



# SAN JUAN ISLAND SCHOOL DISTRICT

## San Juan Island School District Regular Meeting

Wednesday, February 27, 2008

6:00 p.m. Regular Board Meeting convenes – high school library

### MINUTES

Board Members Present: Boyd Pratt, Heidi Lopez, Todd Roberts and David McCauley

A.S.B. Student Board Member: Theo Pratt

Superintendent Present: Michael Soltman

Administrators Present: Kay Jakutis, Ben Thomas, Fred Woods, Jody Metzger, Marc Vermeire

Observers Present: Gordy Waite, Janet Wilson, Don Galt, Michael Biggers, Debbie Taylor, James Krall, and Sharon Kivisto

**110 Establishment of Quorum** – The Regular School Board Meeting was convened at 6:06 p.m. in the high school library. A quorum was established with board members Boyd Pratt, Heidi Lopez, Todd Roberts and David McCauley. Sally Bryan was absent.

OPEN MEETING

**120 Review of Agenda** – Boyd Pratt reviewed the agenda and elected to hear section 500 right after section 100. It was also noted that there were revised 100 and 300 sections.

AGENDA

**130 Consent Agenda (Action)** – Boyd Pratt moved acceptance of the Consent Agenda, consisting of one Payroll Voucher register (January) in the amount of \$556,913.09, two General Fund voucher registers in the amounts of \$82,211.55 and \$44,780.74, two ASB voucher registers in the amounts of \$200.00 and \$2,794.85, and three Capital Projects voucher registers in the amounts of \$14,006.12, \$15,259.50 and \$54,688.99. The board was unanimously in favor of the motion.

CONSENT AGENDA



**140 Approval of Minutes (Action)** – Minutes of the January 28, 2008 Regular Board meeting, and the Special Board meeting held February 25, 2008 were presented for approval. Heidi moved to approve the minutes. The board was unanimously in favor of the motion.

MINUTES



**150 Public Comment** – There were no public comments.

PUBLIC COMMENT

**160 Classified School Employee Recognition (Information)** – Michael Soltman and Boyd Pratt The week of March 10-14 is “Classified School Employee Recognition Week” and Boyd emphatically expressed how grateful he is for the service and commitment of our classified employees and wanted to take a few moments to honor the hard work that classified employees carry out. Boyd read Governor Gregoire’s Proclamation declaring March 10–14 Classified Employee Appreciation Week, and acknowledged that classified employees are an incredibly important part of our district.

**210 Winter Term Evaluation (Information)** – Fred Woods, Gordy Waite and Michael Soltman Information was provided on the success of Winter Term 2008 with respect to program goals, the 90 minute block schedule, and recommendations for next year. Gordy presented several “student-view”

CURRICULUM AND INSTRUCTION

scheduling scenarios to illustrate issues and decisions that are important to consider in scheduling the number of high school periods in a day. It was noted that fewer transitions in a day lead to stronger relationships between students and teachers. Gordy and Fred discussed challenges related to scheduling the increasingly popular AP courses, the improved rigor of Winter Term courses in general, and the staff's continuing improvement around project-based learning.

**220 High School Schedule and Course Change Planning (Discussion) - Gordy Waite and Fred Woods** Gordy and Fred summarized planning for the high school schedule and courses for 2008-09. New developments may include AP Biology, integrating new CBA's related to Health and P.E., and possible remedial courses in math. Fred is also hoping to develop more internship opportunities in areas such as Nursing Assistance, Firefighting and Aviation.

**230 District Curriculum Council Report (Exhibit 230.1)(Information)- Michael Soltman, Boyd Pratt, and Principals**

Michael discussed District Curriculum Council progress on:

- The strategic planning initiatives
- School improvement planning
- STEM Program Discussions
- Summer Institute Planning
- K-5 Literacy Adoption Progress
- Professional development and curriculum development time requirements and implications for school calendar (late start, early release, or other options)

**310 Approval of Personnel Hiring (Action)- Michael Soltman**

Position: Paraeducator  
 Location: Elementary School  
 Term: Continuing  
 FTE: 2 hrs/day  
 Candidate: Sarah Mandzen

PERSONNEL



**320 Approval of Resignations / Retirements / Dismissals (Action)- Michael Soltman**

Employee: Angela Frye  
 Position: Science and Math Teacher  
 Location: High School  
 FTE: 1.0 FTE  
 Action: Resignation

Employee: Richard Ledford  
 Position: PE Teacher  
 Location: High School  
 FTE: .50 FTE  
 Action: Retirement

Employee: Richard Ledford  
 Position: Football Head Coach  
 Location: High School



FTE: Stipend  
 Action: Resignation

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

Employee: Valorie Curtis  
 Position: Science Teacher  
 Location: Middle School  
 FTE: 1.0 FTE  
 Action: Leave of Absence 08-09 school year  
 (second year)



Boyd moved to accept the personnel agenda. The motion was approved unanimously.

