

**SHAW ISLAND SCHOOL DISTRICT NO 10
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, MAY 12, 2020, 3:10 PM**

The May 12, 2020 board meeting was held via a Zoom meeting due to COVID-19 restrictions put in place by Governor Inslee.

CALL TO ORDER: Chair John Bogert called the online regular meeting to order at 3:12 PM. Present were board directors John Bogert, Jennifer Swanson, and Jon Shannon. Director Cari Miller was not present when the meeting opened, but joined the meeting shortly after that. Director Shirley Lange was not present. Head Teacher Diane Clifton and Office Administrator Deanna Shannon were present. Doug Crosby, representing the Shaw Island Library and Historical Society was present.

APPROVAL OF PREVIOUS MINUTES: April 21, 2020, regular meeting minutes: a correction was made to the minutes. *Jon Shannon moved to approve the April 21, 2020, regular meeting minutes as presented; Jennifer seconded the motion; the minutes were approved unanimously.*

CHANGES OR ADDITIONS TO THE AGENDA: Item XIV. 1. Proposal from Shaw Island Library was moved to follow VI. Hearing of Individual or Groups on Agenda & Non-Agenda Items so that Doug Crosby could leave the meeting earlier if he chose. Under XVI. Personnel, 3. Maintenance Position Applicants was added.

STUDENT REPRESENTATIVE REPORT: None

CONSENT AGENDA: *Jon Shannon moved to approve the following items on the consent agenda:*

Claims and Payroll:

The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll warrants in the amount of \$10,282.81 for April are also approved.

General Fund 6361:

*Warrant numbers 228138 through 228150
Totaling \$3,475.28,*

Capital Fund 6367:

*Warrant number 228151
Totaling \$457.03*

*Payroll (April) warrant numbers 76387 through 76390 and 23940
Totaling \$10,282.81, and*

Budget Status Report

Jennifer seconded the motion; the format of the Budget Status Report was discussed; the motion carried unanimously.

HEARING OF INDIVIDUALS OR GROUPS ON NON-AGENDA ITEMS: None.

PROPOSAL FROM SHAW ISLAND LIBRARY (DOUG CROSBY): Doug stated that he was representing the Shaw Island Library and Historical Society. The library board was discussing installing a bathroom at the library. They tasked Doug with checking with the school board about the possibility of tying in to the school's septic system and/or water system. He stated that the costs incurred with the project and a monthly or annual fee would be paid by the library. The proposition was discussed. While the school board was not opposed to the community cooperation aspect of the project, it was pointed out that besides the costs of drilling under two public roads and through the school grounds to access the systems, the school's septic system would need to be upgraded if the library were to tie into it. For the water system, the current copper levels in the school's water could make it prohibitive to share the water system with the library. Consensus was that there were probably more cost effective ways for the library to install a bathroom. It was pointed out that the school district owned a parcel of land on the same side of Blind Bay Road as the library with a parcel owned by The San Juan Preservation Trust in between the District's property and the Library. The possibility of a septic drain field on District property was discussed, but would need to be discussed further by the school board.

CORRESPONDENCE & COMMUNICATION: Deanna reported that an email had been received from the San Juan Preservation Trust (SJPT) concerning the school's use of the property owned SJPT which adjoins District property. The District had had a use agreement with previous owner Fred Ellis in the past. The agreement had not been renewed by the Ellis family after Fred Passed away. The email from SJPT and the latest agreement with Fred Ellis had been sent to the board directors in their board packet for review. Renewing the land use agreement was discussed. Consensus was that the District was interested in renewing the agreement and that Deanna should follow up with SJPT.

TEACHER REPORT: Diane reported that she had added an 8:00 AM read aloud time Tuesdays through Thursdays, when the students can tune in before class and listen to an audio story. Diane stated that the students were working with volunteer Anne Wysocki to complete the yearbook. Diane thanked the board for the teacher appreciation week gift basket.

LEGISLATIVE REPORT: None.

SUPERINTENDENT AND COMMITTEE REPORTS:

- 1. Superintendent:** Jennifer noted that there was a lot of information being sent to the District concerning the COVID-19 outbreak and that she and or Deanna were participating in a weekly partners call with San Juan County Health and Community Services Director Mark Tompkins. Paraeducator training was also being addressed.
- 2. Physical Plant:** None.
- 3. Instructional Support:** None.
- 4. Administration:** None.

