SUMNER-BONNEY LAKE SCHOOL DISTRICT
SCHOOL BOARD MEETING

Board of Directors
Erin Markquart, President
Deb Norris, Vice President
Paul Williams, Member
Kevin Lewis, Member
Bill Gaines, Member

Our Promise:
We will know, value, and support every student, helping them graduate ready to pursue a promising future.

December 13, 2023 Board Meeting Minutes

Central Office Board Room
1202 Wood Ave
Sumner, WA 98390

CALL TO ORDER
School Board President Erin Markquart called the December 13, 2023 Board meeting for the Sumner-Bonney Lake School District No. 320 to order at 6:00 pm.

SWEARING IN NEWLY ELECTED & REELECTED BOARD DIRECTORS
Judge Alicia Burton swore in board members, Kevin Lewis and Paul Williams to a new term and newly elected board director Bill Gaines to the Sumner-Bonney Lake School District Board of Directors. After each member took the oath of office, family photos were taken.

APPROVAL OF AGENDA
Moved by Kevin Lewis to approve the December 13, 2023 board agenda, second by Deb Norris. Motion passes unanimously.

CONSENT ITEMS
Moved by Paul Williams to approve the December 13, 2023 consent agenda as listed, second by Bill Gaines. Motion passes unanimously.

1. November 15, 2023 Board Meeting Minutes
2. December 6, 2023 Board Study Session Minutes
3. Payroll Warrants 11.29.23
4. Payroll Warrants 11.14.23
5. Check Summary 11.7-11.28
6. Personnel Recommendations
7. Board Consent Form - December 13, 2023

RECOGNITION OF STAFF, STUDENTS AND COMMUNITY
Joel Aune, Executive Director of WASA presented Dr. Laurie Dent with the 2024 Superintendent of the Year award. The recognition is based on demonstrated leadership for learning, communication, professionalism and community involvement. Each year superintendents from across the state are nominated and submit

applications for consideration. Dr. Dent is known for both her work on the WASA board and reputation as an instructional leader by her superintendent colleagues. With the support of the Board of Directors, she has received this honor because of leadership that has brought systemic change for students in the district.

Dr. Laurie Dent presented the Board of Directors with a plaque recognizing them as the Washington State School Board of the Year for the work they've done in supporting the community, students and families in the district.

The board meeting recessed at 6:20pm

Meeting reconvened at 6:30pm

SUPERINTENDENT COMMENTS
There were no comments.

BOARD MEMBER COMMENTS
This is the time on the agenda for Board members to report on professional development activities they have attended (i.e., conferences, workshops), legislative issues, and other items of interest.

Director Bill Gaines shared his appreciation for those that have welcomed him as he steps into the role of board member.

Director Deb Norris shared her opportunity to attend both Bang Parkinson and Dr. Laurie Dent's presentations at WSSDA. The information they shared sparked lots of feedback from the audience regarding SBLSD's successes.

Director Erin Markquart shared how Director Rick Hendricks motivated the board to start attending the WSSDA conference, where they gathered lots of insightful information. This year's conference was very encouraging.

Director Kevin Lewis, shared his appreciation to the staff and recognized their hard work as they move things along to Winter Break and the remaining year.

AUDIENCE COMMENTS
The Sumner-Bonney Lake School Board welcomes the public to its meetings. Individuals who wish to address the Board should sign up ONLINE. Comments are restricted to three minutes.

Written Comments
Tyler Bowls – Victor Falls, Pick-up/Drop-off issue.

In-Person Comments
Kelly Swindle – Petition to change school districts.
Theresia McClimans – Faith and influence on actions
Terri McCoy – General comments on policies geared toward student success

POLICY MATTERS
In accordance with Policy 1310: Adoption and Amendment of Policies and Bylaws, the following policy has been included for **second reading and adoption**:

Moved by Kevin Lewis to approve district policies 1112 Director Orientation, 1440 Minutes of Board Meetings, 3203 Prohibition of Racial and Ethnic Harassment; second by Deb Norris. Motion passes unanimously.

