

**ABERDEEN SCHOOL DISTRICT NO. 5  
ABERDEEN, WASHINGTON**

Regular Meeting of the Board of Directors  
Community Room, Aberdeen High School  
March 5, 2019

**AGENDA**

5:00 p.m. Regular Meeting Call to Order

Flag Salute

**Consent Agenda**

1. Minutes
2. Trip Requests

Comments from Board Members

Comments from Student Representative

Comments from the Audience

Old Business

Superintendent's Report

1. Legislative Update
2. **Budget Update**
3. 2018-2019 Focus Areas
4. Stevens Update
5. Mental Health Resources

Instructional Services

1. **Teaching and Learning Report**

Financial Services

1. 6<sup>th</sup> Grade to Miller Update

Athletics and Activities

1. **Athletic Director's Report**

New Business

1. Next Meeting

Comments from the Audience

Executive Session

1. **Personnel Matters**
2. PSE 2019-2022 Contract

**ADJOURN**

ABERDEEN SCHOOL DISTRICT NO. 5

BOARD INFORMATION AND BACKGROUND

March 5, 2019 – Community Room, Aberdeen High School

5:00 p.m. – Regular Meeting Call to Order

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on February 19, 2019, are enclosed for your review and approval.
2. Trip Requests
  - a. Central Park Elementary School is requesting permission for the 5<sup>th</sup> Grade class to travel to the Oregon Museum of Science and Industry in Portland, Ore., on June 10.
  - b. FFA at Aberdeen High School is requesting permission to travel to the forestry regional competition at Mt. Baker High School in Burlington on March 15-16.
  - c. FFA at Aberdeen High School is requesting permission to travel to the state nursery landscape competition in Ritzville on March 22-23.

Comments from Board Members

Comments from Student Representative

Comments from the Audience

Old Business

Superintendent's Report

1. Legislative Update – Superintendent Henderson will report on the 2019 Legislature and funding for schools.
2. Budget Update – Superintendent Henderson will provide an update on the work taking place this year to reduce expenditures by \$1 million this year and \$3.5 million in 2019-2020, including a recommendation for a reduction in force. Board action requesting a resolution is requested.
3. 2018-2019 Focus Areas – Superintendent Henderson will provide an update on the five focus areas for 2018-2019.
4. Stevens Update – Superintendent Henderson will provide an update on planning for the new Stevens Elementary School.

Board Information  
March 5, 2019

5. Mental Health Resources – Superintendent Henderson will share information about mental health resources that may become available in the community for students.

Instructional Services

1. Teaching and Learning Report – Traci Sandstrom, director of the Teaching and Learning Department, will present the Teaching and Learning Report for February. [Enclosure 2](#)

Financial Services

1. 6<sup>th</sup> Grade to Miller Building Update – Executive Director of Business and Operations Elyssa Louderback will provide an update on preparations for a modular building at Miller Junior High School.

Athletics and Activities

1. Athletic Directors' Report – Athletic Director Aaron Roiko will provide a report on the winter sports seasons. [Enclosure 3](#)

New Business

1. Next Meeting – The next regular meeting of the Board is set for 5 p.m. Tuesday, March 19, 2019, in the Community Room at Aberdeen High School. A work study is planned for 8:30 a.m. Saturday, March 9, in the Board Room of the Administration Building.

Comments from the Audience

Executive Session

At this time the meeting will recess for an executive session expected to last 60 minutes under RCW 42.30.110 (g) (to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee).

1. Personnel Matters [Enclosure 4](#)
  - a. Certificated
  - b. Classified
2. PSE 2019-2022 Tentative Agreement

ADJOURN

## ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the  
Board of Directors – February 19, 2019

At 5:02 p.m. President Sandra Bielski convened the regular meeting of the Aberdeen School Board in the Community Room at Aberdeen High School. Members present were Jennifer Durney, Bill Dyer, and Jeff Nelson, along with Superintendent Alicia Henderson, student representative Katelynn Lewis and 42 patrons and staff. Director Erin Farrer was excused. The meeting began with the Flag salute.

CALL TO ORDER

President Bielski opened the public hearing regarding the proposed sale of \$2.5 million in limited general obligation bonds to purchase and install a modular building at Miller Junior High School. Superintendent Henderson spoke to the program needs at Miller and the resulting recommendation to comply with state K-3 class size requirements. The floor was opened to comment from the public. There was no comment. President Bielski closed the hearing at 5:08 p.m.

