

**Tumwater School District**  
**School Board Meeting Minutes**  
New Market Skills Center  
7299 New Market St SW  
Tumwater, WA 98501  
August 22, 2019

Board Members Present: Melissa Beard, Rita Luce, Andrea McGhee, Kim Reykdal, Sean Dotson (Secretary)

Board Members Excused: Khalia Davis

President Melissa Beard called the meeting to order at 8:30am and acknowledged that the Tumwater School District sits on the ancestral land of the Nisqually, Squaxin Island and Chehalis people.

**Agenda Discussion/Approval**

- Agenda Changes: Sean Dotson shared that there were no changes/additions to the agenda.

**Public Comment Reminder:**

- President Melissa Beard reminded the public they must sign up if they wish to address the board during the Public Comment portion of the meeting.

**Approval of Minutes**

- **Rita Luce/Kim Reykdal, M/S to approve the minutes from the July 25, 2019 Regular Board Meeting. The motion passed unanimously.**

**Public Comment**

- Agenda and Non-Agenda Items: Tami Collins stated that there is no one signed up to address the Board.

**Business/Financial:**

- Capital Projects Report: Mel Murray discussed the status of the projects around the district.

**Budget Hearing**

- Melissa Beard recessed the regular meeting at 8:40am and entered into a Public Hearing on the budget. Jim Brittain presented.

Melissa thanked the prior Board for being conservative in previous years. Kim mentioned how much she appreciated the recent budget workshop. Sean shared that the recording is on our website and has been posted on social media so that staff and members of the public can watch it.

Chris Hudson, a teacher from Tumwater High School, thanked Jim for his presentation and asked if we are projected to be in the positive and back on track by next school year. Jim said that next year we will be very close to a break-even point. Sean talked a bit about the new employee benefits program and that it is still an unknown for us. As that becomes more clear, as well as enrollment, it will make things more clear overall.

The Public Hearing was closed by President Melissa Beard at 9:04am and the Regular Board Meeting reconvened.

### **Site Report**

- New Market Skills Center: Kris Blum presented. She began by sharing some data from summer school. This summer they could only offer one session this year rather than the two they normally do. There were multiple factors but some of this was the result of the days missed for the strike at the beginning of the school year and snow days, because Skills Centers were not able to receive waivers for this weather event. On-line offerings filled up quickly with waiting lists but there was a unique partnership with North Thurston Public Schools, who were able to offer NMSC courses as part of their regular summer school, which allowed NMSC to provide more programming than they normally would have because their campus can only serve a certain number. They are looking at ways that students can fulfill credit requirements under the CTE hat as the requirement for 24 credits is implemented.

She talked about their School Improvement Plan (SIP) with their building team. They improved attendance by continuing to communicate with counselors, students and families about the fact that a call to the home school did not roll over to NMSC. There has been a lot of work to increase enrollment, doing a lot of work with trauma-informed instruction, working with instructors on setting up their classrooms and communicating with students. Equivalency credit has been a goal and is a huge part of increasing enrollment. As of this year, every program except two offered during the regular school year and hope to get the other two done this next year. This year was the first time in her tenure that there was a waiting list for five different programs! She also went into some detail about the goal of reflecting on areas of improvement. They are looking at PBIS using a grant they received (because they serve 18-20 year olds in the high school program they don't qualify for funding), looking at survey data regarding discipline and keeping kids in the classrooms. They will also be working on spending some time to do professional development to assist students with reading, as many of them come to NM with a lower reading level but have text books that are at a much higher level.

They held a diversity event on campus in January with a focus this time on Ladies In Trades. L&I partnered with them and provided a bus for tours. While it was not as well attended as they hoped, there were some conflicts in districts and they are excited about trying it again this coming year.

