



Wenatchee School District Regular Board Meeting

Minutes of Dec. 09, 2014
WSD District Office

| Board Members Present | 6:00 PM | Staff Present |
|---|---------|---|
| Laura R. Jaecks, President (Outgoing) Robert Sealby Jennifer Talbot (Incoming V.P.) Jesús Hernández Walter Newman V.P. (Incoming President) | | Brian Fiones, Superintendent Cabinet |

I. Regular Meeting 6:10 p.m.

Laura R. Jaecks, Board President, opened the regular board meeting at 6:10 p.m., with the Pledge of Allegiance, after the public hearing.

II. Consent Agenda

Laura R. Jaecks, Board President, asked for a motion to approve the consent agenda.

MOTION MADE: Walter Newman made the motion to approve the consent agenda.

SECONDED: By Jennifer Talbot
PASSED UNANIMOUSLY

Consent Agenda included:

MINUTES: 11/25/14 Regular Board Meeting

PERSONNEL REPORT PREPARED BY: Lisa Turner, HR Director:
Dec. 9, 2014 personnel report: on file

PAYROLL PREPARED BY: Tami Hubensack, Director of Payroll: None

VOUCHERS & CONTRACTS PREPARED BY:
Karen Walters, Director of Accounting – Dec. 09, 2014
General Fund
Check numbers 573054 through 573249 totaling \$366,385.54

Capital Projects Fund
Check number 573250 through 573250 totaling \$33,368.47.

Associated Student Body Fund
Check number 573251 through 573284 totaling \$20,332.29

1) Minutes

2) Personnel Report

3) Vouchers/Payroll

4) Surplus Report

SURPLUS REPORT & CONTRACTS PREPARED BY:
Karen Walters, Director of Accounting: Dec. 09, 2014- Surplus On file

5) Contracts

| | | | | | | | | | |
|----------|---------|-----|------------------------------|---|---|--------------------|------------------------------|-----|-----|
| 11/17/14 | New | Yes | American Produce Express | Sliced Apples primarily and other minimally processed fruits and vegetables | \$70,000 Budget Code 9800 42 5023 000 | 12/1/14 - 8/28/15 | Kent Getzin | Yes | Yes |
| 11/25/14 | Renewal | No | Special Olympics Washington | Facility use for WHS Track & Practice Field | \$0 Budget Code N/A | 3/16/15 - 6/3/15 | Jim Beeson | Yes | No |
| 11/25/14 | Renewal | No | Special Olympics Washington | Facility Use for COL, JNB, MV, & OMS | \$0 Budget Code N/A | 12/2/14 - 3/1/15 | Jim Beeson | Yes | No |
| 12/23/14 | New | No | Wenatchee Valley Mall | Gift Wrapping Fundraiser for WHS Mariachi | \$5 Budget Code 402-4458 | 12/23/14 | Ramon Rivera / David Perkins | Yes | Yes |
| 11/24/14 | New | Yes | Strategic Steps | Questioning Skills with English Language Learners | \$1,200 Budget Code 6400 31 7000 000 | 1/22/15 | Nancy Duffey | Yes | Yes |
| 12/02/14 | New | Yes | Above & Beyond Learning, Inc | Supplemental Educational Services | \$63,390 Budget Code 5100 27 7000 000 0009 | 11/24/14 - 5/29/15 | Nancy Duffey | Yes | Yes |
| 12/02/14 | New | Yes | Centro Latino | Supplemental Educational Services | \$53,318 Budget Code 5100 27 7000 000 0009 | 11/24/14 - 5/29/15 | Nancy Duffey | Yes | Yes |

II. Election Of New Board Officers 2014-15

MOTION MADE:

Laura R. Jaecks, asked for nominations for 2014-15 board president:
Jennifer Talbot nominated Walter Newman.
Jesús Hernández seconded the nomination.
Walter Newman accepted the nomination.

Roll Call Vote:

Jennifer Talbot yea
Robert Sealby yea
Jesús Hernández yea
Walter Newman yea

PASSED UNANIMOUSLY

Exchange of the gavel took place.

MOTION MADE:

Walter Newman, President, asked for nominations for Vice President.
Jesús Hernández nominated Jennifer Talbot for Vice President.
Laura R. Jaecks seconded the nomination.
Jennifer Talbot accepted the nomination.

