



## Cle Elum-Roslyn School District

### August 11th 2025 Board Retreat / Business Meeting

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#### Date and Time

Monday August 11, 2025 at 8:00 AM PDT

#### Location

District Central Office  
4244 Bullfrog Rd  
Cle Elum, WA 98922

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#### Agenda

##### I. Opening Items

###### A. Call the Meeting to Order

Pledge of Allegiance

###### B. Open Meeting

- Excuse Board Member Absence:
- Addition or Deletion to Agenda:
- Adopt Agenda

##### II. AGENDA

- 8:00 am- Arrival & Breakfast

- 8:30 am- Welcome & Purpose
- 8:50 am- Board Self-Reflection& Goal Setting- [2025 Self Reflection](#) / [3 Year Trend](#)
- 9:30 am- Walk & Talk Activity- If we could accomplish one meaningful thing this year, what would it be?
- 10:00 am- District Achievement Data & [Strategic Plan](#)
- 11:45 am- Lunch & Table Conversation
- 12:30 pm- Graduation Policy & Profile of a Graduate

### **III. BREAK 2:00- 2:15**

### **IV. Business Meeting**

### **V. SUGGESTIONS / PUBLIC COMMENT**

The board welcomes input from the public. Please follow the written public comment procedure by signing in, filling out the public comment form and stating your name at the podium when called by the board chair. Each person is allowed three minutes to speak. In accordance with the Open Public Meetings Act, the board is not allowed to discuss items that are not on the agenda and will not engage with the public during public comment. The board will direct the superintendent to follow up on any items that arise during public comment as appropriate

### **VI. SUPERINTENDENT REPORT**

### **VII. Action Items**

- A.** Approve Extension of Superintendent Contract
- B.** Change Location of Future School Board Meetings

- Move all School Board Meetings that are held on the 2nd and 4th Monday of the month to the Central Office location at

4244 Bullfrog Rd  
Cle Elum, WA 98922

### **VIII. CONSENT AGENDA**

- A.** Personnel

Transfers

Brandon Taylor - From Elementary Physical/Outdoor Education Specialist to 6-12 Health & Physical Education Teacher

Kendall Hickman - 2nd Grade Teacher (1 year leave replacement) to 2nd Grade Teacher

New Hire

Rene Hudgins - 3rd Grade Teacher

**IX. NEW BOARD BUSINESS**

**A. On Deck Policies**

- 1400- Meeting Conduct, Order of Business and Quorum.
- 2410- High School Graduation Requirements

**X. BOARD COMMENTS**

**XI. Closing Items**

**A. Adjourn Meeting**

# Coversheet

## On Deck Policies

<b>Section:</b>	IX. NEW BOARD BUSINESS
<b>Item:</b>	A. On Deck Policies
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	1400 Meeting Conduct, Order of Business and Quorum (1).pdf WSSDA Policy 2410-High School Graduation Requirements.pdf

## Cle Elum-Roslyn School District No. 404

### Board Policy

**Policy: 1400**

**Section: 1000 - Board of Directors**

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## Meeting Conduct, Order of Business and Quorum

The board will schedule its meetings in compliance with the law, and as deemed by the board to be in the best interests of the district and community. The board will function through (1) regular meetings, (2) special meetings, and (3) emergency meetings.

### Regular Meetings

Regular meetings are held at 6:00pm on the 2<sup>nd</sup> & 4<sup>th</sup> Monday of each month **at the central office**. An agenda of the business that the board will transact will be posted on the district website, or the website shared or hosted by another public agency not less than twenty-four (24) hours in advance of the published start time of the meeting.

If the board adjourns to times other than a regular meeting time, the board will provide notice of the meeting in the same manner as provided for special meetings. All regular meetings of the board will be held within the district boundaries. In cases of emergency, fire, flood, earthquake, or other emergency, the presiding officer *chair/president* may provide for a location other than that of the regular meeting, a remote meeting with no physical location, or a meeting at which physical attendance is limited. In the instances of remote or limited in-person meetings, the District will provide real-time telephonic, electronic, internet, or other readily available means of remote access that do not require an additional cost to access the meeting.

The district will hold remote or physical attendance limited meetings only in cases of emergency declared by federal, state or local government, or in cases of local emergency, fire, flood, earthquake or other

emergency, and at such meetings will provide real-time telephonic, electronic, internet or other readily available means of remote access that do not require an additional cost to access the meeting.

### Special Meetings

Special meetings may be called by the *chair/president* or at the request of a majority of the board members. A written notice of a special meeting, stating the time and place of the special meeting and the business to be transacted will be delivered to each board member. Written notice will also be delivered to each newspaper and radio or television station that has filed a written request for such notices. Written notice may be delivered personally, by mail, facsimile, or email. The notice must be posted on the district's website unless the district (1) does not have a website or share a website with, or have its website hosted by, another public agency; (2) employs no full-time equivalent employees; or (3) does not have an employee whose job description or employment contract provides a duty to maintain or update the website.

