

**SHAW ISLAND SCHOOL DISTRICT NO 10  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, JULY 14, 2020, 3:10 PM**

**The July 14, 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 3:08 PM. Present were board directors John Bogert, Jennifer Swanson, Shirley Lange, and Cari Miller. Director Jon Shannon was not present. Head Teacher Diane Clifton and Office Administrator Deanna Shannon were present. Elaine Griffin was present.

**APPROVAL OF PREVIOUS MINUTES:** June 16, 2020, regular meeting minutes: *Shirley moved to approve the June 16, 2020, regular 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:** *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 \$9,271.39 for June are also approved.*

***General Fund 6361:***

*Warrant numbers 229712 through 229713 and 230164 through 230170  
Totaling \$3,412.86,*

*Payroll (June) warrant numbers 77507 through 77509 and 23978  
Totaling \$9,271.39, and*

***Budget Status Report;*** Deanna stated that revenue and expenditure reports had not been received from the San Juan County Auditor or Treasurer.

*Shirley seconded the motion; the motion carried unanimously.*

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

**CORRESPONDENCE & COMMUNICATION:** Deanna reported that there had been a follow-up email from the San Juan Preservation Trust concerning the Ellis property that adjoins District property; they would like to set up a time to view the property and discuss uses with staff. No date had been set due to COVID-19 restrictions.

**TEACHER REPORT:** Diane reported that she would be taking 10, one-hour remote learning classes during the next two weeks which focused on technology and SEL (social

emotional learning). She would also be taking classes on 5 different online learning platforms through NWESD 189.

**LEGISLATIVE REPORT:** None.

**SUPERINTENDENT AND COMMITTEE REPORTS:**

1. **Superintendent:** None.
2. **Physical Plant:** John Bogert reported that the bid deadline for painting had been the day before and that one bid had been received. He had contacted five contractors. Three had declined, one had submitted, and one needed to have the packet resent. Consensus was to wait for another bid to compare to the submitted bid. John reported that he still had not been able to find anyone willing to come to Shaw Island to replace gutters. He would be working on flooring estimates for the upper grade classroom. Deanna reported that the convection heaters for the office and copier room had been received
3. **Instructional Support:** Diane reported that she had been thinking about less screen-based curriculums for the 2020-21 school year distance learning. She recommended participating in the NWESD science coop again for the 2020-21 school year.
4. **Administration:** None.

**PROGRAM, CURRICULUM, AND ASSESSMENT:**

1. **Discussion of Reopening Shaw School in the 2020-21 School Year:** Jennifer reported that the reopening committee, consisting of herself, Shirley Lange, Elaine Griffin, Diane, and Deanna had met and that a survey had been sent out to families. The committee then met with the parents. During the parent meeting, parents began to re-evaluate their survey answers as to what in-class learning would look like with masks and social distancing. A follow-up survey was sent to the parents. Some families responded to the surveys, but the parent group met on their own and then as a group sent an email to the committee. The committee met again to discuss the parent surveys and the parent email, along with staff recommendations. Jennifer stated that it was the recommendation of the committee that the District open in the 2020-21 school year with remote learning and, due to the grade level spread which included two kindergarteners, the District hire a second teacher to teach grades 4 through 8 with Diane teaching K through 3. A sample schedule created by Diane and Deanna was presented. Deanna addressed the budget implications. There would be increased revenue over what had been anticipated due to the enrollment of three new students which, along with the funds that had been budgeted to hire a paraeducator, would cover the costs of most of a .8 certificated teacher position. Advertising for both a certificated teacher and a paraeducator was discussed. Options for instruction if neither a certificated teacher or paraeducator could be found were discussed with the most likely plan involving a rotating schedule according to grade. If in person school were to happen at some point during the year, getting the upper grade classroom ready was discussed. The main issues that needed to be looked into were the air exchange and removing the carpet and replacing it with hardwood for easier cleaning. Consensus was that the priority was the safety and wellbeing of students and staff.
2. **Approval of NWESD 189 Science Materials Center Interlocal Cooperative Agreement:** The agreement was reviewed. *Jennifer moved to approve the contract; Cari seconded the motion; the motion carried unanimously.*
3. **Approval to Move Forward with the Purchase of Classroom Projectors:** Replacing the Smart Boards with projectors had been presented by Diane at previous

meetings. The quote for two projectors and document cameras was \$7,107.84. REAP grant funds would be used. *Jennifer moved to approve the purchase of two projectors and document cameras as quoted; Cari seconded the motion; the motion carried unanimously.*

#### **PERSONNEL:**

- 1. Approval of Special Contract for Paraeducator Training for Diane Clifton:** A contract for 14 hours to prepare and adapt the PESB (Professional Educator Standards Board) paraeducator training curriculum for the District and 14 hours to train paraeducators was presented. *Jennifer moved to approve the contract for paraeducator training for Diane Clifton; Shirley seconded the motion; the motion carried unanimously.*
- 2. Approval to Open and Advertise for an Upper Grade Teacher Position:** Related to the reopening discussion above, opening a second certificated teacher position was discussed. The position should specify that the teacher could transition from remote to in-person teaching. A paraeducator position could also be advertised in case no applications were received for the certificated position. Venues for advertising were discussed: official local newspapers (hard copies and online), Lopez Rocks on-line forum, Western Washington Career Center, Craig's List, District website, and the community kiosk. *Jennifer moved to advertise for a certificated teacher opening for the upper grade classroom for the 2020-21 school year; Shirley seconded the motion; the motion carried unanimously. Jennifer moved that, as a backup, to advertise for a paraeducator position for the 2020-21 school year; Shirley seconded the motion; the motion carried unanimously.*
- 3. Approval of Classified Contracts:**
  - a. A contract for Special Program Aide – Music for Anita Orne was presented. A contract for Deanna Shannon, Office Administrator, was presented. *Shirley moved to approve the classified staff contracts as presented; Cari seconded the motion; the motion carried unanimously.* John Bogert proposed a supplemental contract for Deanna for the extra work being done due to COVID for 25 to 30 hours at her contracted rate. *Jennifer moved to accept a supplemental contract for 25 hours for COVID related duties; Shirley seconded the motion; the motion carried unanimously.* Deanna would draft a contract document for the August meeting. Jennifer reminded the board that they needed to continue working on classified job descriptions and pay scales. A special meeting was set for July 23, 2020, from 8:30 to 10:00. Deanna would contact the custodian about returning for the 2020-21 school year.

#### **BUDGET & FISCAL MATTERS:**

- 1. Preliminary 2020-21 Budget Discussion:** The 2020-21 preliminary budget was reviewed and discussed.
- 2. Update the 2020-21 Budget Hearing Date:** The budget hearing was reset to be held at a July 28, 2020, special meeting at 9:30 AM.

#### **GENERAL:**

- 1. Review of Paint Bids:** See above under Physical Plant Report.
- 2. COVID-19 Update:** SJC COVID cases were discussed.

**POLICY REVIEW:** None.

**ADJOURNMENT:** *Jennifer moved that the meeting be adjourned; Shirley seconded the motion; the motion carried unanimously.* The meeting was adjourned at 5:10 PM.

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Chair, John Bogert

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Member, Cari Miller

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Member, Jennifer Swanson

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Member, Jon Shannon

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Member, Shirley Lange

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Superintendent/Secretary to the Board

Jennifer Swanson