

The Wilson Creek School Board of Directors met on Tuesday, May 23, 2017, in a regular meeting at 6:00 pm, in the school library. Present were Board Chair Paul Friend, Board Vice Chair Ron Lesser, Board Members Daryl Kimble, Susan James, Rita Kane, Superintendent Laura Christian, Business Manager, Kellie Ribail, and Secretary Stacy Sims. Guests present were Jackie Floetke (CTE/Business), Carol MacSpadden (Title 1), Kirk Freeman (AD), Kathy Thomas (Head Cook), and Sylvia Lee (Custodian), Jessica Gray, Wesley Nelson.

**CALL TO ORDER:**

Board Chair Paul Friend called the meeting to order at 6:00 pm, and led the Pledge of Allegiance to the flag of the United States of America.

**APPROVAL OF AGENDA:**

The Motion made by Susan James, seconded by Daryl Kimble, and carried to approve the agenda.

**APPROVAL OF MINUTES:**

Motion made by Ron Lesser, seconded by Rita Kane, and carried to approve the official board minutes for the April 27, 2017 regular meeting.

**PUBLIC COMMENT AND/OR CORRESPONDENCE FOR THE BOARD:**

No public comment.

**CONSIDERATION OF ACTION/INFORMATION - WRITTEN REPORTS TO THE BOARD:**

**PRINCIPAL'S REPORT – SALLY NELSON:**

No addition to the principal's written report by Sally Nelson. Laura Christian answered questions regarding Cornerstone College, a program that Sally Nelson and newly hired English Teacher Katie Wolff will develop allowing students to achieve high school and college credit in one class. Senior projects were discussed in full swing. Comments made during the discussion ranged from job shadowing to portfolios to essays, and which part of the senior projects are beneficial and which are not. Board President Paul Friend and Board Member Susan James stressed positives for the project including; college/work readiness, college like workload, and the public speaking opportunity. Students attending the meeting where asked their thoughts regarding the project for an inside opinion; both highlighted similar views regarding the additional benefits. A comparison of larger districts that have dropped the senior projects brought an array of alternative classes options. Classes being offered in other districts in place of the project revolve around portfolio preparations, computer technology/CTE certificates and resumes according to one student. Board Members Daryl Kimble and Rita Kane expressed their concern for the district keeping the senior project as a graduation requirement due to the requirement being dropped by the State. Removing the requirement allows students to take alternative elective classes and allow for additional assistance with college essays, college application and scholarships. Board Member Ron Lesser felt the requirement to do a research project provided an essential life skill, but without full knowledge of the structure/curriculum for the new 2017-2018 English courses, there simply was not enough information to make an informative decision to remove the requirement.

Motion made by Daryl Kimble to remove the Senior Project requirement, seconded by Rita Kane, opposed by Susan James, Ron Lesser, and Paul Friend, on a 2 to 3 vote the motion to remove the senior projects was lost.

**SUPERINTENDENT'S REPORT – LAURA CHRISTIAN:**

In addition to the superintendent's written report, Laura discussed the revision of the 2017-2018 school year calendar. The date of graduation for the new year dismisses the senior class earlier than the 5 days allowed. This will mean the Class of 2017 will need to return to school until June 7, and the original graduation date on the 2017-2018 calendar for the Class of 2018, will now be June 9. Regarding the 2017 graduation, students had voiced their concerns to Laura regarding the ability to walk in the graduation ceremonies due to time lines for mandated state testing and Running Starts terms being past graduation day. The board felt as long as the student is passing their current classes they will be allowed to walk in

