

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

**Board Minutes of  
Monday, January 28, 2013**

Members Present: Charles T. Gray, Chairman  
Tim Cook, Vice Chairman  
Wayne Elston, Director  
Dan Raap, Director  
Jill Renz-Whitman, 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 7:00 p.m. at the District Office.

**PLEDGE OF ALLEGIANCE**

Pledge of Allegiance conducted.

**DELEGATIONS** – Superintendent Castilleja presented the Board with certificates of appreciation, teamwork books inspired by the Blue Angels and how critically important the decisions they make are, coffee shop gift cards, and refreshments for after the meeting. The Superintendent thanked them for their time and commitment as school board members.

**FINANCIAL REPORT**

Kim Scott presented the financial numbers of all fund activity to the Board indicating that the year was 33% complete as of December. Ending fund balance numbers were reviewed and shared. The General Fund balance is \$906,981.77, Capital Projects \$26,749.29, Debt Service \$45,063.76, ASB \$287,898.88, Transportation \$41,838.45, and PILT \$50,341.37. Mrs. Scott also shared that Special Services was applying for Safety Net as they were currently sitting with approximately 96.6% of their budget expended, including encumbrances.

**PROPOSED CONSENT AGENDA**

Minutes from January 14, 2013

*Superintendent Castilleja requested to add a personnel matter during executive session, which would require action after.*

Kim Scott also clarified that Voucher 1047 was not on the Tentative Agenda and that Voucher 1049 had been duplicated. Director Cook and Director Elston requested to amend the Proposed Consent Agenda by having Voucher 1047 be moved to Unfinished Business.

**A motion was made to move Voucher 1047 to Unfinished Business by Director Cook and seconded by Director Elston.**

**Vote to approve moving Voucher 1047 to Unfinished Business with a 3/2 vote.**

There were questions regarding the E2020 invoice and it was clarified that the invoice was for staff training. There were also questions regarding the Benton County Irrigation District billing and due date and questions regarding Eric Nordlof's invoice that was submitted. *(This discussion pertained to Voucher 1047)*

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 \$945,211.59 Warrants total \$302,425.36, Direct Deposits total \$642,786.23.  
Warrants 104550-104588. Vouchers 16, 1049, 1050

AP General Fund- \$1,400.71	Vouchers 1045, Manual Voucher
AP ASB Fund - \$104.24	Vouchers 1045

**A motion was made to approve the consent agenda as amended by Director Raap and seconded by Director Renz-Whitman.**

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

### **UNFINISHED BUSINESS**

#### **Social Media Policy #5253**

Superintendent Castilleja shared with the Board the additional information for Policy #5253 regarding social media. There was discussion regarding what should be allowed or not allowed, the inclusion of certain language, and the Superintendent indicated that he would send links to information for the Board to review. Director Cook also indicated that the Board should be added to the policy and it was clarified that this should be addressed in the #1000 series of policies as it related to the Board and that the #5000 series was for personnel. At the end of the discussion, there were five (5) areas that the Board asked to be addressed:

1. Have social media specifically addressed.
2. Have the same rules and regulations regarding social media use added to Policy #1620
3. Have "social media" as part of the Kiona-Benton City School District's policy title.
4. Provide further information regarding one-on-one contact (boundary invasions)
5. Ask for staff input in regards to the policy.

#### **InTouch Web System**

Kim Scott presented the Board with information that they had requested from the previous Board meeting regarding the cost of the InTouch web-based system, training, set-up, and if there was a cost reduction if combining with other area schools. She indicated that the District would save approximately \$200 on the training if with the group, but where the savings would really be is with the bank transaction fees. She also indicated that the setup fee was \$2,500. There was discussion regarding bank fees, the percentage of those that would access and make online payments, the security of the system, and various other details about its use. The Board determined that it would like to have more information from the other schools that are bidding with the banks regarding transaction fees, etc... Mrs. Scott indicated that she would report back to the Board once she had that information.

#### **Voucher 1047**

The following voucher 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- \$117,827.42	Voucher 1047
AP ASB Fund - \$10,462.26	Voucher 1047

The Board had additional questions regarding Voucher 1047. Chairman Gray requested clarification on the warrant to Washington State Unclaimed Property and Kim Scott explained that it was in regards to unclaimed warrants and the Resolution that was recently presented to the Board.

**A motion was made to approve Voucher 1047 by Director Raap and seconded by Director Renz-Whitman.**

**Vote to approve Voucher 1047 with a 3/2 vote.**

## **NEW BUSINESS**

### **All-Day Kindergarten**

The Kiona-Benton City School District kindergarten teachers made a presentation to the Board about the importance of having an all-day kindergarten program. Erika Harlow (Repko) provided information through a Power Point and all teachers provided additional input to the Board. There was further discussion regarding the growth of the students, the McCleary Decision and its effects on the all-day kindergarten funding. Director Renz-Whitman stated that there was no question regarding the growth potential of the students that participate in all-day kindergarten. Chairman Gray and Director Raap also questioned test scores of half day versus all-day students and the Board indicated that they would like to see where the students are coming in at and ending with all-day instruction. Director Raap also indicated that it is important to hear from teachers and stated that the State is seeing the McCleary Decision as serious. The Board and teachers thanked each other.

