

Board Chair Connie Welch called the meeting to order at 5:30 p.m. PRESENT: Connie Welch, Jennifer James-Wilson, Nathanael O'Hara, Laura Tucker and Keith White. Also present were Superintendent Polm, staff, and community members.

#### Board Thought

Director Tucker stated she obtains inspiration from the educational journey of Carter G. Woodson, the Father of Black History Month. She also expressed appreciation for the focus Port Townsend Schools place on wisdom rather than knowledge.

#### Agenda Approval

Director White moved to approve the agenda. Director James-Wilson seconded and the motion carried 5-0.

#### Recognition

##### Superintendent

- Student Award  
Superintendent Polm and Principal Lisa Condran presented Certificates of Recognition to Grant Street Bus Buddies, 3<sup>rd</sup> grade students who assist kindergartners in getting to the correct bus after school.
- Career and Technical Education Month  
Superintendent Polm read the proclamation from Governor Jay Inslee declaring February as Career and Technical Education (CTE) Month. CTE Director Carrie Ehrhardt spoke about the courses each teacher offers. Superintendent Polm also expressed his appreciation for the Port Townsend School District CTE teachers Tim Behrenfeld, Jennifer Kruse, Kelley Watson and Mark Welch.

#### Public Comments- None

#### Board Correspondence

Superintendent Polm stated Blue Heron Middle School received a Gold Star School Award from the College Bound program. He also explained the details of the program, which provides funding and support to low-income students wishing to attend college.

#### Reports

##### Board

Director Tucker participated in the mulching and composting project at the Blue Heron orchard January 21, 2018. High School and Blue Heron students and staff as well as community members assisted with the project. Director Tucker also thanked High School Principal Ehrhardt, Blue Heron Principal Gaffney, Blue Heron Counselor Bledsoe and School Resource Officer Jeremy Vergin for their attendance at a youth marijuana use prevention meeting sponsored by Jefferson, Clallam and Kitsap Counties.

#### Highly Capable Program (Policy 2190)

Program Director Sarah Rubenstein explained the Highly Capable Program (Hi-Cap) referral window for student evaluation opened in January. A parent information night regarding the program took place in January. Ms. Rubenstein stated equity of the program is being addressed by increasing the methods which result in referrals. Ms. Rubenstein described professional development opportunities for Hi-Cap teachers and thanked the Board for their recent update to Policy 2190, which provides clarity in administering the program.

#### Since Time Immemorial Curriculum

Sarah Rubenstein stated the curriculum has been approved by the state legislature and relates to tribal sovereignty. She detailed the levels of the curriculum and training opportunities that have been provided for teachers. Ms. Rubenstein explained the process of creating agreements with local tribes to partner in providing tribal sovereignty education.

#### High School Health Clinic

Susan O'Brien, ARNP, explained the services provided by the Port Townsend High School Health Clinic and congratulated the district on supporting the operation of the clinic for 10 years. She described efforts being carried out to increase clinic utilization and continue to provide a welcoming atmosphere for students. Ms. O'Brien mentioned the clinic is partnering with the Benji Project in providing a mindful self-compassion course.

#### WSSDA Legislative Conference

Director White stated he and Director James-Wilson and Superintendent Polm met with legislators Mike Chapman, Kevin Van De Wege, and Steve Tharinger regarding the local impacts of HB 2242 and HB 5883. Director White mentioned SB 6246 which would lower the pass rate required for new bonds is in the early stages of development. Director James-Wilson expressed the importance of inviting legislators to visit schools to increase awareness of how policy decisions impact the functions of the district. She added contact from constituents to legislators regarding current measures to be voted on during legislative sessions is critical. Director James-Wilson also attended a meeting with Representative Jan Angel from Bremerton, which included discussion of the percentage required to pass school bonds and underfunding of special education. Superintendent Polm stated the meetings provided opportunities to continue conversations regarding issues affecting schools. He hopes for increased direction from the state regarding creation of a salary schedule. He mentioned that Chris Reykdal, State Superintendent of Public Instruction, advocates for a delayed implementation of the changes HB 2242 will require. Superintendent Polm also noted that Representative Chapman may become a member of the House education committee. Superintendent Polm would like to offer increased involvement opportunities for Port Townsend students to participate in communicating with the legislators.

