

**BOARD OF DIRECTORS
REGULAR MEETING
December 14th, 2021
On-site and Zoom Meeting
Due to COVID-19**

- I. **Regular Meeting Call to Order:** Board Chair, Les Okonek called the meeting to order at 5:00pm.
- II. **Pledge:** Board Chair, Les Okonek led the Pledge of Allegiance.
- III. **Roll Call: Present:** Les Okonek, Tom Anderson, Pamela Berger and Michael Dekker, Wes Martin was excused.
Staff Members Present: Kurt Hilyard, Superintendent; Nick Schultek, Principal; Tracy Arkin-McGuire, Business Manager, and Shari Magera recording minutes.
- IV. **Approve Minutes:**
 - a. Approve November 23, 2021: Michael Dekker moved; Seconded by Pamela Berger to approve the November 23rd Minutes. Motion carried by unanimous vote.
- V. **Reorganization of Board:** Board Chairperson, Les Okonek, administered the Oath of Office to Tom Anderson, Debbie Olig, and Jim Snyder.
 - a. Administer Oath of Office - Tom Anderson – Position 1
 - b. Administer Oath of Office - Debbie Olig – Position 3
 - c. Administer Oath of Office - Jim Snyder – Position 4
 - d. Nomination and Election of Board Chairperson: Tom Anderson moved to nominate Les Okonek for the position of Board Chairperson; seconded by seconded by Debbie Olig. Motion carried by unanimous vote.
 - e. Nomination and Election of Board Vice Chairperson: Debbie Olig moved to nominate Tom Anderson for the position of Vice Chairperson; seconded by Jim Snyder. Motion carried by unanimous vote.
 - f. Nomination and Election of Legislative Representative: Jim Snyder moved to nominated Tom Anderson for the Position of Legislative Representative; seconded by Debbie Olig. Motion carried by unanimous vote.

At 5:05 pm, a short break was taken to for refreshments and presentation of thank you gifts for Pamela Berger and Michael Dekker for their service, along with photos of new directors. The meeting resumed at 5:29 pm.
- VI. **Agenda:** Tom Anderson moved, seconded by Jim Snyder to approve the agenda; motion carried by unanimous vote.
- VII. **Public Comment and Recognition of Visitors:**
 - a. Visitors Present via Zoom: Cindy Breeze On-site – Deborah Olig, Jim Snyder, Jacquie Snyder, Keri, Elijah, and Micah Dekker.
 - b. Public Comment: No Public Comment
- VIII. **Staff Presentation:**
 - a. None
- IX. **Announcements/Recognition:**
 - a. December 16th- Winter Wonderland Art Show – 5:00 pm to 7:00 pm
 - b. December 20th – 31st Winter Break
 - c. January 17th- No School – Martin Luther King Day
 - d. January 21st – End of Semester One
 - e. January 25th – Next Board Meeting

- X. **Consent Agenda:** Tom Anderson moved; seconded by Jim Snyder to approve the Consent Agenda. Motion carried by unanimous vote.

a. Voucher Approval

General Fund Accts Payable Vouchers	120038451-38476	\$35,447.95
General Fund Payroll	900004947-4985/120038431-98450	\$255,478.34
ASB Fund Accounts Payable	n/a	

- c. Approve Donation – Mason County Retirees Association - \$200.00 – Jump Ropes for PE
d. Approve Hiring of Bus Driver – Erin Jensen

XI. **Principal and Superintendent Reports**

a. **Principal Report:** Nick Schultek provided an overview of his monthly report, featuring the following:

