

Board Chair Nathanael O'Hara called the meeting to order at 6:00 p.m. PRESENT: Nathanael O'Hara, Jennifer James-Wilson, Keith White, Laura Tucker, and Connie Welch. Also present were Superintendent Polm, Gerry Coker, ASB (Associated Study Body) Representative, staff, and community members.

ASB Representative Gerry Coker led the Pledge of Allegiance.

#### Agenda Approval

A report from the ASB representative was added as Item 9.01. Jennifer James-Wilson moved to approve the agenda as amended. Keith White seconded and the motion carried 5-0.

#### Recognition

##### Board

Mr. White congratulated the high school football team on their success so far this season. Connie Welch recognized Mark Welch and his crew for their work at the Port Townsend Film Festival. Laura Tucker recognized Chris Pierson, high school teacher, for his efforts to present the Friday Salon series at the high school. Ms. James-Wilson recognized the star-gazing program at Blue Heron last week, organized by science teacher Jennifer Manning and featuring John Goar of the Hurricane Ridge Telescope Outreach Program. Mr. O'Hara praised the scores of Port Townsend High School students on the state assessment tests last spring, which were recently released. Mr. O'Hara also recognized Jennifer James-Wilson and her husband Scott Wilson's retirement from publishing the local newspaper, The Leader. Mr. White noted that the high school is presenting the College Fair on September 29, 2016 and praised the work of the high school staff in organizing that event.

#### Approval of Minutes

The following minutes were brought for approval:

- August 22, 2016 Budget Revision Hearing
- August 22, 2016 Regular Meeting
- September 12, 2016 Work/Study Meeting

Keith White moved to approve the minutes as presented. Laura Tucker seconded and the motion carried 5-0.

#### Public Comments

Todd Wexman spoke regarding the budget for the new elementary school construction. The board instructed Superintendent Polm to respond to Mr. Wexman's questions.

#### Consent Agenda

Ms. Tucker 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) Payroll for August, 2016; 2) Accounts Payable for September 26, 2016; 3) Recommend the following actions:

Hires:

- Recommend Natalie Kasnick as 6 hr./day Special Education para educator, Blue Heron School, effective the 2016-17 school year
- Recommend Patrick Murphy as 5 hr./day Special Education para educator, Grant Street Elementary, effective the 2016-17 school year
- Recommend Jennifer Matney as 5 hr./day Special Education para educator, Grant Street Elementary, pending pre-employment testing, effective the 2016-17 school year

- Transfers:
- Recommend Irina Scott as 6.5 hr./day Title 1 para educator, pending completion of and passing pre-employment screening, effective the 2016-17 school year
  - Recommend Beth Johnson as 6.17 hr./day Special Education para educator, pending completion of and passing pre-employment screening, effective the 2016-17 school year
  - Approve transfer of Michael McKell, Blue Heron School para educator, to the 6.25 hr./day Special Education para educator position at Port Townsend High School, effective the 2016-17 school year.
  - Approve transfer of Shannon Grewell, Blue Heron School para educator, to the 6.5 hr./day para educator/library position at Blue Heron School, effective the 2016-17 school year
- Retirement/  
Resignation:
- Accept resignation of Lisa Minnihan, para educator, Blue Heron School, effective August 17, 2016
  - Accept resignation of Tom Webster, High School Baseball Coach, effective immediately
  - Accept resignation of Zach Wilson, Blue Heron Assistant Track Coach, effective immediately

### Board Correspondence – None

### Reports

#### ASB Representative

Gerry Coker reported that homecoming is on October 21<sup>st</sup>, and the ASB is busy organizing and planning events. ASB meetings are held on Tuesdays and Thursdays at 7:00 a.m. in the high school library; at present about 20 students are participating.

#### Superintendent

Superintendent Polm reported on the following:

- Attending high school soccer games
- Visiting school buildings
- Grant Street Open House on October 22, 2016
- Friday Salon on September 23, 2016
- Meeting with city partners regarding the new elementary school construction
- Mountain View campus partners, and plans for the new YMCA at that location. An inter-local agreement will be forthcoming between the District, as landowner, and the tenants at that location.
- PUD rate study session on September 19, 2016, regarding increases in utility rates. Discussion followed
- Safety/security cooperative meeting at Olympic Educational Service District 114
- His letter to The Leader newspaper regarding attendance awareness month. Principal Ehrhardt discussed some of the efforts at the high school to improve attendance.

