

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

Nathanael O'Hara read the mission and vision of the District.

Keith White led the Pledge of Allegiance.

Agenda Approval

Connie Welch moved to approve the agenda. Keith White seconded and the motion carried 5-0.

Public Comments - None

Consent Agenda

Ms. James-Wilson moved that the April 24, 2017 minutes be removed from the consent agenda to make a correction. Mr. White moved to approve the consent agenda, removing the minutes of the April 24, 2017. The motion carried 5-0.

Mr. White moved to approve the minutes of April 24, 2017 changing the word "pledges" under the Superintendent recognition to "pages". Ms. Welch seconded and the motion carried 5-0. Included on the consent agenda were the following items: 1) Payroll for April, 2017; 2) Accounts Payable as of May 22, 2017; 3) Approval of minutes from the April 24, 2017 regular meeting, and the May 8, 2017 work/study meeting; 4) Recommend the following actions:

Hires:

Recommend employment of certificated administrators for the 2017-18 school year as per attached personnel action list
Recommend employment of classified administrators for the 2017-18 school year as per attached personnel action list
Recommend Sabrina Caverly as .6 FTE School Counselor, Grant Street Elementary, effective the 2017-18 school year
Recommend Alex Heilig as .75 FTE Dean of Students, Port Townsend High School, effective the 2017-18 school year
Recommend Kelsey Wolf as .5 FTE School Psychologist, Blue Heron School, effective the 2017-18 school year
Recommend employment of full-time and part-time teachers and certificated support personnel for the 2017-18 school year as per attached personnel action list
Recommend Donna Olin as 3.25 hr./day Food Service Assistant, effective April 26, 2017
Recommend Shane Trammell as 8.0 hr./day, 260-day year Groundskeeper, effective May 22, 2017
Recommend employment of classified non-represented staff for the 2017-18 school year as per attached personnel list
Recommend Alex Heilig as Port Townsend High School ASB Advisor, effective the 2017-18 school year

Retirements/Resignations: Accept resignation of Scott R. Wilson, Port Townsend High School Assistant Principal/Athletic Director, effective the end of the 2016-17 school year
Accept .2 FTE resignation of 1.0 FTE for Lisa Cartwright, K-5 Mathematics Coach, effective the 2017-18 school year
Accept resignation of Maria Briones, 1.0 FTE Reading Specialist, Blue Heron School, effective the end of the 2016-17 school year
Accept resignation of Amy Wilson, 1.0 FTE Fifth Grade Teacher, Blue Heron School, effective the end of the 2016-17 school year
Accept resignation of Robert Heck, HVAC Specialist/Technician, effective June 16, 2017
Accept resignation of Terry Khile, High School Assistant Football Coach, effective the end of the 2016-17 season

Board Correspondence – None

Reports

Student

Board

Blue Heron Discovery Bay Restoration Project – Roger Mills and Students

Mr. Mills, Blue Heron Science Teacher, explained that 7th grade students worked with Jefferson Land Trust and the North Olympic Salmon Coalition to restore the Fairmont road side of the Discovery Bay estuary. The site was previously a sawmill and students over the past two years have planted over 600 plants on the hillside. Students Maya Dowe, Morgan Trail, and Tusker Behrenfeld explained other work that was also done at this area on field trips. Discussion followed.

Superintendent

Calendar of Events and Report

Superintendent Polm reported on the calendar of upcoming events and the following:

- Donation from Nunn Designs
- Two district field trip forms have been developed; one for local trips and another for overnight and out of district trips
- Listening Session on May 11, 2017 at Blue Heron School
- His attendance at events in the schools this month

Director of Finance and Business Operations – Amy Khile

Ms. Khile reported on enrollment for May, 2017, a budget status for all funds, a capital levy and bond analysis, and a report on special education funding.

Action Items

Approve Student Start/End Times for 2017-18

The 24-credit requirements beginning with the class of 2019 was discussed. Ms. James-Wilson moved to approve the start/end times for 2017-18. Ms. Tucker seconded and the motion carried 5-0.

Approve the School Calendar for 2017-18

Superintendent Polm noted that the District back-to-school day should read August 29, not the 28th. Mr. O'Hara noted the conference days in March should have diagonal lines. Mr. White moved to approve the school calendar for 2017-18 changing the all district back-to-school day to August 29, 2017. Ms. James-Wilson seconded and the motion carried 5-0.

