

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

**Board Minutes of
Monday, May 14, 2012**

Members Present: Charles T. Gray, Chairman
Dan Raap, Vice Chairman
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 7:01 p.m. at the District Office.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance conducted.

DELEGATIONS

Superintendent Castilleja shared with the Board that a substantial donation in the amount of \$25,000 was received from Raymond Pogue for the music, drama, and choir departments. The Superintendent shared that Mr. Pogue, as well as other family members, was students of Kiona-Benton City School District and wanted to contribute back to the schools they attended. There was discussion about how to thank Mr. Pogue and the Superintendent indicated he would research the Boards requests.

Superintendent Castilleja introduced Lincoln Hammond as the new student representative to the Board.

FINANCIAL REPORT – None.

PROPOSED CONSENT AGENDA

The Board Minutes from April 23, 2012

Resignation – Emily Leist, Student Representative

New Hire – Ann Wight, Para Educator (Temp); Lara Riley, Para Educator (Temp for LOA)

The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment.

AP General Fund- \$29,264.72 Voucher 1054

AP ASB Fund - \$7,606.25 Voucher 1054

There was discussion regarding the minutes. Director Cook stated that the minutes were not complete. Superintendent Castilleja asked if there were specific corrections needed and clarified that the minutes

are not verbatim; they comprehensive and met policy requirements. Director Cook indicated there were no specific corrections needed. Chairman Gray requested clarification regarding the new hires listed. Superintendent Castilleja explained that they one position was non-continuing and the second was temporary due to a leave of absence.

Motion was made to approve the consent agenda by Director Raap and seconded by Director Cook.

Unanimous vote to approve consent agenda with a 4/0 vote. Director Raap abstained due to not being present at the April 23, 2012 meeting.

UNFINISHED BUSINESS

Policy 1310 - Policy Adoption, Manuals and Administrative Procedures Second Reading

The Board reviewed Policy 1310 and the minor changes made to update the policy. There was discussion to clarify the changes.

Motion was made to update Policy 1310 – Policy Adoption, Manuals and Administrative Procedures by Director Raap and seconded by Director Renz-Whitman.

Unanimous vote to approve updates to Policy 1310 – Policy Adoption, Manuals and Administrative Procedures with a 5/0 vote.

Policy 1620 / Procedures - Operating Principles Second Reading

Superintendent Castilleja presented the Board another draft of the Operating Principles as procedure. Again, there were concerns expressed with some of the language and why the procedures were not the policy itself. Superintendent Castilleja explained that difference between policy and procedures. There was further discussion and the Board felt the need to table this issue until further clarification could be made.

Motion was made to table Policy 1620 / Procedures – Operating Principles by Director Elston and seconded by Director Renz-Whitman.

Unanimous vote to table Policy 1620 Procedures – Operating Principles with a 5/0 vote.

Wrestling Mat *(Added to Agenda per request of Chairman Gray)*

Superintendent Castilleja readdressed the wrestling mat concerns and indicated that nothing had changed in regards to the estimated cost of approximately \$7,800. It was also explained again that the request for the mat was for participant safety concerns. There was Board discussion regarding other possible areas/departments/programs within the District that may also need funds. The Board also referred their question to Mr. Feth as Athletic Director, to see if he knew of other programs or sports that were requesting funds to address safety concerns. There was further discussion regarding the loss of LEA money and the possibility of losing programs such as AVID due to cuts in funding.

Motion was made to allocate no more than \$8,000 for the purchase of the new wrestling mat by Director Cook and seconded by Director Elston.

Vote taken to allocate no more than \$8,000 for the purchase of the new wrestling mat with a 4/1 vote.

NEW BUSINESS

Policy 1440 – Minutes First Reading

Superintendent Castilleja presented the Board with Policy 1440-Minutes for first reading. Minor changes were made to bring the policy current. The Board agreed to move forward to a second reading.

Policy 3412 – Automated External Defibrillators (AED) First Reading

Superintendent Castilleja presented the Board with Policy 3412-Automated External Defibrillators (AED) for first reading. Minor changes were made to bring the policy current. The Board agreed to move forward to a second reading.

State Audit Exit

Executive Director of Financial Services, Kim Scott provided the Board with the State audit exit information received from the State Auditor's office. She indicated it was a clean audit and that the cost of auditing has gone up with a projected cost for next years' audit costing the District an estimated \$16,200. Superintendent Castilleja also indicated that this was the same audit information that was sent to the Board electronically.

