

**SHELTON SCHOOL DISTRICT NO. 309
REGULAR SCHOOL BOARD MEETING
JULY 14, 2020
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The Shelton School District Board of Directors met in regular session at 6:00 p.m. on July 14, 2020 via a Zoom meeting.

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

Staff members present: Superintendent Alex Apostle, Alison Nutt, Linda Arnold, Brenda Trogstad, Don Welander, Bob Trondsen, Robert Herron, Maryann Marshall, Kelly Neely, Katie Diamond, Deena Alley and Bob McMath.

Others present: Jeff Feeney, Brent Compton and David Brown.

Call to Order

Chairman Tarzwell called the meeting to order at 6:00 p.m. Sally Brownfield led the Pledge of Allegiance.

Adoption of Agenda

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

Community Comments

No community comments were submitted at this time.

Reports and Recognitions

4.01 – Monthly report on bond projects

Jeff Feeney gave his monthly report on bond projects:

- Jeff shared a picture that has put to rest the myth regarding the infamous car rumored to be buried at the south end of the Shelton High School football field near the scoreboard. The car has been found and removed.
- PKG D-2 Minidome:
 - Jeff shared pictures of the work on the minidome including the weight/wrestling room and swimming pool. Everything is beginning to take shape and the project is moving along fast and well. There is a potential delay in getting the brick for the exterior of the building due to the brick masons being closed down for a long period due to COVID 19.
- PKG D-3 Track and Football Field:
 - Jeff also shared pictures of the work on the track and football field. The track and field grass are gone. We have had very good luck with the soil which had been a concern. We are removing and stockpiling good subgrade materials so all that material will not have to be hauled away.
 - Light pole removal is scheduled for the end of this week. The one pole with the osprey nest may be a problem. Robert Herron added that the pole won't be

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removed until the osprey have left the nest which is the law. Once we know the nest is vacated we can take that pole down. Robert said they haven't seen the osprey stay this late in the year before.

- Jeff has been working with contractors to get pricing on the work around the minidome and bus lanes to improve the water pooling/drainage issues. Once that is received he will bring that information to the board. This all comes down to the price.
- PKD D-1 Baseball/Softball fields:
 - Final approval for this work was accepted today and this package is closed.
- PKG E Bordeaux Gym:
 - Jeff Feeney shared pictures of the Bordeaux Gym project. The project is 98% complete.
 - The list of punch list items is complete but not the punch list itself.
 - David Brown added that some school districts have incurred hundreds of thousands of dollars in COVID 19 related costs but Shelton has not experienced any of that and we have not had any extra costs.

Keri Davidson asked if some of Jeff's pictures of all the work going on could be shared on social media. It is great seeing the progress and she knows a lot of people who are interested and would love to see the progress being made. Jeff Feeney and Brenda Trogstad will work with Katie Diamond so she can post pictures. Keri also said she was very happy to hear the good news on the football field soil. Jeff said they did some additional testing and actually got better results than the initial soil reports.

Sally Brownfield said she was amazed how this work has been able to continue through the pandemic and appreciates being able to meet our deadlines. Jeff said we are very lucky to have very good contractors that bid on PKG D. They have taken the virus situation very seriously and have been dutiful on trying to protect their workers and working hard with their subs to get products delivered. The school district should be very thankful for this.

Dr. Apostle echoed Sally Brownfield's comments and the tremendous oversight and effort to put us in our position today. He thanked Jeff Feeney for his work.

Consent Agenda

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

- Approved minutes from the June 23, 2020 regular meeting;
- Approved minutes from the June 25, 2020 study session;
- Approved the personnel report (see Attachment #1);
- Approved General Fund Warrant Nos. 130150363 through 130150411 in the amount of \$157,402.80;

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- Approved Associated Student Body Fund Warrant Nos. 130150737 through 130150743 in the amount of \$4,378.00;
- Approved Associated Student Body Fund Warrant No. 130406744 in the amount of \$150.00;
- Approved Capital Projects Fund Warrant Nos. 130200508 through 130200514 in the amount of \$1,339,543.85; and
- Approved Payroll Warrant Nos. 130803137 through 130803143 and Nos. 130150337 through 130150362 in the total amount of \$4,704,046.57

Discussion and Action Items

6.01 – School district budget discussion:

Brenda Trogstad was pleased to report she sent the 2020-21 district budget to the ESD today for their review. She discovered a glitch yesterday that OSPI and the ESD had a difference in the levy calculation amount. We also have to do a 4 year budget which is required which she will do tomorrow. There is a 10% reduction within the 2020-21 budget. We were conservative in our enrollment projections. Brenda will share more details and changes made on the revenue and expenditure sides in an upcoming board study session. We also will probably not be serving as many student meals next year.

