

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

**Board Minutes of
Monday, July 15, 2013**

Members Present: Tim Cook, Chairman
Charles T. Gray, Director
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 Cook called the regular meeting to order at 7:00 p.m. at the District Office.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance conducted.

BOARD ELECTION

Superintendent Castilleja addressed the Board to clarify and ensure that the process of the elections during the previous board meeting was accepted by all as a formal election. There were questions as to policy and the formal election process, as well as information from WASDA.

A motion was made to reaffirm elections held on June 24, 2013 by Director Gray and seconded by Director Raap.

Unanimous vote to approve reaffirming elections held on June 24, 2013 with a 5/0 vote.

DELEGATIONS – None.

PROPOSED CONSENT AGENDA

Minutes from June 24, 2013

New Hire: Alyce Thompson, Elem/5th Grade Math Teacher; Xia Suter, Non-Continuing HS Math Teacher; Christine Petty, HS ASB Bookkeeper

Resignation: David Garza, HS ELL/Migrant Grad Specialist/AVID

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- \$150,930.84 Vouchers 1081-1086, Manual Warrant
AP ASB Fund - \$8,486.69 Vouchers 1081-1085, Manual Warrant
AP Capital Fund - \$2,500.00 Voucher 1086
Warrants 105332-105380

Director Gray had some questions regarding the new hires, which Superintendent Castilleja clarified. He also asked about the resignation of the HS teacher.

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

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

UNFINISHED BUSINESS

TPEP Implementation Plan

Superintendent Castilleja updated the Board on the implementation of TPEP. He indicated that the KBEA had not accepted the recommendations so a meeting will be scheduled with the Steering Committee to address this. Directors Raap and Gray asked for clarification that this was the implementation schedule for the 2013-14 school year and Superintendent indicated that it was.

Grading Policy

Vance Wing and Laura McClanahan were present and addressed the Board as to the status of the grading policy. Mr. Wing indicated that information from other districts had been provided and reviewed. Chairman Cook indicated that he had talked with the Superintendent about approving the grading matrix and then work on the other pieces of the policy. Mrs. McClanahan shared that they had compiled participation information and have shared it with the principals. The Board asked if piece-mealing the policy would create a problem with the end result. Vance Wing explained about participation being outside of the formative and summative assessments; and that the committee's recommendation was to set a higher standard for students. Staff consensus was to have the D grade range set at 60%-66%; F grade range set 59%-0%.

(Board Clarification needed)

Vote to approve the grading matrix with D grade range set at 60%-66%; F grade range set 59%-0% with a 4/1 vote.

2013-14 Calendar

There was discussion again regarding this coming years school calendar. Superintendent Castilleja showed the Board the third draft of the 2013-14 Calendar, which indicated the suggested changes from Connie Meredith, Donna Baumgartner, and Chuck Feth. There was discussion that the teachers were not notified of the changes, and Superintendent Castilleja clarified that it was the changes they suggested prior to the last meeting and that only their handwritten notes were applied to the electronic version. The Board asked if the calendar had been sent out to all staff or if the other two bargaining groups approved. There was further discussion about the process and the Board asked that the calendar be sent out again to the three bargaining units for their approval. It was Board consensus that the calendar provided would be implemented and if there were concerns from the bargaining groups, it could be addressed at a later time.

A motion was made to approve the 2013-14 calendar by Director Raap and seconded by Chairman Cook.

Unanimous vote to approve the 2013-14 calendar with a 5/0 vote.

NEW BUSINESS

Budget

Kim Scott provided information to the Board regarding the 2013-14 Budget, including enrollment numbers, staffing, and having full day kindergarten funding. There was further discussion about the portable demolition project and grants. Mrs. Scott indicated that a budget resolution would be provided at the next Board meeting.

Resolution #4-2013

Superintendent Castilleja presented the Board with Resolution #4-2013 for the surplus of technology equipment and other miscellaneous items. He indicated that the storage area at the old bus barn was still $\frac{3}{4}$ full with stored items. There was discussion regarding the storage units on the list. Superintendent Castilleja explained that they were in poor condition and not being used at this time; he believed that they had been donated from Pasco School District and at one time was tire storage and all items are being sold as is.

A motion was made to approve Resolution #4-2013 Surplus by Director Raap and seconded by Director Renz-Whitman.

Unanimous vote to approve Resolution #4-2013 Surplus with a 5/0 vote.

Discussion – Policy on Access of District Area

Superintendent Castilleja presented the Board with draft language for discussion regarding District access. Director Raap asked why they were reviewing proposed policy language and the Superintendent indicated that had been requested by a Board member. The policy would allow for access if authorized and dependent on the situation. Superintendent Castilleja indicated that he could follow up with other Superintendents and ask if they had a similar policy.

