



# SAN JUAN ISLAND SCHOOL DISTRICT

## San Juan Island School District Regular Meeting

**Wednesday, Aug 24, 2011**

6:00 p.m. Convene meeting – high school library

### MINUTES

Board Members Present: Brent Snow, Heidi Lopez and David McCauley

A.S.B. Student Board Member: Excused

Superintendent Present: Rick Thompson

Administrators Present: Connie Martin, Ben Thomas, Fred Woods. and Rod Turnbull

Observers Present: Cynthia Stark-Wickman, Rita Weisbrod, Court Bell. Michael Biggers, Brett Paul, Jesse Visciglia, Michele Preston, Nancy Sloane, Per Gerlock, Barbara Bevens, Luanne Pasik, Joyce Sobel, Michael Biggers, Kathy Paull, John Manning, Teri Boden, Rob Nou, Deb Batchelder, Nikki Truesdale, John Kapple

Recording Secretary: Maude Cumming

**110 Establishment of Quorum** – The regular school board meeting was called to order at 6:03 p.m. at the high school library. A quorum was established with board members Brent Snow, Heidi Lopez and David McCauley. Deborah Nolan and Boyd Pratt were excused.

OPEN MEETING

**120 Review of Agenda** – It was decided to hear section 520, Gifts and Donations, after the 200 section for the convenience of Peg Gerlock who was there to present a donation from Island Museum of Art in support of the district art curriculum in the lower grades. The funding source for this particular donation was the Island Museum of Art, the San Juan Community Foundation and the Washington State Arts Commission, in the form of grant money as well as private donations. The board was grateful for this support (see section 520 for the board action) and thanked Peg for her hard work in providing this funding.

AGENDA

**130 Consent Agenda (Action)** – David moved to accept the Consent Agenda consisting of one Payroll voucher register in the amount of \$557,938.81 (July), and two voucher registers representing General Fund expenditures in the amount of \$58,123.71, Capital Project expenditures in the amount of \$8,936.76, ASB expenditures in the amount of \$17,114.00, and Private Purpose Trust expenditures in the amount of \$4,000.00. The board was unanimously in favor of the motion.

CONSENT AGENDA



**140 Approval of Minutes (Action)** – Minutes of the July 27, 2011 regular board meeting were presented for approval. Heidi moved to approve the minutes. The board was unanimously in favor of the motion.

MINUTES



**160 Public Comment (Information)** – Members of the public and support organizations are invited to address the board on non-agenda items. Comments are limited to five minutes in length. There were no public comments.

PUBLIC COMMENT

**210 ASB Report** - The ASB Representative was excused.

ADMINISTRATIVE REPORTS

**220 Principals' Reports** – Friday Harbor Elementary School Principal Connie Martin reported that the elementary school master schedule is built, the class lists are out, and that she is meeting with each and every staff member. Her intention is to similarly meet with parents and students as the school year proceeds. Friday Harbor Middle and High School Principal Fred Woods was excused but then joined the meeting later (no report).

**230 Student Services Director's Report** – Special Services Director Kay Jakutis was excused.

**240 Athletic Director's Report** – Athletic Director Rod Turnbull was excused but then joined the meeting later (no report).

**250 Superintendent's Report** – The Superintendent reported that the school district booth at the Fair was well received, that high school sports are underway and that school begins in one week. He also wanted to publicly thank the custodial crew for their hard work over the summer.

**260 Dates to Remember (Information)** – Maude Cumming provided a list of upcoming district events for the month of August and September.

**310 Healthy Youth Survey Results (Exhibit 310.1)(Information) – Cynthia Stark-Wickman** and members of the San Juan Prevention Coalition provided a debrief for the board showing the results of the 2010 Healthy Youth Survey (HYS) administered to students state wide in grades 4, 8,10 and 12. The results presented were from the responses of San Juan Island School District students. Although the HYS collected data involving alcohol, marijuana, and tobacco use, the results presented centered on data around marijuana risk factors. Using multiple messages was promoted as a substance abuse prevention strategy. The Superintendent plans a follow up work session with the administrative team to explore further what role the district should take in response to the data.

