

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
REGULAR MEETING
DECEMBER 16, 2014
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish Jon Robbins Chris Adams Tom Ator

STAFF MEMBERS PRESENT:

Dr. Terry Munther Brad Van Dyne Barb Sevey Joline Dixon
Sandra Clark

OTHERS PRESENT:

None

CALL TO ORDER: CHAIRPERSON MANDY MCELFIGH CALLED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:47 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CHANGES TO THE AGENDA: Dr. Munther added to New Business a. and b. to include for action the procedures of 3247, 3426, 2162P and an informational discussion of 2161P.

CONSENT AGENDA: Tom Ator moved to approve the Consent Agenda containing the Minutes of the November 18, 2014 regular meeting, the Minutes of the November 20, 2014 Special Meeting, the December vouchers 104690-109749 in the amount of \$33,568.08, the December payroll in the amount of \$93,849.99. Jon Robbins seconded the motion. The motion carried.

REPORTS: Facilities: Dr. Munther, Brad Van Dyne and Mark Copher met with ALSC Architects and went through the buildings according to the Facilities Study Grant. Their proposal is being prepared and will be presented to the board at a later date. **Board:** Chris Adams discussed several items from the WSSDA conference that he recently attended: Governance as a Profession; Effective Board and Vision of the Board. Chris Adams also mentioned a program of anonymous reporting for students. Brad VanDyne would like to look into this further. **Superintendent/Principal:** Dr. Munther reported: According to the TPEP requirements, Brad Van Dyne's evaluation is in process. We received the written documentation from the TPEP office at OSPI that Dr. Munther completed the training for the Leadership Framework . Dr. Munther has been meeting with area superintendent and Brad Van Dyne has met with area principals. Dr. Munther explained substantially similar (basic education offerings compared to Homelink Program offerings) to the Board. The committee recently held a meeting. Over the past month, the school has held Mystery Night and Holiday Happenings – both activities were well attended. WSSDA policies are being updated for the Consolidated Program Review that is scheduled for Loon Lake School District in March. All documents requested will be uploaded and sent to OSPI for review. Brad Van Dyne reported that the Loon Lake School Safety Committee has met the requirement of holding two meetings before Christmas and will hold two more meetings after Christmas. The committee has been working on the Shelter In Place Plan – a drill needs to be completed. The staff will do the drill first before including the children. The school reports all the drills that take place. Conference week was well attended by parents and children. Brad Van dyne gave kudos to the staff, especially Mrs. Dyck as Mrs. Claus, the CPO members and the new volunteers for the participation in all the after school events – Elves' gift Express, Book Fair, Holiday Happenings, etc. Brad Van Dyne went to Paedia School for a visit. **Hires and Discharges** - None. **Homelink-** The Substantially Similar Committee will continue meet

to meet. **Financial Statement-** The November Financial Statement was presented and discussed. December 1 Enrollment was discussed. The Board will be sent the December apportionment page in the January board packets for the Board's review. The Facilities Study was discussed.

UNFINISHED BUSINESS: Chris Adams read and moved to approve the new Board Policies 1805 Open Government Trainings, 3247 Isolation Restraint of Students with IEPs or Section 504 Plans, 5409 Unpaid Holidays for Reasons of Faith or Conscience, 3426 Response to Student Injury or Illness. Jon Robbins seconded the motion. The motion carried. The Board discussed Board Policy Procedure 3247 Isolation Restraint of Students with IEPs or Section 504 Plans and Board Policy Procedure 3426 Response to Student Injury or Illness. Dr. Munther presented the changes that were recommended by the Board for the following revised policies 1420 and 1400. Jon Robbins recommended a change for Board Policy 1400 a space between paragraph 3 and paragraph 4. **Chris Adams read and moved to** approve Board Policies 2161 Special Education and Related Services for Eligible Students; 3120 Enrollment, 1420 Proposed Agenda and Consent Agenda, 1400 Meeting Conduct, Order of Business and Quorum and 2162 Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973 AND the review of Board Policy Procedure 2162 Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973 and that the review of Board Policy Procedure 2161 Special Education and Related Services for Eligible Students be continued at the January regular board meeting. Jon Robbins seconded the motion. The motion carried.

NEW BUSINESS: Tom Ator moved to approve Board Resolution No. 42 to transfer funds from the General Fund to the Debt Service for the VL Transport Building payment. Chris Adams seconded the motion. The motion carried.

ANNOUNCEMENTS FOR THE PUBLIC: Winter Vacation begins on Friday, December 19. The Staff has started a new recognition program for the staff "Spread the Love" – two schoolhouses represent the Loon Lake Legend Award. Joline Dixon and Andrea Hansen were the first recipients.

PUBLIC COMMENTS FOR FUTURE CONSIDERATION: None

ADJOURNMENT: CHAIRPERSON MANDY MCEL FISH ADJOURNED THE REGULAR SESSION OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS INTO CLOSED SESSION AT 8:28 P.M. FOR 10 MINUTES FOR THE PURPOSE OF DISCUSSING COLLECTIVE BARGAINING CONTRACT NEGOTIATIONS. AT 8:40 P.M. THE MEETING WAS EXTENDED FOR AN ADDITIONAL 15 MINUTES BY PUBLIC NOTIFICATION. CHAIRPERSON MANDY MCEL FISH RECONVENED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:55 P.M.

NEW BUSINESS: (continued) Tom Ator moved to adjourn the meeting. Chris Adams seconded the motion.

ADJOURNMENT: CHAIRPERSON MANDY MCEL FISH ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:55 P.M.

CHAIRPERSON

SECRETARY TO THE BOARD

DATE

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
SPECIAL MEETING
NOVEMBER 18, 2014
MINUTES**

BOARD MEMBERS IN ATTENDANCE:

Tom Ator Mandy McElfish Chris Adams (by phone)
Jon Robbins (by phone)

STAFF MEMBERS IN ATTENDANCE:

Dr. Terry Munther Barb Sevey

OTHERS IN ATTENDANCE:

None

CALL TO ORDER: Chairperson Mandy McElfish called the special meeting of the Loon Lake School Board of Directors to order at 3:45 p.m.

New business: Tom Ator moved to accept Resolution #141 to authorize a \$33,000.00 interfund loan between the General Fund and the Capital Projects Fund. Chris Adams seconded the motion. The motion carried.

ADJOURNMENT: Chris Adams moved to adjourn the special meeting of the Loon Lake School Board of Directors. Jon Robbins seconded the motion. The motion carried. **CHAIRPERSON MANDY MCELFISH ADJOURNED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 3:50 P.M.**

CHAIRPERSON

SECRETARY TO THE BOARD

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
REGULAR MEETING
NOVEMBER 18, 2014
MINUTES**

BOARD MEMBERS IN ATTENDANCE:

Mandy McElfish	Chris Adams	Tom Ator
Jon Robbins	Fred Brown	

STAFF MEMBERS IN ATTENDANCE:

Dr. Terry Munther	Brad Van Dyne	Barb Sevey
Joline Dixon		

OTHERS IN ATTENDANCE:

Anne Blakemore

CALL TO ORDER: CHAIRPERSON MANDY MCELFISH CALLED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 6:35 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CHANGES TO THE AGENDA: Add under New Business g. Sign Extension to Bargaining Agreement

CONSENT AGENDA: Chris Adams moved to accept the Consent Agenda containing the October 21, 2014 Minutes, the Warrant Register of November 14, 2014, the General Fund Vouchers #104587 through 104655 in the amount of \$95,268.02 and the November 2014 payroll as presented. Fred Brown seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS:

None

REPORTS: Facilities: Mark Copher has been hired to replace Tom Tesch as Maintenance Person. A recommendation to hire Oscar Perry to help Glenn Krieger with the grounds will be presented at New Hires. **Board:** Jon Robbins and Chris Adams will be attending the annual WSSDA conference. **Superintendent:** Dr. Terry Munther reported on the following: I Grants is where the special program funding is requested and it is updated on a regular basis; Student-led conferences have been scheduled; Mystery Night will be held on Thursday, November 20, 2014; Grade level field Trips – K-2 went to the Pumpkin Patch; Grades 3-6 went to the Front Porch in Chewelah; Grade 4/5 went to the Symphony and the Mobius Science Center; the November character Trait assembly has been scheduled; the CPO Carnival, the Veterans' Day Assembly and the October character Trait assembly have all taken place. Jon Robbins asked that board members be notified of upcoming school events. Principal VanDyne is sending the weekly memo to the board member as well. **Financial:** The October financial statement and enrollment were presented and discussed. Dr. Munther gave an update regarding Capital Projects. We applied for and received the OSPI Grant for the Facilities Study and Survey.

