



Sequim School District No. 323

"Inspire and Achieve"

503 North Sequim Avenue, Sequim, WA 98382

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July 17, 2017 -- 6:00 PM ~ Regular Board Meeting

CALL MEETING TO ORDER/ PLEDGE OF ALLEGIANCE (REF. POLICY 1400/1420)

President Short opened the Regular Meeting at 6:00pm with all Board Members present. The Pledge of Allegiance was conducted.

PRESENT – A sign-in sheet was provided and those who wished to sign in are listed below:

Heather Short, President	Patsene Dashiell, District Office
Brian Kuh, Vice-President	Nola Judd, Citizen
Robin Henrikson, Director	Jon Kirshbaum, Citizen
James Stoffer, Director	Joan Ritchie, Citizen
Michael Howe, Director	Brandino Gibson, Citizen
Paul Weineke, HR	Tom Kelly, Citizen
Heidi Hietpas, Finance and Operations	Ellen Fetchief, Prevention Works
Ann Renker, Assistant Superintendent	Jamye Wisecup, Prevention Works
Gary Neal, Superintendent	Larry Jeffrys, Citizen
Trayce Norman, Administrative Assistant	

SAFETY –

President Short read the following safety procedure. In the event of an emergency, please exit the board room to the left. Continue to the end of the hallway and exit the building to the left and down the stairs through the double doors.

PRESENTATION PROTOCOL – President Short read the presentation protocol. Each presenter has been provided a board developed presentation template which includes a suggested time limit. Thank you for supporting the efficiency of the meeting by following these guidelines.

PUBLIC HEARING – Capital Projects Budget Extension 2016-2017

President Short opened the public hearing at 6:01pm. Executive Finance Director Hietpas delivered the report. Public comments were solicited. No public comments were made. President Short closed the public hearing at 6:03. Resolution No. 05/2017/2017 was approved by a unanimous roll call vote.

PUBLIC HEARING – Non-voted Debt

President Short opened the public hearing at 6:03pm. Finance Director Hietpas delivered the report. Public comments were solicited. No public comments were made. President Short closed the public hearing at 6:04. A report on Non-voted debt and resolution will be presented by Jim McNeill, Attorney with Foster Pepper PLLC, at the August 21st board meeting.

APPROVAL OF MINUTES –Director Henrikson moved to approve the minutes from the June 19, 2017 Regular Meeting, and the Special Board Meeting on June 27, 2017. Director Stoffer seconded. Vote taken; motion carried.

CHANGES/ADDITIONS AND APPROVAL OF THE AGENDA (REF. POLICY 1420)

STUDENT BOARD REPRESENTATIVE COMMUNICATION & STUDENT RECOGNITION

No student representative were present.

PUBLIC COMMENTS - The Board believes that public comments are a very important connection between our community and the Board. President Short asked for Comments pertaining to agenda items.

- Citizen Nola Judd inquired as to the number of retirees on the agenda as well as where she could find policy information. As public comments are reserved for comments, not an open dialogue, President Short thanked Nola for her comments. President Short asked for comments regarding general items.
- Citizen Joan Ritchie shared information regarding appropriate dress for athletes, particularly swimsuits for the swim team.
- Prevention Works representative Jamye Wisecup and Ellen Fetchief shared information regarding Paper Tiger and Resilience and extended an invitation to the school board and school district to partner in these movie viewings and other community events. President Short asked for comments regarding workshop or report items. Hearing none, President Short continued to Board Communication.

BOARD COMMUNICATION AND OTHER ITEMS

President Short responded that there were no action items from public comments at previous meetings and so called for other Board Communication.

Director Howe passed.

Director Henrikson passed.

Director Stoffer shared WSSDA information, attendance on 7/5 at Natural Resources event, attendance at a Timber committee event on 7/17, legislative updates, Sequim Chamber approved a scholarship for \$500- \$1000 with a CTE focus, students Tea Nopp, Halie Andres and Alice McCracken had been assigned to various community boards as student representatives.

