

BOARD OF DIRECTORS
Lopez Island School District #144
October 28th, 2020
School Library
6:00 p.m.
Board Meeting Agenda

[Meeting Link can be found on LISD Website](#)

Following the recommendation of the San Juan County Health Department and LISD school measures to control the coronavirus, public involvement in the meeting will be by computer or phone conference utilizing this link. Thank you for understanding the need for this measure.

Members present: Jennifer Poole, Del Guenther, Carol Steckler, Wendy Stephenson,

I. CALL TO ORDER AND FLAG SALUTE:

Board meeting called to order at 6:00 pm by Chair Poole. Flag salute led by Vice Chair Guenther.

II. ADJUSTMENTS TO THE AGENDA:

Move Item V. Financial Report to before Adjournment.

Remove Line 5. Employment Contract for JL and revisit at the next meeting.

Add to Old Business: Line B. Tech update.

III. APPROVAL OF THE MINUTES: (Action)

A. Regular Board Meeting on September 23rd, 2020 -

Member Greacean suggested revising the minutes under the Superintendents Report to say. Estimated trend data suggests 2-3 weeks before that point is reached."SJ County established transmittal of under 25% of population before opening school. Correction to the minutes, to be 25 per 100,000 in the last 2 weeks.

Member Steckler moved to approve minutes for the Sept. 23rd, 2020 meeting, Member Guenther seconded. Motion was approved unanimously.

B. Special Board Meeting on October 21st, 2020

Motion by C.Steckler, seconded by D.Guenther. Approved unanimously.

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IV. ADOPTION OF THE CONSENT AGENDA:

A. Payroll for the month OCTOBER 2020 - \$328,335.19

B. Consideration to approve:

1. Certificated employment contract for JP (Teacher)
2. Stipend contract for JP (Orchestra)
3. Stipend contract for JP (Yearbook Advisor)
4. Stipend contract for JP (Secondary RTI Specialist)

~~(5.) Certificated employment contract for JL (Prov. Teacher) (removed)~~

5. Stipend contract for JH (Phone System Maintenance)
6. Certificated employment contract for AB (Specialist)
7. Service contract for JC (Mental Health)
8. AP payments from the GF:
 - a) Warrant Numbers 1151113 through 115142, totalling \$37,866.20
 - b) Warrant Numbers 115143 through 115144, totalling \$555.00
 - c) Warrant Numbers 115145 through 115169, totalling \$114,670.32
 - d) Warrant Numbers 115170 through 115182, totalling \$34,682.31
 - e) Warrant Numbers 115198 through 115198, totalling \$5255.91
 - f) Warrant Numbers 115199 through 115199, totalling \$13.32

Board member Guenther moved to approve the Consent Agenda as amended, Board member Steckler seconded. The motion was unanimously approved.

~~(V) FINANCIAL REPORT:~~

~~C. Monthly Budget Status Report - Kara Moore, NWESD Business Manager~~

~~D. General Fund Reserve update and status of ongoing budget projections~~

(moved to Item XIV on the agenda)

V. RECOGNITION AND GRATITUDE:

A. Donations to the School

1. \$7500 donation from Steve & Michele Heller to LIFE Salaries
2. \$7500 donation from a Lopez donor to LIFE Salaries

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Superintendent Auckland expresses gratitude for donations and indicated Jim & Birte Falconer were the Lopez donors mentioned in Line 2.

Chair Poole appreciated the garden and kitchen for wonderful lunches. Also appreciated community and staff for working on the outdoor hybrid model of learning with kids outside.

Board member Steckler and Superintendent Auckland greatly appreciated and acknowledged Kirm Taylor & Jim LeDrew for making the effort to collect missing levy funds. In two days, about \$15,000 has been donated in support of the school.

Member Stephenson moved to accept donations, Member Steckler seconded the motion. Unanimously approved.

VI. UPDATES:

A. Lobo Pack

S.Olson reports they have sold over 50 signs. Looking to sell a total of 200. Donations are accepted as well. Working with Athletic Director Steinbrueck to plan for sports after COVID reopening.

B. Parent, Teacher, School Association (PTSA)

C.Rempel reports National PTA Relief Grant of \$5000 is working to collect materials for outside classrooms and supplies. Hoping to have in place by mid-Nov and looking for additional 5k. They are putting scholarships out to support teachers, staff or members of the community to support outdoor activities. Pumpkin sale made almost \$400. Donations and sales from Lopez Village Market and Jones Family Farms. Legislative assembly. Summerpalooza generated about \$400 from summer book sales. They report 73 members and received over \$500 in donations. PTSA is thankful for the support.

