

Hockinson School District
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Hockinson School District Board of Directors
Special Regular School Board Meeting/Budget Hearing
Monday, June 10, 2024
Budget Hearing 5:30 p.m.
Regular Meeting 6:00 p.m.
TIMELOCATION: HSD Community Center & Zoom
[HSD Calendar](#) has a link to join the Zoom meeting

MINUTES

I. 5:30 p.m. Budget Hearing

Budget Hearing with Aaron Villanueva. Aaron proposed the 24-25 School Year Budget to the Board. The following items were discussed:

Remainder of ESSER III funds expired in 2023-2024-these funds covered the Associate Principal at HMS and will go to Basic Ed Funding in 2024-2025

Enrollment: 3 enrollment models considered, Selected conservative model, State considers January enrollment, Enrollment rollover, Estimated student count 1,888

Staffing: Staffing changes increase Cert. 4.3, .1 increase non-rep, Class. staff add 4.11728

Maintenance: Maintenance increase budget to match MSCOC of 1.9%, Insurance projected increase 40%, Additional levy Fund uses: enrichment activities such as extracurricular, building maintenance funding and technology funding

Nutrition Services: CPI is set of 5.75% increase for the 2024-2025 SY Food Service Management Company (FSMC) Contract

Transportation: Increased fuel costs and an amended contract increased wages by \$3.00 an hour. Funding is based off ridership which decreased by 3% in the 2023-2024 SY

General Fund: Pays for the instructional program, daily operations of our schools and general functions at HSD. School districts are funded off of what is known as Full Time Equivalent (F.T.E) enrollment. Not all students can be counted as F.T.E so the funded F.T.E can be different from total "Headcount" enrollment.

How is the State Revue Determined: (77% of total revenue). Enrollment is the main driver, State funds the District based on Full Time Equivalent (F.T.E) students. At the start of the year the State goes off the District's budgeted enrollment. In January, the State examines enrollment trends to date for the school year to determine funding for the remainder of the year.

The state portion of school funding allocated per F.T.E will be approximately \$10,488 in the 2024-2025 school year. For each student needing extra services; special education, gifted studies, or learning English additional state dollars are provided. These state dollars do not cover the full cost of this additional instruction.

2024-2025 Revenue: District allocation is \$34,766,219.

Local Tax Dollars: in 2022, HSD voters approved a 4 year levy. These local tax dollars must be renewed by voters to continue collecting. There is a limit on what a Public School can request in a levy. This limit is known as a Levy Lid and calculated at \$2,500 per F.T.E

student. HSD will collect approximately \$4.47 million dollars in local taxes for the 2024-2025 SY. What do levy dollars fund (13% of total revenues) Tech & maintenance 11%, Teaching 36%, Admin & Instruction 33%, Extracurricular 20%

General Fund Expenses: Nearly 75% of the General Fund budget pays for employee salaries, payroll taxes and employee benefits. Total expenditures for General Fund \$34,423,345: Capital outlay 1%, Travel .16%, Supplies 4%, Purchased services 16%, Salaries 75%.

Teaching activities and Support account for 82% of Salary expenditures. Teaching support 10% this includes learning resources, guidance/counseling school resource officers, health related services and pupil safety, Other support activities 7%; this includes maintenance and operations staff and information technology staff, Building admin 4%; includes school principals and assistant principals and office staff, Central admin 7%; includes expenses for services provided centrally by our district include the Board of Directors, Superintendent's office, Human Resources, Business Services, and Public Relations, Teaching activities 72%; include costs associated with classroom instruction; for example teacher salaries, para-educators, aides, co-curricular activities, and professional development.

