THORP SCHOOL DISTRICT #400
BOARD OF DIRECTORS
10831 North Thorp Hwy, Thorp School Library
October 24, 2017 6:00 p.m.
Regular Meeting

Board Members Present: Loretta Bushbaum, Rachel Carlson, Tamara Holmes, Carol Johnson, Keith Salyer

Linda Martin, Secretary to the Board; Lisa Pendley, Clerk to the Board
Guests: Ivan Beck, Jenny Jones, Brenda McKee, Nicki Morelli-Mayer, Karma Seubert, Jesse Stueckle

1. Call to Order and Flag Salute	Ms. Carlson called the meeting to order at 6:00 p.m. Ivan Beck led the flag salute.
2. Approval of Minutes	Mrs. Holmes motioned to approve the Minutes of the October 10, 2017, Regular Meeting of the Board; Dr. Salyer seconded. The vote was unanimous.
3. Approval of Agenda	Ms. Carlson requested to move New Business B. High School Field Trip Proposal to follow Public Comment. Dr. Martin requested to add the following to the Consent Agenda: **V. Consideration to approve the certificated contract for Lisa Berthon, school counselor, .52 FTE effective 10/16/17 for the 2017-18 school year.** **W. Consideration to approve the revised certificated employment contract for Becky Hill, teacher, 1.0 FTE for the 2017-18 school year.** **X. Consideration to approve the supplemental Special Education Resource Room Compensation contract for Becky Hill, in the amount of $3, 680.84 for the 2017-18 school year.** **Y. Consideration to approve the certificated supplemental contract recognizing extra time, responsibilities, and incentive for Lisa Berthon, in the amount of $1,329.36 for the 2017-18 school year.** **Z. Consideration to accept the resignation/retirement letter from Dr. Linda Martin, Superintendent/Principal, effective June 30, 2018.** Dr. Salyer motioned to approve the Agenda as amended; Mrs. Holmes seconded. The vote was unanimous.
4. Approval of Consent Agenda	**A. Consideration to approve the supplemental employment contract for Justin Blackburn, Middle School Boys Basketball Coach, in the amount of $3,054.00 for the**

4. Approval of Consent Agenda (cont.)	**2017-18 school year.** **B. Consideration to approve the non-continuing supplemental contract for Phillip Kern, Instructional Leadership Team member, in the amount of $1,000.00 for the 2017-18 school year.** **C. Consideration to approve the revised certificated contract for Lisa Clerf, teacher, .34 FTE for the 2017-18 school year.** **D. Consideration to approve the revised certificated contract for Erin Conklin, teacher, 1.0 FTE for the 2017-18 school year.** **E. Consideration to approve the revised certificated contract for Lynn French, teacher, 1.0 FTE for the 2017-18 school year.** **F. Consideration to approve the revised certificated contract for Todd Gibson, teacher, 1.0 FTE for the 2017-18 school year.** **G. Consideration to approve the revised certificated contract for Andrea Green, teacher, 1.0 FTE for the 2017-18 school year.** **H. Consideration to approve the revised certificated contract for Phil Kern, teacher, 1.0 FTE for the 2017-18 school year.** **I. Consideration to approve the revised certificated contract for Hilary Lampard, teacher, 1.0 FTE for the 2017-18 school year.** **J. Consideration to approve the revised certificated contract for Albert Miller, teacher, 1.0 FTE for the 2017-18 school year.** **K. Consideration to approve the revised certificated contract for Casceila Miller, teacher, 1.0 FTE for the 2017-18 school year.** **L. Consideration to approve the revised certificated contract for Elizabeth Parker, teacher, 1.0 FTE for the 2017-18 school year.** **M. Consideration to approve the revised certificated contract for Lisa Pott, teacher, 1.0 FTE for the 2017-18 school year.** **N. Consideration to approve the revised certificated contract for Jennifer Richter, teacher, 1.0 FTE for the 2017-18 school year.**

4. Approval of Consent Agenda (cont.)	**O. Consideration to approve the revised certificated contract for Kathleen Scribner, teacher, 1.0 FTE for the 2017-18 school year.** **P. Consideration to approve the revised certificated contract for Brandon Searles, teacher, .96 FTE for the 2017-18 school year.** **Q. Consideration to approve the revised certificated contract for Cheanna Siekawitch, teacher, 1.0 FTE for the 2017-18 school year.** **R. Consideration to approve the revised certificated contract for Carlee Stueckle, teacher, 1.0 FTE for the 2017-18 school year.** **S. Consideration to approve the revised certificated contract for Jesse Stueckle, teacher, .6 FTE for the 2017-18 school year.** **T. Consideration to approve the revised certificated contract for Briann Willette, teacher, 1.0 FTE for the 2017-18 school year.** **U. Consideration to approve the warrants as they appear on the Agenda.** **V. Consideration to approve the certificated contract for Lisa Berthon, school counselor, .52 FTE effective 10/16/17 for the 2017-18 school year.** **W. Consideration to approve the revised certificated employment contract for Becky Hill, teacher, 1.0 FTE for the 2017-18 school year.** **X. Consideration to approve the supplemental Special Education Resource Room Compensation contract for Becky Hill, in the amount of $3, 680.84 for the 2017-18 school year.** **Y. Consideration to approve the certificated supplemental contract recognizing extra time, responsibilities, and incentive for Lisa Berthon, in the amount of $1,329.36 for the 2017-18 school year.** **Z. Consideration to accept the resignation/retirement letter from Dr. Linda Martin, Superintendent/Principal, effective June 30, 2018.** Ms. Carlson asked to set aside Item Z for further discussion. Mrs. Holmes motioned to approve Items A through Y of the Consent Agenda. Mrs. Johnson seconded. The vote was

