

**JANUARY 14, 2019  
BOARD OF DIRECTORS  
MEETING MINUTES**

- BOARD MEMBERS PRESENT:** Dennis Lenz  
Meghan Pierce  
Scott Dolezal  
Jim Nelly  
Miles Sidener
- MEMBERS NOT PRESENT:** N/A
- SUPERINTENDENT:** Tim Winter
- DISTRICT ADMIN. TEAM:** Jim Fry, Assistant Superintendent  
Rebecca Lockhart, Executive Director of Student Services  
Wendy Rimmelspacher, Executive Director of Financial Services
- PRESENTERS:** Tim Winter, Superintendent  
Heather Lang, Student Support Services Coordinator  
Rebecca Lockhart, Executive Director of Student Services  
Jim Fry, Assistant Superintendent  
Wendy Rimmelspacher, Executive Director of Financial Services
- GUESTS:** District staff, students, & community members
- RECORDING SECRETARY:** Keri Myklebust

Clarkston School District J250-185 held its regular school board meeting on Monday, January 14, 2019 at District Office, 1294 Chestnut Street, Clarkston, Washington.

**1. CALL TO ORDER**

President Lenz called the meeting to order at 6:00 p.m.

**2. FLAG SALUTE**

President Lenz led the flag salute at 6:00 p.m.

**3. REVIEW OF AGENDA**

President Lenz reviewed the agenda; there were no changes.

**4. PUBLIC INPUT**

- 4.1** Craig Riehle, parent of students at Parkway Elementary, inquired as to why Mr. Price has been absent for the past three weeks. He asked the board if they had any answers and if they have been informed. President Lenz suggested Mr. Riehle make an appointment with Mr. Winter in this regard. Citizen Robert Gall also asked to speak to Mr. Winter about this matter. Superintendent Winter let them know that he could meet with them following the board meeting.

**5. SPECIAL PRESENTATIONS**

**5.1 School Board Recognition Month**

Information:

Superintendent Winter gave his appreciation and thanks to our board of directors for their ongoing commitment to our district and community. He read the proclamation sent by Governor Inslee declaring January as School Board Recognition Month and shared a video highlighting our board members and their word for the year.

## 5.2 Wellness update

### Information:

Heather Lang, Student Support Services Coordinator, reported that twelve staff members attended a Character Strong training on January 5-6, 2019. This training focused on servant leadership and different ways to empower ourselves and students. Dustin Wendt, Jill Taylor, Brooke Lehmitz, Courtney Lightfield, Emilee Lohman, and Brenda Haley came forth to present what they learned from the training. Each person's focus was centered on kindness and how we need to be intentional in our work and words.

Superintendent Winter added that in June of last year, the district had its first annual Top 5 Summit. He stated that the district has been working really hard to bring Character Strong in June 2019 for our second Top 5 Summit conference. Superintendent Winter stated that we are on the cutting edge and with the board's support, we are going to continue to invest in wellness. He noted that what the staff members who attended Character Strong training have done in a week's time is amazing.

## 6. SUPERINTENDENT COMMUNICATIONS

### 6.1 Capital Facilities Advisory Group

#### Information:

The first Capital Facilities Advisory Group meeting will be on Wednesday at 4PM at District Office. The purpose is to lay the foundation that will lead to a recommended timeline for capital projects. President Lenz asked what selection criteria was used for the advisory group. Superintendent Winter stated that he followed the lead of other districts and used a cross section of community members with opposing views on bonds, capital levies, taxes, and facilities. It is his desire for this group to have a recommendation ready for the board by the end of the year. Greg McCracken will present the Study and Survey to the board at a meeting in February.

### 6.2 Student Advisory Board

#### Information:

The first Student Advisory Board meeting will be held on Tuesday, January 29<sup>th</sup> at 2:45PM at the high school library. A cross section of students were chosen to serve on the advisory board. President Lenz asked Director Sidener if he would like to be the standing member for this group. Director Sidener gladly accepted. As a reminder, Superintendent Winter stated that no more than two board members can be present at the meetings.

