



**BOARD OF DIRECTORS**  
Lopez Island School District #144  
December 14, 2022  
Multi Purpose Room/LISD Zoom  
6:00 PM  
**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, in-person attendance is limited by social distancing and Zoom meeting access is available.

- I. CALL TO ORDER:  
*Chair Carrier called the meeting to order at 6:00 pm.*
- II. PLEDGE OF ALLEGIANCE AND LAND ACKNOWLEDGEMENT:  
*Vice-Chair Guenther led the flag salute and the land acknowledgement followed by a brief moment of silence.*
- III. APPROVAL OF AGENDA:  
*Director Taylor moved to approve the agenda. Discussion: Correct Item F. language "approval of the interfund loan repayment". The board voted unanimously to approve the agenda.*
- IV. ANNUAL ORGANIZATION:
  - A. Call for Nominations for Board Chair (1 year term)  
*Chair Carrier called for nominations. Vice-Chair Guenther nominated Director Carrier, Director Rabel seconded. Chair Carrier closed nominations.*
  - B. Election of Board Chair (Roll call vote)  
*Vice-Chair Guenther led a roll call: SR-Yes, RO-Yes, KT-Yes, KC-Yes, DG-Yes. Director Carrier has been voted as the Chair for 2023.*
  - C. Assumption of Office by New Chair  
*Director Carrier accepted the position as Board Chair.*
  - D. Call for Nominations of Vice-Chair (1 year term)  
*Director Rabel moved to elect Director Guenther. No further nominations.*
  - E. Election of Vice-Chair (Roll call vote)  
*Vice-Chair Guenther led the roll call- SR-Yes, RO-Yes, KT-Yes, KC-Yes, DG-Yes. Director Guenther was elected.*
  - F. Call for Nominations for WSSDA Legislative Representative (2 year term)  
*Director Rabel nominated Director Taylor. No other nominations.*
  - G. Election of WSSDA Legislative Representative (Roll call vote)  
*Vice-Chair Guenther led a roll call vote: SR-Yes, RO-Yes, KT-Yes, KC-Yes, DG-Yes. The board approved the election of a Legislative Representative to be Director Taylor.*
- V. APPROVAL OF MINUTES:
  - A. Regular Board Meeting of November 10, 2022

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**Persons with disabilities please contact the district office at 468-2202 to make arrangements to participate in board meetings.**

**Nondiscrimination:** The Lopez Island School District prohibits discrimination on the basis of age, sex, marital status, genetic information, sexual orientation, including gender expression or identity, race, creed, religion, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, unless based upon a bona fide occupational qualification, in all its employment procedures, training, programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Superintendent, 86 School Rd., Lopez Island, WA 98261, 360.468.2202.

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***Director Rabel moved to approve the Minutes of 11/10/22. No discussion. The board approved the minutes unanimously.***

B. School Board Work Study of December 2 1, 2022

***Director Rabel moved to correct the agenda to say “December 1st”, not “December 2, 2022”. No Discussion. All voted to approve the agenda change.***

***Director Rabel moved to approve the minutes of December 1, 2022. Discussion: Correct the title of the minutes to say “minutes”, not “agenda”. All directors voted to approve the minutes as adjusted.***

VI. ADOPTION OF THE CONSENT AGENDA:

A. Payroll for the month of October Payroll: \$430,739.17

B. Payroll for the Month of November Payroll: \$441,850.72

C. Consideration to approve:

1. AP Warrant Log, Check Summary for 117172 through 117205, totaling \$50,706.40
2. AP Warrant Log, Check Summary for 117206 through 117206, totaling \$9,825.23
3. AP Warrant Log, Check Summary for 117229 through 117256, totaling \$38,784.38
4. Contract for Certified Employment Provisional, Music (W.Stephenson)
5. Contract for Certified Employment, Provisional, Culinary (W.Stephenson)
6. Contract for Classified Employment Sp Svc Admin Assist (M.Sanford)
7. Contract for Classified Employment, Cook (N.Holt)
8. Contract for Classified Employment, Gardener (B.Jensen)
9. Contract for Classified Staff, SN Para (K.Hebert)

***Vice-Chair Guenther moved to approve the Consent Agenda. Discussion: Question if the payroll information was attached or just listed in the Consent Agenda. It was just listed. All voted to approve.***

VII. PUBLIC COMMENT:

When called forward, individuals will identify themselves and proceed to make comments within the three (3) minute time limit established by the board. The board is not obligated to respond to questions or challenges made during the public comment period and the board's silence will not signal agreement or endorsement of the speaker's remarks. The board may control the time, place, and manner of public comment. The chair/president may terminate an individual's statement when the allotted time has passed and may interrupt a speaker to require the same standard of civility that the board imposes on itself.

