

QUILLAYUTE VALLEY SCHOOL DISTRICT NO. 402
REGULAR SCHOOL BOARD MEETING
TUESDAY, July 10, 2007,
6:00 P.M.
Minutes

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Dave Dickson called the meeting to order and led the pledge of allegiance at 6:07 PM. Present were Dave Dickson, Tina Bergstrom, Rick Gale, Bill Rohde, Student Representative Maegan Leppell, Superintendent Diana Reaume, and recording secretary Julie Knobel.

II. APPROVE MEETING MINUTES

Bill Rohde moved to adopt the meeting minutes of June 26, 2007. Rick Gale seconded, and the motion carried.

III. ADOPT AGENDA

Tina Bergstrom moved to adopt the agenda. Bill Rohde seconded, and the motion carried.

IV. CONSENT AGENDA

Superintendent Reaume reported that the SKY program in which the district has participated in the past. The district funds the SKY teacher Gary Perless through the state funded rural communities grant. The SKY program is an opportunity for students to retrieve credit while doing outdoor projects in the summer. Bill Rohde asked what the district was purchasing from the OESD in the Data Processing Contract. Superintendent Reaume stated that the district purchases the use of the financial management software that the district uses, and technical support from the ESD. Tina Bergstrom moved to adopt the consent agenda. Bill Rohde seconded, and the motion carried.

A. Personnel Actions:

1. Resignation of:
 - Shelley Castellano, Forks Elementary School Assistant Cook
2. Hiring of:
 - Victoria Rockholt, Forks Elementary School Counselor
 - Gary Perless, Summer SKY Program Instructor

B. Approval of:

- 2007-2008 Data Processing Cooperative Agreement with Olympic Educational Service District 114
- Albert Haller Foundation Grant for the POSSE Program in collaboration with West End Outreach
- Albert Haller Foundation Grant for the Readiness to Learn Program
- Authorize Superintendent to Apply for Any and All State and Federal Categorical Grants for Year 2007-08

V. REPORTS

A. Financial Report

1. 2007/08 Draft Budget Proposal

Superintendent Reaume presented the budget proposal that had been sent to Rosemary Ziara and Brian Lewis at the ESD to review. Superintendent Reaume reported that the budget proposal showed a total increase of about \$3.5 million for a total budget of \$16,926,117. Much of the increase is due to Insight School of Washington (ISW), and is passed on to Insight. Some revenues such as Levy Equalization (also referred to as Local Effort Assistance) and Learning Assistance Program (LAP) funds have increased due to district total increased enrollment. This revenue does not get passed on to Insight. Special education funding appears to have decreased compared to last year, but that is because early projections for ISW special education enrollment was much higher than actual enrollment and expenditures. The Early Childhood Education and Assistance Program (ECEAP) decreased slightly, but enrollment in the program will also decrease. Certificated staffing

will increase 6.25 full-time equivalent (FTE) teachers. Classified staffing will increase by about 0.5 FTE, due to increased hours for staff. With the increased total budget at \$17 million, in order to meet the target of a 4% cash reserve the district will need to increase our reserve to \$680,000. Tina Bergstrom expressed concerns about the sustainability of the payroll expenditures including the increased administrators' salaries. Bill Rohde discussed the original business plan from Insight School of Washington which showed the district receiving profit sharing when Insight's enrollment reached 1100 students, which was originally planned to occur in five years. With Insight achieving that enrollment in their second year, Bill Rohde asked when the district would begin to receive profit sharing. Superintendent Reaume responded that she has been in discussion with Insight regarding this issue, and the current projections are the district should begin to receive profit sharing by the beginning of the 2008-09 year, but there is a possibility that we may see some revenue at the end of this budget year. Insight has had much less marketing expenses than they had budgeted, however administrative expenses have more than surpassed those savings. The board decided to have a work session on the budget on Wednesday, June 18th, at 6:00 PM in the administration board room.

B. Legislative Report

Superintendent Reaume reported that the legislature set money aside specifically for math and science. Funding will be based on the student to teacher ratio. The district is slated to receive \$54,000, which is specifically to be spent on more staff development. The state appears to be moving in the direction of adopting the international math and science curriculum, and the trainings will be based on these rigorous standards. Math and science teachers from all grade levels will be eligible to receive stipends for training done outside of the regular year.

