

**Tumwater School District  
School Board Meeting Minutes**

District Office  
621 Linwood Avenue SW  
Tumwater, WA 98512  
June 13, 2019

Board Members Present: Melissa Beard, Khalia Davis, Rita Luce, Kim Reykdal, John Bash (Secretary)

President Melissa Beard called the meeting to order at 7:02 pm. She mentioned that we sit on the lands of Nisqually Squaxin Lands

**Agenda Discussion/Approval**

- Agenda Changes: John Bash shared that nothing was added to the agenda. **Andrea McGhee/Rita Luce, M/S (moved/seconded) to approve the agenda as presented. The motion passed unanimously.**

**Approval of Minutes**

- **Kim Reykdal/Khalia Davis, M/S to approve the minutes from the May 23, 2019 Regular Board Meeting and the May 30, 2019 Special Board Meeting. The motion passed unanimously.**

**Special Presentation/Recognition**

- TOGETHER!: John introduced M and M from TOGETHER!. M Darrow presented John with an award and shared how his leadership has had an impact on their organization.

She gave a brief overview of how TOGETHER! and Tumwater School District began their partnership to offer the Community Schools Program to students and families in the district.

She reviewed the cornerstone programs that they provide across the district including Back To Basics, SeaMar Mental Health, McKinney-Vento, etc.

John reminded everyone how much work Meghan Sullivan and Meagan Darrow put into making TOGETHER! run and support our students. He thanked them for the partnership and investment of their time and effort.

- TwinStar Credit Union: Jim Brittain introduced Amanda Stevens. She is representing the Community Foundation, which is an off-shoot of TwinStar Credit Union. The credit union was started by a math teacher from OSD in the 1930s. They are proud to present a \$4,180 donation to pay down student lunch debt.

### **Public Comment**

- Agenda and Non-Agenda Items: Tami Collins stated that three people signed up to address the Board. Eric Holmkvist, Taylor Steil and Sondra Devries all signed up to speak on the topic of boundaries.

John Bash discussed that what is being put before the Board tonight is the culmination of many public input sessions/meetings and presentations to the Board over the course of a year. Often times in this process there is grandfathering allowed, which is usually assigned to specific families while they are at that specific address. He shared that it is impossible for the district to not alter boundaries.

### **Business/Financial:**

- Capital Projects Update: Mel Murray presented on this topic. He reviewed the status of projects around the district.
- 2018/2019 Financial Update: Jim Brittain presented on this topic. Is concerned and suggests a more conservative approach which will help with next year's fund balance. Working with Mel and technology to see if there are projects we can delay.
- 2019/2020 Updated Budget Development: Jim Brittain presented on this topic. He began by reviewing enrollment. The rate of construction bringing new families to the district did not allow us to continue accepting the same number of transfers. There were also families that returned to their resident school this year due to the late start in Tumwater as families were worried about their high school students and possible scholarship/college opportunities that may not be available if they end late.

The F-203 was released last weekend. There were two coding errors so the system had to be corrected but he was finally able to get TSD numbers put in. Legislators said we were going to receive over \$2 million dollars in Hold Harmless funding but we ended up with just over \$200,000. There was a slight increase in SpEd funding.

He reviewed other budget items such as salaries/benefits, general fund MSOCs, estimating ending fund balance and other operating funds such as Capital Project Fund, Debt Service Fund, ASB and Transportation Vehicle Fund. One of the biggest impacts will be SEBB and not necessarily with employees but substitutes. We cannot calculate the costs because subs are not funded through the prototypical school model and just in transportation alone there are at least eight used each day and they will reach the number of hours that will require we pay benefits to them.

Jim went over the process for adopting the budget for the 19/20 school year. John talked about some of the staffing decisions made, such as reduction of three TOSA positions, including one of the two Tech TOSA positions in an attempt to comply with K-3 requirements. Compared to other school districts in the area, even those that are

larger than us, our support system for technology is very rich even with the movement of one of the Tech TOSA positions. There will be no layoffs but reassignments. There may be a request to the Board to lower the minimum fund balance. These decisions will all be rolled out over the next couple weeks.

