

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, AUGUST 14, 2018
PAGE 1

The Shelton School District Board of Directors met in regular session at 6:00 p.m. on August 14, 2018 in the Oakland Bay Junior High Commons.

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

Staff members present: Superintendent Dr. Alex Apostle, Alison Nutt, Brenda Trogstad, Pam Farr, Karen DeWitt, Sue Bettinger, Don Weland, Robert Herron, Bob Trondsen, Chad Trogstad, Jennifer Deyette, Patrice Marie, Dean McCoy and Trish McCoy.

Others present: Gordon Weeks, Dedrick Allen, Jeff Feeney, Gerry Apple, Alec Dodge, and Rachel Uberman, among others.

CALL TO ORDER

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

ADOPTION OF AGENDA

Chairman Davidson announced the need to add a new Item 10.02 under executive session which was the proposed bargained agreement with the Shelton Certificated Administrators Association for discussion and possible action. Sally Karr made a motion to adopt the agenda as amended. Dan Cooling seconded the motion and the motion passed 4-0.

COMMUNITY COMMENTS

Matthew Melendez from the Great Bend Center for Music spoke about a performance of Peter & The Wolf, a musical fairytale, coming to Shelton in November. He has been collaborating with Jeff Slakey from iFIBER ONE who will be the narrator. There will be two free performances for students on November 2nd as well as performances in the community on November 3rd and 4th. He has confirmed the use of the Performing Arts Center on November 2nd and Mason Transit is available for free transportation of students. They have put together a curriculum that goes along with the EALR's in Arts. There is no cost to the district and it is a great way to introduce the children's programming they offer.

REPORTS AND RECOGNITIONS

4.01 – Recognition of Gerry Apple:

Board members and Dr. Apostle recognized Gerry Apple who is retiring after 33 years as the Shelton SADD Club Advisor. Gerry will still be helping with the club during the 2018-19 school year as well as teaching driver's ed to Shelton students through the ESD 113.

4.02 – Monthly report on bond projects:

Jeff Feeney gave his monthly update on the bond projects.

Package C:

- At CHOICE the roof is 90% completed, the ramp is installed out front, and the vestibule is constructed but there are no doors yet.
- At Evergreen the portables are in, bathrooms are being installed in portables, the canopy will be completed close to the start of school and the vestibule is constructed but no doors yet.

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, AUGUST 14, 2018
PAGE 2

- At Bordeaux the canopies are almost done, asphalt is in, ramps are going in and the vestibule is done but no doors.
- We are able to borrow enough doors for the vestibules from the contractor doing renovations in the Olympia School District in order for us to start school but they won't be electronic until we get the permanent doors.

Package B:

- At Mt. View 60% of the foundations are excavated and poured.
- All demo work on the inside of the Annex is done.
- The two portables for pre-K are in and moving along very well. Students will be in the portables until December when the work on the Annex is completed.
- Mt. View is coming along very well with no change orders yet.

Package A:

- The old mono floor in the minidome has been removed. Once the floor is leveled the new floor will be installed by mid-September.
- In the 100 building only the faculty lounge/work room will be finished before the start of school. The work on the first half of the 100 building will be done by the end of September and the second half by the end of December.
- Footings have been poured along the parameter of the new gym and all undergrounds are in. The contractor believes we will be on schedule for the gym/classroom space.

Jeff also gave an overview on the sports complex efforts. The architects hired to do the study/plan/cost estimate have interviewed all the coaching staff with the exception of one coach. Once that is done we will have all the information we need for a cost estimate which will be presented to the administration and then coaches. Then we will give a presentation to the school board hopefully by the end of September.

4.03 – Report from HOPE Garden:

Rachel Uberman and two HOPE Garden employees, Rose and Rueben, gave an update on HOPE Garden. They have been running a 6-week free garden camp this summer at Bordeaux Elementary. They don't have as many kids this summer as they had hoped for but it is their first year. She hopes that next year the principals and teachers will be more helpful in promoting the free summer camp. Dr. Apostle said he would work with our schools to get them more involved with the program.

