

QUILLAYUTE VALLEY SCHOOL DISTRICT NO. 402  
REGULAR SCHOOL BOARD MEETING  
TUESDAY, MARCH 25, 2008  
6:00 P.M.  
**Minutes**

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**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Acting Chairman Dave Dickson called the meeting to order at 6:00 P.M. and led the Pledge of Allegiance. Present were Dave Dickson, Rick Gale, Sam McElravy, Sharon Penn, Student Representative Julia Giles, Superintendent Diana Reaume and Recording Secretary, Carie Micheau. Bill Rohde was excused.

**II. APPROVE MINUTES**

Sharon Penn moved to approve the minutes of the regular meeting of March 11, 2008. Sam McElravy seconded and the motion carried.

**III. ADOPT AGENDA**

Sam McElravy moved to adopt the agenda. Sharon Penn seconded and the motion carried.

**IV. CONSENT AGENDA**

Sharon Penn moved to approve the consent agenda and Rick Gale seconded. After a brief review by Superintendent Reaume, the motion carried unanimously.

**A. Personnel Actions**

**A. Return from Leave of Absence**

- Diane Cowles, effective 2008/09 School Year

**B. Bills and Payroll**

March payroll and General Fund vouchers No. 61710 through 61830 totaling \$593,711.65, ASB Fund vouchers No. 8825 through 8839 totaling \$5,977.93, Transportation Vehicle Fund voucher No. 24 totaling \$6,764.65, and Trust and Agency Fund vouchers No. 40 through 42 totaling \$486.69.

**C. Approval of:**

- Out-of-State Travel for Brenda King and Linda Boyd for Teacher Scoring WASL Writing, April 22-May 3, 2008, in Tucson Arizona
- Revised Interagency Agreement with Concerned Citizens for Early Intervention Service for Birth to Three for 2007/08
- Revised Interagency Agreement with Concerned Citizens for Early Intervention Service for Ages Three to Five for 2007/08
- Receipt of Surplus Computers from the Federal Aviation Administration

**V. REPORTS**

**A. Leadership Report**

1. Use of Early Release Days

Superintendent Diana Reaume presented information about teacher "Early Release Days", also known as "Teacher Collaboration Days". She shared information about how other neighboring school districts provide time for teachers to collaborate. On the average, other school districts provide approximately 25-30 hours of additional teacher training time. Some districts structure the time into Early Release or Late Starts. Superintendent Reaume also shared the importance of this time and all of the requirements that are associated with mandated training for school reform (alignment of curriculum, WASL alignment, teaching strategies, etc.). The end result of teacher collaboration time is to see gains in student achievement. She reported how the district is utilizing their Early Release days. She invited Lynn Davidson and Kirsten McCracken from Forks Middle School to provide a presentation of how the middle school staff conducts their training during this time.

They presented a literacy strategy and talked about the importance of sharing their work and their strategies to all of their teachers. They also shared the topics of training for the year. Superintendent Reaume concluded that she will be making a recommendation for how the district structures 2008-09 teacher collaboration time based on teacher and administrator input.

## **B. Financial Report**

### 1. February Ending Fund Cash Balance

Diana Reaume stated that February's ending fund cash balance is \$285,287. Historically the month of February does have a low cash balance.

### 2. February Budget Status Report

#### General Fund

Total Ending Fund Balance	\$317,833.10
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#### Capital Projects Fund

Total Ending Fund Balance	\$94,852.53
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#### Debt Service Fund

Total Ending Fund Balance	\$362,292.41
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#### Associated Student Body Fund

Total Ending Fund Balance	\$129,826.73
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#### Transportation Vehicle Fund

Total Ending Fund Balance	\$158,361.08
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### 3. 2008 Legislative Budget Rate Sheet

Superintendent Reaume stated the legislative session has closed. Included in the budget passed by the state legislature was a 4.4% cost of living allowance for staff as well as an increase in non-employee related costs (NERC's). Promoting Academic Success (PAS) dollars have been eliminated, but Learning Assistance Program (LAP) funds have been increased. There were several other adjustments to various programs which will ultimately increase our 2008/09 budget by approximately \$115,000.

### 4. Projected Enrollment for 2008/09

Diana Reaume reported the preliminary enrollment projections for 2008/09 have been completed. Forks Elementary School, Forks Middle School, Forks High School, Forks Alternative School, and Home School Plus are projected to enroll 1,157. Quileute Tribal School is projected at 77 students, and Insight School of Washington is projected to begin the school year with 2,500 students.

## **C. Legislative Report**

Superintendent Diana Reaume stated the math WASL will be eliminated through a phase-out process, but there will be an accountability test (End-of-Course Tests) that students must pass in order to graduate. This is projected to begin for the graduating students of 2013. Superintendent Reaume also reported she has received additional information regarding the two different types of diplomas being considered by the state. She will provide the board with more in-depth information at the next board meeting.

## **D. Board Member Report**

Student Representative, Julia Giles, stated that this week is spirit week at FHS. Spartan Showcase was last week and was very well attended. The Scholarship Auction made approximately \$75,000, which was a huge success. Ms. Giles reported this would be her last board meeting because she has enrolled into a college course on Tuesday and Thursday evenings. She has thoroughly enjoyed her time on the board and thanked the board for their support. Superintendent Reaume commended Julia for attending each board meeting and thanked her for her wonderful questions and involvement with the district.

Rick Gale reported the Middle School Wrestling Tournament is this Thursday. There will be a Track Meet on Thursday and a Baseball game on Friday.

Sharon Penn stated the Quileute Tribe has purchased a bus that should be in service in June. It will be available to transport individuals back and forth between Forks and LaPush free of charge. It will run daily between 6:00 A.M. to 9:00 P.M. Mrs. Penn also reported that she attended the Scholarship Auction and really enjoyed herself.

