



Lynden School District #504

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

September 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 Steve Jilk, Kevin Burke, and Kelli Kettels. Board members Brian Johnson and Dominic Shiu were absent and excused. Student Directors Leslie Strandgard and Rubia Orellana were in attendance.

2. Good News

- Fisher Elementary opened on time! Many contributed to the hard work to make sure staff and students could occupy and start the first day of school. Thank you!
- All other schools had a great first day as well. It's always great to see staff and students interacting again.
- Lynden Academy has more offerings onsite including Spanish, Art & P.E. They are excited to have some new staff members to teach these subjects and give families more learning opportunities.
- Lynden Academy is grateful for a smooth start. They have 4 different groups of kids who come in a given week, so each group has a different "first day of school".
- Lynden Middle School has a new ASB/student government class. There are 28 7th and 8th graders learning about student leadership. They planned and led the first spirit assembly. They are now learning about the qualities of leadership and planning a school-wide fundraiser for Hurricane victims.
- Our thoughts are with Freeman High School during this difficult time,
- A thank you to Mandi Lenaburg and DeeEtta Pullar for a smooth start for staff in the 2017-2018 school year.
- Congratulations to Karen Sluss on 23 years of service with Family Community Services. She will be missed!
- Fisher Elementary Open House was a genuinely great experience with families of the schools and the Lynden community.
- Bernice Vossbeck Back-to-School event was a success, full of fun events!

3. Approval of Meeting Minutes

- August 10, 2017

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

4. Consent Agenda

- 2017-18 General Fund \$95,482.43 Warrants 45231 – 45248 dated August 15, 2017
- 2017-18 ASB Fund \$3,294.72 Warrants 45249 – 45259 dated August 15, 2017
- 2016-17 General Fund \$85,81.18 Warrants 45260 – 45330 dated August 15, 2017
- 2016-17 Capital Projects \$4,148,721.86 Warrants 45331 – 45343 dated August 15, 2017
- 2016-17 ASB Fund \$304.14 Warrants 45344 – 45344 dated August 15, 2017
- 2016-17 General Fund \$236,638.41 Warrants 45377 – 45435 dated August 31, 2017
- 2016-17 Capital Projects \$43,381.89 Warrants 45436 – 45442 dated August 31, 2017
- 2016-17 ASB Fund \$19.74 Warrants 45433 – 45433 dated August 31, 2017
- 2017-18 General Fund \$98,473.24 Warrants 45444 – 45477 dated August 31, 2017
- 2017-18 ASB Fund \$215.74 Warrants 45377 – 45435 dated August 31, 2017

- 2016-17 General Fund \$10,344.31 Warrants 45479 – 45479 dated August 31, 2017
- 2016-17 GF ACH \$2,802.84 Warrants 16170046 - 161700494 dated August 31, 2017
- Payroll Direct Deposits \$1,592,574.70 dated August 31, 2017
- Payroll Vendor Warrants \$811,803.44 Warrants 45345 – 45376 dated August 31, 2017
- Personnel Action Items – September 14, 2017
- Overnight Trip Request

Kelli Kettels motioned to approve the consent agenda seconded by Steve Jilk. Motion carried by voice vote of 2 to 1.

5. Information from the Audience

None at this meeting.

6. Student Presentation

The attending Lynden High School Associated Student Body (ASB) representatives introduced themselves; Natalie Amos, Executive President; Eli Gripp, Executive Representative; Brea VanDalen, Activities Coordinator. The students spoke about the activities they are planning for students during the 2017-2018 school year, they are incorporating the “All In” theme and working on school spirit and how to support each student. The Board and audience asked about the planned activities and how it is incorporating to support programs and students. The ASB students have been invited back to the May Board Meeting to follow-up on their experiences.