### Consent Agenda

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

- Employment:

|                    |                       |       |                        |     |
|--------------------|-----------------------|-------|------------------------|-----|
| Luz Pena           | SPED ParaPro          | EOE   | Impact (2018-2019)     | TAP |
| Karlie Pasion      | SPED Resource Teacher | TMS   | Continuing (2019-2020) | TEA |
| Margaret Mickelson | Counselor             | TMS   | Continuing (2019-2020) | TEA |
| Louise Schmidt     | Substitute Custodian  | B & G | Substitute             | PSE |
| Timothy Sampson    | Substitute Custodian  | B & G | Substitute             | PSE |

- Adjusted:

|                  |                                      |                  |   |      |
|------------------|--------------------------------------|------------------|---|------|
| Launa Abrahamson | OP3 Capital Projects                 | Capital Projects | From OP4 MS Registrar BMS to Capital Projects OP3, effective 5/28/19      | TOPA |
| Danika Werner    | SPED Resource Teacher                | TMS              | From SPED Multiage MTS to SPED Resource, effective 2019- 2020 school year | TEA  |
| Andrew Caffey    | Learning Assistant (FRESH Counselor) | NMSC             | Summer Program  | NMSC |

- Resignation:

|                     |                         |                |  |         |
|---------------------|-------------------------|----------------|--|---------|
| ➤ Cally Stroud      | Transportation Manager  | Transportation | Effective June 30, 2019                      | Non-Rep |
| Zach Suderman       | Teacher                 | THS            | Effective June 30, 2019                      | TEA     |
| Heather Mueller     | Teacher                 | BLE            | Effective the end of the 2018-19 school year | TEA     |
| Denise Kelso        | Substitute Food Service | Food Service   | Retirement effective June 3, 2019            | PSE     |
| Jesse Perkinson     | ParaPro                 | MTS            | Effective the end of the 2018-19 school year | TAP     |
| John Bidwell        | Custodian               | NMSC           | Effective June 28, 2019                      | PSE     |
| Kaycee Oatman       | Teacher                 | THE            | Effective the end of the 2018-19 school year | TEA     |
| Megan Anderson      | Teacher                 | BMS            | Effective the end of the 2018-19 school year | TEA     |
| Brisa Quiroz Garcia | SpEd ParaPro            | THS            | Effective June 25, 2019                      | TAP     |
| Lisa Perreira       | Assistant Principal     | THS            | Effective the end of the 2018-19 school year | Admin   |
| Ian Forster         | ParaPro                 | PGS            | Effective June 24, 2019                      | TAP     |

- Retirement:

|               |            |                |                           |     |
|---------------|------------|----------------|---------------------------|-----|
| Chuck Pontius | Bus Driver | Transportation | Effective August 31, 2019 | PSE |
|---------------|------------|----------------|---------------------------|-----|

|                 |         |                  |                           |     |
|-----------------|---------|------------------|---------------------------|-----|
| Cynthia Partlow | Teacher | Student Learning | Effective June 30, 2019   | TEA |
| Diane Schenck   | ParaPro | PGS              | Effective August 31, 2019 | TAP |

➤ Leaves:

|                 |                       |                        |   |     |
|-----------------|-----------------------|------------------------|---|-----|
| Ruth Cloutier   | Bus Driver/Asst. Cook | Transportation/<br>BMS | FMLA leave starting May 6, 2019, returning pending doctor's statement | PSE |
| Katherine Roach | Custodial Coordinator | Buildings & Grounds    | FMLA leave starting June 10, returning June 27, 2019                  | PSE |

➤ Co-Curricular:

|               |                              |      |      |
|---------------|------------------------------|------|------|
| Herb Guscott  | Head Girls Basketball Coach  | BHHS | None |
| Julie LaBelle | 2019-20 Head Cheer Coach 50% | BHHS | None |
| Devann Miller | 2019-20 Head Cheer Coach 50% | BHHS | None |
| Holly Zigler  | Summer School Instructor     | NMSC | None |
| Molly Cichosz | Assistant Volleyball Coach   | THS  | None |

➤ Recommended Approval:

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| Recommend approval for salary schedules 7, 7A, 8A, 8B, 10, 13 and 14 for the 2019-20 contract year             |
| Recommend approval of new position, Assistant Supervisor of Transportation, salary schedule 14                 |
| Recommend approval for the following teachers to teach out of their endorsed area for the 2018-19 school year: |
| Whiteney Hehemann - BMS  |
| Rochelle Rasmussen - BMS   |
| Aubrey Steedman - BMS  |
| Danny Casler - PGS   |
| Rebecca Halbert - SO   |
| Scott Morrison - SO  |
| Michael Stuck - SO   |
| Thatcher Wood - SO   |
| Jeffrey Broome - THS   |
| Theresa Johnson - THS  |
| Josiah Price - THS   |
| Caitlin Shaufler - TMS   |

