



## San Juan Island School District Regular Meeting

**Wednesday, July 31, 2024**

5:00 pm Open public meeting, high school library

### MINUTES

Directors Present: Sarah Werling-Sandwith, Brian Moore, T.J. Heller, Barbara Beven, and John Kurtz

Superintendent Present: Fred Woods

Admin or Presenter Present: Rod Turnbull, Holly Wehner, Becky Bell, and José Domenech

Observers Present: 1 member of the public

Recording Secretary: Diana Fearn

CALL TO ORDER | Convene 5:00 pm

**1.01 Establishment of Quorum** - The regular school board meeting was called to order at 5:00 p.m. at the high school library. A quorum was established with Directors Barbara Bevens, T.J. Heller, Sarah Werling-Sandwith, Brian Moore, and John Kurtz.

**1.02 Pledge of Allegiance**

**1.03 Approval of Agenda** – There were no changes to the agenda. Director Bevens moved for approval of the agenda. Director Kurtz seconded the motion. The agenda was unanimously approved.

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

SUPERINTENDENT

**2.01 Superintendent's Report (Information)** – Superintendent Fred Woods shared updates on summer facilities projects and Stuart Island Elementary preparations. Additionally, he shared that Transition to Kindergarten will begin moving into the Head Start building in the next few weeks. He stated that the school district is happy to participate in the San Juan Island Cares fundraising campaign which starts at midnight on August 16<sup>th</sup>.

CURRICULUM

**3.01 Approval of 2024-2025 Friday Harbor Elementary School Improvement Plan (SIP) (Exhibit)(Action)** – The Board was requested to approve one of the 2024-2025 SIPs for Friday Harbor Elementary School. Friday Harbor Elementary Principal Holly Wehner answered Director Heller's questions about the SIP and Superintendent Woods clarified that there will be an additional FHES SIP which will come to a future board meeting for approval. Director Bevens moved for approval of the SIP. Director Kurtz seconded the motion. The Board vote was unanimous.

BUSINESS AND OPERATIONS

**4.01 Consent Agenda (Exhibit)(Action)** – 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 be discussed in more detail or deleted from the Consent Agenda. These items may include the payroll register, accounts payable (AP) check registers, meeting minutes, personnel changes, contracts or grants and other items of business considered routine in nature.

The Consent Agenda included one payroll register (June) in the amount of \$1,101,759.94, and eleven accounts payable check registers representing General Fund expenditures in the amount of \$107,473.97, Capital Fund expenditures in the amount of \$12,475.34, and Associated Student Body expenditures in the amount of \$648.87.

#### Gifts and Donations (over \$500.00)

Funding Provider: Public Schools Foundation  
 Recipient of Funding: San Juan Island School District  
 Description: Various supplies and materials (exhibited)  
 Amount: \$6,779

Funding Provider: Rotary Club  
 Recipient of Funding: Friday Harbor Middle School  
 Description: Middle School Spelling Bee  
 Amount: \$850

Funding Provider: United Way  
 Recipient of Funding: Friday Harbor Elementary School  
 Description: Donation to PIP  
 Amount: \$2,500

Funding Provider: San Juan Island Community Foundation  
 Recipient of Funding: Friday Harbor Middle and High School  
 Description: Donation to MS and HS Band  
 Amount: \$8,288.53

#### Grants and Contracts (over \$3,000.00)

Funding Provider: Department of Agriculture  
 Recipient of Funding: San Juan Island School District  
 Description: Grant which paid for FHES cafeteria tables (exhibited)  
 Amount: \$12,000

Funding Provider: Department of Ecology  
 Recipient of Funding: San Juan Island School District  
 Description: Grant towards electric school bus (exhibited)  
 Amount: \$401,678.49

#### Requisitions for Approval (Capital expenditures over \$10,000.00)

Vendor: Apollo  
 Description: FHHS Science Room Remodel (exhibited)  
 Amount: \$16,463.77

#### Personnel Report

Hiring:  
 Taylor, Jenni – Developmental Preschool Teacher  
 Haagensen, Megan – Transition to Kindergarten Teacher  
 Saarie, Lindsay – FHHS English Teacher

Separations:  
Smith, Marina (Mo)– Custodian

In addition, the Board was requested to approve the minutes from the June 26, 2024 regular and special executive session board meetings.