- Food Services: Bob Gibson presented. He is entering into his 13<sup>th</sup> year in the District and actually participated in the Culinary program at NMSC when it was just a couple years old! The Food Services Department currently has 40 employees and serves approximately 3000 meals a day. They had turnover of just one person last year and they always have a list of those waiting for a job! There were some challenges this last year, some of it attributed to East Olympia Elementary not being ready and people were being fed in the play shed and students who might normally buy lunch brought from home. The late start in school caused a 10% decrease in participation in September and then the snow days played a part in the overall decrease. Another big focus was negative balances. The direction from the Superintendent had been to keep feeding students no matter the balance. They tried many different forms of communication with families with no response from many and some had negative balances upward of \$100.00. TwinStar Credit Union made a large donation to assist with these negative balances and they were able to divide the amount up between all those who were on the reduced program. Tammi Morgan and school staff work really hard on this and they ended the year with a negative balance of about \$3000.00. Other districts in the area are \$30,000.00 in the hole so he feels that our balance is reasonable. The last summer we had summer feeding just at the high school this year. Usually it is at Peter G. Schmidt too but there is usually other programs going on there, which brings in customers. None of those programs were happening this year so they focused strictly on the high school. They served about 5,000 meals over the course of the summer (8 weeks.) with five or six a day being people that just walked in off the street. The majority was summer school and Boys & Girls Club. While it isn't a huge revenue generator it does help and he will be talking with Kris Blum about possibly bringing food over to the summer school program at NMSC next year. He continues to work with the Rainier School District, which includes providing management to them. He continues to work with the Tumwater FRESH program, who drops produce off at THS for him to pick up and distribute to the elementary schools. He talked a bit about the ways in which they are hoping to increase participation. One of those ways is the fact that the government has relaxed the requirements that any wheat product must be 51% whole grains so that now 50% of the items we serve have to be 51% or better. This means they will be able to serve products that students like and have a better flavor like flour tortillas, pastas and pizza crusts. Some challenges he sees in the upcoming year are continued construction at Tumwater Hill Elementary and the fact that Black Lake Elementary is having cooler and freezer issues. He is very proud of his staff and the way in which they handle challenges and mentioned that many of his employees work for Transportation in addition to Food Services. Board member Andrea McGhee asked if there is an app available so that parents can put money into their child's account from their phone rather than having to log on to a desktop computer. Jim and Bob will look into whether or not the InTouch system, which will replace the current system called RevTrak, has an app available.

## Consent Agenda

- Rita Luce/Andrea McGhee, M.S., to approve the Consent Agenda as presented. The motion passed unanimously. The Consent Agenda was approved as follows:

- Employment:

Sarah Wyrembek	Registered Nurse	SS	Continuing (2019-2020)	TEA
Avery Butler	Teacher	MTS	1 Year Only (2019-2020)	TEA
Joelle Grun	Teacher	SS	1 Year Only (2019-2020)	TEA
Christopher Jenson	Teacher	THE	Continuing (2019-2020)	TEA
Wendy Taylor	Teacher	MTS	1 Year Only (2019-2020)	TEA
Angela Burke	Teacher	THE	Continuing (2019-2020)	TEA
Scott Rang	Teacher	THE	Continuing (2019-2020)	TEA
Denise Reed	Office Professional 3	Special Services	Continuing (2019-2020)	TOPA
Heather Daley	Counselor	THE	1 Year Only (2019-2020)	TEA
Adrienne Kuhn	Teacher	MTS	Continuing (2019-2020)	TEA
Hanna Phoenix	Teacher	BLE	Continuing (2019-2020)	TEA
Heidi Johnson	Teacher	BHHS	Continuing (2019-2020)	TEA
Jessica Weik	Teacher	THE	Continuing (2019-2020)	TEA
Hayley Ridout	HR Specialist I	HR	Continuing (2019-2020)	NON REP
Hayley Fisher	Teacher	THE	Continuing (2019-2020)	TEA
Sarah Stone	Counselor	TMS	Continuing (2019-2020) Pending release from other contract	TEA
Justin Skindell	Network Technician I	Technology	1 Year Only (2019-2020)	Non Rep

- Adjusted:

Lisa Justice	Teacher	Student Learning	Continuing 2019-20	TEA
Ashley Locken	Teacher	BLE	Continuing 2019-20	TEA
Leland Malott	Transportation Para	Transportation	From Para to Sub Bus Driver	PSE
Jim Petersen	Carpenter	Building and Grounds	Increase from 4 hour position to 8 hour with resignation from PSE Coordinator position	PSE

- Resignation:

Leland Malott	Transportation ParaPro	Transportation	Effective the end of the 2018-19 school year	TAP
Christopher Jenson	ParaPro	THE	Effective at the end of the 2018-19 school year	TAP
Angela Burke	ParaPro	THE	Effective at the end of the 2018-19 school year	TAP
James Petersen	Maintenance Coordinator	Buildings and Grounds	Effective August 30, 2019	PSE

Marilyn Murch	PSE Bus Driver	Transportation	Effective August 30, 2019	PSE
Jeanie Yale	ParaPro	Special Services	Effective at the end of the 2018-19 school year	TAP

➤ Retirement:

Marlynne Crass	Office Professional 6	MTS	Effective the end of the 2018-19 school year	TOPA
Kenneth Ames	B&G Supervisor	Buildings and Grounds	Effective January 31, 2020	ADMIN
Cindy DeShields	Transportation ParaPro	Transportation	Effective August 18, 2019	TAP

➤ Leaves:

Teresa Dubois	Teacher	THS	FMLA medical leave starting August 26, 2019, returning September 19, 2019, pending doctor's release	TEA
Nick Reykdal	Assistant Principal	TMS	Medical leave starting approximately August 21, 2019, returning approximately September 11, 2019	ADMIN
Randy Leeper	Teacher	BMS	LOA May 29, 2019, returning June 17, 2019	TEA
Erin Novak	Teacher	EOE	LOA August 26, 2019, returning October 30, 2019, pending doctor's note	TEA
Susan Dixon	Teacher	MTS	0.5 unpaid personal leave for 2019-2020 school year	TEA

➤ Capital Projects Change Orders: #7 for THE Modernization, #15 for EOE Modernization, #1 for TMS RE-Roofing, #1 for BHHS Safety, Security & PAC Upgrades.

