

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.

Director Tucker led the Pledge of Allegiance.

Board Chair Welch requested a moment of silence for all those affected by the February 14, 2018 school shooting at Marjory Stoneman Douglas High School in Parkland, Florida and all such tragic events.

Agenda Approval

Director White moved to approve the agenda. Director O'Hara seconded and the motion carried 5-0.

Approval of Minutes

The following minutes were brought for approval:

- Minutes of the January 18, 2018 Regular Meeting. Director Tucker moved to approve the minutes of the January 18, 2018 regular meeting. Director James-Wilson seconded and the motion carried 5-0.
- Minutes of the February 1, 2018 Work/Study Meeting. Director White moved to approve the minutes of the February 1, 2018 work/study meeting. Director O'Hara seconded and the motion carried 5-0.
- Minutes of the February 2, 2018 Board Retreat. Director Tucker moved to approve the minutes of the February 2, 2018 board retreat. Director James-Wilson seconded and the motion carried 5-0.
- Minutes of the February 12, 2018 Special Meeting. Director James-Wilson moved to approve the minutes of the February 12, 2018 special meeting. Director White seconded and the motion carried 5-0.

Public Comments

Maraiah Lynn Nadeau, community member and Grant Street Elementary School volunteer, read a letter to the Board detailing her concerns that furniture selection for Salish Coast Elementary School be carried out with financial and environmental considerations.

Scott Nollette, parent and local contractor, expressed his concern regarding possible changes from the original construction plans for Salish Coast Elementary School, specifically related to the garden, rubber floors and a covered play area.

Amy Tichgelaar, parent, stated she was also concerned with possible changes to the plans for a garden, rubber floors and a covered play area at Salish Coast Elementary School.

Superintendent Polm clarified that the current construction market has created an unexpected increase in expenses and adjustment to original plans. He stated the district hopes to add the covered play area within the first year that Salish Coast is open. He also mentioned that the two (2) garden spaces are still in the plans. Finally, he noted that while cost-prohibitive at this point, rubber floors could possibly be added at a later date. Grant Street Elementary Principal Lisa Condran added that the furniture and playground equipment selection is still in process and this will include use of some of the current furnishings based on teacher input. Discussion followed regarding providing ongoing construction

information through the district website. Superintendent Polm suggested Principal Condran be designated as the primary point of contact for families and community members who have questions or concerns regarding the construction process.

Consent Agenda

Director James-Wilson moved to approve the consent agenda. Director O'Hara seconded. The directors congratulated and thanked Ann Healy-Raymond, Patrick Kane, Marcus Sather and Jennifer Stankus for their service to the district, after which the motion carried 5-0. Included on the consent agenda were the following items: 1) Payroll for January, 2018; 2) Accounts Payable as of February 15, 2018; 3) Recommend the following actions:

- Hires:
- Recommend Dawn Braden, Peter Braden and Corey Smith as After School Literacy Intervention program teachers, Grant Street Elementary, February 6 through May 24, 2018.
 - Recommend Lisa Olsen as After School Literacy Intervention program teacher, Blue Heron Middle School, February 6 through May 24, 2018.
 - Recommend Derec Velez as 6.25 Hr/Day Paraeducator, LAP Program, Blue Heron Middle School, effective January 22, 2018.
 - Recommend transfer of Cambra Gilbert from 6.17 Hr/Day Special Education Paraeducator to 6.33 Hr/Day Special Education Paraeducator, Blue Heron Middle School, effective January 22, 2018.
 - Recommend Toni Boutilier as After school Program Literacy Support, Grant Street Elementary, February 6 through May 24, 2018.
 - Recommend Amy Recker as After School Program Literacy Support, Blue Heron Middle School, February 6 through May 24, 2018.
 - Recommend Gina Sturm as 2.5 Hr/Day Bus Driver, Port Townsend School District, effective March 1, 2018.
 - Recommend Alex Morris as Blue Heron Middle School Wrestling Coach, effective the 2017-18 season.
 - Recommend Mike Hanby as High School Assistant Track Coach, effective the 2017-18 season.
- Retirements/Resignations:
- Accept resignation of Ann Healy-Raymond, Assistant Principal, Grant Street Elementary, effective the end of the 2017-18 school year.
 - Accept resignation/retirement of Patrick Kane, Director of Special Education and Assessment, Port Townsend School District, effective the end of the 2017-18 school year.
 - Accept resignation/retirement of Marcus Sather, High School Counselor, effective the end of the 2017-18 school year.
 - Accept resignation/retirement of Jennifer Stankus, High School Counselor/School Psychologist, effective the end of the 2017-18 school year.
 - Accept resignation of Ariel Marshall as 6.17 Hr/Day Special Education Paraeducator, Blue Heron Middle School, effective immediately.
 - Accept resignation of Cheryl Brady, Secretary, Blue Heron Middle School, effective March 1, 2018.

Accept resignation of Alice Fraser as High School Assistant Track Coach, effective immediately.

Accept resignation of Tom Webster, High School Assistant Football Coach, effective immediately.

Board Correspondence

The Board reviewed an email from Kendra Huson, Assistant State Auditor inviting them to attend the audit entrance conference scheduled for 3:30 p.m. on February 27, 2018. Superintendent Polm mentioned that if more than two (2) directors attend the conference, an advertisement of special meeting will take place.

Reports

Board Members

Directors James-Wilson and White toured the Salish Coast construction site along with Superintendent Polm February 14 and Board Chair Welch toured the site February 15. Director O'Hara attended Math night at Grant Street Elementary February 8. Director Tucker offered an invitation to a beach clean-up project planned for Saturday, February 24 from 2:00-4:30 p.m. at the Maritime Center. Director James-Wilson attended the varsity girls' basketball district playoff game February 14.

