

**Tumwater School District**  
**School Board Meeting Minutes**  
East Olympia Elementary School  
January 26, 2017

Board Members Present: Jay Wood, Janine Ward, Melissa Beard, Kim Reykdal, Rita Luce

Staff Members Present: John Bash, Patty Kilmer, Chris Woods, Mel Murray, Mitch Thompson, Tami Collins, Kim Howard, Tammie Jensen-Tabor, Beth Scouller, Brian Hardcastle, Tiffani Wright, Elliott Hedin, Tara Richerson, Patty Kilmer, Roz Thompson, Jane Rizika, Penny Marksheffel, Ryan Fiedler, Justin Martin

Members of the Public Present: Val Ripley, Tara

**Tab 1 Approval of Minutes**

- **Janine Ward/Melissa Beard Moved/Seconded (M.S.), to approve the minutes from the January 12, 2017 meeting as presented. The motion passed unanimously.**

**Agenda Discussion**

- Tumwater Firefighters not able to attend, will be rescheduled.

**Tab 2 Business/Financial Reports**

- Financial Update/Fund Summary Report: Mitch Thompson presented on these topics. We are up 200 students from last year, with the majority of the increase being at East Olympia Elementary. Our cash balance is a bit down from last year but we are following trends. Current numbers are low at New Market but summer school will give a boost. In addition, there is no reason for concern due to the fact that the consortium agreement requires each district to be responsible for their enrollment and to cover any deficits. The 'status quo' budget is being worked on but there is a plan to possibly move forward with another budget option that will take the levy cliff into account. The Budget Planning Committee will be resurrected again this year.

Mitch reviewed the Fund Summary Report.

- Capital Projects Reports: Mel Murray reviewed the current status of all projects around the district as well as the upcoming summer projects.
- Public Comment: No one signed up to address the Board.

**Special Recognition**

- WSSDA School Board Recognition: John Bash presented WSSDA certificates to Board members.

## Site Report

- East Olympia Elementary School: 2<sup>nd</sup> grade came in to lead the flag salute. Patty Kilmer introduced Alyse, Mackenzie and Felicity who are in Mr. Martin's class. The girls did a short presentation on being a good citizen.

Patty began by sharing that they are 97 students over from last year. They are still short one staff member but the position has been posted and they are hoping to fill it soon. She reviewed some of the strengths of the school, one of them being the increase in PTO attendance and a supportive community. Of course, with strengths there are always challenges including balancing all the new ideas and parent communication. As expected, losing their sixth grade to the middle schools is somewhat of a grieving process for those left here at EOE so that is another issue they are beginning to deal with.

She reviewed reading goals and the programs that Angela Borovec has piloted. Penny mentioned the number of 3<sup>rd</sup> grade students from other districts and even out of state who were well below Tumwater benchmark, but there is great progress and they are expecting the numbers to increase. Math benchmarks are optional but they continue to track performance and pull students for intervention as needed. Penny shared that teachers at EOE review student's work more intensely than any other school she has ever worked in.

Elliott spoke to some of the challenges surrounding attendance. 95% attendance is a three year goal and are working with increased awareness with parents as well as home visits and district level support.

PBIS is a SIP goal at EOE. Each month has a theme with February being Compassion. Positive office referral postcards, sportsmanship awards (kids nominate other kids) and bus leaders are just a few of the ways that they encourage students to be Safe, Respectful and Responsible.

Jane Rizika, Librarian received a \$7500 grant. Reed, Jacob and Jonavin came in every day at recess to work with the parts, tablets and apps to create Dot and Dash, who are robots that can express emotion with colors and flashing as well as make sounds and even play music. The presentation ended with Dash saying "Thank you School Board".

Patty reviewed "The Catch List." This is a list of students that staff look at to see who is need of support in the areas of attendance, discipline, special programs, free/reduced and state test scores. The goal is for kids to have a connection with another adult in the school other than their classroom teacher. Data supports that this is successful.

