



# Wenatchee School District Regular Board Meeting

Minutes of Nov. 08<sup>th</sup>, 2011  
Pioneer Middle School

## Board Members Present

Kevin Gilbert, President  
Gary Callison, Vice President  
Laura Jaecks  
Jesús Hernández  
Walter Newman

## Staff Present

Brian Flonas, Superintendent  
Cabinet

### Executive Session 6:30 p.m.

Kevin Gilbert, Board President, opened the board meeting at 6:30 p.m. and read the following statement and went into the Pioneer library for the executive session:

*The school board will now enter into executive session in accordance with board policy 1410 (E) and RCW 42.30.110 to review the performance of a public employee. It should not take longer than 30 minutes.*

### I. Regular Meeting 7 p.m.

Kevin Gilbert, Board President, opened the regular board meeting at 7:00 p.m., with the Pledge of Allegiance.

He then read the following statement:

*At 6:30 p.m. the school board entered into executive session in accordance with board policy 1410 (E) and RCW 42.30.110 to review the performance of a public employee. The school board will take action on the superintendent's recommendation.*

*Do I have a motion to take action on the superintendent's recommendation that Janet Garnica be discharged from her employment position with the school district effective November 8, 2011?*

**MOTION MADE:** Laura Jaecks made the motion to approve the recommendation made by Superintendent Flonas.

**Discussion:** None

**SECONDED:** By Walter Newman

**APPROVED:** Unanimously

### II. Consent Agenda

President Kevin Gilbert asked for a motion to approve the consent agenda. Motion made by Gary Callison seconded by Jesús Hernández, the motion carried with a 4 to 1 vote (Dr. Newman's abstention).

#### Consent Agenda included:

Minutes of 10/26/11 Board Meeting

#### 1) Minutes

PREPARED BY: Lisa Turner, H.R. Director  
Nov. 08<sup>th</sup>, 2011 revised personnel report is on file.

#### 2) Personnel Report

PAYROLL PREPARED BY: Tammy Hubensack,  
None

#### 3) Vouchers/Payroll

VOUCHERS PREPARED BY: Karen Walters,  
Director of Accounting –Nov. 08<sup>th</sup>, 2011

General Fund:

Check # 551340 through 551540 totaling \$390,580.34

Capital Projects Fund:

Check # 551541 through 551542 totaling \$69,578.29

Associated Student Body Fund:

Check #551543 through 551579 totaling \$34,821.96

**4) Contracts**

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract has read and has recommended this contract for Board approval	Reviewed by Les?	PO Required?
10/26/11	RENEWAL	CoBro Consulting	Web-based data tracking and evaluation of 21st Century Grant at Orchard and Pioneer MS	\$1,400	09/01/2011 - 08/31/2012	Carolyn Griffin-Bugert and Nancy Duffey	YES	YES
				<b>Budget Code</b>				
				5205 27 7000 000				
10/21/11	NEW	WA State Center for Childhood Deafness & Hearing Loss	Consultation for student w/Cochlear Implant	\$284.51 per visit up to 5 trips = \$711.27	11/14/2011- 6/30/2012	Crystall Bragg	YES	YES
				<b>Budget Code</b>				
				2100 26 7000 000				
10/20/11	NEW	North Central Education Service District 171	Two days of K-5 Math Benchmark Assessment training related to the WIIIN Grant	\$1,350	4/17 and 4/18/2012	Jodi Smith	YES	YES
				<b>Budget Code</b>				
				Elementary School Budgets				
10/24/11	NEW	Douglas County Fire District No. 2	Facility Rental for Fire Training	\$1,000 Annually	9/30/11 - Perpetual	Jon Torrence	YES	YES
				<b>Budget Code</b>				
				4500 27 7000 545				

**III. Citizen Comments**

**NONE**

**IV. High School ASB Reports:**

- 1) **WSHS:** Principal Kory Kalahar reported to the board the success of Spirit Week and shared the most recent WSHS Newsletter.
- 2) **WHS:** None

**V. School Presentation**

**Pioneer Middle School:** Principal Mark Helm introduced his ASB officers. They shared the results of the Wenatchee Learns student body answers to the question cards:

Q: Of all you ever learned in school, what has helped you the most in your life?

