

## Shaw Island School District Board of Directors Regular Meeting and Budget Hearing

Tuesday, November 18, 2025

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

Directors Present: Carol Criss, Jon Shannon, Shannon Klohr, and Terri Mason. Director Shirley Lange was present via Zoom online platform.

Administration Present: Superintendent Becky Bell and Office Administrator Deanna Shannon.

Guests: Willy Borner, Jennifer Swanson, Amy Perera, Diane Clifton, Niko Borner, and Angus Jones. All guests left at 2:40 after item 2. Student Presentation.

### Minutes

#### 1. Opening Items:

- 1.1. Call to Order: The meeting was called to order at 2:31 PM by Chair Carol Criss.
- 1.2. Changes or Additions to the Agenda: None.
- 1.3. Approval of Agenda: **Director Shannon moved to approve the agenda as presented; Director Klohr seconded the motion; the motion carried unanimously with directors Criss, Shannon, Klohr, and Lange voting.**

2. Swearing In/Oath of Office for Board Director Appointee Terri Mason: Board Chair Criss administered the oath of office to incoming director Teresa Mason.

3. Student Presentation: Students Niko Borner and Angus Jones gave a PowerPoint presentation on highlights of the school year so far and answered questions from board directors.

4. Hearing of Individuals or Groups on Agenda and Non-Agenda Items: None.

#### 5. Superintendent Report and Discussion:

##### 5.1. Superintendent Bell reported on the following:

- The San Juan County Treasurer's Office would no longer be processing the District's ACH/EFT employee benefit payments starting January 1, 2026. The District would need to open a bank account. Kara Moore from NWESD 189 was researching cost free bank accounts. Dr. Bell and Kara would be on the account.
- With a new board member, Dr. Bell would like to plan a board retreat in January or February rather than sending directors to the WSSDA (Washington State School Directors' Association) Conference. The NWEST 189 superintendent, Dr. Ishmael Vivanco, or another staff member would host the retreat and guide the board work in working together as a board. The date would be set at the December 2025 meeting.
- Dr. Bell was looking for a company to print "spirit wear" with a schoolhouse design created by former student Sintayehu Shannon. The design would be put on tee-shirts, sweatshirts, etc. The company would create a "store" which would have an opening and closing date. Sales would not be set up as a fundraiser. However, Shaw School Foundation may do fundraising with items set up at the kiosk in front of the school in the future.
- One obligation for the District each year was to do a Child Find event, which was seeking individuals (up to age 22) in the District who might have a disability and be in need of services. That year, the District screened all students (Due to the size of the District, Dr. Bell could not give specifics on the screening). The District did contract with Next Level Speech to help with some of the screening, and Dr. Bell was currently working on a follow-up contract with Dr. Kopet who was a school/clinical psychologist who could follow up

with a special ed evaluation if needed. 1Also, school counselor Brian Kremps had visited the school.

- A new budget report format would be coming soon. NWESD 189 Business Manager Services did not yet have all of the District information input into the system.
- Dr. Bell stated that as part of the School Improvement Plan, which would be discussed later in the meeting, one of the projects was community outreach. The previous evening at a community potluck, Dr. Bell, teacher Diane Clifton, and two students (Niko Borner and Bennett Jones) presented the PowerPoint shown earlier in the meeting and answered questions from the community. Dr. Bell also told the attendees that the Board had chosen a contractor for the teacher housing.

6. Business and Operations:

6.1. 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 (October 14, 2025 Regular Meeting and October 30, 2025 Special 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 \$26,689.51 are also approved.

General Fund 6361:

Warrant numbers 250201 through 250204 and 250206-250216

Totaling \$16,685.09

Capital Fund 6367:

Warrant number 250205

Totaling \$895.00

Payroll (October):

ACH numbers 9000000062 through 9000000068

Totaling \$13,840.05 and

Warrant numbers 250217 through 250221

Totaling \$12,849.46

- Donations since previous meeting: Teacher Housing Project for \$25,235.
- October 2025 Budget Summary.
- 2024-25 Highly Capable Plan
- 2025-26 Highly Capable Plan

6.2. Approval of 2025-26 School Improvement Plan (SIP): Superintendent Bell stated that the SIP was a requirement as part of accreditation. The current year's SIP aligned with the District's teacher goals which was to increase community outreach by engaging the community in school activities, seeking input from the community on how they would like to be involved in the school, having visitors from the community attend events and provide input into District programming, and share knowledge and skills. There would be a report on outcomes. **Director Shannon moved to approve the School Improvement Plan; Director Klohr seconded the motion; the motion was discussed; the motion carried unanimously.**

7. Unfinished Business

7.1. Teacher Housing Project: Superintendent Bell was working on the contract with Swal'lech Construction. Dr. Bell reported that the finance committee had met that day. One fundraising avenue they had discussed was reengaging with OCIF (Orcas Island Community Foundation) and do a fundraising push. To cover costs in addition to the house construction, about \$270,000 would be needed. Dr. Bell reminded the board that the District did have a \$200,000 investment, so there was not an emergency for fundraising. The finance committee had discussed different avenues for the board to consider: voter approved bond, non-voter approved bond, levy, loans, financing. Consensus of the committee was that funding was not a stressful imperative today, however for a voter approved bond, community discussion would need to begin in order to be ready for an election. Running a bond for capital projects would enable to District to update/upgrade other things such as the water system and the playground. The committee also discussed having a ground breaking ceremony when Swal'lech was ready to begin. Signage at the site was discussed. Other fundraising ideas had been discussed by the committee. Director Shannon had met with OPALCO at the site. The District would be receiving an estimate for installing the main electrical line up to the meter. The District would be responsible for the trenching as well as all costs from the meter to the house site. The District would need to contract directly with an excavator. Capital projects and outreach to the community was discussed. Dr. Bell had been directed to reach out to PBW Architects to discuss construction oversight and wanted to show their proposal to the board. Their proposal was for ten hours per month for construction oversight not to exceed \$32,000 and two hours per month for financial review not to exceed \$8,000. Project Manager John Bingham would be sharing construction oversight duties as well. Consensus was that professional oversight was needed and that the board had anticipated these services would be needed. **Director Shannon moved that the board approval the proposal from PBW Architects for construction oversight and financial review for the teacher housing project; Director Criss seconded the motion; the motion was discussed; the motion carried unanimously.**

8. School Board Directors' Reports: Director Shannon asked about the logs piled up at the teacher housing site. He stated that he would be willing to cut the logs up for firewood for a few community members who were in need of firewood. It was decided it was a cleanup situation rather than a surplus situation. It could possibly be auctioned by one of the community organizations. Dr. Bell said that she would look into the situation. The debris pile would also need to be chipped or burned.

Director Klohr asked if the finance committee was excited about the choice of building the three bedroom house. Director Criss reported that they were, but that they would like to do more fundraising before pursuing a bond. Grants were discussed. Adding Director Mason to the finance committee was discussed as one more board member could join. Director Shannon asked that the fundraising committee be recognize for all that had been accomplished by their hard work.

9. Adjournment: **Director Shannon moved to adjourn the meeting; Director Criss seconded the motion; the meeting was adjourned at 3:35 PM.**

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Carol Criss, Chair

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Becky Bell  
Superintendent/Secretary to the Board

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Teresa Mason, Director

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Shirley Lange, Director

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Shannon Klohr, Director

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Jon Shannon, Director