Vice-President Kuh thanked Director Howe for the up to date legislative information, was happy about the figures coming out from the state, thanked Bob Schroeder from Workforce training for his presence at the meeting and years of volunteer service, and welcomed new folks to the board meeting.

President Short thanked the other school board members for attending a productive board workshop on 6/27 and invited board members to attend the new teacher induction lunch on 8/17 and all staff kick off 8/24 at 8:30am.

CONSENT AGENDA – REQUEST BOARD APPROVAL: Any item may be moved to New Business with a motion from any Board member.

- a. General Fund Vouchers No. 188504 thru No. 188505 in the total amount of \$6,952.73; and No. 188506 thru No. 188585 in the total amount of \$106,921.25; and No. 188586 thru No. 188590 in the total amount of \$24,408.18.
- b. ASB Fund Vouchers No. 10948 thru No. 10959 in the total amount of \$13,137.86; and No. 188591 thru No 188659 in the amount of \$152,317.31.
- c. Payroll for the month of May 2017 in the total amount of \$2,200,378.91.
- d. Personnel - Employment with the District will be conditional upon the district's receipt of a criminal conviction history record that is clear of any convictions, adjudications, protective orders, final decisions, or criminal charges in

accordance with Washington State law and conditional upon receipt of a sexual Misconduct Disclosure Form from prior Washington State employer(s), where employment was in a school setting, indicating that no sexual, verbal or physical misconduct materials were found in the records of such employer(s) pursuant to RCW 28A.400 and WAC 180-87-080.

- 1) Accept Letter of Resignation from Erin Gray, Greywolf Elementary Kindergarten teacher, effective immediately, as presented.
 - 2) Accept Letter of Resignation from Justine Wagner, Sequim High School Family Health teacher and High School assistant tennis coach, effective immediately, as presented.
 - 3) Accept Letter of Resignation from Jenifir Green, Bus Driver, at the end of the 2016-2017 school year, as presented.
 - 4) Accept Letter of Resignation from Carma Feland, Speech Language Pathologist, effective at the end of the 2016-2017 school year, as presented.
 - 5) Accept Letter of Resignation from Lauren Powell, Greywolf Elementary Paraeducator, at the end of the 2016-2017 school year, as presented.
 - 6) Offer Certificated Third Grade position at Greywolf Elementary to Jennifer Clevenger, for the 2017-2018 school year, as presented.
 - 7) Offer Certificated Kindergarten position at Greywolf Elementary to Echo Cox, for the 2017-2018 school year, as presented.
 - 8) Offer Certificated Language Arts position at Sequim Middle School to Andrea Dietzman, for the 2017-2018 school year, as presented.
 - 9) Offer Certificated Middle School Special Education position at Sequim Middle School to Robin Hensiek, for the 2017-2018 school year, as presented.
 - 10) Offer Certificated Language Arts position at Sequim High School to Katherine McKeon, for the 2017-2018 school year, as presented.
 - 11) Offer Certificated High School CTE Culinary Arts position to Dana Minard, for the 2017-2018 school year, as presented.
 - 12) Offer Certificated Third Grade position at Greywolf Elementary to Rio Nersinger, for the 2017-2018 school year, as presented.
 - 13) Offer Certificated Fifth Grade position at Helen Haller Elementary to Jason Ramos, for the 2017-2018 school year, as presented.
 - 14) Offer Certificated Elementary Counselor position at Helen Haller Elementary to Jennifer Saul, for the 2017-2018 school year, as presented.
 - 15) Offer Certificated Middle School Science position at Sequim Middle School to Anthony Seidl, for the 2017-2018 school year, as presented.
 - 16) Offer Certificated Psychologist position to Jacque Ter-Veen, for the 2017-2018 School year, as presented.
 - 17) Offer Certificated Resource Specialist position at Helen Haller to Teresa Thorson, for the 2017-2018 school year, as presented.
 - 18) Offer Certificated Reading Specialist at Sequim Middle School to Melissa Withrow, for the 2017-2018 school year, as presented.
 - 19) Offer Certificated Special Education position at Greywolf Elementary to Christine LaSalle, for 2017-2018 school year, as presented.
- e. Approve Superintendent Contract between Sequim School District and Mr. Gary Neal, for the 2016-2019 school year, as presented.
 - f. Declare as surplus assorted obsolete technology, books and miscellaneous equipment and/or supplies, as presented.
 - g. Approve 2017-2018 Agreement between Nova Southeastern University Inc. and the Sequim School District for the purpose of Internship.

