

**SHAW ISLAND SCHOOL DISTRICT NO 10  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, JULY 15, 2014 - 3:10PM**

Present:

Chair Jennifer Swanson called the regular meeting to order at 3:13 pm. Board members present were Jennifer Swanson, Jon Shannon, and Gigi Allaway (via Skype, then phone). Also present were Diane Clifton, Diane Dallas, Ned Griffin, and Deanna Shannon.

**OATH OF OFFICE SUPERINTENDENT AND APPROVAL OF SUPPORTING RESOLUTIONS:**

Diane Dallas administered the oath of office to Jennifer. *Jon moved that Resolution 2014-3 Authorization of Warrant Signature be approved; Gigi seconded the motion; the motion carried unanimously. Gigi moved that Resolution 2014-4 Authorization to Invest Funds (Deanna named as Jennifer's designee) be approved; Jon seconded the motion; the motion carried unanimously. Jon moved that Resolution 2014-5 Designation of District Agent be approved; Gigi seconded the motion; the motion carried unanimously. Jon moved that Resolution 2014-6 Designation of Auditing Officers (both Jennifer and Deanna named) be approved; Gigi seconded the motion; the motion carried unanimously. Jon moved that Resolution 2014-7 Appointment of District Claims Agent be approved; Gigi seconded the motion; the motion carried unanimously. Jon moved that Resolution 2014-8 Certified Signatures of District Personnel Authorized to Sign School Construction Project Documents; Gigi seconded the motion; the motion carried unanimously.*

**APPROVAL OF PREVIOUS MINUTES:** *Jon moved to approve the minutes of the June 10, 2014 regular board meeting as received; Gigi seconded the motion; the motion carried unanimously.*

**CHANGES OR ADDITIONS TO THE AGENDA:** None

**CONSENT AGENDA:** Diane Dallas stated that there was not a budget status report available. *Jon moved to approve the following items on the consent agenda:*

- *Payroll expenses for July 2014 in the amount of \$13,674.97*
- *General Fund Expenditures for the period ending July 15, 2014 in the amount of \$2,931.26*

*Gigi seconded the motion; the motion carried unanimously.*

**HEARING OF INDIVIDUALS OR GROUPS ON NON-AGENDA ITEMS:** None

**CORRESPONDENCE & COMMUNICATION:** None

**STUDENT REPRESENTATIVE REPORT:** None

**TEACHER REPORT:** Diane reported that she had been cleaning out the upper grade classroom. She reported that she would be attending a class on integrating technology in the classroom on July 23<sup>rd</sup> and 24<sup>th</sup>. She reported that she had ordered the CPO science kit for the 2014-15 science curriculum. She reported that the school's current Washington State History curriculum was outdated and that she was researching digital programs. She reported that Noreene Igneizi from the San Juan Nature Institute would be doing a salmon project in the classroom in the fall and a solar energy unit in the spring. Jon asked if that unit would tie in with

the Solar Initiative; Diane confirmed that it would. Diane reported that she was working on a September field trip, possibly to Canoe Island.

**LEGISLATIVE REPORT:** None

**SUPERINTENDENT AND COMMITTEE REPORTS:**

1. **Superintendent:** *Jennifer moved that the three committees, Physical Plant, Instructional Support, and Administration, discussed at the June 10, 2014 study session be established and that the board designate committee members consisting of at least one board member and the appropriate staff member or members; Gigi seconded the motion; the motion carried unanimously.*
2. **Physical Plant:** Jon reported that Carl Schmidt, Three Tree Construction, had completed the concrete work on the front sidewalk and the sidewalk connecting the classrooms and that Carl was working on the fence replacement. Jon reported that Duke Roofing had committed to finish the roof by August 31, 2014 and that a representative of the company would be coming to the school that week to finalize material needs and set up. Jon reported that a solar array would be placed at the school through the Solar Initiative. A small south facing structure would be built. The school would be receiving forms concerning educational participation, a lead agency in the community for matching funds, and a community education component. Jon reported that upcoming capital improvements were to paint the school within the next 2 school years and to replace the flooring in the bathrooms. Jennifer noted that the upper grade classroom was also in need of painting.
3. **Instruction Support:** Professional Development was discussed. *Jon moved to approve 1/2 day per month for professional development with dates to be determined by the Instructional Support Committee; Gigi seconded the motion; the motion carried unanimously.* Jennifer reported that the School Improvement Committee had met to discuss the requirements for a Highly Capable program. The Highly Capable program could be implemented in stages. She reported that she had met with staff to discuss how next year would look. Jennifer reported that she had contacted Diane Ball, Friday Harbor Elementary principal, who had agreed to conduct Diane Clifton's evaluations. She and Diane Ball had also discussed Shaw School teachers attending Friday Harbor Elementary professional development sessions.
4. **Administration:** None

**PERSONNEL**

1. There was discussion of staffing needs in lieu of the enrollment increase. Given the additional students *Jon moved to have two full time teachers and one noon aide for the coming year; Gigi seconded the motion; the motion carried unanimously.*
2. The board reviewed the appointment process for board vacancies. A date and time for interviews would be discussed at the August meeting.

**BUDGET & FISCAL MATTERS**

1. The 2014-2015 Budget Hearing took place with no public present to testify. *Jon moved to approve Resolution 2014-2 adopting the 2014-2015 Budget. Gigi seconded the motion; the motion carried unanimously.*
2. *Gigi moved to approve applying for a new credit card account for the school with two cards, one for Deanna Shannon and one for Diane Clifton with a \$5,000 limit on each card; Jon seconded the motion; the motion carried unanimously.*

3. The board reviewed Ned's presentation of the tech committee's request for a new server. *Jon moved to approve up to \$6,000 for the purchase of the new server with firewall; Gigi seconded the motion; the motion carried unanimously.*

**GENERAL**

**1. Policy review:** First reading of 200-13 and 200-13P Curriculum Development and Adoption of Instructional Materials policy and procedures; 200-23 and 200-23P Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973 policy and procedures; 300-5 and 300-5P Nondiscrimination (students) policy and procedure; 300-28 and 300-28P Homeless Students: Enrollment Rights and Services policy and procedures; 500-1 and 500-1P Nondiscrimination and Affirmative Action (personnel) policy and procedures; and 500-2 and 500-2P Sexual Harassment policy and procedures. The policies had been reviewed by the board members and were discussed.

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Chair

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Recording Secretary

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Member

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Member

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Superintendent/Secretary to the Board

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Member