

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

Director O'Hara led the Pledge of Allegiance.

Agenda

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

Public Comments

Salish Coast Elementary teacher and JeffCo Aquatic Coalition (JAC) Co-President Peter Braden and 3rd grade student Grayce Swindler thanked the district for offering swim lessons to Salish Coast Elementary students. Jean Baldwin, JAC Co-President, also thanked the district for offering the swim lessons and for supporting aquatics programs in the community. Director O'Hara commended JAC for continuing to pursue the possibility of construction of a new aquatic facility.

Consent Agenda

Superintendent Polm and PTHS Principal Carrie Ehrhardt explained the need for the out-of-endorsement teacher assignments requested for approval in the consent agenda. Director James-Wilson moved to approve the consent agenda as presented. Director O'Hara seconded. Director James-Wilson acknowledged Ken Stone's 12 years of service to the district and his upcoming retirement. The motion carried 4-0. Included on the consent agenda were the following items: 1) Payroll for July 2019; 2) Accounts Payable as of August 15, 2019; 3) Recommend the following actions:

Hires:	Recommend Carol Light as .5 FTE OCEAN Teacher, effective the 2019-20 school year. Recommend Nathan Chollar as 1.0 FTE Art/Physical Education Teacher, Blue Heron Middle School, effective the 2019-20 school year. Recommend Wayne Shaffer as .20 Calculus Teacher, Port Townsend High School, effective the 2019-20 school year only. Recommend employment of supplemental contract personnel for the 2019-20 school year as per attached personnel action list.
Retirements/Resignations:	Accept resignation/retirement of Ken Stone, 8 Hr/Day Custodian, effective August 30, 2019. Accept resignation of Camden Holmes, 6 Hr/Day Special Education Paraeducator, Salish Coast Elementary, effective the end of the 2018-19 school year. Accept resignation of April Ryan, 7.5 Hr/Day Food Service Assistant II, Salish Coast Elementary, effective the end of the 2018-19 school year. Accept resignation of James Fenton, Blue Heron Middle School Girls' Basketball Head Coach, effective the end of the 2018-19 season.
Transfers:	Recommend transfer of Robert Kirk from .5 FTE OCEAN Teacher to 1.0 FTE OCEAN Teacher, effective the 2019-20 school year.
Minutes:	Approve Minutes of July 18, 2019 Budget Hearing Approve Minutes of July 18, 2019 Regular Business Meeting

Out-of-Endorsement Teachers: Approve Out-of-Endorsement assignments for Carol Light, Nathan Chollar, Logan Stegner and Wayne Shaffer.

Board Correspondence – None

Reports

YMCA and Mountain View Partner Proposal

Jeff Randall, capital facility project coordinator for the Olympic Peninsula YMCA, presented the partner proposal to create a new YMCA facility on the Mountain View campus. Partners include Jefferson Healthcare, the city of Port Townsend, Jefferson County, Port Townsend School District and the Olympic Peninsula YMCA. The full membership facility would include an aquatic center. Mr. Randall presented the proposed funding model and project timeline. He also invited the Board to select a director to participate in the partnership committee. Discussion followed.

Curriculum Adoption Plan

Assistant Superintendent Sandy Gessner presented the Instructional Materials Committee's Curriculum Adoption Plan, which included a review of progress made in the 2018-19 school year, goals for the 2019-20 school year, and recommended goals for the 2020-21 school year. Discussion followed.

Professional Development Plan

Assistant Superintendent Gessner presented the topics and dates for the district directed professional learning events for the 2019-20 school year. The plan included paraeducator training required by recent state legislation.

Superintendent

Superintendent Polm reported on the following

- Calendar of Events
- K-3 class size reduction-related art grant allocation
- Summer maintenance projects memo
- All staff letters from principals
- Written access plan will be created to address the ongoing elevator construction at PTHS
- Visited district facilities throughout the summer to view progress of maintenance projects
- Leadership retreat work session today produced goals and suggestions for Strategic Plan updates that will be presented to the Board during the Board Retreat August 22
- Will attend the YMCA partnership meeting August 21 at city hall and encouraged the Board to select a director to attend. Director James-Wilson agreed to be the Board representative at the meeting.

Director of Finance and Business Operations

Amy Khile gave a budget summary for all funds for July 2019, a special education funding report, and capital levy and bond analyses. Discussion followed.

Public Records Requests

Amy Khile presented the quarterly report that included three (3) public records requests received by the district during the period of May 1, 2019 through July 31, 2019.

Staffing

Amy Khile presented the budgeted and actual full time equivalent (FTE) staffing numbers for 2017-18 and 2018-19 and the budgeted numbers for 2019-20.