the ceremony. The district will, however, hold diplomas until grading/testing results are in. Laura, Kellie Ribail, and Shawn Herrera are currently gathering bids for flooring in the Commons, breezeway, and the lower hallway in the main building. Concrete bids are still out for the front steps leading to the main building, and a section of sidewalk that was removed due to a broken irrigation pipe, as well. With the extreme weather this past winter, ice melt was used excessively to ensure students were able to walk safely building to building. A local contractor has discussed a discount for liquid deicer as an option, due to the salt eating away at the current concrete, leading to the main steps deteriorating. The district will continue to look at additional options. The board has requested an additional walk through during summer, and would love to reinstate the Board Goal Retreats. Laura informed the board of a possible auditing issue regarding a dual pay/dual title (double dipping) situation. Based on the Basic Ed and the Co-Curricular contract current established at the Wilson Creek School District on an 180 day agreement, a double dipping standard would apply if a staff member requested to have a district paid substitute, while they were attending to another job currently under contract for. This differs from an FFA or FBLA additional day contract, which would not invoke a double dipping situation due to the terms of the contract. Kellie explained Laura and herself placed multiple calls to surrounding districts, and previous auditors to ensure they were receiving an accurate answer to the double dipping/dual title question. In a larger district, the situation would be considered a double dipping action, where as in a smaller school the situation becomes a little more muddled. Rita Kane inquired about the situation that had triggered such an in-depth investigation. Kellie explained that an employee had brought up the issue recently, and was not satisfied by the districts response regrading personal leave, district leave, and dual titles. Rita Kane expressed her concern regarding the actions taken by the district and the impact it will have on other teachers who may think twice about becoming an advisor or coach. Kellie understood the frustration stating, on many occasions, she herself has taken a vacation day to chaperoning a field trip in support of the kids, and agreed with Rita, stating employees already go above and beyond to support the students. Athletic Director Kirk Freeman suggested an hourly pay stipend that could possibly satisfy and accommodate the issue of double dipping. In a larger school comparison, the ASB has taken over the cost of the coaching staff to circumvent the situation, but that is not a viable option for a small district to utilize. The district is currently look into creating a job description that will outline the specifics regarding pay for dual titles in hopes of eliminate the issue for future years.

Motion made by Rita Kane, seconded by Susan James, and carried to approve the students of the senior class of 2017 to walk in the graduation ceremonies provided passing grades.

**MAINTENANCE/TRANSPORTATION DIRECTOR'S REPORT – SHAWN HERRERA:**

No additions to the Maintenance/Transportation Director's Report by Shawn Herrera. Laura Christian, Shawn Herrera and the board did a walkthrough of the school grounds/buildings at 5:00 pm. Laura informed the board that a new toilet for the upstairs girl's bathroom is on order.

**TECH PREP/CTE/ASB/CTSO DIRECTOR'S REPORT – JACKIE FLOETKE:**

In addition to the report submitted by Tech Prep Director, Jackie Floetke presented a handout to the board of the 2017-2018 approved ASB budget. The budget also included the approval of 17/18 activities requests. Jackie informed the board she met with Business Manager Kellie Ribail regarding assigning the built interest, roughly equaling a thousand dollars, to be allocated to the Athletics Fund. Other questions from the board included pop machines, and punch cards used for family members during sporting events.

Vo Ag Teacher Scott Mortimer submitted a written report requesting an Out-of-State/Overnight(s) trip for the 2017 National FFA Convention for Tyler Bise and Caleb McMillian. Tyler has received the FFA Proficiency Award in the area of Placement in Forage Production, 1<sup>st</sup> place in Washington State with a Gold rating. Caleb McMillian has applied for an American FFA Degree and may be considered for the Star American Degree. The 2017-2018 year is the select year for the FFA students to attend.

Motion made by Rita Kane, seconded by Susan James, and carried to approve the all allocation of ASB interest to offset athletic budget for the 2017-2018 school year.

Motion made by Daryl Kimble, seconded by Rita Kane, and carried to approve the 2017-2018 ASB Budget.

Motion made by Rita Kane, seconded by Daryl Kimble, and carried to approve the Out-of-State/Overnight FFA Nation Convention trip.

**PRESENTATION BY KIRK FREEMAN, ATHLETIC DIRECTOR:**

In addition to the written Athletic Report by Athletic Director Kirk Freeman, Kirk updated the board on spring sports. Cheerleading tryouts are schedule to start at the end of May. Cheer for the 2017-2018 school year will be labeled as a sport and not as an activity. This will allow students to receive pins and letters. The team will be restricted to 6 or 8 with 2 alternates dependent on the number of participants. Alternates will be allowed to cheer at home games, but due to space on the busses will not attend away games. The WIAA contract has been renewed for 2017-2018 school year, and a Resolution to Delegate Authority to the WIAA will be complete and signed at the June Board meeting; however, Superintendent Laura Christian and Board President will sign to submit the resolution by the second week in June to meet the deadline. The question regarding students car pooling for co-opting sports was discussed, again with a hesitant board. The district would like to see an assistant coach, coach or school employee drive students when possible. Depending on schedules, students may be left to find their own ride to co-opting sports. Kirk requested that the High School Boys Varsity Basketball Assistant Coaching position be re-opened due to the conflicting schedules with the Junior High Boys Basketball Head Coach position. Kirk explained that the current coach had a strong year, but did not feel that he spend enough time due to schedule overlap. Kirk also touched on re-opening the Assistant High School Volleyball, and the Head Junior High Girls Basketball coaching positions, as previously discussed. Daryl Kimble asked for clarification on re-opening a position if a coach had done well. Kirk felt that the positions were filled to fast, and ample time was not given for a more qualified individual to apply. Daryl Kimble stated his worry on how the coaches may perceive the re-opening of the position. Kirk stated he talked with both coaches and explained the situation.

