

Approved 1/24/24



## BOARD OF DIRECTORS

Lopez Island School District #144

December 20, 2023

Library Media Center/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:

*Directors present: Chair Carrier, Director O'Connell, Director Taylor, Director Price-Morris, Director Murphy. Staff present: Superintendent/K12 Martin, K.Moore, S.Jones, J.Hammond. ASB present: R.Ervin-Mclean*

***Chair Carrier called the meeting to order at 6:04 pm. A quorum was present.***

II. PLEDGE OF ALLEGIANCE AND LAND ACKNOWLEDGEMENT:

*Chair Carrier led the flag salute and gave the land acknowledgement.*

III. ELECTIONS/ ANNUAL ORGANIZATION (Policy 1210)

A. Welcome and Introduction of Newly Elected Board Members

*Chair Carrier welcomed new board director Sarah Murphy.*

*Director O'Connell stated that Policy 1220 states that to elect the legislative representative says those elections should occur in even number years. Therefore, no election for Legislative Representative will take place at this meeting.*

B. Call for Nominations for Board Chair (1 year term)

***Chair Carrier called for nominations for Board Chair. Director O'Connell nominated K.Carrier. Chair Carrier nominated M.Price-Morris. Director Murphy seconded the nomination for Director Price-Morris.***

*Discussion: the board discussed rules regarding appointed board directors holding the position of chair. All voted to waive that consideration.*

C. Election of Board Chair (Roll call vote)

***Chair Carrier led a roll call vote for M.Price-Morris for Chair: SM-yes, KT-yes, RO-yes, MP-M-yes, KC-yes. M.Price-Morris was elected to chair unanimously (5/5).***

D. Assumption of Office by New Chair

***Director Price-Morris accepted the role of Chair. Director Carrier continued to lead the meeting.***

E. Call for Nominations of Vice-Chair (1 year term)

***Director Price-Morris nominated K.Carrier to vice-chair. Director Murphy seconded. Director Carrier led a roll call vote: SM-yes, KT-yes, RO-yes, KC,- yes, MP-M- yes. Carrier was elected to vice-chair unanimously (5/5).***

F. Election of Vice-Chair (Roll call vote)

***Director Carrier accepted the role of Vice-Chair. Carrier led a roll call vote: SM-yes, KT-yes, RO-yes, MP-M- yes, KC-yes. The board approved Director Carrier's role.***

Approved 1/24/24

*K. Carrier assumed the role of Vice-Chair.*

~~G. Call for Nominations for WSSDA Legislative Representative~~

~~H. Election of WSSDA Legislative Representative (Roll call vote)~~

IV. APPROVAL OF AGENDA:

*Director Taylor moved to approve the agenda. Discussion: Murphy asked if the Financial Committee will be on the agenda. Carrier asked to remove agenda item XI: Update: line D: Pack. All voted to approve the agenda as amended.*

V. APPROVAL OF MINUTES:

A. [Regular Board Meeting of November 15, 2023](#)

B. [Special Board Meeting of December 6, 2023](#)

C. [Board Work Session of December 6, 2023](#)

D. [Special Board Meeting of December 12, 2023](#)

*Director Carrier moved to approve the minutes for 11/15/23, 12/6/23, 12/6/23, 12/12/23. No discussion. All voted to approve.*

VI. ADOPTION OF THE CONSENT AGENDA:

A. Payroll for the month November \$221,230.16

B. Consideration to approve:

1. Ap Check Summary, Warrant Numbers 118190 through 118251, totaling \$150,294.98
2. AP Check Summary, Warrant Numbers Warrant Numbers 118252 through 118252, totaling \$3,201.75
3. AP Check Summary, Warrant Numbers 118253 through 118253, totaling \$324.22
4. AP Check Summary, Warrant Numbers 118254 through 118285, totaling \$53,296.48
5. Contract for Extracurricular Stipend, Athletic Director (M.Steinbrueck)
6. Contract for Provisional Certified Employment, Guidance Counselor (R.Ellis)
7. Contract for Stipend, Extra Days, Guidance Counselor (R.Ellis)
8. Resignation (W.Sanford)
9. Resignation (M.Sanford)
10. Resignation (M.Montalvo-Chavez)

*Director Carrier moved to approve the Consent Agenda. No discussion. All voted to approve the Consent Agenda.*

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.

