



Sequim School District

Monday July 16, 2018

Sequim School Board of Directors Regular Meeting MINUTES

**AGENDA**

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An executive session was held from 5-5:50pm to discuss the performance of a public employee.  
No action was taken.

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*Director Stoffer is excused.*

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Present: President Short, Vice President Kuh, Director Henrikson, Director Gibson,  
Superintendent Neal, Assistant Superintendent Maughan, Steve McIntire, Trayce Norman, Missy  
Church Street SEF, Jeanne Martin SEF, Peninsula College Foundation, Carol Harms SHS, SEA, Jodi  
Olson SEF, Jennifer Puff OVCF, Eric Danielson CFSS

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**Location/Time**

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**District Office 503 N Sequim Ave, Sequim WA 98382**

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**Opening Items**

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President Short called the meeting to order at 6:00pm, lead the Pledge of Allegiance and read  
the safety protocol.

Vice President Kuh read the Vision and Mission statements.

**Vision:** Our Community inspires and prepares each student to thrive.

**Mission:** In connection with our community, the Sequim School District empowers staff to  
inspire hope and provide flexible, innovative learning opportunities in a safe and respectful  
environment so each student thrives.

**Special Presentation**

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N/A

**Approval of Minutes**

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Motion by Director Gibson to approve the 6/18/18 regular meeting minutes and 6/26/18 special  
meeting minutes. Second by Director Henrikson, vote taken; motion carried.

**Agenda Discussion**

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Motion to approve as presented by VP Kuh, second by Director Gibson, vote taken; motion  
carried.

**Consent Agenda**

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Motion to approve the consent agenda by Director Henrikson, second by VP Kuh, discussion:  
Thank you to Cedars at Dungeness for their continued support of our golf teams. Vote taken/  
motion carried.

Vouchers

General Fund Voucher #1905818-190586 for \$761408.04

General Fund Voucher #190427-190517 for \$472477.01

General Fund Voucher #190587-190654 for \$2090253.23

ASB Voucher #11246-11270 for \$22538.29

ASB Voucher #11271-11297 for \$26231.06

ASB Voucher #11298-11300 for \$721.54

Capital Projects Voucher #2642-2647 for \$33966.02

Capital Projects Voucher #2641-2641 \$186.96

Capital Projects Voucher #2635-2340 \$82466.77

June Payroll warrant in the amount of \$2343741.38

High School Golf donation from The Cedars at Dungeness including green fees for 13 week season

### **Classified**

Approve Lesli Forshaw SMS Attendance Secretary; Luke Kisenia transfer from Haller to SHS, ISS/Hope Para; LeAnn Parker transfer from temporary secretary to OPA coordinator; retirement Shirley Toso custodial from Haller

### **Certificated**

Approve Shelley Jefferson Assistant Principal Haller; Kristi Queen Assistant Principal SHS, Kathryn Baulch Haller, Sara Benjamin OPA; Olivia Catelli GW; Renee Colwill Haller; Lorrie Corder Haller; Xisa Dove Greywolf; Nessa Goldman transfer to OPA; Elizabeth Hall transfer to GW, Pam Landoni transfer GW and SMS; Jasmine McMullin Haller; Johanna Mitchell SMS; Amanda Murphy GW; George Rodes SMS; Melissa Sagara Haller; Kristi Schmeck SMS; Jennifer Hatcher Haller, Holly Thornton transfer to SMS.

Resignation Michael Krogman SHS; Jeff Stroh SMS; decline offer SHS Richard Martin

Staff Travel N/A

Student Travel N/A

Contracts: Approve MOU with City University of Seattle for Student Teacher Placement

June Budget Summary and fund balance

Surplus: 1 Hampden H-RST-2 Mobil Refrigeration SN 102495, good condition, valued at \$10000.00, discontinued class; 13 Quonset Roof eaves good condition, valued at \$500.00

### **Public Comments**

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President Short read the guidelines for public comments. No agenda specific comments were made. Carol Harms commented as a tax payer that she is concerned that the Strategic Plan is taking to long. Carol also mentioned the wording of the Minimum Fund Balance is not accurate.

