

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
SPECIAL BOARD MEETING
Loon Lake School Library – 3:30 pm
November 21, 2017
MINUTES**

BOARD MEMBERS PRESENT:

Jon Robbins
Joline Dixon

Tom Ator
Jan McKissick

Fred Brown

STAFF MEMBERS PRESENT:

Brad Van Dyne
Garrett Zumini

Candy Sweet

Sandra Clark

CALL TO ORDER AND PLEDGE OF ALLEGIANCE: CHAIRPERSON JON ROBBINS CALLED THE REGULAR BOARD MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 3:30 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

OTHERS IN ATTENDANCE: None

CHANGES TO THE AGENDA:

Item “a” of New Business: **Discussion on Surplus Items:** Superintendent Brad Van Dyne explained to the board that after placing the refrigerator truck and the refrigerator/freezer out for bid in the Deer Park Tribune and after referring to the BP 6881, we missed the step that these items are to be offered to school districts first. If bids are submitted we will explain the omitted step and return the bids unopened.

CONSENT AGENDA: Tom Ator moved to approve the Consent Agenda containing the October 17, 2017 Regular Board Meeting Minutes; the General Fund Vouchers #107970 through 108050 in the amount of \$132,479.00; and the November payroll estimate as presented. Jan McKissick seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS: None

REPORTS:

Facilities:

- I. Secured Entry – Discussion around options took place, including the placement of a secure window and possible restructuring of the office. Eric Daving did a rendering office drawing. Chad Eckbert from Access Unlimited & Security, Inc. has also given us an office rendering. J.J. McElfish also came and is exploring other options to cut costs in his bid. More questions and discussion followed.
- II. Library Heating Unit – Superintendent Brad Van Dyne reported the heating unit in the library quit, and unfortunately needs to be replaced.
- III. Electrical/Technology Work – Sandra Clark informed the board of the recently purchased

equipment at a reduced price through e-rate, and that some infrastructure work was needed to set up the equipment properly.

- IV. New Phone System – Superintendent Brad Van Dyne presented to the board an opportunity we have to team with ESD to replace and update our phone system for a very reduced price in comparison to what is allocated on our capital projects budget. Matt Feider from the ESD quoted it at approximately \$5,500.00. Discussion followed. Mr. Van Dyne will pursue this opportunity.
- V. Home-Link Electrical Issues – Superintendent Brad Van Dyne reported to the board of some electrical issues and leaks in the roof. The minor, non-critical issues will be addressed.

Board: None. **Superintendent:** Superintendent Brad Van Dyne informed the board of the lockdown situation on November 15th due to a report of an unstable person about a block away from the school. We went to a full lockdown and then to a modified lockdown, which was then lifted. It was a good learning experience and we determined the kitchen and the OT therapist's office could not hear the announcement. Mr. Van Dyne mentioned that he is still in preliminary talks with Mary Walker and Valley School Districts about the possibility of sharing a School Resource Officer. Mr. Van Dyne reported that the gentleman who would like to move the boundary lines for his property would like to meet with him and the school board chair to discuss the matter further. Mr. Van Dyne also informed the board that the 0.5 Title Lap Teacher position interviews took place and he will most likely open the position back up. Brad informed the board of the profile meetings he and Kristi Eddy have had with each teacher. Brad also reported Kristi Eddy has agreed to increase her time at Loon Lake Elementary from two days to three days a week. **Hires or Discharges:** Superintendent Brad Van Dyne announced Ruth Allard was hired as the new hourly Home-Link teacher. **Home-Link:** None. **Enrollment/Financial:** Elementary 117; Home-Link 93.20; Total 210.2 The October financial statement was reviewed.

OLD BUSINESS:

- a. **Continue Discussion on Capital Project Levy Improvements:** Superintendent Brad Van Dyne informed the board that he, Board Chair Jon Robbins, and Board Member Fred Brown met with Dave Huotari from ALSC Architects to discuss the fire suppression system. There are questions being raised about the best path forward for the system. Mr. Van Dyne will be in contact with Tom Tesch, former Loon Lake SD Maintenance person, for his opinion.
- b. **Read for the Second Time and Approve New BP 6580 Continuity of Operations Plan.** Jan McKissick made the motion to approve BP 6580. Tom Ator seconded the motion. The motion carried.
- c. **Read for the Second Time and Approve Revised BP 3115 Homeless Students – Enrollment Rights and Services, BP 3122 Excused and Unexcused Absences, BP 3416 Medications at School, and BP 1410 Executive or Closed Sessions.** Fred Brown made the motion to approve BP 3115, BP 3122, BP 3416, and BP 1410. Tom Ator seconded the motion. The motion carried.

NEW BUSINESS:

- a. **Discussion on Surplus Items:** (See Changes to the Agenda)
- b. **Resolution 171 to Enter into Interlocal Agreement for Health Insurance:** Superintendent Brad Van Dyne informed the board our staff decided on Premera and we are joining an interlocal agreement with other districts in order to access Premera. Jan McKissick made the motion to approve Resolution 171. Joline Dixon seconded the motion. The motion carried.

c. **Approve Snow Removal Contract with Top Notch:** Superintendent Brad Van Dyne notified the board Gale Hoskins agreed to the \$180.00 per plow. **Joline Dixon** made the motion to approve the contract with Top Notch. **Jan McKissick** seconded the motion. The motion carried.

d. **Read for the First Time Revised BP 3116 Students in Foster Care; BP 3432 Emergencies; BP 5005 Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval; BP 5240 Evaluation of Staff; BP 6220 Bid Requirements; BP 6700 Nutrition, Health, and Physical Fitness.**

e. **Discussion of December's Board Meeting Date:** After some discussion the board decided Monday, December 18th at 3:30 pm would be the next board meeting.

ANNOUNCEMENTS FOR THE PUBLIC: None

PUBLIC COMMENTS FOR FUTURE CONSIDERATION: None

EXECUTIVE SESSION: Chairperson Jon Robbins called the board to executive session at 6:07 p.m. for a duration of ten minutes. Chairperson Jon Robbins reconvened the special meeting at 6:15 p.m.

ADJOURNMENT: TOM ATOR MOVED TO ADJOURN THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 6:15 P.M. FRED BROWN SECONDED THE MOTION. THE MOTION CARRIED. CHAIRPERSON JON ROBBINS ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 6:15 P.M.

CHAIRPERSON

SECRETARY TO THE BOARD

DATE