

**BOARD OF DIRECTORS**  
Lopez Island School District #144  
November 18, 2020  
School Library  
6:00 p.m.  
**Board Meeting Minutes**

[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: Chair Poole, Vice Chair Guenther, C.Greacen, C.Steckler, W.Stephenson**

I. CALL TO ORDER AND FLAG SALUTE:

**Chair Poole called the meeting to order at 6:01 pm.** Vice Chair Guenther led the flag salute.

II. ADJUSTMENTS TO THE AGENDA:

*Add under Updates Item D: Legal training and sexual harassment training.*

*Add to New Business, Line C: Resignation of Hi-Cap Coordinator, K.Ryan*

*Add to New Business, Line D: Resignation & transfer of First Grade Teacher R.Post to Parent Partner Program Coordinator*

*Add to New Business, Line E: Resolution 20/21-6*

*Add to New Business, Line F: Out of Endorsement Approval*

*Add to New Business, Line G: Advisory Committee*

*Executive Session will occur. Review Employee Performance. No action will be taken.*

III. APPROVAL OF THE MINUTES: (Action)

A. Regular Board Meeting Minutes for October 28, 2020

*In section: it states "25% of 100000" -remove '%'*

*Add Members Present*

***Board member Steckler moved to approve the minutes as adjusted, Board member Greacen seconded. The minutes were approved unanimously.***

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B. Special Board Meeting Minutes for November 4, 2020

*Under new business: add the word "to" after Guenther moved \_\_ accept*

***Motion to approve by Board member Stephenson, Board member Guenther seconded. The board unanimously approved.***

IV. ADOPTION OF THE CONSENT AGENDA:

A. Payroll for the month NOVEMBER 2020 - \$313,686.62

B. Consideration to approve:

1. Personal Services Contract, (AO)
2. Personal Services Contract, LIFRC (BS)

*Clarification from Superintendent Auckland was provided. The LIFRC offers social emotional services as well as wellness teachings in the classroom.*

3. Stipend Contract, Elementary RTI Specialist (JP)

*RTI means Response To Intervention. This contracted individual identifies student needs and helps to set up services.*

4. Stipend Contract, ASB Sophomore Advisor (KK)
5. Certified Employment Contract (JL)
6. Special Services Contract (TP)
7. AP payments for General Fund:
  - a) Warrant Log Numbers 115202-115232

***Board member Guenther moved to approve the Consent Agenda, Board Member Stephenson seconded. The motion was approved unanimously.***

V. FINANCIAL REPORT:

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

*Kara shared visuals of the General Fund Summary for 19/20. She clarified the adjustments after accruals that needed to be reversed and reclassification of expenditures in the September 2020 Board Report. The adjusted presentation will be posted on the website.*

*Kara also shared the October 2020 Board Report. Lisa commented that the reserves appear high at this month because revenues from taxes have just arrived. Reserves are expected to decrease substantially in coming months.*

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*Member Stephenson asked if the 21/22 Transportation budget will be affected as well based on the COVID closure potential. Lisa answered 'yes' and more information will be available as the legislative process progresses.*

*Kara continued review of the October Report, discussing Debt Service Fund, ASB Fund and Transportation Vehicle Fund. She noted little activity in these areas due to COVID closure.*

## B. General Fund Reserve update and status of ongoing budget projections

*Kara noted that the Budget Evaluation and the Ending Fund Balance are covered in the reports. Kara explained that the resolution on the agenda allows the school to collect the amount allowable by law. This is necessary because in the absence of the resolution the district would only be able to collect amounts that are shown as revenues in the budget. For example, the Tech Levy was shown in the budget as zero because it was not certain that it would pass. After it passed in September, the district will need to be able to collect the full amount allowable that was approved by voters.*

*The San Juan County Assessor will evaluate and collect only what is legally allowed, collecting as much money as the School District legally can.*

*Chair Poole and Board member Greacen met with Legislators today to discuss strategies to address the levy lid that curtails the Districts ability to collect about \$340,000 per year of funds already approved by voters. Our legislators were not optimistic about the prospects of any bill on this issue passing. Board member Greacen noted that the board also presented a breakout session at the WSSDA General Assembly in an effort to coordinate with other school districts in a similar situation as Lopez School District. The PTSA, School Board members from San Juan, Brian Auckland & Martha Martin also joined to provide support and articulate the need. The board asked the community to advocate as well for relief.*

