

## REGULAR SCHOOL BOARD MEETING

February 12, 2007

Page 1

### TAPE 1, SIDE A

The meeting of the Board of Directors of the Port Townsend School District was called to order at 6:00 p.m. by Board Chair John Eissinger at the Lincoln Building, 450 Fir Street, Port Townsend, WA. Present were Board members John Eissinger, Beth Young, Loren Monroe, Tracy Reinhart and Rita E. Beebe. Also present were Superintendent Tom Opstad, Alternative teachers, students and parents. The Board had a conversation with the Alternative program staff and students. The Board went into Executive Session where they discussed real estate matters and personnel issues. The regular meeting convened at 7:30 p.m. Also present were staff, students, community members and a member of the press.

The Board reviewed the minutes of the January 20, 2007, Board retreat and the January 22, 2007, regular meeting. Beth Young noted the need for a correction on the January 22, 2007, minutes – changing policy review from second review to first review. Rita E. Beebe made a motion to approve the minutes from the January 20, 2007, retreat and the corrected minutes from the January 22, 2007, regular meeting. Loren Monroe seconded the motion, which carried 5-0.

The Board reviewed the Agenda and Consent Agenda. Superintendent Opstad stated that item three under Instructional Program Reports on the agenda should read “information” rather than “action.” Tracy Reinhart reported that the Accounts Payable were in order. Beth Young made a motion to approve the Agenda and Consent Agenda. Loren Monroe seconded the motion, which carried 5-0.

Included in the Consent Agenda were: 1) Accounts Payable as of February 12, 2007; 2) Payroll – January 2007; 3) Recommend change for Luke Snyder from .4 FTE continuing contract to .4 FTE continuing and .4FTE leave replacement contract for second semester of the 2006-07 school year; 4) Recommend change for Kevin Sanford from .8 FTE continuing contract to .8 FTE continuing and .2 FTE leave replacement contract for the second semester of the 2006-07 school year; 5) Recommend Kevin Sanford for .2 FTE World History for the second semester of the 2006-07 school year; 6) Recommend Shannon Minnihan for the 3.0 hour/day Food Service Assistant I position for the remainder of the 2006-07 school year; 7) Approve Marijean Rak to attend the NCOSP conference “Leading and Learning with Curriculum,” February 27-28, 2007, in Mt. Vernon, WA; 8) Approve Tanya Rublaitus to attend the WAVE/Tech Prep Conference, March 1-2, 2007, in Ocean Shores, WA; 9) Approve Patty Spencer and Wanda Synnestvedt to attend the WALA Conference, March 8-9, 2007, in Vancouver, WA; 10) Approve Dave Keenan, Kate Garfield, Barb Vandeleur, Priscilla Cooper, Daniel Molotsky, Marijean Rak, 100 students and 20 chaperones to attend “Text, Tales and Theater,” March 19-23, 2007, at Fort Worden, WA; 11) Approve Lorraine Kirsch, 100 students and 20 chaperones to attend the 6th grade trip to Environmental Education Camp Moran, May 30-June 1, 2007 in Orcas Island, WA; 12) Approve the request from Blue Heron Middle School Library to surplus the following: 31 library books that are worn out, out-of-date, and no longer used by students and faculty, and one IBM Selectric typewriter (ID#05377) that is inoperable and of no use to the district; 13) Approve the request from the Food Service Manager to surplus one Bevoir dual-sided milk cooler that is no longer operable and of no value to the district; 14) Approve the request from Blue Heron Middle School to surplus one Samsung ER-4915 Cash Register that is no longer operable, and repair would cost more than replacement; 15) Approve the Agreement between Port Townsend School District and the City of Port Townsend for City staff to provide swimming instruction for Mt. View Elementary students for the 2007-2008 school year; 16) Approve the ongoing Interlocal agreement between Port Townsend School District and other Puget Sound Area Member Districts to Create a Purchasing Cooperative for District Food Service Programs; 17) Approve the amendment to the agreement between Port Townsend School District and Jefferson County Public Health for PTSD to provide Professional Services to East Jefferson county children aged birth to three and their families from July 1, 2005, through June 30, 2007; 18) Approve the Interagency agreement between Port Townsend School District and the Department of Social and Health Services Division of Children and Family Services for the purpose of promoting educational stability for children in PTSD who are in foster care.