Budget presentations must disclose State funded Basic Education Materials, supplies and operating costs (MSOC's) to be received by the district and what the district proposes to spend for MSOC's and the difference between these two amounts. State Funded MSOC's \$2,905,438. District Budgeted MSOC's \$4,737,801 and the difference is \$1,832,363

MSOC Totals

	MSOC totals	Basic Ed Program 01	District-wide Support program 97
Object 5 - Supplies	\$1,025,825	\$683,825	\$342,000
Object 7 - Contract Services	\$3,363,826	\$1,140,031	\$2,223,795
Object 8 - Travel	\$41,650	\$26,275	\$15,375
Object 9 - Capital Outlay	\$306,500	\$251,000	\$55,500
Total Budgeted MSOCs	\$4,737,801	\$2,101,131	\$2,636,670

Fund Balance (Reserves)

Net balance of Revenues & Expenses, Each fund has a fund balance (ASB, General Fund, Debt Service, and Capital Projects) To ensue financial stability and future funding of educational programs Board Policy 6022 for GF fund balance is: 5% of Budgeted Expense is required as a minimum balance. 3% of Budgeted Expense is required for assigned purposes (Board & Superintendent authority)

Fund Balance Cont.

Beginning Fund Balance Reserves \$ 4,233,672
 Nonspendable Fund Balance - Prepaid Items \$ 460,734
 Committed to Other Purposes
 TECH & Maintenance \$ 750,000
 Assigned Fund Balance
 3% Board Policy \$ 1,045,181
 Restricted for Food Service \$ 170,440
 Restricted for Carry Over (CTE) \$ 65,348
 Unassigned (Projected Net Deficit to FB) \$ (657,126)
 Minimum Fund Balance Policy 5% \$ 1,741,969
 Ending Fund Balance Reserves \$ 3,576,546

ASB Budget \$362,184, this fund is financed by the collection of fees from students and on-students for attendance or participation in noncredit activities and events. In addition, money raised by student fundraisers and sales of ASB cards are also deposited in this fund. Expenditures must be approved by the student council. Both the middle school and the high school run an ASB program.

Capital Projects Fund \$1,235,000; This fund pays for all construction, remodeling, and site acquisition costs. Funding for these projects comes from impact fees, property sales,

capital levies and bond sales, and investment earnings. The 24-25 Budget includes \$720,000 for a land purchase.

Debt Service Fund \$3,576,475; when the district sells bonds to finance voter-approved construction, an account is set up to repay the debt associated with the sale. This fund receives the money that is collected from our taxpayers to pay the annual principal and interest costs. This fund will pay the debt approved by the voters for the construction of a new middle school. The total bonds are \$35,560,000 and have a 20 year payoff.

A. Public Comment

II. Board Meeting/Call To Order

The meeting was called to order at 6:04pm. by Teresa VanNatta.

A. Establish Quorum

Quorum established

B. Land Acknowledgement

Patrick Carter read: Honoring those who came before us and served as traditional stewards of the land is vital to acknowledging the long-standing history of Southwest Washington. This area is home to the Cowlitz Indian Tribe and has been for thousands of years. The land enabled the Cowlitz People to flourish with its rich resources and today we must appreciate the persistence of the Cowlitz People and the important role they play in our region.

C. Pledge of Allegiance

III. Approval Of The Agenda

There are two walk-in items on the Consent Agenda. Item C.6 - Approval of Special Education Contract and C7 Additional Special Education Contract and Item E. Approval of Admin Contracts.

Board Chair, Teresa VanNatta asked for a motion to approve the Agenda with the walk-in items. Gordon Smith motioned to approve the Agenda/walk-in items and was seconded by Kat Stupka. All members present voted in favor of the motion. Motion carried.

IV. Communications

A. Welcome Community Members

B. Excuse absent board member

All members present

C. HSD Recognition

Superintendent Marshall recognized the following:

- 1.** Tami Siebert - 8 years of service as a paraeducator, also subbed in the district several years before that.
- 2.** Angela Stanek - 18 years of service as a paraeducator, 11 with ESD and 7 more with HSD.
- 3.** Tracy Turner 12 years of service at HSD, 10 years as classified and 2 as certificated.
- 4.** Dave Wilson - Dave has a hand in all aspects of our operations, facilities and events - his influence was most recently on display at Friday's HHS Graduation.
- 5.** Josh Robertson - Josh, who is our Director of Curriculum and Instruction, assisted with streaming our Regular Board Meetings and his expertise has been invaluable this year.

