

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

Director White led the Pledge of Allegiance.

Agenda

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

Recognition

Retiring Board Members

Superintendent Polm presented plaques to Directors White and Tucker and thanked them for their dedication and service to the Board and students of Port Townsend. Director White said he enjoyed being part of the Board and working with Superintendent Polm. Director Tucker said it was an honor to serve on the Board.

Reception

Chair Welch recessed the meeting at 5:36 p.m. for a 10-minute reception to honor the retirees. The meeting reconvened at 5:46 p.m.

Public Comments - None

Consent Agenda

Director James-Wilson moved to approve the consent agenda as presented. Director White seconded and the motion carried 4-0. Included on the consent agenda were the following items: 1) Payroll for October 2019; 2) Accounts Payable as of November 18, 2019; 3) Recommend the following actions:

Hires:	Recommend Sarah Logue as 6.5 Hr/Day Special Education Paraeducator, Port Townsend High School, pending passing of Praxis testing. Recommend Jacquelyn Rolon as 2.5 Hr/Day Food Service Assistant II, Port Townsend High School, effective October 28, 2019. Recommend Sophia Breithaupt as 6.0 Hr/Day Special Education Paraeducator, Salish Coast Elementary, effective October 11, 2019. Recommend Emily Zenz as High School Girls' Assistant Basketball Coach, effective the 2019-20 season. Recommend Julian Harris as High School Boys' Assistant Basketball Coach, effective the 2019-20 season. Recommend Lamont Thornton as Blue Heron Middle School Boys' Assistant Basketball Coach, effective the 2019-20 season.
Leaves:	Recommend extension of medical leave of absence for Rochelle Raines, Bus Driver.
Minutes:	Minutes of the October 17, 2019 Regular Business Meeting Minutes of the November 7, 2019 Work/Study Meeting

PT PTA

Co-Presidents Candace Mangold and Debbie Sonandre explained that the Salish Coast Elementary and Blue Heron Middle School PTAs combined this year into PT PTA, which serves all schools in the district. They discussed the group's history, mission and activities. They also mentioned membership data and membership benefits. Discussion followed.

ASB Representative

ASB Representative Cedar Elliott was unable to attend the meeting.

Superintendent

Superintendent Polm reported on the following:

- Calendar of Events highlights
- Library Collaboration update
- Patron tour November 14
- Attended YMCA Partnership meeting November 15 regarding Mountain View campus

Director of Finance and Business Operations

Amy Khile presented the November 2019 enrollment report. She also presented a revised August 2019 fund summary and budget summaries for all funds, special education funding reports, and capital levy and bond analyses for October 2019. Ms. Khile also presented the quarterly Public Records Requests report, which included one request from August 1, 2019 to October 31, 2019. Discussion followed.

Old Business

OCEAN School Improvement Plan

Principal Theresa Campbell presented a revised OCEAN School Improvement Plan to include an additional goal of increasing state assessment participation in grades 3-8 and 10 in order to meet OSPI Consolidated Program Review standards.

Approve Policy 3115 Students Experiencing Homelessness: Enrollment Rights and Services

Superintendent Polm explained that the edits suggested at first review have been applied to the policy. Director James-Wilson moved to approve Policy 3115 Students Experiencing Homelessness: Enrollment Rights and Services. Director Tucker seconded and the motion carried 4-0.

Approve Policy 3120 Enrollment

Superintendent Polm said that no changes have been made to the policy since last reviewed by the Board. Director Tucker moved to approve Policy 3120 Enrollment. Director White seconded and the motion carried 4-0.

Approve Policy 3210 Nondiscrimination

Superintendent Polm stated that the changes recommended during second review have been applied to policy. Director White moved to approve Policy 3210 Nondiscrimination. Director Tucker seconded and the motion carried 4-0.

Approve Policy 3211 Gender-Inclusive Schools

Superintendent Polm said that no additional edits have been applied to the policy since it was last reviewed. He also said the high school student advisory group reviewed the policy and volunteered to assist in future policy reviews and gender-inclusive education activities. The Board expressed interest in a student report regarding gender-inclusion at a future meeting. Director James-Wilson moved to approve Policy 3211 Gender-Inclusive Schools. Director Tucker seconded and the motion carried 4-0.

