



SAN JUAN ISLAND SCHOOL DISTRICT

San Juan Island School District Regular Meeting

Wednesday, Nov 30, 2011

6:00 p.m. Convene meeting – high school 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, Rod Turnbull

Observers Present: Rob Cuomo, Kevin Holmes, Joanne Wolf, Carolyn Haugen, Barbara Bevens, Lovel Pratt, Boyd Pratt, Michele Gilbert, Teresa Sundstrom, Luanne Pasik, David McCauley, Tina Jones, Lee Sturdivant, Donny Galt, Jr., Beth Spaulding, Robin DeLaZerda, Linda LoBue, Steven Smith, Suzanne Cowden, Deb Bachelder, Carol Ford, Joann Ashlock, and Steve Ashlock

Recording Secretary: Maude Cumming

110 Welcome Newly Elected Board Members/Oaths of Office (Exhibit 110.1) – Rick Thompson The Superintendent welcomed the three newly elected board members, Ralph Hahn (Director 3), Jennifer Beck Furber (Director 4), and Jack McKenna (Director 5), and administered their oaths of office in accordance with RCW 28A.343.360.

Oaths of Office

120 Establishment of Quorum – The regular school board meeting was called to order at 6:00 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.

OPEN MEETING

130 Annual Organizational Meeting/Election of Officers (Exhibit 130.1) (Action) – Brent Snow Annually, at the regular November board meeting, officers of the board are elected by the majority vote of the board. Offices to be elected are for one year terms are:

Organizational Meeting

- Chair
- Vice Chair
- Legislative Representative
- Washington Interscholastic Athletic Association (WIAA) Representative



The Current Board Vice Chair, Brent Snow, opened nominations for the election of Chairman to serve during the 2011-12 school year. Ms. Nolan nominated Mr. Snow. The nomination was seconded by Mr. Hahn. The board vote by roll call was unanimous. The newly elected Board Chair, Mr. Snow, then opened nominations for the Vice Chair. Mr. Hahn nominated Ms. Nolan. Mr. McKenna seconded the nomination. The board vote by roll call was unanimous. Subsequently, nominations for Legislative Representative were opened by Mr. Snow. Mr. McKenna nominated Mr. Hahn. This nomination was seconded by Ms. Furber. The board vote by roll call was unanimous. Finally, nominations were held for WIAA Representative. Ms. Furber nominated Mr. McKenna. The board vote by roll call was unanimous.

120 Review of Agenda (Action) – Ms. Nolan moved to change the order of the agenda to hear section 620 after the 200 section to accommodate visitors who wished to address the board on this topic. Mr. Hahn seconded the motion. The board vote was unanimous.

AGENDA

130 Consent Agenda (Action) – The consent agenda consisted of one Payroll voucher register in the amount of \$600,880.02 (October), and three voucher registers representing General Fund expenditures in the amount of \$209,503.81, Capital Project expenditures in the amount of \$67,125.27, ASB expenditures in the amount of \$2,017.23 and Private Purpose Trust expenditures in the amount of \$155.45. Mr. McKenna moved to approve the Consent Agenda. Mr. Hahn seconded the motion. The board was unanimously in favor of the motion.

CONSENT
AGENDA

140 Approval of Minutes (Action) – Minutes of the October 26, 2011 regular board meeting were presented for approval. Ms. Nolan moved to approve the minutes. Mr. Snow seconded the motion. The motion passed.

MINUTES

150 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. David McCauley thanked the new board members for running for election and shared his thoughts on the importance of quality instruction in the classroom. He also commented on the importance of providing tools for teaching staff. Deb Bachelder agreed and reminded the board that support for teaching comes in many forms, including through classified staff.

PUBLIC
COMMENT

210 ASB Report - The new ASB Representative is 10th grader Libby Snow. Ms. Snow spoke about the science projects that are underway in classrooms, including the analysis of the DNA of mussels as a part of the Invasive Mussel Project through the University of Washington Labs. She also shared the success of the recent "Game Night" held to raise money for educational purposes in Rwanda and promoted the upcoming jazz concert to be held next week.

ADMINISTRATIVE
REPORTS

220 Principals' Reports – FHMS/HS Principal Fred Woods highlighted the upcoming band concerts, the Middle School's Quest Class and their sponsorship of the Veterans Day Assembly, the upcoming Middle School Honors Assembly, the High School's letters to soldiers project, and the auto mechanics extra-curricular evening meetings. FHES Principal Connie Martin discussed the Elementary School's Veterans Day Assembly, the recent play "Granny's Got The Remote" and "I Love to Read" month. She also discussed the Island Rec after school "STAR" program, the Islands Museum of Art (IMA) sponsored Art Coordinator position and the Gimlette Fund intended for elementary drama programs.

