

Board Chair Connie Welch called the meeting to order at 5:30 p.m. PRESENT: Connie Welch, Laura Tucker, Keith White and ASB Representative Odin Smith. Nathanael O'Hara arrived at 5:45 p.m. EXCUSED: Jennifer James-Wilson. Also present were Superintendent Polm, staff, and community members.

ASB Representative Odin Smith led the Pledge of Allegiance.

Agenda

Director White moved to approve the agenda as presented. Director Tucker seconded and the motion carried 3-0.

Recognition

Superintendent

Hero Award

Port Townsend High School Principal Carrie Ehrhardt introduced teachers Rene Olson and Michele Soderstrom and student Izzy Hammett. Ms. Soderstrom presented local artist Margie McDonald a PT Schools Hero Award in thanks for her many hours volunteering with art students on wearable art projects. Ms. McDonald said she would like to share the award with her Swatch team members Judith Bird, Kim Nunes and Maggie Day, and Amy Grondin. Ms. Olson presented a PT Schools Hero Award to Jim Dow in recognition of his years as a classroom volunteer. Izzy thanked Mr. Dow for helping her with coursework.

Student Advisory Council to the Superintendent

Superintendent Polm presented certificates of recognition to members of the Student Advisory Council to the Superintendent from each school. He thanked the students for meeting with him throughout the school year to discuss their experiences and concerns.

Public Comments - None

Consent Agenda

Director Tucker moved to approve the consent agenda as presented. Director White seconded and the motion carried 4-0. Included on the consent agenda were the following items: 1) Payroll for April 2019; 2) Accounts Payable as of May 15, 2019; 3) Recommend the following actions:

Hires:

- Recommend employment of certificated administrators for the 2019-20 school year as per attached personnel action list.
- Recommend employment of classified administrators for the 2019-20 school year as per attached personnel action list.
- Recommend Megan Addison as 1.0 FTE 5th Grade Teacher Leave Replacement, Salish Coast Elementary, effective the 2019-20 school year.
- Recommend Linda Lenz as 1.0 FTE Math/Science Teacher at Blue Heron Middle School, effective the 2019-20 school year.
- Recommend employment of full-time and part-time teachers and certificated support personnel for the 2019-20 school year as per attached personnel action list.

Retirements/Resignations:	<p>Recommend employment of classified non-represented staff for the 2019-20 school year as per attached personnel action list.</p> <p>Accept resignation of Corey Smith, 1.0 FTE Special Education Teacher, Salish Coast Elementary, effective the end of the 2018-19 school year.</p> <p>Accept .4 FTE resignation of Isabelle Noiret, currently .6 FTE Foreign Language Teacher at Port Townsend High School, effective the end of the 2018-19 school year.</p> <p>Accept resignation/retirement of Luci Chambers, 1.0 FTE Teacher, Blue Heron Middle School, effective the end of the 2018-19 school year.</p> <p>Accept resignation of Karmen Meier. 1.0 FTE Teacher, Salish Coast Elementary, effective the end of the 2018-19 school year.</p>
Transfers:	<p>Recommend transfer of Daniel Saksa, 1.0 FTE 2nd Grade Teacher to 1.0 FTE 4th Grade Teacher, Salish Coast Elementary, effective the 2019-20 school year.</p> <p>Recommend transfer of Zach Gosteli, .8 FTE PE Teacher at Salish Coast Elementary and Port Townsend High School to 1.0 FTE Art/PE Teacher at Blue Heron Middle School, effective the 2019-20 school year.</p> <p>Recommend transfer of Kathryn Santerre, Learning Support Services Secretary leave replacement, to continuing Learning Support Services Secretary effective the 2019-20 school year.</p>
Sports Summer Camps	<p>Approve High School Football to Camp July 18-21, 2019 at Tenino High School in Tenino, WA</p> <p>Approve High School Boys Basketball to Camp July 24-27, 2019 at Gonzaga University in Spokane, WA</p> <p>Approve High School Girls Basketball to Camp July 14-18, 2019 at Western Washington University in Bellingham, WA</p> <p>Approve High School Girls Basketball to Camp June 17-20, 2019 in Ilwaco, WA</p>
Overnight Travel:	<p>Approve Overnight Travel Maritime Summer School Puget Sound Sailing Trip June 16-21, 2019</p> <p>Approve Overnight Travel PTHS Maritime Weekend Sailing Trip Aboard Schooner Adventuress on Puget Sound May 31-June 2, 2019</p> <p>Approve Overnight Travel Maritime Summer School San Juan Islands Sailing Trip August 17-22, 2019</p>
Out-of-State Travel	<p>Approve Out-of-State Travel Jeremy Vergin to National School Resource Officer Conference June 23-28, 2019 in Pigeon Forge, Tennessee</p>
Out-of-Country Travel	<p>Approve Visit History 2021 Trip to Paris and Amsterdam April 1-10, 2021</p>
Surplus:	<p>Approve Surplus of Three (3) Computers, Eight (8) Projectors, Three (3) Overhead Projectors, Two (2) Tape Recorders, One (1) Answering Machine, One (1) CD Player, Five (5) Printer/Scanners, One (1) Apple Airport Extreme, Two (2) Cameras, One (1) Document Camera, and One (1) Heater from the Technology Department.</p> <p>Approve Surplus of 3,486 Outdated Textbooks and Reference Books from Lincoln Building</p>
Minutes:	<p>Approve Minutes of the April 18, 2019 Regular Business Meeting</p> <p>Approve Minutes of the May 2, 2019 Work/Study Meeting</p>
Donation:	<p>Accept Donation of \$1409.84 from Quimper Unitarian Universalist Fellowship to the Salish Coast Elementary Love of a Child Fund</p>

