

Wishram School
Board Minutes

January 29, 2018

School Board Directors in attendance:

School District employees in attendance:

Clyde Rosa, Chair Kandy Churchwell Christina Patten-Rowan	Mike Roberts, Superintendent Tye Churchwell, Director of Operations Sarah Hathaway, Business Manager
Detmar McCullough	Judy Shinn, Elementary Lead Teacher Ken Weaver, Secondary Lead Teacher

Guests present: none

Call to Order at 5:00 PM

Pledge of Allegiance lead by C.Rosa

Roll Call -

J.Ruefer-Hore absent due to health reasons.

K.Churchwell motioned to excuse J.Ruefer-Hore due to health reasons.

D.McCullough seconded the motion

MOTION PASSED

Questions/comments from audience

NONE

Credit Restoration (Board Action needed)

Requests from student(s) to restore lost credits due to exceeding allowed number of days absent.

Student #1 – L.K. presented his reasons for exceeding the maximum number of absences. Discussions were held between the school board, student and student's parent.

K.Churchwell motioned to allow restoration of lost credit pending the execution and performance of an attendance contract.

D.McCullough seconded the motion.

Motion approved.

Student #2 - L.R. presented his reasons for exceeding the maximum allowed number of days absent. Discussions were held between the school board and the student.

D.McCullough motioned to allow restoration of lost credit pending the execution and performance of an attendance contract.

C.Patten-Rowan seconded the motion.

Motion approved.

Wishram School
Board Minutes

SUPER INTENDENT REPORT

Mr. Roberts reported on the ICU missing assignments status and Running Start enrollment.

Annual review items:

2140	Guidance and Counseling	<p style="text-align: center;"><u>Annually, the district will review student enrollment data within courses and programs</u> disaggregated by sex, race, limited-English proficiency and disability, including students protected under Section 504 of the Rehabilitation Act of 1973 and the Individuals with Disabilities Education Act. Xxx. (par. 5)</p>
-------------	-------------------------	--

Superintendent Roberts reviewed a comprehensive enrollment report with the board.

6570	Property and Data Management	<p>Data Management</p> <p>The superintendent is authorized to enter into a contract with the Washington School Information Processing Cooperative (WSIPC) to purchase a student information system, equipment, networking and software to expand the current K-12 education statewide network. <u>The board will review the data management program annually.</u> (par.1)</p>
-------------	------------------------------	--

Superintendent Roberts reviewed the use of WSIPC system and verified that the board does not wish to report any dissatisfaction with the system.

1340	Targeting Student Learning	<p>Once the board has implemented a Targeting Student Learning program, the following timeline may be used to schedule annual review of each policy topic as well as any necessary policy amendments and action items:</p>	JANUARY: Curriculum
-------------	----------------------------	--	---------------------

Ms. Herrington, Title/LAP Teacher reported on the new iReady Curriculum. Ms. Herrington provided testing results generated by iReady and explained that we are now able to provide individualized interventions and we are seeing marked growth as a result of this. iReady is a k-12 curriculum and is directly linked to the SBAC test.

DIRECTOR OF OPERATIONS REPORT

T.Churchwell reported on the following items:

- School performed a successful fire drill this week.
- T.Churchwell is scheduled to attend McKinney Vento training.
- Lyle School has hired an independent consultant to analyze the athletics combine between Lyle and Wishram. The consultant has requested expense figures from Wishram to contribute to the process. Wishram intends to cooperate with the request for information.
- Winter sports update and Spring sports planning

STAFF REPORTS

Elementary: Mrs. Shinn reported that Mr. Pickette has schedule an Eagle viewing field trip. Currently planning a movie fieldtrip to see the film "WONDER" since many of our students have read the novel at Wishram School. The Wishram teachers would like to get started on the 2018-19 School calendar soon. Mrs. Shinn also reported that the staff held a gathering last Friday night and there was good attendance. The next gathering is scheduled for February 23 and will be a wildflower hike.

Secondary: Mr. Weaver reported on ASB Fundraisers (PaintNite ~\$500 revenue) and other upcoming fundraisers planned. Also reported that there is a Pep Assembly planned for this Friday in Lyle and secondary awards will be 2/8/18 at 1:30pm.

OLD BUSINESS

Wishram School Board Minutes

Property Purchase – The process remains unchanged due to policy language:

Prior to any purchase of real estate, the district will obtain a market value appraisal by a professionally designated real estate appraiser or by a general real estate appraiser certified under Chapter 18.140 RCW. The board will select the appraiser.

Mr. Roberts will continue to investigate how to navigate the policy language verses actual real estate procedures in order to move this transaction forward.

NEW BUSINESS

- Teachers placed Out-of-Endorsement

Due to a lack of certificated staff with qualifying endorsements, the following teachers have been assigned to teach the following classes out of endorsement:

- Ken Weaver – Physical Education, Occupational Education
- Brent Cameron – Physical Education
- Mike Roberts – Physical Education

K.Churchwell motioned to allow the above teachers to teach the listed courses out of endorsement.

D.McCullough seconded the motion.

Motion approved.

