

Board Chair Jennifer James-Wilson called the virtual meeting to order at 5:30 p.m. PRESENT BY ZOOM: Jennifer James-Wilson, Nathanael O'Hara, Doug Ross, Jeff Taylor and Connie Welch. Also present were Superintendent John Polm and staff.

Director Welch led the Pledge of Allegiance.

Agenda

Chair James-Wilson notified the Board that a recognition would be added to the agenda. Director O'Hara moved to approve the agenda as amended to include a recognition. Director Welch seconded and the motion carried 5-0.

Recognition

Hero Award

Superintendent Polm presented Katy Gaffney, Assistant to the Superintendent, a Hero Award in recognition of setting up online kindergarten registration, supporting staff, and helping create Zoom board meetings that meet Open Public Meetings Act requirements.

Public Comments

Zhaleh Almaee, Alexis Nye, Rowen Matkins, Holly Kuzma, Ethan Walat, Bridgette Ramsey, and Marc Weinblatt presented comments about OCEAN programming and staffing. Meeting hosts were unable to unmute Scott Clifton to allow him to provide comments about OCEAN.

Board Correspondence

The Board reviewed an email from Tom Thiersch regarding his comments to a *PT Leader* article, and the article referenced in the email. The Board also reviewed Chair James-Wilson's response email.

Consent Agenda

Director Welch moved to approve the consent agenda as presented. Director Ross seconded and the motion carried 5-0. Included on the consent agenda were the following items: 1) Payroll for April 2020; 2) Accounts Payable as of May 21, 2020; 3) Recommend the following actions:

Hires:	Recommend employment of certificated administrators for the 2020-21 school year as per attached personnel action list. Recommend employment of classified administrators for the 2020-21 school year as per attached personnel action list. Recommend employment of full-time and part-time teachers and certificated support personnel for the 2020-21 school year as per attached personnel list. Recommend employment of classified non-represented staff for the 2020-21 school year as per attached personnel action list.
Reassignments:	Approve reassignment of Tracy Gallegos, 1.0 FTE Reading and Math Interventionist to .5 FTE MTSS Coach and .5 FTE Dean of Students, Salish Coast Elementary, effective the 2020-21 school year.

	Approve reassignment of Lisa Olsen from 1.0 FTE 4 th Grade Teacher to 1.0 FTE Math and Reading Interventionist, Salish Coast Elementary, effective the 2020-21 school year.
	Approve reassignment of Danielle Moyer from .5 FTE PE Teacher to one-year leave replacement .5 FTE Music and PE Teacher, Salish Coast Elementary, effective the 2020-21 school year.
Leaves:	Approve family leave of absence for Reed Aubin, 1.0 FTE High School Teacher, effective approximately October 2020 through January 2021. Approve leave of absence for Larry Pepper, .5 FTE Music Teacher, Salish Coast Elementary, effective the 2020-21 school year.
Resignations:	Accept resignation of Nathan Chollar, 1.0 FTE Art Teacher, Blue Heron Middle School, effective the end of the 2019-20 school year. Accept resignation of Megan Addison, Salish Coast Elementary Teacher, effective the end of the 2019-20 school year. Accept resignation of Dashiell Tudhope-Locklear, 260 Day Telephone/Computer Technician, Port Townsend School District, effective May 29, 2020.
Minutes:	Approve minutes of the April 16, 2020 Regular Business Meeting Approve minutes of the May 7, 2020 Work/Study Meeting
Athletics:	Approve Boys Soccer Combine with Chimacum 2020-21 and 2021-22 Approve Boys and Girls Cross Country Cooperative with Chimacum 2020-21 and 2021-22 Approve Girls Swimming and Diving Cooperative with Chimacum 2020-21 and 2021-22 Approve Boys and Girls Wrestling Cooperative with Chimacum 2020-21 and 2021-22 Approve Boys and Girls Tennis Cooperative with Chimacum 2020-21 and 2021-22
Surplus:	Approve Surplus of Three Kenmore Ovens Model 790.96002602 from PTHS Culinary Classroom
Student/Parent Handbooks	Approve Salish Coast Elementary Handbook Approve Blue Heron Middle School Handbook Approve Port Townsend High School Handbook
Contract:	Approve Contract Between Port Townsend School District and School Health Consultants, Inc., Regarding Health Services for School Year 2020-2021
Report:	Approve Technology Annual Report
Meal Prices:	Approve Meal Prices for 2020-21
School Calendars:	Verify School Calendar for 2020-21 Approve School Calendar for 2021-22

Reports

Wellness and Physical Education Annual Report

Assistant Superintendent Sandy Gessner presented the Wellness and Physical Education Annual Report. Ms. Gessner explained the current Wellness Committee priorities, the PTHS PE program, and continued work plans for the committee and the PE program. PE Teachers Sheri Shaw and Mark Tallarico described the Salish Coast Elementary and Blue Heron Middle School PE programs. Director of Food Services Stacey Larsen said that the committee work focuses on the whole child, and thanked the committee members. Discussion followed.

