



**San Juan Island School District Regular Meeting**

**Wednesday, November 30, 2022**

5:00 pm Open public meeting, high school library

**MINUTES**

- Directors Present: Sarah Werling-Sandwith, Brian Moore, and Barbara Bevens
- Directors Excused: John Kurtz, and T.J. Heller
- Superintendent Present: Fred Woods
- Admin or Presenter Present: Holley Wehner, Rod Turnbull, Kraig Hansen, Jose Domenech, Patty Turnbow, Rylee Drew
- Observers Present: Lauren Wall and Necia Quast
- Recording Secretary: Diana Fearn

CALL TO ORDER | Convene 5:01 pm

**1.01 Establishment of Quorum** - The regular school board meeting was called to order at 5:01 p.m. at the high school library. A quorum was established with Directors Sarah Werling-Sandwith, Brian Moore, and Barbara Bevens. Directors John Kurtz and T.J. Heller were excused.

**1.02 Pledge of Allegiance**

**1.03 Approval of Agenda** – There were no changes requested for the agenda. Board Chairperson Bevens considered the agenda approved

**1.04 Public Comment** – Parent Lauren Wall provided a public comment and written statement with supporting documents in favor of the district no longer using Lucy Caulkins' Units of Study and Foundas and Pinnell leveled readers and seeking a refund from Heinemann and associated contractors.

SUPERINTENDENT

**2.01 ASB Representative's Report (Information)** – ASB Representative Rylee Drew shared that high school ASB is currently preparing for the upcoming dance and middle school ASB is doing AVID community projects. Additionally, Representative Drew provided an explanation of AVID noting that AVID has helped her personally with organization and study skills. Superintendent Woods shared that Key Club is currently holding a toy drive.

**2.02 Superintendent's Report (Information)** – Superintendent Woods commended Coach Brett Paul and the boys soccer players who recently won the State Championship. Superintendent Woods noted that although, we have seen a large number of absenteeism due to seasonal viruses he appreciates parents keeping their children home when sick. He shared appreciation for the Board's presence at the WSSDA conference and their work meeting with other districts regarding the levy lid and regionalization. Superintendent Woods and the other island superintendents will be meeting with local legislators in the upcoming weeks to further this work.

CURRICULUM AND INSTRUCTION



**3.01 Approval of Two Overnight Field Trips (Exhibit)(Action)** – The Board was requested to review and approve the following two overnight field trips:

- The overnight tenth grade field trip on December 5<sup>th</sup> – 6<sup>th</sup> to Fort Worden, Port Townsend where students will take part in a variety of leadership and community building activities.
- The overnight thespian field trip on January 13<sup>th</sup> – 14<sup>th</sup> to Capital High School in Olympia where students will have the opportunity to perform and build community.

The Superintendent recommended approval of the overnight field trips. Director Werling-Sandwith moved for approval. Director Moore seconded the motion. The Board vote was unanimous.



**3.02 Approval of Highly Capable Grant 217 (Exhibit)(Action)** – The Board was requested to review and approve grant 217, *Highly Capable Program Plan*. The Superintendent recommended approval of the plan. Director Moore moved for approval. Director Werling-Sandwith seconded the motion. The Board vote was unanimous.

BUSINESS AND OPERATIONS



**4.01 Transportation Report (Exhibit)(Information)** – Transportation Director Kraig Hansen provided a transportation report to the Board, including an overview of the transportation department, maintenance information, driver information, and three projects for the future. He has recently completed the course to train new bus drivers and is currently training two new bus drivers. He notes that although electric buses are the future, there are numerous issues currently including a lack of infrastructure, a low range which makes longer trips difficult, the high initial cost, poor reviews by other districts who have made the shift from diesel to electric, and the lack of maintenance yards to provide repairs.

**4.02 Consent Agenda (Exhibits)(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 (October) in the amount of \$ 1,104,395.61, and five accounts payable check registers representing General Fund expenditures in the amount of \$211,262.40, Capital Fund expenditures in the amount of \$26,402.14, and ASB Fund expenditures in the amount of \$2,603.61.

