Inspiring Excellence

LAKE STEVENS
School District

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BOARD OF DIRECTORS' REGULAR MEETING
July 10, 2024

Board Members:
Mari Taylor, President
Nina Hanson
David Iseminger
Vildan Kirby
Paul Lund
Mary Templeton, Superintendent/Board Secretary

Student Advisory Council Officers:
Riley Boerger
Aashisri Bendalam
Yostina Mosa

The Lake Stevens School District Board of Directors met in a Regular Session at the Educational Service Center. A Zoom option was available for this meeting that President Taylor called to order at 6:30 p.m.

ROLL CALL

Everyone was present.

AGENDA/MINUTES

Director Lund made a motion to approve the July 10, 2024 agenda. The motion was seconded by Director Iseminger and unanimously approved.

Director Kirby made a motion to approve the June 12, 2024, Meeting Minutes. The motion was seconded by Director Hanson and unanimously approved.

RECOGNITION OF STUDENTS, STAFF, AND COMMUNITY MEMBERS

Dr. Mary Templeton was given her oath of office for the Lake Stevens School District Superintendent and her Certificate of Manual Signature.

REPORTS OF SCHOOL BUILDINGS AND PROGRAMS

COMMUNITY COMMENTS

President Taylor called for community comments and read the community comment protocol. Hearing none President Taylor closed this portion of the meeting.

DECISION ITEMS

Consent Agenda:

Director Iseminger made a motion to approve the "Consent Agenda" items:

1. Warrant Nos. 312914 to 313058 - $868,656.63 (E:135/24)
   Warrant Nos. 313113 to 313313 - $1,452,727.76 (E:136/24)
   Warrant Nos. 232400024-232400026 – Comp. & Retail Tax $3,230.58 (E:137/24)
2. Personnel Report: certified employment: Matthew Bettencourt, Taya Boston, Melissa Dilling, Samantha Gregory, William Hill, Janelle Parken classified employment: Andrew Chang; resignations: Lisa Black, Robert Crawford, Nelson Gonzalez Liranzo, Bailey Higbee, Bradley Hodge, Kate Holst, Joel Jerde, Christine Kruse, Amber Morrow, Joyce Osborne, Hannah Rossnagle, Sydney Swenson-Fee, Denise Webb, and Allison Wood; retirement: Sara Titland (E:138/24); the Co-curricular Report, 24/25 Admin. Salary Schedule (E:139/24); June Payroll Warrant Nos. 313059 to 313112 – $12,305,633.66 (E:140/24).
3. Acceptance of a donation in the amount of $441.23 from Hillcrest PTA to Hillcrest Elementary (E:141/24).
   Acceptance of a donation in the amount of $224.68 from Hillcrest PTA to Hillcrest Elementary for field trip transportation (E:142/24).
   Acceptance of a donation of $4,816.89 from Hillcrest PTA to replace two lunchroom tables at Hillcrest Elementary (E:143/24).
   Acceptance of a donation in the amount of $1,000.00 from North Lake Middle School PTSA to North Lake Middle School for the purchase of calculators for the math department (E:144/24).
   Acceptance of a donation in the amount of $500.00 from North Lake Middle School PTSA to North Lake Middle School to purchase scooters for Wellness classes (E:145/24).
   Acceptance of a donation of $492.96 from North Lake Middle School PTSA to North Lake Middle School for the purchase of 30 World Atlases (E:146/24).
   Acceptance of a donation in the amount of $15,080.64 from Lake Stevens Education Foundation for the Spring Innovative Teaching and Learning Teaching and Learning (E:147/24).
   Acceptance of a donation of $2,000.00 from the Purple & Gold Club to LSHS Key Club (E:148/24).
   Acceptance of a donation of $1,626.08 from the Purple & Gold Club to Boys Basketball ASB Account (E:149/24).
   Acceptance of a donation in the amount of $250.00 to LSHS Leadership to assist with Senior Citizen Dinner expenses (E:150/24).
   Acceptance of a donation of $350.00 for an unpaid school meal donation (E:151/24).
   Acceptance of a donation from Purple & Gold Club for $560.00 to the Cavelero's Baseball Team (E:152/24).
   Acceptance of a donation from Sunnycrest PTA for $1,230.58 to Sunnycrest for a field trip (E:153/24).
   Acceptance of a donation from Sunnycrest PTA for $9,000.00 to Sunnycrest ASB (E:154/24).

Acceptance of a donation from the Institute of Education Science to Skyline Elementary in the amount of $600.00 (E:155/24).

Approval to surplus items (E:156/24).

The motion was seconded by Director Lund and was unanimously approved.

Director Hanson made a motion to approve to appoint member(s) to a committee to write the pro/con statements for the Snohomish County Loval Voters' Pamphlet related to the District's Bond Ballot to be considered at the November 5, 2024, General Election. The motion was seconded by Director Kirby and unanimously approved (E:157/24).