District Weed Treatment Plan

Supervisor of Facilities and Maintenance Justin Gray presented the District Weed Treatment Plan. The plan included current and future treatments for the Blue Heron soccer field, district wide noxious weed possible treatments, and plans to create an annual weed control process. Discussion followed.

OCEAN Program

Superintendent Polm presented the OCEAN Program report, which provided program background, current situation details, and program and staffing recommendations. Discussion followed. The Board directed Superintendent Polm to survey parents of OCEAN students to determine the qualities they seek in OCEAN staff.

Superintendent

Superintendent Polm reported on the following:

- K-12 Delivery Model Planning for Fall 2020. Board members may participate in subcommittee meetings.
- Child Nutrition update
- Childcare update

Director of Finance and Business Operations

Amy Khile presented a budget summary of all funds, a special education funding report, and capital levy and bond analyses for March 2020. Discussion followed. Ms. Khile also presented the quarterly public records requests report.

Old Business

Second Review and Adoption of Policies

Second review of Policy 2420 Grading and Progress Reports, Policy 3122 Excused and Unexcused Absences, Policy 3225 School-Based Threat Assessment, Policy 3510 Associated Student Bodies, Policy 4060 Distribution of Materials, Policy 4314 Notification of Threats of Violence or Harm, and Policy 5005 Employment: Disclosures, Certification Requirements, Assurances and Approval. Superintendent Polm reviewed the recommended edits to each policy and said that additional changes were made following first review. He also said that an Academic Integrity statement was added to Procedure 2420P at the Board's request. Director Welch moved to approve Policy 2420, Policy 3122, Policy 3225, Policy 3510, Policy 4060, Policy 4314 and Policy 5005 as presented. Director Ross seconded and the motion carried 5-0.

New Business

Resolution 20-09 Continuous Learning Plan

Superintendent Polm read the resolution aloud. He stated that the resolution and plan require approval. Director Welch moved to approve Resolution 20-09 Continuous Learning Plan and approve the Port Townsend School District Continuous Learning Plan as presented. Director O'Hara seconded and the motion carried 5-0.

Resolution 20-10 Survey of Space Availability in Contiguous Districts

The resolution is a required element of the Study and Survey process, which the district completes to qualify for state matching funds for construction. Chair James-Wilson said she would like the word plant removed from the first sentence. Director Taylor moved to approve Resolution 20-10 Survey of Space Availability in Contiguous Districts, replacing the word plant with school in the first sentence. Director O'Hara seconded. Chair James-Wilson noted that the word plant should be deleted not replaced. Director Taylor amended his motion to approve Resolution 20-10 Survey of Space Availability in Contiguous Districts, with the deletion of the word plant from the first sentence. Director O'Hara seconded and the motion carried 5-0.

Approve 2019-20 Emergency School Closure Instructional Hours and Days Waiver Application

The waiver is required for all Washington school districts that will not provide the minimum instructional hours and days for the 2019-20 school year due to the COVID-19 closure. Director O'Hara moved to approve the 2019-20 Emergency School Closure Instructional Hours and Days Waiver Application. Director Welch seconded and the motion carried 5-0. The application will be submitted to OSPI with the District's Continuous Learning Plan, the Modified 2019-20 School Year Calendar and supporting documents.

Approve recommendation of Linda Lenz, currently 1.0 Math Teacher at Blue Heron Middle School, as 1.0 FTE Math Teacher, Port Townsend High School, effective the 2020-21 school year.

The personnel action item was not included in the consent agenda in order to allow Director Taylor to recuse himself due to being the spouse of the employee. Director Welch moved to approve the recommendation of Linda Lenz, currently 1.0 Math Teacher at Blue Heron Middle School, as 1.0 FTE Math Teacher, Port Townsend High School, effective the 2020-21 school year. Director O'Hara seconded and the motion carried 4-0. Director Taylor abstained.

Public Comments

Zhaleh Almaee, Ethan Walat, Rowen Matkins, Heather McRae-Woolf, Bridgette Ramsey and Eric Kuzma offered comments about OCEAN programming and staffing.

Board Discussion and Comments

Director Ross mentioned that Skillmation is interested in continuing to tutor and mentor students now and in the fall. Director Welch said she appreciated hearing the public comments about OCEAN and she supports alternative programs, and she is also concerned about the financial issues the district is facing. Director Taylor felt the district is dealing with many large issues at once and that prioritization and patience are needed. Director O'Hara stated that every student in the district is affected by the school closure. He expressed appreciation for district leaders and staff, and asked for patience as the

district faces unknowns while planning. Chair James-Wilson mentioned that the Chimacum School District Board of Directors will also be conducting a superintendent search. She presented the possibility of teaming with the Chimacum School District Board of Directors in selecting a search consultant. The Board agreed that Chair James-Wilson may send a letter to the Chimacum Board to open the discussion of this option.

