**Minutes**

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

**Date**: 12/19/2022         **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:** Flag Salute-Vice President Churape called the meeting at 5:30 PM.

**2. Announcement** - The Board Meeting is being Audio and Video recorded

**3. Roll Call- Board members present:** Vice-Chair Lorenzo Churape, Directors: Jim Banas, Josh Griener and Dan Brown. President Debbie Koehn by zoom. Others present: Superintendent Rick Winters, Business Manager Casandra Doll by zoom.

**4. Consideration of the Agenda**

**a. Approval of Minutes**

* Nov 21, 2022 – There were some missing and printing mistakes so Director Banas motioned to table the minutes until the next board meeting and Director Brown seconded the motion. Motion passed with 5-I’s and 0-Nay’s.

**b. Approval of Agenda**

**5. Policy 1210 - Annual Organizational Meeting-***At the first regular board meeting in December in non-election years the board will elect from its members a chair/president and vice-chair/president to serve a one-year term.*

1. **Call for nominations for chair/president to serve in the ensuing year.**

Director Banas motioned for President Koehn to continue being president and Director Greiner seconded the motion.

1. **Election of chair/president (Roll call vote):** Brown-I, Churape-I, Greiner-I, Banas-I, Koehn-Abstain
2. **Assumption of office by the new chair/president:** Vice-Chair Churape asked if President Koehn would accept the position to stay President. President Koehn accepted the position.
3. **Call for nominations for vice chair/president to serve in the ensuing year:** Director Banas motioned for Lorenzo Churape for Vice-Chair and Director Brown seconded the motion**.**
4. **Election of vice chair/president (Roll call vote):** Brown-I, Banas-I, Koehn-I, Griener-I, Churape-Abstain**. Vice Chair Churape accepted the position.**
5. **WSSAA Legislative Representative serves for two years, Director Griener to continue in this position.**

**6. Public Commentary on Agenda Items**

*Please limit comments to approximately two minutes. The Board cannot allow comments in regard to personnel or student discipline.*

No public commentary

**7. Reports**

1. **ASB Report:** The board members requested to see a printout of expenses from the FPS Boston trip last year and would also like a report on how much money the students raised.
2. **CMPS Report:** NR student James Covalt asked the board how to present a new policy. The CMPS students would like to a policy on how to fund field trips. Superintendent Rick Winters advised the students to make a proposal and present it to the board in Jan. If the board agree’s with it at the Feb. board meeting they can do a first reading. It could officially be a policy in March. Director Banas gave insight on where to find templates to help with new policies. He also advised to look at the RCW to be sure everything is done correctly. Policy 1310 has information about creating policy.
3. **Superintendent’s Report:** Mr. Winters gave an update on tech grant purchases/claims. He would like the board to know that there will be purchases made and it may be over $5,000 but it would be reimbursed from the grant. President Koehn read policy 7320 which allows Superintendent Winters to be the purchasing agent. Superintendent Winters would like permission to continue purchasing the tech items without prior approval for items above $5,000. The board discussed openly and agreed that if the purchase has to do with grant claims that purchases can be made without approval so the school can claim the grant money in the allocated time frame.

Superintendent Winters informed the board about a grant that we may qualify for- energy sources. The school would work with Apollo solutions. In order for us to receive the grant we have to pay a percentage before receiving it. This grant would be used to update the HVAC system and possibly other areas. The board would like Superintendent to get more information and present it at the next board meeting.

1. **Director’s Report:**
2. **Director Banas to update Board on WASDA policy review process**: Director Banas spoke with Tim Garchow and let him know that the board agreed to do a ¼ a year at $2,000 and Spring would be the earliest the process would start. Director Banas set up the primary contact to be Superintendent Winters and the secondary contact to be Business Manager Cas Doll.
3. **Director Banas to update Board on NRA School Shield Program**: Director Banas spoke with NRA and they do not have anyone to do a threat review for the school buildings/grounds. They could train 12-15 people for threat safety. This could also include other schools within the county. There would be a host law enforcement agency and any school within the counties that provide a classroom for 5 days of training. In both Pacific and Grays Harbor County’s there will be new sheriffs starting in Jan. 2023 so they advised Director Banas to follow up in Jan.
4. **Director Brown-Instructions and Orientation for Substitutes with no teaching experience**: Director Brown would like the school to have some type of training manual for new subs via a handout or video. Superintendent Winters will look into and give an update at the next board meeting.

**8. Finance**    

**a. Approval of Accounts Payable Vouchers:** Director Banas motioned to approve monthly vouchers and Director Brown seconded the motion. There was a roll call vote with 4-I’s and 1-abstain.

**b. Business Manager’s Report**

**Board Resolution for Security State Bank: Board members signed the resolution allowing Superintendent Winters and Business Manager Cas Doll to be signers at Security State Bank (payroll/AP acct). This resolution will be in effect until there is a new Superintendent or Business Manager.**

[**Kate Holmes**](mailto:kholmes@nr.k12.wa.us) **Teacher Contract: Director Banas motioned to approve Ms. Holmes Supplemental Contract for 1 year. Director Greiner seconded the motion. The roll call vote was unanimous with 5-I’s 0-Nay’s**

**c. Budget Status Report - see printout**

**d. Fund Balance Report - $243.257.39**

**e. Grant Claims - none**

**f. Travel- none**

**9.  Old Business – None**

**10. New** **Business**

**Review of 6000 Series Policies - Administration - per Policy 1317:**

**Policy 6127-**The board members discussed cottage use by Superintendent. They would like to reword Superintendent Policy to say “may” reside in the cottage. There was discussion on what would happen if the Superintendent did not want to use the cottage. Instead of it being vacant they discussed possibly allowing another NR employee to rent it out. There was nothing specific decided at this time. Director Banas would like it tabled with the board members to reword the policy to be less specific about who resides in the cottage if the Superintendent doesn’t want to live there.

Superintendent Winters would like to change the policy teacher in-service days on the calendar so that when there is an early release the teachers do not have to stay. He would add ½ days on the calendar that are not on holidays. The current policy does not say this so there will need to be a policy change. Superintendent Winters will update the policy and have a 1st reading at the next board meeting.

**Director Banas motioned to approve the updates for policy 6122 & 6113 and Director Greiner seconded the motion. The motion passed unanimously.**

**Policy 6114-this policy was tabled until the next meeting.**

**Based on President Koehn’s email Director Banas motioned to update policy 6115 -Temporary Administration, 6122-evaulation of Superintendent and 6125-duties & responsibilities of Superintendent. Director Brown seconded the motion. The motion passed unanimously.**

**Policy 6126-policy needs to be updated. Superintendent Winters will change the wording for the inspection to be held the 1st week after school is out. Director Banas motioned to approve update and Director Brown seconded the motion. The motion passed unanimously.**

**11. Public Commentary on Agenda Items**

*Please limit comments to approximately two minutes. The Board cannot allow comments in regard to personnel or student discipline.*

**12. Other Business**

1. **Review of Agenda Items for Director’s-**Vice Chair Churape reviewed agenda/discussions.
2. **Executive Session –** Discussion of personnel regarding Speech & Occupational Therapy. The board members asked for 10 minutes went into executive session at 7:20PM. They returned at 7:31PM. Director Banas motioned to allowed Superintendent Winters to press ahead with investigating options for Speech & Occupational therapy and Director Brown seconded the motion. The motion passed unanimously.

**13. Adjourn:** Vice Chair Churape motioned to adjourn the meeting at 7:34PM and Director Greiner seconded the motion.

                  .