The district must also prominently display the notice at the main entrance of the district's headquarters as well as at the location of the meeting if the meeting is held at a location other than the headquarters and is not held as a remote meeting. During a declared emergency that prevents a meeting from being held in-person with reasonable safety, the district may post notice of a remote meeting without a physical location on the district website, or the website hosted or shared by another agency.

All required notices must be delivered or posted not less than twenty-four (24) hours prior to the meeting.

A board member waives the written notice requirement if that board member:

1. Submits a written waiver of notice to the board secretary at or prior to the time the meeting convenes. The waiver may be given by telegram, fax, or email; or
2. Is actually present at the time the meeting convenes.

The board will not take final disposition on any matter other than those items stated in the meeting notice.

If the district calls a special meeting of the board to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage, or when the required notice cannot be posted or displayed with reasonable safety, including but not limited to declared emergencies in which travel to physically post notice is barred or advised against, the board may meet immediately with no prior notice.

### **Emergency Meetings**

If the district determines, by reason of fire, flood, earthquake, or other emergency, that there is a need for expedited action by the board to meet the emergency, the *chair/president* may provide for a meeting site other than the regular meeting site, for a remote meeting without a physical location, or for a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency. The *chair/president* may provide for an emergency meeting without providing notice.

If, after the declaration of an emergency by a local or state government or agency, or by the federal government, the district determines that it cannot hold a board meeting with its members or with public attendance in person with reasonable safety because of the emergency, the district will either:

1. Hold a remote meeting without a physical location, or
2. Hold a meeting at which the physical attendance by some or all members of the public is limited due to the declared emergency.

Members of the board may appear at a remote meeting telephonically or by other electronic means that allows for real-time, remote communication.

For a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency, the district must provide an option for the public to listen to the proceedings telephonically or by using a readily available alternative in real-time that does not require any additional cost for participation. Free readily available options include, but are not limited to, broadcast by the public agency on a locally available cable television station that is available throughout the jurisdiction or other electronic, internet, or other means of remote access that does not require any additional cost for access to the program. The district may also permit the other electronic means of remote access.

The district will provide notice for remote meetings or meetings at which the physical attendance by some or all members of the public is limited due to a declared emergency according to this Policy. The notice for meetings pursuant to a declared emergency must include instructions on how the public may listen live to proceedings and how the public may access any other electronic means of remote access offered by the district.

The district will not take final disposition on any matter during a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency unless the district has provided an option for the public to listen to the proceedings, except for an executive session, pursuant to this Policy.

### **Public Notice**

The board will give proper public notice for any special meeting whenever a regular meeting is adjourned to another time. The board may provide notice for an emergency meeting in accordance with this Policy.

All meetings will be open to the public with the exception of executive or closed sessions authorized by law. The board will take final action resulting from executive session discussions during a meeting open to the public as required by law.

Individuals with disabilities who may need a modification to participate in a meeting and those who may have difficulty physically attending a meeting should contact the superintendent's office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that special arrangements can be made.

During the interim between meetings, the office of the superintendent, as board secretary, will be the office of the board. The district's public records will be open for inspection in the manner provided by and subject to the limitation of the law.

### **Quorum and Voting**

A quorum consists of the majority of all board members. For school boards with five members, three board members constitute a quorum. A quorum is required for the transaction of business, including voting. Board members are not required to be physically present to attend a board meeting. Any or all board members may attend a board meeting and vote via any communication platform that provides real-time verbal communication without being in the same physical location with those in attendance.

Additionally, any meeting held via a communication platform must: 1) include proper notice with any required passwords or authorization codes; 2) be known and accessible to the public; and 3) accommodate any member of the public who wishes to participate.

The board will take no action by secret ballot at any meeting required to be open to the public. Generally, the board votes on motions and resolutions by "voice" vote, unless a board member requests to vote by oral roll call, in which case the board will do so. A motion passes when a majority of those board members present and voting vote in favor. However, a majority vote of *all* board members is required to elect or select a superintendent or board officer and the board must vote on these matters by an oral roll call. The board will vote by an oral roll call whenever required by law.

### **Meeting Conduct and Order of Business**

The board will conduct all board meetings in a civil, orderly, and business-like manner. The board uses *Roberts Rules of Order (Revised)* as a guide, except when board bylaws or policies supersede such rules. During board meetings, board members will refrain from communicating electronically (e.g., by email, text, social media) with their fellow board members.

