

REGULAR SCHOOL BOARD MEETING

January 22, 2007

Page 1

TAPE 1, SIDE A

The meeting of the Board of Directors of the Port Townsend School District was called to order at 6:00 p.m. by Board Chair John Eissinger at the Lincoln Building, 450 Fir Street, Port Townsend, WA. Present were Board members John Eissinger, Beth Young, Loren Monroe and Rita E. Beebe. Also present was Superintendent Tom Opstad. The Board performed their Self-Assessment and the Superintendent's evaluation. The Board went into Executive Session where they discussed personnel issues. The regular meeting convened at 7:30 p.m. Also present were staff, students, community members and a member of the press.

Superintendent Opstad read a proclamation from Governor Christine Gregoire proclaiming January 2007 as "School Board Recognition Month" in the state of Washington. Mr. Opstad thanked Board members for their service, and presented them with folders containing additional proclamations from the City of Port Townsend and Jefferson County, as well as a certificate of appreciation from the district. Mr. Eissinger called a short recess for a reception in honor of the Board members.

The meeting reconvened at 7:40 p.m.

Correspondence was received from Jennifer Stankus, thanking the Board for the opportunity to take a leave of absence, and reporting on her activities as a counselor at the international school in Suzhou, China.

The Board reviewed the minutes of the January 8, 2007, Board meeting. Beth Young made a motion to approve the minutes from the January 8, 2007 meeting. Loren Monroe seconded the motion, which carried 4-0.

The Board reviewed the Agenda and Consent Agenda. Loren Monroe reported that the Accounts Payable were in order and made a motion to approve the Agenda and Consent Agenda. Beth Young seconded the motion, which carried 4-0.

Included in the Consent Agenda were: 1) Request for Medical Leave of Absence for Russ Hickman, High School Teacher/Athletic Director effective January 22, 2007 through the end of the 2006-07 school year; 2) Recommend Michael Galligan for the supplemental position of Boys' Assistant Soccer Coach for the 2006-07 school year; 3) Approve Kim Clarke to attend the Music Educators' Northwest Conference, February 16-18, 2007, in Portland, OR; 4) Approve Darlene Quayle and Marci Van Cleve to attend the WALA Conference, March 8-9, 2007, in Vancouver, WA; 5) Approve Rosanne Butler to attend the Washington State WESPaC User Group (WASWUG) Conference, March 11-13, 2007, in Yakima, WA; 6) Approve Luke Snyder to attend the Washington Industrial Technical Education Association Spring Conference, March 15-16, 2007, in Wenatchee, WA; 7) Accept the donation of \$1,330.00 by the Port Townsend Music Boosters for use by the Port Townsend School District music department towards the cost of the High School Orchestra retreat.

During Public Comments Jackie Aase and Sheila Murphy both thanked Mr. Opstad for the policy brief regarding student use of gyms after school hours. Mrs. Aase thanked the Board for their follow-up, and stated they were moving in the right direction. Mrs. Murphy said she was impressed with the depth of research that went into the brief, and that she understood why it took a bit longer to prepare. Mr. Opstad stated that he will use this format again in future, and will keep the briefs on file in the district office for reference. Mr. Eissinger thanked Mr. Opstad for his thoroughness.

Mr. Eissinger announced starting with next Board meeting the "Board Comments" agenda item will be moved to immediately follow "Public Comments" on the agenda. Mr. Eissinger stated that although the Board cannot engage in dialog with the public during a business meeting, making this change should

REGULAR SCHOOL BOARD MEETING

January 22, 2007

Page 2

make it easier for the public to hear Board member's thoughts about issues brought up in Public Comments, and any directions they may make to the Superintendent for follow up. Mr. Eissingler stated that "Board Announcements" would continue to be the last item in the agenda.

ASB Advisor Priscilla Cooper and ASB officer Audrey McCune gave the Blue Heron ASB report. Miss McCune reported that the fall magazine drive grossed \$20,000.00, with Blue Heron keeping \$8,000.00. The students who raised the most money for the drive got to shave Principal Decker's head. The money raised will be used to fund the three all-class trips: 6th grade to Camp Moran, 7th grade class to Text, Tales and Theater, and 8th grade to Mt. St. Helens. Ms. McCune also reported that the ASB has sponsored two dances, each well attended. Ms. Cooper stated that the ASB put on a Veterans' Day assembly and a Martin Luther King, Jr. Day assembly. The ASB is planning three additional dances, an overnight Basketball event in March, and will support the 8th grade dinner dance put on by 8th grade parents. The ASB is also looking at doing a charitable fundraiser yet this year.

