

**LAKE CHELAN SCHOOL DISTRICT
REGULAR BOARD MEETING
MINUTES**

DATE: June 28, 2011

TIME: 6:00 PM

LOCATION: District Office

PRESENT: Rob Manahan, Jim Colbert, Ken Brunner, Siri Tift-Wyant, Leah Thompson, Lynda Foster, Larry Bowers, Jeff Peck, Karen Walters, Mike Sherer, Robert Fifer, Kelly Allen, Georgia Mashayekh

1. CALL TO ORDER

Jim Colbert called the meeting to order at 6:00pm.

2. APPROVAL OF AGENDA

Ken moved and Siri seconded a motion to adjust the agenda by moving the executive session to the end of the meeting. The motion passed unanimously.

3. APPROVAL OF MINUTES – [June 6, 2011](#)

Lynda moved and Leah seconded a motion to accept the June 6, 2011 minutes as written and the motion passed unanimously.

4. PUBLIC COMMENTS/VISITOR REQUESTS ON NON-AGENDA ITEMS

A new parent to the district commented on how impressed her family is with the district and administrative staff. This was a great 1st year for her children.

5. INFORMATIONAL ITEMS

- Aquatic Center – Robert Fifer

Robert handed out some research and schematics about the proposed Aquatic and community center being proposed for the field behind the Community Gym. The board asked questions about the drawings and the financial part of the plans. The Aquatic group wants to set up a Metropolitan Park District to cover 1/3 of the costs for building and maintenance. They want to save the needed money before starting the project. The Aquatic Center Committee wants to know if the school district supports the plan and location. The board requested to see the full 9 page report and thanked Robert for the information.

6. ADMINISTRATORS

- Jeff Peck – **PSF update**

PSF is ahead of schedule at this time because they were able to get into the school before students were done, and staff was great in their clean up and getting out of the building. The board thanks the staff for all of their flexibility.

-The lighting updates will be done at the end of the week and the crew will move onto the HS/MS.

-Lunchroom tables that were not working have been torn out and improvements will be done in the gym.

-A new phone system will be put in while the ceilings are open.

GA does the oversight on the technical portion of the work and they guarantee the work being done and the energy savings. Dan Herring, Andrea Hovey, and Larry Hibbard are all overseeing the project. PSF works directly with our local HVAC support.

-There is a need to hire 2 new staff members at MOE and interviews will be June 29, 2011.

- Karen Walters – **Summer School**

Great start to Summer School. Review of big ideas in literacy and math in June with a preview of big ideas in August. There is a great staff working together, with lots of hands on applications for students and a token economy for behavior and academics. 8th grade has been segregated for math and language for high interest learning. The 4th grade is planning a trip to Disneyland for the total cost of a vacation. There are 14 teachers with 5 para pros, 4 buses transporting 177 students with an 85% attendance rate. Fabi Lara's work as the secretary has been a vital part to the Summer School program.

MAP testing in the fall will tell how much the students learned and retained over the summer. Teachers are using spring 2011 MAP scores to drive the Summer School curriculum. The board thanked Karen for her flexibility and leadership and would like her to return for an exit report in August.

The board also thanked Karen for all of her work with Holden School staff and they have enjoyed the reports via e-mail and newsletters from the staff.

- Larry Bowers – [Special Programs Approval 2011-2012](#)

Larry explained the approval necessary for Special Programs; explaining in detail how each program and funding works and how programs could be expanded with some changes.

Siri moved and Ken seconded a motion to approve all of the Special Programs for 2011-2012 as proposed, and the motion passed unanimously.

- Larry will work with Kari on the bilingual program.
- Glacier and Chelan Prep will serve as a targeted service and students need to qualify to enroll.
- Karen Crowell is excited about her new position as the Chelan Prep Teacher.
- Some high needs students have left the district which caused a need to ruff a parapro.
- The District will be posting a math intervention specialist position for 1 year that will serve student math needs at the MS/HS and Glacier.

