

Board Chair Connie Welch called the meeting to order at 5:31 p.m. PRESENT: Connie Welch, Jennifer James-Wilson, Laura Tucker and Keith White. EXCUSED: Nathanael O'Hara. Also present were Superintendent Polm, staff, and community members.

Board Thought

Director Welch mentioned that students are gifts and offered a Jonathan Kozol quote and thoughts focused on the importance of building relationships to maximize the learning process.

Agenda Approval

Director James-Wilson moved to approve the agenda. Director White seconded and the motion carried 4-0.

Recognition

Superintendent

- Student Award
Superintendent Polm presented a Certificate of Recognition to Blue Heron student Connor Scanlon for his work with the ASB (Associated Student Body).
- Board of Directors Recognition
Superintendent Polm presented two WSSDA (Washington State School Directors' Association) Recognition of Proficiency Certificates to Director White for professional development credits earned at the 2017 WSSDA Annual Conference. Superintendent Polm also recognized Director O'Hara for the credits he earned at the conference.

Public Comments- None

Board Correspondence - None

Reports

Review of Affirmative Action Plan

Human Resources Director Laurie McGinnis presented the following information the Affirmative Action Plan, stating that the Ethnic and Gender Composition for the district is similar to past reports. Discussion followed regarding ways to increase the diversity of district staff.

OPEPO

Director Welch reported that a committee comprised of parents, community members, OPEPO teachers and principal reviewed the status of the program in the spring of 2017. The committee discussed successes and challenges. The program offers a strong sense of community and continuity for students. Discussion followed regarding methods of supporting OPEPO teachers and ensuring that there is equitable access to the program for all students and families.

Superintendent

Superintendent Polm reported on the following:

- Superintendent Polm, Laurie McGinnis, and Amy Khile will be participating in a Lean Thinking course during January and February in partnership with the Jefferson County Economic Development Council.
- A fee will be required in order for the district to have contact information listed in the Dex paper directory. Amy Khile is researching this process.
- Citizen complaint No. 17-72 filed in October was resolved without corrective action.
- Process and timeline for possible reapportionment of director districts.
- The scheduling committee's final meeting will be January 11, 2018.
- The KCTS film crew will be visiting Jennifer Kruse's classroom January 9 and 10 to gather footage for the Golden Apple Award she received.
- Roof structure construction is beginning at Salish Coast. The Head Start agreement and parking issues around the school and neighborhood are being addressed.

Action Items

Approve Alex Heilig travel to American Football coaches Association Convention in Charlotte, North Carolina; January 6-10, 2018.

Director James-Wilson moved to approve. Director Tucker seconded and the motion carried 4-0.

Unfinished Business- None

New Business-None

Policy Review

Policy and Procedure 2190 Highly Capable Program – Second Review

Superintendent Polm explained that WSSDA recommended language changes have been applied to the policy. No changes have been made to the procedure.

Policy and Procedure 3231 Student Records – First Review

Superintendent Polm explained the revisions and updates recommended by WSSDA. The procedure was also discussed.

Policy and Procedure 4000 Public Information Program – Second Review

Superintendent Polm explained the policy has no additional revisions. The procedure has been updated based on recommendations from the December 7 board meeting. Further revisions to the procedure were discussed.

Policy 5401 Sick Leave – First Review – Laurie McGinnis

Laurie McGinnis explained the revisions to this policy, including the state-mandated Additional Paid Sick Leave Provisions. Discussion followed.

Policy 6010 Fiscal Year – Deleted - Amy Khile

Amy Khile explained this policy has been combined with Policy 6000.

Policy and Procedure 6020 System of Funds and Accounts – First Review – Amy Khile

Amy Khile explained the policy revisions and updates recommended by WSSDA and that the procedure reflects current practices in the district. Discussion followed.

Policy 6021 Interfund Loans – First Review – Amy Khile

Amy Khile explained the revisions and updates recommended by WSSDA.

Policy 6022 Minimum Fund Balance – First Review – Amy Khile

Amy Khile explained the policy reflects current practices in the district. Discussion followed.

Policy 6030 Financial Reports – First Review – Amy Khile

Amy Khile explained the revisions and updates recommended by WSSDA. Discussion followed.

Policy 6040 Expenditures in Excess of Budget – First Review – Amy Khile

Amy Khile explained the revisions and updates recommended by WSSDA.

Policy and Procedure 6100 Revenues – First Review – Amy Khile

Amy Khile explained the policy and procedure revisions and updates recommended by WSSDA. Discussion followed.

Policy 6570 Property and Data Management – First Review – Amy Khile

Amy Khile explained the policy revisions and updates recommended by WSSDA.

Policy and Procedure 6800 Operations and Maintenance of School Property – First Review – Amy Khile

Amy Khile explained the policy and procedure revisions and updates recommended by WSSDA. Discussion followed.

Policy and Procedure 6801 School Property – First Review – Amy Khile

Amy Khile explained the policy and procedure revisions and updates recommended by WSSDA.

Policy, Procedure and Form 6881 – Disposal of Surplus Equipment and/or Materials – First Review – Amy Khile

Amy Khile explained the policy, procedure and form revisions and updates recommended by WSSDA. Discussion followed.

Policy 6882 Sale of Real Property – First Review – Amy Khile

Amy Khile explained the policy and procedure recommendations from WSSDA for this new policy.

Policy 6950 Contractor Assurances, Surety Bonds and Insurance – First Review – Amy Khile

Amy Khile explained the policy revisions and updates recommended by WSSDA.

Public Comments – None

Future Meeting Topics and Agenda Planning

Renewal/Non-Renewal of the Superintendent Contract will be discussed at the January 18, 2018 regular board meeting. School Board Appreciation will be celebrated at the same meeting. The WSSDA Legislative Conference will be attended by Directors White and James-Wilson and Superintendent Polm January 29, 2018.

Executive Session

Board Chair Welch adjourned the meeting at 7:52 pm for a 3-minute recess and a 45-minute executive session regarding performance of a public employee. The meeting was reconvened at 8:40 pm.

Board Reflections- None

Adjournment

The meeting was adjourned by consensus at 8:41 pm.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST: _____
Jennifer James-Wilson,
Board Vice-Chair