6. *Amy Clover - Amy has stepped out of her normal responsibilities to help conduct and take minutes for our meetings this spring.*
7. *Meredith Gannon and Michael Olson - These two building leaders, like those at HMS and HHS, are an energetic and effective team. Their organization, leadership, and energy have had a positive impact on the HHES school community.*

D. Reports

1. Board Share Out

Anne-Elissa Carter: attended the 5th grade rocket bottle launch and the Track & Field end of season banquet.

Kat Stupka: attended graduation, personal and meaningful, praise to the speakers for their connection with the students.

Patrick Carter: Attended graduation, student centered genuine ceremony, work appreciated by staff and students. 5th grade band concert - improvement from first concert, played 12/13 songs, very impressive.

Teresa VanNatta: Fun days, graduation and a Kinder/1st Concert

Gordon Smith: one of the best graduations, very nice compliments, District Band Festival 6-12 grades, all district band performance.

2. Superintendent, Steve Marshall

Summer Hours at DO

From June 28 - Aug 2, the HSD District Office will be following summer hours: 8 am - 4 pm Mon - Thu.

HSD Labor Negotiations

I, along with HSD directors, are involved in meeting with certificated and classified labor leaders in an effort to finalize their respective collective bargaining agreements. These negotiations started in late May and we are hopeful that we can reach mutually agreeable resolutions later this month.

Special Meeting Likely - June 2024

The HSD needs to finalize its food service contract with Chartwells before July 1. However, the contract is not finished by tonight's meeting. So we will likely have to schedule a Special Meeting to consider the proposed 2024-25 contract.

Isaacson Completes Transition Program, Readies for Fall 2024

Mollie Isaacson, a 2022 HHS Graduate, was celebrated today for her successful completion of our Transition Program. Mollie's celebration was, in a way, a culminating project that demonstrated her growth in the areas of independence and life skills: She planned, purchased items for, and prepared for the event. Mollie will remain in the HSD this fall to intern at HHES as a General Duty Aide.

Regional Career Consortium Honors HHS's Sarkinen for Leadership, Student Support

One June 4, Career Connect Southwest (CCSW) announced Angelina Sarkinen as the 2024 Educator of the Year at the fourth annual STEM Rising Star and Regional Partner Awards ceremony hosted at Clark College. Sarkinen, who is the school's Career & Technical Education Secretary and College/Career Specialist, was recognized for her exceptional dedication to preparing students at Hockinson High School for success in their postsecondary pathways. Way to go, Angelina!

HSD Chromebook News

The HSD is continuing with its Chromebook collection format that started last summer. This means that students have the option of keeping their Chromebooks throughout the summer. The only group of students required to turn in their Chromebooks are the graduating seniors in the Class of 2024. Students in Grades 6-11 have the option of returning their Chromebooks by the end of the day on June 17.

Heads up, HSD families: This fall, new Chromebooks will be issued to students in Grades 5, 6, 9 and 10. Our Chromebooks will age out by 2027 and this schedule will enable us to keep our Chromebooks current and stay on an affordable replacement rotation.

HHS's Lyon Recognized as STEM Rising Star

HHS sophomore Elsie Lyon was also honored as a "STEM Rising Star" finalist at the event. This award recognizes female students who embrace science, engineering, technology, and math (STEM) education and who explore STEM in ways that will support their education, career, personal development, and the development and needs of others. As a finalist, Lyon received a stipend, some STEM "swag," and additional learning opportunities.

HSD Achieves Clean Financial Audit

Hockinson School District received a clean financial audit report from the Washington State Auditor's Office again this year, maintaining a longstanding tradition of strong financial management in the district. The report indicates district compliance with federal and state requirements for the reporting period from September 2022 to August 2023. Auditors made it a point to commend the HSD for its responsible use of federal emergency (pandemic) aid, which ended this year.

The Washington State Auditor conducts an audit of school districts across the state every year. Aaron Villanueva, Director of Business Services at Hockinson School District, worked closely with the audit team as they conducted a thorough review of the district's use of public funds.

Senior Interviews Enable Student Voice to Improve HHS

This week, seniors met with HHS leadership and community volunteers for exit interviews to close out their high school career. These interviews are important for capturing student perspectives on school programs that have made the greatest impact on their lives, and how HHS can be improved upon next year. This tradition encourages continuous improvement within the Hockinson High School community.

