

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

Director Tucker led the Pledge of Allegiance.

Agenda

Director White moved to approve the agenda as presented. Superintendent Polm stated the scheduled Hero Award would not be presented at the meeting. Director White withdrew his initial motion and moved to approve the agenda with the removal of the Hero Award presentation. Director James-Wilson seconded and the motion carried 5-0.

Recognition-Postponed

Approval of Minutes

The following minutes were brought for approval:

- Minutes of the May 17, 2018 Regular Business Meeting. Director O'Hara moved to approve the minutes. Director Tucker seconded and the motion carried 5-0.
- Minutes of the June 7, 2018 Work/Study Meeting. Director O'Hara moved to approve the minutes. Director White seconded and the motion carried 5-0.

Public Comments

Taylor Webster addressed the Board regarding sexual health education curriculum lessons for special needs students. Lisa Anderson, Michael McKell, Jess Winsheimer, and Amy Recker addressed the Board regarding opening collective bargaining with SEIU Local 1948.

Consent Agenda

Director James-Wilson moved to approve the consent agenda. Director White seconded and the motion carried 5-0. Included on the consent agenda were the following items: 1) Payroll for May 2018; 2) Accounts Payable as of June 21, 2018; 3) Recommend the following actions:

Hires:

Recommend Shelby MacMeekin as Assistant Principal/Program Director, Salish Coast Elementary, effective the 2018-19 school year.
Recommend Susan Paulsen as 1.0 FTE Math/Science Teacher at Blue Heron Middle School, effective the 2018-19 school year.
Recommend Melissa Love as 1.0 FTE K-5 Behavior Intervention Specialist, Salish Coast Elementary, effective the 2018-19 school year.
Recommend Maynard Reed as .8 FTE Physical Education Teacher, .4 FTE at Port Townsend High School and .4 FTE at Salish Coast Elementary, effective the 2018-19 school year.
Approve Patrick Gaffney as 1.0 FTE Dean of Students, Port Townsend High School, effective the 2018-19 school year.
Recommend Rebecca Gimlett as 1.0 FTE Reading Specialist/Literacy Coach, Blue Heron Middle School, effective the 2018-19 school year.
Recommend Jef Waibel as Summer Program Mathematics Teacher, 2017-18 school year.

Recommend Daniel Ferland as Summer Program Performing Arts Teacher, 2017-18 school year.

Recommend Derec Velez, Emma White and Emily Zenz as Summer Program Paraeducators, 2017-18 school year.

Recommend employment of classified support personnel for the 2018-19 school year as per attached personnel action list.

Approve Patrick Gaffney as Port Townsend High School Head Football Coach, effective the 2018-19 school year.

Approve Kim Matthews as Port Townsend High School Head Volleyball Coach, effective the 2018-19 school year.

Approve Lamont Thornton and Maynard Reed as High School Assistant Football Coaches, effective the 2018-19 school year.

Approve Aliina Lahti as High School Assistant Girls' Soccer Coach, effective the 2018-19 school year.

Retirements/Resignations:	<p>Accept resignation of Patrick Gaffney, Blue Heron Middle School Principal, effective the end of the 2017-18 school year.</p> <p>Accept resignation of David Ashton, .5 FTE Music Teacher, Grant Street Elementary, effective the end of the 2017-18 school year.</p> <p>Accept resignation of Alex Heilig, .75 FTE Dean of Students, Port Townsend High School, effective the end of the 2017-18 school year.</p> <p>Accept resignation of Jessica Fredricks, 6.5 Hr/Day Special Education Paraeducator, Grant Street Elementary, effective the end of the 2017-18 school year.</p> <p>Accept resignation of Alex Heilig, Port Townsend High School Head Football Coach, effective the end of the 2017-18 school year.</p> <p>Accept resignation of Robert Cantley, High School Girls' Assistant Soccer Coach, effective the end of the 2017-18 school year.</p> <p>Accept resignation of Cameron Botkin, High School Girls' Assistant Basketball Coach, effective the end of the 2017-18 school year.</p> <p>Accept resignation of Rich Hill, High School Assistant Baseball Coach, effective the end of the 2017-18 school year.</p>
Transfers:	<p>Recommend transfer of Kate Wenzl, 1.0 FTE Special Education Teacher, Blue Heron Middle School, to 1.0 FTE Special Education Teacher, Salish Coast Elementary, effective the 2018-19 school year.</p> <p>Approve transfer of Betsy Snyder-Johnson from 1.0 FTE Essential Skills Special Education Teacher at Port Townsend High School to 1.0 FTE Special Education Teacher at Blue Heron Middle School, effective the 2018-19 school year.</p> <p>Recommend transfer of Bobi Beery from 5.75 Hr/Day Food Service Assistant I to 3.0 Hr/Day Food Service Assistant I, effective the 2018-19 school year.</p> <p>Approve voluntary transfers of Blue Heron Middle School Paraeducators per attached staff transfer list.</p>
Leave of Absence:	<p>Approve medical leave of absence for Ashley Merrell, Bus Driver, September 4, 2018 through November 5, 2018.</p>
Overnight Travel:	<p>Approve Overnight Travel, Sandra Gessner-Crabtree, Lisa Condran, Bonnie Stenehjem, Lisa Olsen, Melinda Pongrey, Shelby MacMeekin, and Molly</p>