**340 Affirmative Action Policy/Plan Review (Information)** – Maude Cumming provided an analysis of district staffing, and the 2005-2010 Affirmative Action Plan. The current plan has been updated with data from voluntary Affirmative Action questionnaires that are routinely collected during the application process. Percentages of minority, female and age related hires have not changed significantly since last year, largely due to our community demographic pool. The district is up to date on state reporting.

**410 2006-2007 Enrollment & Budget Update (Exhibit 410.1 & Exhibit 410.2) (Information)** – Ben presented February enrollment data & budget information for the period ending January 2008.

BUSINESS AND OPERATIONS

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

No grants or contracts at this time.

**430 Acceptance 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  
 Donor: United way  
 Description: \$3,000.00

Recipient: San Juan Island School District – ASSC  
 Donor: United Way  
 Description: \$1,200.00

Boyd moved to accept these gifts and donations. The board vote was unanimous.

**440 2007-2008 Enrollment/Staffing Projection (Exhibit 440.1) (Discussion) – Ben Thomas** Michael & Ben provided an enrollment estimate for 2008-09 and discussed the pros/cons of decisions around which enrollment numbers will be utilized for budgeting. The budget will be based upon a

board consensus of the presented enrollment estimate provided. Michael & Ben also discussed some initial effects of the impact of the enrollment consensus on staffing considerations for 2008-09 budgeting.

**510 Carter Field Project Update and Proposal for CUP Revision**

**(Exhibit 510.1)(Action) – Michael Soltman** Don Galt proposed an amendment to the District’s CUP for the Carter Field project. Included in the revision is the construction of a maintenance building, a pump house, and other amenities for the fields. The Board heard questions and comments from Carter field neighbor Janet Wilson related to the process for citizen involvement and the timeframe for the project. The Board also discussed the location, scale and materials of proposed structures and suggested minor edits to the application. Boyd reiterated the district’s obligation to leadership within the project partnership. The Board discussed the proposal and David moved to approve the application as amended for the CUP revision with the Town of Friday Harbor. The board vote was unanimous.

CONTINUING  
BUSINESS



**610 Planning for Farm-to-School Food Service Feasibility Study (Discussion)**

– **Michael Soltman** Tom French has been working with school districts in Skagit County and around the state to implement farm to school cafeteria lunch programs. Members of the staff and school board attended a recently held dinner featuring local foods cooked by Chef Tom French. A meeting with Tom French was also held to begin a conversation about the process for implementing a local foods program in our district. The discussion reviewed Tom’s agenda and considered who important stakeholders should be in any future planning. Michael invited two board members to join him in a committee to study the proposal and make recommendations to the board. Heidi and Boyd agreed to be on the committee.

NEW BUSINESS

**710 ASB Report** – Theo Pratt felt that though the Winter Term exhibitions had improved over last year, there was less community involvement this year. He noted the winners of the Food Drive (Seniors) and shared that goals had been raised and that the drive was even more successful than last year. He stated that Academic Awards went well, and were a great way to end Winter Term. He discussed current ASB projects, including the upcoming Water-a-thon and Culture Week. Theo also discussed recent issues around school dances and reported that the ASB was currently researching solutions to problems related to unacceptable student behavior.

**720 Principals Reports** – Jody reported on the progress of the PTA in raising money for the Elementary School’s new playground equipment and also spoke about a presenter scheduled for late March who will address issues around raising children in a media world. Fred stated that the high school is continuing to clarify the senior culminating event, holding class meetings to outline the process for this graduation requirement. He also shared plans for WASL testing at the high school.

**730 Special Education Director’s Report** – Kay reported about the success of the recent Special Ed audit.

**740 Athletic Director’s Report** – Marc reported that the spring season traditionally has the highest participation and this year there are 120

athletes in 6 different sports. He described program details related to the cost of athletics and shared some insights into the athletic budget.

**750 Superintendent's Report** – Michael thanked the board for the kind support through his application process and reiterated that he is still excited about upcoming challenges here in the district. Michael also requested approval to travel in March to present on educational leadership at a conference. Approval was granted.

**810 Chairman's Report** –no further comments

**820 Board Members Report** – Heidi publicly thanked the Capital Levy committee for their hard work during the recent election.

Next Meeting:

Regular School Board meeting – March 26, 6:00 p.m.

The meeting was adjourned at 9:32 p.m.

NEXT MEETING

ADJOURNMENT

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Michael D. Soltman, Superintendent  
Secretary to the Board

Date

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Boyd Pratt, Board Chair