



LYNDEN

SCHOOL DISTRICT

Tradition + Pride + Excellence

November 8, 2018

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 6:40 P.M. Board members in attendance were Steve Jilk, Kelli Kettels and David Vis. Board members Brian Johnson and CJ Costanti were absent and excused. Student Directors Ruby VanderHaak and Cynthia Torres were present.

President, Steve Jilk requested to amend the Agenda to add Resolution No 16-18 under the Action Items.

Kelli Kettels motioned to approve to amend the Meeting Agenda seconded by David Vis. Motion carried by voice vote.

2. Good News

- Megan Dickson, Hi-Cap Coordinator met with twenty parents to share options for challenging their students at home. Christie Hunter, our Hi-Cap parent leader provided some high quality resources for parents. We also discussed changes to our program services, introduced our new Elementary Specialist, Steven Smith and discussed timelines for students Individualized learning Plans. Parents also completed a Google survey to help inform the topics for the next parent meeting in the new year.
- Our fall sports are headed into Districts, this includes volleyball, swim, football, and cross country who for the first time ever have 4 boys competing!
- Fisher Marathon Club students have been working hard towards the final celebration at LHS on November 16th. Thanks to the amazing volunteers who keep this program running, they have more than 115 students participating this year.
- Principal Ross was able to speak at the Chamber of Commerce monthly luncheon and discuss the powerful impact that Backpack Buddies has on students throughout the district. Several local businesses felt encouraged and empowered to donate to the effort.
- Lynden Academy has been named School of Distinction by the Center for Educational Effectiveness as a School of Distinction for sustained improvement in graduation rates.
- Chief Judge Ricardo Martinez returned to LHS to speak at the Homecoming Assembly as this year's Alumni of the Year and agreed to spend an entire day and evening with the students of LHS. "Inspiring" was the most used verb to describe his time spent here with students and staff.
- Lynden Academy has a Little Farmers Club that is growing hydroponic vegetables in the office. It's going great!

3. Approval of Meeting Minutes

- October 25, 2018

Kelli Kettels *motioned to approve the meeting minutes seconded by David Vis. Motion carried by voice vote.*

4. Consent Agenda

- 2018-19 General Fund \$355,199.57 Warrants 49734 - 49869 dated October 31, 2018
- 2018-19 Capital Projects \$510,183.39 Warrants 49870 – 49883 dated October 31, 2018
- 2018-19 ASB Fund \$12,211.31 Warrants 49884 – 49908 dated October 31, 2018
- 2018-19 Trans Vehicle \$217.50 Warrants 49909 – 49909 dated October 31, 2018
- 2018-19 General Fund \$2,497.75 Warrants 49910 – 49910 dated October 31, 2018
- 2018-19 ACH ASB Fund \$349.05 Warrants 181900067 – 181900069 dated October 31, 2018
- 2018-19 ACH General Fund \$1,317.79 Warrants 181900053 – 181900066 dated October 31, 2018
- Personnel Action Items 11.8.18

Kelli Kettels *motioned to approve the consent agenda seconded by David Vis. Motion carried by voice vote.*

5. Information from the Audience

None at this meeting.

6. Reports

Superintendent

- **School Safety and Security**

Jim Frey reminded the Board of the conversations and decisions that have been made to examine safety practices throughout the district and the steps that have already been taken. David VanderYacht provided information about safety and security work to be done at the high school. The Board discussed allocating money out of the budget reserve to complete security projects at the high school. The Board attained a motion to utilize \$150,000.00 of budget reserve to complete security upgrades.

Kelli Kettels motioned to approve utilization of the budget reserve for school security seconded by David Vis. Motion carried by voice vote.

Teaching and Learning

- **Teaching and Learning Update**

Elizabeth Hamming provided an update on priorities around curriculum and instruction. Elizabeth spoke about professional development planning, content areas of focus, student data, and teacher collaboration.

Finance and Operations

- **Budget Update 2017-2018**

Patti Fairbanks reviewed the final 2017-2018 Financial Statement information with the Board. The report contained information on the General Fund Balance Sheet; F196 Balance Sheet; Budget Status Report; F196 Statement of Revenues; and F196 Schedule of Long-Term Liabilities. The final 2017-2018 Financial Statement was submitted to ESD 189 without needed corrections and awaiting approval from OSPI.

7. Board Workshop

- **Right at Schools**

The Board decided to move this topic to the December 4th meeting.

