



SCHOOL BOARD WORKSHOP AND MEETING MINUTES

A board workshop and regular meeting of the Board of Directors of the Camas School District were held on **November 10, 2008**, at the District Office, Dennison Administration Center, 1919 NE Lone Street, Camas. Board members present were Doug Quinn, Connie Hennessey, Mel Cardon and Casey O'Dell.

1.	WORKSHOP CALL TO ORDER – Doug Quinn – 4:00 PM
	A. <u>School Boundary Adjustments</u> : The Camas School Board participated in this workshop to hear information and discuss minor attendance boundary changes for the next three years. It was expressed that these changes are necessary to relieve overcrowding in several of our elementary schools prior to the opening of the new east side elementary in 2012. Administrative staff: Mike Nerland, Tanis Knight and Heidi Rosenberg, presented data and recommendations developed by a staff committee that has been working on this issue for a couple months. Speakers walked through a PowerPoint presentation discussing the proposed boundary adjustments and shared maps showing three smaller boundary changes that can provide the capacity relief necessary for Prune Hill and Lacamas Heights Elementary Schools. The three changes presented, included: 1) moving the Sunningdale Gardens/Lake Pointe neighborhoods into the new Grass Valley attendance area; 2) moving the East Forest Home neighborhood from the Prune Hill to Helen Baller area; and 3) moving the Water Leaf neighborhood from Lacamas to the Helen Baller area. The board took no formal action but there was consensus that administration staff move forward with these plans and communicate with affected families.
2.	ADJOURNMENT OF BOARD WORKSHOP – 5:20 PM
3.	REGULAR BOARD MEETING CALL TO ORDER – Doug Quinn – 5:33 PM
4.	PUBLIC COMMENTS
	A. <u>Public Comments</u> : District staff member Jennifer Gurule asked a few questions about freshman course requirements relating to Washington state history and early civilization. Tanis Knight answered her questions and expressed that all course requirements are in line with Washington state recommendations. District staff member Kathy Duley reported on the Veterans' Day assemblies at several schools and commended Terese Dayton for being an outstanding speaker at the assemblies.
5.	ITEMS ADDED TO THE AGENDA : A few human resource items, a request for approval of agreement for participation in audiological services, and a request for approval of agreement for participation in Project Search were added to the consent agenda.
6.	CONSENT AGENDA
	<p>A. <u>Board Meeting Minutes</u>: Approval of public hearing and regular meeting minutes dated October 27, 2008.</p> <p>B. <u>Accounts Payable and Payroll</u>: Approval of figures for November 10, 2008, accounts payable: General Fund (Employee Reimbursements), \$8,416.49; General Fund (Vendors), \$209,433.13; A.S.B. Fund, \$39,368.91; Capital Projects Fund, \$2,619,462.33; and Trust and Agency Private Purpose Fund (Scholarship Fund), \$1,500.00. October Payroll: \$3,547,890.01.</p> <p>C. <u>Human Resources</u>:</p> <ul style="list-style-type: none"> • New Hiring Recommendations: Classified – Linda Jacobs, Camas Extended Day Care; and Tiffany Kesting, Skyridge Middle School. • Resignations: Michelle Blandy, Skyridge Middle School, effective October 24, 2008; and Barbara Splawn, Camas High School, effective December 31, 2008. • Certificated Staff Special Work Assignments: Approval of special work assignments, dates of work and pay rates for specified staff members. • 2008-2009 Extracurricular Contracts: Approval of 2008-2009 fall extracurricular contracts for specified staff members. <p>D. <u>Travel Approval Request</u>: Approval of request for travel as submitted.</p> <p>E. <u>Approval of New ASB Club at Camas High School (CHS)</u>: Approval of Christian Students United (CSU) as a recognized ASB Club of the Camas High School.</p> <p>F. <u>Approval of Contracts</u>:</p> <ul style="list-style-type: none"> • Agreement for Participation in Audiological Services: Approval to enter into agreement for participation in Audiological Services with Educational Service District No. 112 (ESD), for the period of November 1, 2008 to August 31, 2009. • Agreement for Participation in Project Search: Approval to enter into agreement for participation in Project SEARCH with Educational Service District No. 112 (ESD), a school-to-work transition program in connection with the Clark County Skills Center and partnership with Clark County

