

QUILLAYUTE VALLEY SCHOOL DISTRICT NO. 402  
REGULAR SCHOOL BOARD MEETING  
TUESDAY, June 26, 2007,  
6:00 P.M.  
**Minutes**

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

Dave Dickson called the meeting to order and led the pledge of allegiance at 6:16 PM. Present were Dave Dickson, Sharon Penn, Student Representative Julia Giles, Superintendent Frank Walter, and recording secretary Julie Knobel. Dave Dickson asked Mark Soderlind to make his presentation until the board had a quorum. Bill Rohde joined the meeting a few minutes later.

**II. NEW BUSINESS**

A. 4<sup>th</sup> of July Ambassadorship

Mark Soderlind discussed the 4<sup>th</sup> of July Ambassadorship program. The program currently tries to appoint 3 students to be the royalty and ambassadors for the Forks Old Fashioned Fourth of July. The students go to all of the festivals on the Olympic Peninsula riding the 4<sup>th</sup> of July float, as well as sit at the information booth at the county fair. The students receive a \$500 scholarship for doing this community service. Mark Soderlind reported that the program has not been attracting students to participate in it. He asked the school board members to accept this program as a senior project. Superintendent Walter responded that the program is eligible to count as a senior project, and is consistent with the intent of senior projects. He clarified that the \$500 scholarship does not count as compensation for the work the students do. Mark Soderlind asked if the requirement for doing the presentation to the panel for adjudication could be waived because of the amount of public speaking required of the students as ambassadors. Dave Dickson responded that the presentations are necessary for the student's work to be graded. Sharon Penn felt that it wouldn't be fair to the other students to waive the presentation, and also felt that it should be easier for these students to present their work with all of the public speaking experience that they gain through the program. Superintendent Walter suggested that the 4<sup>th</sup> of July committee submit a flyer to the high school to be distributed during advisory period in April and May, when juniors are writing their project proposals.

**III. APPROVE MEETING MINUTES**

Bill Rohde moved to adopt the meeting minutes of June 12, 2007. Sharon Penn seconded, and the motion carried.

**IV. ADOPT AGENDA**

Sharon Penn moved to adopt the agenda. Bill Rohde seconded, and the motion carried.

**V. CONSENT AGENDA**

Superintendent Walter reported that bill for the month of June were \$282,941, and that payroll was \$735,059. Bill Rohde moved to adopt the consent agenda. Sharon Penn seconded, and the motion carried.

A. Personnel Actions:

1. Hiring of:
  - Joanne Harrison, Forks Elementary School Early Childhood Special Education Teacher
  - Noee Borjas, Forks High School Girls Head Soccer Coach
  - Amy Burr, Forks High School Cheerleading Coach
  - Terra Lamping, Forks High School Science Teacher
  - Justin Cano, Forks Middle School 6<sup>th</sup> Grade Teacher
2. Hiring for Summer School:
  - Theodore Rasmussen, Forks High School Summer School Dedicated Aide
  - Misty Claussen, Summer School Bilingual Paraeducator
3. Resignation of
  - Alexis Thomas, Forks High School Cheerleading Coach

- B. Approval of:
- Personal Services Contract with Suzanne Johansen for Keyboarding Lessons
  - Personal Service Contract with Trevor Henry for USFS video project
  - Olympic Educational Service District 114 Instructional Materials Cooperative Agreement for 2007-2008
  - Olympic Educational Service District 114 Instructional Materials Cooperative Courier Service Agreement for 2007-2008
- C. Bills and Payroll
- June payroll and General Fund vouchers no. 60697 through 60812 totaling \$282,336.23; ASB Fund vouchers No. 8657 through 8690, totaling \$16,360.37; and Trust and Agency Fund voucher no. 19 through 25 totaling \$855.27.

