

QUILLAYUTE VALLEY SCHOOL DISTRICT NO. 402  
REGULAR SCHOOL BOARD MEETING  
TUESDAY, September 26, 2006  
6:00 P.M.  
**Minutes**

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

Chairman Dave Dickson called the meeting to order at 6:11 P.M. and led the Pledge of Allegiance. Present were Sharon Penn, Tina Bergstrom, Dave Dickson, Superintendent Frank Walter and Recording Secretary, Julie Knobel. Rick Gale joined the meeting later. Bill Rohde was absent due to work obligations.

**II. ADOPT AGENDA**

Sharon Penn moved to adopt the agenda. Tina Bergstrom seconded and the motion carried.

**III. APPROVE MINUTES**

Sharon Penn moved to approve the minutes of the regular meeting of September 26, 2006. Tina Bergstrom seconded and the motion carried.

**IV. CONSENT AGENDA**

Sharon Penn moved to approve the consent agenda and Tina Bergstrom seconded. Superintendent Walter briefly discussed the Coalition of Essential Schools (CES) Northwest agreement. Forks High School is one of five schools in the state to receive this grant, which will provide \$25,000 in funding for furthering the school community service projects and a part-time instructional coordinator. After a brief review of the agenda items, the motion to approve the consent agenda was carried unanimously.

**A. Personnel Actions**

**1. Hiring of:**

- Joann Poppe, Full-Time Custodian
- Jason Cross, 0.5 FTE Forks High School Math Teacher
- Traci Hurn, Forks High School Registrar
- Tina Hagen, Forks Middle School Attendance and Food Service Clerk

**B. Bills and Payroll**

**C. Approval of:**

- Out-of-State Travel  
Joan Lien, Les Stewart, Nicole Sedgwick, Kirsten Mc Cracken, Eric Forsberg, Northwest Mathematics Conference, Victoria Canada, October 20-21, 2006  
Paid for by Enhancing Education Through Technology (EETT)
- Approval of Transportation Cooperative Interlocal Agreement with Quileute Tribal School
- Approval of Transportation Cooperative Interlocal Agreement with Queets Clearwater School District
- Bank of America Financial Agreement for the Siemens Project
- Memorandum of Understanding with CES Northwest  
3-Year Learn and Serve Grant

**V. REPORTS****A. Leadership Report**

## 1. Forks High School Improvement Process

Ray Marshall reported that Forks High School was notified of the award of this School Improvement grant two days prior to the first day of school. The grant will provide \$40,000 this year, \$60,000 in the second year, and \$40,000 in the third year of the grant. The funds will be used to create a School Improvement Plan, which will be a substantial document based on analysis of test scores, surveys of students, staff, and parents, and by working with school leadership. Ray Marshall stated that this a great opportunity to fund professional development, and to implement programs that the high school has already been working on. The CES Northwest grant is an additional \$25,000 to fund professional development and coaching assistance.

**B. Financial Report**

## 1. August Ending Fund Cash Balance

Superintendent Walter reported that the general fund cash balance at the end of August was \$304,901.27. Superintendent Walter highlighted the Timber Excise Tax revenues, which are revenues which stay with the district, and the Trust Land Revenues, which are reapportioned to the State. He explained that there can be an enormous time lag, up to two years, between the time that the State Department of Natural Resources (DNR) puts a sale out for bid and the time that the school sees revenue from the sale. Dave Dickson requested that he be notified when the DNR quarterly meetings take place.

## 2. August Budget Status Report

Superintendent Walter reported that the Budget Status report was reflecting our Insight School of Washington (ISW) contract. As the year progresses, we will continue to see large variances compared to last year due to the size and nature of the ISW contract. Dave Dickson requested that on the Ending Fund Cash Balance Report, payments and revenues from ISW be broken out as separate line items. Superintendent Walter also pointed out the "total ending fund balance" is different from "cash balance" due to inventoried supplies and parts. This month the difference was approximately \$28,000, which reflects the low volume of inventory that the school district maintains. The school district is able to do this because of shipping arrangements, which allow us to receive parts within one day.

