



Conway School Board
December 2019 Regular Board Meeting
Meeting Minutes

Digital Media Commons-5000 Building
12/16/2019 07:00 PM

A. Call to Order

Director Sicklesteel called the meeting to order at 7:01PM.

B. Flag Salute

C. Roll Call

(Roll Call)

Staff Present: Jeff Cravy, Jennifer Larson, Tim Dickinson, Angela Pederson, Suzi Rivas, and Nancy Riches.

Roll Call:

Present:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Absent:

D. Additions/Deletions to the Agenda

Okerlund Donation was added to the action agenda.

E. Communications

None

1. CEA/PSE Comments

None

2. Staff Comments

None

3. PTA Comments

PTA President Libby Moga shared information about success of holiday basket program, biennial auction, and afterschool programs.

4. Public Comments

None

CONWAY SCHOOL DISTRICT NO. 317 BOARD OF DIRECTORS

Thom Sicklesteel President, Ben Winkes, Vice-President
Amy Hughes, Director, Wade Melton, Director, Nate Wolfe, Director

F. Swearing of Elected Board Members

(Action)

Director's Melton, Sicklesteel, and Wolfe were sworn is as re-elected board members.

G. Election of Board Officers

(Action)

1. President of the Board

(Vote)

Director Sicklesteel called for nominations for the office of President.
Director Melton nominated Director Winkes for the office of President.
Director Sicklesteel asked for other nominations; having none, Director Sicklesteel closed the floor for nominations for the office of President without objections.
Director Sicklesteel called for a vote to elect Director Winkes to the office of President.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Wolfe, Nate

Not In Favor:

Abstain:

Winkes, Ben

Director Winkes elected for the office of President by majority vote.

2. Vice President of the Board

(Vote)

Director Winkes called for nominations for the office of Vice President.
Director Sicklesteel nominated Director Wolfe for the office of Vice President.
Director Winkes asked for other nominations; having none, Director Winkes closed the floor for nominations for the office of Vice President without objections.
Director Winkes called for a vote to elect Director Wolfe to the office of Vice President.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben

Not In Favor:

Abstain:

Wolfe, Nate

Director Wolfe elected for the office of Vice President by majority vote.

3. Fiscal Officer

(Vote)

Director Winkes called for nominations for the office of Fiscal Officer.
Director Wolfe nominated Director Melton for the office of Fiscal Officer.
Director Winkes asked for other nominations; having none, Director Winkes closed the floor for nominations for the office of Fiscal Officer without objections.
Director Winkes called for a vote to elect Director Melton to the office of Fiscal Officer.

Vote:

In Favor:

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Hughes, Amy - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate
Not In Favor:
Abstain:
Melton, Wade

Director Melton elected for the office of Fiscal Officer by majority vote.

4. Legislative Representative (Vote)

Director Winkes called for nominations for the office of Legislative Representative.
Director Melton nominated Director Hughes for the office of Legislative Representative.
Director Winkes asked for other nominations; having none, Director Winkes closed the floor for nominations for the office of Legislative Representative without objections.
Director Winkes called for a vote to elect Director Hughes to the office of Legislative Representative.

Vote:

In Favor:
Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate
Not In Favor:
Abstain:
Hughes, Amy

Director Hughes elected for the office of Legislative Representative by majority vote.

5. WIAA Representative (Vote)

Director Winkes called for nominations for the office of WIAA Representative.
Director Melton nominated Director Sicklesteel for the office of WIAA Representative.
Director Winkes asked for other nominations; having none, Director Winkes closed the floor for nominations for the office of WIAA Representative without objections.
Director Winkes called for a vote to elect Director Sicklesteel to the office of WIAA Representative.

Vote:

In Favor:
Hughes, Amy - Melton, Wade - Winkes, Ben - Wolfe, Nate
Not In Favor:
Abstain:
Sicklesteel, Thom -

Director Sicklesteel elected for the office of WIAA Representative by majority vote.

H. Administrative Reports

1. Superintendent's Report

Superintendent Cravy shared information about current enrollment, approval of pre-levy ballot by OSPI and the business manager transition from Mt. Vernon to NWESD.

- i. Newsletter Review - Levy info and School Report Card

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Reviewed school report card and contents of the newsletter. An edit was recommended around counselor section prior to final printing.

ii. Facilities Committee Recommendations

2. Principal's Report

Principal Dickinson shared the November 2019 School Data Principals Report.

