

**SHAW ISLAND SCHOOL DISTRICT NO 10
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JANUARY 16, 2018, 3:10 PM**

CALL TO ORDER: Chair Jon Shannon called the meeting to order at 3:13 PM at the Shaw Island Elementary School Lower Grade Classroom, Shaw Island, Washington. Board members present: Jon Shannon, Jennifer Swanson, Gigi Allaway, and Cari Miller; Director John Bogert was not present. Staff present: business manager Deanna Shannon. Students present (left after Student Representative Report) Sophia Swanson and Bella Miller.

ELECTION OF OFFICERS: Chair: Jennifer nominated Jon Shannon, Cari seconded the nomination; Jon accepted the nomination; Jon was elected unanimously. Vice Chair: Jon Shannon nominated John Bogert; Jennifer seconded the nomination; John Bogert was elected unanimously. Corresponding Secretary: Jennifer nominated Cari; Gigi seconded the nomination; Cari accepted the nomination; Cari was elected unanimously. Legislative Representative: Jennifer nominated Gigi; Cari seconded the nomination; Gigi requested the office include WSSDA representative; Gigi was elected unanimously as Legislative and WSSDA representative. ~~The oath of office was administered to Cari Miller and Gigi Allaway.~~

APPROVAL OF PREVIOUS MINUTES: December 12, 2017 regular meeting minutes: *Jennifer moved that the minutes be approved as presented; Gigi seconded the motion; the motion carried unanimously.*

CHANGES OR ADDITIONS TO THE AGENDA: None.

STUDENT REPRESENTATIVE REPORT: Sophia Swanson and Bella Miller presented each of the board members with a card and an apple for Board Appreciation Month. The students had set up some microscopes, and the board was invited to view slides which the students had prepared showing plant cells, cheek cells, and onion cells.

CONSENT AGENDA: Deanna stated that the SJC Auditor's expenditure reports had been emailed to the directors, but a revenue report had not yet been received from the SJC Treasurer. An internal budget status report would be completed after all reports had been received. *Jennifer 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 \$8,921.12 are also approved.

General Fund

***Warrant numbers 193568 through 193585
Totaling \$11,949.15***

Capital Fund: no expenditures

Payroll (October) warrant numbers 61426 through 61428 and 21323 through 21325 totaling \$8,921.12.

Budget Status Report

Gigi seconded the motion; the motion carried unanimously.

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

CORRESPONDENCE & COMMUNICATION: Gigi reported that the Provost of Western Washington University had granted her a sabbatical beginning September 2018 and ending February 2019. Gigi requested that the board decide to grant an excused leave from her position on the board or to replace her position with an appointee. The consensus was to accept Gigi's resignation when appropriate in order to appoint a replacement beginning September 2018.

TEACHER REPORT: None

LEGISLATIVE REPORT: None.

SUPERINTENDENT AND COMMITTEE REPORTS:

- 1. Superintendent:** None
- 2. Physical Plant:** None
- 3. Instructional Support:** Jennifer reported that she and Diane had met on the curriculum half-day and had discussed changes concerning District volunteers. Jennifer stated that Elaine Griffin, who had been volunteering with the older students since the beginning of the year, would be leaving in February. The impact of Elaine's departure options for instructional support for Diane were being considered. Jennifer reminded the board that it was important to post the new teaching position and to continue to recruit guest instructors.
- 4. Administration:** Deanna reported that the new state minimum wage law also required employers to provide sick leave for all employees, even seasonal and part-time, at a rate of 1 hour to every 40 hours worked beginning January 1, 2018. Deanna stated that the District's current sick leave rate for permanent employees was greater than 1 hour to 40 hours. Consensus was that seasonal and part-time employees should accrue sick leave at the same rate as permanent employees. Deanna informed the board that OSPI was now requiring a 4-year budget projection. Deanna reported that a new family with two children was moving to Shaw. One child would be attending Shaw School and the other would be a Choice Transfer student to Friday Harbor Middle School. Deanna reported that the District had received a revenue credit from San Juan County for past warrants that had not been redeemed. Deanna requested approval to attend a 504 training with a projected cost of \$400 for the course and travel expenses. The course was discussed. As the course was being given by a private company, the Board requested that Deanna check with the NWESD 189 to see if they had any information on the reputation on the company and whether or not NWESD 189 could provide any training and help with the Special Education Procedure. Consensus was that Deanna could attend the 504 training if no other options were available.

PROGRAM, CURRICULUM, AND ASSESSMENT: Jennifer reported that Diane Clifton, Andrea Ellingson, and she had met to evaluate the PE program and had determined that Thursdays would be a "throwback" day to a game or activity from previous PE classes, but that it

would be optional and students had the option to choose another activity. Jennifer stated that the other three days of structured PE met state requirements.

PERSONNEL:

1. **Contract amendment for Deanna Shannon:** The contract amendment increasing Deanna's time from .4/.5 to .6 as directed at the previous meeting was presented for review. *Jennifer moved to approve the amended contract; Cari seconded the motion; the motion carried with Chair Jon Shannon abstaining.*
2. **Approval of supplemental teaching contract:** The second supplemental teaching contract for 60 hours for Diane Clifton was submitted for review. *Jennifer moved that the contract be approved; Gigi seconded the motion; the motion carried unanimously.* The need for increasing aide time for Diane due increased enrollment was discussed, and Jennifer stated that she would continue to discuss options with Diane.

BUDGET & FISCAL MATTERS:

1. **Approval of estimate for bike shed and garbage shed roofs:** Deanna submitted a cost estimate for materials to reroof the bike shed and garbage shed. *Gigi moved to approve up to \$1,200 for roofing materials; Jennifer seconded the motion; the motion carried unanimously.*


GENERAL:

1. **Review of Board Action Sheet:** The action sheet was reviewed.
2. **Continued discussion of backup generator system:** An email from Tex Ladish, Project Manager, CSG/Northwest ESD 189, was reviewed. Jon Shannon will follow up on Tex's recommendation to contact an electrical engineer.
3. **Continued discussion of revising the Mission Statement:** Consensus was to check adoption timeframe and add to board goals.
4. **Annual goals/objective development:** The annual goals/objectives were discussed. It was decided to change the board calendar to developing the goals/objectives in August and reviewing them in January.

POLICY REVIEW: First reading and public comment on the following:

1. **2161 Special Education and Related Services for Eligible Students:** The policy was reviewed. *Jennifer moved to approve Policy 2161; Gigi seconded the motion; the motion carried unanimously.*

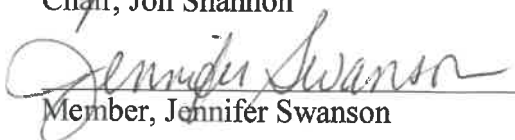
ADJOURNMENT: *Gigi Bogert moved that the meeting be adjourned; Cari seconded the motion; the motion carried unanimously.* The meeting was adjourned at 4:26 PM.



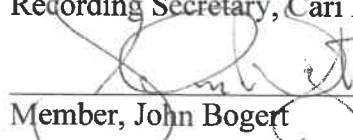
Chair, Jon Shannon



Recording Secretary, Cari Miller




Member, Jennifer Swanson



Member, John Bogert

Member, Gigi Allaway



Superintendent/Secretary to the Board
Jennifer Swanson