**320 New Teacher and Principal Evaluation Pilot (Exhibit 320.1)(Information) – Rick Thompson** The Teacher/Principal Evaluation Pilot is a component of E2SSB6696, a board education reform bill passed by the Washington State legislature in the 2010 session. The bill calls for significant changes in principal and teacher evaluation systems, including the introduction of a four level evaluation ranking system. To address these changes,

- Administrators have attended workshops learning more about the changes,
- A federal grant has been rewritten to provide capacity for the district to study and develop timelines for implementation,
- Evaluation changes have been introduced to the leadership of SJEA,
- Instructional framework has been explored that will assist the district with implementation,

The superintendent recommended that consultants be invited to speak to the board (at no cost) to further inform the board of the content, timelines, and processes involved.

**410 Approval of Personnel Hiring (Action) – Rick Thompson**

Position: Custodian  
 Location: Stuart Island  
 Term: Continuing  
 FTE: On call (approx. 1.5 hrs/day)  
 Candidate: Kent Sooter

#### CURRICULUM

#### PERSONNEL



Position: JV Volleyball Coach  
 Location: High School  
 Term: Fall Sports Season  
 FTE: Stipend \$2300  
 Candidate: Jessica Peacock

**420 Approval of Resignations / Retirements / Dismissals (Action) – Rick Thompson**

Employee: Jacquelyn Reiff  
 Position: PE Teacher  
 Location: Middle/High School  
 FTE: .6 FTE  
 Action: Resignation



**430 Approval of Leaves (Action) – Rick Thompson**

No items

David moved to approve sections 410 and 420. The board vote was unanimous.

**510 Approval of Local Grants and Contracts (Action)- Rick Thompson**

Funding provider: San Juan Island School District  
 Service provider: Barron Heating Air Conditioning  
 Description: \$4879.00HVAC Maintenance and Service Agreement

Heidi moved to approve the contract as listed. The board vote was unanimous.

**BUSINESS AND OPERATIONS**



**520 Approval of Gifts and Donations (Action)- Rick Thompson** *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: San Juan Island School District  
 Donor: Island Museum of Art  
 Description: \$15,000.00 in support of the middle and elementary school art program (in part for 2011-11 school year but mostly for 2011-12 school year)

Recipient: San Juan Island School District  
 Donor: San Juan Public Schools Foundation  
 Description: \$7,500.00 in support of FHES Everyday Math program, Griffin Bay supplemental Math and English materials and MS summer school scholarships

Recipient: San Juan Island School District  
 Donor: San Juan Public Schools Foundation  
 Description: \$10,500.00 in support of FH Labs K-12 program (2011-2012 school year)

Recipient: San Juan Island School District  
 Donor: FH Middle School PTA  
 Description: \$2,500.00 in support of middle school field trips

Recipient: San Juan Island School District  
 Donor: Kiwanis International  
 Description: \$1,000.00 in support of the elementary PIP program

Recipient: San Juan Island School District  
 Donor: Rotary Club of San Juan Island  
 Description: \$500.00 award for middle school and elementary school student participation in the Community Spelling Bee

Recipient: San Juan Island School District  
 Donor: Eric Edshammar  
 Description: One Foosball table and one Ping Pong table for Friday Harbor Middle school recreation

David moved to accept the donations as presented, with gratitude. The board vote was unanimous.

**530 Budget Update (Exhibit 530.1)(Information) - Ben Thomas** presented a budget update through July, 2011.

**540 Possible Approval of the Resolution 11-012, Resolution of Austerity Measures & Budget Adoption Confirmation Fiscal Year 2011-2012 (Exhibit 540.1)(Action) - Ben Thomas** At the July 27, 2011 regular School Board meeting Resolution 11-011 was passed with amended language to "formally direct the district administration to reduce the 2011/2012 General Fund expenditures by \$134,450 to attain a General Fund ending fund balance of \$866,000." The wording of this resolution, created to satisfy the complexity of the budget process was, in retrospect, less clear than needed to satisfy audit parameters. Instead of revising Resolution 11-012, the Superintendent recommended that the board adopt a new resolution to clarify the intent in 11-011. Resolution 11-012 is intended to clarify the intent of the board. Heidi moved to accept Resolution 11-012, *Resolution of Austerity Measures & Budget Adoption Confirmation Fiscal Year 2011-2012*. The board vote was unanimous.



