

<b>Board Members:</b>	Greg Miller, President; Duane Pegg, Scott Jones, and Hillary Bearden.
<b>Administration:</b>	Kurt Hilyard, Superintendent; Heather Sweet, Teaching and Learning/Special Services; Chris Pollard, JR/SR HS Principal; and Dr. Cindy Risher, Elementary Principal.

**Call to Order:** 1.0 The meeting was called to order at 6:59pm and the flag salute was led by President, Greg Miller.

**Approval of Minutes:** 2.0 It was moved and seconded (DP/HB) that the Board approve the minutes of the November 27, 2018 regular meeting as presented thereby ratifying all actions taken.

M/C, unanimous.

**Citizen Comments on Non-Agenda Items** 3.0 None

**Consent Agenda:** 4.0 Duane Pegg commented on 2410P regarding community service requirements and would like to see the wording changed to make it more definitive before it is approved. Hillary Bearden also requested to see the wording changed regarding the community service requirement. Procedure 2410P will be revised and reviewed for a third reading at the next board meeting.

General Fund

4.1

ASB Fund

4.2

Transportation Fund

4.3

Debt Services Fund

4.4

Capital Projects Fund

4.5

Payroll

4.6

Payroll Accounts Payable

4.7

Staff

4.8

Retirement/Resignation

4.9

New Hire

4.10

Board Policy Review –

First Reading

4.11

Board Policy Review –

Second Reading

4.11

- The November General, A.S.B., Transportation, Debt Service, and Capital Projects Fund status reports;
- Payroll warrants 536615 – 536641 in the amount of \$618,564.26;
- Payroll Accounts Payable warrants 536600 – 536614 in the amount of \$18,064.95;
- Retirement/Resignation of Christopher Kerr as Music Teacher;
- Hiring of Alexa Sweeney as JH Math Teacher; and
- Second Reading of Policies and Procedures 2020P, 2410P, 3530P, 4040P on December 18, 2018.

M/C, Unanimous

**Finance Reports:** 5.0

General Fund, ASB,  
Capital Projects Warrants  
and Comp Tax

5.1

It was moved and seconded (DP/HB) that the General Fund, A.S.B. and Department of Revenue warrants be approved, thereby certifying that the merchandise and services have been received and/or performed for payment: *(optional reading)*

- General Fund warrants 536661 – 536724 in the amount of \$125,870.60;
- A.S.B. Fund warrants 536642 – 536660 in the amount of \$20,371.56; and
- Department of Revenue warrants 536725 - 536726 in the amount of \$305.69 on December 18, 2018.

M/C, unanimous

General Fund  
Void/Reissues

5.2

It was moved and seconded (DP/HB) that the General Fund void/resissues be approved, thereby certifying that the merchandise and services have been received and/or performed for payment: *(optional reading)*

- General Fund warrant 536545 void in the amount of \$172.00; and
- General Fund warrant 536563 void in the amount of \$39.99;
- General Fund warrant 535963 void in the amount of \$272.00;
- General Fund warrant 534382 void in the amount of \$3,960.25; and
- General Fund warrant 536727 reissue in the amount of \$272.00 on December 18, 2018.

M/C, unanimous

**Informational Reports:** 6.0

December Enrollment  
Report

6.1

The final FTE for December Enrollment is 595.41. The budgeted FTE was 550.

Principals' Report

6.2

Dr. Risher spoke about:

- The math conference was very informative for Dr. Risher and the teachers. Information learned at the conference will be shared with the staff during late start meetings and professional development days for math principles.
- Kindergarten enrollment continues to grow. The elementary added two paras and adjusted schedules to better accommodate the need of students and to support the teachers. The school has also adjusted their daily routines to help with transitions. The science classroom has opened up in the morning to the kindergarteners' transition from breakfast to the classroom. Dr. Risher has also taken time to be in the kindergarten classrooms and check in with the teachers to offer support.
- No new information regarding PTO providing lice kits to families.
- Volunteer and confidentiality concerns have recently come up at the elementary. The school is now doing more to remind volunteers about confidentiality, including having volunteers sign paperwork agreeing to follow confidentiality expectations. The volunteers are reminded that if they have concerns they should talk to the teacher or the principal, not the students' families outside of school.
- Holiday gifts have been distributed to families. The school is now working on WBB bags and vouchers for the students to take home over the holiday.

