



SAN JUAN ISLAND SCHOOL DISTRICT

San Juan Island School District Regular Meeting

Wednesday, Dec 14, 2011

5:00 p.m. Convene public meeting – HS library

5:05 p.m. Executive Session: To review the performance of a public employee; RCW 42.30.110(1)(g) – No action was taken

6:00 p.m. Re-convene public meeting – HS library

MINUTES

Board Members Present: Brent Snow, Deborah Nolan, Ralph Hahn, Jack McKenna and Jenn Furber

A.S.B. Student Board Member: Libby Snow

Superintendent Present: Rick Thompson

Administrators Present: Connie Martin, Fred Woods, Kay Jakutis, Ben Thomas

Observers Present: Michael Biggers, Liz Varvaro, Andrew Radzialowski, Barbara Bevens, Jesse Visciglia, Kim Ryan

Recording Secretary: Maude Cumming

110 Establishment of Quorum – Board Chair Brent Snow The regular school board meeting was called to order at 5:00 p.m. at the high school library. A quorum was established with board members Brent Snow, Deborah Nolan, Ralph Hahn, Jack McKenna and Jenn Furber. The board recessed to executive session at 5:01 p.m. to review the performance of a public employee in accordance with RCW 42.30.110(1)(g). The board re-convened in open session for public meeting at 6:00 p.m. No action was taken in executive session.

OPEN MEETING

120 Review of Agenda – Board Chair Brent Snow (Action) – At Mr. Snow’s suggestion, Ms. Nolan moved to change the order of the agenda to hear section 610 after the 200 section in order to accommodate the employees that were scheduled to provide a report to the board. Mr. McKenna seconded the motion. The board vote was unanimous.

AGENDA



130 Consent Agenda (Action) – Board Chair Brent Snow All matters listed under the Consent Agenda are considered by the Governing Board to be routine and subject to one motion and vote. Directors may request specific items to be discussed or deleted from the Consent Agenda. These items include the Payroll Register, the Voucher Register, Contracts and Grants, and Personnel. The Consent Agenda consisted of one payroll voucher register in the amount of \$583,007.16 (November), and one voucher register representing General Fund expenditures in the amount of \$21,128.42, Capital Project expenditures in the amount of \$22,942.64, and ASB expenditures in the amount of \$999.66. Mr. McKenna moved to approve the Consent Agenda. Ms. Furber seconded the motion. The board was unanimously in favor of the motion.

CONSENT AGENDA



140 Approval of Minutes (Exhibit 160.1)(Action) – Board Chair Brent Snow Minutes of the November 30, 2011 regular board meeting and the December 13, 2011 special board meeting were presented for approval. Mr. Hahn suggested two additional notations for the minutes from November 30. Mr. McKenna moved to approve the

MINUTES



November 30, 2011 minutes as amended. Ms. Furber seconded the motion. The board vote was unanimous. Mr. Hahn moved to approve the minutes of the special board meeting held December 13, 2011. Mr. McKenna seconded the motion. The board vote was unanimous.

150 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: San Juan Island School District, FHES
 Donor: FHES PTA
 Description: \$1,300.00, field trips

Recipient: San Juan Island School District
 Donor: San Juan Public Schools Foundation
 Description: \$42,000.00, supplies and material

Additional detail for the acknowledgement of donations was discussed. Ms. Nolan moved to accept the donations with gratitude. Mr. Hahn seconded the motion. The board vote was unanimous.

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.

210 ASB Report - ASB Representative Libby Snow reported on the activities of the *Helping Other Teens Society* (HOTS) as they organize an “Every 15 Minutes” anti-alcohol dramatization for secondary students. She also shared the success of the first high school band concert of the year and highlighted the AP students practice exams and other classroom projects.

220 Principals’ Reports – Elementary School Principal Connie Martin recognized the efforts of the *I Love to Read Month* Committee; Lisa Salisbury, Debbie Taylor, Darlene Clark and Sally Waite. She spoke of the extensive community engagement during this school-wide celebration of literacy and also shared the success of 5th grade student Joseph Kaden who won the elementary Geography Bee and will continue on in the competition. Ms. Martin also spoke of the work of the district math committee. High School/Middle School Principal Fred Woods highlighted History Teacher Greg Sawyer’s “connections in history” approach to helping his students understand context and continuity around historical events. Mr. Woods also reported that the winner of the Middle School Geography Bee was 7th grade alternate Corbin Williams, who will also be continuing on in the competition. Mr. Woods described the upcoming community projects evening in January and shared that the 7th – 12th grade science teachers had recently attended a regional professional conference in Seattle.

230 Student Services Director’s Report – Student Services Director Kay Jakutis reported that High School Teacher Becky Shanks has been successful in placing students in internships and that recent challenging issues had been successfully handled through professional teamwork.

240 Athletic Director’s Report – Athletic Director Rod Turnbull was excused but Principal Woods reported on Mr. Turnbull’s efforts to positively influence the equitable reorganization of regional leagues.

