



# SAN JUAN ISLAND SCHOOL DISTRICT

## San Juan Island School District Regular Meeting

Wednesday, Feb 25, 2009  
6:00 p.m. Regular Board Meeting – high school library

### MINUTES

Board Members Present: Boyd Pratt, Sally Bryan, Heidi Lopez, and David McCauley

A.S.B. Student Board Member: absent

Superintendent Present: Michael Soltman

Administrators Present: Rod Turnbull, Fred Woods, Kay Jakutis, Gary Pflueger, Ann Spratt and Ben Thomas

Observers Present: Michael Biggers, Mark Fishaut, Arvid Lindstrom, Larry Wight, Deb Nolan, Teresa Sundstrom, Joyce King, and Steven Smith,

**110 Establishment of Quorum** – The regular School Board meeting was called to order at 6:08 p.m. in the high school library. A quorum was established with board members Boyd Pratt, Sally Bryan, Heidi Lopez, and David McCauley. Todd Roberts was absent.

OPEN MEETING

**120 Review of Agenda** – It was noted that there was an addition to section 300 and that section 310 was changed, resulting in a revised agenda.

AGENDA

**130 Consent Agenda (Action)** – Boyd moved acceptance of the Consent Agenda, consisting of one Payroll voucher register (January) in the amount of \$596,661.05, two General Fund voucher registers in the amounts of \$67,481.99 and \$111,910.12, three Capital Project voucher registers in the amounts of \$32,844.12, \$4,125.95 and \$13,066.60, two ASB voucher registers in the amounts of \$3,630.11 and \$3,016.06, and one Private Purpose Trust Fund voucher register in the amount of \$4,300.00. The board was unanimously in favor of the motion.



**140 Approval of Minutes (Action)** – Minutes of the January 28, 2009 regular School Board meeting were presented for approval. Sally moved to approve the minutes. The board was unanimously in favor of the motion.

MINUTES



**150 Public Comment (Information)** – Arvid Lindstrom, on behalf of the Big Toy Underlayment Replacement Committee, presented a proposal to the board for underlayment replacement developed under the guidelines of the board’s conditional approval discussed earlier in the fall. The board accepted the proposal for consideration and will address the request for final approval at next week’s March 4<sup>th</sup> Special Board meeting.

**160 PTA Focus Day, February 26, 2009 (Information)** - Debra Nolan Friday Harbor High School PTSA President, Debra Nolan, spoke about the ongoing legislative session in Olympia and encouraged participation

and support for the upcoming legislative advocacy day on February 26, 2009. The FHHS PTSA is chartering a bus to go to Olympia during the legislative session to rally for Basic Ed Funding.

**170 Classified Employee Recognition – 2<sup>ND</sup> week of March (Information) –** Boyd Pratt read the Governor’s proclamation honoring classified employees and personally expressed appreciation for the valuable and important work that classified employees perform in the district.

**210 Special Ed Program Review (Information) – Michael Soltman**

Sharon Gauthier provided information and key findings regarding the special education program review that was conducted earlier in February. Study results included cost comparisons with other districts, as well as program recommendations.

**220 Northwest Career and Technical Academy Update (Exhibit 220.1) (Information) – Larry Wight** A skills center is being developed as part of the Skagit Valley Community College campus in Mount Vernon. Included in the project is a feasibility study for a remote campus in San Juan County. Larry Wight provided the board information about the project and the possibilities for San Juan County.

**310 Approval of Conditional Certificate (Exhibit 340.1) (Action) – Michael Soltman** Due to a leave replacement scheduling issue, Bryn Barnard, who has taught art at the university level, will be hired for one period of art per day. In order to teach in the classroom he is required to have a Washington State Conditional Teaching Certificate. A Washington State Conditional Teaching Certificate requires board approval. Heidi moved to approve the conditional certification for Bryn Barnard. The board vote was unanimous.

