

Board Chair Holley Carlson called the meeting to order at 6:00 p.m. Present: Holley Carlson, Pam Daly, Jennifer James-Wilson, Keith White, Nathanael O'Hara. Also present were representatives from the High School ASB (Associated Student Body), Superintendent Engle, staff, and community members.

Keith White led the Pledge of Allegiance.

Approval of Agenda

Jennifer James-Wilson moved to approve the agenda. Pam Daly seconded and the motion carried 5-0.

Recognition – School Board Appreciation Month

Superintendent Engle read a proclamation from Governor Inslee in honor of School Board Appreciation Month and presented each board member with a certificate of recognition for their service.

Board Chair Carlson called a short recess for a reception honoring the board at 6:06 p.m. The meeting was reconvened at 6:16 p.m.

Public Comments – None

Approval of Minutes

The following minutes were brought for approval:

- December 8, 2014, Regular Board Meeting. Ms. James-Wilson moved to approve the minutes. Nathanael O'Hara seconded and the motion carried 5-0.
- January 12, 2015, Board Retreat. Ms. Daly moved to approve the minutes. Mr. White seconded and the motion carried 5-0.
- January 12, 2015, Work/Study Meeting. Ms. James-Wilson moved to approve the minutes. Mr. O'Hara seconded and the motion carried 5-0.

Consent Agenda

Superintendent Engle spoke about the resignations of Grant Street Principal Mary Sepler and Ruth Baldwin, Learning Support Services Office Coordinator; thanking them for their service to the District. Ms. James-Wilson moved to approve the consent agenda. Mr. White seconded and the motion carried 5-0. Included on the consent agenda were the following items: 1) Accounts Payable for January 26, 2015; 2) Payroll for December, 2014; 3) Recommend the following actions:

Hire:	Tom Hill as Grant Street Special Education paraeducator, one year only, effective January 12, 2015
	Ahmad Baabahr as Head Boys' Soccer Coach, Port Townsend High School, effective the 2014-15 school year
	Walker Wilson as Blue Heron School Girls' Head Basketball Coach, effective 2014-15 school year
	Mark Tallarico as Blue Heron School Girls' Assistant Basketball Coach, effective the 2014-15 school year
	Nick Snyder as Blue Heron School Head Wrestling Coach, effective the 2014-15 school year

- Retirement/Resignations:
- Accept resignation of Mary Sepler, Grant Street Elementary and OCEAN Program Principal, effective the end of the 2014-15 school year
 - Accept resignation of Ruth Baldwin, Learning Support Services Office Coordinator, effective the end of the 2014-15 school year
 - Accept resignation of Gordon Barnett, Blue Heron Assistant Girls' Basketball Coach, effective the 2014-15 school year
 - Accept resignation of Amy Tidball as Highly Capable/REACH Coordinator for the Port Townsend School District effective December 31, 2014
- Donation:
- \$504.50 from Randall Maag to the High School Girls' Basketball Team
 - \$500 from the Daniel and Nancy Cole Trust to the High School Library
 - \$600 from the Merck Foundation for a Kindergarten scholarship

Board Correspondence – None

Reports

Ms. Daly moved to amend the agenda to move the Approval of ASB Culinary Arts Club before the Superintendent's report. Mr. O'Hara seconded, and the board affirmed.

Colin Coker, ASB Representative, reported on the formation of the Culinary Arts Club, which eventually hopes to do some catering and sale of food items as fundraisers, dependent upon approval of health permits. Business Manager Sara Bonneville explained some of the requirements for approval of new ASB clubs. Discussion followed. Approval was postponed until the arrival of Jennifer Kruse, who will be the advisor to this club.

Colin Coker and Shae Shoop, ASB Representatives, also discussed High School dances scheduled for the rest of the year.