Board Correspondence

The Board reviewed an email from Jonathan Bakin containing the text of his public comments regarding high school Knowledge Bowl team recognition presented at the April 18, 2019 Board of Directors' Regular Business Meeting and Superintendent Polm's response email. The Board also reviewed an email from Maraiah Lynn Nadeau regarding Salish Coast Elementary School concerns and Superintendent Polm's response email. Salish Coast Elementary Principal Lisa Condran has met with Ms. Nadeau to discuss her concerns.

Reports

ReCyclery Site Plan Model

ReCyclery representatives were unable to attend the meeting.

Board Members

Chair Welch attended the recent Wearable Art Show and was impressed with entries from Port Townsend and Quilcene students. Director White commended the PTHS production *Cabaret* for outstanding student performances. Director Tucker enjoyed providing tours of Salish Coast Elementary to fellow attendees at the WSSDA Regional meeting May 11. She stated that school directors from other districts complimented the facility and the Food Service Department, which provided the meal for the meeting.

Student

Odin Smith, ASB Representative reported on the following:

- ASB and class elections held recently
- Prom held Maritime Center May 11
- Blood drive successful
- AP testing currently taking place
- Had questions about ASB funds in accounts for inactive clubs
- Will be participating in Race to Alaska

The Board thanked Odin for his time as the ASB representative.

Superintendent

Superintendent Polm reported on the following

- Calendar of Events highlights
- West Sound STEM Memorandum of Understanding
- Summary of House Bill 1216 regarding establishing school safety centers
- Fort Worden Advisory Council School Report
- PTHS elevator project update
- Attended the joint concert of Port Townsend and Bremerton Orchestras May 10. Former teacher Mark Adamo was a guest conductor.
- Reported positive comments about Salish Coast Elementary School and the Food Service Department from the May 11 WSSDA Regional meeting
- Attended the Blue Heron Middle School orchestra concert May 14
- Plans to attend *Cabaret*

Director of Finance and Business Operations

Amy Khile reported on enrollment for May 2019 and gave a budget summary for all funds for April 2019, a special education funding report, and capital levy and bond analyses. Ms. Khile reported that some state forestry funds have been received by the district. She also presented the quarterly report of public records requests received by the district. Discussion followed.

Action Items

Approve Scope of Work for Pilot Project between Salish Coast Elementary School and the City of Port Townsend Public Library

Superintendent Polm introduced Port Townsend Public Library Director Melody Eisler to discuss the scope of work agreement. Ms. Eisler explained that the public library and the district plan to collaborate to provide a public library component at Salish Coast Elementary as part of the April 18, 2014 Memorandum of Agreement. The plan includes Salish Coast Library hours Tuesdays during the summer and on early release Wednesdays during the 2019-20 school year. Director Tucker moved to approve the Scope of Work for Pilot Project between Salish Coast Elementary School and the City of Port Townsend Public Library. Director O'Hara seconded and the motion carried 4-0.

Approve Resolution 19-03 180-Day Parent-Teacher Conference Waiver

Superintendent Polm explained that the resolution is a required component of the District's waiver request with the Office of Superintendent of Public Instruction (OSPI). The waiver would allow Salish Coast Elementary to offer two (2) full-day parent-teacher conferences in each of the next three (3) school years. Director White moved to approve Resolution 19-03 180-Day Parent-Teacher Conference Waiver. Director O'Hara seconded and the motion carried 4-0.

Approve Policy 3200 Student Rights and Responsibilities

Superintendent Polm stated that there have been no changes to the policy since the first review at the May 2, 2014 Work/Study Meeting. Director O'Hara moved to approve Policy 3200 Student Rights and Responsibilities. Director Tucker seconded and the motion carried 4-0.