Dave Dickson reported that the senators from Oregon have continued to work on extending the Secure Rural Schools and Communities Act beyond the one year extension that made it in to the federal Emergency Supplemental Bill this year. The funding is intended to replace revenues lost due to decreased harvest on National Forest lands.

C. Board Member Reports

Dave Dickson reported that he will be attending the Washington State School Directors Association (WSSDA) Legislative Assembly in Yakima during September. He reported that he will be attending a Timber Trust Lands meeting at that time.

D. Superintendent's Report

1. State Auditor's Office Notification

Superintendent Reaume reported that the district received formal notification of an audit finding from this year's audit. The audit finding is in regards to the district's action in 2005 during the spending freeze to claim the entire remaining balance of Federal entitlement funds during the month of February for the remainder of the year. The district had consulted with the Educational Service District and had been told that this practice was within state guidelines. The district was assured by the auditor that there would not be any fines as a result of the finding. Due to the large sum of money involved, the repercussion of the finding to the district will be that 50% of the districts funding will be audited next year instead of only 2 programs. Superintendent Reaume expressed that the district can take advantage of this audit to review and improve our internal controls.

2. Upward Bound Grant

Superintendent Reaume reported that Peninsula College wrote and was awarded an Upward Bound grant for \$1.5 million over the next five years. The grant will not create additional costs to the district, with the exception of office space to house a Peninsula College employee who will be doing counseling work. The program will target high school freshman who could be the first time college bound student in their family. Quileute Tribal School (QTS) and Port Angeles School District are also partners in this program. Bill Rohde asked what the staffing for the program will look like and what the timeline will be for getting started. Superintendent Reaume reported that Peninsula College is in the process of seeking a program director and a counselor in order to gear up for this school year. The district will need to sign a memorandum of understanding with Peninsula College to share information with parental permission regarding student's grades, WASL scores, etc.

3. High School Principal Search Update

Superintendent Reaume reported that the district will be conducting Principal interviews on Friday, July 13, 2007. Three candidates had been chosen to be interviewed, but one had already dropped out.

4. Board Retreat

Superintendent Reaume asked the board if they would like to do a retreat in early August to gear up for the coming school year. She expressed that she would like the board to get to know her better. Dave Dickson offered to host the board retreat at his house on Monday August 6th, starting at 5:00 PM.

5. Proposal to Change - August 14th Board Meeting Date

Superintendent Reaume asked the board to consider changing the date of the first board meeting in August. She and the principals are registered to attend a leadership training on that day, and she asked the board to support the work they will do there. The board decided to tentatively plan on having the board meeting on August 7, 2007, and possibly cancel it if there is not any time sensitive business.

VI. NEW BUSINESS

A. Resolution No. 16-06/07 "2007/2008 Administrative Salaries"

Tina Bergstrom expressed concern regarding the sustainability of the administrator's salaries. She discussed the uncertainty involved with revenues from ISW and stated that she would be more comfortable waiting one year to approve salary increases for administrators. Superintendent Reaume reported that the state apportionment pays for approximately \$61,000 of an administrator's salary, the rest would come from general education apportionment, other categorical grants, and from ISW. Bill Rohde expressed that he shared the same concerns and was trying to balance those concerns against the long hours and difficult work that the administrators are doing. Tina Bergstrom reiterated that she was not comfortable increasing salaries after only one good year. Rick Gale also expressed the same concerns and stated that it was only in 2005 when we had such a difficult year. Dave Dickson stated the board had been given two options for administrator salaries and had voted for these salaries at the previous meeting. Tina Bergstrom also stated that the board should remember that we have increased certificated staffing this year also. Dave Dickson asked for a vote. Bill Rohde, Dave Dickson, and Rick Gale voted in favor of approving Resolution No. 9-06/07 "2007/2008 Administrative Salaries". Tina Bergstrom opposed it. The motion carried 3 votes in favor, 1 opposed.

B. Resolution No. 10-06/07 "2007/2008 Certificated Staffing"

Dave Dickson requested a list of certificated staffing which included their assignments. Sharon Penn had previously expressed that she would like to have a photo directory of staff. Bill Rohde asked about what was being done with the Associated Student Body Class this year. Student Representative Maegan Leppell responded that it will not be a class this year. Bill Rohde moved to approve Resolution No. 10-06/07 "2007/2008 Certificated Staffing". Tina Bergstrom seconded the motion, and it carried unanimously.