Director Lund made a motion to approve policy and procedure revisions to Policy #3420: Sale of Real Property. The motion was seconded by Director Kirby and was unanimously approved by a roll call vote (E:158/24).

Director Kirby made a motion to approve policy and procedure revisions to Policy #3100: State Environmental Policy Act. The motion was seconded by Director Lund and was unanimously approved by a roll call vote (E:159/24).

Director Lund motioned to approve the Final Acceptance of the public works projects. The motion was seconded by Director Iseminger and unanimously approved (E:160/24).
The Operations Department has reviewed the work of the contractors listed below on the following public work projects for adherence to contract documents and specifications.

Projects

Replace fixed mounts on Boxlight displays with height-adjustable ones at several schools (K12 Installs)

Service Calls

Service steamer at Lake Stevens HS (3Wire)
Service dishwasher pressure and relay at North Lake MS (3Wire)
Replace backflow preventer at North Lake MS (Advance Testing)
Service speaker issue on the field at Cavelero MHS (Dimensional Communications)
Service dishwasher at Lake Stevens HS (Hobart)
Service fire alarm at Cavelero MHS (Pacific Fire)
Service fire alarm panel at Mt Pilchuck ES (Pacific Fire)

All items on the construction punch list have been completed and all the necessary paperwork to accept the projects has been received.

Director Hanson made a motion to adopt Resolution No. 15-24 adopting the Lake Stevens School District Capital Facilities Plan for 2024-2029. The motion was seconded by Director Iseminger and unanimously approved by a roll call vote (R: 15-24).

Director Iseminger made a motion to amend April School Board dates for the 2024-2025 School Year. This would change the dates to April 16 and 30 instead of April 9 and 23. This was due to Spring Break. The motion was seconded by Director Hanson and unanimously approved (E:161/24).

DISCUSSION ITEMS

INFORMATION ITEMS

Executive Director of Communications & Community Services Jayme Taylor presented information on revisions to the procedures for Policy #1410: Community Use of School Buildings, Equipment, Grounds including language around permit requirements from the City of Lake Stevens. While district events do not typically need event permits, some user groups may. This language ensures that users review, apply for, and abide by any permit requirements from the City of Lake Stevens. President Taylor expressed her gratitude for their partnership with the City of Lake Stevens and appreciated the communication with city leaders regarding city permits. Director Iseminger also thanked Executive Director of Communications Jayme Taylor for all of her hard work.

Assistant Superintendent of Business and Operations Teresa Main presented information on revisions to the procedures for Policy #5565: Meal Charges for Students. With the change to feed all their students who request to charge a meal, their uncollected debt is rising faster than expected. When households hold a balance from charged meals, the Food and Nutrition Administration communicates many times their balance and the expectation to pay off their food balance. They wanted to remove the statement: 'Households that are certified for free or reduced-priced school meals at a point later in the school year will not be required to repay school meal debt accrued earlier in that school year.' This statement is not supported by federal or state legislation. Moving forward, any school meals charged during the school year to a student's account before their eligibility changes from a paid status to free or reduced will be the financial responsibility of the household. This will be more in line with federal and state legislation. They will be able to collect the outstanding debt that families incur while they are in paid status. President Taylor noted a potential issue, mentioning that some students avoid applying for free and reduced meals because they don't want to be identified as such. Director Kirby asked if the changes to the policy would make much of a difference. Assistant Superintendent Main said the 2023-24 unpaid meal balance is growing and they need to find a way to control it. Director Lund inquired if there would be an option in the system for parents to request that their child not be allowed to charge meals, expressing hope for a robust solution that wouldn't burden food service employees. Assistant Superintendent Main highlighted the growing unpaid meal balance and emphasized the need for a solution to control it while ensuring every child gets a meal. Superintendent Templeton expressed gratitude to the Food Service team for preparing excellent meals for the students. She emphasized the importance of advocacy, because our country must ensure students receive the food they need.

Executive Director of Planning & Construction Robb Stanton informed the Board of the District's effort to obtain agency certification to approve the use of the General Contractor/Construction Manager (GC/CM) procurement method for future public works projects.

The District used the GC/CM alternative public work delivery method for the first time with the modernization and expansion of Lake Stevens High School in 2017. To obtain approval to use this delivery method, the District submitted an application to the Department of Enterprise Service's Project Review Committee (PRC).

With the potential to use the GC/CM method on several capital projects in the proposed 2024 School Construction Bond, it would be beneficial to the District to secure agency certification to approve projects internally. With agency certification, the District would be able to approve the projects without the need to submit to the PRC for each project.