Dave Dickson reported that he attended a conference call with the Timber Trust Land Committee. In July, there will be a Timber Trust Land Committee Meeting, in Boise Idaho, for all of the Western States. Unfortunately, Mr. Dickson said he will be unable to attend.

**E. Superintendent's Report**

1. Service Awards for PSE Members

Superintendent Diana Reaume reported that she presented PSE Members, who have been employed by the QVSD for 10, 15, and 20 years, with a pin and certificate thanking them for their years of dedication and service to our District. Mr. Dickson thanked all of the PSE members for their continued dedication to our schools.

2. Visit from State Utilities and Transportation Commissioner, Mr. Phil Jones

Mrs. Reaume said last Friday the State Utilities and Transportation Commissioner, Mr. Phil Jones, toured the Forks area. During his visit to our District he looked specifically at our use of broadband width. He was pleased to see how our students and teachers are utilizing computers and accessing information via the Internet, through United Streaming, and video-conferencing.

3. Forks Elementary School Carnival

Superintendent Reaume applauded the FES Booster Club for a fabulous carnival. It was one of the best attended events offered by the District. Staff and students alike had a good time. The event raised approximately \$3,700.

4. \$500 Donation for High School Art Program

Diana Reaume publicly thanked Mary Anne McClaire, a retired QVSD teacher, for her \$500 donation to the High School Art Program.

**VI. OLD BUSINESS**

**A. Biomass Update and Public Meeting**

Superintendent Reaume stated that Bill Henderson, Maintenance Supervisor, and she made contact with Darby School District in Montana. Darby School District was the first district in Montana to receive a Biomass Plant. The plant has been in operation for five years and the superintendent and maintenance supervisor stated they have had no problems with it. There are very clear and concise procedures to follow to ensure it will function properly. April 6<sup>th</sup> is the date the state will confirm allocating money for the Biomass. Superintendent Reaume proposed scheduling a Board Workshop for April 15, 2008, at 5:00 P.M. to discuss the project. Personal invitations will be sent to various stakeholders.

**B. Joint Meeting with Quileute Tribal School Board (Proposed Date is April 22, 2008)**

Diana Reaume reported that she has been in contact with QTS Superintendent, Frank Hanson, regarding scheduling a joint board meeting. The main topic of discussion will be our Inter-local Agreement. The proposed date is April 22, 2008, in Forks. She and Superintendent Frank Hanson will work out the details.

**C. Selection of Architect for Bond Planning**

Superintendent Reaume reported that on Monday, March 17, 2008, a team of stakeholders from the District interviewed two architectural firms (Carletti Architects P.S. and BLRB Architects) as possible candidates for selection. The interview committee consisted of the following members: Bill Henderson, Kevin Rupprecht, Patti Fouts, Dick Moody, Rick Gale, and Diana Reaume. The structure of the interview consisted of a thirty minute presentations, followed by a specific set of questions for each firm. The committee members were very impressed with both of the firms and felt as though both firms have the philosophy of listening first and designing a building based on the needs of Forks. However, in the debriefing stages of the process the committee came to a consensus that BLRB would be the best firm for the bond process. They are the Northwest's leading education facility design firm with more than 590 educational facility projects completed. They have a well-designed process of involving all stakeholders and they use cutting-edge software called Building Information Modeling (BIM) which will provide us with a 3-D look at our project prior to building. This will greatly reduce the amount of change orders during the building process. Sam McElravy moved to approve the hiring of BLRB Architects for architectural

services for Phase II of Forks High School. Sharon Penn seconded and the motion carried. Dave Dickson abstained from voting due to a conflict of interest.

**D. Second Reading of Board Policy #2163 “Response to Intervention”**

Sam McElravy moved to adopt Board Policy #2163 “Response to Intervention”. Sharon Penn seconded and the motion carried.

**E. Second Reading of Board Policy #2161 “Special Education and Related Services for Eligible Students”**

Sam McElravy moved to adopt Board Policy #2161 “Special Education and Related Services for Eligible Students”. Sharon Penn seconded and the motion carried.

**VII. NEW BUSINESS**

**A. Small Capital Project**

Superintendent Reaume reported there is money in the Skills Center budget for small capital projects. Jake Jackson, Skills Center Director, has put a request in with OSPI for \$250,000 for heating in our Auto Tech Room. Originally OSPI said in order for consortium members to receive capital projects they would need to sign a thirteen year agreement with the Skills Center. Mr. Jackson met with OSPI and informed them that consortium members are currently in a five year agreement with the Skills Center. He is requesting that in good faith districts be able to benefit from this money. Currently he is working on creating an addendum to our Skills Center contract that reads if the contract is not fulfilled, with no fault of ours, we would not be required to repay any monies received on a capital project. If the contract is broken due to us then we would need to repay any funding received for capital projects.

**B. First Reading of Board Policy #6801 “Fixed Assets”**

Diana Reaume stated that one of the deficits from our state audit was that we do not have a Fixed Assets Board Policy. The proposed policy is a boiler plate policy but we did customize some dollar amounts on it.

**VIII. PUBLIC COMMENTS AND QUESTIONS**

There were no public comments or questions.

**IX. EXECUTIVE SESSION**

The board adjourned to executive session at 8:02 P.M. to discuss personnel issues.

**X. WRAP UP**

The next regular session will be held on April 8, 2008, at 6:00 P.M. in the board room.

**XI. ADJOURNMENT**

The board returned to open session at 8:12 P.M. The meeting was adjourned by general consensus at 8:12 P.M. with no further action taken.

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Board Secretary

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Board Chairman

*Approved at the April 8, 2008, regular board meeting. Signatures on file in the district office.*