



SAN JUAN ISLAND SCHOOL DISTRICT

San Juan Island School District Regular Meeting

Wednesday, Oct 26, 2011

5:30 p.m. Reception for departing board members – high school library

6:00 p.m. Convene meeting – high school library

MINUTES

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

A.S.B. Student Board Member: No representative

Superintendent Present: Rick Thompson

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

Observers Present: Barbara Bevens, Suzanne Cowden, Susan Stehn, Jesse Visciglia, Michael Biggers, Robin Delazerda, Linda Lobue, Callie McKay, Michele Gilbert, Jenn Furber, Lovel Pratt, Ralph Hahn, Jack McKenna

Recording Secretary: Maude Cumming

110 Establishment of Quorum – The regular school board meeting was called to order at 6:20 p.m. at the high school library. A quorum was established with board members Boyd Pratt, Heidi Lopez, David McCauley, Brent Snow and Deborah Nolan. OPEN MEETING

120 Review of Agenda – It was decided to hear the 100 section, then the 500 section, then the 300 section to accommodate some of the presenters. After the 300 section, the agenda proceeded in numerical order. AGENDA

130 Consent Agenda (Action) – Heidi moved to approve the Consent Agenda consisting of one Payroll voucher register in the amount of \$546,274.33 (September), and two voucher registers representing General Fund expenditures in the amount of \$65,256.26, Capital Project expenditures in the amount of \$20,908.56, and ASB expenditures in the amount of \$3,388.82. The board was unanimously in favor of the motion. CONSENT AGENDA



140 Approval of Minutes (Action) – Minutes of the September 28, 2011 regular board meeting were presented for approval. David moved to approve the minutes. The board was unanimously in favor of the motion. MINUTES



150 Celebration of School Board Directors Boyd Pratt, Heidi Lopez and David McCauley (Information) – Brent Snow Continuing members of the Board of Directors, Brent Snow and Deborah Nolan, thanked and acknowledged the work of the three departing directors, Boyd Pratt (12 years of service), Heidi Lopez (8 years of service) and David McCauley (4 years of service). Brent highlighted Boyd's demonstrated patience and tolerance in all situations, David's "razor sharp" financial perspective, and Heidi's recognition of the importance of each and every student in the district. Deborah related her experiences as a new director and thanked the rest of the board for their mentorship. She stated that these three board members will be very hard to replace and that she is fully confident that during their tenure, each decision made was in the best interests of the students. PUBLIC COMMENT

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 comments

210 ASB Report - The ASB Representative was unavailable.

220 Principals' Reports – FHES Principal Connie Martin provided an update on the elementary school, including parent conferences, the parent meeting held to affirm Board Policy 3207, *Prohibition of Harassment, Intimidation and Bullying*, and the success of the high school's HOTS (Helping Other Teens Society) students' visitation with the 6th grade class. HS/MS Principal Fred Woods discussed the Futures Fair, the Advisory class emphasis on graduation requirements, student conferences and homecoming activities.

230 Student Services Director's Report – Special Services Director Kay Jakutis shared information on the current desk review of disproportionate Hispanic students in disability categories, as is required by the state.

240 Athletic Director's Report – Athletic Director Rod Turnbull was excused.

250 Superintendent's Report – Superintendent Rick Thompson reported on the success of the San Juan Island Public Schools Foundation phone-a-thon and described the upcoming schedule for board transition. Rick also announced that State Representative Kristine Lytton will be available for a discussion of current education funding issues Wednesday, November 9th, from 4:00 – 6:00 p.m. in the middle school commons.

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

310 Griffin Bay Program Update & Staff/Student Ratio Approval (Exhibit 310.1)(Action) – Barbara Bevens, Suzanne Cowden and Rick Thompson Griffin Bay provided an update on programs offered for the 2011-2012 school year. The discussion included the number of students served, contract-based programming, online education, the Parent Partner Program (PPP) and the anticipated graduation count. The board was informed about Griffin Bay's current schedule, curriculum challenges, Griffin Bay students' sense of school identity, and the current student waiting list. The board discussed program structure, appropriate flexibility for individual learners and financial considerations of the district as a whole. As per State WAC and Board Policy 2255 governing Griffin Bay School and alternative learning experience programs, the Board is required to approve annually the ratio of certificated instructional staff to full time equivalent students enrolled in the 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 numbers as of October 2011. The request to approve a student/staff ratio for annual compliance with state law was tabled for further discussion at the next board meeting in November. No action was taken.