UNFINISHED BUSINESS: Fred Brown moved to accept the 2nd reading to Revised Board Policies 3240 Student Conduct; BP 3422 Student Sports – Concussion and the 2nd reading of new Board Policy 2337 Disability History Month. Tom Ator seconded the motion. Discussion followed. There were questions regarding adopting the procedures for each of these policies. The motion carried.

NEW BUSINESS: The Board read for the 1st time new BP 1805 Open Government Trainings, #3247 Isolation Restraint of Students with IEPs or Section 504 Plans, 5409 Unpaid Holidays for Reasons of Faith or Conscience, 3426 Response to Student Injury or Illness. The Board would like to include 3247 procedures on the December agenda. The board read for the 1st time revised BP 2161 Special Education and Related Services for Eligible Students; #3120 Enrollment; 1420 proposed Agenda and Consent Agenda; 1400 Meeting Conduct, Order of Business and Quorum; 2162 Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973. Several changes to policies were discussed and a follow-up on these policies was requested for the December meeting. **Chris Adams moved to** accept Resolution No. 141 to cancel warrant #104550 in the amount of \$1,707.07. Jon Robbins seconded the motion. The motion carried. **Fred Brown moved to** hire Mark Copher as the new maintenance person on a probationary contract for 3 months at \$25/hour at 5 hours per week and at the end of the probationary period, the hourly wage will increase to \$26.64 per hour. He also moved to hire Oscar Perry at \$12.00 per hour as needed. Background checks have been completed. The fingerprinting of Mark Copher still needs to be completed. Tom Ator seconded the motion. The motion carried. **Jon Robbins moved to** hire the ALSC Architectural firm to complete the Facilities Study and Survey for the amount of \$4,748.00. Fred Brown seconded the motion. The motion carried. **Chris Adams moved to** affirm Barb Sevey as the Public Records Officer for the Loon Lake School District. Jon Robbins seconded the motion. The motion carried.

ANNOUNCEMENTS FOR THE PUBLIC: Student-Led Conferences scheduled for November 24 and 25.

ADJOURNMENT: CHAIRPERSON MANDY MCELISH ADJOURNED THE REGULAR SESSION OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS INTO CLOSED SESSION AT 8:05 P.M. FOR TEN MINUTES FOR THE PURPOSE OF DISCUSSING COLLECTIVE BARGAINING CONTRACT NEGOTIATIONS.

AT 8:15 P.M., THE SESSION WAS EXTENDED FOR ADDITIONAL 10 MINUTES BY PUBLIC NOTIFICATION.

AT 8:25 P.M., CHAIRPERON MANDY MCELISH RECONVENED THE MEETING INTO REGULAR SESSION.

NEW BUSINESS (CONTINUED): G. Tom Ator motioned to accept the Letter of Agreement stating: The Loon lake school District and the Loon Lake Education Association hereby agree that the Collective Bargaining Agreement in effect between the parties from September 1, 2012 to August 31, 2013 shall be extended until the date of ratification by both parties of a new agreement, or August 31, 2015, whoever occurs first. Jon Robbins seconded the motion. The motion carried.

ADJOURNMENT: Fred Brown motioned to adjourn the regular meeting of the Loon Lake School Board of Directors. Chris Adams seconded the motion. CHAIRPERSON MANDY MCELISH ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:26 P.M.

CHAIRPERSON

SECRETARY TO THE BOARD

DATE

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
REGULAR MEETING
OCTOBER 21, 2014
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish	Fred Brown	Tom Ator
Chris Adams	Jon Robbins	

STAFF MEMBERS PRESENT:

Brad Van Dyne	Barb Sevey	Joline Dixon
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OTHERS PRESENT:

Dr. Mike Dunn

CALL TO ORDER: CHAIRPERSON MANDY MCELFISH CALLED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:30 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CHANGES TO THE AGENDA: NONE

CONSENT AGENDA: Fred Brown moved to approve the Consent Agenda containing the October Vouchers #104490-104549 in the amount of \$49,252.26; the October payroll in the amount of \$95,918.81 and the September 16, 2014 Tom Ator seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS: NONE

REPORTS: Facilities: Brad Van Dyne reported that the district is still trying to replace Tom Tesch as the district's maintenance person. We may have another interested person. The boiler control panel was replaced and is working. Jeff Simmons repaired the merry-go-round. Tom Tesch repaired the back entry door to the Kitchen. The refrigerator truck was vandalized recently with the battery wires cut and battery stolen. A police report was filed and VL Transport was called in regards to repairing the truck.

Board: Brad Van Dyne gave to each board member information about the training requirement for new and incumbent board members. The WSSDA Annual Meeting will be held this year in Spokane – the board was encouraged to attend. **Superintendent/Principal:** Brad Van Dyne reported on the Positive Behavior program called the Lake Way. To date 392 “outstanding yous awards” have been given to the children– there is a weekly raffle and one student from each class is selected to bring a friend for the Monthly Pizza Party – the committee is still working on the rewards, etc. The next awards assembly is Friday, October 31 followed by the CPO sponsored carnival. Brad Van Dyne reported that the two Washington Reading Corps volunteers are working hard with our children for reading intervention. Also, the first round of MAP testing has taken place. The nomination forms for the Highly Capable program were sent home and 14 to date have been returned. The program is being developed by Lisa Landstrom and Brad Van Dyne. Brad Van Dyne is working with the teachers for the 2014-15 evaluation process.

The safety committee will be meeting and the district is up to date with their required emergency evacuation procedures and fire drills. The Homelink Program held their first on-site class the third week of October. Financial Report: Enrollment and the September financial was discussed.

NEW BUSINESS: Chris Adams moved to approve Resolution No. 140 to cancel warrant no. 104337 in the amount of \$333.90 payable to Ferguson Enterprises, Inc. . Fred Brown seconded the motion. The motion carried. Revised Board Policies #3422 Concussion and Head Injuries, #3420 Student Conduct Expectations and Reasonable Sanctions were read for the 1st time. Discussion followed – the changes to each policy was presented. The 1st reading of new Board Policy #2337 Disability History Month took place. Discussion followed. Dr. Dunn presented to the board the overview of a Capital Projects Levy; the important aspects of the levy; the dates for the 2015 to run a levy and the grant that is offered by OSPI for a facilities study. The committee will meet on Tuesday, October 28 at 5:00 p.m. with Tom Tesch, Fred Brown, Mandy McElfish, Brad Van Dyne, Barb Sevey and Joline Dixon. **Fred Brown moved to** approve the inter-local insurance agreement with Nine Mile Falls School District. Chris Adams seconded the motion. Discussion followed. This agreement allows the district to offer Group Health Insurance to staff members who reside in Spokane County. The motion carried.

ANNOUNCEMENTS FOR THE PUBLIC: CPO carnival and Character of the Month assembly to be held on Friday, October 31, 2014.