Superintendent

Superintendent Engle discussed the following:

- Invitation extended by the principals for board members to visit buildings. Prior notice of a visit would be appreciated, but not mandatory.
- Presentation on Maritime Discovery Schools at a Small Schools Conference in Yakima on March 23, 2015. He will be attending with Sarah Rubenstein and Jennifer James-Wilson.
- Two assessment models for standardized testing, PARCC (Partnership for Assessment of Readiness for College and Careers), which at present has 11 states participating, and Smarter Balanced Assessment Consortium (SBAC), which has 18 states participating, including Washington. Some states have withdrawn from any group, and plan to develop their own assessment tests, which will make score comparisons across the country difficult.
- College Bound Scholarships, which began in 2007, offers tuition assistance for qualifying students. Students who qualify for free or reduced lunch can sign up in 7th and 8th grade, and if they complete the requirements, and still qualify for the free/reduced lunch program when they graduate, they could

receive a significant reduction in college tuition at many colleges in the U.S. Blue Heron School has submitted all 8th grade student names for consideration.

- Board and District goals that were discussed at the Board Retreat on January 12, 2015.

Action Item

Approval of ASB Culinary Arts Club

Jennifer Kruse, High School Culinary Arts Teacher, explained that approval of a commercial kitchen permit for the kitchen in the classroom has not been completed as yet. In order to cook and sell food to students and the community, this permit process must be completed, which should be some time this spring. The club is also working with Hope Borsato, Director of Kitchen Operations. Ms. James-Wilson moved to approve the ASB Culinary Arts Club. Mr. White seconded and the motion carried 5-0.

Reports

Business Manager

Sara Bonneville reported on the following:

- Enrollment numbers for January, 2015
- December, 2014 budget status report
- Financial summary for all funds
- ASB funds analysis for all buildings
- Current year staffing update
- Possible open positions for 2015-16

The bus barn remodel and fuel costs were also discussed.

Policy Review

Policy 1400: It was decided to strike “unless the district does not have a website or employs fewer than ten full-time equivalent employees” from paragraph 2 and 6.

Policy 1420: It was decided to strike the above referenced sentence from paragraph 1.

Policy 1805: No changes

Policy 4020: Attorney-client and licensed psychologist privileged communication was discussed.

Board Member Announcements/Suggestions for Future Meetings


Mr. White will not be in attendance at the February 9, 2015 meeting. A Board retreat was scheduled for August 17, 2015, from 10 a.m. – 4:00 p.m. Ms. Carlson mentioned the OPEPO students will perform “The Jungle Book” on Friday, January 30, 2015, 7:00 p.m. and Saturday, January 31, 1:00 p.m. in the High School library. Ms. Carlson and Ms. James-Wilson will be attending the East Jefferson Education Partnership meeting with Superintendent Engle on Tuesday, January 27, 2015, 6:00 p.m. at the Chimacum High School library.

Adjournment: The meeting was adjourned by consensus at 8:27 p.m.

Respectfully submitted,


David Engle, Secretary

ATTEST: _____
Holley Carlson, Board Chair



PORT TOWNSEND SCHOOL DISTRICT
January 26, 2015
Regular School Board Meeting

Report to Board
2014-2015 Staffing
Mid-Year Analysis



2014-2015 Staffing as of 1/22/2015

<u>Certificated Staff FTE *</u>	
FTE per Adopted Budget	82.20
FTE Added	1.90
Current FTE	84.10
<u>Classified Staff HOURS (per Day)</u>	
Hours per Day - Adopted Budget	492.34
Hours per Day Added	29.77
Current Hours per Day	522.11
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2014-2015 Staffing as of 1/22/2015

Certificated Staff FTE *	Grant Street	Blue Heron	PT High School	OCEAN & Other	
FTE per Adopted Budget	24.50	26.05	24.35	7.30	82.20
- Add additional 1/2 day of K	0.50				
- Shift in Title I/LAP teacher FTE	(0.20)	0.20			
- Add to Counselor		0.20			
- Add 4th grade teacher		1.00			
- Adj Athletic Dir /Asst Prins		0.10	(0.10)		
- Added to MDS Development				0.20	
FTE Added	0.30	1.50	(0.10)	0.20	1.90
Current FTE	24.80	27.55	24.25	7.50	84.10

* a full time equivalent (FTE) for certificated instructional staff is 7 hours per day for 180 days;
a full FTE for certificated administrative staff is 8 hours per day for between 210 and 260 days.

