



**Conway School Board**  
**April 2020 Regular Board Meeting**  
**Meeting Minutes**

Digital Media Commons-5000 Building  
4/27/2020 07:00 PM

**A. Call to Order**

Director Winkes called the meeting to order at 7:00PM.

**B. Attendance**

This meeting was held over Zoom per the extension of the suspension of Washington State Open Public Meetings Act by Governor Inslee.

All individuals in attendance attended this meeting remotely through Zoom.

Staff present: Jeff Cravy, Kara Moore, Tim Dickinson, Angela Pederson, Suzi Rivas, John Townsend, Crystal Kombol, and Melissa Brown.

Public present: Libby Moga.

**1. Roll Call**

**(Roll Call)**

**Roll Call:**

Present:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Absent:

**C. Additions/Deletions to the Agenda**

**D. Communications**

**1. CEA, PSE or Staff Comments**

CEA President commented that the negotiations were successful for the 2020-2021 CBA and COVID MOU.

No other staff, PSE, or CEA comments.

**2. Public Comments**

Please use the "chat" feature at the bottom of the Zoom page to indicate your interest in addressing the board.

**CONWAY SCHOOL DISTRICT NO. 317 BOARD OF DIRECTORS**

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Public comments will be shared after the administrative reports.

## E. Administrative Reports

### 1. Counselor Report

Presenter: School Counselor Crystal Kombol

Crystal Kombol shared information about support for families during closure including food through the PTA pantry, high school registration for 8th graders, paraeducator Sheena Wilson continuing individual check-ins and social lunch bunch, and upcoming SEL video lessons.

### 2. Principal's Report

Presenter: School Principal Tim Dickinson

Tim Dickinson shared April Principal's Report PowerPoint. Information shared about remote teaching spaces on and off campus, support being sent to families in need, and Conway continuous learning model.

### 3. Superintendent's Report

Presenter: Superintendent Jeff Cravy

Jeff Cravy shared April Superintendent Report including information about what tasks staff are working on during the campus closure, enrollment, COVID update, upcoming work on the school library, property tax collection, and 2020-2021 staffing. Video links to "A Day in the Life of Conway Teachers" was also shared along with 2 videos of Conway teachers.

- Enrollment: 455.75 OSPI has frozen enrollment at February for apportionment.
- COVID update:
  - staff on site: Custodial, maintenance, grounds, food services, childcare, district and office staff.
  - Fundamental Course of Study with Para Educators.
  - Continuous Learning Model and Grading guide came out from OSPI, Tim will share more.
  - Expenses:
    - CELP: \$ 6,800 refunds for part of March, April, and May. \$12,200 approximate revenue lost.
    - COVID coded expenses totally approximately \$5,500 (Hotspots, cleaning products, and food expenses)
- Library: We have quotes for the vinyl material and installation (\$8k-\$10k). We are choosing colors at this point. We still have books, shelves, cabinets, etc. to get moved around before we can start any flooring work.
- Property Tax Collection: Based on communication with the county we are on track to collect our normal amount during this period. There may be some changes based on individuals who seek waivers. Anyone seeking a waiver will have until July 31st to pay taxes. This is a cash flow issue and we have a fund balance exactly for this purpose.
- 2020-2021 Staffing: Discussion moved to May meeting. Discussion to cover STEM teacher and Para pros.

### 4. Financial Report

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Presenter: Business Manager Kara Moore

**i. Audit Update**

Kara reported that the Exit Document from the auditor was received and that there were no findings in the audit.