PUBLIC HEARING  
MILLER LGO BONDS

On a motion by Jennifer Durney and seconded by Bill Dyer, the Board approved the Consent Agenda, which included the minutes of the regular meeting on February 5, 2019; January payroll vouchers 826872 through 826919 totaling \$3,451,189.04; General Fund vouchers 826945 and 826947 through 827071 totaling \$771,107.15, ASB Fund vouchers 826920 through 826940 and 826946 totaling \$25,524.90, Capital Projects Fund vouchers 826943 through 926944 totaling \$65,260.10 and Private Purpose Trust Fund vouchers 826941 through 826942 totaling \$565.00, and trip requests from Aberdeen High School for the Jazz Ensemble to travel to Columbia Basin College at Pasco on April 12-13, FFA students to travel to Ocean Shores for a leadership conference Feb. 22-23 and for a student travel to Portland Ore., to compete at the All-Northwest Music Educators' Conference on Feb. 15-17.

CONSENT AGENDA

Student Representative Katelynn Lewis provided an update on student activities in the District. She noted that Business Week was an exceptional experience for the junior class, that sophomores are participating in mock interviews this week and that the winter sports teams produced outstanding seasons, especially the girls' wrestling and boys' basketball teams.

COMMENTS FROM  
STUDENT  
REPRESENTATIVE

Miller Junior High School Principal Lisa Griebel, on behalf of Patti Salstrom, invited all to a reception from 1-4 p.m. Saturday, March, 2, at Miller Junior High School, honoring Jerry Salstrom's 50 years in education.

COMMENTS FROM  
THE PUBLIC

On a motion by Director Durney and seconded by Director Dyer, the Board adopted revisions to Board Policy 6220 Bid Requirements as recommended by the Washington State School Directors' Association.

POLICY 6220 BID  
REQUIREMENTS

Superintendent Henderson provided an update on the current legislative session. She discussed a proposal from the Washington Association of School Administrators that proposes to provide funding to districts that are struggling under the new funding model because the new state levy did not fully replace local levy funds.

LEGISLATIVE  
UPDATE

Superintendent Henderson provided an update on the 2018-2019 focus areas, noting that the professional development day on Friday, February 15, was devoted to PBIS.

2018-2019 FOCUS  
AREAS

The Board discussed the upcoming retreat set for 8:30 a.m. Saturday, March 9, in the Board Room at the Administration Building.

RETREAT SCHEDULE

Superintendent Henderson provided an update on planning for the new Stevens Elementary School. She noted that she met with the Aberdeen Parks Board to begin discussion of the future shared use of the property should the geotechnical study show that construction adjacent to the current school is feasible.

NEW STEVENS  
SCHOOL

Executive Director of Business and Operations Elyssa Louderback presented results of the request for proposals from engineering firms for geotechnical analysis at the site. On a motion by Bill Dyer and seconded by Jeff Nelson, the Board voted to award the contract to Hart Crowser Inc. for an estimated fee of \$165,000 to \$210,000.

Executive Director of Business and Operations Elyssa Louderback presented the Fiscal Status Report for January. With 41.67 percent of the year elapsed the year-to-date expenditures of \$20,777,747 are at 41.28 percent of budget. Ending fund balances are: \$3,960,413.03 in the General Fund, \$136,829.59 in the Capital Projects Fund, \$917,062.12 in the Debt Service Fund, \$283,133.22 in the Associated Student Body Fund, and \$158,839.30 in the Transportation Vehicle Fund. In addition, Mrs. Louderback reported that the enrollment trend is on budget.

FISCAL STATUS  
REPORT

Following the presentation of a loan proposal summary by Corey Plager of D.A. Davidson who reviewed the process for the registration and sale of \$2.5 million in bonds, on a motion by Director Dyer and seconded by Director Nelson the Board voted unanimously by roll call with Director Erin Farrer being absent to approve Resolution 2019-04 Establishing a Registration System for Bonds.

RESOLUTION 2019-04  
ESTABLISHING  
REGISTRATION FOR  
BONDS

On a motion by Director Durney and seconded by Director Dyer, the Board voted unanimously by roll call with Director Erin Farrer being absent to approve Resolution 2019-05 Authorization to Sell Limited Obligation Bonds in an amount of not more than \$2.5 million to purchase and install a modular building at Miller Junior high School as presented.