"These interviews are so valuable because they center on our kids and what matters to them. In many ways they're like a gift from the graduating seniors to underclassmen because by sharing their thoughts they impact what classes, events, and programs we offer to our students in the coming years," said Tim Fox, Hockinson High School Principal.

Pedestrian, Bicycle Safety Project Slated for this Summer

The HHS bicycle and pedestrian safety improvement project will begin mid-June. It will install three marked and lighted crosswalks near the school to improve safety for bicyclists and pedestrians. Construction is slated to begin in mid-June, but the exact start time is weather-dependent. This \$445,000 project is made possible by a combination of state and county grants that were awarded to the HSD. You can learn more about this improvement [here](#).

Girls Tennis Team Named State Academic Champions

This year's HHS Girls Tennis Team was successful both on the tennis courts and in the classroom. Collectively, the Varsity team maintained a 3.932 average GPA earned them a WIAA State Academic Championship! The team includes: Ashley Suva, Sophia Broten, Sarah

DeRoos, Elsa Gundersen, Alexis Heeter, Charlotte Lyon, Trinity Maldonado, Olivia Muller, Lauren Teckenburg, Ana Maitland, and Kendall Zabel.

HMS Track Teams Shine at SWWMSL District Championship

On May 14, the HMS Boys and Girls Track teams headed to Castle Rock, WA to participate in the Southwest Washington Middle School League Track & Field Championships. HMS competed against 11 other schools in 13 track events. Great job, HMS Track! View the meet's official results [here](#).

The Boys placed 2nd at the district meet. Special congratulations to the below athletes, all of whom placed within the top three in their respective event(s): Barrett Roscoe (2nd in 400 Meters, 3rd in High Jump); Tavin Timperley (2nd in 800 Meters, 2nd in 1600 Meters); Braxtyn Muhonen (3rd in 1600 Meters); Mazin Barajas (2nd in 100m Hurdles); Jett Worthington (1st in Javelin); Aiden Palmer (Tied 2nd in High Jump).

The Girls placed 8th at the district meet. Special congratulations to the below athletes for placing within the top five in their respective event(s): Mia Thorner, Yasmin Ugalde, Leana Berezchnoy, Claire Massie (4th in 4x200 Relay); Yasmin Ugalde (5th in Long Jump).

2024 HHS Graduation was a 100% Success

Graduation is an emotional reminder of the HSD motto: Preparing All Students for Lifelong Success.

On Friday, June 7, 155 members of the Class of 2024 received their diplomas. This was remarkable because they represented a 100% graduation rate! It is both nostalgic and gratifying to watch our seniors embark on their next journeys, and we're very proud of our graduates. Seniors were invited to fill out a Google form to share their post-grad plans. Here is an overview of fall plans for the class of 2024:

- 73% are heading to 2- or 4-year college
- 8% are attending a trade school or apprenticeship
- 13% are entering the workforce
- 3% are going on a mission
- 3% are entering the military

Check in with our HSD Facebook Page each Sunday to celebrate 5 graduating seniors and learn more about their individual post-grad plans.

TK Graduation - Next Up: Kindergarten

On June 11 at 5 pm, the Class of 2037 will experience their first graduation. Join us in celebrating the academic and social growth that these young students have achieved this school year. Our Transitional Kindergarten program prepares students to enter kindergarten with confidence in the fall.

Middle School Promotion Live and Online this Wednesday

Eighth grade students at Hockinson Middle School open a new chapter of their student careers, preparing for high school at the 8th grade promotion ceremony on June 12 at 6 pm. The 8th grade promotion is a free, ticketed event. Not enough tickets for the whole family? No problem! The event will be live streamed. More details will be shared by Hockinson Middle School next week.

3. Citizen Advisory Committee Update

CAC met last Monday, presentation by Josh Robertson and Jennifer Sawyer, lots of community questions. Election of 2024-2025 officers, no HHES Drop off/pick up complaints. CAC would like to be more active with Levy Support and legislative

Teresa VanNatta congratulated HSD Admin for the Administrative Leaders Award, nominated by ESD112, Integrity, Present and 100% dedication to student learning.

