

SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING, FEBRUARY 13, 2018
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The Shelton School District Board of Directors met in regular session at 6:00 p.m. on February 13, 2018 in the Shelton High School Library.

Board members present: Chairman Keri Davidson, Sandy Tarzwell, Sally Brownfield, Sally Karr, Dan Cooling and student school board representatives Samantha Samples and Mark Christensen.

Staff members present: Superintendent Dr. Alex Apostle, Alison Nutt, Brenda Trogstad, Bob Trondsen, Linda Arnold, Pam Farr, Sheila Iversen, Pat Cusack, Glenn Shorten, Dean McCoy, Trish McCoy, Ron Goodale, Chad Trogstad, Jennifer Deyette, Sascha Fischel-Freeman, Delphie Gardner, Robert Herron, and Robin Clarey.

Others present: Kim Morris, Jeff Feeney, Andreia Brown, Tristan Newby,Carolynn Clarey, Dylan Rosier and Kirstin Gregiore.

CALL TO ORDER

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

ADOPTION OF AGENDA

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

COMMUNITY COMMENTS

- Kim Morris from Armstrong Racing, a nonprofit charity, and Sascha Fischel-Freeman, Shelton School District's Family and Student Support Coordinator, spoke about a proposal to take the district's homeless elementary students on a field trip to Woodland Park Zoo in Seattle. Kim applied for a Community Access Program Grant through the Woodland Park Zoo and was selected to participate. The district has 65 homeless students in grades 3 through 5 they would like to take to the Zoo not only for the educational value but also for an experience many students may not have otherwise. They have been working with Dr. Apostle regarding liability issues, transportation issues, etc., and with the board's support they hope to move forward with a possible trip on April 20th.
- Robin Clarey, Shelton High School Robotics Team Advisor, and Robotics Club students Tristan Newby, Carolynn Clarey, Dylan Rosier, and Kirstin Gregiore thanked the board for their support of their program last year and spoke about the robot they've built this year and their upcoming competitions in hopes to qualify again for the World Competition in April.

REPORTS AND RECOGNITIONS

4.01 – Introduction of Interim Transportation Director Delphie Gardner:

Robert Herron introduced Delphie Gardner, the new Interim Director of Transportation, and said she is doing a phenomenal job. Delphie stepped in as Interim Director beginning January 29, 2018 for the remainder of the 2017-18 school year.

4.02 – Monthly update on bond projects:

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

- We are in the Construction Document phase for both the Shelton High School and Mt. View projects.
- The City of Shelton has recommended the Mt. View project go forward with no changes as we meet all their criteria. They would like us to plant a few more trees in the area of the library and along Laurel St.
- We received the Traffic Impact Analysis which concluded that no adverse traffic impacts were identified with the move of the 9th graders to Shelton High School and nothing has to be mitigated on this site.
- We hope to go to bid on both the Shelton High School and Mt. View projects in April and want to break ground as soon as school is out in June.
- Jeff cautioned board members not to be overly concerned that the budget spreadsheets show we are over budget. These cost projections are based on estimates only and when we get the actual bids we will know if the estimates are high or low. We also have a total of around \$4 million in contingencies in the budget.
- NAC Architects are going to initiate an athletic facilities study and doing master planning for this.
- The budget spreadsheets have been updated and will be posted on the district's website.

Dr. Apostle thanked our district teams who have spent countless hours working with Jeff and Andrea from KMB and are doing great work. It is nice to be told we can expect state matching funds to spend on our athletic facilities and performing arts facility.

4.03 – December and January budget status reports:

Brenda Trogstad gave the budget status reports for December 2017 and January 2018. In the General Fund we are a little less than \$100,000 below where we were last year due to our cash flow being a little different this year. Contributing to that is TRI time for teachers and LAP funding. We typically paid TRI hours three times per year in the past but this year we are paying it equally over the months. Also, we are receiving a little over \$1 million additional LAP dollars beginning in January of this year, but because we knew it was coming we started allocating it out to the buildings ahead of time. We are going to end strong in the General Fund so this is nothing to be worried about. Brenda reviewed the balances in each of the other funds.

4.04 – Tree removal at Shelton High School:

Robert Herron spoke about the possible removal of 8 to 10 trees on the Shelton High School campus. It has become clear that we are not going to be able to complete the work on the 100 Building in one summer and need to identify an area on campus where we can place portable office spaces that we can lease. In identifying locations to place those temporary portable spaces it was determined that an area beside the SUB would be the best location which would require the removal of trees. After the removal of the temporary portable office space the area could then be turned into an outdoor plaza for the students, staff and community. Students currently do not have many places to go and there will be even less space after the new construction.

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Jennifer Deyette added that this area is also one of the three flood zones on campus when it rains and this would help alleviate that problem.

