

**STANWOOD-CAMANO SCHOOL DISTRICT
BOARD OF DIRECTORS
MINUTES OF THE AUGUST 6, 2019, REGULAR BOARD MEETING**

CALL TO ORDER

Al Schreiber, Board President, called the meeting to order at 1:00 PM in the Administration & Resource Center Boardroom.

ROLL CALL

Board members in attendance were: Natalie Hagglund, Ken Christoferson, Al Schreiber, Chad Lewis and Julie Dean.

FLAG SALUTE

Mark Carter, Director of Student Services and Safety, led the Pledge of Allegiance.

APPROVAL OF AGENDA

Julie Dean made a motion to approve the Agenda for the August 6, 2019, Regular Board Meeting. Natalie Hagglund seconded the motion; it was voted on and approved unanimously.

APPROVAL OF MINUTES

Chad Lewis made a motion to approve the Minutes of the July 2, 2019, Regular Board Meeting. Ken Christoferson seconded the motion; it was voted on and approved unanimously.

SUPERINTENDENT'S REPORT

Dr. Jean Shumate introduced the following reports:

DONATIONS

Natalie Hagglund presented the following donations:

1. Transportation Donations:
 - a. \$2,658.46 from the Stanwood Middle School PTO for field trips to Everett Skate Deck (7th grade), Kayak Point State Park (6th Grade), Edmonds Bullwinkle's (8th grade), and Amigos and Stanwood Cinemas (Honors Students),
 - b. \$1,635.54 from the Stanwood Booster Club Sports Account for the football team to Warm Beach camp, spring football at Mount Vernon High School, and Cheer Camp at Great Wolf Lodge,
 - c. \$894.76 and \$264.51 from the Stanwood Elementary PTO for field trips to the Bellingham Sparks Museum (3rd grade), Birch Bay Water Slides (Crossing Guard), Kayak State Park (5th grade), and Imagine Children's Museum (Kindergarten),
 - d. \$420.60 and \$230.37 from the Elger Bay Elementary PTA for field trips to the Woodland Park Zoo (1st grade) and Kayak State Park (Kindergarten), and
 - e. \$120.69 and \$184.07 was received from the Stillaguamish Tribe of Indians for the Twin City Elementary (Hi-Cap and 4th grade) field trips to Iverson Beach Preserve
2. \$6,252.00 from the Camaloch Lassies 9-Hole Club to support students in need district-wide, and
3. \$2,172.77 from Port Susan Middle School PTA for the Art and STEM Club stipends and the Choir recruiting field trip in June.

STANWOOD-CAMANO SCHOOL DISTRICT SCHOOLS SAFETY AUDIT

District Safety Coordinator Linda Littlefield prefaced her presentation of the School Safety Audit report by reviewing processes that were used to compile the report, including an in-depth review with principals of each school's safety plan, numerous interviews with teachers and classified staff, discussions with the transportation department, conversations with the district's School Resource Office and his role in safety planning, and developing a means for displaying data to formulate a recommendation. The School Safety Audit Report presentation was extensive. The following areas of the report were highlighted:

- 1) The Audit Checklist and Summary. Dr. Littlefield shared the summary encompassed entrance conference questions with building principals relating to building safety plans. Dr. Littlefield noted these questions captured information regarding the building administrator's perception of their school's preparedness and their overall safety concerns;
- 2) Information on observable data while walking each site. Dr. Littlefield highlighted for the board several observations in her report, including building access, grounds security and safety, building interior security and safety, and communications systems in place, and reviewed focus points for each area she observed;
- 3) Data collected from interviews with staff. Approximately 56 teachers and classified staff across the district were interviewed by Dr. Littlefield who asked questions to determine their awareness of their building safety plan, familiarity with the plan, involvement in developing the plan, how they perceive their role in the event of an emergency, and to determine what training they feel would be beneficial. She shared staff interviews provided information as to the degree of familiarity and confidence staff has in their ability to perform duties in the event of an emergency;
- 4) Funding for school safety, by building, and how funds are being used; and the
- 5) Executive Summary which included state requirements for school safety plans. Dr. Littlefield reviewed her observations listed in the summary with regard to the district meeting these requirements.

Board discussion and questions followed, including a request to narrow down focus points in the report to create a list of top priorities. The Board thanked Dr. Littlefield for presenting a thorough, detailed report. Dr. Shumate presented information outlining steps the district has taken to address safety in the areas of facilities, technology, supplies, training and personnel. She reviewed next steps to include forming a Safety Task Force. Dr. Shumate shared the Board will receive regular updates on safety work.

CAPITAL PROJECTS UPDATE

Gary Platt, Liz Jamieson, and Vicki Cargile presented an update on the bond projects and facilities and technology levy. Detailed information was shared regarding change orders, project timelines, budget status, and summer levy projects. Aerials and photos of ongoing projects and levy work were shared. Gary Platt shared a final D-10 form has been received from OSPI committing the state to matching funds for the new Stanwood High School and Church Creek Campus; he noted these funds will start coming in. Board discussion followed, including receiving a status of the field, ticket booth and tennis court projects.

