CHENEY SCHOOL DISTRICT
12414 S. Andrus Rd.
Cheney, Washington 99004

MINUTES

DIRECTORS’ MEETING
December 12, 2018

The meeting was held at Windsor Elementary School, 5504 W. Hallett Rd., Spokane, WA

In attendance: Directors Browne, Dolle, Estrellado, Nicol, and Swenson

Also present: Superintendent Rob Roettger, Sean Dotson, Associate Superintendent, and Jamie Weingart, Finance Director

The regular meeting was called to order at 6:06 p.m. by Director Browne.

ROLL CALL AND WELCOMING OF GUESTS

Director Browne expressed the Board’s appreciation for the guests’ attendance. Guests were asked to stand and introduce themselves.

The pledge of allegiance was led by Director Browne.

CORRESPONDENCE AND ADDITIONAL ITEMS

There was no additional correspondence or items.

PACE Character Trait of the Month – Caring: Showing a genuine concern for the welfare of others and being a kind, supportive helper

PARTICIPATION BY PUBLIC

There were no participation requests from the public.

ANNUAL ORGANIZATIONAL MEETING, ELECTION OF OFFICERS

A nomination for Director Nicol to serve as President was made by Director Dolle. Director Nicol accepted the nomination. Director Dolle made a motion to elect Director Nicol as president for the next year. The motion was seconded by Director Swenson and passed unanimously.

A nomination for Director Swenson to serve as Vice-President was made by Director Browne. Director Swenson accepted the nomination. Director Browne made a motion to elect Director Swenson as Vice-President for the next year and was seconded by Director Nicol. The motion passed unanimously.
A nomination for Director Dolle to continue to serve as the WSSDA Legislative Representative was made by Director Browne. Director Dolle accepted the nomination. Director Browne made a motion to re-elect Director Dolle as the Legislative Representative for the next two years and was seconded by Director Swenson. The motion passed unanimously.

A new voting order was drawn and is as follows: 1. Swenson 2. Dolle 3. Estrellado 4. Browne 5. Nicol

SCHOOL BOARD MINUTES APPROVAL

Director Dolle moved that the minutes of the regular Board meeting of November 14, 2018 be approved. The motion was seconded by Director Estrellado, and passed unanimously.

GENERAL CONSENT

Under the general consent agenda, the following items were approved on a motion by Director Dolle, seconded by Director Swenson, and passed unanimously.

A. Personnel Resolution No. 10-18-19, covering the Personnel Status Report for the month of December 2018, including Leaves and Resignations, and Out of Endorsements

B. Auditing of bills and signing of:
   General Fund Vouchers No. 232264 through No. 232320 for $276,803.63
   Capital Projects Fund Vouchers No. 232321 through No. 232321 for $2,410.27
   General Fund Vouchers No. 232322 through No. 232364 for $98,873.80
   Capital Projects Fund Vouchers No. 232365 through No. 232370 for $1,169,408.35
   Payroll AP Vouchers No. 232371 through No. 232376 for $8,904.70
   Payroll Vouchers No. 232377 through No. 232409 for $2,574,947.90
   General Fund Vouchers No. 232416 through No. 232488 for $289,340.88
   ASB Fund Vouchers No. 232489 through No. 232514 for $34,253.29
   General Fund Comp Tax for $838.30
   Electronic Direct Deposit for $3,165,234.81
   Accounts Payable ACH for $5,123.13
   Accounts Payable ACH for $932.67

REPORTS

A. Windsor Elementary School “Good News” – Learning Partnerships

Teacher Sara Mink introduced first grade Windsor student Tayes Mortenson. Logan Mink, a seventh grade student at Westwood Middle School (WMS) is a learning partner with Tayes in support of his highly capable learning program. Tayes and Logan described and presented three stop motion videos that they created around the work Tayes is doing in school. Logan shared his experience with coming back to the elementary school and working with a younger student.
James Guske, seventh grade student at WMS, and Chloe Collins, first grade student at Windsor, were introduced. James comes over to assist with a math work station to encourage mathematical discourse. Chloe described the Match 10 game and together they demonstrated the play of the game. James shared how coming over from WMS to help the younger students assists him in gaining leadership skills.

Windsor Principal Vince Songaylo shared how appreciative he is of Ms. Mink’s work in this area and expressed that having WMS next door is a gift. The middle school students can serve as great role models to the elementary students.


Finance Director Jamie Weingart shared that the December FTE student count leveled off. The district is still 170 students over the budgeted FTE. By school and as of December 1, 2018 Westwood Middle School is at 675 FTE, Windsor at 536 FTE, Sunset at 528 FTE, and Cheney Middle School at 520 FTE. By grade level, Kindergarten continues to grow as well as sixth grade. The other grades have leveled off.

