

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

Regular Board Meeting Minutes
December 19, 2018
7:00 p.m.
Kittitas School District Board Room

Mike Lowe, Chair
Brian Stickney, Vice Chair
Sharon Damm, Member
Chad Johnson, Member
Jerry Lael, 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 Brian Stickney.

Call to Order

The following guests introduced themselves: Heather Burfeind, Mark Crowley Kari Terjeson, Taylor DeKoning, and Austin Brothers.

Guests

Jerry Lael moved to amend the regular agenda to add a volunteer coach under Personnel Changes. Sharon Damm seconded the amended agenda. The motion carried.

Regular Agenda

There were no public comments.

Public Comments

Mr. Stewart presented the following personnel changes for approval:

Personnel

Resignation –

- Scott Hastings – MS Girls Basketball Asst Coach

New Hires –

- Kathy Goodrich – Secondary School Administrative Assistant (Secretary)
- Dusty Hutchinson – HS Boys Basketball 2nd Assistant Coach

Volunteers –

- Mark Crowley – HS Wrestling

Sharon Damm moved to approve the personnel changes as presented. Jerry Lael seconded. The motion carried.

Jerry Lael moved to approve consent agenda (minutes from November 20, 2018 regular meeting; General Fund A/P warrants #72309-72396 in the amount of \$125,450.79; ASB warrants #6531-6549 in the

Consent Agenda

amount of the amount of \$15,527.62; and Payroll warrants #72266-72308, along with direct deposits, in the amount of \$625,817.05). Brian Stickney seconded the motion. The motion carried.

There was no correspondence.

Correspondence

Taylor DeKoning gave a brief update of ASB events/projects; including the making and distributing of 80 bikes through the Bikes for Tykes program, changes to concessions, WE Day, new club account for Life Skills, ASB Constitution revision and continued discussions on increasing school spirit.

ASB Report

Austin Brothers provided the board with an update of the winter sports season, including both MS and HS programs. Mr. Brothers stated fall coach evaluations have been completed. Mr. Brothers also informed the board of the HS football recruiting campaign taking place and initial planning for spring workouts and summer camps. In addition, Mr Brothers provided participation number estimate for MS wrestling and girls basketball which begin after the winter break.

Athletic Director Report

There was no Elementary Principal Report.

KES Principal Report

Mrs. Burfeind shared several new items for the Secondary School, including a presentation to MS students on cell phone use presented by the Chief Criminal Prosecutor, "Fireside Chats" planned for January and February, with both students and parents, to discuss phone use, classes, and general concerns; and a focus on increasing the English Language Learner (ELL) program to best serve the students. Mrs. Burfeind informed the board that additional presentations and monitoring of the vaping issue will continue, as well as monitoring of the College Career Readiness Pilot lessons during advisory classes. Mrs. Burfeind expressed her satisfaction with the 1st trimester senior projects presentations. Heather Burfeind gave kudos to Karri Shelton for increased resources in the KSS library. Mrs. Burfeind shared that the FCCLA Lunch Box Auction raised approximately \$2000. Lastly, Mrs. Burfeind informed the board that they are working diligently with students who are not on track to graduate on time.

KSS Principal Report

Mr. Stewart opened the floor to Kari Terjeson, who is performing her administrative internship with the district and recently filled in for Mr. Enders absence. Ms. Terjeson expressed what a good learning experience it was filling in for Mr. Enders and she was impressed by how smoothly the elementary campus ran during that time.

Admin Intern Update

Michelle Helgeson stated the K-12 enrollment for December was 645.24 fte, up slightly from November's enrollment of 643.56 fte.

Enrollment

Michelle Helgeson gave the budget status report for November 2018, reporting that we are 25% into our fiscal year, have collected 26.55% of anticipated revenues, and have spent 28.89% of budgeted expenditures. The cash ending balance for November was \$982,734.22.

Budget Status

Rich Stewart informed the board that choice transfers will be studied to evaluate why students are transferring out of the district. Mr. Stewart also informed the board that there are currently 19 completed applications submitted for the Superintendent position.

Superintendent Report

There was no old business.

Mr. Stewart presented Policy 4130, Title I Parent Involvement, for first reading. Sharon Damm moved to approve the first reading of Policy 4130. Jerry Lael seconded. The motion carried.

Policy 4130 – First Reading

Mr. Stewart opened the floor for nominations for the Board of Directors annual reorganization. Jerry Lael moved to continue with the current officers, with Mike Lowe as Chairperson and Brian Stickney as Vice-Chairperson. Sharon Damm seconded the motion. The motion carried.

Board Reorganization

Mr. Stewart shared the proposed technology plan with the board. Mr. Stewart stated the plan was provided by Jeff Cochran, who performed a technology audit for our district last spring. Mr. Stewart also informed the board that items in the plan will not be purchased until funds have been received through the approved tech levy. Jerry Lael moved to approve the technology plan as presented. Sharon Damm seconded. The motion carried.

Technology Plan

Mr. Stewart presented the strategic plan benchmark goals to the board for approval. Sharon Damm moved to table the decision until the January 9, 2019 board study session, in order to allow for more time to review the document. Jerry Lael seconded the motion. The motion carried.

Strategic Plan

The board recessed into executive session at 8:25pm, for fifteen minutes, to discuss personnel per RCW 42.30.110(g).

Executive Session

The board reconvened at 8:40pm. No action was taken.

The meeting was adjourned at 8:40pm.

Adjournment

Mike Lowe, Chairperson

Rich Stewart, Superintendent

Michelle Helgeson, Recording Secretary