

**SHAW ISLAND SCHOOL DISTRICT NO 10
2019-2020 BUDGET HEARING
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JULY 16, 2019 3:10 PM**

BUDGET HEARING MINUTES

CALL TO ORDER: Acting Chair Jennifer Swanson called the Budget Hearing to order at 3:10 PM at the Shaw Island School, Shaw Island, Washington. Present were Jennifer Swanson and board members Shirley Lange, and Cari Miller. Office Administrator Deanna Shannon was also present.

2019-20 BUDGET HEARING: Resolution 2019-4 Setting the 2019-20 Budget and the budgets for the General Fund, the Capital Fund, and the ASB Fund were presented and reviewed. Jennifer noted that no members of the public were present to comment. *Cari moved to approve Resolution 2019-4 Setting the 2019-20 Budget; Shirley seconded the motion; the motion carried unanimously.* The budgets were set as follows:

General Fund:	\$370,000
Capital Fund:	\$58,000
ASB Fund:	\$2,000

ADJOURNMENT: *Shirley moved that the Budget Hearing be adjourned; Cari seconded the motion; the hearing was adjourned at 3:27 PM.*

REGULAR MEETING MINUTES

CALL TO ORDER: Acting Chair Jennifer Swanson called the regular meeting to order at 3:29 PM.

ACCEPTANCE OF JON SHANNON'S RESIGNATION AS BOARD CHAIR: Jon had sent an email resigning as board chair. *Cari moved to accept Jon's resignation as board chair; Shirley seconded the motion; the motion carried unanimously.*

ELECTION OF NEW BOARD CHAIR: Consensus was to table the election of a new chair until the full board was present at the August meeting.

APPROVAL OF PREVIOUS MINUTES: June 18, 2019, regular meeting minutes: *Cari moved to approve the June 18, 2019, regular meeting minutes as presented; Shirley seconded the motion; the motion carried unanimously.* June 24, 2019 Special Meeting; *Shirley moved to approve the June 24, 2019 special meeting minutes as corrected; Cari seconded the motion; the motion carried unanimously.*

CHANGES OR ADDITIONS TO THE AGENDA: None.

STUDENT REPRESENTATIVE REPORT: None.

CONSENT AGENDA: *Cari moved to approve the following items on the consent agenda:*

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 \$13,175.20 are also approved.

General Fund 6361:
Warrant numbers 216485 through 216500
Totaling \$4,581.45

Payroll (June) warrant numbers 22996 through 23000 and 70927 through 70929
Totaling \$13,175.20
Budget Status Report

Shirley seconded the motion; the motion carried unanimously.

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

CORRESPONDENCE & COMMUNICATION: Deanna reported that the District had received a letter from the parents of the island's preschool children thanking the District for offering to host a preschool in the second classroom. The group had decided to continue to meet at their current location due to the age appropriate equipment and supplies, and because of a fenced yard; additionally, moving to the school would entail a more formal structure for them, including additional liability insurance. The parents hoped that having the preschool children interact with the Shaw School students would continue. The preschoolers' visit to the school that spring "was an experience they will not soon forget".

TEACHER REPORT: No teacher was present. Jennifer stated that Diane Clifton had attended the previously approved professional development for reading and writing in Tennessee and that Decatur Island teacher Joanne Coleman-Wester had also gone. Deanna reminded the board that they had approved the full cost, up to \$2,400, for Diane to attend the workshop. However, the board had been told that the District had a \$900 state grant that could probably be used for the training and that costs could be split with Joanne. Deanna stated that the grant was available. She also stated that Diane had asked if the District could pay the full room cost since having two people in the room did not change the cost of the room, and Joanne was paying her costs out of pocket. The total cost to the District would be approximately \$1,300 with about \$364 of that for half of the room cost. The board requested that Deanna check with the State Auditor's Office to make sure that there was not a problem for the school to cover the room costs for both teachers.

LEGISLATIVE REPORT: There was no legislative report as it was not in session. Deanna reported that she had received a phone call from WSSDA (Washington State School Directors' Association) executive director Tim Garchow about the request Jon Shannon had sent to the WSSDA legislative committee concerning eliminating non-high billing from other districts. Tim had told Deanna that the committee was interested in the topic, but wanted to do more research before submitting anything to the legislature. They would be gathering data from non-high districts in order to submit something to the legislature in the 2020 session. Deanna stated that in the last legislative sessions, changes had been made to bidding laws which increased the minimum thresholds.

SUPERINTENDENT AND COMMITTEE REPORTS:

1. **Superintendent:** None.
2. **Physical Plant:** Deanna stated that when the board was considering remodeling projects in the upper grade classroom, replacing the kitchen countertop should be considered. Jennifer

reported that there was one applicant for the maintenance position and one applicant for the custodial position and that interviews would be set up.

3. Instructional Support: None

- 4. Administration:** Deanna reported that former employee Jody Schmidt had submitted a letter of interest for the paraeducator position. Deanna reported that the extra \$19,428.57 in apportionment was a one-time payment to help districts meet the new F196 reporting requirements. Deanna reported that she had submitted the follow-up items for the CPR (Consolidated Program Review) that had been requested from OSPI.

PROGRAM, CURRICULUM, AND ASSESSMENT: Jennifer reported that Diane had requested that the District update its reading curriculum. Jennifer stated that the current phonics curriculum was 24 years old and that the content was dated. Diane would like to replace it with Units of Study in Phonics, which was introduced to Diane at her recent professional development class. Two items, Units of Study for Teaching Reading, Grade 1, and Units of Study in Opinion, Information, and Narrative Writing, Grade 5, would be an updated version of current curriculum. She also requested the District purchase the Complete Comprehension Classroom Bundle, a reading level evaluation tool. Jennifer stated that the total cost of the curriculum was \$1,728. *Shirley moved to approve the purchase of the reading curriculum; Cari seconded the motion; the motion carried unanimously.*

PERSONNEL: Jennifer updated the board on plans for the music program for the 2019-20 school year.

BUDGET & FISCAL MATTERS:

- 1. Approval of bid to paint building exteriors:** Deanna stated that one bid for painting the exterior of the buildings for \$29,800 had been submitted. Timing the repair or the placement of the gutters with the painting was discussed. The board tabled the discussion until a plan was in place to address both the gutters and the painting. The board requested Deanna place the topic on the special meeting agenda for the following Thursday.
- 2. Approval of Resolution 2019-3 Establishing Teacher Enrichment Stipend:** The resolution, which allowed for a \$30 stipend for teachers working with students after school on enrichment activities such as robotics or ASB, was reviewed. *Shirley moved to approve Resolution 2019-3; Cari seconded the motion; the motion carried unanimously.*

GENERAL:

- 1. Action Sheet:** Gutters was added to the action sheet.

POLICY REVIEW: None.

ADJOURNMENT: *Cari moved that the meeting be adjourned; Shirley seconded the motion; the motion carried unanimously.* The meeting was adjourned at 4:28 PM.

ABSENT
Member, Jon Shannon

Jennifer Swanson
Acting Chair, Jennifer Swanson

Shirley Lange
Member, Shirley Lange

Cari Miller
Cari Miller

John Bogert
Member, John Bogert

Jennifer Swanson
Superintendent/Secretary to the Board
Jennifer Swanson