Jennifer James-Wilson called the meeting to order at 6:00 p.m. Present: Jennifer James-Wilson, Bill LeMaster, Pam Daly, and Holley Carlson. Excused: Ann Burkart. Also present were Superintendent Engle, staff, and community members.

Holley Carlson led the Pledge of Allegiance.

Approval of Agenda

Ms. James-Wilson asked that item 07.024 (recommend Scott B. Wilson as Port Townsend High School Boys' C Team Basketball Coach) be removed from the Consent Agenda and voted on separately. Pam Daly moved to remove 07.024 from the Consent Agenda, and approve the remainder of the agenda. Holley Carlson seconded and the motion carried 4-0.

Shining Star Awards:

Superintendent Engle presented Shining Star awards to the following people for their professionalism during the recent possible gun threat at Blue Heron School:

- Sandi Reid, Administrative Assistant at Blue Heron School
- Stephanie Stephens, Administrative Assistant at Blue Heron School
- Donna Benson, Administrative Assistant at Blue Heron School
- Rich Rowland, Bus Driver
- Jen Cronin, Crossing Guard, Blue Heron School

Public Comments

- Katherine Baril thanked the board for their hard work on behalf of Port Townsend School District, and spoke in support of Maritime Discovery Schools.
- Lisa Crosby and Karen Forbes asked why parent/teacher conferences were discontinued at Port Townsend High School. Ms. James-Wilson asked for follow-up from the District.

Approval of Minutes

The following minutes were brought for approval:

- October 28, 2013, Regular Board Meeting. Ms. Daly moved to approve the minutes. Mr. LeMaster seconded and the motion carried 4-0.
- November 12, 2013, Work/Study Meeting. Ms. Daly moved to approve the minutes. Mr. LeMaster seconded and the motion carried 4-0.

Consent Agenda

Ms. Daly moved to approve the consent agenda, with the removal of 07.024. Ms. Carlson seconded and the motion carried 4-0.

Mr. LeMaster moved to approve 07.024 (recommend Scott B. Wilson). Ms. Carlson seconded and the motion carried 3-0. Ms. James-Wilson was recused. Included on the consent agenda were the following items: 1) Accounts Payable for November 25, 2013; 2) Payroll for October, 2013; 3) Recommend the following actions:

Hire:

Jeanne Chao for the .4 FTE Science/Math OCEAN Teacher position at Grant Street Elementary, effective November 6, 2013 for the remainder of the 2013-14 school year

Deborah Bakin for the position of Math Para-Educator, Blue Heron School, effective November 4, 2013

Kireena Johnson and Jeanne McNulty-King as Girls' Basketball Assistant Coaches, Port Townsend High School, effective the 2013-14 school year

Tom Parcher as Blue Heron 8th Grade Basketball Coach, effective the 2013-14 school year

	Scott B. Wilson as Port Townsend High School Boys' C Team Basketball Coach for the 2013-14 school year
Resignation:	Russell Clark, .8 FTE Orchestra Teacher, effective November 29, 2013
	Bonnie Schoeneman, Grant Street Para-Educator, effective January 1, 2014
	David Garing, High School Assistant Fastpitch Coach, effective immediately
	Ian Robinson, High School C Team Boys' Basketball Coach, effective immediately
	Heather Polizzi, High School Fastpitch Coach, effective immediately

Board Correspondence: The Board reviewed the following correspondence

- Email from Tom Thiersch regarding PTHS school improvement plan

Presentations

Students for Sustainability

Natalie Toews and Ewan Shortess reported that Students for Sustainability (SFS) was a new group formed in the 2012-13 school year, and has been officially recognized this school year as an official ASB Club. The group is working on increasing recycling in the District, paperless daily High School bulletins, paperless homework and assignments, and a web page for carpooling. SFS seeks approval for a trip to Washington D.C. March 28-April 7, 2014 to speak with legislators about ways to reduce the carbon footprint in the United States. The group will travel by train, with 40 stops proposed along the way to meet with other high school students to gather signatures on petitions that will be presented to legislators in Washington D.C. Items on the petitions will include ocean acidification, fracking, and other issues. The trip will cost approximately $1,350 per student, with fundraising activities planned to help with that cost. Three adult chaperones will be accompanying the students.

Score Data and School Improvement Plan, 2013-14, for Grant Street Elementary – Principal Sepler

Principal Sepler presented MSP (Measurements of Student Progress) scores and enrollment numbers for Grant Street students. She said that one thing believed to be a factor in student success is stress in the home. One way to gauge this stress is for families to turn in an anonymous ACE (Adverse Childhood Experience) questionnaire to the school. Then possibly teachers and therapists from Jumping Mouse could meet to form support groups to assist families. Principal Sepler explained some strategies to improve student assessment scores, including regional, building and grade-level math teams. She also stressed the importance of early childhood learning, including Head Start, Birth-to-Three, and preschool programs. Principal Sepler explained that existing programs at Grant Street such as the garden project, Kindergarten and first grade swimming, and the salmon study and release program will fit nicely with the Maritime Discovery Schools initiative. Discussion followed.

Ms. James-Wilson called a recess at 7:35 p.m. The meeting was reconvened at 7:44 p.m.

Superintendent

Superintendent Engle reported on his meeting with Jon Gores from Seattle Northwest Security about local elections. He learned that Port Townsend has the lowest percentage of youth registered voters in the county, with only 5% of 18-24-year olds and 8% of 25-34 year olds registered to vote. Dr. Engle hopes the District can help increase voter registration among high school students who are eligible.

Business Manager

Sara Bonneville presented enrollment numbers and the financial summary for November, 2013 and the October budget status report. Ms. Bonneville also explained that the state-calculated maximum levy authority is less than the voter-approved tax levy for calendar 2014, so the board is asked to pass a resolution to roll back the levy authorization to that maximum amount. Resolution 13-11 is on the agenda for approval.

Action Items:
Approval of Resolution 13-11, Levy Reduction: Ms. Carlson moved to approve Resolution 13-11. Mr. LeMaster seconded and the motion carried 4-0.
Approval of Students for Sustainability Field Trip to Washington D.C., March 28-April 7, 2014: Ms. Daly moved to approve the trip. Ms. Carlson seconded and the motion carried 4-0.

Unfinished Business
Ms. James-Wilson said the pictures of the Board taken last year are still pending.

Policy Review
Policy 6022 – Minimum Fund Balance: It was decided to incorporate the changes as indicated in the copy of the policy included in the packet and place for approval on the agenda for December 9, 2013.

Board Meeting Announcements
Ms. Carlson said she has been attending recent Jefferson County Board of Commissioner Meetings where closure of the Rec Center was discussed, as that would affect school-aged children in the community. Presently, programs at the Rec Center are scheduled to be discontinued as of January, 2014 and the Center will be closed as of January, 2015.

Debrief from WSSDA Conference: It was decided to postpone this discussion until the Board Retreat.

Schedule of Board Retreat: It was decided to schedule the board retreat at the regular board meeting on December 9, 2013. Board members should come with several date suggestions.

Blue Heron School is having turkey dinner on Tuesday, November 26, 2013 during their lunch hours; board members are invited.

Adjournment: The meeting was adjourned by consensus at 8:40 p.m.

Next Meeting: Regular Board Meeting, December 9, 2013, 6:00 p.m., Room S-11, 1610 Blaine Street

Respectfully submitted,

_____ ATTEST:_____

David Engle, Secretary Holley Carlson, Board Chair