

HOCKINSON SCHOOL DISTRICT

Preparing all students for lifelong success



Hockinson School District Board of Directors
Regular School Board Meeting
November 27, 2023
6:00 p.m.
LOCATION: HSD Community Center & Zoom
HSD Calendar for a link to join the Zoom meeting

MINUTES

I. Board Meeting/Call To Order

The board meeting was called to order at 6:04 p.m. by Board Chair, Greg Gospe

A. Establish Quorum

B. Land Acknowledgement

Patrick Carter read: We acknowledge that Hockinson School District stands on the unceded territory of the Cowlitz (Stl'pulmsh) People, past and present. We honor with gratitude the land itself and the people who have stewarded it throughout the generations. This calls us to commit to continuing to learn how to be better stewards of the land and better allies to the Cowlitz people.

C. Pledge of Allegiance

II. Approval Of The Agenda

Board Chair, Greg Gospe asked for a motion to approve the Agenda. Patrick Carter made a motion to approve the Agenda and was seconded by Anne-Elissa Carter. All members present voted in favor of the motion. Motion carried.

III. Communications

- A. Welcome Community Members
- B. Excuse Any Absent Board Members
- C. HSD Recognition

1. Hockinson High School Accreditation

Mike Nerland, Assistant Superintendent of Teaching and Learning and Vickei Hrdina, Director of Career Readiness and STEM Initiatives from ESD112 joined us this evening. They presented Tim Fox, HHS principal with an accreditation plaque award. The accreditation was a voluntary 3 year process. Vickei commented that HHS was one of her favorite schools and had high praise for Mr. Fox. Vickei enjoyed the site visits at HHS and the opportunity to hear from staff, students, community members, and interact with everyone. Mr. Fox received lots of praise for building a strong culture, which is the foundation of everything. Vickei also commented that she got to hear from a wide-range of students. She was touched how one of the students came back and asked to add some more suggestions, commenting that this shows HHS is a community of trust. Mr. Fox commented on the challenge this opportunity was but it was worth it; he received a lot out of it and it was a great trust building opportunity. Congratulations!

D. Reports

1. Board Share Out

Anne-Elissa Carter commented that she helped with the 5th grade balloon launch; it was very exciting and the kids worked very hard. It was a fun event to help with. She also attended the Veterans Day assembly at HHES and HHS. Patrick Carter also attended the HHS Veterans Day and was very impressed with the students. Teresa VanNatta visited the HHES. She commented she was able to visit a few classrooms and see how inclusive classrooms work, there is extra help (para's) in the general classroom. It was great to see kids working together. Mrs. VanNatta also commented on the great job Mr. Olson and Mrs. Gannon are doing at HHES; the atmosphere is very positive, it's great to see lots of enthusiasm; they are building a great culture.

2. Superintendent, Steve Marshall

Students Qualify for North County Honor Band, Earning County-Wide Recognition

Out of approximately 150 student musicians across Clark County selected to participate in the 9th annual North County Honor Band this year, 29 will represent Hockinson High School. Congratulations to Logan Armstrong, Andrew Armstrong, Sarah Boehi, Emma Boehi, Levi Brown, Blake Bruning, Adalee Carey, Carter Castle, Cami Christensen, Jayden Corey, Ryan Horsley, Nicholas Jones, Thilo Kluth, Cadyn Lanier, Makoa Lewis, Faih Lutz, Charlotte Lyon, Gavin Matheson, Mica McIntosh, Olivia Muller, Toben Oliver, Lela Pierce, Cole Raley, Kieran Schoening, Jack Smith, William Starke, Kilee Tadema, Abigail Troxel, and Isabella Tucker!

North County Honor Band performance is on February 3rd at 6pm, hosted at Hockinson High School. The concert is free and open to the public. "North County Honor Band is a truly collaborative effort between band directors of some of our smaller middle and high schools in Clark County to expose some of our exceptional musicians to a high-quality musical experience," said Corey McEnry, band director at Hockinson High School.

