

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

**CALL TO ORDER:** Acting Chair Jennifer Swanson called the regular meeting to order at 3:17 PM, at the Shaw Island School, Shaw Island, Washington. Present were board directors Jennifer Swanson, Shirley Lange, Cari Miller, and Jon Shannon. Chair John Bogert was absent. Head Teacher Diane Clifton and Office Administrator Deanna Shannon were also present.

**APPROVAL OF PREVIOUS MINUTES:** December 19, 2019, regular meeting minutes: *Jon Shannon moved to approve the December 19, 2019 regular meeting minutes as presented; Cari seconded the motion; the motion carried 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 \$10,034.45 are also approved.*

***General Fund 6361:***

*Warrant numbers 223695 through 223714  
Totaling \$6,734.87*

*Payroll (December) warrant numbers 23672 through 23673 and 74195 through 74197*

*Totaling \$10,034.45*

***Budget Status Report***

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

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

**CORRESPONDENCE & COMMUNICATION:** Deanna reported that she had received an email from a parent, Amber Borner, concerning the agenda item on a backup generator. The email requested more information on the project and stated that Amber supported installing a backup generator.

**TEACHER REPORT:** Diane presented two prospective field trips. The first was a request for the students to travel to Decatur School to take part in "Winter Ball" activities which included dance, music, and social skills. The cost of the trip would be \$300.00 for transportation to Decatur through Island Express Charters. *Jon Shannon moved to approve the field trip; Cari seconded the motion; the motion carried unanimously.* The second request was for preliminary approval

for the students to attend Water World at Centrum, Ft. Worden, Washington, in April. Diane stated that the trip would be discussed with parents at the parent meeting the following day. Diane stated that Decatur School students were going and Shaw students could join their group with their teacher, Joanne Colman-Wester, chaperoning. Diane stated that she would be looking for a male chaperone from Shaw School. The cost of the field trip would be \$540 each for three students plus some travel costs for a total of approximately \$1,800. Funds could come from Shaw School with requests going to the ASB and Shaw School Foundation (SSF) to contribute support. ***Jon Shannon moved that, if the field trip came together, up to \$1,800.00 be approved for the field trip to Centrum; Cari seconded the motion; the motion carried unanimously.*** Diane reported that the new phonics curriculum was very good and that student reading abilities had demonstratively improved. Jennifer asked how the new Amplify science curriculum was. Diane stated that at first it seemed repetitive, but that it took studying a topic several times before the students really internalized the information. Diane addressed having a generator. She stated that, because of the damage to the firewall caused by the power outage, she and the students were not able to do science or any research until the network was up and running after two and a half days.

**LEGISLATIVE REPORT:** None.

**SUPERINTENDENT AND COMMITTEE REPORTS:**

1. **Superintendent:** None.
2. **Physical Plant:** Jennifer reported that she had talked to Amber Borner about the landscaping in front of the school. Amber had planted bulbs and would be planting the apple tree in the spring. Amber had told Jennifer that the tree was small and would not impact the painting of the school. Jennifer stated that Amber also said that SSF was still interested in building a kiosk near the parking lot. Diane stated that there was a mouse or rat's nest in the cedar shed.
3. **Instructional Support:** Jennifer stated that the committee had not met in January, but would meet on the February 5<sup>th</sup> half-day.
4. **Administration:** Deanna reported that she had attended the third of five leadership classes at NWESD. Deanna and Jennifer reported that they had been having regular admin committee meetings.

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

**PERSONNEL:** None.

**BUDGET & FISCAL MATTERS:**

1. **Review and Approval of Bid to Replace Gutters:** Jennifer reported that she had met with Alvin Garcia from Orcas Island Gutters the previous week. Jennifer stated that Alvin would be able to replace and paint any fascia boards that needed it, so doing the gutters would not need to be coordinated with having the school painted. Jennifer noted that the District had tried multiple times to make contact with the gutter company on Lopez Island, but had had no response. Deanna presented the estimate that Alvin had submitted via email in the amount of \$2,924.75 for the gutter replacement. The estimate also included \$55 per hour plus material for any fascia board that needed replaced or repaired. Dump fees and ferry fees would be added. Jennifer asked if screens for the gutters had been included; Deanna would check with Alvin. ***Jon Shannon moved to approve the estimate from Orcas Island Gutter Services; Cari seconded the motion; the gutter screens and fascia board costs were discussed and consensus was that those costs should be reasonable; the motion carried unanimously.***

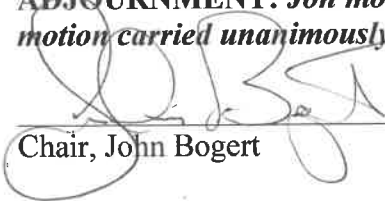
- 2. Discussion of Backup Generator Installation:** The problems caused by power outages were discussed. Jennifer, Diane, and Deanna pointed out problems created by the most recent outage: the firewall had been either “deconfigured” or “fried”; one day of school was lost; a day and a half was impacted both in the classroom and in the office as there was no internet or network access. Tech support from NWESD had had to come out from Anacortes to replace the firewall. Deanna stated that each time a power outage occurred, time was spent getting everything up and running again. Jon Shannon pointed out that without power, the fire alarm was ineffective, and a fire during a power outage would not be called out. Deanna reported that she had spoken with Frank Guard at Guard Electric. He would like details on what the school would like to run in a power outage so that he could put together an estimate for the appropriate size generator. Frank also recommended the District use a larger, commercial firm with institutional project experience, such as West Mechanical, to work out the heating needs of the District. Deanna had contacted an independent contractor on Orcas to provide a consultation for heating needs, but he did not want to come to Shaw. Deanna would follow up with Guard Electric and West Mechanical.

**GENERAL:**

- 1. Action Sheet:** The Action Sheet was reviewed and revised.
- 2. Mid-Year Technology Plan review:** Diane reported that the committee had met a couple of months ago. The Smart Boards needed to be replaced. She had contacted other districts and found that very few districts used Smart Boards. She also spoke with the Smart Board manufacturer who acknowledged that there were glitches with the Smart Board pens. Diane reported that there were projectors that could be used with regular whiteboards. New document cameras would also need to be purchased.
- 3. Review of Annual Goals/Objectives:** Progress was being made on both goals which had been set: creating job descriptions and finalizing the policy overhaul.
- 4. Discussion of Date Change for April 14, 2020 Regular Meeting:** It was stated that the April meeting would fall during Spring Break. *Jon Shannon moved that the regular April meeting be changed to April 21, 2020; Cari seconded the motion; the motion carried unanimously.*


**POLICY REVIEW:** None.

**ADJOURNMENT:** *Jon moved that the meeting be adjourned; Cari seconded the motion; the motion carried unanimously.* The meeting was adjourned at 4:15 PM.

  
Chair, John Bogert

  
Member, Jennifer Swanson

  
Member, Shirley Lange

  
Member, Cari Miller

  
Member, Jon Shannon

  
Superintendent/Secretary to the Board  
Jennifer Swanson