

REGULAR SCHOOL BOARD MEETING

June 11, 2007

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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 and Rita E. Beebe. The Board performed their semi annual self-evaluation. Tracy Reinhart arrived at 6:55 p.m. The Board recessed for Executive Session, where they discussed personnel issues and contract negotiations. The regular meeting convened at 7:30 p.m. Also present were Superintendent Tom Opstad, district staff and community members.

Loren Monroe led the Pledge of Allegiance.

Superintendent Opstad recognized teachers Priscilla Cooper and David Keenan, who are retiring at the end of the 2006-07 school year. Mr. Opstad spoke briefly about each of their accomplishments during their tenure and presented them with a retirement gift from the district. The meeting was recessed for a short retirement reception.

Correspondence was received from John Molsness, who shared his views on the sale of Mt. View property to the city. Email was received from Tom Thiersch in regard to his understanding of the Open Public Meetings Act.

The Board reviewed the minutes of the May 21, 2007, Regular Board meeting and the May 29, 2007, Joint Work/Study Session with the Port Townsend City Council. A motion to approve the minutes for the May 21, 2007, Regular meeting and the May 29, 2007, Joint Work/Study Session was made by Beth Young and seconded by Loren Monroe. Motion carried 5-0.

The Board reviewed the Revised Agenda and Consent Agenda. Loren Monroe stated that accounts payable were fine. John Eissinger said that he and Beth Young reviewed the added accounts payable for the Transportation Vehicle Fund to pay for the new school bus, and it was fine as well. Motion to approve the consent agenda was made by Tracy Reinhart and seconded by Beth Young. Motion carried 5-0.

Included in the Consent Agenda were: 1) Accounts Payable as of June 11, 2007; 2) Payroll – May 2007; 3) Accept the resignation of Pat Range as .50 FTE Director of Learning Support Services effective the end of the 2006-07 school year; 4) Recommend change for Deb Rich from 1.0 FTE Preschool Special Education teacher to 1.0 FTE Special Education Resource teacher at Blue Heron Middle School for the 2007-08 school year; 5) Recommend the employment of Scott Ricardo for the 1.0 FTE Physical Education/ Athletic Director position at the High School for the 2007-08 school year; 6) Recommend the employment of Julianne Dow for the .50 FTE Sixth Grade Language Arts/Social Studies position at Blue Heron Middle School for the 2007-08 school year; 7) Recommend the employment of Pat Range for the 1.0 FTE Preschool Special Education position at Grant Street Elementary for the 2007-08 school year; 8) Recommend the employment of Lorna Bentley for the 1.0 FTE Preschool Special Education position at Grant Street Elementary for the 2007-08 year; 9) Recommend Donna VanAckeren for the .20 FTE Communications Disorders Specialist position for the 2007-08 school year; 10) Recommend the employment of Larry Pepper and Suzanne Wakefield (returning from leave) for the 2007-08 school year; 11) Recommend the employment of David Herrington for the 8 hour/day, 260 day/year Manager of Facilities Services position effective June 25, 2007; 12) Accept the resignation of Nettie Witheridge as Assistant Volleyball Coach effective the end of the 2006-07 school year; 13) Recommend Gail Danner for the Middle School Activities Coordinator position for the 2007-08 school year; 14) Approve Jim Guthrie to attend Washington Business Week at Gonzaga University, July 8-14, 2007 in Spokane, WA; 15) Approve Sandra Melheim to attend the Washington School Nutrition Association conference, July 30-August 1, 2007, in Tacoma, WA; 16) Approve Kim Clarke to attend the Birch Bay Band Workshop, July 30-August 3, 2007, in Lynden, WA; 17) Approve Thomas Kent to attend the “Fun for All in Physical Education” conference, August 6-10, 2007, in Tigard, OR; 18) Approve Tom Sly, 5 chaperones and 31 athletes to attend the Oregon Football Camp, June 24-28, 2007, in Eugene, OR.

There were no Public Comments.

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John Eissinger stated that the Board Member Comments listed on the agenda in regard to Board Meeting protocol would be deferred to discussion of Policy 1400 during policy review.

Superintendent Opstad presented information on scholarships and recognition awards for the class of 2007. Discussion followed. Mr. Opstad recognized Marcus Sather and Barb Fogerson for their excellent efforts helping students prepare their scholarship applications.

Steve McIntire stated that after discussion with the Risk Pool, he was recommending that the Board approve Myers-Stevens as the carrier for the district's student accident insurance for the 2007-08 school year. Motion made by Tracy Reinhart and seconded by Beth Young to approve Myers-Stevens as the carrier for student insurance for the 2007-08 school year. Motion carried 5-0.

Superintendent Opstad presented the proposed student day for the 2007-08 school year, and recommended approval. After discussion, the start time for Blue Heron Middle School was corrected to read 8:05 a.m. Motion made by Rita E. Beebe and seconded by Beth Young to approve the student day for the 2007-08 school year as amended. Motion carried 5-0.

Superintendent Opstad presented Resolution 07-04 in support of a constitutional amendment to allow local school levies to be approved by a simple majority of the voters. Discussion followed. Motion made by Rita E. Beebe and seconded by Beth Young to approve Resolution 07-04. Motion carried 5-0.

Superintendent Opstad presented the summary of enrollment for the 2006-07 school year. Discussion followed.

TAPE 1, SIDE B

Superintendent Opstad presented the Calendar of Events, and noted that the 8th graders leave June 12th for their trip to Mt. St. Helen's. Rita E. Beebe stated that she will not be able to attend the June 25, 2007, Board meeting. Steve McIntire requested that the Board look at their summer calendars in preparation for determining a date for an accounts payable meeting in both July and August. This will be discussed at the June 25, 2007, Board meeting.