Facilities Planning Committee to Look at Present, Future HSD Facility Needs

Student enrollment, especially at the elementary level, has increased in the HSD. School leaders, together with the Hockinson community, must determine how to best accommodate our growing school population as well as find solutions to a number of other maintenance and capacity questions. This is where the Facilities Planning Committee (FPC) comes in. The purpose of the FPC is to:

- *Inform committee members of facility updates, projects, and needs.*
- *Collaborate on solutions to short- and long-term facilities needs.*
- *Guide a district-wide maintenance plan and short- and long-term facilities plan.*
- *Communicate with the larger community on the above topics.*

This year's committee is picking up where last year's Long-Range Facilities Planning Committee left off, but with more members. The FPC currently consists of 5 community members, a School Board representative, Operations Director, and Superintendent. Meetings are facilitated by 2 representatives from the ESD 112's Construction Services Group. The committee's first meeting of the 2023-24 school year was held on October 25. The agenda included introductions, a review of the 2021-24 HSD Strategic Plan, facilities assessment, and state funding models. At its November 29 meeting, the committee will look over a recent demographer's report and facility condition analyses of HHES and HHS.

It takes a lot of work to provide the HSD's 1,965 students with safe, high-quality schools that facilitate high levels of teaching and learning, but the FPC won't tackle it alone. Parents and community members can expect to receive periodic reports from the FPC as well as invitations to participate in surveys relating to maintenance priorities and facility planning.

HSD Celebrates Contributions of Local Veterans

Hockinson Schools honored our community's veterans on November 10. Hockinson Heights Elementary hosted an art- and music-based assembly as a tribute to our veterans, many of whom are our HSD family members, and attended the performance.

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Hockinson Middle School's assembly featured performances by the HMS band, a guest speaker, student speakers, and a slideshow honoring veterans in our community. Hockinson High School hosted a veterans' panel, during which guest veterans shared their experiences and answered student questions. Students at all three schools wrote thank-you cards that were mailed to veterans as another way to engage with our community.

HMS & HHS Fall Sports Wrap Up, Winter Sports Start Up

As we say goodbye to the sun and warmer temperatures of fall, we also bid a fond farewell to a very successful fall sports season. Our middle and high school student-athletes posted an array of accomplishments that are best conveyed by-the-numbers:

- *217 HHS students participated in 7 Fall Sports*
- *74 HMS students participated in 3 Fall Sports*
- *Athletes in 4 HHS sports represented HHS at state competitions: Girls Soccer advanced to the State Quarterfinals; 2 Individuals and 1 relay team qualified for State Swim; Both the Boys and Girls XC Teams participated in the State Meet; and 3 individual Boys Golfers qualified for the State Golf Tournament next spring.*
- *Congratulations to state swimmers Paige Dangleis (4th-50 m Freestyle and 3rd-100 Freestyle) Georgina Romero (7th-100m breaststroke) and the Girls and Boys XC Teams, which finished 12th and 16th at State, respectively. "Great job" to Girls Soccer for finishing Top 8 in the state!*
- *4 HHS teams earned Distinguished Scholar status (3-3.49 collective GPA): Girls Soccer, Girls Swim, Boys XC, & Boys Golf. 67 HHS student-athletes earned Scholar-Athlete status (3.5 or higher GPA).*
- *23 HHS athletes qualified for All-League (1st Team, 2nd Team, and Honorable Mention). Click [here](#) to view all GSHL 2A honorees.*

Two Hockinson sports teams finished as League Champs: HMS Boys XC and HHS Girls XC.

While Girls Basketball and Wrestling have been underway for a few weeks at HMS, Winter Sports (Boys & Girls Basketball, Boys & Girls Wrestling, and Boys Swimming started this past Monday at HHS. HMS Boys Basketball begins after winter break. Check out the link in "Upcoming Events" below to view sports-specific schedules.