- **District Planning Committee Update**

Steve Jilk informed the Board about the first planning committee meeting that was held on October 30th. Steve acknowledged the useful information Jim Frey provided to update the committee on previous planning recommendations and how individual committee members stressed their commitment to the school district and community. The committees prioritized topics for the next meeting were shared.

- **School Board Retreat**

The draft agenda for the School Board Retreat being held on November 12th was reviewed with the topics of Strategic Planning; District Growth; and School Board Goals.

- **Fisher Final Commissioning Report**

The Board discussed the Fisher Final Commissioning Report that consisted of Test and balance of equipment; Boilers, pumps & controls; Air handling units; Domestic hot water system; Exhaust fans; Switches; and Electric heating and tube radiators. The report includes records of ongoing site visits, monitoring, and reconciliation of items.

- **Fisher Project Completion Letter**

Zervas Architect provided a letter that marks the final action and completion of the Fisher Elementary construction project.

8. Action Items

- Resolution No. 13-18 – Acceptance of Fisher Commissioning Report

The Board reviewed the Acceptance of Fisher Commissioning Report.

Kelli Kettels motioned to approve Resolution No. 13-18 seconded by David Vis. Motion carried by voice vote.

- Resolution No. 14-18 – Final Acceptance of Fisher Project

The Board reviewed the Final Acceptance of Fisher Construction Project.

David Vis motioned to approve Resolution No. 14-18 seconded by Kelli Kettels. Motion carried by voice vote.

- Resolution No. 15-18 – Cancellation of Stale-Dated Warrants and Checks

The Board reviewed the Cancellation of Stale-Dated Warrants and Checks.

David Vis motioned to approve Resolution No. 15-18 seconded by Kelli Kettels. Motion carried by voice vote.

- Resolution No. 16-18 – Certification of 2019 Excess Levy Property Taxes

The Board reviewed Certification of Taxes.

David Vis motioned to approve Resolution No. 16-18 seconded by Kelli Kettels. Motion carried by voice vote.

9. Policy

The Board reviewed the following policies for first reading. The Board will look to approve the policies after review of additional procedures and a second reading of these policies.

- *Policy #3116 – Students in Out of Home (Foster) Care*
- *Policy #3520 – Student Fees Fines or Charges*
- *Policy #5406 – Leave Sharing*
- *Policy #6000 – Program Planning Budget Preparation*

12. Adjourn Meeting

Meeting adjourned at 8:15 P.M.

13. Executive Session

Jim Frey
Superintendent

Steve Jilk
President

LYNDEN SCHOOL DISTRICT
Lynden, WA
Personnel Recommendations
November 8, 2018

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
Migchelbrink, Anya	BVE	Para Ed 1	6.0	11.5 – 6.13.19	Non Continuing – overload
VanderYacht, Emily	Isom	Para Ed 3	6.0	10.31.18	New Position

Change in Assignment, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Waldemar, Tamara	LMS	Cook's Helper	3.25	11.2.18	Increase hours .25
Skrumbellos, Isela	LMS	Cook's Helper	2.75	11.2.18	Increase hours .25
Weidenaar, Sonja	LMS	Cook's Helper	2.75	11.2.18	Increase hours .25
Mattox, Laura	LMS	Cook's Helper	2.75	11.2.18	Increase hours .25
Fritz, Melissa	LHS	Cook's Helper	2.75	11.2.18	Increase hours .25
Holmquist, Lorraine	LHS	Cook's Helper	3.0	11.2.18	Increase hours .25
Hanson, Alida	LHS	Cook's Helper	3.25	11.2.18	Increase hours .50
Miedema, Wendy	LHS	Cook's Helper	5.0	11.2.18	Increase hours .50

Leave of Absence, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

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
Arneson, Trent	LMS	Custodian	8.0	11.21.18	Resignation

Supplemental Assignments

Name	Location	Position	Effective	Comments
Gonzalez, Lillian	BVE	Extended Day Para	11.14 – 3.28.19	
Oliver, Jodi	BVE	Extended Day Para	11.14 – 3.28.19	
McKenzie, Judith	BVE	Extended Day Para	11.14 – 3.28.19	
Hommel, Allyson	BVE	Extended Day Para	11.14 – 3.28.19	

Supplemental Resignations

Name	Location	Position	Effective	Comments
Vandenberg, Sophia	LMS	Dance Team Advisor	10.23.18	Resignation

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