

Board Chair Connie Welch called the meeting to order at 5:33 p.m. PRESENT: Connie Welch, Nathanael O'Hara, Laura Tucker and Keith White. Jennifer James-Wilson joined the meeting at 5:34 p.m. Also present were Superintendent Polm, staff, students and community members.

#### Board Thought

Chair Welch shared the poem Summer Day by Mary Oliver.

#### Agenda Approval

Chair Welch noted one change to the agenda. The Golden Apple Moments Award would be moved from the third recognition to the first due to travel constraints for the presenters. Director White moved to approve the agenda with the change in order of recognitions. Director O'Hara seconded and the motion carried 5-0.

#### Recognition

##### Superintendent

##### Golden Apple Moments Award

Joe Heslet, KCTS Channel 9's Director of Corporate Sponsorship and Allison Leep, Business and Channel Development Manager of PEMCO Insurance presented High School Career and Technical Education (CTE) Teacher Jennifer Kruse with the Golden Apple Moments Award; a state-wide award recognizing those who make a positive difference in education.

#### Sports Recognition

Athletic Coordinator Lysa Falge and Port Townsend High School Principal Carrie Ehrhardt recognized high school spring sports athletes who earned All-League and/or State Participant honors.

#### Skillmation Mentors

Principal Ehrhardt and Ms. Kruse recognized Skillmation Board Members Martha Trolin, Ben Bauermeister and Doug Ross as well as the Skillmation Freshman Mentors for their work in connecting Port Townsend School District students with adult mentors from the community.

#### Retiring Employees

Superintendent Polm recognized the following retiring staff members: Cheryl Brady, Bobbie Butler, Lisa Cartwright, Paula Collet, Mary Colton, Joan Gitelman, Judy Harwood, Ann Healy-Raymond, Patrick Kane, Colleen Mills, Pat Range, Marcus Sather, Jennifer Stankus, Richard Sweeney, Karen Waite, Toni Walker, and Mark Welch.

#### Hero Awards

Superintendent Polm presented Hero Awards to Port Townsend Education Foundation (PTEF) Board Members Carrie Andrews, Holley Carlson, Mary Critchlow, Elaina Harland, Missy Nielsen, Aldryth O'Hara, Nicole O'Hara, and Holly Petta for providing grant funding for increased educational opportunities for Port Townsend School District students.

Chair Welch recessed the meeting at 6:16 p.m. for a reception honoring the award recipients. The meeting was reconvened at 6:29 p.m.

Public Comments- None

Board Correspondence

The Board reviewed an email from Martha Worthley of Centrum inviting the Directors to attend the Blue Heron Tales, Texts and Theater final showcase Friday, June 8, 2018 at 1:25 p.m. at Fort Worden.

Reports

Board Members

Director Tucker commended Grant Street Elementary Principal Lisa Condran and other organizers of the Grand Goodbye to Grant Street event, which was held June 1, 2018. Directors Tucker, James-Wilson, O'Hara, and Chair Welch attended the event. Chair Welch also attended the Goodbye to Grant Street student assembly June 6, 2018. Directors O'Hara and James-Wilson attended the 150<sup>th</sup> Anniversary of Washington's Pilotage Act Event hosted by the NW Maritime Center May 31, 2018. Directors White and James-Wilson took part in a group meeting with Senator Kevin Van De Wege and Representative Steve Tharinger June 6, 2018 to discuss the impact of recent legislation on local school districts.

Skillmation/Institute of Museum and Library Services (IMLS) Grant

Sarah Rubenstein, Director of Maritime Discovery Schools (MDS) described the partnership between The Port Townsend Marine Science Center, Skillmation, and MDS. Janine Boire, Executive Director of the Port Townsend Marine Science Center stated 2018 is the final year of the 3-year IMLS Grant. She explained the focus areas of the grant and the creation of a partnership with Skillmation. Skillmation Board Member Martha Trolin explained the mission of Skillmation and the information available to young people through their Youth Activities Site (YAS). She shared ways in which the Board and others can become involved in Skillmation activities. Discussion followed.

Superintendent

Superintendent Polm reported on the following:

- Attended Grand Goodbye to Grant Street June 1, 2018 and commended the organizers
- Further evaluation is required before a recommendation can be made regarding a High School Boys Swim Team
- Birth-3 services for Special Education students in the community previously provided by Port Townsend School District will be provided by Concerned Citizens beginning in the 2018-19 school year
- Peninsula College offered all high school seniors automatic admission
- The climbing wall will be moved from Grant Street Elementary to Salish Coast Elementary
- Salish Coast ribbon-cutting ceremony will be held September 4, 2018 before school and a community open house will take place at 5:00 p.m. September 14, 2018

Salish Coast Elementary and High School Elevator Projects Update

Project Manager Kirk Robinson was unavailable to report on the Salish Coast Elementary construction project. Architect John Kennedy provided an update regarding the budget and schedule for the high school elevator project. He stated the construction documents phase is now complete and out to bid is the next phase. He noted two changes to the Construction Documents/Bid Set Cost Summary document

related to the Main Building Elevator Project. The Construction Documents Base Cost was changed from \$786,000 to \$849,000 and the CD Total Base Cost was changed from \$1,572,000 to \$1,365,000.

The meeting was recessed at 7:43 p.m. for a break and reconvened at 7:46 p.m.

#### Action Items

##### Approve Use of Myer-Stevens & Toohey & Co., Inc. for Port Townsend School District Student Insurance Coverage for 2018-19

Director of Finance and Business Operations Amy Khile explained this optional insurance coverage is available for any uninsured student and that participants in athletics must provide proof of insurance. Director Tucker moved to approve the use of Myer-Stevens & Toohey & Co., Inc. for Port Townsend School District Insurance Coverage for 2018-19. Director O'Hara seconded. Following discussion, the motion carried 5-0.

