

OFFICIAL MINUTES
 LAKE WASHINGTON SCHOOL DISTRICT NO. 414
 Board of Directors' Meeting
 August 12, 2019

The board meeting was called to order by President Siri Bliesner at 7:00 p.m. CALL TO ORDER

Members present: Siri Bliesner, Mark Stuart, Eric Laliberte, and Cassandra Sage. ROLL CALL

Excused: Chris Carlson.

Present: Superintendent Jane Stavem.

Eric Laliberte moved to approve the agenda. Seconded by Mark Stuart. APPROVAL OF AGENDA

Motion carried.

Healy Landis, Melody Kieffer, Julie Wulf, Carolina Borrego, and Wendy McCrain highlighted the work and responsibilities of the Lake Washington Educational Support Personnel (LWESP) and hoped for a successful conclusion to ongoing bargaining. Alysa Challman, Kelly Gilbert, and Laura Pratt, Emerson K-12 teachers, offered their support to LWESP members. PUBLIC COMMENT

Eric Laliberte moved to approve the consent agenda. Seconded by Cassandra Sage. CONSENT AGENDA

Siri Bliesner, yes; Mark Stuart, yes; Cassandra Sage, yes; and Eric Laliberte, yes.

Motion carried.

The following June and July 2019 vouchers were approved: APPROVAL OF VOUCHERS

June 2019 -

General Fund

363170-363557 \$5,384,107.85

Payroll

2920-2930 \$10,667.17

Accounts Payable Direct Deposit \$ 9,495,854.82

Acquisition Card 1,811,903.47

Deferred Comp 145,570.00

Department of Revenue 20,660.55

Dept. of Retirement Systems 3,397,821.88

Dept. of Retirement Systems 1,032,810.79

Flex Spending 44,452.38

American Fidelity HAS 8,998.25

DSHS – Division of Child Support 4,854.23

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<i>Payroll Direct Deposit</i>	14,807,522.53
<i>Payroll Tax Withdrawal</i>	5,307,256.10
<i>Sodexo</i>	71,400.08
<i>TSA Envoy</i>	378,325.39
<i>VEBA</i>	1,778.70
<i>Vision/(NBN)</i>	83,297.57
<i>Key Bank Processing Fees</i>	<u>4,773.61</u>
	\$36,617,280.35

<u><i>Capital Fund</i></u>	
700183-700226	\$4,007,788.42

<u><i>ASB</i></u>	
63955-64064	\$133,594.08

<u><i>Transportation Vehicle Fund</i></u>	\$0.00
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<u><i>Private Purpose Trust Fund</i></u>	
3108-3142	\$8,007.50

<i>July 2019 -</i>	
<u><i>General Fund</i></u>	
363558-364057	\$6,672,866.10

<u><i>Payroll</i></u>	
2931-2946	\$10,527.56

<i>Accounts Payable Direct Deposit</i>	\$ 20,033,598.98
<i>Acquisition Card</i>	1,386,575.43
<i>Deferred Comp</i>	148,753.00
<i>Department of Revenue</i>	83,462.21
<i>Dept. of Retirement Systems</i>	3,649,627.40
<i>Dept. of Retirement Systems</i>	1,123,199.73
<i>Flex Spending</i>	44,252.38
<i>American Fidelity HSA</i>	9,164.92
<i>DSHS - Division of Child Support</i>	4,854.23
<i>Payroll Direct Deposit</i>	15,235,645.14
<i>Payroll Tax Withdrawal</i>	5,632,781.27
<i>Sodexo</i>	71,400.08
<i>TSA Envoy</i>	377,332.29
<i>VEBA</i>	97,812.26
<i>Vision/(NBN)</i>	68,701.34
<i>Key Bank Processing Fees</i>	<u>6,081.29</u>
	\$47,973,241.95

<u><i>Capital Fund</i></u>	
700227-700287	\$1,819,648.22

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ASB
64065-74138 \$47,680.07

Transportation Vehicle Fund
\$0.00

Private Purpose Trust Fund
3143 \$1,261.50

Approval of June 24 study session and board meeting.

APPROVAL OF MINUTES

Approval of August 1, 2018 Human Resources Report.

