BOARD OF DIRECTORS
Regular Meeting Minutes
Remote by Zoom
January 13, 2021

The meeting was called to order by Chair Kristina Mayer at 6:00 PM.

Present
Directors: Dr. Kristina Mayer, Tami Robocker, Mickey Nagy, Kathryn Lamka, and Sarah Martin
Secretary: Dr. David Engle, Acting
Superintendent Administrative Assistant: Traci Meacham
Administrators: Art Clarke, Kyle Ehlis, Jason Lynch, David Carthum, Mark Gudger
Directors: Carrie Beebe
Zoom Participants: 41

Chair Kristina Mayer asked for corrections and a motion to approve the minutes from December 16, 2020. Director Mickey Nagy noted a correction: Kristina Mayer nominated Tami Robocker for Vice Chair. Kathryn Lamka made a motion to approve the minutes with correction as noted; Tami Robocker seconded; motion carried. (5-0)

Chair Mayer asked for amendments to the board agenda. No amendments were made. Tami Robocker made a motion to approve the agenda as presented; Kathryn Lamka seconded; motion carried. (5-0)

Consent Agenda

Personnel
Exempt Retirement: Kathleen McGough, Payroll Officer, effective April 30, 2021
Classified Hire: Diane Trujillo, Paraeducator
Classified Hire: Brittany Bolling, CJSHS Administrative Assistant/Bookkeeper
Coach Hire: Emanuel Abbott, High School Boys Basketball Head Coach
Coach Hire: Kevin Racine, High School Girls Soccer Head Coach
Coach Hire: Cris Taylor, High School Head Cheer Coach

Accounts Payable
ASB Fund check #1710, $686.70
ASB Wire Transfer #202000044, $54.00
Capital Projects Fund check #419, $2,792.16
General Fund check #4902604-4902630, $32,877.90
General Fund check #4902631-4902653, $90,780.51
General Fund check #4902654-4902692, $85,712.21

Payroll – December 2020
Payroll Warrants #490266-490276, $159,308.18
Electronic Funds Transfer, $748,689.99

Chair Mayer asked the board for any questions about the consent agenda and hearing none she asked for a motion. Kathryn Lamka made a motion to approve the consent agenda; Tami Robocker seconded; motion carried. (5-0)
Good News & Recognition
Silver Spurs were awarded to Eric Bulliman and Chad Lawson for the renovation work they did in the Flexible Learning classroom.

Dr. Engle announced Board Recognition Month and thanked Kathryn Lamka, Sarah Martin, Kristina Mayer, Mickey Nagy, and Tami Robocker for their time and commitment to the Chimacum School District. Each director received a certificate of recognition.

Gift Acceptance
Acting Superintendent, Dr. David Engle introduced the following donations:

- Jefferson Community Foundation, through the Edgar Morrison Grant Fund, donated $8,160 for charitable purposes and online learning.
- Community Wellness Project donated $6,000 for Food Services.

Kathryn Lamka made a motion to accept the donations; Tami Robocker seconded; motion carried. (4-1) Director Nagy opposed the motion and referenced board policy 6114, stating the policy needs to be reviewed and better reflect donations that specify use of funds. Chair Mayer confirmed that it’s common for donations from grant funds to be earmarked for specific use. Director Robocker shared gratitude for the community and these specific donations.

Informational Reports
Professional Development Coach Kathryn Karschney: Kathryn Karschney shared her educational background and the training she’s providing to primary and elementary faculty, which includes identifying how the district can guide students in becoming leaders and building teacher capacity and leadership. Karschney helps staff in developing instructional thinking strategies and routines, designing beneficial questions around practice, as well as collaborative teaching and learning promoting consultancy and problem solving. She confirmed they’re exploring garden projects and noted her training schedule. Chimacum Elementary has secured additional visits to focus on literacy. Dr. Engle stated Karschney’s contract is funded by a state professional development grant, plus Title and LAP funds.

CCP/CES Attendance and Discipline: Principals Kyle Ehli and Jason Lynch provided an update on attendance and discipline data and challenges they’re experiencing during remote learning. Attendance and participation have improved since the onset of COVID last spring and discipline issues are lower during remote learning. Kristina Mayer asked about the uptick in attendance and behavior for 6th grade. Principal Lynch confirmed that it’s common to see an increase at this age and developmental level; sixth grade students see three teachers with three different classes taking attendance.

CJSHS Attendance and Discipline: Principal David Carthum and Dean of Students Mark Gudger shared data pertaining to attendance and discipline, and noted the percentage of attendance and engagement issues are greater due to the type of year it is. They are addressing truancy issues with conferences and home visits, providing a Character Strong experience to all students, and through PBIS support. Disruptions are the biggest issue.

Director Nagy asked about the success of Character Strong, specifically how it is received by students. Mark Gudger confirmed it’s set up as a separate class, which upperclassmen aren’t attending as much as those in grades 9-10. Counselor Stephanie Tell said it’s a wonderful program, but upperclassmen view it as optional. The more Character Strong is integrated into student schedules, the more students will connect to the program. Gudger stated full implementation of the program can take 3-7 years.

