



**BOARD OF DIRECTORS**  
**Stevenson-Carson School District #303**

## **Regular Board Meeting Minutes**

11/13/2012

Members present:      Scott Pineo, Chair                      Randy Krog  
                                 Callae Van Pelt                                      Dan Mitchell  
                                                                      Dr. Teena McDonald, Superintendent  
                                                                      Maria Spencer, Recording Secretary

**1. CALL TO ORDER**              The regular meeting of the Stevenson-Carson School District Board of Directors was called to order November 13, 2012 at 6:06 p.m., by Chair Scott Pineo. He requested to entertain a motion to excuse Hope Peterson from the meeting. Randy Krog made a motion; Dan Mitchell seconded. Motion carried.

### **2. APPROVAL OF MINUTES**

**1. Regular Meeting - October 11, 2012**              Randy Krog made a motion, seconded by Callae Van Pelt, to approve the minutes of the October 11, 2012 regular Board meeting. Motion carried.

**3. ADOPTION OF AMENDED AGENDA**              Callae Van Pelt made a motion, seconded by Dan Mitchell to adopt the amended agenda. Motion carried.

**4. INTRODUCTION OF VISITORS AND GUESTS**              Guests included: Chris Richards, Diane Kilpatrick, John Kilpatrick, Craig McKee, Brian Morris, Brian Howe, Kim Meche, Kathy Browning, Karen Douglass, Sarah Brown, Debbie Robison, and Phil Wendell.

**5. RECOGNITION OF RETIREES**              Scott Pineo and Dr. McDonald presented Diane Kilpatrick with a plaque recognizing her 28 years of service to the District and its students.

**6. WHAT'S POSITIVE**              Dr. McDonald stated that Bill LaCombe had a successful surgery and he was feeling better than he had. He is excited to be on the mend. Dr. McDonald extended her thanks to Brian Morris, Anthony Winstead and Maria Spencer for setting up the paperless

meetings. Brian Morris suggested researching what to use as permanent technology for the Board meetings. Randy Krog stated that Dr. McDonald's dissertation paper was honored.

## **7. REPORTS/COMMUNICATIONS TO THE BOARD**

### **1. Written**

#### **a. Request from Network for Excellence in Washington Schools (NEWS) to Join**

Dr. McDonald explained that the Network of Excellence is a lobbying group to which the majority of Washington school districts belong. NEWS strives to ensure the Legislature follows the State Supreme Court's ruling from McCleary vs. State: to fully fund K-12 schools by 2018. NEWS asks for \$1/student (\$1018.00). Dr. McDonald stated when Republic joined, they sent a blanket amount, which wasn't the full \$1/student and advised that SCSD would be wise to be a part of it. She suggested anywhere between \$500-\$1000 would be acceptable. Mr. Pineo stated he would entertain a motion for the Superintendent to make an appropriate contribution (per Dr. McDonald's discretion) & complete a resolution modeled after the sample in the NEWS packet. Dan Mitchell made a motion for Dr. McDonald to join NEWS and complete a resolution modeled after the sample provided by NEWS. Callae Van Pelt seconded and the motion carried.

**b. Transitions at Dionne & Rorick LLP** Dr. McDonald stated that the District's attorney offices moved. This will not affect the District, as Cliff Foster will still be the District's attorney.

**2. Audience** None

**3. Student Representative** None

**4. Administrative** Mr. Pineo and Dr. McDonald presented certificates for EnVoy Training to Sarah Brown, Debbie Robison, Phil Wendell & Karen Douglass. They trained for five days and learned much about the EnVoy program.

Ms. Douglass and Ms. Browning stated they didn't have anything to add to their written reports.

Kim Meche stated that the counselors have been working on a grant, which was awarded at the high school level. She appreciates their effort in acquiring some extra funding, as this is the second grant they have received. Ms. Meche recognized students for core behavior and stated that high school winter sports have started and middle school winter sports have been going for a couple weeks.

Brian Howe explained that the CVA staff has been meeting to plan for a District-led ALE program. Regarding transportation: he stated it snowed in Stabler this weekend. Bus snow routes were distributed by the bus drivers on Friday.

**5. Financial** Dr. McDonald reported that Amanda completed year end and there was some good news. At the close of the 2011-2012 fiscal year, the ending fund balance for the general fund was \$5.24 million. Expenses are down from last year at this point and enrollment numbers are up from last year from 925 in October 2011 to 1018 in October 2012. Dr. McDonald stated that the District is considering having some mixed classes (more than one grade level) for next year to deal with the awkward class sizes. Dr. McDonald stated that overall, she is pleased with the budget status.

**6. Superintendent** Dr. McDonald reported that the pool survey is just about ready. Robert Waymire, EDC Director, is finalizing the survey with WSU and the results should be available in the next couple months. Dr. McDonald stated that Matthew Solomon has requested a meeting with herself and Ms. Douglass regarding EACAP options. EACAP can provide more funding options for preschool.

