

Shaw Island School District Board of Directors

Agenda

Date: Tuesday, May 13, 2025

Time: 2:30 PM

Location: Shaw Island School, Shaw Island, Washington

Regular Board Meeting

1. Opening Items

- 1.1. Call to Order.
- 1.2. Changes or Additions to the Agenda.
- 1.3. Approval of Agenda (Action).

2. Hearing of Individual or Groups on Agenda and Non-Agenda Items

3. Superintendent Report and Discussion

- 3.1. Superintendent Report (Information).

4. Business and Operations

- 4.1. Consent Agenda (Action). The superintendent recommends approval of the following items on the consent agenda:
 - 4.1.1. Minutes from Previous Meetings: April 15, 2025 regular meeting and May 8, 2025 special meeting.
 - 4.1.2. April 2025 Accounts Payable and Payroll.
 - 4.1.3. Donations Since Previous Meeting: \$632 for Teacher Housing Project, \$750 from Shaw School Foundation for enrichment activities, and \$500 donation for enrichment activities from community member.
 - 4.1.4. Review of April 2025 Budget Summary.
- 4.2. Discussion of 2025-26 Staffing (Paraeducator).
- 4.3. 2025-26 Preliminary Budget Discussion.
- 4.4. Discussion and Approval to Change July Regular Meeting Date.

5. Unfinished Business

- 5.1. Teacher Housing Project.
 - 5.1.1. Update on Loan Application Process.
 - 5.1.2. Review of Bids
 - 5.1.2.1. Possible Action to Accept or Reject Bids.
 - 5.1.2.2. Discussion of Moving Forward Based on Previous Item.

6. School Board

- 6.1. School Board Director's Reports (Information).

7. Adjournment

Next meeting: June 17, 2025

Shaw Island School District Board of Directors Regular Meeting

Tuesday, April 15, 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, John Bogert, Shannon Klohr, and Shirley Lange.

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

Guests: Amber Borner.

Minutes

1. Opening Items:

- 1.1. Call to Order: The meeting was called to order at 2:29 PM by Chair Carol Criss.
- 1.2. Changes or Additions to the Agenda: None.
- 1.3. Approval of Agenda: ***Director Klohr moved to approve the agenda as presented; Director Lange seconded the motion; the motion carried unanimously.***

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

3. Superintendent Report and Discussion:

3.1. Superintendent Bell reported on the following:

- 3.1.1. Dr. Bell reported on the legislative session. Senate Bill 5192 concerning MSOC (Materials Supplies and Operating Supplies) was still active.
- 3.1.2. Dr. Bell stated that as of the day before, enrollment was up to 8 with a new TK student. She stated that the students were on an on-island field trip that day at the monastery and the Ellis Preserve.
- 3.1.3. Dr. Bell reported on the Federal REAP (Rural Education Achievement Program) SRSA (Small Rural School Achievement) Grant. The District had so far been able to draw funds for the current grant. The 2025 grant application had not yet opened. Dr. Bell reminded the board that the grant funds were approved by Congress.
- 3.1.4. Dr. Bell stated that she had a conflict with the July 15, 2025 regular board meeting due to out of state training through her position with the San Juan Island School District. Rescheduling the meeting was discussed.

4. Business and Operations:

- 4.1. Consent Agenda: Items under the Consent Agenda are considered by the board to be routine and subject to one motion and vote. ***Director Lange moved to approve the consent agenda; Director Shannon seconded the motion; the motion passed unanimously.***

4.1.1. Minutes from previous meetings (March 18, 2025 Regular Meeting and April 3, 2025 special meeting).

4.1.2. 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 \$25,952.92 are also approved.

General Fund 6361:

Warrant numbers 250054 through 250058 and 250060 through 250072

Totaling \$6,501.52

Capital Fund 6367:
Warrant number 250059
Totaling \$635.60

Payroll (March):
ACH numbers 9000000014 through 9000000019
Totaling \$12,919.88 and
Warrant numbers 250073 through 250081
Totaling \$13,033.07

4.1.3. Approval of 2024-25 Highly Capable Program Plan.

4.2. Review of March 2025 Budget Summary: The budget summary had been distributed to the board. There were no comments or questions.

