



# SAN JUAN ISLAND SCHOOL DISTRICT

## San Juan Island School District Regular Meeting

Wednesday, March 31, 2010

5:30 p.m. Executive Session – Superintendent’s mid year review, personnel issues and negotiations

6:00 p.m. Re-convene regular Board meeting

### MINUTES

Board Members Present: David McCauley, Boyd Pratt, Heidi Lopez, Deborah Nolan and Brent Snow

A.S.B. Student Board Member: Nick Roberts

Superintendent Present: Walt Wegener

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

Observers Present: Peg Gerlock, Jenny Roberts, Steve Smith, Linda Lobue, Diane Martindale, Leisha Holmes, Bryn Bernard, Barbara Bevens, Jesse Visciglia and Jane Fox

**110 Establishment of Quorum** – The regular School Board meeting was called to order at 5:30 p.m. in the high school library and at 5:31 p.m. the board went into executive session. The regular board meeting was re-convened at 6:03 p.m. A quorum was established with board members David McCauley, Heidi Lopez, Boyd Pratt, Deborah Nolan and Brent Snow.

OPEN MEETING

**120 Review of Agenda** – There were no changes to the agenda at that time. Later in the evening section 540, Mid-year Budget Review was moved ahead to correlate with section 510, Enrollment and Budget Update.

AGENDA

**130 Consent Agenda (Action)** – Boyd moved to accept the Consent Agenda, consisting of one Payroll voucher register (February) in the amount of \$554,818.24, two General Fund voucher registers in the amounts of \$19,388.97 and \$109,064.94, two Capital Project voucher registers in the amounts of \$13,022.24 and \$10,735.19, one ASB voucher register in the amount of \$7,947.75 and one Private Purpose Trust voucher register in the amount of \$106.00. The board was unanimously in favor of the motion.

CONSENT AGENDA



**140 Approval of Minutes (Action)** – Minutes of the February 24, 2010 regular board meeting were presented for approval. Heidi moved to approve the minutes. The board was unanimously in favor of the motion.

MINUTES



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

PUBLIC COMMENT

**160 Presentation of Donation from Islands Museum of Art (Information) – Peg Gerlock, IMA Ed Committee Chair** The Islands Museum of Art has been working diligently on behalf of the school district to support art in the schools. Peg Gerlock, as the IMA Ed Committee Chair, presented a donation intended to restore funding for the middle school's second semester art program. The board was very appreciative of the funding efforts of the Islands Museum of Art on behalf of the children of the San Juan Island School District.

**210 ASB Report** - Nick Roberts reported that the TOLO dance went well and that Prom will be held Saturday, May 1<sup>st</sup>. He shared that the ASB would be holding a Food Drive after Spring Break and that they were looking forward to their annual "Pedal for the Planet" event.

#### Administrative Reports

**220 Principals' Reports** – Gary reported that the attendance at student conferences was almost 100%, and that he is currently working on scheduling options related to staffing for next year. Fred shared that the high school pre-registration is complete and that the results when compiled will help inform staffing decision for next year. He also reported on the HSPE testing.

**230 Student Services Director's Report** – Kay reported her staff is working through student portfolios and taking inventory of SPED materials to ensure continued alignment with curriculum.

**240 Athletic Director's Report** – Rod noted that the number of students participating in spring sports is up and that all the sports teams have experience an increase in numbers.

**250 Superintendent's Report** - Walt reported that the state is seeking *Race to the Top* (RTTT) applications from districts and that 41 districts have so far applied. He also discussed the End Of Course Math exam development that will affect this year's 8<sup>th</sup> and 9<sup>th</sup> grade students.

**310 FH Labs Science Outreach Program Update (Information)(Exhibit 310.1) – Jenny Roberts, FH Labs** Jenny Roberts and Margo Thorpe provide instruction and science program support to San Juan Island School District students through a cooperative grant that includes the University of Washington Labs, Spring Street International School, the Port of Friday Harbor and the San Juan Island School District. Jenny indicated that the school district contributes approximately 25% of the cost of this K-12<sup>th</sup> grade program. Jenny illustrated how hands on science research projects enhances classroom curriculum, traced the funding sources for the program and invited one and all to the June 19<sup>th</sup> *Jazz at the Labs* annual fundraiser.

