

Board Chair Connie Welch called the meeting to order at 5:32 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 White moved to approve the agenda as presented. Director O'Hara seconded. Director James-Wilson requested to move the resignation of Scott Wilson as High School Girls' Basketball Assistant Coach from the consent agenda to a separate action item immediately after the consent agenda. Director White amended his motion to approve the consent agenda with the removal of the resignation of Scott Wilson as High School Girls' Basketball Assistant Coach. The motion carried 4-0.

Recognition

Superintendent

Hero Award

Superintendent Polm presented PT Schools Hero Awards to West Sound Tech (WST) Director Shani Watkins, PTHS CTE Maritime Instructor Kelley Watson, and Northwest Maritime Center for their work in implementing the WST Satellite Maritime Academy Program in Port Townsend this school year. Ms. Watkins explained the program creation process and Ms. Watson described program activities to date.

Public Comments - None

Consent Agenda

Superintendent Polm explained the need for the Interlocal Transportation Agreements with neighboring school districts. PTHS Principal Carrie Ehrhardt explained the materials requirements for the Scrapbooking elective course and expressed appreciation for the donated supplies. Director James-Wilson moved to approve the consent agenda as modified. Director White seconded and the motion carried 4-0. Included on the consent agenda were the following items: 1) Payroll for August 2019; 2) Accounts Payable as of September 19, 2019; 3) Recommend the following actions:

Hires:	Recommend Danielle Ferrero as Accounting Specialist, Port Townsend School District, effective September 23, 2019.
	Recommend Jacquelyn Rolon as 3.5 Hr/Day Food Service Kitchen Assistant I, Salish Coast Elementary, effective September 16, 2019.
	Recommend Rochelle Raines as 3 Hr/Day Food Service Kitchen Assistant I, Salish Coast Elementary, effective September 11, 2019.
	Recommend Ken Philips as 4.25 Hr/Day Bus Driver, Port Townsend School District, effective September 11, 2019.
	Recommend Cami Sebastian as 4.25 Hr/Day Bus Driver, Port Townsend School District, effective September 19, 2019.
	Recommend Gabe Montoya as High School Assistant Football Coach, effective the 2019-20 season.

- Recommend Logan Stegner as High School Assistant Football Coach, effective the 2019-20 season.
- Recommend Tara Clanton as High School Cheerleader Advisor, Winter 2019-20 cheer season, effective immediately.
- Retirements/Resignations: Accept Resignation of Konstantin Semerikov, 1.0 FTE Math Teacher, Blue Heron Middle School, effective August 3, 2019.
- Accept resignation of Chauncey Tudhope-Locklear, 6.5 Hr/Day Paraeducator, Salish Coast Elementary, effective the end of the 2018-19 school year.
- Accept resignation of James Cook, 6.17 Hr/Day Special Education Paraeducator, Blue Heron Middle School, effective the end of the 2018-19 school year.
- Accept resignation of Gabe Montoya as Blue Heron Middle School Assistant Football Coach, effective immediately.
- Accept resignation of Kirsten Hammer as High School Cheerleader Advisor, Winter 2019-20 cheer season, effective immediately.
- Accept resignation of Marybeth McKenna as Blue Heron Middle School Assistant Track Coach, effective immediately.
- Accept resignation of Gabe Tonan as High School Golf Coach, effective immediately.
- Transfers: Recommend transfer of Tiffany Davick from Food Service Assistant I to Food Service Assistant II, Salish Coast Elementary, effective the 2019-20 school year.
- Recommend transfer of Heidi Johnson, 4.0 Hr/Day Districtwide Custodian, to 8 Hr/Day High School Custodian, effective September 2, 2019.
- Recommend transfer of Cambra Gilbert from 6.33 Hr/Day Special Education Paraeducator, Port Townsend High School to 6.0 Hr/Day Special Education Paraeducator at Salish Coast Elementary, effective the 2019-20 school year.
- Recommend transfer of Toni Boutilier from 6 Hr/Day Special Education Paraeducator, Salish Coast Elementary to 5.5 Hr/Day Custodian, Districtwide, effective September 19, 2019.
- Donations: Materials Valued at \$3,355.00 from Pam Winn for use by PTHS Scrapbooking Class
- Materials Valued at \$291.10 from Gloria Dominguez for use by PTHS Scrapbooking Class
- Materials Valued at \$120.00 from Pamela Clark for use by PTHS Scrapbooking Class
- Materials Valued at \$900.00 from Dominique Roarke for use by PTHS Scrapbooking Class
- \$600.00 from the Kiwanis Club of Port Townsend, \$300.00 to the Yea! Music Program and \$300.00 to the PTHS Orchestra Program
- \$600.00 from the Kiwanis Club of Port Townsend to the InVestEd Fund of PTHS for Support of Homeless Youth

Minutes:	Minutes of the August 15, 2019 Regular Business Meeting Minutes of the August 22, 2019 Board Retreat Minutes of the September 5, 2019 Work/Study Meeting
Calendar:	Board of Directors Meeting Calendar 2019-2020
Program Plan:	Highly Capable Program Plan 2019-2020
Out-of-State Travel:	Sarah Rubenstein and Lisa Condran to attend the Place-Based Education Conference November 7-9, 2019 in Flint, MI Jennifer Kruse to attend the Association for Career & Technical Education (ACTE) Conference 2019 December 4-6, 2019 in Anaheim, CA Janet McKee, Heather Sanders and Cherry Chenruk-Geelan to attend the International Dyslexia Association Annual Conference November 7-10, 2019 in Portland, OR Carrie Ehrhardt to attend the High Tech High Winter Institute: PBL Immersion January 28-31, 2020 in San Diego, CA Lisa Condran and Tracy Gallegos to attend the FastBridge Learning Fast Focus Training October 7-9, 2019 in Minneapolis, MN
Committee Membership:	Instructional Material Committee Membership 2019-2020
Agreements:	Interlocal Transportation Agreement with Central Kitsap School District Interlocal Transportation Agreement with Port Angeles School District Interlocal Transportation Agreement with North Kitsap School District

Board Correspondence

The Board reviewed an email from Doug Goodman regarding immunization compliance and Chair Welch's response email.