Roll Call Vote:

Jennifer Talbot yea
Robert Sealby yea
Jesús Hernández yea
Laura R. Jaecks yea

PASSED UNANIMOUSLY

III. Citizen Comments

NONE

IV. ASB Reports:

WHS ASB President Luke Carlson was not present Josey Meats, ASB VP, reported to the board.:

- Mr. Meats reported the planning of the Cocoa Café. It is a beatnik style club with music, poems, songs and an open microphone. It is well attended and a lot of fun. They serve hot cocoa, tea and cider.
- Planning is going on for Winter Wish Week. We are granting wishes for less fortunate individuals and families.
- Winter Week dress days are: Flannel Day, PJ Day, Snow Gear, Sweats etc.
- Janis Franz Talent Show Fundraiser is coming up and we will support one of our students and that will happen in February.

WSHS ASB Leadership Representatives Houston Morris and Jesus Torres reported the following to the board:

- Holiday door decoration contest
- Collecting and purchasing for less fortunate
- Pie Throwing Contest at teachers to raise money to fight cancer
- WSHS Talent Show coming up, invitation to please attend

The board welcomed Mr. Morris back: thanked the ASB officers from both schools.

V. Field Trip Requests:

OUT OF STATE FIELD TRIP APPROVAL: Curriculum Dir. Sarah Hanchey presented the field trips along with the advisors and CTC Dir., Dennis Conger stood in for Matt Pakinas, DECA.

Prepared
By: Jodi Smith Payne
Assistant Superintendent of Learning and Teaching

Re: Learning and Teaching

OUT-OF-STATE FIELD TRIP APPROVAL

The following field trip request is presented to you for your approval:

| | |
|----------------------------|---|
| Group Name: | Wenatchee High School DECA |
| Date of Trip: | April 23 – 28, 2015 |
| Purpose: | DECA International Career Development Conference |
| Number of Students: | 15 |
| Location: | Orlando, FL |
| Means of Funding: | ASB \$3,000 – Dist Program \$5,100 – Parents \$15,000 |
| Approx. Cost | \$23,100 |
| Supervision: | Matt Pakinas |

Group Name: Foothills/Pioneer/Orchard Middle Schools
Date of Trip: March 23 – April 3, 2015
Purpose: Annual 8-grade visit to historical sites on the east coast
Number of Students: 50
Location: Boston, New York, Philadelphia, Washington D.C.
Means of Funding: Parents \$2,900
Approx. Cost: \$2,900
Supervision: Rick Williams

Group Name: Wenatchee High School GEAR UP
Date of Trip: March 30 – April 1, 2015
Purpose: Vist 5 college campuses (3 in Portland Area, 2 in Tacoma Area)
Number of Students: 40
Location: Portland, OR and Tacoma, WA
Means of Funding: Dist Program \$12,475 – Parents \$12,475 (\$249 ea)
Approx. Cost: \$24,950
Supervision: Angela Prater

OUT-OF-DISTRICT / OVERNIGHT FIELD TRIP APPROVAL

Group Name: Wenatchee High School DECA
Date of Trip: March 5 – 7, 2015
Purpose: DECA State Career Development Conference
Number of Students: 50
Location: Bellevue, WA
Means of Funding: ASB \$5,000 – Dist Program \$2,000 – Parents \$10,500
Approx. Cost: \$17,000
Supervision: Matt Pakinas

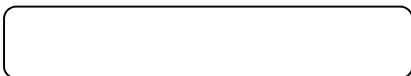
The board asked questions about supervision and the ratio of students to adults. Supervision of the students is a priority for each club and the advisors shared with the board that the ratio is usually no less than 10-1.

Dennis Conger mentioned the article in the Wenatchee World about Dale Blair and our students, he recommended that everyone read it and gave him kudos.

MOTION MADE: Jesús Hernández made the motion to approve all the field trips as presented.

SECONDED: By Laura R. Jaecks

PASSED: Unanimously



1)Asbestos Abatement Bid Recommendation

Bryan Visscher, Dir. Facilities & Risk Management presented the following to the board. Mr. Visscher made the point that the bids were never opened, they were sent back, the letter was erroneous in reporting that matter. Offer made from Ms. Jaecks for checking into electronic filing. Mr. Visscher welcomed Ms. Jaecks offer.

