

**ADNA SCHOOL DISTRICT #226**  
**Board Minutes**  
**February 22, 2011**

The regularly scheduled board meeting was called to order at 6:31 P.M. by Chair Bob Fay. Members present included Tom Green, Bob Fay, Terry Bower and Mike Haunreiter. Chair Bob Fay led the flag salute.

Approval of Revised Agenda of Board Meeting on January 22, 2011 – Tom Green made a motion to approve the agenda. The motion passed.

Approval of Minutes of Board Meeting on February 1, 2011 – Terry Bower made a motion to approve the minutes. The motion passed.

**Introductions**

Chair Bob Fay welcomed the following visitors: Tiffany Metzberg, Jenny Humphrey, DJ Hammer, Tainya Adamson, Patrick Richardson, Jodi Wellander and Shana Marrs.

**Special Reports**

a. Management Team Reports

**Academics, Tiffany Metzberg, Kindergarten Teacher** – reviewed with board members the efficiency of her current classroom schedule which was implemented for the first time this school year. Currently Mrs. Metzberg teaches the elementary schools only kindergarten class of 30 students. In order for the most effective hands on teaching to take place the students have been divided into two groups that are on a weekly rotating schedule. This schedule allows Mrs. Metzberg and her classroom aide, Mrs. Aselton to thoroughly instruct the students in both the core academics and strategically scheduled times for art, physical education, library, and music. Mrs. Metzberg expressed her desire to the board to continue with this format as it has proven to be more effective than past classroom schedules.

**Chartwells, Shana Marrs** – reviewed the past months profit and loss report with board members. At this time she made note that the revenues are not yet what she had hoped they would be by this time of the school. Mrs. Marrs also shared with board members some of the steps she will be implementing to continue with the fiscal improvements that she has been able to achieve to date.

**Ronald Parker, Maintenance Supervisor**, was unable to attend, however provided the board with the following list of items that have been completed: repaired lights on back of middle/high school building, repaired bad pop off valve and pressure reducing valve on middle/high boiler, March 18<sup>th</sup> contractor is scheduled to change control valves and actuators on four fan coils at the middle/high, general maintenance to several windows at middle/high school, spring sports prep, repaired leaky sinks at elementary building, repaired of a couple of door mechanisms, repaired leaking roof in the rental facility at the district office site.

**Katrin Williams, Business Manager**, provided the Board with a cash flow chart showing the ending fund balance for the month of January 2011. Mrs. Williams reported the February enrollment as follows; 582 (Headcount) 556.23 (F.T.E.), our budgeted F.T.E. is 545.

**Lisa Dallas, Elementary Principal**, reported on the success of several events that had taken place over the past month which included the students raising over \$4000.00 with Jumprope for Heart for the American Heart Association.

**John Stencil, Middle/High Principal**, provided board members with upcoming event dates. One of the events will be on building relationships on March 7th. Mr. Stencil provided a copy of the letter that will be mailed home to parents explaining the content of the assembly and also allows parents to opt out their child(ren) from the event.

**LeeAnn Parker, Administrative Assistant**, reported the February 2011 accounts payable beginning with General Fund at \$133,052.72 and Capital Projects Fund at \$165.15 for a total of \$133,052.72. Mrs. Parker also provided board members with a current stadium expense report.

**Financial**

- a. Review of February 2011 Voucher Registers for General Fund, Capital Projects Fund, and ASB Fund.
- b. Review of January 2011 Budget Status Reports for General Fund, Capital Projects Fund, ASB Fund, Transportation Vehicle Fund, and Debt Service Fund.

**Consent Items**

- a. Approval of February 2011 Voucher Registers for General Fund, Capital Projects 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 February 22, 2011, the Board does approve for payment as follows: General Fund Warrant Numbers 100509-100556, in the total amount of \$133,052.72; Capital Projects Fund Warrant Numbers 200079-200080, in the total amount of \$165.15; ASB Fund Warrant Numbers 400090- 4000101, in the total amount of \$6,508.00.
- b. Approval of January 2011 Payroll

Tom Green made a motion to approve Consent Item(s) a through b. The motion passed.

**Public Participation**

No public participation at this time.

**Discussion Items**

- a. Levy Update – Superintendent Forrest informed board members of the various forms the levy committee will be communicating information with the public.
- b. 2011-12 Middle/High Principals Position – Superintendent Forrest revisited the topic of possible alternative to rental spaces and after further research he does not feel that the district can accommodate the ESD in a new space within the district. Mr. Forrest will post the full time position next week. The posting will remain open until filled.
- c. WSSDA New & Revised Policies/Procedures (Second Reading) – 5101/P  
Nondiscrimination and Affirmative Action
- d. Evaluation of Current Board of Director Districts – Superintendent Forrest explained the required process of director district reviews. This is to ensure that districts are evenly populated. Once the review is complete, the district will be notified.
- e. Washington Achievement Index – Superintendent Forrest reviewed the Washington State Board of Education’s recently published Achievement Index which rated the district’s elementary school as struggling based on the 2009-10 state test scores. Mr. Forrest explained that the report is a one year snapshot and does not affect the district’s success of meeting Adequate Yearly Progress (AYP). Mr. Forrest did warn board members that the public information could potentially be posted in the local news media.
- f. Volunteer Golf Coach, Alan Browning – Superintendent Forrest recapped Alan Browning’s volunteer coaching status.

**Action/Decision Items**

- a. Approval of Spring Athletic Coaches

Tom Green made a motion to approve Action/Decision Item(s) a. The motion passed.

- b. WSSDA New & Revised Policies/Procedures (Final Reading) – 2255/P Alternative Learning Experience Programs

Mike Haunreiter made a motion to approve Action/Decision Item(s) b. The motion passed.

**Information Items**

- a. Notice of Director District Term Expiration(s)
- b. WSSDA New & Revised Policies (First Reading) – 2255/P Homeless Students: Enrollment Rights and Services
- c. Gold Cards
- d. Adna Scholarship Auction – March 18<sup>th</sup>
- e. Spring Sports Schedules

**Adjourn the Meeting**

At 7:45 P.M., Mike Haunreiter made a motion to adjourn from the meeting. The motion passed.

---

Board Secretary

---

Board Chair

Minutes recorded by LeeAnn Parker