

**SHELTON SCHOOL DISTRICT NO. 309**  
**REGULAR SCHOOL BOARD MEETING, SEPTEMBER 24, 2019**  
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The Shelton School District Board of Directors met in regular session at 6:00 p.m. on September 24, 2019 in the new Mt. View Elementary Gym.

Board members present: Chairman Sandy Tarzwell, Sally Karr, Sally Brownfield, Keri Davidson, Dan Cooling and student board representative Maria Montejo.

Staff members present: Superintendent Dr. Alex Apostle, Alison Nutt, Brenda Trogstad, Linda Arnold, Travis Smith, Don Welander, Robert Herron, Brianne Barrett, Katie Diamond, Bob Trondsen, Maryann Marshall, Karen DeWitt, Jennifer Deyette, Trish McCoy, Mary Johnson, Carey Lee, Kent Nixon, Hannah Hoff, Glenn Shorten, Aaron Miller and Mary Clift, among others.

Others present: Randy Lewis, Cheryl Williams, Gordon Weeks, Joe Robertson, Kevin Dorcy, Tad Smith, Chris McGee, Mark Tuson, Duane Wilson, Graysen Reveal and Anthony Pagel, among others.

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

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

**COMMUNITY COMMENTS**

Randy Lewis commented in support of the upcoming agenda Item 4.03 – the proposal to name the Shelton High School basketball court after former coach Terry Gregg. Randy is a graduate of Shelton High School and played on the basketball team during Terry Gregg's first season as coach 50 years ago.

**REPORTS AND RECOGNITIONS**

**4.01 – Introduction of 2019-20 student school board representatives:**

Chairman Tarzwell introduced Shelton High School student school board representative Maria Montejo. Maria is a senior this year and was one of three students who ran for the position of student board representative and won the election. Board members welcomed Maria to the school board. CHOICE High School student representative, Lucas Hunter, was unable to attend the meeting.

**4.02 – Recognition of Mary Clift and students:**

Board members and Dr. Apostle recognized Bordeaux 5<sup>th</sup> grade teacher Mary Clift and her former students Graysen Reveal, Ethan Roberts and Anthony Pagel for their efforts in creating the Month of the Kindergartner. On April 29, 2019 Senate Bill 5028 passed declaring September the Month of the Kindergartner. Mary commented that this was 3 years in the making. The boys did a fabulous job during these 3 years testifying, writing letters, making phone calls, etc.

**4.03 – Naming of the Shelton High School basketball court consideration:**

Joe Robertson, retired CEO of Our Community Credit Union and a retired basketball officiant, presented a proposal to name the Shelton High School basketball court after former basketball

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coach Terry Gregg. Terry coached the Shelton High School boys varsity basketball team for 19 seasons from 1967 to 1985. His accomplishments include:

- Winning 8 league championships
- Playing in 2 state championship games – winning the state championship in 1976 and finishing 2<sup>nd</sup> in 1977
- Qualifying for post season playoffs 17 out of 19 seasons
- A 66% winning percentage
- Black Hills League Coach of the Year 4 times
- Washington State Coach of the Year in 1976
- Elected to Shelton City Hall of Fame in 2001
- Elected to R.A. Long High School Hall of Fame for Lifetime Achievement in 2014

Also speaking in support of the proposal were Kevin Dorcy, Mark Tuson, Duane Wilson, and Chris McGee, several of which were former players for Coach Gregg.

4.04 – Presentation on School Improvement Plans:

Bordeaux Elementary Principal Hannah Hoff, Evergreen Elementary Principal Kent Nixon, Mt. View Elementary Principal Mary Johnson, and Olympic Middle School Principal Carey Lee presented their School Improvement Plans for the 2019-20 school year. Each building's objectives are focused on our vision of 100% graduation by 2022 and our mission to fulfill the vision based on the following four goals:

- Goal 1 – Improve overall academic achievement for all students
- Goal 2 – Increase school quality and student success indicators
- Goal 3 – Ensure every staff member is a 21<sup>st</sup> century educator
- Goal 4 – Promote equity in all aspects of the Shelton School District

Board members appreciated that each school's plan is aligned together and moving forward in the same direction and they are looking forward to seeing the improvements at the end of the school year. They also appreciated the collaboration and the amount of work put into these plans and putting them into a clear format.