AGREEMENT made this the 3rd day of December, 2014 between the Wenatchee School District (the Owner), IRS Environmental of Washington, Inc. (the Contractor). As referred to in subsequent Articles of this contract, the Owner’s representative shall be the Director of Facilities and Risk Management, Wenatchee School District 246.

The Owner and the Contractor agree as set forth below:

Article 1 - The Contract Documents

The Contract Documents consist of this Agreement, Drawings and Specifications as attached and listed below and all written change-orders issued subsequent thereto. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

“Exhibit A - Asbestos Abatement Project Design” prepared by Fulcrum Environmental Consulting, Inc. Dated 11.20/2014 and revised 11/26/2014

Article 2 - The Work

LOCATION: Pioneer Middle School
 1620 Russell Street
 Wenatchee, Washington 98801

Scope;

The scope of the work is defined in the enclosed “Exhibit A - Asbestos Abatement Project Design” prepared by Fulcrum Environmental Consulting, Inc. Dated 11.20/2014 and revised 11/26/2014

All work sites to be cleaned and free of debris when work is complete.

Article 3 - Time of Commencement and Completion

The work to be performed under this Contract shall commence immediately, as directed by the Wenatchee School District Maintenance & Operations Director with full completion of the interior work by January 3, 2015; failure to complete by the specified date shall result in a deduction of \$200 per day, except as amended by change-order.

Article 4 - Contract Sum

The Owner shall pay the Contractor for the performance of the Work, subject to additions and deductions by Change Order as provided in the Conditions of the Contract, in current funds, the Contract

| | |
|-----------------------------------|---------------------|
| Total Lump Sum Price | \$ 39,793.00 |
| Minor Change Contingency 0 % | \$ 00 |
| Washington State Sales Tax @ 8.4% | \$ 3,342.61 |
| TOTAL CONTRACT PRICE | \$ 43,135.61 |

Forty Three Thousand, One Hundred Thirty Five and 61/100

Article 5 - Payments

Upon completion of the Project and acceptance by the Director, Maintenance and Operations, payment of the contract will be approved. The District will make payment within 45 days of approval.

For projects completed in phases or material or work delays not attributable to the Contractor, progress payments may be allowed by the District. The Owner’s representative will calculate the amount of the progress payment with the assistance of the Contractor.

For projects requiring State Department of Revenue, Department of Labor and Industries and Employment Security Department certifications, payment equal to ninety-five percent (95%) of the contract sum will be paid to the Contractor upon completion and acceptance of the project per Article 5, ¶ 1. The remaining contract balance will not be paid until a) receipt of all necessary releases from the department of revenue, b) receipt of all necessary releases from the department of labor and industries and c) settlement of any liens filed under RCW chapter 60.28.

Article 5b – Key loan

The District shall loan the Contractor keys and temporary alarm codes as necessary for use during construction. No payment will be released until all keys are returned to the District Maintenance and Operations Supervisor.

Article 6 - Contractor's Bonding

In addition to the Contractor's Surety Bond in the amount of \$12,000 which the Wenatchee School District holds on file, for projects which exceed the value of said bond, as required by RCW 39.08.010, The Contractor shall deliver a Payment & Performance Bond to the District, conditioned that the Contractor shall faithfully perform all the Provisions of this Contract and pay all laborers, mechanics and subcontractors and material men, and all persons who shall supply the Contractor or sub-contractors with provisions and supplies for carrying on the Work. Per RCW 39.08.030 this bond shall be in an amount equal to the *full contract price*.

For contracts thirty-five thousand dollars or less, at the option of the contractor, in lieu of the payment & performance bond, the Wenatchee School District will retain fifty percent (50%) of the contract amount for a period of thirty days after the date of final acceptance, or until receipt of all necessary releases from the department of revenue and the department of labor and industries and settlement of any liens filed under chapter 60.28 RCW, whichever is longer.

Article 7 - Prevailing Wages on Public Works

The Contractor shall pay prevailing wages for Chelan County as specified in Laws for the State of Washington, Chapter 39.12 Prevailing Wages on Public Works. Intent to Pay and Affidavit of Wages Paid shall be filed with the department of labor and industries for all public works contracts.