Student

Intergenerational Concept

Assistant Principal Ann Healy-Raymond stated the Salish Coast Elementary building vision includes serving as a community resource. Principal Condran mentioned the limited childcare and preschool options in the Port Townsend area and the intergenerational proposal would provide 35 preschool spaces. Molly Parker, MD, Medical Director for Population Health of Jefferson Healthcare explained that the department focuses on individual and community health in the areas of housing, food and friends. She stated individuals who experience social isolation at any age are at increased risk for heart attacks, stroke and early death. Dr. Parker said the department is in search of partners to operate an intergenerational daycare program, which would address social isolation in the elderly and provide a daycare option for working families. The program would be state-licensed and would include activities for seniors and children including a 30-60 minute daily activity period during which the two groups would interact. Dr. Parker requests that the Board of Directors consider housing the program at Salish Coast Elementary School. She shared the following video of a current intergenerational program: <https://www.youtube.com/watch?v=6K3H2VqQKcc>. Discussion followed.

Restraint/Isolation Incidents (Policy 3246)

Director of Special Services Patrick Kane explained the state-mandated 2016-17 district restraint and isolation report, including number of incidents and number of students involved by school building. He stated many staff have been trained in Right Response and restraint and isolation are only used when all other options for helping a student remain calm have been attempted and the student's behavior poses a threat to him/herself or others.

Special Education Annual Report

Director Kane explained district Special Education enrollment numbers, staffing, expenditures and performance data. He said Individualized Education Program (IEP) meetings include general and special education teachers, specialists, principals, and parents to allow for collaboration. He also mentioned that students successfully participate in maritime programs. Director Kane stated the transition program for students ages 18-21 has been successful in helping students prepare to enter the community. Transition program teacher Betsy Snyder Johnson explained the components of the transition program. She added that students are receiving skills training on campus at Red Hawk Brew and in the food service and maintenance departments. Off- campus opportunities are provided by community partners Fort Worden, Goodwill, Port Townsend Winery, and Life Care Center.

Public Records Requests

Superintendent Polm reported that five (5) public records requests have been made of the district to date in the 2017-18 school year and six (6) requests were made in the 2016-17 school year. He stated that two of the five requests this school year have been commercial requests for vendor lists.

Superintendent

Superintendent Polm reported on the following:

- Calendar of Events highlights
- Pending legislation may impact Policy 2410 Graduation Requirements so the review process will resume after the current legislative session ends
- Thanked Facilities Director Brad Taylor for providing tours of the Salish Coast Elementary construction site
- Assured the Board that the core values of the construction plan are being followed
- Offered to obtain feasibility information from Kirk Robinson regarding adding rubber flooring in the future at Salish Coast Elementary

Director of Finance and Business Operations

Amy Khile reported on enrollment for February 2018 and gave a budget summary for all funds for January 2018, a special education funding report, and a capital levy and bond analysis. Discussion followed.

Action ItemsApprove Student Fees for 2018-19

Superintendent Polm and Amy Khile stated no changes to student fees were requested by the schools. Director James-Wilson moved to approve the student fees for 2018-19. Director White seconded and the motion carried 5-0.

Approve Policy 2106 Program Compliance

Superintendent Polm stated there were no changes to the policy from the first review. Director James-Wilson moved to approve Policy 2106, Program Compliance. Director O'Hara seconded and the motion carried 5-0.

Approve Policy 6112 Rental or Lease of District Real Property

Amy Khile stated no changes had been made to the policy since the first review. Director White moved to approve Policy 6112, Rental or Lease of District Real Property. Director Tucker seconded and the motion carried 5-0.

Approve Policy 6114 Gifts and Donations

Amy Khile stated no changes had been made to the policy since the first review. Director James-Wilson moved to approve Policy 6114, Gifts and Donations. Director White seconded and the motion carried 5-0.

Approve Policy 6120 Investment of Funds

Amy Khile stated no changes had been made to the policy since the first review. Director White moved to approve Policy 6120, Investment of Funds. Director James-Wilson seconded and the motion carried 5-0.

Approve Policy 6210 Purchasing: Authorization and Control

Amy Khile stated no changes had been made to the policy since the first review. Director Tucker moved to approve Policy 6210, Purchasing: Authorization and Control. Director O'Hara seconded and the motion carried 5-0.

Approve Policy 6212 Charge Cards

Amy Khile noted one (1) grammatical change from the first review of the policy. Director White moved to approve Policy 6212, Charge Cards. Director O'Hara seconded and the motion carried 5-0.

Unfinished BusinessEHB 2242

Superintendent Polm provided the Board with a memo regarding EHB 2242, which included state-wide information presented at the Legislative Conference January 28-29 and a summary of local impacts of the legislation. The Board recommended explaining to the community the local impacts on property taxes.

New Business

Board Chair Welch reminded the directors of the Public Disclosure Commission filing deadline of April 15, 2018.

Public Comments – NoneFuture Meeting Topics and Agenda Planning

The review process will begin for policies with changes recommended by the Washington State School Directors' Association (WSSDA). The Physical Education consultant is scheduled to report to the Board May 17, 2018. High school winter athletes will be recognized at the March 1, 2018 work/study board meeting. Student musicians will be playing 15 minutes prior to the March 15, 2018 regular board meeting.

Board Reflections

The Directors and Superintendent Polm discussed the best practices for addressing public comments given at board meetings.

Adjournment

The meeting was adjourned by consensus at 8:20 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST:_____
Connie Welch, Board Chair