#### CURRICULUM

**320 Approval of the 2010-2011 Academic Year Calendar (Action) (Exhibit 32.1) – Walt Wegener** Two options for the 2010-11 Academic calendar were presented for a Board decision. The calendars included school open/close dates and vacations/holidays. Professional development days will be determined after further negotiations with SJEA. After careful deliberations focused on the best possible academic support for students, the calendar for the upcoming school year was selected. Boyd moved to adopt the selected calendar. The board vote was unanimous.



**330 Proposed Revision of BP2314 and 2314P, Electronic Resources (Exhibit 330.1) (First Reading/Possible Action) – Walt Wegener and Steve Smith**

Proposed revision of BP2314 and 2314P represents a thorough reworking of the current “Acceptable Use” Policy. This revision is a recommendation from OSPI that came out of a working committee tasked with updating policies to reflect changes in technology and current internet practice. As this was a first reading, a few edits and minor changes were suggested and the board decided on a second reading at the next regular board meeting.

**340 Adoption of BP2025 and 2025P, Copyright Compliance (Exhibit 340.1)(First Reading/Possible Action) – Walt Wegener and Steve Smith**

BP2025 and 2025P is an additional policy/procedure to complete the revision of the Electronic Resources policy, BP2314. It is recommended by Washington State School Directors Association (WSSDA). As this was a first reading, a few edits and minor changes were suggested and the board decided on a second reading at the next regular board meeting.

**310 Approval of Personnel Hiring (Action) – Walt Wegener**

Position: Softball Assistant Coach  
 Location: High School  
 Term: Spring Sports Season  
 FTE: Stipend \$2100  
 Candidate: Mike Goff

**PERSONNEL**



**320 Approval of Resignations / Retirements / Dismissals (Action)– Walt Wegener**

Employee: Ruthie Paull  
 Position: Work Experience Teacher  
 Location: High School  
 FTE: 1.0 FTE  
 Action: retirement



David made a motion to approve the resignations and hiring’s as presented. The board vote was unanimous.

**430 Approval of Leaves (Action) – Walt Wegener**

Employee: Jackie Reiff  
 Position: PE Teacher  
 Location: High School  
 FTE: .4 FTE  
 Action: Leave of Absence for 2010-11 (second year)



Employee: Margie Rehn  
 Position: Humanities Teacher  
 Location: Elementary School (6th grade)  
 FTE: 1.0 FTE  
 Action: Leave of Absence for 2010-11 (second year)

Employee: Kristen Haugen  
 Position: Special Ed Teacher  
 Location: Elementary School  
 FTE: 1.0 FTE  
 Action: Leave of Absence for 2010-11 (second year)

After a discussion regarding the current leave policies, Brent moved to approve the leaves as detailed in section 430. The board vote was unanimous.

**440 Annual Affirmative Action Policy / Plan Review (Exhibit 440.1) (Information) – Maude Cumming** provided the annual analysis of district staffing, and reviewed the 2005 -10 Affirmative Action Plan.

**510 Monthly Enrollment and Budget Update (Information) (Exhibit 410.1) (Information) – Ben Thomas** presented March 2010 enrollment data and budget information for the period ending February 2010.

