



Lynden School District #504

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

November 9, 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 6:32 P.M. Board members in attendance were Steve Jilk, Kevin Burke, and Kelli Kettels. Director Brian Johnson, was absent and excused. Student Directors Rubia Orellana and Leslie Strandgard were present.

Superintendent Frey requested that the Lynden Middle School Conference topic and the CTE Program topic be moved up in the Agenda. All Board members agreed.

2. Good News

- Fisher PTA sponsored a WATCHDOG night for the dads and their Fisher students. More than 50 people attended to learn about the WATCHDOG program. WATCHDOGS is an outreach effort to help get more dads volunteering in the schools. Fisher expects to have one to two dads in the building each week.
- Lynden High School held a Be the One mentoring meeting and received good feedback. "A very informative meeting", impressed that Lynden School District is doing over the top endeavors for their students", "lots of choices, progressive and positive".
- Lynden Middle School Nurse Aimee Speer, recently received her Educational Staff Associate (ESA) certification. Lynden School District now has two ESA nurses.
- Drama Club Advisor Tina Miller, cast 50 students for next years musical Singn' in the Rain! This is an all time record and does not include students who will be working tech and stage crews.
- Kiwanis Noon Club put on a STEM Fair at the Lynden Fairgrounds. The event was free for families and children and was attended by 1200 people. Local companies and organizations provided hands on experiences for children. Eleven of our LHS Honor society students volunteered their time to help supervise booths and sell snacks and pizza at cost. Feedback on our student volunteers was universally positive and the exhibitors said our students helped to make their experience very enjoyable in the midst of so many parents and children.
- The blood drive at Lynden High School had 52 donors, including both students and staff. Congratulations to Elaine Hofer from the Sports Medicine Club for organizing the drive. Thanks to Aimee Minkler, Kathy VanderVeen, Mary Young and the custodial staff for making this happen. Many community members benefit directly during both emergencies, planned surgeries and cancer treatments.

3. Approval of Meeting Minutes

- October 26, 2017

Kevin Burke motioned to approve the September 21st meeting minutes seconded by Kelli Kettels. Motion carried by voice vote.

4. Consent Agenda

- 2017-18 General Fund \$275,128.92 Warrants 46098 – 46213 dated October 31, 2017
- 2017-18 Capital Projects \$83,819.31 Warrants 46214 – 46232 dated October 31, 2017
- 2017-18 ASB Fund \$14,937.68 Warrants 46233 – 46242 dated October 31, 2017
- 2017-18 Transportation Fund \$273,879.95 Warrants 46243 – 46245 dated October 31, 2017

- 2017-18 GF ACH \$3,239.27 Warrants 171800046 - 171800064 dated October 31, 2017
- 2017-18 ASB ACH \$1,111.78 Warrants 171800090 – 171800091 dated October 31, 2017
- Payroll \$712.91 Warrant 42442 dated October 31, 2017
- Payroll Direct Deposit \$1,630,894.59 dated October 31, 2017
- Payroll Vendor \$779,185.59 Warrants 42443 – 42475 dated October 31, 2017
- Personnel Action Items 11.9.17
- Donations 11.9.17
- Resolution No. 07-17 – Bus Surplus

Kevin Burke motioned to approve the consent agenda seconded by Kelli Kettels. Motion carried by voice vote.

5. Information from the Audience

None at this meeting.

6. Reports

- **Risk Assessment Survey (RAS)**

David VanderYacht informed about the 2015-2016 RAS “All Hazard Mitigation” and 2016-2017 Sexual Abuse in Schools: Prevention and Protection from the Washington State Risk Management Pool (WSRMP). Each year the RAS topic is determined by current trends in schools and districts throughout the state. Each RAS has a two-year cycle. The first year provides a baseline score on indicators. The second year is used to adjust processes and ensure best practices, processes, and procedures are in place. David explained the process of the WSRMP audit process.

- **Teaching and Learning**

Meagan Dickson explained the need of Board approval for the Highly Capable program to receive State grant funding. Meagan provided an overview of the program at both the district level and building level.

- **Finance and Operations**

- **Budget Update – Year End F196**

Patti Fairbanks updated the Board on the process for the F196 year-end budget and informed the Board that more information will be presented at the December board meeting

7. Board Workshop

School Board Linkage Activities

Jim Frey presented activities for the School Board Linkage Activities. The Board discussed topics and attendees to include in this process. It was discussed how student linkage directed by Student Directors will be incorporated into this activity.

