

**SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING
MAY 26, 2020**

The Shelton School District Board of Directors meet in regular session on May 26, 2020 at 6:00 p.m. via a Zoom conference.

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

Staff members present via Zoom: Superintendent Alex Apostle, Alison Nutt, Brenda Trogstad, Don Welander, Bob Trondsen, Robert Herron, Kelly Neely, Maryann Marshall, Katie Diamond, Jenny LaFrenier, Jennifer Deyette, Stacey Anderson, Trevor Leopold and Bob McMath.

Others present via Zoom: Paddy McGuire and Lynn Eaton.

Call to Order:

Chairman Tarzwell called the meeting to order at 6:00 and led pledge of allegiance. Dr. Apostle commented that board meetings only will deal with essential matters.

Adoption of Agenda:

Sally Karr made a motion to adopt the agenda as presented. Keri Davidson seconded the motion and the motion passed 4-0.

Administering Oath of Office:

Chairman Tarzwell said the school board conducted an interview earlier this evening for the open Director District #2 board position. Sally Karr made a motion to nominate Lynn Eaton to fill the vacant position. Sally Brownfield seconded the motion and the motion passed 4-0 by a roll call vote. Chairman Tarzwell welcomed Lynn as our newest school board member.

Mason County Auditor Paddy McGuire then administered the Oath of Office to Lynn Eaton. Cabinet members who were participating by Zoom introduced themselves to Lynn and also welcomed her to the board. Lynn was appointed to the position until the November 2021 election.

Community Comments:

Chairman Tarzwell read the following statement: *"School board meetings will now be streamed live via YouTube every 2nd and 4th Tuesday of the month at 6:00 p.m. Community members may make comments by sending an email to SchoolBoard@sheltonschools.org or they can also phone in by calling 1-253-215-8782 and entering meeting ID # 971 0673 6654 during the community comment time. Comments will be read or heard at the beginning of the meeting, and another opportunity will be given at the end of the meeting as if the meeting was in person."*

One community comment was received from Shaylie Gordon:

"I am on the graduation committee and thought the new plan is great, I'm stoked to be having a graduation still. I was wondering if it would at all be possible to pick what families we want to go in with instead of alphabetical order. I understand that would be a lot more work with figuring out the time slots that aren't alphabetical order but I could talk to the graduation committee and

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see if they would be willing to organize this. I know it's important for me to walk with my best friend and get pictures after. I would really appreciate if this was taken into consideration."

Reports and Recognitions:

5.01 – Re-opening of school plans – sub-committee format:

Dr. Apostle reported that we are moving forward with re-opening of school plans with a sub-committee format. We have reached out to the community for their involvement and it is important for all of us to be together. The following sub-committees have been formed:

1. Student, Staff and Family Social/Emotional Needs and Support

Sub-Committee Leaders:

Maryann Marshall and Susie Wirzbicki

18 people have signed up for this committee

2. Remote Learning/Traditional Model – Instruction

Sub-Committee Leader:

Kelly Neely

35 people have signed up for this committee

3. Operations, Transportation, Nutrition

Sub-Committee Leader:

Brenda Trogstad

15 people have signed up for this committee

4. Policy Review and Reform to Accommodate a Transitional Model of Education

Sub-Committee Leaders:

Keri Davidson and Alex Apostle

We need to be careful with this sub-committee because we first need to know what's coming from the state but will expect to get direction very shortly. Dr. Apostle will be reaching out to the 5 people interested in serving on the committee.

5. Safety and Security Issues – student/staff protection against the virus, protocol for sanitizing and disinfecting school buildings, systems to deal with the re-emergence of the virus

Sub-Committee Leaders:

Karen DeWitt and Robert Herron

22 people have signed up for this committee

6. Sports/Co-Curricular PK-12 Program

Sub-Committee Leaders:

Trevor Leopold and Mark Smith

18 people have signed up for this committee

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7. Communications/Public Relations

Sub-Committee Leader:

Katie Diamond

9 people have signed up for this committee

5.02 – Budget update:

Brenda Trogstad reported that the school board has been holding budget study sessions regarding the 2020-21 budget every Thursday. We started looking at 3.3%, 10%, 15% and 19.2% budget reduction scenarios. 86% of our budget is in staffing and we will not be doing a RIF with certificated staff. We received this month's apportionment and there is a shortage in transportation funding this month. In June we will receive levy equalization dollars. We have re-convened the Budget Advisory Committee with the first meeting scheduled for June 1st. We will present at the June 9th school board meeting.

Dr. Apostle added that he attended a Zoom ESD 113 Superintendents meeting this morning and we were told within 30 days we should know how much money we won't be receiving. We are being very cautious with our budget. An Open Community Forum is scheduled for June 2nd where we will share information. We are anticipating a deficit and have to prepare for budget cuts to some degree, but we will keep the board, staff and community apprised.

