

BOARD OF DIRECTORS  
Lopez Island School District #144  
March 31, 2020  
School Library  
6:00 p.m.  
Board Meeting Minutes

**Meeting Link:** <https://zoom.us/j/497762798>

I. CALL TO ORDER AND FLAG SALUTE:

*Called to order at 18:07. Attended by Board Chair John Holding. Board Members Jenny Poole, Del Guenther, Chris Greacen, & Carol Steckler, along with Superintendent Brian Auckland and Principal Dixie Budke attended remotely.*

II. ADJUSTMENTS TO THE AGENDA:

*John Holding moves update b. sexual harassment investigation, to a. above Covid -19. Holding also adjusts item j. on consent agenda to item e. in new business. Board Assistant Renee Koplan advised that the employee would like to further consider item b. under new business, so that will be removed from today's meeting.*

III. APPROVAL OF MINUTES (Action)

- a) Regular Board Meeting of 02/26/2020 – *Motion to approve by Board member Greacen, seconded by Board member Steckler. Motion approved unanimously.*
- b) Special Board Meeting of 03/11/2020 – *Motion to approve by Board member Steckler, seconded by Board member Greacen. Approved unanimously.*

IV. UPDATES:

- a) Sexual Harassment Investigation – *Final report not yet received. It is ongoing, but has been delayed due to Covid-19, no additional info at this time.*
- b) Covid-19 – *Chair Holding explains that it has been proposed to use our school gym for needs as they arise in response to an outbreak for patient treatment, quarantine, etc. Lopez Center would be the first shelter location used, the school gymnasium area would be a secondary location if overflow is needed. County representatives Ellen Wilcox and Kai Sanburn in attendance remotely. Wilcox reported on details of ongoing work by the county health dept to meet the needs of community members during this time, and expressed appreciation for the work of our district as well. The county is working on two-tiered emergency implementation plans. Tier one shelter/isolation/quarantine areas and tier two medical care facilities on island. Board member Greacen expressed support, and inquired about potential need for emergency power and water using the generator on campus. Chair Holding advised that it would not be an open for emergency use except in relation to the fire suppression system. Board member Steckler also expressed support. Chair Holding clarified that the county would have full responsibility during the use of the facility for patient use, and that it would be completely disinfected and ready for staff and student use upon school reopening. Wilcox confirmed. Board member Guenther expressed*

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support. Board member Poole inquired about air infiltration between the gym and rest of school, and whether staff would be allowed on campus at the same time. Wilcox stated there would be parameters established, and that it should not create a conflict for the use of the kitchen to continue serving students. All of these things would be re-assessed as necessary. Wilcox will send a follow up email to Chair Holding to confirm needs and use of facilities with the intent to receive agreement and develop a contract for emergency use only. Chair Holding proposes the sense of board to be that we are willing and would like to be as supportive as possible in terms of using the gym facilities as shelter for Covid-19 patients as requested by county in the case that it is needed. All Board members are in agreement and support Chair Holding and Superintendent Auckland taking on negotiations of that contract.

- c) ~~Levy Aid Relief Efforts and Financial Implications~~ - moved to Financial Report by Chair Holding.
- d) Lobo Pack – Samantha Olson presented. Search for funding on hold due to Covid-19.
- e) Parent, Teacher, Student Association – Jane Fuller presented. PTSA is continuing to be active. Conveyed progress in establishing 501c3 status and training has been completed for the board of PTSA. Will be appointing additional representatives in the next two weeks. Membership drive has concluded on March 13 with 59 members, although new members are always welcome. Next meeting in May. Facebook page is now live (<https://www.facebook.com/Lopez-Island-PTSA-100615761589332>), official email in process (currently still using [lopezloboparents@gmail.com](mailto:lopezloboparents@gmail.com)). Communications are active with community and students. LIPTSA has been attending meetings for Lopez Recovers (<https://lopezisland.recovers.org/>), for those that need assistance or can be of assistance to those in need.

- V. DELEGATIONS: This item permits an individual or group to address the Board without having to go through the procedure to get on the formal agenda. Due to time, we ask that all delegations be limited to five minutes per individual or group.

*DP – inquired about public use of school facilities. Superintendent Auckland confirmed that the playground is signed for closure. Tennis courts, Life Trail and Track are currently available for use with proper social distancing.*

VI. ADOPTION OF CONSENT AGENDA (Action)

- a) General Fund: 114640-114681 -- \$53,737.82, 114690-114720 -- \$37,804.27, and 114742-114762 -- \$40,596.68
- b) Capital Projects: 114682-114685 -- \$8,013.42 and 114721 -- \$145.69
- c) ASB: 114686-114689 -- \$13,048.57, 114722 -- \$160.00, and 114763 -- \$257.59
- d) Transportation: 114723 -- \$129,505.18
- e) Payroll for the month of February 2020: \$392,538.17
- f) Consideration to approve Certificated Leave Replacement Contract for Eleanor Burke, .8 FTE February 24-April 3, 2020.
- g) Consideration to approve Classified Leave Replacement Contract for Ali Nicol, February 24-March 31, 2020.
- h) Consideration to approve Classified Leave Replacement Contract for Tara Patino, March 1-April 3, 2020.

