

**LOON LAKE SCHOOL  
BOARD OF DIRECTORS  
SPECIAL BOARD MEETING  
Loon Lake School Library – 5:30 pm  
April 17, 2019  
MINUTES**

**BOARD MEMBERS PRESENT:**

Fred Brown  
Jan McKissick

Tom Ator  
Dustin Richardson

Joline Dixon

**STAFF MEMBERS PRESENT:**

Brad Van Dyne  
Christy Haines  
Monica Coleston

Candy Sweet  
Annette Wisener  
Sandra Clark

Garrett Zumini  
John Wisener

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** CHAIRPERSON FRED BROWN CALLED THE SPECIAL BOARD MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 5:30 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

**OTHERS IN ATTENDANCE:** Cory Plager

**CONSENT AGENDA:** Tom Ator moved to approve the Consent Agenda containing the March 20, 2019 Special Board Meeting Minutes; the General Fund Vouchers of #109635 through #109675 in the amount of \$57,619.38, #109,676 through #109714 the amount of \$15,239.58 and the April payroll estimate as presented. Joline Dixon seconded the motion. The motion carried.

**PUBLIC COMMENTS:** Annette Wisener announced the Silverwood Theme Park Read-a-thon would begin Monday, April 22<sup>nd</sup>. The goal is for students to read 30-minutes each day.

**REPORTS:**

**a) Facilities:**

- I. John Wisener reported on some of the completed items from the projects list. John has received a bid of approximately \$27,000 from Yesco for the new readerboard and this includes a 5-year warranty. This was the lowest bid he received. As this readerboard was included in the voter-approved capital projects levy, the district will move forward with this purchase.
- II. Superintendent Brad Van Dyne informed the board we received seven applications for the custodial position. Four applicants interviewed this morning. Mikah Dell was offered the job and accepted.
- III. The library is looking great and is near completion. The flooring is a done in the library and the computer lab was completed on Friday, April 12<sup>th</sup>.
- IV. Capital Projects Levy – We will discuss under “Old Business.”

**b) Board:** Joline Dixon completed her on-line board training April 7<sup>th</sup>.

**c) Superintendent/Principal Report:**

- I. Superintendent Brad Van Dyne gave an update of the first sub-committee (Joline Dixon, Jan McKissick, Garrett Zumini, and Brad Van Dyne) regarding classified salary. Brad reported it was a good meeting and they are working on clearly defining the structure and roles for a salary schedule, as well as reviewing numbers from our neighbors.
- II. Brad explained the need to run our Maintenance & Operations Levy again next year in February 2020. The average that our community pays is \$0.70/\$1,000 of assessed value (they pay \$1.16/\$1,000 for our Capital Projects Levy, which will expire two years into this next M&O levy).
- III. Brad informed the board of an amazing opportunity to receive some trauma-specific support from WSU. This 3-year program provides on-site training and support two days per month, at no cost to us.

**d) Hires or Discharges:** Superintendent Brad Van Dyne informed the board that Sandy Lundgren resigned as a special education para and Amanda Reiter was hired as her replacement. Wanda Hutchinson, our longtime OT/SLP Aid will be retiring at the end of this year as well. Mikah Dell was hired for the custodial position through the end of August 2019. **Jan McKissick made the motion** to approve the hiring of Mikah Dell and Amanda Reiter. **Dustin Richardson** seconded the motion. The motion carried.

**e) Home-Link:** Director Monica Coleston presented the board with information on our Home-Link program. She stated class sizes on site have grown and increased for the STEM on site classes. They will be undergoing a Compliance Audit on Monday, April 22<sup>nd</sup>.

**f) Financial:**

- I. Review the March/April Statement. Garrett Zumini informed the board of our General Fund and Capital Projects Fund and investments earnings. He is working on the budget extension.
- II. Enrollment April – Elementary = 110; Home-Link = 221 Our enrollment remains steady. (No changes from last month.)

**OLD BUSINESS:**

**a. Continued Discussion on Capital Project Levy Improvements:** Our HVAC project will cost \$968,685.00. Cory Plager from DA Davidson came to address questions from the board. Cory will advise us on the amount we should borrow and how to proceed forward. Further discussion followed. The amount of \$750,000 was discussed and decided that it would be enough to fund this summer and provide a positive cash flow for next year. Fred Brown will talk to the county about the possibility of borrowing from them.

**b. Read the Following Revised Board Policies for the Second Time & Adopt:**

- 1400 Meeting Conduct, Order of Business, and Quorum
- 3141 Nonresident Students

**Jan McKissick made the motion** to approve the revised board policies. **Joline Dixson** seconded the motion. The motion carried.

**NEW BUSINESS:**

- a. **Approve Acceptance of Pro Mechanical for Summer 2019 HVAC Upgrade:** Superintendent Brad Van Dyne asked the board to officially recognize Pro Mechanical as the low bidder for the HVAC upgrade. **Dustin Richardson made the motion** to approve the contract with Pro Mechanical. **Tom Ator** seconded the motion. The motion carried. Sandra Clark explained more details on e-rate funding and amount of funding we receive is \$64,349. More discussion followed.
- b. **Approve Loon Lake Elementary School 2018-2019 Title I/School Improvement Plan:** Annual approval is required for this. **Jan McKissick made the motion** to approve the 2018-2019 Title I/School Improvement Plan. **Joline Dixon** seconded the motion. The motion carried.
- c. **Approve Loon Lake Home-Link 2018-2019 School Improvement Plan:** Annual approval is required for this. **Joline Dixon made the motion** to approve the Home-Link 2018-2019 School Improvement Plan. **Jan McKissick** seconded the motion. The motion carried.
- d. **Approve Transportation Surplus Item – Bus 4:** This bus is no longer needed and will go to surplus to school districts first then advertised to the public. **Tom Ator made the motion** to approve the surplus of Bus 4. **Jan McKissick** seconded the motion. The motion carried.
- e. **Discussion on May’s Board Meeting Date:** After discussion, the board agreed the May Board Meeting would be a Regular Board Meeting on Wednesday, May 15<sup>th</sup> at 5:30 pm.

**ANNOUNCEMENTS FOR THE PUBLIC:** Superintendent Brad Van Dyne announced Spring Luncheon is Thursday, April 25<sup>th</sup>. The Scholastic Book Fair kicks off May 6<sup>th</sup>-10<sup>th</sup>.

**PUBLIC COMMENTS FOR FUTURE CONSIDERATION:** None

**EXECUTIVE SESSION:**

**To evaluate the performance of a public employee:** Chairperson Fred Brown convened the executive session at 7:10 pm. The executive session was adjourned at 7:46.

**ADJOURNMENT:**

**DUSTIN RICHARDSON MOVED TO ADJOURN THE SPECIAL BOARD MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS. TOM ATOR SECONDED THE MOTION. THE MOTION CARRIED. CHAIRPERSON FRED BROWN ADJOURNED THE SPECIAL BOARD MEETING OF THE LOON SCHOOL BOARD OF DIRECTORS AT 7:46 PM.**

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**CHAIRPERSON**

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**SECRETARY TO THE BOARD**

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**DATE**