### **Student Board Representative Communication & Student Recognitions**

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No reports. Students on summer break.

### **Board Communication and Other Items**

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**Director Gibson** received a question from First Teacher and concerned parents regarding the OPA playgrounds status during the construction. Gibson also participated in a successful Swim team fundraiser.

**Director Henrikson** had no communication

VP Kuh shared a heartfelt thank you once again for all the efforts of staff to wrap up a successful :

**Director Henrikson** had no communication

**Director Henrikson** had no communication

President Short mentioned the upcoming Cultural Awareness Training the will take place

8/20/18 from 4:30-5:50. Loni Greninger from Jamestown S'Klallam will be presenting. A

community safety forum is in the planning stages with a tentative October date. President Short

## **Reports to the Board**

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Steve McIntire reported June financials. No more transfers will take place for the 2017 2018 school year. The new portables that will be delivered to Greywolf and Haller, 1 each, are not included in the Capital Projects fund. Steve and Darlene continue to prepare the 2018 2019 budget that will be presented at the 8/6/18 meeting. Personnel makes up roughly 80% of the budget. Staffing is up in 18-19. Student enrollment will not generate enough to cover our staff with the new funding stream. In 17-18 a per teacher cost was roughly \$80-85K. This will be much more in 18-19 because of the new funding stream. VP Kuh added that the finance committee will be much more engaged with the budget process next year.

## **Superintendent Report**

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Superintendent Gary Neal that he is looking forward to utilizing our community to support the strategic plan. Not just in financial resources but the vast experience between the ears that is prevalent in the Sequim community. The strategic plan was shared with principals at the recent summit and will shape future decisions made by all. Six out of the eight portable have arrived. The additional portables at Haller and Greywolf should arrive in late July or August. The movers and Vanir have been great during this multi faceted move and delivery.

## **Board Business (Old/New)**

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Motion made by Director Henrikson to approve the Strategic Plan, second by Director Gibson. Discussion in regards to adopting the goals, mission and vision statements ensued. Motion amended to reflect the Strategic Plan, Mission and Vision Statements will be adopted. Vote taken; motion carried.

Discussion in regards to the wording of Policy #6022 Minimum Fund balance ensued. Director Henrikson was not in favor of the "or higher" portion of the 10% or higher wording. Possibly add "with a goal" of 10% or higher. Director Short and VP Kuh were in favor of the "or higher" portion.

Motion to approve the letter or support to the United States Coast Guard to join the 26-27 communities throughout the country, made by Director Gibson. The district will have no financial responsibility but hopes to engage in future programs like junior ROTC. Second by Director Henrikson, vote taken; motion carried.

## **For the Good of The Order**

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None at this time

## **Informational Items**

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### **Upcoming Board Meetings**

July 16 Regular Board Meeting District Office

August 6 Regular Board Meeting

August 20 Regular Board Meeting

September 10, Regular Board Meeting

September 17, Regular Board Meeting

**Other Board Items of Interest**

August 6th BoardDocs Lite Workshop 4:4:45pm  
August 6th Budget Workshop 5-5:50pm  
September 20-22 WSSDA Legislative Assembly Spokane  
October 27 - WSSDA Regional Meeting (location TBD)  
November 14-17 WSSDA Annual Conference Spokane

**Other Items of Interest**

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August 10 Stuff the Buss School Supplies at Walmart 2-6pm  
August 13 SHS Offices re-open 8-3pm  
August 16-17 SHS Wolfpack days  
August 20 Greywolf Office re-opens 8-3pm  
August 21 Sequim Middle School Office re-opens 8-3pm  
August 22 Haller and OPA Office re-opens 8-3pm  
August 21-23 New Teacher Orientation  
August 23-24 SMS Timberwolf Days  
August 25 Back to School Fair 10-1pm Sequim Boys & Girls Club  
August 29 District Plenary  
September 5 First day of school grades 1-12  
September 10 First day of school Kindergarten

Meeting adjourned at 6:47pm

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President Kuh

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Superintendent Neal