



Lynden School District #504

Ensure that all students graduate college, career, and citizenship ready

April 14, 2016

School Board Meeting

Minutes

Lynden High School Library

6:30 P.M.

1. Call to Order, Welcome, Pledge of Allegiance and Roll Call

Meeting called to order at 6:32 P.M. Board members in attendance were Brian Johnson, Steve Jilk, Mike Haveman, Kevin Burke, and Dominic Shiu. Student Directors Carson Smith and Tore Olson were absent and excused.

Brian Johnson requested to amend the topic of District Performance.

Steve Jilk motioned to approve the agenda adjustment seconded by Mike Haveman. Motion carried by voice vote.

2. Good News

- Congratulations to the high school students who participated in the Theresa Tromp Chess Tournament. Alex Wyatt placed 2nd, Tanner Martin placed 3rd, and Andrew Slagle placed 7th! Great job representing the Lynden High School Chess Club!
- Lynden Academy Leadership Class members (11st & 12th) are mentoring younger Lynden Academy students, such as "Math Buddies". Algebra 2 students are partnering with Pre-Algebra and Algebra 1 students to help them with areas of need before school and at lunch.
- Our nine Teacher Leaders will complete their coursework with University of Washington CEL faculty with a final course in the fall of 2016. This year they joined our administrator team in monthly meetings to share learning and to plan for the work of the district. All of our Teacher Leaders will continue in their positions for the 2016-2017 school year. We are benefiting greatly from their input and from their course learning, and look forward to another year of collaboration.
- The Washington Schools Risk Pool has given the Lynden School District a score of 105 out of a possible 110 points for the Protected Classes Risk Assessment Survey. The score will equate to a discount on our future WSRMP premium.
- The State Auditor's Office has completed their audits of our district and had given us a clean report. This year SAO completed both an Accountability Audit covering both 2014 and 2015, as well as the Financial Statement and Federal Single Audit for 2015.

3. Approval of Meeting Minutes

- March 24, 2016

Steve Jilk motioned to approve the meeting minutes seconded by Mike Haveman. Motion carried by voice vote.

4. Consent Agenda

- 2015-16 General Fund \$306,424.64 Warrants 40612 – 40735 dated March 31, 2016
- 2015-16 Capital Projects \$86,862.74 Warrants 40736 – 40737 dated March 31, 2016
- 2015-16 ASB Fund \$17,895.57 Warrants 40738 – 40767 dated March 31, 2016
- 2015-16 GF ACH \$4,053.27 Warrants 151600245 – 151600268 dated March 31, 2016
- 2015-16 ASB ACH \$670.38 Warrants 151600269 – 151600270 dated March 31, 2016
- Transportation Fund – None

- Personnel Action Items 4.14.16

Kevin Burke motioned to approve the consent agenda seconded by Mike Haveman. Motion carried by voice vote.

5. Information from the Audience

None at this meeting.

Jim Frey requested that the topic Biotechnology Update be moved up in the agenda and the topic of Teaching and Learning- District Performance be added to the agenda . Board members agreed.

6. Reports

- **Teaching and Learning
Biotechnology Update**

Jim Frey introduced the High School Ag Tech Teachers, Ladd Shumway, Tammy Brandvold, and CTE Director, Kent Victor. Ladd provide information on how the Biotechnology curriculum idea was proposed with a donation from Mr. & Mrs. Top and their interest of expanding the Science, Technology, Engineering, Math (STEM) program at Lynden High School. Ladd shared the community interest for a need of this curriculum and facility to develop the program. Tammy shared information about the Curriculum for Agricultural Science Education (CASE) and how it is recognized by WA State colleges as a science lab credit. Ladd expressed the interest of raising funds to support the program through national and local organizations. Brian Johnson recommended a further development of the biotechnology plan to be presented to the board at a future meeting.

- **Superintendent
Construction Update**

Jim Frey provided updated schematic plans for Fisher Elementary and Lynden Middle School. Jim gave a summary of upcoming evaluation items that are in process, such as the capital budge, FF&E consulting, interior design, and playgrounds.

- **Teaching and Learning
District Performance**

Elizabeth Hamming presented grades 3-5 student assessment performance data comparison at State and District levels. The board discussed the use of the data in years to come.

- **Finance and Operations
2016-2017 Budget Update**

Patti Fairbanks provided information on estimated funding balance and provided the context information to support the expenditures and revenues for the 2016-2017 school year. Over the next couple of months, estimates will continue to be reviewed as there is a better idea of what to expect in expenditures and revenues.

