



Lynden School District #504

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

September 8, 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 6:32 P.M. Board members in attendance were Brian Johnson, Steve Jilk, Mike Haveman, Kevin Burke, and Dominic Shiu. Student Directors Katelyn Fullner and Devin Gartner were present.

2. Good News

- There was a tremendous turnout for our Back-to-School breakfast gathering with staff. New employees were introduced and it was a great way to catch-up with everyone.
- Timelines for Fisher Elementary's construction and Lynden Middle School's construction bid remain on track.
- Fisher's new playground has been completed and they are excited to have students playing on this awesome new space. Fisher again wants to express a "Thank You!" to the Lynden Community for passing our bond.
- Bernice Vossbeck Elementary portable stamp of approval. A thank you to Keith Shelly, his Maintenance Crew, BVE Custodians, the Contractor & Sub-Contractors, plus the teachers & helpers that moved them in. They did it and it was simply amazing!
- Lynden Academy is growing and excited about their move to City Bible Church in October which will allow for more space for classes and activities. They have a fantastic staff who are looking forward to this academic year.
- Lynden High School introduces their motto for the 2016-2017 school year "We are here...to support ALL students".

3. Approval of Meeting Minutes

- August 11, 2016

Steve Jilk motioned to approve the meeting minutes seconded by Mike Haveman. Motion carried by voice vote.

- August 18, 2016

Steve Jilk motioned to approve the meeting minutes seconded by Mike Haveman. Motion carried by voice vote.

4. Consent Agenda

- 2015-16 General Fund \$209,778.51 Warrants 41863 – 41928 dated August 15, 2016
- 2015-16 Capital Projects \$509,605.35 Warrants 41929 – 41934 dated August 15, 2016
- 2015-16 ASB Fund \$1,968.46 Warrants 41935 – 41939 dated August 15, 2016
- 2016-17 General Fund \$30,134.40 Warrants 41940 - 41958 dated August 15, 2016
- 2016-17 ASB Fund \$2,124.85 Warrants 41959 – 41961 dated August 15, 2016
- 2016-17 GF ACH \$2,385.67 Warrants 151600454 – 151600461 dated August 15, 2016
- Transportation Fund – None
- Personnel Action Items 9.8.16
- Salary Schedule

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.

Jim Frey requested that the Constructability Report and Review topic be moved up in the Agenda.

6. Board Workshop

- **Constructability Report and Review**

Jim Frey provided information on the process of the Constructability Review and that the final report will be provided soon for a last review for approval to be considered at a future meeting. David King of King Architecture spoke to the board about what is currently under review and the coordination of the constructability review with Construction Services Group (CSG)/ESD112. David also provided information about the 1st pre-bid meeting.

7. Reports

- **Superintendent**

- **Construction Update**

Jim Frey provided an update on the pre-bid meetings at the middle school and opening bid date. Jim also informed the board about information on Fisher Elementary construction and the timeline being on target.

- **Teaching and Learning**

- **Smarter Balanced (SBA) Assessment**

Elizabeth Hamming presented data on SBA Assessment testing in the 2nd year. Elizabeth explained the results of grade level testing and talked about professional development investment. The board engaged in conversation about the results and what the goals are for future curriculum and professional development. Student Director, Katelyn Fullner provided information of experience for learning and preparing for the SBA testing.

- **Technology Work Group**

Elizabeth Hamming updated the board on the work of the Technology Work Group. Elizabeth provided information on the investigation taking place within the group to provide best practices for classrooms using devices. Mark Butler, Technology Director explained some of the piloting pros and cons of devices and application interactions. Student Directors shared their experiences in the classroom using technology.

- **Health Standards Committee**

The board reviewed a summary provided by Elizabeth Hamming to form this committee.

- **Finance and Operations**

- **Budget Update - July**

Patti Fairbanks provided a summary to the board on the July general fund of expenditures and revenue, capital projects fund, debt services fund, ASB fund, transportation fund and student enrollment.

8. Board Workshop

- **Delegation of Authority**

Jim Frey discussed with the board delegation of authority for the superintendent to approve change orders for the Fisher Elementary and Lynden Middle School construction projects.

Steve Jilk motioned to approve Delegation of Authority seconded by Mike Haveman. Motion carried by voice vote.

- **Strategic Priorities**

Jim Frey provided information about the plan of work for the 2016-2017 strategic plan. Jim also discussed that we will begin engagement in the future with staff, students, and community to form a strategic focus group for 2017-2020.

- **WSSDA Legislative Priorities**

The board discussed legislative priorities for the 2016 legislative session. Jim and Steve Jilk will provide more information on our district priorities and bring back for a future meeting.

9. Action Items

- **Resolution No. 11-16 – Vehicle Surplus**

The board reviewed the revised list of district vehicles for surplus.