PUBLIC COMMENTS FOR FUTURE CONSIDERATION: NONE

EXECUTIVE SESSION: CHAIRPERSON MANDY MCELFISH ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS INTO EXECUTIVE SESSION FOR THE PURPOSE OF EVALUATING THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT AT 7:44 P.M. FOR 20 MINUTES. CHAIRPERSON MANDY MCELFISH RECONVENED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:04 P.M.

NEW BUSINESS (CONTINUED): Fred Brown moved to execute the modified contract with Leona Adams. The motion was seconded by Tom Ator. All board members voted in favor. The motion carried.

ADJOURNMENT: Chris Adams moved to adjourn the regular meeting of the Loon Lake School Board of Directors. Jon Robbins seconded the motion. **CHAIRPERSON MANDY MCELFISH ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:14 P.M.**

CHAIRPERSON

SECRETARY TO THE BOARD

DATE

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
SPECIAL MEETING
APRIL 28, 2015
MINUTES
6:30 P.M.**

BOARD MEMBERS IN ATTENDANCE:

**MANDY MCELFISH
FRED BROWN**

TOM ATOR

CHRIS ADAMS

STAFF MEMBERS IN ATTENDANCE:

**DR. TERRY MUNTHER
BARB SEVEY**

BRAD VAN DYNE

JOLINE DIXON

OTHERS PRESENT: None

CALL TO ORDER: CHAIRPERSON MANDY MCELFISH CALLED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:35 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CHANGES TO AGENDA: None

APPROVAL OF CONSENT AGENDA: Chris Adams moved to accept the Consent Agenda containing Minutes of the March 17, 2015 Board Meeting, The April payroll as presented, the April Vouchers containing #105078 through #105159 and Vouchers #104160 to 105164. Fred Brown seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING THE AGENDA ITEMS: None

REPORTS: Facilities:

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
SPECIAL MEETING
AUGUST 26, 2014
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish	Tom Ator	Jon Robbins (by phone)
Chris Adams (by phone)		

STAFF MEMBERS PRESENT:

Dr. Terry Munther	Brad Van Dyne	Barb Sevey
Teresa Simmons	Monica Coleston	

CALL TO ORDER AND PLEDGE OF ALLEGIANCE: CHAIRPERSON MANDY MCELFISH CALLED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:38 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CONSENT AGENDA: Tom Ator moved to accept the Consent Agenda containing the Minutes of the July 15, 2014 Regular Board Meeting, the actual July 2014 payroll, the August 2014 payroll and the August Vouchers #104320 through \$104368 in the amount of \$72,923.46. Jon Robbins seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS: NONE

REPORTS: Facilities: Dr. Munther reported that the summer buildings and grounds projects such as the computer lab refurbishing, painting, etc. have been completed by Jeff Simmons and Glenn Krieger. Tom Tesch has resigned. He was given a promotion at Deer Park and will not have time to stay with the Loon Lake School District. This vacant position has been posted. Dr. Munther mentioned that the gutter project still needs to be revisited. **Board:** The Annual WSSDA Conference will be held in Spokane this year. **Superintendent:** The Summer Food program has been completed and July revenues and expenditures for the Summer Food program were discussed. Several letters were received from different entities regarding how wonderful the Summer Food Program was and thanking the workers of the program. At the September 16 meeting, the number of meals served will be given to the board along with the final expenditure/revenue report for the Summer Food program. Negotiation with the LLEA has been open and discussion started. The District's Special Education Department has hired a wonderful teacher, Katie McCrea, with years of experience and good Special Education background. The district is still working on sharing a psychologist with Mary Walker School District on a contract basis. There will be an inspection of the Fire System on August 28. The Fall newsletter was sent out to the community. Brad Van Dyne has updated the Student Calendar/Handbook. A letter was sent from Dr. Munther and Brad Van Dyne explaining the new team teaching format. We were awarded two Washington Reading Corp volunteer positions this year and the district interviewed prospective employees and have offered the positions to Jean Hook and Alysha Roach. Articles will be submitted to the Loon Lake Times for their September issue. The three-year Financial Audit has been completed and there were no findings. There will be a recommendation to the Board regarding the Open Public Meetings Act and Executive Sessions. Chris Adams asked Dr. Munther and Brad Van Dyne about the parent responses to the new team teaching format and they both reported that the parents and teachers were both positive. **Principal:** Mr. Brad Van Dyne reported that when he met with teachers regarding negotiations. The group was also able to express any concerns regarding the upcoming school year. Brad Van Dyne thanked the teachers for all of their help and input. Random things completed: Updates to the Handbook – discipline and office procedures to name a few; Teachers have received the 1st module of Engage New York; the computer lab has been remodeled with more visibility; Nate Jones, our technology person, was able to contact "Computer for Kids" and we received 24 laptops at \$24.00 apiece; Nate Jones also updated the wireless access points; classroom projectors and doc cameras were ordered; Brad Van Dyne attended the Special Education Conference for new directors; All certified and para-educators are scheduled for the MAP training on Wednesday, August 27 – event will be catered by Luke's BBQ and

the Staff Welcome Back Meeting will be held on Thursday, August 28 from 8-10:30 a.m. Enrollment was discussed. The July 2013 and 2014 Financial Statements were presented and discussed. Matt Cox of the Paedia High School was not able to make it to this meeting.

UNFINISHED BUSINESS: None

NEW BUSINESS: **Jon Robbins moved to** accept the Homelink certified contracts for Jill Wright and Lisa Landstrom for the 2014-15 school year. Tom Ator seconded the motion. The motion carried. The board was advised that through the ECEAP grant with NewESD101, Kristi Eddy, the school counselor, will also serve as the family advocate for the program. **Tom Ator moved to** accept the contract for Kathryn McCrea as the new special education teacher. Chris Adams seconded the motion. The motion carried. Jon Robbins abstained from the vote. The district received a letter of resignation from Vanessa Gilbert. **Chris Adams moved to** accept Resolution No. 139 cancelling a warrant. Jon Robbins seconded the motion. The motion carried. Dr. Munther presented the Minimum Basic Education Requirements for the 2014-15 school year. There was discussion.. **Chris Adams moved to** approve and certify the Loon Lake School schedule meets the state’s Minimum Basic Education Requirements. Jon Robbins seconded the motion. The motion carried. Regarding an update to Board Policy 3241 Classroom Management and Corrective Action, **Chris Adams moved to** add Mandy McElfish to the 3-year position, Tom Ator to the one year position and Jon Robbins to the two year position as the Disciplinary Appeals Council. Tom Ator seconded the motion. The motion carried. Dr. Munther presented the ECEAP contract to the board. The ESD is hiring the two employees needed for this program. **Tom Ator moved to** authorize Dr. Munther to sign the contract. Jon Robbins seconded the motion. The motion carried.

ANNOUNCEMENTS: The next board meeting is scheduled for Tuesday, September 16, at 6:30 p.m. September 2 – is the 1st day of school. September 10 – the school is going to the fair and September 18 is the Open House BBQ from 5-6:30 p.m.

EXECUTIVE SESSION: CHAIRPERSON MANDY MCELFISH ADJOURNED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS INTO EXECUTIVE SESSION AT 7:45 P.M. FOR THE PURPOSE OF REVIEWING THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT FOR 20 MINUTES. At 8:05 p.m., Board Chairperson Mandy McElfish publically announced that the Session was to be extended for an additional 10 minutes. At 8:15 p.m., Chairperson Mandy McElfish publically announced that the Session would be extended for an additional 20 minutes. **CHAIRPERSON MANDY MCELFISH RECONVENED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:35 P.M. IT WAS MOTIONED AND SECONDED TO ADJOURN THE MEETING. CHAIRPERSON MANDY MCELFISH ADJOURNED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:35 P.M.**

CHAIRPERSON

SECRETARY TO THE BOARD

DATE

**LOON LAKE SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
JULY 15, 2014
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish	Tom Ator	Jon Robbins
Fred Brown	Chris Adams	

STAFF MEMBERS PRESENT:

Dr. Terry Munther (phone)	Brad Van Dyne
Teresa Simmons	Monica Coleston
Barb sevey	Joline Dixon

OTHERS PRESENT:

Dr. Mike Dunn

CALL TO ORDER AND PLEDGE OF ALLEGIANCE: CHAIRPERSON MANDY MCELFLISH CALLED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:35 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CHANGES TO THE AGENDA: None

Dr. Munther welcomed Jon Robbins to the Loon Lake School Board of Directors. Dr. Michael Dunn issued the oath of office for the Board of Director, Jon Robbins.