RESOLUTION 2019-05  
AUTHORIZATION TO  
SELL LIMITED  
OBLIGATION BONDS

Following a presentation by Executive Director Louderback, on a motion by Director Durney and seconded by Director Nelson, the Board approved an interagency agreement with the Washington Department of Enterprise Services for the District's participation in the energy program.

INTERAGENCY  
AGREEMENT WITH  
STATE ENERGY  
SERVICES

On a motion by Director Durney and seconded by Director Dyer, the Board declared materials surplus and no longer needed by the District as recommended by the Technology and Maintenance departments.

SURPLUS MATERIALS

The next regular meeting of the Board is set for 5 p.m. Tuesday, March 5, 2019, in the Community Room at Aberdeen High School.

NEXT MEETING

At 5:31 p.m., President Sandra Bielski recessed the meeting for an executive session expected to last 60 minutes under RCW 42.30.110 (b) (c) (g) (to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee and to consider real estate matters). Director Jennifer Durney was excused. The session convened at 5:34 p.m. Director Erin Farrer joined the meeting remotely. At 6:04 p.m., the regular meeting reconvened.

EXECUTIVE SESSION

On a motion by Director Dyer and seconded by Director Durney, the Board approved the Personnel Report as presented by Assistant Superintendent Jim Sawin.

PERSONNEL REPORT

Under certificated matters the Board approved the hiring of Julia Deason as a substitute for the District and accepted the resignation of Rhonda Cooper as a substitute effective February 7.

CERTIFICATED

Under classified matters, the Board approved the hiring of Chelsea Allee as a coach for Math Olympiad at Miller Junior High School effective February 4, Tracey Harris as a coach for Math Olympiad at Robert Gray Elementary School effective February 1, Bridget Onasch as the After School site coordinator at Stevens Elementary School effective February 4; accepted resignations from Brandy Larson, a para-educator at Robert Gray Elementary School, effective February 4 and from Calvin Petersen, a bus driver in the Transportation Department, effective February 21, approved extra-curricular contracts for assistant coaches at Aberdeen High School for Nikkol Daniels for Fastpitch, Andrew Duffy for Girls' Golf and Gage Martell for Baseball (.5 FTE), all effective February 25; approved an extra-curricular contract for Stacy Campbell as head coach for Volleyball at Miller Junior High School effective February 13, and approved the hiring of Freda Gardner, Whitney Harden and Ashley Harmon as substitutes.

CLASSIFIED

There being no further business, the regular meeting was adjourned at 6:06 p.m.

ADJOURN

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Alicia Henderson, Secretary

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Sandra Bielski, President

**OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST**

Overnight or out-of-state field trips require approval by the Board of Directors. Use the form below as an outline for the information necessary to submit a request for Board approval. Requests must be submitted to the building principal at least three weeks prior to submission to the Board. Following approval by the building principal and/or ASB, forward the request to the superintendent one week prior to the next scheduled Board meeting.

Group/Team 5th 6r Class

School Central Park

Advisor Michelle Reed Phone 360-538-2170

Date(s) of Trip June 10, 2019 Destination OMSI - Portland OR

Lodging Location n/a Lodging Phone n/a

Objective of Trip GHCF - Tour museum + visit specialized events

Number of Students 29 Number of Chaperones 6

Cost per Student \$10 Cost per Chaperone \$10

Funding Source and/or Account Code GHCF - 7913

Type of Transportation School Bus Bus form required YES  NO

ASB Approval n/a Date \_\_\_\_\_

Principal Approval [Signature] Date 2-19-19

Board Approval \_\_\_\_\_ Date \_\_\_\_\_

(Reference School Board Policy – Field Trips and Excursions 2320 and 2320P)

PRELIMINARY BUILDING FIELD TRIP REQUEST

School: C. Park School
Trip destination(s): OMSI - Portland OR
Date(s) of trip(s): June 10, 2019
Departure time: 7:30 a.m Return time: 5:30 p.m.
Club/Sponsor(s): GHCF
Educational benefit of the trip: Explore science + industry and see how it applies to real life.