Approve Policy 1400 – Board of Directors Meeting Conduct, Order of Business and Quorum

Ms. James-Wilson noted that all the words “shall” should be changed to “will” in the policy. She also suggested having adding a chance for public comments at the end of the meeting. Ms. Tucker moved to table approval of Policy 1400 to a future meeting after revisions. Ms. Welch seconded and the motion carried 5-0.

Approve Policy 2020 – Course Design, Selection, and Adoption of Instructional Materials

Ms. James-Wilson suggested adding “the District’s Strategic Plan, Mission and Vision Statements, and Core Principals” in the paragraph, “Selection and Adoption of Instructional Materials” on Page 2. Procedure 2020P was also discussed. Ms. Welch moved to approve Policy 2020. Ms. Welch amended the motion to include the sentence suggested by Ms. James-Wilson. Mr. White seconded and the motion carried 5-0.

Approve Policy 2162 – Education of Students with Disabilities under Section 504 of the Rehabilitation Act of 1973

Ms. Tucker moved to approve Policy 2162. Ms. Welch seconded and the motion carried 5-0.

Approve Resolution 17-06, Memorandum of Understanding between Port Townsend School District and Port Townsend Education Foundation.

Ms. James-Wilson suggested the following revisions:

- Add the word “District” after the word “supporting” in the 6th WHEREAS statement
- Add “that are aligned with the District Mission Statement, Vision Statement, and Core Principals” after the word “priorities” in 1. (a).

Mr. White moved to approve Resolution 17-06 including the revisions discussed. Connie Welch seconded and the motion carried 5-0. Holley Carlson mentioned two upcoming PTEF fund raising events, an end-of-school celebration on Friday, June 16 at the Palindrome, and the annual PTEF anniversary celebration on August 26, 2017, an outdoor movie at Memorial Field.

Approve Partnership Agreement for Mountain View Commons Community Recovery Center

Superintendent Polm explained this agreement explains the roles of all partners to accomplish the work of bringing a combined YMCA/Community Recovery Center to the Mountain View Campus. Ms. James-Wilson noted on Page 3 (d) the word “suites” should be “suits”, and in (c) on Page 3, the word “all “ in sentence 5, should read “allow”. Discussion followed. Ms. James-Wilson moved to approve the Partnership Agreement for Mountain View Commons Community Recovery Center with the noted revisions. Mr. White seconded and the motion carried 5-0.

Approve Curriculum Adoption of *Building Blocks of Science Kits, Grades K-5, Carolina Biological Supply Company, 2nd Edition, 2016.*

Ms. Tucker thanked the staff committee who reviewed this curriculum.

Ms. James-Wilson moved to approve *Building Blocks of Science Kits, Grades K-5*, Carolina Biological Supply Company, 2nd Edition, 2016. Ms. Tucker seconded and the motion carried 5-0.

Approve Profile of a Port Townsend Student as an Addition to the District Strategic Plan 2017-2021

Ms. James-Wilson suggested adding a “skilled in” piece under “inquiring”. Discussion followed. The board agreed to add a “skilled in” section under “Inquiring” that includes “problem finding” and moves “self-reflection” down to that section. It was also agreed to move the last two bullets in the “Community Connected and Engaged Citizen piece to an added “Skilled in” section in that box. Mr. White moved to approve the Profile of a Port Townsend Student with the suggested revisions. Ms. Tucker seconded and the motion carried 5-0.

Unfinished Business

Board Self-Assessment

Superintendent Polm reminded the board this should be completed by each board member by the June 12, 2017 work/study meeting.

Superintendent Annual Evaluation

Superintendent Polm said each board member should complete their evaluation and submit to Mr. O’Hara by June 12; he will compile all responses to be reviewed at the June 26, 2017 meeting.

New Business

Policy Review – None

Board Member Announcements/Suggestions for Future Meetings

Ms. Tucker said she cannot attend the special meeting on May 30, 2017.

Next Meeting

Special Board Meeting, May 30, 2017, 1610 Blaine St., Room S-11, 5:00 p.m.

Work/Study Board Meeting, May 8, 2017, 1610 Blaine St., Room S-11, 6:00 p.m.

Executive Session

The regular meeting was adjourned at 8:15 p.m. to an executive session to discuss a public contract for approximately 30 minutes. Board Chair O’Hara extended the executive session at 8:45 p.m. for another thirty minutes. The executive session was adjourned at 9:18 p.m. The regular meeting was reconvened and adjourned at 9:18 p.m.

Adjournment

The meeting was adjourned by consensus at 9:15 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST: _____
Nathanael O’Hara, Board Chair