The board will use the agenda to establish its regular order of business. However, either the superintendent or a board member may request additions or changes to the prepared agenda, and the board may adopt a revised agenda or order of business by a majority vote of the board members present. At a special meeting, the board may take final action only on that business contained in the notice of the special meeting.

It is unlawful for any member of the public to knowingly carry onto, or to possess on, any area of a facility being used for official school board meetings, a dangerous weapon, including but not limited to a firearm, "nun-chu-ka sticks," "throwing stars," air gun or pistol, stun gun, or other dangerous weapon as listed in RCW 9A1.280. The board will ensure that signs providing notice of the restrictions on possession of firearms and other weapons are posted at facilities being used for official meetings of the board.

### **Public Attendance and Comment**

Any member of the public may attend board meetings, including individuals who do not live within district boundaries. The board will not require people to sign in, complete questionnaires, or establish other conditions for attendance.

The board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. In order to permit fair and orderly expression of public comment, with the exception of emergency situations, the board will provide a period at or before every regular meeting at which final action is to take place for public comment. During public comment period, visitors may address the board on any topic within the scope of the board's responsibility. Public comment may occur orally or through written comments submitted before the meeting. Written comments must adhere to the standards of civility discussed below and must be received before 6:00pm or the start of the board meeting. All written public comments timely submitted will be distributed to the president of the board.

The board may structure the oral public comment period, including determining the total time allotted for public comment and equally apportioning the minutes for each speaker. The board is not obligated to provide additional public comment time to accommodate everyone in attendance who wishes to speak. Any structure the board imposes will be content neutral.

The board may require those who wish to speak (but not all attendees) to sign in so that the board has a tally of individuals who wish to speak and can call them forward. When called forward, individuals will identify themselves and proceed to make comments within the time limits established by the board.

The board is not obligated to respond to questions or challenges made during the public comment period and the board's silence will not signal agreement or endorsement of the speaker's remarks. The board may control the time, place, and manner of public comment. The chair/president may terminate an individual's statement when the allotted time has passed and may interrupt a speaker to require the same standard of civility that the board imposes on itself. Examples of uncivil comments include comments that:

- Are libelous or slanderous under a legal standard
- Are an unwarranted invasion of privacy;
- Are obscene or indecent pursuant to the Federal Communications Act or any rule or regulation of the Federal Communications Commission;
- Violate school district policy or procedure related to harassment, intimidation, bullying, or discrimination;
- Incite an unlawful act on school premises or violate a lawful school regulation; or
- Create a material and substantial disruption of the orderly operation of the board meeting

The board as a whole has the final decision in determining the appropriateness of all such rulings and can maintain order by removing those who are disruptive. However, the board recognizes the distinction between uncivil discourse, which it will not tolerate, and comments about the board, district, and / or staff that are negative yet still civil in nature. The board will exercise its authority to maintain order in a content neutral manner.

In addition to the public comment period at the beginning of the meeting, the board may identify the agenda items that require or would benefit from opportunity for public comment and provide those opportunities as part of the meeting agenda before taking final action. Individuals or groups who wish to present to the board on an agenda item are encouraged to request and schedule such presentations in advance. Opportunity for public comment—both oral and written—is required before the board adopts or amends a policy that is not expressly or by implication authorized under state or federal law, but which will promote the education of K-12 students, or will promote the effective, efficient, or safe management and operation of the district. Additionally, the board will provide an opportunity for a representative of a firm eligible to bid on materials or services solicited by the board to present about his or her firm.

### **Meeting Recordings**

Effective June 30, 2024, all regular and special meetings of the board at which a final action is taken or formal public testimony is accepted, except executive sessions or emergency meetings, will be audio recorded. Such recordings will be maintained for at least one year. The recording will include the comments of the directors and the comments of members of the public if formal public testimony is accepted at the meeting.

### **Cross References:**

1220 - Board Officers and Duties of Board Members  
1410 - Executive or Closed Sessions  
1420 - Proposed Agenda and Consent Agenda



Legal References:

RCW 28A.330.020 Certain board elections, manner and vote required -  
Selection of personnel, manner

RCW 28A.320.040 Bylaws for board and school government

RCW 28A.330.070 Office of board — Records available for public  
inspection

RCW 28A.343.370 Vacancies  
RCW 28A.343.380 Meetings  
RCW 28A.343.390 Quorum — Failure to attend meetings  
RCW 42.30.030 Meetings declared open and public  
RCW 42.30.050 Interruptions - Procedure  
RCW 42.30.060 Ordinances, rules, resolutions, regulations, etc., adopted at public meetings — Notice — Secret voting prohibited  
RCW 42.30.070 Times and places for meetings - Emergencies - Exception  
RCW 42.30.080 Special Meetings  
42 U.S.C. §§ 12101-12213 Americans with Disabilities Act  
RCW 9A.41.280 Possessing dangerous weapons on school facilities — Penalty — Exceptions