Director Stoffer moved to amend the consent agenda to remove item New Business item "f" as a roll call vote was taken to address this item in the regular agenda. Director Henrikson seconded. Vote taken; motion carried.

Vice-President Kuh moved to approve the amended Consent Agenda. Director Stoffer seconded. Vote taken; motion carried.

OLD BUSINESS

a.

NEW BUSINESS

- a. Director Stoffer moved to approve at First Reading Policy 1000 – Legal Status and Operation. References have been updated -- no other changes. Classified Priority. Director Henrikson seconded. Vote taken; motion carried.
- b. Director Henrikson moved to approve at First Reading Policy 1005 – Key Functions of the Board. The Policy has been aligned with the new five board standards. Last updated 1997. Classified Priority. Director Stoffer seconded. Vote taken; motion carried.
- c. Director Stoffer moved to approve at First Reading Policy 1105 – Director Districts. This policy has now been updated to align more closely with applicable statute. Classified Priority. Vice-President Kuh seconded. Vote taken; motion carried.
- d. Director Henrikson moved to approve at First Reading Policy 1210 – Annual Organizational Meeting. This changes the Legislative Representative elected in December, not June. Classified Discretionary. Vice-President Kuh seconded. Vote taken; motion carried.
- e. Director Stoffer moved to approve at First Reading Policy 2195 Amendment. Assistant Superintendent answered inquiries. Discussion followed. Director Henrikson seconded. Vote taken; motion carried.
- f. ~~Approve Resolution No. 05-2016/2017 Capital Project Fund 2016-2017 Budget Extension.~~ *Item removed from the Consent Agenda.*
- g. Director Stoffer moved to approve Resolution No. 06-2016/2017 Asset Prevention. Executive Finance Director Hietpas presented this is a program already in place since 2010. It was inadvertently never voted on and required to have in place to qualify for state funding. Director Henrikson seconded. Vote taken; motion carried.

REPORTS

Superintendent Neal suggested to the board consider creating a finance committee that would consist of Executive Director Hietpas, Superintendent Neal and two board members.

Superintendent Neal reported that Vanir and Mckinstry are exhibiting innovative thinking regarding the central kitchen remodel. Sodexo will be meeting to discuss required equipment needed.

FOR YOUR INFORMATION

- a. Board Meetings:
 - Monday, August 7th – 6:00pm Regular Board Meeting
 - Monday, August 21st – 6:00pm Board Meeting
 - Tuesday, September 5th – 6:00pm Regular Board Meeting
 - Monday, September 18th – 6:00pm Regular Board Meeting
- b. August 15-17 – New Teacher Orientation
- c. Thursday, August 24 – 7:00-8:15am Benefits Fair and 8:30am to 11:00am Plenary (Staff Kick-Off) in High School Auditorium

- d. Saturday, August 26 – Back-2-School Fair @ Boys & Girls Club
- e. Wednesday, August 30th – First Day of School

FOR THE GOOD OF THE ORDER

Meeting exit slips were distributed.

EXECUTIVE SESSION

At 6:51 President Short announced that the board would convene in Executive session in the Sequim School District Superintendent Office, in accordance with RCW 42.30.110(g) for approximately 30 minutes, in order to discuss the goals of the Superintendent, with no action taken. At 7:20, the Executive Session for an additional 10 minutes.

ADJOURNMENT

At 7:31 the board returned to the district board room to Regular Session. Director Henrikson moved to adjourn the Regular Meeting. Vice-President Kuh seconded. Vote taken; motion carried.

Heather Short, President

Gary Neal, Superintendent

Robin Henrikson, Director