

**SHAW ISLAND SCHOOL DISTRICT NO 10
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, FEBRUARY 13, 3:10 PM**

Chair Jon Shannon called the meeting to order at 3:12 PM at the Shaw Island Elementary School Lower Grade Classroom, Shaw Island, Washington. Board members present: Jon Shannon, John Bogert, Jennifer Swanson, and Cari Miller. Board members not present: Gigi Allaway. Staff present: business manager Deanna Shannon and teacher Diane Clifton. Students present: Sophia Swanson, Elena Swanson, and Bella Miller.

APPROVAL OF PREVIOUS MINUTES: January 16, 2018 regular meeting minutes: *Jennifer moved that the minutes be approved as corrected; Cari seconded the motion; the motion carried unanimously.* February 2, 2018 special meeting minutes: *Jennifer moved that the minutes be approved as presented; Cari seconded the motion; the motion carried unanimously.*

CHANGES OR ADDITIONS TO THE AGENDA: None.

STUDENT REPRESENTATIVE REPORT: Sophia reported that the ASB had been meeting and working on fundraising for the Washington, DC trip. Bella reported that the ASB had held elections and that Sophia Swanson had been elected president, Leif Ellingson vice president, Bella Miller Secretary, Elena Swanson treasurer, and Maren Ellingson lower grade representative. Bella stated that the ASB board had been learning how to organize a meeting and had been planning fundraisers. The “mocktail” party had brought in \$696 and an additional \$150 from people who were not able to attend for a total of \$846. The students showed slides from the event. John Bogert asked what the next fundraising event was, and Sophia stated that there would be BINGO on March 17th.

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 \$8,777.60 are also approved.

General Fund

*Warrant numbers 195139 through 195154
Totaling \$4,061.26*

Capital Fund: no expenditures

ASB Fund:

*Warrant numbers 195333 through 195334
Totaling \$200.00*

Payroll (January) warrant numbers 61941 through 61943 and 21393 through 21397 totaling \$8,777.60.

Budget Status Report

Jennifer seconded the motion; the motion carried unanimously.

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

CORRESPONDENCE & COMMUNICATION: None.

TEACHER REPORT: Diane reported that the next day, Anne Wysocki, would be teaching the students InDesign. She stated that the graphics program could be used for the year book and for field trip memory books. Diane reported on the robotics workshop that she had attended. The class had been taught by Randy Steele, who had done a workshop with the students earlier in the year. The course focused on integrating robotics into science and engineering in the classrooms. Diane stated that many of the teachers came from schools that had few robots. She stated that the school had two robots which were no longer used and requested that she be allowed to donate them to one of the neediest schools. Jon Shannon asked the value of the robots; Diane stated that the robots were obsolete. *Jennifer moved to declare the value of the obsolete robots as zero and to allow Diane to donate the robots to one of the schools in need of robots; Cari seconded the motion; the motion carried unanimously*

LEGISLATIVE REPORT: None.

SUPERINTENDENT AND COMMITTEE REPORTS:

1. **Superintendent:** None.
2. **Physical Plant:** John Bogert reported that there were a few outstanding items on the bathroom remodel that needed to be addressed before paying the invoice; he would be contacting Sage Building Solutions. Deanna listed some issues with the bathrooms that needed to be addressed. Deanna reported that Karl was working on the roofing project. The original estimate for cedar shakes had included the bike shed and the garbage shed, but after the previous meeting, Karl had informed Deanna that the pump house also needed to be reroofed. However, Karl had found two sources for less expensive shakes and including the pump house did not put the project over the approved funding. Deanna reported that she had obtained a list of painters and would be sending a letter asking any companies interested in bidding on the project to get on the District's MRSC small works roster. Deanna stated that the custodian had requested to paint trim in the upper grade classroom over spring break.
3. **Instructional Support:** None
4. **Administration:** Deanna reported that the recent \$266 additional payment to WSRMP (Risk Management) had been due to the increase in sexual harassment claims within the pool. She stated that she had spoken to WSRMP and had been told that there would be further premium increases, but that WSRMP was working on policies to mitigate the impact on districts that did not have sexual harassment claims. Concerning the request at the previous meeting, Deanna reported that she could not find out more information about the company providing the 504 training that she had requested to attend and that NWESD was not offering any 504 classes. She stated that she had found some online instruction thorough the OSPI website and that she would be using the OSPI materials rather than doing any outside classes at that time. Deanna stated that she and Jennifer had registered for a special education class at NWESD in March.

