful. Travis said throughout the whole process of ongoing formative assessments students have to be at certain benchmarks. Data will be tracked by those working with the students in the buildings.

6.02 – Proposed Financial Math instructional materials adoption:

Pam Farr and Reva Fowler spoke about the proposed Financial Math instructional materials adoption. This course will provide an alternate 3rd year pathway in mathematics for those students who plan non-STEM personal pathways and those who wish to develop a sound understanding of business and personal finances and financial applications. The cost is \$7,462 including on-line resources and is CTE funded.

Sally Brownfield made a motion to approve the Financial Math instructional materials adoption. Sally Karr seconded the motion and the motion passed 4-0.

6.03 – Proposed letter of request for state support during the emergency school closures:

Linda Arnold explained that our letter requesting for state support during the emergency school closures on February 11-14, 2019 has been reviewed by OSPI in terms of what they need to grant waiver days. Once waiver days are granted we are to determine how we make up the 21.5 hours that we need in order to meet the legislated requirement of 1,027 hours by the end of the school year. The second step will be to present a recommended calendar to the school board. OSPI only allows us to submit dates for which the state of emergency was called so it does not include the most recent snow day.

Jillian Abbe asked how the missing hours will be made up and Linda said we are looking at many different options and may possibly put out a survey to staff members and others. Dr. Apostle added that we are working with union representatives on this issue.

Sally Karr made a motion to approve the letter of request to OSPI for state support during the emergency school closures on February 11-14, 2019. Dan Cooling seconded the motion and the motion passed 4-0.

6.04 – Proposed new and revised policies/procedures in Batch #5 of the policy review:

A first reading was done at the December 11, 2018 board meeting of the proposed new and revised policies/procedures in Batch #5 of the policy review. They were presented for a second reading and recommended approval. Chairman Tarzwell commented that the majority of the changes seemed to be minor edits and a few new policies for consideration. Batch #5 included the following:

- *Revised Procedures No. 2020 – Course Design, Selection and Adoption of Instructional materials*
- *Policy/Procedures No. 2104 – Federal and/or State Funded Special Instructional Programs – new policy/procedures for consideration*

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- *Revised Procedures No. 2162 – Education of Students with Disabilities under Section 504 of the Rehabilitation Act of 1973*
- *Revised Policy No. 3415 – Accommodating Students with Diabetes*
- *Revised Policy No. 4130 – Title I Parent and Family Engagement*
- *Policy/Procedures No. 4217 – Effective Communication – new policy/procedures for consideration*
- *Policy/Procedures No. 4218 – Language Access Plan – new policy/procedures for consideration*

Dan Cooling made a motion to approve Batch #5 of the policy review and Sally Brownfield seconded the motion. The motion passed 4-0.

SUPERINTENDENT'S REPORT

Dr. Apostle reported on the following:

- As Jeff Feeney reported, they met with the Shelton High School contractor to communicate directly that there is no fallback on completion of that work. They had a good meeting and the contractor was in agreement. Based on that meeting the contractor offered the opportunity to work on weekends which we will monitor closely so that we are spending money that truly gets us to our completion date.
- We are continuing to refine the budget with as much information as we have available at this time. As we move forward we will communicate with the board and he and Brenda Trogstad will probably be going back out to meet with each building's staff again.
- There is a Reconfiguration Work Group meeting tomorrow.
- We are adding a 3rd School Resource Office starting on April 1st. We are very fortunate to be able to do this. We have a very efficient and effective police force that responds quickly.
- We are going to continue to discuss district administration in terms of the reconfiguration during next Friday's cabinet retreat. As we move to the new configuration in schools we have to adjust support in these schools.

BOARD MEMBER COMMENTS

Kai Saito:

- The 3rd annual fundraiser for the Shelton Innovators Program is April 19th at the Transit Center. Tickets are \$10 each with Smoking Mo's catering. All funds raised will go to all schools in the district – not just CHOICE – for field trips and educational opportunities. Kai said this is important because sometimes after school there is no place to go and CHOICE is a great place to hang out, learn and work on homework.

Jillian Abbe:

- Jillian finished up with finals today and is heading into the 3rd trimester tomorrow.
- There will be a send-off for the sports teams going to state.
- On Saturday Jillian was crowned this year's Queen of the Forest for Forest Festival.
- She enjoyed tonight's board meeting getting to see so much of what's going on in the district.

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Dan Cooling:

- Dan commented that the lady Timberwolves basketball team has had a few tough losses recently.
- Dance Team tryouts are coming up.
- He is excited that his daughter has decided to participate in DECA and thinks the recent fair at Shelton High School helped broaden her horizons.

Sally Brownfield:

- This Saturday at the Shelton Cinemas is the free showing of the movie *Rumble: The Indians Who Rocked The World* being sponsored by the school district.
- Sally said Shelton is really on the cutting edge with families, community and businesses all working together. It's a great time to live in Mason County.

Sally Karr:

- Sally attended the Community Pride Night and the dedication of the Early Learning Center which were both fun and exciting events.
- She spent a day at the state capitol a few weeks ago with families of digital public school students.

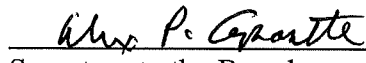
Sandy Tarzwell:

- Sandy also enjoyed Pride Night and the Early Learning Center ribbon-cutting.
- Spring parent/teacher conferences are next week.
- The Really Big Shoe performance benefiting homeless students is March 31st.
- She reminded board members to do their PLC filing before the April 15th deadline.
- And she gave kudos to all the students who presented at tonight's meeting.

ADJOURN

At 7:48 p.m. Sally Karr made a motion to adjourn the meeting. Dan Cooling 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 March 12, 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

Makayla Boysen – Substitute Teacher; District. Beginning March 4, 2019, to be used as needed in the District.