*No public comment.*

VIII. COMMUNICATIONS:

Approved 1/24/24

*Director Carrier recognized Del Guenther for all of his deviation as an outgoing board director. He was a valuable participant and served many years on the board.*

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

*K.Moore shared slides for current enrollment, October and November financial reports.*

*Director Murphy asked about the detailed year-end report and if there is a way to see specific breakdowns of programs as the year progresses. K.Moore agreed that reports can be generated and provided. Murphy also asked about L.Matthews' presentation regarding the budget available from the Superintendent accounts. Response: the settlement was accrued to the prior fiscal year. The additional savings are a result of reducing the superintendent FTE from .8 to .5. Chair Price-Morris asked if the fraudulent charge was recovered. It was not. It was a loss to the district. Chair Price-Morris shared how the board Financial Committee will proceed to analyze school budget and spending information.*

X. ADMINISTRATIVE REPORT:

A. Elementary & Secondary Report

*Student teacher H.Gibson has been working with the 4th grade class. She will go to Orcas to continue her student teaching. 4th graders made an island marble butterfly robot and completed a reindeer run to fundraise for a trip to Olympia. Kindergartners are studying holidays around the world. Storyteller Ed Sheridan has visited the school. Secondary update: HS Drama performance was this week which involved 2 students. ASB has held holiday events. Teacher I.Berg was accepted to a History program; Marine Bio created Sea Perch ROV's, Woodshop-20 students have completed projects, HS Basketball, MS Volleyball have been playing sports. The Spanish Club has been raising funds to go on a trip. R.Prust's Community Class raised 114 lbs of donations for the food share. A.Torres has been working with students testing for the Seal of Biliteracy. K12 Counselor J.Carter retires this month. She worked for 20 years at the school. Winter Arts Night was hosted by N.Vliet, J.Hammond & J.Terada. WITS Residency. Mastery Based Learning Cohort 2- grant received. Music donation was given to the program. New classes for 2024: Orchestra (5-8), Musical Theater (6), Keyboarding & Composition (HS). 5th, 6th, & 10th grades took a trip to Seattle to see Little Women at the theater. N.Vliet graduated from Montana State. New K12 Counselor Robb Ellis starts in January. Chimera Art fundraiser raised over \$2975 for art supplies.*

B. Superintendent Report

*Dr. Martin thanked the Lion's Club for donating 2 new AED's to the school. The district needs to buy a new bus. The board will have to decide if they would like to buy an electric or diesel bus. The transportation director currently feels that an electric bus may not be ideal for the district at this time because of the issues that the current electric bus has had. Also, electric buses cannot go on long off-island trips because the charging infrastructure is not widely available. The Safety Committee has been meeting. The Emergency Protocol flip chart has been getting updated. The last update was done in 2018. Vape sensors and cameras have also been discussed. Two bullying reports have been filed this month. She is reviewing each one.. The Advocacy Working group will move the Town Hall to later in January to be able to involve the new superintendent. Dr. Martin has been wrapping up district meetings in preparation for transitioning to the new superintendent. M.Sanford has been working on grants for the district. Martin shared a slide tracking all grants for this school year. Director Murphy asked about the professional development budget of \$35000. K.Moore clarified that those funds are allocated to each staff individually. She thanked the superintendent search committee, especially K.Carrier; Heritage*

Approved 1/24/24

*Spanish, Del Guether, Jeanna Carter, Will Sanford, Malia Sanford, Melissa Montalvo-Chavez and the board for trusting her with this role for the semester.*

*Dr. Martin asked the board to consider working with Samish Nations to include language that says: 'The Lopez Island School District Board formally requests a partnership with Samish Nation's Education Deto implement since time immemorial standards elementary and secondary. An authorized LISd representative Dr. Martin Martin and incoming LISD Superintendent Brady Smith.' This allows LIFRC to pay family elders to work with students in our school district.*

*Director Carrier presented a slideshow to Dr. Martin of video clips from students and staff saying their thanks for her service as superintendent.*

XI. UPDATES:

A. Associated Student Body (ASB)

*R.Ervin-Mclean informed the board of recent activities: Holiday Kahoot! Hot chocolate for students, staff cookies were delivered for staff, a Gnome hut for students and a movie morning on Friday. ASB plans to host a MS dance in January and a Valentine's dance. They also appreciated being invited to participate in the superintendent report. However, ASB expressed how much they value student inclusion in school processes, such as the superintendent selection.*

B. Lopez Education Association (LEA)

*R.Hamilton spoke for LEA. She thanked Dr. Martin for serving as interim superintendent. LEA's excited to welcome incoming superintendent Brady Smith. They appreciated the hard work and diligence of the superintendent search committee. They welcomed new counselor R.Ellis, yet sad to lose J.Carter. They will officially celebrate her retirement at a party after the holidays. The have been getting questions about next year's calendar. The Calendar Committee will propose a calendar in 2024 and they are currently seeking feedback for a proposed calendar. They are hoping to get community support to improve our financial situation as well as to get legislative support. LEA hosts the end of the year holiday party tomorrow.*

