

Board Vice-Chair Keith White called the meeting to order at 6:00 p.m. PRESENT: Keith White, Jennifer James-Wilson, Laura Tucker, and Connie Welch. EXCUSED: Nathanael O'Hara. Also present were Superintendent Polm, staff, and community members.

Keith White led the Pledge of Allegiance.

Agenda Approval

It was suggested to move the ASB Representative report (11.01) before the superintendent's report (05.01). Jennifer James-Wilson moved to so amend the agenda. Laura Tucker seconded and the motion carried 4-0. Ms. Tucker moved to approve the agenda as amended. Ms. James-Wilson seconded and the motion carried 4-0.

Recognition

Superintendent

Port Townsend High School Vice-Principal and Athletic Director Scott Wilson recognized the student athletes who received all-league or all-state honors for fall sports, including the swim team which was awarded the all-state academic state championship.

Vice-Chair White called a recess at 6:10 p.m. for a small reception honoring the student athletes. The meeting was reconvened at 6:20 p.m.

Board

Connie Welch praised the Writers in Schools Program. Laura Tucker said Lois Sherwood's 10th grade biology students assisted her with a class on climate change. Mr. White also praised the creativity and innovative thinking of the students he has had a chance to work with.

ASB (Associated Student Body) Report

Gerry Coker, ASB Representative, reported that the ASB donated approximately \$4,000 from the homecoming dance proceeds to the local food bank. The ASB is also working on organizing the blood drive and other fundraising activities.

Reports

Superintendent

Superintendent Polm reported on the following:

- Meeting with Jefferson County Parks and Recreation regarding Memorial Field. The County plans on moving forward with the lighting project at the field, as well as repair/replacement of the fence.
- Hour of Code at Blue Heron School
- Recent vandalism at Blue Heron School

District Annual Report

Superintendent Polm said this report should be ready to complete and print sometime in January; the method of distribution is yet to be determined.

Board

WSSDA (Washington State School Directors' Association) Legislative Conference Priorities

The board discussed the list of top priorities which will serve as WSSDA's Legislative Platform for 2017, and contacting local legislators regarding those priorities. The board directed Dr. Polm to draft a letter to the legislators outlining which items on the platform are most important to Port Townsend School District.

Approval of Minutes

The minutes of the November 28, 2016 regular board meeting were brought for approval. Ms. James-Wilson moved to approve the minutes as presented. Ms. Welch seconded and the motion carried 4-0.

Reorganization of the Board

Dr. Polm called for nominations for board chair. Ms. James-Wilson nominated Nathanael O'Hara to continue as board chair. Ms. Tucker seconded. Roll call vote was:

Connie Welch: aye

Keith White: aye

Laura Tucker: aye

Jennifer James-Wilson: aye

The motion carried 4-0.

Dr. Polm called for nominations for board vice-chair. Ms. James-Wilson nominated Keith White to continue as vice-chair. Ms. Welch seconded and the motion carried 4-0.

Public Comments - None

Consent Agenda

Included on the consent agenda were the following items: 1) Payroll for November, 2016; 2) Accounts Payable for December 12, 2016; 3) Laura Tucker moved to approve the consent agenda. Ms. Welch seconded and the motion carried 4-0. Recommend the following actions:

Hires:	Recommend Tom Gambill and Chris Pierson for the shared position of Credit Recovery Supervising Teacher, Port Townsend High School, 2016-17 school year. Recommend Kristin Thibeault for the 2.5 hr./day Bus Driver, position, Port Townsend School District, effective December 12, 2016
Termination:	Accept termination of Natalie Kasnick as 6 hr./day Special Education para educator, Blue Heron School, as of December 9, 2016
Donation:	Accept donation from Mitch Poling of supplies, equipment, and books valued at \$1500 for use in the High School art class

Board Correspondence – None

Reports

Director of Business and Finance – Amy Khile

Ms. Khile gave a budget status for all funds for November 2016, reported on enrollment for December 2016, and reviewed the minimum fund balance, as required by Policy 6022. Ms. Khile indicated that the 2015-16 school year ended with a 4.8% fund balance.

New Elementary School Construction Update – Brad Taylor, Kirk Robinson

Kirk Robinson, Project Manager, reported that design development plans are about 50% complete. Dr. Polm explained some minor changes to classroom spaces that were made. Construction is planned to begin in June, 2017.

Unfinished Business

Update on Tennis Courts at Port Townsend High School

Superintendent Polm explained the memo included in the board packet is in response to a community member's concerns.

New Business

Reorganization of Board Committee Representatives

The Board by consensus agreed to the following assignments:

Instructional Materials Committee:	Connie Welch, Laura Tucker
Wellness Committee:	Jennifer James-Wilson, Laura Tucker
Finance Committee:	Nathanael O'Hara, Keith White
Technology Committee:	Connie Welch
Facilities and Long-Range Planning:	Nathanael O'Hara, Jennifer James-Wilson
Policy Review Committee	Nathanael O'Hara, Jennifer James Wilson
Legislative Representative:	Keith White
Accounts Payable Review:	Keith White
WIAA:	Keith White

Athletic Director Scott Wilson suggested the board WIAA representative meet with him regularly in the future.

Policy Review

Policy 2409, World Languages Credit – First Review

Superintendent Polm explained that this policy enables a student who is multi-lingual to earn high school credit through a competency assessment.

Policy 3122, Excused and Unexcused Absences – First Review

Superintendent Polm explained that this revised policy clarifies what is an excused and unexcused absence. Truancy boards were discussed.

Board Member Announcements/Suggestions for Future Meetings

Dr. Polm reminded everyone of the district holiday party at the Quimper Grange on Wednesday, December 14th at 5:00 p.m.

Next Meeting

January 9, 2017, Work/Study Meeting, 1610 Blaine St., Room S-11, 6:00 p.m.

January 11, 2017, Board Retreat, 1610 Blaine St., Room S-11, 1:00 p.m.

Adjournment

The meeting was adjourned by consensus at 7:48 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST: _____
Keith White, Board Vice-Chair