C. Resolution No. 11-06/07 "2007/2008 Classified District Office Personnel Salaries"

Superintendent Reaume requested to speak to the board regarding this resolution in executive session.

D. Resolution No. 12-06/07 "2007/2008 Classified Staffing"

Bill Rohde made a motion to approve Resolution No. 12-06/07 "2007/2008 Classified Staffing". Tina Bergstrom seconded the motion, and it carried unanimously.

E. Resolution No. 13-06/07 "2007/2008 Extracurricular Staffing"

Bill Rohde asked which of the open positions were most urgent. Superintendent Reaume responded that the Athletic Director position was very urgent, as well as ASB leadership and the study table position. Bill

Rohde made a motion to approve Resolution No. 13-06/07 “2007/2008 Extracurricular Staffing”. Tina Bergstrom seconded the motion, and it carried unanimously.

- F. Resolution No. 14-06/07 “Albert Haller Foundation Grant” for the POSSE program.

Bill Rohde made a motion to approve Resolution No. 14-06/07 “Albert Haller Foundation Grant” for the POSSE program. Tina Bergstrom seconded the motion, and it carried unanimously.

- G. Resolution No. 15-06/07 “Albert Haller Foundation Grant” for the Readiness to Learn Program

Bill Rohde made a motion to approve Resolution No. 15-06/07 “Albert Haller Foundation Grant” for the Readiness to Learn Program. Tina Bergstrom seconded the motion, and it carried unanimously.

- H. 1st Reading of Board Policy 5000 “Recruitment and Selection of Staff”

Bill Rohde asked why these board policies were being brought up for a 1st reading. Julie Knobel responded that Board Policy 5001 needed board action due to a legislative change. Board Policy 5000 was also ready for review, so they were put onto the board agenda together. The board did a 1st reading of board policy 5000 “Recruitment and Selection of Staff.”

- I. 1st Reading of Board Policy 5001 “Hiring of Retired Persons”

The board did a 1st reading of board policy 5001 “Hiring of Retired Persons.”

- J. Authorization to Superintendent Reaume to pursue financing for the Gateway Lease of Equipment through Leaf Financial

Superintendent Reaume reported that the proposed lease agreement is for the 90 computers written into the Technology Plan which was approved by the board and the Office of the Superintendent of Public Instruction (OSPI). The total cost of the lease is \$65,000. Debbie Hull and Zaigham Bukhari obtained competitive prices from multiple vendors and the best pricing was offered by Gateway. The financing documents for this lease are very similar to the Siemen’s project financing with Bank of America. Superintendent Reaume requested that the board authorize her to pursue this financing. Bill Rohde moved to approve the authorization. Tina Bergstrom seconded the motion, and it carried unanimously. Superintendent Reaume reported that the District also received \$31,000 in non-renewable funding from the state for technology spending. The will be split \$10,000 for the Elementary School, \$10,000 for the Middle School, and \$11,000 for the High School.

VII. OLD BUSINESS

- A. WSSDA Annual Conference

Superintendent Reaume reported that the budget proposal set aside funds to send the board members to the WSSDA annual conference in Seattle this November. Bill Rohde stated that he would attend if he was still on the Board. Tina Bergstrom stated that she would attend the conference. Dave Dickson stated that he would attend if he was able to be released from work.

VIII. PUBLIC COMMENT AND QUESTIONS

There was no public comment.

IX. EXECUTIVE SESSION

The board retired to executive session at 7:47 PM.

X. RETURN TO REGULAR SESSION

The board returned to regular session at 8:47 PM.

- Resolution No. 11-06/07 “2007/2008 Classified District Office Personnel Salaries”

Dave Dickson asked the board for a vote on Resolution No. 11-06/07 “2007/2008 Classified District Office Personnel Salaries.” Dave Dickson, Bill Rohde, and Rick Gale voted in favor of approving the resolution. Tina Bergstrom opposed it. The motion carried 3 votes in favor, 1 opposed.

XI. ADJOURN

The meeting adjourned at 8:55 PM. The board will hold work session on the budget proposal on Wednesday, July 18, 2007 at 6:00 PM. The meeting will be open to the public. The next regular board meeting will be held on July 24, 2007, at 6:00 PM.

Board Secretary

Board Chairman

Approved at the July 24, 2007 regular board meeting. Signatures on file in the district office.