

ADNA SCHOOL DISTRICT #226
Board Minutes
November 20, 2017

The regularly scheduled Board meeting for November 20, 2017 was called order at 3:35 P.M. by Chair, Jennifer Collins. Members present included Stan Long and Terry Bower. Chair, Jennifer Collins led the flag salute.

Approval of the Agenda of Board Meeting on November 20, 2017 – Terry Bower made a motion to approve the agenda. The motion passed.

Approval of the Minutes of Board Meeting on November 7, 2017. – Stan Long made a motion to approve the minutes. The motion passed.

Introductions

Chair, Jennifer Collins welcomed the following visitor(s) to the meeting: Jennifer Wisner and Jenikka Poppe

Special Reports

a. Management Team –

ASB President, Jennika Poppe reported that more than fifty veterans attended this year's assembly. Currently the ASB is gearing up for additional assemblies after the winter break. **Middle/High School Principal, Kevin Young** provided athletics updates for both fall and winter seasons and that the make up testing is complete. Mr. Young also reviewed the current status of the accreditation process that is taking place throughout the 2017-18 school year.

Elementary Principal, Lisa Dallas reviewed the elementary events for the month which included the state wide earthquake drill, disability awareness month activities and the annual Harvest Party. Mrs. Dallas also reported that over 1500 turkey grams had been sold for their annual fundraiser.

Business Manager, Katrin Williams reviewed the cash flow chart for the month of October with an ending balance of \$1,372,743.25 and an November enrollment count of 630 (580 FTE) students.

Maintenance Supervisor, Ron Parker reported that the repairs for the water leak near the batting cage were complete. Mr. Parker also included a list of items that had been addressed throughout the past month, such as; bad condenser switches replaced, concession stand winterization complete, and details regarding the elementary classroom moves during winter break.

Administrative Assistant, LeeAnn Parker reviewed the November 2017 accounts payable of \$781,816.09 and an October Free and Reduced Priced Meals Benefit percentage of 31%.

Superintendent, Jim Forrest reported on a few items from the WSSDA conference and the current timber dollar discussion amongst OSPI and the State. Superintendent Forrest also recommended that the times of the December 2017 Board meetings be adjusted to a later time and recommended 5:00pm. Board members agreed and asked to review the 2017-18 Board schedule at the December 5, 2017 meeting. Stan Long made a motion to approve the adjustment of time. The motion passed.

Financial

a. Review of Voucher Registers for General Fund, Capital Projects Fund and ASB Fund for November 2017.

b. Review of Budget Status for October 2017 for General Fund, Capital Projects Fund, Debt Services Fund, ASB Fund, and Transportation Vehicle Fund.

Consent Item(s)

a. Approval of November 20, 2017 Voucher Registers for General Fund – Vouchers audited and certified by RCW 42.24.090 have been recorded on a listing made available to the Board. As of November 20, 2017, the Board does approve for payment as follows: General Fund Warrant Numbers 107327-107397 in the total amount of \$142,953.03; and Capital Projects Fund Warrant Number(s) 171800013 in the amount of \$614,274.44 and 200275-200283 in the amount of \$23,962.78; and ASB Fund Warrant Numbers 401212-401233 in the total amount of \$19,174.09.

Stan Long made a motion to approve Consent Item a. The motion passed.

b. Approval of November 2017 Payroll.

Terry Bower made a motion to approve Consent Item b. The motion passed.

Public Participation

There was no public participation at this time.

Discussion Item(s)

- a. Review of Elementary Remodel Update – Superintendent Forrest reviewed the current progress of the project which included timelines for the move for the classrooms located on the eastside of the building.
- b. Review of Levy Information – Superintendent Forrest reviewed the draft of Resolution 17-18-02, 2 Year Maintenance and Operation Levy. The draft has been submitted to the Lewis County Auditor’s office for review and should be available for approval at the December 5, 2017 Board meeting.
- c. Review of Additional Vendor for 403b, Valic Financial – Administrative Assistant, LeeAnn Parker reviewed the provided handout with Board members.
- d. WSSDA New/Revised Policies/Procedures (second reading): 2410/P High School Graduation Requirements – Superintendent Forrest reviewed the changes with Board members.

Action/Decision Item(s)

a. Approval of Out of Endorsement Assignment for Kasey Johnson and Cristina Parks.

Stan Long made a motion to approve Action/Decision Item a. The motion passed.

b. Approval of Volunteer High School Girls Basketball Coach, Trisha Robinson.

Terry Bower made a motion to approve Action/Decision Item b. The motion passed.

c. Approval of Additional Vendor for 403b, Valic Financial.

Terry Bower made a motion to approve Action/Decision Item c. The motion passed.

Information Item(s)

- a. Gold Card
- b. 2017 On-Site Food Service Review
- c. 2017 Board Election of Officers

Adjourn the Meeting

At 4:21 P.M., Terry Bower made a motion to adjourn from the meeting. The motion passed.

Board Secretary

Board Chair

Minutes recorded by LeeAnn Parker