



## **Green Mountain School District No. 103**

13105 NE Grinnell Road • Woodland, WA 98674 • (360) 225-7366 • FAX (360) 225-2217

### **GREEN MOUNTAIN SCHOOL DISTRICT NO. 103 BOARD OF DIRECTORS CLARK COUNTY, WASHINGTON**

#### **REGULAR BOARD MEETING MINUTES**

Tuesday, May 28, 2024, 6:30 PM  
Green Mountain School 8<sup>th</sup> grade classroom  
and via Zoom connection

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Vice-Chairman Kent Furman called the Board Meeting to order at 6:30 p.m. Vice-Chairman Furman led the Pledge of Allegiance.

#### **MEETING PARTICIPANTS PRESENT:**

School Directors Present: Kent Furman, Joyce Cooper, Kessie Brown, Adam Dunn

Secretary/Superintendent: Dave Holmes

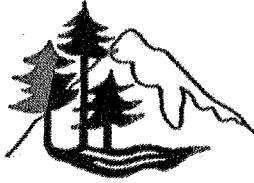
Principal: Jacqui Vansoest

Staff: Carla Whitmire

Guest: Curtis Tikka

Guest via Zoom: Business Manager Mitch Thompson, Josh Gillette

2. **APPROVAL AND/OR REVISION OF AGENDA:** *Director Cooper made a motion to approve the agenda with the addition of 6b. Election of Vice-Chair to the Board. Director Brown seconded. Motion passed 4-0.*
3. **INTERVIEW BOARD DIRECTOR CANDIDATES**  
*Board members interviewed Curtis Tikka.*
4. **EXECUTIVE SESSION** – An executive session under RCW 42.30.110(1)(h) is needed to discuss the qualifications of candidates for appointment to elective office. The executive session is scheduled to last fifteen minutes. *Due to one applicant being interviewed the board chose not to go into executive session and elected Curtis Tikka to the Board with motion made by Director Cooper and second from Director Dunn. Motion passed 4-0.*
5. **ADMINISTER OATH OF OFFICE TO SELECTED BOARD CANDIDATE:** *Superintendent Holmes administered the Oath of Office to Curtis Tikka.*
6. **ELECTION OF BOARD CHAIR:** *Director Cooper nominated Director Furman to serve as Board Chair. Director Dunn seconded. Motion passed 4-0 (Director Furman abstained)*  
**6b. Election of Vice Chair to the Board:** *Director Brown nominated Director Dunn to serve as Vice-Chair. Director Cooper Seconded. Motion passed 4-0 (Director Dunn abstained)*



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7. **SAY SOMETHING POSITIVE:** Director Cooper gave Carla a Coupon Queen award in recognition of saving the district money by making frugal purchases. Director Furman is happy to have a full board again. He said the grounds look great. Director Brown shared that the family is excited for summer break. Director Furman said a full board is nice and every time there is an opening someone readily steps up to serve. Director Tikka shared it is bright and cheery on campus. Superintendent Holmes shared the Green Mountain School class of 1957 will be on campus for a reunion on June 7<sup>th</sup>. Six of the eight graduates will be in attendance.
8. **APPROVAL OF MINUTES:**  
April 30, 2024, Regular Board Meeting: *Director cooper made motion to approve the minutes as written. Director Brown seconded. Motion passed 5-0.*
9. **CORRESPONDENCE**
  - A. OCR letter- The letter shared the completion of the CRDC report and submittal. Superintendent Holmes thanked Carla for completing the report.
  - B. State Bus inspection report – The buses passed inspection with no issues. Superintendent Holmes thanked Bill for keeping up with bus maintenance.
10. **DONATIONS – Washington Wild Sheep Foundation - \$500.00 to Archery Elective Class.**  
Katie Kipp asked the Sheep foundation for a donation toward the class.
11. **REPORTS – Informational and Non-Action**

**Superintendent's Report:** Superintendent Holmes shared that enrollment is currently the same. Kindergarten enrollment for 2024-25 has approximately 13 students. Capital projects construction for the brick building stairs will be planned for summer of 2025. The Small Schools Modernization planning grant approval is still waiting for OSPI to process. Most of Phase II final work will take place this summer. Principal Vansoest met with Scott about a summer maintenance list. Superintendent Holmes will share the list at the next board meeting. Superintendent Holmes ordered upgrades to the ViewSonic boards and purchased two new boards due to the current ones being out of date. Twelve new laptops were ordered for the teachers to replace out-of-date desktops. Twenty-five student laptops were ordered to replace out-of-date laptops. This summer staff will be trained in how to process documents through the cloud as the technology department will be moving everything from the local server to the cloud. Superintendent Holmes has signed a consulting contract with Mike Young to assist us with the meal service startup process. A middle school electives survey has been completed.

