**September Board Minutes**

**Board of Directors Regular  Meeting - North River School District #200**

**Date**: September 19, 2022          **Time**:  5:30 p.m.        **Location: Library**

**ZOOM LINK:** [*https://us02web.zoom.us/j/9691348902*](https://us02web.zoom.us/j/9691348902)

1. **Call to Order** – Chairman Koehn called the meeting to order at 5:31 PM followed by the flag salute.

1. **Roll Call-Board Members present:** Chairman Debbie Koehn, Vice Chairman Lorenzo Churape, Director Josh Greiner, Director Jim Banas and Director Dan Brown. Others present Superintendent Rick Winters.

1. **Consideration of the Agenda**
   1. **Approval of Minutes**

**July 18, 2022**, Regular Board Meeting Minutes: Vice Chairman Churape motioned to approve minutes and Director Greiner seconded the motion. The motion passed unanimously.

**August 18, 2022,** Minutes tabled until next regular board meeting in October.

While looking over the minutes Director Brown wanted to know where the board meeting date and time were announced prior to the meeting. Chairman Koehn read an email from Business Manager Casandra Doll stating that board meeting announcements along with the agenda are posted on the school’s website and Facebook page. The announcements are to be placed at least 24 hours in advance. Every month the meeting time, date, and agenda are posted on the Friday before the meeting. If there is a special board meeting it’s posted as soon as she finds out which can sometimes be 48 hrs. in advance. After discussing this amongst them it was decided that there is nothing that needs to be changed. Chairman Koehn did suggest that at the Hoquiam District she receives an invite the week prior to the board meeting.

Vice Chairman Churape asked if there was a roll call vote done after the executive session. Business Manager Casandra Doll will listen to the recording and amend the minutes as needed.

* 1. **Approval of Agenda**

Chairman Koehn asked if there was a motion to approve the agenda. Director Brown seconded the motion without anyone making the motion to approve the agenda.

1. **Public Commentary on Agenda Items:** None

**5. Reports**

**a. ASB Report**- $11,521.37 (Total balance)

Chairman Koehn asked where the $4,900 donation came from on the ASB Report. ASB advisor Angie Fuquay said the money was donated from a colleague of a previous superintendent.

**b. Superintendent’s Report:**

**i.** **Cell Phone Policy**: Mr. Winters read a cell phone policy he would like to adopt. He would like to do a first reading at a later date.

**ii. Superintendent Goals:** Mr. Winters went to a WASDA training workshop for principals. They discussed the AWSP Leadership Framework that’s designed as a resource for growth and evaluation of school leaders. He explained Criterion 1-8 and how he planned to achieve those leadership goals. Chairman Koehn would like to see Superintendent Mr. Winters focus on the following: from the - The AWSP Leadership Framework for School Leader Evaluation Manual (can be found online)

Criterion 5: Improving Instruction- 5.2 / Uses adopted instructional framework to evaluate instruction and assessment.

Criterion 6: Managing Resources- 6.4 / Managing fiscal resources.

Criterion 7: Engaging Families & Communities- 7.1 / Partners with families to promote student learning.

Criterion 8: Closing the Gap- 8.4 / Provides evidence of growth in student learning.

Superintendent Winters will focus on all of the elements in the criterion but focus on the above items. Director Banas asked if this would be the same steps Superintendent Winters would use to evaluate the first-year teachers. Superintendent Winters responded that there is a similar evaluation for teachers and Chairman Koehn wants all 8 of the Criterion to be used.

**c. Director’s Report:** Director Banas spoke with Tim Gartel about board policies and ways to update them. He advised that the district can read each and every policy and amend as needed or WASDA can do it for us. The cost for WASDA would be between $6,000 - $8,000 and could take between 18 to 24 months or break it down to quarters for $2,400. The advantage of WASDA updating the policy is they’re up to date on the legal side of things. A couple questions the board has; if policy is written incorrectly will WASDA take responsibility, how often do policies get updated, and is it possible that we send WASDA a list of certain polices that we want updated. Director Banas will call Tim and update everyone on what he finds out.

6**. Finance**

 a. Approval of Accounts Payable Vouchers

Chairman Koehn and Director Banas both asked about the ESD invoices that total over $50,000. The issue is that the ESD was not emailing Angie who is account payables for the district. ESD had another employee’s email that is no longer with the district. The Directors would like to know more about the SPED services and why the district is being charged these services from ESD and what are they actually doing for the district. The Board Directors

They also wanted clarification on Kelly Clark fingerprinting charge. ESD will not take cash so Kelly paid the district cash and was given a purchase order to give to ESD. ESD sent us an invoice for the purchase order. The district did not pay for Kelly Clark’s fingerprinting.

Director Banas motioned to approve $69,620.81 of the vouchers and Chairman Koehn seconded the motion. The motion passed unanimously.

 b. Business Manager’s Report - None

c. Budget Status Report

d. Fund Balance Report- $403,712 = 2021-22 Ending Balance

e. Grant Claims- None

f. Travel-None

**7.  Old Business**

1. Reviewing policy procedures-tabled

Vice Chairman Churape motioned to table reviewing the policies until Director Banas speaks to Tim and Director Brown seconded the motion. The motion passed unanimously.

**8. New** **Business**

a. New teacher Contract- [Caitlin Reman](mailto:caitlin.reman@yahoo.com)

Director Banas motioned to approve Ms. Reman’s provisional contract and Director Brown seconded the motion. The motion passed unanimously.

b. Warmer for the Kitchen- Vice Chairman Churape motioned to approve the purchase of the kitchen warmer and Director Banas seconded the motion.

9**. Public Commentary on Agenda Items** – teacher Kari Beyer wanted to know who the district paid the fingerprinting for.

**10. Other Business**

Review of Agenda Items for Director’s

Director Banas gave a list of everything he will be checking into for the board policies. Director Brown went over the agenda to be sure he understood everything they discussed.

Executive Session -The Board Directors went into executive session at 7:20PM until 7:30PM and came out and asked for 5 more minutes. At 7:37 the directors came out of session. No action was taken.

**11. Adjourn-** Vice Chairman Churape motioned to adjourn the meeting at 7:38PM and Director Brown seconded the motion. The motion passed unanimously.

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