

Board Members:	Greg Miller, President; Duane Pegg, Scott Jones, Debbie Carter-Bowhay, and Hillary Bearden.
Administration:	Kurt Hilyard, Superintendent; Chris Pollard, JR/SR HS Principal; and Dr. Cindy Risher, Elementary Principal. (Heather Sweet, Teaching and Learning/Special Services was not present.)

Call to Order: 1.0 The meeting was called to order at 7:00pm and the flag salute was led by President, Greg Miller.

Approval of Minutes: 2.0 It was moved and seconded (DC/HB) that the Board approve the minutes of the May 14, 2019 regular meeting as presented thereby ratifying all actions taken.

M/C, unanimous.

Citizen Comments on Non-Agenda Items 3.0

Consent Agenda: 4.0 Supt Hilyard pointed out the changes to 3241/3241P and the board agreed to have a third reading on this policy/procedure.

General Fund 4.1

ASB Fund 4.2

Transportation Fund 4.3 It was moved and seconded (DP/SJ) that the consent agenda be approved, thereby approving

Debt Services Fund 4.4 items 4.1 – 4.11, which includes:

Capital Projects Fund 4.5

Payroll 4.6

Payroll Accounts Payable 4.7

Resignations 4.8

New Hires 4.9

Board Policy Review – 4.10

First Reading

Board Policy Review – 4.11

Second Reading

- The April General, A.S.B., Transportation, Debt Service, and Capital Projects Fund status reports;
- Payroll warrants 537278 – 537304 in the amount of \$615,838.12;
- Payroll Accounts Payable warrants 537264 – 537277 in the amount of \$14,734.15;
- Resignations of Jessica Sison as COTA/L, Kathleena Slosson as 8th Grade Advisor, and Jessica Scott as 8th Grade Advisor, Wade Iseminger as JH Girls Basketball Coach;
- New hire JR Lakey as K-12 music teacher;
- First Reading of Policies and Procedures none; and
- Second Reading of Policies and Procedures 2165, 2165P, 2337, 3120P, 3200, 3205, 3240/3240P, 3241, 3241P, 4260-F1, 5253, 5253P, 5281, 6020, 6100 on May 28, 2019.

M/C, Unanimous

Finance Reports: 5.0

General Fund, ASB, 5.1 It was moved and seconded (DC/DP) that the General Fund, A.S.B., and Department of Transportation, Capital Revenue warrants be approved, thereby certifying that the merchandise and services have been Projects, and Comp Tax Warrants received and/or performed for payment: (*optional reading*)

- General Fund warrants 537305 – 537379 in the amount of \$248,182.18;
- A.S.B. Fund warrants 537380 – 537401 in the amount of \$14,597.19; and
- Department of Revenue warrants 537402 - 537403 in the amount of \$82.57 on May 28, 2019.

M/C, unanimous

Informational Reports: 6.0

Principals' Report 6.1

Dr. Risher spoke about:

- The Elementary is almost finished with all state testing, minus two students who need more time to finish. MAP testing will begin this week.
- Camp CISPUS is over and the students had a great time. The 6th graders from Ocosta were joined by students from Cosmopolis for the week. From funds raised by chocolate sales, the 6th grade class had enough money to purchase custom CISPUS fleece jackets for each 6th grade student.
- May 31st is the annual Dance Festival. The elementary is busy preparing for this, as well as field day and the moving-up ceremony.

Mr. Pollard spoke about:

- The spring sports banquet is tonight. Knowledge Bowl and Math Team awards will also be part of the program.
- Two Ocosta students placed at the State Track and Field Championships.
- The JH/HS is hosting sports physicals on June 3rd for student athletes. Sign-ups are at the office.

