

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

**Board Minutes of
Tuesday, May 29, 2012**

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

Members Absent: Rom Castilleja, Secretary to the Board (excused)

Visitors: See attached.

CALL TO ORDER

Chairman Gray called the regular meeting to order at 7:00 p.m. at the District Office.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance conducted.

DELEGATIONS

A presentation was added – Lori Hinger, with the PTO, presented each Board member with a personal copy of the 2nd Annual Elementary Annual. She explained a little bit about the project and indicated that it was all completed by volunteers.

FINANCIAL REPORT

The financial numbers of all fund activity were presented to the Board. Ending fund balance numbers were reviewed and shared. The General Fund balance is \$1,589,718.31, Capital Projects \$62,433.34, Debt Service \$368,012.23, ASB \$254,044.00, Transportation \$41,766.05, and PILT \$48,819.05. Mrs. Scott indicated that to date the Districts fund numbers were comparable to the 2008/09 school year. She also indicated that we are a little over $\frac{3}{4}$ of the way through the school year and numbers are lower due to lower enrollment and grants that the District no longer has available.

PROPOSED CONSENT AGENDA

The Board Minutes from May 14, 2012

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.

Payroll \$962,263.46	Warrants total \$306,864.60	Direct Deposits total \$655,398.86.	Warrants 103256-103290
AP General Fund- \$1,184,815.84	Vouchers 18, 1055, 1056, 1057, 1058		
AP ASB Fund - \$23,449.09	Vouchers 1055, 1056		
AP Capital Projects - \$150.00	Vouchers 1055		

A motion was made to approve the consent agenda by Director Raap and seconded by Director Elston.

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

UNFINISHED BUSINESS

Operating Procedures for Policy 1620 / Second Reading

There was discussion regarding information that was requested to clarify some concerns. As the Superintendent was absent, it was determined to table the second reading until the next scheduled Board meeting.

Policy 1440 – Minutes / Second Reading

The Board reviewed the updated Policy 1440 and the minor changes made to update the policy.

A motion was made to approve second reading of Policy 1440- Minutes by Director Raap and seconded by Director Cook.

Unanimous vote to approve second reading of Policy 1440 with a 5/0 vote.

Policy 3412 – Automated External Defibrillators (AED) / Second Reading

The Board reviewed Policy 3412 as a new policy.

A motion was made to approve second reading of Policy 3412 – Automated External Defibrillators (AED) by Director Renz-Whitman and seconded by Director Raap.

Unanimous vote to approve second reading of Policy 3412 – Automated External Defibrillators (AED) with a 5/0 vote.

NEW BUSINESS

CTE Presentation

Lisa McKinney presented the Board with a Power Point and shared some information about the CTE program and what the program provides. Director Raap had some questions regarding job placement for the students that participated. Ms. McKinney indicated that there are sessions offered to assist with job search, as well as field trips to various companies/trades to assist the students.

Policy 2022 Electronic Resources & Procedures P2022 / First Reading

Troy Jamieson presented the Board with Policy 2022 Electronic Resources and procedures for that same policy. He explained that the changes were gleaned from the sample policy provided by OSPI and discussed some of the areas of importance that the Board should be aware of. The Board agreed to move forward to a second reading.

Policy 3207 Prohibition of Harassment, Intimidation, and Bullying / First Reading

Troy Jamieson presented the Board with updates to Policy 3207 Prohibition of Harassment, Intimidation, and Bullying. The Board agreed to move forward to a second reading.

Closure of P-Card Account

Kim Scott, Director of Financial Services requested the Board to close the current sweep account for the District P-Card program as the County can provide the same service at their level. This would delete the requirement of printing checks to deposit into the US Bank P-Card account for sweeping. There were questions regarding when this process would take place and Mrs. Scott indicated that it could happen the last day of the month, May 31 so as to start fresh with the new process in a new month. Mrs. Scott also shared with the Board some issues that were happening with the ASB account balances for clubs and the current program used by the District Office. The program has been updated to catch this issue; however the Board asked about putting in place some counter controls to ensure advisors of each club are tracking their

NEW BUSINESS (continued)

club budgets properly. Due to the problem, some clubs have overspent which could total all together up to approximately \$5,000 or more. Mrs. Scott indicated that they would address the issue.

A motion was made to approve the closure of the P-Card bank account by Director Renz-Whitman and seconded by Director Raap.

Unanimous vote to approve the closure of the P-Card bank account with a 5/0 vote.

PRINCIPAL REPORTS

No principal reports due to their attendance at the Common Core Curriculum workshop.

SUPERINTENDENTS' REPORT

No Superintendent report due to his attendance at the Common Core Curriculum workshop.

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

Donna Johnson began addressing the Board regarding her perfect evaluation as a cheer coach, but not being allowed to continue next year due to staff conflicts. Chairman Gray indicated that the Board would not discuss personnel issues during the meeting. There were numerous comments from the audience regarding the issue. At that time, Chairman Gray indicated that it was a meeting held in public, and there were specific guidelines to follow. Due to this, Chairman Gray indicated that public comments were closed.

CONVENED

At 7:50 p.m., the Board convened for executive session pursuant to RCW 42.30.110, Section (g) personnel matters, for approximately 10 minutes. Chairman Gray extended the meeting for an additional 10 minutes at 8:00 p.m. and again for 10 minutes at 8:15 p.m. No matters were addressed after executive session.

ADJOURNMENT – Regular board meeting adjourned at 8:32 p.m.

Wayne Elston, Director

Jill Renz-Whitman, Director

Dan Raap, Director

Tim Cook, Director

Charles T. Gray, Chairman

Rom Castilleja, Superintendent