4. Approval of Consent Agenda (cont.)	unanimous. Item Z – Resignation/Retirement Letter from Dr. Linda Martin: Ms. Carlson read the letter from Dr. Martin and discussion followed. Dr. Salyer expressed his appreciation for the time and effort Dr. Martin has given the district, and for all she has accomplished during her seven-year tenure. The members and Dr. Martin then discussed the process and timeline for a superintendent search. Ms. Carlson directed Dr. Martin to invite representatives from the two consultant firms to attend the next Board meeting. Dr. Salyer motioned to accept the resignation/retirement of Dr. Martin effective June 30, 2018. Mrs. Holmes seconded. Mrs. Bushbaum, Ms. Carlson, Mrs. Holmes, and Mrs. Johnson voted to accept the letter of resignation. Dr. Salyer opposed.
5. Public Comment	Ms. Jones asked about advertising the superintendent position. Dr. Martin explained the first step in the search will be for the Board to determine a position description and who will be doing the Superintendent/Principal search. Ivan Beck, ASB President, reported on this year's ASB activities. A copy of that report is included with these Minutes. *Lead by Serving Others* is their motto. Mr. Stueckle and the ASB are excited about what is happening this year. They will try to have a representative at each Board meeting.
Item Moved on Agenda:	**New Business: B. Report on High School Field Trip Proposal *(Information/Discussion Item)*** High school English Lit teacher, Mr. Jesse Stueckle, made an informational-only presentation about a field trip proposal they hope to formally present to the Board early in 2018. The proposal will be for a high school overnight field trip to Ashland, Oregon, in June to watch plays at a Shakespeare festival.
6. Reports to the Board	**A. Superintendent's Report – Dr. Linda Martin** • A productive School Board Candidate Forum was held on October 12th, sponsored by the Parent Advisory Group. • The FBLA team is going to regional conference in Moses Lake on November 1. • The Harvest Carnival and dinner, hosted by the Junior class,

6. Reports to the Board (cont.)	will be on October 31st starting at 4:30. Potato, chili, and brownie will be served during the carnival. • The elementary school monthly ROAR assembly will be on October 27th at 10:00 in the brick building gym. The focus for the month was "Grit." • October is Breast Cancer Awareness month. Friday is "Wear Pink" day. • The Veterans Day assembly will be November 9th at 2:05 p.m. November 10th school will be closed in observance of the Saturday holiday. • A TPEP grant has been awarded to the school in the amount of $1,616.00. • Thanks to a previous suggestion from Mrs. Holmes, we are starting to create a professionally produced calendar/student handbook for 2018-19. Ms. Lori Buntin is selling advertising spots and needs 12 sponsors at $200 each by the end of November to pay for printing. Each calendar will be $8-$10 to produce. • The WASA legislative dinner will be on November 8th at Rodeo City BBQ. • We are finishing up the Fall season sports. The high school football team has a 7 and 2 record. The middle school football team has lost one game. The middle school girls' basketball team is undefeated. For the last three seasons, the middle school girls' team has won 26 games and lost two. The middle school boys' basketball season begins Thursday. **B. Financial Report – Mrs. Brenda McKee, Business and HR Manager** • September is the first month of the new school year. Fund balance includes $78,000 coded as assigned to other capital projects -- $60,000 for kitchen equipment, $8,000 for greenhouse, and remainder of $10,000 excess funds left over from other projects not costing as much as anticipated. • Prior to Mrs. Bushbaum handing out printed materials to the audience, Ms. Carlson reminded her that the Board protocols call for all information presented at the Board meetings be given to Dr. Martin, as Board secretary, prior to the meeting and approved before distribution. Mrs. Bushbaum had many financial questions, one of which was regarding the total capital outlay. Mrs. McKee advised that the

