

**KITTITAS SCHOOL DISTRICT NO. 403
BOARD OF DIRECTORS
KITTITAS, WA 98934**

Regular Board Meeting Minutes
November 15, 2017
7:00 p.m.
Kittitas School District Board Room

Mike Lowe, Chair
Brian Stickney, Vice Chair
Patricia Clerf, Member
Paul Johnson, Member
Jeff Wallace, Member

Rich Stewart, Interim Superintendent
Michelle Helgeson, Recording Secretary

The regular board meeting was called to order at 7:00p.m., by Chairman Mike Lowe. All board members were present, with the exception of Patty Clerf, who was excused.

Call to Order

The following guests introduced themselves: Ryan Swanson, Stefanie Parker, Ryan Hastings, Jaime Smith, Devin Powers, Chad Johnson, Wyatt Crowley, Mark Crowley, Sharon Damm, Ron Damm, Megan Wilson, Travis Wilson, Del Heistand, Deanne Varnum, Del Enders, Jennifer Patteson, Bryan Nash, and Lance Hyatt.

Guests

Mr. Stewart requested the board move the Robotics presentation under item D to the Secondary Principal's report.

Additions/Changes

Brian Stickney moved to approve the regular agenda as amended. Paul Johnson seconded the amended agenda. The motion carried.

Regular Agenda

Mr. Rich Stewart opened the floor to Ryan Swanson from Piper Jaffray, who has previously presided as the District's bond counsel. Mr. Swanson gave a brief presentation of the District's bond history and explained how he could assist in preparation for a future bond. Paul Johnson moved to retain Piper Jaffray as the District's bond counsel. Brian Stickney seconded. The motion carried.

**Piper Jaffray
Presentation**

Mr. Heistand introduced middle school teachers, Ryan Hastings and Jaime Smith, to the board. Mr. Hastings and Mrs. Smith provided the board with information acquired at the recent AMLE annual conference in Philadelphia.

ELA Presentation

Jennifer Patteson suggested Mr. Stewart provide the staff with an explanation of what the upcoming levy consists of.

Public Comments

Mr. Hyatt recommended hiring Gregory Eagle as the HS wrestling assistant coach. Jeff Wallace moved to approve the hire as presented. Paul Johnson seconded. The motion carried.

Personnel

Paul Johnson moved to approve consent agenda (minutes from October 18, 2017 regular meeting, November 1, 2017 special meeting; General Fund A/P warrants #70680-70768, in the amount of \$118,408.69; ASB warrants #6332-6348 in the amount of the amount of \$9,597.25, and Payroll warrants #70638-70679, along with direct deposits in the amount of \$505,249.88). Brian Stickney seconded. The motion carried.

Consent Agenda

There was no correspondence.

Correspondence

Stefanie Parker informed the board that Advantage Dirt Contractors will be the end of year field day and color run sponsor. Mrs. Parker explained that a trial of the Top Dogs program would take place through December, with the program officially beginning in January.

Parent Group Report

There was no Booster Club report.

Booster Club Report

Devin Powers provided an update on the Veteran's Day Assembly organized by the ASB. Devin Powers informed the board of the Parade of Lights being held on December 2.

ASB Report

Del Enders informed the board of the behavior intervention through art process in which students who are seen for a discipline issue will create a poster expressing their thoughts on the elementary school behavior expectations. Mr. Enders updated the board on parent-teacher conference attendance and the Center for Excellence in Education (CEE) perception survey for parents. Mr. Enders also gave a brief update on MAPs testing at the elementary.

Elementary Principal Report

Mr. Heistand informed the board of new STEM (Science, Technology, Engineering and Math) offerings at the secondary school and shared a PowerPoint presentation on the MS Robotics program.

Secondary Principal Report

Lance Hyatt provided a recap of fall sports seasons, including post-season standings. Mr. Hyatt stated he is in the process of putting together banquet expectations to be shared with all coaches. Mr. Hyatt informed the board of the current winter sports participation numbers and expressed that at the last grade check, all players on the MS boys basketball team have passing grades in all their classes.

Athletic Director Report

Michelle Helgeson gave the budget status report for October 2017. Mrs. Helgeson reported that we are 16.7% into our fiscal year, have collected 20.1% of anticipated revenues, and have spent 19.49% of budgeted expenditures. The cash ending balance for September was \$1,156,982.37.

Budget Status

Michelle Helgeson reported the district enrollment for November is 650.32 FTE, which is a decrease from October's enrollment of 654.84 FTE. Mrs. Helgeson stated the average for the 17/18 school year is 653.03 FTE.

Enrollment Report

Michelle Helgeson gave a brief update on the District's website stating a meeting was held with staff and parents to discuss the current sites and what changes should be made. Michelle stated she would be meeting with a consultant to assist with updating and reorganizing our sites.

Website Update

Mr. Stewart gave a brief update on the Key Communicators committee. Mr. Stewart stated he is offering two meetings in order to accommodate the community's schedules, one will be held at noon, with lunch provided and the other will be held in the evening.

Superintendent's Report

Mr. Stewart provided draft job descriptions for the board's review.

Mr. Stewart provided copies of District policies 1110 - Board Elections, and 1210 – Annual Organizational Meeting, for review in preparation of December's board meeting.

Mr. Stewart expressed concerns for building security at the Secondary School.

There was no old business.

Old Business

Mr. Stewart presented a proposal from Jerry Hunt to replace the District's Suburban with a 10 passenger Ford transit van. Mr. Stewart reminded the board that funds were set-aside in the budget to purchase a new motorpool vehicle. Paul Johnson moved to approve the van purchase as presented. Jeff Wallace seconded. The motion carried.

District Vehicle Replacement

Mr. Stewart presented Policy 2337- Disability History Month for first reading. Mr. Stewart explained this policy is a requirement and was not adopted during last school year's policy update. Brian Stickney moved to approve the first reading of Policy 2337. Paul Johnson seconded. The motion carried.

Policy 2337 – First Reading

Mike Lowe requested board approve for the superintendent's contract extension for Rich Stewart to continue for the 2018/19 school year. Paul Johnson moved to approve the contract extension as presented. Brian Stickney seconded. The motion carried.

Superintendent's Contract Extension

Mr. Stewart presented a copy of the final Study and Survey report provided by Architects West and presented the board with a proposal to provide additional long range planning for the district. Brian Stickney moved to approve the long range planning contract with Architects West as presented. Paul Johnson seconded. The motion carried.

Architect's West

Mr. Stewart proposed scheduling a special board meeting for November 30, at 6:30pm, to review and take action on the levy resolutions to be placed on the February 13 ballot. Paul Johnson moved to approve the special meeting date as requested. Brian Stickney seconded. The motion carried.

Special Board Meeting

Rich Stewart presented the Technology Network Specialist job description for review and permission to post. Brian Stickney moved to approve the position as presented. Jeff Wallace seconded. The motion carried.

Technology Network Job Description

Mr. Stewart proposed tabling action on Resolutions 17/18.01 and 17/18.02 until the November 30 special meeting.

Levy Resolutions

The board recessed into executive session at 10:15p.m, for ten minutes, to discuss personnel candidate qualifications per RCW 42.30.110 (g).

Executive Session

The board reconvened at 10:25pm. No action was taken.

The meeting was adjourned at 10:26pm.

Adjournment

Mike Lowe, Chairperson

Rich Stewart, Superintendent

Michelle Helgeson