4.05 – Report on the district's new website:

Katie Diamond, Aaron Miller and Glenn Shorten gave an update on the district's new website which was launched on August 30<sup>th</sup>. Katie is responsible for the content and Glenn and Aaron are technical support. The individual school websites and the district website have been set up and Katie has been training the principals and one other person from each building on how to keep their website up-to-date. The new site is more user friendly and more ADA compliant. We are still working on getting everything from the staff home page transferred over but we are working with the vendor. The cost of the initial setup was \$17,946 and will be \$12,946 each year after.

Dan Cooling commented that he thinks the new website looks amazing. Sally Karr agreed and said it is much easier to find things and feels a lot more user friendly.

**CONSENT AGENDA**

Keri Davidson made a motion to approve the consent agenda and Dan Cooling seconded the motion. The motion passed 4-0 with Sally Brownfield abstaining because she was not present at

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the August 22<sup>nd</sup> board retreat and was not comfortable voting on the meeting minutes. The board:

- Approved minutes from the August 22, 2019 special meeting;
- Approved minutes from the September 10, 2019 regular meeting;
- Approved overnight travel to Brookland, WA on October 5-6, 2019 for Shelton High School FFA students to attend District III FFA Leadership Camp;
- Approved out-of-state travel to Lombard, IL on October 18-20, 2019 for one Shelton High School powerlifting student to compete in the USAPL National Powerlifting Meet;
- Approved overnight travel to Bellevue, WA on November 3-5, 2019 for Shelton High School DECA students to attend the DECA Fall Leadership Conference;
- Approved the personnel report (see Attachment #1);
- Approved General Fund Warrant Nos. 130148573 through 130148580 in the amount of \$137,466.31;
- Approved General Fund Warrant No. 130148581 in the amount of \$4,500.00;
- Approved Transportation Vehicle Fund Warrant No. 130900028 in the amount of \$5,000.00; and
- Approved Capital Projects Fund Warrant No. 130200397 in the amount of \$12,113.81.

**DISCUSSION AND ACTION ITEMS**

**6.01 – Proposed policies/procedures in Batch #9 of the policy review:**

The following policies/procedures in Batch #9 of the policy review were presented for a second reading:

- Policy 5400 – Personnel Leaves
- Policy 5402 – Maternity Leave (*recommend eliminating this policy and combining with Policy 5404*)
- Policy 5403 – Emergency and Discretionary Leaves
- Policy/Procedures 5404 – Family and Medical Leave (FMLA)
- Policy 5405 – Emergency Leave (*recommend eliminating this policy and combining with Policy 5403*)
- Policy/Procedures 5406 – Leave Sharing
- Policy/Procedures 5407 – Military Leave
- Policy 5408 – Jury Duty and Subpoena Leave
- Policy 5410 – Holidays
- Policy 5411 – Staff Vacations
- Policy/Procedures 6100 – Revenues from Local, State and Federal Sources (*new procedures*)
- Policy 5409 – Unpaid Holidays for Reason of Faith or Conscience (*new recommended policy*)

As a result of some questions board members had at the first reading on September 10<sup>th</sup>, our attorney made some additional revisions to Policy 5403, Policy/Procedures 5404, Policy 5405, Procedures 5406, Procedures 5407 and Policy/Procedures 6100.

Sally Karr made a motion to approve Batch #9 of the policy review, to include the additional revisions made by our attorney. Sally Brownfield seconded the motion and the motion passed unanimously.

**SUPERINTENDENT'S REPORT**

Dr. Apostle reported on the following:

- Tomorrow at 5:00 p.m. is a historical gathering for the ribbon cutting ceremony at Mt. View Elementary. There will be self-guided tours from 4:00 – 5:00 p.m. Thursday at 5:00 p.m. is the Shelton High School ribbon cutting ceremony, with self-guided tours from 4:00 – 5:00 p.m. These will be very exciting moments in our district's history.
- He is happy to report we have attained the highest enrollment we have ever had. We are at 4,403.63 FTE which is 328.63 FTE higher than the initial projection. This translates to over \$2.4 million in additional revenue.
- He spent time in every school on the first two days of school and saw great teaching and student learning. Shelton High School had a few glitches on the first day, but overall if you consider what we've been through it was a terrific first day.
- Today he, Linda Arnold and Brenda Trogstad met with Kristy Buck and Brad Miller and he is excited to announce that they have agreed to co-chair our Levy Committee. We will be starting almost immediately in terms of our strategic planning. We don't want to take anything for granted or take any chances.
- We had a Hall of Fame meeting today and are moving ahead. In our meeting we decided we would start by inducting all the people selected to the Mason County Hall of Fame. A reception is planned for either February 22<sup>nd</sup> or 29<sup>th</sup> honoring the people who have contributed significantly.
- The Rotary New Teacher Banquet was held last week. He made a suggestion that next year we do an afternoon BBQ in late August so people who have evening family commitments can attend.
- The Start of the School Year Celebration was a wonderful event and we are off to a great start.