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- i) Consideration to approve Certificated Leave Replacement Extension for Samuel Lockwood, 1.0 FTE April 1-30, 2020.
- j) ~~Consideration to approve Transitional Secondary Principal Contract for Dixie Budke, April 13-August 31, 2020.~~  
*Moved to new business.*

*Motion to approve by Board member Steckler, seconded by Board member Greacen. Motion approved unanimously.*

## VII. RECOGNITION & GRATITUDE

*Superintendent Auckland expressed gratitude for how hard all of our teachers, kitchen staff (great job John Shaw!) and everyone is working while using all safety precautions. Also, for the support of the County Health Dept and our local ESD. Recognition to Jesse Hammond and Kathy Booth for extensive tech support in this time of transition and change.*

## VIII. FINANCIAL REPORT:

- a) Monthly Budget Status Report- Nicole Courtney, NCESD Finance Manager.  
*Nicole reviewed budget status report to date, about halfway through school year.*
- b) Update on General Fund Reserve status and ongoing budget projections - *Estimates end of year fund balance to be between 7-8% (roughly \$360,000). Facing approximately \$300,000-\$400,000 reduction to maintain without further dipping into reserves for 2020-21. Discussion followed on potential revenue sources, including potential formation of Parks & Rec district in the future to support \$120,000 athletics program (supported by Lobo Pack and LIPTSA). Superintendent Auckland advised current efforts to save on utilities, lowered sub & leave costs, and zero bus fuel costs currently during school closure. Also discussing different funding sources for staff in 2020-21 with Nicole. Board member Greacen will be looking into grants for additional solar systems. Superintendent Auckland will be organizing this year's budget committee, Board members Greacen and Poole will participate. Suggestions from community members were heard in regards to alternative revenue streams.*
- c) Capital Projects Update – *Final loan balance due today, will be updated at April meeting. Last items of work being finished, preparing to pay last couple of invoices to contractor. Balance of around \$64,000 in grant from OSPI. Considering using those funds in new water system agreement.*
- d) Tech and Capital Operating Levy Discussion – *Intending to place on August ballot, so will need to pass a resolution at April's meeting (must be submitted to county by May 8). Tech committee options and estimates for new water system will be considered for this levy.*

## IX. ADMINISTRATIVE REPORTS: (Info.)

- a) Lopez Education Association - *Kendra Lewis reports on the successful MOU negotiation with the district in regards to the current situation. Teachers are working with the new guidelines from OSPI, and seem to be working more hours than usual to accommodate students and families. LEA would like to work with the district to interpret the OSPI guidelines to benefit staff and to clarify expectations. Superintendent Auckland met with the certificated staff to review guidelines this past Friday, but LEA would like another meeting to elaborate on those guidelines. Jeanna Carter & Kathryn Kester will represent on the budget committee.*
- b) Public School Employees – *Della McCullough reports that PSE also negotiated a successful MOU with the district in regards to school closure, especially with high number of immunocompromised classified staff*

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*unavailable to work usual positions. Hoping to have Deirdre Steinbrueck and potentially Alexis Aydelotte on the budget committee.*

- c) Associated Student Body – *no one to report.*
- d) Principals’ Report – *Principal Budke reports on the Secondary “first ever” in response to the Covid-19 outbreak as we keep up with the daily (or more) changes. Emphasized Lopez Recovers program, and expressed gratitude to the LIPTSA. Principal Budke also introduced Dr Martha Martin as our upcoming Secondary Principal.*
- e) Superintendent’s Report – *Superintendent/Elementary Principal Auckland recognizes Principal Budke for her dedication to the school over the last several months, and welcomed Principal Martin to the team. Spoke to the learning curve we are all experiencing as we navigate this unprecedented time. Creativity and level of engagement between teachers and students has been great to see. This is a time to support each other with grace, show patience and be flexible as things are constantly changing. Concepts and challenges will be focused on connections with families and understanding how methods are working for individual students. Board member Poole expressed appreciation to the creativity of teachers as well, and reiterated the request for grace. Superintendent Auckland confirms that food deliveries will continue through Spring Break April 6-10.*

XII. OLD BUSINESS:

- a. District Safety Enhancement Project Update – *tabled until April due to Covid-19 concerns.*
- b. District Policies Revision Update – *tabled until April due to Covid-19 concerns.*

XIII. NEW BUSINESS:

- a) Request for to postpone leave of absence - Brian Goff, SY 2019-20. – *Motion to approve by Board member Greacen, seconded by Board member Guenther. Motion unanimously approved.*
- b) ~~Resignation of Lisa Geddes – ELL Specialist, 3 FTE~~
- c) Approval of WIAA as our activities organization. – *Motion to approve by Board member Guenther, seconded by Chair Holding. Motion unanimously approved.*
- d) Resolution 19/20-05: Emergency Suspension of Policy – *Chair Holding proposed an amendment to the second “Be it further resolved” paragraph that it be changed from the District Superintendent to the School Board being authorized to re-open the school. All Board members in agreement. Motion to approve by Board member Steckler as amended, seconded by Board member Poole. Board member Del performs roll call: Board members Steckler Greacen, Poole, Holding, and Guenther all reply yes.*
- e) Consideration to approve Transitional Secondary Principal Contract for Dixie Budke, April 13-August 31, 2020. – *Motion to approve by Board member Steckler, Board member Greacen seconded. Chair Holding proposed to change the contract to a stipend of \$50 per hour up to \$4000, seconded by Board member Greacen. Amendment unanimously approved. Board in agreement that a personal service contract might be more appropriate and will approve that concept for now, to be confirmed at April’s board meeting.*

XIV. COMMUNICATIONS:

XV. BOARD MEMBER ITEMS:

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XVI. REVIEW OF TASKS AND ASSIGNMENTS:

XVII. EXECUTIVE SESSION: (there will be no executive session).

XVIII. ADJOURNMENT:

*Motion to adjourn by Board member Steckler, seconded by Board member Greacen. Unanimously approved at 21:38.*

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