Funding for the HOPE Garden comes from the following sources:

- SNAP-ED = \$63,000
- Shelton School District = \$35,000
- Mason General Hospital = \$13,500
- Pac Mountain = \$5,000 specifically for stipends
- Green Diamond = \$5,000 every other year
- Nature Works Everywhere = \$2,000

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, AUGUST 14, 2018
PAGE 3

4.04 – Update on bond technology projects:

Chad Trogstad gave an update on the status of the bond technology projects since February 2018. The push for this summer has been focusing on installing new clocks in all buildings except CHOICE and the old Mt. View. They have installed roughly 300 clocks this summer. There are still 15 clocks left to install at Shelton High School in the 100 building and the minidome; 12 at Olympic Middle School and 5 in the Evergreen portables. 47 projectors have been installed with 153 left to go. They have installed 165 classroom sound systems with 35 left to do which are custom installs. Everything has been progressing well with not a lot of roadblocks and we are ahead of schedule.

4.05 – Reconfiguration: Middle Level Naming Survey:

Pam Farr spoke about the process the district went through regarding the decision of whether or not to re-name the current Olympic Middle School and Oakland Bay Junior High in the fall of 2019 when reconfiguration takes place.

- Principals were asked to gather ideas from their staff about changing the grade band designations for the two middle level schools.
- The input from the schools was brought to a small committee for review.
- The review committee proposed several options that would be included in a community survey administered by Jacquie MacAlevy.
- The results of the community survey were to not change the grade band designations of our middle level schools. The names will remain Olympic Middle School and Oakland Bay Junior High.
- Each school will develop a “tag line” to emphasize its important and unique characteristics.

CONSENT AGENDA

Sandy Tarzwell moved, seconded by Sally Karr, to approve the consent agenda. The motion passed 4-0. The board:

- Approved minutes from the July 24, 2018 regular meeting;
- Approved out-of-state travel to Eugene, OR on September 11-14, 2018 for Elizabeth Hamilton to attend SWIS Facilitator Training;
- Approved the personnel report (see Attachment #1);
- Approved General Fund Warrant No. 130144926 in the amount of \$600.00;
- Approved General Fund Warrant Nos. 130144927 through 130145092 in the amount of \$837,835.41;
- Approved General Fund Warrant Nos. 130145136 through 130145143 in the amount of \$6,388.75;
- Approved Associated Student Body Fund Warrant Nos. 130405806 through 130405824 in the amount of \$9,152.28;
- Approved Associated Student Body Fund Warrant No. 130405825 in the amount of \$327.02;
- Approved Capital Projects Fund Warrant Nos. 130200152 through 130200160 in the amount of \$2,466,611.15;
- Approved Capital Projects Fund Warrant Nos. 130200161 through 130200171 in the amount of \$210,337.51;

- Approved Transportation Vehicle Fund Warrant No. 130900019 in the amount of \$1,500.00;
- Approved Transportation Vehicle Fund Warrant No. 130900021 in the amount of \$198.38; and
- Approved Payroll Warrant Nos. 130802824 through 130802835; Nos. 130144900 through 130144903; and Nos. 130145093 through 130145135 in the total amount of \$4,398,655.75.

DISCUSSION AND ACTION ITEMS

6.01 – Review of the proposed 2018-2019 district budget:

Brenda Trogstad gave an overview of the proposed 2018-2019 district budget. Highlights include:

- The General Fund budget continues to maintain a fund balance for the district to cover routine expenditures as the monthly payroll and accounts payable, support ongoing continuous improvement throughout the district. The fund balance covers any unforeseen emergencies. The budget continues to support the transition to the new grade reconfiguration in September 2019, increased security at all schools, continuation of the comprehensive PK-12 instructional program review, the International Baccalaureate program at Evergreen and the Health Science Academy at Shelton High School. The budget continues the Student & Family Resource Center at the Transit Center.
- The budget includes increased compensation for certified and classified staff based on the additional funding provided by the legislature.
- The district is implementing a professional development fund at each building which will include a lead mentor teacher. The staff at each building will have the ability to decide what professional development they need.
- The budget continues to include \$300,000 in a reserve account for maintenance needs and a reserve account for equipment replacement and motor pool vehicle replacement.
- The district has a reduction in the levy collection for 2018-19. Taxpayers passed a levy for \$7,330,000. The district had to do a rollback in the amount of \$4,588,900 for the 2019 collection.
- The 2017-18 average actual enrollment finished 157.15 FTE above the budgeted enrollment of 4075 FTE. Budgeted enrollment for the 2018-19 fiscal year is 4075 FTE.
- The budget provides resources to support the district's vision.
- The budget provides resources to continue promoting student achievement and quality instruction to improve the graduation rate.
- The budget requires all categorical and grant programs to live within their allocation with the exception of special education. The state funds at 13.5% and we are projecting the district will be at 15.09% for 2018-19.