## VI. RECOGNITION AND GRATITUDE:

*Superintendent Brian Aukland expressed gratitude to Lopezians who have donated over \$36,795 as of 11/17/20 to the school's general fund in response to the "uncollected levy funds" letter sent out to Lopez Island taxpayers by Bill LeDrew and Kirm Taylor.*

## VII. UPDATES

### A. County Health Officials Update

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*Mark Thompkins from the County Health Department joined the meeting to provide an update on the current state of COVID. San Juan County School Superintendent meetings are done weekly and Mark Thompkins meets with additional advocacy groups. The DOH is doing contact tracing and isolation or quarantine groups in San Juan County. Statewide numbers are also increasing rapidly and there is an increase in hospitalizations. This week the Governor rolled back some allowed activities such as indoor, close-contact interactions. Most spread is from indoor, unmasked close contact. Indoor dining has also been closed again. Businesses are encouraged to work remotely and limit entry in retail locations. Mark offered to share links and data.*

*A question was raised from the public inquiring about the local personnel availability to respond to the rate of infection.*

*Mark explained the DOH priorities activities as: the first priority is to do case investigations which are attempted to be done on the first day of infection. Their second priority is to do ring testing as a way of contact tracing. Additionally, they are prioritising a County-wide vaccination plan. The County Council has authorized an additional nurse to assist the Department of Health to be sure they have enough staff through June 2021.*

*The Orcas School, some private schools and preschools in the county had been doing in-person learning. These have returned to remote learning models or have closed for a couple of weeks.*

*Contact tracing did show that some cases on Orcas were traced back to the school, which was their main reason for closing.*

*Superintendent Auckland noted that the Lopez School is in a “Virtual Plus” model of learning with most of the learning done remotely with some small groups gathering outside at the school. Safety procedures are being followed and reviewed by COVID Site Supervisor and School Nurse, K. Hattman.*

*Mark Thompkins added that the County is quite concerned about the upcoming holidays and urges people to stay home, don't travel and celebrate with only one's nuclear family. If travel does occur, a 14-day quarantine is strongly urged.*

*Mark Thompkins thanked Brian Auckland as an excellent partner to work with as well as thanked the Board for their work.*

## **B. Lobo Pack**

*S.Olson reported that the Lobo Pack had hoped to get kids together for sports, but plans have been pushed back due to the increased spread of COVID. She promoted the Lobo Pack signs and additional apparel for sale by her family's business.*

## **C. Parent, Teacher, School Association (PTSA)**

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*S.Adams shared an update for the 77 members including parents, teachers, students and community members. PTSA has been campaigning to increase student representation. They have a scholarship to assist with student memberships. The PTSA approved an ad-hoc committee to do research to lift the Levy Lid. They received a COVID19 relief grant from the National PTA. PTSA has worked with staff and teachers to set up outdoor workspaces. They have outdoor seating, tents, heating. The October pumpkin sale was a sell-out event. The carving contest had a lot of engagement which can be seen on the PTSA facebook page. Next Tuesday they will have a membership meeting.*

*Chair Poole expressed PTSA's support in efforts to lift the Levy Lid and all the support they offer to the school. .*

## VIII. ADMINISTRATIVE REPORT:

### A. Lopez Education Association (LEA)

*A.Ball shared an update. She reported that they have been working with administration to update the in-person learning plan. Secondary teachers did conferences this month and Elementary teachers are doing conferences this week. The LEA wants to recognize the teachers who have been going above and beyond the expected effort as they have been working hard. They recognize Ann Marie's efforts. They also expressed sadness to see Rachel Post leave the Elementary team, shared their confidence that she will do a great job as the Parent Partner Teacher.*

### B. Public School Employees (PSE)

*PSE President J.Shaw reported that the members of PSE are all working hard.*

### C. Associated Student Body(ASB)

*ASB Student Rep M.Rabel announced that there are adjustments to the ASB accounts such as athletics funds are not being used due to COVID closures. He expressed difficulty getting ASB activities organized due to closures.*

*ASB also recognized Ann Marie's long history of dedication through music, the parent partner. They warmly expressed their appreciation for her.*