Approve Policy 3231 Student Records

Superintendent Polm stated that no additional edits have been applied since second review of the policy. Director White moved to approve Policy 3231 Student Records. Director Tucker seconded and the motion carried 4-0.

Approve Policy 5010 Nondiscrimination and Affirmative Action

Superintendent Polm explained that “immigrant status” was added the nondiscrimination statement in paragraph 1 of the policy to align with Policy 3210. Director James-Wilson moved to approve Policy 5010 Nondiscrimination and Affirmative Action. Director White seconded and the motion carried 4-0.

Approve West Sound Technical Skills Center Interdistrict Cooperative Agreement 2019-20

Superintendent Polm presented the changes to the agreement. Director Tucker moved to approve the West Sound Technical Skills Center Interdistrict Cooperative Agreement 2019-20. Director White seconded and the motion carried 4-0.

New Business

Approve District Annual Report 2018-19

Superintendent Polm presented the 2018-19 District Annual Report in compliance with Policy . Director Tucker suggested different indicators for state assessment data report. Director James-Wilson moved to approve the District Annual Report 2018-19. Director Tucker seconded and the motion carried 4-0.

Narcan Use in Washington High Schools

PTHS Principal Carrie Ehrhardt presented Senate Bill 5380, which recognizes opioid use as an epidemic in Washington State, and articles regarding naloxone use in schools, school access to free naloxone and naloxone in schools as part of emergency response planning. Jefferson County Public Health Community Health Educators Denise Banker and Lindsey Scalf explained that naloxone counters the effects of opioid overdose. They presented a Naloxone Quick Facts sheet to the Board. Ms. Banker and Ms. Scalf stated that Jefferson County Public Health supports naloxone use in schools and named several local public agencies that have naloxone on hand. Discussion followed. The Board supported moving forward with this option and directed Superintendent Polm to create a draft policy to address the use of naloxone in the schools.

Graduation Pathways

Principal Ehrhardt presented the OSPI Graduation Pathways for the Class of 2020-21 and OSPI’s guidance on dual credit, 2 for 1 crediting, and course equivalencies. Discussion followed.

High School Athletics League Membership

Principal Ehrhardt and Athletic Coordinator Lysa Falge presented pros and cons for each 2020-21 league option. Following discussion, the Board supported their recommendation of requesting to join the Nisqually league.

High School Lunch Period

Principal Ehrhardt said the 30-minute lunch period, which is five minutes shorter than last school year, limits the time available for lunchtime club meetings and honors seminars. She proposed that the school day begin at 8:20, five minutes earlier than the current 8:25 start time, in order to increase the lunch period to 35 minutes. The proposal will be presented for additional discussion and/or approval at the December 5, 2019 Regular Business Meeting.

District Strategic Plan Update

Superintendent Polm presented proposed edits to the plan based on Board and staff review as well as updated data. The Board discussed the status of the strategies and activities related to each plan goal.

Public Comments - None

Board Discussion and Comments

Director Tucker provided an update about the 6th grade food waste audit, including students' ideas to reduce food waste. She also mentioned that PTHS Students for Sustainability will present a proposal for a drinking straw ban to the Port Townsend City Council at its December 2, 2019 meeting. Chair Welch will attend Community Health Improvement Plan (CHIP) –hosted Community Conversation regarding results of the Community Health Assessment November 20, 2019.

Future Meeting Topics and Agenda Planning

December 5, 2019 Regular Business Meeting, 1610 Blaine St., Room S-11, 5:30 p.m.

Agenda items include certification of election and oath of office, reorganization of the Board, recognize fall athletics, and review the agenda of the mid-year board retreat. Reports of the CEE Survey, WSSDA Annual Conference and Internal Controls will be presented.

January 2, 2020 Work/Study Meeting, 1610 Blaine St., Room S-11, 5:30 p.m.

A review of the Affirmative Action Plan will be on the agenda.

Executive Session – Not Needed

Adjournment

The meeting was adjourned by consensus at 8:12 p.m.

Respectfully submitted,

John Polm, Secretary

ATTEST: _____
Connie Welch, Board Chair