



# LYNDEN SCHOOL DISTRICT

*Tradition + Pride + Excellence*

September 13, 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 6:32 P.M. Board members in attendance were Kevin Burke, Steve Jilk, Brian Johnson, CJ Costanti, and Kelli Kettels. Student Directors Cynthia Torres and Ruby VanderHaak were present.*

## **2. Student Director Introduction**

*Student Directors Ruby VanderHaak and Cynthia Torres were introduced and took the Oath of Office.*

## **3. Good News**

- The new Lynden Middle School is open and students and staff are enjoying a beautiful building and learning supplies. Thank you, Lynden community for your support of kids! Open House is September 20th at 6:00 P.M.
- Lynden Academy and Lynden Preschools have moved their offices and are feeling thrilled with their new spaces. They are enjoying collaborating as a staff.
- Lynden Academy had their Back to School Night and things went smoothly. Lynden Preschools are looking forward to their Open House and students coming back on campus.
- The School Meal Programs Procurement Review was conducted for 2016-2017 school year. Lynden School District met all criteria in the review and OSPI Director of Child Nutrition Services thanked our staff for their cooperation and assistance during the review process.
- BVE is really excited to have trained all of their paraeducators in assessment practices, including how to administer basic screening tools. This allows to keep teachers in classrooms with their students, while the para's gather data on student levels and progress.
- BVE is celebrating a smooth start to the year. Staff is proud of the teamwork and the fact that everyone rose to the challenge and made the new year start without a glitch.
- Fisher was delighted to kick-off the new school year utilizing a great way to get to know all their students. As suggested during a Safe and Civil Schools training this summer, all students and staff have been wearing name tags to help them learn each others names. It's been such a great success!
- The Fisher PTA purchased each student and staff member with their very own Fisher T-shirt. They look great on Fridays sporting the Green and Gold! Go Lions!
- Family Community Services reported 114 students received school supplies at the school supply distribution event +35 or so more since then; 25 new student referrals for counseling; 160 student spots were filled for Operation School Bell (free clothes at Target); 72 students signed up for free on-site dental clinic to provide dental screenings.

#### **4. Approval of Meeting Minutes**

- August 16, 2018 Minutes

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

#### **5. Consent Agenda**

- 2017-18 General Fund \$203,256.86 Warrants 48966 – 49040 dated August 15, 2018
- 2017-18 Capital Projects \$290,239.31 Warrants 49041 – 49060 dated August 15, 2018
- 2017-18 ASB Fund \$2,000 Warrants 49061 – 49061 dated August 15, 2018
- 2017-18 ACH General Fund \$2,063.53 Warrants 171800526 – 171800530 dated August 15, 2018
- 2018-19 General Fund \$64,939.08 Warrants 49061 – 49061 dated August 15, 2018
- 2018-19 ASB Fund \$166.79 Warrants 49062 – 49087 dated August 15, 2018
- 2017-18 General Fund \$195,705.13 Warrants 48966 – 49040 dated August 31, 2018
- 2017-18 Capital Projects \$637,401.42 Warrants 49180 – 49190 dated August 31, 2018
- 2017-18 ASB Fund \$321.33 Warrants 49191 – 49492 dated August 31, 2018
- Void Re-Issue Stale Ck \$1,071.40 Warrants 49193 – 49196 dated August 31, 2018
- 2018-19 General Fund \$149,011.47 Warrants 49197 – 49224 dated August 31, 2018
- Personnel Action Items 9.13.18
- Donations 9.13.18

*Kelli Ketells motioned to approve the consent agenda seconded by CJ Costanti. Motion carried by voice vote.*

#### **6. Information from the Audience**

*None at this time.*

#### **7. Reports**

##### **Superintendent**

- **Concussion Testing**

*Duane Korthuis, Athletic Trainer, presented on a pilot concussion test, the King-Devick test we are using. Duane explained the process to conduct a baseline test that is utilized when/if an athlete is put in concussion protocol and the key elements to help with a diagnosis and recovery plan. Duane demonstrated how the test works and how history of previous testing helps to assess the athlete.*

- **Right at School – After School Programs**

*Jim Frey informed the Board about the programs offered before and after school through the Right at School organization and how they partner with local schools to provide education-based activities that can enhance learning.*

