

**SHAW ISLAND SCHOOL DISTRICT NO 10  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, AUGUST 18, 2020, 3:10 PM**

**The August 18, 2020 board meeting was held via a Zoom meeting due to COVID-19 restrictions put in place by Governor Inslee.**

**CALL TO ORDER:** Chair John Bogert called the online regular meeting to order at 3:10 PM. Present were board directors John Bogert, Jennifer Swanson, Shirley Lange, Jon Shannon, and Cari Miller. Office Administrator Deanna Shannon was present.

**APPROVAL OF PREVIOUS MINUTES:** July 14, 2020, regular meeting minutes: *Jon Shannon moved to approve the July 14, 2020, regular meeting minutes as presented; Shirley seconded the motion; the minutes were approved unanimously.* July 28, 2020 special meeting and budget hearing: *Jon Shannon moved to approve the July 28, 2020 special meeting minutes as presented; Shirley seconded the motion; the minutes were approved unanimously.* August 3, 2020 special meeting: *Jon Shannon moved to approve the August 3, 2020, special meeting minutes as presented; Cari seconded the motion; the minutes were approved unanimously.*

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

**STUDENT REPRESENTATIVE REPORT:** None.

**CONSENT AGENDA:** *Jon Shannon 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 \$8,145.60 for July are also approved.*

***General Fund 6361:***

*Warrant numbers 232152 through 232165  
Totaling \$16,086.70*

***Capital Fund 636:***

*Warrant number 23216  
Totaling \$54.14*

*Payroll (July) warrant numbers 78131 through 78132 and 24001  
Totaling \$8,145.60, and*

***Budget Status Report***

*Shirley seconded the motion; apportionment was discussed; the motion carried unanimously.*

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

**CORRESPONDENCE & COMMUNICATION:** Deanna reported that the District had received an email from Public Health Nurse Stephane Stookey informing the District that San Juan County Health and Community Services would not be able to contract with the District for its nursing services for the 2020-21 school year because of the increased demands on the department due to their COVID-19 response. Stephane suggested contacting the Orcas Island School District (OISD) nurse. Deanna reported that she had spoken to the OISD nurse. Her hours had been increased due to COVID-19. She was going to speak to her superintendent to see if there would be time for her to work with Shaw School students.

**TEACHER REPORT:** None

**LEGISLATIVE REPORT:** None.

**SUPERINTENDENT AND COMMITTEE REPORTS:**

- 1. Superintendent:** Jennifer reported that she had been participating in weekly calls with the other superintendents from the San Juans and the county health officer Dr. Frank James. Jennifer reported that all the districts would be beginning school with remote learning. Jennifer stated that Dr. James had a conservative approach to reopening and that all of the districts were dealing with similar issues. Some of the topics being discussed in the calls were liability and risk management, what metrics should be used to determine when to begin in-person learning, and the need to look at regional numbers since islanders travel back and forth to the mainland.
- 2. Physical Plant:** John Bogert reported that he had not gotten any responses to requests for an estimate to replace the carpet in the upper grade classroom with wood. John stated that he had a contact for gutter installation.
- 3. Instructional Support:** Jennifer reported that the committee had been focusing on the reopening plan. Once in-person education was possible, experiential learning opportunities, with either a contracted specialist or the teachers, could be held. Shorter experiences with masks and social distancing were preferred. Jennifer reported that on the first day of school, students would be coming to the school one family at a time to greet the teachers and have their pictures taken in front of the school. Jennifer stated that she was in contact with Canoe Island French Camp about a possible educational opportunity.
- 4. Administration:** None.

**PROGRAM, CURRICULUM, AND ASSESSMENT:**

- 1. Approval if Resolution 2020-3 District Reopening Plan:** The resolution and plan were reviewed. *Jon Shannon moved to approve Resolution 2020-3 District Reopening Plan; Shirley seconded the motion; the motion carried unanimously.*

**PERSONNEL:**

- 1. Approval of Certificated Contract for Toni Willis:** The contract was reviewed. *Jon Shannon moved to approve the contract for Toni Willis for the 2020-21 school year; Shirley seconded the motion; the motion carried unanimously.*
- 2. Approval of Head Teacher Contract for Diane Clifton:** The contract was reviewed. *Jon Shannon moved to approve the Head Teacher Contract for Diane Clifton; Shirley seconded the motion; the motion carried unanimously.*
- 3. Approval of Classified Contracts:**