JUNE 2019 FINANCIAL REPORT

Steve Lidgard, Executive Director of Business Services, presented the Monthly Financial Update for June 2019. He discussed the Executive Summary and reviewed the General Fund, Object Summary, Debt Service Fund, and Transportation and Vehicle Fund month-end reports. Mr. Lidgard shared he hopes to have the July 2019 Financial Report on the August 20 regular board meeting agenda, adding the timing is based on receipt of the county treasurer's report. A discussion on building budget carryover followed.

BUDGET UPDATE

Steve Lidgard acknowledged and thanked Lisa Beckett for all of the work she does to prepare a very detailed budget forecast. He reviewed components of the 2019-20 F195 Budget and Excess Levy Summary and the 2019-20 F195F Four-Year Budget Summary. Mr. Lidgard shared these budget reports have been reviewed by the Northwest Educational Services District 189 and stated he doesn't anticipate any of the numbers changing. The 2019-20 budget will be on the August 20 regular meeting agenda for a public hearing and board action. Discussion followed regarding the projected fund balance for the second, third and fourth years of the four-year forecast. Mr. Lidgard presented information on a proposed levy measure for the February 2020 ballot.

CONSENT AGENDA

Ken Christoferson requested to remove Bills and Payroll from the Consent Agenda.

A motion to approve Consent Agenda Items 1-6, as listed below, was made by Ken Christoferson. Natalie Hagglund seconded the motion; it was voted on and approved unanimously.

1. Donations
2. Second Reading, Policy 3241, Student Discipline.
3. Interdistrict Cooperative Agreement with Northwest Career & Technical Academy allowing students to participate in Northwest Career & Technical Academy educational programs.
4. Contract with The Partners Group (TPG) for consulting, support and compliance services as the District transitions to the School Employees Benefits Board (SEBB) Program.
5. 2019-20 Student Fee Schedule and 2019-20 Food Service Meal Program Price Schedule.
6. Personnel Consent Agenda.
7. Bills and Payroll

DISCUSSION

Ken Christoferson stated the request to remove Bills and Payroll from the Consent Agenda is in reference to voucher 64773 payable to Stanwood Redi-Mix Incorporated.

Chad Lewis made a motion to approve Bills and Payroll, except voucher 64773. Natalie Hagglund seconded the motion; it was voted on and approved unanimously.

Natalie Hagglund made a motion to approve voucher 64773. Chad Lewis seconded the motion; it was voted on and approved. Ken Christoferson abstained.

PAYROLL	FUND	WARRANT	TOTAL
June 2019	Payroll Warrants	#64723 - 64772	\$ 815,404.62
	Payroll ACH Deposit (Automated Clearing House)		\$2,479,674.56
	Electronic: Retirement/DCP/Child Support		\$ 804,596.41
	Electronic Federal Tax		\$ 877,618.36

PAYROLL	FUND	WARRANT	TOTAL
July 2019	Payroll Warrants	#64723 - 64772	\$ 917,862.85
	Payroll ACH Deposit (Automated Clearing House)		\$2,445,544.04
	Electronic: Retirement/DCP/Child Support		\$ 767,514.13
	Electronic Federal Tax		\$ 863,605.94

ACCOUNTS PAYABLE

June 28, 2019	General Fund	#64400 – 64522	\$ 401,077.41
	Capital Projects Fund	#64523 – 64527	\$ 4,536,450.34
	Associated Student Body Fund	#64528 – 64547	\$ 33,629.94
	Private Purpose	#64548	\$ 60.00
	Trust Fund	#64549	\$ 60.00
	Trust Fund	#64550	378.43

ACCOUNTS PAYABLE

July 15, 2019	General Fund	#64551 – 64690	\$ 278,281.11
	Capital Projects Fund	#64691 – 64703	\$5,636,591.73
	Associated Student Body Fund	#64704 – 64722	\$ 10,631.48

**ACCOUNTS
PAYABLE**

July 31, 2019	General Fund	#64773	\$	1,231.78
	General Fund	#64774 – 64851	\$	263,339.52
	Capital Projects Fund	#64852 – 64859	\$	137,402.65
	Associated Student Body Fund	#64860 – 64861	\$	839.95

COMMENTS BY CITIZENS

There were no comments.

ITEMS BROUGHT UP BY BOARD MEMBERS

Julie Dean shared it was nice to see Linda Littlefield at the board meeting and expressed appreciation for her excellent reporting, adding this is a positive step toward engaging the district and community to ensure a safer place for all. Director Dean thanked Lisa Beckt for her work on the budget.

Natalie Hagglund commented that although school is not in session the work goes on and she appreciates it.

Al Schreiber thanked Jean Shumate for taking the lead on coordinating a school safety audit and Linda Littlefield for her report.

ADJOURNMENT

Al Schreiber adjourned the regular meeting at 2:45 PM and announced a Board Retreat would follow adjournment of the regular meeting.

**STANWOOD-CAMANO SCHOOL DISTRICT
BOARD OF DIRECTORS**

President

Vice President

Director

Director

Director

Attest:

Jean Shumate, Ed.D.
Secretary to the Board

Date of Approval