**Budget Status Report:** The ending fund balance is at \$1.5M due to district property owners paying their taxes up-front. The ending fund balance will go down over the next two months.

**Review of Board Priority Calendar:** Director Cooper asked about the secondary traumatic stress report and Superintendent Holmes shared it was completed two years ago and does not have to be revisited at this time.



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**Principal's Report** – Principal Vansoest shared it has been calm around campus. The certificated staff celebrated an appreciation day. PTSO has been providing a staff hospitality bar once a month this school year which is nice. The kindergarten class went on a field trip to Dairy Days and enjoyed the cows. The second and third grade class went on a field trip to the Lelooska Cultural Center. Our district is one of a few districts who still have field trips. Thankfully, the PTSO pays for our field trips. Principal Vansoest shared the teaching staff are using Love and Logic in their classrooms. The past four months, Principal Vansoest has been training the classified staff in Love and Logic. She shared it is fun to listen to the perspectives of how classified staff use Love and Logic. Students are in the middle of State and iReady testing which will continue into June. Principal Vansoest shared the PTSO held a glo run fundraiser last year and raised a lot of money. This year they are holding a color run fundraiser. Students will run the track and adults will throw colored corn starch at the kids. Students have been getting donations throughout the month of May for this event. The top earning classes and students will earn prizes. As of last Thursday, \$7,500 has been raised. Since they have met a goal, Principal Vansoest will be sprayed with silly string by students and become the Silly String Monster. PTSO held a buy-one-get-one-free book fair in May.

**Legislative Report** – Director Cooper had nothing to report at this time.

### **12. PUBLIC COMMENTS / COMMUNITY INPUT - None**

### **13. ACTION ITEMS**

A. Approve first reading Policy 6022 General Fund Minimum Balance. *Director Dunn made a motion to move Policy 6022 General Fund Minimum Balance to second reading with edits to the sentence which contained the word 'average' twice. Director Brown seconded. Motion passed 5-0.*

### **14. CONSENT AGENDA**

*The consent agenda will be acted upon with a single motion unless a board member desires to remove an item from the agenda.*

#### **A. Main Consent Agenda**

- 1) Approve payroll direct deposits of \$93,241.32
- 2) Approve benefit warrants 25432 through 25436 totaling \$30,850.64
- 3) Approve electronic payroll accounts payable payments totaling \$52,382.581
- 4) Approve electronically paid federal withholding taxes of \$8906.07
- 5) Approve electronically paid accounts payable totaling \$15,037.46
- 6) Approve general fund accounts payable warrants 25437 through 25451 totaling \$71,738.88  
PCard Transaction Log
- 7) Accept Nicole McClennen Resignation, 4th grade teacher
- 8) Accept Jeni Lewis Resignation, 5th grade teacher

*Director Cooper made a motion to approve the consent agenda as presented. Director Brown seconded. Motion passed 5-0.*

### **15. DISCUSSION ITEMS**



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A. Budget Planning – Business Manager Mitch Thompson shared the budget is close to being complete. The human resources section is about done. He added a Food Service position. The human resources side looks good budget-wise. He has a good start on MSOCs. He asked the board what they would like to focus on. Director Furman asked about the ending fund balance and the negative outlook for the four-year projection. Business Manager Thompson said not to take the four-year project too seriously because it is difficult to predict. As the legislature makes changes every year the four-year projection will change. Business Manager Thompson would like to present the budget hearing and budget approval at the June board meeting. Superintendent Holmes shared that it can be presented in June and the board can decide if they want to approve it at that time.

### **16. COMMENTS: FUTURE AGENDA ITEMS**

- A. Finalize Budget – Budget hearing and adoption to be held at June meeting.
- B. Superintendent evaluation process/forms will continue to collect examples. Superintendent Holmes is still collecting sample forms.

### **17. ADJOURNMENT:** Chairman Furman adjourned the meeting at 8:28 p.m.

Respectfully Submitted:

Approved by:

Dave Holmes  
Secretary/Superintendent

Kent Furman  
Chairman, Board of Directors