

Board Chair Connie Welch called the meeting to order at 5:33 p.m. PRESENT: Connie Welch, Jennifer James-Wilson, Nathanael O'Hara, Laura Tucker and Keith White. Also present were Superintendent Polm, staff, and community members.

#### Board Thought

Chair Welch offered thoughts of each director's strengths and contributions to the Board. The Board added similar thoughts about Chair Welch.

#### Agenda Approval

Director Tucker moved to approve the agenda as presented. Director White seconded and the motion carried 5-0.

#### Recognition

##### Hero Award

Superintendent Polm presented a PT Schools Hero Awards to Port Townsend Marine Science Center Executive Director Janine Boire and Board President Diane Baxter in recognition of their commitment to offering marine science education to district students and the community. PTMSC has served more than 500 students over the last year and has provided teacher professional learning, workshops, and grant funds. Ms. Boire introduced Program Director Diane Quinn and Education Coordinator Carolyn Woods. She thanked all members of their education team for their roles in providing the education programs. Ms. Baxter said education is necessary to carry out the PTMSC vision of conservation of the marine and shoreline environment.

#### Public Comments - None

#### Board Correspondence

The Board reviewed an email invitation from Community Health Improvement Plan (CHIP) Network Project Coordinator Bernadette Smyth to attend the November 20, 2019 Community Conversation regarding the results of the Community Health Assessment.

#### ASB Representative Report

ASB Representative Cedar Elliot was unable to attend the meeting.

#### Superintendent's Report

Superintendent Polm reported on the following:

- Multi-Tiered System of Supports (MTSS)
- WSSDA Fall Regional Meeting
- National Board Accomplished District Award, Director James-Wilson recommended sending a copy of the award letter to the local newspapers
- Attended football game versus Chimacum October 25
- Met with PTHS Student Advisory Group to discuss Policy and Procedure 3211 and 3211P
- Attended CHIP Immunization Work Group October 31
- Attended Blue Heron Veterans Day assembly today
- Shorter high school lunch is a concern for some students and staff
- Participated in all-district MTSS professional learning session November 6
- High school elevator project update; final inspections expected late November

- Recommendation from school nurse for high school to stock Narcan
- WIAA classifications count year; league membership options will be reviewed

### Old Business

#### Policy and Procedure 3210 and 3210P Nondiscrimination – Second Review

Superintendent Polm said the policy is being reviewed in conjunction with the OSPI Consolidated Program Review of the district. The edits suggested at first review have been applied to the policy. The policy will be presented for adoption at the November 18, 2019 Regular Business Meeting.

#### Policy and Procedure 3211 and 3211P Transgender Students/Gender-Inclusive Schools – Second Review

Superintendent Polm stated that the edits recommended at first review have been applied to the policy. The policy and procedure have also been reviewed by the Policy Review Committee and the PTHS Student Advisory Group. The policy will be presented for adoption at the November 18, 2019 Regular Business Meeting.

#### Policy and Procedure 5010 and 5010P Nondiscrimination and Affirmative Action – Second Review

Superintendent Polm said that review of this policy is also related to the Consolidated Program Review. This is the first review of the new procedure, which aligns with WSSDA recommendations. Director James-Wilson requested that the last sentence of the policy be made into a separate paragraph. The policy will be presented for adoption at the November 18, 2019 Regular Business Meeting.

### New Business

#### Human Resources Annual Report

Director of Human Resources Laurie McGinnis presented the 2018-19 annual department report, which summarized district-wide staffing, grievances, collective bargaining contracts status, progress toward goals, and upcoming concerns to be considered by the Board. Discussion followed.

#### Transportation Annual Report

Director of Transportation Monica Mulligan presented the 2018-19 annual department report. The report included ridership, staffing, allocations and state reporting, goals attained and priority areas for improvement. Discussion followed.

#### OCEAN Program Annual Report

OCEAN Principal Theresa Campbell presented an overview of the program report, including demographics, achievements and staffing, and 2019-20 program goals and action plans. She introduced OCEAN teacher Daniel Molotsky who reported on MDS projects, community partners and other program activities. Mr. Molotsky expressed appreciation for the support of the OCEAN parent group and Principal Campbell. Discussion followed. OCEAN parents in attendance introduced themselves to the Board.

#### Blue Heron Annual Report and School Improvement Plan (SIP)

Blue Heron Principal Theresa Campbell presented an overview of student demographics, achievement, staffing, academic programs, supports, experiential education, community partners and 2019-2020 goals and action plans. She said the staff created a new mission/vision statement. Special Education Teacher John Burke discussed inclusion practices. Building Leadership Team members presented grade level

MDS projects, community partners, and other activities. Jennifer Manning and Roger Mills presented Grades 6 and 8 information, and Brett Navin and Don Oliveira presented Grade 7 information. Principal Campbell also explained the student support programs and Mr. Oliveira presented challenges for each grade. Discussion followed.

