

## BOARD OF DIRECTORS

Lopez Island School District #144

August 31, 2011

School Library

6:00p.m.

School Board Minutes

- I. CALL TO ORDER AND FLAG SALUTE: The meeting was called to order at 6:02 p.m. In attendance: Diana Hancock, Chairperson; John Holding, Vice Chairperson; Patsy Haber, Member; Diane Dear, Member; Nikola Chopra, Member. Also attending: Bill Evans, Superintendent and Lisa Shelby, Principal.
- II. ADJUSTMENTS TO THE AGENDA: Add New Business item c. Consideration of approval to hire Kathy Booth for Elementary Special Services Teacher. Add Old Business item b. Consideration to approve leave request from Vicki Corliss. Lastly, to hold Consent Agenda item s. and place it directly following the Consent Agenda.
- III. APPROVAL OF MINUTES: (Action)
  - a. Regular Meeting: July 27, 2011 – Remove item c. from the Consent Agenda along with item e.1., f.1., and g.1. and item VII. e. in the administrative report, Roland's title should be Acting Superintendent Designee. His title should be corrected throughout minutes.  
**Minutes approved as corrected.**
  - b. Special Meeting: August 17, 2011 – The minutes should include the Lisa Shelby, Principal; and Bill Evans, Superintendent.  
**Minutes approved as corrected.**
- IV. ADOPTION OF THE CONSENT AGENDA: (Action)
  - a. Consideration to approve July General Fund vouchers #101363-101395 and 101408A-101452 in the total amount of \$302,151.97; ASB Fund voucher #101396 in the total amount of \$161.99; and estimated August payroll in the estimated amount of \$240,000.00 includes accrual payroll.
  - b. Consideration to approve for payment warrant previously approved in an estimated amount: July 2011 warrants #101397-101408 in the amount of \$12,619.83.
  - c. Consideration to approve the contract for Suzanne Berry as Farmer/Gardener and Volunteer Coordinator for 3 hours per day at \$15.99 per hour for 213 days (will not work in December and January) starting September 1, 2011 through August 31, 2012.
  - d. Consideration to approve the contract for Valerie Yukluk as Farmer/Gardener and Volunteer Coordinator for 2 hours per day at \$15.99 per hour for 257 days starting September 1, 2011 through August 31, 2012.
  - e. Consideration to approve the extracurricular contract for Melanie Weber for the 2011-2012 school year as High School Soccer Coach in the amount of \$2,200.
  - f. Consideration to approve stipend contract for Jeanna Carter for the 2011-2012 school year as County Mental Health Tax Grant Coordinator/Guidance Counseling/Staff Development in the amount of \$7,831.89.
  - g. Consideration to approve extracurricular contract for Jeanna Carter for the 2011-2012 school year as ASB Advisor in the amount of \$1,000.
  - h. Consideration to approve contract for Taya Higgins for School Nurse services for 5 hours per day/2 days per week at \$26.16 per hour beginning September 1, 2011.

- i. Consideration to approve contract for Maureen Pomietto for School Nurse services for 5 hours per day/3 days per week at \$26.16 per hour beginning September 1, 2011.
- j. Consideration to approve standard contract for the 2011-2012 school year for Kurt Jacobs for woodshop and ceramics teaching position, .3fte, \$18,0058.58
- k. Consideration to approve supplemental contract for the 2011-2012 school year for Kurt Jacobs for \$849.87.
- l. Consideration to approve LID Replacement Day contract for the 2011-2012 school year for Kurt Jacobs, .3fte, \$101.99.
- m. Consideration to approve standard contract for the 2011-2012 school year for Lucretia Devine for mental health services, .267fte, \$11,670.55.
- n. Consideration to approve supplemental contract for the 2011-2012 school year for Lucretia Devine for \$618.84.
- o. Consideration to approve LID Replacement Day contract for the 2011-2012 school year for Lucretia Divine, .267fte, \$66.09.
- p. Consideration to approve standard contract Richard Carter for .1fte Contract Learning which will be added to the existing .9fte contract for a total 1.0fte contract, \$4,831.48.
- q. Consideration to approve LID Replacement Day contract Richard Carter for .1fte Contract Learning which will be added to the existing .1fte contract for a total 1.0fte contract, \$27.36.
- r. Consideration to approve revised personal services contract for extended work as Special Services Consultant for Ilene Unruh at \$45 per hour, not to exceed \$5,000, August 15 through December 31, 2011.
- ~~s. Consideration to approve gift from the Lopez Community Center for the Arts for six (6) days of use of the LCCA.~~
- t. Consideration to approve donation of \$10,000 from Lopez Locavores for funding for the farmer position.
- u. Consideration to approve donation of \$10,000 from Lopez Island Land Trust for funding for the farmer position.
- v. Consideration to approve donation of \$5,000 from Lopez Island Education Foundation for funding a salt water aquarium.

**Motion: Patsy Haber moved seconded by Nikola Chopra to approve the consent agenda items a. through v. minus item s. The motion passed unanimously.**

- V. Item s. from Consent Agenda Janet Baltzer spoke to the Board about the LCCA's proposal to donate 2 days each to the elementary, middle and high schools to use their facilities. She gave the Board a handout with the parameters of the free use days.