#### Business Manager

Business Manager Amy Khile reported on enrollment for September, 2016. Enrollment for the alternative program, OCEAN, was discussed.

#### Action Items

Approve Policy 1620 – Board/Superintendent Relationship

Ms. James-Wilson moved to approved Policy 1620. Ms. Welch seconded and the motion carried 5-0.

Approve Policy 1630 – Evaluation of the Superintendent

Ms. James-Wilson moved to approve Policy 1630, replacing the two instances of the word “shall” in the first paragraph with the word “will”. Ms. Welch seconded and the motion carried 5-0.

Approve OCEAN field trip to Mt. Rainier

Daniel Molotsky, OCEAN teacher, noted that the dates of the trip should be October 13-15, 2016. Ms. James-Wilson moved to approve the OCEAN field trip to Mt. Rainier, October 13-15, 2016. Mr. White seconded and the motion carried 5-0.

Approve Maritime CTE Classes Grades 9-12 Field Trip on the Schooner Adventuress, October 20-22, 2016

Principal Ehrhardt explained that students are asked to donate money to the trip if possible, and then the remaining costs are covered through private donations and CTE (Career Technical Education) funds. Ms. Tucker moved to approve the Maritime CTE Classes Grades 9-12 Field Trip on the Schooner Adventuress, October 20-22, 2016. Ms. James-Wilson seconded and the motion carried 5-0.

Approve the New Elementary School Design

Superintendent Polm said this is the same material presented at the last board meeting. Ms. James-Wilson moved to approve the new elementary school design. Mr. White seconded and the motion carried 5-0.

Approve the Budget Estimate for the New Elementary School Construction

Ms. James-Wilson moved to approve the budget estimate for the new elementary school construction as presented. Ms. Welch seconded and the motion carried 5-0.

New Business

Schedule Board Retreat for January

Superintendent Polm suggested a 4-hour retreat be scheduled sometime in January for a mid-year report from principals and directors, and how school improvement plans are aligning with the district core principles and strategic goals. January 12, 2016 from 12-4 p.m. was discussed. The definite date will be confirmed at the October 10, 2016 board meeting.

Policy Review

Policy 3122 – Excused and Unexcused Absences

Superintendent Polm explained that the passage of Senate/House Bill 2449 during the last state legislative session precipitated some changes to this policy, including a stronger requirement that students and parents are notified of the expectation for regular school attendance, strengthening the emphasis on determining barriers to attendance, and establishing a community truancy board. Discussion followed. It was decided to refer this policy and the procedure to the Policy Review Committee for closer consideration.

Board Member Announcements/Suggestions for Future Meetings

Ms. Tucker will not be present for the October 10 and 24, 2016 board meetings. Ms. Welch will be absent for the October 24, 2016 board meeting. Mr. White will be on a trip to Russia, September 30-October 9, 2016.

Mr. White reported on the WSSDA (Washington State School Directors Association) legislative assembly on September 23-24, 2016, including:

- Discussion of the McCleary decision, including how to increase revenues in order to comply with that ruling
- Meeting with both candidates for the position of Superintendent of Public Instruction

Ms. James-Wilson said she was notified Port Townsend District's proposal for a presentation at the annual WSSDA conference in November had been declined.

The board's reading assignment of the book The Five Dysfunctions of a Team was discussed.

Superintendent Polm said management and leadership teams within the district are also reading the book.

It was decided to schedule special meetings on October 10, 2016 and November 3, 2016 at 4:00 p.m. to discuss the superintendent evaluation policies and procedures.

#### Executive Session

The regular meeting was adjourned at 7:45 p.m. to an executive session for approximately five minutes to discuss the performance of a public employee. The executive session was adjourned at 7:50 p.m. and the regular meeting reconvened. The regular meeting was adjourned by consensus at 7:50 p.m.

Respectfully submitted

---

John A. Polm, Jr., Secretary

ATTEST: \_\_\_\_\_  
Nathanael O'Hara, Board Chair