*A member of the public spoke via zoom to request that the school address a concern with a past employee HR concern.*

*A member of the public presented a report to the school sharing concerns about public information that he has requested over the last two years. He intends to take the board to court to receive information regarding expenditures during the Covid shutdown.*

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*A member of the public requested that the School Board dedicate the gym to the former coach MR Buffum after 44 years of experience. He has been a positive influence and a role model for the community.*

VIII. RECOGNITION AND GRATITUDE:

A. ABCD Award

*Superintendent Murray announced this month's ABCD award to Sara Jones for her coordination of a recent visit from a group of international visitors as part of a pre-conference. The group toured the island, local businesses as well as the LIFE garden program.*

B. Board Notes

*Chair Carrier commented on recent work of the board. Director Taylor shared thoughts about the strategic planning process.*

IX. WATER PROJECT UPDATE: Matt Godlove, Project Manager

*Superintendent Murray reported that the district has a signed water use agreement with OPALCO and the FLIP Pool. This agreement has been filed with the county.*

X. FINANCIAL REPORT: Kara Moore, NWESD Business Services Manager

A. Board Reports of September 2022

B. Board Reports of October 2022

C. Enrollment Trends for November 2022

*November enrollment was 227.17*

D. Enrollment Trends for December 2022

*December enrollment was 225.24. There is nothing significant about this trend.*

E. Year End Report 2021-2022

*Financial Manager, Kara Moore shared the financial report for the school year 2021-22 first and responded to specific questions asked by the board. She then reported on the current school year monthly reports.*

F. Approval of the Interfund Loan Repayment (Transportation Vehicle Fund to General Fund)

*The bus has been in for repair service. **Chair Carrier moved to approve the loan repayment. No discussion. All voted in favor to approve the repayment.***

XI. ADMINISTRATIVE REPORT:

A. Secondary Principal Report

*Principal Martin shared a slide presentation of secondary activities. Friday is the end of the semester. iReady assessments will occur in January. iReady replaced STAR assessments this year. This program provides personalized lessons to students based on their testing results. Teachers are planning for Intensives planned for the week before spring break. The Spanish Club provided service for the Fire/EMS banquet to raise money for a field trip to Seattle's Voices & Visions. The Middle School after school program, hosted by LIFRC, meets in the Commons each week is an opportunity for students to be engaged in activities if they are not doing other extracurricular activities or sports. Principal Martin will be creating new content for the display case in the secondary entrance. She requested that anyone with old photos share them. ASB has been busy*

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*planning events for students. The Secondary Student Handbook is now revised and complete. It is on the website and will be distributed in hardcopy as well, A translated copy is available. Teachers are getting device charging stations in the classrooms. Four new screens have been installed in the MPR and in the hallways display announcements. Heritage Spanish class celebrated el Dia de los Muertos with cultural foods and commentary. MPPACT has played in the community at the Little Winter Market, the Lighting of the Village as well as during lunch this week. Writers in the Schools just finished a program organized with the Lopez Island Library where guest writers worked with students on creative writing. Staff baked 24 pies for LIFRC's Thanksgiving Baskets. HS Basketball teams are playing. MS finished their season a couple of weeks ago. Some coaching changes: MR Buffum was replaced by Shane Patrick after 5 decades of coaching. Karrie Warner is coaching the HS Girls team. MS Girls is looking for a coach. Four students were selected for All Team positions in Soccer and Volleyball. Volleyball was awarded the league sportsmanship award. Chef John Shaw will be leaving on paternity leave and Sean Nolan has been hired for January-June. Wendy Stephenson is the new culinary teacher and LIFE has hired Brett Jenson as the gardener. SAP class has gone on field trips to S&S Homestead and Midnight's Farm Composting. Principal Martin visits the Decatur school every 2 weeks. Deirdre Steinbrueck traveled along on the last trip to share books with the students. The Equity Committee continues to discuss equity including gender neutral bathrooms. She shared appreciation for LIPTSA, Lobo PACK, LISD Staff, Students, Ronda & Jeanna, Nikyta from the Lopez Library and Susannah Dunlop from LIFRC for planning Teen Nights.*

B. Superintendent Report

*Superintendent Murray shared review of the strategic plan impact statements: Our Operating System. LISD is still looking to hire for several positions including bus drivers, paraprofessionals, cook substitutes and Hi-Cap coordination. Substitutes for all positions are needed. Harassment, Intimidation and Bullying (HIB) issues are being addressed as incidents are being reported. The Covid update shows that there are zero cases as of today. Superintendent Murray reminded folks to be safe over the holidays.*