The fiscal year ended at a break even amount. There is a 10.3% fund balance, which is just over one month of expenses to run the district. The district annual budget has grown by $19 million in the last 6 years and an anticipation to have it increase more with the growth the district is experiencing.

The district has many different funds that are monitored. One example is the ASB Fund which is for student led clubs and sports. ASB has continued to grow and has a 100% fund balance which would cover one years’ worth of expenses should a fundraiser fail to generate additional moneys. A second example is the Debt Service Fund which is generated by tax collection from the community. These funds are used to repay bonds. The Capital Projects Fund comes from bond issued moneys and is used for facility expansion and construction. The Transportation Vehicle Fund is dedicated to purchasing buses.

C. Student Choice Report

Associate Superintendent Sean Dotson shared that the Choice Out (Cheney students requesting to attend a school outside of the Cheney School District) total for the year is down from 398 students to 337. The district experienced 30 fewer students requesting to Choice Out to an online school. The district also experienced a smaller number of students requesting to Choice In to Cheney School District. This was by design and based on available space in our schools. The district does its best to continue to honor requests for students that have been in our system already. These Choice In numbers will remain lower until our space constraints are lifted. Dr. Dotson reminded the Board that decisions to accept a Choice In student is building by building, grade by grade, and dependent on the school’s capacity.
Mr. Roettger shared how pleased he was to see the downward trend in Choice Out students.

D. WSSDA Conference Report

Director Browne shared that he attended all three days of the conference. Once again, it was a good conference with a wide variety of workshops and keynote speakers. Teacher of the Year, Mandy Manning was inspiring to listen to. All of the conference information he heard was pertinent. Director Browne expressed his appreciation to the district for the opportunity to participate in the conference.

Director Dolle felt keynote speaker Mandy Manning stood out and enjoyed Manning’s topic of active listening. Christian Moore spoke on resiliency and also stood out to Director Dolle. A common theme heard over the three days from speakers was that someone cared enough at some point during their young life to make a connection and encourage them to get an education.

Director Swenson spoke about the carpenters’ union and the opportunities available for students that choose not to go on to college after high school yet will enter into a trade. The union would like more students to know about the ‘earn while you learn’ trade opportunity.

Director Nicol agreed with the other Directors that it was a good conference all around. Her take-away was that educators need to make sure they meet students where they are to help them grow and learn.

Director Dolle likes that the Board is able to attend this conference, have Directors split up in order to hear more content and then regroup to share what they learned with each other.

E. Superintendent Report

Superintendent Robert Roettger has enjoyed seeing the PLC teams engaging in the Learning Focus which was evident in the School Improvement Plan discussion just prior to the Board meeting. There are many upcoming events that will provide staff opportunity to continue focusing on PLCs to include the Leadership Council book study, a visitation to White River SD on February 11, Anthony Muhammad’s presentation to staff on February 15, a summer RTI Hybrid Event (date to be determined), and a professional learning day with Ken Williams on August 27.

Superintendent Roettger presented a rough draft of the district vision and mission statements that the Guiding Coalition has been working on together. The statements will receive some additional attention prior to bringing it to a Board work session for a deeper dive as a group. A graduation video was shared as a reminder of the “Why” we do what we do as educators. The work is about kids and not just about creating vision and mission statements.
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Teaching and Learning Director Annie Wolfe informed the group that the Math Adoption Committee attended an all-day meeting in which they reviewed three different math resources. The next step calls for a field test in February for at least one week and then to request feedback. No matter which materials the District selects, all teachers of the same grade level will be using the same educational materials.

Superintendent Roettger mentioned that the district is preparing for the Legislative Conference in February. To date there has been a meeting with Representative Volz as well as Senators Billig and Holy to talk about the legislative priorities that are important to Cheney School District.

A Boundary Review update was provided by Associate Superintendent Sean Dotson. The district has completed the ThoughtExchange survey, conducted three community forums, and is planning an open house to share attendance boundary revision possibilities. Superintendent Roettger mentioned that he and a few other key administrators will be attending a State of Housing on the West Plains chamber meeting on December 19 to gather additional information that may assist the district in planning.

Two good news items were mentioned. The K-12 STEM Lab Space grant in the amount of $1,921,652 was awarded to Cheney High School. Also, there is a Safe Routes to School grant of just under $600,000 pending.

Todd Smith of OAC shared a capital projects update on each school under construction.

- At Cheney High School the roofing is going on, and the exterior will be applied in the next few weeks. The auditorium, weight room, and fitness room should be complete this time next year. The six portables on site will be relocated during spring break.
- The Sunset Elementary gym floor will be poured soon.
- The new wing at Windsor Elementary ties nicely in to the existing structure. Drywall is in the process of being hung in the new classrooms. The project should be complete in June/July.
- A brief description of how secure point of entry will operate was provided. Training to appropriate staff will take place prior to secure entry taking effect. Betz Elementary will pilot the initial secure point of entry.