	Developmental Disabilities Program and Washington State Division of Vocational Rehabilitation. Motion was made by Casey O'Dell and seconded by Mel Cardon approving the Consent Agenda items as submitted. Motion carried unanimously.
7.	REPORTS
	<p>A. <u>Superintendent's Report:</u></p> <ul style="list-style-type: none"> ▪ Mike Nerland provided the board members with applications received for the school board vacancy, announcing interviews of candidates would be occurring on Wednesday, November 12, 2008, beginning at 5:00 PM, for the purpose of appointing a new board member. ▪ He also announced that a committee was being formed, with a member from CEA, CAEOP, PSE, unrepresented staff, administration, Citizens Advisory Council and the school board, for the purpose of working on budget development, beginning in January. ▪ Mike Nerland also shared of his recent attendance at a quality school meeting where a consortium of county superintendents and board members focused their discussion around major topics related to legislative issues and priorities. Superintendent Nerland relayed the importance of meeting with local state representatives to discuss legislative issues and how they affect our local school districts. ▪ Assistant Superintendent Tanis Knight distributed a handout to the board listing fall and winter staff development classes, indicating the available workshops and the locations. She expressed that the classes were compiled from a staff survey conducted last year, offering classes of most interest. She also shared that all classes would be held locally and the majority of classes would be taught by district staff members. <p>B. <u>Student Representative Report:</u> Camas High School student Emma Sagor was in attendance representing both the Camas Youth Advisory Council (CYAC) and the Associated Student Body (ASB). She reported on the success of homecoming in October; the volleyball and soccer teams still going strong; the annual C.A.R.O.L. Drive, called "Stuff the Bus," kicking off on December 5; the great attendance at the recent School Health Advisory Council health fair; the drama teams excellent performance of <i>The Curious Savage</i>; and the success of CYAC's recent annual candidate forum.</p> <p>C. <u>Citizens Advisory Committee Report:</u> CAC Chair Chad Stewart reported that the committee held their second meeting last week, with eleven new members. He indicated that with many CAC applicants this year, membership was at its maximum, with representation in every school and every ward. He indicated the major topic discussions were walking school buses and proposed boundary adjustments. He announced that the next CAC meeting would be held at Camas High School on December 1.</p>
8.	EXCELLENCE IN ACADEMIC, SOCIAL AND LIFELONG LEARNING
	<p>A. <u>Policy Development – First Reading: Policy 2000, Student Learning Goals; and Policy and Procedure 2190, Highly Capable Programs:</u> Tanis Knight relayed that the recommended changes to Policy 2000, Student Learning Goals and to Policy and Procedure 2190, Highly Capable Programs, are to align current practices and procedures of the district with current Washington Administrative Codes. Motion was made by Mel Cardon and seconded by Connie Hennessey, adopting revisions to Policies 2000 and 2190, and to Procedure 2190, as submitted. Motion carried unanimously.</p>
9.	SAFE AND HEALTHY SCHOOL ENVIRONMENT
	<p>A. <u>Policy Development – First Reading: Policy and Procedure 3413, Student Immunization and Life Threatening Health Conditions; Policy 4200, Safe and Orderly Learning Environment; Policy 5231, Length of Work Day; and Policy 5610, Substitute Employment:</u></p> <ul style="list-style-type: none"> ▪ Mike Nerland expressed that Policy 3413 and the new recommended Procedure 3413, Student Immunization and Life Threatening Health Conditions, was reviewed by the district's nursing supervisor Kathy Tomei, and she is requesting board approval of the submitted recommendations. He also expressed that the revised language in the policy and the new procedure will encompass new state requirements for certificates of immunization, exemptions from immunization and exclusion from school. ▪ Mike Nerland related that recommended changes to Policy 4200, Safe and Orderly Learning Environment, are minor and reflect current Washington Administrative Codes and current Revised Codes of Washington. ▪ Human Resources Director Rita Pakenen explained that revisions to Policy 5231, Length of Work Day, are to reflect the new law which requires this policy be available to parents and the public through the school district report card and other means of communication. The new language reflects that "the hours will be posted at the school and on the district website for community members." ▪ Rita Pakenen shared that the WSSDA's recommended amendment to Policy 5610 is for deletion of the reference to classified substitutes being hired into positions ineligible for retirement benefits and for the insertion of new language clarifying the classified substitute's ability to purchase service credits. <p>Motion was made by Connie Hennessey and seconded by Casey O'Dell, adopting revisions to</p>