**550 Proposed list of Budget Adjustments in Light of Resolutions 11-011 and 11-012 (Exhibit 550.1)(Information) - Rick Thompson** provided, at the board's request, a list of proposed budget adjustments for the upcoming 2011-2012 school year. This list was developed through the efforts of the Leadership Team and the SJISD contracted Business Manager and was considered a draft in process. The list was discussed in the light of impacts to staff, programming, fund balance board policy and the potential need for emergency funding in the case of further state revenue reductions. It was decided to immediately implement the reductions listed with the exception of line items that pertain directly to staff, to meet with Union leadership prior to furloughing any staff, and to provide an analysis of enrollment F.T.E. once the school year begins next week. Representatives from both PSE and SJEA were present for this discussion.



**560 Approval of the Tentative Collective Bargaining Agreement with the Public Schools Employees Union (Exhibit 560.1)(Action) - Rick Thompson** The Public Schools Employees Collective Bargaining Agreement (CBA) was negotiated between PSE and district staff and ratified by PSE on July 26, 2011. PSE represents all classified employees except the district office staff. Rick noted the diversity in job descriptions covered in the agreement and stated that the tone of the negotiations was positive and collegial. Rick summarized the changes to the CBA, thanking Marie Rothlisberger and Kay Jakutis for assisting him in representing the district. David moved to approve the contract with the stipulation that the local reinstatement of the state's 1.9% cut is understood to be limited to this school year only. The board vote was unanimous. PSE leadership was present for this board action.



**570 Proposed Resolution #11-013, Declaration of Surplus Property for Disposal: Diesel Generator (Exhibit 570.1)(Action) – Ben Thomas** It has been determined the item listed on Resolution 11-013 is no longer needed for district purposes and is considered surplus personal property. Heidi moved to approve Resolution 11-013 *Declaration of Surplus Property for Disposal: Diesel Generator*. The board vote was unanimous.



**580 Capital Projects Levy Renewal (Exhibit 580.1 and 580.2)(Discussion) – Rick Thompson** The date for the district's Capital Projects and Technology Levy is February 14, 2012. This a four year term established opposite the district's M & O Levy. Included in the board packet was a matrix of needs updated for board consideration.

**600 No items**

CONTINUING BUSINESS

**710 Revision of Board Policy Procedure 5406P, Leave Sharing Procedure (Exhibit 710.1) (Information) – Rick Thompson** Part of the business management services provided by NWESD includes a review of the WSSDA policy drafts within the 5000 and 6000 series, where financial and risk management issues are covered. Presented for the board's information is a revision of the board policy procedure 5406P, *Leave Sharing Procedures*. The edit involves changing the phrase "... uniform services...", to "uniformed services".

NEW BUSINESS

**810 Superintendent Goals (Exhibit 810.1)(Action) – Rick Thompson** The board provided feedback on the Superintendent's goals at the July 27 regular board meeting. These suggestions have been integrated into the final presentation of the Superintendent's goals for the Board's approval. David moved to approve the Superintendent's Goals for school year 2011-2012. The board vote was unanimous.

BOARD REPORTS



**820 Visioning (Exhibit 820.1)(Discussion) – Boyd Pratt** As a follow-up to the last several meetings, the board decided to explore strategic planning based on a preferred vision for the district in the areas of finance, instruction, and climate. Board feedback was included for discussion. The board deferred the discussion until a full board could be present.

**830 Vice Chairman's Report (Information) – Brent Snow** The annual WSSDA conference for School Board Directors will be held in Bellevue, WA, on November 17-20, 2011. As a follow-up to the July 27 meeting, Rick, Deborah and Brent will be registered for the WSSDA conference. Newly elected board members will be invited as well and all posting requirements will be followed.

**840 Board Members Reports** – David invited board members, administration and any observers still present to help themselves to the cooler of smoked and filleted salmon outside in the hallway. Thank you David!

**Next Meeting:**

Regular School Board Meeting – September 28, 2011, 12:00 pm, high school library

NEXT MEETING

**850 Adjournment**

The meeting was adjourned at 8:55 p.m.

ADJOURNMENT

\_\_\_\_\_  
Rick Thompson, Superintendent  
Secretary to the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brent Snow, Board Vice Chair