Gifts and Donations (over \$500.00)

Funding Provider: San Juan Public Schools Foundation  
 Recipient of Funding: San Juan Island School District  
 Description: Various supplies and materials (see invoice 22-07)  
 Amount: \$ 6,882

Funding Provider: Purple and Gold  
 Recipient of Funding: Friday Harbor High School Athletics  
 Description: Funding for uniforms for girls' soccer  
 Amount: \$ 1,000

Personnel Hiring:  
 Michael Tolver – Kitchen Assistant/Dishwasher  
 Bryan Germain – JV Boys Basketball Coach  
 Faith Knight – HR Director

Separations:

Janelle Lilli Wood – JV Volleyball Coach

Leaves of Absence:

Elizabeth Varvaro – Culinary Arts Teacher – Reduction in FTE from 1.0 to 0.6

Nancy (Binney) Haenel - Office Manager/CEDARS Data Admin – Nov. 14, 2022 – TBD

In addition, the Board was requested to approve the minutes from the October 26, 2022 regular and executive board meetings. Finally, the Board was requested to approve the Out of Endorsement Course Assignments for 2022-2023.

Director Werling-Sandwith moved for approval of the consent agenda. Director Bev-ens seconded the motion. The board vote was unanimous.



**4.03 Approval of Resolution 22-009, Surplus of Tech Equipment (Exhibit)(Action)** – The Board was requested to review and approve the items listed for surplus which included various tech equipment. The superintendent recommended approval of the resolution. Director Moore moved for approval. Director Bevens seconded. The board vote was unanimous.



**4.04 Approval of Resolution 22-007, Certification of 2023 Excess Property Taxes (Exhibit)(Action)** - The Board was requested to review and approve Resolution 22-007, Certification of 2022 Excess Property Taxes. The Office of the Superintendent of Public Instruction calculates the official levy lids for local school district "Enrichment" (local support) tax levies. Annually, after all the numbers to determine the levy lid are available, an adjustment takes place. The officially calculated "Enrichment" levy lid for the San Juan Island School District is less than the amount of the levy that the voters approved but more than the amount of the levy established in the local district budget. Resolution 22-007 establishes board action for acceptance of this adjustment to the amount of local school district levy to be collected in 2023. The Superintendent recommended approval of the resolution. Director Moore moved for approval. Director Werling-Sandwith seconded. The board vote was unanimous.



**4.05 Approval of Resolution 22-008, Authorization of Business Account Signators and Custodians of Sub-account Funds (Exhibit)(Action)** - The Board was requested to review and approve Resolution 22-008, Authorization of Business Account Signators and Custodians of Sub-account Funds which will allow the District to update the signatories and custodians of five business accounts with Banner Bank to reflect staff turnover. The Superintendent recommended approval of the resolution. Director Moore moved for approval. Director Werling-Sandwith seconded. The board vote was unanimous.

**4.06 Presentation of End of Year Financial Report, F-196 (Exhibit)(Information)** – Finance Director Jose Domenech presented to the Board the F-196 end of year financial report for the 2021-22 school year. There was discussion amongst the Board on how to affect positive change at the state level to address future funding concerns shared by all school districts.

**4.07 Monthly Budget and Enrollment Report (Exhibit)(Information)** – Finance Director Jose Domenech presented to the Board the Monthly Budget Report through October 2022 and the November enrollment.

SCHOOL BOARD



**5.01 Approval of Policy Revisions, BP 1400 and BP 4218 (Exhibit)(Action)** – The Board was requested to review and approve WSSDA recommended revisions to Board Policies 1400 Meeting Conduct Order of Business and Quorum and 4218 Language Access. The Superintendent recommended approval of the policy revision. Director Moore moved for approval. Director Bevens seconded. The board vote was unanimous.

**5.02 Additional Director Reports (Information)** – Director Bevens provided highlights of the WSSDA conference including how ferry served island communities are working together on the levy lid and regionalization. Director Werling-Sandwith echoed Director Bevens statements and stated that now is an important time to work with Legislators for change and for school districts to present a unified voice. Director Moore stated his appreciation of our ASB Representatives noting the importance of student voice.

**5.03 Review of 2022-2023 Board Calendar (Information)** – The Board reviewed the 2022-2023 board calendar.

ADJOURNMENT

**6.01 Adjournment** - The meeting was adjourned at 6:37 pm.

**Next Meeting:**

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

Fred Woods, Superintendent  
Secretary to the Board

12/14/22

Date

Barbara Bevens, Board Chair