O'Brien to UW Robinson Center Inquiry-Based Learning in Elementary Classrooms Conference in Seattle, Washington, July 17-19, 2018.

Out-of-State Travel: Approve Out-of-State Travel, Sarah Rubenstein to the Pacific Northwest Bay Watershed Education and Training (B-WET) Annual Meeting and Northwest Aquatic and Marine Educators (NAME) Conference in Portland, Oregon, July 29-30, 2018

Contract: Approve Superintendent Contract for John A. Polm, Jr. from July 1, 2018 to June 30, 2021

Board Correspondence

The Board reviewed an email from Skillmation thanking The Board for recognizing their group at the June 7, 2018 Work/Study Meeting.

Reports

Board Members

Director James-Wilson assisted at the Grant Street Elementary surplus sale June 21, 2018. She commended Director of Finance and Business Operations Amy Khile for her efforts in guiding the process. Chair Welch attended the surplus sale and the 8th grade graduation ceremony at Blue Heron Middle School June 15, 2018. She appreciated Principal Patrick Gaffney's comments at the ceremony and participated in the hug line. Director O'Hara recently helped pack Grant Street Elementary classrooms. He noted the emotional impact the process has on all those involved. Director Tucker recognized High School Principal Carrie Ehrhardt, Principal Gaffney, School Resource Officer Jeremy Vergin, and Blue Heron Middle School Counselor Kirsten Bledsoe for their participation in the Youth Marijuana Education and Prevention Coalition. She also recently met with Grant Street Elementary Principal Lisa Condran to discuss the climbing wall in the Salish Coast Elementary School gymnasium. Director Tucker also mentioned the impactful presentation given by Port Townsend student Tyler Nelson in favor of a paintball park.

High School Athletics Financial Update and Title IX Equity

Principal Ehrhardt and Athletic Coordinator Lysa Falge explained the expenditures and revenues of the athletics programs. They presented the Board with a flyer of the designs for the project of covering acoustic wall tiles in the high school gymnasium. The Jamestown S'Klallam Tribe has agreed to donate most of the funds needed for the project. They also presented the Title IX data submitted to the Washington Interscholastic Activities Association (WIAA). Discussion followed.

Annual District Goals

Superintendent Polm reported on the implementation of the district strategic plan. He presented the 2017-18 data for the Measures of Success in each of the six (6) goal areas of the plan. Discussion followed. The Board will discuss 2018-19 implementation strategies at the July 19, 2018 regular business meeting.

Superintendent

Superintendent Polm reported on the following:

- Blue Heron/OCEAN Principal interviews will take place June 22, 2018

- Collective bargaining with SEIU Local 1948 has been opened
- Grant Street Elementary Art Teacher Wanda Leclerc was named the Elementary School Art Teacher of the Year by the Washington Arts Education Association
- Appreciation for the work of Director of Maintenance and Facilities Brad Taylor and Director of Finance and Business Operations Amy Khile for their efforts in the Grant Street Elementary demolition and surplus processes
- Grant Street Elementary main building demolition will begin June 25, 2018
- Requested feedback from the Board when draft meeting minutes are provided
- Attended the Blue Heron Middle School 8th grade graduation ceremony June 15, 2018
- School year-end has been successful and challenging. Commended teachers and staff for their hard work.

Director of Finance and Business Operations

Amy Khile reported on enrollment for May 2018 and gave a budget summary for all funds for June 2018, a special education funding report, and a capital levy and bond analysis. She also provided information regarding the surplus sale at Grant Street Elementary, which took place June 20-21, 2018. Discussion followed.

Action Items

Approve Policy 1410 Executive or Closed Sessions

Superintendent Polm stated the edits presented at first review June 7, 2018 have been applied to the policy. Director James-Wilson moved to approve Policy 1410 Executive or Closed Sessions. Director Tucker seconded and the motion carried 5-0.

