



**San Juan Island School District Regular Meeting**

**Tuesday, October 28, 2025**

5:00 pm Open public meeting, high school library

**MINUTES**

Directors Present: John Kurtz, T.J. Heller, Brian Moore, Melanie Hess, and Barbara Bevens

Superintendent Present: Fred Woods

ASB Representative Present: Vera Scholtz

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

Observers Present: 3 members 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, John Kurtz, Brian Moore, and Melanie Hess

**1.02 Pledge of Allegiance** - The Pledge of Allegiance was recited.



**1.03 Approval of Agenda** - There were no changes to the agenda. Director Moore moved for approval of the agenda. Directors Hess and 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 thanked the State for the Emergency Repair Grant, which was awarded to Friday Harbor Elementary School for the replacement of their heat pumps.

**2.02 ASB Representative Report (Information)** - The ASB Representative, Vera Scholtz, reported on the start of the school year. She stated that there were many new students this year and that orientation went well. She also reported on school activities such as the futures fair, club day, fall sports, and the school-wide competition to bolster school spirit.

**CURRICULUM AND INSTRUCTION**



**3.01 Approval of 2025-2026 School Improvement Plans (SIPs) (Exhibit)(Action)** - The principals from Friday Harbor Elementary, Middle and High School as well as Griffin Bay School provided their 2025-2026 SIPs for approval by the Board. Board Chair Bevens complemented the principals on their SIPs and noted that she liked this year's new SIP format. Director Heller moved for approval of the SIPs. Director Moore 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 (September) in the amount of \$1,218,375.31, and ten accounts payable check registers representing General Fund expenditures in the amount of \$266,420.51, Capital Fund expenditures in the amount of \$65,924.31, Associated Student Body expenditures in the amount of \$7,209.15, and voids in the amount of \$1,712.86.

Gifts and Donations (over \$500)

Funding Provider: Public Schools Foundation  
 Recipient of Funding: San Juan Island School District  
 Description: Variety of materials and supplies  
 Amount: \$7,358

Funding Provider: Harbor Freight Tools for Schools  
 Recipient of Funding: Friday Harbor High School  
 Description: CTE Program (exhibited)  
 Amount: \$35,000

Grants and Contracts (over \$3,000)

Funding Provider: OSPI  
 Recipient of Funding: San Juan Island School District  
 Description: Emergency Repair Pool Grant funding for FHES heat pump replacement (exhibited)  
 Amount: \$131,000

Grants and Contracts (over \$3,000)

Vendor: Bryson  
 Description: New Diesel School Bus (exhibited)  
 Amount: \$217,718.33

Vendor: KCDA  
 Description: Replacement of FHES Heat Pumps (exhibited)  
 Amount: \$146,484.12 (includes \$117,807 original bid, \$16,953 change order, and \$11,724.12 taxes)

Personnel Report

Hiring:  
 Cooper, Fei – Long Term Substitute  
 Lyles, Sophia – FHES Paraeducator

Separations:  
 Calshagen, Diane – FHMS Paraeducator



Additionally, the Board was requested to approve the minutes from the Regular Board meetings on September 24, 2025. Finally, the Board was requested to accept the finalization of one capital project, the Early Learning Center playground remodel. Director Hess moved for approval of the consent agenda. Director Kurtz seconded the motion. The Board vote was unanimous.

**4.02 Monthly Finance Report (Exhibit)(Information)** – Finance Director Jose Domenech reviewed the October enrollment and September financials for the Board.

**4.03 Approval of Resolution 25-010 Emergency Declaration FHES Heat Pump Replacement (Exhibit)(Action)** – Two heat pumps at Friday Harbor Elementary School are failing and require immediate replacement. Since the loss of these heat pumps would be dangerous for staff, students, and the health of the building, this is an emergency under the definition of RCW 39.04.080. SJISD requested \$130,938 in Emergency Repair Pool Grant funding from OSPI to replace the failing heat pumps. The Superintendent recommended approval of Resolution 25-010, Emergency Declaration FHES Heat Pump Replacement. Director Moore moved for approval of the Resolution. Director Heller seconded the motion. The Board vote was unanimous.

**4.04 Approval of Resolution 25-011 Resolution Authorizing a Transfer for 2024-2025 (Exhibit)(Action)** – A resolution was required to increase, by \$105,575.76, the total operating transfers from the Capital Project Fund to the General Fund for allowable non-capital technology expenditures and allowable capital expenditures. The Superintendent recommended approval of Resolution 25-011, Resolution Authorizing a Transfer for 2024-2025. Director Moore moved for approval of the Resolution. Director Hess seconded the motion. The Board vote was unanimous.

**4.05 Review of Proposal for Local Enrichment Levy (Information and Discussion)** – Superintendent Fred Woods and Finance Director Jose Domenech discussed with the Board the need for a Local Enrichment Levy, target election date February 10, 2026. Mr. Domenech provided the board with a one-page handout on the levy.

## SCHOOL BOARD

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

- 1005 Key Function of the Board
- 1111 Oath of Office
- 1210 Annual Organization Meeting
- 1310 Policy Adoption, Manuals and Administrative Procedures
- 1630 Evaluation of the Superintendent
- 1815 Ethical Conduct for Board Members
- 1820 Board Self-Assessment

The Board opted to take action and approve these policy revisions. Director Moore moved to approve the policy changes. Director Hess seconded the motion. The Board vote was unanimous.

The Board was also requested to review as a first reading the WSSDA-recommended new policy (no action was taken):

## 1821 Standards for Individual School Directors

**5.02 Additional Director Reports (Information)** – Director Moore shared that the FHHS cross country team had a meet at the San Juan Golf & Tennis Club that was a success. Director Heller reminded the Board to vote in the District 1 WSSDA special election. Director Bevans went to an open Town meeting about a proposed property development next to the elementary school. She shared what she heard at this meeting and stated that she had concerns about the pressures that this development might have on parking and the playground at FHES. Director Heller stated that he could attend the next Town meeting on November 6<sup>th</sup> about the proposed development. Most of the directors agreed that although it is outside of the Board's purview to write a letter about the development in order to share possible concerns, they could take individual action as concerned citizens if they wanted to.

**5.03 Review of 2025-2026 Board Calendar (Exhibit)(Information)** – The Board was asked to review the 2025-2026 board calendar. Superintendent Woods stated that we may need to move the regular meeting in November to the middle school commons in order to accommodate the FHES choir, which will be performing at the meeting.

## ADJOURNMENT

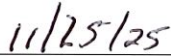
**6.01 Adjournment** - The meeting was adjourned at 5:40 pm.

**Next Meetings:**

**Regular School Board Meeting** – Tuesday, November 25, 2025, middle school commons



Fred Woods, Superintendent  
Secretary to the Board



Date



Barbara Bevans, Board Chair