

Approved 8/23/23



## BOARD OF DIRECTORS

Lopez Island School District #144

July 26, 2023

Multi Purpose Room/LISD Zoom

6:00 PM

### Board Meeting Minutes

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

#### I. CALL TO ORDER:

*Directors present: Chair Carrier, Vice-Chair Guenther, Director O'Connell, Director Taylor. Staff present: Superintendent Murray, Principal Martin, Principal Fordham. Financial Manager Moore, Technology Director Hammond, Administrative Assistant Jones.*

***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. Chair Carrier gave the land acknowledgement.*

#### III. APPROVAL OF AGENDA:

***Vice-Chair Guenther moved to approve the agenda.*** Discussion: Remove letter B from item VIII and put it under New Business: Resolution 22/23-8. Superintendent Murray clarified that the item is removed because all board directors have reviewed this at the Budget Hearing. ***Approved unanimously.***

#### IV. APPROVAL OF MINUTES:

A. Regular Board Meeting of June 16, 2023

***Director O'Connell moved to approve the minutes of 6/16/23. No discussion. All voted to approve the minutes.***

B. Board Work Session of July 12, 2023

***Chair Carrier moved to approve the minutes of the work session on 7/12/23. No discussion. All voted to approve.***

#### V. ADOPTION OF THE CONSENT AGENDA:

A. Payroll for the month June 2023: \$469,498.16

B. Consideration to approve:

1. AP Check Summary, Warrant Numbers 117852 through 117869, totaling \$20,818.76
2. AP Check Summary, Warrant Numbers 117870 through 117870, totaling \$7,289.40
3. Resignation, Athletic Director (M.Steinbrueck Maelander)
4. Resignation, Elementary Custodian (J.Stanford)
5. Contract for Employment, Technology Director (J.Hammond)
6. Contract for Employment, Administrative Assistant (S.Jones)
7. Contract for Employment, District Office Coordinator (L.Jardine)
8. Contract for Employment, K-12 Principal (M.Martin)
9. Contract for Employment, Human Resources Specialist (B.Stanford)
10. Contract for Employment, Special Education Office Coordinator (M.Sanford)

***Director Taylor moved to approve the Consent Agenda. No discussion. The board approved unanimously.***

VI. 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.

*Vice-Chair Guenther read a letter submitted by Liz Scranto and Teri Linneman regarding San Juan County land designation for affordable housing. The letter was submitted to the board records.*

*A member of the public spoke regarding his belief of a Covid scam that led the school to lock down for 14 months depriving them of an education. He believes that staff should have to document their work activities during the time during this closure. He expressed concern regarding the teachers union's influence of school teaching costs.*

VII. RECOGNITION AND GRATITUDE:

*Superintendent Murray expressed his gratitude for Kara Moore's and Lisa Matthews's work on the budget. He thanked the Family Resource Center's efforts to move the summer camp supplies from the MPR to make room for the board meeting. Chair Carrier also thanked the financial team for their hard work on the budget.*

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

A. Monthly Financial Report

*K. Moore shared slides of the Monthly Year-to-Date financial report.*

~~B. Update on 2023-2024 Budget~~

IX. ADMINISTRATIVE REPORT:

A. Elementary School Report

*Outgoing Principal Fordham shared slides and updates from the last time she reported in February. March: STEAM Event, K Information Night, Spring Conferences. April: SBAC Testing. May: SBAC Testing ended, iReady assessments, 5th grade to Islandwood and other field trips. June: Field Day, Preschool visit to K, Swimming Trips to Fidalgo Pool, Science on Wheels, Elementary Beach Party at Odlin, Kindergarten Graduation, End of the Year Assembly. Summer Updates: Elementary 'passing the torch': Creating schedules, Organizing Professional Development-cKLA, Planning Start-Up Days, School Supplies (LIFRC & LITPSA & EPI) and Information letter scheduling for August 1st. Director of Special Services: Attending county, regional and state meetings, Highly Capable, Multilingual, MTSS Conference next week, SIOP in August (Sheltered Instruction Observation Protocol) training with NWESD, Grant Writing, Interviewing and hiring. SBAC Assessments for 3rd, 4th, 5th. A lot of growth in reading was boosted by reading intervention done during the school year. iReady Assessments: Fall and Spring comparisons show the progress and the level of each student group. Appreciations:*