5.03 – High School graduation – final possibilities:

Jennifer Deyette said she appreciated Shaylie Gordon's community comment earlier in the meeting and that Shaylie had also e-mail her. Graduation photos with friends is not possible since people need to stay 6 ft. apart. Phase 2 does not have much more lenience than Phase 1. The current plan is to have an outdoor ceremony for Shelton High School in Shelton and they are proposing Tuesday, June 23rd in the 10:00 a.m. – 4:00 p.m. time frame. Speeches would be pre-recorded from the valedictorians, from Jennifer and from Dr. Apostle. Cooper Studios is interested in taking photos and MasonWebTV is also interested in recording but may have a conflict on that date. One of the graduation coordinators will be reaching out to the Shelton Police Department and the Dept. of Health has no additional restrictions. The Oakland Bay Junior High parking lot would be used for staging and staff could be involved since it would be outside and staff would use the staff parking lot. Families can drive up by car, wait in the Shelton High School parking lot for their assigned time, the car stops, the student gets out and picks up their diploma and walks up to the stage.

Keri Davidson asked if there was a backup plan if a family does not have a vehicle. Jennifer said she will be checking on the use of school district transportation as well as public transportation. Sally Karr said she's heard positive comments about this plan and said it was exciting we are going to do this on our own high school campus. Lynn Eaton is a parent of a graduating senior and said the amount of work that Jennifer and her team have done is very impressive. She also thought it would be special to have graduation on our own campus.

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Sally Brownfield spoke to a senior last night who thought they were still planning to go to St. Martin's. Jennifer said she wanted the school board to hear this new plan first and then the information will be shared.

Dr. Apostle said he was very happy Shelton High School landed on this plan and date. It has taken a tremendous amount of work and input from parents/students and he is looking forward to graduation. Jennifer has done a great job.

Stacey Anderson reported that there are no changes on CHOICE graduation since she last reported at the May 12th board meeting. If things change they will be going completely virtual.

Kelly Neely added that we are still working on plans for the Button Robe Ceremony which is so important.

5.04 – Senior Awards Night:

Jennifer Deyette said they are encountering that many committees who issue scholarships have pushed back their deadlines due to the virus. Because of this the students receiving scholarships won't be listed in the graduation brochure as they have been in past years. They are asking committees presenting scholarships to do a virtual presentation as if they were on stage presenting. They are hoping this can be organized for scholarship presentations in mid-June.

Chairman Tarzwell and Sally Brownfield have narrowed down the students to interview for the board's Drake Scholarship Award and will be planning a special board meeting soon for the board to interview the students.

Stacey Anderson said CHOICE is doing something similar to what Shelton High School is doing. Since they have a much smaller student population they plan for their senior advisors to go to the student's homes, deliver the certificate and video tape each one, then compile all of that into one presentation for their senior awards. They hope to complete this by the end of the school year in mid-June.

Keri Davidson commented that it has been fun to see how both high schools have come together for our seniors.

Consent Agenda:

Keri Davidson made a motion to adopt the consent agenda as presented. Sally Karr seconded the motion and the motion passed unanimously. The board:

- Approved minutes from the May 12, 2020 regular meeting;
- Approved minutes from the May 14, 2020 study session;
- Approved the personnel report (see Attachment #1);
- Approved General Fund Warrant Nos. 130150210 through 130150263 in the amount of \$307,202.19;
- Approved Associated Student Body Fund Warrant Nos. 130406718 through 130406722 in the amount of \$3,050.65;

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- Approved Associated Student Body Fund Warrant No. 130406723 in the amount of \$34.22; and
- Approved Capital Projects Fund Warrant No. 130200501 in the amount of \$280,195.01.

Discussion and Action Items:

7.01 - Proposed Resolution No. 20-04:

Kelly Neely presented proposed Resolution No. 20-04 – Emergency Waiver of School Days and Instructional Hours for a second reading and approval. We are asking the state for a waiver on the amount of seat time/hours/days because of COVID-19. We also have to submit a revised 2019-20 school calendar showing the last day as June 19th and a continuous learning plan. This is due to the state on May 29th and Kelly will submit in the morning if the board approves, along with our application which is very simple.

Sally Karr made a motion to approve Resolution No. 20-04. Sally Brownfield seconded the motion and the motion passed unanimously.

7.02 – Proposed 2020-21 Native Education Program Grant:

Kelly Neely presented the 2020-21 Native Education Program Grant in the amount of \$81,826. This is a 4 year grant which we are in the final year of. We can't change anything in the grant but there is a requirement to have a public showing of the grant. The grant pays for 1.5 Native paratechs. This aligns with our MOU's with both tribes and we want to continue with that program and our commitments won't change. We have 313 students identified.