Dr. McDonald reported that on November 30, she is meeting with Clark College. Mr. Pineo and Mr. Krog expressed interest in attending. She thanked Callae Van Pelt and Chris Pollard for their work on the policy committee. There are a couple policies on the November agenda and they plan to have discussions on curriculum and health issue policies for next month.

Dr. McDonald stated that some of the employees from Skamania Lodge are hosting a fundraiser for Hope Peterson's medical expenses on November 29<sup>th</sup>. Kristin Waymire will send more information. Dr. McDonald hopes many from the District can participate in it.

She explained that the District received an extensive public records request from the Skamania Pioneer. District and ESD attorneys have to review it. She stated that it is taking much time to put together. Dr. McDonald stated the District is advertising for a new 2 hour Transportation Secretary/Dispatcher to free up Brian for establishing the new ALE program.

The District Bus Tour/Progressive lunch is scheduled for Nov. 27. Brian Morris and Craig McKee are organizing it as part of their Administrator Internships. Dr. McDonald urged the Board and guests to encourage people to sign up for it.

## **8. DISCUSSION ITEMS**

**1. Facilities/Maintenance - SHS Wood Shop Heat** Chris Richards stated that the heater for entire high school woodshop is down. Temporary heat is costing over \$900/month. He said it has been giving fits for a long time. An inspection showed there was either a factory error or an installation error. Only one company responded to the call for bids. JNB Mechanical, Inc.'s proposal included two bids, one replacing "like for like" for about \$9500.00 and the second installing two units tied with a twinning kit. Mr. Richards expressed that something needs to be done. Dr. McDonald agreed; that it's been a battle for over a year. She recommended getting this fixed by installing a new unit & having it installed correctly. Randy Krog asked what the difference was between the two

options. Mr. Richards stated that the first option is more energy efficient and recommended the first option, as it will require less maintenance.

**2. Facilities/Maintenance - SES Siding** Mr. Richards explained that he and Dr. McDonald had discussed this issue last year, also. A portion of SES has no overhang; it faces the weather and its siding has extensive water damage. He stated that roughly a quarter of the building is affected. There were two responses to the call for bids. One was \$20,000.00 and the other was \$40,000.00. Mr. Richards questioned the \$20,000.00 bid: was it with prevailing wage? He explained that the contractor is going to subcontract out the work, so prevailing wage does not apply. L&I said that is correct. Mr. Richards expressed his discomfort with the situation and stated that last year, this company gave an estimate that was \$5,000.00 more. Mr. Richards said he would like to take some time and talk to higher bidder and maybe even get a couple more quotes. But, the work needs to be done. Mr. Krog asked about the time frame. Mr. Richards stated that the best time to repair the siding is summer, but it probably needs to be done sooner. Dan Mitchell asked if this is out of the realm of the high school shop class. Mr. Richards stated that it was not feasible for them at this time. Mr. Pineo commented that the materials cost are probably much of the quote. Dr. McDonald recommended moving forward with repairs by an outside company.

## **9. ACTION ITEMS**

### **1. Personnel - Approve Hiring Assistant Cook (Michele Adams)**

Callae Van Pelt made a motion to approve hiring Michel Adams as an Assistant Cook. Randy Krog seconded; motion carried.

### **2. Personnel - Approve Hiring 7th Grade Girls Basketball Coach (Janet Stump)**

Randy Krog made a motion to approve hiring Janet Stump as the 7<sup>th</sup> Grade Girls Basketball Coach; Dan Mitchell seconded. Motion carried.

### **3. Personnel - Approve Hiring SES Special Education Paraeducator (Dawn Hilliker)**

Dan Mitchell made a motion to approve hiring Dawn Hilliker as a SES Special Education Paraeducator. Callae Van Pelt seconded. Motion carried.

### **4. Personnel - Accept Resignation (Laura Cameron)**

Dr. McDonald explained that Ms. Cameron took a position with ESD #112. Callae Van Pelt made a motion to accept Laura Cameron's resignation. Randy Krog seconded; motion carried.

### **5. Personnel - Supplemental Contracts**

Dr. McDonald stated these are the annual November contracts. Randy Krog made a motion to approve the supplemental contracts as listed and Dan Mitchell seconded the motion. Motion carried.

## **6. Contract - Special Education Cooperative Interlocal Agreement**

Dr. McDonald explained that this agreement is the same as last year. There is an understanding with the ESD that if we have a student with special needs, the District will add staff and the agreement will be amended. Randy Krog made a motion to approve the Special Education Cooperative Interlocal Agreement with ESD #112. Callae Van Pelt seconded. Motion carried.