Activities planned during the trip: (be specific and note all) Tour museum + visit specialized exhibits

Related brochures/information attached? Yes X No
Preliminary trip itinerary attached? Yes No X

Does field trip involve any of the following: Yes No X
\*Swimming, boats, or in/around water \*Animals
\*Remote locations/hiking \*Air travel
\*Outdoor education \*Motorized activities

Estimated # of students: 29 Age level of students: 5th gr.
Student/chaperone ratio: 1:5 # of chaperones needed: 6
Any special qualifications of chaperones needed? Yes X No
List those special qualifications: WSP Background ck

Means of travel: Bus School bus (preferred), # needed? 1

Other (list):

Food provided, how? School lunches

Details of budget code or financing: 7913 - GHCF

Will fundraising be needed? Yes No X
(If yes, attach a fundraising plan)

Sponsor's Signature: [Signature] Date: 1/22/19

Administrator's Signature: [Signature] Date: 1/23/19

Submit to Superintendent or School Board for approval? Yes X No

AH



**OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST**

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Group/Team FFA State Nursery Landscape

School AHS

Advisor Mike Machowek Phone 360 581 3930

Date(s) of Trip 3-22 to 3-23 Destination Lind Ritzville

Lodging Location East Western Bronco Inn  
1-855-611-5855 Lodging Phone \_\_\_\_\_

Objective of Trip State Competition

Number of Students 5 Number of Chaperones 1

Cost per Student \$150 Cost per Chaperone \$150

Funding Source and/or Account Code FFA ASB

Type of Transportation Van Bus form required YES \_\_\_ NO X

ASB Approval [Signature] Date 2/13/19

Principal Approval [Signature] Date 2/12/19

Board Approval \_\_\_\_\_ Date \_\_\_\_\_

(Reference School Board Policy – Field Trips and Excursions 2320 and 2320P)

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Group/Team FFA Forestry

School AHS

Advisor Machowek Phone 3605813930

Date(s) of Trip 3/15 to 3/14 Destination Mt. Baker

Lodging Location Hampton Inn Burlington 1-360-757-7100 Lodging Phone \_\_\_\_\_

Objective of Trip Forestry Regional Competition

Number of Students 5 Number of Chaperones 1

Cost per Student \$150 Cost per Chaperone \$150

Funding Source and/or Account Code FFA ASB

Type of Transportation Van Bus form required YES \_\_\_ NO X

ASB Approval [Signature] Date 2/13/19

Principal Approval [Signature] Date 2/12/19

Board Approval \_\_\_\_\_ Date \_\_\_\_\_

(Reference School Board Policy – Field Trips and Excursions 2320 and 2320P)

# Teaching and Learning Report March 2019



Aberdeen  
School District

*Our Children,  
Our Schools,  
Our Future*

## Post-Secondary Success (AVID)

- + Planning for 2019 – 2020
  - Secondary
  - Elementary

## Science

- + Elementary
  - Hold off
  - Review Mystery Science
    - Already in use
- + Secondary
  - Finishing materials review 3/20
  - Bring recommendation to Instructional Materials Review Committee
  - Board recommendation April

## Positive Behavioral Interventions & Supports (PBIS)

- + Social-Emotional Learning (SEL)
  - Session 2 Complete
    - January 15 & 17
- + Integration
  - Behavior
  - SEL Competencies
  - Trauma-Informed Practices

## Multi-Tiered System of Supports

- + Overview February 15 Professional Development Day
- + Begin crafting a framework which includes:
  - Academics
  - Behavior
    - PBIS
    - Social-Emotional Learning (SEL) Competencies
    - Trauma-Informed Practices
- + Accessible to all students
- + State Grant Acceptance

## Other

- + New Teacher Orientation Program
  - Using data & reports
  - Teaching social-emotional learning
- + State assessment
  - Change to system
  - Less hand-scored, short answer items
  - Reduces time students spend testing
- + Computer/Science Grant
  - Kindergarten Ozobit Training

# Spring Athletic Report

March 5, 2019

Aberdeen High School

Miller Jr. High



# Winter Sports Academics



## ***WIAA Team Academic Awards***

- Girls' Wrestling – Varsity team GPA of 3.375 (*22 athletes*)  
JV team GPA of 3.160 (*9 athletes*)
- Boys' Wrestling – Varsity team GPA of 3.009 (*19 athletes*)
- Girls' Basketball – Varsity team GPA of 3.146 (*10 athletes*)  
JV team GPA of 3.420 (*9 athletes*)  
C-team GPA of 3.295 (*9 athletes*)
- Boys' Basketball – JV team GPA of 3.066 (*11 athletes*)
- Girls' Bowling – Varsity team GPA of 3.450 (*6 athletes*)  
JV team GPA of 3.361 (*14 athletes*)
- Boys' Swim & Dive – Varsity team GPA of 3.340 (*14 athletes*)