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2014-2015 Staffing as of 1/22/2015

Classified Staff HOURS (per Day)	Grant Street	Blue Heron	PT High School	Other**	
Hours per Day - Adopted Budget	107.25	99.59	92.05	193.45	492.34
- Special Ed Paraeducators	17.17	12.35			
- Title I Para shift	1.00	(1.00)			
- Food Service				2.00	
- Transportation				(3.75)	
- ITS Tech				2.00	
Hours per Day Added	18.17	11.35	-	0.25	29.77
Current Hours per Day	125.42	110.94	92.05	193.70	522.11

** Other Classified Staff includes Food Service, Transportation, Maintenance & Central Office staff

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Over Formula Staff Costs

➤ OVERFORMULA

- 1) Additional FTE over & above what state funding formula generates based on student FTE
- 2) Additional salary & benefit costs (\$) above what the state provides thru the funding formula
 - TRI Days, Health Benefits Carve-out, Administrative and Classified salaries

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Over Formula Staff Costs – (1)

2014-2015 STAFFING IN EXCESS OF STATE ALLOCATED FTE	Cert. FTE* (CIS)	Admin FTE (CAS)	Classif. FTE** (CLS)	Classif. Hrs per Yr
State-Funded Staffing				
Basic Ed (prgs 01 & 97 only - excluding ALE)	46.4	3.9	16.7	
CTE (prg 31)	4.1	0.4	1.5	
Special Ed (4121 generated for K-20 staff only)	7.0	0.6	2.5	
	57.5	4.8	20.6	42,933
Actual Staffing as of 1/22/2015				
Basic Ed (prg 01 - excluding ALE)	51.3	3.9	10.2	
Basic Ed (prg 97)	0.2	1.0	16.3	
CTE (prg 31)	4.2	0.2	0.4	
Special Ed (4121 generated for K-20 staff only)	10.5	0.9	12.5	
	66.1	6.0	39.3	81,841
Net FTE Over Funding Formula FTE	8.6	1.2	18.7	38,907
	\$1,621,307			

* 1.0 Certificated Instruction FTE is 7 hrs x 180 days, or 1260 hours per year

** 1.0 Classified FTE is 8 hrs x 260 days, or 2080 hours per year

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Over Formula Staff Costs – (2)

2014-2015 STAFFING	Cert. FTE*	Admin FTE	Classif. FTE**
OTHER OVER-FORMULA COSTS:	(CIS)	(CAS)	(CLS)
TRI - Days in excess of 180 (B/E, Sped & CTE)	\$ 222,129	\$ -	\$ -
Salaries in excess of funded base		216,702	t/b/d
Principal extra days		20,456	
+ Est. Ben at 18%	39,983	42,688	-
Health Benefits / Carve-out	52,859	4,798	31,465
Contracted Svcs in lieu of hire (PT & OT)		160,000	
ESTIMATED \$\$ above state allocation		\$791,079	
Estimated Total OverFormula		\$2,412,386	

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Anticipated Open Positions for 2015-2016 School Year

- Known
 - 1.0 Principal (Grant St)
 - 1.0 Cert Teacher (Grant St)
 - 215 Day Secr (Learning Support/Spec Ed)
 - 6.17 Hr Paraeducator (Blue Heron)
- Possible (purely speculation)
 - .8 Cert HS Foreign Language
 - .8 Cert HS Language Arts/Social Studies

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Are there any Questions???

