

REGULAR BOARD MEETING
June 17, 2019
Upper West Shore School District #33

CALL TO ORDER

Board Chair Jessi Wood called the Board Meeting to order at 5:36 PM. In attendance, were Board Chair Jessi Wood, Trustee Ben Adams, Trustee Ron Tjaden, Lake Co. Superintendent Carolyn Hall, Principal Dr. Darlene Hartman, Board Clerk Deb Anderson and Business Manager Duskie Dwelle. A list of other attendee's present included upon request.

WELCOME AND DIRECTIONS FOR PUBLIC PARTICIPATION

TRUSTEE & COMMUNITY COMMENT ON NON-AGENDA ITEMS:

N/A

OLD BUSINESS:

1. **Approve May 20, 2019 Regular Board Meeting Minutes-**
 - a. Trustee Tjaden made the motion to approve the May 20, 2019 Regular Board meeting Minutes and Trustee Adams seconded, the motion passed uncontested.
2. **Approve May 20, 2019 Executive Board Meeting Minutes-**
 - a. Trustee Ron Tjaden made a motion to approve the May 20, 2019 Executive Board Meeting minutes as submitted and Trustee Adams seconded, motion passed uncontested.
3. **Approve Warrants and PO's –**
 - a. Trustee Tjaden made the motion to approve the Warrants and PO's as submitted, Trustee Adams seconded the motion passed uncontested.
 - b. Trustee Tjaden asked about Paul Venters reimbursement from receipts submitted from October Duskie explained.

IEC REPORT:

1. Principal Hartman reported on conversation with Seneca Incashola at field day indicating the next IEC meeting will be in October. Superintendent Hall also reported that there is a new Cultural Committee Chair Vernon Finley.

PTO:

1. Amanda Adams reported on the reconciling the remaining invoices with Duskie. She reported once they are reconciled she will report to the Washington Foundation or Headwaters, after the district hears if it has been awarded the 21st Century Grant.
2. Amanda reported that the PTO spent approximately \$12,000 and the District spent \$940.80.
3. Superintendent Hall reported that if the 21st Century Grant is awarded then a Summer Program must be developed and started summer of 2019.

PRINCIPAL REPORT - Dr. Darlene Hartman reported on the following:

1. **Enrollment:** current students 71, projected enrollment 72.
2. **Jen Nelson resignation letter:** Jen Nelson has submitted her resignation for her current position but wants to continue to be a substitute and Tech support for the district.

- 3. Board Acceptance of Jen Nelson's resignation-**
 - a. Trustee Adams made the motion to accept Jen Nelson's resignation, Trustee Tjaden seconded the motion passed uncontested.
 - b. Trustee Adams asked when is Jen's last day? He was told that she may continue to come in during the summer on a reduced schedule.
- 4. Follett Destiny Library Program-** Principal Hartman reported that Follett has received some of the data and there has been no errors. There will be meeting and training required to upload and import remaining data.
- 5. Reports Cards mailed on time-** one more teacher remains to check out.
- 6. Preparations for the end of School**
 - a. Library Program data submitted to Follett, next step is to upload staff and student names.
 - b. Curriculum orders for next year is completed- Duskie entered into claims.
 - c. Classrooms are ready to deep clean, update parent supply lists, get technology ready for next year, etc.
- 7. Cohort Data reported in July**
- 8. Field Day-** Fantastic; Current Field trip was Awesome.
- 9.** Superintendent Hall asked if the Curriculum was already in the budget as well as smartboards. Duskie Confirmed.