A: Leadership skills, education skills, and treating others fairly

Q: What do you wish you could change about your own educational journey?

A: Re-learn grammar, we don't get it the first time.

Q: How do you personally define success and can it be learned? How?

A: Some are more successful than others but they can learn by setting goals.

Q: In your life's experience, what does "world-class learning" mean to you?

A: Take your education seriously and be the best you can be.

Q: Among the many benefits of Local learning, I care most about. –

A: Learning the skills I need and not giving up.

Q: In my opinion, a successful education system for our community is one that –

A: Show students that they care and help students to believe in themselves.

President Gilbert told the students that their remarks are important to the board and the board is listening to them, their comments and opinions are valued, and the board is impressed with their strong leadership skills.

Mr. Helm also shared his intervention tool (chart) that he used to measure Pioneer's intervention's efforts. He was pleased to see the results of their hard work as reflected in the chart below. Standard Based Grading was discussed. The board thanked Mr. Helm for the informative report.

Grade	10 Math RIT	11 Math RIT	Math +/-	11 Math MSP	MATH	10 RDG RIT	11 RDG RIT	RDG +/-	11 RDG MSP	READ
7	235	249	14	444		222	235	13	426	
7	222	229	7	400		203	212	9	400	
7	224	235	11	394		212	211	-1	378	4
7	253	260	7	504		229	242	13	460	
7	216	230	14	363		211	228	17	395	
7	208	215	7	375		206	203	-3	395	
7	208	211	3	358		192	210	18	376	7
7	224	248	24	425	3	212	233	21	392	
7	243	258	15	470		232	247	15	426	
7	251	255	4	470		227	244	17	444	
7	219	235	16	407		210	223	13	420	
7	219	237	18	436		207	225	18	426	
7	221	216	-5	352		218	216	-2	392	6
7	208	222	14	368		202	205	3	368	7
7	247	254	7	479		227	233	6	420	
7	225	238	13	390		207	215	8		9
7	226	246	20	430	4	218	221	3	395	
7	227	230	3	407	4	218	220	2	400	
7	224	231	7	390	4	217	218	1	406	
7	203	205	2	333		199	211	12	381	2
7	227	231	4	386	4	224	230	6	420	
7	222	239	17	444		219	231	12	406	1
7	216	225	9	377		204	211	7	395	9
7	236	244	8	479		230	229	-1	426	
7	221	232	11	386	8	215	232	17	406	1
7	209			352		176			370	1
7	196	200	4	363	1	206	217	11	402	3
7	222	231	9	390	4	210	223	13	400	5
7		215		400			228		460	
7	209	225	16	386		199	204	5	368	8
7		245		447			227		400	5
7	228	234	6	407		234	231	-3	460	
7	219	211	-8	382		208	217	9	378	9
7	219	232	13	403	4	212	224	12	418	2
7	227	241	14	403	5	229	221	-8	384	2

## VI. New Business

### 1) Out Of State Field Trip Request:

Assistant Superintendent Jodi Smith introduced Rick Williams and Matt Lodge. They gave brief details of the itinerary for the out of state field trips and fundraising efforts the students have participated in to raise the money to finance the trips.

Prepared

By: Jodi Smith  
Assistant Superintendent of Learning and Teaching

Re: Learning and Teaching

#### OUT-OF-STATE STUDENT FIELD TRIP APPROVAL

The following field trip requests are presented to you for your approval:

**Group Name:** Middle Schools U.S. History Tour  
**Date of Trip:** March 29, 2012 – April 6, 2012  
**Purpose:** To extend and enrich the 8<sup>th</sup> grade US History and Civics Curriculum  
**Number of Students:** 65  
**Location:** East Coast: Boston, Philadelphia, Gettysburg, and Washington DC  
**Means of Funding:** Parent  
**Approx. Cost:** \$2,700  
**Supervision:** Rick Williams + 15 adults