**320 Approval of Personnel Hiring (Action) – Michael Soltman**

Position: Assistant Cook  
 Location: Elementary School  
 Term: Continuing  
 FTE: 2 hrs/day, 180 days/yr  
 Candidate: Annette Crosby

Position: Art Teacher  
 Location: High School  
 Term: Leave of Absence Replacement (conditional certificate)  
 FTE: .10 FTE (one period per day, 2nd semester)  
 Candidate: Bryn Barnard

**330 Approval of Resignations / Retirements / Dismissals (Action) – Michael Soltman**

No items

**340 Approval of Leaves (Action) – Michael Soltman**

No items

Sally made a motion to approve the Personnel agenda as presented. The board vote was unanimous.

CURRICULUM AND INSTRUCTION

PERSONNEL



**410 Monthly Enrollment and Budget Update (Exhibit 410.1 and 410.2) (Information)** - Ben Thomas presented February 2009 enrollment data and budget information for the period ending January 2009.

**BUSINESS AND OPERATIONS**

**420 Approval of Grants and Contracts (Action)**- Maude Cumming



- Service Provider: Experience Food Project/ San Juan Island School District
- Recipient of Service: Paideia Classical School
- Description: daily lunch service for 30 students
- Amount: \$4.00 per lunch
  
- Service Provider: Friday Harbor Labs K-12 Outreach Program, Jenny Roberts
- Recipient of Service: San Juan Island School District
- Description: coordinate and direct the San Juan Islands Collaborative Science Project
- Amount: \$1,500.00 per month plus reimbursements for project costs incurred by coordinator
  
- Service Provider: Sharon Gauthier
- Recipient of Service: San Juan Island School District Special Education
- Description: program overview
- Amount: \$115.00 per hour, not to exceed \$6,000.00
  
- Service Provider: Northwest Specialist Service Contract
- Recipient of Service: Northwest Substance Abuse Prevention Coalition (Lakewood Grant)
- Description: services for individual and family substance abuse counseling
- Amount: \$3,100.00 paid as stipend to Martha Garcia

Boyd moved to approve the grant and contract as presented, noting that the amount for the contract for Sharon Gauthier needed to be revised. The amount listed had been "not to exceed \$4,600.00" but should be "not to exceed \$6,000.00". The board vote was unanimous.

**430 Approval of Gifts and Donations (Action)** - Maude Cumming  
*Our school district receives many gifts in the form of property items, cash, or services. The San Juan community is extremely gracious in their support of our schools. The Board formally acknowledges and accepts these gifts on behalf of the District. This formal acceptance also allows donated property items to become part of our inventory and to be covered for loss by the district insurance carrier.*



- Recipient: Friday Harbor Elementary School - PIP program
- Donor: United Way
- Description: \$6,000.00
  
- Recipient: Friday Harbor Elementary School - 2<sup>nd</sup> grade
- Donor: Target
- Description: \$500.00
  
- Recipient: San Juan Island School District
- Donor: San Juan County Information Services

Description: 10 computers monitors and a CPU  
 Recipient: Friday Harbor Middle and High School Band Program  
 Donor: Nina and Paul LeBaron  
 Description: Apple iBook G3

Sally moved to accept these donations with gratitude. The board vote was unanimous.

**440 Approval of Resolution 09-01 – Authorizing Business Account Signators and Custodians of Sub-account Funds (Exhibit 440.1)(Action) –**

**Ben Thomas** The District as a follow-up to the 2006-07 and 2007-08 financial audit recently completed, is implementing an annual process to formally authorize bank accounts, bank signators, and authorized balances. The District effective September 2009 will update this resolution on annual basis each September. Heidi made a motion to approve Resolution 09-01 – Authorizing Business Account Signators and Custodians of Sub-account Funds. The board vote was unanimous.



**450 Capital Projects Update (Exhibit 450.1) (Information) - Ben Thomas,**

**Steve Smith and Rod Turnbull** Information was provided on the current status of the capital projects fund, including recent and future projects scheduled. Rod Turnbull spoke about the major maintenance projects, Steve Smith spoke about the technology projects, and Ben Thomas provided information about the financial status; 1) current, 2) projected for August 31, 2009, 3) fund balance and cash flow, and 4) repayment schedule for the May 2008 revenue anticipating bond received.

