

## **Regular Meeting Minutes**

**April 23, 2013**

**Page 1 of 2**

The Wilson Creek School Board of Directors met on Tuesday, April 23, 2013, 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, Rita Kane and Susan James, Superintendent Monte Redal, Principal Brenda Welch, and Business Manager Kellie Ribail.

**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:** An amended agenda was provided. Motion made by Rita Kane, seconded by Susan James, and carried to approve the amended agenda as provided with the addition of the Athletic Director report by Mike Ottis after the Tech/Tech Prep/FBLA/CTE/ASB report by Jackie Floetke.

**APPROVAL OF MINUTES:** Motion made by Susan James, seconded by Ron Lesser, and carried to approve the official board minutes for the March 26, 2013 regular meeting.

**PUBLIC COMMENT AND/OR CORRESPONDENCE FOR THE BOARD:** None

### **CONSIDERATION OF ACTION/INFORMATION ITEMS – WRITTEN REPORTS TO THE BOARD:**

**Tech/Tech Prep/FBLA/CTE/ASB – Jackie Floetke:** ASB secretary to be elected tomorrow – one candidate. Mari Alvarez made finals in FBLA – interview on Friday. Team did not make finals. Eight people will go on the scary Spokane tour. Big relay is the next thing, need permission to have an overnight on Friday and Saturday (in Ephrata). Motion made by Rita Kane, seconded by Daryl Kimble, and carried to allow students to participate in the overnight Relay for Life in Ephrata.

**Athletic Director – Mike Ottis:** Three activities at this time – high school track, junior high track, and Little Rackets. There are 14 students consistently out for tennis. The tennis courts have cracks that are about ½-inch going from one side to the other. There is one crack that is on the playing surface that may need attention. We have tried 3 or 4 different fills already. Looking for direction on what to do. It has gone from a ¼-inch to ½-inch and will continue to grow. The board discussed obtaining quotes to fix the courts. Mike mentioned there is a man in Montana who repairs tennis courts and suggested board members look at the courts.

Susan James, Rita Kane, Monte Redal and Mike Ottis met today regarding job descriptions and expectations for coaches and the athletic director. Mike provided handouts to all board members. The packet contains a couple of different examples for each. This will be for procedures on how to hire coaches, head coaching expectations, athletic director job description, coaching code of ethics, Fourteen Duties Related to Negligence Litigation – Coach/AD, and Positive Coaching documents. Explanation – coaching position will be open for all, not just teachers or staff. When posting a position, flyers will be posted at the school, downtown Wilson Creek where allowed, and on the website. If there is only one applicant, there will be no interview. If there is more than one applicant, interviews will be held. Mike keeps a file on each coach. He has been audited three times within the last 10 years. Each coach must have 30 hours of training within the first three years and 15 hours the following. One way coaches can get these hours is to attend clinics. There is a good one in Yakima put on by the WIAA, a two-day event at the end of July. Mike will check on fees.

### **Nothing further added to Maintenance/Transportation report by Shawn Herrera, and Principal's Report by Brenda Welch.**

**Superintendent's Report – Monte Redal:** Staff met last Thursday regarding grade configuration – Brenda led the meeting. Mike did a lot of work on the schedules. Mr. Redal discussed calling parents of the three kindergarten students who are not able to attend Wilson Creek next year. The master class schedule is getting closer to being finalized. It was clarified that 6<sup>th</sup> grade students will not be part of the study hall classes – they will be with Mrs. Kane at that time. The board discussed the Spanish and independent study classes as an option instead of study hall, and it was mentioned by some staff that study hall could be reserved for those students in need of extra help, and that some students could be teacher assistants.

There are serious concerns with the ramp. It was suggested to have the metal sanded and painted and have the concrete replaced. It would be a lot cheaper to do that instead of a total replacement. It would be good to get an estimate. The board inquired about the flash flood that took place last summer – if they are coming for the ramp perhaps they can see about that too. Monte explained that it would be a structural engineer.

There is a wasp issue in one of the classrooms. Weaver Extermination came out and looked. We also have a mouse problem and a snake problem once it warms up. He suggested to control the mice then the snakes don't come. He also recommended putting down traps for snakes and putting down a granular powder (one time thing that will last until the end of school) that snakes won't cross. He will do an estimate for us, ants in kitchen, snakes, mice, and wasps. Snakes with 9 stations = \$356.00 initial set-up fee. About \$200 per building for mice, \$90 per building for ants, plus monthly follow-up costs. The ant control would be to spray around the exterior of the building. Mr. Redal explained that there are many rules and regulations regarding chemicals. Mr. Redal will proceed with this.

**Regular Meeting Minutes**

**April 23, 2013**

**Page 2 of 2**

**MONTHLY FISCAL REPORTS:** Kellie Ribail supplied the following numbers on the district's current budget status:

<b>Budget Status</b>			<b>Bills to be Approved</b>		
General Fund	\$	533,536.10	General Fund	\$	39,676.65
ASB	\$	72,522.54	ASB	\$	107.77
Capital Projects	\$	56,281.31	Payroll	\$	172,867.12
Transportation	\$	235.56	Transportation	\$	-
Debt Service	\$	26,302.73			

Motion made by Daryl Kimble, seconded by Rita Kane, and carried to approve the district's bills and fiscal status.

**POLICIES AND PROCEDURES – SECOND READING:** Mr. Redal shared that there are blanks on page 42 and an additional page. Classified language is 180 days. Motion made by Susan James, seconded by Rita Kane, and carried to approve the second reading of and adopt into policy, the following policies and procedures:

- 3413: Student Immunization and Life-Threatening Conditions
- 3413P: Student Immunization and Life-Threatening Conditions
- 3414P: Infectious Diseases
- 3416: Medication at School
- 3416P: Medication at School
- 3419: Self-Administration of Asthma and Anaphylaxis Medications
- 3419P: Self-Administration of Asthma and Anaphylaxis Medications
- 3420: Anaphylaxis Prevention and Response
- 5240: Evaluation of Staff
- 5240P: Evaluation of Staff
- 5280: Termination of Employment
- 5280P: Termination of Employment

**CONTRACTS:** Motion was not needed as this was done in February. This was signed by Paul Friend and Ron Lesser and will be paid in May 2013 for the supplemental contract for Brenda Welch – Interim Superintendent.

**2013-2014 CALENDAR:** Copies of the proposed 2013-2014 school year calendar were provided. Explanation of proposed Monday late starts. The board suggested coinciding with Soap Lake for the transportation issues. Jessie True asked if there would be preschool on Mondays if there is a late start. Veronica Clinton shared that one option was to keep the late start as one period, so preschool could still be held. The choice will need to be fully explained to the public.

Motion made by Rita Kane, seconded by Daryl Kimble, and carried to approve the 2013-2014 school year calendar as presented with the start and end dates with late start Mondays and/or early release Wednesdays yet to be decided.

**STUDY SESSION:** The board would like to have a study session with Monte Redal. Just communication of where we are headed and plan for next year. Study session planned for May 7, 2013, at Michael's on the Lake at 5:30 pm.

**EXECUTIVE SESSION:** The Board went into executive session [RCW 42.30.110(1)(g), RCW42.30.110(1)(i)] at 7:34 pm and returned to regular session at 8:09 pm.

**RESULTS OF EXECUTIVE SESSION:** Motion made by Daryl Kimble, seconded by Rita Kane, and carried to accept Brenda Welch's resignation as principal effective the end of her current contract (July 1, 2013).

**ADJOURNMENT:** The meeting was adjourned at 8:11pm. The next regular board meeting is on Tuesday, May 28, 2013, at 6:00 pm in the district library.