



## **Sequim School District No. 323**

*"Inspire and Achieve"*

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### **June 19, 2017 -- 6:00pm Regular Board Meeting**

#### **CALL MEETING TO ORDER/ PLEDGE OF ALLEGIANCE (REF. POLICY 1400/1420)**

President Henrikson opened the Regular Meeting at 6:00pm with all Board Members present. Student Board Representatives were excused. The Pledge of Allegiance was conducted.

**PRESENT** – A sign-in sheet was provided and those who wished to sign in are listed below:

Heather Short, President	John Bridge, Sequim Education Foundation
Brian Kuh, Vice-President	Tobi Maggi, Vanir Construction
Robin Henrikson, Director	Lisa Couret, Vanir Construction
James Stoffer, Director	Luke Robins, Peninsula College
Michael Howe, Director	Pam Landoni, Sequim Middle School/District Office
Dr. Ann Renker, Assistant Superintendent	Patsene Dashiell, District Office
Heidi Hietpas, Finance and Operations	Damon Little, Sequim High School
	Jack Walsh, Citizen
Gary Neal, Superintendent	Larry Jeffrys, Citizen
Marilyn Walsh, Administrative Assistant	Jodi Minker, Citizens for Sequim Schools
	Bernie O'Donnell, Vanir Construction
	Trayce Norman, Teaching & Learning
	Karla Richardson, Citizen

#### **APPROVAL OF MINUTES**

Director Stoffer moved to approve the minutes from the June 5, 2017 Regular Board Meeting as presented. Director Henrikson seconded. Vote taken; motion carried.

#### **CHANGES/ADDITIONS AND APPROVAL OF THE AGENDA (REF. POLICY 1420)**

Director Kuh requested that Item 9A be moved to New Business Item 10b. Director Henrikson moved to move Consent Agenda Item 9A be moved to New Business Item 10b as requested. Director Stoffer seconded. Vote taken; motion carried.

Director Stoffer moved to approve the agenda as amended. Director Kuh seconded. Vote taken; motion carried.

#### **STUDENT BOARD REPRESENTATIVE COMMUNICATION & STUDENT RECOGNITION**

Student Board Representatives were excused for this meeting.

**PUBLIC COMMENTS** - The Board believes that public comments are a very important connection between our community and the Board. This time is set aside for receiving both written and oral communication.

President Short asked for Comments pertaining to Agenda items. Hearing none, President Short asked for Comments pertaining to general items. Hearing none, President Henrikson continued to Board Communication.

## BOARD COMMUNICATION AND OTHER ITEMS

President Short responded that there were no action items from public comments at previous meetings and so called for other Board Communication.

Director Howe passed.

Director Henrikson passed.

Director Stoffer attended the Alternative Learning Education Audit exit conference with Director Kuh. There was just a minor adjustment on a reporting requirement on enrollment and it was corrected. He thanked Olympic Peninsula Academy principal, Randy Hill, for his management. Director Stoffer also attended the various Graduation, Moving On, & retirement ceremonies throughout the district and caught a cold bug during the process; but it's all good. Director Stoffer also attend the Sequim City Council Meeting where there was a presentation on the Sub-Division along Burrows Road. The Council used what is called a Quasi- Judicial Process for Public Comment and it seem to be well received. The proposal passed and we can expect to see ground breaking occurring this summer for the 1st phase of the 3 part project; which includes 25 homes with another 75 over the next 3 years. This sub-division falls within Helen Haller Elementary boundaries. The City of Sequim Arts Advisory Commission (CAAC) is seeking an artist(s) to create original artwork for various locations in the Sequim Civic Center. The Civic Center is located at 152 West Cedar Street. This opportunity is open to established professional artists in the Pacific Northwest. Artist(s) cannot be a member or an immediate family member of the City Arts Advisory Commission. The deadline for submissions is 4:30 p.m. on Friday, July 14, 2017. Director Stoffer attended the recent Mayor's Coffee Chat. The Economic Development Team, the Mayor and the City Manager talked about partnerships with the School District and the county and presented some basic plans. State Superintendent Reykdal has asked us to forward a survey to school board directors across the state as he believes that knowing how OSPI's customers perceive the Agency will help them better meet your needs. Each survey is completely anonymous. In his request, Superintendent Reykdal emphasized his hope for honesty! We hope that you will take the time to complete the survey and provide this important input to OSPI within the next couple of weeks, ideally by June 22nd. Director Stoffer has volunteered to work the Summer Lunch Program & Friday Food Packs during the week of July 3rd-7<sup>th</sup>, and July 31 to August 4, from 11:30am to 1:30pm. On Fridays, Sequim Food Bank is end a Weekend Food Pack out at Carrie Blake Park and the Mountain View Apartments. If anyone is interested in assisting, please let Director Stoffer know. The WSSDA Legislative Updates came out on Friday. They have been posted in OneNote are are available to the Public upon request. The second special session coming to a close and without a budget, we are facing a possible government shutdown. House Education Committee met on HB 1827 and 2224 regarding educator recruitment/retention & graduation assessment/pathway requirements. Senate Early Learning & K-12 Education Committees also met regarding SB 5995 – regarding the high school and beyond plans. The WSSDA Fall Region #4 Meeting is scheduled for Saturday, October 14<sup>th</sup> in Port Angeles. Other dates to remember are September 22-23 for the Legislative Assembly in Tukwila, November 16-19 the WSSDA Annual Conference in Bellevue, offering Early Bird sessions for New Board Members; Law Conference, The Challenges of Poverty. There was a recent survey requesting input regarding the breakout sessions/workshops to be offered at the conference. The last session of WSSDA Leadership class will be November 15-16. There will be a Breakout Session during the Conference. Director Stoffer will be attending the Advocates for Timber Lands Conference in Salt Lake on behalf of WSSDA on July 15-16.