Dr. Apostle has asked Robert to work with an arborist and also check with our insurance agent. If the arborist determines the trees are decayed or towards the end of their life cycle he would recommend to the board we cut the trees and make plans for the plaza.

CONSENT AGENDA

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

- Approved minutes from the January 16, 2018 special study session;
- Approved minutes from the January 23, 2018 regular board meeting;
- Approved minutes from the January 29, 2018 special executive session;
- Approved overnight travel to Tacoma, WA on February 15-17, 2018 for members of the Shelton High School Boys Swim Team to compete in the 3A State Boys Swim Championships;
- Approved overnight travel to Tacoma, WA on February 15-17, 2018 for members of the Shelton High School Wrestling Team to compete in the 3A State Wrestling Championships;
- Approved out-of-state travel to Oregon City, OR on February 24, 2018 for the NJROTC Drill and Rifle Teams to compete in the Northwest Drill and Rifle Meet;
- Approved overnight travel to Kennewick, WA on March 5-9, 2018 for Shelton High School FCCLA students to participate in the FCCLA State Leadership Conference;
- Approved out-of-state travel to Wilsonville, OR on March 8-10, 2018 for the Shelton High School Robotics Team to compete to qualify for regionals;
- Approved overnight travel to Burlington, WA on March 9-10, 2018 for Shelton High School American Sign Language students to compete in the ASL State Competition;
- Approved overnight travel to Deming, WA on March 16-17, 2018 for Shelton High School FFA Forestry Team students to attend the Mt. Baker Forestry Career Development Events;
- Approved out-of-state travel to Las Vegas, NV on April 11-13, 2018 for Maryann Marshall to attend the Solution Tree Leadership NOW Summit;
- Approved out-of-state travel to American Canyon, CA on June 18-21, 2018 for five Shelton High School staff members to attend the 2018 Project Based Learning World Conference;
- Approved the personnel report as submitted and as attached (see Attachment #1);
- Approved the cancellation of miscellaneous General Fund and ASB Fund Warrants lost by the payee or issued in error;
- Approved General Fund Warrant Nos. 130143400 through 130143574 in the amount of \$557,886.35 – *RECOMMEND APPROVAL*.
- Approved Associated Student Body Fund Warrant Nos. 130405526 through 130405558 in the amount of \$13,470.59;
- Approved Associated Student Body Fund Warrant Nos. 130405559 through 130405563 in the amount of \$1,105.72;
- Approved Associated Student Body Fund Warrant Nos. 130405564 through 130405570 in the amount of \$1,368.05;

- Approved Capital Projects Fund Warrant Nos. 130200054 through 130200060 in the amount of \$693,164.24;
- Approved Transportation Vehicle Fund Warrant Nos. 130900016 through 130900017 in the amount of \$132,218.34; and
- Approved Payroll Warrant Nos. 130802734 through 130802754; Nos. 130143322 through 130143324; and Nos. 130143355 through 130143399 in the total amount of \$3,980,758.73.

DISCUSSION AND ACTION ITEMS

6.01 – Proposed Resolution No. 18-01:

Proposed Resolution No. 18-01 requests School Apportionment & Financial Services at OSPI to approve the transfer of up to \$200,000 of apportionment monies from the General Fund to the Capital Projects Fund for purchase of real estate. This is for the purchase of property adjacent to Bordeaux Elementary. Sally Brownfield made a motion to approve Resolution No. 18-01. Dan Cooling seconded the motion and the motion passed unanimously.

6.02 – Proposed real estate purchase and sale agreement:

Robert Herron discussed the proposed real estate purchase and sale agreement for the purchase of property adjacent to Bordeaux Elementary in the amount of \$185,000. We are working towards a February 28, 2018 closing date. Dan Cooling moved, seconded by Sally Karr to approve the real estate purchase and sale agreement. The motion passed unanimously.

6.03 – Proposed 2018-19 and 2019-20 school calendars:

Linda Arnold, Dean McCoy and Ron Goodale presented the proposed school calendars for the 2018-19 and 2019-20 school years. Because of the reconfiguration and bond projects it is necessary to set school calendars now. In 2018-19 the start and end dates are earlier. We also launch into the trimester schedule in 2018-19. In 2019-20 the start and end dates are quite a bit later and winter break is shorter. The calendars will be highly publicized with families and the community.

Important dates are:

2018-19:

- August 29th – First Day of School
- December 20th – January 2nd – Winter Break
- April 1-5 – Spring Break
- June 7 – Last Day of School

2019-20:

- September 16th – First Day of School
- December 23rd – January 1st – Winter Break
- April 6th – 10th – Spring Break
- June 19th – Last Day of School

Sally Karr made a motion to approve both the 2018-19 and 2019-20 school calendars as presented. Sally Brownfield seconded the motion and the motion passed unanimously.