230 Student Services Director's Report – Special Services Director Kay Jakutis shared the results of the recent OSPI 504 desk review and her visit to Head Start with Superintendent Thompson.

240 Athletic Director's Report – Athletic Director Rod Turnbull reported on the start to Winter Sports and the home activities this weekend.

250 Superintendent's Report – Superintendent Rick Thompson welcomed the new board members, and welcomed the new ASB Representative. He then updated the board on the Capital Projects and Technology Levy efforts thus far, and outlined the details related to the ballot measure. The board work has been completed.

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

310 Math Program Review Update (Information) – Rick Thompson The district is currently reviewing the K-12 math program. A team of staff is using the ASCD guide called Mathematics Program Improvement Review by Ron Pelfry. This is a systematic review of the district programs in mathematics. The committee has met twice and expects to bring to the board an informed recommendation within three months. A written report will be presented to the board. Committee members include Beth Spaulding, Tessa Degavre, Jesse Visciglia, Diane Heller, Linda Lobue, Lisa Salisbury, Connie Martin, Fred Woods, and Rod Turnbull. The core of the review has been completed.

CURRICULUM

410 Approval of Personnel Hiring (Action) – Rick Thompson

Position: Social Studies Teacher
 Location: Middle School
 Term: Leave of Absence Replacement
 FTE: .572 FTE
 Candidate: Bonnie Oak Boesky

PERSONNEL

Mr. Hahn moved to approve the hiring as presented. Mr. McKenna seconded the motion. The board vote was unanimous.

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

Employee: Kevin Carlton
 Position: Fastpitch Head Coach
 Location: High School
 FTE: Spring Sports Season
 Action: Resignation

Employee: Mark Fishaut
 Position: Girls' Soccer Head Coach
 Location: High School
 FTE: Fall Sports Season
 Action: Resignation



Mr. Hahn moved to approve the resignations as presented. Mr. McKenna seconded the motion. The board vote was unanimous.

430 Approval of Leaves (Action) – Rick Thompson

No items

440 Proposed Increase of Griffin Bay School Staff F.T.E. (Exhibit 440.1) (Action) - Rick Thompson The Griffin Bay School staffing ratio was discussed in detail at the October meeting in light of reduced state revenue. No staffing action was taken at the October meeting. Griffin Bay is an alternative learning program governed by Board Policy 2024. Students are served in a variety of programs and in a variety of formats. In the most recent budget cutting process over the 2010-2011 school year, the staffing at Griffin Bay went from 1.4 F.T.E. to 1.0 F.T.E. In retrospect, this reduction was too much. Superintendent Rick Thompson recommended the reinstatement of the following F.T.E. and additional work hours:



Barbara Bevens 0.066 F.T.E. beginning Dec 1, 2011
 Suzanne Cowden 0.131 F.T.E. beginning Dec 1, 2011
 Susan Stehn add 2 hrs/ week, beginning Dec 1, 2011

Mr. Hahn moved for approval of the recommendation to reinstate the presented F.T.E. and additional work hours. Mr. McKenna seconded the motion. The board vote was unanimous.

450 Proposed Revision of Board Procedure 5406P, Leave Sharing (Exhibit 440.1)(Action) - Rick Thompson Board Policy 5406 governs leave sharing. The proposed revision includes a change to the number of days of sick leave required by an individual employee before sharing days with other employees in need. Currently, the SJEA Collective Bargaining Agreement and the Board Policy cite 60 days as the minimum number of days. The proposed change would reduce the number to 22 days, which is the minimum according state law. The proposed revision includes changes to the procedure, 5406P. There was continued discussion of the financial implications of the revision and the resulting impact on the end fund balance. Ms. Furber moved to approve the revision to Board Procedure 5406. Mr. McKenna seconded the motion. The board vote was unanimous.



510 Approval of Local Grants and Contracts (Action)- Maude Cumming

Funding provider: San Juan Island School District
 Service provider: Trebron Company, Inc.
 Description: \$39,500.00 for Sophos Firewall Security/Anti-virus Software for 2012 – 2015 (three years)

BUSINESS AND OPERATIONS



Mr. Hahn moved approval of the contract as presented. Ms. Nolan seconded the motion. The board vote was unanimous.

520 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.

No items

530 Enrollment and Budget Update (Exhibit 530.1 and 530.2)(Information)- Rick Thompson presented the enrollment information for November, 2011 and a budget report through October, 2011. The board was also provided an ESD generated annual enrollment report from 2003-04 school year to Oct 1, 2011 as part of a district trend analysis. In addition, the board was provided a preliminary report of the year end analysis for the 2010-2011 school year. Ben Thomas will present the 2010-2011 year-end financial report at the December 14, 2011 board meeting.