The State of Washington prevailing wage rates applicable for the public works project, which is located in Chelan County, may be found at the following website address of the Department of Labor and Industries:

<https://fortress.wa.gov/Ini/wagelookup/prvWagelookup.aspx>

Based on the bid submittal deadline for this project, the applicable effective date for prevailing wage rates on this project is December 1 2014. A copy of applicable prevailing wage rates is also available for viewing at the WSD Maintenance & Operations Department, located at 1001 Circle Street, Wenatchee, WA. Upon request, a hard copy of current rates will be mailed or faxed for this project.

Article 8 - Hold Harmless

No liability shall attach to the parties to the agreement by reason of entering into this Agreement except as expressly provided herein.

Each party shall protect and hold harmless the other party from and against all claims, suits or actions arising from any intentional or negligent act or omission of that party's employees, guests, invitees, agents and/or authorized contractors and subcontractors while performing under the terms of this Agreement, provided that for those actions or activities covered by RCW 4.24.115, This indemnity provision shall be valid and enforceable only to the extent of the negligence of either party, their guests, invitees, agents, contractors or subcontractors.

Article 9 - Non-Discrimination

The Wenatchee School District complies with all federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, creed, sex, sexual orientation, including gender identity, disability, familial status, marital status or age. This holds true for all staff and for students who are interested in participating in educational programs and/or extracurricular school activities. Inquiries regarding compliance and/or grievance procedures and issues related to 504 should be directed to the Administrator for Student and Support Services (509) 663-8161.

Discussion followed and a motion was made.

MOTION MADE: Laura Jaecks made the motion to accept the bid for the amount of \$ 43,135.61 which includes the tax and award the contract to IRS Environmental of Washington Inc. as presented by Bryan Visscher.

SECONDED: By Robert Sealby

PASSED UNANIMOUSLY

2) Hill - Contract Amendment to Expand WVTSC Project Management Scope

Bryan Visscher, Dir. Facilities & Risk Management, explained to the board why we needed to move forward with the expanding of the project management contract with Hill International. There is sufficient funds from phase I & II in the contract so we only need to expand the scope of the project. The board noted that it apparently good budget management has taken place, Mr. Visscher gave credit to everyone involved in the project. After answering questions from the board Mr. Visscher asked for approval.

MOTION MADE: Laura Jaecks made the motion to expand the Hill International Project Management contract to cover the scope of the project as presented by Bryan Visscher.

SECONDED: By Walter Newman

PASSED UNANIMOUSLY

3) Forte' Architects – WSHS Day Care Services Contract

Bryan Visscher, Dir. Facilities & Risk Management explained the reasons for moving the day care to the portable at the WSHS to be on site. It was agreed to do so with WVC, we are trading that facility use from WVC for parking in our parking lot. It will be housed in portable buildings at the WSHS. We need to build the infrastructure for plumbing and electrical, this contract will give us the option to do that, to prepare for that move. Mr. Visscher is researching to remodel portables or new structures but the infrastructure needs to still be done. First option is to use two portables from Lincoln and Washington. Second option is to build a new modular building. This contract is for task one. Discussion about capacity of building if we extend to pre-school for early learning to match the community needs. Mr. Visscher and Supt. Flones are thinking it is currently the original plan made five years ago but he will follow up on that issue and get back to the board.

MOTION MADE: Laura Jaecks made the motion to approve the contract for Task #1 to build the infrastructure for the WSHS Day Care Center as presented by Bryan Visscher.

SECONDED: By Jesús Hernández

PASSED UNANIMOUSLY

4) Forte' Architects schedule to bid, contract, construction, completion for PIO CIP

Bryan Visscher, Dir. Facilities & Risk Management and Christopher Larson, Architect for Forte Architects bring us through the schedule, currently on target to go out for advertisement for bid on January 5th. Schedule:

- January 5, 2015: Project is advertised for bid.
- January 14, 2015: Pre bid walkthrough.
- February 3, 2015: Bid due date.
- February 24, 2015: Board Approval Package to Board.
- March 2, 2015: Notice to proceed issued to General Contractor.
- April 1, 2015: Construction begins.
- August, 2015: New locker room ceiling slab and new bleachers complete prior to football season.