The following policies were brought for first review:

Policy 1400/1400P: Meeting Conduct, Order of Business and Quorum. In paragraph two of the policy, it states that Board meetings begin at 7:30 p.m. In the recent state audit this was brought up as being inaccurate, as work/study sessions begin at 6:00 p.m. and a quorum of the Board attends those sessions. Discussion followed in regard to:

- The timing of executive session. The Board consensus was to leave executive session where it is. Mr. Eissinger recommended that before he recesses the work/study session he announce the topic(s) to be discussed in executive session and the approximate amount of time the Board will be in closed session. This would replace the current practice of listing all possible topics on the agenda.
- The possibility of advertising the meeting start time at 6:00 p.m., and then continuing on with the rest of the meeting agenda immediately regardless of whether a section of the meeting finishes early.
 - Advantage: possibility of finishing meetings earlier in the evening.
 - Disadvantage: members of the public would not be able to plan an appropriate time to arrive if they are only interested in attending the business meeting.
- The legal definition of "action," in regard to the statement "no actions shall be taken in workshop or work/study sessions." The Open Public Meetings act defines action to include "discussion as part of a board's action."
- An observation that if the 6:00 p.m. work/study session does not have a quorum, it can't be called to order until the required number of Board members arrive. Can the meeting be called to order before a quorum is established?

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The consensus of the Board was to leave the timing of the meetings as they currently are and review its compliance with the Open Public Meetings Act. This policy will be brought back for second review at a future meeting.

Policy 2410/2410P: Graduation Requirements.

- Mr. Opstad recommended striking the duplicate language from the policy, as the procedure lists all of the requirements. Discussion followed.
- The Board stated that the policy should list the graduation requirements and the procedure should list the steps to get there, as well as any other options to graduate.
- Ms. Beebe stated she would like to see three credits for math be required in the policy.
- Ms. Young requested that Mr. Opstad check the sentence on page three of the policy which reads "Graduation requirements in effect which a student first enrolls in high school shall be in effect until the student graduates unless such period is in excess of ten years" to see if that is still accurate.
- Ms. Young inquired whether WSSDA has redone its model policy for Graduation Requirements. Mr. Opstad stated that he has not received a new WSSDA policy.

Mr. Opstad stated he plans to review the new state requirements and add the suggested language to the policy. This policy will be brought back for second review at a future meeting.

TAPE 2, SIDE A

The following policies were brought for third review:

Policy 3144/3144P: Release of Information Concerning Student Sexual and Kidnapping Offenders.

- Mr. Opstad stated that in paragraph two of the policy the words "based on the following offender levels" was struck, and replaced with "as required by law." He stated that because of the statement "as required by law" he also struck the list of offender levels, as well as the paragraphs to follow which list required disclosure of information to school staff from the policy.
- Mr. Opstad clarified that the language "in the judgment of the principal" listed in the procedure for notification is taken directly out of the RCW, and recommended it be retained.
- Ms. Beebe recommended that policies regarding confidentiality be listed in the cross-reference.
- Ms. Young requested that on page one, paragraph one the words "building principal" be changed to "district."

This policy will be brought back for fourth review at a future meeting.

Policy 3419/3419P: Self-Administration of Asthma and Anaphylaxis Medications.

- Mr. Opstad stated that School Nurse Hilary Metzger reviewed the policy and procedure, and she concurred that the policy matches district practice.
- Ms. Metzger provided a copy of the form she uses (3419P Appendix A) for the Board's review.

This policy will be brought for approval at the next meeting.

Policy 5520/5520P: Staff Development.

- Mr. Opstad recommended that paragraph two be deleted from the policy, as it refers to a state act that is no longer funded.

This policy will be brought back for approval at a future meeting.

Policy 5610/5610P: Substitute Employment.

- Mr. Opstad stated that Kathy Nelson, Manager of Personnel/Payroll, has reviewed the policy.
- Mr. Opstad stated that the Department of Retirement recommends paragraph six on page one be struck from the policy, as the legislature can change this requirement.
- Mr. Opstad clarified the procedure, and provided information to the Board on the current language for "Retire/Rehire".

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This policy will be brought back for approval at a future meeting.

Mr. Opstad updated the Board on Policy 3500/3500P: Athletics and Activities.

- The committee of parents/community members is currently reviewing the revised procedure.
- The Board discussed whether to delete the procedures for alcohol and tobacco violations, which are covered in WIAA rules.
- Ms. Beebe also asked that Mr. Opstad verify whether the high school requires a 2.5 GPA rather than a 2.0, and whether that GPA must be maintained throughout the season and into post-season play.
- Mr. Eissinger stated that he feels the Board should establish a clear time window for the sentence “If students find themselves present when drugs and/or alcohol are being used illegally, the students will leave the situation immediately.”

Ms. Young gave a report on the Crossroads Meeting she attended in May. Several legislators were in attendance. The legislators pointed out that when districts talk to them about improving school funding they would like to hear specific information. Discussion also occurred about the following: the proposed amendment for a simple majority to pass school levies; Thurston County Superior Court’s decision on the special ed funding suit brought against the state; and the fact that two recent major studies have concluded that the state is under-funding education in Washington by a billion dollars a year.

John Eissinger reminded the Board that the work/study session scheduled for June 25, 2007, meeting is to review the proposed 2007-2008 budget.

Mr. Opstad announced that the district is hosting a mixer for the Chamber of Commerce at the high school library at 5:00 p.m. on June 20, 2007.

Mr. Eissinger announced the next community meeting to discuss a new elementary facility will be held on June 28, 2007, at 7:00 p.m. at the Blue Heron Middle School Commons.

The meeting was adjourned by consensus at 9:09 p.m.

Respectfully submitted,

Thomas A. Opstad, Superintendent

ATTEST: _____
John Eissinger, Board Chairman