



Lynden School District #504

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

December 14, 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 6:31 P.M. Board members in attendance were Brian Johnson, Steve Jilk, Kevin Burke, and Kelli Kettels. Student Directors Rubia Orellana and Leslie Strandgard were in attendance.

2. Good News

- Lynden High School senior, Gurwinder Dhillon, will earn the Washington State Seal of Biliteracy this spring. This honor recognizes public high school graduates who have attained a high level of proficiency in speaking, reading, and writing in one or more languages in addition to English. Gurwinder earned 4.0 college credits on the ALTA proficiency exam for her proficiency in her first language of Punjabi.
- Karen Pehl's Advanced Culinary Art students prepped, prepared and shared their Thanksgiving feast at a harvest table set for approximately 24 students and staff. These students are participating in the City of Lynden's Holiday Dessert Contest!
- The high school hosted their fall signing day for athletes accepting letters of intent to play collegiate level sports. Congratulations to Trevin Hope (baseball), Trevor Abitia (baseball), Abigail Broussard (volleyball).
- Family Community Services, along with the help of Grace Baptist Church and Windermere Realty, organized Thanksgiving baskets of food for 48 families.
- Bernice Vossbeck 5th grade students were able to attend the movie Wonder! Ms. Robinson attended with the students allowing continued conversation regarding bullying and being a bystander.
- The 3rd and 4th grade classes are attending field trips to the Lynden City Park for the Nooksack Salmon Enhancement Association presentation - rain or shine.
- Last spring Fisher applied for a grant from Common Threads to create a garden at school where students can plant, grow and enjoy the food produced. Common Threads works to connect kids to healthy food with "seed to table" education. Fisher is happy to report that they received the grant! They will begin creating a garden in early spring.
- Isom has 85 students participating in after school enrichment classes - Spanish, Crafts, Hop Hop, and ReFit.
- Sinterklaas visited Lynden Academy to spread some holiday cheer.
- Fisher PTA is putting together Blessing Bags to give to their families during the holiday season.
- John Grubs spoke at Kiwanis about Ag technology and the "Innovation Lab" involving robotics and a laser vinyl cutter.
- The biotech lab is ready for occupancy when students return to school in January.
- ELT demonstrated their SIP alignment at the recent ELT meeting.

3. Approval of Meeting Minutes

- November 9, 2017

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

- December 5, 2017

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

4. Consent Agenda

- 2017-18 General Fund \$220,280.13 Warrants 46246 – 46336 dated November 15, 2017
- 2017-18 Capital Projects \$3,908,203.47 Warrants 46337 – 46355 dated November 15, 2017

- 2016-17 ASB Fund \$1,594.08 Warrants 46356 – 46359 dated November 15, 2017
- 2017-18 ACH General Fund \$4,840.94 Warrants 171800092 – 171800110 dated November 15, 2017
- 2017-18 General Fund \$241,276.49 Warrants 46386- 46503 dated November 30, 2017
- 2017-18 Capital Projects \$107,356.65 Warrants 46504 – 46508 dated November 30, 2017
- 2017-18 ASB Fund \$54,161.63 Warrants 46509 – 46549 dated November 30, 2017
- 2017-18 General Fund \$36,786.72 Warrants 46550 - 46562 dated November 30, 2017
- 2017-18 GF ACH \$3,836.12 Warrants 171800111 – 17188130 dated November 30, 2017
- 2017-18 ASB ACH \$409.14 Warrants 171800131 – 171800134 dated November 30, 2017
- Personnel Action Items 12.14.17
- Donations 12.14.17

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

5. Information from the Audience

None at this meeting.

6. School Board Director Candidate Interviews

The Board interviewed the following candidates for Lynden School District Board of Directors, Position No. 1:

- CJ Costanti
- Sarah Stewart

7. Closed Session (30 minutes)

- **Board Applicant Discussion**

The Board discussed the qualifications of each applicant and considered the person who will best serve the Lynden School District in setting and maintaining the Districts goals and priorities.

Closed Session opened at 7:00 P.M. and lasted 28 minutes.

Closed Session ended at 6:28 P.M.

8. Open Meeting

Meeting reconvened at 6:29 P.M.

