

**MINUTES TO THE REGULAR BOARD OF EDUCATION MEETING
Thursday, January 24, 2008**

OPENING

1. CALL TO ORDER

Mr. Strong

Staff Present: Ron Zier, Superintendent, Tom Churchill, Assistant Superintendent/Principal, and Scott Blomberg, Business Manager
Guests Present: Carol Coker, Howard Leggett, Sue Moulton and Patty Churchill

Mr. Strong called the meeting to order at 5:33 p.m.

1.1 Flag Salute: Mr. Strong asked for a volunteer to lead the flag salute. Ms. Coker led the flag salute.

1.2 Board Member Roll Call: Mr. Strong; Ms. Haesel, Ms. Petersen; Mr. Sund; and Mr. Binder were present.

2. REVISION AND APPROVAL OF AGENDA

Mr. Strong

There were no revisions to the agenda.

Ms. Peterson moved to accept the agenda with no revisions.

Ms. Haesel seconded. All in favor. Motion passed.

3. CONSENT AGENDA

Mr. Strong

The Hood Canal School District Board of Directors will act upon items under the Consent Agenda as a package unless a Board Member requests to remove an item and vote separately on that individual item.

3.1 Approve Minutes of the December 20, 2007 Regular Board Meeting (Gray)

3.2 Approve Accounts Payable for December 2007 and January 2008:

December 2007:

| | | |
|----------|------------------|--------------|
| G.F. | Warr#11009-11062 | \$104,356.59 |
| CAP PROJ | Warr#266-267 | \$ 45,390.75 |
| | Warr#268-271 | \$ 33,313.52 |
| ASB | Warr#336 | \$ 565.00 |
| | Warr#337 | \$ 47.29 |

January 2008:

| | | |
|----------|------------------|-------------|
| G.F. | Warr#11063-11067 | \$ 4,316.46 |
| CAP PROJ | Warr#272-283 | \$ 1,392.17 |
| TRUST | Warr#11 | \$ 1,000.00 |

3.3 Approve Payroll for the month of December 2007 (Yellow)

General Fund Warr#10969-11007 \$230,036.20

Ms. Haesel moved, seconded by Mr. Sund to approve the Items 3.1 to 3.3 as a package with the noted corrections to the minutes of the board meeting of December 20, 2007.

All in favor. Motion passed.

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4. BOARD OF EDUCATION REPORT: **Mr. Strong**

4.1 Presentation – School Logo Ideas – Howard Leggett

Mr. Leggett presented a rendition of the school logo with the wording of “Hood Canal” and “Orcas” with canoe paddles on the outside of the school logo that was designed by Kimberly Peterson. The Directors discussed this design and agreed that the canoe paddles should not be part of the logo design. Mr. Leggett went on to discuss the need to have a border color on the outside of the design, since it was mostly black in color and it was hard to print on a black background. Mr. Leggett suggested the use of the color Processed Blue from a color sample and to the fact that it was a common color that was used in printing. The Directors discussed the merits of either Processed Blue or Cyan with Mr. Leggett. Mr. Strong asked for a vote. Mr. Zier conducted a roll call vote. Mr. Binder voted for Processed Blue; Ms. Haesel voted for Cyan; Mr. Strong voted for Processed Blue; Ms. Petersen voted for Processed Blue; and Mr. Sund voted for Processed Blue. Processed Blue will be the standard color around the outer edge of the new school logo. The Directors thanked Mr. Leggett for his time and work on the school logo that Kimberly Peterson had designed. Mr. Zier mentioned to the Directors that the District had received a donation of \$100.00 to be used in any manner. A \$100.00 gift certificate from Daniel Smith for art supplies and a thank you card signed by the Directors will be sent to Kimberly Peterson.

Mr. Binder handed out copies of the Strategic Plan to all of the Directors for their review prior to the March 8, 2008 retreat/meeting.

5. SUPERINTENDENT’S REPORT: **Mr. Zier**

5.1 Enrollment Report: Current FTE is 281.7
Budgeted FTE is 284

Mr. Zier reported that the current average enrollment is at 281.7 FTE students. We are still under the budgeted 284 FTE students, but we are seeing an increase for each monthly enrollment report.