Uncollectible Accounts

Patti Fairbanks shared the reasons for the uncollectible accounts and the amount that will be written off.

7. Board Workshop

Healthy Youth Survey

The board discussed the questions on the survey and how the results are used to provide support for students.

Strategic Communication

Steve Jilk and Brian Johnson summarized the recent interviews with individuals and firms about creating a strategic communication plan and whether or not the district would benefit from a more formal plan. They shared what methods of communication were presented and the best fit to communicate with the community.

Impact and Permit Fees

Steve Jilk and Kevin Burke provided information on the progress of recent meetings with the City of Lynden officials for new school construction fees and the on-going work to mitigate the fees. They also updated the board on the discussion of a potential easement agreement for a desired city trail across the Fisher Elementary property.

8. Action Items

- **Fisher Value Engineering Report**

Jim Frey provided value engineering documents reviewed by Construction Services Group (CSG) for Fisher Elementary and their recommendations and suggestions to improve efficiency, lower cost, and improve constructability.

Steve Jilk motioned to approve the Fisher Value Engineering Report seconded by Mike Haveman. Motion carried by voice vote.

- **Resolution #02-16 – Apportionment Redirection**

Patty Fairbanks explained the reasons for the apportionment redirection of the general fund.

Kevin Burke motioned to approve Resolution #02-16 – Apportionment Redirection seconded by Steve Jilk. Motion carried by voice vote.

- **Isom Portable Purchases**

Jim Frey informed

Steve Jilk motioned to approve the Isom Portable Purchases seconded by Kevin Burke. Motion carried by voice vote.

- **School Calendar 2017-2018**

The board reviewed 2 options of the 2017-2018 school year calendar and discussed the impact on both staff and the community.

Mike Haveman motioned to approve version #2 of the 2017-2018 school calendar seconded by Steve Jilk. Motion carried by voice vote.

- **Whatcom Discovery Program Interlocal Agreement**

The board reviewed the agreement with Northwest Educational Services Directory.

Mike Haveman motioned to approve the Whatcom Discovery Program Interlocal Agreement seconded by Steve Jilk. Motion carried by voice vote.

9. Policy

None at this meeting.

10. Adjourn Meeting

Meeting adjourned at 9:10 P.M.

11. Executive Session/Adjourn Meeting

None at this meeting.

12. Executive Session/Adjourn Meeting

None at this meeting.

Jim Frey
Superintendent

Brian Johnson
President

LYNDEN SCHOOL DISTRICT
Lynden, WA
Personnel Recommendations
April 14, 2016

New Hire, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments

Change in Assignment, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Zang, Alecia	Isom	Teacher	1.0	16.17 SY	Transfer from LA to Isom; increase in FTE from .50 to 1.0
Kaufman-Latham, Robin	District	Psych	1.0	16.17 SY	Was on a .20 partial leave, returning to 1.0
Hansen-Quine, Maria	Fisher	Counselor	.70	16.17 SY	Was on a .05 partial leave, returning to .70.
Hubbard, Edward	Lynden Academy	Teacher	1.0	16.17 SY	Increase to 1.0 with FTE vacated by Zang.

New Hire, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Kortus, Maranda	Community Transitions	Para Educator	6.0	4.1.16	Replaces Burris

Change in Assignment, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments

Leave of Absence, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Lynch, Christina	LHS	Counselor	.80	16/17 SY	.20 Personal Leave

Leave of Absence, Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Van Nyhuis, Barbara	BVE	Para Educator	6.17	5.14 – 6.16.16	Dates approximate – maternity leave
Williamson, Shelly	LHS	Secretary	8.00	16.17 SY	Personal Leave

Resignations/Retirements/Terminations, Certificated Personnel

Name	Location	Position	FTE	Effective	Comments
Davis, Carolyn	BVE	Teacher	1.0	6.16.16	Retirement

Resignations/Retirement/Terminations/Classified Personnel

Name	Location	Position	Hrs.	Effective	Comments
Fremolaro, Michelle	Transp	Bus Driver		3.23.16	Was on personal leave, now resigned.
Crass, Jeannette	Fisher	Para Educator	6.0	4.14.16	Resignation

Supplemental Assignments

Name	Location	Position	Effective	Comments
Scarlett, Doug	LHS	Athletic Assistant	3.23.16	Track
Victor, Kent	LMS	Asst Coach – Track	3.23.16	“Throwing Coach”

Supplemental Resignations

Name	Location	Position	Effective	Comments

Employment with the district is subject to acceptable outcome of a criminal history records check and the requirements of RCW 28A.400)