	Policies 3413, 4200, 5231, and 5610, and approving adoption of Procedure 3413, as submitted. Motion carried unanimously.
10.	OUTSTANDING TEACHERS AND STAFF
	<p>A. <u>Approval of Collective Bargaining Agreement between Camas School District No. 117 and Public School Employees (PSE) of Camas</u>: Mike Nerland announced that after a lot of hard work, the Camas School District and PSE of Camas had reached an agreement. He and Rita Pakenen shared their appreciation and thanks for everyone's hard work in reaching an agreement. Rita Pakenen expressed that the new collective bargaining agreement was ratified by the PSE membership on November 5, 2008, and the agreement will be for five years, expiring on August 31, 2013.</p> <p>Motion was made by Connie Hennessey and seconded by Mel Cardon approving the Collective Bargaining Agreement between Camas School District #117 and Public School Employees of Camas, dated September 1, 2008 through August 31, 2013, as presented. Motion carried unanimously.</p>
11.	QUALITY FACILITIES AND RESOURCES
	<p>A. <u>Monthly Budget Status Report</u>: Director of Business Services Ina Evers-Martin provided a year-end financial projection report for the 2008-09 school year, noting that the projected General Fund balance for August 31, 2009, is \$2,141,548.00, providing a 4% reserve fund. She expressed that year-end projected expenditures are a little higher than anticipated at 3.2%. Evers-Martin also provided ending fund balances as of August 31, 2008, as follows: General Fund, \$1,488,433.29; Capital Projects Fund, \$65,282,477.40; Debt Service Fund, \$5,856,252.44; A.S.B. Fund, \$506,951.06; Transportation Vehicle Fund, \$1,909,579.10. Ina Evers-Martin also distributed a handout that graphed monthly enrollments for school years 2004-05 through 2008-09. She expressed this is the first time the district has seen a significant enrollment drop so soon in the year, representing approximately 21 under FTE, and this is something the district will be watching.</p> <p>B. <u>Adoption of Resolution No. 08-02, Alteration of Bond Program</u>: Mike Nerland indicated a public hearing was held at the last regular board meeting to allow comments to be made for, or against, the re-allocating of bond funds for a more permanent structure to be built for Hayes Freedom High School (HFHS). He indicated that after positive feedback, reinforcing the need and value of HFHS, the request for adoption of Resolution No. 08-02 would formalize the process to allocate funds to build a permanent structure for the school.</p> <p>Motion was made by Mel Cardon, seconded by Casey O'Dell and unanimously carried, adopting Resolution No. 08-02, declaring and directing that certain state and local circumstances should cause alterations to the specific expenditures from the District's general obligation bonds and State of Washington financing assistance originally authorized in Resolution No. 06-03; ratifying actions heretofore taken in furtherance of the purposes of this resolution; and providing for other matters properly relating hereto, as submitted.</p> <p>C. <u>Adoption of Resolution No. 08-03 and OSPI Form D-3, Hayes Freedom High School Construction and Adoption of Resolution No. 08-04 and OSPI Form D-3, Camas High School Expansion</u>: Capital Programs Manager Heidi Rosenberg relayed that Resolution Nos. 08-03 and 08-04, together with the OSPI D-3 forms, are in direct correlation with Resolution No. 08-02, and will allow the district to begin the process of applying for state funding assistance for the new construction and/or modernization of the Hayes Freedom High School and Camas High School projects.</p> <p>Motion was made by Connie Hennessey and seconded by Casey O'Dell, to adopt Resolution No. 08-03 and OSPI Form D-3 for the Hayes Freedom High School Construction project; and to adopt Resolution No. 08-04, with accompanying OSPI Form D-3, for the Camas High School expansion project, as submitted. Motion carried unanimously.</p> <p>D. <u>Capital Projects Status Report</u>: Heidi Rosenberg gave an update of the construction projects, utilizing a PowerPoint presentation to highlight their progress, such as: framing for the classrooms, cafeteria and commons area of the new Helen Baller Elementary school have begun; steel framing, slab on grade and walls are being erected at the new Grass Valley Elementary School construction site; and the Lacamas Heights Elementary School gym expansion, modular and covered play area projects are 95% complete. She related that preliminary design phases for the new Hayes Freedom High School and the district office conversion to J.D. Zellerbach Elementary School site have begun; the Doc Harris Stadium project is in the schematic design phase; and she also spoke of the upcoming Skyridge Middle School drainage improvements. Heidi Rosenberg also discussed a few other projects being looked into, such as: a location to house the Special Education 18 to 21 year old Life Skills Program in downtown Camas; and energy conservation upgrades for the schools. She expressed that all capital projects were on schedule and within budget.</p> <p>E. <u>Request for Approval of Change Order for Skyridge Middle School Fire Alarm Upgrade</u>: Heidi Rosenberg related that during the recent fire alarm upgrade at Skyridge Middle School and after inspection by the Fire Marshal, 46 existing fire smoke dampers motors were found to be operating improperly. She</p>