### **Labor Relations Contract**

The Board had further discussion regarding the amended labor relations contract submitted by Eric Nordlof. They confirmed the payment structure is the same. Chairman Gray indicated he had no questions. Director Elston asked about the termination clause and the one (1) year timeframe of the contract. It was explained that it is common practice for someone in that line of work to not to lock themselves into a contract. It was not only a benefit to Mr. Nordlof, but also a convenience to the Board.

**A motion was made to approve the amended labor relations contract with Eric Nordlof by Director Raap and seconded by Director Renz-Whitman.**

**Vote to approve the amended labor relations contract with Eric Nordlof with a 3/2 vote.**

### **Substitute Policy - Informational**

At the request of the Board, Superintendent Castilleja provided the Board with information regarding a substitute policy for the District; which would outline rules, regulations, and procedures for those working as substitutes for the District. Director Raap had questions regarding limit of days and the Superintendent indicated that the information provided was informational only and that he would be compiling everything together for a first reading and that is when the Board can submit any edits/additions to process for second reading.

### **Discussion Items – Grading Policy, Graduation Requirements, Online Program**

Director Cook asked about where the District was at with the Grading Policy as he was concerned that if it was not addressed soon it would not be ready to implement for next year. Superintendent Castilleja indicated that Vance Wing was working with a committee and addressing the grading concerns. Chairman Gray expressed concern regarding graduation requirements and online programs. He asked Linda Herrington, one of the online teachers using E2020 how the process was going. She indicated that students are not progressing well and struggling to get by. There was further discussion regarding the program itself, classroom management, testing and how in general the students were doing. Mrs. Herrington had concerns about the testing process and timelines. Also, the ability for the students to complete tests at home. Superintendent Castilleja indicated that he would check into the program and what limitations there may be.

She indicated that of the 10 students that she had in class, she was only have three (3) that finished. There was discussion about the putting parameters in place and how many seniors was this affecting. The Board asked Superintendent Castilleja to get clarification and also asked to see what other schools may be doing as E2020 users. He indicated he would and that he would have Joe Lloyd address it at the next meeting as many things are changing with the online programs.

## **PRINCIPAL'S REPORTS**

### **a. KB Elementary School**

Principal Jennifer Behrends announced that the intermediate school received a grant for 5<sup>th</sup> Grade Science class for robotics. The school can start immediately and have already processed an order for supplies. There will be matching funds for five (5) years and everyone is really excited. There is also reading and math components attached to the program so Joni Ashley will be working with other teachers to ensure everything is on track. Principal Behrends also shared that staff were using Wednesday's (extra days) to meet. Mrs. Weakley was scheduled to come in and did a presentation on poverty and its impact. Ready! For Kindergarten evening was scheduled for February 7 in the evening and the elementary was expecting a big crowd and she expressed what a great job all the teachers were doing, and a great job by the kindergarten teachers with the all-day classes.

### **b. KB Middle School**

Principal Chuck Feth indicated that the Middle School was having their honor roll assembly on February 7, the choir and band would be training at the High School, getting first-hand experience. Principal Feth also indicated that the staff would be meeting this week during CRT to address vertical alignment of curriculum with the High School. Other events include a Gear-Up field trip to CBC, data meeting on February 4, and Valentine's Day dance on February 8. Principal Feth then shared with the Board a Middle School climate survey completed by staff and the results of the survey. He also shared that they were working on the Reading Benchmark Assessment this week and the Math Benchmark assessment would not be scored for another 2 ½ weeks.

### **c. KB High School**

Principal Wayne Barrett was absent; however Sean McClanahan and Rob Hanson were asked to present the Board with information as to how a substantial donation to the music/drama department was used. Mr. McClanahan explained that he was in need of many instruments for both the Middle School and High School, which attributed to approximately \$17,000 of the \$25,000 donation being used. Mr. Hanson indicated that the remaining funds of approximately \$7,000 were used for sound and lighting needs in the High School PAC and for two (2) piano's which are electric, compact and easy to use. One (1) was purchased for the Middle School and the second for the High School. The Superintendent and Board wanted to publically thank both teachers as the District is very fortunate to have them so involved in building such great programs for the students.

Superintendent Castilleja shared with the Board on behalf of Principal Barrett an update of what is going on at the High School. He indicated that Winter Sports were doing great. The girls' basketball team was sitting in 3<sup>rd</sup> place for the season, boys basketball was in 1<sup>st</sup> place, and wrestling was to be in 2<sup>nd</sup> place.

## **SUPERINTENDENTS' REPORT**

Superintendent Castilleja addressed the Board and again reiterated the hopes of the District being in the first, if not second, tier for all-day kindergarten state allocations. He also indicated that the first legislative briefing received from the Superintendent's Representative indicated greater accountability measurers and the points of discussion would address funding.

**PUBLIC COMMENTS – None.**

**CONVENED**

At 9:20 p.m., the Board convened for executive session pursuant to RCW 42.30.110, Section (g) personnel matters, for approximately 30 minutes with action to follow.

**RECONVENED**

The Board reconvened to address a personnel matter. The Board moved to terminate the District employment of Sarah Haywood. A roll-call vote was taken and the Board voted 5/0 to terminate employment.

**ADJOURNMENT** – Regular board meeting adjourned at 9:59 p.m.

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**Wayne Elston, Director**

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**Jill Renz-Whitman, Director**

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**Dan Raap, Director**

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**Tim Cook, Director**

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**Charles T. Gray, Chairman**

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**Rom Castilleja, Superintendent**