- **Communications Schedule**

*Jim Frey provided a calendar of communication activities that he, along with board members, CJ Costanti and Kelli Kettels drafted. A few of the methods to communicate with the community are the Chalk Board, Superintendent Message, Linkage Activities with various groups, Website, Facebook, Twitter and various other methods within schools.*

#### **8. Teaching and Learning**

*None at this meeting.*

#### **9. Finance and Operations**

- **Budget Update - July**

*The Board reviewed the budget for July containing a summary of financial status, enrollment, general fund comparative, and revenues and expenditures.*

## **10. Board Workshop**

- **Vacant Board Position**

*The Board discussed the structure of the interview and the types of interview questions to pose at the October 11<sup>th</sup> School Board Meeting to those interested in serving as a board member.*

- **Enrollment Report**

*Jim Frey provided current enrollment numbers for the 2018-2019 school year as well as a 15-year enrollment summary. The Board reviewed beginning of the year data and will continue to monitor enrollment.*

- **Strategic Priorities**

*Jim Frey shared documents that states the Lynden School District Strategic Priorities. Priority areas of focus are College and Career Ready Graduates; Family and Community Partnerships; Safe and Supportive Learning Environment; Responsible Citizenship. The Board will continue to discuss how to support and reach the goals of these areas of focus.*

- **Linkage Activity**

*The Board reviewed past linkage activities and discussed areas of focus for linkage activities in the future and what topics and community groups they would like to engage with.*

## **11. Action Items**

*None at this meeting.*

## **12. Policy**

First Reading

- *Policy #2255 – Alternative Learning Experience Courses*

*Jim Frey requested that the Agenda be amended to include an Executive Session to discuss Lynden School District real property matters.*

*Steve Jilk motioned to amend the Agenda seconded by CJ Costanti. Motion carried by voice vote.*

## **13. Adjourn Meeting**

*Meeting adjourned at 7:57 P.M.*

## **14. Closed Session (30 minutes)**

- **LEA Contract**

*Closed Session began at 8:00 P.M.*

*The Board reviewed the ratified LEA Agreement.*

## **15. Closed Session Adjourned**

*Closed Session Adjourned at 8:30 P.M.*

## **16. Open Meeting**

*Meeting opened at 8:30 P.M.*

*The Board took action to approve the LEA Contract.*

*Steve Jilk motioned to approve the LEA Agreement seconded by Brian Johnson. Motion carried by voice vote.*

**17. Executive Session (20 minutes)**

*Executive Session began at 8:35 P.M.*

*The Board discussed the sale of surplus property*

**18. Executive Session Adjourned**

*Executive Session Adjourned at 8:55 P.M*

**19. Meeting Adjourned**

*Meeting adjourned at 8:55 P.M.*

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**Jim Frey**  
**Superintendent**

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**Kevin Burke**  
**President**

**LYNDEN SCHOOL DISTRICT**  
**Lynden, WA**  
**Personnel Recommendations**  
**September 13, 2018**

**New Hire, Certificated Personnel**

Name	Location	Position	FTE	Effective	Comments
Barrett, Wendy	BVE	Principal	1.0	8.20.18 – 6.30.19	Leave Replacement for Midboe
Marion, Karen	LHS	SPED Teacher	.50	18.19 SY Only	Retire/Rehire
Freeman, Justyn	Isom	SPED Teacher	1.0	8.27 – 12.20.18	Leave replacement for Davis
Bajema, Kaylene	Fisher	K Teacher	.40	8.27 – 12.20.18	Leave replacement for VanBeek
Vis, Zachary	LHS	SPED Teacher	1.0	8.27 – 12.20.18	Replaces Conner
Hersom, Kacey	FES	PE/Music Teacher	.40	18.19 SY	Replaces Caldarella

**Change in Assignment, Certificated Personnel**

Name	Location	Position	FTE	Effective	Comments
Dickson, Megan	District	Hi Cap Program Specialist	.40	18.19 SY	Increase in FTE