General Fund

Total Ending Fund Balance	\$330,724.35
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Capital Projects Fund

Total Ending Fund Balance	\$78,835.22
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Debt Service Fund

Total Ending Fund Balance	\$492,019.77
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Associated Student Body Fund

Total Ending Fund Balance	\$115,003.50
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Transportation Vehicle Fund

Total Ending Fund Balance	\$34,050.07
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## 3. September Enrollment

Superintendent Walter reported that our enrollment was 97.04 full-time equivalents (FTE) higher than we had projected. Forty-four of the FTEs were due to high enrollment in ISW, and 53.04 FTEs were from increases in our school's enrollment. The increases in enrollment were distributed throughout the grade levels, so the district did not need to hire any additional staff, there are however a few large classes in each of the schools. This year's third grade class is much smaller than the other grades, so as that class is promoted, we will be seeing teacher's grade assignments being changed to reflect that.

**C. Legislative Report**

Dave Dickson reported on the Washington State School Director's Legislative Assembly that he attended in Pasco on September 14-16, 2006. He attended State Trust and Forest Lands Meeting where they discussed the intended uses of Trust Lands, and the Rural Schools Act. The Act was a six year program to replace property tax revenues lost due to federal ownership of lands within school districts. In all likelihood, the Act will be extended for one more year, and will expire after that period. Dave Dickson also reported that the assembly discussed the WASL

scores, funding of all day kindergarten, the possibility of a longer school year, and the lack of transparency in school funding.

**D. Superintendent's Report**

1. Washington Learns

Superintendent Walter discussed the "Washington Learns Draft Report for Public Comment." He explained that the report was the product of a task force convened by Governor Gregoire, and was the combination of efforts from those in the pre-kindergarten, kindergarten through 12<sup>th</sup> grade, and high education communities. The report attempts to define what basic education is in this state, and states that it is Washington State's obligation to fully fund basic education. The report is not a policy document, it is a compilation of recommendations.

2. Washington State School Directors' Association (WSSDA) Regional Meeting October 14, 2006 in Quilcene

Superintendent Walter asked the board if any other members wanted to attend the meeting in Quilcene. Rick Gale stated that he would like to attend.

3. WSSDA Annual Conference November 15-18, 2006 Spokane Convention Center

Superintendent Walter asked the board to consider sending representatives to the WSSDA Annual Conference in Spokane. Bill Rohde, and Dave Dickson expressed some interest in attending.

4. I-900

Superintendent Walter discussed Initiative 900 regarding performance audits of government entities. The audits of schools will begin by auditing the Educational Service Districts (ESDs) first and a handful of districts from each ESD. It is very unlikely that QVSD will be audited in the next year.

5. Olympic Correction Center (OCC) thank you letter

Superintendent Walter presented a thank you letter to be sent to OCC per the request of the school board. He expressed his gratitude for the quality work that the OCC crews give to the school. He also expressed his intention to send an abridged copy of the letter to the Forks Forum to be published in the paper.

6. Roadless Areas

Superintendent Walter presented information about comments requested by Governor Gregoire regarding her intent to reauthorize the Clinton Roadless Areas Initiative of 2001. The board looked at a map of the areas in our region that the plan would affect. The board discussed that there are already adequate environmental protections on forest lands in our state.

**VI. OLD BUSINESS**

**A. Comment on Olympic National Park Draft General Management Plan**

Dave Dickson presented the comments that he had prepared to send in a letter to the Olympic National Park Draft General Management Plan. Dave Dickson commented that he had learned in the work session on September 19, 2006 that if park boundary expansion was approved then landowners within the expanded boundary would be required to meet a higher level of environmental review limiting their ability to manage their lands. Sharon moved to approve the comments, and Tina Bergstrom seconded the motion. The motion carried unanimously.

**VII. NEW BUSINESS**

**A. 1<sup>st</sup> Reading of Board Policy 7411, "The General Fund"**

Dave Dickson read proposed Board Policy to those in attendance. Tina Bergstrom asked if 4% cash reserve balance was too low. Frank Walter and Dave Dickson responded that they felt that in the long term it is too low, but at this time the board should establish an attainable goal. Dave Dickson requested that language be added to the policy so that it would be reviewed each year during the budgeting process.

**B. Insight School of Washington Student Handbook**

Dave Dickson asked the board members to take the draft student handbook home with them to review prior to the next meeting. The item was tabled until October 10, 2006.

**VIII. PUBLIC COMMENTS AND QUESTIONS**

There were no public comments or questions.

**IX. EXECUTIVE SESSION**

There was no executive session.

**X. WRAP UP**

The next regular session will be held on October 10, 2006, at 6:00 P.M. in the administration board room.

**XI. ADJOURNMENT**

The meeting was adjourned by general consensus at 8:02 P.M.

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Board Secretary

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Board Chairman