#### Superintendent

Superintendent Polm reported on the following:

- Lisa Cartwright appeared February 1, 2018 on local radio station KPTZ during the *Heart of Learning* show with host Heather McRae-Woolf to discuss math education in Port Townsend schools.
- The Human Growth and Development Committee held its first meeting and will work through April to create a recommendation regarding curriculum for the program.

- Attended the Author Talk event at Port Townsend Public Library January 22, 2018, which featured Nancy Pearl known as “America’s librarian”.
- Amy Khile, District Director of Finance and Business Operations, attended the Public Utility District No. 1 (PUD) public meeting Monday, January 29, 2018 during which she expressed the negative effects the proposed PUD rate increases for school districts would create.

#### Sundberg, Kennedy, and Ly-au Young Architects

John Kennedy presented the schematic designs and estimated expenses for adding elevators to the high school main building and annex, stating that only the elevator for the main building is budgeted for currently. He described challenges presented by the low number of qualified installers available for small-scale projects such as this. He introduced four slides in addition to his presentation included in the meeting packet.

#### Salish Coast Elementary Update

Kirk Robinson of The Robinson Company explained the construction is 40 percent complete. Over the next few weeks, activities will include framing, the dry in process, siding, roofing, windows and mechanical and electrical work. He stated the furniture and playground selection team composed of Integrus Architecture and Grant Street Elementary staff members continues to meet regularly. Mr. Robinson recently met with District Director of Technology Services Richard Durr II to discuss the technology needs of the new building and equipment purchases will begin in the near future.

#### Action Items- None

#### Unfinished Business

##### Transportation Co-op

Superintendent Polm explained that the council composed of members from Port Townsend and Chimacum School Districts met January 31, 2018. The group elected to end the soil remediation process at the current transportation site. An architect present at the meeting detailed the availability of state matching funds for construction of a new or renovated bus barn facility. Superintendent Polm stated a new facility will require years of planning. Director James-Wilson recommended the Board evaluate its appropriate percentage of partnership and reassign \$430,000 of capital funds previously set aside for bus barn construction to the high school elevator project. The Board agreed to the reassignment of funds by consensus. Director O’Hara requested a summary of financial data from the current partnership.

#### New Business

Director James-Wilson expressed concern that the upcoming property tax statements will reflect increases related to the passing of HB 2242 that are unexpected by patrons. She recommended the district contact the local newspaper to provide information regarding the source and impacts of these changes. Director Tucker suggested including a link to the video created by State Superintendent of Public Instruction Reykdal, which addresses this topic.

#### Policy Review

##### Policy and Procedure 2106 Program Compliance – First Review – Superintendent Polm

Superintendent Polm stated suggested language changes to the policy and procedure follow Washington State School Directors' Association (WSSDA) recommendations.

Policy and Procedure 2410 Graduation Requirements – First Review – Superintendent Polm

Superintendent Polm stated the policy and procedure include recommended updates following review by High School Principal Ehrhardt and the district Policy Review Committee.

Policy 6112 Rental or Lease of District Real Property- First Review – Amy Khile

Amy Khile stated the policy contains language updates recommended by WSSDA.

Policy, Procedure and Form 6114 Gifts and Donations– First Review – Amy Khile

Amy Khile stated the policy, procedure and form contain added language suggested by WSSDA.

Policy 6120 Investment of Funds – First Review – Amy Khile

Amy Khile stated the policy includes language updates following WSSDA recommendations.

Policy and Procedure 6210 Purchasing: Authorization and Control – First Review – Amy Khile

Amy Khile stated the policy and procedure contain language updates suggested by WSSDA.

Policy 6212 Charge Cards – First Review – Amy Khile

Amy Khile stated the policy includes language updates recommended by WSSDA.

Public Comments – None

Future Meeting Topics and Agenda Planning

The Board Retreat will be held February 2, 2018 at 1:00 p.m.

Board Reflections

Director White expressed enthusiasm in the addition of the high school elevator creating better access for students, staff and the community. Director James-Wilson added her wish for the board to continue to consider the long-range possibility of an atrium/entrance being added to the high school lower level.

Adjournment

The meeting was adjourned by consensus at 8:31 p.m.

Respectfully submitted,

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John A. Polm, Jr., Secretary

ATTEST:\_\_\_\_\_  
Connie Welch, Board Chair