Director Moore moved for approval of the consent agenda. Director Heller seconded the motion. The Board vote was unanimous.

**4.02 Monthly Finance Report (Exhibit (Information))** – Business Manager  
José Domenech presented to the Board the monthly budget report through June 2024.



**4.03 PUBLIC HEARING: Approval of Resolution 24-006, Resolution Adopting the Fiscal Year 2024-2025 Budget (Exhibit)(Action)** – The Board held a public hearing prior to reviewing the request for approval of the Budget for the school year 2024-2025. The Superintendent recommended approval of the Budget. The public hearing opened at 5:20. There was no public input. The public hearing closed at 5:21. Director Heller moved to approve resolution 24-006, Resolution Adopting the Fiscal Year 2024-2025 Budget. Director Bevins seconded the motion. The Board vote was unanimous.

## SCHOOL BOARD

**5.01 Approval of Policy Revisions to Board Policies - (Exhibit)(First Reading)** – The Board was requested to review as a first reading the WSSDA recommended revisions to the following board policies:

- Board Policy 5161 - Civility in the Workplace
- Board Policy 280 - Separation from Employment

Additionally, the Board was requested to review as a first reading adoption of the following board policies:

- Board Policy 2401 - Financial Education Mastery-Based Learning and Credit
- Board Policy 5254 - Staff Expression

Finally, the Board was requested to review as a first reading retirement of the following WSSDA recommended board policy as policy 5161 covers Civility.

- Board Policy 5282 – Civility



**5.02 Acceptance of Director Sarah Werling-Sandwith's Resignation (Exhibit)(Action)** – The Board was requested to approve the resignation of Board Director Sarah Werling-Sandwith effective July 31, 2024. Director Werling-Sandwith stated that it has been an honor to serve with the Board members and that she looks forward to working with our district's early learners in her new role as Transition to Kindergarten teacher. The Superintendent and Board members shared words of appreciation for Director Werling-Sandwith. Director Kurtz moved for approval of Director Werling-Sandwith's resignation. Director Bevins seconded the motion. The Board vote was unanimous. Vice Chair Bevins immediately took over as chair of the meeting once the vote was concluded.

**5.03 Discussion of the Process to Fill the Board Vacancy (Discussion)** – The Board discussed the process for replacing Board Chair Werling-Sandwith. They agreed that interviews would be held on September 11<sup>th</sup> at 3 pm at the school district office and that each interview would be allocated 30 minutes. They also discussed

the wording for the board vacancy notice to be published in the two local news-sources, the Journal of the San Juan Islands and the San Juan Islander.



**5.04 Selection of a new Vice Chair and WIAA Representative (Action)** – Director Werling-Sandwith served as WIAA representative and board chair. Her resignation necessitated Board Vice Chair Bevins to assume the role of board chair. Due to these changes, the Board needed to elect a new WIAA representative and a new vice chair until the regular annual election of officers in December. Director Bevins made a motion to nominate Director Moore as vice chair and WIAA representative. There were no other nominations. Director Kurtz seconded the motion. The Board vote was unanimous.

**5.05 Additional Director Reports (Information)** – Director Heller shared information about upcoming legislative representative meetings and the all-islands board meeting to be held on September 13th.



**5.06 Approval of 2024-2025 Board Calendar (Exhibit)(Action)** – Director Bevins noted that there were two additions required for the board calendar, adding a special executive session on September 11<sup>th</sup> followed by a special open meeting to interview and select a new board director as well as a correction of the time for the board retreat which as yet does not have a date, time, or location determined. Director Moore moved for approval of the board calendar with these additions and changes. Director Bevins seconded the motion. The Board vote was unanimous.

ADJOURN-  
MENT

**6.01 Adjournment** - The meeting was adjourned at 5:45 pm.

**Next Meetings:**

**Special Executive Session** – August 21, 4:30 pm, high school library

**Regular School Board Meeting** – August 21, 5:00 pm, high school library

Fred Woods, Superintendent  
Secretary to the Board

8-22-2024

Date

Barbara Bevins, Acting Board Chair