Vice-President Kuh wished all the Fathers present a Happy Father's Day. Director Kuh also participated in the Alternative Learning Programs exit audit and commended Olympic Peninsula Academy principal, Randy Hill, for a job well done. Director Kuh participated in High School Graduation practice and in awarding diplomas at Graduation and was very impressed with the graduating class. Director Kuh was also present for the Retirees Reception. He congratulated all the new retirees and thanked them for their service.

President Short attended the recent "Books and Breakfast" event at Greywolf Elementary, where parents accompanied their children to school for breakfast and the opportunity to choose six books to take home and read over the summer. She hopes that will become an annual event. June 28 at 2pm will be the official "Ribbon Cutting" for the new cross laminated timber classrooms at Greywolf Elementary. Teacher Marcia Garrett gave the board a statement prepared by the Sequim Education Association to the state legislators encouraging them to fully fund education. She requested that the school board consider adding their signatures or sending their own statement. The next board meeting is July 17. If the legislature is still in session, the board will decide whether to send a statement. President Short reminded the board that planning for the Board Summit will be on June 20, and that if board members have any agenda items for that meeting to please send them to her. The Board Summit will be held in the district board room on Tuesday, June 27 from 8am to 1pm. President Short commended Director Henrikson for the work she did as President. New Student Board Representative Damon Little was in the audience and recognized by President Short.

President Short read the comments from last meeting's exit slips

CONSENT AGENDA – REQUEST BOARD APPROVAL: Any item may be moved to New Business with a motion from any Board member.

- a. General Fund Vouchers No. 188360 thru No. 188370 in the total amount of \$8,856.04; and No. 188371 thru No. 188371 in the total amount of \$10,404.00; and No. 188372 thru No. 188503 in the total amount of \$481,339.69.
- b. ASB Fund Vouchers No. 10890 thru No. 10907 in the total amount of \$30,250.85 and No. 10908 thru No. 10909 in the total amount of \$367.21; and No. 10910 thru No. 10947 in the total amount of \$40,013.76.
- c. Personnel - Employment with the District will be conditional upon the district's receipt of a criminal conviction history record that is clear of any convictions, adjudications, protective orders, final decisions, or criminal charges in accordance with Washington State law and conditional upon receipt of a sexual Misconduct Disclosure Form from prior Washington State employer(s), where employment was in a school setting, indicating that no sexual, verbal or physical misconduct materials were found in the records of such employer(s) pursuant to RCW 28A.400 and WAC 180-87-080.
  - 1) Rescind Letter of Resignation for Kimberly Williams, Helen Haller Elementary Paraeducator, as it was submitted in error.
  - 2) Accept Leave of Absence Request from Kimberly Williams, Helen Haller Elementary Paraeducator, effective for the 2017-2018 school year, as presented.
  - 3) Accept Letter of Resignation from Vicki Helwick, Greywolf Elementary Music Teacher, effective at the end of the 2016-2017 school year, as presented.
  - 4) Accept Letter of Resignation from Pauline Willis, Learning Support Services Coordinator, effective at the end of the 2016-2017 school year, as presented.
  - 5) Accept Letter of Resignation from Claire Yoshida, Sequim School District Speech-Language Pathologist, effective June 16, 2017 as presented.
  - 6) Change the date of Separation from Service for Brevia Funston, Helen Haller Elementary Paraeducator, from June 15, 2017 to June 16, 2017 to reflect that additional day being a snow make-up day and the last day of school for the 2016-2017 school year, as presented.