**New Hire, Classified Personnel**

Name	Location	Position	Hrs.	Effective	Comments
Reeves, Lauren	LHS	Para Ed	6.0	18.19 SY	Replaces Hanson and Templin vacated hours
Andres, Cheryl	LHS	Para Ed	6.0	18.19 SY	Replaces Washkow
Harrison, Heidi	LMS	Noon Supv	1.5	18.19 SY	Replaces Daley
Spracklen, Geneva	Fisher	Noon Supv	2.0	18.19 SY	Replaces Lewis
Lewis, Antonia	BVE	Noon Supv	1.5	18.19 SY	Replaces Lewis
Giblin, Darlene	LMS	Noon Supv	1.5	9.4.18	Replaces Stewart
Custis, Nikkoline	Isom	Para Ed 3	6.0	18.19 SY	Replaces Winter
Victor, Cheryl	Fisher	Noon Supt	3.0	18.19 SY	Replaces Maynard
Garcia, Luis	Fisher	Para Ed 3	6.0	9.4.18	Replaces Treloar
Musser, Ruth	Fisher	Para Ed 3	6.0	9.4.18	

**Change in Assignment, Classified Personnel**

Name	Location	Position	Hrs.	Effective	Comments
Lewis, Rebecca	FES	Noon Supv	3.0	18.19 SY	Increase in hours vacated by Price
Speer, Aimee	Nurse	LMS	4.0	18.19 SY	From 3 to 4 hours
Vopnford, Megan	FES	Computer Lab Tech	7.0	18.19 SY	Replaces Warner
Templin, Esther	LHS	Para Ed	3.5	18.19 SY	Voluntary resignation of 3.17 hours per day
Vandergriend, Jill	LHS	Head Cook	6.5	18.19 SY	Increase hours by .25
Maynard, Amy	Fisher	Para Ed	6.0	18.19 SY	Formerly noon Supv -
Assink, Tanya	Fisher	Para Ed	6.0	18.19 SY	Increase from 2 hrs day

**Leave of Absence, Certificated Personnel**

Name	Location	Position	FTE	Effective	Comments
Midboe, Becky	BVE	Principal	1.0	8.20.18 – 5.30.19	Medical Leave

**Leave of Absence, Classified Personnel**

Name	Location	Position	Hrs.	Effective	Comments
Eastman, Linda	BVE	Para Ed	6.0	18.19 SY	1 year unpaid LOA
Matheis, Karen	Fisher	Nurse	5.75	11.8 – 11.16.18	Unpaid LOA
Kooiman, Martha	Trans	Bus Driver	5.0	8.29 – 12.20.18	Medical LOA
Iaconetti, Barbara	CBC	Para Ed	6.0	8.30 – 10.1.18	Medical LOA
Moreno, Esperanza	Fisher	Office Professional	8.0	8.27 – 10.1.18	Medical LOA
VanKirk, Marcia	Transp	Bus Driver	5.08	9.13 – 10.5.18	Medical LOA
Macy, June	Isom	Noon Supv	3.42	11.5 – 11.16.18	Unpaid LOA

**Resignations/Retirements/Terminations, Certificated Personnel**

Name	Location	Position	FTE	Effective	Comments

**Resignations/Retirement/Terminations/Classified Personnel**

Name	Location	Position	Hrs.	Effective	Comments
Treloar, Madison	Fisher	Para Ed	6.0	8.21.18	Resignation
Marlowe, Jodi	LMS	Para Ed	6.0	8.14.18	Resignation
Vis, Zachary	LHS	Para Ed	6.0	8.22.18	Resignation
Stewart, Raquel	LMS	Noon Supv	1.5	8.22.18	Moving to Para Ed position
Rachinski, Carol	LHS	Para Ed	6.0	8.23.18	Resignation
DeHaan, Cheryl	LHS	Para Ed	1.0	8.31.18	Retirement

**Supplemental Assignments**

Name	Location	Position	Effective	Comments
Kleindel, Mason	LMS	8 <sup>th</sup> Grade Fastpitch	8.30.18	Replaces Peterson
Anderson, Tami	LMS	7 <sup>th</sup> Grade Fastpitch	8.30.18	Replaces Nielsen
Bomber, Edward	LHS	Head Fastpitch	2.25.19	Replaces Petersen
Shaffer, Erin	LHS	Dept Head for Counseling	18.19 SY	Replaces Elsner

**Supplemental Resignations**

Name	Location	Position	Effective	Comments
Elsner, Christine	LHS	Dept Head for Counseling	18.19SY	Rotation to Shaffer
Richins, Kevin	LMS	Asst Coach Track	8.25.18	Resignation
Bomber, Edward	LMS	Track Coach	9.4.18	Resignation

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