

**SHAW ISLAND SCHOOL DISTRICT NO.10
REGULAR MEETING OF THE BOARD OF DIRECTORS
THURSDAY, DECEMBER 19, 2019, 5:00 PM**

The regularly scheduled December 17, 2019, board meeting was postponed until December 19, 2019, due to the lack of a quorum.

CALL TO ORDER: Acting Chair Jennifer Swanson called the regular meeting to order at 5:02 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. Office Administrator Deanna Shannon was also present.

ELECTION OF OFFICERS: Consensus was to table the election of officers until the February 2020 meeting after John Bogert had returned from vacation.

APPROVAL OF PREVIOUS MINUTES: November 12, 2019, regular meeting minutes: *Shirley moved to approve the November 12, 2019 regular meeting minutes as presented; Cari seconded the motion; the motion carried unanimously.* December 4, 2019, special meeting minutes: *Shirley moved to approve the minutes as presented; Cari seconded the motion; Jennifer, Cari, and Shirley approved the motion; Jon Shannon had been absent from the special meeting and did not vote.*

CHANGES OR ADDITIONS TO THE AGENDA: Date Change for the February 2020 Board Meeting was added under General.

STUDENT REPRESENTATIVE REPORT: None.

CONSENT AGENDA: Deanna explained that a corrected claim form for September 17, 2019, needed to be signed. The wrong draft of the claim form had been signed at the October 15, 2019, regular meeting. The correct total and warrant numbers had been approved at the October meeting.

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 \$11,410.11 are also approved.

General Fund 6361:

*Warrant numbers 222472 through 222488
Totaling \$7,329.38*

Payroll (November) warrant numbers 23496 through 23497 and 73894 through 73897

Totaling \$11,410.11

Budget Status Report

Cari seconded the motion; the motion carried unanimously.

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

CORRESPONDENCE & COMMUNICATION: None.

TEACHER REPORT: None

LEGISLATIVE REPORT: None.

SUPERINTENDENT AND COMMITTEE REPORTS:

1. **Superintendent:** None.
2. **Physical Plant:** None.
3. **Instructional Support:** Jennifer stated that the committee had not met on the half day that month because Diane had been preparing for parent-teacher conferences.
4. **Administration:** Deanna updated the board on the status of the non-high fee and high school students. She stated one former student now lived the majority of the time on San Juan Island, and another former student was no longer considered a Shaw Island resident. Therefore, it was likely the District would not have to pay the non-high fee for those students. Jennifer reported that she and Deanna had met and reviewed the family and student surveys from the previous spring for the School Improvement Plan data collection.

PROGRAM, CURRICULUM, AND ASSESSMENT: Jennifer reminded the board that the Winter Program would be that Friday at the school at 4:00 PM. .

PERSONNEL: None.

BUDGET & FISCAL MATTERS: None.

GENERAL:

1. **Action Sheet:** The Action Sheet was reviewed and revised. Friday, January 24, 2020, from 8:30 to 10:00 AM was set to work on the next set of job descriptions, which would be for classroom aides.
2. **Approval of Resolution 2019-7 Declaring District Property Surplus:** The resolution was reviewed. *Cari moved to approve Resolution 2019-7; Shirley seconded the motion; the motion carried unanimously.*
3. **Approval of Custodial and Maintenance Job Descriptions:** A minor change was made to the format of the descriptions. *Shirley moved to approve the Custodial and Maintenance Job Descriptions; Jon Shannon seconded the motion; the motion carried unanimously*
4. **Mid-Year Review of SIP (School Improvement Plan):** The checklist generated from the SIP was reviewed.
5. **Date Change for the February 2020 Board Meeting:** The regularly scheduled board meeting for February 2020 would fall during Mid-Winter Break. Consensus was to change the meeting date from Tuesday, February 18, 2020, to Tuesday, February 11, 2020.

POLICY REVIEW:

1. **Review of and public comment on updated Policy 3211 Gender-Inclusive Schools and Procedure 3211-P Gender-Inclusive Schools(to replace current Policy 3211 Transgender Students and Procedure 3122-P Transgender Students):** Deanna stated that she had received notice that OSPI was requiring districts to adopt the revised policy and procures by January 31, 2020. The revised policy and procedure were reviewed. There was no public comment. Any staff designations should be filled in as appropriate. *Shirley*

moved that the updated Policy 3211 and Procedure 3211 – P be approved; Jon Shannon seconded the motion; the motion carried unanimously

ADJOURNMENT: *Jon moved that the meeting be adjourned; Shirley seconded the motion; the motion carried unanimously.* The meeting was adjourned at 5:55 PM.

Chair, John Bogert




Member, Jennifer Swanson

Member, Shirley Lange



Member, Cari Miller



Member, Jon Shannon

Superintendent/Secretary to the Board
Jennifer Swanson