DIRECTOR'S REPORTS

a. Teaching & Learning/Athletics

Chuck Feth discussed the curriculum and instrument needs that the curriculum budget in the covered for the drama and music departments. He indicated that \$12,500 was contributed for the 2010-11 school years and another \$3,000 for the current year. Mr. Feth indicated that the first and second grade would be participating in the Math Benchmark assessments tomorrow. Additionally, he indicated that they are looking at a similar process for reading. More immediate data is provided through these assessments and assists the District in getting more in-line with the common core standards and MSP testing. The Math Benchmark just started collecting this year and the data has been beneficial to the teachers who are making adjustments as needed. The middle school will be adopting new science curriculum in June with examples of the material available for the Board to review. Mr. Feth indicated that the girls high school track and boys baseball were league champions and that Clark Brown was named Coach of the Year for baseball. Districts for track are being held at Kiona-Benton City High School this coming Thursday and baseball would be heading to Eastmont in East Wenatchee on Saturday. Director Elston had questions regarding the pianos that the school was looking to purchase. Director Raap also shared information regarding the lighting issue in the PAC. Director Cook requested a breakdown of the money spent for the drama and music programs last year and if Mr. Feth was notified of the requests that were submitted to the Board during the last meeting.

b. Grants Manager

Joe Lloyd provided the Board with an update regarding grants. He indicated he was submitting a grant for an additional AED machine for the elementary. He did add to Mr. Feth's section by saying that the donated pianos are a nice thought; however they do need tuning which he has been volunteering his time doing in the past. He indicated electronic pianos would spare that cost if professionally done. Mr. Lloyd also shared that we have submitted to participate in the new science grant through WSU. As well, the Readiness to Learn grant is approved through the next year. He did share as well that the Honda grant was not funder, however he did indicate there may be other options and is resubmitting another grant for \$25,000. Mr. Lloyd shared with the Board that there are currently an overall average of 17.88 FTE for the on-line and HomeLink programs. He indicated that the programs started with 7.9 FTE's in September to 23.55 this past month.

c. Technology

Troy Jamieson presented the Board with information regarding information technology and B.Y.O.B. – Bring Your Own Device. He shared with the Board the positive aspects of allowing the use of personal devices and how it could be an answer to budget issues in regards to purchasing new technology. Mr. Jamieson also indicated that he was working on Policy 2022 and the procedures to support BYOB. He also shared that the three-year technology plan was coming to an end so he would be working on the transition to the next plan to include enhancing the technology infrastructure and professional development for all staff using technology.

d. Special Services

Heather Franklin gave a Power Point presentation for the Board with information about the Migrant/Bilingual Department. She indicated that they are currently at 73 migrant students and 254 bilingual students. She introduced the staff, where they are located, and what areas of the migrant/bilingual program they are responsible for.

e. Maintenance & Operations

Superintendent Castilleja stated that Mark Noyes was excused from the meeting, but he would provide the update in his absence. The Superintendent indicated that the field house had the underground water and sewer completed. As well, staff has been busy preparing for graduation. He indicated there was an issue with the freezer outside the kitchen. The coil went out, which it appears the manufacturer was aware there was a problem. Mark is talking with the manufacturer to get the cost covered, as it was outside the warranty and the manufacturer failed to notify the district of the problem. There was Board discussion regarding the projected crowd for this years' graduation. Director Renz-Whitman asked about the traffic and safety plan. There is concern that seating will be an issue. There was further discussion as to the use of buses from the middle school to the high school to alleviate congestion. There was additional discussion regarding the field house and funds that were allocated for the project and what has been spent to date. The Superintendent explained that the utilities were taken care of up to the building by the city and that the platform of the building was completed by volunteers, saving greatly on the cost of labor and utility work. Superintendent Castilleja also shared that Mark has scheduled for the carpet in the middle school to be replaced this summer. It was found that it was not the manufacturers' responsibility to replace it, but that the contractor had hired an installer that installed the carpet incorrectly making the contractor responsible for the cost to replace it.

SUPERINTENDENTS' REPORT

Superintendent Castilleja shared with the Board that the District is being proactive in implementing the new Teacher Principal Evaluation Project (TPEP). There is training available for the Board members on June 9, in Yakima, WA. As well, he is hoping to have Greg Fancher, with Kennewick School District come and talk to the Board in a workshop setting. Superintendent Castilleja also shared with the Board an update regarding the WIAA strategic planning.

PUBLIC COMMENTS – *Chairman Gray requested that public comments be limited to 3 minutes, no names be used, and to not ask about personnel issues.*

Connie Meredith asked the Board if Math Whizz was going to be funded for the next school year and then as about the KB Security Committee flower sales. She asked where this money goes. It was explained that they would have to check on the funding for the Math Whizz program. As for the flower sales funds, the Superintendent indicated that it was a private booster and not a school related. She was directed to contact the person in charge of the flower sales.

Jennifer McCloud spoke regarding her concerns as a teacher and parent, and the process of having five (5) kindergarten classes moving into four (4) first grade classes for this coming year. She is concerned that the classes will be too large and asked to the Board to consider smaller class sizes.

CONVENED

At 8:54 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 9:30 p.m. No matters were addressed after executive session.

ADJOURNMENT – Regular board meeting adjourned at 9:47 p.m.

Wayne Elston, Director

Jill Renz-Whitman, Director

Dan Raap, Director

Tim Cook, Director

Charles T. Gray, Chairman

Rom Castilleja, Superintendent