

ADNA SCHOOL DISTRICT #226
Board Minutes
January 24, 2012

Reception to Honor Board Members as a Part of Board Appreciation Month

At 6:00 P.M., a reception was held to honor the board members.

The regularly scheduled board meeting for January 17, 2012 was postponed due to snow and rescheduled for January 24, 2012. The meeting was called order at 6:30 P.M. by Chair Terry Bower. Members present included Terry Bower, Mike Haunreiter, Bob Fay, Tom Green, and Stan Long. Chair Terry Bower led the flag salute.

Approval of the Revised Agenda of Board Meeting on January 24, 2012 – Tom Green made a motion to approve the agenda. The motion passed.

Stan Long, Board Director requested that a moment of silence be observed in honor of the passing of former Board Director, Gordon Young.

Approval of the Minutes of Board Meeting on December 20, 2011. - Stan Long made a motion to approve the minutes. The motion passed.

Introductions

Chair Terry Bower welcomed the following to the meeting: Jodi Wellander, Ethan Parker, and Tainya Adamson.

Special Reports

a. Chartwells – Shana Marrs, Food Service Director, reported large revenue improvements have been experienced this year. She attributed the increase to better rebates, a higher Free and Reduced Meals count, higher overall district enrollment, and an increased reimbursement rate from the Boistfort School District.

a. Management Team

Ronald Parker, Maintenance, reported to board members on the progress of the grounds and facilities to date. He now has the program for the boilers working correctly at the middle/high school. The district should start seeing a decrease in the electric and propane bills as a result. The fire alarm system is finished at the elementary. They did have a scheduled fire drill and the new system executed smoothly. Mr. Parker also reported that as a result of the snow, he had to take time to scrape the parking lot at the middle/high school with the help of board member Tom Green. He also let the directors know that he is now starting to plan the spring projects and will provide an updated as the list progresses.

Katrin Williams, Business Manager, provided the Board with an updated cash flow chart for the month of December and reported an ending fund balance of \$317,967.31 for the month. Mrs. Williams also included the January enrollment of 608 students given the district a total of 569.48 FTE (530 budgeted).

Lisa Dallas, Elementary Principal, shared with the Board the success of the fire drill and how simple they are to conduct now with the updated system. Mrs. Dallas also reported that the Scrapbook Craft Day was well attended and generated over \$500.00 for the PTO. There is also a Transalta Ecology Grant being offered to Kindergarten students only. Mrs. Metzenberg and Mrs.

Dallas will be attending an informational meeting in February to begin the eligibility process for our students to take advantage of the opportunity.

Kevin Ryan, Middle/High Principal, was unable to attend. Superintendent Forrest reviewed the report for the middle/high school with board members. The End of Course (EOC) Testing has been scheduled for February 7, 2012 and due to the snow both the Winter Ball and the Drama production were postponed until March.

LeeAnn Parker, Administrative Assistant, reported the January 2012 accounts payable with General Fund at \$158,207.67 for a total of \$158,207.67. Mrs. Parker also provided the Board with an update on the district's December Free and Reduced percentage at 32.28%.

Public Participation

There was no public participation at this time.

Financial

- a. Review of Voucher Registers for General Fund and ASB Fund for January 2012.
- b. Review of Budget Status for December 2011 for General Fund, Capital Projects Fund, Debt Services Fund, ASB Fund, and Transportation Vehicle Fund.

Consent Item(s)

- a. Approval of January 2012 Voucher Registers for General Fund and ASB Funds – Vouchers audited and certified by RCW 42.24.090 have been recorded on a listing made available to the Board. As of January 24, 2012, the Board does approve for payment as follows: General Fund Warrant Numbers 101303-101352, in the total amount of \$158,207.67; ASB Fund Warrant Numbers 400231-400246, in the total amount of \$9354.27.
- b. Approval of January 2012 payroll.

Stan Long made a motion to approve Consent Item(s) a. and b. The motion passed.

Discussion Item(s)

- a. Elementary Lunch Room – Superintendent Forrest presented the viability of the elementary multi-purpose room having a dual role as a lunch room. Board member Bob Fay has visited Napavine School District and obtained information on the staffing, scheduling, table dimension and cost. Both Superintendent Forrest have polled a few of the elementary staff and attended lunch with students in their classrooms. The initial cost to the district would be approximately \$8,000.00 to purchase the tables however Mr. Fay feels the cost savings would come from the custodian's decreased time cleaning classrooms, walls, and hallways from lunch debris.
- b. Teacher Principal Evaluation – Superintendent Forrest reported to the board that the staff has chosen the University of Washington 5 Dimensions of Teaching and Learning Model for their required evaluation process. All of those involved in the research process left the model to be clearly developed and objective instead of subjective. The model also allows planning for future improvement of those being evaluated.
- c. District Reader Board – Superintendent Forrest reported that Middle/High Principal, Kevin Ryan has been in contact with vendors regarding the replacement of the reader board located on Highway 6. Mr. Forrest will schedule a meeting to discuss the various options and the details of a purchase.
- d. State Budget Update – Currently the State has proposed nothing new in the past few weeks. As information is received Superintendent Forrest will continue to keep board members informed.

Action/Decision Item(s)

a. Approval of Resolution 11-12-06, Cancellation of Payroll Warrant.

Bob Fay made a motion to approve Action/Decision Item(s) a.. The motion passed.

b. Approval of Sealed Surplus Bids

No bids have been submitted at this time. The Board agreed to repost the items in the local ads a second time.

c. Approval of Teacher Principal Evaluation Model.

Tom Green made a motion to approve the University of Washington 5 Dimensions of Teaching and Learning Model, Action/Decision Item(s) c.. The motion passed.

Information Item(s)

a. WSSD New and Revised Policies/Procedure (First Reading) 1114P Board Member Resignation and Vacancy Procedures, 1240 Committees, 1610 Second Class District Conflicts of Interest, 2106 Program Compliance, 2411 Certificate of Educational Competency, 3122/P Excused and Unexcused Absences, 3140 Release of Residential Students, 4400 Election Activities Procedure, 5201 Drug-Free Schools, Community and Workplace, 5252P Safety, Operation and Maintenance of School Property Procedure, 6920P Construction Design Procedure, 6950 Contractor Assurances, Surety Bonds, and Insurance.

b. Twinstar Credit Union Classroom Cash Awards – Three of the elementary teachers received the Classroom Cash Awards. They are Jim Brooks, Teresa Berg, and Marcy Scheuber.

c. Boys Baseball Scoreboard Updated - Superintendent Forrest reviewed the proposed placement of the electronic scoreboard and options for the current wooden structure. Mr. Forrest will put together a committee to review the information and take an on-sight tour before committing to the permanent placement.

d. Gold Cards

Executive Session

a. Performance of an Employee – At 7:40 P.M. Chair, Terry Bower announced that the board would adjourn for executive session until 7:55 P.M. Board members resumed the regular session at 7:55 P.M. with no actions taken as a result of the executive session.

Adjourn the Meeting

At 7:56 P.M., Mike Haunreiter made a motion to adjourn from the meeting. The motion passed.

Board Secretary

Board Chair

Minutes recorded by LeeAnn Parker