APPROVAL OF CONSENT AGENDA: Fred Brown moved to accept the July Vouchers, the July 2014 payroll estimation, the June 17, 2014 regular meeting minutes and the June 24 special meeting minutes. Chris Adams seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS: None

REPORTS: Facilities: Painting, cleaning, computer room revision is being taken care of by Jeff Simmons, custodian. Tom Tesch is working on the completion of the compressors repair and replacement. Dr. Munther explained the ongoing gutter recommendation and that the district is working on what is the best solution. **Board:** WSSDA training requirements for all board members must be completed by December 31, 2014. **Superintendent:** Dr. Munther reported: 1st year of TPEP went well, the evaluations have been completed; the district has been award the ECEAP (Early Childhood Education Assistance Program) grant – full days, five days a week, - two employees and one part-time family advocate; REAP monies received; Working on: Hiring a part-time psychologist for our district with the help of Mary Walker School District; adding some Homelink staff and replacing the special education teacher. Combination classes for the 2014-15 school year – 1st/2nd, 2nd/3rd with children kept together (all 2nd all 3rd) for core subjects – such as “walk to read.” **Principal:** Brad Van Dyne reported that the administration had sent a communication to the certified staff regarding the need for balancing classes; combination classes; the need to prep for only one class in the core subject areas and that the children will then be combined for the afternoon special classes. There was discussion regarding this change. Brad Van Dyne attended the Principal Conference at the end of June. Brad Van Dyne reported that he is

currently working on: updating school safety and the discipline program. The Summer Food Program is going well – the audit is in process; but to date, everything is going well. The Financial Report for June 2014 was discussed. The current Homelink enrollment numbers were discussed.

UNFINISHED BUSINESS: None

NEW BUSINESS: There was discussion at the last meeting to look into the possibility of running a Capital Projects levy – Dr. Munther recommended the board form a committee to meet and discuss the needs of the district and come back to the Board with their recommendations. Mandy McElfish and Fred Brown will meet with others on the committee on Tuesday, August 19 at 5:30 p.m. Monica Coleston presented the Homelink Program end of the year report. **Fred Brown moved to** accept the Homelink 2014-15 program changes as presented. Tom Ator seconded the motion. The motion carried. The Board discussed the contract with the NewESD101 for the 2014-15 school year. **Fred Brown moved to** approve the 2014-15 .50 FTE ECEAP Teaching Contract for Vanessa Gilbert. Chris Adams seconded the motion. The motion carried. **Chris Adams moved to** approve the 2014-15 .25 FTE Homelink teaching contract for Wendy Dougherty. Fred Brown seconded the motion. The motion carried.

ANNOUNCEMENTS FOR THE PUBLIC: None

PUBLIC COMMENTS FOR FUTURE CONSIDERATION: None

EXECUTIVE SESSION: CHAIRPERSON MANDY MCELFISH ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS INTO EXECUTIVE SESSION TO MEET WITH LEGAL COUNSEL FOR 30 MINUTES REGARDING POTENTIAL LITIGATION AT 7:45 P.M. VICECHAIRPERSON CHRIS ADAMS ASKED FOR A 15 MINUTES EXTENTION AT 8:15 P.M. CHAIRPERSON MANDY MCELFISH RECONVENED THE REGULAR MEETING INTO REGULAR SESSION AT 8:30 P.M. WITH NO ACTION TAKEN.

ADJOURNMENT: Fred Brown moved to adjourn the regular meeting of the Loon Lake School Board of Directors. Tom Ator seconded the motion. The motion carried. **CHAIRPERSON MANDY MCELFISH ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:30 P.M.**

CHAIRPERSON

VICE-CHAIRPERSON

DATE

**LOON LAKE SCHOOL DISTRICT #183
BOARD OF DIRECTORS
REGULAR MEETING
MAY 20, 2014
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish	Fred Brown	Tom Ator
Chris Adams		

STAFF MEMBERS PRESENT:

Dr. Terry Munther	Brad Van Dyne	Barb Sevey
Joline Dixon	Sandra Clark	

OTHERS PRESENT:

Kathy Brown	Todd lester	Deedee Hodgson
Jon Robbins	Tommy Riviera	Dr. Mike Dunn
Robert Bauer		

CALL TO ORDER AND PLEDGE OF ALLEGIANCE: CHAIRPERSON MANDY MCELFISH CALLED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:33 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CHANGES TO THE AGENDA: NONE

APPROVAL OF CONSENT AGENDA: Fred Brown moved to approve the Consent Agenda containing the May Vouchers #103992-104082 in the amount of \$263,723.28; the May 2014 payroll as presented; the April 22, 2014 special Board Meeting Minutes and the May 14, 2014 Special Meeting Minutes. Tom Ator seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS: NONE

REPORTS: Facilities: Dr. Munther explained our “data service” room and the need for the repair to the squirrel fan. The district did the following: Purchased a room air conditioner, called Pro Mechanical who prepared a bid for repair; Dr. Munther contacted Tom Tesch for repairing the fan. Dr. Munther also spoke to him about returning to the district as the Maintenance Supervisor; after much thought, Tom Tesch is now employed by the Loon Lake School District again. The lawn tractor has been repaired and the grounds are being worked on now. The 4th/5th grade classroom heating/cooling system is down but Tom Tesch will oversee the replacement (the district has one unit in storage). Dr. Munther recommended purchasing another one to have on hand in case of any further repair/replacement.
Board: Dr. Munther explained the new training rules for new school directors and also discussed the training for existing board members that was included in their board packet. **Superintendent:** Dr. Munther explained the state flexibility waiver ends August 31, 2014; so, therefore, all schools must meet the NCLB requirements. The district applied for an Early Childhood Education grant in cooperation with the NEWESD 101. The district also applied for the Washington Reading Corps grant and was awarded two positions for the 2014-15 school year. The District is working with several other districts for

professional development grants. **Principal:** Brad Van Dyne stated that this is a crazy, busy awesome time of the year. The smarter Balance Testing is taking place at this time. The Instructional Committee is currently looking at the district's math curriculum which is not aligned to the new standards. The district will be working with the "engage New York" program next year. The 6th grade teacher, Mrs. Hodgson, has already had her class working this program. At this time, the "engage New York" program is free. The district will use this program as a pilot program in the 2014-15 school year. Dr. Munther explained Board Policy 2020 and the intent of a Pilot Program. The Annual Parent Survey for the Title I program will be sent home on Wednesday, May 21. All computers are updated and/or replaced. The 6th Grade Trip will take place at Camp Gifford instead of Camp Swayolakan this year. The Spring Dessert is scheduled for Thursday, May 22, at 6:30 p.m. **Financial:** Enrollment for May was presented. The numbers are up a little. Hires or Discharges – **Chris Adams moved to** accept Chris Sonneland's resignation as teacher for the Homelink Program effective August 31, 2014. Fred Brown seconded the motion. The motion carried. The Financial Reports for April 2013 and April 2014 were compared.

