

**SHAW ISLAND SCHOOL DISTRICT NO 10
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, NOVEMBER 15, 2016, 3:10 PM**

Chair Jon Shannon called the meeting to order at 3:15 PM at the Shaw Island Elementary School Lower Grade Classroom, Shaw Island, Washington. Board members present: Jon Shannon, Jennifer Swanson, Cari Miller, John Bogert, and Gigi Allaway. Staff present: teacher Diane Clifton and business manager Deanna Shannon. Others present until after the Student Representative Report: Sophia Swanson, Elsa Lengyel, and Bella Miller.

APPROVAL OF PREVIOUS MINUTES: October 11, 2016 regular meeting minutes: *Jennifer moved that the October 11, 2016 regular meeting minutes be approved as presented; Gigi seconded the motion; the motion carried unanimously.* November 1, 2016 special meeting minutes: *Jennifer moved that the November 1, 2016 special meeting minutes be approved as presented; Gigi seconded the motion; the motion carried unanimously.*

CHANGES OR ADDITIONS TO THE AGENDA: None.

STUDENT REPRESENTATIVE REPORT: Sophia, Elsa, and Bella gave a presentation on their writing program. They reported that Diane had ordered back issues of Smithsonian and that the students were analyzing the articles and modeling their own writing after the articles. The students were writing personal narratives and were working on “showing” the reader, not “telling” the reader. Each student read an excerpt from her own narrative: Elsa read a selection from the time her family lived in Quebec; Bella read about a frightening amusement park ride on a trip to California; and Sophia read about a personal goal experience at Cascade Lake.

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

- *November Payroll in the amount of \$10,921.47*
- *General Fund Expenditures for the period ending October 13, 2016 in the amount of \$1,047.81; General Fund Expenditures for the period ending November 15, 2016 in the amount of \$4,240.81 and \$632.40*
- *Budget Status Report*

Cari seconded the motion; the motion carried unanimously.

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

CORRESPONDENCE & COMMUNICATION: None.

TEACHER REPORT: Diane reported on the WAETAG (Washington Association of Educators of the Talented and Gifted) conference she had attended. She stated that she had learned about meeting advanced students’ needs by giving meaningful extensions of a topic rather than just giving more work. Diane showed the charms that the students were earning as part of the PE running program; she stated that the students were working up to running 5K.

LEGISLATIVE REPORT: None.

SUPERINTENDENT AND COMMITTEE REPORTS:

1. **Superintendent:** Jennifer reported that she and Deanna had attended a Crisis Management for School-Based Incidents course in Friday Harbor. The FEMA funded course had been attended by EMS, law enforcement, and school staff from throughout the county.
2. **Physical Plant:** The lower grade classroom had been overheating and repair services had been called; the relay was old and had been sticking and would need to be replaced.
3. **Instructional Support:** Jennifer reported that the committee was following up on a previous suggestion for a field trip to Camp Wittman near Lewiston, Idaho. It would be a five night all-school field trip with a focus on geology.
4. **Administration:** None.

PROGRAM, CURRICULUM, AND ASSESSMENT: None.

PERSONNEL: None.

BUDGET & FISCAL MATTERS: None.

GENERAL:

1. **Review of Board Action Sheet:** The action sheet was reviewed.
2. **State Auditor's Assessment Report for the 2014-15 School Year**
 - a. **Review of Report:** The report for the September 1, 2014 through August 31, 2015 fiscal period was reviewed. The report read in part: Based on the procedures performed, except as described below, nothing came to our attention in the areas we reviewed that caused us to believe the District was not in substantial compliance with applicable state laws, regulations, and its own policies, or had significant weaknesses in controls over the safeguarding of public resources. Had we performed additional procedures, other matters might have come to our attention that would have been reported.
Additionally, Deanna stated that the report was available at www.sao.wa.gov.
 - b. **Discussion of Recommendation to form Associated Student Body:** The audit assessment report had one recommendation concerning the creation of an ASB. The matter was discussed and follow-up work should be done by the administration committee.
3. **Annual Review of Safety Plan:** The annual safety plan was reviewed.
4. **Schedule special meeting for policy review:** December 13th from 4 to 6 PM after the regular meeting was agreed upon for a special meeting.

ADJOURNMENT: *Gigi moved that the meeting be adjourned; Cari seconded the motion; the motion carried unanimously.* The meeting was adjourned at 4:45 PM.

Chair, Jon Shannon

Recording Secretary, Cari Miller

Member, Jennifer Swanson

Member, John Bogert

Member, Gigi Allaway

Superintendent/Secretary to the Board
Jennifer Swanson