- 7) Accept Letter of Resignation from Steven Hall, Helen Haller Elementary Music teacher, effective at the end of the 2016-2017 school year, for the purpose of retirement, as presented.
- 8) Accept Letter of Resignation from Lauren Powell, Greywolf Elementary Paraeducator, effective June 16, 2017 as presented.
- 9) Offer 260-Day Helen Haller Elementary Night Custodian position to Abraham Hernandez, effective May 22, 2017 as presented.
- 10) Offer Classified 199-Day Greywolf Elementary Night Custodian position to Abel Segura-Najera, effective June 9, 2017 as presented.
- 11) Offer Classified 199-Day Helen Haller Elementary Night Custodian position to Warren Bernier, effective August 23, 2017 as presented.
- 12) Offer Classified Sequim Middle School Solution Center Paraeducator position to Laura Coffman, effective August 30, 2017 as presented.
- 13) Offer Classified Speech Language Pathologist Assistant position to Susan Slate, effective August 30, 2017 as presented.
- 14) Offer Classified Summer Custodial position to Michael Duval, effective July 11, 2017 as presented.
- 15) Offer Classified Summer Painter/Laborer position to Warren Bernier, effective June 18, 2017 as presented.
- 16) Offer Classified Summer Painter/Laborer position to Kenneth Dorgan, effective June 18, 2017 as presented.
- 17) Offer Classified Summer Title 1 Reading Paraeducator position to Rhonda Cays, effective August 7, 2017 as presented.
- 18) Offer Classified Summer Title 1 Reading Paraeducator position to Lesa Dippert, effective August 7, 2017 as presented.
- 19) Offer Classified Summer Title 1 Reading Paraeducator position to Fani Hernandez, effective August 7, 2017 as presented.
- 20) Offer Classified Summer Title 1 Reading Paraeducator position to Luke Kisena, effective August 7, 2017 as presented.
- 21) Offer Classified Summer Title 1 Reading Paraeducator position to Paula Rainey, effective August 7, 2017 as presented.
- 22) Offer Classified Summer Title 1 Math Paraeducator position to Jennifer Clevenger, effective June 19, 2017 as presented.
- 23) Offer Classified Summer Title 1 Math Paraeducator position to Luke Kisena, effective June 19, 2017 as presented.
- 24) Offer Classified Summer Title 1 Math Paraeducator position to Carol Lichten, effective June 19, 2017 as presented.
- 25) Offer Classified Summer Title 1 Math Paraeducator position to Paula Rainey, effective June 19, 2017 as presented.
- 26) Offer Classified Summer Title 1 Math Paraeducator position to Jennifer Thompson, effective June 19, 2017 as presented.
- 27) Offer Classified Summer Title 1 Math Paraeducator position to Janet Wheeler, effective June 19, 2017 as presented.
- 28) Offer Classified Summer Extended School Year Paraeducator position to Vienna Barron, effective July 10, 2017 as presented.
- 29) Offer Classified Summer Extended School Year Paraeducator position to Laura Coffman, effective July 10, 2017 as presented.
- 30) Offer Classified Summer Extended School Year Paraeducator position to Bianca Cooper, effective July 10, 2017 as presented.
- 31) Offer Classified Summer Extended School Year Paraeducator position to Luke Kisena, effective July 10, 2017 as presented.
- 32) Offer Classified Summer Extended School Year Paraeducator position to Michael McCann, effective July 10, 2017 as presented.
- 33) Offer Classified Summer Extended School Year Paraeducator position to Natallia Merrikin, effective July 10, 2017 as presented.

