



LYNDEN

SCHOOL DISTRICT

Lynden School District #504

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

Board Meeting

Minutes

07/13/2023

Lynden School District
Board Room
516 Main Street, Lynden, WA 98264

1. Call to Order, Welcome & Pledge of Allegiance, Roll Call

Meeting called to order by David Vis at 7:00pm. Board of Directors in attendance were David Vis, Cindy Petersen, Ken Owsley, and Tonya Hickman. Superintendent David VanderYacht was also in attendance.

**Director CJ Costanti was absent and excused, but joined the meeting via phone at 8:07pm.*

2. Meeting Minutes

Ken Owsley motioned to approve the June 22, 2023, board meeting minutes. Seconded by Tonya Hickman. Motion carried by voice vote.

Board Vote: 4-0; Advisory Vote 1-0.

3. Consent Agenda

22/23 General Fund- \$184,978.92 warrants 166598-166684 dated June 30, 2023.

22/23 Capital Projects Fund- \$3,833.00 warrants 166685-166685 dated June 20, 2023.

22/23 ASB Fund- \$23,782.46 warrants 166686-166701 dated June 30, 2023.

22/23 ACH General Fund- \$3,723.19 warrants 222300516-222300542 dated June 30, 2023.

22/23 ACH- ASB Fund- \$619.30 warrants 222300543-222300548 dated June 30, 2023.

Payroll Direct Deposits in the amount of \$2,035,217.02 dated June 30, 2023.

Payroll Taxes Transfers in the amount of \$668,910.70 dated June 30, 2023.

Payroll Vendor DRS Transfer in the amount of \$604,911.53 dated June 30, 2023.

Payroll Vendor Warrants 166580-166597 in the amount of \$657,174.74 dated June 30, 2023.

Personnel Recommendations dated July 13, 2023.

Donations dated July 13, 2023

Interlocal Agreement- Northwest Educational Service District/ NWRDC/WSIPC

Cindy Petersen motioned to approve the consent agenda. Seconded by Tonya Hickman. Motion carried by voice vote.

Board Vote: 4-0. Advisory Vote: 1-0.

4. Reports

a. Superintendent-

Superintendent VanderYacht provided an update on the 23/24 educational program which included staffing updates and an update on the deficit amount. More details will be provided as part of the budget adoption.

Superintendent VanderYacht presented annual reports as required by the following policies:

- Policy 3205- Sexual Harassment of Students Prohibited*
- Policy 5011- Sexual Harassment of Staff Prohibited*
- Policy 3246- Restraint, Isolation and Other Uses of Reasonable Force*

The report included a list of required training for staff during the 22/23 school year with regards to these policies. There are no recommended changes to these policies for the 23/24 school year.

b. Teaching and Learning

c. Finance and Operations

5. Information from the Audience

6. Policy

a. First Readings

Retiring of Policy 3144 and 4314

These two policies were retired by WSSDA in August of 2020 and are no longer being reviewed by WSSDA to make sure they are up to date and in compliance with applicable laws. The language in both policies has been included in an update to Policy 3143, which was adopted by the board in October 2020.

Moved to second reading.

Policy 6700- Nutrition, Health, and Physical Education

Cindy Petersen motioned to approve updated Policy 6700. Seconded by Tonya Hickman. Motion carried by voice vote.

Board Vote: 4-0; Advisory Vote 1-0

b. Second Readings

7. Action Items

a. Comprehensive School Counseling Program

The board was presented with the district's Comprehensive School Counseling Program plan, which requires board approval each year.

Ken Owsley motioned to approve the Comprehensive School Counseling Program.

Seconded by Cindy Petersen. Motion carried by voice vote.

Board Vote: 4-0; Advisory 1-0.

b. Interlocal Agreement – Battle Ground School District

Discussion was held regarding a new interlocal agreement with Battle Ground School District which would allow Lynden School District to piggy-back on the bidding process that Battle Ground School District has in place with School Supply Company. This vendor provides instructional supplies, materials, furniture, and other related items.

Ken Owsley motioned to approve the Interlocal Agreement with Battle Ground School District. Seconded by Tonya Hickman. Motion carried by voice vote.

