

Board Chair Connie Welch called the meeting to order at 5:30 p.m. PRESENT: Connie Welch, Jennifer James-Wilson, Nathanael O'Hara, Laura Tucker, Keith White and ASB Representative Odin Smith. Also present were Superintendent Polm, staff, and community members. Director White was excused at 6:40 p.m.

Director White led the Pledge of Allegiance.

Agenda

Chair Welch explained that the approvals of the Community Arts and Recreation (CARA) Lease Agreement and the City of Port Townsend Mountain View Campus Lease Modification would be removed from Action Items due to corrections being required. Director White moved to approve the agenda as amended. Director James-Wilson seconded and the motion carried 5-0.

Recognition

Superintendent

Hero Award

Superintendent Polm presented former Port Townsend School District Teacher Lois Sherwood a PT Schools Hero Award in recognition of her work in implementing the Human Growth and Development Curriculum.

Public Comments

Parent John Bakin presented comments regarding the recognition of the PTHS 2019 Knowledge Bowl State Champion Team.

Consent Agenda

Director James-Wilson moved to approve the consent agenda as presented. Director Tucker seconded and the motion carried 5-0. Included on the consent agenda were the following items: 1) Payroll for March 2019; 2) Accounts Payable as of April 18, 2019; 3) Recommend the following actions:

Hires:

Recommend MB Armstrong as .3 FTE Reading and Math Interventionist, Salish Coast Elementary, Leave Replacement position, effective March 25, 2019 through the end of the 2018-19 school year.

Recommend transfer of David Egeler, 1.0 Special Education Teacher, Salish Coast Elementary and Blue Heron Middle School, to 1.0 FTE Video Production/Photography/Web Design Teacher at Port Townsend High School, effective the 2019-20 school year.

Recommend Hannah Spitzbart as 6.25 Hr/Day Paraeducator, Salish Coast Elementary, effective April 8, 2019 through the remainder of the 2018-19 school year.

Recommend Nicole Rose as 6.5 Hr/Day Paraeducator, Blue Heron Middle School, effective the 2019-20 school year.

Recommend Emily Zenz as Blue Heron Middle School Head Track Coach, effective the 2018-19 season.

Recommend Mary Beth McKenna as Blue Heron Middle School Assistant Track Coach, effective the 2018-19 season.

Recommend Robert Cantley as Head Girls' Soccer Coach, Port Townsend High School, effective the 2019-20 season.

Retirements/Resignations:	Accept resignation/retirement of Mark Welch, 1.0 FTE Video Production/Photography/Web Design Teacher, Port Townsend High School, effective the end of the 2018-19 school year. Accept resignation of Susan Paulsen, 1.0 FTE Science Teacher, Blue Heron Middle School, effective the end of the 2018-19 school year. Accept resignation of Jeanette Parker, Learning Support Services Secretary, effective the end of the 2018-19 school year. Accept resignation/retirement of Dawn Young, Accounting Specialist, effective September 30, 2019. Accept resignation/retirement of Sally Talbert, 6.75 Hr/Day Paraeducator, Salish Coast Elementary, effective the end of the 2018-19 school year.
Surplus:	Approve Surplus of Non-Textbooks, VHS Tapes, Educational Records/78 LP, and Audio Books from District Libraries and Classroom
Overnight Travel:	Approve Overnight Travel, OCEAN Bravo Team to Marrowstone Island May 6-7, 2019
Donation:	Accept Donation of Vendor Tent Valued at \$1308.00 from Holley Carlson for PTHS Athletics Soccer Program
Minutes:	Approve Minutes of the March 21, 2019 Regular Business Meeting Approve Minutes of the April 4, 2019 Work/Study Meeting

Board Correspondence-None

Reports

Board Members

Director James-Wilson stated that PTHS graduate Robert Tsai and author of Practical Equality will be the speaker at the PTHS salon May 3 and a public event that evening at Peninsula College. Chair Welch enjoys the blue flowers blooming at Salish Coast Elementary. Director Tucker said PTHS teacher Brandi Hageman is organizing a Climate Summit, which will be held June 5, 2019 from 5:30 to 7:00 p.m. The event is open to the public and involves 5th, 9th and 10th grade students.

