

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

Chair Jennifer Swanson called the regular meeting to order at 3:13 pm. Board members present: Jennifer Swanson, Jon Shannon, and Cari Miller. Staff present: business manager Deanna Shannon and teachers Diane Clifton and Rachael Brown. Student representatives present: Lindey Miller and Max Field.

APPROVAL OF PREVIOUS MINUTES: *Jon moved that the January 13, 2015 regular meeting minutes be approved as presented; Cari seconded the motion; the motion carried unanimously.*

CHANGES OR ADDITIONS TO THE AGENDA: Jennifer added “Approval of Overnight Field Trip” under Program, Curriculum & Assessment.

STUDENT REPRESENTATIVE REPORT: Lindey Miller stated that the students had done posters for the 6 different types of salmon. The posters included a title, the scientific and common names, the habitat, lifecycle, and other facts. Max Field talked about habitat and the attributes that were necessary in order for the salmon to thrive.

CONSENT AGENDA: Deanna reported that there was not a budget status report because the information from the SJC Auditor’s Office and the SJC Treasurer’s office needed for the report had not been received. *Jon moved to approve the following items on the consent agenda:*

- *February 2015 Payroll in the amount of \$12,638.13*
- *General Fund Expenditures for the period ending February 10, 2015 in the amount of \$5,805.70 and General Fund Expenditures for the period ending January 31, 2015 in the amount of \$125.74*

Cari 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 Colin Hermans, former employee of Friday Harbor Labs, had visited the upper grade science class; he reviewed aspects of scientific drawings and instructed the students on the proper use and care of microscopes. Diane reported that Noreen Igneizi from the San Juan Nature Institute was coming the next day with a pH meter for the salmon. Diane stated that she would like to post that the District’s old Bridges math curriculum was available. Rachael reported that, in art, the younger class was working on Zentangle, a trademarked method of doodling. In social studies, the younger students were working on the Oregon Trail and the older students were working on immigration. In language arts, the students would be working on narrative writing next.

LEGISLATIVE REPORT: It was reported that ½ days and funding for them were a legislative topic.

SUPERINTENDENT AND COMMITTEE REPORTS:

1. **Superintendent:** Jennifer stated that annual classified employee evaluations needed to be addressed. Jon requested the policy on evaluations be reviewed. Evaluations could take place at the committee level with a standard evaluation form.
2. **Physical Plant:** Jon Shannon reported that a lockbox for a master key had been installed. He stated that the next task to address was the budget for capital work.
3. **Instructional Support:** Jennifer reported that a Junior Library Guild subscription had been purchased for two reading levels. For each level, the District would be receiving one book per month. Jennifer stated that Jody had researched the guild and received positive feedback.
4. **Administration:** Jennifer updated the board on a glitch with the WSSDA Policy Consulting Services that the District had contracted to use. She reported that the WSSDA employee assigned to work with the District had unexpectedly quit and that WSSDA was in the process of filling the position. The District had been scheduled to begin working with WSSDA in January; however, the review would probably not begin for another month. The delay was discussed and it was agreed to continue with the contract as previously approved.

PROGRAM, CURRICULUM, AND ASSESSMENT:

1. **Field Trip Approval:** Jennifer presented the upcoming overnight Washington State History Field Trip proposal. She described the 3-day, 2-night trip and submitted a written cost estimate in the amount of \$3362.11. \$2,400 would come from budgeted field trip funds, an estimated \$500 would come from fund raising, and a matching \$500 would come from the Shaw School Foundation. *Jon moved that up to \$3,400 be approved for the April 22-24, 2015 field trip to Camp Seymour, the Burke Museum, and Fort Nisqually to cover fees, travel, and miscellaneous expenses; Cari seconded the motion; the motion carried unanimously.*

PERSONNEL:

1. **Approval of Supplemental Contracts for Teachers:** Jennifer stated that it was time to approve the second supplemental contract for 60 hours for each of the teachers. The contracts were contingent on the teachers fulfilling their first contracts by documenting 60 hours of work beyond the regular teaching contracts. Both teachers had submitted documented hours. *Jon moved that the supplemental contracts for Diane Clifton and Rachael Brown be approved; Cari seconded the motion; the motion carried unanimously.*

BUDGET & FISCAL MATTERS: Jennifer stated that the mid-year budget report was usually done at the February meeting, but because two board members were not in attendance and because the financial information from San Juan County was not available, the review would be done at the March meeting.

GENERAL: Jennifer reported that the board evaluation usually done at the February meeting would be done at the March meeting. She distributed evaluation forms for the members to review for the next meeting.

ADJOURNMENT: *Jon moved that the meeting be adjourned; Cari seconded the motion; the motion carried.* The meeting was adjourned at 4:04.

Chair, Jennifer Swanson

Recording Secretary, Gigi Allaway

Member, Jon Shannon

Member, John Bogert

Member, Cari Miller

Superintendent/Secretary to the Board
Jennifer Swanson