### Tab 3 Consent Agenda

- **Kim Reykdal/Melissa Beard M.S., to approve the Consent Agenda as presented. The motion passed unanimously as presented. The Consent Agenda was approved as follows:**
  - Employment: William Beattie, 17-18 PE/Health Teacher, THS; Connie Unis, Substitute Bus Driver, Transportation; Shawna Hoffman, Substitute Bus Driver, Transportation; Kristine Kershaw, Substitute Bus Driver, Transportation; Ralph Pulsifer, Substitute Bus Driver, Transportation, Juan Jose Pineda, Substitute Bus Driver, Transportation.
  - Adjusted Employment: Angel Rigsbee, TOPA Office Assistant (OP 7), 1 year only, Secondary Options; Lindella Brasche, 17-18 Science Teacher, TMS; Nathan Ditterline, 17-18 Science Teacher, BMS; Rob Davis, Custodian, THS; Boyd Young, Bus Driver, Transportation; Tim Hargrave, Bus Driver, Transportation
  - Resignation: Carrie Johns, Custodian, B&G, effective January 20, 2017
  - Retirement: Sandra French, Lead Secretary, BMS, effective June 30, 2017; John Vincent, Teacher, BHHS, effective June 16, 2017
  - Rescinded Acceptance Prior to Starting Work: Jason Norkus, Substitute Custodian, B&G, effective January 17, 2017
  - Leaves: Bobbie Mager, ParaPro, MTS, unpaid personal leave starting March 5, 2017 returning March 14, 2017; Tamara Pearce, Lead Secretary, PGS, personal leave starting February 15, 2017 returning February 27, 2017; Patricia Kulp, Teacher, MTS, FMLA leave starting January 17, 2017 returning January 31, 2017, per doctor's statement; Edmund Brewer, Groundskeeper, NMSC, extension of current FMLA leave from January 17, 2017 to February 27, 2017, per doctor's statement; Kaycee Oatman, Teacher, THE, FMLA leave starting approximately March 17, 2017 for 60 work days, per doctor's statement; Kyle Grunenfelder, Assistant Principal, MTS, extension of currently FMLA leave until April 10, 2017, pending doctor's note.
  - Rescind Leave: Kelly Merslich, Teacher, PGS, rescinding unpaid personal leave for the 2017/2018 school year (previously approved on the November 10, 2016 board report)
  - Co-Curricular: Shari Gibson, Assistant Volleyball Coach, TMS; Rylee Tripp, Assistant Volleyball Coach, TMS; William Beattie, Head Football Coach, THS.
  - Retention: Retain teacher Lucily Sleipness in her current Black Hills High School Math assignment after her permit expires. She will teacher under a Substitute certificate for the balance of the school year effective 4/12/17.
  - Substitute Placement: Miles Polley in a long-term sub assignment for Black Hills High School Math, effective 1/30/17-4/7/17
  - Clock Hours: Business/Finance Job-Alike, session #60560, for 6.5 clock hours, taught by Kris Blum on February 23, 2017; First Aid/CPR for ParaEducators (TAP union members only), session #60595, for 3 clock hours, taught by George Schoettle on March 30, 2017; addition of 5 more dates at 2 clock hours each to equal a total of 20 clock hours for the following: (previously approved as 10 clock hours each on the October 13, 2016 board report): #60139, MVP Integrated 1 Implementation Support, taught by David Parascand, #60140, MVP Geometry Implementation Support, taught by David Parascand, #60141, MVP Integrated 3 Implementation Support, taught by David Parascand.
  - Payroll & Voucher Totals: The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment as follows: Payroll voucher numbers 72804230-7280426; General Fund voucher numbers 72210827-72210912 in the amount of \$1,381,547.77; Capital Projects Fund voucher numbers 72011326-72011343 in the amount of \$3,525,135.74; ASB Fund voucher numbers 72440491-72440513 in the

amount of 16,015.15; and Private Purpose Trust voucher numbers 72700483-72700484 in the amount of \$193.23.

- Contract Approvals: Approval of contracts with Teresa Rowe and Chehalis School District/New Market High School.
- Capital Projects Change Orders: #3 for the Bush Middle School Renovations & Additions construction contract; #5 for the Tumwater High School Science construction contract.
- Capital Projects Amendment: #1 for the Tumwater and Bush Middle Schools Design Services Contracts. This proposal for additional services for BCRA Architects and their engineering consultants is mainly for additional time to manage the simultaneous fast-track construction of these two projects. Others are for changes made either late in the design or during construction.
- Donation Acceptance: A Tumwater family has given Michael T. Simmons Elementary \$500 and asked the school utilize the money to help meet the needs of families that cannot pay their bills for school lunches or their lunch accounts are in the negative. The family would like to remain anonymous.