***15 Winter athletes had 4.0 GPA's***



# 2019 Spring Athletics



*Participation Numbers – November 15<sup>th</sup> (head count)*

| SPORT             | BOYS | GIRLS | COACHES            |
|-------------------|------|-------|--------------------|
| Boys' Baseball    | 26   |       | 3 male – 1 (.5fte) |
| Girls' Fast Pitch |      | 32    | 2 Male - 1 Female  |
| Boys' Soccer      | 45   |       | 3 Male             |
| Girls' Tennis     |      | 34    | 1 Male 1 Female    |
| Girls' Golf       |      | 6     | 2 Male             |
| Track & Field     | 42   | 38    | 4 Female - 1 Male  |
|                   | 113  | 110   |                    |

## 2019 Spring Athletics – AHS

**TOTALS: 223 athletes (893 students) 24.9%**

# AHS Athletics

## Try-out Numbers

| SPRING SPORTS | 2016-17    | 2017-18    | 2018-19    |
|---------------|------------|------------|------------|
| Baseball      | 38         | 29         | 26         |
| Boys Soccer   | 38         | 34         | 45         |
| Fast Pitch    | 25         | 30         | 32         |
| Girls Golf    | 15         | 9          | 6          |
| Girls Tennis  | 29         | 26         | 34         |
| Track         | 63         | 69         | 80         |
| <b>TOTAL</b>  | <b>208</b> | <b>197</b> | <b>223</b> |



# Elementary Basketball

*Boys' 5/6 Season*



Robert Gray "Blue" won the 12 team, double-elimination tournament at AHS  
We had 115 elementary boys participate in this year's season!!!!

**CERTIFICATED**

**RESIGNATION:** We recommend the Board approve the following certificated resignation:

| <u>Name</u>  | <u>Location</u>             | <u>Position</u> | <u>Effective Date</u> |
|--------------|-----------------------------|-----------------|-----------------------|
| Mark Weinrub | Aberdeen/Harbor High School | Math Teacher    | 06/30/19              |

**Substitute Certificated:**

Mark Engebretsen  
Jennifer Tingey

**CLASSIFIED**

**RESIGNATIONS:** We recommend the Board approve the following classified resignations:

| <u>Name</u>    | <u>Location</u>         | <u>Position</u>            | <u>Effective Date</u> |
|----------------|-------------------------|----------------------------|-----------------------|
| Michael Gates  | Aberdeen High School    | Custodian                  | 03/22/19              |
| Nikkol Daniels | Central Park Elementary | After School Para-educator | 02/20/19              |

**LEAVE OF ABSENCE:** We recommend the Board approve the following classified leave of absence:

| <u>Name</u>  | <u>Location</u>        | <u>Position</u> | <u>Effective Date</u> |
|--------------|------------------------|-----------------|-----------------------|
| Brian Heaton | Miller Jr. High School | LRC Technician  | 04/09/19-05/02/19     |

**EXTRA-CURRICULAR CONTRACT:** We recommend the Board approve the following extra-curricular contract:

| <u>Name</u>     | <u>Location</u>      | <u>Position</u>                    | <u>Effective Date</u> |
|-----------------|----------------------|------------------------------------|-----------------------|
| Katelynn Reeson | Aberdeen High School | Fastpitch – Assistant Coach .5 FTE | 03/01/19              |