District Planning

Jim Frey informed the board on discussions taking place in the direction of district planning for surplus of property, repurposing the middle school facility, Lynden Academy facility, and future bond and levy considerations. The board considered further communication on surplus of property and prospective plans for facilities, bonds and levies.

WSSDA Conference

The Board reviewed WSSDA Conference topics.

8. Action Items

Highly Capable Program

After Board review of the Highly Capable program and grant funds, the Board took action to approve. Kevin Burke motioned to approve the Highly Capable Program seconded by Kelli Kettels. Motion carried by voice vote.

SEIU Employee Contract Agreement

After Board review of the SEIU Agreement, the Board took action to approve. Kevin Burke motioned to approve the SEIU Contract seconded by Kelli Kettels. Motion carried by voice vote.

9. Policy

- 1410- Executive or Closed Sessions
- 3115 - Homeless Students - Enrollment Rights and Services
- 3116 - Students in Foster Care
- 3122 - Excused and Unexcused Absences
- 3416 - Medication at School
- 3432 - Emergencies
- 4040 - Public Access to District Records
- 5005 - Employment Disclosures, Certification Requirements
- 6210 - Purchasing Authorization, Control and Bid Requirements
- 6212 - Charge Cards
- 6700 – Health, Nutrition and Physical Fitness
- 6905 - Site Acquisitions

Kevin Burke motioned to approve Policy #6700 seconded by Kelli Kettels. Motion carried by voice vote.

10. Adjourn Meeting

Meeting adjourned at 9:15 P.M.

Jim Frey
Superintendent

Brian Johnson
President

LYNDEN SCHOOL DISTRICT
Lynden, WA
Personnel Recommendations
November 9, 2017

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
Kroontje, Grant	Transp	Bus Driver	4.5	10.17.17	3.0 continuing, 1.5 hours McKinney Vento, non continuing
Vis, Zachary	LMS	Para Educator	5.0	10.23.17	

Change in Assignment, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Neff, Wendy	Lynden Academy	Custodian	3.0	11.1.17	
Stitt, Jennie	Fisher	Para Educator	1.25	10.2 – 6.8.18	Extended Day Prog
Salazar, Annette	Fisher	Para Educator	1.0	10.2 – 6.8.18	Extended Day Prog
Vopnford, Megan	Fisher	Para Educator	1.0	10.2 – 6.8.18	Extended Day Prog
Hamstra, Kayla	BVE	Para Educator	1.0	11.1 – 3.29.18	Extended Day Prog
McKenzie, Judith	BVE	Para Educator	1.0	11.1 – 3.29.18	Extended Day Prog
Gonzalez, Lillian	BVE	Para Educator	1.0	11.1 – 3.29.18	Extended Day Prog
Hommes, Allyson	BVE	Para Educator	1.0	11.1 – 3.29.18	Extended Day Prog
Miedema, Danika	BVE	Para Educator	.50	11.1 – 3.29.18	Extended Day Prog
Oliver, Jodi	BVE	Para Educator	1.0	11.1 – 3.29.18	Extended Day Prog
Fiebig, Susan	BVE	Library Tech	7.0	17.18 SY	Final Restoration of Days to 186
Hortegas, Lori	Isom	Library Tech	7.0	17.18 SY	Final Restoration of Days to 186
Squires, Shelley	Fisher	Library Tech	7.0	17.18 SY	Final Restoration of Days to 186

Leave of Absence, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

Leave of Absence, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Kooiman, Martha	Transp	Bus Driver	5.0	10.23 – 12.29.17	Medical Leave

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
McLendon, Johanna	LMS	Athletic Assistant	10.31 – 1.4.18	Girls Basketball
Parcher, Tawnee	BVE	Best Mentor	17.18 SY	
Miller, Amy	Fisher	Best Mentor	17.18 SY	
Heppner, Sally	Isom	Best Mentor	17.18 SY	
Salminen, Kaaren	BVE	Best Mentor	17.18 SY	
Toften, Laura	LHS	Concessions Coordinator	11.28 – 2.8.18	Replaces Bogues

Supplemental Resignations

Name	Location	Position	Effective	Comments

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