Student

Odin Smith, ASB Representative reported on the following:

- ASB and Class Elections April 26
- Sailing team qualified for districts
- Wrestling team would like new mats

Wellness Policy 6700 Annual Review

Stacey Larsen, Director of Food Services and Julie Russell, Blue Heron Dean of Students presented the annual report. The report included district-wide and individual building successes and challenges of meeting the wellness policy nutrition and physical fitness requirements. The Wellness Committee's focus this year has been eliminating food-based rewards for students. The committee is providing fruit and vegetable waters to students during state testing to implement the 0 sugary drinks component of the Jefferson 5-2-1-0 initiative. The committee has also been involved with vaping and immunization concerns. Discussion followed.

Superintendent

Superintendent Polm reported on the following

- Calendar of Events highlights
- Asked PTHS Knowledge Bowl coaches Ben and Julie Dow to help present recognition certificates to the state champion team members
- OESD 114 services regional literacy team participation update by Assistant Superintendent Sandy Gessner
- Satellite skills center proposal update
- State auditor's office will conduct an immunization compliance performance audit
- PTHS elevator construction progress
- Recent committee meetings included Finance April 10, Technology April 11, and Instructional Material April 15
- Policy Review Committee will meet April 30
- Attended Blue Heron student recognition assembly today
- Recently met with Salish Coast and Blue Heron student advisory groups. Will meet with PTHS advisory group April 19.
- Visited the OCEAN outdoor painting class at Point Hudson April 12
- Attended PTHS salon April 12 with speaker Leah Warshowski
- Director of Communications Sarah Rubenstein was a panel member at the April 15 Chamber of Commerce luncheon
- Financial health of the district has improved. Credited Amy Khile and the Board for their efforts.

Senior Project Challenges and Graduation Requirements

Superintendent Polm, PTHS Principal Carrie Ehrhardt, and PTHS Teacher Ben Dow presented celebrations and challenges of the current senior project process. They requested Board input on possible adjustments to the process that could alleviate some of the challenges and create success for all students. Director James-Wilson wondered if a different time of year or different grade level would be beneficial, and if this year's challenges are unique. Chair Welch mentioned the importance of the project. Director Tucker asked if the funding could be moved from building budget to MDS budget and suggested requesting increased participation from Skillmation members. Director O'Hara said it was important to determine ways to fund the supports needed to ensure student success. Superintendent Polm commended Principal Ehrhardt and PTHS staff for increasing supports for students this year. The Board agreed that reducing the scope of the project and not eliminating it should be explored.

Director of Finance and Business Operations

Amy Khile reported on enrollment for March 2019 and gave a budget summary for all funds for April 2019, a special education funding report, and capital levy and bond analyses. Discussion followed.

Action Items

Approve Resolution 19-02 Delegating Authority to Washington Interscholastic Activities Association (WIAA)

Director James-Wilson moved to approve Resolution 19-02 Delegating Authority to Washington Interscholastic Activities Association. Director Tucker seconded and the motion carried 4-0.

Approve Meal Prices for the 2019-20 School Year

Director Tucker moved to approve Meal Prices for the 2019-20 School Year. Director O'Hara seconded. Director James Wilson requested clarification of milk and reduced meal pricing. The motion carried 4-0.

Approve School Calendar for the 2019-20 School Year

Superintendent Polm stated that the calendar includes changes from previous years to conference weeks timing and structure. The changes have been reviewed by parents and staff, and the calendar has been approved by Port Townsend Education Association (PTEA) President Kirsten Bledsoe. Chair Welch expressed concern with March conferences being targeted instead of being offered to all students at Salish Coast Elementary. Superintendent Polm clarified that all parents may request a conference. Director James-Wilson moved to approve the School Calendar for the 2019-20 School Year. Director O'Hara seconded and the motion carried 4-0.