320 Teacher Principal Evaluation Process (TPEP) Update (Exhibit 320.1) (Information) – Rick Thompson Rick updated the board on his plans to inform certificated staff about changes to the state's teacher and principal evaluation system. An overview meeting for San Juan Education Association members is set for the afternoon of December 13, 2011 during the district-wide early release. A representative from Washington Education Association (WEA) will be presenting at the request of SJEA and the district. Brent remarked that awareness and involvement by teachers is imperative as the development of the new evaluation standards moves forward.

ADMINISTRATIVE
REPORTS

CURRICULUM

410 Approval of Personnel Hiring (Action) – Rick Thompson

No items

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

No items

430 Approval of Leaves (Action) – Rick Thompson

Employee: Susan Williamson
 Position: Paraeducator
 Location: Elementary School
 FTE: 5 hrs/day
 Action: Rescind leave of absence for 2011-12

Boyd moved to approve the rescindment. The board vote was unanimous.

440 Approval of Temporary Out Of Endorsements Assignments (Exhibit 440.1)(Action)- Rick Thompson Presented for board consideration is the approval of the assignment of three teachers to instructional duties outside of his or her certificate endorsement. Exceptions to endorsements are allowed through WAC 181-82-110 – Exceptions to Classroom Teacher Assignment Policy. Such assignments require a plan of assistance for the assigned teacher. Following are the recommended out of endorsement assignments for the first semester:

Darrin Scheffer – P.E.
 Nick Frazee – Science
 Jenny Wilson – Community Projects and Applied Math

Heidi moved to approve all three out of endorsement assignments and plans of assistance. 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 board discussed the financial implications at length and then tabled the proposal with a request for more specific information. No action was taken.

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

Funding provider: San Juan Island School District/ San Juan Community Foundation donation
 Service provider: James Bryner
 Description: \$35.00 per hour, not to exceed \$5,500.00 for Nursing Assistant class instruction

Funding provider: San Juan Island School District
 Service provider: Dionne and Rorick
 Description: \$15,000.00 per annual term

PERSONNELBUSINESS AND OPERATIONS

Funding provider: Paideia Classical School
 Service provider: San Juan Island School District/Food for Thought Program
 Description: \$4.00 per lunch, Sep 1, 2011 - May 23, 2012

David made a motion to approve the grants and contracts as listed. 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.



Recipient: San Juan Island School District, FHES
 Donor: Island Museum of Art
 Description: \$8,000.00, K-5 Art program

Recipient: San Juan Island School District, FHES
 Donor: FHES PTA
 Description: \$4,328.65, field trips

Recipient: San Juan Island School District, FHHS
 Donor: San Juan Community Foundation
 Description: \$4,000.00, Vocational Nursing Class

Boyd commented that the support from the Island Museum of Art, the PTA and the San Juan Community Foundation has been an incredible addition to the district's capacity to provide student programming. Heidi moved to accept these gifts and donations with gratitude. The board vote was unanimous.

530 Enrollment and Budget Update (Exhibit 530.1 and 530.2)(Information)- Ben Thomas presented an enrollment update for October, 2011 and a budget update through September, 2011. Ben also presented the current status of the district's end fund balance and answered questions about the year-end close for 2010-11 and proposed cuts to education in the upcoming legislative session.

540 Proposed Resolution 11-017, Approval of Urgent Repair Grant (Exhibit 540.1)(Action) – Rick Thompson OSPI requires the district to pass a resolution as part of the reimbursement process to capture state funds. The district is currently reviewing which heat pumps need to be replaced, and also creating specifications for a direct digital control system to improve the ventilation system. Boyd thanked Rick for securing this grant funding. Deborah moved to approve Resolution 11-017, Approval of Urgent Repair Grant. The board vote was unanimous.



550 Approval of Resolution 11-018, To Re-establish the Maintenance and Operations Tax Levy for the General Fund (Exhibit 550.1)(Action) - Ben Thomas discussed the annual re-authorization of adjusting the tax levy collection amount for calendar year 2011. The adjustment is due to the 24% tax levy collection cap reflecting 2010-11 revenue from OSPI via Report F-780. The adjustment will result in approximately \$544.00 in additional tax revenue for fiscal year 2011-12. Brent moved to approve Resolution 11-018, To Re-establish the Maintenance and Operations Tax Levy for the General Fund. The board vote was unanimous.