➤ Corrections:

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| Correction to Ana Wright's leave from a 0.5 leave to a 0.4 leave for the 2019/20 school year |
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- Payroll and 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:

➤ General Fund:

|                               |          |    |          |           |                     |
|-------------------------------|----------|----|----------|-----------|---------------------|
| Payroll                       |          |    |          |           |                     |
| Payroll Taxes                 |          |    |          | \$        | 1,085,105.93        |
| Direct Deposit                |          |    |          | \$        | 3,191,190.26        |
| Payroll Benefit Wire Transfer |          |    |          | \$        | 993,765.51          |
| Accounts Payable -Payroll     | 72805142 | to | 72805174 | \$        | 42,001.58           |
| Accounts Payable              | 72215193 | to | 72215230 | \$        | 50,506.28           |
| Accounts Payable              | 72215231 | to | 72215271 | \$        | 125,298.05          |
| Accounts Payable              | 72215272 | to | 72215323 | \$        | 258,864.61          |
| Accounts Payable              | 72215324 | to | 72215325 | \$        | 267.26              |
| Accounts Payable              | 72215326 | to | 72215326 | \$        | 13,496.32           |
| Accounts Payable              | 72215327 | to | 72215377 | \$        | 87,068.32           |
| Accounts Payable              | 72215378 | to | 72215406 | \$        | 907,223.25          |
| Accounts Payable              | 72215407 | to | 72215454 | \$        | 47,752.95           |
| Accounts Payable ACH          |          |    |          | \$        | 129,190.40          |
| Accounts Payable ACH          |          |    |          | \$        | 180,175.76          |
| Accounts Payable ACH          |          |    |          | \$        | 196,029.93          |
| Accounts Payable ACH          |          |    |          | \$        | 160,912.89          |
| Accounts Payable ACH          |          |    |          | \$        | 145,255.22          |
| Accounts Payable - COMP TAX   |          |    |          | \$        | 551.99              |
| <b>TOTAL GENERAL FUND:</b>    |          |    |          | <b>\$</b> | <b>7,614,656.51</b> |

➤ Capital Projects Fund:

|                                     |          |    |          |           |                     |
|-------------------------------------|----------|----|----------|-----------|---------------------|
| Accounts Payable                    | 72012107 | to | 72012110 | \$        | 36,759.39           |
| Accounts Payable                    | 72012111 | to | 72012111 | \$        | 6,661.50            |
| Accounts Payable                    | 72012112 | to | 72012112 | \$        | 6,430.27            |
| Accounts Payable                    | 72012113 | to | 72012117 | \$        | 134,245.20          |
| Accounts Payable                    | 72012118 | to | 72012122 | \$        | 6,763.61            |
| Accounts Payable                    | 72012123 | to | 72012130 | \$        | 284,672.48          |
| Accounts Payable ACH                |          |    |          | \$        | 2,030.48            |
| Accounts Payable ACH                |          |    |          | \$        | 2,672.15            |
| Accounts Payable ACH                |          |    |          | \$        | 10,501.00           |
| Accounts Payable ACH                |          |    |          | \$        | 1,316,934.65        |
| Accounts Payable - COMP TAX         |          |    |          | \$        | -                   |
| <b>TOTAL CAPITAL PROJECTS FUND:</b> |          |    |          | <b>\$</b> | <b>1,807,670.73</b> |

➤ Associated Student Body Fund:

|                      |          |    |          |    |           |
|----------------------|----------|----|----------|----|-----------|
| Accounts Payable     | 72441453 | to | 72441458 | \$ | 5,591.60  |
| Accounts Payable     | 72441459 | to | 72441467 | \$ | 4,324.25  |
| Accounts Payable     | 72441468 | to | 72441472 | \$ | 5,064.28  |
| Accounts Payable     | 72441473 | to | 72441476 | \$ | 5,707.70  |
| Accounts Payable ACH | 72441477 |    | 72441486 | \$ | 6,586.92  |
| Accounts Payable ACH |          |    |          | \$ | 11,819.35 |
| Accounts Payable ACH |          |    |          | \$ | 14,564.64 |

|  |                     |
|--|---------------------|
| Accounts Payable<br>ACH                    | \$ 9,790.77         |
| Accounts Payable<br>ACH                    | \$ 12,099.23        |
| Accounts Payable<br>ACH                    | \$ 8,577.81         |
| Accounts Payable -<br>COMP TAX             | \$ 166.17           |
| <b>TOTAL ASSOCIATED STUDENT BODY FUND:</b> | <b>\$ 84,292.72</b> |