- 34) Offer Classified Summer Extended School Year Paraeducator position to Paula Rainey, effective July 10, 2017 as presented.
- 35) Offer Classified Summer Extended School Year Paraeducator position to Taylor Sebring, effective July 10, 2017 as presented.
- 36) Offer Classified Summer Extended School Year Paraeducator position to Annabelle Thomas, effective July 10, 2017 as presented.
- 37) Offer Certificated Second Grade position at Helen Haller Elementary to Aria Benner, for the 2017-2018 school year, as presented.
- 38) Offer Certificated High School Math position to Jill Brouillard, for the 2017-2018 school year, as presented.
- 39) Offer Certificated Second Grade position at Helen Haller Elementary to Keely Cochran, for the 2017-2018 school year, as presented.
- 40) Offer Certificated Kindergarten position at Greywolf Elementary to Xisa Dove, for the 2017-2018 school year, as presented.
- 41) Offer Certificated STEM position at Helen Haller Elementary to Nessa Goldman, for the 2017-2018 school year, as presented.
- 42) Offer Certificated Kindergarten position at Helen Haller Elementary to Pattie Hagan, for the 2017-2018 school year, as presented.
- 43) Offer Certificated High School Special Education Resource position to Andrea Houser, for the 2017-2018 school year, as presented.
- 44) Offer Certificated Middle School Math position to Victoria Lovejoy, for the 2017-2018 school year, as presented.
- 45) Offer Certificated High School Social Emotional Learning Specialist to Carmen Maxwell, for the 2017-2018 school year, as presented.
- 46) Offer Certificated Special Education position at Helen Haller Elementary to Cassandra Oberembt, for the 2017-2018 school year, as presented.
- 47) Offer Certificated 4<sup>th</sup> Grade teaching position at Helen Haller Elementary to Shannon Prescott, for the 2017-2018 school year, as presented.
- 48) Offer Certificated Title 1 Math Summer School position to Kelli Mishko, effective June 19, 2017 as presented.
- 49) Offer Certificated Title 1 Math Summer School position to Karla Wiker, effective June 19, 2017 as presented.
- 50) Offer Certificated Title 1 Math Summer School position to Bethanie Robbins, effective August 7, 2017 as presented.
- 51) Offer Certificated Title 1 Math Summer School position to Betsy Smith, effective August 7, 2017 as presented.
- 52) Offer Certificated Extended School Year SpEd Summer School position to Tracy DeLorm, effective July 10, 2017 as presented.
- 53) Offer Certificated Extended School Year SpEd Summer School position to Katherine Ward, effective July 10, 2017 as presented.
- 54) Offer Certificated Extended School Year SpEd Summer School position to Brad Meckley, effective July 10, 2017 as presented.
- 55) Offer Certificated Title 1 Math/Science Summer School position to Casey Lewis, effective July 6, 2017 as presented.
- 56) Offer Certificated Title 1 English Language Arts Summer School position to Leif Hendricksen, effective July 6, 2017 as presented.
- 57) Offer Certificated Title 1 English Language Arts Summer School position to Jason Chadick, effective July 6, 2017 as presented.
- 58) Offer Certificated Title 1 Math Summer School position to Carol Harms, effective July 6, 2017 as presented.
- 59) Offer Certificated Title 1 English Language Arts Summer School position to Sonja Miller, effective July 6, 2017 as presented.
- 60) Offer Certificated Extended School Year SpEd Summer School position to Kerry Ladd, effective July 6, 2017 as presented.
- 61) Offer High School Boys Swim Coach position to Anitz Benitez, for the 2017-2018 school year, effective November 13, 2017 as presented.

- d. Accept Cash Donation in the amount of \$1,000 to be used for any supplies, clothing, glasses or other needs by students, from a donor who wishes to remain Anonymous, as presented.
- e. Approve 2017-2018 Cooperative Services Agreement between Olympic Educational Service District 114 and Sequim School District for Instructional Materials, Network Services, Services Contract Information, Western Regional Information Service Center, Student Services and Security, Special Education and Related Services and Financial Services.
- f. Accept Cash donation in the amount of \$4,962.40 from Beta Nu Chapter of Delta Kappa Gamma to purchase a *Read Naturally* Live Fluency Computer Program, Thirty-Six new headphones and 2 Class Packs of *Bella and Rosie* book collections to be used by Helen Haller Elementary School Reading Specialists.
- g. Approve Project Management Agreement between Sequim School District and Vanir Construction Management, Inc. to deconstruct the 1949 portion of the Community School and upgrade the base kitchen facilities and equipment in accordance with Sequim School District's Capital Project Levy, as presented.