## 7. DISCUSSION/INFORMATION ITEMS

### 7.1 Grantham Elementary Principal Hiring Timeline Review

#### Information:

Jim Fry, Assistant Superintendent, came forth to share the proposed principal hiring timeline for Grantham Elementary. A meeting will take place with Grantham staff on Thursday to get an idea of opportunities, challenges, necessary skills, and desirable things they feel the next principal should bring forth. Once the meeting takes place, we will come together and write a job posting and advertisement based on feedback. Right now, we are looking at a February 22, 2019 closing date. If at that time we do not have a quality pool, we will open it back up. If all goes well, we will conduct screening the following week. It is the district's desire to have a recommendation ready for the board by March 11<sup>th</sup>.

Director Pierce stated that she is sad to see Mr. Lee go. She noted that Grantham will make sure the best possible person is in place. Director Dolezal felt it is wise to involve staff so they can define what an ideal leader is. President Lenz asked how many people the district is envisioning to be a part of the final face-to-face interview process. Jim Fry stated that the best case would be to have four people but three to six is the window.

## 8. REPORTS

### 8.1 Revisions to Policy 3141: Nonresident Students (see attached)

#### Information:

Rebecca Lockhart, Executive Director of Student Services, reviewed the requested changes to board Policy 3141. Notable revisions included:

- The fourth paragraph on page 1 refers to how to process the Standard Choice Transfer System in the Education Data System (EDS)

- Standards for accepting or rejecting an application – G. That paragraph is a new addition referring to the new Alternative Learning Environment (ALEs) requirements
- The last two paragraphs have been reworded, adding a 45-day notice to parents, and informing parents/guardians of their rights to appeal to OSPI

**8.2 Revisions to Policy 2030: Service Animals in Schools (see attached)**

Information:

Rebecca Lockhart reviewed the requested changes to this board policy. Notable revisions included:

- Specific language has been added in regard to what "service animal" means
- Adding that it is a civil infraction to misrepresent an animal as a service animal
- Added guidance as to what can and cannot be asked

**8.3 Revisions to Policy 3144: Release of Information Concerning Student Sexual and Kidnapping Offenders (see attached)**

Information:

Jim Fry, Assistant Superintendent, reviewed the requested changes to Policy 3144. Notable revisions include:

- Changes in privacy rights and the sharing of private information
- Removal of Levels of offender language

**8.4 Revisions to Policy 3266: Interviews and Interrogations of Students on School Premises (see attached)**

Information:

Jim Fry asked for this item to be tabled and brought forth at the next board meeting.

**8.5 InTouch Receipting Suite Software (see attached)**

Information:

Wendy Rimmelspacher, Executive Director of Financial Services, reported that our district is in need of replacing the current RevTrak software with a more complete cash receipting software system. InTouch Receipting Suite software would allow our community to use debit and credit cards and be more user friendly. She noted that approximately 85% of schools in state use this software.

**9. CONSENT AGENDA**

**9.1 Regular School Board Meeting Minutes dated December 10, 2018 (see attached)**

**9.2 Consideration of Personnel Action Items (see attached)**

**9.2.1 Consideration for Hire/Rehire**

- Diana Renfro, 4-hour Bus Driver, Transportation (effective 1/15/2019)
- Dusty Funderburg, Half-time Wrestling Coach, CHS (effective 1/15/19; 2018-2019 CHS Winter Sports Season)
- Paige Frazier, No-Cut Basketball Coach, LMS (effective 2018-2019 LMS Winter II Sports Season)
- Kyle Purcell, Assistant Softball Coach, CHS (effective 2018-2019 CHS Spring Sports Season)
- James York, Assistant Softball Coach, CHS (effective 2018-2019 CHS Spring Sports Season)
- Dalton Port, Assistant Wrestling Coach, LMS (effective 1/15/2019; 2018-2019 LMS Winter II Sports Season)

**9.2.2 Consideration for Resignation/Retirement and/or Termination**

- Don Lee, Principal, Grantham Elementary (effective 6/7/2019)
- Rebecca Torpey, Transportation Assistant, Transportation (effective 12/20/2018)
- Brian McElroy, Assistant Football Coach, CHS (effective 12/12/2018)
- Lacey Hardin, Assistant Softball Coach, CHS (effective 11/30/2018)

**9.2.3 Consideration for Leave Without Pay**

- Linda Powe (effective 1/31/2019 to 2/1/2019)
- Theresa Holmes (Modified: Effective 2/19/2019-2/26/2019)