UNFINISHED BUSINESS: Chris Adams read for the 2nd time and moved to adopt Board Policy 6600 Transportation and Procedures that include the 1st grade students' transportation (dropping off at night). Fred Brown seconded the motion. The motion carried. **Fred Brown read for the 2nd time and moved to** adopt BP 5280 Termination of Employment. Tom Ator seconded the motion. Carried.

NEW BUSINESS: Chris Adams moved to adopt Resolution #136 transferring GF money to DS for the VL Transport building payment. Fred Brown seconded the motion. The motion carried. **Fred Brown moved to** adopt Resolution #136 GF Interfund loan to CP. Chris Adams seconded the motion. The motion carried. **Fred Brown moved to** adopt Resolution #138 to Cancel warrant no. 103579. Tom Ator seconded the motion. The motion carried. **Chris Adams moved to** adopt Corrected Resolution #134 to change the number of a cancelled warrant. Fred Brown seconded the motion. The motion carried. Revised Board Policy 2190 Highly Capable Program was read for the 1st time. The District must have a Highly Capable Program plan for the 2014-15 year and is currently working on the selection piece of it. Dr. Munther recommended that there should be a work session before the next board meeting for the purpose of reviewing the Highly Capable Plan and the Title I Schoolwide Plan. Dr. Munther explained the Board has a District Board Policy for Title I, but there must be a Building Policy as well. New Board Policy 4131 Loon Lake School Title I Building Policy was read for the 1st time. **Fred Brown moved to** approve the budgeted and funded classified staffing levels as the district sees the need for the superintendent to implement the necessary steps to reduce classified staff hours because there may not be sufficient funds to sustain staff with the current hours. Chris Adams seconded the motion. The motion carried.

Mandy McElfish recessed the regular meeting of the Loon Lake School Board of Directors at 7:35 p.m. for a brief ten minute intermission. The meeting reconvened at 7:42 p.m.

The Board interviewed the following three for the position of Board of Director that was vacated by Kim Gillis: Jon Robbins, Deedee Hodgson and Todd Lester.

Mandy McElfish adjourned the regular meeting of the Loon Lake School Board of Directors at 8:18 p.m. for 20 minutes into Executive Session for the purpose of evaluating the qualification of the three candidates for the appointment to an elective office. The board requested an additional 10 minutes at 8:28 p.m. The meeting was reconvened into regular session at 8:45 p.m.

NEW BUSINESS: (Continued) Dr. Munther thanked all the candidates. Chris Adams thanked the three candidates and mentioned the great respect he had for them. **Chris Adams moved to** accept Jon

Robbins as the new Loon Lake School Board of Director. Mandy McElfish seconded the motion. Roll Call vote: Chris Adams – aye, Tom Ator – aye, Fred Brown – aye, Mandy McElfish – aye. Congratulations to Jon Robbins.

ANNOUNCEMENTS FOR THE PUBLIC: Preschool/Jump Start Graduation May 29; May 30 end of the year reward assembly; June 6 – Kindergarten graduation; June 6 – Jog-a-thon; Book Fair; June 11 – 6th Grade graduation; June 12 – all school picnic at Chewelah Park and June 13 the last day of school.

PUBLIC COMMENTS FOR FUTURE CONSIDERATION: There will probably be a special meeting in June for the review and approval of the 2014-15 budgets.

EXECUTIVE SESSION: Mandy McElfish adjourned the regular meeting of the Loon Lake School Board of Directors at 8:50 p.m. for 20 minutes. The Board came out at 9:10 p.m. and requested another 20 minutes. The meeting was reconvened into regular session at 9:32 p.m.

Fred Brown moved to have the Board hire Dr. Munther as the superintendent for the 2014-15 school year with a calendar to be developed and when Dr. Munther is not available Brad Van Dyne will be named the superintendent with a consulting contract with the NEWESD 101 to assist Brad Van Dyne – all pending legal approval. Tom Ator seconded the motion. Discussion followed. The motion carried.

ADJOURNMENT: Fred Brown moved to adjourn the meeting. Tom Ator seconded the motion. The motion carried. **CHAIRPERSON MANDY MCELFISH ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 9:38 P.M.**

Chairperson

Secretary to the Board

Date

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
SPECIAL MEETING
MAY 14, 2014
MINUTES**

BOARD MEMBERS IN ATTENDANCE:

Mandy McElfish Fred Brown Tom Ator Chris Adams

STAFF MEMBERS IN ATTENDANCE:

Dr. Terry Munther Barb Sevey Joline Dixon

CALL TO ORDER: CHAIRPERSON MANDY MCELFLISH CALLED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 4:22 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

NEW BUSINESS: Dr. Munther discussed the 2014-15 budget and suggested that the two provisional teachers and the part-time Homelink Teacher be given Reduction in Force noticed on Wednesday, May 15, 2014. The projected enrollment was discussed. At this time, there is quite a significant decrease in enrollment in the Homelink Program. After this discussion, the board determined that there was a need for the reduction of certificate staff. **Fred Brown moved to** direct the superintendent to implement the necessary steps to reduce certificated staff because there may not be sufficient funds to sustain staff at current levels. Tom Ator seconded the motion. The motion carried.

ADJOURNMENT: Fred Brown moved to adjourn the special meeting of the Loon Lake School Board of Directors. Chris Adams seconded the motion. The motion carried. **CHAIRPERSON MANDY MCELFLISH ADJOURNED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 4:46 P.M.**

CHAIRPERSON

SECRETARY TO THE BOARD

DATE

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
APRIL 22, 2014
SPECIAL MEETING
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish	Fred Brown	Chris Adams
Tom Ator		

STAFF MEMBERS PRESENT:

Dr. Terry Munther	Brad Van Dyne	Barb Sevey
Sandra Clark	Teresa Simmons	Joline Dixon

OTHERS PRESENT:

Kathy Brown	Dave Clark	De Pelan
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CALL TO ORDER AND PLEDGE OF ALLEGIANCE: CHAIRPERSON MANDY MCELFLISH CALLED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:35 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

APPROVAL OF CONSENT AGENDA: Chris Adams moved to approve the April Consent Agenda
Fred Brown seconded the motion. The motion carried.

PUBLIC COMMENTS FOR AGENDA ITEMS: NONE

REPORTS: Facilities - Dr. Munther reported that he had recently spoke with Tom Tesch, the former maintenance supervisor, regarding the “gutter” problem in the front of the school by the main door and by the Kindergarten classroom. Chris Adams recommended redirecting the flow of water to the North of the school. Contractors will be contacted to solicit estimates. Tim’s Comfort was in the building today preparing an estimate of repair/replacement for the compressor. Tom Tesch informed Dr. Munther that the district already owned one new compressor and would only need to pay for the installation. The part for the repair of the main door has been ordered. **Board -** None **Superintendent** – Dr. Munther reported that at the May Board meeting, the budget development will be discussed. RIF notices must be sent to certificated staff by May 15, 2014. The Highly Capable Plan and the Title I Plan will be presented to the board at the May meeting. The Substantially Similar Committee met again to discuss the addition to the basic education curriculum offerings such as: guitar, piano, Tae Kwan Do that is being held in P.E. classes and after school and also the gymnastic class that was held during P.E. This is the time of the year that our Homelink Program parents are notified as to what programs the district will be pay for next year out of student funds. We are still working with ESD for the 2014-15 ECEAP program. With the resignation of Troy Dowdle as the technology tech, the District has contracted with the ESD for the duration of the year. ESD helped us get in contact with “Computers for Kids” last month. **Principal** –Brad Van Dyne took the group to the computer room to show everyone the newly updated computer lab (hard drive, keyboard, mouse, monitor). 35 computers were purchased for the lab, two for Homelink, one for Special Education and 1 for the Title classroom. Letters were sent to parents regarding the testing schedule that begins next week through June 3. A big thank you to Joline Dixon for her help with the testing. April late start was spent working with the teachers. Chris Adams joined

the Curriculum Committee that met the 1st of April to discuss new curriculum purchases. The Committee is going slow and not trying to rush into anything at this time. A letter was received from the Loon Lake Food Pantry and we helped raise \$346.00 with our penny drive. On April 3, the Family Fun Movie night was held and was a great success. May 20 – Kindergarten Roundup is scheduled with a fun morning of activities planned by Kindergarten Teacher Cara Dyck. **Financial** – The April 2014 enrollment was reported. Hires or Discharges – The district received a resignation from Homelink Teacher, Chris Sonneland, effective at the end of this year. The March 2014 Financial Statement was reviewed.