Graduation Requirements and Pathways: Principal David Carthum said CJSHS is not where they need to be; it’s
an unusual year and they’re continually working to keep students engaged. Twenty-two students enrolled in College in the High School classes during first semester. Second semester schedules are being constructed and they’re incorporating recovery opportunities. Counselor Barb Fogerson spoke on College and Career Ready, which was referred to as Core 24. Washington State is increasing core requirements and reducing electives; foreign language is now a part of core requirements.

Counselor Stephanie Tell covered High School and Beyond and confirmed they are working with School Data Solutions for processes, which is 99% ready with interfaces; the course catalog uploads into the interface. One module will be rolled out at time, it’ll be hosted in Google classrooms, it provides a four-year and post-secondary plan, and becomes part of a student’s profile. Student’s will work on it in 8th and 10th grade, then again as seniors; it may be updated at any time. Stephanie Tell and Chimacum Elementary Counselor Michele Kaster are working together to streamline how to expose students to future opportunities.

Barb Fogerson added that these types of planning opportunities have been provided to students in different ways over the years and now they’ll be all in one place so students may see how courses relate to their plan for the future. Director Nagy asked to what extent do counselors steer students as they’re making plans. Fogerson confirmed that all faculty and staff work together as a team to provide guidance; this tool will enhance the experience. Mark Gudger shared that Barb Fogerson generally hosts an annual career fair, which also includes representation of various trade industries.

Barb Fogerson spoke on Graduation Pathways and Career Tech Ed. Graduation Pathways is new for Washington State; 2020 was the first year. Chair Mayer noted appreciation for CTE opportunities and teachers getting certified to teach these courses so students don’t need to leave campus for Career Tech Ed.

Mark Gudger shared that Washington State has submitted an SBAC waiver to the federal government, which hasn’t yet been accepted. The Measure of Academic Progress (MAP) test will be used if proof of testing and growth is required. Barb Fogerson added that passing grades in dual credit courses, such as Running Start, are accepted in lieu of the SBAC.

Carthum said there are currently 30 freshmen failing one or more classes. Chair Mayer stated failing grades could be an indicator and stressed the importance of getting “in front of it.” Carthum confirmed all families are receiving calls and meeting with teachers, Skillmation tutoring is being offered, staff is working to connect some families with OlyCAP services, and teachers are working with students to modify their focus. Edgenuity is an online course option that is offered so students may make up incomplete and failing grades. A seventh period may be offered so recovery credits can be made up more easily.

Director Robocker shared appreciation for the group effort of the CJSHS staff and asked if they plan to increase College in the High School courses. David Carthum said they added two more courses this year and Brian MacKenzie is promoting a way for students to earn an Associates degree from Chimacum. Barb Fogerson stated that some courses rotate and can’t be offered every semester all at once; these courses are attached to teachers and their certification.

Director Nagy appreciated the transparency and asked if CJSHS had looked for a correlation between failing grades and specific classes/teachers. Carthum confirmed that this has not been investigated, but it can be done. Nagy suggested CJSHS raise the bar and monitor students who are receiving a C grade.

Director Lamka appreciated hearing that CJSHS administration and counselors meet weekly.

Superintendent’s Report
EP & O Levy Update: Levy Committee Chair Maren Johnson introduced herself and updated the Board on current levy campaign plans, shared the Chimacum Levy website, chimacumsupportskids.com, and invited community
members to join the phone bank and sign waiving efforts. The phone bank is scheduled for January 26, 3:30-5:30 PM, January 30 10:00 AM-noon, and February 2, 3:30-5:30 PM. Sign waving groups will meet at Chimacum Corner at 4:00 PM on January 28.

Teaching and Learning Update: Acting Superintendent Dr. David Engle shared information on returning to in-person learning as of January 21. The primary and elementary cohort model will shift to five days per week with cohort A attending in the morning and cohort B coming in the afternoon. CJSCHS will resume the same cohort schedule that was in place in November and a new schedule will begin second semester. All CJSCHS students are welcome to return, including juniors and seniors. Remote-only learning remains option. Mickey Nagy asked Dr. Engle for clarification on the decision due to the recent increase in cases in Jefferson County. Engle discussed the current infection rate trend and confirmed that a plan for returning to in-person was necessary and COVID data for our county will be revisited on January 18. Dr. Engle added that there are very concerned faculty and staff, but Chimacum cannot stay remote while surrounding districts return to in-person. Chair Mayer inquired about athletics and Principal Carthum confirmed some sports will begin with the start of second semester on February 2. CJSCHS will start communicating about sports with the community on January 14.

**Board Update**

Superintendent Search: Chair Mayer confirmed the candidate application files have been updated in preparation for the semi-finalist interviews on January 23. Finalist interviews are February 1-4 and a selection will be made February 6.

Board Calendar: The Board reviewed the updated calendar and discussed policies to review on January 27. It was recommended to review policies 2125 and 2126, as well as the Gifts and Donations policy. Chair Mayer and Director Nagy will attend the JCEP meeting. All directors are invited to attend; email Traci Meacham if you’re interested.

Chair Mayer asked for a motion to adjourn the meeting. Mickey Nagy made a motion to adjourn the meeting; Kathryn Lamka seconded; motion carried. (5-0)

**ADJOURNMENT**

The meeting was adjourned at 8:08 PM.

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Acting Superintendent                    Board Chair