**Group Name:** Wenatchee High School Choir (10<sup>th</sup> grade through 12<sup>th</sup>)  
**Date of Trip:** March 29, 2012 – April 3, 2012  
**Purpose:** Students will engage in performance and cultural exchange opportunities in San Francisco and surrounding areas that are far broader than the opportunities presented here in Wenatchee or Washington State. Students will learn both life and music skills in line with WHS's mission "to empower all students to be responsible lifelong learners".  
**Number of Students:** 50  
**Location:** San Francisco, California  
**Means of Funding:** ASB/Parent  
**Approx. Cost:** \$55,000  
**Supervision:** Matt Lodge + 7 adults

**MOTION MADE:** Gary Callison made the motion to approve the two out of state field trips as presented.

**Discussion:** None

**SECONDED:** By Jesús Hernández

**APPROVED:** Unanimously

**2) WVTSC Interdistrict Co-Operative Agreement:** Jon Torrence, Director of the WVTSC presented the following to the board for approval:

THIS AGREEMENT is entered into by and between Wenatchee School District No. 246 (“the host district”), and the following public school districts (“the participating districts”):

- Cascade School District No. 228
- Cashmere School District No. 222
- Eastmont School District No. 206
- Entiat School District No. 127
- Lake Chelan School District No. 129
- Manson School District No. 19
- Moses Lake School District No. 161
- Pateros School District No. 122
- Quincy School District No. 144
- Waterville School District No. 209

for the operation of the Wenatchee Valley Technical Skills Center (“the Skills Center”). The host district and the participating districts together shall be referred to as “the consortium districts.”

The three changes to the agreement were the discussion points:

1) **Term of Agreement.** This Agreement shall commence on **October 24, 2011**, and shall be renewed annually and automatically on July 1 of each subsequent year, subject to the provisions for withdrawal or for dissolution herein contained in Sections 11, 12 and 13, through **June 30, 2020**.

2) **Capital Investment Fund.** A separate account has been established in which a percentage of the annual skills center carry-over may be deposited. Monies in this account will be used for future capital improvements/expansion and major equipment purchases.

3) **Consortium Support.**

a. Access. Districts shall provide access to students prior to high school registration for the purpose of Skills Center recruitment.

b. Communication. District high schools shall work cooperatively with the Skills Center, when scheduling, in order to eliminate or reduce barriers to students attending, and potential overlaps in schedules.

**Available Space.** The Skills Center Director shall first determine that student slots allocated to consortium districts will not be utilized and space is available in the program(s) in which students from non-consortium schools wish to enroll. A ten percent average is the number of Skills Center Consortium juniors and seniors attending Washington Skills Centers, based on 2010 Skills Center enrollment data. This number has been utilized to establish the enrollment slots available to each district.

School	Current	Enrollment Slots	Percent of Enrollment
Cascade School District	209	21	7%
Cashmere School District	244	24	8%
Eastmont School District	873	87	28%
Entiat School District	52	5	2%
Lake Chelan School District	182	18	6%
Manson School District	82	8	3%
Pateros High School	48	0	
Quincy School District	289	29	9%
Wenatchee School District	1162	116	37%
Waterville School District	53	5	2%

**MOTION MADE:** Walter Newman made the motion to approve the 2011-12 WVTSC Interdistrict Co-Operative Agreement: .

**Discussion:** None

**SECONDED:** By Laura Jaecks

**APPROVED:** Unanimously

Brief discussion on the collaboration of the apprenticeship programs at WVTSC, within the Construction Trades class.

### **3) Fire Panel Upgrades:**

Technology Director Dave Yancey presented the following bids to the board for approval:

From: Les Vandervort, CFO

Date: November 1, 2011

Re: Fire Panel Upgrades – Columbia Elementary, Lewis & Clark Elementary and Mission View Elementary

The fire panels at these schools are experiencing failure issues. Due to the age of the systems and the cost of replacing all components (including panels, wiring, sensors and stations), the most effective solution is to upgrade the existing panel infrastructure to a safe operational standard.