**9.3 Payables and Spending Authority**

- 9.3.1 Payroll** -- \$423,521.45 for the 941 Electronic Funds Transfer; and Payroll Voucher numbers 243944 through 243961 and Vendor Voucher numbers 243962 through 243986 in the total amount of \$2,116,405.91.
- 9.3.2 CHS ASB P-Cards** -- \$209.16 (warrant #243862)
- 9.3.3 P-Cards & Misc. AP Run** -- \$216,422.73 (warrant #243863 through #243943)
- 9.3.4 Nov. Comp Tax** -- \$1,066.24 (Wire Transfer Payments 201800016 through 201800017)
- 9.3.5 LMS ASB** -- \$2,375.35 (warrant #24987 through #243988)
- 9.3.6 CHS ASB** -- \$26,720.73 (warrant #243989 through #244013)
- 9.3.7 General Fund** -- \$184,074.53 (warrant #244014 through #244124)

**9.4 Budget Status Report for November 2018 (see attached)**

**9.5 Enrollment for December 2018 (see attached)**

**9.6 Enrollment for January 2019 (see attached)**

**9.7 Write off bad and uncollectible accounts receivable items (see attached)**

**9.8 Gifts to the District (see attached)**

- \$6,000 from Clearwater Paper Community Giving Program to CHS

*Action*

*Motion by Meghan Pierce, second by Miles Sidener, to approve the Consent Agenda items as provided in our packet; motion carried.*

**10. OLD BUSINESS**

**10.1 None at this time**

**11. NEW BUSINESS**

**11.1 First Reading of Policy 3141: Nonresident Students**

*Action:*

*Motion by Miles Sidener, second by Jim Nelly, to approve the first reading of Policy 3141, Nonresident Students; motion carried.*

**11.2 First Reading of Policy 2030: Service Animals in Schools**

*Action:*

*Motion by Meghan Pierce, second by Miles Sidener, to approve the first reading of Policy 2030, Service Animals in Schools; motion carried.*

**11.3 First Reading of Policy 3144: Release of Information Concerning Student Sexual and Kidnapping Offenders**

*Action:*

*Motion by Miles Sidener, second by Meghan Pierce, to approve the first reading of Policy 3144, Release of Information Concerning Student Sexual and Kidnapping Offenders; motion carried.*

**11.4 (TABLED) First Reading of Policy 3226: Interviews and Interrogations of Students on School Premises**

*Action:*

*Motion by Miles Sidener, second by Meghan Pierce, to table this item until next meeting; motion carried.*

**11.5 InTouch Receipting Suite Software**

*Action:*

*Motion by Miles Sidener, second by Jim Nelly, to approve purchasing InTouch Receipting Suite Software as presented; motion carried.*

**12. BOARD COMMENTS**

- Director Sidener stated that he is super bummed that Mr. Lee is leaving.
- President Lenz asked how many years Mr. Lee has been with our district. Jim Fry - 14 years.

**13. UPCOMING EVENTS**

- January 18 - End of Semester (LMS/CHS ONLY) - Early Release
- January 21 - No School - Martin Luther King Day
- January 23 - Capital Facilities Advisory Group Meeting - 4PM - District Office
- January 25 - Golden Throne Game - 6PM - LCSC
- January 29 - Student Advisory Board Meeting - 2:45PM - CHS
- February 11 - Regular School Board Meeting - 6PM - Heights Elementary
- February 15-18 - No School - Mid-Winter Break

**14. 30 MINUTE EXECUTIVE SESSION - PERSONNEL PURSUANT TO RCW 42.30.110(1)(G) FOR THE PURPOSE OF REVIEWING THE PERFORMANCE OF A PUBLIC EMPLOYEE**

*Action:*

*Motion by Meghan Pierce, second by Scott Dolezal to move into Executive Session at 6:28 p.m., after a short break, for approximately 30 minutes pursuant to RCW 42.30.110(1)(g) for the purpose of reviewing the performance of a public employee; motion carried.*

*Action:*

*Motion by Miles Sidener, second by Meghan Pierce, to move back into regular session at 7:08 p.m.; motion carried.*

**15. ADJOURNMENT**

*Action:*

*Motion by Scott Dolezal, second by Miles Sidener, to adjourn the Regular School Board Meeting at 7:08 p.m.; motion carried.*



DENNIS LENZ, BOARD PRESIDENT



TIM WINTER, SECRETARY