C. Public School Employees (PSE)

*PSE thanked Dr. Martin for her . They are grateful for the process of hiring a new superintendent. She thanked PSE. S.Soderlind is VP, N.Holt is secretary, L.Jardine is treasurer and D.Steinbrueck is president. This year is a bargaining year. K.Lovejoy, S.Soderlind, J.Burt, and D.Steinbrueck will be the team. They are saying goodbye to outgoing PSE members W.Sanford, M.Sandford, M.Montalvo-Chavez and welcomed several new members to the union.*

~~D. Lobo Paek~~

*No report*

E. Parent, Teacher, School Association (LIPTSA)

*L.Bullock joined. She thanked the school staff for the communications going out to families and community. They have a Chili fundraiser next January. They will be hosting the Talent Show next year. Funds raised go towards yearbooks for F&R students, grants for teachers to help with field trips, enrichment and supplies. They also do community activities such as the Pumpkin Carving party. They plan to help advocate for legislative action. People can join the PTSA, they can find information on the school website.*

F. Technology

*J.Hammond reported that the Tech committee is surveying staff and community about needs for the next levy. He shared the timeline of Levy action. Next January -conceptual tech plan and levy*

Approved 1/24/24

*proposal to LISD Board; February- final proposal and resolution to the board; April- submit resolution, explanatory statement and advocacy appointments; May - resolution, explanatory, and advocacy statements due 5/3; July- submit resolution for November ballot 7/25; August- election is 8/6.*

*Question: have all of the funds from the last levy been spent. Answer: The first tech levy was not sufficient to cover all needs. The 2021-24 levy covered all needs. Currently the committee is assessing the needs for the next 4 years. Q: Tech levy funds are not capped, can the district broadly qualify general fund costs through this levy? A: Yes, but if the request is too large, a new levy may not pass.*

*Camera and vape sensors were installed on a trial basis. The camera was in a high traffic area. It was installed in the HS Commons and the sensor was placed in the adjacent boys bathroom. Data has been collected and reviewed only by the superintendent and Tech Director. The trial ends at the end of the month. Equipment will be sent back at the end of the month and discussions about what to do next will occur. The board would need to create a policy to put equipment in. Grant funding would need to be sought to pay for equipment. Feedback from students, families and community will help inform the process. He shared snapshots of the sensor and camera data collected. He reviewed steps to move forward and outlined potential costs to be considered. He shared survey feedback to-date.*

XII. OLD BUSINESS:

A. Superintendent Search Update

*Director Carrier was happy that the search process was very thorough and that they ended up with two strong candidates. The next step is to finalize a contract*

B. Water Project Update: Matt Godlove, Project Manager

*M.Godlove did not join the meeting. Director Taylor commented that the initial work for this process has taken much longer than planned and costs are coming in higher than planned. Additional funds will have to be raised. Director Taylor will attend the next meetings and bring that information to the board.*

XIII. NEW BUSINESS:

A. Policy 1400 Meeting Conduct, Order of Business and Quorum - Second reading

***Director Carrier moved to change Policy 1400 meeting location from the MPR to Library Media Center. Discussion: Carrier read the line change. All voted to approve the policy 1400 as amended.***

B. Approval of Donation: \$90,765 for Music program

***Director O'Connell moved to approve the donation of \$90,765. Discussion: Dr. Martin shared that the donation was made from an island individual to pay for 5 years of salary and benefits for a music teacher as well as the stipend for the MPPACT program lead. This particular donation covers for an additional .5 of a music position as well as the current .5 budgeted, allowing the district to add on three new classes. This donation rate does not account for bargained increases to the position in the next 5 years. This donor has made donations for supplies in the past. All voted to approve the receipt of this donation.***

*L.Matthews spoke to the restrictions and best practices for receiving donations. She asked that the Finance Committee discuss this when they meet.*

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

Approved 1/24/24

1. To evaluate the qualifications of an applicant for public employment (RCW 42.30.110)
2. Time allotted to Executive Session: 45 minutes

***Director Carrier moved to go into executive session. She led the roll call vote; SM-yes, KT-yes, MP-M- yes, RO-yes, KC-yes. The board all voted in favor. (5/5)***

***The board entered executive session at 8:26 pm and expects to reconvene at 9:16 pm.***

***The board reconvened in open session at 9:16 pm. No action.***

XV. ADJOURNMENT:

***Director Carrier moved to adjourn the meeting. No discussion. Director Carrier adjourned the meeting at 9:16 pm.***

---

***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.