Approve School Calendar for the 2020-21 School Year

Superintendent Polm said that if there are concerns after implementing the 2019-20 calendar, then he agreed to review those concerns with the PTEA President and address the concerns. Director James-Wilson moved to approve the School Calendar for the 2020-21 School Year with possibility of modification. Director Tucker seconded and the motion carried 4-0.

Approve Staff/Student Bell Schedules for the 2019-20 School Year

Superintendent Polm recommended a 15 minute later start time for all schools. He presented a summary of benefits and concerns, which included parent and staff survey comments. The recommended times were:

Salish Coast	8:15 am - 2:50 pm
Blue Heron	8:25 am - 3:05 pm
PTHS	8:25 am - 3:10 pm

Early Release Times

- Salish Coast 2-Hr 12:50 pm 3-Hr 11:50 am
- Blue Heron 2-Hr 1:05 pm 3-Hr 12:05 pm
- High School 2-Hr 1:10 pm 3-Hr 12:10 pm

Director O'Hara moved to approve the Staff/Student Bell Schedules for the 2019-20 School Year. Director Tucker seconded and the motion carried 4-0.

Approve Policy 3141 Nonresident Students

Superintendent Polm explained no changes were made to the policy since the first review at the April 4, 2019 Work/Study Meeting. Director James-Wilson asked what method the district uses for annual notification to parents. Director James-Wilson moved to approve Policy 3141 Nonresident Students. Director Tucker seconded and the motion carried 4-0.

Approve Policy 3144 Release of Information Concerning Student Sexual and Kidnapping Offenders

Superintendent Polm explained that Policy 4315 with the same title as Policy 3144 refers to information received by law enforcement how it is disseminated by the school district. The edits presented at first review April 4, 2019 have been applied to the policy. Director James-Wilson requested that the 4th paragraph be moved to become the 2nd paragraph. Director James-Wilson moved to approve Policy

3144 Release of Information Concerning Student Sexual and Kidnapping Offenders with suggested modification. Director O'Hara seconded and the motion carried 4-0.

Unfinished Business – None

New Business – None

Policy Review

Policy and Procedure 4130 and 4130P Title I Parent Involvement – First Review

Title I Director Shelby MacMeekin explained that the suggested changes to the policy and procedure ensure compliance with the Every Student Succeeds Act (ESSA). She reviewed recommendations from WSSDA, OSPI, and other school districts to create the changes. Ms. MacMeekin stated that the intent of the changes is to remove barriers and increase parent involvement.

Policy and Procedure 5201 and 5201P Drug-Free Schools, Community and Workplace – First Review

Superintendent Polm explained that the updates to this personnel policy follow WSSDA recommendations. Director James-Wilson asked that Section E under Prohibited Behavior of the procedure be stricken due to Section B containing the same information. Amy Khile clarified that due to the district receiving federal funding it is obligated to comply with federal laws regarding marijuana usage.

Public Comments-None

Future Meeting Topics and Agenda Planning

The May 2, 2019 Work/Study Meeting will include recognition of employees with 25 years of service to the district, Human Growth and Development Curriculum Implementation and Special Education Interventions reports, and a reminder of the filing deadline for school board positions. Chair Welch will provide the board thought. A Public Records Requests report and approvals of student handbooks, student summer camps, CARA Lease Agreement and City of Port Townsend Mountain View Campus Lease Modification will be on the May 16, 2019 Regular Business meeting agenda. Directors Tucker and James-Wilson will be excused.

Executive Session

The regular meeting was adjourned at 7:53 p.m. for a short break and a 20-minute executive session to discuss the performance of a public employee. The meeting was reconvened at 8:14 p.m.

Board Reflections – None

Adjournment

The meeting was adjourned by consensus at 8:14 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST: _____
Connie Welch, Board Chair