SUPERINTENDENT'S REPORT

Dr. Apostle presented Chairman Davidson with a Certificate of Appreciation in recognition of School Board Recognition Month. Keri was unable to attend the January 23rd board meeting when fellow board members were recognized.

Dr. Apostle reported on the following:

- Last Friday he attended the United Way Valentine Auction. The school district was recognized at the auction for their contributions of \$15,888 during this year's United Way Pledge Drive and for pledging more than any other organization in the city. Specifically recognized were the District Office, Bordeaux, Evergreen, Oakland Bay, and Shelton High School.
- Four Bordeaux 4th graders and two teachers presented at the Science Climate and Environmental Day at the state capital and to Governor Jay Inslee. They were the only grade school in the state to present. We will invite them to a future board meeting.
- Ricardo del Bosque has been nominated by *Seattle's Child* with their Washington Unsung Hero award for February. We would like to recognize Ricardo at an upcoming board meeting. We are very fortunate to have Ricardo working in our school district.
- Our attendance continues to hold over 90%. The dropout rate in grades 8-12 is currently 1.08%.

BOARD MEMBER COMMENTS

Samantha Samples:

- The first button blanket meeting was held last week. Her button blanket is pretty well put together.
- She enjoyed being on stage at the CHOICE mid-year graduation last week.

Mark Christensen:

- He was the emcee at Community Pride Night.
- He has his senior portfolio completed and the next step is his senior presentation.
- He commented on how much the construction projects have progressed and is looking forward to the future of Shelton High School.
- This is his last board meeting before the new track season starts and he is excited about that.

Dan Cooling:

- Dan commented that it has been a busy couple of weeks.
- CHOICE mid-year graduation was a lot of fun.
- He attended the Capital Land Trust Breakfast and commented how well our students did on stage.

Sally Karr:

- Sally commented that CHOICE mid-year graduation was wonderful as usual.
- She gave a special thank you to Deena Alley who attended the district swim meet at Tahoma High School. She is looking forward to the state swim meet.

Sally Brownfield:

- Sally took the opportunity to go to the new Pioneer Middle School and look at the art pieces they have on display which reflects their community. This got her thinking about what we might be able to do in our new buildings.
- She has been working with the group making plans to recognize Billy Frank, Jr. coming up in March and said it looks like we have fabulous ideas across the district.

Sandy Tarzwell:

- Sandy agreed with all the other board member comments regarding CHOICE graduation and Community Pride Night.
- On Thursday she hopes to join Bordeaux students at JA BizTown in Auburn.
- The Really Big Show fundraiser is coming up that benefits our homeless students.
- And she said it is nice to see all the exciting student and staff travel on the consent agenda.

Keri Davidson:

- Mt. View assembly for Martin Luther King, Jr. Day also included Billy Frank, Jr. in that recognition.
- She said both Samantha and Mark have been wonderful student board representatives and have gone above and beyond with their leadership.
- She enjoyed Community Pride Night and the support of the students.
- She went to Mt. View when they had the Reptile Man there and it was wonderful to see that it wasn't just for Mt. View students but was opened up to all the surrounding elementary schools. This illustrates the need for more family activities in town.
- She has been looking at Board Operating Procedures for different school boards and sent a draft for our board members to look at. She would like to receive any board comments within a week if possible and a special study session could be scheduled if needed.
- A year ago tomorrow we were in the board room waiting to see if our bond issue passed and it's amazing to see how far we've come in a year.

EXECUTIVE SESSION

At 7:27 p.m. Chairman Davidson announced that the board would take a 5-minute recess and then enter executive session for approximately 15 minutes to: 1) discuss the proposed bargained agreement with the Shelton Certificated Administrators Association; and 2) to discuss employee performance and associated compensation.

At 7:35 p.m. the board returned to regular session.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION


Dan Cooling made a motion to approve the bargained agreement with the Shelton Certificated Administrators Association. Sally Brownfield seconded the motion and the motion passed unanimously.

Sally Karr made a motion to approve the non-represented employee compensation. Sandy Tarzwell seconded the motion and the motion passed unanimously.

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ADJOURN

Chairman Davidson declared the meeting adjourned at 7:39 p.m.


Chairman, Board of Directors


Secretary to the Board

Shelton School District #309
Personnel Action Requested for
Board Meeting of February 13, 2018

ATTACHMENT #1
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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.

ADMINISTRATIVE

New Hires / Rehires

Mary Johnson – Interim Asst. Principal; Evergreen Elementary. Beginning February 5, 2018, for the remainder of the 2017-18 school year.

Donna Morris – Interim Principal; Evergreen Elementary. Beginning February 5, 2018, for the remainder of the 2017-18 school year.

Delphie Gardner – Interim Director of Transportation; MCTC. Beginning January 29, 2018, for the remainder of the 2017-18 school year.