540 Legislative Update on Educational Funding (Discussion) – Rick Thompson reported on the proposed cut of 1.5% to the federal grants of Title I, Title II, IDEA, and the Carl Perkins grant. He also discussed Governor Gregoire's proposed budget reduction alternatives to K-12 education and encouraged board members to continue to monitor the Washington State School Directors Association (WSSDA) website for state budget updates during the legislative special session that began November 28, 2011.

610 Griffin Bay Program Update & Staff/Student Ratio Approval (Exhibit 610.1)(Action) – Rick Thompson At the Oct 26, 2011 regular board meeting, Griffin Bay School staff presented an update on programs offered for the 2011-2012 school year. As per State WAC and Board Policy 2255 governing Griffin Bay School and Alternative Learning Experience (A.L.E.) programs, the Board is required to annually approve the ratio of certificated instructional staff to full time equivalent students enrolled in the

CONTINUING BUSINESS



program. The current teacher student head count is 1:48. The current teacher student F.T.E. ratio is 1:24. These figures reflect budget office numbers as of October 2011. Ms. Furber moved to approve a teacher/student F.T.E. ratio no higher than 1:24. Mr. Hahn seconded the motion. The board vote was unanimous.

620 Community Fields Project at Carter Avenue Update (Exhibit 620.1) (Information) – Brent Snow and Rick Thompson updated the board on the status of the fields project located at Carter Street. Detailed documentation was available for board members. Representatives from Friday Harbor Athletic Association (FHAA), Donny Galt Jr. and Rob Cuomo, were in attendance and presented a letter to the board outlining steps that the FHAA is taking to mitigate current and future issues as the development of the Community Fields proceeds. Representatives from the Carter street neighborhood were present as well and the tone was congenial as FHAA apologized for past disturbances and everyone agreed to “move forward”. It was established that there would be open and regular communication. Mr. Thompson reminded the board that there are no funds set aside for the Community Fields, and funding support for the project is not listed in the capital projects priority list. Mr. Galt stated clearly that FHAA has no intention of requesting school district funding. FHAA reiterated that they are continuing to work within the parameters of the current lease and Town’s Conditional Use Permit (CUP).

700 No items

NEW BUSINESS

810 New Board Member Orientation (Discussion) – Board Chair and Rick Thompson The Superintendent discussed board member orientation activities and new board members suggested topics for further training.

BOARD REPORTS

820 Review of Board/Superintendent Operating Principles (Exhibit 820.1) (Discussion/Possible Action) Presented is a proposed agreement for the professional language around how the board and the superintendent can work together. This language was proposed to the prior board and adopted by formal vote each of the last two years. The rationale for such a document was shared and a discussion ensued around governance and administration and the clear delineation between the role of the superintendent and the work of the board. Ms. Nolan moved to accept the proposed Board/Superintendent Operating Principles. Mr. McKenna seconded the motion. The board vote was unanimous.



830 Board Planning – The Key Work of School Boards (Discussion) – Board Chair the board discussed the WSSDA e-publication The Key Work of School Boards. Specific items discussed were annual reviews and evaluations of the board’s work, self-assessments, and the role of electronics in creating an efficient and transparent working environment.

840 Meeting Format and Time Expectations (Discussion) – Board Chair The board discussed the question, “How do we want to get our work done?” The discussion included ideas around committees and sub-committees, special sessions for in depth work and study, using the consent agenda for more items, how to include the public more effectively, electronic board packets, and perhaps more frequent but shorter meetings. It was decided to consider a special board meeting for purposes of reviewing a demonstration of BoardDocs, an electronic governance system for distributing and viewing board packets.

850 Chairman’s Report (Information) – Board Chair The new Board Chair is Brent Snow. One of the board members has requested consideration of a stipend to offset family expenditures resulting from board meetings. The board indicated that they would take that into consideration.

860 Board Legislative Representative Report (Information) – Board Legislative Representative Ralph Hahn is the newly elected Board Legislative Representative. Potential state cuts including attendance apportionment and a reduced school calendar were reviewed.

870 Board Members Reports – Each member is provided time to report on their work as a board members. There were no further reports.

Next Meeting:

Regular School Board Meeting – December 14, 2011, 5:00 pm, high school library

NEXT MEETING

850 Adjournment

The meeting was adjourned at 9:29 p.m.

ADJOURNMENT

Rick Thompson, Superintendent
Secretary to the Board

Date

Brent Snow, Board Chair