Based on quotes received from three vendors and the recommendation of:

Dave Yancey, Director of Technology,  
Tim Bowen, Digital AV and Systems Technician,  
Bryan Visscher, Director of Maintenance and Operations,  
Bob King, Director of Safety and Security, and  
Chet Harum, Executive Director of Operations,  
Recommendation that **Simplex/Grinnell** be selected to replace the Fire Panels at Columbia, Lewis & Clark and Mission View Elementary Schools.

The quoted costs are:

Columbia Elementary \$18,676.00

Lewis & Clark Elementary 19,693.00

Mission View Elementary 19,670.00

After a discussion about how this will be paid out of the M&O budget and the savings by the way the monthly inspections will be conducted, Mr. Yancey asked for approval.

**MOTION MADE:** Jesús Hernández made the motion to approve the Fire Panel Bid as presented.

**Discussion:** None

**SECONDED:** By Gary Callison

**APPROVED:** Unanimously

### **4) Policy No. 6700 Update:**

Food Service Director Kent Getzin & Executive Director Chet Harum presented a draft form of policy 6700 Health & Nutrition, Wellness and Physical Fitness for discussion and possible 1<sup>st</sup> reading.

After reviewing the content and much discussion the board thanked Mr. Getzin and the committee for all their hard work. The board said they really like the concept and the direction that this policy is taking us, but at this date would rather take a softer approach to these changes and ease into some of the language. They recommended that the committee reconvene and reevaluate the language and specifics of the policy. The board liked the nutrition concerns and allergy alternatives that the policy can address. Mr. Getzin agreed with that decision and understood the ramifications of such a strong policy approach at this time. He said he would bring the policy back to the board in two weeks for more discussion after meeting with the committee. He and Mr. Harum thanked the board for their input.

### **5) WVC Property Environmental & Site Assessment**

Executive Director Chet Harum presented the following agreement to the board for approval. The purpose of the agreement is a discovery means for all testing of the property. The asbestos testing will be done separately. This is phase-one and not a “deal stopper” just the standard procedure for this transfer of property. RH2 is a local company. Brief discussion about logistics and details of the inspection.

Agreement attached below.

## PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT combines all understandings between RH2 Engineering, Inc., hereinafter called the "CONSULTANT," and Wenatchee School District No. 246, hereinafter called the "CLIENT," regarding professional services for Environmental and Engineering Assessments. This agreement supersedes all prior proposals, quotations, solicitations, negotiations, representations, agreements, or understandings, whether written or oral. The performance of the professional services described in this Agreement as well as payment for the services shall be in accordance with the terms and conditions in this Agreement and the following Exhibits which are attached:

Exhibit A: Scope of Work  
Exhibit B: Schedule of Hourly Rates and Charges

### Authorization To Proceed

Signing this form is authorization by the CLIENT for the CONSULTANT to proceed with the work as described in the SCOPE OF WORK stated in the PROFESSIONAL SERVICES AGREEMENT, unless otherwise provided for in the Authorization.

### Scope of Work

The CONSULTANT agrees to perform the work in Exhibit A and according to the rates shown in Exhibit B. The cost to perform this work shall not exceed \$15,550, as shown in Exhibit A, without the Client's prior written authorization. Direct expenses are defined as costs other than payroll costs which are directly attributable to the work. They shall include mileage and related expenses, long-distance telephone, facsimile, postage, and delivery, and other expenses incurred in the direct interest of the project. If the CONSULTANT is delayed in the performance of the work by conditions which are beyond their control, or by a change in the Scope of Work, the schedule may be revised.

### Ownership of Products and Documents to Be Furnished By the Consultant

Upon completion of the project, the CONSULTANT shall provide the CLIENT with copies of the project documents in accordance with Exhibit A. The CONSULTANT shall retain ownership of the source files and information developed by the CONSULTANT in preparing the project documents. Upon request, the CONSULTANT shall provide the CLIENT with electronic copies of the project documents, in accordance with Exhibit A, in any of the following formats: Adobe Portable Document Format (PDF), AutoCAD® Drawing Web Format (DWF) or JPEG (JPG). Any reuse of the project documents that is beyond the scope of the project is prohibited without written authorization from the CONSULTANT.