HSD Families: Spring SBA Scores will be Arriving Soon

The HSD recently received its Spring 2023 Smarter Balanced Assessment (SBA) test results and families can expect to receive their student's individual test report during the Week of Dec. 4. An electronic version of this report will be emailed to families and a print copy will also be sent home with students. Families will be notified by text and email when these reports are sent out.

How did our students do overall? Again this year, Hockinson's students surpassed Washington state average test scores. However, our results were mixed. Compared to Spring 2022, HHS scores increased while HMS and HHES scores dropped in English and dipped slightly in Math. We are committed to improving these scores in Spring 2024 because we are committed to the success of our students. After all, these test results reflect the level to which learners have mastered skills needed for future success in postsecondary education and next generation careers.

We are looking to modify our testing schedules (shorter testing windows over more days) for Spring 2024 to reduce test fatigue. While HHS will administer ELA tests in late April, all three schools will be in part-time testing mode for nearly all of May. Be on the lookout for more specifics on these schedules in your school's upcoming newsletters.

Appreciations:

A big thank you to:

- *PWT for hosting Binglo on Friday, Nov. 17. The event was a success and created a fun opportunity for our parents and students. On Dec. 2, PWT is also hosting Donuts with Santa from 9-11 am at HMS.*

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- *AAA Boosters for hosting their annual Holiday Bazaar on Saturday, Nov. 18. The event was huge - featuring 125 vendors, a Hockinson spirit wear pop-up shop, coffee drinks, concessions, and more. This event is a holiday tradition and an important fundraiser for HHS athletic programs.*
- *All of our fall sports coaches for supporting our students' academic success as well as the development of their athletic skills and sportsmanship/citizenship. Congratulations to Melissa Peterson, who was named Coach of the Year for both Girls and Boys Cross Country!*
- *Fall Cheer for its faithful and spirited support of our sports teams.*
- *The Hockinson Main Street Team for again organizing Holiday Lights. HSD Families, don't forget that the annual Hometown Holidays Tree Lighting - featuring members of the HMS Band and an appearance by Santa Claus - will take place at the border of Hockinson Community Church and Hockinson Community Center at 6 pm on Friday, Dec. 8.*
- *Greg Gospe: Greg joined the HSD School Board in 2003. His leadership and years of faithful service to our schools and community will be honored at our Jan. 29, 2024 regular meeting.*

3. Student Reps

a) HHES: Deklan Kautz and Larkin Frohs

Megan Miles, one of the leadership teachers at HHES commented that Deklan and Larkin were unable to make tonight's meeting and Carmen Garrett was able to step in to give tonight's HHES report. Carmen informed the Board that it would be nice to have hand dryers in the bathrooms and to see the milk dispensers return. There has been some bullying and back talking to staff but students are working on this. The hot air balloons were launched, this was a fun project for the 5th grade. The 5th grade concert took place on December 7th. The 4th Graders went on a field trip to PUD. Teresa VanNatta asked Carmen why they would like to see hand dryers and the milk dispenser. Carmen said this would reduce a lot of waste. Superintendent Marshall asked Carmen a few questions. Her teacher is Mrs. Smith, Carmen said they are learning decimals in math, Native Americans in Social Studies, and about suffixes and prefixes in ELA. Patrick Carter asked Carmen how it is to be a 5th grader and she commented that it's okay but she would like to be a little kid again! The Board thanked Carmen for attending tonight's meeting and giving an update on HHES.

b) HMS: Natalia Drimm and Tavin Timperly

HMS student representatives were unable to make tonight's meeting.

c) HHS: Meredith Higgins and Samara Shanks

Meredith and Samara were able to join us for the first time as the high school student representatives for 23-24. Samara Shanks is the HOSA Vice President and Meredith Higgins plays Volleyball; as this is their first meeting Mr. Fox gave a brief report on HHS. Winter sports started today. Thursday night will be a double header, playing against student's from Australia; this will be a fun evening. This is his 3rd year at HHS and one thing he has worked on is providing opportunities to students, recently six students were recognized for the college board program. HSD has partnered with the JED program (suicide prevention program).