Discussion – Policy on Storage of Personal Property

Superintendent Castilleja presented the Board with draft language for discussion regarding the storage of personal property on District property. There was discussion regarding personal responsibility versus District responsibility if something were to happen to such items. Chairman Cook stated he was more concerned about actual storage areas and not what teachers may have in their rooms. It was suggested that all District staff and areas should be covered in the policy. As well it was suggested that a paragraph be added about what is allowed/not allowed. Again, Superintendent Castilleja indicated that he would check with other Districts to see if they have a similar policy.

Additional Stipends

Superintendent Castilleja indicated that was a previous topic of discussion and he was bring it back to the Board to see if the Board felt the need to approve stipends and if an base amount should be set that would require their approval. There was discussion regarding any current stipends and the Superintendent indicated that there may be only three (3) that are above the \$500 range.

A motion was made that any stipends \$500 and over would require Board approval by Director Elston and seconded by Director Raap.

Unanimous vote to approve that any stipends \$500 and over would require Board approval with a 5/0 vote.

Preschool Location

Superintendent Castilleja updated the Board on the preschool location. It was determined that it will remain at the old District Office. There will be some reorganizing, painting, and carpeting to the space. As well the grass and tree area outside of the office would be fenced so the preschool students would have a nice play area. The Superintendent indicated that it was not the most optimal place, but didn't think there was a better option at this time.

DIRECTOR'S REPORTS

a. Teaching & Learning/Athletics

Vance Wing indicated that they were working on curriculum for K-5, psychology and civics at the High School. The Board asked about MSP testing and reviewing at Board level. It was suggested that the Board have a workshop with the principals to review test scores and come up with a plan of action. Mr. Wing indicated that the High School was a site for HSP retakes, which previously students would have to go to the ESD. He received approval to proctor the tests.

As for athletics, he indicated that they were preparing to interview for the head boys basketball coach, and still looking for a basketball cheer coach and c-squad volleyball coach. There were 15 boys participating in the Eastern Basketball Camp.

b. Technology

Troy Jamieson shared with the Board that the District received a donation of 67 Mac-pro's from the Department of River Protection. They will be used to replace one computer lab. He has completed upgrades to several servers. He also indicated that he was working on re-engineering the infrastructure. Director Raap asked about looking into the grades and assignments issue. Mr. Jamieson explained the process and that SchoolMaster does have some capabilities for teacher use. He also shared that the website would be updated and will look a little different. There was discussion regarding placing some of the donated computers in the Alternative School building and it Mr. Jamieson explained that what was currently there were better machines than what was donated.

c. Special Services

Heather Franklin absent/excused.

d. Grants Manager

Joe Lloyd absent/excused.

e. Maintenance & Operations

Mark Noyes – not present. Superintendent Castilleja did update the Board on current maintenance issues. He indicated that the High School cooling system was down along with the Middle School system. He shared that staff were busy with painting in the elementary, resurfacing gym floors, summer cleaning, and replacing carpet in the Middle School for the third time. The Board asked about the boiler issue. Superintendent Castilleja indicated that they had found that there was a fungal growth in the diesel tank. The tank was drained and treated, and is back in use. There was discussion about the sealing and the way the tank was buried. He also clarified some Board questions; the HVAC units were not under warranty and the tennis court area could be reviewed for a preschool play area, but was currently being used as a holding area for maintenance materials and such. The area would have to be cleaned and if was a safe place for those students. Director Renz-Whitman indicated that she had completed a walk-through of the preschool area and indicated that it was not ideal, but is workable. As the rooms are for special needs children, the rooms are small. If walls were removed, it would be major construction as headers would be needed for support. He also shared that the watering was an issue at the Middle School as they have found that they have too much pressure and are constantly fixing blown sprinklers. The District is still waiting to hear back from the Prosser Hospital Board regarding the building and compressors went out in the kitchen coolers during the really out weather.

SUPERINTENDENTS' REPORT

Superintendent Castilleja indicated there were currently six (6) candidates for the Secondary Vice Principal position with a variety of experience and Administrators completed TPEP training this last month.

PUBLIC COMMENTS

Connie Meredith clarified with the Board regarding a call received about District water use on her property and wanted them to know that it was for the Kids Club pumpkin patch.

Donna Baumgartner addressed the Board about personal property. She indicated that she has a personal kiln for glass class. It is worth \$3,000 and if moved every year as suggested by the policy discussion, it would not function properly.

Joni Ashley felt that insurance coverage should be addressed in the policy. She indicated that she used personal property all the time; has bought things personally. To pack it up is ridiculous.

CONVENED

At 8:29 p.m., the Board convened for executive session pursuant to RCW 42.30.110, Section (g) personnel matters, for approximately 20 minutes. Chairman Cook indicated that there was possible business expected to follow. Chairman Cook exited executive session at 8:50 p.m. and indicated that there would be no business to follow.

ADJOURNMENT – Regular board meeting adjourned at 8:50 p.m.

Wayne Elston, Director

Jill Renz-Whitman, Director

Dan Raap, Director

Charles T. Gray, Director

Tim Cook, Chairman

Rom Castilleja, Superintendent