- a. **Deanna Shannon Special COVID-19 Contract:** At the previous regular meeting, it had been approved to offer a special contract to Deanna for COVID-19 related work for up to 25 hours over her regular contract to begin on July 14, 2020 and to present the contract document at the August meeting for approval. The contract was reviewed. Deanna stated that she had already exceeded 25 hours. *Shirley moved to approve a contract increasing the hours from 25 to 40; Jennifer seconded the motion; the motion carried with four votes in favor of the modified contract. Jon Shannon abstained from the discussion and the vote.*
- b. **Approval of Revised Special Program Aide—Music for Anita Orne:** The board had approved a 2020-21 school year contract for Anita at the previous meeting. Anita had not signed the contract and requested more prep time since she had two classes rather than one as in the previous year. Jennifer stated that the contract had been adjusted to provide more prep time and the contact time with the younger students had been reduced. The total compensation remained the same. *Jon Shannon moved to approve the revised contract for Anita Orne; Shirley seconded the motion; the motion carried unanimously.*
- c. **Discussion of Substitute Maintenance and Custodial Position:** Jennifer stated that Aidan Shannon had previously been hired as the substitute maintenance person. After speaking with the current custodian, it was determined that she preferred to not return to work due to the health risks associated with COVID-19. Jennifer suggested that Aidan take on the substitute custodian position as well. The substitute and permanent positions were discussed. Consensus was that Aidan fulfill both substitute positions and that the District advertise the permanent custodial and maintenance positions.

**BUDGET & FISCAL MATTERS:** None.

**GENERAL:**

- 1. **Annual Goals and Development Objectives:** Deanna stated that this was on the board calendar. Consensus was that the goal was to make it through and focus on the COVID-19 pandemic and the challenges the District faced. .
- 2. **COVID-19 Update:** SJC COVID cases were discussed. The total cases for the county was at 32.
- 3. **Schedule Special Meeting to Continue Drafting Job Descriptions:** September 23<sup>rd</sup> at 8:30 to 10:00 AM was set for the meeting.

**POLICY REVIEW:** None.

**ADJOURNMENT:** *Jon moved that the meeting be adjourned; Shirley seconded the motion; the motion carried unanimously.* The meeting was adjourned at 4:52 PM.

*John m bogert*  
[John m bogert \(Sep 17, 2020 17:50 PDT\)](#)

Chair, John Bogert

*Jennifer Swanson*  
[Jennifer Swanson \(Sep 18, 2020 11:17 PDT\)](#)

Member, Jennifer Swanson

Member, Shirley Lange

*Cari Miller*  
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Member, Cari Miller

*Jon Shannon*  
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Member, Jon Shannon

*Jennifer Swanson*  
[Jennifer Swanson \(Sep 18, 2020 11:17 PDT\)](#)

Superintendent/Secretary to the Board  
 Jennifer Swanson











# 2020-08-18 minutes


Final Audit Report

2020-10-01


Created:	2020-09-16
By:	Deanna Shannon (dshannon@shaw.k12.wa.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9lJdnJ2dPE1ErvfULhq6fyr1XXml7FC

## "2020-08-18 minutes" History

-  Document created by Deanna Shannon (dshannon@shaw.k12.wa.us)  
2020-09-16 - 5:46:14 PM GMT- IP address: 216.186.26.130
-  Document emailed to John m bogert (jbogert@shaw.k12.wa.us) for signature  
2020-09-16 - 5:47:15 PM GMT
-  Email viewed by John m bogert (jbogert@shaw.k12.wa.us)  
2020-09-18 - 0:49:41 AM GMT- IP address: 64.233.172.71
-  Document e-signed by John m bogert (jbogert@shaw.k12.wa.us)  
Signature Date: 2020-09-18 - 0:50:58 AM GMT - Time Source: server- IP address: 172.58.46.212
-  Document emailed to Jennifer Swanson (jswanson@shaw.k12.wa.us) for signature  
2020-09-18 - 0:51:00 AM GMT
-  Email viewed by Jennifer Swanson (jswanson@shaw.k12.wa.us)  
2020-09-18 - 6:17:32 PM GMT- IP address: 66.249.84.73
-  Document e-signed by Jennifer Swanson (jswanson@shaw.k12.wa.us)  
Signature Date: 2020-09-18 - 6:17:54 PM GMT - Time Source: server- IP address: 207.32.163.152
-  Document emailed to Cari Miller (cmiller@shaw.k12.wa.us) for signature  
2020-09-18 - 6:17:56 PM GMT
-  Email viewed by Cari Miller (cmiller@shaw.k12.wa.us)  
2020-09-30 - 7:16:05 PM GMT- IP address: 66.249.84.67
-  Document e-signed by Cari Miller (cmiller@shaw.k12.wa.us)  
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-  Document emailed to Jon Shannon (jshannon@shaw.k12.wa.us) for signature  
2020-09-30 - 7:22:06 PM GMT

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2020-10-01 - 5:07:15 PM GMT- IP address: 172.58.43.149

 Document e-signed by Jon Shannon (jshannon@shaw.k12.wa.us)

Signature Date: 2020-10-01 - 5:08:06 PM GMT - Time Source: server- IP address: 172.58.43.149

 Agreement completed.

2020-10-01 - 5:08:06 PM GMT