

**KIONA-BENTON CITY SCHOOL DISTRICT NO. 52
1107 GRACE AVENUE
BENTON CITY, WASHINGTON 99320**

**Board Minutes of
Monday, February 13, 2012**

Members Present: Charles T. Gray, Chairman
Dan Raap, Director
Tim Cook, Director
Jill Renz-Whitman, Director
Wayne Elston, Director
Rom Castilleja, Secretary to the Board
Kimberly Scott, Executive Director of Financial Services

Members Absent: None.

Visitors: See Attached.

CALL TO ORDER

Chairman Gray called the regular meeting to order at 7:02 p.m. at the District Office.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance conducted.

DELEGATIONS

Superintendent Castilleja introduced Rob Hanson, drama teacher, and a group of students that are part of the "Seven Brides for Seven Brothers" play scheduled to open on February 24 at the high school. The students present were Ross Carter, Adrian Castellanos, Edwin Le, Tucker Cannon, Ty Cannon, Dalton Cannon, and Johnny Crawford and they performed for the Board and audience a song from the upcoming play.

Superintendent Castilleja shared with the Board that the high school received the Washington Achievement awards for overall excellence and for Language Arts. Two (2) banners have been placed at the high school regarding the awards as well a banner will be officially received from the state at a later date. There is a possibility of a local award presentation at the ESD as well. The Superintendent indicated he would keep the Board updated as to what is scheduled.

Superintendent Castilleja requested to add early retirement notification to New Business.

FINANCIAL REPORT – None.

PROPOSED CONSENT AGENDA

The Board Minutes from January 23, 2012

Retirement – Connie Easling, Food Service Supervisor

Resignation – Gabriel Reyes, Custodial

AP General Fund- \$128,338.15 Warrants inclusive in 102726-102792

AP ASB Fund - \$7,408.09 Warrants inclusive in 102726-102792

AP Capital Projects - \$489.00 Warrants inclusive in 102726-102792

Motion was made to approve the consent agenda by Director Raap and seconded by Director Renz-Whitman.

Unanimous vote to approve consent agenda with a 5/0 vote.

UNFINISHED BUSINESS

Board Meeting Dates

Superintendent Castilleja presented the Board with proposed meeting dates for 2012. Most all months reflect the 2nd and 4th Mondays of the month; however there were issues with some Monday's in the months of May, November, and December due to holidays. It was discussed that the Monday conflicts should be resolved as follows: Tuesday, May 29; Tuesday, November 13; and Monday, December 17.

Motion was made to formally adopt the Board Meeting calendar with adjustments to May, November, and December by Director Raap and seconded by Director Elston.

Unanimous vote to approve the Board Meeting calendar with a 5/0 vote.

Policy 2410 Update

Chuck Feth presented the Board with updated Policy 2410 – High School Graduation Requirements. There were needed updates to sections Correspondence Courses and Alternative Programs, High School Credit for Middle School Courses, and Request for No Credit for a Repeated Course driven by RCW's. As well Mr. Feth presented the Board with forms created to address two of the three sections. There was some discussion regarding AP classes and the updating of policies.

Motion was made to formally adopt updated Policy 2410-High School Graduation Requirements by Director Raap and seconded by Director Renz-Whitman.

Unanimous vote to approve Policy 2410-High School Graduation Requirements with a 5/0 vote.

Policy 3412 – Automated External Defibrillators (AED)

Superintendent Castilleja presented Policy 3412 – Automated External Defibrillators (AED) to the Board for first reading. There was discussion regarding the training for use of the AED, the liability of using the AED and whether it fell under the Good Samaritan rule, and where the two (2) AED's would be located. The Superintendent indicated that Jennifer Oliver was assisting with setting up the training for the use of the machines. One machine will be located at the high school and the second machine will be located at the middle school office for use at the middle and elementary schools. The Superintendent also indicated that the use of the AED did fall under the Good Samaritan rule and liability of use was not an issue. The policy will be presented for second reading at the next School Board meeting.

NEW BUSINESS

Bond Refinance

Kim Scott introduced Jon Gores, with D.A. Davidson & Co. who was present to talk with the Board about the refunding of bonds and James McNeill, with Foster Pepper PLLC who was present to provide the Board with Resolution No. 2-2012 which authorizes the Secretary to the Board and/or the Executive Director of Finance to make decisions on behalf of the Board in regards to bond refinancing. Mr. McNeill also presented the Board with Resolution No. 3-2012 which specifies the parameters of the bond refinancing.

Motion was made to approve Resolution No. 2-2012 by Director Raap and seconded by Director Cook.

Unanimous vote to approve the Board Meeting calendar with a 5/0 vote.

Motion was made to approve Resolution No. 3-2012 by Director Raap and seconded by Director Renz-Whitman.

Unanimous vote to approve the Board Meeting calendar with a 5/0 vote.

A brief break in the meeting was taken so signatures could be collected for the approved resolutions.

