

**SHAW ISLAND SCHOOL DISTRICT NO 10  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, JULY 14, 2015 - 3:10 PM**

Chair Jennifer Swanson called the regular meeting to order at 3:13 pm. Board members present: Jennifer Swanson, Cari Miller, and Gigi Allaway (via Skype). Staff present: business manager Deanna Shannon.

**APPROVAL OF PREVIOUS MINUTES:** There was one typographical correction. *Cari moved that the June 16, 2015 regular meeting minutes be approved as corrected; Gigi seconded the motion; the motion carried unanimously.*

**CHANGES OR ADDITIONS TO THE AGENDA:** None.

**STUDENT REPRESENTATIVE REPORT:** None.

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

- *July 2015 Payroll in the amount of \$12,807.58*
- *General Fund Expenditures for the period ending July 14, 2015 in the amount of \$5,745.63*
- *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:** Jennifer reported that the state legislature had finally passed a budget.

**SUPERINTENDENT AND COMMITTEE REPORTS:**

1. **Superintendent:** None.
2. **Physical Plant:** None.
3. **Instructional Support:** Jennifer reported that she, Diane Clifton, and Elaine Griffin had met to discuss classroom configurations for the 2015-16 school year.
4. **Administration:** Jennifer reported that she, Cari, and Deanna had met to discuss the agenda, enrollment and the new teacher position, summer projects, and policy.

**PROGRAM, CURRICULUM, AND ASSESSMENT:** None.

**PERSONNEL:**

1. **Approval of updated classified salary schedules:** Jennifer reported that the state legislature had approved a 3% salary increase for teachers. Jennifer stated that it was the

practice of Shaw Island School District to increase classified salaries when teachers received a cost of living adjustment. Deanna submitted the new salary schedules for review. *Gigi moved to approve the new classified salary schedules; Cari seconded the motion; the motion carried unanimously.*

2. **Approval of new classified insurance benefit allocation:** Jennifer stated that the state had increased the health benefit allocation for teachers; additionally, the state had created a new health benefit allocation for classified staff (classified staff had previously used the certificated allocation). Jennifer recommended the District follow the new state allocations. *Gigi moved that the District use the new state health benefit allocation for classified staff; Cari seconded the motion; the motion carried unanimously.*
3. **Update and review of 2015-16 teacher and instructional aide positions:** Jennifer stated that the expected enrollment for 2015-16 warranted two teachers. At the previous meeting, the board had moved to open a second instructional aide position and to keep the teacher position open. *Jennifer moved to continue the teacher search and to close the second instructional aide position; Gigi seconded the motion; the motion carried unanimously.*
4. **Discussion of hiring committee:** Jennifer stated that the District had received two completed application packets and two additional letters of interest. Interviews would be set up for July 24<sup>th</sup>. A hiring committee comprised of teaching staff, a school board member, Diane Ball (principal of Friday Harbor Elementary School and the District's contracted teacher evaluator), and one or two parents and/or community members was discussed. Additional parent and community member participation in the process, such as a meet-and-greet, was also discussed.
5. **Discussion/approval of 2015-16 preparation contracts for new and current teacher:** Jennifer stated that the purpose of such contracts would be to facilitate a smooth beginning to the school year by giving the teachers an opportunity to collaborate, plan, and prepare classrooms. The parameters of such a contract were discussed. *Gigi moved to approve supplemental contracts for the new teacher and Diane Clifton for up to 40 hours, to be documented, between August 3<sup>rd</sup> and September 4<sup>th</sup>, with the rate of pay based on the state LEAP schedule; Cari seconded the motion; the motion carried unanimously.*

## **BUDGET & FISCAL MATTERS:**

1. **2015-16 school year budget:** The 2015-16 budget was discussed. Deanna stated that because of the late approval of the state budget, several deadlines at been pushed back. A completed budget needed to be available to the public and NWESD by July 21<sup>st</sup>. The District's budget hearing had been set for July 28<sup>th</sup> at 10:30 am.

## **GENERAL:**

1. **Second reading:** The second reading of the following 1000 series policies occurred; motions were made for each policy; the results of each motion are listed below:
  - a. **Legal Status and Operation 1000 approved unanimously.**
  - b. **Procedures 1110P approved unanimously.**
  - c. **Oath of Office 1111 approved unanimously.**
  - d. **Board Member Resignation and Vacancy 1114 approved unanimously**
  - e. **Procedures 1250P approved unanimously.**
  - f. **Suspension of a Policy 1320 approved unanimously.**

- g. Administration in the Absence of Policy and Procedure 1330 approved unanimously.**
- h. Meeting Conduct, Order of Business, and Quorum 1400 approved unanimously.**
- i. Procedures 1400P approved unanimously.**
- j. Executive or Closed Sessions 1410 approved unanimously.**
- k. Proposed Agenda and consent Agenda 1420 approved unanimously.**
- l. Minutes 1440 approved unanimously.**
- m. Absence of a Board Member 1450 approved unanimously.**
- n. Conflicts of Interest 1610 approved unanimously after removal of paragraph concerning bus drivers.**
- o. Procedure 1731P approved unanimously.**
- p. Open government trainings 1805 approved unanimously.**
- q. Annual Governance Goals and Objectives 1810 approved unanimously.**
- r. Board Self-Assessment 1820 approved unanimously.**
- s. Training and Development for Board Members 1822 approved unanimously.**

**ADJOURNMENT:** *Gigi moved that the meeting be adjourned; Cari seconded the motion; the motion carried.* The meeting was adjourned at 4:53.

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Chair, Jennifer Swanson

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Recording Secretary, Gigi Allaway

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Member, Jon Shannon

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Member, John Bogert

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Member, Cari Miller

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Superintendent/Secretary to the Board  
Jennifer Swanson