E. Community Input On Agenda Or Comments

Public comment is welcome. So that the planned business of the Board may proceed in a timely manner, a total of 30 minutes maximum is allocated to public comment, with each speaker expected to limit their remarks to 2 minutes. Zoom software will be used to receive public comment. Please review Policy 1400 Meeting Conduct, Order of Business & Quorum. The Board also reminds participants to treat each other with courtesy, honesty and respect. Listen willingly to each other, even when opinions differ. Share accurate information. Honor the District's policies to promote consistency and safety. respect each other's time by adhering to the time limit. Thank you.

No public comment.

V. Approval Of The Consent Agenda

Teresa VanNatta asked for a motion to approve the Consent Agenda with 3 additional items. Anne-Elissa made a motion to approve the Consent Agenda with the additional items and was seconded by Gordon Smith. All members present voted in favor of the motion. Motion carried.

A. June 2024 Vouchers

- 1.** The accounts listed below will be over \$25,000 and will be paid when Caroline Chapman returns from vacation.
 - Clark College (Running Start)
 - Clark PUD
 - Educational Service District 112
 - First Student Transportation
 - Vandeberg, Johnson and Gandara PS
 - IQ
 - Chartwells amount paid will be: \$96,562.82

Estimated June Payroll	\$2,100,000.00
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B. Approval of Previous Months Board Minutes

- 1.** May 28, 2024

C. Personnel

- 1.** Certified New Hires
 - a. Steve Curtland, Eff. 24-25 SY, HS Math Teacher .4 FTE, Non-Continuing (Hartley) This will be in addition to his .6 FTE position for the entirety of the 24-25 SY
- 2.** Position Changes
 - a. Bruce Davis, Lead Custodian MS will transfer to ES eff. 6/3/24
 - b. Justin Whiteley, Custodian at HS will be promoted to Lead Custodian at MS eff. 6/5/24

- c. Jade Scott .6 ELA Teacher at HS will increase to .8 and a SS unit
 - d. Hollie Rose .4 Hi-Cap Specialist at ES will increase to .8 FTE for Hi-Cap and ITK Support
 - 3.** End of Continuing Contract
 - a. Steve Curtland, Eff. 6/17/24, .4 FTE Math Teacher, HS. Leave Replacement
 - 4.** Retirements/Resignations
 - a. Alicia Villa, Resignation Eff. 6/17/24, Special Programs Para-Sped, MS 6hpd
 - 5.** End of Temporary Assignments
 - a. Kelly Trinklein, Eff. 6/14/24, TEMP Student Support Specialist, ES
 - b. Austin Silbernagel, Eff. 6/17/24, TEMP Security, HS
- D.** Update on Policy 2302 - Instructional use of Films, Videos and Internet-based Materials. This policy was approved 5/28/24
- 1.** Language typos were fixed and the wording on page 2 “building department heads” was removed.

VI. Discussion Items

A. School Improvement Plan Presentation

1. Hockinson Elementary School

Meredith Gannon and Michael Olson presented. Main focus: Culture and Community. After school activities, student recognition, celebrate staff, community fair/back to school night, vaccination clinic, community involvement choices, food trucks, and meet the teacher. 6 week celebration of kindness, spirit day and connection & classroom lessons, After School enrichment, 10 clubs available to students, High school participation with 4th grade building tool boxes, Student Recognition, teacher nominations and family recognition assemblies, 638 self-managers, 350 Hornet Superstars, Positive staff report, PCC area for improvement 46.9%, academics focus, deep dive into Smarter Balance scores to focus on ELA Score improvements. IReady ELA showing high growth of student achievement in ELA and Math, Mid-year 21% had met goal, SpED student inclusion 69 kids showed growth for students on IEP, 28 made grade level, Writing SBAC scores, focus on stamina, implemented daily writing practices, focus on Rubrics/Standards, Build on ELA growth for 24/25, Focus on Science of Reading, Handwriting, Phonemic awareness, Phonics/Spelling, Comprehension.

HHES SIP Q & A:

Patrick Carter Is part of the challenge, reading frustration?

Meredith Gannon: Teacher assistance in building blocks.