Board discussion on Policy 3203 Prohibition of Racial and Ethnic Harassment included Director Kevin Lewis' thanks to community members who contracted him, staff that guided the policy and students, as well as Directors Paul Williams and Rick Hendricks for their work on the Policy Committee.

Director Paul Williams shared that Policy 3203 Prohibition of Racial and Ethnic Harassment is a work in progress and that over the next year as staff receive training and opportunities for implementation arise there will be follow-up to finetune the policy.

In accordance with Policy 1310: Adoption and Amendment of Policies and Bylaws, the following policies have been included for first reading:
3141 Non-Resident Students
1610 Board and Superintendent Conflict of Interest

In accordance with Policy 1310: Adoption and Amendment of Policies and Bylaws, the following procedures have been included for informational purposes:
3141P Non-Resident Students

BUSINESS MATTERS

Business Services Department Presentation

Chief Finance and District Operations Officer, Bang Parkinson, presented an update of the Business Services Department which consist of fourteen hardworking staff members who handle business transactions for the district. Their guiding principles include (1) efficiency in process, (2) excellent customer service, (3) accuracy, (4) empower others, (5) team player, (6) transparent communication, (7) integrity, and (8) confidentiality at all times.

The Business Office's strategic goals include instituting equitable budgeting to ensure strategic resource allocation that aligns with the goals of the strategic plan as well as maintaining a general fund balance above 10%. The budget development process includes approval of budget requests from the district's strategic plan and utilizing Outcome Based Budgeting to measure Return on Investment (ROI) of resource allocation.

The scope of Business Services work includes financial compliance for the district, grant management, financial reporting to OSPI and state auditors, internal/external audits, payroll/employee benefits and risk management to name a few things.

FOR/AGAINST REPLACEMENT EP&O AND TECH LEVY APPOINTMENTS

Communications Director, Elle Warmuth, presented a list of citizens that have submitted their names for appointment to either the For or Against committees as part of the Replacement levy for Educational Programs and Operations (EP&O) and the Instructional Technology Improvements/ Security Upgrades Replacement Levy scheduled for the February 13, 2024 special election.

Moved by Kevin Lewis to approve the For or Against committees as part of the Replacement Levy for Educational Programs and Operations (EP&O) and the Instructional Technology Improvements/ Security Upgrades Replacement Levy, second by Bill Gaines. Motion passes unanimously.

2022-2023 Annual Financial Reporting
Chief Finance and District Operations Officer, Bang Parkinson, presented the 2022-23 Annual Financial Report to the board. The report includes information on the following funds: transportation vehicle, ASB, Debt Service, Capital Project, and General Funds as well as highlights from 2022-2023 and current challenges.

The majority of funds were spent on major capital projects that included SHS Phase 1, MMS expansion, BLHS turf/track upgrade, BLHS classroom improvement, BLHS/MMS intersection, LMS queuing, DVE chiller/HVAC replacement (ESSER project), and technology levy projects (chromebook replacement, access control, classroom tech equipment).

She also highlighted that while it appears that we have close to 49 million in the Fund balance, 2 million is restricted for CTE, Child Nutrition and LAP. 7 million is allocated for land purchase in Tehaleh, and 20 million is allocated to capital projects approved by board resolutions, which addressed upgrades to school property. All this gives us a little over 10% as an ending balance.

Current challenges the district face include labor shortages which result in paying triple rate in transportation, para-educators, skilled workers and custodians. We are also experiencing an increase in overall cost and substitutes, supply chain issues that delay deliver of product, and lack of classroom space which results in investing in portables.

September and October 2023 Budget Status Report
Chief Finance and District Operations Officer, Bang Parkinson provided Budget Status Reports for both September and October to the board of directors.

2024-2025 AND 2025-2026 SBLEA Calendars
Sumner-Bonney Lake Education Association (SBLEA) School Year Calendars

Moved by Paul Williams to approve the 2024 – 2025 school year calendar, second by Deb Norris. Motion passes unanimously.