- COVID update
- Student Services Team
- Students' Mental Health and Well Being
- Student Drop Off and Pick Up
- Winter Fun and Good Deed Challenge
- December 16th Art Show
- Boys Basketball Season – Varsity was undefeated
- Facebook Page

b. **Superintendent, Kurt Hilyard provided information on the following:**

- Book Study – Chapter 21 Brief Discussion
- Green Diamond – Waiting to hear about a date to remove hazardous trees
- Updating Security Cameras – Waiting for quotes due to supply issues
- Kitchen Grill – Waiting on stand
- COVID Numbers Update
- Superintendent Mid-Year Evaluation – January Executive Session
- Legislative Session – January 10 – March 30th
- Board Retreat Agenda
 - Policy 1822
 - 2021-2022 Board Operating Agreement
 - WSSDA Professional Standards
- Board Retreat Date Options- January 29th or February 12th
- Student Services Coordinator, Hannah Nelsen, applied for and received an OSPI Grant in the amount of \$40,000 for Transition Kindergarten staffing
- Interview with KMAS Radio
- Student recognition to resume in January

XII. **Operational Services:**

- a. Budget/Operational Status Report- Tracy Arkin-McGuire presented the monthly report.
b. 2020-2021 End of Year Financial Statements Report: Tracy Arkin-McGuire recapped the 2020-2021 End of Year Financial Statements Report.
c. Approve Board Resolution 12.14.21A – Commitment to Increase Minimum Fund Balance. Tom Anderson moved; seconded b Debbie Olig to approve Board Resolution 12.14.21A. Motion carried by unanimous vote.

XII. **New Business and/or Action Items:**

- a. None Scheduled

XIII. **Old Business and/or Action Items:**

- a. None Scheduled

XIV. Policy:

- a. First Reading – Policy 1400 – Meeting Conduct, Order of Business and Quorum
- b. Delete Policy 1430 – Audience Participation - Action at January meeting
- c. First Reading – Policy 6022 – Minimum Fund Balance
- d. Approve – Policy 3220 and Procedure 3220P – Freedom of Expression: Tom Anderson moved; seconded by Jim Snyder to approve Policy and Procedure 3220. Motion carried by unanimous vote.
- e. Approve – Policy 3411 - Accommodating Students with Seizure Disorders or Epilepsy (NEW): Tom Anderson moved; seconded by Jim Snyder to approve Policy 3411. Motion carried by unanimous vote.
- f. Approve – Procedure 3416P – Medication at School – Tom Anderson moved; seconded by Jim Snyder to implement Procedure 3416P. Motion carried by unanimous vote.
- g. Approve – Policy 5281 – Disciplinary Action and Discharge: Tom Anderson moved; seconded by Debbie Olig to approve policy 5281. Motion carried by unanimous vote.
- h. Approve - Policy 5400 – Personnel Leaves: Tom Anderson moved; seconded by Jim Snyder to approve Policy 5400. Motion carried by unanimous vote.
- i. Approve – Policy 6225 – Use of Electronic Signature: Tom Anderson moved; seconded by Jim Snyder to approve Policy 6225. Motion carried by unanimous vote.

XV. Future Agenda Items:

January Meeting:

- Executive Session – Superintendent mid-Year Evaluation
- Recommendation to Increase Substitute Teacher Pay

Future Meetings:

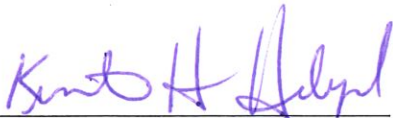
- Student Enrollment Report
- Washington Legislative Mandated Key Priorities

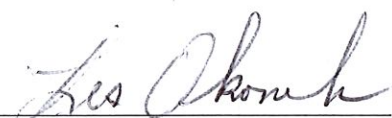
XVI. Board/Superintendent Reflections/Comments: Board members welcomed new directors, Debbie Olig and Jim Snyder and expressed their thanks to Pamela Berger and Michael Dekker for their years of service and dedication.

XVII. Executive Session: None Scheduled

XVIII. Adjournment: Board Chair Les Okonek adjourned the meeting at 7:26 pm.

Respectfully submitted; Kurt Hilyard, Superintendent and Secretary to the Board.


Kurt Hilyard, Secretary


Les Okonek, Board Chair