



Lynden School District #504

Ensure that all students graduate college, career, and citizenship ready

January 14, 2016

School Board Meeting

Minutes

Lynden High School Library

6:30 P.M.

1. Call to Order, Welcome, Pledge of Allegiance and Roll Call

Meeting called to order at 6:33 P.M. Board members in attendance were Brian Johnson, Steve Jilk, Mike Haveman, Dominic Shiu, Kevin Burke, and Student Directors Carson Smith, Tore Olson.

2. Good News

- Whatcom County School Retirees' Association awarded 6 mini-grants up to a value of \$150 to Lynden teachers for classroom projects. Thank you, WCSRA members!
- WSSDA launched a new recognition program for school directors at the 2015 Annual Conference. The "Valuing Individual Proficiency" (VIP). A selection of workshops, meetings and breakout sessions were identified for members and we're happy to announce that Director, Kevin Burke was awarded a certificate of proficiency for his participation toward in board professional development. Congratulations, Kevin!
- During December, the JAG class learned about the myths and realities of homelessness in Whatcom County, and toured The Light House Mission. The class conducted a food drive and donated to The Light House Mission and also made cards of encouragement to the women and children who live there in the the Agape House program.
- Lynden High School student, Matt Carpenter received 2 poetry awards for his entry in the Peaceful Poetry contest and the Veterans Day Poetry contest.
- It was a great season of giving at Fisher. Fisher students donated toiletries and other personal items to fill more than 180 Blessing Bags that were donated to several organizations serving our homeless. The PTA held an evening event in which students and families filled the bags and prepared them to be received. Additionally, Fisher put together 30 Blessing Bags with larger items for their own families and New Way Ministries.
- The Washington Schools Risk Management Pool shared the Protected Classes RAS score sheet which indicated our district received a 105 out of a possible 110 points available. This score will equate to a discount on the 2016-2017 premium.

3. Approval of Meeting Minutes

- Meeting Minutes December 10, 2015
- Meeting Minutes December 22, 2015 – Special Meeting

Mike Haveman motioned to approve the meeting minutes seconded by Dominic Shiu. Motion carried by voice vote. Steve Jilk abstained from voting due to his absence at the December 10, 2015 Board Meeting.

4. Consent Agenda

- 2015-16 General Fund \$211,489.08 Warrants 39623 – 39742 dated December 15, 2015
- 2015-16 CP Fund \$256,244.15 Warrants 39743 – 39749 dated December 15, 2015
- 2015-16 ASB Fund \$15,371.40 Warrants 39446750 – 39754 dated December 15, 2015
- 2015-16 GF ACH \$2,337.18 Warrants 151600106 – 1516000125
- 2015-16 ASB ACH \$488.61 Warrants 151600123 – 151600125

- 2015-16 General Fund \$116,090.95 Warrants 39787 – 39858 dated December 31, 2015
 - 2015-16 CP Fund \$1,920.22 Warrants 39859 – 39862 dated December 31, 2015
 - 2015-16 ASB Fund \$14,513.15 Warrants 39863 – 39878 dated December 31, 2015
 - 2015-16 GF ACH \$2,265.81 Warrants 151600126 – 151600146
 - 2015-16 ASB ACH \$1,655.87 Warrants 151600147 – 151600149
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- Transportation –None
 - Payroll Direct Deposit - \$1,428,722.37 dated December 31, 2015
 - Payroll Vendor Warrants - \$679,308.36 Warrants 39755 – 39786 dated December 31, 2015
 - Personnel Action Items – January 14, 2016
 - Donations – January 14, 2016

Steve Jilk motioned to approve the consent agenda seconded by Mike Haveman. Motion carried by voice vote.

5. Information from the Audience

None at this meeting.

6. Reports

- **Superintendent**

- **Board Appreciation**

January is Board Appreciation month. Jim Frey publicly thanked the Board Directors and Student Directors for their volunteer service to the Lynden School District. Jim read the Appreciation Proclamation from Governor Jay Inslee.

- **CTE Update – Health Science Program**

Kent Victor introduced the CTE Health Science presentation and Health Science teacher Duane Korthuis. Duane gave an introduction of the program and how he would like to provide more hands on experiences in the future with other community health agencies. CTE students Leslie Strandgard, and Levi Wallace shared their experiences in the Sports Medicine Club and how it has, and will in the future, impact their occupation decisions. Leslie and Levi, along with Emily Young and Brody Weinheimer conducted a CPR emergency scene and response.

- **CTE Update – A/V Technology, Communications and Multimedia**

CTE A/V Technology teacher, Henry Dotson provided information on how his class works together to get morning announcements and media information to students at the high school.

Multimedia

Student, Victoria Uribe showcased some of her multimedia work and how she learned to produce her final vision.

