

**Onion Creek School District #30**  
**School Board Meeting Minutes**  
**Wednesday, September 23, 2020, 5:00 p.m.**

Following Open Public Meetings guidance during the COVID-19 Stay Home, Stay Healthy Proclamation, the meeting was held via Zoom.

- I. WELCOME:** The regular board meeting was called to order at 5:05 p.m. School Board Members present were: Elissa Dyson, Andy James, Joel Anderson, Lukas Miller, and Melody Bowlby, a quorum. Staff members present were: Bill Glidewell, Kristina Allen, Alyson Clendenen, Liz Wolf, and Dani Arnold. Community member present was Leslie Atkins. Joel Anderson made the motion to bring the September 23, 2020 Onion Creek School Board meeting to come to order, Lukas Miller seconded the motion. The motion was unanimously approved. 5/0
- II. ADDITIONS OR DELETIONS:** None at this time.
- III. CONSENT AGENDA:** Reading of the minutes and review of payroll/vouchers: Andy James moved to approve both the minutes from the previous meeting and payroll/vouchers, Joel Anderson seconded the motion. The motion was unanimously approved. 5/0
- IV. REPORTS**
  - A. BUDGET STATUS REPORT:** The budget status report and cash flow documents were reviewed.
  - B. BOARD REPORTS:**
    - a. Elissa Dyson, board chair, reported on the upcoming WSSDA Annual Conference November 18-20, 2020 to be held virtually. The board discussed having Elissa attend the meeting in full while having Melody attend the new board member boot camp.
    - b. Andy James, legislative representative, reported on his preparation for the WSSDA General Assembly. Information was provided on relevant proposals and asked for board feedback on board positions.
    - c. Lukas Miller, facilities/transportation representative, reported on progress on the pump house insulation.
    - d. Melody Bowlby, community representative, reported that the community was very appreciative of the teaching staff.
    - e. Joel Anderson, curriculum/technology representative, did not have anything to report this month.
  - C. ENROLLMENT REPORT:** No enrollment report for August.
  - D. SUPERINTENDENTS REPORT:**
    - a. First Days of School: Overall our school opening has been successful. Staff and families are slowly figuring out the distance learning platform and as many as 12 students who have been identified as “high risk” are attending school in-person on Monday, Wednesday, and Thursday for individualized instruction.

- b. Tri County Health Department Report: COVID19 cases have steadily fallen the past month and the board is hopeful that TCH will provide guidance that it is reasonably safe to resume in-person learning with the use of PPE and social distancing measures. TCH stated at the regional superintendent's meeting that they would be announcing a recommendation to resume some form of in-person education as soon as October 5<sup>th</sup>.
- c. Cares Act Funding: The CARES Act provides funding to schools to assist in paying for Covid19 related expenses through the Elementary and Secondary School Emergency Relief Fund (ESSER). Our district has used the funds to assist in a COVID Response Coordinator, cleaning supplies/PPE, training and staff preparation, and some hardware. In all, the district has potential access to approximately \$29,000.
- d. New Phone System: Mr. Glidewell is working with Eddie Laux, from ESD 101, to learn about our phone proposal through Intrique Communications. Eddie Laux will be setting up installation in the near future.

**E. ACTION ITEMS**

- a. COVID RESPONSE COORDINATOR CONTRACT: Mr. Glidewell proposed that Alyson Clendenen receive a supplementary contract in the amount of \$7,309.90 (10% of her base contract) for the duties of COVID Response Coordinator for the 20-21 school year. In the absence of onsite administration, Alyson will be in charge of implementing COVID procedures and assisting staff and families with virus related protocol and procedures. Lukas Miller made the motion to accept the contract as presented, Andy James seconded the motion. The motion was unanimously approved 5/0.
- b. TEACHER CONTRACT REVISION:: Mr. Glidewell proposed that Shannon Kearney's certificated contract be increased from a .3 FTE to a .5 FTE to assist in classroom supervision and special needs instruction for the 2020-2021 school year. This will help Alyson by allowing coverage while performing COVID duties. Joel Anderson made the motion to accept the teaching contract as presented, Lukas Miller seconded the motion. The motion was unanimously approved 5/0.
- c. HIGHLY CAPABLE PLAN REVIEW: As part of our compliance for Highly Capable, the board is asked to approve grants package 217 as part of our annual plan. The board reviewed the district's plans. Lukas Miller made the motion to approve the Highly Capable plan as presented, Joel Anderson seconded the motion. The motion was unanimously approved 5/0.
- d. REGULAR BOARD MEETING SCHEDULE CHANGE: At our last meeting, the board discussed moving our regular board meeting to the 3<sup>rd</sup> Monday of the month. This works well for all months, with the exception of Martin Luther King Day, which is a federal holiday. Lukas Miller made the motion to change the regular school board meetings to the 3<sup>rd</sup> Monday of the month with the exception of January, when the meeting would take place on the 4<sup>th</sup> Monday of the month, Andy James seconded the motion. The motion was unanimously approved 5/0.
- e. SECRETARY/PARA HIRING RECOMMENDATION: Mr. Glidewell made the recommendation to hire Dayna Woods for the position of Secretary/Parapro. Dayna has worked at the district for the past 2 years as an Americore worker and has proven to be a valuable member of the team.

Andy James made the motion to hire Dayna Woods as a part-time secretary/paraprofessional, Lukas Miller seconded the motion. The motion was unanimously approved 5/0.

f. **EMPLOYEE RESIGNATION:** Tammi Torres is now working in Kettle Falls as a preschool teacher and is unable to continue her duties at Onion Creek School District. Knowing she could not be on site as needed, she has submitted her resignation. Joel Anderson made the motion to accept Tammi Torres resignation with regret, Andy James seconded the motion. The motion was unanimously approved 5/0.

g. **OUT OF ENDORSEMENT TEACHING ASSIGNMENT:** Elizabeth Wolf has served as the K-2 teacher for the past several years through board approved out of endorsement assignment. Lukas Miller made the motion to permit Ms. Wolf to teach the K-2 classroom for the 2020-2021 school year as an out of endorsed teaching assignment, Joel Anderson seconded the motion. The motion was unanimously approved 5/0.

**F. DISCUSSION ITEMS:** Kristina Allen commented on the amazing staff and their hard work to prepare for this unprecedented time. Bill Glidewell expressed his thanks to staff and school board. Andy James expressed his thankfulness for the importance of safety protocols and Onion Creek adhering to those protocols.

**G. ADJOURNMENT:** Joel Anderson made a motion to adjourn the Onion Creek August, 2020 school board meeting at 6:45p.m., Melody Bowlby seconded the motion. The motion was unanimously approved. 5/0

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Elissa Dyson, Board Chair