

**SHAW ISLAND SCHOOL DISTRICT NO 10
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, SEPTEMBER 17, 2019, 3:10 PM**

CALL TO ORDER: Acting Chair Jennifer Swanson called the regular meeting to order at 3:12 PM. Present were board directors Jennifer Swanson, Shirley Lange, Cari Miller, and Jon Shannon. Also present was Office Administrator Deanna Shannon. Director John Bogert was not present.

APPROVAL OF PREVIOUS MINUTES: August 13, 2019, regular meeting minutes: *Cari moved to approve the August 13, 2019, regular meeting minutes as presented; Shirley seconded the motion; the motion carried unanimously.*

CHANGES OR ADDITIONS TO THE AGENDA: None.

STUDENT REPRESENTATIVE REPORT: None.

CONSENT AGENDA: *Shirley 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 \$11,192.22 are also approved.

General Fund 6361:

*Warrant numbers 218814 through 218824
Totaling \$4,899.72*

Capital Fund 6367

*Warrant number 218825
Totaling \$301.04*

Payroll (August) warrant numbers 23253 through 23255 and 72243 through 72245

*Totaling \$11,192.22
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: None.

LEGISLATIVE REPORT: None.

SUPERINTENDENT AND COMMITTEE REPORTS:

1. **Superintendent:** Jennifer reported on the start of the new school year. There were five students in grades kindergarten through sixth grade. There was one new family. The annual start of school picnic was held at lunchtime on the first day of school. Jennifer reported

that she had met with Representative Debra Lekanoff and officials from other districts from the San Juan Islands at a roundtable discussion in Anacortes. She stated that the main topic of discussion had been levy lids, which did not apply to the District.

2. **Physical Plant:** Deanna reported that Timberhorse Farm had completed major outdoor cleaning which included cleaning the roof and gutters, power washing the buildings and sidewalks, and washing the windows. Debra Taylor had been hired as the new custodian. No one had been hired for the maintenance position replacement.
3. **Instructional Support:** Jennifer reported that the committee had not met, but would be scheduling meetings for the new year. Head teacher Diane Clifton and board director Shirley Lange had attended a mental health workshop on San Juan Island.
4. **Administration:** Deanna reported on the SEBB (School Employees Benefits Board) two-day training that she had gone to for the implementation of the new state-wide health insurance that would be going into effect on January 1, 2020. Deanna reported that the District had contracted with Carousel Industries for a new server filter.

PROGRAM, CURRICULUM, AND ASSESSMENT:

1. **Discussion and approval of additional half-days and/or early dismissals:** Deanna stated that Diane and Jody would like more time to review the new reading and writing curricula. Additional half days and/or early dismissals were discussed. The board desired minimal impact on families. One suggestion was to have an activity or an “art” afternoon with a substitute rather than a dismissal. Deanna stated that the District had approximately 100 hours in excess of the minimum state requirement. *Shirley moved to approve up to six hours to be used for early dismissals, either half-days or early-out days; Cari seconded the motion; the motion carried unanimously.*

PERSONNEL:

1. **Approval of revised classified contracts for Anita Orne and Jody Schmidt:** Deanna stated that neither Anita nor Jody had signed the contracts approved at the previous regular meeting and that each had made change requests. A second contract for Anita to assist the teacher with movement, theater, and art activities and a revised Music contract were presented. The total time increase per week was one hour. *Jon Shannon moved that the two contracts for Anita Orne be approved; Cari seconded the motion; the motion carried unanimously.* A revised Lunch Aide/Librarian contract for Jody which provided more time for lunch and extended the time for librarian duties was presented. A revised Instructional Aide contract for Jody which increased daily preparation time by fifteen minutes and provided eight additional hours for collaboration with Diane and independent prep time for the new curricula were presented. The contracts increased weekly time by two hours and prep time by eight hours for the year. *Jon moved that the two contracts for Jody Schmidt be approved; Shirley seconded the motion; the motion carried unanimously.*
1. **Update and final approval for board member travel and education (Shirley Lange):** Shirley attending the WSSDA (Washington State School Directors’ Association) Legislative Assembly in Spokane and the Annual WSSDA conference in Bellevue had been discussed at the previous meeting. Costs and logistics had been worked on and it was recommended that Shirley attend the Legislative Assembly in Spokane on September 27th and 28th and the one day Board Boot Camp in Bellevue November 21st. The total cost for the two events was similar to attending the Board Boot Camp and the WSSDA Annual Conference. *Jon moved to approve travel and fees for Shirley to attend the WSSDA Legislative Assembly and the WSSDA Boot Camp; Cari seconded the motion; the motion carried unanimously.*


BUDGET & FISCAL MATTERS: The final 2018-19 budget status report was reviewed.

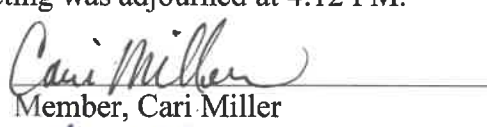
GENERAL:

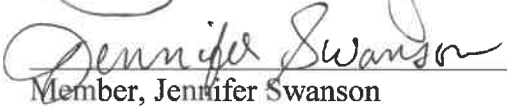
1. **Action Sheet:** The Action Sheet was reviewed.
2. **Approval of Resolution 2019-6 Declaring Property Surplus to the District:** The resolution was reviewed. *Jon Shannon moved to approve Resolution 2019-6; Cari seconded the motion; the motion carried unanimously.*

POLICY REVIEW: None.

ADJOURNMENT: *Jon Shannon moved that the meeting be adjourned; Cari seconded the motion; the motion carried unanimously.* The meeting was adjourned at 4:12 PM.



Chair, John Bogert


Member, Cari Miller


Member, Jennifer Swanson


Member, Jon Shannon


Member, Shirley Lange


Superintendent/Secretary to the Board
Jennifer Swanson