- Calendar: 2018 Book Fair – MAY 9th revision

K.Churchwell motioned to revise the 2017/18 School Calendar date of March 9th to become a 12:00 student release to allow staff to prepare for the annual Book Fair.

D.McCullough seconded the motion.

Motion approved.

- LAP Paraeducator position

Mr. Roberts reported that the new High Poverty LAP funding provided to Wishram School must be spent to supplement our services and recommends that we create a position dedicated to secondary interventions. The funding provided will allow for one Full-time Paraprofessional position for the remainder of the 2017/18 school year. Continuation of the position or some other form of additional services in ensuing years will depend on the High Poverty funding each year.

K.Churchwell motioned to approve adding the LAP Paraprofessional for the remainder of the 2017/18 school year.

C.Patten-Rowan seconded the motion.

Motion approved.

- Election of Officers

Clyde Rosa – Chair, Kandy Churchwell – Vice Chair, Detmar McCullough – Legislative Representative.

C.Patten-Rowan motioned to continue with the same officers as noted above.

K.Churchwell seconded the motion.

Motion approved.

- 403(b) Third Party Administrator

S.Hathaway explained to the board that there is no fee to the school or to the staff to establish a third party administrator to manage the 403b Plan. AFPlanServ is the third party administrator and is qualified to administer the Plan and ensure compliance with the IRS.

Wishram School
Board Minutes

***K.Churchwell motioned to approve entering an agreement with AFPLANSERV to be Wishram School District's 403(b) third party administrator.
D.McCullough seconded the motion.
Motion approved.***

- Technology for Board Members
C.Rosa requested the school administration to consider whether it is within the budget limits to provide electronic devices such as a tablet computer to each board member in an effort to move towards a more paperless process and to improve each board members connection to board policies, state laws and school email communication. C.Rosa clarified that the tablets can be low-end as long as they are able to perform the necessary tasks of accessing the policies, applicable school law websites, school email and be equipped with note taking software. C.Rosa would like to have these devices purchased during the 2017-18 school year if the budget allows.
S.Hathaway will collect pricing and device information and present to the board for further discussion.

OTHER ITEMS OF SCHOOL BUSINESS

SCHOOL BOARD MINUTES

DECEMBER 2017

***D.McCullough motioned to approve the December 18 2017 school board meeting minutes as written.
K.Churchwell seconded the motion
Motion passed***

CONSENT AGENDA

- a. Voucher approval-review of monthly bills
- b. Budget status report
- c. Payroll

	WARRANT NUMBER	AMOUNT
GENERAL FUND		
ACCOUNTS PAYABLE	32527-32557	\$28,414.19
	32558	\$77.60
	TOTAL	<u><u>\$28,491.79</u></u>
PAYROLL	32559-32566	\$1,515.56
PAYROLL VENDORS	32567-32581	\$26,897.08
PAYROLL FUNDS XFER		\$94,827.51
TOTAL PAYROLL		<u><u>\$123,240.15</u></u>
ASB		
ACCOUNTS PAYABLE	2051-5056	\$960.11
	TOTAL	<u><u>\$960.11</u></u>
TRUST		
ACCOUNTS PAYABLE	57	<u><u>\$12.00</u></u>

***K.Churchwell motioned to approve the consent agenda in its entirety.
C.Patten-Rowan seconded the motion
Motion passed***

Wishram School
Board Minutes

Policy Review and Approval -FIRST READING

- Policy 2023, Digital Citizenship and Media Literacy
- Form 2023, Digital Citizenship, Media Literacy, Electronic Resources, and Internet Safety
- Procedure 2022, Electronic Resources and Internet Safety
- Procedure 2110, Transitional Bilingual Instruction Program
- Policy and Procedure 5401, Sick Leave
- 2000 Series
- 5000 Series

D.McCullough motioned to approve the FIRST READING of new and revised policies and procedures as written.
K.Churchwell seconded the motion

MOTION PASSED

District policy revisions

- Policy 4040 Procedure Public Access to District Records

D.McCullough motioned to approve the revision to Procedure 4040 Public Access to District Records as written.
C.Patten-Rowan seconded the motion.
Motion passed.

- Procedure 3515 Student Incentive program

K.Churchwell motioned to approve the revision to Procedure 3515 Student Incentives with additional revisions noted.

D.McCullough seconded the motion.
Motion passed.

EXECUTIVE SESSION – Entered at 6:37pm

No actions or decisions made.

Returned to open session at 7:17pm

The board presented the Superintendent evaluation results to Mr. Roberts and reviewed the content with him.


Moved to second Executive Session at 7:21pm. No actions or decisions made during the closed session.
Returned to open session at 7:32pm.

D.McCullough motioned to offer Superintendent M. Roberts a contract with the following elements:

- 7/1/2018-6/30/21 (3 year contract)
- Tuition reimbursement to complete a Doctoral program.
- 5 additional vacation days (a total of 20 days)
- Any COLA increases provided by the state.

C.Patten-Rowan seconded the motion.
Motion approved.

Meeting adjourned – 7:40pm.


Mike Roberts, Secretary / Date


Board Chair of Designee