- Dream Team Dental is at the school May 28-30th.
- A distracted driving presentation will be held on May 29th for the JH/HS.
- Mr. Pollard emphasized that the Senior Trip is the safe alternative to "senior skip day" and the school is reminding the seniors of this.
- There is a band concert on May 30th in the HS Commons.
- Yearbooks will be distributed May 31st.
- The theater program is having a performance on June 4th.
- June 6th is the Senior Trip.
- June 7th is the moving up ceremony.
- Mr. Pollard will be going to ESD 113 on May 29th for more CTE program review and to get the program frameworks submitted for 2019/20. He will be meeting with the CTE committee and has spent time with the CTE director who feels that Ocosta is making good progress for a small district.
- Mr. Pollard and Melissa Cornell then discussed item 8.4 – Out-of-State Field Trip Request. (The summary and motion to approve is detailed under section 8.4 of the board minutes.)

Teaching and Learning
Director's Report
Superintendent's Report

6.2 Not present at meeting.

6.3 Superintendent Hilyard spoke about:

- There isn't an update from Behavior Health Services. The district is still waiting for intakes to be completed by BHS.
- Supt Hilyard attended an "Informational Meeting about Sexting for Parents of Grays Harbor County" that was held on May 16th at Aberdeen High School at 6:30pm. Only about six Aberdeen parents were present, but it is a widespread issue in the county. Supt Hilyard strongly suggests that Erin Riley, the Grays Harbor Prosecuting Attorney, come to Ocosta to do the presentation for the 7-12 grade students in the fall as well as a parents session. He also shared this suggestion with future superintendent, Heather Sweet.
- As done in the past, Supt Hilyard will provide his principal hiring/salary recommendations at the June Board meeting. No salaries were recommended at this time.
- The district has received 5 applications for the Transportation Supervisor position so far. Supt Hilyard extended the deadline to "until filled", but he plans on setting up interviews in the next few weeks. Heather Sweet is out of town this week, so interviews were not an option until next week.
- June 10-12, Kim Bambauer was asked to present to a group of senators in Washington D.C. regarding the 21st Century Grant. Her trip has been approved by Supt Hilyard as long as her attendance expenses are provided entirely by School's Out Washington.
- The PreK-6 grade 21st Century grant was submitted to OSPI on May 21st. The current grant expires in August. The grant is worth \$258,986/year for five years. The district should find out in July if it will be awarded to our school.
- Supt Hilyard recommended that the district purchase/install new blinds at the schools before adding gravel to the adjacent parking lot by the elementary. Steve Schmeling thinks the lot can be used without gravel for the time being.
- The roof project may not start until this fall; an exact date has not been set due to the contract not being received yet. Supt Hilyard reminded the board that the cash balance will not reflect this expense until after the start of the new budget on 9/1/2019.
- Supt Hilyard reiterated that the general fund expenses this month were higher than normal due in part to the spring Running Start costs (\$50,000+) and the purchase of a new telephone system (\$20,000+).
- On May 22nd, the Transportation Department passed the annual bus/fleet vehicle inspections conducted by the Washington State Highway Patrol.
- Supt Hilyard passed out proposed drafts of policy, procedure, and form 2151/P/F (Interscholastic Activities) and requested a first reading be done at the June 18th meeting.
- Supt Hilyard discussed the 2019/20 budget timeline. At the June 18th meeting, he and Carrie Forrest will provide a budget briefing. The proposed budget needs to be submitted to ESD 113 by July 10th. The board cannot adopt the new budget until after the ESD 113 approves it. At the July 23rd regular board meeting the board will review/adopt the 2019/20 budget. The district must adopt the 2019/20 budget by resolution on or before July 31st. The meeting for adopting this resolution must be advertised in the paper.
- Carrie Forrest is still working on balancing the county financial sheet. The county is showing a larger cash balance than what our records and ESD 113 records show. ESD and Carrie are trying to schedule a meeting with the county to fix the issue.
- Legislation Update: The district hasn't been able to calculate SEBB costs for the district yet. Coaches and subs are also required to be included in SEBB if they work over 630 hours.

- The district was informed on 5/17 that the official IPD percent is 2.0%.
- Supt Hilyard discussed the hold harmless revenue worksheet. In lieu of the loss of levy dollars, the state is supposed to make up the cost difference for the schools. Supt Hilyard focused on two columns of importance: the 2018/19 revenues and the inactive budget. He also explained a few focused items on the worksheet to the school board.
- Levy tax data for the current school year and projected data was briefly discussed.