UNFINISHED BUSINESS: Revised Board Policies 2024 Online Learning; 2255 Alternative Learning Experience; 3416 Medication at School (a question was asked at the March meeting concerning the nasal spray – it is the nasal spray that is used for seizures); 4215 Use of Tobacco and Nicotine products and Delivery Devices and 2336 Required Observances were read for the 2nd time. **Fred Brown moved to** accept the revised Board policies as presented. Tom Ator seconded the motion. The motion carried.

NEW BUSINESS: The Loon Lake School Board was presented with the resignation letter of Kim Gillis as board director. **Fred Brown moved to** accept her resignation. Chris Adams seconded the motion. The motion carried. A “Board plaque” will be ordered for Kim Gillis for her years of service to the community and children of Loon Lake. Dr. Munther discussed the necessary steps for filling the Board of Directors vacancy according to BP 1114 – the district will advertise for interested people to send their resumes by May 20 to the district office. **Fred Brown moved to** accept Resolution No. 134 cancelling warrants as presented. Tom Ator seconded the motion. Discussion followed. The motion carried. **Fred Brown moved to** accept Resolution No. 135 repayment of the loan from General Fund to the Capital Projects fund of May 2013. Tom Ator seconded the motion. The motion carried. Dr. Munther presented the need for the revision to BP 6600 Transportation and procedure – adding 1st Grade children along with Kindergarten children that the bus drivers are waiting for at the time of take home that there is a parent waiting for the child. Revised BP 6600 was read for the 1st time. Dr. Munther will request additional training of the district bus drivers regarding this change. **Fred Brown moved to** accept the 6th Grade trip to camp Sweyolakan as presented. Chris Adams seconded the motion. The motion carried. **Chris Adams moved to** declare the kitchen fryer as surplus equipment. Fred Brown seconded the motion. The motion carried. The 2014-15 proposed calendar was presented to the board. **Fred Brown moved to** accept the 2014-15 calendar as presented. Tom Ator seconded the motion. The motion carried. Revised Board Policy 5280 Termination of Employment indicating the change of notification from May 1 of the year to April 1 was read by Dr. Munther for the 1st time.

ANNOUNCEMENT FOR THE PUBLIC May Board Meeting is scheduled for May 20, 2014 at 6:30 p.m. On May 22, 2014, Grades K-6 will perform at 6:00 p.m. for the Spring Dessert. The Talent Show is scheduled for May 31 from 4-6 p.m.

EXECUTIVE SESSION: Chairperson Mandy McElfish adjourned the special meeting of the Loon Lake School Board of Directors at 7:30 p.m. for the purpose of reviewing the performance of a public employee (the superintendent). The Board indicated that there could be action taken on this. The meeting was reconvened at 7:55 p.m. by Chairperson Mandy McElfish.

NEW BUSINESS (CONTINUED): **Fred Brown moved to** begin contract negotiation with the NEW ESD 101 to enter into an administrative service contract utilizing Dr. Terry Munther as the superintendent for the District. Tom Ator seconded the motion. The motion carried. **Fred Brown moved to** adjourn the special meeting of the Loon Lake School Board of Directors. Chris Adams seconded the motion. The motion carried.

ADJOURNMENT: CHAIRPERSON MANDY MCELFIH ADJOURNED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 8:00 P.M.

CHAIRPERSON

SECRETARY TO THE BOARD

DATE

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
REGULAR MEETING
MARCH 18, 2014
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish Chris Adams Fred Brown

STAFF MEMBERS PRESENT:

Dr. Terry Munther Brad Van Dyne Barb Sevey
Teresa Simmons Joline Dixon Sandra Clarki

OTHERS PRESENT:

Joan Easley Leona Adams Kathy Brown

CALL TO ORDER: CHAIRPERSON MANDY MCELFISH CALLED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:34 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CHANGES TO THE AGENDA: Add under New Business F: Fred Brown requested a letter be sent to Kim Gillis asking what her intentions are regarding her position as Loon Lake School Director. **New Business G.** Approval of addendum to the Homelink Curriculum.

CONSENT AGENDA: Fred Brown moved to accept the Consent Agenda containing the March Vouchers, the March payroll and the February 20, 2014 Special Meeting Minutes. Chris Adams seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS: None

REPORTS: Facilities: The faucet in the 2nd/3rd grade classroom has been repaired. Bids have been requested for the repair/replacement of the heat pumps (one down in the cafeteria and one very noise in the 4th/5th grade classroom). The door bar needs to be replaced on the main door. Chris Adams questioned the draining problem in the front of the building (dry well as mentioned as an option). Dr. Munther will contact Tom Tesch about what was pursued to fixing the problem in the past. **Board:** The F1 for all Board Directors is due for the Public Disclosure Commission – can file on-line.

Superintendent: Dr. Terry Munther reported the following: The Food Service Audit is now complete and the district passed the Nutritional Analysis requirement. The District is contracting with the ESD for technology services. The ESD is looking into Computers for Kids for the District. These are computers that have newly-cleaned hard drives and acceptable monitors for \$27.00 for each one (these also come with an operating program already installed). The District is applying for a Feed Your Brain summer school grant. The Highly Capable program is being updated as per the new state requirements. There

is a Title I/LAP District meeting scheduled for next week. The ESD has reviewed the Loon Lake School District's Special Education Files and they are all complete.

Principal: Principal Brad Van Dyne reported on the successful winter ski and bowling program – very organized. He was very impressed with the job well done. Dr. Seuss Night was held and each child was given a book and a special bag full of Dr. Seuss goodies. There was a second session of guitar lessons added to the after school schedule. This session will be taught by Chris Adams. Mr. Dan Lynn is working with the K-3 children during the regular P.E. classes teaching them Tae Kwan Do and after school with Grades 4-6 – currently there are 47 children signed up for after school. The Positive postcards have been sent to 73 of our students. Nate, the technology tech from ESD is working on bringing our computer lab up to standard for the Smarter Balance Testing coming at the end of April. The 2nd round of teacher observations is now complete. Spring Conferences have been scheduled. Spring Break is around the corner. Chris Adams questioned curriculum for the Common Core Standards –looking at on-line instead of books). Brad Van Dyne reported a couple of teachers are using “Engage New York” on-line – Chris Adams offered to help with the selection of the Instructional Material. Fred Brown mentioned that he knew of someone currently using the “Engage New York” curriculum.

Enrollment was presented. No Hires or Discharges to report. The February 2013 and February 2014 Financial Statements were reviewed.