### D. Principals' Reports

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*Principal Martin shared gratitude for Ann Marie's work at the school. This week is the beginning of the third term. All staff are working hard to engage the students in their learning. The secondary team remains in favor of the new 'block schedule' model they are using to give students fewer classes. Teachers are working very hard to engage students. Art Teacher J.Terada expressed concern about social, emotional well-being for students after conferences and so the secondary staff are brainstorming activities to facilitate connection, belonging and fun. Principal Martin is working to support new teachers A.Ott, Spanish and J.Lubin, Social Studies. R.Tetu is mentoring A.Ott and K.Ryan is mentoring J.Lubin. She expressed thanks to the PTSA for everything they are doing including sharing viewpoints about why a K-12 school is very important to our community. She has also been working to support PTSA with their outdoor program. Martha has joined the LISD staff to make pies for Thanksgiving donations.*

*Elementary Principal Auckland's report included many items shared by Principal Martin. He also shared info included in the Superintendent's Report below.*

#### E. Superintendent Report

*Superintendent Auckland expressed gratitude for efforts to make conferences happen this week. The wind has caused real issues with the outdoor classroom structures (tents) causing damage to them. He expressed appreciation for A.Fisher and her dedication over the years to the Parent Partner Program. Superintendent Auckland acknowledged R.Post's hard work and celebrated her transition into the Parent Partner program. He noted that the transitions for these positions will occur over winter break. Superintendent Auckland also acknowledged K.Ryan's departure from the Hi-Cap position and thanked her for her efforts and dedication to the program.*

#### IX. 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 member of the public expressed gratitude for the teachers. He shared his history with Lopez as a member of the community and as a parent of a student who attended Lopez School. The member expressed concern that a Board member is virtually conducting board business from a location outside of Lopez Island (note: all board members and participants are virtual under the COVID model as required by Governor proclamation that prohibits in-person public meetings).*

*A member of the public attempted to cede her time to the previous speaker (note: this is not allowed during the Public Comment section).*

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*The first speaker returned to speak on his perception of leadership. He feels that the public should have access to information regarding the school expenditures in staffing and legal fees, this references his public records request.*

*Another speaker spoke up to thank the first speaker for taking action to the superior court.*

*A member of the public joined to express his opinion that the first speaker's concern about where a board member is attending from is irrelevant based on the nature of the COVID closure situation.*

*A parent of a student reflected her sadness based on the anger in the community and shared her contributions as a way to support the school. She indicated that she will continue to volunteer, become educated on the current budget situation and advocacy. She wishes to find a way to come together as a community to support the school and expressed concern about the costly requests of extensive public records requests.*

X. OLD BUSINESS:

A. Policies 2020, 2020P, 2110, 3211, 3211P, 5521P - Further Review

*2020 - Listed as essential by WSSDA. This policy includes standard language that supports what the school is currently doing. Suggested to approve.*

*2020P - Suggested to approve as it supports 2020 providing additional detail. This policy is flexible for smaller districts. Suggested to approve.*

*5521P - 5521 policy has been approved. This procedure is recommended.*

*2110 - Suggested to revisit at a later time.*

*3211 - Listed as essential by WSSDA. Recommended to approve.*

*3211P - Updated policy. Listed as essential by WSSDA. Recommended to approve.*

***A motion to approve policies 2020, 2020P, 5521P, 3211, 3211P was entertained. Board member Steckler moved to approve. Board member Stephenson seconded. The board unanimously approved.***

B. Update on LISD water improvement project

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*Vice Chair Guenther shared the project update. A levy would need to be put to the public. Funds would come out of the Capital Funds rather than the General Fund. A special meeting to approve the plan would need to be scheduled to get a levy on the February ballot. FLIP is involved by offering access to their well, as well as two additional water system members. He feels that the sooner the project is carried out would best for the school to provide better water. Member Steckler would like to see a levy request to be done sooner rather than later. FLIP would need this water plan to be approved in order to receive their building permit to move forward with their project. Board member Steckler expressed the importance of the entire project as it affects all of the community. Board member Guenther explained that the engineer needs to complete drafting plans. He also expressed the consideration that if the LISD levy is the only item on the February ballot, then the entire cost of that ballot would be paid by the school, However, if other items are on the ballot, the cost is shared. Board member Guenther has been conferring with past project members and collaborators to keep the project moving forward.*

*J.Helding joined to clarify that this is an upgrade to the current water system and it is set up to better protect the infrastructure, expand the water sources to three sources and increase volume. The original received grant does provide sufficient funding to complete the design. He recommended not to rush the process to allow time to complete that operating agreement. He added that some grant money was used to purchase water softeners to protect the pipes on a temporary basis.*

## XI. NEW BUSINESS:

### A. Leave Request (1)

*Leave request for staff member S.Berry to support family member during the*

***Board member Steckler moved, Board member Greacen seconded. The motion was unanimously approved.***

*The board expressed gratitude to S.Berry for her work in the Garden LIFE program.*