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

Service Provider: Nicholas Groseclose  
 Recipient of Service: SJISD Special Ed Program  
 Description: Assistive Technology Training, Special Ed  
 Amount: \$20.00 per hour, not to exceed 125 hours for the period January 2010-June 2010

Service Provider: Nicholas Groseclose  
 Recipient of Service: SJISD Technology Department  
 Description: Installation of Capital Projects Equipment as needed  
 Amount: \$20.00 per hour, not to exceed 125 hours for the period January 2010-June 2010)

Service Provider: Tierra Consulting  
 Recipient of Service: SJISD Technology Department  
 Description: Amendment to contract no. 0910-03  
 Amount: Amended to read \$25.00 per hour, not to exceed \$7,138.00 (\$1,812.50 shall be reimbursed by Capital Projects Fund)

Service Provider: NWESD  
 Recipient of Service: SJISD  
 Description: Skagit Discovery Program for 2010/11, per slot model  
 Amount: \$43,773.00

Service Provider: SJI Family Resource Center  
 Recipient of Service: SJISD  
 Description: Providing mental health services / PIP services  
 Amount: \$16,365 for Counseling Coordinator position and \$22.50 per hour (plus payroll taxes and 10% indirects) for PIP Director, 3 hrs per week, for 19 weeks, Jan 2010- June 2010

Service Provider: NWESD  
 Recipient of Service: SJISD  
 Description: Unemployment Compensation Pool Cooperative  
 Amount: Interlocal Agreement

David moved to approve The contracts as listed. The board vote was unanimous.

**BUSINESS AND OPERATIONS**



**530 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  
 Donor: San Juan Island Community  
 Foundation Designated Music Fund  
 Description: \$4,441.85

Recipient: Elementary School PIP Program  
 Donor: United Way  
 Description: \$6,060.00

Recipient: Elementary School After School Study  
 Center (ASSC)  
 Donor: United Way  
 Description: \$3,000.00

**540 Mid-year Budget Review (Exhibit 540.1) (Information) - Ben Thomas**

Ben provided a mid-year review of the district's financial status and also provided an initial projection of the year-end. The Board decided to schedule a special board meeting for purposes of budget study on April 14, 2010, at noon at the district office.

**550 Revision of BP6801 and 6801P Capital Assets/Theft Sensitive Assets, BP6570 and 6570P Data and Records Management, BP4314 Notification of Threats of Violence or Harm (Exhibits 550.1, 550.2 and 550.3) (Action) -**

**Walt Wegener** The business management services that we receive from NWESD include policy and procedure reviews and recommendations for business and operation sections 5000 and 6000. The Board reviewed the revisions and edits were suggested. The Board decided upon a second reading at the next regular board meeting.

**560 Revision and Policy Recodification of BP4040 Public Access to District Records, BP3231 Student Records and BP4020 Confidential Communications (Exhibits 560.1, 560.2 and 560.3) (Action) -**

**Walt Wegener** The business management services that we receive from NWESD include policy and procedure reviews and recommendations for business and operation sections 5000 and 6000. In effort to be consistent and complete within all board policies, NWESD also recommended revisions to these student and community relations sections. The Board reviewed the revisions and recodifications and decided upon a second reading at the next regular board meeting.

**570 Adoption of BP5253 - Conflicts of Interest (Exhibit 570.1) (First Reading)**

**- Walt Wegener** The business management services that we receive from NWESD include policy and procedure reviews and recommendations for business and operation sections 5000 and 6000. The Board reviewed this recommended adoption and edits were suggested. The Board decided upon a second reading next board meeting.

**610 Legislative Update (Information) - Walt Wegener reviewed updates | CONTINUING BUSINESS**

from the 2010 legislative session. It was decided by the board to examine the fiscal effects of the legislative updates at the special board study session on April 14<sup>th</sup>.

**700** No items

NEW BUSINESS

**810 Chairman's Report** – David cited some upcoming issues for board consideration and future discussion to include the Carter field project, the District’s Strategic Plan, and continued Board development around a review of operating principles.

BOARD REPORTS

**820 Board Members Report** – No items

**Next Meetings:**

- Special School Board meeting – April 14, 2010, noon, district office
- Regular School Board meeting – April 28, 2010, 6:00 p.m., HS library

NEXT MEETING

The meeting was adjourned at 9:41p.m.

ADJOURNMENT

\_\_\_\_\_  
Walt Wegener, Superintendent  
Secretary to the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
David McCauley, Board Chair