



Lynden School District #504

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

July 13, 2017

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, Kevin Burke, Dominic Shiu, and Kelli Kettels. Student Directors Leslie Strandgard and Rubia Orellana were absent and excused.

2. Good News

- Elementary schools are excited about the K-5 new hires and thanks the district office for the added support throughout the process.
- Best Practices training for K-5 is happening this summer: June 27-29; Aug. 15-17; and Aug. 22-25 by Shannon Sinclair is wonderful.
- Special thanks to the K-5 reps who helped with the start of the alignment process in April - June.
- Lynden Academy is happy to have two new teachers on staff - Mrs. Julie Miller and Mrs. Joanna Stephens.
- The results of the Washington State Patrol annual inspection on our buses revealed that we have an exceptional fleet of buses. We congratulate our transportation department for doing an outstanding job.
- Bus Loop at Fisher Elementary has been approved.
- Summer School is well attended and a success.
- Legislature has approved a budget and will continue to be evolved.

3. Approval of Meeting Minutes

- June 22, 2017

Steve Jilk *motioned to approve the meeting minutes seconded by Kevin Burke. Motion carried by voice vote.*

4. Consent Agenda

- 2016-17 General Fund \$242,848.49 Warrants 44834 – 44953 dated June 30, 2017
 - 2016-17 Capital Projects \$142,086.36 Warrants 44954 – 44960 dated June 30, 2017
 - 2016-17 ASB Fund \$14,801.23 Warrants 44961 – 44980 dated June 30, 2017
 - 2016-17 GF ACH \$3,116.64 Warrants 161700435 - 161700460 dated June 30, 2017
 - 2016-17 ASB ACH \$1,621.64 Warrants 161700461 – 161700472 dated June 30, 2017
- Voided checks #44689 \$146.48 Hampton Inn; #44089 \$150 PHS Girls Wrestling; #44309 \$420 WASWUG; #44592 \$25 WASWUG
- Personnel Action Items – July 13, 2017
 - Overnight Trip Requests

Kevin Burke *motioned to approve the consent agenda seconded by Steve Jilk. Motion carried by voice vote.*

5. Information from the Audience

None at this meeting.

6. Reports

- **Superintendent
ASB Funds**

Mike McKee, Athletic Director provided a summary of the ASB process and how staff and students are involved in making ASB a success and the decisions that affect the programs. Mike advised the Board of how he, the advisors, and students manage club/program budgets. Mike explained the revenue sources of ASB cards, ticket sales, and vending sales.

Construction Update

Jim Frey shared the financial tracking document for both Fisher Elementary and Middle School projects and reviewed a summary of the program contingency. Jim and the Board discussed the projects and work taking place at each site. Discussion of modernizing on safety and technology at the other school sites are being reviewed and prioritized.

- **Teaching and Learning**
Instruction Material Committee (IMC)

Elizabeth Hamming provided a list of instructional material that the IMC has been reviewing. Included on the list was material for Middle School Health curriculum, a high school Psychology supplemental resource, and a resource for Entrepreneurship. The Board will look to approve this instructional material at a future meeting.

- **Finance and Operations**
2017-2018 Budget Update

Patti Fairbanks informed the Board about recent changes the Legislature has issued pertaining to Washington States Education Funding and how it will affect our 2017-2018 General Fund Budget. Patti discussed estimated revenue change, expenditure change, deficit and one-time expenses. Patti explained that these estimates could change as further information is gathered regarding state funding, student services, staff negotiations, and construction expenditures. Jim thanked Patti and Mandi Lenaburg for their work on the budget process.

7. Board Workshop

- **Middle School Site Planning**

The Board discussed some possible surplus options, property easements with the City of Lynden, renovation on portions of the school building, and usage options to consider at the current middle school sites once they have been vacated. The Board will continue to discuss priorities and next steps.

8. Action Items

None at this Meeting.

9. Policy

- **First Reading**

The Board reviewed the following policies for first reading. Any suggested changes or corrections will be made and brought back for a second reading at a future board meeting.

Policy #2024 – Online Learning

Policy #2255 - Alternative Learning Experience Courses

Policy #2410 – High School Graduation Requirements

Policy #5005 – Employment Disclosures Certification Requirements

Policy #5010 – Non-discrimination and Affirmative Action

10. Adjourn Meeting

Meeting adjourned at 8:32 P.M.

11. Closed Session (30 minutes)

- **Negotiations**

The Jim Frey & David VanderYacht provided an update on current negotiations.

Closed Session began 8:35 P.M.

Closed Session lasted 30 minutes

Closed Session adjourned 9:05 P.M.

Jim Frey
Superintendent

Brian Johnson
President

LYNDEN SCHOOL DISTRICT
Lynden, WA
Personnel Recommendations
July 13, 2017

New Hire, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
McCoy, Kelly	LHS	Science Teacher	1.0	17.18 SY	New Position
Jorgensen, Joshua	Isom	Music Teacher	1.0	17.18 SY	Replaces Fosket
Schuman, Audrey	BVE	Position TBD	1.0	17.18 SY	
Roosma, Patricia	BVE	K Teacher	1.0	17.18 SY	Replaces VanBeek
Stephens, Joanna	Lynden Academy	2 nd Grade Teacher	.60	17.18 SY	

Change in Assignment, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Hansen-Quine, Maria	Fisher	Counselor	1.0	17.18 SY	Restoration of FTE
Mendel, Jason	LMS	Teacher	1.0	17.18 SY	Replaces Carson
Herwerden, Megan	Fisher	Dean/Intervention	.90	17.18 SY	.20 Intervention added

New Hire, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Oliver, Jodi	BVE	Para Ed 1	4.0	17.18 SY	Formerly leave replacement, now continuing - replacing Powell
Gillig, Reed	District	Facilities Supervisor	8.0	8.1.17	Replaces Shelly
Hortegas, Eliza	CT	Para Ed 3	4	17.18 SY	Leave replacement for Olin
Charlton, Veronica	Isom	Para Ed 3	6.0	17.18 SY	Replaces Kaemingk
Powell, Robin	Isom	Para Ed 3	6.0	17.18 SY	Replaces Verburg

Change in Assignment, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Wilson, Leah	LHS	Cook's Helper	2.75	17.18 SY	Increase hours by .50 due to HS Master Schedule change
VanderGriend, Jill	LHS	Head Cook	6.25	17.18 SY	Increase hours by .25 due to HS Master Schedule change
Hall, Pamela	Special Programs	Secretary IV	8.0	17.18 SY	Increase days to 260
Allen, Jennifer	Isom	Para Ed 3	6.0	17.18 SY	3 hours ELRC added
Creasey, Leah	Isom	Para Ed 3	6.0	8.30 – 12.15.17	Leave replacement for Skaggs

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
Roebuck, Mary	BVE	Teacher	1.0	6.20.17	Retirement
Carson, Kristine	LMS	Teacher	1.0	6.28.17	Retirement

Resignations/Retirement/Terminations/Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments

Supplemental Assignments

Name	Location	Position	Effective	Comments
Butenschoen, Mariah	LHS	Dept Head – English	17.18 SY	Replaces Klusmire
Conner, Jill	LHS	Dept Head – Sped	17.18 SY	Replaces Claussen
Elsner, Christine	LHS	Dept Head – Counselor	17.18 SY	New position

Supplemental Resignations

Name	Location	Position	Effective	Comments
Klusmire, Newton	LHS	Dept Head – English	6.21.17	Rotation of Dept Head
Claussen, Eileen	LHS	Dept Head – Sped	6.21.17	Rotation of Dept Head

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