

**SHAW ISLAND SCHOOL DISTRICT NO 10  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, APRIL 18, 2017, 3:10 PM**

Chair Jon Shannon called the meeting to order at 3:14 PM at the Shaw Island Elementary School Lower Grade Classroom, Shaw Island, Washington. Board members present: Jon Shannon, Jennifer Swanson, Gigi Allaway (left at 4:10), John Bogert, and Cari Miller. Staff present: teacher Diane Clifton (left after Teacher Report) and business manager Deanna Shannon. Students present: Sintayehu Shannon.

**TEACHER REPORT:** The Chair moved Diane's report to the beginning of the meetings so that she could leave. Diane reported that the students were doing Smarter Balanced practice tests. She stated that there had been technical issues with connectivity and that the school was working with the NWESD technology help desk to resolve the issue.

**APPROVAL OF PREVIOUS MINUTES:** March 14, 2017 regular meeting minutes: Jennifer pointed out one mistake. *Gigi moved that the March 14, 2017 regular meeting minutes be approved as corrected; Jennifer seconded the motion; the motion carried unanimously.*

**CHANGES OR ADDITIONS TO THE AGENDA:** None.

**STUDENT REPRESENTATIVE REPORT:** Sintayehu Shannon gave a presentation on the Exploration Vessel Nautilus patch competition. Shaw Island School students participated in an international design competition for the 2017 E/V Nautilus patch. Sintayehu explained that each year students ages six to fourteen were eligible to submit original artwork and a narrative to be considered for the official Nautilus Expedition Patch worn by the Corps of Exploration during annual expeditions. Sintayehu stated that he had won the competition for the 2017 patch. Sintayehu had a PowerPoint presentation that showed his design and narrative.

**CONSENT AGENDA:** *Gigi moved to approve the following items on the consent agenda:*

- *April 2017 Payroll in the amount of \$11,564.48*
- *General Fund Expenditures for the period ending April 18, 2017 in the amount of \$1,849.29 and General Fund Expenditures for the period ending April 3, 2017 in the amount of \$830.22*
- *Budget Status Report*

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

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

**CORRESPONDENCE & COMMUNICATION:** None.

**LEGISLATIVE REPORT:** None.

**SUPERINTENDENT AND COMMITTEE REPORTS:**

1. **Superintendent:** Jennifer stated that it was time to do classified staff evaluations. The evaluations were discussed and consensus was that board members on each committee

evaluate staff members associated with that committee. Jon Shannon requested that Diane participate in all evaluations since she was the staff member having contact with all classified staff and that Deanna participate in the custodial evaluation. Evaluation forms were distributed and evaluations should be completed by the May board meeting.

- 2. Physical Plant:** Jon Shannon reported that he had met with Rob Penney, Senior Energy Engineer for the WSU Energy Program. He explained that WSU had been contracted by OSPI to update the data base for the conditions of school facilities so that OSPI had accurate information when assessing funding for facilities.

The Chair moved **2. Discussion of June and July board meetings and budget hearing** from **XIV. General** so that Gigi could participate in the discussion before leaving early at 4:10. The June and July regular meetings and the 2017-18 budget hearing were discussed focusing on quorums, the ability to submit claims to the county according to the auditor's schedule, and meeting the deadline for submission of the 2017-18 budget. The consensus for meeting schedules was as follows:

Claims would be prepared for submission by June 11<sup>th</sup> and signed by the auditing officer for submission to the SJC Auditor the week of the 12<sup>th</sup>; the June 13<sup>th</sup> regular board meeting would be changed to Thursday, June 22<sup>nd</sup>; the July 11<sup>th</sup> regular board meeting would remain on the 11<sup>th</sup>; the 2017-18 budget hearing would be held on July 25<sup>th</sup> at 9:00 AM.

Gigi left the meeting, and the Chair resumed agenda order.

- 3. Instructional Support:** Jennifer reported that the committee was working on the process of vetting and hiring visiting artists. The process was discussed.
- 4. Administration:** Deanna reported that she had renewed the District's contract for the MRSC small works roster service. Upgrading the furniture in the business office was discussed; Jon Shannon requested the admin committee come to the board with a cost proposal.

#### **PROGRAM, CURRICULUM, AND ASSESSMENT:**

- 1. Approval of end of year geology field trip to Oregon:** Jennifer reported that the field trip committee had decided to go to the John Day area only and had eliminated the additional trip to the Camp Sherman area due to the amount of driving. Additionally, Joseph Jones, Canoe Island French Camp Executive Director, would be joining the field trip. Joseph was invited due to his extensive knowledge of the area and expertise in geology. The cost and funding of the field trip was discussed. *Jon Shannon moved that the geology field trip to the John Day area in Oregon be approved for up to \$6,000 with \$1,000 from the student fund and a request for \$1,000 in matching funds from the Shaw School Foundation; Gigi seconded the motion; the motion carried unanimously.*
- 2. Discussion of 2017-18 school year field trip:** Jennifer stated that as there would be one 8<sup>th</sup> grader the following year, discussion of a field trip to Washington DC for the fifth through eighth graders had come up. Consensus from the board was to move forward with the trip, gathering more cost, fundraising, and logistical information.

#### **PERSONNEL:**

- 1. Approval of 2017-18 certificate teaching contract:** A certificated teaching contract for Diane Clifton for the 2017-18 school year was reviewed. *Jennifer moved that the*

*contract for the 2017-18 school year be offered to Diane; Cari seconded the motion; the motion carried unanimously.* Jennifer should offer the contract to Diane.

**BUDGET & FISCAL MATTERS:**

1. **Budget study session:** The worksheet for the 2017-18 budget was reviewed and discussed.

**GENERAL:**

1. **Review of Board Action Sheet:** None.
2. **Discussion of June and July board meetings and budget hearing:** See above.
3. **Setting of special meeting date for continued policy review:** No date was set.

**POLICY REVIEW:**

1. **First reading and public comment of the following policies which had been revised at board work sessions:**
  - 1) **1630 Evaluation of Superintendent:** *Jennifer moved that the policy be approved; Cari seconded the motion; the motion carried unanimously.*
  - 2) **1240P Procedure Committees:** *Jon Shannon moved that the procedure be approved; Cari seconded the motion; the motion carried unanimously.*
  - 3) **2320 Field Trips, Excursions, and Outdoor Education:** *Jennifer moved that the policy be approved; John Bogert seconded the motion; the motion carried unanimously.*
  - 4) **2320P Procedures Field Trips, Excursions, and Outdoor Education:** *Jennifer moved that the procedure be approved; John seconded the motion; the procedure was discussed; the motion failed; the procedure was set aside for further review/revision by the admin committee.*

**ADJOURNMENT:** *Jennifer moved that the meeting be adjourned; Cari seconded the motion; the motion carried unanimously.* The meeting was adjourned at 5:23 PM.

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Chair, Jon Shannon

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Recording Secretary, Cari Miller

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Member, Jennifer Swanson

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Member, John Bogert

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Member, Gigi Allaway

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Superintendent/Secretary to the Board  
Jennifer Swanson