5.2 First Reading for the following policies:

- 6700 Nutrition & fitness
- 3200 Rights & Responsibilities
- 3110 Qualifications attendance, placement
- 2421 promotion, retention
- 2420 graded progress reports
- 2340 religious related activities
- 2336 required observances
- 2320 field trips, outdoor ed
- 2171 deleted
- 2151 interscholastic activities
- 2106 program compliance
- 2100 deleted
- 2090 program evaluation
- 2080 deleted
- 2021 library media center
- 2010 deleted
- 2000 TOC revised
- 2000 student learning goals

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SUPERINTENDENT'S REPORT: (Continued)

5.3 School Closure on 1/8/08 - Make-up date May 12, 2008

Mr. Zier reported that the students do not have to make up the three (3) days missed in December due to flooding. We have received a waiver for those days from the Office of the Superintendent of Public Instruction. The snow day of January 8, 2008, with consultation with the Hood Canal Education Association is recommended to be made up on May 12, 2008 and that teacher waiver day will be moved to the end of the school year for staff to make up.

5.4 Flash Alert Program for parents & residents

Mr. Zier discussed the aspects of this web site and how it notifies parents via the internet of school delays and closures.

5.5 ESD Nurse – Chris Swisher

Mr. Zier deferred about the new school nurse to Mr. Churchill under the Principal's Report.

5.6 Consolidated Program Review

Mr. Zier shared the positive results of the Consolidated Program Review with the Directors. Mr. Zier said it was possible with the assistance of Mr. Churchill, Ms. Carpenter, Ms. Farber and Mr. Blomberg in providing the enormous amount of documentation needed to be submitted for the review. Mr. Sund commented on a job well done on the Consolidated Program Review.

5.7 Non-high Summit Report

Mr. Zier reported on attending the Non High Summit at the Griffin School District, where 70-80 districts were in attendance to discuss the subject of non-high school districts and the issues that are being faced now and in the near future. Many issues were discussed with the main ones being the serving high school passing a bond issue for high school renovations and the impact on non-high school districts they are serving. Also of concern was being able to keep up with the levy amount that the serving high school district raises in comparison to the non-high school districts.

5.8 School Board Recognition

Mr. Zier read part of the Governors proclamation that was issued in recognition of school board directors. Mr. Zier also presented a framed certificate of appreciation and a gift certificate in recognition of the Directors time to the District.

5.9 Resolution 06-07-08 Title VIII Impact Aid Application

Mr. Zier reported that this was the District's grant application for the 2008-09 school year for Federal funds for students who reside or parents that work on Federal or Tribal lands.

Mr. Blomberg represented the District at the Skokomish Tribal Council meeting on January 23, 2008 where Denise LaClair, Tribal Chair, signed the grant application.

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6. PRINCIPAL'S REPORT: **Mr. Churchill**

6.1 What's Happening

A. Review of Lock Down Event from 1/16/08

Mr. Churchill commented that the school had an actual lockdown on January 16, 2008 at the request of the Mason County Sheriff's department. The lockdown was requested due to police action that was taking place in the area adjoining the school property.

B. Student Achievement Showcase Event 1/30/08

Mr. Churchill reminded the Directors of the upcoming Student Achievement Showcase Event at the school.

C. New Nurse - Chris Swisher

Mr. Churchill informed the Directors of the hiring of the new school nurse that is provided by the Educational Service District to the district. Ms. Swisher is in the school one day of the week. Mr. Binder asked about who covers the health room need the rest of the week and if Ms. Hedger, School Secretary, is trained to do so. Mr. Churchill explained that Ms. Hedger and other staff are trained in the dispensing of medications and basic first aid. If an event should happen otherwise, then 9-1-1 is called and an aid car is sent to the school.

D. Special Education Report

E. Personnel Evaluations/Observations

Mr. Churchill had reviewed items D and E with the board at the study session on January 17th.

F. Web Site Updating/Communication Efforts

Mr. Churchill said that the web page is being updated on a regular basis and that they have added curriculum summaries by grade to the web page.

7. FINANCIAL REPORT: **Mr. Blomberg**

7.1 The District's financial reports for all funds through December 2007 will be reviewed with the Board. (goldenrod)

Mr. Blomberg reviewed the new spreadsheet for the General Fund where it shows actual and projected revenues and expenditures with a projected ending fund balance. Mr. Blomberg also reviewed the ending fund balances of all Funds as of December 31, 2007.

8. AUDIENCE COMMENTS: **Mr. Strong The Board welcomes interested citizens at its meetings and encourages the constructive participation of those present. Persons in the audience may at this time address the Board with items on the agenda.**

Mr. Strong noted that Ms. Coker had signed up to address the Directors about school district policies. Mr. Churchill said that Ms. Coker was going to ask about having the policies that are being considered for first reading to be available for staff review in the staff work room. Mr. Churchill said this would be done as requested.