Dr. Apostle said he attended a superintendents meeting with State Superintendent Reykdal and we are hearing we are going to be okay as far as basic education funding but that is not for sure. What Brenda has been involved in is very complicated because of all the uncertainty. We are hoping for the best but we are prepared if we have to do something less than that.

Chairman Tarzwell said she appreciates Brenda catching the difference in levy calculations and appreciates everything Brenda had to do to juggle this budget. Brenda added that there was a \$100,000 variable in the levy calculation but unfortunately we received the lesser amount.

6.02 – MET Academy:

Dr. Apostle reported that we are continuing to move ahead to construct the MET Academy at Shelton High School using the non-high contributions from the bond. We may realize this by the fall of 2021 or possibly a little later.

Deena Alley introduced David Brown and Brent Compton to show the latest plans for the building. Brent walked through the architectural plan. The building will be placed on the current site of the staff parking lot. A new staff parking lot will be created and we are trying to provide spots for all staff. David shared drawings of the proposed floor plan of the building. There will be an entry vestibule on the south side, entry doors on the north and east/west sides and overhead doors. Overhead doors serve a secondary purpose to allow some of the work the kids are doing to be done outside when weather permits. Mechanical/electrical spaces will be built in as well. High windows are facing north which is the best type of task lighting and very helpful for working in a shop environment.

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Dr. Apostle asked how this building would blend in with the current architecture of Shelton High School. Brent said they haven't selected a color scheme yet but we want to use similar color patterns to link the building with the rest of the campus.

David said we started planning this project back in January and now we are into July and working on the full design. We want to get the design down before winter break so we can get into the early bidding season just after the first of the year which gives us a better chance of getting a good bid. By the end of September 2021 we want the project to be substantially complete. It may take the first term of the school year to get the equipment into the facility so instruction can start in the second term. It is a push schedule but we have the right team to get this done.

Deena Alley talked about programing and showed pictures as representative ideas of what this might look like. These will be things students need heading off to work out of high school or to a community college. We are talking about hydraulics, electrical systems and electronics. These will all be multiple work stations so students can do hands on work with what they are learning. Local employers are the ones helping us with what these systems are and what they need. She is very excited about that. The classroom space was removed from the building plan and we will have another plan to bring to the board that is not in this building.

Don Welander said our community partners have been very excited about this to be able to provide students the ability and the industry certifications to go directly into the workforce. It is a win/win for our students and community. Every course will also meet a graduation pathway option.

Brenda Trogstad said our basic layout is a 3,400 sq. ft. building at \$410 per sq. ft. The new staff parking lot will require a significant amount of money. All costs included we are looking at just under \$4 million for the 1st stage of the project. We have \$5.5 million in revenue coming in from our nonhigh districts. Payments from our non-high districts come in two times per year at roughly \$1.1 million each payment cycle. We are going to be very close to having the money to cover the costs but we might potentially have to get a low interest loan if all the nonhigh money is not received in time, but this is a worst case scenario and at this time Brenda feels we should be fine.

Don Welander said some of the fixtures in the building will be covered by iGrants and Boeing grants. We will also see if any businesses might want to partner.

Dr. Apostle commented that one of the benefits of this plan is that it gives us a little more than \$1 million to develop another instructional academy on a different piece of property we are looking at.

Chairman Tarzwell asked Brenda to emphasize the different pots of money when we are talking about budget cuts. Brenda said our district budget is our day to day operating budget. When we are talking about the MET Academy this is from the bond that was passed in 2017 and also the

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\$19.5 million we received from state matching funds. Dr. Apostle negotiated with our three nonhigh districts a dollar amount for them to pay for Shelton High School. This money has to be used specifically at Shelton High School. We are not going out to the public for these projects and the contributions from the nonhighs is making this happen.

Keri Davidson said she was very excited about the project. Keri and Chairman Tarzwell were able to go on the visit to Kitsap County to see their building.

Chairman Tarzwell said she appreciated everyone for their presentations tonight.

6.03 – Proposed revision to 2020-21 school calendar:

Linda Arnold reported that in January 2020 the school board approved the 2020-21 school calendar but since COVID-19 OSPI had advised districts to add additional makeup days at the end of the school year. The calendar already included 5 makeup days and we are proposing to add an additional 5 makeup days so we essentially would have a total of 10 makeup days in June 2021. Per contract language our unions have provided their input into the calendar and we have also discussed with all administrators.