## **REGULAR SCHOOL BOARD MEETING**

**February 12, 2007**

**Page 2**

During Public Comments Sheila Murphy spoke about the lack of cheerleaders during the winter sports season, questioned whether the former cheer coach was still being paid, and asked when the cheer coach position will be posted.

During Board Member Comments the Board directed the Superintendent to investigate the issues raised about cheerleading and report back to the board in mid-March. Rita E. Beebe stated a need for caution if speakers during Public Comments bring up issues specific to an individual employee. Tracy Reinhart suggested that an interest survey for cheerleading be done at the high school.

Darlene Quayle reported on the January OSPI Conference.

Superintendent Opstad requested that the Board approve the Alternative Program reports made during the 6:00 study session. Tracy Reinhart made a motion to approve the Alternative Program reports. Rita E. Beebe seconded the motion, which carried 5-0.

Superintendent Opstad stated that annual certification of the ratio of instructional staff to FTE students enrolled in alternative learning experience programs and courses is a new requirement. OSPI will create an online report in the EDS system to do this certification. It will be available in May or June.

Principal Steve Finch reported on the School Improvement Plan and the Early Dismissals at Grant Street School. Discussion followed.

### **TAPE 1, SIDE B**

Superintendent Opstad gave an update on the emergency waiver and plan to make up snow days. Mr. Opstad stated that OSPI granted a waiver for the December 15, 2006, closure due to wind. The waiver is for the day of attendance, but the district still needs to make up the four hours of instructional time scheduled that day. All schools will be in session February 16<sup>th</sup> for the first makeup day. Students K-11 will make up the two remaining days by attending school on June 18 and 19, 2007. High School seniors have cancelled their senior trip April 19-20, 2007, and will be in class those two days instead. The remaining four hours will be made up as follows:

- Seniors will document contract work outside of the school day;
- 9<sup>th</sup> – 12<sup>th</sup> graders will not have an early release day on March 14.
- Students will attend the entire day on June 14<sup>th</sup> and 15<sup>th</sup>, on June 18<sup>th</sup> they will go a full day, on June 19<sup>th</sup> students will have a two-hour early release.

Superintendent Opstad presented Resolution 07-01: Emergency Temporary Out-of-Endorsement Waiver and recommended approval. Beth Young made a motion to approve Resolution 07-01: Emergency Temporary Out-of-Endorsement Waiver. Loren Monroe seconded the motion, which carried 5-0.

ICE ASB officers presented their ASB report. The ASB has a dance planned for Friday, February 16<sup>th</sup>, open to all ICE students K-12, however the 5<sup>th</sup>-12<sup>th</sup> graders will be allowed to stay an extra hour. The ASB plans to use the profits from the dance for ICE field trips. They are looking into a fundraiser selling pins and bumper stickers. Half of the funds will be used for field trips and the other half would be donated to the World Wildlife Fund's program to save polar bears. ICE students attended the Alternative School Day at the Puyallup Fair, and helped at the Grant Street Carnival. Kavin Hanscom and Wendy Stewart reported on the WALA S.T.A.R.S. program, including a recent trip to Olympia with students from other area alternative schools. During the trip, students were able to meet with their legislators, tour the capitol and meet with Governor Gregoire.

## **REGULAR SCHOOL BOARD MEETING**

**February 12, 2007**

**Page 3**

Jake Robinette, President and Treasurer of Mar Vista ASB gave the Mar Vista ASB report. He reported that Mar Vista students are raising funds to support the San Lucas Toliman Scholars Program, a program that helps children in Guatemala in extreme poverty continue their education beyond 6<sup>th</sup> grade. The original goal was to sponsor one child's tuition at a cost of \$100.00 per year for three years. Mr. Robinette reported that Mar Vista students have managed to raise \$500.00 for the program to date.