CLERK REPORT – Business Manager/ Clerk Deb Anderson

- 1. Out of District Agreements:**
 - a. Deb Anderson asked the board to approve the Out of District Agreements as submitted.
 - b. Trustee Tjaden made the motion to approve the Out of District Agreements, Trustee Adams seconded motion passed uncontested.
- 2. Transportation Contracts:**
 - a. Deb Anderson asked the board to approve the Transportation Contracts as submitted.
 - b. Trustee Tjaden made the motion to approve the Transportation Contracts as submitted, Trustee Adams seconded motion passed uncontested.
- 3. New Laptop & file cabinet/ files for Board Clerk/ Business Manager:**
 - a. Deb Anderson asked to approve these purchases as submitted.
 - b. Trustee Tjaden made the motion to approve these purchases and Trustee Adams seconded motion passed uncontested.
- 4. Check signer for BMS:**
 - a. Deb Anderson received a quote from Black Mountain Software regarding check signer for Accounting and Payroll. I explained that the cost doesn't seem viable at this time.
- 5. Remove Duskie Dwellie as a signer on the Glacier Bank Account:**
 - a. Deb Anderson reported that we are trying to complete the transfer between clerks and removing Duskie from the Glacier Bank accounts is one of the changes that the board must approve.
 - b. Trustee Adams made the motion to remove Duskie as a signer from the Glacier Bank Account, Trustee Tjaden seconded motion passed uncontested.

6. Rollins School Contract:

- a. Trustee Tjaden explained the Rollins Community Club paid \$1.00 as a lease at the Rollins School and the Women of Rollins should take over the Community Contract or not.
- b. Superintendent Hall asked about the bat infestation and Trustee Tjaden said that is the Women of Rollins responsibility to maintain the building. He will get a copy of the contract in order to update it for the Women of Rollins club. Wally at the County is working on the water rights for the Rollins School.
- c. Superintendent Hall is investigating whether the Rollins Kitchen could be used for a Hot Lunch program and the Proctor school for a gym.

7. Budget Meeting scheduling:

- a. The Board scheduled the Budget meeting at the next regular scheduled board meeting on 7/15/19.

TEACHERS-NA

COUNTY SUPERINTENDENT- Superintendent Carolyn Hall

1. 19-20 Calendar:

- a. Superintendent Hall updated the board on the 19-20 Calendar submitted by the Teachers.
- b. She made note that the Teachers version added 15 minutes to the student's day, and moving all field trips from Fridays to Thursdays she then went over her version correcting some missing days etc.
- c. Principal Hartman asked about those teaching K-3 & field trips since it is required for the teachers of other grades to be there all day.
- d. Trustee Tjaden asked about instructional time based on the calendar submitted and Superintendent Hall informed him that K-3 would be ok, but 4-6 would lose instructional time.
- e. Superintendent Hall went over what Arlee another 4 day school, Calendar highlights.
- f. Monica Simonson stated that she would like to see school start after Labor Day and end by Memorial Day. Amanda Adams indicated she would like to kids out by the first week in June, and that if there has to be school on Friday they would like them Fridays scheduled in fall than in the spring.
- g. Superintendent Hall asked for direction from the board regarding the calendar and Principal Hartman reported that she had Jen polled the parents and found that some parents were fine with a change in the time of the school day, but others were not, Amanda Adams wasn't in favor.
- h. The Board Chair Jessi Wood was concerned that the Teachers version extends the day for the students, but negotiations recommendations reduces student contact time; which is not a service to our students.
- i. Trustee Tjaden made a motion to keep the current 8:10 a.m. to 4:10 pm schedule, Trustee Adams seconded the motion passed uncontested.
- j. Board Chair Wood then made a motion allowing Superintendent Hall and Principal Hartman to develop another calendar and report back to Board with a new version Trustee Adams seconded the motion passed uncontested.

2. New Hire Progress:

- a. Superintendent Hall reported that two interviews were conducted and both Board Chair Wood and Trustee Adams were present for one of the interviews. Both applicants were newly graduated teachers and that both Carolyn and Darlene were comfortable mentoring these applicants.
- b. Board Chair Wood was comfortable with the applicants interviewed.
- c. Trustee Tjaden made a motion to offer a contract to the two applicants, Trustee Adams seconded motion passed uncontested.
- d. Board Chair Wood made a motion to offer to start the new teachers at the 3 year step on the Teacher's matrix and hold their salary static for 3 years as a hiring/retention incentive. Trustee Tjaden seconded and motion passed uncontested.