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*LIPTSA - school supplies and field day, LIFRC for school supplies, Literacy Intervention Team (Deb Kosman and Katy Hill and their team), ESY Staff: Heather Hatch, Rose Prust and Alisa Ball for summer work, Jimmy Burt for all his hard work cleaning, Elementary Staff - Thanks for letting her be their principal, she will miss it, Martha Martin for teamwork working.*

B. Secondary School Report

*Principal Martin shared slides of her report to the board. She shared Secondary Spring Highlights: HS Graduation, 8th Grade Graduation, Secondary Awards Ceremony, Farewell to departing teacher Richard Tetu, MPPACT show, Athletics Awards Banquet, Yearbook Signing Party, Prom. AP Art Show and Advanced Drama Performance, Middle School Camping Trips funded by LIFRC, & Parent Meetings. Summer updates: moving classrooms, hiring for Athletic Director (stipend), Culinary (CTE) & Sustainable Agriculture Practices (CTE) teachers, finalizing AB Block schedule, LIEF Planning Meeting to discuss LISD's financial status. Decatur School: Teacher Kim Phillips will return. End of the year trip to Leavenworth, two students, the teacher and Decatur chaperones participated in the Camp Moran trips, San Juan County Councils had a meeting at the Decatur School, where there were many members for the Decatur community. Principal Martin thanked Council member Jane Fuller for inviting her to welcome the community. LIFE Program: Volunteers are coming twice a week to help out, Gardener Brett has already harvested 60 lbs of produce and processed pesto, zucchini, kale and herbs for the culinary program. The district completed a grant that was used to purchase produce from the garden, local farmers and pay for a portion of a new range for the kitchen which should be coming next week. Assessment: SBA at or above grade level scores and i-Ready test scores were shared. 2023-24 School Year: two new classes/levels of Math Lab to take the place of an elective and serve as tutoring assistance. Students who do not have an IEP and are not passing the tests will be enrolled in the Math Lab. LISD has contracted with a company called SchoolData.Net to use student data from Qmlativ, iReady, English exams, Science exams, SBA and attendance to help understand trends with student learning. A staff will be assigned the responsibility of serving as an attendance clerk to help the district stay on top of issues around attendance. New for the Fall: One K-12 principal and a Dean of Students, K-12 teaching teams, Professional Development on Standards Based Planning and Assessment, UDL, TOSA, Elementary: 1st-3rd Multi-age Classroom, 6th grade will be in Elementary. Secondary: AB Block Schedule, FTE Teachers =6 classes, FTE Students=8 classes, Advisory Friday, Breakfast After the Bell-nutrition break. Appreciations: LITPSA for yearbook party, Lobo Pack for supporting our athletes, LIFRC for supporting trips and programs, Jesse for Yearbook, MPPACT, Graduation and all the many things he does, Mary for a careful hand off of the Elementary principal position, Becca, Alison, Rose, Mary, Malia for moving their work spaces, Denny for doing construction to open the doorways between two classrooms, Jimmy and Finn for helping to move and to the District Office staff for working with her outside of their limited office hours.*

C. Superintendent Report

*Superintendent Murray shared a slide presentation of his report. June Public Comment: No specific responses. Board Member Vacancy: letters of interest should be sent and a director will be appointed at the August 23rd meeting. To date, 3 applications have been received.*