Broadcast Journalism

Students Kelly Klem and Kyler South presented how their class does daily video announcements. They shared how they also work on social media to involve all students by highlighting events happening in the district. They explained how the class has taught them computer and video skills. Students Matt Carpenter and Ziah Meyers show-cased some of their most recent projects.

The board thanked the CTE programs for their presentations.

Brian Johnson requested that Action Items be moved up on the Agenda. The board agreed.

7. Action Items

Lynden Middle School Schematic Plan Approval

Jim Frey provided information on the middle school design process and plan approval. David King of King Architecture explained the design development, options of design plan changes, and a preliminary cost reduction strategy. The board discussed plans and the process of plan changes if needed in the future.

Kevin Burke motioned to approve the Lynden Middle School Schematic Design Plan seconded by Mike Haveman. Motion carried by voice vote.

8. Reports

- **Superintendent**

Capital Projects

Keith Shelly, Maintenance Supervisor, provided a facility project proposal list and Jim Frey gave an update on what projects are being looked at in the coming years and the priority of projects. The board discussed maintenance budget projections and the importance of addressing the maintenance tasks.

Construction Update

Jim Frey updated the board about the recent design meetings taking place with district staff and the community members for the Fisher Elementary School design.

- **Teaching and Learning**

None at this meeting.

- **Finance and Operations**

Budget Update - November

Patti Fairbanks provided a summary of the November budget with status on the General Fund, Capital Projects Fund, Debt Services Fund, ASB Fund, Transportation Fund, and Student Enrollment.

Annual Financial Report

Patti Fairbanks reviewed the 2014-2015 Financial Statement and provided information about F-196 reporting.

9. Board Workshop

- **School Board Calendar**

The board reviewed topics of future Board Meetings and will provide input on topics.

- **School Calendar 2016-2017**

The board reviewed the 2016-2017 approved calendar. Jim Frey informed the board that the School Calendar Committee will be meeting to discuss the 2017-2018 calendar. The board will continue to discuss considerations and recommendations for the committee.

10. Policy

- **Policy 3110 – Qualification of Attendance and Placement**

Jim Frey explained the reason for changes to this policy for early entrance into kindergarten, based on both advanced skills and demonstrated needs. After first reading, the board agreed to the revisions of Policy 3110.

Steve Jilk motioned to approve Policy 3110 seconded by Kevin Burke. Motion carried by voice vote.

11. Adjourn Meeting

Meeting adjourned at 9:25 P.M.

12. Executive Session/Adjourn Meeting (20 minutes)

- **Superintendent Evaluation**

The board reviewed the performance of the superintendent. No action was taken during Executive Session.

13. Executive Session/Adjourn Meeting

Meeting adjourned at 9:45 PM.

Jim Frey
Superintendent

Brian Johnson
President

LYNDEN SCHOOL DISTRICT
Lynden, WA
Personnel Recommendations
January 14, 2016

New Hire, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

Change in Assignment, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

New Hire, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Boies, Kelly	Isom	Para Ed	3.0	12.7 – 6.16.16	Leave replacement for Haveman
Elias, Tami	BVE	Para Ed	.83	12.3 – 4.22.16	Extended Day Program - Literacy
Ward, Cynthia	LMS	Secretary 2	6.0	1.4.16	New Position
Roddy, Jodee	Fisher	Noon Supervisor	3.0	1.4.16	Replaces Clyde
Roddy, Jodee	Fisher	Para Ed 1	1.75	1.4 – 6.16.16	Replaces Clyde
Oostra, Erica	Isom	Para Ed	1.0	1.11 – 5.27.16	Extended Day Program - Literacy
VanBeek, Coni	LMS	Para Ed Pre School	3.0	1.5 – 6.16.16	Tues-Fri (non continuing) due to increased numbers
Rothwell, Tiffany	Isom	Para Ed	1.0	1.11 – 5.27.16	Extended Day Program - Literacy

Change in Assignment, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments

Leave of Absence, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Hansen-Quine, Maria	Fisher	Counselor	.65	Dates Vary	Intermittent Medical Leave

Leave of Absence, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments

Resignations/Retirements/Terminations, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

Resignations/Retirement/Terminations/Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments

Supplemental Assignments

Name	Location	Position	Effective	Comments
Turnberg, Brandon	LMS	7 th Grade Baseball Coach	3.21.16	Replaces Bonsen

Supplemental Resignations

Name	Location	Position	Effective	Comments
Gallegos, Miguel	LHS	Asst Wrestling Coach	12.9.15	Resignation
Hommies, David	LMS	8 th Grade Girls Basketball Coach	1.7.16	Resignation
Medcalf, Nicole	LMS	Volleyball Coach	1.4.16	Resignation

Employment with the district is subject to acceptable outcome of a criminal history records check and the requirements of RCW 28A.400.