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, AUGUST 14, 2018
PAGE 5

- We are adding two additional School Resource Officers for 2018-19.

At the August 28th board meeting there will be a budget hearing and adoption of the budget.

6.02 – Southside School District’s capital nonhigh payment:

Dr. Apostle and Brenda Trostad met with Southside Superintendent Doris Bolender and she is in agreement with our proposal that Southside’s share of the capital nonhigh payment is \$450,723 which they will pay over a three year period. Sandy Tarzwell made a motion to approve Southside’s capital nonhigh payment in the amount of \$450,723. Sally Karr seconded the motion and the motion passed 4-0.

6.03 – Proposed Interlocal Cooperative Agreement with Clover Park Technical College:

A 2018-2021 Interlocal Cooperative Agreement for Educational Services with the Clover Park Technical College was presented for approval. If a Shelton School District student wishes to attend Clover Park Technical College this agreement must be in place. Sandy Tarzwell made a motion to approve the agreement and Dan Cooling seconded the motion. The motion passed 4-0.

SUPERINTENDENT’S REPORT

Dr. Apostle reported on the following:

- Most of his time recently has been spent on budget, staffing and negotiations.
- Last Saturday was the Back to School Festival at the Mason Transit Center which he said was one of the most amazing days he’s seen in his career. Hundreds of parents brought their children to take advantage of what the school district and community was offering from free immunizations, dental work, haircuts, backpacks, etc. Dr. Apostle said our community and Shelton’s heart came through and were very giving of their time and commitment for this effort. Ricardo del Bosque did an amazing job of making this happen. They hope to plan a similar event during the holiday season.
- We have finalized our safety and security plan with the Shelton Police Department for the 2018-19 school year. He thanked board members for allowing the hiring of additional School Resource Officers.
- Last week he visited Jefferson Middle School in the Olympia School District where all their classrooms have the technology that we want here in our classrooms. It is a truly 21st century school and he has arranged for some of our principals and staff to visit this Thursday.
- September 18, 2018 is the Health Science Kickoff.
- The United Way Day of Caring is this Friday and he and other district staff will be working in the community from 8:00 a.m. – 1:00 p.m.
- The Start of the School Year Celebration is on August 28th.

BOARD MEMBER COMMENTS

Dan Cooling:

- Dan commented about the excitement he is seeing in other groups he is involved with about the outside interests coming into Shelton and the city moving forward. He said these were exciting times.

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, AUGUST 14, 2018
PAGE 6

Sally Karr:

- Sally thanked Ricardo del Bosque and Dr. Apostle for their vision regarding the Back to School Festival and said she's heard positive comments about the event.

Sandy Tarzwell:

- Sandy thanked the staff for all their work this summer.
- She has been privileged to work with different back to school events like the Back to School Jamboree and camp where they will also be giving out some additional backpacks, providing haircuts, etc., to supplement what has already been done.

Keri Davidson:

- Keri commented that she can already see this school year is going to move at a fast pace which is very exciting. She also thanked all the staff for the work they are doing. She said it was amazing the amount of things they are juggling and bringing to the board in the form of excellent reports and she appreciates all the hard work and extra hours.
- She was excited to read in the weekly report about Dr. Apostle's visit to Jefferson Middle School and that there is a school so close to us that we can visit and see their technology.
- She is also excited about the kickoff for the Health Science Academy and the naming of the football field event.