X. UPDATES:

A. Lopez Education Association (LEA)

*President Hamilton spoke to the board. LEA had no June report. LEA sponsored the end of year staff party. These celebrations are important for staff morale and she thanked the board for moving the board meeting to make it possible for both principals to participate. Thank you to Richard Tetu for his dedication to the school district; thank you to Summer Hage for her HR work, Principals Martin and Fordham. Thanks for accommodating Principal Martins request for support in the position of dean of students. Two elementary teachers are moving classrooms (R.Hamilton and A.Mathisl-Youde) and secondary teacher R.Prust moved classrooms. She thanked all who helped. Negotiations will continue in August and much work will need to be done. LEA asks that the board notifies them as soon as they begin a search for a new superintendent. She asked the board to be considerate of the challenge of finding staff to fill positions and the impact of reducing hours for teachers as they review the teaching staff appeals in New Business.*

B. Public School Employees (PSE)

*Proposed Schedule for has been approved. They appreciated the involvement from Ed and their PSE Representative. Looking forward to proactive meetings, communications regarding potential changes to workflow and giving specific regard to that portion of their agreements, Also, many staff have not had their annual reviews and they would like those to be done.*

XI. NEW BUSINESS:

A. Board Resolution 22/23-8 Adoption of the 2023-2024 Budget

***Chair Carrier moved to approve the Resolution 22/23-8 Adoption of the 2023-2024 Budget.***

*Discussion: Superintendent Murray and Kara Moore shared the key highlights. Extra time was removed, substitutes time was reduced, Materials and supplies were reduced to just what is in CBA's. The General Fund Summary slide was shared. Revenues were broken down by union and nonunion items. The minimum fund balance is below 9%. Director O'Connell commented that the 4-year projections become increasingly grim to a point where, if nothing changes, the state will step in; this community will need to step up and be part of the solution if they want a school here and to have the programs, such as athletics, to continue.*

***Vice-Chair Guenther led a Roll Call Vote to adopt the Resolution 22/23-8: KT Yes, KC Yes, BO Yes, DG Yes. The Resolution passed***

B. Revisions to Policy 6022 - Minimum Fund Balance (First Reading)

*Superintendent Murray is suggesting changing the minimum fund balance from 9% to 6% which would cover 1 month's payroll. At the end of 2024 the district will have a minimum fund balance below what is required based on the policy. This would give the board a chance to delay creating future budgets that rebuild back that fund balance.*

C. 2023-2024 Classified Salary Schedule

*PSE and Superintendent Murray negotiated this salary schedule. **Vice-Chair Guenther moved to approve the 2023-24 Classified Salary Schedule.** Discussion: Vice-chair Guenther commented that the classified staff work very hard and deserve any pay increase they can be given. **The motion passed unanimously.***

D. T.Deach Non-Renewal Appeal

*Secondary Teacher Deach was given a non-renewal letter. She is currently at .5 FTE and Superintendent Murray recommends that the board not reinstate her at this time and wait to see if any current staff can fill in. **Chair Carrier moved to sustain the non-renewal.** Discussion: Director O'Connell asked about the appeal letter. **All voted to approve the motion.***

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E. T.ENapier Non-Renewal Appeal

*Provisional Certified Teacher also provided a non-renewal letter. Superintendent Murray recommends that the board not reinstate her at this time and wait to see if any current staff can fill in. Chair Carrier moved to sustain the non-renewal. Discussion: none. All voted to approve the motion.*

XII. REQUEST TO ENTER EXECUTIVE SESSION (Roll Call Vote):

- A. RCW 42.30.110 (i) To discuss with legal counsel representing the district matters relating to district enforcement actions, or litigation or potential litigation to which the district, the board, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the district.

*Director O'Connell moved to enter the Executive Session. No discussion. All approved.*

- B. Time allotted to Executive Session: 45 minutes

*Chair Carrier excused the board to Executive Session at 7:33 pm. Expected return time is 8:18 pm.*

XIII. RECONVENE IN OPEN SESSION:

*Vice-Chair Guenther moved to reconvene in open session. No discussion. All voted to reconvene.*

XIV. REQUEST FOR ACTION ON EXECUTIVE SESSION IF NEEDED:

*No action.*

XV. ADJOURNMENT:

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

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