➤ Capital Projects Contracts: ATS Automation Energy Services Company-PGS Solar System and improvements at BLE, THS and district wide.

**Action Items**

➤ Resolution 12-18-19, 2019/2020 School Year Budget: Jim Brittain presented this item. **Kim Reykdal/Andrea McGhee, M.S., to approve Resolution 12-18-19, 2019/2020 School Year Budget as presented. The motion passed unanimously.**

**Other Business**

➤ 1<sup>st</sup> Reading, Revision of policy 3200-Rights and Responsibilities: Shawn Batstone presented on this topic.

➤ 1<sup>st</sup> Reading, Revision of policy 3241-Student Discipline: Shawn Batstone presented on this topic.

He talked about both of these policies and that it is a really big shift for staff and students. Administrators met last week and discussed these issues, although continued discussion is necessary. Tumwater U next week is going to be used as a way to begin more in-depth information with the staff in our schools about what these changes mean. Melissa wondered if curriculum night might be a way to start communicating with parents about the changes and the types of conversations that teachers/administrators might be having with them regarding their student. Andrea would like the some definitions and more specific information in policy. Sean Dotson shared that some of those specifications go beyond the law and are not required and when something is defined in policy, we are held to monitoring in a different way. The general statements allow for flexibility/professional judgment of determining what will allow us to reach the goals each year while still requiring us to be held accountable and monitor. He is always very careful of adding things to policy that are beyond the law as it can have unintentional consequences. More details can be and usually are included in Procedures, which are of course, aligned with the laws and the policies. Shawn Batstone shared that it is very important for buildings to have a clear plan in place, with definitions but added that much of this work is being done at many of our buildings already because of PBIS.

Kim asked if OSPI has done anything with regard to definitions because they are required to report at a different level. Sean confirmed that is accurate and they are in Skyward, but even with those, there is subjectivity at play. She asked if the Board has a role in adopting Procedures and he confirmed that the Board is responsible for Policy and the Superintendent is responsible for Procedures, but he does play on reaching out for feedback as they are put together.

Melissa hopes that this will be brought again before the Board in the Spring to find out how things are playing out at each building and what discussions are being had.

### **Superintendent's Report**

- Superintendent's Remarks: Sean Dotson presented. He met with Tim Garchow at WSSDA this week to learn about the services they offer, which includes Board support. November 21<sup>st</sup>-24<sup>th</sup> is the WSSDA conference and said the new Board member boot camp is very valuable. Sean said if any members want to participate he will register as well. They also offer the required Open Government training.

The transfer process is going to be looked at prior to the boundaries at the secondary level being looked at. Once that is done and the boundaries are ready for review, transfers will not be an issue that needs to be considered.

Tumwater U is coming up next week and he is looking forward to participating for the first time.

By the numbers: He has engaged in 26 meetings since the last Board meeting as he continues to meet people and learn about the District. There are 310 hours left until school starts! 73 is the score of the team he was on that played at the TOGETHER!

golf tournament. 58 is the score of the winning team....Andy Beagle, who is the Tumwater golf team coach.

He shared a video of photos of students at graduation as a reminder of the reason we all do what we do each day!

**Board Member Comments**

- Rita Luce: She went to the new staff luncheon yesterday. She was very impressed by the diversity of where people are from and what they did before coming here.
- Andrea McGhee: She was a business sponsor at the TOGETHER! golf tournament and very is excited for their future.
- Kim Reykdal: She missed Stuff The Bus because of soccer and wasn't able to attend the new staff lunch. She is trying to get her kids back with a school year sleep schedule and ready for a new year!
- Melissa Beard: She helped out with the sports physicals and worked closely with Edward Jett, the Community Schools rep at Peter G. to measure height. She had a great time talking with kids and parents and loves that we offer this for our families. She reiterated that the retreat and the budget work session were both great. She appreciates the work on the discipline policy and notes that the way we parent now is so different than the way our parents parented us and it is a big change for people and not necessarily natural for everyone. She does feel it creates a better relationship with kids. She is excited to see what this does for kids and learning.

With no further business coming before the Board, the regular meeting adjourned at 10:46am

Recorded by:  
Tami L. Collins

Signed this 12<sup>th</sup> day of September, 2019.

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Board Member

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Board Secretary