**COMMUNITY COMMENTS**

Randy Lewis said it was worth noting that speakers Chris McGee, Kevin Dorcy and Mark Tuson are all Mt. View Elementary alumni as well as Shelton High School. He also said that being almost 50 years to the day when Terry Gregg was hired, he thinks it would be a great time to name the basketball court after him, if the board decides to go that direction.

**BOARD MEMBER COMMENTS**

Sally Karr:

- Sally is looking forward to the ribbon cutting ceremonies. We have been working three and a half years to get to this point and she is looking forward to welcoming the public. She thanked Robert Herron again for all his work.
- The Back to School Celebration was very enjoyable and it's exciting to see all the energy. She thinks it's going to easily be the best year we've ever had.

Sally Brownfield:

- Sally said it is very moving and amazing to see the dedication and commitment of the whole community to bring the new schools, but it is so much more than the buildings, it's the heart and soul of the community standing up to show how much they care about the kids. They are saying we are together in this and it's just the beginning of great things yet to happen.

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- She is also looking forward to the upcoming ceremonies and celebrations and for the hopes and dreams of our children.

Keri Davidson:

- Keri loves the “thank you” posters at each school and seeing the pictures of all the staff gathered around the posters.
- Being here from the beginning of the bond has been so much work and so many hours for everyone and it is very overwhelming to say here we are.
- The Start of the School Year Celebrations are always fun and fun to see the personalities of each school come out. She also thought Sandy Tarzwell did a fantastic job with her speech.
- She has seen a lot of pictures on social media of kids in front of Mt. View and Shelton High School.
- Keri is also looking forward to the ribbon cutting ceremonies.
- On a personal note, her kids are getting more comfortable with the logistics of being in middle school, with their lockers, getting to know the staff, etc. Her youngest daughter is participating in Olympic Middle School’s outdoor school experience today.
- And, she attended the Highclimber Hoedown community event at Smoking Mo’s recently supporting students.

Dan Cooling:

- Dan also commented on the community support at the Highclimber Hoedown and said we are blessed to have a community that will go all out. There were a lot of people hanging out and having fun.
- He thanked Mary Clift and her three students for their efforts in creating September as the Month of the Kindergartner.
- Today he found out that his daughter’s former kindergarten teacher in Olympia is our new Mt. View Asst. Principal, Alex Brownsmith.
- During the first week of school his daughter is learning the importance of credit and how to apply that to later in life. It’s amazing to see first year high school students getting real world experience.

Maria Montejo:

- Maria said she was thankful for the new Shelton High School addition and she’s heard a lot of nice comments from students. Students are also happy that things are getting back to normal.
- Maria’s siblings are in the 5<sup>th</sup> grade, 9<sup>th</sup> grade and 1<sup>st</sup> grade and they are happy that their teachers care about them.

Sandy Tarzwell:

- Sandy agreed with her fellow board members comments.
- She enjoyed the Back to School Celebration.
- She attended Mt. View’s Open House.
- Ribbon cutting ceremonies are going to be very exciting. She thinks it’s a great idea inviting former board members and members of the Bond Committee.
- Mason Transit board meetings are starting up again after taking a break in August.

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**EXECUTIVE SESSION**

At 7:41 p.m. Chairman Tarzwell announced that the board would take a brief recess and then enter into a 15 minute executive session on employee performance/associated compensation with possible action to follow.

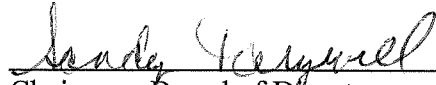
The board entered executive session at 7:49 p.m. After 15 minutes the board extended the session for another 15 minutes. The board returned to regular session at 8:22 p.m.

**ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION**

Keri Davidson moved to adopt the following amendment to Dr. Apostle's contract: "If the Board adopts a doctoral degree stipend for non-represented administrators during the term of this Agreement, the Superintendent will receive the stipend." The motion was seconded by Dan Cooling and the motion passed unanimously.

**ADJOURN**

Dan Cooling made a motion to adjourn the meeting at 8:24 p.m. Keri Davidson 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 September 24, 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**

*Vanessa Gilbert* – Teacher (ELL); Olympic Middle School. Beginning September 16, 2019. This fills the position vacated by Wendy Burlette.