Director Henrikson moved to approve the Consent Agenda, Items 'a' thru 'g' as presented. Vice-President Kuh seconded. Vote taken; motion carried.

### OLD BUSINESS

- a. Director Henrikson moved to approve the adoption of *Springboard* as the district Grade 6-8 English Language Arts core curriculum, and the adoption of *Engage* as the district Grade 9-12 English Language Arts core curriculum, as recommended by the Secondary Instructional Materials Committee. Director Stoffer seconded. Discussion followed. Vote taken; motion carried.

### NEW BUSINESS

- a. Vice-President Kuh had asked to recuse himself from voting on a personnel item contained in the Consent Agenda, due to the fact that the person being offered the contract was his niece. Director Henrikson moved to offer the Certificated Middle School Math position to Onna Raemer, for the 2017-2018 school year, as presented. Director Stoffer seconded. Vote taken; motion carried.
- b. Director Kuh moved to approve the Agreement Between Sequim School District and YMCA of Sequim to use the described portion of the pool for the swim team at the times specified between August 20, 2017 through March 15, 2018 as presented. Director Stoffer seconded. Discussion followed. Vote taken; motion carried.
- c. Director Stoffer moved to approve the Sequim Education Foundation Teacher Grants, as presented by John Bridge, Sequim Education Foundation. Director Howe seconded. Discussion followed. Vote taken; motion carried.

### REPORTS

- a. Dr. Luke Robins, Peninsula College President, spoke about the role of Community Colleges and how the public school can collaborate with them by introducing Guided Pathways via Meta-Majors to our students, so they come to higher education having a better idea of what general path they want to study. Discussion followed.
- b. Patsene Dashiell, Director of Communications, shared with the board items she submitted to the Washington State Public Relations Association Publication & Media Awards competition and the awards those entries were recognized for. Discussion followed.
- c. Bernie O'Donnell from VANIR, the firm retained for Project Management for the Capital Levy project, introduced himself and his team. Mr. O'Donnell shared with the board a tentative timeline for the project, with work to begin this summer. Discussion followed.
- d. Heidi Hietpas, Executive Director Finance and Operations, shared with the board a May Budget Summary; May General Fund Comparative Report; May Budget Status Report, and a Finance and Operations Report. Preliminary budget figures for the Capital Levy Project were discussed, with a possible request at the next meeting for a non-voted debt loan to jump-start work on the project. Discussion followed.

- e. Superintendent Gary Neal reported that if the Legislature is unable to approve a budget by June 30, that the district will need to rely on our reserve to pay bills in July. If we had to, we could borrow money from another account to cover August, but hopefully the Legislature will be able to come to some sort of agreement by then.

#### FOR YOUR INFORMATION

President Short drew board members' attention to:

- a. Upcoming Board Meetings, etc.
  - o June 27 – Board Planning Workshop from 8am to 3pm location to be announced. This meeting is open to the public.
  - o June 28 – Greywolf Elementary Ribbon Cutting Ceremony for new Cross Laminated Timber Classrooms @ 2pm at Greywolf Elementary
  - o July 17<sup>th</sup> – Regular Board Meeting @ 6:00pm
  - o August 7<sup>th</sup> – Regular Board Meeting @ 6:00pm
  - o August 21<sup>st</sup> – Regular Board Meeting @ 6:00pm
  - o TUESDAY, September 5<sup>th</sup> – Regular Board Meeting @ 6:00pm
- b. Enrollment Report taken June 1, 2017
- c. Free and Reduced lunch percentages for June, 2017

#### FOR THE GOOD OF THE ORDER

Meeting Exit Slips were distributed.

#### EXECUTIVE SESSION

At 7:48pm President Short announced that the Board would convene in Executive Session, in the Sequim School District Superintendent's Office, in accordance with RCW 42.30, for approximately 30 minutes, to review the performance of a public employee, with no action to be taken. At 8:10 the Executive Session was extended for an additional 30 minutes.

#### ADJOURNMENT

At 8:48pm the board returned to the district board room and to Regular Session. Director Henrikson moved to adjourn the Regular Meeting. Director Stoffer seconded. Vote taken; motion carried.

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Heather Short, President

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Gary Neal, Superintendent

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Robin Henrikson, Director