3. Pre- School Proposal:

- a. Superintendent Hall reported that Sara Schmuesser was interested in providing a self-sustaining pre-school but has since taken another position, and doesn't know if she will have a conflict in the Fall.
- b. Superintendent Hall asked the Board to approve a self- sustaining Pre-school in the event Sara or another Community member wants to establish a Pre-school, Trustee Tjaden made the motion, Trustee Adams seconded motion passed uncontested.

4. School District upgrades- Telephone system & Modular:

- a. Superintendent Hall has asked Century Link to provide a quote to adding phone lines to the classrooms that are without a phone. Trustee Tjaden explains that the teachers have included in negotiations not to use their personal cell phones. We will also solicit a quote for a VOIP system as well.
- b. Trustee Tjaden made the motion approving Superintendent Hall to solicit bids for classroom upgrades, Trustee Adams seconded motion passed uncontested.
- c. Superintendent Hall asked the Board for approval to bid out the Carpet & floors to be cleaned since we are currently without a custodian. Trustee Tjaden made the motion to allow Superintendent Hall to solicit bids for Carpet and Flooring cleaning, Trustee Adams seconded motion pass uncontested.
- d. Superintendent Hall then asked about soliciting bids for the concrete sidewalks. She mentioned that at one time the county was going to pave a portion or partner with the school regarding the sidewalks, she will discuss with the county again.
- e. Monica Simonson asked "Why are we putting money into a school we don't own?" Superintendent Hall mentioned that a delegate from the county did some research at the Smithsonian and there is a slim chance the tribe may not own the property. She will update the board if anything changes.

5. Infinite Campus Upgrade:

- a. Superintendent Hall asked the Board to approve the Infinite Campus upgrade from the free version to a paid version. Generally this costs \$10,000, but since Darlene has experience in the program the cost was reduced to \$3000.00.

- b. Trustee Tjaden made the motion to approve the Infinite Campus upgrade, Trustee Adams seconded the motion passes uncontested. Principal Hartman added that this upgrade develops an information system between parents, students and teachers.

TRUSTEES

1. Negotiations Update: Trustee Tjaden

- a. Trustee Tjaden reported that there really isn't anything to update there hadn't been a meeting since the last board meeting. Trustee Tjaden wrote up what was discussed and reported that the next negotiations 6/19/19.
- b. Superintendent Hall wanted to clarify that all documents are public documents. She would like the public to know what the teachers have proposed. Trustee Adams didn't agree he was worried it could cause a tension between teachers and parents.
- c. Board Chair Wood was happy to hear that negotiations are open to the public.

2. Principal Evaluation:

- a. Superintendent Hall mentioned that both Board Chair Wood and Superintendent Hall have submitted their evaluations and need Trustee Adams & Trustee Tjaden to submit their evaluations to her so that a meeting can be scheduled with Principal Hartman.

3. Library Update:

- a. Principal Hartman updated the board on her plan for the Library materials and interventions. Principal Hartman went over one possible plan for the school layout for classrooms and new library. The 3-6 grade levels would move by subject. Trustee Tjaden was concerned about the movement of students, but Superintendent Hall assured him that student test scores could be stronger when a teacher has fewer preps and knows subjects well.
- b. Trustee Tjaden was wondering if this will work well with new staff.
- c. Board Chair Wood felt this would be best for students and staff.
- d. Karyn Thorton wanted to announce that Headwaters would like to tour the school. Amanda Adams volunteered to give them a tour at 9:00 a.m.

4. Motion to Adjourn:

- a. Trustee Tjaden made a motion to adjourn the meeting, Trustee Adams seconded the motion passed uncontested.

After no further discussion, the meeting was adjourned at 8:02PM.

Jessi Wood - Board Chair

Deb Anderson—Board Clerk