6. Reports to the Board (cont.)	numbers Mrs. Bushbaum was referring to are from the end of the 2016-17 school year, and the current figures are different. Mrs. Bushbaum also had questions about the budget bottom line and some of the budget report line items. Dr. Salyer recommended that Mrs. Bushbaum have a future meeting with Dr. Martin and Mrs. McKee regarding her questions about the budget and financial reports. • Mrs. McKee presented the enrollment figures. • A report on McKinstry expenditures was given to the Board members. McKinstry expenses are related to the boiler project, maintenance agreement, and the energy audit. Mrs. Bushbaum requested account numbers for line items on this financial report. • Mrs. McKee also gave the members a financial report on the Robotics program. The report documented the grants and donations as well as the expenditures. The beginning balance for 2017-18 was $24,210.00, and added to the amount budgeted for this year, the total is $51,410.99.
7. Old Business	**A. Policy 6220 Bid Requirements *(Second Reading)*** Mrs. Holmes motioned to approve the revision to Policy 6220. Dr. Salyer seconded. The vote was unanimous. **B. School Board Self-Assessment *(Discussion Item)*** Dr. Martin gave each member a Chromebook in order to participate in a self-assessment survey. The members reviewed and discussed the results of the survey in order to set future goals for the Board which are: Standard 1: Working as an effective and collaborative team. Standard 4: Evaluating the superintendent on clear and focused expectations. Standard 5: Ensuring district information and decisions are communicated community-wide. **C. Resolution 17-02 Replacement Maintenance of Educational Program and Operations Levy *(Action Item)*** Two options for a Resolution were presented to the Board, one a full-capacity option, and one a current rate option. Dr. Salyer motioned to ask for a four-year maximum levy in the amount of $776,867 per year. Mrs. Holmes seconded the motion. Discussion followed. The Board voted to adopt Resolution

7. Old Business (cont.)	17-02 for a four-year levy at the maximum amount, the full-capacity option. The vote was unanimous. **D. Resolution 17-03 Technology Capital Projects Levy** ***(Action Item)*** Dr. Salyer motioned to approve Resolution 17-03 asking for the Technology Levy for four years at $50,000 per year. Mrs. Bushbaum seconded. The vote was unanimous.
8. New Business:	**A. Resolution 17-01 Cancelling an Outstanding Warrant** ***(Action Item)*** Dr. Salyer motioned to approve Resolution 17-01. Mrs. Holmes seconded. The vote was unanimous. The Board accepted the following policies for first reading: **C. Policy 4120 School Support Organizations** ***(First Reading)*** **D. Policy 6020 System of Funds and Accounts** ***(First Reading)*** **E. Policy 6030 Financial Reports** ***(First Reading)*** **F. Policy 6100 Revenues from Local, State and Federal Sources** ***(First Reading)*** **G. Policy 6700 Nutrition, Health, and Physical Fitness** ***(First Reading)*** **H. Basic Education Requirement Compliance** ***(Information Item)*** Dr. Martin explained that the District is required to verify each year that it complies with minimum basic education requirements as outlined in the Board's handout. The District is in compliance. **I. Highly Capable Program Report** ***(Information Item)*** A yearly report to the Board about the Highly Capable program for the District is another state requirement. Ms. Carlson motioned to uphold the comprehensive plan for the Highly Capable program as approved January 12, 2016. Mrs. Holmes seconded. The vote was unanimous.

THORP SCHOOL DISTRICT #400
BOARD OF DIRECTORS
10831 North Thorp Hwy, Thorp School Library
October 24, 2017 6:00 p.m.
Regular Meeting

8. New Business (cont.)	Mrs. Bushbaum suggested the Ignite students make a presentation to the Board at a future meeting.
9. Correspondence	None.
10. Board Members' Comments	• Referring to the upcoming levy, Mrs. Johnson suggested all the Board members know their information and be prepared for questions. • Dr. Martin informed the Board members that they would be welcomed to serve on the Levy Committee. Dr. Martin also noted that the Board can vote on a Resolution that supports the levy. • Mrs. Bushbaum hopes to have information about the levy added to the website. • Mrs. Bushbaum officially proposed that a public projection system and curved or angled conference table setup be used for the Board meetings. Mrs. Holmes recommended that if we have a projection system, it not be in the school library due to its floor plan layout. Information regarding conference tables was distributed among the Board members. Dr. Salyer noted that any tables the Board uses would also need to be available to be used by students. The Board discussed options for location and possible floorplan arrangements. Dr. Martin suggested giving the members Chromebooks to use at the meetings.
11. Closed Session	The Board entered into a Closed Session at 9:15 p.m., expecting to return at 9:40 p.m. **A. Per RCW 42.30.140**
12. Executive Session	The Board returned to regular session at 9:35 p.m. and entered an Executive Session at 9:36 p.m. **A. Per RCW 42.30.110g: to review the performance of a public employee**
13. Adjournment	The Board returned to regular session at 9:46 p.m. Mrs. Holmes motioned to adjourn the meeting at 9:47 p.m. Mrs. Johnson seconded. The vote was unanimous.
Upcoming Meetings and Events	**November 9, 2017 – Veterans Day Assembly, 2:05 p.m.** **November 14, 2017 – Regular School Board Meeting, 6:00 p.m.**

Upcoming Meetings and Events (cont.)	**November 17-18, 2017 – WSSDA Annual Conference, Bellevue, WA** **November 28, 2017 – Regular School Board Meeting, 6:00 p.m.**