4. Citizen Advisory Committee Update

Teresa VanNatta shared a few highlights from the last meeting on November 6, 2023. (Minutes will also be posted on the website from this meeting). Discussion on parent perception survey & follow-up, substitute teacher shortage, request for CAC members to participate in Senior Exit Interviews in June, Word on the Street, creating sub-committees within the CAC committee to focus on parent/community comments and review the bylaws. Angelina Sarkinen & Tim Fox presented "Preparing all students for lifelong success": HHS College and Career Program.

5. Legislative Update

Patrick Carter gave a brief update. WSSDA has priorities listed on the website, mostly on funding. Topics: fully funding special education, funding lags behind the true cost of operating schools, facilities - aging buildings.

E. Community Input On Agenda Or Comments

Public comment is welcome. So that the planned business of the Board may proceed in a timely manner, a total of 30 minutes maximum is allocated to public comment, with each speaker expected to limit their remarks to 2 minutes. Zoom software will be used to receive public

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comment. Please review Policy 1400 Meeting Conduct, Order of Business & Quorum. The Board also reminds participants to treat each other with courtesy, honesty and respect. Listen willingly to each other, even when opinions differ. Share accurate information. Honor the District's policies to promote consistency and safety. respect each other's time by adhering to the time limit. Thank you.

Bill Eling: Compliments & Concerns

Sanja Woelher: Signed up but due to technical difficulties was unable to join.

IV. Approval Of The Consent Agenda

Greg Gospe asked for a motion to approve the Consent Agenda as written. Anne-Elissa Carter made a motion to approve the Consent Agenda and was seconded by Patrick Carter. All members present voted in favor of the motion. Motion carried.

A. November 2023 Vouchers

1.General Fund ACH Checks	232400095-232400138	\$19,005.72
2. General Fund ACH Checks	232400143-232400143	\$40.36
3. General Fund ACH Checks	232400144-232400144	\$2,250.00
4. ASB ACH Checks	232400139-232400142	\$1,157.94
5. General Fund Checks	100620-100640	\$145,750.64
6. General Fund Checks	100641-100641	\$4,400.00
7. Capital Projects Checks	5067-5067	\$357.98
8. ASB Checks	11696-11698	\$4,819.89
9. ASB Checks	11699-11699	\$402.93
10. VOIDS	Totaling: \$167.57	
11. Capital Projects Checks	5068-5070	\$1,024.00
12. ASB Checks	11700-11713	\$10,298.84
13. Wire Transfer	202300006-202300007	\$604.66
14. General Fund Checks	232300145-232400151	\$108,669.43
15. ASB ACH Checks	232400152-232400154	\$899.94
16. General Fund Checks	100642-100697	\$273,014.51
November Estimated Payroll	\$2,050,000.00	
Revised October Payroll	\$2,046,007.32 (from \$2,040,260.95)	

B. Budget

1. October 2023 Budget Status Report
2. November 2023 Enrollment Report

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C. Approval of Previous Months Board Minutes

1. October 30, 2023

D. Personnel

1. Classified New Hires
 - a) Michelle Preston, Eff. 11/27/23, Special Programs Para-Sped, 6hpd, ES
2. Retirement/Resignation/Transfer/Termination
 - a) Eva Sarkinen, Eff. 12/15/23, Special Programs Para-Sped, 6hpd, ES
 - b) Siera Nelson, Eff. 11/20/23, Special Programs, Registered Behavior Tech, 6hpd, MS
3. Classified Change Position
 - a) Katie O'Malley-Soot, Eff. 11/27/23, Interim Community Education/Facility Use Coordinator has been offered the position on a permanent basis

E. Out of District Travel

1. HHS, Boys Varsity Wrestling, 01/05/24-01/06/24, 46th Annual MatMan Tournament, Silverdale, WA. Coach: Brandon Redeau
2. HHS, Girls Varsity Wrestling, 12/28/23-12/30/23, Doc Herren Invitational, Auburn, WA. Coach: Tania Redeau
3. HHS, Girls Varsity Basketball, 12/26/23-12/31/23, Surf-N-Slam Tourney, San Diego, CA. Coach: Damon Roche

V. Action Items

A. WSSDA Policies - 2nd Reading

Greg Gospe mentioned that October 30th was the first reading on these policies and if there were no questions they will move forward with a motion. Teresa VanNatta motioned to approve Policies 1-7 on the Agenda and was seconded by Anne-Elissa Carter. All members present voted in favor of the motion. Motion carried.