**OLD BUSINESS**

A. Second reading and consideration to adopt revised School Board Policy No. 6220, Bid Requirements

Finance Director Jamie Weingart mentioned the changes are to increase the bid thresholds set by the Federal and State governments. There were no revisions from first reading.

Director Browne moved to adopt revised School Board Policy No. 6220 as presented. The motion was seconded by Director Estrellado, and was passed unanimously.
B. Second reading and consideration to adopt revised School Board Policy No. 6240, Food and Beverage Consumption

Associate Superintendent Sean Dotson stated this policy governs when we can purchase food and beverages for staff. The language has been updated to align with best practices.

Director Dolle moved to adopt revised School Board Policy No. 6240 as presented. The motion was seconded by Director Browne, and the motion passed unanimously.

C. Second reading and consideration to adopt revised School Board Policy No. 6511, Staff Safety

Associate Superintendent Sean Dotson shared that this policy outlines staff safety. There are minor language revisions and no changes from the first reading.

Director Estrellado moved to adopt revised School Board Policy No. 6511 as presented. The motion was seconded by Director Swenson, and was passed unanimously.

NEW BUSINESS

A. CPWI Expansion in Cheney

ESD101 Coordinator Brittany Campbell shared that Cheney, among eleven other area Districts, were eligible to receive the Federal Prevention grant. Cheney School District was eligible due to student responses on the Healthy Option Survey. The two-pronged grant consists of School Prevention & Intervention Services provided by the school district in coordination with the Northeast Washington ESD101 and Coalition Prevention Strategies provided by ESD101 as the fiscal agent. The coalition would be responsible for pulling together a group that consists of staff, parents and community members to create a strategic plan. There will be many different opportunities available and the community will get to decide what is most important.

ESD Assistant Superintendent Mick Miller was also in attendance.

No action was required, however, the ESD101 was required to present this information to the Board of Directors and have each person receiving the information to sign a sheet confirming they were present for the presentation.

B. Consideration of reallocation of capital project funds from Betz Elementary School to Sunset Elementary School

Rusty Pritchard of OAC shared that the Betz Elementary construction project is in the close out phase with funds remaining. OAC proposed to move the $70,000 that are no longer needed for Betz Elementary and use them at Sunset Elementary as they have incurred additional expenses that were unforeseen.
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Director Dolle moved to approve the reallocation of project funds of $70,000 as presented. Director Swenson seconded the motion, and it passed unanimously.

C. First reading of proposed revisions to School Board Policy No. 6600, Transportation

Associate Superintendent Sean Dotson requested that this line item be tabled for a future meeting in order to visit the language more thoroughly.

Director Swenson moved to table the agenda item. Director Estrellado seconded the motion, and it passed unanimously.

D. Consideration to adopt proposed calendar for 2019-20 school year

Associate Superintendent Sean Dotson mentioned that a calendar committee had prepared four draft school year calendars for 2019-20 and four for 2020-21. A staff vote was conducted for both school years. The 2019-20 school calendar received a clear majority vote. School Board policy states the proposed calendar must be brought forward to the Board for approval after the staff have had a chance to select their preference. The 2020-21 proposed calendars did not receive a majority vote and is in the process of a second staff vote. The committee will bring the 2020-21 calendar back to the Board in January after the second staff vote has been completed.

Director Browne moved to accept the 2019-20 school calendar as presented. Director Dolle seconded the motion, and it passed unanimously.

ITEMS FROM THE BOARD

Director Dolle attended the recent Wellness Committee meeting. The committee is searching for additional committee members. Also, she met with Representative Volz with Superintendent Roettger regarding the District Legislative Priorities.

Director Swenson wanted to make mention of the twenty-seven Cheney High School athletes that were named to various fall sports all-league teams. Swenson proudly read each name and their sport aloud from the Cheney Free Press’ November 29 edition.

ITEMS FROM THE STUDENT ADVISORS

Megan Christianson shared that activities are winding down a bit due to winter break starting next week.

Kaiden Robbins was eager to share that there is a new design element in the yearbook this year where certain photos will play a video if you hover your phone over the photo and have the appropriate app installed on your phone.

Miss Robbins also mentioned that the Spirit game is on January 12, 2019 at EWUs Reese Court. The theme this year is construction.
ADJOURNMENT

It was moved by Director Dolle and seconded by Director Swenson to adjourn the School Board meeting at 7:55 p.m. The motion passed unanimously.

Stacy Nicol, Board President

Robert W. Roettger, Board Secretary/Supt.