## V. REPORTS

### A. Leadership Report

1. Forks High School Yearbook  
Ray Marshall Reported that the high school yearbook was completed and submitted to the publisher. Due to the late submission, prom and graduation will be included in the yearbook, which will be released in the fall. Students in subsequent years will need to decide if they want to receive the yearbooks in the spring before seniors leave, or receive them in the fall and have prom and graduation included.
2. Eighth Grade End of Year Assembly  
Patti Fouts reported that the format of Middle School graduation had been changed this year to be a family event to recognize students for their accomplishments. All of the students sat with their families. Recognition was given to students for student voted awards, teacher awards, and grade level awards. Patti Fouts reported that wide cross sections of students were recognized and Dave McIrvin put together a powerpoint presentation that showcased each student.

### B. Financial Report

1. Budget Status Report  
Superintendent Walter reported that the district received 5.5% of the apportionment in May because districts also receive property taxes in May, so the state reduces the apportionment payment. Dave Dickson asked if the district would be purchasing a bus this year. Superintendent Walter responded that the Transportation Department prefers to purchase two buses at a time, so that the parts and service are standard between them. The district has kept all of our buses on the state depreciation schedule, so that we are only operating buses for which receive money from the state. Superintendent Walter reported that state funding of transportation in our district is at about 60% of our actual costs. He responded that Diana Reaume would need to work with transportation to decide if we should buy one bus now or wait to buy two buses.
2. May Ending Fund Cash Balance  
The district received \$119,398 in property taxes and \$816,692 in apportionment. Expenditures totaled 1,016,267, leaving a cash balance of \$415,839 dollars.

### C. Legislative Report

Daved Dickson reported that the WSSDA (Washington State School Directors Association) Legislative Assembly will be held in Yakima on September 21<sup>st</sup> and 22<sup>nd</sup>. He will be attending a Timber Trust Lands meeting at that conference, and they will pay for part of his travel.

### D. Board Member Reports

Bill Rohde suggested that money be placed in the budget to attend the conference. He stated that we need to make reservations for the WSSDA conference in Seattle this fall. He said that we need to get commitments from board members to attend the conference. Dave Dickson expressed that it is beneficial to the district to get board members on WSSDA committees.

### E. Superintendent's Report

1. Roger W. Hull Scholarships  
Superintendent Walter reported that the following students received Roger W. Hull Scholarships; Steven Anderson, Annie Crippen, Corinne Gaydeski, Shanna Haugh, Logan Hurn, and Naomi Price. The district also received \$1,785.42 for teacher project grants, and \$446 for student emergency assistance grants.

2. Insight School of Washington (ISW) Graduation  
Superintendent Walter reported that he was the keynote speaker at the ISW graduation which was held in the Tumwater Lodge. Seven students graduated, and each had a compelling story and demonstrated determination.
3. High School Principal Search Update  
Superintendent Walter reported that the district is continuing to seek High School principal candidates. He reported that he is concerned that we haven't hired a principal yet, and that the district is soliciting more candidates to apply and considering other options including retire/rehire of a retired principal.
4. Forks Education Association Bargaining  
Superintendent Walter requested to speak to the board regarding bargaining with the Forks Education Association.
5. Bond Committee Update  
Superintendent Walter asked Diana Reaume to report on the final of the schedule Bond Committee meetings. Diana Reaume reported that approximately 20 stakeholders, predominantly QVSD employees, attended the meeting. At the meeting, the committee went back to review the original goals for going out for bond, and altered option one to scale back the media center and add on a 3200 square foot multipurpose room to the east of Spartan Gym. During construction, classes would continue to meet in what is known as the lower hallway, which would save money instead of bringing in portables. Dave Dickson stated that we should consider the uncertainty about future timber revenues in our bond planning.

Superintendent Walter stated that it was his last board meeting. He reported that he felt very confident turning things over to Diana Reaume. He presented the incoming Superintendent Diana Reaume with the Spartan Shield, an item he had purchased at a Quillayute Valley Scholarship Auction.

