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, David Carthum, Mark Gudger
Directors: Carrie Beebe
Zoom Participants: 17

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

Chair Kristina Mayer asked for corrections and a motion to approve the minutes from January 23, January 27, February 1, February 3, and February 4, 2021. Tami Robocker made a motion to approve the minutes as presented; Kathryn Lamka seconded; motion carried. (5-0)

Consent Agenda

Personnel
Certificated Hire: Carrie Beebe, CJSHS English/Language Arts .4 FTE
Certificated Leave of Absence: Julianne Bonnell, CJSHS/Pi Science 1.0 FTE, 2021-2022
 Classified Hire: Chris Storm, Custodian
Classified Hire: Shannon White, Paraeducator
Classified Retirement: Ellen Hagerty, Bus Driver, effective 1/31/21
Coach Resignation: Rachel Whittington, Golf

Accounts Payable
Capital Projects Fund check #424, $23,181.92
Capital Projects Fund check #425, $2,071.00
General Fund check #4902736-4902750, $25,979.13
General Fund check #4902751-4902782, $48,399.87
General Fund Wire Transfer #202000054, $69.05

Payroll – January 2021
Payroll Warrants #490266-490276, $169,317.01
Electronic Funds Transfer, $728,291.39

Chair Mayer asked the board for any questions about the consent agenda and hearing none she asked for a motion. Sarah Martin made a motion to approve the consent agenda; Kathryn Lamka seconded; motion carried. (5-0)
Good News & Recognition
A Silver Spur was awarded to teacher Dave Porter for taking on a different assignment outside with cheer and confidence; Maren Johnson was thanked for chairing the Levy Committee with joy and good work.

Policy/Procedure Review – 2nd Reading
Dr. Engle presented SBP 4130: Title I Parental Involvement for second reading and asked the Board to approve it as updated; it was noted this policy is a legislative mandate that ties parent meeting nights to Title I programming.

Tami Robocker made a motion to approve SBP 4130: Title I Parental Involvement as written; Kathryn Lamka seconded; motion carried. (5-0)

Superintendent’s Report

EP&O Levy: The Chimacum EP&O Levy passed with 67% yes votes. Dr. Engle noted this reflects the Levy Committee’s efforts and trust in Chimacum schools, as well as the work of the Board. He shared pride in the response and stated this shows community support.

JCEP Report: Dr. David Engle gave an update on the January 28, 2021 JCEP meeting. He commented that this meeting seemed more general in nature and historically the group has been more about local boards. Quilcene will host the next meeting (date to be determined) and encourages the meeting to be held without the involvement of the ESD so local boards may cover specific concerns impacting Jefferson County districts. Ideas for future discussion topics:

- Thoughts on continuous learning/balanced calendar (year-round school)
- Recovery and reopening plans; using positive language such as “accelerated learning” and refraining from terms such as “learning loss” or “remedial” learning
- How can our districts help students who are failing or experiencing trauma?
- How are local districts assessing students?
- Developing a student-centered journalism/broadcasting/multi-media program as a pathway to share news and spark career interest

Board members were invited to email Dr. Engle with additional thoughts and topics. He will notify the Board when a date has been set for the next meeting.

Board Update

Superintendent Search Update: Chair Kristina Mayer described the interview events that took place February 1–6, 2021 and announced the upcoming February 24, 2021 joint meeting with Port Townsend, at which time the selected finalist may be announced. She stated that both boards feel each selected superintendent will work together to benefit all students of both districts. Dr. Engle confirmed he will facilitate a “world class” transition of the incoming superintendent and asked the Board to let him know what they’d like to see covered before July 1, 2021; he anticipates a smooth and seamless transition.