Management Resources:      2018 - August 2018 - August Policy Issue  
   2014 - June Issue  
   2013 - April Issue  
   2012 - June Issue  
   Policy News, June 2005 Special Meeting Notice Requirements  
   2022 - June

Adoption Date: 7/98

Revised 12/22 CERSD

Classification: **Essential**

Revised Dates: **02.00; 06.05; 06.12; 12.12; 04.13; 06.14; 08/01/2018; 06.22**

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# Policy Console - WSSDA

**Policy: 2410**  
**Section: 2000 - Instruction**

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## High School Graduation Requirements

The board will establish graduation requirements, which at a minimum satisfy those established by the State Board of Education. The board will approve additional graduation requirements as recommended by the superintendent or designee. Graduation requirements in effect when a student first enrolls in high school will remain in effect until that student graduates. The board will award a regular high school diploma to every student enrolled in the district who meets the requirements established by the district. Only one diploma will be awarded with no distinctions being made between the various programs of instruction that may be pursued.

### I. REQUIREMENTS FOR GRADUATING

Each student must meet the following requirements to graduate from high school: (1) complete the credit requirements specified in the procedure accompanying this policy; (2) demonstrate career and college readiness by completing a high school and beyond plan; and (3) meet the requirements of at least one graduation pathway option described in the procedure accompanying this policy.

### II. IMPLEMENTATION

The superintendent or designee will develop procedures for implementing this policy according to applicable state law.

#### Cross References:

2418 - Waiver of High School Graduation Credits  
3520 - Student Fees, Fines, or Charges  
3241 - Student Discipline  
3110 - Qualification of Attendance and Placement

#### Legal References:

RCW 28A.230.090 High school graduation requirements or equivalencies□□□High school and beyond plans□□□Career and college ready graduation requirements and waivers□□□Reevaluation of graduation requirements□□□Language requirements□□□Credit for courses taken before attending high school□□□Postsecondary credit equivalencies  
RCW 28A.230.097 Career and technical high school course equivalencies  
RCW 28A.230.120 High school diplomas □□□ Issuance □□□ Option to receive final transcripts □□□ Notice  
RCW 28A.230.122 International baccalaureate diplomas  
RCW 28A.600.500 Graduation Ceremonies □□□ Tribal Regalia  
RCW 28A.600.300-400 Running start program - Definition  
RCW 28A.635.060 Defacing or injuring school property□□□Liability of pupil, parent or guardian□□□Withholding diplomas□□□Suspension and restitution□□□Community Service program as

alternative□□□Publication of information on withheld  
diplomas□□□Students rights protected  
RCW 28A.655.250 Graduation pathway options  
RCW 28A.655.260 Graduation pathway options□□□Review and  
monitoring□□□Participation data  
WAC 180-51 High school graduation requirements  
WAC 392-121-182 Alternative learning experience requirements  
WAC 392-169 Special service programs - Running start program  
WAC 392-348 Secondary education  
WAC 392-410 Courses of study and equivalencies  
WAC 392-410-350 Seal of Biliteracy  
WAC 392-415-070 Mandatory high school transcript contents  
RCW 28A.150.220 Basic education□□□Minimum instructional  
requirements□□□Program accessibility□□□Rules  
RCW 28A.230.330 Inclusion of American Indian peoples culture in state  
history and government courses□□□Instruction in American sign  
language or American Indian languages satisfies language requirement.  
RCW 28A.230.710 Graduation pathway options.  
RCW 28A.230.700 Purpose of diploma□□□Elements of obtainment.  
RCW 28A.230.212 High school and beyond plans□□□Substantive  
requirements

Management Resources:

2018 - May Policy Issue  
2017 - October Policy Issue  
2015 - October Policy Issue  
2014 - December Issue  
2013 - September Issue  
2012 - April Issue  
2011 - October Issue  
2010 - June Issue  
2009 - April Issue  
2009 - February Issue  
Policy News, August 2007 Graduation Requirements Modified by  
Legislature  
Policy News, October 2004 Graduation Requirements: High School and  
Beyond Plans  
Policy News, February 2004 High School Graduation Requirements  
Policy News, December 2000 2004 High School Graduation  
Requirements Adopted  
Policy News, April 1999 Variations Complicate College Credit  
Equivalencies

Last Revised: **July 31, 2024**

Classification: **Critical**

Prior Revised Dates: **12.00; 02.04; 10.04; 12.04; 08.07; 02.09; 04.09; 06.10; 10.11; 06.12; 09.13;  
12.14; 04.15; 10.17; 05.18; 07/01/2019; 12/22/2020; 12/21/2023**