Patrick Carter: talks about trying and not perfecting being frustrated

Michael Olson: Lessons on Grit & Productive struggling, teaching fearlessness. Building growth and effort recognition

Superintendent Marshall: Accepted Challenge, School board requested that students do better, Writing prompt 3rd grade, asking high expectations, PLC, challenges with team level continuity difficult in large grade level teams, Culture, 93.2% Positive School Community 4 of 5, 90% Positive Communications 4 of 5, 46.9% Positive PLC 4 of 5, All staff with high expectations and standards, Admin positivity, SBAC preparing students

Motivation of students: videos, celebrations, admin visits to every testing classrooms to encourage and explain importance of testing, Less student complaining about testing,

tested longer window, shorter indiv time periods, State testing opt-outs at HHES, Congratulates HHES Admin for successful year, PWT purchased snacks for every kid for every day, Results out to parents in Fall

B. Public Records Request Update

18 Requests this year, one still open; which is a big request for emails.

C. WSSDA Fall Conference dates are Thursday 11/21/24 - Saturday 11/23/24

D. Calendar at a Glance

E. WSSDA Policies - 1st Reading - To support school district's regarding student use of artificial intelligence, WSSDA consulted with the AI Advisory Group and OSPI to consider possible policy revisions.

- 1. Policy 2022 - Electronic Resources and Internet Safety - Encouraged. Adding the language "including appropriate use of artificial intelligence"**
- 2. Policy 2023 - Digital Citizenship and Media Literacy - Encouraged. Adding "artificial intelligence" in regards to digital citizenship and WSSDA also included 3 sample forms for classroom use: Artificial Intelligence Classroom Protocol, Artificial Intelligence Student Code of Conduct and Student Artificial Intelligence Use Pledge.**

VII. Action Items

A. WSSDA Policies - 2nd Reading - WSSDA revised Policy 6700, removing information and creating 3 new policies; Policy 6701, Policy 6702 and Policy 2124 with the language that was removed.

- 1. Policy 6700 - Nutrition - Essential - At this time, no substantive changes have been made to the nutrition policy other than to detangle it from other topics (WSSDA created new Policies 6701 & 6702). However, over the course of this next year, WSSDA will work with the Office of the Superintendent of Public Instruction (OSPI) to review the new standalone policy and procedure with an eye toward streamlining verbiage, improving readability, and ensuring it is up to date.**
- 2. Policy 6701 - Recess and Physical Activity - Essential - New - This new policy supports your school district's compliance with SB 5257 - Ensuring elementary school students receive sufficient daily recess and helps your students thrive.**
- 3. Policy 6702 - Wellness - Essential - New - This new policy and procedure are specific to the federal requirements for a wellness policy and a wellness committee and is an Essential policy. No substantive changes have been made to the information that**

was previously included in policy/procedure 6700 other than to detangle it from other topics.

4. Policy 2124 - Physical Education and Health Class - Encouraged - New - The portions of the previous policy/procedure 6700 related to instruction on physical education and health class have been moved to this new Policy 2121. No substantive changes have been made other than to detangle it from the other topics. Because this information relates to instruction, not to district management, this policy and procedure are now appropriately located in the 2000 series for instruction.

Superintendent Marshall reported that HSD is in compliance with the new policies regarding nutrition time and 20 minute lunch time. He recommended approving the policies. Kat Stupka made a motion to approve all the policies and was seconded by Anne-Elissa Carter. All members present voted in favor of the motion. Motion carried.

B. Approve 2024-2027 Superintendent Contract Renewal

Teresa VanNatta asked for a motion to approve the 2024-2027 Superintendent Contract for Steve Marshall. Patrick Carter made a motion to approve the 2024-2027 Superintendent Contract and was seconded by Gordon Smith. All members present voted in favor of the motion. Motion carried.

VIII. Adjournment

A. Next School Board Meeting

1. Work Session/Retreat on Thursday, July 25, 2024 @ 5:00 p.m.
2. Regular Board Meeting/Budget Approval on Monday, July 29, 2024 @ 5:30 p.m.

B. Items for Next Agenda

C. DocuSign Documents

D. Close of Meeting

Meeting adjourned at 7:28 p.m.

Steve Marshall

Steve Marshall, Superintendent

Teresa VanNatta

Teresa VanNatta, Board Chair