Discussion:

- Lockers done in fall
- Fall sports ready
- Soccer schedule working on location

5) Forte' Architects expanded scope of PIO CIP

Bryan Visscher, Dir. Facilities & Risk and Christopher Larson, Architect for Forte Architects presented the following:

Additional items to be added to the project scope and included in the construction document drawings and upcoming bid per request from Wenatchee School include:

| Item | Estimated Additional Construction Cost (does not include WSST) |
|---|---|
| Pioneer Middle School Courtyard Safety Barriers | \$150,000.00 |
| Pioneer Middle School New Apple Bowl Lighting (4 new poles and all associated power, electrical engineering, power, and lamp hardware) | \$375,000.00 |
| Pioneer Middle School New Apple Bowl Turf | \$1,245,000.00 |

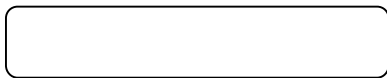
Discussion:

- Future Bond \$150,000.00 or current – hope is current
- Locker room design developing south side lighting at the same time, cost savings, may reuse old poles, improved savings long term with lights used
- KCDA will be used for lighting and turf
- Community donations a possibility – will look into that
- Makes sense to do turf now rather than going back, will be enough funds, but need to know the impact on future costs
- Asked to approve the design and expansion of scope and budget of this project at this meeting
- Minor change if we do not decide to use the KCDA contract, easy to fill in with sod, if we change our mind, by approving is not a point of no return
- More overall budget and field turf conversation at upcoming Facilities Workshop
- Capacity not increasing due to new codes on Pioneer MS side

MOTION MADE: Laura Jaecks made the motion to approve the contract for expanded scope of PIO CIP as presented by Bryan Visscher.

SECONDED: By Jesús Hernández

PASSED UNANIMOUSLY



Risk Management Plan: Superintendent Flonos asked the board if they had any questions about the options and he recommended the Option #1.
No questions and no discussion.

District Risk Manager -with SRO Option #1

*Reports To: Deputy Superintendent
Salary Schedule: Operational Directors
Bargaining Unit: Non Represented
EEO Class: 1
Contract Days: 260
FLSA Status: Exempt
Publish Date: November 2014-Draft*

SUMMARY

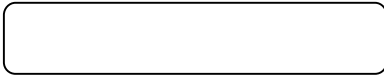
This position plans manages and administers the Districts' Risk Management department, education and training programs, safety and environmental quality programs with the objective of minimizing exposure to loss or damage to District assets and providing for safety of the students and staff. Supports the educational and activities programs in the Wenatchee School District in accordance with district policies, federal and state statutes, and in concert with the District's risk management plan.

President Newman asked if there was a motion to accept Option #1 of the Risk Management Plan as presented?

MOTION MADE: Laura Jaecks made the motion to approve Option #1 of The Risk Management Plan as presented by Superintendent Flones.

SECONDED: By Jesús Hernández

PASSED UNANIMOUSLY



Enrollment Report:

WSD CFO Les Vandervort presented the following:

Enrollment Reports for **December 2014**

Exhibit A - Monthly Enrollments.

The **December 2014** count of K-12 students is **7,844.67 full-time equivalents (FTE)** including 174.46 FTE Running Start students (Running Start students are counted starting in October).

The average FTE is **7,866.88** which are **151.88** FTE above budgeted average FTE of 7,715.

Running Start and Skill Source Open Door FTE are shown as separate line items.

Exhibit B shows the changes in average FTE enrollment, as reported to OSPI, since 2002/03. Exhibit B reflects the history of our actual state funding level of FTE.

Exhibit C is a restatement of enrollment from 2002-03 for comparability. Kindergarten is restated based on headcount rather than FTE due to the state funding formula changes. All day kindergarten at Columbia has been BEA funded since 2007-08. All day kindergarten at Lewis & Clark, Lincoln, and Mission View has been BEA funded since 2008-09. Newbery Elementary has been BEA funded since 2013-14.

The current Wenatchee Valley Technical Skills Center counts for grades 9-12 have been included in years prior to 09-10 for comparability. As a branch campus, Moses Lake enrollment is excluded from Wenatchee's count.

Exhibit D compares the current month's enrollment with the same month in the prior year by building and by grade level.

Exhibit E shows the monthly information in graphic form, with a comparison to last year's (2013-14) actual enrollment and 2014-15 budgeted numbers. Charts and graphs are on file for review.