	<p>expressed that to receive sign-off by the Fire Marshal for the fire alarm upgrade, these motors would need replaced. Heidi Rosenberg requested the board's approval to accept Dynalectric Company's bid proposal of \$22,829.72, for providing and replacing forty-six (46) FSD motors and additional required work to meet the requirements of the Fire Marshal.</p> <p>Motion was made by Casey O'Dell, seconded by Connie Hennessey, and unanimously approved to accept Dynalectric Company's bid proposal in the amount of \$22,829.72, to meet fire code requirements, as requested by the Fire Marshal.</p> <p>F. <u>Request for Approval of Change Order #001 for Helen Baller Elementary School Construction Project:</u> Heidi Rosenberg reviewed, with the board, Change Order #001 for the Helen Baller Elementary School Construction Project, submitted by Mahlum Architects. She expressed that the primary changes referenced in the change order deal with alterations to footings, slabs thickness, weatherproofing, electrical modifications, additional layers for water protection, and also includes credits for roofing modifications and removal of specialized paving product. Heidi Rosenberg also shared that the project is approximately 20% complete and the change order amount of \$36,563.53 represents approximately 0.25% of the project. She relayed that the project budget allows for construction contingencies such as these, and the project is still well within budget.</p> <p>Motion was made by Casey O'Dell, seconded by Mel Cardon, and unanimously approved to accept Mahlum Architects' Change Order #001, in the amount of \$36,563.53, for the new Helen Baller Elementary School project, as submitted.</p>
12.	ADJOURN REGULAR MEETING – 6:35 PM
	Doug Quinn announced the board would be moving into executive session to discuss property, with the meeting to last approximately ten minutes and no action would be taken.
13.	EXECUTIVE SESSION: PROPERTY – 6:40 PM
14.	RETURN TO OPEN SESSION AND ADJOURNMENT – 7:12 PM

Meeting Minutes Prepared by Lynette Marshall

Secretary

President