**510 Annual Affirmative Action Policy/Plan Review (Exhibit 510.1) (Information) - Maude Cumming**

provided an analysis of district staffing, and reviewed the 2005 -10 Affirmative Action Plan. She noted that the current Action Plan is based in the census from the year 2000 and that there will be new demographic information after the upcoming national census in the year 2010. The district is due to revise this Affirmative Action Plan by December 2010 and a self-evaluation of equity in the athletics is due in June. She also reported that the district has filed the required annual Equity Assurance form with OSPI and is currently in compliance with state law.

CONTINUING  
BUSINESS

**520 Food Service Program Update (Exhibit 520.1) (Information) – Ben**

**Thomas and Tom French** provided the board an update on the current financial status of the District's food service operation. The financial information reflects the status as of January 31, 2009 in three ways; 1) full revenue less full expenditure, 2) revenue less expenditure reflecting one-time revenue and expenditure items excluded, and 3) participating data and charts comparing 2008-09 to 2007-08.

**530 Approval of Revision of BP2173 – Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973 (Exhibit 530.1) (Action) – Michael Soltman**

As part of the Voluntary Resolution Agreement with OCR the District is required to update policies regarding providing reasonable accommodations for program accessibility. Board Policy 2173 has been updated to meet this requirement. Boyd move to approve the revision of BP2173 – Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973. The board vote was unanimous.



**600** No items

NEW BUSINESS

**710 ASB Report** – Our ASB board member was absent but Steve Smith took this opportunity to share about the new ASB speakers.

ADMINISTRATIVE REPORTS

**720 Principals' Reports** – Gary spoke about an upcoming workshop by Educational Consultant Janet Bales in language arts instruction that aligns with the elementary school's School Improvement Plan. He also shared a letter written to the board by Elementary Student Council President Zoe Kromer and Student Council Representative Coey McPadden, promoting the council's "Go Green" awareness program and fundraiser. Ann spoke about the middle school's American Revolution debates, the 6<sup>th</sup> grade Egyptian Day and the very well attended Middle School Recognition Assembly. Fred complimented the high school's International Foods Class exhibition and spoke about taking a fresh look at instructional strategy as a result of implementing the Service Learning grant. He also shared about high school student Catherine Beven's success in a Bill of Rights Institute essay contest. She is national finalist out of 9000 entries and will travel to Washington DC for her award. In addition, all three principals shared about the very positive experience of the Drumpowerment for Youth Rhythm program assemblies, sponsored by San Juan Island Prevention Coalition.

**730 Student Services Director's Report** – Kay highlighted some details related to the Special Ed Program Review and shared that school district Intern, Barbara Van Eeckhout has passed her NASP test and is now a Nationally Certified School Psychologist.

**740 Athletic Director's Report** – Rod reported that winter sports are over and that March 2<sup>nd</sup> brings the start of Spring sports. As facilities Director, he spoke about the elementary school roof repair and his progress in solving the concrete issues at the middle school. Rod also cautioned that in the upcoming decisions about long range financial planning, care should be taken to address ongoing maintenance needs to avoid system breakdown due to neglect.

**750 Superintendent's Report** – Michael reported on the current predictions for state revenue shortfall related to education and, locally, our school district. He indicated that enrollment decline may be more severe than first anticipated as the economy worsens and families find it prohibitive to live in a remote and expensive community. He expressed an urgency in deciding about program restructuring for the next couple of years to afford the district the maximum amount of time possible to plan for change.

**810 Chairman's Report** – **Boyd Pratt** spoke about the recent audit directive to reformat board meetings with respect to Executive Sessions.

BOARD REPORT

**820 Board Members Reports** – **David McCauley** elaborated on the Big Toy Underlayment Replacement Proposal and answered board questions for anticipated approval at the next board meeting.

Next Meeting:

NEXT MEETING

Special School Board meeting – March 4, 2009, 6:00 p.m.

Regular School Board meeting – March 25, 2009, 5:30 p.m.

The meeting was adjourned at 10:08 p.m.

| ADJOURNMENT

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Michael D. Soltman, Superintendent  
Secretary to the Board

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Date

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Boyd Pratt, Board Chair