Sally Brownfield made a motion to approve the revised 2020-21 school calendar adding an additional 5 makeup days at the end of the year. Lynn Eaton seconded the motion and the motion passed unanimously.

Dr. Apostle added that this is where we stand as of July 14, 2020 but it may not be the last time we talk about the calendar. We are hoping this works but there are no guarantees at this time and we will need to monitor closely.

Superintendent's Report

- Dr. Apostle thanked all the re-opening of school sub-committee leaders and participants for their involvement and continued support and said they have done a tremendous job. Sub-committee plans to re-open school are due tomorrow and on July 16th the sub-committees will present their plans in a dress rehearsal. Through the remainder of July and August will be the time for principals and leadership teams to fine tune their building plans to make sure everything is in order. He is excited to hear about their plans which we will be constantly refining.
- In his superintendent meeting with Superintendent Reykdal it was indicated there is no change in the re-opening of schools in that fall. He asked us to move forward with our plans as of today. The school board must pass a resolution approving of the re-opening of school plan which the resolution template will be coming from WSSDA.

Superintendent Reykdal also talked about the need to have a very robust on-line program to be much better than we had in the spring in terms of remote learning. Attendance monitoring is going to be very important and we need to develop a system to monitor attendance. We need to meet the 180 day requirement and the 1,027 hour of instruction. The message was very clear on these two issues as well as on-line learning.

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Superintendent Reykdal also mention turmoil going on with the President stating when schools will re-open. That is something we need to keep an eye on. We are very fortunate in our district that we have tremendous trust and a respectful relationship with our unions. Having the cooperation of our unions will make all the difference. The health and safety of staff, students and families, as well as the social/emotional support is our #1 priority. We have over 200 people on our re-opening of school sub-committees which is impressive.

Community Comments

No community comments have been submitted.

Board Member Comments

Sally Brownfield:

- Sally will be attending a WSSDA meeting this Friday and will be giving a presentation on equity.
- She is working with Squaxin Child Development on a re-opening plan but everything is a moving target.
- She is a Region 16 board member and said everyone is working so hard in every area and she knows there is a lot of frustration and anxiety but at same time everyone is pushing so hard to make things work. It takes everyone working together and to do the best we can knowing we are doing is what's best for kids.

Keri Davidson:

- Keri agreed with Sally Brownfield's comments. A lot of different plans are being made and we have to keep re-evaluating as we go and to keep students, families and staff in the forefront. We will get through this together.
- She thanked Brenda Trogstad for working tirelessly on the budget. The board has also been working in budget study sessions.
- She thanked the re-opening of school sub-committees for their work and said there are some amazing, giving, caring and hardworking people on the committees. As parents she and her husband have taken the surveys and appreciates that these have gone out to families. We want to continue to give as much information to our community as possible. The best we can do is to look at the information that we have.
- She is very proud that our bond projects have continued and continued on time. And also the MET Academy which is going to be important for our students and we will be able to celebrate that.

Lynn Eaton:

- Lynn apologized for missing the last board meeting as she was attending the Shelton High School graduation for her youngest son. She the thanked everyone who put the event together and making it a special day. A lot of people were concerned it was not going to be as special but her family enjoyed it. Lynn's son was one of the valedictorians and she is anxiously awaiting to see his recorded speech which she hasn't seen yet.

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Sally Karr:

- Sally echoed her fellow board members comments and thanked the staff for everything they are doing.

Sandy Tarzwell:

- Sandy also echoed fellow board members comments and thanked the staff.
- She recognized Linda Arnold for her 34 years with the district and this being her last board meeting. We will miss you, you have been a great asset to the district and she wished her well in her retirement at the end of the month.
- Dr. Apostle added that words can't express how much Linda has been a big part of everything that has happened in his tenure the last 5 years. She is absolutely superb in all areas of responsibility and as a colleague, confidant and friend she will be very hard to replace. Congratulations and the best to you.

Executive Session

At 7:25 p.m. Chairman Tarzwell announced the public portion of the Zoom meeting will be ending and the board and Dr. Apostle will be going into a separate Zoom meeting regarding the Superintendents contract with action expected to be taken. The board will resume the public meeting in approximately 15 minutes to take action.