4.3. Approval of 2025-26 School Year Calendar: ***Director Lange moved to approve the 2025-26 School Year Calendar; Director Bogert seconded the motion; the motion carried unanimously.***

5. Unfinished Business:

5.1. Teacher Housing Project:

5.1.3. Superintendent Bell reported that all three bidders agreed to the request for up to a sixty-day extension before the Board awarded a contract. Dr. Bell stated that she had a meeting set up on May 5th with a donor. She was also reaching out county wide and was working on a funding application that day. Additionally, donations were coming in through the Shaw School Foundation mailing, and she would be signing the agreement with OICF (Orcas Island Community Foundation) to set up fundraising through GoFundMe.

Director Bogert moved that the board discuss the viability of spending \$1.8 million on teacher housing; Director Lange seconded the motion. A discussion on how to move forward followed. Topics discussed included funding possibilities (donations, bond sales, bank loans, etc.), looking at other options for structures or continuing with the current plan, building just one house, what changing directions would mean, and hiring a consultant. The consensus was for directors who felt other options should be looked at to investigate those possibilities, for Superintendent Bell to continue looking at funding options, and to have a special meeting, tentatively April 30th, to share information on the various topics just discussed. No vote was called for.

6. School Board

6.1. None.

7. Adjournment: ***Director Bogert moved to adjourn the meeting; Director Lange seconded the motion; meeting was adjourned at 3:35 PM.***

Carol Criss, Chair

Becky Bell
Superintendent/Secretary to the Board

John Bogert, Director

Shirley Lange, Director

Shannon Klohr, Director

Jon Shannon, Director

Shaw Island School District Board of Directors Special Meeting

Thursday, May 8, 2025

2:30 PM

The open public meeting was held at Shaw Island School, Shaw Island, Washington.

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

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

Audience: Jennifer Swanson and Willy Borner were present in person. Shawn Kemna from PBW Architects was present via Zoom online meeting platform.

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. Approval of Agenda: ***Director Bogert moved to approve the agenda; Director Shannon seconded the motion; the motion carried unanimously.***

2. Special Topics:

2.1. Teacher Housing Project Discussion:

Superintendent Bell updated the board with information she had obtained since the previous regular meeting. She had investigated funding sources for large donations, but had not found an entity whose mission aligned with our project. She was continuing to get information about bond sales and financing. Dr. Bell stated that she could not get detailed information on a loan without filling out a loan application. She had contacted OSPI, but there were no programs to fund teacher housing. However, there were grants available for other needs that would take pressure off of the District's operating budget.

Director Bogert had done research on other options for building teacher housing. He distributed information on manufactured homes, log home kits, and the current plan for comparison. The options were discussed. Staying with the current plan and building just one structure at this time was discussed. Zoning and long term costs were discussed. Director Bogert asked the board if they would be open an alternative architectural design. Board members seemed open to something different depending on what it was. Shawn Kemna and Jennifer Swanson contributed to the conversation.

The impact of prevailing wage and the challenges of building on the island were discussed. Fundraising was discussed, including changing the plan after one had been presented to the donors. Financing was discussed. ***Director Shannon moved to allow Superintendent Bell to apply for a loan without committing the District in order to gain more information on financing. Director Criss seconded the motion; the motion was discussed. Chair Criss called for a vote. The motion passed unanimously.***

3. Adjournment: ***Director Shannon moved to adjourn the meeting; Director Klohr seconded the motion; the meeting was adjourned by the Chair at 3:45 PM.***

Carol Criss, Chair

Dr. Becky Bell, Superintendent/Secretary to the Board

John Bogert, Director

Shannon Klohr, Director

Shirley Lange, Director

Jon Shannon, Director

Payroll Check Summary

Payroll Run: 04/30/2025

Shaw Island School District

BOARD CERTIFICATION STATEMENT

Payments have been 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. Those payments have been recorded on a listing which has been made available to the board.