XII. UPDATES:

A. Associated Student Body (ASB)

*ASB Rep Amelia Patino informed the board that the students did holiday decorating and engaged all secondary students in a holiday door decoration contest. A group Kahoot was held on Tuesday. Hot chocolate will be given to students at lunch this week. The ASB appreciation committee will be gifting staff with an appreciation gift. Friday will be a movie day. ASB has an Instagram account. After the break, both MS and HS are planning to have dances. A retro sock-hop is planned as well.*

B. Lopez Education Association (LEA)

*L.Swanson wished the Board Happy Holidays and extended the invitation to our annual holiday party this week.*

C. Public School Employees (PSE)

*D.Steinbrueck informed the board that since the last time she presented the PSE has had two meetings. They are concerned about changes in the calendar and would like to be involved in the*

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*process. She and J.Burt attended the annual PSE conference in Seattle and met other reps and learned a lot. She also extended the invitation to the board for the holiday party.*

D. Lobo Pack

*The Pack would like the LISD school board to know that we are here to help support our athletic programs. We continue working hard to fundraise for new programs and assist our sports programs that already exist. We continue to have concessions at our home games for soccer, volleyball and basketball. We have also put out a donation jar for those community members that would like to give a helping hand to our student athletes.*

*Erin Saunders, who has set up our new youth cheerleading program has had a very successful Fundraiser selling poinsettias to our community members. These are some of the items our fundraiser supports:*

*\*The cheer program (uniforms, matts, weekly snacks)*

*\*Player Posters/Banners for basketball season*

*\*Varsity shooter shirts*

*\*Matched \$1500 towards new golf bags*

*\*Sponsoring youth volleyball, basketball, soccer open gyms*

*Our next planned fundraiser will be a community crab feed that we have scheduled for February 11. Watch for ticket presales after the winter break.*

*Youth cheerleaders will continue to perform during halftime at our girl's home games.*

*We look forward to continuing to assist the LISD athletics. We encourage staff and teachers to help and support in all our endeavors.*

E. Parent, Teacher, School Association (LIPTSA)

*No report*

XIII. OLD BUSINESS:

A. Comprehensive School Counseling Program Transition Plan - Second Reading

*Superintendent Murray reviewed the transition plan components. **Director Rabel moved to approve the Comprehensive School Counseling Program.** Discussion: Clarification on the 80% of the school counselors time is to be spent with students. The intent is to be sure that counselors are not spending time doing other jobs. **All voted to approve the plan.***

B. Superintendent Evaluation Update (Sarah Rabel)

*Director Rabel asked that another board director take on the responsibility of evaluation. The evaluation is intended to occur in February 2023 at the beginning of the budget process. Chair Carrier cited the RCW and Superintendent Murray cited district policy that legally allows for excused board director absences. Vice-Chair Guenther will follow up with the work that Director Rabel has done. Director O'Connell will assist with the process. Director Rabel will be absent from January and February board meetings, but will be available via email.*

XIV. NEW BUSINESS:

A. Policy 3411 - Accommodating Students with Seizure Disorders or Epilepsy - First Reading

*This policy has been identified as essential in WSSDA Model Policies. This addresses student absences and outlines the process and coordinating services with parents.*

B. Policy 3424 - Opioid Related Overdose Reversal - First Reading

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*This is recommended by WSSDA Model Policies and addresses absences. It provides the board with authorization to obtain and maintain at least one set of opioid overdose reversal medication in its secondary school. It provides guidelines to individuals.*

C. 2190P - Procedure - Highly Capable Programs

*This revised proposed procedure describes the process and the appeal of the decision regarding a student's status. It also defines an exit process for students who no longer need services.*

D. 2022-2023 Highly Capable Program Plan

*Form Package FP-217 requires board approval. This identifies the criteria used to assess and identify Highly-Capable students and identifies the criteria for the evaluation of the program.*

***Director O'Connell moved to approve the 2022-23 Highly Capable Program Plan. Discussion: How are the assessments used and how do they select students? All third graders are assessed. Students entering the school district after the third grade are assessed using incoming records, as well as by staff recommendations. The board approved the plan unanimously.***

E. Board Meeting Schedule 2023

***Chair Carrier moved to approve the schedule. No discussion. All voted in favor.***

F. Board Work Study Schedule 2023

***Chair Carrier moved to approve the schedule. Discussion: Change the April 12th date to April 5th because it falls during spring break. The board voted unanimously in favor to approve the schedule as changed.***

*The board declined to meet at the next scheduled work study in January and will plan to meet in February.*

XV. ADJOURNMENT:

***Director Rabel moved to adjourn. No discussion. All voted to adjourn. Chair Carrier adjourned the meeting at 8:18 pm.***

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