7. Reports

- **Superintendent**

- **Construction Financial Tracking**

- Jim Frey provided a copy of the financial tracking dashboard for both Fisher Elementary and Lynden Middle School. Jim explained that this is used to monitor our contingency for each project and keep track of change order expenditures and additional scope of work.*

- **Teaching and Learning**

- Elizabeth Hamming shared the 2017-2018 Professional Development activities that are developed to support on-going work and implementing previous trainings in the areas of content alignment and depth, instructional strategies, and assessment for learning. Elizabeth spoke about school teams and principals and the plans of their focus.*

- **Finance and Operations**

- **Enrollment and Budget Implications**

- Jim Frey provided the enrollment count for the 2017-2018 school year and what actions will be taken to adjust the budget. Jim introduced a budget balancing plan.*

- **Budget Update - July**

- Patti Fairbanks provided information on the July budget review containing a summary of financial status, enrollment, general fund comparative, and revenues and expenditures.*

8. Board Member Vacancy

Jim Frey shared the letter of resignation from Director Dominic Shiu. Jim and the Board expressed their appreciation for his years of service and commitment to the Lynden School District and community. Jim reviewed the timeline to fill the Director position. The Board requested to amend the timeline of filling the vacancy

Kelli Kettels motioned to approve the resignation of Director Shiu seconded by Kevin Burke. Motion carried by voice vote.

9. Budget Workshop

Board Meeting Calendar and Committees

The Board reviewed the 2017-2018 School Board Meeting calendar and discussed which committees they will serve on for the upcoming school year. The Board will discuss individual school engagement and committee service at a future meeting.

Sale of Real Property

Jim Frey explained the process in order to move ahead with the sale of Glenning Street property and the future sale of property behind the current middle school. The Board discussed the possibility of selling the properties and the next steps to complete the process.

Kevin Burke motioned to approve the advertising of selling the Glenning Street property seconded by Kelli Kettels. Motion carried by voice vote.

10. Action Items

Learning Assistance Program (LAP) Funds

Tim Metz provided background on LAP funds used to support the Family Community Services program, Readiness to Learn (RTL). Tim informed the Board that in order to receive state allocated funds, the Board needs to review and approve the program.

Kevin Burke motioned to approve LAP seconded by Kelli Kettels. Motion carried by voice vote.

State Transitional Bilingual Instructional Program (STBIP) Grant

David VanderYacht informed the Board that funds from the STBIP Grant are used for staffing, support, materials, and professional development to support English Language Learners (ELL).

Kevin Burke motioned to approve the STBIP Grant seconded by Kelli Kettels. Motion carried by voice vote.

Employee Contracts

The Board reviewed changes to the PSE and LEA contracts as a result of negotiations during the 2016-2017 school year in order to approve the formal contracts.

Kevin Burke motioned to approve the PSE and LEA contracts seconded by Kelli Kettels. Motion carried by voice vote.

11. Policy

None at this meeting.

12. Adjourn Meeting

Meeting adjourned at 8:35 P.M.

Jim Frey
Superintendent

Brian Johnson
President

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

New Hire, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Hagedorn, Carol	LA	Teacher	.10	17.18 SY	Spanish
Davis, Julie	Isom	Sped Teacher	1.0	17.18 SY	Replaces Donner
Phillips, Heather	BVE	PE and Music Teacher	.60	8.30 – 6.12.18	Non Continuing – leave replacement
Meyer, Lisa	Isom	Music Teacher	.40	8.30 – 6.12.18	Non Continuing – leave replacement
Caldarella, Tausha	Fisher	PE and Music Teacher	.40	8.20 – 6.12.18	Non Continuing – Leave Replacement

Change in Assignment, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Smit, Lona	LMS	Health Teacher	.20	17.18 SY Only	Teach health class during prep each day