*Alexis Lucero* – Teacher (1<sup>st</sup> Grade); Bordeaux Elementary. This is a leave replacement for the 2019-20 school year, beginning September 16, 2019.

*Lorna Martinson* – Teacher (Zero Period Sports/Body Conditioning); Shelton High School. Beginning September 16, 2019, for the 1<sup>st</sup> trimester.

*Katelynn Niehl* – Substitute Teacher; District. To be used as needed in the District. Beginning September 16, 2019.

*Renee Ruiz* – Teacher (1<sup>st</sup> Grade); Evergreen Elementary. Beginning September 16, 2019. This fills the position vacated by Patricia Merino.

*Tom Toney* – Teacher (Zero Period Sports/Body Conditioning); Shelton High School. Beginning September 16, 2019, for the year.

**Supplemental Contracts**

***Building Leaders for the 2019-20 school year***

Beth Chapin; Bordeaux Elementary  
 Suzie Chavez; Bordeaux Elementary  
 Jessica Dedman; Bordeaux Elementary  
 Jonathan Hill; Bordeaux Elementary  
 Lora Rhoades; Bordeaux Elementary  
 Julie Roberts; Bordeaux Elementary  
 Allie Turcotte; Bordeaux Elementary  
 Bree West; Bordeaux Elementary

Lisa Hopkins; Mt. View Elementary  
 Eva Lorberfeld; Mt. View Elementary  
 Laurie Mackintosh; Mt. View Elementary  
 Allison Nelson; Mt. View Elementary

Joyce Norwood; Mt. View Elementary  
Candace Ranney; Mt. View Elementary  
Tara Smith; Mt. View Elementary  
Michele Waters; Mt. View Elementary

Vicky Bloomfield; Olympic Middle School  
Trevor Cahoon; Olympic Middle School  
Michelle Guzman; Olympic Middle School  
Jackie Jewett; Olympic Middle School  
Aimee Keiper; Olympic Middle School  
Steve Morgan; Olympic Middle School  
Tara Sheetz; Olympic Middle School  
Melissa Tyrrell; Olympic Middle School  
Sharon White; Olympic Middle School

Stacey Adams; Oakland Bay Jr. High  
Drew Bigelow; Oakland Bay Jr. High  
Mary Clift; Oakland Bay Jr. High  
Darcy Eliason; Oakland Bay Jr. High  
Mark MacLean; Oakland Bay Jr. High  
Dean McCoy; Oakland Bay Jr. High  
Michaela McCoy; Oakland Bay Jr. High  
Kristey Perigo; Oakland Bay Jr. High  
Arleen Sandifer; Oakland Bay Jr. High  
Laura Sims; Oakland Bay Jr. High

Shannon Bowen; Shelton High School  
Josh Camden; Shelton High School  
Carey Deschaine; Shelton High School  
Brian Ducker; Shelton High School  
Vici Forbes; Shelton High School  
Antje Fortier; Shelton High School  
Reva Fowler; Shelton High School  
Lorna Martinson; Shelton High School  
Paul Nakhla; Shelton High School  
Emily Phillips; Shelton High School  
Dayna Stigall; Shelton High School  
Janet Toney; Shelton High School  
Pamelia Valentine; Shelton High School  
Susie Wirzbicki; Shelton High School  
Chad Youngquist; Shelton High School

Luanne Bigbear; CHOICE High School  
Carri Fennel; CHOICE High School  
Sharon Hobson; CHOICE High School  
Mike Kuhns; CHOICE High School  
Chris Salisbury; CHOICE High School

## **Out of Endorsement for 2019-20 School Year**

**Trevor Cahoon** – Olympic Middle School. Math

**Barbara Cox** – Oakland Bay Jr. High. Reading

**Keith Peterson** – Shelton High School. Psychology

**Mia Salazar** – Shelton High School. Reading

**Ryan Chute** – CHOICE High School. PE

**Jeb Dorn** – CHOICE High School, Detention Center. Math, Science, Art, ELA, PE

**Carri Fennel** – CHOICE High School, Home Partnership (ALE). Math, Biology, Art, Health/Fitness, Music, Physics, Earth Science

**Sharon Hobson** – CHOICE High School. Health

**Michael Kuhns** – CHOICE High School. PE, Lit. Studies, Adv. Lit., Sociology

**Christina Patrick** – CHOICE High School, Home Partnership (ALE). Math, Biology, Art, Health/Fitness, Music, Earth Science

**Jerry Rice** – CHOICE High School. Music

**Karen Sachs** – CHOICE High School. PE

**Keith Spencer** – CHOICE High School. ELL

## **CLASSIFIED**

### **New Hires / Rehires**

**Jami Allen** – Secretary Level I (Dispatch/Payroll); MCTC. Beginning September 17, 2019. This fills the position vacated by Michelle Wiktorek.