**Motion: John Holding moved seconded by Nikola Chopra to accept gift offered by the LCCA. The motion passed unanimously.**

VI. DELEGATIONS: None

VII. ADMINISTRATIVE REPORTS:

- a. Lopez Education Association: It was our first official day and we would like to thank the Board for their choice of administration.
- b. Public School Employees: Michael shared that this is the most optimistic he has been.
- c. Associated Student Body: None
- d. Principal's Report: Lisa Shelby spoke about meeting parents and community members. She told about the meet and greet for the secondary school with new staff and then also for

the elementary. At the meet and greet sessions thoughts shared by parents were intentionally recorded. There are some shifts in elementary scheduling and we will absorb the first fifteen minutes and put them into academic time. We will be starting school with literacy and lunch will be shifted creating two 90 minute blocks of academic time. We will begin a snack program this year with help from parents. Homeroom will be for service learning projects and will enable us to apply academics in a purposeful way. Lisa and Bill went to Decatur to visit the school and meet the community. Teacher start up day went well and we began building relationships along with working on our vision. Two themes that emerged were K-12 collaboration and building a stronger school culture concentrating on behavioral accountability and academic accountability and rigor. Lisa met the football, volleyball and soccer teams.

- e. Superintendent's Report: Bill would like to say he has noticed a real sense of hope and a positive feeling in the school. It has been very rewarding to see staff step in and get the job done and he would like to thank the staff for their efforts. With the Board's permission, Bill would like to attend the Pacific Northwest Institute on Special Education and Law conference in Portland because he plans to take an active role in Special Services. This legislative session passed some laws for Alternative Learning Education (ALE) which will affect our Parent Partner Program (PPP). These changes will be effective September 1, 2011 and will effect funding along with prohibiting us from giving stipends to parents. We may see a dip in enrollment in September because of the new rules and we may miss a month of apportionment until we get all of the pieces in place. We have applied for the Small Repairs grant for \$100,000 and we will be using it for the flat roof if we get the grant. Elementary open house has changed the date and will now be Tuesday, September 27<sup>th</sup>. The Board would like to put the note "Thank you staff for all you do" on the reader board. LIFRC has worked closely with the school to hire Mikah Smith as Family Advocate/Homeless Liaison/Mentor Coordinator. Mikah will be an LIFRC employee based at the school. It was thrilling to watch the Special Services Department staff work collaboratively to do the work that needed to be done. Ilene Unruh, Alisa Ball and Kathie Jacobs along with all of the paraprofessionals have stepped up to the plate and done a great job. We are still working on the director piece and Dandy Porter will be filling that role until we can get the position filled. We are also still working on filling the School Psychologist position. Much work was done on grounds keeping last week with the money left over from Adrian Cameron's position.

#### VIII. FINANCIAL REPORT:

- a. Joan feels optimistic that we will hit the 8% fund balance. The Board will not receive financials in September because the books are being closed.
- b. We will be sending Stephanie to a Business Manager Academy one day a month for a year in order to have someone else with knowledge of our school finances. The Board discussed a plan of action for addressing the issue of notifying the public about our audit report. The Board would like an update of where we are each month in our audit response.
- c. The Board approved to pay for fingerprinting anyone employed by us without a record of fingerprinting in our files. We have lists on file for staff with fingerprint clearance, but we do not have an actual record in each employee's file. We will run a WSP check on coaches and substitutes every year.

#### IX. OLD BUSINESS: (Action)

- a. There is a discrepancy between the salary we told the new teachers (Keersten Brown, Anne Calonico, Sarah Connor) they would receive and the salary we can legally pay them based

on the State Salary Schedule which was reduced by 1.9%. We have worked with the union and we will provide staff development using REAP dollars to make up the difference in their base salary. New and old teachers have the same opportunity to use REAP dollars. The new contracts we are asking you to sign for these teachers reflects the salary they should be paid using the new salary schedule.

**Motion: John Holding moved seconded by Diane Dear to approve the revised contracts for Keersten Brown, Annie Calonico, and Sarah Connor. The motion passed unanimously.**

- b. Vicki Corliss has requested a medical leave of absence for the 2011-2012 school year. Bill gave examples of how the Board has handled medical leaves in the past. Bill stated the options he believed the Board had for handling the medical leave. The Board would like to take a look at our policy for leave of absence.

**Motion: Diane Dear moved seconded by Nikola Chopra to grant an unpaid medical leave for Vicki Corliss. The motion passed unanimously.**

X. NEW BUSINESS: (Action)

- a. Consideration of approval of an overnight fieldtrip by middle school to Canoe Island

**Motion: Patsy Haber moved seconded by John Holding to approve the overnight field trip for the middle school to Canoe Island. The motion passed unanimously.**

- b. Consideration of approval of Resolution 25:2010-2011 Authorizing Business Account Signators and Custodians with Islanders Bank.

**Motion: Patsy Haber moved seconded by Diane Dear to approve Resolution 25:2010-2011 Authorizing Business Account Signators and Custodians . John Holding called for a roll call vote. Voting Yes: Haber, Hancock, Dear, Chopra, and Holding. The motion passed unanimously.**

- c. Kathy Booth was recommended by the interview team as the best candidate for the Special Services teacher.

**Motion: John Holding moved seconded by Diane Dear to approve the contract with Kathy Booth as the Special Services teacher. Patsy Haber refrained from voting. The motion passed unanimously.**

XI. COMMUNICATIONS: None

XII. BOARD MEMBER ITEMS:

- a. September/October/November Board calendar
- b. Diana would like to encourage the Board to attend the School Elections Conference.
- c. The Board would like to put the bond on every agenda. Bill and John met and thought that April may be a more likely date for the bond.

XIII. EXECUTIVE SESSION:

- a. The Board adjourned into Executive Session at 8:00 for consideration of the performance of a public employee. Lisa Shelby was invited to attend.

XIV. ACTION RESULTING FROM EXECUTIVE SESSION: The Board returned from Executive Session at 8:17 with no decision or action taken.

XV. ADJOURNMENT : The meeting was adjourned at 8:17.