**ii. Business Managers Monthly Report**

- Month End Account Balances:
  - ASB: \$ 26,213.47
  - Capital Projects: \$ 184,439.00
  - Tech Levy: \$ 81,798.20
  - Debt Service: \$ 388,634.81
  - Transportation: \$ 58,146.61
- Month End General Report:
  - Cash & Investment (-) Warrants: \$ 1,564,149.49
  - Minimum Fund Balance: \$ 864,326.00
  - Contingency: \$ 100,000.00
  - Revenues: \$ 584,735.89
  - Expenditures: \$ 530,383.71
- Expenditure By Object Report

**iii. Additional Reports**

- General Fund Revenue Analysis
- Contract Services Analysis

**F. Comments**

PTA COMMENTS:

PTA President Libby Moga shared information about the Spring Mixed Bags fundraiser, the cancellation of spring afterschool programs, donations, staff appreciation week, and upcoming budget meeting in June. Libby reported that the spring fundraiser raised \$2300 that will be used for the next 2 sessions of Camp Orkila. The after school programs that were canceled were able to hold most of their sessions before school closed and sessions were discontinued. Part of the payroll funds to the afterschool program instructors were donated back to the PTA to be used for the school food pantry and the purchase of clothing for families in need. The PTA has funds budgeted to purchase school supplies for students for the 2020-2021 school year. PTA will still host the staff appreciation week, holding a drive-thru parade with goodies. Invitation to public to attend the June PTA meeting which will include budget discussion and planning.

No other PTA or Public comments.

**G. Consent Agenda**

**(Vote)**

Consent Agenda approved as presented.

**Motion:**

Melton, Wade motioned to APPROVE the "Consent Agenda".

Wolfe, Nate seconded the motion.

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**Vote:**

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

**1. Voucher Report**

**(Consent Agenda)**

Check vouchers 374231 - 374303 in the amount of \$ 159,514.56, with payroll taxes in the amount of \$ 76,605.94, payroll ACH in the amount of \$ 221,940.04, and retirement in the amount of \$ 72,345.09 for a total of \$ 530,405.63.

**2. Approval of Board Minutes**

**(Consent Agenda)**

- March 2020 Regular Board Meeting Minutes
- March 30th, 2020 Regular Board Meeting Minutes

**H. Action Agenda**

**1. Surplus**

**(Vote)**

Approved as presented.

- 98 Chromebooks
- Rockwell Unisaw Table Saw 83-651, 230V

**Motion:**

Sicklesteel, Thom motioned to APPROVE the "Surplus".

Wolfe, Nate seconded the motion.

**Vote:**

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

**2. MOU and Contract for 20-21 with CEA**

**(Vote)**

Approved as presented.

**Motion:**

Sicklesteel, Thom motioned to APPROVE the "MOU and Contract for 20-21 with CEA".

Wolfe, Nate seconded the motion.

**Vote:**

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

**3. Superintendent Contract Renewal**

**(Vote)**

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Approved as presented.

**Motion:**

Melton, Wade motioned to APPROVE the "Superintendent Contract Renewal".  
Hughes, Amy seconded the motion.

**Vote:**

In Favor:

Hughes, Amy - Melton, Wade - Sicklesteel, Thom - Winkes, Ben - Wolfe, Nate

Not In Favor:

Abstain:

The motion Passed

**I. Board Comments and Questions**

Director Hughes commented to thank the staff and administration for the presentations during this meeting, as they were informative of the hard work that staff is doing during these times.

**J. Adjournment**

This meeting was adjourned at 8:49PM.

**K. Future Board Meetings**

**Board Meetings for 2019-2020:**

- May 18, 2020 at 7PM - meeting will be held remotely, contact District Office for link to attend.
- June 15, 2020 at 7PM
- July 20, 2020 at 7PM - Budget Meeting
- July 20, 2020 at 7PM

**Board Meetings for 2020-2021:**

- August 24, Sept. 21, Oct. 19 Nov. 16, Dec. 14, Jan. 25, Feb. 22, March 22, April 26 May 17, June 21, July 19

Board Meetings are held the third Monday of each month. Months with a Monday holiday Board Meetings are on the fourth Monday. Special board meetings and changes of time will be noted on our website and GoSkagit.

**L. Approval of Minutes**

**(Approval of Minutes)**

Submitted by Secretary of the Board, Jeffery Cravy.

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Jeffery Cravy, Superintendent

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Ben Winkes, Board President

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