

Board Chair Connie Welch called the meeting to order at 5:31 p.m. PRESENT: Connie Welch and Nathanael O'Hara. Jennifer James-Wilson and Keith White joined the meeting by phone. Laura Tucker joined the meeting by phone at 5:55 p.m. Also present were Superintendent Polm and staff members.

Director O'Hara led the Pledge of Allegiance.

Agenda

Director White moved to approve the agenda as presented. Director O'Hara seconded and the motion carried 4-0.

Recognition

Superintendent

Hero Award

Superintendent Polm and Director of Payroll and Human Resources Laurie McGinnis presented Business Office Administrative Assistant Carrie Baxter with a PT Schools Hero Award in recognition of her work in organizing the district's surplus process and mentoring a student during the culminating project.

Public Comments - None

Consent Agenda

Director O'Hara moved to approve the consent agenda as presented. Director White seconded. Director James-Wilson asked for clarification regarding the welding surplus items and the possibility of welding being offered in the future. Director O'Hara requested additional information regarding the three (3) contracts on the consent agenda. The motion carried 4-0. Included on the consent agenda were the following items: 1) Payroll for May 2019; 2) Accounts Payable as of June 20, 2019; 3) Recommend the following actions:

Hires:

Recommend MB Armstrong as 1.0 FTE Special Education and Title/LAP Teacher, Salish Coast Elementary, effective the 2019-20 school year.
Recommend Sharon Redmon as 1.0 FTE Special Education Teacher, Salish Coast Elementary, effective the 2019-20 school year.
Recommend Logan Stegner as 1.0 FTE Physical Education Teacher, Port Townsend High School, effective the 2019-20 school year.
Recommend Donald Halquist as 1.0 FTE 2nd Grade Teacher, Salish Coast Elementary, effective the 2019-20 school year.
Recommend Reed Aubin as 1.0 FTE Foreign Language Teacher, Port Townsend High School, effective the 2019-20 school year.
Recommend Sharon Grewell as Summer Library Paraeducator, effective the 2018-19 school year.
Recommend Heidi Johnson as 4 Hr/Day Districtwide Custodian, effective June 4, 2019.
Recommend Lucero Figueroa-Moreno as 6 Hr/Day, 4 Day/Week, Preschool Paraeducator, Salish Coast Elementary, effective the 2019-20 school year.
Recommend employment of classified staff for the 2019-20 school year as per attached personnel action list.

- Retirements/Resignations: Accept resignation of Jennifer Nielsen, 1.0 FTE High School Teacher, effective the end of the 2018-19 school year.
Accept resignation of Cara Kaspersen, 1.0 FTE Foreign Language Teacher, Port Townsend High School, effective the end of the 2018-19 school year.
Accept resignation of Ruth Williams, Special Education Paraeducator, Salish Coast Elementary, effective the end of the 2018-19 school year.
Accept resignation of Teresa Wright, Special Education Paraeducator, Salish Coast Elementary, effective the end of the 2018-19 school year.
Accept resignation of Susan Vokurka, Special Education Paraeducator/LPN, Salish Coast Elementary, Monday and Thursday hours only, effective the 2019-20 school year.
Accept resignation of Cameron Botkin, High School Girls' Basketball Coach, effective the end of the 2018-19 school year.
Accept resignation of Brian Tracer, High School Girls' Head Basketball Coach, effective the end of the 2018-19 school year.
- Transfers: Recommend transfer of Virginia Grace from 1.0 FTE OCEAN Teacher to 1.0 FTE Language Arts Teacher, Port Townsend High School, effective the 2019-20 school year.
- Out-of-State Travel: Approve Out-of-State Travel Sally Shaw-Dankert, Kathryn Pangelinan and Nora Sabia to Staff Development for Educators I Teach K! 2019 Conference July 8-12, 2019 in Las Vegas, NV
Approve Out-of-State Travel Lisa Condran to FAST Essentials Training July 29-30, 2019 in Naperville, IL
- Minutes: Approve Minutes of May 15, 2019 Regular Business Meeting
Approve Minutes of June 6, 2019 Work/Study Meeting
- Contracts: Approve Contract with School Health Consultants, Inc., Regarding Health Services for School Year 2019-2020
Approve Contract with Sablehaus West, Inc. for Painting of Blue Heron Middle School
Approve Contract with LONG Building Technologies, Inc. for Blue Heron Controls Upgrade
- Student Insurance: Approve Use of Myers-Stevens & Toohey & Co., Inc. for Port Townsend School District Voluntary Participation Student Accident/Health Insurance for 2019-20
- Calendar: Approve Board Meeting Calendar for 2019-20
- Surplus: Approve Surplus of Set of Three (3) Welding Booths, Two (2) Airco Welders, and Two (2) Welding Stands from PTHS Maritime Shop

Board Correspondence – None

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Board Members

Chair Welch mentioned that Salish Coast Elementary provided each director with a copy of their student poetry and artwork book *A Shadow of Secrets*. She enjoyed the student speeches given at high school commencement June 7 and recently attended her 50th high school class reunion. Director James-Wilson is in Sitka, Alaska. Director White expressed appreciation for PTHS Principal Ehrhardt's recognition during commencement of students who overcame significant personal challenges while completing high school.