Sally Brownfield asked if this has been through the parent committee. Kelly said Jean Fairbrother send out a Zoom invitation to tonight's board meeting and Kelly will host another Zoom meeting if necessary by the June 19th due date. Sally also asked if consultations have been scheduled and Kelly said they should be within the next 2 weeks. Sally asked if this required a public hearing and Kelly said yes, which is why we are doing this tonight. Kelly will look to see who Zoomed in for tonight's meeting and will schedule another meeting if necessary. Sally asked if typical public notices are still required and Kelly said either Jean Fairbrother or Katie Diamond put them out. Sally thanked Kelly for her work.

Dr. Apostle added that this 4-year grant is consistent with our district vision and our 4 goals to support our vision. He also agreed with Sally that we will double back to be sure we have the involvement we need.

Keri Davidson made a motion to approve the 2020-21 Native Education Program Grant. Sally Karr seconded the motion and the motion passed unanimously.

7.03 – Proposed 2019-20 Highly Capable Program Grant:

Kelly Neely presented the proposed 2019-20 Highly Capable Program Grant. The only requirement is that it is put before the board at some point during the school year. The grant is the same as we have done every year with a couple of changes in the amount of kids, but it is essentially the same as the last 3 or 4 years.

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Sally Karr made a motion to approve the 2019-20 Highly Capable Program Grant. Sally Brownfield seconded the motion and the motion passed unanimously.

7.04 – Proposed Interlocal Agreement with the Puget Sound Joint Purchasing Cooperative:

Brenda Trogstad presented the proposed Interlocal Agreement with the Puget Sound Joint Purchasing Cooperative. This is the coop we have been part of for the past 30+ years. The Coop goes out to bid for food for school districts except for dairy products and has worked very well for us. The fee is \$450 per year. The last agreement we had was for 5 years but there is no expiration date on this agreement. We can get out of the Coop at any time if we want.

Chairman Tarzwell asked if our meal distribution numbers are higher this year due to COVID-19 and Brenda said we are currently down in numbers than what we would normally see during the regular school day.

Sally Brownfield made a motion to approve the Interlocal Agreement with the Puget Sound Joint Purchasing Cooperative. Keri Davidson seconded the motion and the motion passed unanimously.

7.05 – WIAA direction for the 2020-21 school year:

Trevor Leopold mentioned they have started a coaching collage on Facebook and turned on the Highclimber Stadium lights on April 10th and left them on all night in honor of our athletes. We have 52 senior athletes this year. He thanked Heather King and also Dawn Meyers who collected money to have banners made to hang along Wallace-Kneeland Blvd.

Trevor reported on the various WIAA options. Option #1 says the schedule will stay the same next year for all sports. Option #2 is that we have sports that are low risk – cross-country, tennis, golf, etc. Option #3 is that the WIAA says sports won't start until December and seasons would be 7-8 weeks long and would only play conference games then playoffs. We are waiting for guidance on when we can start conditioning for athletes.

Sally Karr commented that traditionally we have had to approve an annual resolution delegating authority to the WIAA and asked if that has been delayed. Trevor said yes, that is delayed and will be based on what next school year looks like. The WIAA does not want to give any school an advantage over any other school so we have to wait to see what the state does.

Keri Davidson said she sat in on a state Zoom call where Tim Garchow, the Executive Director of WSSDA, said we are looking at the end of June before we have guidelines.

Sally Brownfield asked if each school district has input on what sports teams they play. Trevor said the conditioning aspect has more local control based on phasing and everything else is regulated by the WIAA.

Dr. Apostle asked if girls sports were part of the conversation and Trevor said yes, the issue of equity between boys and girls sports is represented fairly.

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Superintendent's Report:

Dr. Apostle reported on the following:

- He congratulated and thanked our staff for doing a great for in connecting with our families every day. Our principals report that staff are doing a terrific job. This is a time to refine and prepare for when school re-opens in terms of services to support families. We are moving forward and have begun sub-committee work on the re-opening of school.
- There is an Open Community Forum scheduled for June 2nd from 6:00 – 7:00 p.m. where the sub-committees will give an update in terms of their work and where they are heading.
- We want to celebrate our students but are not able to hold our normal Moving on Ceremonies or Most Inspiring Student Awards Ceremony. Maryann Marshall added that we will be putting together a video at each grade level at each school to honor students. The administrative team feels strongly about recognizing all students in our district for their dedication and hard work.

Community Comments:

No additional community comments have been received at this time.

Board Member Comments:

Sally Karr:

- Sally welcomed Lynn Eaton to the board and thanked her for being willing to fill the role.
- She also commented on the amazing work our staff is doing, especially around the end of year events. Nothing is normal and it is nice to be able to have moments to feel a little bit more normal for everyone.