**James Carnahan** – Para Educator (Special Services); Oakland Bay Jr. High. This is a temporary one on one position for student need, beginning September 16, 2019.

**Josette Chappell** – Bus Driver; MCTC. Beginning September 18, 2019, this is a new position due to new routes and student needs.

**Erin Clifton** – Para Educator; Oakland Bay Jr. High. Beginning September 18, 2019, this fills the position vacated by Nathan Chapman.

**Maria Garcia** – Para Educator; Oakland Bay Jr. High. Beginning September 16, 2019. This is a new position to support the Newcomer Program.

**Shala Godwin** – Para Educator (Special Services); Olympic Middle School. This is a temporary leave replacement position for the 2019-20 school year, beginning September 16, 2019.

**Jennifer Holtorf** – Bus Driver; MCTC. Beginning September 19, 2019, this is a new position due to new routes and student needs.

**Josh Horal** – Substitute Para Educator; District. To be used as needed in the District, beginning September 16, 2019.

**Scot Hovatter** – Para Educator; Oakland Bay Jr. High. This is a new position to support the Newcomer Program, beginning September 18, 2019.

**Stephanie Katri** – Substitute Para Educator; District. To be used as needed in the District, beginning September 16, 2019.

**Lorraine Layman** – Bus Driver; MCTC. Beginning September 16, 2019, this is a new position due to new routes and student needs.

**Bree Lopez** – Food Service Worker I; Food Services. Beginning September 16, 2019, this is a new position due to student need.

**Sarah O'Connor** – Food Service Worker I; Food Services. Beginning September 17, 2019. This fills the FTE vacated by Penny Knowlton.

**Gabriel Olson** – Para Educator (Special Services); Evergreen Elementary. This is a temporary one on one position for student need, beginning September 19, 2019.

**Diane Parrot** – Sign Language Interpreter; CHOICE High School. This is a temporary position for student need, beginning September 16, 2019.

**Duncan Roessner Lopez** – Para Educator (Bilingual); Shelton High School. Beginning September 16, 2019. This fills the position vacated by Margaret Rodriguez.

**Amy Savoie** – Substitute Para Educator; District. To be used as needed in the District, beginning September 16, 2019.

**Chrystal Smith** – Substitute Para Educator; District. To be used as needed in the District, beginning September 16, 2019.

#### **Extra-Curricular / Supplemental Contracts**

**Monica Aikins** – Asst. Volleyball Coach; Shelton High School. Beginning September 13, 2019, this fills the position vacated by Michele Waters.

**Kelly Clark** – Asst. Football Coach; Shelton High School. Beginning September 3, 2019, this fills the position vacated by Duane Makoviney.

**Heather Johnson** – Asst. Volleyball Coach; Shelton High School. Beginning September 11, 2019, this fills the position vacated by Corrie Bell.

**David McBride** – Disc Golf Club Advisor; Shelton High School. Beginning September 16, 2019.

**Jessica Sokolowski** – Asst. Girls Soccer Coach; Oakland Bay Jr. High. Beginning September 3, 2019.

**Michael Speaks** – Summer Weight Training Advisor. Beginning June 24, 2019, for the 2018-19 summer program.

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#### **Leaves of Absence**

**Robbi Brosman** – Para Educator; Olympic Middle School. Leave request for the 2019-20 school year, per letter received September 5, 2019.

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*Nona Francisco* – Para Educator; Evergreen Elementary. Leave request beginning approx.. Oct. 21, 2019, through approx.. February 1, 2020. Per letter dated September 14, 2019.

**Resignations / Retirements**

*Jose' Delgado* – Bus Driver; MCTC. Resignation is effective immediately, per letter dated September 10, 2019.

*Jenna Kelly* – Asst. Cross Country Coach; Shelton High School. Resignation is effective immediately, per letter dated September 11, 2019.

*Manuellla Smith* – Para Educator; Shelton High School. Resignation is effective immediately, per letter dated September 2, 2019.

*Steve Stockwell* – Para Educator; Evergreen Elementary. Resignation is effective September 16, 2019, per letter dated September 16, 2019.