Athletics Update and Title IX Equity in Sports

PTHS Principal Ehrhardt presented the expenditures and revenues report for high school athletics. She mentioned that the Memorial Field rental fees for football and boys and girls soccer were unavailable because billing has not yet been received from Jefferson County. Ms. Ehrhardt also reported the PTHS and Blue Heron Middle School sports participation numbers for boys and girls compared with the overall student population as required by Title IX. Discussion followed.

Secondary Math Curriculum Carnegie Math

The *Carnegie Learning Middle and High School Math Solution* curriculum was recommended to the Board for adoption by the Instructional Materials Committee at the June 6, 2019 Work/Study Meeting. Assistant Superintendent Sandy Gessner presented the fiscal impact information associated with the curriculum. Director James-Wilson requested that in addition to notification on the district website, a legal notice of the community's opportunity to review the curriculum prior to adoption be submitted to *The Leader*. Director White suggested that a newspaper article detailing the curriculum benefits also be submitted to *The Leader*. The curriculum will be presented for possible adoption at the July 18, 2019 Regular Business Meeting.

Superintendent

Superintendent Polm reported on the following

- Will propose a board resolution to direct a transfer of funds from the Salish Coast Elementary levy budget to the Blue Heron levy budget to be applied to the cost of painting and sealing the exterior of Blue Heron.
- Complimented *The Leader* for its local graduation feature
- Follow up on a community member's request of 2019 Knowledge Bowl State Champions being added to a state champions sign at the edge of town
- Representatives from The Robinson Group will provide PTHS Elevator and Salish Coast Elementary construction updates at the July 18, 2019 Regular Business Meeting
- Summer library time at Salish Coast Elementary began Tuesday, June 18
- District has increased its communications about immunization law changes regarding exemptions and school exclusions
- Attended the Community Health Improvement Plan (CHIP) meeting June 20
- Attended high school commencement June 7
- Visited the 7th grade Pacific Northwest Maritime Center experience
- Attended Salish Coast field days and a Blue Heron assembly. Commended principals and staff for well-organized events.
- Met with Local 20/20 group who will assist with the high school career day in Fall 2019
- Participated in an electric buses webinar

Director of Finance and Business Operations

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

Action Items

Approve Amended Meal Prices for 2019-20

Director of Food Services Stacey Larsen explained that use of the Paid Lunch Equity Tool, which became available in early June 2019, indicated a need for increases to 2019-20 meal prices previously

approved by the Board at their April 18, 2019 Regular Business Meeting. Director James-Wilson moved to approve the Amended Meal Prices for 2019-20. Director O'Hara seconded and the motion carried 5-0.

Approve Policy 2151 Interscholastic Athletics and Activities

Superintendent Polm explained that gender identity language consistent with WIAA guidance was added to the policy following first review at the May 15, 2019 Regular Business Meeting. Director Tucker asked for clarification about struck Item C on page 1. Director James-Wilson requested clarification of the last line of the policy regarding facility use. Director James-Wilson moved to approve Policy 2151 Interscholastic Athletics and Activities. Director White seconded and the motion carried 5-0.

Approve Policy 3205 Sexual Harassment of Students Prohibited

Superintendent Polm stated that there have been no changes to the policy since first review at the June 6, 2019 Work/Study Meeting. Director James-Wilson moved to approve Policy 3205 Sexual Harassment of Students Prohibited. Director Tucker seconded and the motion carried 5-0.

Retire Policy 3240 Student Conduct

Superintendent Polm stated that retirement of Policy 3240 Student Conduct is recommended because it has been combined with Policy 3241 Student Discipline. Director O'Hara moved to retire Policy 3240 Student Conduct. Director Tucker seconded and the motion carried 5-0.

Approve Policy 3241 Student Discipline

Superintendent Polm said the significant changes reviewed during first reading at the June 6, 2019 Work/Study Meeting have been applied to the policy. Director Tucker asked that all references to parents be updated to parent(s)/guardian(s). Director James-Wilson moved to approve Policy 3241 Student Discipline with the addition of guardians to all references to parents. Director White seconded and the motion carried 5-0.

Retire Policy 3500 Athletics and Activities

Director White moved to retire Policy 3500 Athletics and Activities. Director O'Hara seconded and the motion carried 5-0.

Approve Policy 5253 Maintaining Professional Staff/Student Boundaries

Superintendent Polm explained that no additional edits have been made to the policy since first review at the June 6, 2019 Work/Study Meeting. Director Tucker moved to approve Policy 5253 Maintaining Professional Staff/Student Boundaries. Director James-Wilson seconded and the motion carried 5-0.