Budget Report: WSD CFO Les Vandervort presented the following: November 2014 Budget Status Reports

GENERAL FUND With **25%** of the fiscal year elapsed, Total General Fund revenues were **24.9%** and expenditures were **23.5%** of budgeted amounts, respectively.

General Fund Total Fund Balance at November 30, 2014 is **\$12,634,113** (15.18%). SPI inserts budgeted enrollment into the September to December 2014-15 funding formula to record and distribute state revenue.

Revenue adjustments for actual enrollment occurs in January 2015. Expenditures are actual to date.

CAPITAL PROJECTS FUND The Month Ending Fund Balance is **\$65,704,606.**

Wenatchee Valley Technical Skills Center \$9.5 million project is in progress. The Mission View Parking Lot project is substantially complete. Architectural work is progressing on remaining bond projects.

DEBT SERVICE FUND The Month Ending Fund balance of **\$4,706,010** is reserved for payment of bond principal and interest payments which are due each December and June. Revenues consist primarily of property taxes, which are levied annually to provide adequate funds for the bond payments.

I. Superintendent's Report

The Debt Service levy for 2014 collection is \$2,400,000. The Debt Service levy for 2015 collection is \$5,408,000.

ASB FUND Revenues are 31.0% of the amount budgeted for the year . Expenditures are 198% of budget . The Total Month Ending Fund Balance is \$570,391.

TRANSPORTATION VEHICLE FUND The Month Ending fund balance is \$329,162 . Bus purchases will be made only when funds are actually received by the district. The current balance is enough to purchase two (2) buses in 2014-15.

The district expects to receive \$164,637 in depreciation August 31, 2015. Charts and graphs are on file for review.

Mr. Vandervort asked for questions, there were none and the board thanked Mr. Vandervort for the reports.

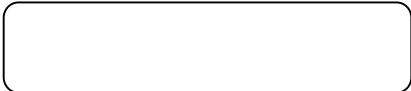


• Ms. Jennifer Talbot Board Communication - December 9, 2014

Thank you to the School District and the community for the opportunity for professional development at the WSSDA (Washington State School Directors Association) 2014 Annual Conference. I attended the early bird session on Watching Your Bottom Line: School Finance and Collective Bargaining Essentials. I enjoyed listening to keynote speakers, Gene Sharratt and Scott Crabtree. I attended numerous sessions: Planning a Communication Strategy for Common Core and Smarter Balanced; Building a Comprehensive Student Achievement System with Illuminate Education; Legislation, Policy, and Practice; and Stay Legal: The Do's and Do Not's of School Elections. I attended the Direct Area 7 Caucus meeting as well as Delegate Assembly.

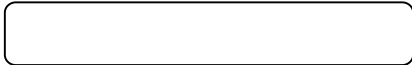
I was so pleased to attend the Opening Night of the Beauty of Bronze exhibit at the Wenatchee Valley Museum this past Friday. I am so thankful for this program, mentor artist Kevin Pettelle, Jeanette Marantos, the Museum, and the countless volunteers that support this art experience for our 5th grade students.

- Ms. Laura Jaecks is working with Alan Walker for the Early Learning Initiative and updated the board on the Wenatchee North Rotary Grant process. The chances are looking good for the \$20,000 2 year grant for Early Learning coming our way.
- Mr. Jesús Hernández similarly reported on two other grants that he also has been involved in Focusing on Parent Education, addressing mitigating poverty issues.



Superintendent Flonas reminded the board of the following.

- Regional Legislative Meeting with our legislators will be Dec. 10th, here at the D.O. from 5-7 pm.
- Workshop on Dec. 16th - an agenda and enclosures handed out



At 7:10 pm the Board President Walter Newman read the following statement:

The school board will enter into executive session in accordance with board policy 1410 and RCW 42.30.110 Section G: to discuss with legal counsel representing the district matters relating to enforcement actions, or litigation, or potential litigation to which the district, the board, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the district.

The executive session lasted 90 minutes and no action taken.

MEETING ADJOURNED: Meeting adjourned 7:10 p.m. and went immediately into the executive session.

MEETING ADJOURNED: President Walter Newman opened the closed meeting & adjourned the meeting at 9:40 p.m.

President

Superintendent Date _____