##### Approve Policy 3122 Excused and Unexcused Absences

Superintendent Polm stated the edits presented at the May 17, 2018 Board Meeting required by recent state legislation have been applied to the policy. Director O'Hara moved to approve Policy 3122 Excused and Unexcused Absences. Director White seconded and the motion carried 5-0.

##### Approve Human Growth and Development Curriculum

Superintendent Polm explained that the Instructional Materials Committee recommends the approval of the Human Growth and Development Committee's recommendation of adoption of the FLASH and KNOW curricula for grades 5-12. No public comments were given during the public review period from May 3 to May 17, 2018. Following discussion, Director James-Wilson moved to approve the FLASH and KNOW curricula for Human Growth and Development. Director White seconded and the motion carried 5-0.

##### Approve Donation of \$1000.00 from Lauren Taracka and AXA Achievement Scholarship Program for use in High School Science Program Professional Development

Director Tucker moved to approve the Donation of \$1000.00 from Lauren Taracka and AXA Achievement Scholarship Program for use in High School Science Program Professional Development. Director James-Wilson seconded and following discussion, the motion carried 5-0.

##### Approve Contract with School Health Consultants, Inc. Regarding Health Services for School Year 2018-19

Superintendent Polm explained the 2018-19 contract is similar to the 2017-18 contract with a slight increase in fees. Director James-Wilson moved to approve the Contract with School Health Consultants, Inc. Regarding Health Services for School Year 2018-19. Director White seconded and the motion carried 5-0.

##### Approve 2018-19 Cooperative Services Agreement with Olympic Educational Service District (ESD) 114 for Instructional Materials, Network Services, Services Contract Information, Western Regional Information Service Center, and Student Services and Security

Superintendent Polm and Director of Finance and Business Operations Amy Khile answered questions regarding specific line items. Director O'Hara moved to approve the 2018-19 Cooperative Services

Agreement with Olympic Educational Service District 114 for Instructional Materials, Network Services, Services Contract Information, Western Regional Information Service Center, and Student Services and Security. Director James-Wilson seconded and the motion carried 5-0.

Approve 2018-19 Cooperative Services Agreement Part 2 with Olympic Educational Service District 114 for Instructional Materials

Director James-Wilson moved to approve the 2018-19 Cooperative Services Agreement Part 2 with Olympic Educational Service District 114 for Instructional Materials upon verification of the charges. Director White seconded and the motion carried 5-0.

Unfinished Business

Redistricting – Timeline in District

The Board revisited the possibility of reorganizing the director districts. They discussed community concern, funding, demographics, and timeline options. They agreed a draft resolution would be composed and presented at the June 21, 2018 Regular Business Meeting for consideration.

Board Presentation at Washington State School Directors' Association (WSSDA) Fall Conference

Superintendent Polm reported that the presentation proposal has been submitted to WSSDA. The topic of the presentation is an update on the Maritime Discovery Schools Initiative.

New Business

Policy Review

Policy 1410 Executive or Closed Sessions

Superintendent Polm presented the policy for first review, stating updates are required due to changes in Washington State law. The policy will be presented for approval at the June 21, 2018 regular business meeting.

Policy and Procedure 3245 Students and Telecommunication Devices

Superintendent Polm presented the policy and procedure for first review. He stated that suggested policy edits eliminate details, which are included in the procedure. He also explained the student technology Responsible Use Compacts (RUCs), which are currently a component of Instructional Policy 2122, will become Procedure 3245. Director James-Wilson requested that Superintendent Polm research options for the title of the policy. The policy will be presented for approval at the June 21, 2018 business meeting.

Policy and Procedure 3416 Medications at School

Superintendent Polm presented the policy and procedure for first review. Updates include language regarding over-the-counter topical sunscreen self-administration and prescription medication administration. The policy will be presented for approval at the June 21, 2018 business meeting.

Policy and Procedure 6213 Travel Reimbursement

Ms. Khile presented the policy and procedure for first review and explained the suggested edits. Director Tucker requested that the comma after the word beverages in Item A of the Non-reimbursable Expenses section of the procedure be changed to a period. The policy will be presented for approval at the June 21, 2018 business meeting.

Public Comments – None

Future Meeting Topics and Agenda Planning

Director James-Wilson requested a meeting to discuss the in-process Memorandum of Agreement with Peninsula College. High School Athletics, Title IX Equity in Sports, Annual District Goals, Setting of the 2018-19 Board Meeting Calendar, and Superintendent End-of-Year Evaluation will be agenda topics at the June 21, 2108 Regular Business Meeting. Director White will join the meeting by phone. The Board decided to reschedule the July 5, 2018 Budget Hearing and Regular Business Meeting to July 19, 2018. The Budget Hearing will begin at 4:30 p.m. The updated District Strategic Plan and Annual Goals for the Superintendent are topics for the Regular Business Meeting July 19, 2018.

Executive Session

The regular meeting was adjourned at 8:45 for a 10-minute executive session to discuss the performance of a public employee and an update on collective bargaining. The meeting was reconvened at 8:59 p.m.

Board Reflections

The Board discussed the possibility of future recognition celebrations of large groups being held as separate events. This will be considered during the setting of the 2018-19 Board Meeting Calendar at the June 21, 2018 Regular Business Meeting.

Adjournment

The meeting was adjourned by consensus at 9:03 p.m.

Respectfully submitted,

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John A. Polm, Jr., Secretary

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