As of May 13, 2025, the Board, by a _____ vote, approves payments, totaling \$14,099.24, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: AP & Payroll Warrants and ACH

Direct Deposit Numbers 9000000020 through 9000000026, totaling \$14,099.24

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Pay Code Totals

Payroll Run: 04/30/2025

Pay Type	Count	Gross Amount
EX3 - Extra Pay 613	2	1,468.69
EX4 - Extra Pay 614	3	689.15
SAL3 - Salary 613	3	17,860.72
ST-NOHR - Stipend No Hours	1	250.00
SUB3 - Substitute Pay 613	2	275.84
Totals:	11	20,544.40

Deduction Code Totals

Payroll Run: 04/30/2025

Deduction	Count	Amount
1FICA - FICA	7	1,222.12
1FIT - FEDERAL INCOME TAX	7	1,559.83
1FIT+ - FIT ADDITIONAL AMOUNT	2	190.83
1MED - MEDICARE	7	285.81
1WC - WORKERS' COMPENSATION	7	310.03
1WLTC - WA CARES LTC TAX	7	119.16
2E0 - SERS PLAN 0	3	0.00
2E2 - SERS PLAN 2	2	667.56
2T0 - TRS PLAN 0	1	0.00
2T3 - TRS PLAN 3	1	531.79
DCP - Deferred Compensation-457	3	1,118.00
HCFSa - Flexible Spending Arrangement	1	266.67
HEHSA - Health Equity HSA	1	400.00
LTD-B - Employee Paid LTD 50%	2	54.85
LTD-N - Employee Paid LTD Declined	1	0.00
SEBB-T - SEBB Tobacco Surcharge	1	25.00
SEBB-W - SEBB Waived	1	0.00
VHSAE - UMP CDHP EMP ONLY	1	21.00
VUFR - UMP ACHIEVE 1 FULL FAMILY	1	120.00
WCADJ - WORKERS' COMP ADJUST	3	-447.49
Totals:	59	6,445.16

Benefit Code Totals

Payroll Run: 04/30/2025

Benefit	Count	Amount
1FICA - FICA	7	1,222.12
1MED - Medicare	7	285.81
1PFML - WA PAID FAMILY MEDICAL LEAVE	7	135.19
1UC - Unemployment	7	55.48
1WC - WORKERS' COMPENSATION	7	572.44
2E0 - SERS Plan 0	3	0.00
2E2 - SERS Plan 2	2	904.14
2T0 - TRS Plan 0	1	0.00
2T3 - TRS Plan 3	1	1,048.69
3SEBB - SEBB ER Share	3	3,534.00
WCADJ - WORKERS' COMP ADJUST	3	-815.11
Totals:	48	6,942.76

AP Check Summary with Board Certification

Shaw Island School District

Warrant Date: 04/30/2025

BOARD CERTIFICATION STATEMENT

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. Those payments have been recorded on this listing which has been made available to the board.

As of May 13, 2025, the Board, by a _____ vote, approves payments, totaling \$13,090.86. The payments and/or voids are further identified in this document.

Total by Payment Type: BANK - AP & Payroll Warrants and ACH

Warrant Numbers 250095 through 250099, totaling \$13,090.86

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Number	Vendor Name	Check Date	Check Amount
250095	Department of Retirement Systems	04/30/2025	\$4,302.82
250096	HCA-SEBB Benefits	04/30/2025	\$3,700.00
250097	HCA-SEBB Flex Spend	04/30/2025	\$266.67
250098	San Juan County Treasurer	04/30/2025	\$4,766.52
250099	The Standard Insurance Company	04/30/2025	\$54.85
5 Check(s) for a Total of:			\$13,090.86

Fund Summary

Fund

10 - General Fund	\$13,090.86
Total:	\$13,090.86

AP Check Summary with Board Certification

Shaw Island School District

Warrant Date: 04/17/2025

BOARD CERTIFICATION STATEMENT

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. Those payments have been recorded on this listing which has been made available to the board.

As of May 13, 2025, the Board, by a _____ vote, approves payments, totaling \$5,370.74. The payments and/or voids are further identified in this document.