PROGRAM, CURRICULUM, AND ASSESSMENT: Jennifer stated the students would be starting the practice tests for the state Smarter Balanced tests which would begin in the spring.

PERSONNEL:

1. **Update on long-term substitute position:** Jennifer reported that due to the changes in volunteers available to work with the students and with the increase of the expected student enrollment of 10 to the current enrollment to 12, the District was looking for a long-term substitute. Other districts had sent out an announcement to teachers on their substitute lists and ads had been placed in local papers. Jennifer stated that there had been four enquiries and that one teacher was interested in the position. Jennifer stated that if there were no objections, she and Diane would meet with the applicant that week to determine suitability. Consensus was to continue with the process for the short-term and to come to the March meeting with details of the impact on the budget of having a substitute until the end of the year.

BUDGET & FISCAL MATTERS:

1. **Approval of maintenance agreement with Fuller Heating:** The maintenance renewal contract was reviewed. *John Bogert moved that the maintenance agreement with Fuller Heating be renewed; Cari seconded the motion; the motion carried unanimously.*
2. **Approval of estimate for new computers:** Deanna stated that the District had purchased only 6 laptops the previous two cycles due to low enrollment, but that with the enrollment increases not all students had first or second tier laptops and were having issues with the older laptops. Additionally, having three tiers of laptops would enable the district to maintain the desired three-year replacement cycle with up to date laptops. Deanna stated that funds were available through the REAP grant. Jon Shannon clarified that it was not an estimate, but a quote for purchase. The quote was reviewed *Jennifer moved that the quote for 6 new Dell laptops at \$4,720.32 be approved; Cari seconded the motion; the motion carried unanimously.*
3. **Approval of estimate for new robots:** Jon Shannon clarified that it was a quote for purchase, not an estimate. Diane stated that the District had two robots, but that the ideal was to have a robot for every two students. The quote was reviewed. *John Bogert moved that \$824.00 exclusive of shipping and tax be approved for the purchase of two new ev3 robots; Cari seconded the motion; the motion carried unanimously.*

GENERAL:


1. **Review of Board Action Sheet:** Action Sheet items were discussed.
2. **Board Self-Evaluation:** Revising the mission statement, board annual goals, and board self-evaluation were discussed. Consensus was to revise the board calendar to set goals in August of each year and to review and evaluate the goals each January.

POLICY REVIEW:

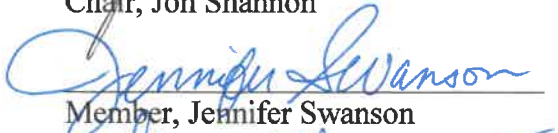
1. **First Reading and public comment on the following:**
 - a. **Revised Policy 3110 Qualification of Attendance and Placement:** The policy was reviewed. *John Bogert moved that Policy 3110 be approved; Jon Shannon seconded the motion; the motion carried unanimously.*
 - b. **Revised Procedure 3110P Qualification of Attendance and Placement:** The procedure was reviewed. *Jennifer moved that Procedure 3110P be approved; Cari seconded the motion; the motion carried unanimously.*
2. **Second reading of 2161P Special Education and Related Services for Eligible Students Procedure:** The procedure was reviewed. *Jennifer moved that Procedure*

2161P be approved; Cari seconded the motion; it was discussed that specific staff and contract personnel would be determined after Jennifer and Deanna attended the special education workshop in March; the motion carried unanimously.

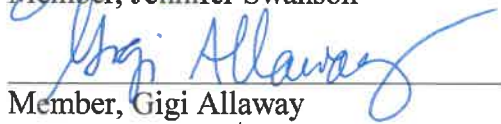
ADJOURNMENT: Jennifer moved that the meeting be adjourned; Cari seconded the motion; the motion carried unanimously. The meeting was adjourned at 4:30 PM.

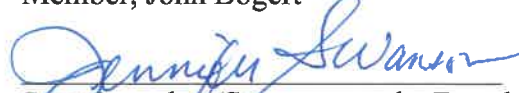

Chair, Jon Shannon


Recording Secretary, Cari Miller


Member, Jennifer Swanson

Member, John Bogert


Member, Gigi Allaway


Superintendent/Secretary to the Board
Jennifer Swanson