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AUDIENCE COMMENTS: (continued)

Mr. Sund and Ms. Haesel had some questions regarding some of the first reading policies and they were discussed. Mr. Strong asked about the number of policies submitted for reading and where and why so many. Mr. Zier and Mr. Churchill explained the process that the district policies are updated due to legislative action and annual review cycle by WSSDA of which we subscribe to its service.

ACTION

Mr. Strong

9. **ACTION ITEMS:** The Hood Canal School District Board of Directors will act upon items in the action section of the Agenda as a package unless a Board Member requests to remove an item and vote separately on that individual item and/or if a specific item or items require the necessity of a Roll Call Vote.

9.1 Consideration to approve May 12, 2008 as the make-up date for the school closure on 1/08/08

9.2 Consideration to approve Resolution #06-07-08 Title VIII Impact Aid Application

Mr. Sund motioned to accept Items 9.1 and 9.2 as a package. Ms. Petersen seconded the motion. All in favor. Motion passed.

10. **FUTURE BOARD MEETING DATES:**

Mr. Strong

10.1 Board Study Session – Tuesday, February 12, 2008 @ 5:00 p.m.

10.2 Board Meeting, Thursday, February 28, 2008 @ 5:30 p.m.

Mr. Strong reviewed with the other Directors, the board study session and regular board dates in February 2008. Mr. Sund asked to be excused from the February meetings due to prior travel plans for the month of February.

11. **FUTURE TOPICS:**

Reports for various departments or programs:

Budget Information to the Public
Maintenance/Custodial
Food Service
Transportation
Special Education
Counseling/Intervention
Speech/OT/Audiology
Library
Front Office
Nursing
Technology
ASB/Activities/Athletics

Reports from various grade levels or by academic subject:

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FUTURE TOPICS: (continued)

Reports from various committees:

Site Council
School Improvement Committee
Technology Planning Committee
CASA
Core Team
SST

The Directors reviewed and discussed the future topics list. It was decided that most items under departments and programs had been discussed and that the list would be reduced for the next board meeting.

12. PUBLIC COMMENT ON NON-AGENDA ITEMS: **Mr. Strong**

The Board welcomes interested citizens at its meetings and encourages the constructive participation of those present. Persons in the audience may at this time address the Board with items NOT on the agenda.

Mr. Blomberg made mention about meeting with Denise LaClair, Skokomish Tribal Chair, and obtaining assistance on the 2008-09 PL-874 Impact Application verification of residency of several of our students. This assistance was much appreciated for it allowed us to count additional students on the 2008-09 PL-874 Impact Aid application and for the District to receive additional revenues.

Mr. Strong called to take a fifteen (15) minute break at 7:40 pm. before going into executive session.

13. EXECUTIVE SESSION:

13.1 Personnel Matter – It is expected to take 20 minutes for this item.

Mr. Binder motioned and Ms. Petersen seconded, for the board to go into executive session at 7:56 p.m. to discuss personnel matters. All in favor. Motion passed.

Ms. Haesel motioned and Mr. Sund seconded, for the board to return to regular session at 8:40 p.m. All in favor. Motion passed.

Back in regular session, Mr. Binder motioned and Ms. Petersen seconded, to accept a letter from Superintendent Zier giving the board notice of his intent to resign at a mutually agreed upon termination date to be announced at a later date. All in favor. Motion passed.

Ms. Petersen motioned and Ms. Haesel seconded, to add an executive session to February 12, 2008 board study session agenda for the purpose of reviewing personnel qualifications. All in Favor. Motion passed.

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14. ADJOURNMENT:

Mr. Strong

There being no further business. Mr. Binder motioned and Mr. Sund seconded to adjourn the meeting at 8:50 p.m. All in Favor. Motion passed.

Respectfully submitted.

Tom Strong, Chair
Director District No. 2

Bob Sund, Board Member
Director District No. 3

Judith A. Haesel, Board Member
Director District No. 1

Ed Binder, Board Member
Director District No. 4

Deb Petersen, Board Member
Director District No. 5

Ron Zier, Superintendent
Secretary to the Board

GOALS / THEMES

- Improve the image of the district Priority # 2
- Improving student achievement
- Improve professionalism Priority # 3
- Strengthening School Programs Priority # 1
- Strengthening Fiscal Management Priority # 4
- Roles & Responsibilities of Board / Supt.
- Workload distribution of Principal