

**ADNA SCHOOL DISTRICT #226**

**Board Minutes**

**June 20, 2017**

**Volunteer of the Year reception**

The regularly scheduled Board meeting for June 20, 2017 was called order at 6:30 P.M. by Board Director, Stan Long. Members present included Stan Long, Bob Fay, Terry Bower and Jennifer Collins (arrived at 6:32pm). Board Director, Stan Long led the flag salute.

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

Approval of the Minutes of Board Meeting on May 16, 2017. – Terry Bower made a motion to approve the minutes. The motion passed.

**Introductions**

Chair, Jennifer Collins welcomed the following visitor(s) to the meeting: Marcy Scheuber

**Special Reports**

b. Management Team –

**Middle/High Principal, Kevin Young**, reported that all of the end of school year ceremonies went well. Staff is now preparing for the 2017-18 school year.

**Elementary Principal, Lisa Dallas**, reported on various end of school year events and the that staff members have packed up their classrooms for the interior remodel of their building.

**Business Manager, Katrin Williams** reviewed the cash flow chart for the month of May with an ending balance of \$1,637,771.20 and a May enrollment count of 625 (573 FTE) students.

**Maintenance Supervisor, Ron Parker**, reported that the stadium field in being aerated, sanded and seeded for the being of the new school year.

**Administrative Assistant, LeeAnn Parker**, reviewed the June 2017 accounts payable of \$682,327.62 and the May meal benefits at 25.44 percent.

**Financial**

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

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

**Consent Item(s)**

a. Approval of June 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 June 20, 2017, the Board does approve for payment as follows: General Fund Warrant Numbers 106819-106891 in the total amount of \$287,291.10; and Capital Projects Fund Warrant Number(s) 161700007 in the amount of \$376,547.02 and 200243-200245 in the amount of \$18,489.50; and ASB Fund Warrant Numbers 401154-401175 in the total amount of \$14,749.54.

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

b. Approval of June 2017 Payroll.

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

### **Public Participation**

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 the projects timeline.
- b. Review of Elementary Construction Project Change Order 8 – Superintendent Forrest reviewed the items of the pending change order.
- c. Review of old Daycare Demolition Bids – Superintendent Forrest reviewed the three bids submitted by contractors for the demolition/removal of the collapsed roof on the old daycare.
- d. Review of 2017-18 Middle/High School Science and Elementary Social Studies Curriculum Adoption. – Teachers from the curriculum adoption committee reviewed the materials at the May Board meeting.
- e. Review of 2017-18 ESD 113 Traffic Safety Agreement – Superintendent Forrest reviewed the annual agreement with the Board
- f. Review of 2017-18 Administrative Contracts – Superintendent Forrest reviewed that contracts to be renewed.
- g. Review of 2017-18 Classified Employee Pay Schedule – Superintendent Forrest reviewed the proposed pay schedule with the Board.
- h. Review of 2017-18 Bus Purchase – Superintendent Forrest provided Board members with vehicle specifications for the purchase of a new district bus in September.
- i. Review of Resolution 16-17-13, Cancellation of Payroll and General Fund Warrant – Superintendent Forrest reviewed the two warrants that would be voided and reissued.
- j. Review of 2017-18 Budget Updates – Business Manager, Katrin Williams reviewed the proposed budget for the 2017-18 school year.
- l. WSSDA New & Revised Policies/Procedures (second reading): 1210 Annual Organizational Meeting, 1220 Board Officers and Duties of Board Members, 1225 School Director Legislative Program, 2024/P Online Learning, 3000 Table of Contents, 3235/P Protection of Student Personal Information, 5010 Nondiscrimination and Affirmative Action, 6000 Table of Contents, 6700/P Nutrition, Health, and Physical Fitness, 2021/P Library Information and Technology Programs

### **Executive Session**

- a. Employee Evaluation, Superintendent

Terry Bower made a motion to move into executive session for approximately 30 minutes at 6:56 p.m. Mr. Bower announced that action would be taken. The motion passed.

Terry Bower made a motion to return to regular session at 7:20 p.m. The motion passed

### **Action/Decision Item(s)**

- a. Approval of Elementary Remodel Project Change Order 8.

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

- b. Approval of Daycare Demolition Bids.

Bob Fay made a motion to approve Action/Decision Item b and award the bid to Sandrini Construction based on years of experience and bid quote. The motion passed.

c. Approval of 2017-18 Middle/High School Science and Elementary Social Studies Curriculum adoption.

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

d. Approval of 2017-18 ESD 113 Traffic Safety Agreement.

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

e. Approval of 2017-18 Administrative Contracts.

Bob Fay made a motion to approve Action/Decision Item e. The motion passed.

f. Approval of 2017-18 Classified Employee Pay Schedule.

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

g. Approval of 2017-18 Bus Purchase

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

h. Approval of Resolution 16-17-13, Cancellation of Payroll and General Fund Warrants

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

i. Approval of Resignation of Middle/High School Secretary, Terry Sells

Terry Bower made a motion to approve Action/Decision item i. The motion passed.

J. Approval of Recommendation to Hire Certificated Special Education Teacher, Anthony Moss

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

k. Approval of Recommendation to Hire Full Time Classified Lead Secretary, Lisa Werner

Terry Bower made a motion to approve Action/Decision item k. The motion passed.

l. Approval of Recommendation to Hire Full Time Classified Assistant Secretary, Shannon Vestal

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

**Information Item(s)**

a. WSSDA Direct Newsletter

b. WSSDA Conference Dates, November 16-19, 2017

c. Kiwanis Club Honor Students Luncheon

**Adjourn the Meeting**

At 7:30P.M., Stan Long made a motion to adjourn from the meeting. The motion passed.

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Board Secretary

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Board Chair

Minutes recorded by LeeAnn Parker