

CHEHALIS SCHOOL DISTRICT

Meeting Minutes

April 18, 2023

1. Call to Order - Regular Session

Via Hybrid format, President State opened the Regular Session at 6:30 p.m. and led the flag salute. She then welcomed guests and visitors. Mr. Vander Stoep motioned, Mr. Browning seconded, to adopt the proposed agenda as presented. *Motion passed 5-0.* President State asked if there were any public comments and there were none from both audiences.

Meeting Attendees:

Board Members

Colleen State, President
Alan Browning, Vice President
Kelsi Hamilton, Board Member
Larry Petersen, Board Member
J. Vander Stoep, Board Member

Staff, Students, Public

Dr. Christine Moloney, Superintendent
Heather C. Pinkerton, Chief Financial Officer
Gayle Meister, Admin Assistant/Recording Secretary
Daniel Bryant, Director of Technology
Brian Fox, Interim Public Information Officer - Zoom
Brenda Pohlman, Principal, Lintott Elementary School - Zoom
Rachel Dorsey, Principal, Orin Smith Elementary School
Christopher Simpson, Principal, Chehalis Middle School
Bob Walters, Principal, W.F. West High School
Tim Touhey, Principal, Green Hill Academic School/Lewis County Alternative School
Shawna Goble, W.F. West High School Counselor
Lynn Wakefield - Zoom
Melissa Chan - Zoom
Stephanie Fox - Zoom

2. Reports

Superintendent's Report

Superintendent's report included SAI Donor visit, Ingwersen Endowment annual meeting (STEM) and a video of Orin Smith's math students and leadership students. She concluded her report highlighting Public School Volunteer Week where the district currently has 737 cleared volunteers with over 2,053 hours of volunteer time given. One particular group, Watch Dogs, has clocked 455 hours at Lintott Elementary with 27 dads and 266 hours at Orin Smith Elementary with 38 dads.

Administrative Report

Principal Bob Walters and Counselor Shawna Goble from W.F. West High School reported on the College in the High School program. One of the goals of this program is introducing college classes in a familiar, supportive environment giving students the opportunity to build confidence and hope in doing well in a college setting. New for the 2023-2024 school year are eight new programs and it is anticipated a well attended group of students will be participating.

Budget Status Report

Mrs. Pinkerton, Chief Financial Officer, presented the Budget Status Report as of March 31, 2023, for the General Fund, Capital Projects Fund, Debt Service Fund, Associated Student Body Fund and the Transportation Vehicle Fund. Items of interest included the action item to transfer scholarship funds to the Chehalis Foundation.

3. Approve Consent Agenda

Mr. Petersen motioned, Mrs. Hamilton seconded, to approve the Consent Agenda as listed. *Motion passed 5-0.*

a. Minutes

- The minutes' draft of the March 21, 2023 Regular School Board Meeting.

b. Warrants

- PR Warrants - \$18,695.80
- Electronic Deposits - \$11,749,050.90
- PR Taxes - \$598,063.13
- PR Retirement - \$552,052.15
- PR Child Support - \$4,427.23
- PR/AP Checks - \$660,440.04
- PR/AP-ACH - \$400.00
- General: 48133629, \$115,569.08; 48133630-48133662, \$399,941.75; 48133663-48133666, \$28,662.50; 48133667-48133691, \$87,942.78
- APACH: 222300217-222300261, \$13,843.06; 222300216, \$21.63
- ASB: 48404724, \$10,757.14; 48404725-48404738, \$26,507.00

c. Student/Staff Travel

- Out-of-state travel for 20 Chehalis Middle School Wildcat Jazz Band members and chaperones to perform at the NW Jazz Band Festival, May 5, 2023, Gresham, OR. Cost from Music.
- Overnight travel for 5 W.F. West High School FFA students and two chaperones to State Event, April 19-20, 2023, Moses Lake, WA. Cost from ASB.

d. Personnel Items

- Letters of Intent for the 2023-24 School year as listed
- 2022-2023 Spring Supplemental Contract Stipends as listed
- Personnel Report for April 18, 2023

4. New Business

a. Authorized Signatures

Mrs. Hamilton motioned, Mr. Browning seconded, to approve the following district administrators as authorized signatures on all Agreements and Contracts on behalf of the Chehalis School District for the 2023-2024 school year. *Motion passed 5-0.*

- Dr. Christine Moloney, Superintendent
- Trisha Smith, Assistant Superintendent
- Heather C. Pinkerton, Chief Financial Officer

b. Scholarship Funds

Mr. Vander Stoep motioned, Mr. Browning seconded, to authorize the Superintendent and Chief Financial Officer to work with legal counsel and transfer scholarship funds from the Fiduciary Funds/Custodial Funds/Trust Fund to the Chehalis Foundation as appropriate and allowable by law. *Motion passed 5-0.*

c. Board Policies - First Reading

Mrs. Hamilton motioned, Mr. Browning seconded to approve the first reading of the following

policies: ***Motion passed 5-0.***

- BP 1420 - Board of Directors, Proposed Agenda and Consent Agenda, Revision
- BP 5253 - Personnel, Maintaining Professional Staff/Student Boundaries, Revision

d. Board Policies - Second Reading/Adoption

Mr. Vander Stoep motioned, Mr. Petersen seconded, to approve the second reading/adoption of the following policies: ***Motion passed 5-0.***

- BP 2190, Instruction, Highly Capable Programs, Revision
- BP 5515, Personnel, Workforce Secondary Traumatic Stress, New Policy
- BP 6220, Management Support, Bid or Request for Proposal Requirements, Revision

e. Surplus

Mrs. Hamilton motioned, Mr. Vander Stoep seconded, to declare as surplus (outdated and/or beyond repair) the following items, allowing for removal from the Chehalis School District Inventory: ***Motion passed 5-0.***

- Chehalis Middle School - 319 books

f. Donation(s)

i. James W. Lintott Elementary School

- \$2,575.07 from Parsons Photography

5. Board of Directors Reports

West/Coffman Scholarship - President State shared that both Shawna Goble and Kerri Chaput have gone a great work for the district regarding the lengthy list of worthy recipients for this year. She shared that currently there are 114 renewals at \$1,000 each.

WSSDA - Sunday, April 23, 2023 the current session will be over. There has been movement on the education budget, college in the high school funds, free school lunches and looking to the future, perhaps in June, audio of school board meetings.

6. Announcements

Apr 17-21	Public School Volunteer Week
Apr 21	Early Release - Staff Inservice
Apr 26	Administrative Professionals Day
May 5	Early Release - Staff Inservice
May 8-12	Teacher Appreciation Week
May 9	National Teacher Day
May 10	National School Nurse Day
May 16	Regular School Board Meeting, 6:30 p.m.

7. Board Comments/Discussion

Board comments centered on the author interview of W.F. West graduate and world famous Madison Avenue advertising executive, Barbara Feigin. Feigin, author of "My American Dream" will be at W.F. West High School, Monday, April 24th from 6-8 pm, in the Library.

8. Adjournment

President State adjourned the Regular Session at 7:24 p.m.



Board President



Board Secretary