### B. Leave Request (2)

*Superintendent Auckland requested a leave of absence for the remainder of the school year and does not plan to renew his contract in June. He plans to focus on his PhD studies, health and to have more time with his family.*

*Chair Poole acknowledged his efforts and offered her support during this leave and transition.*

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*Board member Steckler expressed appreciation for the great partnership she has shared with Superintendent Auckland. She appreciated his willingness to always listen and shared respect.*

*Board member Greacen acknowledged Superintendent Auckland's day-to-day, above and beyond dedication as seen by his car as the last car at school. He appreciated all of his hard work and dedication to education, the students and the weight of the building project, financial crisis of years past and many other challenges.*

*Board member Guenther expressed his gratitude for his dedication to the district and his hard work.*

*Principal Martin echoed appreciation for transitioning Martha into her position and helping her to focus on her strengths.*

*Former board member Holding spoke to acknowledge Auckland's partnership to take on projects with integrity, on time and with high quality and to hire quality employees. Also to allow Principal Martin to hold the position open by hiring an interim principal until she was able to move to Lopez. He acknowledged Auckland's character to never return negative comments after the scrutiny of the public. He has utmost respect for him and supports him in his transition.*

***Motion to approve leave request by Board member Steckler, seconded by Board member Guenther, unanimously approved with gratitude.***

C. Hi-Cap Plan 20/21 - Approval

*Superintendent noted that this plan approval is done annually. He recommended approving the plan and acknowledged K.Ryan's improvements to the program and efforts.*

***Board member Steckler moved to approve the plan, Board member Guenther seconded. unanimous approval.***

D. Resignation of Hi-Cap Coordinator

***A motion to approve the resignation of K.Ryan from the Hi-Cap Coordinator position was made by Board member Steckler. Motion was seconded by Board member Guenther. The Board unanimously approved the motion.***

E. Resignation of First Grade Teacher

*R.Post will be transitioning to the Parent Partner program.*

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***Motion to approve the resignation of R.Post from First Grade to transition to Parent Partner Teacher moved by Board member Greacean, seconded by Board member Stephenson. Approved unanimously.***

*F. Resolution 20/21-6*

***Roll Call Vote led by Vice Chair Guenther:***

***Poole - Yes***

***Stephenson - Yes***

***Steckler - Yes***

***Guenther - Yes***

***Resolution 20/21-6 was unanimously approved.***

*G. Out of Endorsement Approval*

*This endorsement is a necessity of small school districts.*

- *AF - ELA, ELL, Math, PE, Science, Social Studies, World Language, Visual Arts*
- *KR - K5*
- *RT - Social Studies (CWPS)*

***Motion to approve by Board member Greacen, seconded by Board member Guenther. Approved unanimously.***

*H. Advisory Committee*

*Greacen shared a history of large decisions of the past with budget and how cuts were made with the idea that they could only be sustained for the period of a year. He explained that this year's financials do not look good. The school needs to look for other options to fund the school by creating a committee to work on options. The committee would get significant feedback from stakeholders. The board would then make final recommendations on the course ahead. B. Ledrue has been asked to chair the new committee. He brings much experience with him including budgeting, planning and advising. He has been a representative on the budget committee.*

*B.Ledrue spoke about his participation in this committee and expressed his thanks for the invitation to be involved.*

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XII. COMMUNICATIONS:

*Chair Poole gave an update on the Sexual Harassment training given to staff and board members. The training instructor gave an end-of-training-report to the board.*

XIII. BOARD MEMBER ITEMS:

*No Board Member Items*

XIV. EXECUTIVE SESSIONS:

*Executive Session is to review employee performance. No action will be taken.*

*The Executive Session began at 8:51 pm. The board anticipates to return at 9:20 pm.*

*The Board returned from the Executive Session at 9:26 pm.*

XV. ADJOURNMENT:

*Motion to adjourn made by Board Member Guenther, seconded by Board member Greacen.  
Unanimously approved to adjourn at 9:27 pm*

Attachments: Policies (2020, 2020P, 2110, 3211, 3211P, 5521P), Minutes 201028, Minutes 201104, Contracts for JL, TP, JP, KK, AO & BS, Warrant Log 115202-115232, Resolution 20/21-6, Endorsement Approvals for Nov, Sept 2020 Board Reports, 19/20 Year End Report, HiCap Plan, *Oct 2020 Board Reports*

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