Mr. Pollard spoke about:

- Nurse Carrie Lisle continues to contact and offer support for families who have students that are not in compliance with immunization requirements.
- The accelerated math class for 7/8<sup>th</sup> graders has started with Alexa Sweeney and the students are responding positively to her teaching. The students are excited to begin the in-depth coursework in January.
- Interim assessments are ongoing to prepare students for meeting ELA and Math requirements.
- The 8<sup>th</sup> grade dance was last week and students are enjoying spirit week this week.
- The Food Bowl was successful and donations are being given to the food bank this week. \$1,018.39 raised in the coin drive alone plus many pounds of food.
- The Knowledge Bowl team earned two 1<sup>st</sup> place trophies and one 5<sup>th</sup> place award at recent competitions.
- Ocosta played well against Chief Leschi for basketball. Some issues with parents and appropriate sportsmanship and conduct, but overall it was a good night for boys' and girls' JV/V Ocosta basketball teams.
- Full squad of girl wrestlers (8).
- The board briefly discussed the revised absence wording that will be included in the student handbooks.

Teaching and Learning  
Director's Report

6.3 Ms. Sweet spoke about:

- The first District Advisory Council meeting was held today.
- Three more students passed the ACT math assessment and one is waiting on their reading test results to see if they are going to meet this graduation requirement.
- ELL is using the Imagine Learning program to provide lessons for students to improve their English literacy. Each individual student has been taught how to log on to their account and use the program.
- Special Education Update – November was count (special education students and teachers) day for federal funding. There were no findings for special education last year on the 422 report. Special education staff are working to make sure there will be no findings on next years' 442 report.

Athletic Director's Report

6.4 AD Kevin Hatton spoke about:

- The athletic director presented two proposals:
  1. Allowing 8<sup>th</sup> graders to participate on HS teams for team sports only. They would only be approved to fill out JV and Varsity teams (not to create a C team). Mr. Hatton requested approval from the board allowing the school to follow this rule from here on out without requesting permission each year unless the state or league change the rules regarding 8<sup>th</sup> grade eligibility.
  2. Allowing 6<sup>th</sup> graders to participate in JH wrestling.

*Motion made by Duane Pegg and seconded by Hillary Bearden to accept the proposals as presented by the athletic director.*

*M/C, unanimous.*

- Mr. Hatton completed the required Title IX training this fall.

Superintendent's Report

6.5 Mr. Hilyard spoke about:

- The board discussed chapters 27 and 28 in the book "How Not to Be a Terrible School Board Member".

- Leaking 500-gallon hot water tank update: The engineer approved the use of two 120-gallon tanks as a viable replacement. Three quotes were received for the project. Maintenance will be moving forward with this over Christmas break. PUD will come look at the new set up to see if rebates are available.
- The Chromebooks from the Rochester School District still need to be cleared for sale by their district, but Ocosta is on the list to receive these items once the surplus is made available to purchase. Brian Saul is in contact with the district and will provide updates as he has them.
- Mr. Hilyard submitted a new grant request for the roofing projects. It's a Capital Budget Grant from the Washington Legislature. \$448,000 was requested for both roofs.
- The school is considering remodeling an unused room at the HS for life skills students. This space, too small for a classroom, would include items for life skills transition practices such as washer/dryers, bathroom/shower, and appliances. The room could also be used for wrestling weigh-ins and for game officials. The HS is also considering redoing the HS concession room to include sinks and other needed things to bring it up to code. Both projects are not a high priority, but may need to be addressed in the future.
- Superintendent Hilyard submitted another records request on November 30<sup>th</sup> to the Grays Harbor Sheriff Department to receive the names and addresses for local Level I, II, and III sex offenders. When the addresses are received, Mr. Hilyard will mail No Trespassing letters to the new people on the list.
- Immunization Update: 26 non-MV students still need to update their immunizations. January 7<sup>th</sup> is the last day the students can attend before being excluded from school.
- Kindergarten Update: The district hired two Paraeducators. The district has posted an opening for a third kindergarten teacher. The school is also looking at an increased student load for the pre-school program that will need to be addressed.
- Mr. Hilyard has completed bus ride-alongs on routes 1 & 2 so far this year.
- Elementary staff continue to hand out approximately 130 bags of food each week for the Weekend Brunch Bunch program.
- The previously approved transfer of \$10,000 from the General Fund to the ASB Fund is not permitted per ESD and County Treasurer, so instead the district will be paying for approximately \$10,000 worth of ASB expenditures as an alternative.
- Our robotics team, under the direction of Steve Wood, has qualified for the State competition in February.