VII. ADMINISTRATIVE REPORT: (Information)

A. Lopez Education Association

LEA Chair K.Lewis reported LEA met with the a member of the District and the Employment Mediations Commission to reach a settlement with the district.

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B. Public School Employees

J.Shaw is the new PSE Chair. J.Burt remains as Vice President. D.Tetu is the Treasure. Chair Poole expressed gratitude for D.McCullough. McCullough and Superintendent Auckland have signed a one year contract.

C. Associated Student Body

No report from M.Rabel for the ASB.

D. Principals' Reports

Principal Martin reported that with the secondary staff conversations have been around technology and Qmlativ . She gave gratitude to Secondary Office Coordinator R.Berg for her great effort in dealing with Qmlativ needs for students. Discussions of conferences will likely be one day this fall. She would like students to be participants in their conferences to advocate for themselves. Also discussions of asynchronous activities, homework expectations and challenge of engagement. STAR Testing analysis and goals as a tool for a common interim assessment for interventions and associations. Current model is not truly a hybrid model, but some on campus activity include students in the weight room or the chemistry with masks and appropriate distancing. Staff have been working with Covid Coordinator to ensure safety. Sustainable agriculture students have been working on farms. Principal Martin shared a 'Driver Diagram' used to engage students in the school community and learning highlighting theory of action, reference points, vision and a plan of action for each group of individuals. Also shared were Professional Development calendar and LISD Staff Community Agreements for 20/21. She has been working on family communication, interfacing with LIFRC offering free tutoring for students. She expressed gratitude to the LIEF board and LEA for support. She will also continue to have structured discussions for support and remote schooling tips.

Elementary Principal Auckland expressed praise for the virtual 'plus' learning model, Elementary conferences have been moved to the week of the 16-19th in November.

E. Superintendent Report

Superintendent Auckland expressed gratitude for PSE outgoing president D.McCullough and looks forward to working with the new president J. Shaw.

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He shared information from Washington State DOH Health and Safety Measures notice sent out this week aimed at school districts. The document highlights symptoms as key to maintaining health, followed up by distancing and masking and handwashing. Auckland also reviewed response measures and methods of screenings, tracking guidelines and quarantining. The report also showed the rate of newly diagnosed cases across the state. Three new cases of COVID have been confirmed in the county this week (2 on Orcas, and 1 on San Juan). He shared the new case count per day in Washington noting an increase in cases. In person learning models are not going to start for some time.

COVID Safety Coordinator Hattman has helped to prepare a COVID information packet prepared for teachers and staff with guidelines. An additional COVID Tool Kit packet of information has been prepared for families and will be sent out soon.

Chair Poole acknowledged that Lopez Community has pulled together well during this time. Auckland noted DOH Dr. James expressed concerns about 'COVID-fatigue' and the holidays.

K. Hattman stressed that it is very important to be very careful and to continue to keep following recommended guidelines.

Chair Poole expressed gratitude for K. Hattman's expertise and efforts. K.Hattman indicated has been a pleasure working with the school.

Examples of other school districts In-Person learning models needing to shut down, the shutdowns have been disruptive to all aspects of learning, mentioned by board member Guenther and Auckland.

Member Steckler expressed how impressed she is and the gratitude she has with all folks who have offered info and are doing their part to help.

VIII. PUBLIC COMMENT:

(Comments made during Public Comment will be noted by the Board Chair. No response, other than requests for clarifications, will be made by the Board. The Board will follow up as necessary at a later date. Due to time, we ask that all comments be limited to five minutes per individual or group.)

A community member asked about the outcome of the Civility Policy on last week's agenda. Chair Poole let her know the policy was not passed.

A community member expressed thanks for setting up the Sexual Harassment training for staff. She wanted to comment about a comment where some community members are 'confused why we can't move on....'. Read a letter. Chair Poole noted the board will follow up to this comment.

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-- thanked LIST for following through with training on Sexual Harassment. She read a statement expressing concerns about past issues and complaints of her workplace.

Board will follow up with these requests.

IX. OLD BUSINESS:

A. Water System Update

Board Member Guenther reported on the condition of the water system. Plan is to discontinue use of S.Pottenger's well and hook up to three wells (OPALCO, FLIP, and a private residence) in the future.. Board has gone through DOH and DOE. They are currently working on a design. Some funding is set aside, but an additional levy will be needed. The earliest possible start time could be next summer.

Members of the board acknowledged all of Del's work toward this project.