## **VI. NEW BUSINESS**

- A. Interlocal Cooperative Agreement with Port Angeles School District for the Skills Center AutoTech Program  
Superintendent Walter reported that Port Angeles School District retains a 4% administration fee for administering the Skills Center and that the remainder of the enhanced skills center student funding is passed on to Quillayute Valley School District. Dave Dickson asked if Sequim School District will continue to be a member of the skills center. Superintendent Walter responded that he did not know what Sequim was going to do. He reported that Cape Flattery and Crescent School Districts were very interested in accessing the skill center through videoconferencing. Bill Rohde moved to approve the Interlocal Cooperative Agreement with Port Angeles School District for the Skills Center AutoTech Program. Sharon Penn seconded the motion and it carried unanimously.

## **VII. OLD BUSINESS**

- A. 2007-2008 Forks High School Activities Handbook  
Superintendent Walter reported that Chris Wiseman edited the handbook since the last meeting, and that we did further re-organization of the document to make it more clear. Superintendent Walter reported that getting board approval of this document gives it more weight. Superintendent Walter expressed gratitude to Chris Wiseman for the work he did on the handbook. Sharon Penn moved to approve the 2007-08 Forks High School Activities Handbook. Bill Rohde seconded the motion, and it carried unanimously.
- B. Board Policy 6041 "The General Fund"  
Superintendent Walter reported that the current unreserved cash balance is \$437,000. This board policy was established so that we could increase this balance over time, starting with setting aside 4% of the budget to remain in the unreserved cash balance. Brian Lewis, from the ESD recommends that districts maintain a 5% cash balance to keep the district out of the red during low cash flow months. The long-term goal for the district is to have a one month cash reserve or 8.33% of the budget set aside in the unreserved cash balance. Sharon Penn moved to adopt Board Policy 6041 "The General Fund." Bill Rohde seconded the motion and it carried unanimously.

C. Administrators Group Agreement

Superintendent Walter reported that the board members had received the agreement with two options. The board decided to discuss the options in executive session.

**VIII. PUBLIC COMMENT AND QUESTIONS**

Ray Marshall reported that it was his last board meeting also, and he asked to reflect on the past seven years. He recalled that the district was in poor financial shape seven years ago, and that during Superintendent Walter's tenure, he was required to make tough decisions, he brought in Insight School of Washington, and he is now leaving QVSD with a bright future. He reported that during this difficult time, all of our test scores have gone up. Bill Rohde thanked Ray Marshall for his contributions to this process. Ray Marshall stated that without Superintendent Walter's leadership, it could not have been done, and the improvements were the result of a giant team effort.

Chris Wiseman asked to comment on Ray Marshall's departure. He stated that Ray Marshall inspired improvements at the high school over a short period of time, rallied the staff, and developed leadership. Chris Wiseman stated that Ray Marshall always put kids first. Chris Wiseman congratulated Ray Marshall on pursuing his goals and stated that we will continue to work hard to continue Ray's work.

Patti Fouts asked to comment on Ray Marshall's departure. She reported that Ray Marshall created systems that continually increase the expectations of the students for discipline and achievement. She stated that Ray Marshall is a phenomenal leader and that he will be impossible to replace. She expressed her gratitude to Ray Marshall for the work he did here in Forks.

Superintendent Walter echoed the comments made by Chris Wiseman and Patti Fouts. He stated that Ray Marshall builds terrific teams, and his particular strengths are for selecting people and helping each staff member to improve. Superintendent Walter reported that Ray's greatest legacy is the relationships he developed between himself, Patti Fouts, and Chris Wiseman. Superintendent Walter finished by thanking Ray Marshall for his leadership.

Mark Soderlind expressed his appreciation to the board members for the work they have done in appeal board hearings. He stated that the board members have helped to get students going in the right direction.

**IX. EXECUTIVE SESSION**

The board retired to executive session at 7:57 PM.

**X. WRAP-UP**

The board returned to regular session at 8:31 PM.

- Administrators Group Agreement

Dave Dickson asked the board for a vote on the Administrator's Group Agreement. Sharon Penn voted for Option A, and Bill Rohde and Dave Dickson voted for Option B. Option B carried.

**XI. ADJOURN**

The meeting adjourned at 8:34 PM. The next regular board meeting will be held on July 10, 2007, at 6:00 pm.

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Board Secretary

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Board Chairman