UNFINISHED BUSINESS: None

NEW BUSINESS: **Fred Brown moved to** accept the 1st Reading of Board Policies 2024 On-Line, 2255 ALE, 3416 Medication at School, 4215 Use of Tobacco and Nicotine Products and Delivery Devices, 2336 Required Observances. Chris Adams questioned the last paragraph of BP 3416 Medication at School. The district will call the ESD Nurse Corps for clarification. Chris Adams seconded the motion. The motion carried. Dr. Munther reported that the Summer Food Committee met three times as requested by the board and the committee recommend continuing with the program with adjustments as per the results of the audit last summer, without using any district funds, reducing the number of sites by consolidating several, out of district sites be supervised by someone other than Loon Lake School district personnel. The committee also recommended that the taxpayers be informed of the program and that the district levy dollars not used to support the program. The summer food program is sponsored and managed by the district. The committee recommends to the Board that the application for the summer food program be completed by the May 15 deadline. Chris Adams questioned how the positions are filled. Dr. Munther mentioned that the staff that was used in the past could be rehired. Leona Adams remarked on the intent of the program and that she is concerned that the program will not break even with the modifications that were suggested by the committee. Chris Adams would like to more partnering with the other communities. More discussion followed. **Fred Brown moved to** continue with the application process as per the recommendations of the summer food committee. Chris Adams seconded the motion. The motion carried. **Fred Brown moved to** accept Resolution No. 133 Unsafe Walking. Chris Adams seconded the motion. The motion carried. **Chris Adams moved to** change the date of the April Regular Meeting to April

22, 2014 at 6:30 p.m. The meeting will be posted as a Special Meeting because of the date change. Fred Brown seconded the motion. The motion carried. Dr. Terry Munther asked the Board for a letter that the Loon Lake School District is interested in the ESD's Cooperative for the ECEAP program. The grant application is due by May. **Fred Brown authorized** Dr. Terry Munther to write the letter for Loon Lake School District to be in the ECEAP Cooperative offered by the ESD. Chris Adams seconded the motion. The motion carried. Dr. Terry Munther was asked by the Board to write a letter to Board Director Kim Gillis that would ask her of her intentions to continue in her position as Board Director. **Fred Brown moved to** approve the Addendum to Approved Homelink Instructional Materials. Chris Adams seconded the motion. The motion carried.

ANNOUNCEMENTS FOR THE PUBLIC: April 3 – Family Fun Movie Night with CPO popcorn and 6th grade candy concessions. The Annual Talent show is scheduled for Saturday, May 31st.

PUBLIC COMMENTS FOR FUTURE CONSIDERATION: None

EXECUTIVE SESSION: Chairperson Mandy McElfish adjourned the regular session of the Loon Lake School Board of Directors at 8:10 p.m. for the purpose of evaluating the Superintendent for 35 minutes. At 8:45 p.m., the Board announced another 20 minutes to continue the evaluation. The meeting was reconvened at 9:00 p.m.

Chairperson Mandy McElfish announced the Loon Lake School Board is happy with the direction the administration is going. The Board will continue discussion with the ESD about the structure of the administration moving forward for next year.

ADJOURNMENT: Fred Brown moved to adjourn the regular meeting of the Loon Lake School Board of Directors. Chris Adams seconded the motion. The motion carried. **CHAIRPERSON MANDY MCELFISH ADJOURNED THE REGULAR MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 9:03 P.M.**

CHAIRPERSON

SECRETARY TO THE BOARD

DATE

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
SPECIAL MEETING
FEBRUARY 20, 2014
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish	Tom Ator	Fred Brown
Chris Adams		

STAFF MEMBERS PRESENT:

Dr. Terry Munther	Brad Van Dyne	Barb Sevey
Joline Dixon	Sandra Clark	Jeff Simmons
Teresa Simmons		

OTHERS PRESENT:

De Pelan	Joan Easley	Kathy Brown
Keith Riley	Leona Adams	Tommy Riveria

CALL TO ORDER: BOARD CHAIRPERSON MANDY MCELFISH CALLED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:35 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CONSENT AGENDA: Tom Ator moved to accept the consent agenda containing the February vouchers #103636 through 103716; the February payroll as presented and the January 23, 2014 Special Meeting Minutes. Fred Brown seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS: Leona Adams mentioned a question about matriculation for our sixth students. Dr. Munther advised her that the subject would be discussed later in the agenda.

REPORTS: Facilities: Dr. Munther mentioned that: the warmer has been installed in the kitchen; the heat pump in the cafeteria needs to be repaired or replaced – we are waiting for another bid; the 5th grade classroom heat pump is in need of repairs. **Board:** Chris Adams mentioned a webinar on school fundraising that WSSDA will host on Thursday, March 27. Mandy McElfish reported that there is a *roles and responsibilities of a new board member* webinar coming up on Thursday, February 27 at noon. **Superintendent:** Dr. Munther stated the Food Service Audit went well – thanks to the Staff for all of their hard work. No funds are to be recovered. A Nutritional Analysis has been started for the week of February 10-14. The CPR (Comprehensive Program Review) review will take place next year – this review looks at all programs both academically and fiscally. The district is working hard on Substantially Similar for the ALE program – we have TaeKwanDo, piano lessons and guitar lessons. We are currently working with ESD for the ECEAP application. The ESD did mention that there might be a chance that there will be a change to the program to expand it to a full day including childcare. The change is still in legislation. The district needs to complete the letter of intent to participate. There has been a change in the district’s technology department – Troy Dowdle resigned his position. Upgrades need to continue – ESD will take over for the balance of the year as the computer lab needs to be made ready for the smarter balance testing. The district is currently doing an ALE audit – program and enrollment. Chris Adams asked about the district’s Highly Capable program – There was discussion that

there isn't currently a Highly Capable Program at Loon Lake, but by next year there will be as it is a requirement. Chris Adams asked about the cost of doing business with the ESD for technology. Dr. Munther stated that as Troy Dowdle's contract is now complete that the balance of the money designated for technology would be used for this expense. There were some day care questions that were discussed. **Principal:** Mr. Brad Van Dyne reported that 24 students were honored at the last Character of the Month/Spiraling Upward Assembly. The bowling and skiing program is currently underway. The BELLS (student government) recently held a meeting – Mr. Van Dyne remarked how “cool” it was to have this active group meeting and discussing items for the students. Keri Hodgson, Cara Dyck and Brad Van Dyne have all been attending the “Student Growth” training seminars that past several months. The next late start – March 12 will have Student Growth as its main agenda item. Recently the district purchased a new assessment tool - Measurement of Academic Progress – MAP. There will be staff training sometime in August. This assessment will help teachers with instructional decisions in order to meet their students' needs. The Smarter Balance is a pilot test this year. Brad Van Dyne and the Instructional Committee have been ordering some pilot curriculum for the district for Math. The computer lab needs to be ready for the smarter balance test – a secure browser needs to be installed on all the computers in the lab before the test. Chris Adams questioned the testing accommodations for a special education student. Accommodations were discussed. **Financial:** Enrollment for the elementary school is at 106 with preschool/Jumpstart at 14 and Homelink currently has 144 students enrolled. Hire, discharges or Resignations – **Fred Brown moved to** accept Troy Dowdle's resignation effective on Friday, February 14, 2014. Chris Adams seconded the motion. The motion carried. The January Financial Statement was discussed.

UNFINISHED BUSINESS: **Fred Brown moved to** accept the 2nd reading of Board Policy 3240 Student Conduct Expectations and Board Policy 1630 Evaluation of the superintendent. Tom Ator seconded the motion. The motion carried.

NEW BUSINESS: Dr. Munther reported that the Summer Food Program Committee has met twice. He contacted several of the local superintendents and discussed running our program more efficiently. The committee recommended to the board to complete the Letter to Participate for the summer food program. **Fred Brown moved to** submit the Letter to Participate in the summer food program for the Loon Lake School District. Chris Adams seconded the motion. The motion carried. The next regular meeting of the Loon Lake School Board of Directors will be held on Tuesday, March 18, 2014 at 6:30 p.m. Dr. Munther reported that there were five buses that need to be declared surplus – three will be kept for parts and the two that are running will be put up for sale. The money received from these sales will go to the Transportation Vehicle Fund. Tom Ator moved to declare the five buses (Vin #1BAAFCSA2LF033975, #4DRGSCNN1NA051437, #ABAAHCS6M040651, #1FD@B80C8SVA75169, #1HVBBAAN3SH638762) as presented as surplus. Fred Brown seconded the motion. The motion carried.