## **7. Affirmative Action Plan**

Dr. McDonald stated that the District updates this with new figures yearly and is doing a good job to make sure the District doesn't discriminate in hiring. Mr. Mitchell asked if the wording has changed any since its inception. Dr. McDonald stated that yes, it has changed according to new civil rights law, but not much. Callae Van Pelt motioned to approve the 2012 Affirmative Action Plan; Dan Mitchell seconded. Motion carried.

## **8. Facilities - Approve Lease with National Forest Counties and Schools Coalition**

Dr. McDonald explained that the District was approached by the National Forest Counties and Schools Coalition to provide them with an office space. Currently, the District pays about \$830.00/month in dues to the NFCSC. District attorney, Cliff Foster believes \$830.00 is fair market value for the rental of the office space. The District will provide the office space to be rented in lieu of dues. Dan Mitchell made a motion to approve the lease with NFCSC. Callae Van Pelt seconded; motion carried.

## **9. Facilities/Maintenance - SHS Wood Shop Heat**

Dr. McDonald stated that she recommends the District move forward with the first option out of the capital projects account. Callae Van Pelt motioned to award the bid for replacing the SHS woodshop's heating system to JNB Mechanical, Inc., with their first bid option. Randy Krog seconded the motion. Motion carried.

## **10. Facilities/Maintenance - SES Siding**

Dr. McDonald said she recommends having this fixed. She stated that she was concerned with the prevailing wage issue and that it needs to be researched a bit more. Randy Krog said he is comfortable going forward with lowest bidder and if it doesn't work, the bids can be reviewed again. Scott Pineo asked to entertain a motion to move forward with the lowest bidder if it's a qualified bidder. Randy Krog made a motion to move forward with the AQC Builders' bid. Dan Mitchell seconded; motion carried.

## **11. Resolution #12-13/2 - Cancel Warrant**

Dr. McDonald explained that this company sent an incorrect invoice. They will resubmit an invoice next month with the correct amount. Callae Van Pelt made a motion to adopt Resolution #12-13/2; Randy Krog seconded. Motion carried.

## **12. Resolution #12-13/3 - Withdraw from CVA Cooperative**

Dr. McDonald expressed her pleasure that the Board approved going ahead with a home grown ALE program. She stated that she and Brian Howe have both had concerns over the last year. Mr. Howe and Registrar, Keenan Webber have done their best to follow laws. Dr. McDonald requested the ALE team research a program that will be a benefit to our

kids. She explained that by February, Mr. Howe should have a view of what the SCSD program will look like for next year. Since Mr. Krog missed the workshop when the Board discussed this topic at length, Dr. McDonald explained that two representatives from WALA (Washington Association for Learning Alternatives) voiced their concern regarding our current programs and advised the District to look at programs that are for local kids. Dr. McDonald stated that last year CVA didn't break even, though it has more chance to do so this year. She said if the District is spending money, let's have it benefit our own kids. At that work session, the Board gave Mr. Howe the okay to go ahead and research and plan a new ALE program. Dr. McDonald commended Mr. Howe & the ALE team; they are already planning a visit to three schools in Eastern WA, similar in size to SCSD. Dr. McDonald stressed that this will be a very localized program. Mr. Pineo asked if there was any further discussion. There was not. Dan Mitchell motioned to adopt Resolution #12-13/3, withdrawing from the CVA Cooperative at the end of the 12-13 school year. Callae Van Pelt seconded. Motion carried.

**13. 1st Reading - Policy #6890 (State Environmental Policy Act Compliance)**

Dr. McDonald explained that the Policy Committee approved removing the reference list and some minor wording changes, per WSSDA's recommendations. Randy Krog motioned to adopt Policy #6890. Callae Van Pelt seconded. Motion carried.

**14. 1st Reading - Policy #5011/5011P (Sexual Harassment)**

Dr. McDonald stated that this is a number change from Policy #6590 to 5011. The new policy also changes "superintendent" to "compliance officer." Dan Mitchell made a motion to adopt Policy and Procedure #5011; Randy Krog seconded. Motion carried.

**10. CONSENT AGENDA-Request Board Approval**

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Board. As of this date, November 13, 2012, the Board, by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: General Fund, voucher numbers 103485 through 103587 in the total amount of \$241,388.00; ASB Fund voucher numbers 15942 through 15974 in the total amount of \$18,540.96; Capital Projects voucher numbers 5895 through 5895 in the total amount of \$9,438.47 and October 25, 2012 payroll in the amount of \$639,350.67.

**11. SCHEDULE**

**1. WSSDA Annual Conference, Spokane - November 14-17, 2012**

**2. Board Meeting - Wednesday, December 5, 2012**

There was a short break from 7:23 p.m. to 7:35 p.m.

**12. EXECUTIVE SESSION** Randy Krog made a motion to go into an executive session at 7:35 p.m. Callae Van Pelt seconded; motion carried. The executive session was closed at 8:05 p.m.

**13. ADJOURN** The Board meeting was adjourned at 8:05 p.m.

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Chairperson

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Superintendent/Secretary to Board

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Recording Secretary