GIFTS AND DONATIONS



PUBLIC COMMENT

ADMINISTRATIVE REPORTS

250 Superintendent's Report – Superintendent Rick Thompson thanked Mr. McKenna and Mr. Hahn for attending the Teacher Principal Evaluation Pilot (TPEP) informational staff meeting presented by the Washington Education Association (WEA). He also thanked the local San Juan Education Association (SJEA) for their participation in organizing the event. Mr. Thompson also spoke about the upcoming Capital Projects and Technology Levy and the need for this funding to maintain district facilities and preserve general fund dollars.

260 Dates to Remember (Information) – Administrative Assistant Maude Cumming provided a list of upcoming district events for the month of January.

310 General Program Updates and Highlights (Information) – Rick Thompson School Improvements Plans (SIPs) will be presented for each site, including Griffin Bay School and Stuart Island School. Stuart Island School and Griffin Bay School will present on January 25th and Friday Harbor Elementary School, Friday Harbor Middle School and Friday Harbor High School will present on March 28. The format and requirements of School Improvement Plans were discussed. A K-12 district math committee is meeting to explore the overall program in the areas of instruction, curriculum, equity, climate, relevance, professional environment, community support, organization/leadership, and assessment and financial support. A detailed record of the review will be provided to the board, along with focus areas of improvement, at the February 29, 2012 regular school board meeting.

CURRICULUM

400 No items

PERSONNEL

510 Board Orientation to School Finance (Exhibit 510.1)(Information) – Ben Thomas presented a PowerPoint overview of public school finance as an orientation for all board members. His report included a basic overview of school finance, enrollment trends, trend forecasting, local impact of proposed state budget cuts and board member budget responsibilities. Questions and discussion points included federal and state grants, software and audit costs, benefit pooling and a targeted fund balance. Staffing levels and carryover liabilities and assets were discussed. Mr. Thomas provided projected budget levels for illustrative purposes only as the state legislature is currently in special session and will convene for regular session in early 2012. Specific budget information for the upcoming year is not available at this time.

BUSINESS AND OPERATIONS



520 Enrollment and Budget Update (Exhibit 520.1)(Information/Action)- Ben Thomas provided enrollment information for December, 2011 and a budget report through November, 2011. Mr. Snow moved to accept the report as provided. Mr. McKenna seconded the motion. The board vote was unanimous.



530 2010-2011 Year End Fiscal Report (Exhibit 530.1)(Information/Action) – Ben Thomas provided the 2010-2011 year-end financial report for the board's information. Mr. Snow moved to accept the report as provided. Mr. McKenna seconded the motion. The board vote was unanimous.



610 Food Service Program Report (Exhibit 610.1)(Information) – Food Service Director Liz Varvaro reported to the board on the healthy food program offered to students and staff in the district. The district has one central kitchen that serves all sites. The district also serves limited meals to local private schools. Highlights included revenue and expenditure history and forecasts, federal program guidelines, revenue lost due to early release schedule, community use of kitchen, and community dinners.

CONTINUING BUSINESS

710 Approval of Resolution 11-020, Declaration of Surplus Property for Disposal Type D School Bus (Exhibit 710.1)(Action) – Ben Thomas It has been determined the item listed on Resolution 11-020 is no longer needed for district purposes and is considered

NEW BUSINESS



surplus personal property. Ms. Furber moved to accept Resolution 11-020, *Declaration of Surplus Property for Disposal Type D School Bus*. Mr. McKenna seconded the motion. The board vote was unanimous.

810 Board Planning – The Key Work of School Boards (Continued Discussion) – Board Chair Brent Snow The board continued their discussion of the e-publication *The Key Work of School Boards* and noted that the WSSDA standards essentially summarizes the main points of the text. They agreed to discuss this topic in depth at a special meeting in February, date and time to be determined.

820 Board Policy Updates (Exhibit 820.1)(Discussion) – Board Chair Brent Snow The board discussed how to systematically attend to policy updates. It was agreed to begin at the next special board meeting.

830 Board meeting Logistics (Discussion) – Board Chair Brent Snow This agenda item was reviewed at the special school board meeting held December 13, 2011. There was no further discussion.

840 Pay for School Board Members (Discussion/Possible Action) – Board Chair Brent Snow One of the board members has requested reimbursement for anticipated expenses that may result from attending board meetings. Mr. Thompson reported that it is legal to vote in pay for school board members up to \$4,800.00 per year; however board members cannot accept compensation in the same four-year term in which they approve payment. No action was taken on this request.

850 Chairman's Report (Information) – Board Chair Brent Snow The Board Chair had no more items to discuss.

860 Board Legislative Representative Report (Information) – Board Legislative Representative Ralph Hahn Mr. Hahn reported that he is now registered with WSSDA as a Legislative Representative and shared that he would be seeking to identify, among the many bills and issues facing the legislators, top concerns for our local board.

870 Board Members Reports – Ms. Furber reported that she has been researching energy grants on behalf of the district.

Next Meeting:

Special School Board Meeting – January 11, 2012, 12:00 pm, district office
Regular School board Meeting – January 25, 2012, 5:00 p.m., high school library

850 Adjournment

The meeting was adjourned at 9:25 p.m.

BOARD REPORTS

NEXT MEETING

ADJOURNMENT

Rick Thompson, Superintendent
Secretary to the Board

Date

Brent Snow, Board Chair