### Professional Standards

The CONSULTANT shall be responsible to the level of competency presently maintained by other practicing professional engineers in the same type of work in the CLIENT's community, for the professional and technical soundness, accuracy and adequacy of all designs, drawings, specifications, and other work and materials furnished under this Authorization. The CONSULTANT makes no other warranty, expressed or implied.

### Outside Services

When technical or professional services are furnished by an outside source, an additional 15% shall be added to the cost of these services for the CONSULTANT's administrative costs. Such services shall not be acquired without written approval of CLIENT.

### Payment

The Consultant will send monthly statements to the Client for completed work for services rendered under this Agreement as provided hereinafter and as specified in Exhibit A and Exhibit B. Such invoices shall be for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work. All invoices for work performed under this Agreement will list actual time (days and/or hours) and dates during which the work was performed and the compensation shall be figured using the rates in Exhibit B. Finance charges, computed by a "Periodic Rate" of 1% per month, which is an annual percentage rate of 12% (applied to the previous month's balance after deducting payments and credits for the current month), will be charged on all past-due amounts unless otherwise provided by law or by contract. Invoices not paid within 30 days shall be considered past due.

### Termination

Either CLIENT or CONSULTANT may terminate this Authorization by giving 10 days written notice to the other party. In such event, the CLIENT shall pay in full for all work previously authorized and performed prior to the effective date of termination. If no notice of termination is given, relationships and obligations created by this Authorization shall be terminated upon completion of all applicable requirements of this Authorization.

The Wenatchee School District (WSD) wishes to have environmental and engineering assessments performed on the property and buildings at 1508 and 1510 Ninth Street in Wenatchee, Washington. A Phase I Environmental Site Assessment completed using ASTM 1527-05 standards will review historical background information on the two parcels, and a limited Phase II Environmental Site Assessment will evaluate the potential presence and distribution of lead and arsenic in soil. A structural assessment of the building will evaluate specific deficiencies. This scope of work and fee estimate does not include inspection of buildings for the presence of asbestos containing materials or lead paint.

### Task 1 –Phase I Environmental Site Assessment

#### Approach:

- 1.1 Review available historical and current aerial photographs; environmental records on file with public agencies; and any other records of property use that may be available.
- 1.2 Interview current and former owner/occupants.
- 1.3 Perform field survey to inspect existing site conditions and observe local site features for any indications of the former use and for presence or absence of hazardous and/or toxic materials.
- 1.4 Prepare letter report meeting ASTM 1527-05 standard practice for a Phase I Environmental Site Assessment.
- 1.5 Participate in one telephone conference to discuss findings.

#### Provided by WSD:

- Verbal and/or written statements of knowledge of site history.

#### RH2 Deliverables:

- Phase I Site Assessment.

**Fee Estimate for Task 1: \$5,500**

### Task 2 – Limited Phase II Environmental Site Assessment

#### Approach:

- 2.1 Determine field testing requirements and protocols.
- 2.2 Perform field and laboratory testing for arsenic and lead.
- 2.3 Prepare letter report presenting findings and conclusions for any remedial action, if necessary.

**Assumptions:** Additional Phase II field and laboratory testing may be recommended, depending on the results of the Phase I assessment.

#### Provided by WSD:

- Backhoe and operator for one day during field activities.

**RH2 Deliverables:**

- Phase II Letter Report with findings and recommendations.

**Fee Estimate for Task 2: \$6,500**

**Task 3 – Structural Assessment**

**Approach:**

- 3.1 Review as-builts and previous assessment results.
- 3.2 Perform field investigation with maintenance personnel, specifically looking for structural deficiencies. Investigate all exposed and/or accessible portions of the structure, including the roof.
- 3.3 Perform a code evaluation comparing loads used for the design to existing code prescribed forces.
- 3.4 Prepare a letter report on findings. The report will be limited to observed deficiencies and a code evaluation. Recommendations for rehabilitation and associated estimates of cost will not be included, but could be done as a supplemental task if desired.
- 3.5 Participate in one telephone conference to discuss findings.

**Provided by WSD:**

- As-built records of building.

**RH2 Deliverables:**

- Stamped letter report.