Steve Jilk motioned to approve the Resolution No. 11-16 seconded by Mike Haveman. Motion carried by voice vote.

- **Bellingham Technical College Inter-local Agreement**

The board reviewed the BTC Inter-local Agreement for the Running Start program.

Mike Haveman motioned to approve the Teaching Assignments seconded by Dominic Shiu. Motion carried by voice vote.

10. Policy

- **Second Reading**

The board discussed the following policies in the second reading.

#6210 – Purchasing Authorization, Control and Bid Requirements

#4217 – Effective Communication

#3210 – Non-Discrimination

Mike Haveman motioned to approve Policies seconded by Kevin Burke. Motion carried by voice vote.

11. Adjourn Meeting

Meeting adjourned at 8:45 P.M.

12. Executive Session/Adjourn Meeting

None at this meeting.

Jim Frey
Superintendent

Brian Johnson
President

LYNDEN SCHOOL DISTRICT
Lynden, WA
Personnel Recommendations
September 8, 2016

New Hire, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
McDowell, Maria	BVE	2 nd Grade	.50	16.17 SY	Leave replacement position for Joelle Dodd
Marshall, Mary	BVE and Isom	Music Teacher	.60	16.17 SY	Additional staffing due to increased FTE
Caldarella, Tausha	Fisher	Counselor	.80	8.29 – 12.16.16	Leave replacement for Hansen-Quine
Hoch, Nathan	Isom	5 th Grade	1.0	16.17 SY	Replaces Vachon
McVicker, Desiree	Fisher	3 rd Grade	1.0	8.29 – 6.15.17	Leave Replacement

Change in Assignment, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Sebastiani, Mike	Fisher	PE Teacher	1.08	16.17 School year only	Additional .08 added to this year only.
Lee, Shirley	BVE	PE Teacher	.80	16.17 School year only	Additional .30 add to this year only.
Sahagian, Tiffany	LHS	CTE Teacher	1.0	16.17 School year only	.60 CTE Teacher (continuing) and .40 JAG Teacher (grant funded).
Anderson, Stacey	LHS	CTE Teacher	.70	16.17 School year	Increase by .10 FTE for CTE health class

New Hire, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Hoggarth, Zoya	LHS	Cook's Helper	2.75	8.30.16	Replaces Vanderyacht
Wilson, Leah	LHS	Cook's Helper	2.25	8.30.16	Formerly unfilled hours
Stauffer, Kesley	Isom	Para Educator	4.5	8.31.16	
Dennison, Cynthia	LMS	Para Educator	6.0	8.31.16	Tues – Friday Pre School – new position

Change in Assignment, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Holleman, Delores	Isom	Noon Supv	3.5	16.17 SY	Increase 15 mins
Macy, June	Isom	Noon Supv	3.4	16.17 SY	Increase 34 mins
Vanderhaak, Jewel	Isom	Noon Supv	2.5	16.17 SY	Increase 10 mins
Cartagena, Juana	LMS	Para Educator	6.0	16.17 SY	Increase 1 hour
VanBeek, Coni	CBC	Para Educator	6.0	16.17 SY	Resign noon supv - LMS to accept new preschool position, Tues – Fri.

Change in Assignment, Classified Personnel (cont)

Yefromova, Lyudmila	LMS	Custodian II	6.0	9.12.16	Transfer from Head Custodian BVE to Night Custodian LMS replacing Lysen.
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Leave of Absence, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Hansen-Quine, Maria	Fisher	Counselor	.70	8.29 – 1.2.17	Medical Leave

Leave of Absence, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Hildebrand, Brittany	BVE	Computer Tech	7.00	8.24 – 10.5.16	Personal Leave

Resignations/Retirements/Terminations, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

Resignations/Retirement/Terminations/Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Lysen, Eric	LMS	Custodian II	6.0	8.26.16	Resignation
Jorissen, Patricia	LMS	Para Ed	5.45	8.16.16	Resignation

Supplemental Assignments

Name	Location	Position	Effective	Comments
Christianson, Luke	LMS	Asst Football Coach – 8 th Grade	8.31 – 10.20.16	Leave replacement for Regis
Anderson, Jeanette	LHS	Assistant Winter Cheer Advisor	11.14.16	Assumes ¼ of Winter Cheer responsibilities

Supplemental Resignations

Name	Location	Position	Effective	Comments
Wallace, Kellee	LHS	Head Cheer Advisor	11.14.16	Resign ¼ of Winter Cheer Advisor to hire an Asst Cheer Advisor for Winter season only
Medcalf, Nicole	LMS	Math Club Advisor	9.1.16	Resignation
McKee, Marcus	LMS	Athletic Assistant	9.4.16	7 th Grade Football

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