- Capital Projects Acceptance Contract Award: BHHS PAC Technology Upgrade-CCI Solution; Support Services Bus Wash/Fueling Station- Anderson Environmental Contracting, LLC.
- Capital Projects Change Orders: #1 for THE Security System; #2 for THE architect/engineering contract.
- 2019/20 Meal Prices
- WIAA Resolution
- 2019/2020 Administrative Salary Adjustments
- Donation Acceptance: THS ASB-\$10,000 from Olympia Orthopaedic Associates; Food Services- \$4180 from Twinstar Credit Union; Lutheran Church of the Good Shepherd, Olympia- \$1400 to assist students in need.

#### Action Items

- MS Science Adoption: Brian Hardcastle presented this item. **Rita Luce/Khalia Davis M.S., to approve MS Science Curriculum Adoption as presented. The motion passed unanimously.**
- 2<sup>nd</sup> Reading, Policy No. 3130, District Attendance Areas: John Bash presented this item. **Rita Luce/Andrea McGhee M.S., to approve Policy No. 3130, District Attendance Areas as presented. The motion passed unanimously.**
- Consideration of Elementary Boundary Change-Effective Fall 2020: Mel Murray presented this item. Khalia discussed the process that occurred as these changes were being discussed, from the point of view of a Boundary Committee member. John shared that if there are transfer students from other districts, it would make more sense to take a look at denying their request if it allowed grandfathering students impacted by the boundary change. **Andrea McGhee/Rita Luce M.S., to approve Elementary Boundary Change-Effective Fall 2020 as presented. The motion passed unanimously.**

#### Superintendent's Report

- Superintendent's Remarks: June 26<sup>th</sup> will be John's last date here in the District as the last couple days of the month will be vacation days. He welcomed the new HR staff member, Dena Jordan, who comes to use from NTPS. Lisa Perreira will moving to Tenino as a Principal. Tumwater has historically been a place that grows their people, which sometimes means they move on. He has written many letters of recommendation for staff members, which likely means people will be leaving TSD.

This is his last Board meeting and he prepared a statement, which he read.

The July workshop will have three topics to discuss. Setting expectations for the Superintendent, discuss the Superintendent's expectations of the Board and the Board's expectations of each other. Statistics show that when Boards are operating properly, student learning improves.

### **Board Member Comments**

- Rita Luce: She went to the volunteer recognition at PGS, and as always, was amazed by the number of hours contributed by all the volunteers throughout the year. She attended a meeting where NTPS and OSD thanked legislators for all they have done. She did not thank them. They were told that no more fixes were coming. She is very nervous at the thought that the District may have to spend their savings!
- Andrea McGhee: She attended the NMHS graduation and was impressed by how the kids were so proud of each other. She participated in a training about how to serve on a board. She thanked John for introducing her to some of the issues facing the world of education and Tumwater specifically.
- Khalia Davis: She went to the equity conference in SeaTac where the THS administration presented, which was really good. She was very energized and excited to seeing the district equity policy in action. The Spanish program fiesta at EOE was great and Erin Novak is doing amazing things with Sign Language and Spanish.
- Kim Reykdal: She is working on gratitude and sharing her gratitude with others for all that they do and she thanked everyone for staying for this extended meeting.
- Melissa Beard: She attended the retirement celebration, which is always bittersweet because wishing people the best is also saying goodbye to friends. She thought the NMHS graduation was great. The Fun Run at the district stadium was very fun. BHHS's art show was amazing! She recognized that Tammie Jensen-Tabor was here and also attending her last Board meeting before she leaves Tumwater for Centralia.

Melissa presented an award to John Bash, thanking him for his service to students and families in the district. She talked a bit about what she sees as his 'super power' in that he has the ability to see things in people that they may not see in themselves and works hard to encourage and develop them. Kim reminded to not let more recent events overshadow the years that John has given to this district!

With no further business coming before the Board, the regular meeting adjourned at 9:27pm.

Recorded by:  
Tami L. Collins

Signed this 11<sup>th</sup> day of July, 2019.

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Board Member

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Board Secretary