**Substitute Classified:**

Jose' Ortiz  
Heather Smith

# ASD5 Budget for 2019-20



**Aberdeen**  
School District

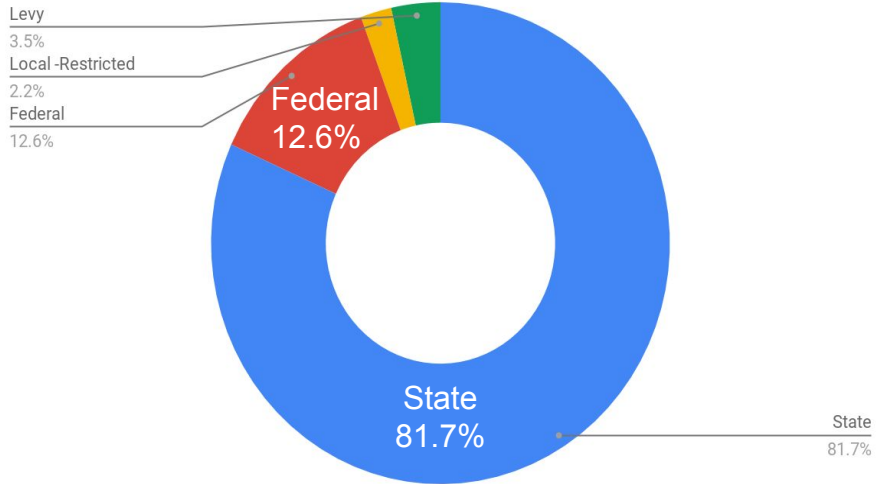
*Our Children,  
Our Schools,  
Our Future*

Due to the new state funding model, the District will need to achieve a 9% (\$4,500,000) cost savings over a 2-year period in order to maintain a balanced budget in 2019-20 with a 5% reserve for fiscal stability and economic uncertainties.

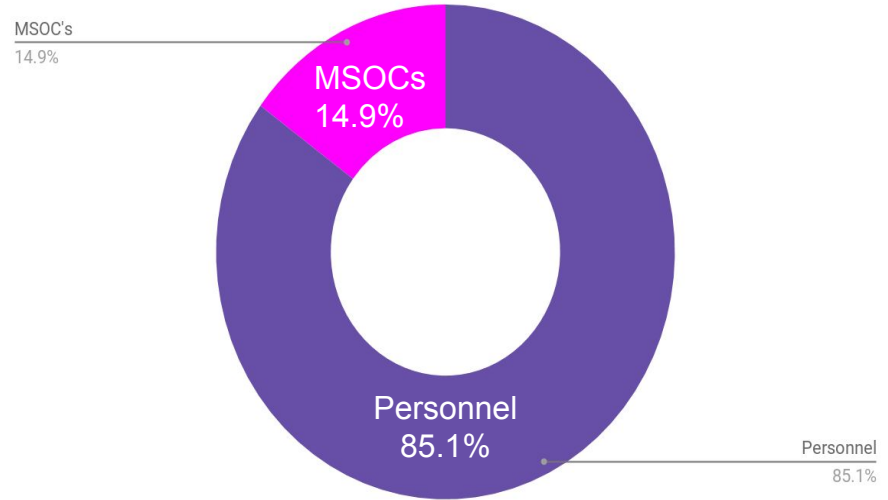
Efforts have been underway in 2018-19 to achieve a 2% (\$1,000,000) cost savings, and we must plan for the additional 7% (\$3,500,000) in 2019-20.