B. Tech Update

New phone system projected to start: Nov 6th. Jive & Rockisland have been supportive. Some extensions will change. Training and support will be scheduled to assist staff in transition. Jesse acknowledged Brad Smith's long dedication and assistance and support of the old phone system. New phone system will incorporate new technology for staff.

The Technology Committee meets weekly. Attendance is open to new participants. Several old computers have been replaced. The Committee decided to surplus devices to the community, rather than offer them to other school districts or recyclers. Notices are on the website and community bulletin boards. J.Poole inquired about the device replacement cycle. J.Hammond replied that Elem & Secondary devices are on a four year cycle. Staff computers and printers are on a five year cycle of use before replacement. He noted insurance has paid for most of the replacement costs.

Board member Stephenson appreciated responses from all staff despite lack of phones.

X. NEW BUSINESS:

A. Approval of the PSE Collective Bargaining Agreement

Superintendent Auckland expressed gratitude to the PSE bargaining team, for working hard to come to an agreement. Agreement allows the staff to receive a raise (IPD) and maintain health insurance.

Board Member Steckler moved, Member Stephenson seconded. Unanimously approved.

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B. Resolution 20/21-4 Public Access to School District Records

Superintendent Auckland gave a brief overview of Resolution 20/21-4 and 20/12-5. These are boilerplate resolutions recommended by WSSDA.

Motion to approve by W.Stephenson. Seconded by C. Steckler. Roll Call Vote:

D.Guenther - approved

J.Poole - approved

C.Stecker - approved

W. Stephenson - approved

C. Greacen by proxy vote via D.Guenther - approved.

Motion passed unanimously.

C. Resolution 20/21-5 Waiver of High School Graduation Credits

This resolution states that a current index of records is not maintained.

Motion to approve 20/21-5 by D.Guenther, seconded by W.Stephenson.

No discussion. Roll call vote:

J.Poole - approved

C.Steckler - approved

D.Guenther - approved

W.Stephenson - approved

C.Greacen voted by proxy via D.Guenther - approved

Unanimously approved.

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D. Policy Review 6000 series - 1st reading

Special meeting for Policy adoption scheduled for next week, Wednesday, November 4th. 2020

No discussion.

XI. COMMUNICATIONS:

No communications.

XII. BOARD MEMBER ITEMS:

Chair Poole shared an update based on Member Greacen's work with WSSDA on a fix for the Levy Lid with the Legislator. Notice today that the three WA State Reps agreed to have a meeting with San Juan Schools to discuss the Levy lids and the laying off of staff.

XIII. EXECUTIVE SESSION:

No Executive Session.

XIV. FINANCIAL REPORT:

Financial Manager K.Moore joined the meeting and shared a presentation with fund summaries for the 19/20 school year. The presented report is a draft up for review. She reported the General Fund ending balance. Budgeted enrollment was 227. District's average enrollment ws 239.71. 18/19 old CVA program was a virtual program that had about 40 students indicating higher enrollment during those years. Overall Fund balance was 279,279; LISD budgeted decreased 296,374.

NWESD Lisa Matthews clarified that LISD is capped by the number of students at \$2500 which they are able to collect. Budget times differ from enrollment time, so a note was made for the clarification.

Ending fund balance is broken into categories (Restricted for Other Items, Restricted for Carryover, Nonspendable-Inventor/Prepaid Exp, Assigned to Other Purposes-Comp Abs, Unassigned Fund Balance, Unassigned Minimum Fund Balance Policy)

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The increased Special Education students have increased costs. San Juan County has seen a large increase in Special Ed students in all schools. Notation of this higher cost was made.

Revenue by source broken out in a chart including Tax, Local Support, State-General Purpose (Majority at 68%), State- Special Purpose, Federal- General Purpose, Other Revenues. Totals arranged by source.

K.Moore shared expenditures by detail. Some areas experienced decreases in expenditures. Expenditures by Activity report was shared showing the Percentage of the budget. Vast majority of the budget is for classroom instruction. A report with Expenditures by Object was shared showing Salaries & Benefits, Travel, Supplies, Purchased Services and Capital Outlay.

Superintendent Auckland expressed gratitude for all the work on this report for the last several weeks from NWESD Finance team. Board was appreciative.

Guenther asked if the Monthly Report is available for this meeting. K.Moore replied that both September and October reports will be available at the next regular board meeting.

For more information about the budget report, see the school's website.

XV. ADJOURNMENT:

Member Steckler appreciated that the whole meeting moved forward smoothly.

Member Stephenson inquired if the generous donations can be used in the General Fund

Motion to adjourn the meeting moved by Board member Stephenson, second by Board member Guenther. Motion approved unanimously.

Meeting adjourned at 8:19 pm.

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