Old Business:

Discuss/Set the 2019/20
Budgetary FTE Count

7.0

- 7.1 Mr. Hilyard recommended an FTE of 575 for the 2019/20 school year budget. 570 was suggested by a few of the board members.

Debbie Carter motioned to approve the budgetary FTE count of 570 for the 2019/20 school year, the motion was seconded by Duane Pegg.

M/C unanimous.

New Business:

Purchase of a School
Van

8.0

- 8.1 Transportation Supervisor, Andy Porter, found two Suburbans available at area dealerships for approximately a total of \$50,000 excluding taxes and fees. These would be district fleet vehicles and the transportation department has the money available in the budget.

Duane Pegg motioned to approve the purchase of two school fleet vehicles as long as Andy Porter stays within his estimated budget, the motion was seconded by Scott Jones.

M/C unanimous.

Cash Donations

- 8.2 The district received two cash donations. \$1000 was donated by Willapa Bay Enterprises (Shoalwater Bay Tribe) for the track and field program and \$5000 was donated by Sherrie Rust for the students in general.

Hillary Bearden motioned to approve the \$1000 track donation from Willapa Bay Enterprises and the \$5000 donation from Sherrie Rust, the motion was seconded by Debbie Carter-Bowhay.

M/C unanimous.

Resolution #490-2019 –
WIAA Renewal

- 8.3 Supt Hilyard explained that the resolution is the standard annual renewal with the WIAA for the 2019/20 school year.

Hillary Bearden motioned to approve Resolution #490-2019 – WIAA Renewal, the motion was seconded by Duane Pegg.

M/C unanimous

Out-of-State Field Trip
Request

- 8.4 **Topic 8.4 was moved and discussed during the principals' reports section (Item 6.1)**

Teacher, Melissa Cornell, and Mr. Pollard provided details regarding the field trip. The day-trip is planned for a student to participate in a required tour of the Job Corps facility near Astoria, OR prior to doing an interview for the program.

Debbie Carter-Bowhay motioned to approve the Job Corps field trip to Astoria, OR, the motion was seconded by Scott Jones.

M/C unanimous

Resolution #489-2019 –
Unrepresented
Administrators

- 8.5 Supt Hilyard explained that this resolution is used to postpone the unrepresented administrator salaries until after the 2019/20 budget is submitted this summer. This is a resolution that has been done in the past.

Hillary Bearden motioned to approve Resolution #489-2019 – Unrepresented Administrators, the motion was seconded by Scott Jones.

M/C unanimous

Sept 1, 2017 – August
31, 2018 Audit Report

- 8.6 Supt Hilyard briefly went through the audit report and mentioned that the one suggestion the auditors has was that personnel action forms need to be reviewed more regularly with the Paraeducator time and effort sheets to align make sure the percentages of time worked match with the proper program.

Debbie Carter-Bowhay motioned to approve audit report, the motion was seconded by Scott Jones.

M/C unanimous

2019/20 Dairy & Bread
Bids

8.7 Administrative assistant, Kristin Griffith, briefly discussed the dairy and bread bids received by the district. Only one bread bid was received. (Franz Bakery) Two dairy bids were received. (Dairy Fresh and Springbrook Farms) Ms. Griffith explained the difference between the two dairy bids. Dairy Fresh had a lower per-gallon bid for chocolate milk, whereas Springbrook Farm had a lower per-gallon bid for white milk. (The school district purchases considerably more chocolate milk than white milk.)

Debbie Carter-Bowhay motioned to award the 2019/20 dairy bid to Dairy Fresh Farms and the 2019/20 bread bid to Franz Bakery, the motion was seconded by Duane Pegg.

M/C unanimous

Questions or
Comments:

9.0 None

Executive Session:

10.0 None

Adjournment:

11.0 There being no further business, the meeting was adjourned at 8:08pm.

****After the meeting, the Board went into closed session to plan for collective bargaining and/or develop strategies****

Respectfully submitted,

Greg Miller, President

Kurt Hilyard, Board Secretary

Kristin Griffith, Board Clerk