Superintendent

Superintendent Polm reported on the following

- Calendar of Events highlights
- Immunization Compliance Flow Chart
- September 12, 2019 Piper Jaffray Election Conference Notes
- Participated in the Learning Walk today at the high school with district administrators
- Started book study with interested teachers
- Attended the district-wide place-based learning professional development event September 18. The training was organized by MDS Director Sarah Rubenstein and Blue Heron/OCEAN Principal Theresa Campbell
- PTHS elevators have arrived and installers are on sight
- Climate strike planned by students September 20

Accept resignation of Scott Wilson as High School Assistant Girls' Basketball Coach

Director O'Hara moved to accept the resignation of Scott Wilson as High School Assistant Girls' Basketball Coach, effective immediately. Director White seconded and the motion carried 3-0. Director James-Wilson abstained.

Director of Finance and Business Operations

Amy Khile presented the September 2019 enrollment report. Discussion followed.

Old Business

Approve Policy 3207 Prohibition of Harassment, Intimidation, or Bullying

Superintendent Polm stated that the changes discussed at first review have been applied to the policy. Director James-Wilson moved to approve Policy 3207 Prohibition of Harassment, Intimidation, or Bullying. Director O'Hara seconded and the motion carried 4-0.

Approve Policy 4210 Regulation of Dangerous Weapons on School Premises

Superintendent Polm explained that no additional edits have been applied to the policy since first reading at the August 15 Regular Business Meeting. Director James-Wilson moved to approve Policy 4210 Regulation of Dangerous Weapons on School Premises. Director O'Hara seconded and the motion carried 4-0.

New Business

Summer School Report

Title I/LAP

Salish Coast Elementary Assistant Principal and District Title I/LAP Director Shelby MacMeekin presented the Summer Programs Report. She stated that the Summer Academy program for third grade students and the Extended School Year program for elementary and secondary students were held at Salish Coast Elementary July 16 – 26. The report included student and staffing data and future planning considerations. Ms. MacMeekin explained that the offerings focused on literacy, math and music. The report also included information about the ten-week high school credit recovery program.

Library Collaborative

Assistant Superintendent Sandy Gessner provided a report on the Port Townsend Library Collaborative Summer Pilot Project at the Salish Coast Elementary library, which took place Tuesdays from June 18 – August 8. The library was open to the public from 10:00 a.m. – 1:00 p.m. and preschool storytime was offered. Ms. Gessner stated that the fall pilot project of extended library hours on Wednesdays will begin October 2.

Satellite Skills Center

Maritime Instructor Kelley Watson reported on the Adventures at Sea CTE Maritime Studies/Vessel Operations summer course aboard the schooner *Adventuress* offered through West Sound Tech. The report included information about students served, logistics, funding, content, and considerations for the future of the program. Ms. Watson presented student feedback quotes and statistics. She expressed appreciation for *Adventuress* owner Sound Experience's support of the program.

District Fine Arts Program Report

Superintendent Polm presented the Fine Arts Program Report compiled by Fine Arts Coordinator Daniel Ferland. The report included highlights from each of the fine arts instructors in the district and an update on the YEA! Music program, which was implemented last school year.

MDS Annual Report

MDS Director Sarah Rubenstein presented the Maritime Discovery Schools Initiative annual program review. The report included program progress, grant support, examples of student and staff annual survey responses, takeaways from the annual community partner survey, and suggestions for staff and the district in remaining committed to the program. Director James-Wilson requested that the program success be shared with the community in an upcoming edition of the district newsletter insert in *The Leader*.

WSSDA Legislative Assembly Positions

The Board reviewed WSSDA's 2019 Legislative Assembly Proposal & Position Listing. Director James-Wilson requested Board input on positions that she and Superintendent Polm will refer to during the WSSDA Legislative Assembly September 26 – 27.

Approve Middle School Football Combine with Chimacum School District

Superintendent Polm stated that Chimacum Junior High and Blue Heron Middle School football programs would like to combine for the 2019 season due to low participation numbers in both programs. The combine would be hosted by Port Townsend School District. Director White moved to approve the Middle School Football Combine with Chimacum School District. Director O'Hara seconded and the motion carried 4-0.

Public Comments-None

Board Discussion and Comments - None

Future Meeting Topics and Agenda Planning

The October 3, 2019 Work/Study Meeting will be held at the Port Townsend High School Library. Agenda items include High School and School Improvement Plan and District Assessment Reports. PTA leadership will present their plan for the 2019-20 school year. Director White will present the board thought. The October 17, 2019 Regular Business Meeting will take place at the Salish Coast Elementary School Library. Salish Coast and School Improvement Plan, Annual TitleI/LAP, Internal Controls, Maintenance and Facilities, and August and September Fund Summaries reports will be on the agenda.

Executive Session – Not Needed

Adjournment

The meeting was adjourned by consensus at 6:55 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST: _____
Connie Welch, Board Chair