APPROVAL OF HUMAN
RESOURCES REPORT

Authorizes the superintendent or her designee to approve contract modifications with Lydig Construction, Inc. to proceed Amendment No. 3 for the Lake Washington High School Addition project in the amount of \$7,091,165 plus sales tax.

GC/CM CONTRACT
AMENDMENT NO. 3
LAKE WASHINGTON
HIGH SCHOOL ADDITION
PROJECT (SITE 84)

Authorizes the superintendent or her designee to approve construction Change Order No. 3 with Lydig Construction, Inc. for the Timberline Middle School project in the amount of \$1,605,013 plus sales tax. Approval of this change order results in a revised GMP of \$61,391,176.

GC/CM CONSTRUCTION
CHANGE ORDER NO. 3
TIMBERLINE MIDDLE
SCHOOL (SITE 72)

Approves Resolution No. 2276 authorizing the Superintendent or her designee to convey a 6,827 and 141 (6,968 total) square feet by deed of dedication to the City of Kirkland as part of the Peter Kirk Elementary School Rebuild project.

RIGHT-OF-WAY
DEDICATION OF
PROPERTY - CITY OF
KIRKLAND PETER KIRK
ELEMENTARY SCHOOL
REBUILD AND ENLARGE
PROJECT (SITE 09)
RESOLUTION NO. 2275

Adopts Resolution No. 2276 approving the amendment to the agreement with DR Horton and authorizing the Superintendent or designee to proceed with the process for sale and closing of the Rose Hill Property (Site 27).

SALE OF DISTRICT
PROPERTY – REAL ESTATE
ROSE HILL PROPERTY
(SITE 27),
RESOLUTION NO. 2276

Accepts the donations/grants as identified -

DONATIONS

Acceptance from Ella Baker PTSA to Ella Baker Elementary School in the amount of \$1,260.00 to support field trips.

Horace Mann Elementary PTA to Mann Elementary School in the amount of \$12,638.25 to purchase library equipment.

Acceptance from Samantha Smith PTSA to Smith Elementary School in the amount of \$1,362.39 to purchase library books.

Acceptance from Rosa Parks PTSA to Rosa Parks Elementary School in the amount of \$2,604.00 to support field trips.

Acceptance from Finn Hill Middle School PTSA to Finn Hill Middle School in the amount of \$1,034.02 to provide classroom supplies.

Acceptance from Renaissance School PTSA to Renaissance in the amount of \$6,500.00 to support outdoor education.

Acceptance from Rose Hill Middle School PTSA to Rose Hill Middle School in the amount of \$2,829.75 to purchase student planners.

Acceptance from International Community School PTSA to ICS in the amount of \$10,046.15 to purchase science kits.

Acceptance from Juanita Rebels Booster Club to Juanita High School in the amount of \$2,149.00 to support music program.

Acceptance from Lake Washington High School PTSA to Lake Washington High School in the amount of \$2,617.86 to provide copy supplies (\$282.33); support extracurricular activities (\$1,120.53), and purchase classroom supplies (\$1,215.00).

Acceptance from Tesla STEM PTSA to Tesla STEM High School in the amount of \$23,337.88 to purchase classroom equipment (\$19,033.00) and support end of year celebration (\$2,000.00) and graduation ceremonies (\$2,304.88).

TOTAL \$79,459.77

NON-CONSENT AGENDA

Barbara Posthumus, Associate Superintendent, Business and Support Services, introduced Chris Brenengen, the new Director of Business Services.

2019-20 BUDGET
PUBLIC HEARING
RESOLUTION NO. 2280

Chris Brenengen conveyed that the 2019-20 draft budget was presented to the Board at the June 24, 2019 meeting. The budget was posted on the district's website and copies were made available to interested persons. Feedback could be provided via the website or email.

The district budget document is presented in both the official F-195 state format and district summary format. The district summary document follows the Association of School Business Officials International (ASBO) Meritorious Budget Award criteria.

State statutes require the board to hold a public hearing on the budget and adopt the budget by resolution, which also establishes the tax levies necessary to support the General Fund, Capital Projects Fund, and Debt Service Fund. The F-195, state budget format, is the official budget to be adopted.