Resignations / Retirements

Steve Beck – Asst. Principal; Olympic Middle School. Retirement will be effective June 30, 2018, at the end of the 2017-18 school year. Per letter received February 8, 2018.

CERTIFICATED

New Hires / Rehires

Tessa Blackstad – Substitute Teacher; District. Beginning January 23, 2018, to be used as needed in the District.

Brenda Johnson – Substitute Teacher; District. Beginning January 23, 2018, to be used as needed in the District.

Suzanne Krause – Emergency Substitute Teacher; District. Beginning January 24, 2018, to be used as needed in the District.

Jakob Magus – Emergency Substitute Teacher; District. Beginning February 7, 2018, to be used as needed in the District.

Katharine Shrum – Emergency Substitute Teacher; District. Beginning January 23, 2018, to be used as needed in the District.

Jennifer Waller – Emergency Substitute Teacher; District. Beginning January 23, 2018, to be used as needed in the District.

Courtney Whiton – Emergency Substitute Teacher; District. Beginning January 23, 2018, to be used as needed in the District.

Supplemental Contracts

Chris Salisbury – Teacher (GEAR UP Data Specialist); CHOICE High School. Beginning January 17, 2018.

Leaves of Absence

Aldo Del Bosque – Teacher (3rd Grade Spanish); Evergreen Elementary. Leave request for the 2018-19 school year. Per letter dated January 25, 2018.

Resignations / Retirements

Dwayne Butler – Teacher (8th Grade Math); Oakland Bay Jr. High. Resignation will be effective with the end of the 2017-18 school year, per letter dated January 31, 2018.

Diane Garner – Teacher (Art); Olympic Middle School. Retirement will be effective with the end of the 2017-18 school year, per letter dated January 26, 2018.

Scott Kattenbraker – Teacher (CTE Construction); CHOICE High School. Resignation was effective January 25, 2018, per letter dated January 21, 2018.

Gwen Owens – Teacher (Special Education, .7 FTE); Evergreen Elementary. Resigning .3 FTE of full-time position, effective January 16, 2018.

CLASSIFIED

New Hires / Rehires

Kassandra Austin – Para Educator (Early Learning); Evergreen Elementary. This is a temporary position beginning February 1, 2018. This fills the position vacated by Amber Frye.

Jodie Chapin – Para Educator (LAP); Bordeaux Elementary. Beginning January 16, 2018. This is a leave replacement for Annette Puckett for the remainder of the 2017-18 school year.

Luanne Longan – Theme Reader; Shelton High School. Beginning January 22, 2018, for the 2017-18 school year.

Riley Maddox – Para Educator (CTE); Oakland Bay Jr. High. This is a temporary position beginning January 25, 2018, for the remainder of the 2017-18 school year. This fills the position vacated by Tami Engstrom.

Rosalba Gabriela Medina – Custodian I; Maintenance. Beginning February 1, 2018. This fills the position vacated by Tyler Pippins.

Anna Miller – Substitute Clerical; District. Beginning January 24, 2018, to be used as needed in the District.

Lisa Nevarez – Substitute Para Educator; District. Beginning January 25, 2018, to be used as needed in the District.

Emily Rodeback – Para Educator (Title I); Mt. View Elementary. This is a temporary leave replacement for the remainder of the 2017-18 school year, beginning January 25, 2018.

Calvin Silva – Para Educator; Oakland Bay Jr. High. This is a temporary position, beginning January 31, 2018 and fills the position vacated by Meghan Hackler.

Jennifer Waller – Substitute Para Educator; District. Beginning January 23, 2018, to be used as needed in the District.

Extra-Curricular / Supplemental Contracts

Melonie Carroll – Elementary Team Leader; Evergreen Elementary. Beginning January 3, 2018, for the 2017-18 school year only.

Dani Lund – Elementary Team Leader; Mt. View Elementary. Beginning January 22, 2018, for the 2017-18 school year only.

Eric Stokely – Robotics Club Advisor; Oakland Bay Jr. High. Beginning February 1, 2018, for the 2017-18 school year.

Leaves of Absence

Patti Breeding – Food Service Worker I; Food Services. Leave request to extend through the end of the 2017-18 school year, per letter dated January 29, 2018.

Shelly Del Bosque – Secretary Level III; Evergreen Elementary. Leave request for the 2018-19 school year, per letter dated January 25, 2018.

Resignations/Retirements

Carla Angell – Bus Driver; MCTC. Retirement will be effective April 1, 2018, per letter dated January 30, 2018.

Sarah Nash – Para Educator (ELL); Olympic Middle School. Resignation will be effective February 28, 2018, per letter dated February 4, 2018.

Josie Walker – 8th Grade Volleyball Co-Coach; Oakland Bay Jr. High. Resignation will be effective immediately, per letter dated January 5, 2018.