Future Meeting Topics and Agenda Planning

June 4, 2020 Special Meeting, 1610 Blaine St., Room S-11, 4:00 p.m.

The Board will discuss the superintendent transition process.

June 4, 2020 Work/Study Meeting, 1610 Blaine St., Room S-11, 5:30 p.m.

Agenda items include Safe Routes to School, Summer Maintenance, Community Partners and Outreach, and Study and Survey Reports, and recognition of retiring employees. The Board will review Chair James-Wilson's letter to the Chimacum Board regarding the superintendent search.

May 21, 2020 Regular Business Meeting, 1610 Blaine St., Room S-11, 5:30 p.m.

Reports include Annual District Goals, Athletics Update and Title IX Equity in Sports. Other agenda items include Recommendation for Student Insurance 2020-21, Set Board Meeting Calendar for 2020-21, present Hero Awards and Approve Study and Survey.

Chair James-Wilson requested Superintendent Search Update be added to the agendas of all board meetings during the search process.

Executive Session – Not Needed

Adjournment

The meeting was adjourned by consensus at 8:45 p.m.

Respectfully submitted,

John A. Polm, Jr.
Secretary

ATTEST: _____
Jennifer James-Wilson
Board Chair

Certificated Administrators for 2020-2021 school year:

Theresa Campbell, Blue Heron Middle School Principal (Grades 6-8)

Lisa Condran, Salish Coast Elementary Principal (Grades P-5 and OPEPO)

Carrie Ehrhardt, High School Principal (Grades 9-12)

Shelby MacMeekin, Director of Special Services

Sarah Rubenstein, Maritime Director

Classified Administrators for 2020-2021 school year:

Rich Durr, .5 FTE Director of Educational Technology Services

Amy Khile, Director of Finance and Operations

Stacey Larsen, Food Services Director

Laurie McGinnis, Director of Payroll/Human Resources

Justin Gray, Supervisor of Maintenance and Facilities

1.0 FTE Teachers

Denise Aedan
Reed Aubin
MB Armstrong
Kirsten Behrenfeld
Brenna Bemis
Dawn Braden
Peter Braden
John Burke
Cherry Chenruk-Geelan
Kim Clarke
Ben Dow
David Egeler
Merri Emerson
Daniel Ferland
Allen Fox
Amos Freeman
Tom Gambill
Cheryl Garnett Harris
Rebecca Gimlett
Christina Giulvezan
Virginia Grace
Brandi Hageman
Aaron Hall
Donald Halquist

David Kelley
Robert Kirk
Jennifer Kruse
Wanda Leclerc
Linda Lenz
Melissa Love
Jennifer Manning
Tristan Marcum
Darlene Marmol
Janet McKee
Roger Mills
Daniel Molotsky
Glenna Nelson
Molly O'Brien
Don Oliveira
Lisa Olsen
Rene Olson
Christopher Pierson
Lois Polley
Melinda Pongrey
Sharon Redmon
Nora Sabia
Daniel Saksa
Heather Sanders

Stephanie Sanders
Melinda Schroeder
Sheri Shaw
Sally Shaw-Dankert
Leslie Shively
Betsy Snyder-Johnson
Logan Stegner
Bonnie Stenehjem
Dorothy Stengel
Mark Tallarico
Niall Twomey
Jeffrey Waibel
Kelley Watson

Part-time Teachers

.50 Carol Light
.50 Danielle Moyer
.50 Melissa Nagy
.60 Tim Behrenfeld
.60 Michele Soderstrom
.60 Nancy Zamberlin
.80 Julianne Dow
.80 Joy Wentzel

Support Positions

.50 Ann McMahon, SLP	
.60 Emily Gustafson, School Psychologist	1.0 Kiley Gard, Counselor
.80 Ellen Thomas, Counselor	1.0 Sara Mitchell, SLP
1.0 Kirsten Bledsoe, Counselor	1.0 Brett Navin, Dean of Students/Athletic Director, BH
1.0 Laura Cook, SLP	
1.0 Pat Gaffney, Dean of Students/Athletic Director HS	
1.0 Tracy Gallegos, Dean of Students/MTSS, SCE	

Classified Non-Represented Staff for 2020-21 school year:

Carrie Baxter, Administrative Assistant Business/Human Resource Office

Danielle Ferrero, Accounting Specialist

Katy Gaffney, Administrative Assistant for the Superintendent

Kate Santerre, Administrative Assistant Learning Support Services