1. **Policy 5050 - Contracts** - Essential - WSSDA has revised this policy based on SB 5175 (School Principals-Employment Contracts - Terms). The legislation extends the maximum term of a written contract between a school board and a principal from one to three years, if the principal has: been employed as a principal for three or more consecutive years, has been recommended by the superintendent as a candidate for a two or three-year contract because the principal has demonstrated the ability to stabilize instructional practices, and received a comprehensive performance rating of level 3 or above in their most recent comprehensive performance evaluation; and have met the school district's requirements for satisfying an updated record check. Additional revisions to this model policy address HB 1015 (Paraeducator Employment Assessments). This legislation addresses minimum employment requirements for paraeducators.
2. **Policy 6215 - Expense Claim Certification and Approval** - Essential - WSSDA revised this policy and procedure to update current usage terms and to resolve a mismatch between statutory provisions and common practice.
3. **Policy 6220 - Bid or Request for Proposal Requirements** - Essential - WSSDA has revised this model policy and procedure to reflect input from the State Auditor's Office (SAO) and the Washington Association of School Business Officials (WASBO). The revisions specify that school boards must have entered into agreements under the Interlocal Cooperation Act before making any purchase utilizing those special terms. The

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revisions also clarify information about procurement using federal funds. The updates also incorporate provisions from HB 1086 (Local Government Contracting - Community Service Organizations) regarding the community service organization exception to competitive bidding laws for public works.

4. **Policy 4001 - Public Information Program** - Encouraged - WSSDA has renumbered this policy and procedure from 4000 to 4001 to distinguish it from the table of contents heading for the 4000 services of policies and procedures. WSSDA has revised this model policy and procedures to reflect HB 1230 (Schools - Public Health Information). This legislation requires school districts that maintain a website to post a prominent link on the district homepage, as well as the homepage of each school within the district, to information from the DOH about substance use trends, overdose symptoms and response, and the secure storage of prescription drugs, over the counter medications, and firearms and ammunition. The legislation also requires school districts to make the DOH information accessible through the district's social media channels. The required information postings must occur at least quarterly. This same legislation also prompted revisions to Policy 2121 - Substance Abuse Program.
5. **Policy 4040 - Public Access to District Records** - Encouraged - WSSDA revised this policy and procedure based on HB 1533 (Personal Information of Certain Public Employees - Public Records Act Exemption), SB 5127 (Student Personal Information - Public Records Act Exemption) and HB 1210 (Recording School Board Meetings). This legislation creates a new exemption to the Public Records Act that prevents disclosure of an employee's personally identifiable information if the employee is a survivor of domestic violence, sexual assault, harassment, or stalking. This same legislation prompted revisions to 6513 - Workplace Violence Prevention. This legislation clarifies that the personal information of a child currently or previously enrolled in a school district, contained in any records, including correspondence, is exempt from public disclosure requirements. This same legislation also prompted revisions to Policy 3231 - Student Records. Additionally, this same legislation also prompted revisions to Policy 1400 - Meeting Conduct.
6. **Policy 5310 - Compensation** - Discretionary - WSSDA has revised this policy based on SB 5650 (K-12 Employees - Salary Inflationary Increases). For the 2023-2024 school year, the legislation changes the inflationary adjustment index to 3.7 percent. For the 2024-2025 school year the legislation defines the inflationary adjustment index as the implicit price deflator for the previous calendar year.
7. **Policy 6513 - Workplace Violence Prevention** - Discretionary - WSSDA revised this policy and procedure based on HB 1533 (Personal Information of Certain Public Employees - Public Records Act Exemption). This legislation creates a new exemption to the Public Records Act that prevents disclosure of an employee's personally identifiable information if the employee is a survivor of domestic violence, sexual assault, harassment, or stalking. This same legislation prompted revisions to Policy 4040 - Public Access to District Records.

