

Shaw Island School District Board of Directors Regular Meeting & Budget Hearings

Tuesday, July 16, 2024

The open public meeting was held at Shaw Island Elementary School, 44 Hoffman Cove Road, Shaw Island, Washington.

Directors Present: Carol Criss, Jon Shannon, Shirley Lange, Shannon Klohr, and John Bogert.

Administration Present: Superintendent Kari McVeigh (via Zoom online platform) and Office Administrator Deanna Shannon.

Guest: Philip Burkhardt and Shawn Kemna from PBW Architects. Shawn participated via Zoom online platform.

Minutes

1. Opening Items:
 - 1.1. Call to Order: The meeting was called to order at 2:32 PM by Chair Carol Criss.
 - 1.2. Changes or Additions to the Agenda: Item 6.4. was removed as it was from the previous month's agenda.
 - 1.3. Approval of Agenda: ***Director Bogert moved to approve the agenda as corrected; Director Lange seconded the motion; the motion carried unanimously.***
2. Hearing of Individuals or Groups on Agenda and Non-Agenda Items: None.
3. Budget Hearing for 2023-24 Capital Project Budget Extension:
 - 3.1. Open Budget Hearing: The hearing was opened at 2:33 by Chair Criss.
 - 3.2. Public Comment: There was no public comment.
 - 3.3. Close Budget Hearing: The hearing was closed at 2:33 by Chair Criss.
4. Budget Hearing for 2024-25 Budget:
 - 4.1. Open Budget Hearing: The hearing was opened at 2:34 by Chair Criss.
 - 4.2. Public Comment: There was no public comment.
 - 4.3. Close Budget Hearing: The hearing was closed at 2:34 by Chair Criss.
5. Superintendent Report and Discussion:
 - 5.1. Superintendent McVeigh reported on the following:
 - The San Juan County Council eliminated the Land Use Division of the Community Development Department. The elimination resulted in the loss of five jobs. The County would be contracting out services in the land use division and hiring a code enforcement officer, planning manager, and land use permit technician. The County would also be aligning the Uniform Development Code with current legislation.
 - San Juan County Auditor Natasha Warmenhoven sent junior taxing districts a letter informing them that the County Auditor's Office would no longer process payroll for the junior districts beginning January 2025. They would continue to process accounts payable warrants as mandated by law, but would not be providing other services associated with accounts payable. Ms. McVeigh and Deanna Shannon would be meeting with NWESD in August to talk about the services they offer and the costs. Working with another school district or with the other junior districts was also a possibility.
 - The ground breaking for the Teacher Housing Project would take place July 26th.
6. Business and Operations:

- 6.1. Approval of Resolution 2024-5 Capital Project Fund Budget Extension: **Director Shannon moved to approve Resolution 2024-5; Director Klohr seconded the motion; the motion carried unanimously.**
- 6.2. Approval of Resolution 2024-6 Adopting the 2023-24 Budget: Director Shannon noted the dates on the agenda referenced the 2023-24 Budget. **Director Bogert moved to correct the agenda to reference the 2024-25 budget; Director Lange seconded the motion; the motion carried unanimously. Director Shannon moved to approve Resolution 2024-6 Adopting the 2024-25 Budget; Director Lange seconded the motion; the motion carried unanimously.**
- 6.3. Consent Agenda: Items under the Consent Agenda are considered by the board to be routine and subject to one motion and vote. **Director Shannon moved to approve the consent agenda; Director Klohr seconded the motion; the motion passed unanimously.**

- Minutes from previous meetings (June 18, 2024 Regular Meeting).
- Claims and Payroll: the following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll warrants in the amount of \$19,734.6 are also approved.

General Fund 6361:
Warrant numbers 280468 through 280504 and 280859 through 280864
Totaling \$5,944.63

Capital Fund 6367:
Warrant number 280552
Totaling \$707.35

Payroll (June):
Warrant numbers 107600 through 107610
Totaling \$19,734.60

- June 2024 Budget Status Report.
- Resolution 2024-7 Declaring Property Surplus to the District.
- Donations Since Previous Meeting: Teacher Housing Project \$8,300.

7. Unfinished Business:

7.1. Teacher Housing Project

- Review of Construction Bid Documents with PBW Architects. Shawn Kemna and Philip Burkhart from PBW Architects presented the construction bid documents. The documents and the bid process, as well as a possible timeline for going to bid, were discussed.
- There was no general report on the teacher housing project.

8. School Board

8.1. School Board Directors' Reports: None.

9. Adjournment: **Director Shannon moved to adjourn the meeting; Director Bogert seconded the motion; Chair Criss adjourned the meeting at 3:54 PM.**

Carol Criss, Chair

Kari McVeigh
Superintendent/Secretary to the Board

John Bogert, Director

Shirley Lange, Director

Shannon Klohr, Director

Jon Shannon, Director