INSTRUCTIONAL MATERIALS ADOPTION
In accordance with Policy 2020: Course Design, Selection and Adoption of Instructional Materials

Kognity IB Business Management
These materials have been reviewed and approved by the District Curriculum and Instructional Materials Committee. Kassie Meath, Director of Secondary Instructional Services and Darla Offner, Elementary Director of Instructional Services. The instructional materials will be used for IB Business Management HL and were previously shared for first reading at the November 15, 2023, Board Meeting and are now presented to the board for second reading.

RECOMMENDATION: The Administration recommended the Board adopt the following instructional material(s) for IB Business Management HL:

Material Selected

Summary of Materials and Adoption Process
Title: Kognity IB Business Management
Author: Kognity
Publisher: Kognity
Copyright: 2023
Name of class in which the resource will be used: IB Business Management HL

Moved by Kevin Lewis to approve instructional materials for Kognity IB Business Management, second by Paul Williams. Motion passes unanimously.

True + Way ASL
Steve Sjolund, Executive Director of Instructional Services presented a recommendation for the following instructional materials to be used for ASL I and ASL II for first reading:

Materials Selected
Summary of Materials and Adoption Process
Title: True+Way ASL
Author: True+Way ASL
Publisher: True+Way ASL
Copyright: 2023
Name of class in which the resource will be used: ASL I and ASL II

Director Kevin Lewis was excused for the remaining portion of the meeting.

History Alive! The World Through 1750
Kathryn Elliott, Secondary Instructional Services Teacher on Special Assignment (TOSA), presented a recommendation for the following instructional materials to be used for Social Studies - Ancient Civilizations for first reading

Materials Selected
Summary of Materials and Adoption Process
Title: History Alive! The World Through 1750
Author: Wendy Frey
Publisher: Teachers Curriculum Institute (TCI)
Copyright: 2023
Name of class in which the resource will be used: Social Studies - Ancient Civilizations

PRESENTATIONS
Capital Facilities Update
Capital Projects and Facilities Manager Marina Tanay presented a December Capital Projects update to the board which includes a timeline for becoming compliant with clean energy building standards. As part of her presentation on Clean Building Performing Standard Marina recognized the Sumner Bonney-Lake Energy Team, which consist of Dave Coutts, Dr. Laurie Dent, Robyn Rich, representation from Human Resources and herself. With Governor Inslee's Climate package, the Clean Buildings Performance

Standards was developed to reduce greenhouse gas emissions from buildings.

With the 2019 Clean Building Act commercial buildings larger than 50,000 sq ft must be in compliance beginning 2026. All of our buildings fall into either Tier 1 or 2, which have their own implications. Tier 1 buildings fall under rules for compliance, which are found in WAC 194-50 and are accompanied by fines for non-compliance. SBLSD's Energy Usage Intensity (EUI) targets for high schools is 48 and for middle and elementary is 49.

The energy team has begun the work to increase the efficiency of buildings and reduce utility costs. The work incudes benchmarking electricity, natural gas, water and trash data for all facilities, participation in Commercial Strategic Energy management program with PSE, deep dives into LMS and reduced consumption over base year and created an interactive Energy Dashboard that is available on the staff dashboard of the district website to see work progress.

The district will reach compliance through mindful, impactful actions that include updating board policy and procedure, developing and implementing district energy management plan, developing strategic plan related to CBPS compliance and ongoing analysis of the existing data.

INFORMATION

23-24 School Improvement Plan Board Report

Assistant Superintendent of Instructional Services Kelly Denn provided the 2023-2024 School Improvement Plans (SIP), which serve as a detailed map to fulfill the district's promise to "know, value, and support every student, helping them graduate ready to pursue a promising future."

BOARD DISCUSSION

Director Erin Markquart reminded board members that while committee involvement isn't required the Clean Energy Team might be a great place for involvement. More discussion to follow next month.

ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING

A Board Meeting has been scheduled for **Wednesday, January 17, 2024** will begin at 6:00 p.m. in the Central Office Board Room.

ADJOURNMENT

With no further business meeting adjourned at 8:18pm

Attest:

_____
Laurie Dent
Secretary Board of Directors

_____
Erin Markquart
President of Board of Directors