- **Nomination and Roll Call Vote**

The Board nominated CJ Costanti to serve on the Lynden School District School Board until the term expires December 31, 2019.

Kevin Burke motioned to approve the election of CJ Costanti seconded by Brian Johnson. Motion carried by voice vote.

- **Oath of Office**

Jim Frey administered the Oath of Office to Steve Jilk, Kelli Kettels and CJ Costanti.

- **Organization of Office**

The Board discussed who to appoint to the positions of School Board President, School Board Vice President and WIAA Representative. The Board chose to appoint Kevin Burke as President, Steve Jilk as Vice President and Kelli Kettels as WIAA Representative.

Steve Jilk motioned to approve the Organization of Office seconded by Brian Johnson. Motion carried by voice vote.

9. Reports

- **Superintendent**

None at this meeting.

- **Teaching and Learning**

None at this meeting.

- **Finance and Operations**

ASB Funds

Patti Fairbanks provided information about the ASB balance and answered questions from the Board regarding disbursement of funds and the management of the student ASB goals.

Budget Update – October

Patti Fairbanks provided information on the budget for October containing a summary of financial status, enrollment, general fund comparative, and revenues and expenditures.

Budget Update – F196 Year End Review

Patti Fairbanks reviewed the year end budget and went over the topics general fund balance sheet, balance sheet, budget status report, statement of revenues and schedule of long-term liabilities. Patti explained the program reports with definitions and narratives.

10. Board Workshop

Facility Planning

Jim Frey shared information about future facility needs at the high school and the possibility of a future bond proposal to the community. Jim informed the Board that more details will be investigated to bring back to the Board for planning along with a time-line.

Technology

Jim Frey presented a technology levy narrative providing a possible time-line, student and teacher technology device needs, and levy comparisons to other Whatcom County School Districts.

WSSDA Conference Review

The Board assessed their time spent at the Annual WSSDA Conference and some of the key take-away topics in the breakout sessions. Key sessions benefited from were, New Board Member Boot Camp, Non-Discrimination Laws, School Improvement Process, and Student Directors.

8. Action Items

Easement – Fisher Bus Loop

The Board reviewed the easement granted by the City of Lynden to the Lynden School District for the Fisher Elementary Bus Loop.

Steve Jilk motioned to approve the Easement seconded by Kevin Burke. Motion carried by voice vote.

9. Policy

First Reading

The Board reviewed the following policy as first reading.

- 5401- Sick Leave

Kevin Burke motioned to approve Policy #5401 seconded by Kelli Kettels. Motion carried by voice vote.

Second Reading

The Board reviewed the following policies as second reading.

- 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
- 6905 – Site Acquisitions

Brian Johnson motioned to approve these policies seconded by Steve Jilk. Motion carried by voice vote.

10. Adjourn Meeting

Meeting adjourned at 8:50 P.M.

11. Executive Session (30 minutes)

Superintendent Evaluation

The Board discussed the continued leadership of Superintendent, Jim Frey.

Executive Session opened at 9:05 P.M.

Executive Session lasted 20 minutes

Executive Session adjourned at 9:25 P.M.

Jim Frey
Superintendent

Kevin Burke
President

LYNDEN SCHOOL DISTRICT
Lynden, WA
Personnel Recommendations
December 14, 2017

New Hire, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

Change in Assignment, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Hendricks, Marjorie	LMS	Teacher	1.20	11.29 – 6.12.18	Teach Hi Cap Class during planning period

New Hire, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Vogel, Joyce	Transp	Bus Driver	5.0	11.29 – 6.12.18	Leave replacement for Kooiman

Change in Assignment, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Fiebig, Susan	BVE	Para Ed	1.0	11.1 – 3.29.18	Extended Day Prog
Allison, Lori Jo	Fisher	Para Ed	1.0	12.1 – 6.8.18	Extended Day Prog

Leave of Absence, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Leland, Mia	Lynden Academy	Teacher	1.0	2.26 – 6.12.18	Maternity Leave, then unpaid leave
Peterson, Marci	Fisher	Teacher	1.0	1.16 – 6.12.18	Maternity Leave, then unpaid 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
Medcalf, Nicole	LMS	Volleyball Coach	1.22.18	Replaces Elsner

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)