Sally Brownfield:

- Sally also welcomed Lynn to the board.
- She commented that she has seen so many positive things happening during the past few weeks. She has heard a lot of positive comments on the banners hanging along the fence line and the yard signs for our seniors. It has touched a lot of hearts. There is such an effort showing our kids and parents just how much everyone cares about them.
- There is a lot of support between parents and being involved in the process of their children's education and working together. People are finding ways to come together and support one another and their children.

Keri Davidson:

- Keri commented that living through these times as a parent and marking off each week, there is now a familiarity of knowing what to do with Zoom, etc. It's amazing to see how far we have come in just 6 weeks time. It has been eye-opening for her to be part of her children's education.
- Keri thanked the parents and students who remain engaged with the live classes, recorded classes and paper packets.

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- She also welcomed Lynn to the board and said she was excited to have a full board again. Lynn is highly qualified for the position and is also a Shelton High School graduate.

Lynn Eaton:

- Lynn thanked everyone for making her feel welcome.
- She echoed what Keri Davidson said as she is living through this as a parent of a Shelton High School senior. She appreciates all the work to make our graduates feel special and also thanked Trevor Leopold for making our athletes feel special. She appreciates the help from her son's counselor, advisors and staff for making accommodations to help kids through this difficult process. She knows there is a lot of work going on behind the scenes that we don't see. She commended Dr. Apostle, the school board and staff for making this well orchestrated.

Sandy Tarzwell:

- Sandy commented that when she first came on the board we only had one board member with students in the district. This is now quite a change and especially with four of our board members being Shelton High School graduates.

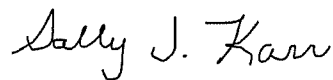
At 7:29 p.m. Chairman Tarzwell announced that the regular board meeting YouTube session would be ending and that the board will start a separate exempt session Zoom meeting. No action is expected. Sally Brownfield made a motion to adjourn the regular meeting. Sally Karr seconded the motion and the motion passed unanimously.

Exempt Session:

The exempt session began at 7:30 p.m. and ended at 8:05 p.m.

Adjourn:

Chairman Tarzwell declared the meeting adjourned at 8:05 p.m.



Chairman, Board of Directors

Secretary to the Board

Shelton School District #309
Personnel Action Requested for
Board Meeting of May 26, 2020

ATTACHMENT #1

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

Bruce Haack – Occupational Therapist; Special Services. Beginning September 2, 2020. This position was previously filled by contract personnel.

Midge Livingston – Librarian; Bordeaux Elementary. Beginning September 2, 2020. This fills the position vacated by Kay Roller.

Amanda Lowrance – Occupational Therapist; Special Services. Beginning September 2, 2020. This was previously filled by contract personnel.

Alexis Lucero – Teacher (1st Grade); Bordeaux Elementary. Beginning September 2, 2020. This fills the position vacated by Katie Hill.

Lisa O’Gorman – Speech Language Pathologist; Special Services. Beginning September 2, 2020. This position was previously filled by contract personnel.

Tina Palmer – Occupational Therapist; Special Services. Beginning September 2, 2020. This position was previously filled by contract personnel.

Leaves of Absence

Karen Sachs – Teacher (Middle Level); CHOICE High School. Request leave of .5 FTE for the 2020-21 school year. Per letter dated April 22, 2020.

Resignations / Retirements

Ron Grinnell – Teacher; CHOICE High School. Retirement will be effective at the end of the 2019-20 school year, per letter dated April 22, 2020.

Curtis Hawley – Teacher (Special Ed.); Bordeaux Elementary. Resignation will be effective at the end of the 2019-20 school year, per letter dated May 19, 2020.

Phyllis (PJ) Williams – Teacher; Oakland Bay Jr. High. Retirement will be effective at the end of the 2019-20 school year, per letter dated May 14, 2020.

Cherilyn Robinson – Teacher (Special Ed.); Evergreen Elementary. Retirement will be effective at the end of the 2019-20 school year, per letter dated May 12, 2020.

CLASSIFIED

New Hires / Rehires

Steven Beck – Head Coach (Volleyball); Shelton High School. Hired for the 2020-21 season, beginning August 24, 2020. This fills the position vacated by Michael Fox.

Trevor Cahoon – Head Coach (Boys Baseball); Shelton High School. Hired for the 2020-21 season, beginning March 1, 2021. This fills the position vacated by Jason Winans.

Stacie Stoney – Head Coach (Dance Team); Shelton High School. Hired for the 2020-21 school year, beginning July 1, 2020. This fills the position vacated by Sara Jenkins.

Leaves of Absence

Aaron Miller – Technology Specialist; Central Office. Leave request through June 23, 2020, per letter dated May 11, 2020.

Resignations / Retirements

Linda Tinsman – Para Educator; Oakland Bay Jr. High. Retirement will be effective at the end of the 2019-20 school year, per letter dated May 15, 2020.