New Hire, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Bass, Ruby	Transp	Bus Driver	6.0	8.30.17	Replaces MacSwan
Mather, Douglas	Transp	Bus Driver	4.83	8.30.17	Replaces Martin
Tiesinga, Monica	Transp	Bus Driver	3.5	8.30.17	Replaces Howell
Roberts, Marge	BVE	Cook's Helper	2.75	8.29.17	Replaces Stahlecker
Roberts, Marge	LHS	Cook's Helper	2.50	8.29 – 6.12.18	Leave replacement for Hanson
Mather, Megan	Isom	Para Ed 3	6.0	8.30.17	
Boies, Kelly	Isom	Secretary 2	4.0	8.30.17	New Position
Visser, Sheila	Fisher	Noon Supv	3.0	8.30.17	Replaces Vopnford
Blankers, Alicia	LHS	Secretary 2	4.0	10.2.17	Replaces Gardner
Holguin, Claudia	LMS	Para Ed 2	6.0	8.30.17	Replaces Ripollone
Olney, Jessica	BVE	Noon Supv	1.5	8.30.17	
Willis, Carla		Family Community Services Coordinator	6.0	9.11.17	
Miner, Mackenzie	CT	Certified Nurse Assistant	7.5	8.31 – 6.12.18	New position – student specific
Stevenson, Peter	Transp	Bus Driver	5.0	10.2.17	Replaces Banks
Ortega, Maria	Isom	Para Ed 2	4.0	9.11.17	

Change in Assignment, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Kope, Lea	LA	Para Educator	6.0	17.18 SY	Increase in hours
Iaconetti, Barbara	CBC	Para Educator	6.0	17.18 SY	Reduction in hours – working Tues - Fri
Vopnford, Megan	Fisher	Para Educator	6.0	17.18 SY	Formerly a noon supv, now Replacing St Lawrence
Allison, Lori Jo	Fisher	Para Educator	6.0	17.18 SY	Replaces Strid
Arneson, Trent	LMS	Custodian	8.0	17.18 SY	Increase in hours

Erickson, Lisa	LMS	Para 2	5.0	17.18 SY	Increase 1 hour per day, non continuing. Student specific.
Weeks, Marilyn	BVE	Secretary 2	4.0	17.18 SY	
Petersen, Jill	District	Mail Carrier	1.25	17.18 SY	Replaces Hanson
Marsh, Diane	LHS	Secretary 4	8.0	10.2.17	Replaces Hilt
Barile, Patricia	LHS	Para Ed 3	6.0	17.18 SY	2 hour increase
Stauffer, Tara	Fisher	Head Cook 1	5.25	17.17 SY	.50 increase due to master schedule change
Stauffer, Kesley	Fisher	Para Ed 1	5.0	9.11.17	Resigns Para and Noon at Isom to transfer to Fisher

Leave of Absence, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Brandvold, Tamara	LHS	Teacher	1.0	Appx 1.10 – 2.20.18	Maternity Leave

Leave of Absence, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Fraser, Cheryl	BVE	Para Ed	5.0	17.18 SY	Personal Leave

Resignations/Retirements/Terminations, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

Resignations/Retirement/Terminations/Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Stahlecker, Karen	BVE	Cook's Helper	3.0	8.7.17	Resignation
Hilt, Teri	LHS	Secretary	8.0	9.29.17	Retirement

Supplemental Assignments

Name	Location	Position	Effective	Comments
Gatterman, Steve	LMS	Football Coach	8.28.17	
Klusmire, Newton	LHS	Mentor/Advisor	17.18 SY	Replaces VanDalen
Petersen, Eric	LMS	Football Coach	8.28.17	
Wittenberg, Jordan	LHS	Asst Football Coach	8.16.17	Shared position .50 FTE
Vis, Zachary	LHS	Asst Football Coach	8.16.17	Shared position .50 FTE
Norman, Jarid	LMS	Athletic Assistant	8.28.17	Cross Country

Supplemental Resignations

Name	Location	Position	Effective	Comments
VanDalen, Blake	LHS	Mentor/Advisor	17.18 SY	Resignation
Bogues, Jody	LHS	Concessions Coordinator	17.18 SY	Resignation

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