

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

Chair Jon Shannon called the meeting to order at 3:10 PM at the Shaw Island Elementary School Lower Grade Classroom, Shaw Island, Washington. Board members present: Jon Shannon, Jennifer Swanson, Cari Miller, John Bogert, and Gigi Allaway; Gigi arrived after the approval of the minutes. Staff present: business manager Deanna Shannon and teacher Diane Clifton. Others present until after Student Representative Report: Bella Miller, Sintayehu Shannon, Max Field, Sophia Swanson, Leif Ellingson, and Elena Swanson.

**APPROVAL OF PREVIOUS MINUTES:** May 15, 2018, regular meeting minutes and the May 25, 2018 special meeting minutes: *John Bogert moved that the May 15, 2018, regular meeting minutes and the May 25, 2018, special meeting minutes be approved as presented; Cari seconded the motion; the motion carried unanimously.*

**CHANGES OR ADDITIONS TO THE AGENDA:** None.

**STUDENT REPRESENTATIVE REPORT:** The upper grade students gave a PowerPoint presentation on their trip to Washington, DC. After the presentation, the 7<sup>th</sup> grade students remained, and Board Chair Jon Shannon and Superintendent Jennifer Swanson talked about the goals and parameters of 8<sup>th</sup> grade projects. The board invited the future 8<sup>th</sup> graders to consider doing an 8<sup>th</sup> grade project and to begin thinking about a topic that they are passionate about or would like to learn more about.

**CONSENT AGENDA:** *Gigi 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 \$12,130.50 are also approved.*

*General Fund*

*Warrant numbers 200124 through 200138*

*Totaling \$9,484.97*

*And warrant number 200622*

*Totaling \$410.25*

*Capital Fund:*

*Warrant number 200139*

*Totaling \$116.13*

*ASB Fund:*

*Warrant number 200140*

*Totaling \$954.00*

*Payroll (May) warrant numbers 21723 through 21728 and 63986 through 63988*

*Totaling \$12,130.50*

## *Budget Status Report*

*Cari seconded the motion; the motion carried unanimously.*

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

### **CORRESPONDENCE & COMMUNICATION:**

- 1. Signing of letter concerning water quality from board to families:** Deanna had previously emailed a copy of the letter drafted by Jon Shannon to board members; board members signed the letter.
- 2. Board attendance:** Gigi had previously emailed the results of her inquiries to WSSDA concerning directors missing board meetings and calling in: one or three members may call in in order to meet a quorum. The email stated that it had been recommended by WSSDA that directors notify the board with the reason for the absence. Board absences were discussed. In January and February 2019, three board members may be off island, so one or more would need to call in. Jon Shannon requested that in the future there would be an opportunity to discuss a district policy regarding attendance and giving the public an opportunity to interact with board directors in person.

**TEACHER REPORT:** Diane reported that the Smarter Balanced test results had been received and all students who tested had scored at level 4 for math. She explained the test levels: 1 the student had not met the achievement standard, 2 the student had nearly met the achievement standard, 3 the student had met the achievement standard, and 4 the student had exceeded the achievement standard. Students had a scored 3 or 4 in language arts. Diane stated that out of the 80,000 students who had been scored at that time state-wide, 50% had scored a 1 or a 2.

**LEGISLATIVE REPORT:** None.

### **SUPERINTENDENT AND COMMITTEE REPORTS:**

- 1. Superintendent:** None.
- 2. Physical Plant:** Jon Shannon reported that he had a list of three local plumbers to call for estimates for replacing the copper pipes. He stated that estimates were needed before the District could determine the thresholds and necessary process to hire a plumber. Jon also reported that there would be a landscaping work party on Monday the 18<sup>th</sup>.
- 3. Instructional Support:** Jennifer reported that she had met with both teachers on the instructional half-day. They had discussed collaborating over the summer, the curriculum cycles, purchases for next year, and student grouping. Jennifer stated that training in the District's math curriculum would be provided for new hire Toni Willis over the summer.
- 4. Administration:** Deanna reported that the maintenance job opening had been posted. She also reported that the annual audit assessment with the state auditor had begun.

**PROGRAM, CURRICULUM, AND ASSESSMENT:** Curriculum policy was discussed. Jennifer reminded the board that Jody Schmidt would not be returning as the instructional aide. She would, however, continue to volunteer as the librarian. It was suggested that special program aide Andrea Ellingson be trained to take over the library duties.

### **PERSONNEL:**

1. **Approval of Professional Development:** A request for both teachers to attend a Socratic seminar workshop in Walla Walla was submitted. The request was reviewed. *Gigi moved that up to \$2015.57 be approved for the two teachers to attend the 2-day, 3-night class; John Bogert seconded the motion; the motion carried unanimously*
2. **Discussion of Summer Contracts:** Summer contracts and a stipend for days worked at the beginning and end of a school year were discussed. Consensus was to define the parameters of summer contracts through a policy. *Gigi moved to approve the concept of paid days at the beginning of a school year and at the end of a school year; Cari seconded the motion; the motion carried unanimously*
3. **Discussion of personal day carry over:** Deanna reported that it had been brought to her attention that other districts provided for a carryover of professional days. Consensus was that the proposal should be added to a policy and submitted for approval
4. **Follow-up on administration position:** Gigi and John Bogert would meet to coordinate the information they had gathered on job descriptions and compensation.

**BUDGET & FISCAL MATTERS:**

1. **2018-19 Budget Study Session:** the budget worksheet was reviewed.

**GENERAL:**

1. **Review of Board Action Sheet:** None.
2. **Signing of 8<sup>th</sup> grade diploma:** The diploma for Bella Miller was passed around and signed.
3. **Approval of Resolution 2018-3 Declaring Certain Property Surplus:** The resolution declaring eleven laptops surplus was reviewed. *Jennifer moved that the resolution be approved; Cari seconded the motion; the motion carried unanimously.*
4. **Approval of 2018-19 calendar:** Deanna reported that a draft calendar was not yet available.

**POLICY REVIEW:**

1. **Scheduling meeting to finalize policy review:** It was decided that the board would meet in August to finalize the ongoing policy review.

**ADJOURNMENT:** *Gigi moved that the meeting be adjourned; Cari seconded the motion; the motion carried unanimously.* The meeting was adjourned at 5:14 PM.

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Chair, Jon Shannon

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Recording Secretary, Cari Miller

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Member, Jennifer Swanson

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Member, John Bogert

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Member, Gigi Allaway

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Superintendent/Secretary to the Board  
Jennifer Swanson