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
Student Directors: Ava Vaughan-Mifsud, Eugenia Frank
Secretary: Dr. David Engle, Acting Superintendent
Administrative Assistant: Traci Meacham
Administrators: Art Clarke, Kyle Ehlis, Jason Lynch, and David Carthum
Zoom Participants: 50

Dr. Mayer entertained a motion to approve the minutes from October 14, October 28, and November 12. Sarah Martin made a motion to approve the minutes as presented; Kathryn Lamka seconded; motion carried. (5-0)

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

Consent Agenda

Personnel
Certificated Hire: Michele Moriarty, Reading Coach .2 FTE
Classified Leave of Absence: Veronica Hagerman, Paraeducator
Classified Hire: Angie Carstensen, Food Service Assistant
Classified Hire: Norma Avila, Paraeducator
Coach Hire: Lucas Foster, Junior High Football Coach

Accounts Payable
Capital Projects Fund check #402-404, $43,155.14
Capital Projects Fund check #405-406, $16,670.83
General Fund check #4902362-4902371, $33,742.49
General Fund check #4902372-4902405, $36,827.46
General Fund Wire Transfer #202000025, $125.27
Transportation Vehicle Fund check #148, $299,062.68

Payroll – October 2020
Payroll Warrants #490235-490253, $162,007.96
Electronic Funds Transfer, $722,231.33

- Tiered Directors Schedule 2020

Chair Mayer asked the board for any questions about the consent agenda and hearing none she asked for a motion. Mickey Nagy made a motion to approve the consent agenda; Kathryn Lamka seconded; motion carried. (5-0)

Good News and Recognition
Silver Spurs were awarded to Mary Novak for continuing to cover registrar responsibilities and train new hires for the position, Cole Henley for his artistic work on Rainbow Catchers and fundraising for the Flexible Learning program, and Traci Meacham for supporting the district and Dr. Engle. Theresa Burroughs shared her appreciation for Mary Novak and her experience working with her over the years.

Information Reports was postponed to follow Policy Review to accommodate Megan Claflin’s arrival time.
Financial Report
Assistant Superintendent, Art Clarke, shared the 2019-2020 Fund Balance Summary and F-196 Financial Statement and Supplemental Report. Clarke entertained questions from the Board pertaining to ending and reserve fund balances, noting the district met the fund balance reserve this year; however, enrollment decline will make it continually more difficult to maintain.

Chair Mayer momentarily lost internet signal, so Vice Chair Mickey Nagy stepped in to conduct the meeting in her absence.

The October Balance Sheet and Budget Status Report were presented for approval along with a 2018-20 financial overview. Sarah Martin made a motion to approve the October Balance Sheet and Budget Status Report; Kathryn Lamka seconded; motion carried. (4-0) Kristina Mayer not present for the vote.

Levy Resolutions
Art Clarke presented Resolutions 2020-09 (certification) and 2020-10 (levy details) and asked for board approval.

Sarah Martin made a motion to approve Resolution 2020-09: Levy Certification as written; Kathryn Lamka seconded; motion carried. (4-0) Kristina Mayer not present for the vote.

Chair Mayer returned to the meeting at 6:50pm.

Sarah Martin made a motion to approve Resolution 2020-10: Replacement EP&O Levy as written; Kathryn Lamka seconded; motion carried. (5-0)

Kristina Mayer noted optimism because many fall levies were passing. Dr. Engle noted Maren Johnson has agreed to chair the levy committee.

Policy Review – 1st Reading
Acting Superintendent, David Engle presented the following policies for consideration:

- SBP 3412/3412P: Automated External Defibrillators (AED)
- SBP 3424/3424P: Opioid Related Overdose Reversal

Engle confirmed SBP 3412 was previously approved and it’s included for reference. AED procedures are being completed and will be presented to the Board on December 16. Procedures do not require board approval.

The Board was asked to review SBP 3424/3424P for future approval; the policy language originates from WSSDA. Dr. Engle noted opioid overdoses are a national crisis and he’s held conversations with Sheriff Joel Noel, who confirmed it’s a local epidemic. SBP 3424/3424P will return for 2nd reading and approval on December 16.

Information Report: UGN Give Jefferson
UGN Give Jefferson representative, Megan Claflin, shared an informational video that expresses the purpose for the annual campaign. She guided the community to visit the website and noted many community organizations, including Chimacum School District, allow contributions to be done via payroll deduction, and the organizations match donations. UGN partners with Jefferson Community Foundation and 100% of the funds raised disperse to local programs supporting the community.

Superintendent’s Report
Update on In-Person Learning: Dr. Engle confirmed that due to a spike in Covid-19 cases, the district is preparing to move quickly to an all-remote learning model no later than Monday, November 30. The pivot should be easier than it was during the spring because most students now have technology and there is time to prepare them for the transition.

The Transportation and Food Service departments are already working on a plan to continue supplying food to students by way of pick-up and delivery. Students receiving services or requiring extra support will be able to come on campus.

Community trends and infection rates are being monitored - the goal is to return to in-person learning for all as soon as it is safe to do. The district will assess in mid-January. Engle included that the district is upholding the MOU agreement
with the Chimacum Education Association.

Dr. Engle invited the Board to ask questions and opened it up for discussion. Director Nagy shared his disappointment in the decision and stated many students are falling behind and having mental health issues. He added there is potential for more families to pull out of the district. David Engle acknowledged Nagy’s perspective and reiterated the district’s decision is an emergency response to a medical reality.

Chair Mayer inquired about monitoring online teaching and it was confirmed that each building principal utilizes CEL support to monitor online teaching and learning to maximize student engagement. Additional discussions focused on the IT hotline being in place, online learning continues to be a combination of instructional and social/emotional support, and intensive summer programs are being planned to allow students the opportunity to catch up if needed.

**Public Comments** No comments were made. Dr. Mayer invited the community to share comments by way of phone call or email with the Board and Acting Superintendent Engle.

**Board Update**
Superintendent Search Update: Chair Mayer shared the events of the November 12th collaborative meeting with Port Townsend’s Board and Hank Harris, and gave a reminder of the next meeting on January 14, 2021. This meeting will also be held remotely.

Superintendent Ideal Profile: The Board reviewed the Ideal Profile, which will be included in the Superintendent job announcement and used by Human Capital Enterprises and the Chimacum School Board as a guide for screening applicants.

Chair Kristina Mayer asked for a motion to approve the document as written. Tami Robocker made a motion to approve the Superintendent Search Ideal Profile as written; Mickey Nagy seconded; motion carried. (5-0)

**ADJOURNMENT**

The meeting was adjourned at 7:47 PM.

____________________________________  ____________________________________
Acting Superintendent  Board Chair