- Larry Bowers - **Certificated Teacher/Student Ratio in Alternative Schools**

Larry gave a handout to the board about the teacher/student ratio for Glacier Valley HS and Chelan Preparatory HS. For the 2011-2012 school year Kirk Einspahr will be teaching the Glacier Valley HS students in math and science.

Leah moved and Lynda seconded a motion to approve the ratio at both schools, and the motion passed unanimously.

As the alternative schools move forward, Kari will be the administrator working directly with Barry and the school counselor to make sure that students qualify for alternative learning.

The board thanked Larry for all of his hard work and service to the school district, and wishes him well in his retirement.

7. **FINANCIAL REPORT** – Scott Renick

- **2011/2012 Budget**

Scott handed out a budget summary report and explained there is still much work on the budget due to the State being a month late in setting their budget.

Scott handed out the LCSD enrollment report and explained how the numbers follow certain trends and how enrollment and staff mix drive the budget.

He also handed out and explained Revenue Analysis, Expenditure Analysis, and Fund Analysis for the 2011-2012 Budget. With major revenues and shifting of dollars in Basic Apportionment, it shows that the district gained money, but the reality is that there were major cuts. There is more Title I funding because of the economic downturn and more students in the poverty level. The Expenditure Analysis shows the changes of 2% increase across the board in retirement rates. Scott went over the Fund Analysis from what is rolled over from this year to next year, added revenues, and subtracted budgeted expenses.

There will be a public hearing about the budget before it is voted on at the last meeting in July.

- [County Treasurer's Report](#)
- [Balance Sheet](#)
- [Cash Flow Statement](#)

Scott explained the financial reports to the board.

After all the Capital Projects there should be \$200,000 left in the Capital Projects Fund.

Scott had a walk thru on the ball fields with Larry Hibbard, and discussed the visit from the dept. of ecology last week.

The phone and intercom systems will be updated for MOE.

8. SUPERINTENDENT REPORT

Rob explained that school districts are now required to put out a feedback surveys each year asking the community questions about communications, service, and a grade for the district. A draft of the survey was given to the board for review and the there was discussion about what they liked and what should be changed.

Rob will clean up the survey and provide links on the school website and local media websites.

To share some of the great things that students are doing, there was a suggestion about taking students to the community organizations to share school presentations.

9. ACTION ITEMS

- Payables: General Fund check#434280 to #434440 amount \$224,495.53
Capital Projects Fund check#434441 to #343444 amount \$412,948.22
ASB Fund check #434445 to #434467 amount \$14,590.92
- Payroll: June Payroll Gross \$776,851.61 Employer Contributions \$232,653.02 Payroll Adjustment \$2,822.80 **Total Payroll \$1,012,327.43**

Leah moved and Siri seconded a motion to approve the payable and payroll as written and the motion passed unanimously.

- [Personnel](#)

There was some discussion about positions.

Leah moved and Lynda seconded a motion to accept the hires and resignation as written, and the motion passed unanimously.

- [Surplus items](#)

Lynda moved and Ken seconded a motion to accept the surplus items as written, and the motion passed unanimously.

- [BP 6213 – Travel request and reimbursement](#) [Existing Policy](#)

Scott explained why changes were needed and wording clarified. There will be per diem rate for meals, and the dollar amounts are closer to federal dollar amounts. The supply/books purchase language will be clarified before the next board meeting.

- [BP 2022 – Electronic Resources](#) [Existing Policy](#)

Rob explained the need to bring this policy up to date. Student handbooks should reflect this updated policy and students should sign the agreement every year.

10. EXECUTIVE SESSION

- To review the performance of a public employee with no action to be taken.

Ken moved and Leah seconded a motion to move to Executive session and the motion passed unanimously. Jim moved the board to executive session at 8:23pm for about 37 minutes.

11. ADJOURNMENT

Jim Colbert reconvened the regular board meeting at 9:00pm and adjourned the meeting at 9:01pm.

Jim Colbert, Board Chairman

Rob Manahan, Superintendent