**Fee Estimate for Task 3: \$3,500**

**Fee Estimate for All Tasks: Not to Exceed \$15,500**

**Project Schedule**

Work will be completed by November 30, 2011.

**EXHIBIT C  
RH2 Engineering, Inc.  
SCHEDULE OF RATES AND CHARGES**

**2011 HOURLY RATES**

CLASSIFICATION		RATE	CLASSIFICATION		RATE
Professional	IX	\$182.00	Technician	IV	\$118.00
Professional	VIII	\$182.00	Technician	III	\$110.00
Professional	VII	\$175.00	Technician	II	\$82.00
Professional	VI	\$164.00	Technician	I	\$75.00
Professional	V	\$154.00	Administrative	V	\$111.00
Professional	IV	\$146.00	Administrative	IV	\$91.00
Professional	III	\$136.00	Administrative	III	\$76.00
Professional	II	\$126.00	Administrative	II	\$62.00
Professional	I	\$117.00	Administrative	I	\$54.00

**IN-HOUSE SERVICES**

In-house copies (each)	8.5" X 11"	\$0.09	CAD Plots	Large	\$25.00
In-house copies (each)	8.5" X 14"	\$0.14	CAD Plots	Full Size	\$10.00
In-house copies (each)	11" X 17"	\$0.20	CAD Plots	Half Size	\$2.50
In-house copies (color) (each)	8.5" X 11"	\$0.90	CAD System	Per Hour	\$27.50
In-house copies (color) (each)	8.5" X 14"	\$1.20	GIS System	Per Hour	\$27.50
In-house copies (color) (each)	11 X 17"	\$2.00	Technology Charge		2.5% of Direct Labor
			Mileage		Current IRS Rate

**OUTSIDE SERVICES**

Outside direct costs for permit fees, reports, maps, data, reprographics, couriers, postage, and non-mileage related travel expenses that are necessary for the execution of the project and are not specifically identified elsewhere in the contract will be invoiced at cost.

All Subconsultant services are billed at cost plus 15%.

**CHANGES IN RATES**

Rates listed here are adjusted annually. The current schedule of rates and charges is used for billing purposes. Payment for work accomplished shall be based on the hourly rates and expenses in effect at the time of billing as stated in this Exhibit.

**MOTION MADE:** Jesús Hernández made the motion to approve the WVC Property Environmental & Site Assessment as presented.

**Discussion:** None

**SECONDED:** By Gary Callison

**APPROVED:** Unanimously

**6) Policy No. 2110 Update – 1<sup>st</sup> Reading**

Executive Director Chet Harum presented the updated Policy No. 2110 for 1<sup>st</sup> reading.

*1<sup>st</sup> READING*  
**2000 Series Review**

Policy	Title	Suggested Action	District Recommendation	Rationale
2110	Transitional Bilingual Instructional Program	Revise	ADOPT	<p>The office of Civil Rights has requested that we add the edited language to our existing policy to ensure that our students in all models are integrated to the highest extent. This language addresses more than necessary segregation in our classrooms through chosen educational models.</p> <p>This is also a requirement for an OCR investigation compliance action steps.</p>

Brief discussion and no questions. This policy will return for 2<sup>nd</sup> reading and adoption at the next board meeting, Nov. 22<sup>nd</sup>, 2011.

**VIII. President’s Report**

- Mr. Gilbert reminded the board that the Oath of Office is coming up and the changing of the guard for board president at the first Dec. meeting.

**IX. Superintendent’s Report**

- Focus on Education Week coming up Nov. 14<sup>th</sup> – 18<sup>th</sup>
  - Schools open 1-3 pm on Nov. 16<sup>th</sup>
  - 1 hr. show on radio on Nov. 15<sup>th</sup>
  - Teri Fink will run adds on the webpage and newspaper and radio and send out an email to distribution area
- Wenatchee Learns presentation to the student body at WHS
- Reminder and schedule of the WSSDA Annual Conference Nov. 17-20<sup>th</sup>

**MEETING ADJOURNED:** President Kevin Gilbert adjourned the meeting at 8:20 p.m.

\_\_\_\_\_ Date \_\_\_\_\_  
 President Superintendent