EXECUTIVE SESSION

At 7:33 p.m. Chairman Davidson announced that the board would take a 5-minute recess and then enter into a 30-minute executive session to 1) discuss employee performance and associated compensation; and 2) discuss the proposed bargained agreement with the Shelton Certificated Administrators Association with possible action to follow on both items.

At 8:00 a.m. the board returned to regular session.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

Sally Karr made a motion to approve the salary schedule for the position of IT Operator Manager and the salary schedule and hiring of Don Welander as the Director of Career Connected Learning. Dan Cooling seconded the motion and the motion passed 4-0.

Sandy Tarzwell made a motion to approve the bargained agreement with the Shelton Certificated Administrators Association. Sally Karr seconded the motion and the motion passed 4-0.

ADJOURN

Chairman Davidson declared the meeting adjourned at 8:03 p.m.


Secretary to the Board


Chairman, Board of Directors

**Shelton School District #309
Personnel Action Requested for
Board Meeting of August 14, 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

New Hires / Rehires

Martinique Bishop (Ortiz-Mendoza) - Elementary Summer School Teacher. Beginning July 2, 2018, for the 2017-18 summer school session.

Suzanne Chavez - Elementary Summer School Teacher. Beginning July 2, 2018, for the 2017-18 summer school session.

Margo Otto - Teacher (Special Education); CHOICE High School. This is a temporary leave replacement (Vikki Voss) for the 2018-19 school year, beginning August 29, 2018.

Elizabeth Thompson - Teacher (Preschool); Evergreen Elementary. Beginning August 29, 2018, this fills the position vacated by Christie Floyd.

Supplemental Contracts

Kelsey Barnes - Curriculum Leader (Arts/Global Language), for the 2018-19 school year.

Wendy Boles - Curriculum Leader (Science), for the 2018-19 school year.

Brent Conklin - Curriculum Leader (Social Studies), for the 2018-19 school year.

Cynthia Hall - Curriculum Co-Leader (Health/PE), sharing with Chad Youngquist. For the 2018-19 school year.

Lisa Olin - Curriculum Leader (Math), for the 2018-19 school year.

Kathryn Roller - Curriculum Leader (Library), for the 2018-19 school year.

Dayna Stigall - Curriculum Leader (English/Language Arts), for the 2018-19 school year.

Chad Youngquist - Curriculum Co-Leader (Health/PE), sharing with Cynthia Hall. For the 2018-19 school year.

Resignations / Retirements

Rhiannon Barrow - School Counselor; Shelton High School. Resignation is effective immediately, per letter dated August 3, 2018.

CLASSIFIED

New Hires / Rehires

Franklin Dean – Para Educator (DD); Shelton High School. This is a temporary position, beginning August 29, 2018, working with 1:1 student. For the 2018-19 school year.

Sharon Jacot – Para Tech (Solution Center); Olympic Middle School. Beginning August 29, 2018, this fills the position vacated by Paige Gangewer.

Robin Kotelnicki – Para Educator (Special Services); Shelton High School. This is a temporary position, beginning August 29, 2018, due to class size. For the 2018-19 school year.

Matt Lowery – Asst. Football Coach; Shelton High School. Beginning August 1, 2018, for the 2018-19 season.

Don Makoviney – Asst. Football Coach; Shelton High School. Beginning August 1, 2018, for the 2018-19 season.

Nancy Ostheller – Para Educator (LAP); Bordeaux Elementary. This is a temporary position, beginning August 29, 2018, for the 2018-19 school year.

Jolene Scott – Head Secretary (Level IV); Olympic Middle School. Beginning August 13, 2018, this fills the position vacated by Bobbie Wilson.

Charles Wasilausky – Para Educator (DD); Shelton High School. This is a temporary position, beginning August 29, 2018, working with 1:1 student. For the 2018-19 school year.

Resignations / Retirements

Julianne Andrews – Para Educator; Evergreen Elementary. Retirement will be effective August 28, 2018, per letter dated August 1, 2018.

Gerald Apple – Safety/SADD Advisor; Shelton High School. Resignation will be effective August 29, 2018, per letter dated July 30, 2018.

Dana Kuehn – Para Educator; Evergreen Elementary. Resignation is effective immediately, per letter received July 18, 2018.