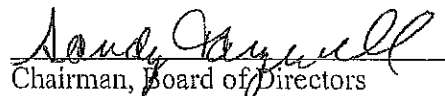
The board entered the executive session Zoom meeting at 7:29 p.m. and returned to regular session at 7:48 p.m.

Action Taken as a Result of Executive Session

Sally Karr made a motion to approve the Superintendents contract. Sally Brownfield seconded the motion and the motion passed unanimously by a roll call vote.

Adjourn

Chairman Tarzwell declared the meeting adjourned at 7:53 p.m.


Chairman, Board of Directors

Secretary to the Board

Shelton School District #309
Personnel Action Requested for
Board Meeting of July 14, 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.

ADMINISTRATIVE

New Hires / Rehires

Terry Meisenburg – Executive Director of Human Resources; Central Office. Beginning July 15, 2020. This fills the position vacated by Linda Arnold.

Resignations / Retirements

Linda Arnold – Executive Director of Human Resources; Central Office. Retirement will be effective July 31, 2020, per letter dated June 26, 2020.

CERTIFICATED

New Hires / Rehires

Holley Beaumont – Teacher (3rd Grade); Evergreen Elementary. Beginning September 2, 2020. This is a new position due to enrollment.

Christen Deschaine – Summer School Teacher (Grades 9-12). This is a temporary position beginning June 29, 2020, through July 23, 2020.

Aimee DeVaughn – Summer School Teacher (Grades 9-12). This is a temporary position beginning June 29, 2020, through July 23, 2020.

Jeb Dorn – Summer School Teacher; Detention Center. Beginning June 22, 2020, through August 21, 2020.

Brian Ducker – Summer School Teacher (Grades 9-12). This is a temporary position beginning June 29, 2020, through July 23, 2020.

Tina Gottlieb – Teacher (2nd Grade); Evergreen Elementary. Beginning September 2, 2020. This is a new position due to enrollment.

Candelario Gonzalez – Summer School Teacher (Grades 9-12). This is a temporary position beginning June 29, 2020, through July 23, 2020.

Eva James – Summer School Teacher (Grades 9-12). This is a temporary position beginning June 29, 2020, through July 23, 2020.

Chris Lacy – Summer School Teacher (Grades 9-12). This is a temporary position beginning June 29, 2020, through July 23, 2020.

Shannon Murphree – Summer School Teacher (Grades 9-12). This is a temporary position beginning June 29, 2020, through July 23, 2020.

Christina Patrick – Summer School Teacher (Grades 9-12); CHOICE High School. This is a temporary position beginning June 29, 2020, through July 23, 2020.

Jodie Phillips – Teacher (Special Ed. EBD); Evergreen Elementary. Beginning September 2, 2020. This fills the position vacated by Cherilyn Robinson.

Amberey Swick – Teacher (Kindergarten); Mt. View Elementary. Beginning September 2, 2020. This is a new position due to increased enrollment.

Resignations / Retirements

Ruth Keener – Teacher (Spanish/French); Shelton High School. Retirement is effective with the end of the 2019-20 school year, per letter dated June 3, 2020.

Merry Anne Yoshida – Teacher (PE); Mt. View Elementary. Retirement is effective with the end of the 2019-20 school year, per letter dated June 22, 2020.

CLASSIFIED

New Hires / Rehires

Shanda Arnold – Para Educator; Special Services. This is a temporary position beginning June 29, 2020, for the 2019-20 Summer School Session.

Shelly Baker – Food Service Worker I; Food Services. This is a temporary position beginning July 7, 2020, for the Summer Feeding Program.

Elisa Clark – Food Service Worker I; Food Services. This is a temporary position beginning July 7, 2020, for the Summer Feeding Program.

Shonnah Gomez – Food Service Worker I; Food Services. This is a temporary position beginning July 7, 2020, for the Summer Feeding Program.

Shawna Miller -- Food Service Worker I; Food Services. This is a temporary position beginning July 7, 2020, for the Summer Feeding Program.

Ranney Nutt – Food Service Worker I; Food Services. This is a temporary position beginning July 7, 2020, for the Summer Feeding Program.

David Ralph – Head Girls Soccer Coach; Shelton High School. Beginning August 24, 2020, for the 2020-21 season. This fills the position vacated by Jason Smith.

Rosa Silva – Food Service Worker I; Food Services. This is a temporary position beginning July 7, 2020, for the Summer Feeding Program.

Resignations / Retirements

Patty Osier – Para Educator; Bordeaux Elementary. Retirement was effective at the end of the 2019-20 school year, per letter dated June 24, 2020.