Securing agency certification to approve GC/CM projects would save the time and costs of developing presentations and submitting them to the PRC. The PRC meets periodically, and it is not always assured that there will be an available presentation slot when the District is ready to apply. The District will gain expediency in approving projects to keep to its aggressive design and construction schedule to avoid escalation costs. Executive Director Stanton presented a 12-step LSSD GC/CM Contracting Approval Flow Chart. The steps are as follows:

- Project needs identified during bond planning with advice from FNAC
- Projects defined in the bond resolution
- Bond resolution approved by LSSD School Board
- ED-OSPC, PrM, PM identify delivery method options
- PM prepares Recommendation for Project Approval to use GC/CM form
- PRM reviews form, recommends approval to Ed-OSPC
- ED-OSPC Approves/Disapproves Use of GC/CM procurement
- ED-OSPC reviews Recommendation with SUP & ASUP for concurrence
- ED-OSPC prepares Board Resolution authorizing GC/CM solicitation
- LSSD School Board approves resolution
- GC/CM procurement occurs
- Board approves LSSD/GCCM contract
- Superintendent signs contract

Executive Director of Construction and Planning Stanton presented highlights on the Capital Facilities Plan, Alternative Contracting Procedures, GC/CM Alternative Contracting Procedures, RCW 39.10.340 GC/CM Statutory Criteria, and GC/CM Agency Certification. The GC/CM Agency Certification Schedule – 2024 includes application development in July 2024, submission to the Project Review Board in August, preparation presentation and answering PRC questions in August/September, and Project Review Board presentation at the end of September.

Assistant Superintendent Teresa Main presented a review of the budgets for all funds (General Fund, Capital Projects, Debt Service, Transportation & ASB) for the 2024-25 fiscal year, including a 4-year outlook. She included the 2023-24 Projected Ending Fund Balance and 2024-25 Preliminary General Fund Revenues and Expenditures by Program, Activity and Object. Assistant Superintendent Main also presented a 4-year General Fund

Budget, Capital Projects Fund Budget, Debt Service Fund, Transportation Vehicle Fund Budget and Associated Student Body Fund Budget based on current assumptions.

Assistant Superintendent Main stated their next steps would be on August 7, 2024, to give a Final Review of the General Fund Budget and on August 21, 2024 hearing and adoption of all budgets. President Taylor thanked Assistant Superintendent Main for her presentation. She stated historically in their community they work hard to be cautious. She said they have a supportive community because of their financial stewardship. They are not asking folks to pay more but for more folks to pay.

BOARD COMMENTS

Director Kirby welcomed Superintendent Templeton, expressing their happiness to have her at the Lake Stevens School District. Director Kirby thanked everyone for their gracious donations and wished them a great summer. Director Hanson acknowledged the contributions from the PTA, the unpaid meal donation, and the Lake Stevens Educational Foundation donation. She expressed her excitement about Superintendent Templeton's arrival and thanked Assistant Superintendent Main and Executive Director of Construction and Planning Robb Stanton for their presentations. Director Iseminger welcomed Superintendent Templeton, expressing his anticipation for her achieving great things for Lake Stevens. He thanked everyone for attending in July and for their generous donations. He extended his deep, heartfelt appreciation for all the hard work in the Lake Stevens School District over the summer, emphasizing that proper planning leads to great results. Director Lund expressed his gratitude for everyone's donations, with special appreciation for those managing the funds. He thanked the SACo members for attending the meeting and acknowledged the wonderful discussions. He also thanked Superintendent Templeton for choosing Lake Stevens School District, expressing their excitement about her being there. Superintendent Templeton thanked everyone for their comments, sharing that she had a fun day and is thrilled to be part of the Lake Stevens School District. She also expressed her gratitude for everyone's patience. SACo President Riley Boerger thanked the SACo members and expressed excitement about starting the year. She told Superintendent Templeton that it was amazing to have her there. SACo Vice President Aashisri Bendalam congratulated Superintendent Templeton, saying it is going to be great to work with her. She also thanked everyone for their donations, noting how amazing it is to see the community so connected. SACo Secretary Yostina Mosa thanked everyone for attending, stating she learned about GC/CM, Budget Review, and the Meal Policy. President Taylor expressed her deep gratitude for the community, emphasizing that it is the reason they advocate for fully funding academics. She shared her excitement about the future of the Lake Stevens School District and thanked Chris Martin for assisting with technology during the board meeting.

EXECUTIVE SESSION

At 8:05 p.m. President Taylor announced the Board would move into a 50-minute Executive Session to discuss Negotiations and Litigation. At 8:55 p.m. President Taylor reconvened the Regular Meeting. No action was taken during the Executive Session.

ADJOURNMENT

With no objections from the other directors, President Taylor adjourned the Regular Session at 8:55 p.m.

President

Secretary