Board Vote 4-0; Advisory Vote 1-0

c. Superintendent Evaluation

Cindy Petersen motioned to move this agenda item to after the work session. Seconded by Tonya Hickman.

8. Information from Board Members

9. Board Workshop

The board discussed components of the School Board Handbook that could be considered for change, elimination, as well as any potential additions. This is a working board document and its intent for use is to provide a summary of the governing approach of the Lynden School Board. It gives an overview of how the Board carries out its responsibilities and will also be used as part of an onboarding process for future new board members.

Director Petersen expressed that the handbook is repetitive, cumbersome, and hard to follow, and needs to be reformatted. She offered to work on the document to reduce redundancy, and reformat and reorganize the content.

The group agreed to accept Cindy's offer and were asked to email their suggestions to her, which she can include in the revised version.

10. Adjourn Meeting to go into Work Session

David Vis motioned to adjourn the meeting at 8:13.

11. Work Session

A draft of the long range Capital Facilities Plan was presented to the board for discussion. Members of the long range Capital Facilities Planning group were in attendance to answer questions.

The discussion began with an explanation about the purpose and goals of the facilities planning group, and their intention to remain student-focused during the process. Factors that were taken

into consideration and discussed during this process included enrollment projections and building capacities, and the group worked with the City of Lynden regarding future development plans. The intent of this document is to be able to provide clarity on current and future facility needs and be able to plan ahead on the need for funding.

Tim Faber explained that their work was built off of the Study and Survey that was recently done. This document is intended to be reviewed annually and adjusted as needed depending on what is happening in development and enrollment. When needs of the district come up such as bonds or levies, there is now a document that explains why and how it came about.

CJ Costanti asked if there were any surprises during this process. Kevin Burke explained the older buildings were built for a different type of “business” and there are inadequacies in those buildings because the nature of serving students has evolved and changed. Another challenge was looking at capacity with regards to enrollment and the addition of portables at some of the schools. We cannot continue to support students by adding more portables - the lack of central services is a problem.

We will need a fourth elementary school. The presented plan recommends a fourth elementary school once the elementary population reaches 1,600, which enrollment projections show may be in 2035/2036. This number/ timeline will need to be flexible depending on enrollment, funding, and other factors.

Lynden Academy is currently serving students in a leased building which expires in 2029. The Board expressed the importance of Lynden Academy and ensuring facility needs are understood and addressed.

A performing arts center is needed and proposed at the high school. This may result in decommissioning Judson Hall, but this group is recommending that the board has further discussion involving that decision as there may be community interest in keeping Judson Hall.

The high school is a big concern in the community as well. A recommendation involving the high school is provided in the plan and includes a gym renovation and the building of a new high school.

This group is hopeful that the recommended plan will help with short term planning as well, specifically with regards to building new schools and the passing of bonds. We would like to be proactive and transparent in our future planning so that the community is consistently aware of next steps.

David Vis called the business meeting back to order at 9:17pm.

Superintendent Evaluation

Directors Owsley and Costanti presented the board members with a draft of Superintendent VanderYacht's annual evaluation. This draft is based on the WSSDA framework that was slightly modified to align with the work at Lynden School District.

Director Petersen suggested that a superintendent self-assessment be part of the evaluation in the future. In addition, all directors agreed that they would like to be able to provide input to the evaluation committee in the future.

The Board unanimously agreed that the draft of the superintendent evaluation be accepted.

The Board then discussed the superintendent contract. A draft was presented which proposed rolling forward the contract from last year with an added year of 2025/2026 and deferring the \$5,000 increase from 2024/2025 to 2025/2026. It also changed the requirement of a yearly evaluation timeline to May 31st and renewal of contract decision done by June 15th of each year.

Tonya Hickman motioned to approve the extended contract as presented with an amended date for devoting all or a portion of at least one meeting to discuss the superintendent's evaluation on Section 3, Page 3 to May 31st instead of June 15th. Cindy Petersen seconded. Motion carried by voice vote.

Board Vote 5-0; Advisory Vote 1-0

David Vis adjourned the meeting at 9:51pm.

CJ Costanti, President

David VanderYacht, Superintendent