Nathan Chapman – Emergency Substitute Teacher; District. Beginning February 25, 2019, to be used as needed in the District.

Michael Eaton – Emergency Substitute Teacher; District. Beginning March 1, 2019, to be used as needed in the District.

Stephanie Kerr – CTE Health Science Academy Teacher; Shelton High School. This is a new position hired for the 2019-20 school year, beginning September 16, 2019.

Kateri Neal – Substitute Teacher; District. Beginning February 25, 2019, to be used as needed in the District.

2019-20 Grade Reconfiguration Change in Assignments

Shelton High School

Kathryn Albrecht – CTE Computer Applications

Margaret Bartosovsky – Social Studies

Carol Benek – Counselor

Ted Cohn – English/Language Arts

Madison Crow – CTE Science

Helena Ferreira – World Language (Spanish)

Bryan Gregg – Science

Daniel Hernandez – CTE NJROTC Instructor

Darrell Hood – CTE NJROTC Instructor

Kathy James – Math

Sarah Johnson – PE

Colleen Kost – Math

Shannon Murphree – English/Language Arts

Dave Niehl – PE

Sarah Sells – CTE Family & Consumer Science

Pamelia Valentine – Art
Christie Zakem – CTE Science

Oakland Bay Jr. High

Michael Burlette – 7th Grade Science
Mary Clift – 7th Grade Social Studies
Tim Hall – Health
Elizabeth Johnston – 7th Grade English/Language Arts/Social Studies
Matt Parnell – 7th Grade Math/Science
Nick Sanders – Music
Roxanne Smith – Art
P.J. Williams – 8th Grade Science
April Yantis – 8th Grade English/Language Arts

Olympic Middle School

Lourdes Flores-Skydancer – Science
Michelle Guzman – Math
Doug Watkins – English/Language Arts

Supplemental Contracts

Christina Patrick – Credit Retrieval – Certificated Supervisor. Beginning March 6, 2019, for the remainder of the 2018-19 school year. This is a grant funded position.

Resignations / Retirements

Robin Gagnon – Teacher (5th Grade); Mt. View Elementary. Retirement will be effective with the end of the 2019-20 school year, per letter dated February 6, 2019.

Cindy Vernon – Building Leader; Mt. View Elementary. Resignation as Building Leader was effective February 4, 2019, per letter dated February 22, 2019.

CLASSIFIED

New Hires / Rehires

Ashley Austin-Hughes – Substitute Para Educator; District. Beginning March 4, 2019, to be used as needed in District.

Tina Blackman – Para Educator (Title I); Evergreen Elementary. Beginning March 13, 2019, this fills the position vacated by Claudia Waldrop.

Darius Burke – Substitute Para Educator; District. Beginning February 25, 2019, to be used as needed in the District.

Steve Cook – Substitute Para Educator; District. Beginning February 28, 2019, to be used as needed in the District.

Franklin Dean – 8th Grade Girls Basketball Co-Coach; Oakland Bay Jr. High. Beginning February 21, 2019, for the 2018-19 season.

Melissa McClanahan – Accounting Supervisor; Central Office. Beginning March 13, 2019, this fills the position vacated by BJ Howard.

Mary Ogg – Substitute Bus Driver; MCTC. Beginning February 27, 2019, to be used as needed in the District.

Ronald Pannell – Substitute Bus Driver; MCTC. Beginning February 25, 2019, to be used as needed in the District.

Amy Petrovich – Substitute Bus Driver; MCTC. Beginning March 7, 2019, to be used as needed in the District.

Mark Prince – Para Educator (EBD); Bordeaux Elementary. This is a temporary position beginning March 4, 2019, for the remainder of the 2018-19 school year. This fills the position vacated by Sandy Zoerhoff.

Ryan Retana – Aquatics Director; Shelton High School. Beginning February 28, 2019, this fills the position vacated by Nyles Toguchi.

Katharine Rohr-Smith – Substitute Para Educator; District. Beginning February 22, 2019, to be used as needed in the District.

Jessica Sokolowski – Substitute Para Educator; District. Beginning February 21, 2019, to be used as needed in the District.

Mara Soto-Ortiz – Ready! For Kindergarten Facilitator; Central Office. This is a temporary position beginning January 8, 2019, for the remainder of the 2018-19 school year.

John Thornton – Asst. Coach (C-Team Boys Soccer); Shelton High School. Beginning February 25, 2019, for the 2018-19 season. This fills the position vacated by John Jones.

Supplemental / Extra Curricular

Kyle Cofield – Weight Room 2nd Trimester PM; Shelton High School. Beginning November 26, 2018, for the 2nd Trimester.

Josh Munro – Weight Room 2nd Trimester AM; Shelton High School. Beginning November 26, 2018, for the 2nd Trimester.

Resignations / Retirements

S. Dianne Arnold – Level II Office Professional (Substitute Teacher Coordinator/Facilities Scheduler); Shelton High School. Retirement will be effective June 28, 2019, per letter received February 27, 2019.

Ashley Austin-Hughes – Para Educator; Mt. View Elementary. Resignation was effective March 1, 2019, per letter dated February 8, 2019.

Amanda Rhoads – Asst. Fast Pitch Coach; Shelton High School. Resignation is effective February 20, 2019, per letter received February 22, 2019.

Nina Sallis – 8th Grade Girls Basketball Coach; Oakland Bay Jr. High. Resignation is effective immediately, per letter dated February 20, 2019.

Curtis Simmons – Maintenance Foreman; Maintenance. Retirement will be effective March 29, 2019, per letter dated February 21, 2019.

Jessica Trondsen – Para Educator (ELL) Para Educator; Olympic Middle School. Resignation will be effective March 15, 2019, per letter dated March 3, 2019.