**Old Business:** 7.0 None

**New Business:** 8.0  
McCleary State Lawsuit Discussion 8.1

- Levy Info: An estimated 45.7% of Ocosta's levy is being lost next year. OSPI proposed to get the money back from Capital Gains Tax and that would mean more money funded to Ocosta if that passes.
- Supt Hilyard and the Board discussed the WSSDA packet regarding the levy. Some key points discussed: Regional cost enhancements will be given to some districts where cost of living is higher. Ocosta will not get the experience factor allowance that other district will receive. Levy dollars are to be used for enrichments only as defined by the Legislature.

Strategic Planning & Community Survey 8.2

- Staff and community surveys have been compiled. Supt Hilyard spoke about the strategic plan with Dr. Todd Johnson on 11/28. Supt Hilyard would like the board to look at the draft document and see if there are common themes that would tie in to the strategic plan for the district. A workshop with Dr. Johnson would need to take place at a later date to finalize the strategic plan.

Cash Donations 8.3

Supt Hilyard addressed three donations the school received:

1. \$2000 from John Brumfield on 12/4 for Weekend Brunch Bunch program. (\$1000 for JH/HS and \$1000 for the elementary.)
2. ASB received \$1000 from Target for the soccer program (uniforms/warmups)
3. ASB received \$1000 from Shoalwater Bay Tribe for the track program/new hurdles.

*As per Board Policy 6114, all donations of \$500 or more must be approved by the school board. Duane Pegg motioned to approve accepting the donations as presented, Hillary Bearden seconded the motion.*

*M/C, approved.*

Superintendent Evaluation – Timeline/Process 8.4

Supt Hilyard proposed the school board conduct the superintendent evaluations in January and June. Hillary suggested that January's evaluation can be verbal and the June evaluation can be written.

- Random Drug Testing                      8.5    OEA was presented the idea of subjecting anyone that drives the district van/car with students in the vehicle to random drug testing. OEA wants to discuss during negotiations before providing an answer to the district/board. PSE is in support of the random drug testing of drivers. The board wanted to think about it more before taking a stand on the issue. Supt will contact the insurance company to see what they say about the pros and cons of random drug tests for all non-CDL drivers. No motion made at this meeting.
- Property/Liability  
Insurance Coverage                      8.6    Duane Pegg and Supt Hilyard sat in on a meeting with Kris Lawrence, the insurance broker, to discuss proposed insurance adjustments. No money was saved this year, but district coverage will be greatly improved and covers the proper amount for reimbursing the cost of property. One major change affecting the premium was increasing coverage on the buses to be replacement cost, not the face value of the bus.
- Scott Jones moved to approve the insurance adjustments as presented, Duane Pegg seconded the motion.*
- M/C, unanimous.*
- Community  
Gym/Administration  
Building/Transportation  
Roof Replacements                      8.7    Supt Hilyard requested that the board start looking into replacing the roofs on the district office and transportation buildings. He suggested the preliminary paperwork and bids begin in February or March with the project beginning this spring. The district is still waiting on updates for two grants that would help fund the roofing projects.
- Questions or  
Comments:**                      **9.0**
- 9.1    Supt Hilyard briefly mentioned a few items as a wish list of expenditures for upgrading the district school buildings/curriculum/staffing/etc.
- Executive Session:**                      **10.0**    None
- Adjournment:**                      **11.0**    There being no further business, the meeting was adjourned at 8:41pm.

Respectfully submitted,

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Greg Miller, President

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Kurt Hilyard, Board Secretary

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Kristin Griffith, Board Clerk