3. Financial Report

Business Manager Jennifer Larson shared the Financial Report:

- Month End Account Balances:
 - ASB: \$ 16,409.62
 - Capital Projects: \$ 183,425.75
 - Tech Levy: \$ 76,371.71
 - Debt Service: \$ 810,649.26
 - Transportation: \$ 55,839.51
- Month End General Report:
 - Cash & Investment (-) Warrants: \$ 1,467,120.89
 - Minimum Fund Balance: \$ 540,203.93
 - Contingency: \$ 100,000
 - Revenues: \$ 391,486.98
 - Expenditures: \$ 565,568.22
- Expenditure By Object Report.

I. Action Agenda

1. Minimum Balance Goal 12%

(Vote)

Revise Minimum Balance Goal from 7.5% to 12% of expenses.

Motion:

Sicklesteel, Thom motioned to APPROVE the "Minimum Balance Goal 12%".
Wolfe, Nate seconded the motion.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

2. Approval Of Minutes

(Vote)

Approved as presented.

Motion:

Wolfe, Nate motioned to APPROVE the "Approval Of Minutes".
Sicklesteel, Thom seconded the motion.

Vote:

In Favor:

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Not In Favor:

Abstain:

The motion Passed

3. Voucher Report

(Vote)

Check vouchers 13031 - 13108 in the amount of \$ 195,686.54, with payroll taxes in the amount of \$ 77,269.96, payroll ACH in the amount of \$ 220,560.59, and retirement in the amount of \$ 72,638.64 for a total of \$ 566,155.73.

Motion:

Wolfe, Nate motioned to APPROVE the "Voucher Report".

Melton, Wade seconded the motion.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

4. Policy Adoption - Second Reading of HIB Policy 3207

(Vote)

Approved as presented.

Motion:

Melton, Wade motioned to APPROVE the "Policy Adoption - Second Reading of HIB Policy 3207".

Hughes, Amy seconded the motion.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

5. Contract for Services

(Vote)

Approved as presented.

Contract for Services with Attorney.

Motion:

Sicklesteel, Thom motioned to APPROVE the "Contract for Services".

Melton, Wade seconded the motion.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

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Abstain:
The motion Passed

6. Personnel Report

(Vote)

Approve the retirement of Barb Sneva

Motion:

Sicklesteel, Thom motioned to APPROVE the "Personnel Report".
Melton, Wade seconded the motion.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

7. Personnel Report

(Vote)

Director Melton makes a motion to approve 2 temporary classified positions to fill position of retiree for a total amount up to \$30,000. Director Wolfe seconds the motion. Questions on the motion.

Director Melton withdraws previous motion.

Director Melton makes a motion to approve 2 temporary classified positions to fill position of retiree for a total amount up to \$20,000. Director Wolfe seconds the motion. Director Winkes calls for a vote.

Motion:

Melton, Wade motioned to APPROVE the "Personnel Report".
Wolfe, Nate seconded the motion.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

8. Facilities Committee Recommendations

(Vote)

Approval of the first two items on list: door locks and CELP appliances.

Table other items on list until February meeting.

Motion:

Melton, Wade motioned to APPROVE the "Facilities Committee Recommendations".
Wolfe, Nate seconded the motion.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

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Abstain:
The motion Passed

9. Donation Approval

(Vote)

Okerlund Donation approved as presented.

Motion:

Melton, Wade motioned to APPROVE the "Donation Approval".
Hughes, Amy seconded the motion.

Vote:

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

J. Board Comments, Questions and Discussion

Budget "cheat sheets" have been added to board notebooks for reference. Legislative conference was discussed and decided that Superintendent Cravy will attend with another district to gain experience in the process.

K. Future Board Meetings

- o Feb 24, 2020 at 7PM
- o Mar 16, 2020 at 7PM
- o Apr 27, 2020 at 7PM

Board Meetings are held the third Monday of each month. Months with a Monday holiday Board Meetings are on the fourth Monday. Special board meetings and changes of time will be noted on our website and GoSkagit.

L. Executive Session

No action will be taken after the executive session.

M. Adjournment

This meeting was adjourned at 9:17PM.

This meeting has been recorded and the tape is available in the District Office.

N. Approval Of Minutes

(Approval of Minutes)

Submitted by Secretary of the Board, Jeffery Cravy.

Jeffery Cravy, Superintendent

Ben Winkes, Board President

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