# 2019-20 Projected Budget

Revenues - \$ 49,437,238



Expenditures - \$ 52,938,093



Difference between Revenues and Expenditures is approximately

**\$ 3,500,000**

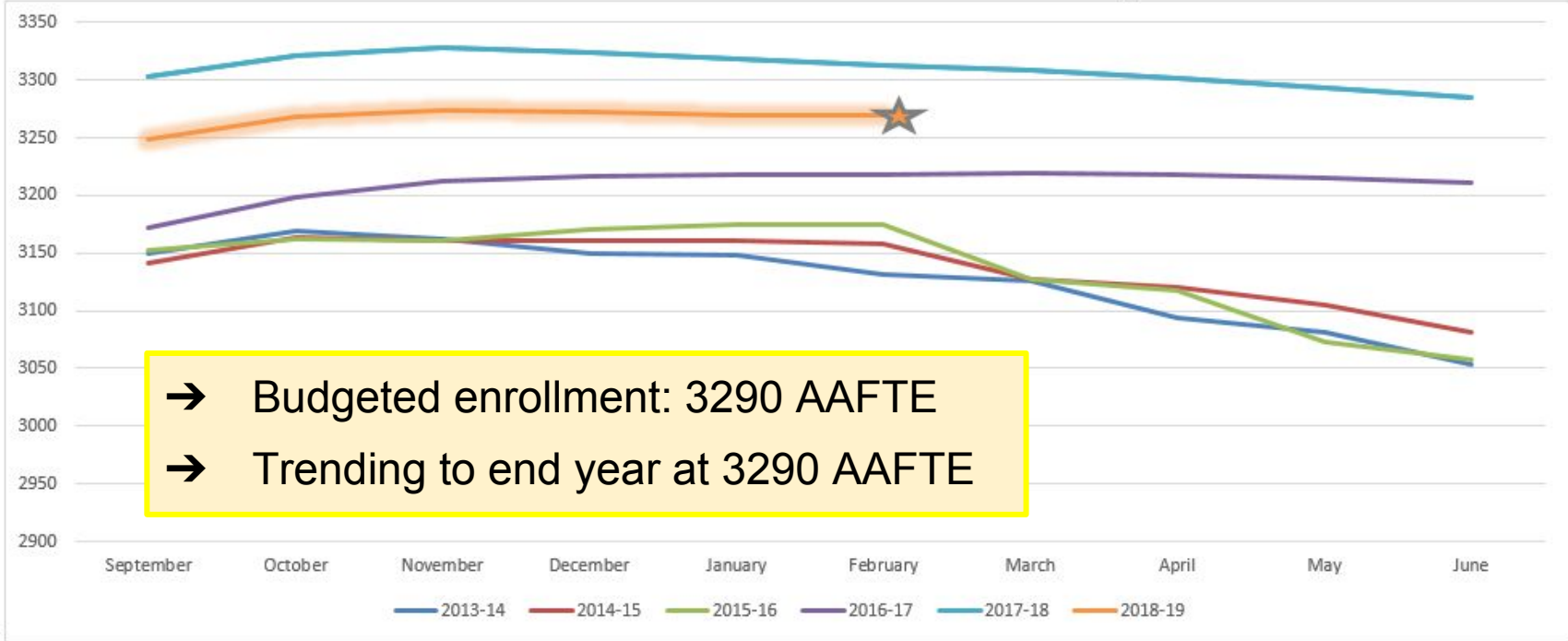
if no additional reductions are made for 2019-20

# 2019-20 Projected Budget without 7% Reductions

| School Year                                  |                            | 2018-2019       | 2019-2020           |
|--|----------------------------|-----------------|---------------------|
| <i>Enrollment</i>                            | <i>w/ RS &amp; GRAVITY</i> | 3,290           | 3,290               |
| <b>Beginning Fund Balance</b>                |                            | 3,796,370       | 2,712,423           |
| Plus Revenue                                 |                            | 50,361,934      | 49,437,238          |
| <b>Transfers</b>                             | GL 536                     | -               | (285,000)           |
| Minus Expenditures                           |                            | (51,445,882)    | (52,653,094)        |
| <b>Ending/Projected Fund Balance (800's)</b> |                            | 2,712,423       | (788,433)           |
|  | Fund Balance Percentage    | 5.27%           | -1.50%              |
| <b>Difference Rev to Expend</b>              |                            | (1,083,948)     | (3,500,856)         |
|  | 5% Min FB =                | 2,572,294.09    | 2,632,654.68        |
|  | <i>Amt needed to 5%=</i>   | <i>Goal Met</i> | <i>3,421,087.88</i> |

# Enrollment

## ENROLLMENT TRENDS as of February, 2019



→ Budgeted enrollment: 3290 AAFTE  
→ Trending to end year at 3290 AAFTE

## **2018-19** *(in process)*

*Goal:* \$1,000,000 (2%)

*Strategy:* Reduce non-essential expenses, restructure/reorganize as possible, no layoffs

### *Actions:*

- ❖ Freeze on non-essential travel
  - \$ 325,000
- ❖ Freeze on non-essential hires
  - \$ 350,000
- ❖ Reduction in MSOCs
  - \$ 325,000

## **2019-20** *(recommended)*

*Goal:* \$3,500,000 (7%)

*Strategy:* Maintain 2018-19 cost savings, identify additional cost savings

### *Actions:*

Develop plan for a reduced educational program

- ❖ Additional reduction in MSOCs
  - \$306,000
- ❖ Reduce expenses for district initiatives
  - \$394,000
- ❖ Staff reductions through attrition, retirement and reductions in force
  - \$2,800,000

# Development of 2019-20 Reduced Budget

Based on:

- Anticipated student enrollment
- Anticipated revenues and expenditures
- Anticipated and confirmed vacancies in certificated and classified staff positions for 2019-20

Following these parameters:

- RCWs, WACs & Legislative mandates
- *Prototypical Model* for state funding - for all sites and for all employee groups
- *Braided* use of restricted funds
- Bargaining agreements with employee associations