

**KITTITAS SCHOOL DISTRICT NO. 403  
BOARD OF DIRECTORS  
KITTITAS, WA 98934**

Regular Board Meeting Minutes  
December 21, 2010  
7:30 p.m.  
Kittitas School District Board Room

Mark Hansen, Chair  
Patricia Clerf, Vice Chair  
Max Tilton, Member  
Paul Johnson, Member  
Jeff Wallace, Member

Monty Sabin, Superintendent  
Jessica Gleason, Recording Secretary

The regular board meeting was called to order at 7:32 p.m. to a flag salute led by Mark Hansen. All board members were present except Paul Johnson.

**Call to Order**

Monty Sabin presented the following coaching hiring decisions for board approval:

**Personnel**

- Brent Dixon                      2<sup>nd</sup> Assistant HS Boys Basketball
- Rocky Gibson                    Head Middle School Girls Basketball
- Judy Beard                        Assistant Middle School Girls Basketball
- Rob Weber                        Head Middle School Wrestling
- Robert Langloss                Assistant Middle School Wrestling

Max Tilton moved to approve the hiring decisions as presented. Patty Clerf seconded. All members voted affirmative, the motion carried.

Mr. Hansen introduced the consent agenda. Max Tilton questioned a large payment listed to Cashmere Valley Bank on the new "General Fund Payroll Benefit vouchers". Jessica Gleason explained that in previous consent agendas all payroll vouchers had been included in the single Payroll voucher register. Mr. Sabin explained that the new fiscal system would be separating the benefit vouchers and payroll to separate lists. Patty Clerf moved to approve the consent agenda (minutes from November 16, 2010 Regular Meeting; General Fund A/P Voucher #60630 for \$3,690.03, General Fund A/P Vouchers #60651-60744 for \$158,275.04, District Credit Card statement, ASB Vouchers #5272-5285 for \$10,193.58, General Fund Payroll Benefits Vouchers #60610-60629 for \$204,231.13, Payroll Vouchers #60578-60609 and Direct Deposit for \$233,228.19). Max Tilton seconded the motion. The motion carried.

**Consent Agenda**

Patty Clerf moved to approve the regular agenda; Max Tilton seconded the motion. The motion carried.

**Regular Agenda**

There were no guests.

**Guests**

Mr. Hansen opened the floor for public question, comment, or correspondence. No public question or comment forthcoming; Mr. Sabin handed out general board addressed mailings.

**Public Comments/Public Correspondence**

Monty Sabin gave the budget status report November 2010. Mr. Sabin reported that we are 25% into our fiscal year, having collected 28.88% of anticipated revenues, and having spent 28.46% of budgeted expenditures. Mr. Sabin reminded the school board that Grants were not claimed for November due to the fiscal conversion; said grants were claimed in December along with December grants. Mr. Sabin gave the board a brief overview of upcoming state budget cuts and their probable effect on the budget. Mr. Sabin shared that the Federal Job Funds that were discussed at the

**Superintendent's Report**

November meeting would be retained in full by the state. Mr. Sabin gave the district enrollment report for December 2010. Mr. Sabin detailed the effect of state budget cuts on the Washington State Leadership Academy.

There were no building or club reports.

Mr. Sabin presented two versions of Policy 4215- Use of Tobacco on School Property, for 2<sup>nd</sup> Reading. Mr. Sabin explained the difference between the WSSDA model policy and the Kittitas revised policy. Discussion ensued regarding the WSSDA model policy's narrowed scope in dealing with nicotine cessation programs. Patty Clerf moved to adopt Kittitas revised policy 4215 – Use of Tobacco on School Property. Max Tilton seconded the motion. All members voted affirmative. The motion carried.

Mr. Sabin presented Policy 5005- Employment: Disclosures, Certification Requirements, and Assurances, for 2<sup>nd</sup> Reading. Patty Clerf moved to approve the policy as presented. Jeff Wallace seconded the motion. All members voted affirmative. The motion carried.

Mr. Sabin presented Policy 5050- Contracts, for 2<sup>nd</sup> Reading. Patty Clerf moved to approve the policy as presented. Max Tilton seconded the motion. All members voted affirmative. The motion carried.

Mr. Sabin presented Policy 5406- Leave Sharing for 2<sup>nd</sup> Reading. Patty Clerf moved to approve the policy as presented. Max Tilton seconded the motion. All members voted affirmative. The motion carried.

Mr. Sabin asked for school board member opinion on transitioning to a paperless board packet system. Mr. Sabin detailed how the district office would forward a digital version to all members on the Friday prior to the scheduled meeting. Mr. Sabin asked for input on how to handle documents at meetings. Mr. Hansen requested a projector for discussion items. Mr. Sabin indicated we would work with Ms. Boast to update the school board room to allow for projection of discussion and presentation items. The January board packet will be forwarded to all members digitally.

Mr. Hansen opened the floor for Annual Organizational Meeting as mandated by Kittitas policy 1210. As there are no newly elected board members to welcome, Mr. Hansen called for nomination for board president to serve the 2011 year. Mr. Hansen shared he would not seek re-election for 2012 so would like to see a new president elected to allow for transition. Mr. Hansen moved to appoint Patty Clerf to the president position. Max Tilton seconded the motion. All members voted affirmative, the motion carried. Patty Clerf then assumed the duties of president and called on the members for nominations for vice-president. Max Tilton moved to appoint Paul Johnson to the position of vice-president. Jeff Wallace seconded the motion. All members voted affirmative. The motion carried.

Mr. Sabin presented Policy 2413 – Equivalency Credit for Career and Technical Ed. Courses to the board for 1<sup>st</sup> reading. Mr. Hansen requested addition of wording to ensure final school board approval of CTE equivalency courses. Mr. Sabin acknowledged the need.

Mrs. Clerf asked Mr. Sabin to detail the board members on current Facility Emergency Response Procedures after the Thanksgiving Day flooding in the Secondary school. Mr. Sabin detailed the building alarm call list and responsibilities of those essential personnel. Mr. Sabin explained that the timing of the Thanksgiving Day flooding coincided with most family's Thanksgiving dinners and was unfortunate. Mr. Hansen requested that alarm company call lists be verified as being up to date.

Mrs. Clerf opened the floor to members to discuss the November WSSDA Conference, WIAA Annual Meeting, and November Legislative Dinner. All members shared insights learned from assorted conferences/meetings.

Mr. Sabin asked for volunteers to attend the 2011 Legislative Conference in February. Max Tilton and Patty Clerf tentatively indicated ability to attend.

## **Additional Reports**

### **Policy 4215 – Adoption**

### **Policy 5005 – Adoption**

### **Policy 5050 – Adoption**

### **Policy 5406 – Adoption**

## **Paperless Meeting**

## **Annual Board Reorganization**

### **Policy 2413 - 1<sup>st</sup> Reading**

## **Facilities Emergency Response Procedures**

## **WSSDA/WIAA/Legislative Meeting Discussion**

## **2011 Legislative Conference**

The board adjourned at 9:12 pm.

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Patty Clerf, Chairperson

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Monty Sabin, Superintendent

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Jessica Gleason, Secretary