PROGRAM, CURRICULUM, AND ASSESSMENT:

- 1. Approval of 5-Day Extension to End of Year as per SIP Reykdal:** Superintendent of Public Instruction Chris Reykdal had stated that districts that could not show evidence of 180 days and 1000 hours for grades K-8 must add 5 days of instruction to its approved calendar. Deanna stated that the district had met the 180 day requirement, and the 1000 hour requirement for grades 3 – 6, but it had not met the 1000 hours for K – 1 grades. *Jennifer moved that the 2019-20 school year calendar be extended by*

5 days with the last day of school changed from June 12th to June 19th; Cari seconded the motion; the motion carried unanimously.

2. **Approval of Special Contract for Diane Clifton for 5-Day Extension to End of Year:** Due to the 5-day extension approved above, Diane's contract would need to be extended beyond the 184 days in her original contract. *Jennifer moved to approve the Special Contract for Diane Clifton; Jon Shannon seconded the motion; the motion carried unanimously.*
3. **Review of Continuous Learning Plan (Approved in following resolution):** OSPI (Office of Superintendent of Public Instruction) was requiring a plan for continuous learning due to school closures for the remainder of the 2019-20 school year. The plan was reviewed and would be approved as part of Resolution 2020-1 Waiver of Instructional Hours below.
4. **Presentation of Waiver of Hours Process:** Deanna reported that the waivers would be released from OSPI on May 15th and the District would be applying for a waiver of hours since the required 1000 hours would not be met for all grades in the 2019-20 school year.
5. **Approval of Resolution 2020-1 Emergency Waiver of Instructional Hours (Includes Continuous Learning Plan Approval):** *Jon Shannon moved to approve Resolution 2020-1; Jennifer seconded the motion; the motion carried unanimously.*

PERSONNEL:

1. **Approval of 2020-21 Teacher Contract for Diane Clifton:** The contract was reviewed. Deanna noted that if a cost of living increase were approved in the 2020-21 budget, the contract would need to be amended. *Jon Shannon moved to approve 2020-21 Teacher Contract for Diane Clifton; Jennifer seconded the motion; the motion carried unanimously.*
2. **Approval of Professional Development for Diane Clifton:** A request to attend a 5-day online course titled Teacher College Columbia University: Writing Institute was submitted with a total cost of \$1,600. Approximately \$1190 would be available through a grant. *Jennifer moved to approve the professional development; Jon Shannon seconded the motion; the motion carried unanimously.*
3. **Maintenance Position Applicants:** Jennifer reported that she had received an application for the maintenance substitute position from Aidan Shannon. The regular maintenance person, Gordon Koenig, had not been coming over from Orcas during the school closure. Minor jobs such as mowing, weeding, and taking care of the trash needed to be done through the summer. Jennifer stated that there was also interest in the regular position (a replacement for Gordon), but there was not enough work at this time to fill that position. *Jennifer moved to approve hiring Aidan Shannon as the substitute maintenance person; Cari seconded the motion; Jennifer, John Bogert, and Cari voted in favor of the motion; Jon Shannon abstained from the vote; the motion carried.*

BUDGET & FISCAL MATTERS:

1. **Approval of NWESD 189 Contract:** The renewal contract with NWESD 189 (North West Education Service District) in the amount of \$5520 for the 2020-21 school year for technical support and off site server backup was reviewed. *Jennifer moved to approve the 2020-21 contract renewal with NWESD 189; Jon Shannon seconded the motion; the motion carried unanimously.*
2. **Discussion of Capital Improvements:** An updated list of capital projects was discussed. John Bogert stated that he had been working on bids for painting the school. He would also be soliciting bids to replace the gutters from a new list of

vendors who had completed the L&I prevailing wage training. Wiring and new heaters in the office/copier room building were discussed. John Bogert stated that the two bids for the heating project in the two classrooms needed to be discussed further and called for a special meeting in order to be able to discuss capital projects in detail. A meeting date of Tuesday, May 26, 2020, at 3:00 PM was set.

3. **Preliminary 2020-21 Budget Discussion:** The 2020-21 preliminary budget was reviewed and discussed.

GENERAL:

1. **COVID-19 District Update:** The current COVID-19 situation was discussed.

POLICY REVIEW: None.

ADJOURNMENT: *Jon Shannon moved that the meeting be adjourned; Jennifer seconded the motion; the motion carried unanimously.* The meeting was adjourned at 4:57 PM.

Chair, John Bogert

Member, Cari Miller

Member, Jennifer Swanson

Member, Jon Shannon

Member, Shirley Lange

Superintendent/Secretary to the Board

Jennifer Swanson