560 Approval of Resolution 11- 019, Capital and Technology Levy Renewal (Exhibit 560.1)(Action) – June Arnold, Chair of District Facility Committee The district's four year

Capital and Technology Levy will expire at the end of 2012. Passed in 2008 by a vote of 65.54%, this revenue of \$500,000.00 annually pays for facility and technology needs. To better understand the capital needs, the district formed a facility committee to review capital projects for urgency and priority. Project priorities have been identified at all sites, and the proposed list includes district's technology needs. The capital and technology list has been distributed to the staff, the board and to the press for review by all interested parties. Members of the committee included June Arnold, Sally Thomsen, Scott Zehner, Rod Turnbull, Rachel Dietzman, Rick Thompson, Sharon Fishaut, Lovel Pratt, Steve Smith, Cynthia Stark-Wickman, Diane Jangard, Patrick Malloy, Dotty Walker, and Eric Jangard. Boyd thanked the committee for their hard work in developing the capital projects list and remarked that the Capital and Technology Levy four years ago was the first cycle in which capital and technology needs were separated from the Maintenance and Operations Levy. He admitted that the amount asked for at the time was, in retrospect, not enough to keep up on capital and technology costs. Boyd commended Rick for accomplishing the district-wide "Facility Study and Survey" that resulted in a comprehensive review of all the school facilities. The board discussed the level of the levy request, the prioritized needs list for the district and the financial impact of scheduling large projects around the school year. David moved to approve *Resolution 11- 019, Capital and Technology Levy Renewal*. The board vote was unanimous.



610 WIAA Reclassification Update (Exhibit 610.1)(Information/Board Request) – Fred Woods In Athletic Director Rod Turnbull's absence, Principal Fred Woods provided a follow up to the September board meeting regarding the district's enrollment and appeals process necessary to change the district's WIAA sports classification. The board was requested to sign a letter of support for a petition to allow Friday Harbor High School to be reclassified from 1A to 2B. The board agreed to provide written support.

CONTINUING BUSINESS

710 Annual Review of Efficacy of the Sexual Harassment Policy, BP6590 (Exhibit 620.1)(Action) – Kay Jakutis and Rick Thompson Annually, the district is required to review the efficacy of its sexual harassment policy and procedures. The Admin Team is charged with this duty. The team has reviewed the policy and procedures and found them to be effective in addressing required mandates and effective practices. In addition the district has reviewed the policies on sexting, harassment, intimidation and bullying which relate to this topic. There have been no occurrences that would cause the board to question the policy as it stands. Boyd moved to approve the annual review of *Efficacy of the Sexual Harassment Policy, BP6590*. The board vote was unanimous.

NEW BUSINESS



810 Visioning (Exhibit 810.1)(Discussion) – Boyd Pratt All five directors have provided summary statements in subject areas involving the development of a guiding vision for the district. The superintendent will use this draft work as part of the board transition/orientation.

BOARD REPORTS

820 Chairman's Report (Information) – Boyd Pratt invited fellow outgoing board members to share reflections on their service on the Board of Directors. Boyd began by describing elementary student art projects that served to illustrate a cooperative and progressive district. Boyd shared that he feels that relationships are critical to district cohesion and that education is best accomplished through a learning community of people. David cited three key elements of learning that he gained through his board service: 1) With regard to budget, a five year outlook is more important than a current year outlook, 2) With respect to climate, board relationships have a major impact on school communities, and 3) The key to student success lies in the teaching staff. He summarized with a reminder that instructional development should be the primary investment of a district. Heidi extended a thank you to fellow

board members as well as to staff and community members. She reiterated that the schools are truly the “heart of our community” and she advised those that follow to maintain the focus on educational improvement but don’t be afraid to take a risk. She cited the Winter Term, the Food for Thought program and homestays in France as examples of risks that “paid off” for students and for the district as a whole.

830 Board Legislative Representative Report (Exhibit 840.1)(Information) – Board Legislative Representative Deb Nolan requested that people contact her with input for targeted advocacy on regional legislative priorities.

840 Board Members Reports (Information) – As the annual WSSDA conference will include new board member orientation, new board members will be invited to attend. Director Brent Snow and Superintendent Rick Thompson are confirmed at this time. Director Deborah Nolan will be unavailable. Since this is before the oath of office is administered to newly elected board members no quorum will need to be posted.

Next Meeting:

Regular School Board Meeting – November 30, 2011, 6:00 pm, high school library

NEXT MEETING

850 Adjournment

The meeting was adjourned at 10:42 p.m.

ADJOURNMENT

Rick Thompson, Superintendent
Secretary to the Board

Date

Brent Snow, Board Vice Chair