ANNOUNCEMENTS FOR THE PUBLIC: Student Award Assembly will be held next Thursday, February 27. Dr. Seuss night is scheduled for Thursday, March 6 from 5-7 p.m. The Spring Luncheon has been scheduled as an evening performance with a meal set for Thursday, May 27. The Talent show has been tentatively set for Saturday, May 31 from 4-6 with a meal afterwards.

PUBLIC COMMENTS FOR FUTURE CONSIDERATION: Leona Adams asked about Matriculation Testing – Kay Frizzell of Great Northern had spoken with her earlier about Matriculation Testing – she thought he might have some more information for our district. Dr. Munther told Leona Adams that he had just spoken with Kay Frizzell regarding her question and Mr. Frizzell's response was that his district does not

do Matriculation Testing, but rather the teachers stay in contact with the districts that receive their former students for further communication regarding the former students and their progress. Leona Adams asked if Dr. Munther had looked into any other summer school grants. Dr. Munther told her that he had information about the Feed Your Brain grant.

EXECUTIVE SESSION: NONE

ADJOURNMENT: Chris Adams moved to adjourn the special meeting of the Loon Lake school Board of Directors. Fred Brown seconded the motion. The motion carried. **CHAIRPERSON MANDY MCELFISH ADJOURNED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 7:44 P.M.**

CHAIRPERSON

SECRETARY TO THE BOARD

DATE

**LOON LAKE SCHOOL
BOARD OF DIRECTORS
SPECIAL MEETING
JANUARY 23, 2014
MINUTES**

BOARD MEMBERS PRESENT:

Mandy McElfish Tom Ator Chris Adams Fred Brown

STAFF MEMBERS PRESENT:

Dr. Terry Munther Mr. Brad Van Dyne Barb Sevey Joline Dixon
Jeff Simmons Teresa Simmons Monica Coleston

OTHERS PRESENT:

Joan Easley Leona Adams Mike Phillips

CALL TO ORDER AND PLEDGE OF ALLEGIANCE: CHAIRPERSON MANDY MCEL FISH CALLED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS TO ORDER AT 6:32 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

CHANGES TO THE AGENDA: None

CONSENT AGENDA: Tom Ator moved to approve the Consent Agenda containing the December 17, 2013 Minutes, the January 2014 Accounts Payable Voucher #103523 to 103603 in the amount of \$37,355.50; the January payroll as presented. Fred Brown seconded the motion. The motion carried.

PUBLIC COMMENTS REGARDING AGENDA ITEMS: None

REPORTS: Facilities: Dr. Munther reported that the security cameras at the Homelink Building have been replaced. Trent Tesch, Maintenance, was contacted regarding the cafeteria and the lack of heat – He is aware of the problem – needs a new condenser. Trent Tesch also reported to Dr. Munther that he thought the installation of the warmer purchased for the kitchen should be installed by an electrician – one has been notified and will present a bid for the installation. Chris Adams mentioned the “ice rink” beside the front of the school. Discussion followed – many ideas were discussed – Dr. Munther recommended that a short-term fix would be the sand on it that Tom Ator suggested, but that the district would look at the problem again in the Spring for a long term remedy. **Board:** Chris Adams reported on a Funding webinar presented by WSSDA in March. **Superintendent:** Dr. Terry Munther reported on the committees that have been meeting over the past month – all led by Principal Brad Van Dyne - Safety Committee; School Improvement/Title I/LAP – updating our current schoolwide plan; Homelink/Substantially Similar – meeting the needs of both Homelink and the elementary school children; Wellness/Nutrition – upcoming audit; Instructional; School Climate – all of these committees are meeting at least monthly. ECEAP personnel from the ESD met with Dr. Terry Munther and visited our facility – our elementary building meets the criteria for ECEAP participation. **Principal:** Mr. Brad Van Dyne reported that: At the last Late Start, an introductory to IXL was presented; Certified evaluations are continuing – the must rate themselves; he has met with all of the para-educators; music lessons – two sessions of musical keyboarding and one session of guitar is now taking place at the elementary school to meet the requirements of substantially similar – looking at hiring another teacher for another session of guitar. **Financial:** Enrollment for the Elementary school is 106 (new student recently added) 14 Students in the preschool/jumpstart programs and 146 students enrolled in the Homelink Program. No Hires or discharges to report. The December Financial Report was presented. Chris Adams asked that the last year’s month’s financial statement be included in the monthly reports. **Homelink report:** Monica Coleston presented the Loon Lake School Homelink program. Questions followed.

UNFINISHED BUSINESS: None

NEW BUSINESS: Governor Jay Inslee declared January as School Board Appreciation Month – this is the 19th year of this. Dr. Terry Munther presented each board member a “Certificate of Recognition.”

Dr. Terry Munther read for the 1st time revised BP 3240 Student Conduct Expectations. Dr. Munther recommended accepting the 1st reading. **Fred Brown moved to** accept the 1st reading of BP 3240 Student Conduct Expectations. Chris Adams seconded the motion. The motion carried. Dr. Terry Munther read for the 1st time revised BP 1630 Evaluation of the superintendent. Dr. munther mentioned that this policy was new to the district (it was included in another policy before) and he recommended accepting the 1st reading. **Chris Adams moved to** accept the 1st reading of revised BP 1630 Evaluation of the superintendent. Fred Brown seconded the motion. The motion carried.

Dr. Munther mentioned that the District must fill out an Intent to Participate for the Summer Food Program by March 14, 2014 and the application needs to be filed by May 16, 2014. Dr. Munther gave a brief report on the Summer Food Program. The Board needs to decide about continuing with the summer food program. It was his recommendation that a committee be formed to review the prior year’s program and make a recommendation to the board for the next year’s program. The Committee members are: Dr. Terry Munther, Leona Adams, Fred Brown, Kim Gillis, Jeff Simmons and Barb Sevey. The first meeting will be held at the school on Thursday, January 30, 2014 at 6:00 p.m. Dr. Munther explained the 2013 Sick Leave Buyback for the district. **Chris Adams moved to** accept the sick leave buyback request as presented. Fred Brown seconded the motion. The motion carried. Fred Brown moved to change the February regular meeting to Tuesday, February 25, 2014 at 6:30 p.m. Tom Ator seconded the motion. The motion carried. **Fred Brown moved to** accept the Winter Ski and Bowling Programs for February 7, 14 and 21, 2014. Tom Ator seconded the motion. The motion carried.

ANNOUNCEMENTS FOR THE PUBLIC: Guitar and keyboard lessons have started. Questions were asked about IXL and access for Homelink. A question was asked about testing 3 times a year in the elementary and how often there was testing in the homelink. Discussion followed. The new assessments were discussed. Leona Adams asked if ECEAP had approved the Homelink building – both building have been approved for the ECEAP program. There was more discussion about the ECEAP program. A question about the Ski Program and how a community member could donate was asked. It was mentioned that the district should look at Summer School Grants for children.

EXECUTIVE SESSION: Chairperson Mandy McElfish adjourned the special meeting of the Loon Lake School Board of Directors into Executive Session for the purpose of evaluating the performance of a public employee at 8:05 p.m. for 30 minutes with no action to be taken. At 8:35 p.m., Chairperson Mandy McElfish announced that the board would be in Executive Session for another 45 minutes. Chairperson Mandy McElfish reconvened the special meeting of the Loon Lake School Board of Directors at 9:20 p.m.

The board recommended continuing to discuss contractual arrangements.

ADJOURNMENT: CHAIRPERSON MANDY MCELFISH ADJOURNED THE SPECIAL MEETING OF THE LOON LAKE SCHOOL BOARD OF DIRECTORS AT 9:20 P.M.

CHAIRPERSON

SECRETARY TO THE BOARD

DATE