

**CAPE FLATTERY SCHOOL DISTRICT # 401**  
**SPECIAL SCHOOL BOARD MEETING**  
**MINUTES**

July 13, 2009  
**District Office**  
**6:30 PM**

**I. Call to Order / Pledge of Allegiance**

The meeting was called to order at 6: 30 p.m., by Chairperson Greg Colfax.

**II. Roll Call of Members:**

Mr. Greg Colfax	Present
Ms. Shirley Johnson	Excused
Mr. John Stubbs	Present
Mr. Dudley Eubank	Present
Ms. Tracey Rascon	Excused

**III. Introduction of Visitors and Public Questions and Comments**

None

**IV. Adopt Agenda**

**APPROVED Eubank / Stubbs 3/0**

The agenda was adopted with the following changes: Please *remove* Acceptance of Clallam Bay Gym Completion- for consideration. Also please *add* for consideration the Bid Acceptance of OTM Services for \$113,000 for high school roof at Neah Bay.

**V. Old Business**

A) 2009-2010 Budget Presentation

Superintendent Ritter- presented a draft of the 2009-2010 Budget. The Budget proposal has been presented to ESD and OSPI for review. They review it for errors and make sure it passes all audits. The principals have had a lot of input into the budget. The budget incorporates the input from both ends of the district. The Board was presented with a copy of the proposed budget along with a PowerPoint presentation. The PowerPoint presentation explains the purposes of the different funds. This year will be the final payment on the Markishtum Middle School. The District has budgeted for the purchase of a school bus this year- to be stationed at Neah Bay. A van, for use at both Neah Bay and Clallam Bay, is also budgeted for. This year has been especially difficult due to State and Federal budget cuts. Everyone put in a lot of hard work in development of the budget. The District worked hard to protect low class sizes, certificated staff, classified staff, additional support for students not at standard, curriculum adoptions, technology upgrades and maintenance of buildings. Reductions came in the areas of transportation, District Office staff, utilities, a few classified positions, the Clallam Bay Preschool (due to I-728 funding being cut) and reducing dues and publication purchases. The District has been able to add a few new programs and positions. Some of these include: an increase in Makah Language Offerings, new science and language arts curriculum, upgrades to the computer labs in the elementary schools at both CB and NB, and, through use of federal stimulus funds, an elementary counselor and an additional middle school position. By moving a staff person to the middle school, it will help reduce the class size at the middle school in Neah Bay. Mrs. Ritter presented charts that show percentages of revenues and expenditures. She shared state averages for personnel expenditures and state averages for district office expenditures. Cape Flattery is now below state average in both these areas. The Board discussed additional teacher days. Mrs. Ritter answered questions regarding what the teachers use the extra days for. The 2009-2010 Budget is based on 425 FTE. This estimate is based on trends. It is a conservative estimate. Mrs. Ritter shared projected grant revenues. If the district receives all of the grants applied for- it will be close to \$1,000,000. The fund balance will be within the Board's requested ten percent. Mrs. Ritter answered questions regarding the proposed budget. She then went through the F-195 summary pages. The proposed budget is a balanced budget. The Board discussed various

capital projects throughout the district. The budget will be presented for adoption at the July 22, 2009 Regular School Board Meeting.

**VI. Action Items **APPROVED Eubank / Stubbs 3/0****

**A) Acceptance of the Neah Bay Concession Stand- Completion**

The Board accepted the Neah Bay Concession Stand as complete. The Board recognizes that finish work is still being done on the concession stand, but that the original work by the contractor is complete.

**B) Acceptance of the Clallam Bay Gym –REMOVED FROM CONSIDERATION**

Tabled until a later date.

**C) Bid Acceptance for the high school roof at Neah Bay. **APPROVED Stubbs / Eubank 4/0****

The District went out to bid (off of the Small Works Roster) for re-roofing the high school at Neah Bay. The district received ARRA Funds (American Recovery and Reinvestment Act) for use in stimulating the economy. The funds are highly restricted and projects must be completed using American made products. OTM Services presented a bid for \$113,000 for reproofing the High School at Neah Bay. The roof will be a composition roof rated at 50 years. Mr. Eubank asked why the roof is not going to be metal. Mrs. Ritter reports that the contractors all mentioned that the shape and design of the original roof was not conducive to using a metal roof. A metal roof will be extremely expensive and will likely leak – due to the shape of the building and roof. The proposed roofing is rated to sustain winds to 110 mph. The roofing project includes the high school – but not the cafeteria at this point. Mrs. Ritter mentioned that the roof does have some rot- so costs will fluctuate based on what the contractors find. Mrs. Ritter recommended the Board award the bid to OTM Services. The Board approved the recommendation.

**VII. Executive Session**

(If necessary to consider employment or dismissal of personnel or to consult with legal counsel to consider acquisition or sale of real estate).

None needed.

**VIII. Adjournment**

The district encourages the participation of all disabled citizens at meetings of the Board. Those wishing to attend the meetings should notify the district at least 48 hours in advance if special accommodations will be necessary for participation in the meeting. Announcements of Board meetings will include a statement of steps to be taken for participation by disabled persons.

The meeting was adjourned at 8:15 p.m. **APPROVED Eubank/ Stubbs 3/0**