Siri Bliesner opened the public hearing. Seeing no one step forward, she closed the public hearing.

The board is scheduled to adopt the 2019-20 Budget at the August 26 board meeting.

APPROVAL OF
MONITORING REPORTS

Dr. Stavem stated that the Board's Governance Policies call for the monitoring of each policy based on the annual calendar in GP-6. She noted that all areas of EL-09, District Staff, are in compliance and it is now being presented for approval. She responded to board members' questions.

EL-9, DISTRICT STAFF

Cassandra Sage moved to approve the monitoring report for EL-09, District Staff, to the Board, as presented. Seconded by Eric Laliberte.

Motion carried.

Dr. Stavem presented EL-10, Budgeting/Financial Planning, and noted that all areas are in compliance and it is now being presented for approval.

EL-10,
BUDGETING/FINANCIAL
PLANNING

Mark Stuart moved to approve the monitoring report for EL-10, Budgeting/Financial Planning, to the Board, as presented. Seconded by Eric Laliberte.

Motion carried.

Dr. Stavem presented EL-11, Financial Administration, and noted that all areas are in compliance and it is now being presented for approval.

EL-11, FINANCIAL
ADMINISTRATION

Cassandra Sage moved to approve the monitoring report for EL-11, Financial Administration, to the Board, as presented. Seconded by Eric Laliberte.

Motion carried.

Dr. Stavem related that the board policies, Operational Expectations (OE) and Results (R), as listed below, have been discussed and reviewed at the March 22 and June 24 study sessions and presented for first reading at the June 24 board meeting. These policies were being submitted for second reading/approval. Since the June 24 board meeting, there have been a few revisions which are shown in strike-thru and underline. These policies will replace the board's current Executive Limitations (EL) and End Results (ER) policies.

BOARD POLICIES –
OPERATIONAL
EXPECTATIONS (OE) &
RESULTS (R)
SECOND
READING/APPROVAL

Operational Expectations (OE 1-13) - replacing EL policies

- OE-1, Global Operational Expectation
- OE-2, Emergency Superintendent Succession
- OE-3, Treatment of Community Stakeholders
- OE-4, Personnel Administration
- OE-5, Financial Planning
- OE-6, Financial Administration
- OE-7, Asset Protection
- OE-8, Communication with and Counsel to the Board
- OE-9, Engaging with the Community
- OE-10, Learning Environment/Treatment of Students
- OE-11, Instructional Program

- OE-12, Facilities
- OE-13, Technology

Results 1-3 (R 1-3) - replacing ER policies

- R-1, Mission of Lake Washington School District
- R-2, Academic Content Knowledge and Skills
- R-3, Life Skills and Citizenship

Cassandra Sage moved that the Board approve the Operational Expectations 1-13 Policies (OE 1-13) and Results 1-3 Policies (R 1-3) as presented. Seconded by Eric Laliberte.

Motion carried.

Dr. Stavem indicated that the annual work plan is part of the Coherent Governance framework. The work plan defines the ongoing work of the Board, including monitoring of policies, results, community engagement, Board development, and other relevant tasks and events. The annual work plan is not intended to be unchangeable and can be modified by the Board as circumstances and events require.

Eric Laliberte moved that the Board approve the 2019-20 annual work plan as indicated by Governing Culture 6 (GC-6). Seconded by Cassandra Sage.

Motion carried.

Dr. Stavem highlighted the work that is being done as we prepare to open a new school year. A video of the summer graduation was shown.

ANNUAL WORK PLAN OF
THE BOARD – GOVERNING
CULTURE 6 (GC-6)
2019-2020 APPROVAL

SUPERINTENDENT
REPORT

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Eric Laliberte indicated that he will be attending the upcoming Washington State School Directors Association (WSSDA) Legislative Conference in September. At the August 26 study session, the board will be discussing and prioritizing the WSSDA legislative proposals.

LEGISLATIVE UPDATE

Eric Laliberte moved to adjourn. Seconded by Cassandra Sage.

ADJOURNMENT

Motion carried.

The meeting was adjourned at 8:10 p.m.

Siri Bliesner, President

Jane Stavem, Superintendent

Diane Jenkins
Recording Secretary