Action Items

Approve Policy 2410 Graduation Requirements

Superintendent Polm explained that language from the district mission and vision statements was added to the Culminating Project section of the policy following first review at the July 18, 2019 Regular Business Meeting. Director O'Hara moved to approve Policy 2410 Graduation Requirements. Director White seconded. Director James-Wilson requested clarification of the Tests Required for Graduation table on page 2 of the policy. The motion carried 4-0.

Approve Policy 3120 Enrollment

Superintendent Polm stated that the policy required minor updates and that no additional edits were made after first review at the July 18, 2019 Regular Business Meeting. Director James-Wilson moved to approve Policy 3120 Enrollment. Director O'Hara seconded and the motion carried 4-0.

Approve Policy 3413 Student Immunization and Life Threatening Conditions

Superintendent Polm explained that no changes were made to the policy since first review at the July 18. Director O'Hara moved to approve Policy 3413 Student Immunization and Life Threatening Conditions. Director James-Wilson seconded and the motion carried 4-0.

First Review and Emergency Approve Policy 3416 Medication at School

Superintendent Polm explained that this is the first review of the policy and that approval is required prior to the beginning of the 2019-20 school year. Updates included WSSDA-recommended terminology and policy cross references. The policy was previously reviewed by the district school nurse manager. Director James-Wilson requested clarification of the Required Notification of EMS section on page 2 of the policy. Director James-Wilson moved to emergency approve Policy 3416 Medication at School. Director O'Hara seconded and the motion carried 4-0.

First Review and Emergency Approve Policy 3423 Parental Administration of Marijuana for Medical Purposes

Superintendent Polm stated that this new policy is required following recent legislation and must be approved prior to the 2019-20 school year. He clarified that schools will not store marijuana products and only parents may administer the products. School nursing staff will serve as the information contact for families. Director O'Hara moved to emergency approve Policy 3423 Parental Administration of Marijuana for Medical Purposes. Director White seconded and the motion carried 4-0.

Approve Policy 3501 Athletics Title IX Evaluation

Superintendent Polm stated that no changes had been made to the policy from first review at the July 18, 2019 Regular Business Meeting. Director James-Wilson moved to approve Policy 3501 Athletics Title IX Evaluation. Director O'Hara seconded and the motion carried 4-0.

Approve Resolution 19-10 Cancellation of Warrants

Director of Finance and Business Operations Amy Khile explained that the purpose of the resolution is to cancel warrants not presented within one year of their issue. The district will issue new warrants to the payees. Director James-Wilson moved to approve Resolution 19-10 Cancellation of Warrants. Director White seconded and the motion carried 4-0.

Approve Minimum Basic Education Compliance for the 2019-20 School Year

Superintendent Polm presented the Minimum Basic Education Compliance Report that will be submitted to the Office of Superintendent of Public Instruction (OSPI) and the calculation of yearly hours for each school in the district. Director James-Wilson moved to approve the Minimum Basic Education Compliance for the 2019-20 School Year. Director O'Hara seconded and the motion carried 4-0.

Policy Review

Policy 4210 Regulation of Dangerous Weapons on School Premises – First Review

Superintendent Polm stated that the current policy was most recently reviewed in 2006. Changes to the policy follow WSSDA recommendations. Additions to the policy included definitions of dangerous weapons and disciplinary actions. Director James-Wilson expressed concern with the concealed weapon permit language on page 2 of the policy.

Public Comments-None

Board Discussion and Comments

Director James-Wilson recently returned from an extended sailing trip. She mentioned the many upcoming school-year-start activities, and was impressed with the school year wall calendar and the exciting work of district staff and administrators. Director White reported that he will be visiting Wisconsin until at least the end of September. Chair Welch welcomed back Director James-Wilson, and she plans to view the interior updates at Blue Heron.

Future Meeting Topics and Agenda Planning

Policy and Procedure 1620 and 1620P, the updated District Strategic Plan, and Board Goals will be reviewed at the August 22, 2019 Board Retreat. Director White will join the meeting by phone. The September 5, 2019 Work/Study Meeting agenda items will include reports on Salish Coast Traffic Management Plan, First Day of School, Emergency Preparedness and Program of Interscholastic Activities as required by Policy 2151. The September 19, 2019 Regular Business Meeting reports will include Summer School, September Enrollment/Class Sizes, District Arts, and MDS Evaluation. Also, the District 2018-19 Annual Report will be presented for approval September 19. Superintendent Polm notified the Board that Olympic Community Action Programs (OlyCAP) would like to present their 7th and Hendricks Housing Opportunity for All proposal at either the September 5 or September 19 meeting. The Board expressed no preference. Superintendent Polm will follow up with OlyCAP.

Next Meeting

Board Retreat, August 22, 2019, 1610 Blaine St., Room S-11, 5:30 pm.

Executive Session- not needed

Adjournment

The meeting was adjourned by consensus at 7:45 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST: _____
Connie Welch, Board Chair