Total by Payment Type: BANK - AP & Payroll Warrants and ACH

Warrant Numbers 250082 through 250094, totaling \$5,370.74

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Number	Vendor Name	Check Date	Check Amount
250082	Amplify Education, Inc.	04/17/2025	\$108.50
250083	Banner Bank	04/17/2025	\$804.05
250084	Bell, Becky	04/17/2025	\$1,250.00
250085	Bingham, John W	04/17/2025	\$390.00
250086	CenturyLink/Lumen	04/17/2025	\$228.63
250087	Deanna Shannon, Shaw Island SD #10	04/17/2025	\$37.57
250088	Great American Financial Services	04/17/2025	\$103.32
250089	McVeigh, Karen L	04/17/2025	\$200.00
250090	Northwest Educational Service District #189	04/17/2025	\$1,337.00
250091	OPALCO	04/17/2025	\$638.34
250092	San Juan County Auditor	04/17/2025	\$17.65
250093	San Juan Sanitation Co	04/17/2025	\$63.08
250094	Washington State Ferries	04/17/2025	\$192.60
13 Check(s) for a Total of:			\$5,370.74

Fund Summary

Fund

10 - General Fund	\$4,980.74
20 - Capital Projects Fund	\$390.00
Total:	\$5,370.74

Teacher Housing Donations for approval 5/13/2025

Donor	Amount	Date Rec'd
Diana Wisen	200.00	4/23/2025
Jan Chamberlin	100.00	4/23/2025
Brad & Nancy Zakes	50.00	4/23/2025
Ben Straub & Margaret Schafer	100.00	4/23/2025
Funk and Junk (Joanne Powell)	182.00	5/8/2025

Other Donations for approval 5/13/2025

Donor	Amount	Date Rec'd
Shaw School Foundation	500	5/8/2025
Shaw School Foundation	250	5/8/2025
Jon and Joan Christoffersen	500	5/8/2025

Expenditures GF 6361		2024-25 Budget	YTD 4/30/2025	Amount Remaining	Percent Spent
20	Certificated Salaries	101,350.00	81,590	19,760	80.50%
30	Classified Salaries	158,349.00	85,780	72,569	54.17%
40	Employee Benefits	86,581.00	64,726	21,855	74.76%
50	Supplies / Materials	8,670.00	9,987	-1,317	115.19%
70	Purchased Services	32,125.00	33,243	-1,118	103.48%
70	Purchased Services Capacity	40,000.00	0	40,000	0.00%
70	Payments to Other Districts	6,400.00	1,558	4,843	24.34%
70	Utilities	10,000.00	6,895	3,105	68.95%
80	Travel	3,200.00	3,974	-774	124.17%
90	Capital Outlay	200.00	0	200	0.00%
Totals		446,875	287,752	159,123	64.39%

Revenues GF 6361		2024-25 Budget	YTD 04/30/2025	Amount Remaining	Percent Received
3100	State-General*	435,600	234,766	200,834	53.89%
4109	State Funded TK		15,883		
4121	Special Ed		137	-137	
4174	Highly Capable	360	0	360	0.00%
410001	Para Ed		541	-479	
2300	Interest	13,200	11,601	1,599	87.89%
6100	Federal Grants	22,000	31,022	-9,022	141.01%
6109	Federal Funding TK		0		
2500	Other	8,000	4,083	3,917	51.04%
3600	CAPACITY	40,000	0	40,000	
6113	ESSER	0	0	0	
Total Revenues		519,160	299,792	219,368	57.75%

SUMMARY GENERAL FUND

		4/30/2025	YTD	YTD	
ending cash	4,311	79,362	beginning bal	74,778	beg cash less outstnading warrants
ending investments	198,999	205,899	revenue	299,792	
ending outstanding warrants		10,869	expenditures	287,752	
Ending Cash & Investments	203,310	274,391	transfer out	59,713	
			transfer in	42,100	
			transfer to invest		
			ending cash	69,205	

SUMMARY CAPITAL FUND

	24-25 Budget	4/30/2025	YTD	YTD
Beginning Cash CF 6367	0	46,519	beginning bal	27,525
deposits	0	450	rev other	
interest		2,478	rev TH donations	218,395
transfer in	100,000	0	interest	12,310
warrants redeemed		390	transfer in	559,713
investments purchased		40,000	expenditure other	10,999
warrants outstanding	100,000	0	expenditure TH	77,888
Ending Cash CF 6367	0	9,056	ending balance	729,057

CASH BALANCE DETAIL

3,475 other bal
725,582 TH bal
729,057

SUMMARY ASB FUND

	24-25 Budget	4/30/2025	YTD	YTD
Beginning Cash ASB 6367	2,879	150	revenue	
revenues	4,200	0	transfer in	
expenditures	7,000		expenditures	
Ending Cash ASB 6368	79	150	ending balance	#REF!