Approve Policy 3224 Student Dress

Superintendent Polm said that the policy has been reviewed by the administrators, building staff and parents. The edits requested during the first review at the May 2, 2019 Work/Study Meeting have been applied. Director Tucker moved to approve Policy 3224 Student Dress. Director White seconded and the motion carried 4-0.

Approve Policy 4130 Title I Parent Involvement

Shelby MacMeekin, Title I Director, completed the review of the policy, which was presented for first review at the April 18, 2019 Regular Business Meeting. Director Tucker asked that "and Family" be added after "Parent" in the policy title. Director White moved to approve Policy 4130 Title I Parent Involvement with the addition of "and Family" to the title. Director Tucker seconded and the motion carried 4-0.

Approve Policy 5201 Drug-Free Schools, Community and Workplace

Superintendent Polm explained this is a personnel policy. Changes recommended during first review at the April 18, 2019 Regular Business Meeting have been applied. Director O'Hara moved to approve

Policy 5201 Drug-Free Schools, Community and Workplace. Director White seconded and the motion carried 4-0.

Approve Community Arts and Recreation Alliance (CARA) Lease Agreement

Superintendent Polm explained that a section of the Mountain View campus will be leased to CARA. This section will be removed from the current lease of the property with the City of Port Townsend. The agreement has been reviewed by city and school district attorneys. Director O'Hara requested clarification of the lease term compared with that of the City of Port Townsend Mountain View campus lease. Director Tucker moved to approve the Community Arts and Recreation Alliance (CARA) Lease Agreement. Director O'Hara seconded and the motion carried 4-0.

Approve City of Port Townsend Mountain View Campus Lease Agreement Amendment 1

Superintendent Polm stated the amendment to the lease allows for the removal of the portion of the Mountain View campus that will be leased to CARA. Director White moved to approve the City of Port Townsend Mountain View Campus Lease Agreement Amendment 1. Director Tucker seconded and the motion carried 4-0.

Approve Student Handbooks 2019-20

Salish Coast Elementary Principal Lisa Condran, Blue Heron Principal Theresa Campbell and PTHS Principal Carrie Ehrhardt presented the 2019-20 student handbooks. They noted areas that reflected substantial language changes from 2018-19. All schools will provide students with the handbooks prior to the start of the school year. Director Tucker moved to approve the Salish Coast Elementary School, Blue Heron Middle School and Port Townsend High School 2019-20 Student Handbooks. Director White seconded and the motion carried 4-0.

Unfinished Business – None

New Business – None

Policy Review

Policy and Procedure 2151 and 2151P Interscholastic Activities – First Review

Superintendent Polm explained that Policy 3500 Athletics and Activities and Policy 2151 Interscholastic Activities both currently contain guidance on interscholastic activities. Following administrative and Policy Review Committee reviews, the recommendation is to merge the policies and procedures into 2151 and 2151P and retire 3500 and 3500P. Principals Ehrhardt and Campbell explained the edits to the policy and procedure including language moved from 3500 and 3500P, WSSDA recommended edits, Washington Interscholastic Activities Association (WIAA) handbook language, and edits suggested following committee review. Director Tucker mentioned the binary nature of the language on page 3 of the policy. Principal Ehrhardt and Superintendent Polm will search for examples of appropriate non-binary language. Director O'Hara requested clarification of the hierarchy of responsibility in overseeing and evaluating coaches.

Policy and Procedure 3241 and 3241P Classroom Management, Discipline and Corrective Action – First Review

Principals Ehrhardt and Campbell presented the suggested policy and procedure edits, which reflect WSSDA recommendations and current state law requirements. The edits included portions of Policy and Procedure 3240 and 3240P Student Conduct, which will be retired when this policy is finalized.

Public Comments-None

Future Meeting Topics and Agenda Planning

The June 6, 2019 Work/Study Meeting will include recognition of retiring employees and spring athletics, summer maintenance projects report, community partners and outreach report, and a recommendation for student insurance 2019-20. Director O'Hara will provide the board thought. Director James-Wilson will be excused. Annual district goals and athletics update and Title IX equity in sports reports, setting of the 2019-20 board meeting calendar, and an executive session to discuss the performance of a public employee will be on the June 20, 2019 Regular Business meeting agenda. Directors White and James-Wilson will be excused.

Executive Session – Not Needed

Board Reflections – None

Director White commended Superintendent Polm for his willingness to meet with students and listen to their concerns. Chair Welch said she was impressed with Odin Smith's service as the ASB Representative. The Board would like to invite ASB representatives for 2019-20 to attend the WSSDA Annual Conference in November 2019.

Adjournment

The meeting was adjourned by consensus at 7:05 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST: _____
Connie Welch, Board Chair