**BREAK REQUESTED:**

Laura Christian requested a brief 10-minute break at 7:40 pm. Meeting resumed at 7:50 pm

**APPROVAL OF NEW FEE SCHEDULE:**

Motion Made by Susan James, seconded by Rita Kane, and carried to approve the new fee schedule for the 2017-2018 school year.

**ACCEPTANCE OF RESIGNATIONS:**

Motion made by Susan James, seconded by Daryl Kimble, and carried to approve the resignation dated March 31, 2017, of Special Education Teacher Amy Hickok.

Motion made by Rita Kane, seconded by Susan James, and carried to approve the resignation of Cook's Assistant, Patti Bunnell.

**APPROVAL OF FIRST READING FOR POLICY & PROCEDURES LISTED BELOW:**

1. 1210 Policy Annual Organizational Meetings
2. 1225 School Director Legislative Program
3. 2024 Online Learning
4. 2024P Online Learning
5. 2255 Alternative Learning Experience Course

6. 2255P Alternative Learning Experience Courses
7. 3236 Protection of Students Personal Information
8. 3236P Protection of Students Personal Information
9. 5010 Nondiscrimination and Affirmation Action
10. 6700 Nutrition, Health, and Physical Fitness
11. 6700P Nutrition, Health, and Physical Fitness

Motion made by Susan James, seconded by Ron Lesser, and carried to approve the first reading of policies/procedures listed above.

**MONTHLY FISCAL REPORTS:**

In additions to the written Fiscal Report by the Business Manager Kellie Ribail, Kellie discussed the new 2017-2018 budget. The districts have been asked to keep employee costs under 80%; currently the Wilson Creek District sits just above the mark. The ESD has suggested districts to prepare a budget in June, with the understanding there is a strong possibility of having to rewrite due to the State budget not being finalized. The district is currently looking over the numbers for building improvements through the summer. A rough estimate of \$283,000 a month through August is available on the 2016-2017 budget. Kellie warned that the later the money is spent on repairs would push payment off into the new budget. The board would like to see repairs done as soon as possible to ensure there will not be a last-minute crunch before the August 30, start date for the 2017-2018 school year.

Kellie supplied the following numbers on the district’s current budget status for March and April of 2017:

<b>Budget Status</b>	General Fund	\$811,351.44	<b>Bills to Approve</b>	General Fun	\$970,377.02
<b>March</b>	ASB	\$75,382.19	<b>April</b>	ASB	\$77,394.52
	Capital Projects	\$24,520.85		Capital Projects	\$25,421.98
	Transportation	\$115,351.80		Transportation	\$115,474.42
	Debt Service	\$23,084.79		Debt Service	\$23,353.77

“The following vouchers as audited and certified by the auditing officers, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll warrants in the amount of \$198,514.39 are also approved for April.

**APRIL:**

Payroll Warrant #	167006685	through	167006705	totaling	\$198,514.39
Gen. Fund AP Voucher #	167006706	through	167006747	totaling	\$27,268.40
ASB AP Voucher #	167006748	through	167006750	totaling	\$605.98

**Regular Meeting Minutes**  
**Tuesday, May 23, 2017**

“The following vouchers as audited and certified by the auditing officers, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll warrants in the amount of \$197,546.43 are also approved for May.

**MAY:**

Payroll Warrant #	167006751	through	167006753		
	167006818	through	167006836	totaling	\$197,546.43
Gen. Fund AP Voucher #	167006754	through	167006810	totaling	\$59,440.25
ASB AP Voucher #	167006811	through	167006817	totaling	\$3,137.67

Motion made by Daryl Kimble, seconded by Susan James, and carried to approve the accounts payable vouchers payroll warrants for April and May 2017, and the district’s fiscal status.

**EXECUTIVE SESSION:**

The Board went into Executive Session under RCW 42.30.110 (1)(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee, at 8:02 pm, requesting thirty minutes. Board President Paul Friend requested an additional thirty minutes at 8:30 pm, and concluded at 8:50pm. Session concluded with no additional comments or decisions made.

**ADJOURNMENT:**

The meeting was adjourned at 8:51 pm. The next regular board meeting is on June 27, 2017, at 6:00 pm, in the district library.

Respectfully submitted,

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Laura Christian, Board Secretary