Superintendent Opstad updated the Board on the use of school facilities by students on evenings and weekends. Mr. Opstad stated that he met with Bill Kush and Mark Decker, and Bill Kush set up some practice and training times on evenings and weekends. The Board asked for clarification on what is meant by training times, and whether fees will be charged to students. Mr. Opstad stated that trainings offered may be conditioning, or 3-on-3 basketball. He also said that the YMCA would not charge students a fee for open gyms. Discussion followed about how to determine that the students using the gym are from our district. Mr. Opstad will discuss this with Mr. Kush, and get back to the board with an answer.

Superintendent Opstad reported with pleasure that the M&O Levy passed. Rita E. Beebe suggested that the Board send thank you letters to the members of the Levy Committee. Mr. Opstad stated that there will be an event in March for the Levy Committee celebrating the passage of the levy, and that all Board members are welcome to attend.

Steve McIntire presented the bus depreciation schedule and future purchasing plan. Discussion followed.

### **TAPE 2, SIDE A**

Superintendent Opstad stated a goal to have similar replacement cycles and future purchasing plans for areas such as curriculum, copiers, furniture, building repairs, and the replacement of other district vehicles. Discussion followed.

Steve McIntire informed the Board that he plans to bring a Budget Extension to the Capital Projects Fund to the March 12, 2007, Board meeting. This extension is necessary to have the capacity to spend the money available in the fund.

Superintendent Opstad presented a policy brief on advertising in the schools. Mr. Opstad stated that currently there is no Board policy or procedure for fundraising through advertising. Mr. Opstad plans to continue researching the subject, including drafting guidelines for building principals regarding accepting advertising. He plans to bring the final brief to the Board in February of 2008. Discussion followed.

Superintendent Opstad presented a report of the condition of the Lombardy poplar trees on the high school campus. The trees were examined by an arborist, who determined that the poplars are unsound, and recommended removal of the trees, replanting with a more suitable species. Mr. Opstad also recommended the removal, probably during the summer. The Board discussed the timing for planting replacement trees.

Superintendent Opstad presented the February 2007 enrollment. February enrollment is down by 8.86 FTE from January. He stated that the 2007-2008 budget is being based on an enrollment of 1396 students.

Superintendent Opstad presented the Calendar of Events. Rita E. Beebe stated she is unable to attend the March 26<sup>th</sup> Board meeting. John Eissinger announced that there will be no 6:00 p.m. study session or 7:00 p.m. Executive Session on March 26. The regular meeting will begin at 7:30 p.m. Mr. Opstad stated that he plans to schedule a joint work session with the Board and the City Council sometime in March.

**REGULAR SCHOOL BOARD MEETING**

**February 12, 2007**

**Page 4**

The following policies were presented for second review:

- Policy 5215: Assignment and Transfer of Administrative Staff
- Policy 5221: Part-Time Staff
- Policy 5222: Job-Sharing Staff Members
- Policy 5230/5230P: Job Descriptions/Responsibilities
- Policy 5231: Length of Work Day
- Policy 5240/5240P: Evaluations of Classified, Certificated and Administrative Staff

There were no further changes recommended. Discussion followed about the most efficient way to review policies. It was determined that all policies need to be brought to the Board meeting twice, in order to give the public the opportunity to see the Board's review. These policies will be brought back for approval at a future meeting.

Rita E. Beebe asked whether the Superintendent should have the Board Chairman as an additional signer on contracts. After discussion, it was decided that the current process is sufficient.

Beth Young reported on the Crossroads meeting she attended on February 7<sup>th</sup>. Ms. Young reviewed the three lawsuits currently in process against the state. The Federal Way School District is bringing the suit asking for a fair way to reimburse districts. There are bills on the floor of the Legislature that may correct funding equalization over a six-year period. Federal Way School District has asked other districts to pass a resolution in support of the legislation.

The Board discussed the ongoing effort to change the legislation requiring school districts receive a super majority to pass issues brought to voters.

Rita E. Beebe requested that we adjust the agenda in future to move student presentations to the beginning of the Board meeting, so students will be finished earlier in the evening.

The meeting was adjourned by consensus at 9:20 p.m.

All letters, resolutions, and pertinent information referred to within may be found in the Supplemental File as if fully set forth within.

Respectfully submitted,

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Thomas A. Opstad, Superintendent

ATTEST: \_\_\_\_\_  
John Eissinger, Board Chairman