

**Board of Directors Regular Meeting
Keller School District #3
Wednesday, March 24, 2020**

Quorum was established and Chairman Hayes called the meeting to order at 5:35 pm. Present were: Pat Hayes; Karlene Katich; Brandy Katich; Katherine Walden; Denette Weaver, District Secretary; Steve Jantz, Principal and Steve Gaub, Superintendent. Visitors: None

The flag salute was led by: Pat Hayes

Materials: All materials were available.

Correspondence: None

Consent Agenda: Minutes of the February 19, 2020 Regular Board Meeting were read. **A motion to approve was made by Katherine Walden and seconded by Brandy Katich. Vote: 4-0 to approve.**

Account Payable and Payroll:

- a. February Payroll Check #11786-11786 and 9000000097-9000000109, \$56,534.71
- b. February Mid AP Check #11795-11807, \$18,241.76
- c. February EOM AP Check #11808-11827, \$28,419.46

A motion was made by Brandy Katich and seconded by Katherine Walden to approve payment of the accounts payable and payroll. Vote: 4-0 to approve.

Delegations: None

Board Reports: None

Principal's Report:

- **Enrollment:** February school enrollment is 41
- **COVID 19:** Governor Inslee called for all schools in Washington State to be closed on March 17, 2020 through April 24, 2020. This is to practice social distancing and help stop the spread of COVID 19. School Districts have been encouraged to provide enrichment packets to student as well as lunches and child care for first responders.
- **Closure Letter:** Mr. Jantz shared the school closure letter that will be sent to students/parents.
- **Enrichment Packet:** All of our teachers had an enrichment packet to send home with students on the last day of school (March 16, 2020). It has been decided that packets will be delivered on Monday's by the bus drivers when they are

delivering lunches. Mr. Jantz provided a sample enrichment packet for the board to see.

- **Staff Schedule:** During the school shutdown, staff will be working. Teachers can largely work from home. Kitchen staff will be making lunches. Bus drivers and Para-educators will be delivering lunches and helping in the building with maintenance, etc. Office staff will be working as needed.
- **Pre-cautionary actions due to COVID 19:** Jon Atkins (maintenance) has been working on sanitizing the building. He has also provided us with spray bottles of disinfectant cleaner and rags. All employees have been encouraged to regularly wipe down their work areas. Gloves and a limited supply of masks have been provided for the use of all staff. Meetings will be held in the gym where distancing of 6 feet can be applied.

Superintendent's Report:

- **School Operations During Closure:** Mr. Gaub thanked the staff for working quickly and effectively during this unpredicted time. The Board discussed the expectations of staff members during the school closure. Plans were discussed for the possibility of an extended closure.
- **Pay:** Certified staff will be paid as usual. Classified staff will be working their hours doing tasks that promote social distancing. Office staff will be working some hours from home.
- **Meals:** Starting this week, the school will be delivering Grab and Go Breakfast/Lunch meals to anyone in the community between the ages of 2 years old through 18 years old.
- **School end date:** Because of the closure, schools will extend their end date to June 19, 2020 per the guidelines from OSPI.
- **Consolidated Program Review:** Our CPR has been postponed due to school closures.

Executive Session:

- An executive session was requested by the Board to discuss an employee. The Board went into session at 6:20 pm and came out at 6:32 pm.

New Business and Action Items:

- **A motion was made by Karlene Katich and seconded by Brandy Katich to approve the Head Start Memorandum of Understanding. Vote: 4-0 to approve.**
- **A motion was made by Brandy Katich and seconded by Katherine Walden to approve Resolution 2020-712: Emergency-Suspension of Policy. Vote: 4-0 to approve.**
- **A motion was made by Karlene Katich and seconded by Brandy Katich to approve the proposal from Apollo Engineering for the design and supervision of our kitchen grant. Vote: 4-0 to approve.**

- **A motion was made by Katherine Walden and seconded by Brandy Katich to approve our 2020-2021 school year calendar. Vote: 4-0 to approve.**

Questions: None

A Motion to adjourn was made by Katherine Walden and seconded by Brandy Katich. Vote: 4-0 to approve. Meeting adjourned at 6:35 pm.

Next Regular Board Meeting: Wednesday, April 22, 2020 at 5:30 pm.

Board President

Date

Board Secretary

Date