

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

#### Board Thought

Director James-Wilson shared the poem *The Hidden Text* by Rob Lewis.

#### Agenda Approval

Chair Welch said that an ASB Representative Report would be added to the agenda prior to the Superintendent's Report. Director Laura Tucker moved to approve the agenda with the addition of the ASB Representative Report. Director James-Wilson seconded and the motion carried 5-0.

#### Public Comments - None

#### ASB Representative Report

ASB Representative Cedar Elliott reported on the following:

- Homecoming Spirit Week planning
- November Blood Drive planning
- Elevator construction distracting in some classes
- Large freshman class overwhelming but not problematic

#### Superintendent's Report

Superintendent Polm reported on the following:

- Visited schools to observe arrival and dismissal
- Representative Tharinger met with students in the high school garden today
- OESD 114 was awarded a grant from the Washington State Employment Security Department. Proposed fund use includes OESD staffing to facilitate connecting Port Townsend students with local maritime and construction trade/skills opportunities.

#### Old Business

##### Strategic Plan Review

Superintendent Polm and Assistant Superintendent Sandy Gessner presented written notes of the board's and leadership team's comments from strategic plan review activities during the August 19 Regular Business Meeting and the August 15 Leadership Retreat. The information will be used to prioritize action plans for this and future school years.

#### New Business

##### Olympic Community Action Programs (OlyCAP) 7<sup>th</sup> and Hendricks Affordable Housing Proposal

OlyCAP Executive Director Dale Wilson, OlyCAP Housing Director Kathy Morgan and Project Consultant Mark Blatter of Ally Community Development presented the proposal to create affordable housing at 7<sup>th</sup> and Hendricks. The proposal included project design, timeline, budget and possible funding sources. Discussion followed.

### First Day of School Reports

#### Salish Coast Elementary

Principal Lisa Condran reported that the beginning of the year was going well. The drop off pull out on Grant Street was helping alleviate traffic congestion. Ms. Condran stated that the courtyard was open and the garden was looking good. All students are being assessed in reading and math as part of Multi-Tiered Systems of Support (MTSS) implementation. The staggered lunch schedule and longer lunch time have been beneficial.

#### Blue Heron/OCEAN

Principal Theresa Campbell stated that the staff welcomed students with “Happy New Year” greetings. Parking lot traffic was flowing well. She explained that students have been able to utilize the gym, commons and library spaces before school. The staff has begun work on their mission, vision and goals. Every student will participate in academic success activities. Ms. Campbell also said the donated milk dispenser is now in use during meals.

#### Port Townsend High School

Principal Carrie Ehrhardt said the opening of school went smoothly. The large freshman class required adjustments to the master schedule and the Skillmation mentor meetings with students. Students have enjoyed eating lunch outside and are dealing well with the elevator construction. First Friday place-based and fun activities are planned for all students September 6.

The Board expressed appreciation for the work of staff during the start of the school year.

### 2019-2020 Program of Athletics and Activities

Principals Ehrhardt and Campbell presented the 2019-2020 Program of Athletics and Activities for PTHS and Blue Heron as required by policy 2151. The principals also reported the current fall sports participation numbers. Discussion followed.

### Recommend Danielle Moyer as .5 FTE Physical Education Teacher, Salish Coast Elementary, Effective the 2019-2020 School Year

Superintendent Polm explained the Washington State conditional certification requirements. Director James-Wilson moved to approve employment of Danielle Moyer as .5 FTE Physical Education Teacher, Salish Coast Elementary, Effective the 2019-2020 School Year. Director White seconded and the motion carried 5-0.

### Approve Out-of-Endorsement for Danielle Moyer, Salish Coast Elementary Physical Education Teacher

Superintendent Polm stated that Board approval of out-of-endorsement teaching assignments is a federal requirement. Director Tucker moved to approve Out-of-Endorsement for Danielle Moyer, Salish Coast Elementary Physical Education Teacher. Director O'Hara seconded and the motion carried 5-0.

### Policy, Procedure and Form 3207, 3207P and 3207F Prohibition of Harassment, Intimidation, or Bullying – First Review

Superintendent Polm explained that suggested revisions to the policy, procedure and form follow WSSDA recommendations based on new legislation. Director James-Wilson suggested restructuring the opening section of the policy. The Board discussed the necessity of the second paragraph of the policy.

The policy will be edited as recommended and presented for second review and possible approval at the September 19, 2019 Regular Business Meeting.

Salish Coast Elementary Traffic and Parking Management Report from Heffron Transportation, Inc.  
Superintendent Polm and Supervisor of Maintenance and Facilities Justin Gray presented the June 2019 traffic monitoring report from Heffron Transportation, Inc. They explained actions taken by the district to improve traffic flow following review of report.

Superintendent Evaluation Format

Superintendent Polm presented the WSSDA Standards-Based Superintendent Evaluation format and his corresponding goals. The evaluation format includes eight (8) standards. Quarterly performance reviews of progress toward the goals are planned. The Board discussed completing the evaluation process as a group or individuals.

Public Comments – None

Board Discussion and Comments

Director James-Wilson reported encountering two teachers who expressed joy and excitement for the new school year. Director Welch attended the Northwest Harvest Root Out Hunger event September 4 and said she is proud of the district's food service program. Director Tucker attended the Skillmation year kick-off event September 4. Superintendent Polm reminded the Board of the opportunity for a director to participate in the MDS Advisory Committee. Director Tucker said she was willing to participate until the end of her term. Additional committee participation will be determined during reorganization of the Board at the December 5, 2019 Regular Business Meeting.

Future Meeting Topics and Agenda Planning

September 19, 2019 Regular Business Meeting agenda items include reports of Summer School, September Enrollment/Class Sizes, District Arts Program, and MDS Annual report. Director Tucker will be excused. The October 3, 2019 Work/Study Meeting will be held at Port Townsend High School. Topics for the meeting include High School and School Improvement Plan, Internal Controls and District Assessment Results.

Executive Session – Not Needed

Adjournment

The meeting was adjourned by consensus at 7:32 p.m.

Respectfully submitted,

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John Polm, Secretary

ATTEST:\_\_\_\_\_  
Connie Welch,  
Board Chair