Superintendent Opstad stated that school was closed for three snow days in November and for severe winds on December 15th. He surveyed staff about their preference for making up the snow days not provided for in the current calendar, and the majority preferred to make the days up at the end of the school year. Mr. Opstad reported that the December 15th school closure is eligible for a waiver for the day, but that the instructional time would still need to be made up. Mr. Opstad's plan is as follows:

- Apply for a waiver for the December 15, 2007 school closure, leaving three days to make up.
- Use February 16th as the first makeup day.
- Add the two remaining days on June 18 and 19, 2007.
- Working with the high school, allow some flexibility for seniors to make up the two snow makeup days scheduled in June.
- Keep high school graduation on June 8th as planned.
- Work on building more flexibility into future school calendars so that makeup days can be scheduled earlier in the year, preferably before WASL testing.

Mr. Opstad stated that unless the Board had reservations about this plan he would begin the waiver process immediately. The Board stated they had no reservations, and instructed Mr. Opstad to apply to OSPI for the waiver.

Steve McIntire presented the December 2006, Budget Status Report. Discussion followed. Mr. McIntire reported that he plans to bring a resolution to the Board for an extension in the Capital Projects Fund at the February 22, 2007, Board meeting. He said that he may need to extend the General Fund as well, but that would probably happen at a meeting later in the spring.

Superintendent Opstad reported that he is negotiating with the city to modify items 4 and 7 on the proposed pool lease agreement. Mr. Opstad will bring the updated agreement to the Board for approval at the February 12, 2007, Board meeting.

Superintendent Opstad presented a policy brief on facility use by special interest groups organizing programs or activities for students in the Port Townsend School District. Mr. Opstad stated that Bill Kush was amenable to having the YMCA coordinate use of facilities by these groups and organizations. Mr. Opstad reported that he is looking at providing an office space at Blue Heron Middle School for the YMCA, and is working with the SEIU to be certain that schools used for these events are clean and ready for students on the next school day.

TAPE 1, SIDE B

Superintendent Opstad presented Mr. Hickman's request for blanket approval for the following spring sports teams to travel to WIAA postseason playoff tournaments: boys' and girls' track, softball, boys'

REGULAR SCHOOL BOARD MEETING

January 22, 2007

Page 3

soccer and baseball. Beth Young made a motion to approve the spring sports teams to travel to WIAA sponsored postseason playoff tournaments. Loren Monroe seconded the motion. Rita E. Beebe requested a friendly amendment to the motion, adding golf as a spring sport. Mr. Eissinger asked if any Board member objected to this amendment. Hearing no objection Mr. Eissinger stated that the motion was amended to add golf as a spring sport. Motion carried 4-0.

Superintendent Opstad presented the Calendar of Events. Rita E. Beebe expressed appreciation to high school staff for accommodating the large numbers of students coming to take the SAT exams. John Eissinger added his appreciation for the volunteers from the community who proctor the exams.

The following policies were presented for first review.

- Policy 5215: Assignment and Transfer of Administrative Staff
- Policy 5221: Part-Time Staff
- Policy 5222: Job-Sharing Staff Members
- Policy 5230/5230P: Job Descriptions/Responsibilities
- Policy 5231: Length of Work Day
- Policy 5240/5240P: Evaluations of Classified, Certificated and Administrative Staff

Mr. Opstad stated that there were no changes to Policies 5215, 5221, 5222, 5230 and 5240 except for updating of legal references. These policies will be brought back for approval at a future meeting.

The Board reviewed Policy 5231: Length of Work Day. Mr. Opstad stated that the policy is new and is now required. After review of the WSSDA sample policy, Mr. Opstad drafted Policy 5231 to include only the portions required by law. He stated that the paragraphs omitted are already covered in contract language. Discussion followed. This policy will be brought back for third review at the next meeting.

John Eissinger announced that the Board was in retreat on Saturday, January 20, 2007, where they discussed long-range planning, finances, the city's lease on the swimming pool, goal setting for 2007. Mr. Eissinger stated that during this evening's Executive Session the Board instructed Superintendent Opstad to get answers to some questions that came up during the retreat. When those questions are answered, the Board will place the retreat items on the agenda at a future Board meeting.

The Board discussed the upcoming Legislative Conference in Olympia.

Rita E. Beebe asked about the outcome of the vote to allow school district levies to pass with a simple majority. Mr. Opstad will determine this and notify the Board in their weekly update.

The meeting was adjourned by consensus at 8:22 p.m.

All letters, resolutions, and pertinent information referred to within may be found in the Supplemental File as if fully set forth within.

Respectfully submitted,

Thomas A. Opstad, Superintendent

ATTEST: _____
John Eissinger, Board Chairman