VI. Discussion Items

A. Budget Status Update

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Aaron Villanueva gave the board an update.

B. Calendar at a Glance

C. School Board Visits

1. November 1, 2023 - HHES - Gordon Smith & Teresa VanNatta
2. November 9, 2023 - HHS - Anne-Elissa Carter & Patrick Carter

Patrick Carter and Anne-Elissa Carter visited HHS and were able to attend the Veterans Day Assembly. Students ran the assembly and did a wonderful job, it was also nice to see so many community members and visitors attending the assembly. Anne-Elissa and Patrick also had a great visit with Tim Fox. The passion and positive attitude Tim has brought to HHS is amazing. Anne-Elissa shared that she enjoys when her son shares about his conversations with Mr. Fox. He takes time for students. The new career office is front and center in the commons. There are 296 students earning college/university credits currently. University credits can be transferred out of state; this has been a great opportunity for students.

D. WSSDA Policy Updates - 1st Reading

1. Policy 3207 - Prohibition of Harassment, Intimidation, and Bullying of Students - Essential. Changes to House Bill 1207. Summary of Changes: Clarification around process, reporting requirements, and technical assistance, Updated language regarding the definitions of harassment, intimidation, and bullying in the policy, Added clarity around investigations and reporting, Clarification around the submission of reports and incident forms, and Defining "Aggressor". These changes are to clarify the HIB process and better align with Washington state law.
2. Policy 5010 - Nondiscrimination and Affirmative Action - Encouraged. Adding language/explanation of what discrimination harassment is.
3. Policy 6020 - System of Funds and Accounts - Encouraged. WSSDA revised based on HB 5403 (School District Depreciation Sub-funds). This requires school districts with fewer than 2000 students to establish a depreciation sub-fund within the general fund to reserve funds for future facility and equipment needs.
4. Policy 6217 - NEW - Electronic Funds Transfer - Encouraged. WSSDA developed this policy to authorize school district's use of electronic methods of payment, including electronic funds transfers.
5. Policy 6530 - Insurance - Encouraged. WSSDA revised this policy to track better with RCW 28A.400.350 and added language from House Bill 1521 (Workers' Compensation Claims-Duties of Self-Insured Employers and Third-Party Administrators). The revisions acknowledge that the SEBB program governs school employees' medical insurance.
6. Policy 6605 - Student Safety Walking, Biking, and Riding Buses - Encouraged. WSSDA has revised this policy to reflect that districts no longer need safety advisory committees after the appeal of WAC 392-151-017.
7. Policy 6959 - Acceptance of Completed Projects - Encouraged. WSSDA has revised this model policy to better align with the statutes pertaining to public works contracts that receive state funding.

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E. WSSDA Conference Debrief

Teresa VanNatta and Anne-Elissa Carter shared highlights from the breakout sessions and from the keynote speaker. The conference was very informative and worthwhile. More information will be shared at the December 11th meeting.

VII. Adjournment to Executive Session

The board adjourned to an Executive Session at 8:04 p.m.

- A.** Consideration of site selection of real estate purchase or lease. RCW 42.30.110(1)(b)
- B.** Next School Board Meeting
 - 1.** Regular Meeting, Monday, December 11, 2023
- C.** Items for Next Agenda Oath of Office
- D.** Docusign Documents
- E.** Close of Meeting

The meeting officially adjourned at 9:15 p.m.

Steve Marshall 12/12/2023

Steve Marshall, Superintendent Date

Patrick Carter 12/12/2023

Patrick Carter, Board Member Date