Audit Entrance Meeting

Superintendent Castilleja and Chairman Gray shared with the Board information from the audit entrance meeting that was recently held. They discussed concerns of the fund balancing decreasing, which can be contributed to such items as extra funds spent providing full day kindergarten. The audit was also making a more extensive review of all federal and state programs at the District. The auditors also indicated that they would like the District at a 60-day reserve whereas the District was currently just under a 22-day reserve. Most Districts are trying to have at least a 30-day reserve. The Debt Load is at 4% which overall is lower than most Districts. The total cost of the audit is approximately \$20,000 and there was discussion of legislation regarding the necessity of audits and their frequency as Districts are trying to cut back on costs.

Early Retirement Notification

Superintendent Castilleja asked the Board for their annual approval of the early retirement stipend notification of \$1,500 for certified staff. The staff must notify the District of their retirement by February 27, to receive the stipend.

Motion was made to approve the annual early retirement notification by Director Renz-Whitman and seconded by Director Raap.

Unanimous vote to approve the Board Meeting calendar with a 5/0 vote.

DIRECTOR'S REPORTS

a. Grants Manager

Joe Lloyd shared with the Board updates on the grants. The Urgent Repair Grant has been received. Mr. Lloyd indicated that there were approximately 20 FTE's associated with the HomeLink/On-Line programs, which was his goal for 2012.

b. Technology

Troy Jamieson indicated that he had nothing new to report.

c. Special Services

Heather Franklin indicated that Special Services staff was back at their locations after the emergency remodel at the middle school. She indicated that they are having staff meetings to discuss and implement best practices. As well they have been completed an internal audit of IEP's. As indicated before, she wanted to make sure that the Board was aware that Mr. Littlejohn was still not to normal hours do to his medical condition. Ms. Franklin also shared that the Migrant program was doing well. The program currently has approximately 20-25 students participating in the tutoring. They have also scheduled some evening hours due to parent availability.

d. Maintenance & Operations

Mark Noyes updated the Board on the Middle School renovations. He indicated that an independent lab was in to take samples of the carpet. They should know the outcome in approximately three (3) weeks. They are hoping that they should be able to replace the bad carpet during Spring Break; if not then it would be a summer project. Mr. Noyes also indicated

that the stair issue in the middle school had been fixed. He also updated the Board on the work order process. Staff should be able to check with their administration/supervisors regarding the status of their work order requests.

SUPERINTENDENTS' REPORT

Superintendent Castilleja stated that Resolution No. 1-2012 was in process to change the Capital Projects fund to complete the asbestos removal at the elementary/middle school. It would be sent out for bids and may be done in sections depending on the total cost. There has been some testing done and area's inspected already. As well, the flooded area was tested with no asbestos found. The Superintendent indicated that the resolution would be made available to the Board at the next meeting.

Superintendent Castilleja indicated that the Strategic Plan Summit report had been completed and copies were provided to the Board for review. The review included fived (5) recommendations to continue the forward motion of the 2010-2013 plan.

Superintendent Castilleja also shared with the Board an update from the Alternative School. He recently has been receiving a spreadsheet from the school that shows the students schedule and how the staff has incorporated regular high school classes into the student's schedules along with their alternative schedule.

PUBLIC COMMENTS - *Chairman Gray requested that public comments be limited to 3 minutes.*

Cindy Cook questioned the Board about the bond that passed years ago that she thought addressed the removal of the asbestos from the schools. As well, she indicated that girls wrestling singlets were needed.

Tim Cook Sr. asked about the field house project again and why he had not received the plans. He also discussed the asbestos removal project and indicated that he has names of companies that do that work if the District would like them. He also reinforced what was previously discussed regarding the need to acknowledge the wrestling kids and the need for girl's singlets.

Linda Standard provided the Board with a handout and requested feedback.

Dan & Cindy Johnson addressed the Board about the issue with their daughter and how it was being handled. They had many concerns, including the intimidation by staff towards their daughter, the accusations and who made them, and the cost to fight the charges.

An audience member addressed the wrestling issues. She indicated that there are 50 plus students participating in wrestling yet there is only one (1) mat at the middle school and a basketball team takes up half of the multipurpose room for practice. She expressed how this was a safety issue. As well she had concerns about a PE teacher that was not certified in teaching PE.

Josh Clary addressed the Board as well about wrestling. He indicated that there were approximately 82 kids participating in Hardcore wrestling. With these kind of numbers, there is definitely a need for more room and more than one (1) mat.

Tim Cook Sr. asked for clarification regarding the early retirement notification. The superintendent indicated that it was to assist with staffing as the District has prior knowledge of a retirement and has more time to plan.

CONVENED

At 9:04 p.m., the Board convened for executive session pursuant to RCW 42.30.110, Section (g) personnel matters, for approximately 40 minutes. Chairman Gray extended the meeting for an additional 20 minutes at 9:42. No matters were addressed after executive session.

ADJOURNMENT – Regular board meeting adjourned at 10:03 p.m.

Wayne Elston, Director

Jill Renz-Whitman, Director

Dan Raap, Director

Tim Cook, Director

Charles T. Gray, Chairman

Rom Castilleja, Superintendent