Approve Policy 5281 Disciplinary Action and Discharge

Superintendent Polm stated that no changes had been applied to the policy since first review June 6, 2019. Director White asked if possession of a weapon on school property should be added under Grounds for Disciplinary Action or Discharge. Superintendent Polm explained that issue is addressed in other board policies. Director O'Hara moved to approve Policy 5281 Disciplinary Action and Discharge. Director James-Wilson seconded and the motion carried 5-0.

Approve Policy 6020 System of Funds and Accounts

Amy Khile said there have been no changes to the policy since first review. Director Tucker asked if language was missing after the word support in line four (4) under General Fund. The Board directed the words “that support” be struck from that line. Director Tucker also mentioned that an “s” should be added to “Proceed” at the beginning of the first bullet under Capital Projects Fund. Director O’Hara moved to approve Policy 6020 System of Funds and Accounts with the noted changes. Director Tucker seconded and the motion carried 5-0.

Approve Policy 6100 Revenues from Local, State and Federal Sources

Ms. Khile stated that the edits to the policy were driven by new statewide levy regulations. Director Tucker requested the addition of “enrichment” before “levy” in the last line of the Enrichment Levies section and the addition of “/guardian” after “parent” in Bullet 4 under Revenues from the Federal Government. Director O’Hara moved to approve Policy 6100 Revenues from Local, State and Federal Sources with the edits noted by Director Tucker. Director White seconded and the motion carried 5-0.

Approve Policy 6220 Bid Requirements

Ms. Khile explained that the updated policy conforms to current bid law. Director Tucker requested that “owned” be added after “minority” in Number 4 under the third bullet in the Furniture, Supplies, or Equipment section. Director O’Hara moved to approve Policy 6220 Bid Requirements with the edit mentioned by Director Tucker. Director Tucker seconded and the motion carried 5-0.

Unfinished Business – NoneNew Business – NonePolicy Review - NonePublic Comments-NoneFuture Meeting Topics and Agenda Planning

The Public Hearing for 2019-20 Budget will be held July 18, 2019 at 4:30 p.m. and will be followed by the Regular Business Meeting at 5:30 p.m. A construction report will be presented by The Robinson Company. Director James-Wilson will join the hearing and business meeting by phone.

Next Meeting

July 18, 2019 Public Hearing for 2019-20 Budget, 4:30 p.m. and Regular Business Meeting, 5:30 p.m. at 1610 Blaine St., Room S-11.

Executive Session

Chair Welch recessed the regular meeting at 7:18 p.m. for a 7-minute recess and a 30-minute executive session to evaluate the performance of a public employee. The regular meeting was reconvened at 7:55 p.m. Chair Welch said that the executive session included evaluation of Superintendent Polm’s performance in the areas of ethical leadership and socio-political context. The Board reported a unanimously positive review.

Board Reflections – None

Adjournment

The meeting was adjourned by consensus at 7:55 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST: _____
Connie Welch, Board Chair

CLASSIFIED STAFF FOR 2019-2020 SCHOOL YEAR

Paraeducators:

Cerise Allen-Williamson
Nathalie Ballou
Debbie Barnes
Michele Bartl
Virginia Boatman
Toni Boutilier
Tyler Burnstein
Tara Clanton
James Cook
Michele Dean
Jamillah DeCianne
James Fenton
Lucero Figueroa (Moreno)
Carol Flickinger
Alice Fraser
Cambra Gilbert
Shannon Grewell
Camden Holmes
Beth Johnson
Katie Johnson
Susan Johnson
Michael McKell
Mary McKenna
Taylor Mermel
Linda Norton
Mandy O'Keefe
Michelle Peters
Ashley Quinn
Amy Recker
Nicole Rose
Hannah Spitzbart
Chauncey Tudhope-Locklear
Erin Tuttle
Derec Velez
Lauri Wells
Wendy Wharton
Emma White
Lori Witheridge
Emily Zenz

Secretaries:

LaTrecia Arthur
Donna Benson
Jan Boutilier
Teri Freitas
Samantha Massie
Kimberly Montgomery
Deborah Munro
Lisa Pavoni-Anderson
Jessica Winsheimer

LPN/Paraeducator:

Susan Vokurka

Bus Drivers:

Colleen Jensen
Roberta Meyer
Bethel Moore
Mary Pitts
Rochelle Raines
Richard Rowland
Gina Sturm
Katherine Van Camp

Food Services:

Bobi Beery
Tiffany Davick
Catherine Grace
Joanne Mackey
Shannon Minnihan
April Ryan
Tom Webster

Custodians:

Mary Durham
Stephen Hiegel
Heidi Johnson
Denise Larson
Barbara Maxwell
Trisha Minnihan
Steven Nutter
Ken Stone

Computer Tech Personnel:

Dashiell Tudhope-Locklear

Maintenance

Andy Kithcart (General Maintenance)
Chris Montgomery (Grounds, Maintenance,
Custodial Floater)
Shane Trammell (Groundskeeper)