#### **Tab 4 Action Items**

- 2<sup>nd</sup> Reading, New Policy 3232-Research: Chris Woods presented this topic. **Janine Ward/Kim Reykdal, M.S., to accept New Policy 3232-Research as presented. The motion passed unanimously.**
- Resolution 08-16-17, Distribution of Petty Cash, Imprest and Change Funds with GF and ASB: Mitch Thompson presented this topic. **Kim Reykdal/Melissa Beard, M.S., to accept Resolution 08-16-17, Distribution of Petty Cash, Imprest and Change Funds with GF and ASB as present. The motion passed unanimously.**

#### **Tab 5 Superintendent's Report**

- Student Attendance Update: Brian Hardcastle presented this topic, sharing what HB2449 requires the district to do, which includes an Attendance Procedure and Chronic Absenteeism (3122P), informing parents about attendance as well as forming and training a Community Truancy Board. A lot of training occurred with building administrators as well as attendance secretaries at each school so that they are aware of the changes. 136 families were invited with 26 families attending the elementary truancy workshop but many more connected with administrators in their building even though they were not able to attend the class. 119 families with middle and high school students have been invited to attend a truancy workshop on February 13<sup>th</sup>. OSPI talked with Admin Council about Graduation A Team Effort (GATE), which contains an attendance component. While they are of course addressing attendance at all levels, high school is a focus.

A Community Truancy Board must be in place by the Spring. Tiffani has been working with North Thurston as they are further along in the process in addition to looking at what the Spokane School District has in place. The goal is to show that the schools and district is doing as much as possible to work with students and families before there is a referral to juvenile court. Brian shared how schools are shifting the way they look at those students with attendance and are working to help look at why and can those issues be addressed.

Board member Janine Ward was excused at 10:48am

- Superintendent's Remarks: John Bash presented a Strategic Planning Progress Report, sharing things that are happening towards each goal. The visit to Vancouver Community Schools and their resource center was great and provided a lot for the district to consider in our planning.

Thurston County Chamber will be focusing on CTE in Tumwater. Second SRO, who will be based at the middle schools has started but he and Chuck will also offer support at the elementary schools. Laurie Wiedenmeyer will be creating a Crisis Response Team plan. Saying goodbye to the THS coaching staff is difficult but Bill Beattie will be a great choice to replace Sid Otton. The WSSDA Legislative Conference is scheduled for February 12<sup>th</sup> and 13<sup>th</sup> and an invitation has been extended to both students with Jayson having responded that he will attend. We are awaiting a response from Ally. Cindy Tobek joined us for a fun recognition of her pumpkin championship. Her pumpkin weighed in at 1,910 pounds and she shared all the wonderful things that have happened as the result of her win. The Education Funding/Civil Rights Rally at the Capitol on January 16<sup>th</sup> was very successful with approximately 1600 people in attendance. CBE is interesting in raising funding, Thurston County Chamber's 'Night On The Town' event will be on March 3<sup>rd</sup>. Superintendent Preliminary Evaluation will be in February. Because of construction, the meetings scheduled for BMS and TMS will be moved to the district office. Congratulations to Jon Wilcox as our region's Middle School Principal of the Year. He moves on to the State level.

**Board Member Comments**

- Jay Wood: He and Melissa visited BLE and MTS. CBE recently held a meeting and they are looking for people to join. He attended the Chamber of Commerce meeting as well as the Retired Teacher's luncheon where they discussed getting COLA restored for those who have retired.
  
- Melissa Beard: Her niece is coming to live with her, who is in need of credits and they had a very positive experience with Secondary Options and Jeanette Holocher in specific.

With no further business coming before the Board, the meeting adjourned at 10:59 a.m.

Recorded by:  
Tami L. Collins

Signed this 9<sup>th</sup> day of February, 2016.

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Board Member

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Board Secretary