Approve Policy 3245 Students and Telecommunication Devices

Superintendent Polm stated there were no changes to the policy from the first review June 7, 2018. Director James-Wilson requested the phrase “that include personal devices” be added after the word “procedures” in the first sentence of the second paragraph. Director James-Wilson moved to approve Policy 3245 Students and Telecommunication Devices with the addition of the phrase “that include personal devices” to the first sentence of the second paragraph. Director White seconded and the motion carried 5-0.

Approve Policy 3416 Medication at School

Superintendent Polm stated that no changes have been made to the policy since first review June 7, 2018. Director James-Wilson moved to approve Policy 3416 Medication at School. Director White seconded and the motion carried 5-0.

Approve Policy 6213 Travel Reimbursement

Director of Finance and Business Operations Amy Khile explained that no changes were made to the policy since first review June 7, 2018. The procedure was modified following Director Tucker’s recommendation of adding a period after “Alcoholic beverages” in Item A of the Non-reimbursable Expenses list and creating a separate item for the “meals or snacks other than regular meals” portion of Item A. Director Tucker moved to approve Policy 6213 Travel Reimbursement. Director O’Hara seconded and the motion carried 5-0.

Approve July 1, 2018 – June 30, 2019 Early Intervention and Preschool Special Education Service Contract with Concerned Citizens

Superintendent Polm explained the contract includes Birth – 3 services previously provided by the District. Discussion followed. Director Tucker noted an error in Section XII Indemnification and Liability Insurance. The school district named is Port Angeles and must be corrected to Port Townsend. Director Tucker moved to approve the July 1, 2018 – June 30, 2019 Early Intervention and Preschool Special Education Service Contract with Concerned Citizens with the correction of the school district name in Section XII Indemnification and Liability Insurance. Director White seconded and the motion carried 5-0.

Approve Modification of 2017-2018 Board Meeting Calendar with Cancellation of July 5, 2018 Budget Hearing and July 5, 2018 Regular Business Meeting and Addition of July 19, 2018 Budget Hearing and July 19, 2018 Regular Business Meeting

Superintendent Polm reminded the Board of the meeting times agreed upon during discussion at the June 7, 2018 Work/Study Meeting, which are 4:30 p.m. for the Budget Hearing and 5:30 p.m. for the Regular Business Meeting. Director James-Wilson moved to approve Modification of 2017-2018 Board Meeting Calendar with Cancellation of July 5, 2018 Budget Hearing and July 5, 2018 Regular Business Meeting and Addition of July 19, 2018 Budget Hearing and July 19, 2018 Regular Business Meeting. Director O'Hara seconded and the motion carried 5-0.

Approve Contract Amendment to 2018-19 Cooperative Services Agreement Contract with the Olympic Educational Service District 114

Superintendent Polm explained the contract amendment is requested due to the addition of .5 FTE school psychology services. Director James-Wilson moved to Approve Contract Amendment to 2018-19 Cooperative Services Agreement Contract with the Olympic Educational Service District 114. Director O'Hara seconded and the motion carried 5-0.

Unfinished Business

Redistricting Resolution/Discussion

Superintendent Polm presented draft Resolution 18-04 Dissolution and Reapportionment of Director Districts requested by the Board at the June 7, 2018 Work/Study Meeting. Following discussion, the Board decided to move forward with the process. Resolution 18-04 will be an action item at the July 19, 2018 Regular Business Meeting.

New Business

Set 2018-19 Board Meeting Calendar

Superintendent Polm presented a draft 2018-19 calendar of proposed board meeting and retreat dates, times and locations. The Board discussed options for public participation in the November 15, 2018 Regular Business Meeting that will take place in Spokane due to the Board's attendance at the Washington State School Directors' Association (WSSDA) Annual Conference. The report items for each meeting will be determined at the August 23, 2018 Board Retreat.

Public Comments-None

Future Meeting Topics and Agenda Planning

The proposed 2018-19 District Budget will be presented at the Budget Hearing July 19, 2018. The updated District Strategic Plan and annual goals for the superintendent will be topics of the July 19, 2018 Regular Business Meeting.

Executive Session

The regular meeting was adjourned at 7:40 p.m. for a 30-minute executive session to discuss the performance of a public employee. At 8:10 p.m., Chair Welch announced a 10-minute extension to the executive session. At 8:20 p.m., Chair Welch announced a second 10-minute extension to the executive session. The meeting was reconvened at 8:32 p.m.

Board Reflections

Chair Welch provided a summary of the results of the Board's annual review of the performance of Superintendent Polm. The Board stated they are pleased with Superintendent Polm's performance and have approved his July 1, 2018 – June 30, 2021 Employment Contract. Director Tucker thanked Chair Welch for compiling the review.

Adjournment

The meeting was adjourned by consensus at 8:34 p.m.

Respectfully submitted,

John A. Polm, Jr., Secretary

ATTEST:_____
Connie Welch, Board Chair