PTA Co-President Debbie Sonandre presented Principal Campbell with a token of appreciation for her commitment to students and support of the PTA.

Approve Perkins V One-Year Transition Grant for 2019-2020

PTHS Principal Carrie Ehrhardt said the funding now requires a Comprehensive Local Needs Assessment (CLNA). Director James-Wilson moved to approve Perkins V One-Year Transition Grant for 2019-2020. Director White seconded and the motion carried 5-0.

Approve CTE Advisory Program Goals for 2019-2020

Principal Ehrhardt explained the CTE program goals composed by the General Advisory Council. Director Tucker moved to approve the CTE Advisory Program Goals for 2019-2020. Director James-Wilson seconded and the motion carried 5-0.

Approve CTE Maritime Robotics and Design Fabrication Class (CIP code 150406) to be Recognized as a Local Course Equivalency in Non-Lab Science for Port Townsend High School

Principal Ehrhardt said the course equivalency option has been added by the state in an effort to create additional pathways for students to earn graduation credits. Director Tucker moved to approve CTE Maritime Robotics and Design Fabrication Class (CIP code 150406) to be Recognized as a Local Course Equivalency in Non-Lab Science for Port Townsend High School. Director James-Wilson seconded and the motion carried 5-0.

Approve Resolution 19-11 Newly Elected Board Members

Superintendent Polm explained that a resolution is required to allow the use of district funds to pay for newly elected board members to attend the November 21-24 WSSDA Annual Conference prior to being sworn in. Director James-Wilson moved to approve Resolution 19-11 Newly Elected Board Members. Director White seconded and the motion carried 5-0.

Policy and Procedure 3115 and 3115P Homeless Students/Students Experiencing Homelessness: Enrollment Rights and Services – First Review

Superintendent Polm explained the recommended policy and procedure edits, including updating the phrase “homeless students” to “students experiencing homelessness” and adding the section Informed consent for healthcare. Director James-Wilson asked for verification that all staff, including bus drivers, view the OSPI training video mentioned in the Best interest determination section. She also recommended using a sentence format instead of a list format for the first paragraph under Facilitating on-time grade level progression, and noted a correction needed from “our” to “or” in the first sentence of paragraph five of the same section. Ms. James-Wilson also requested clarification of the meaning of paragraph one of the Best interest determination section. The policy will be presented for second review/adoption at the November 18, 2019 Regular Business Meeting.

Policy and Procedure 3120 and 3120P Enrollment – First Review

Superintendent Polm stated that the edits to the policy follow WSSDA recommendations. Language updates regarding students experiencing homelessness and students of military families align with

Policies 2100 and 3115. No edits to the procedure were recommended. The policy will be presented for second review/adoption at the November 18, 2019 Regular Business Meeting.

Policy and Procedure 3231 and 3231P Student Records – First Review

Superintendent Polm said minor edits were recommended to the policy and procedure to align with updates to Policy and Procedure 3115 and 3115P. The policy will be presented for second review/adoption at the November 18, 2019 Regular Business Meeting.

Public Comments – None

Board Discussion and Comments

The Board appreciated and enjoyed the Blue Heron and OCEAN reports and staff. Director White said the building looked nice. Director O'Hara thanked Directors Tucker and White for their time on the Board. He appreciated their time and expertise in helping the district move forward.

Future Meeting Topics and Agenda Planning

A Special Meeting for an Executive Session to discuss the performance of a public employee will be held November 18, 2019 at 4:30 p.m. A Regular Business Meeting will follow at 5:30 p.m. Agenda items will include PTA Leadership Introductions and Plan for 2019-2020, Public Records Requests, Internal Controls and District Strategic Plan Update reports and the approval of the District Annual Report. A graduation pathways discussion will be included as New Business. Director O'Hara will be excused. The December 5, 2019 Regular Business Meeting agenda items will include Certification of Election and Oath of Office for new board members, Reorganization of Board Roles, Recognition of Fall Athletics, Schedule of the Mid-Year Board Retreat and CEE Survey and WSSDA Annual Conference reports.

Executive Session – Not Needed

Adjournment

The meeting was adjourned by consensus at 8:34 p.m.

Respectfully submitted,

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John Polm, Secretary

ATTEST:

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Connie Welch,  
Board Chair