Future Work of the Board: Chair Kristina Mayer gave an overview of the origin of the current Board Goals and Promises, and spoke to metrics and data to gauge if Board focus and work with the district has met these goals; the landscape has changed since the onset of COVID. The WSSDA Self-Assessment was discussed – it falls flat and it’s not clear how to use it. The Board discussed assessing their Board Goals in a way that will lead to measurable outcomes. Following the discussion, it was agreed to continue taking the WSSDA Self-Assessment to maintain consistency and additional means of assessing progress will continue to be explored.
A Review of Current Board Goals and Measurements

Goal #1 High Expectations for Learning: School Improvement Plan (SIP) practices; marketing/promotional materials supporting STEAM (adopted by all schools); data sources for tracking credits earned vs. credits attempted; High School & Beyond Plans (HSBP) (software / establish baseline); SBAC / MAP data review. Comments on these goals confirmed accomplishments with SIP practices, STEAM as the district-wide mantra (the Arts are important) and ESD112 has helped to produce STEAM-focused mailers, and credit tracking data will be available now that second semester is underway and it will be available for sharing at a future meeting. CJS HS has implemented new software for HSBPs. The SBAC may not take place this year, but MAP (taken three times per year) scores will be presented this spring. Director Nagy requested to see MAP data organized in a standardized format with detailing that shines light on areas of strength.

Goal #2 Support Student and Staff Success: Quarterly presentation of co-curricular data; Professional Development for staff aligned with current programming; quarterly presentation of attendance data; Board Calendar refined and additional recognition events. Comments on these goals confirmed many co-curricular activities have fallen victim to COVID, but eSports has been able to engage CJS HS students – Carrie Beebe has been reporting on Athletics as guidelines unfold. Professional Development has been better-aligned this year with many trainings taking place in the fall, which helped create a foundation for teaching remotely. Instructional coaching has gained traction at CCP and CES. It was noted that online learning was a goal discussed prior to COVID. Regarding attendance, in-person learning has helped to increase attendance, though grades 10-12 are still mostly remote; Dr. Engle stated that attendance is difficult to gauge and he’s continuing to look at the data with the principals. The Board Calendar continues to be a work in progress and Silver Spurs and thank you notes have been implemented as additional recognition practices. Chair Mayer acknowledged the positive impact of these awards and notes.

Goal #3 Safe and Supportive School: Improving customer service; PBIS; Character Strong; Experiential and Leadership programming for 8th graders. Board discussions included comments on the importance of a welcoming atmosphere and how difficult it is to measure customer service, though levy and bond results often indicate how the community feels - it’d be overkill to ask the community to take a survey at this time. Director Nagy suggested the idea of a suggestions box in each building office. Dr. Engle noted he’s encouraging hiring practices with customer service in mind and positive onboarding of new staff. PBIS, levels 2 & 3, continue to be implemented in grades K-6 and there’s progress being made, but it takes more than a year to fully implement; Dr. Engle will work with the principals to review their 2020 first quarter PBIS analysis. Character Strong is up and running for grades 7-12, but COVID and the lack of in-person opportunities to work with students has made it challenging. Director Robocker gave a background on past 8th grade outdoor experience, Odyssey, and stressed the importance of bringing a program like this back in the future. Cisus for 6th graders and Longboats for 7th graders may not happen this year; Chair Kristina Mayer agreed that these opportunities are important for middle school aged students and Dr. Engle confirmed he will work Jason Lynch and David Carthum to discuss options.

Goal #4 Community Engagement: Active volunteer participation; Skillmation tutoring for CJS HS students; Improve communication; CJS HS Food Truck. Dr. Engle confirmed community service is happening, but it’s been adjusted to on-site opportunities since COVID has created restrictions when it comes to volunteering in the community; Skillmation has been instituted in the form of online tutoring with hopes the program can grow when it’s safe to engage in person. Marketing and communication efforts have produced a new logo, website has been updated (room to improve the quality – move to a vendor that can integrate with social media), and district messaging has been unified under the STEAM concept; the Board urged communication efforts to continue shining a positive, focused, and credible light on school successes. Chair Kristina Mayer stressed the logo creation was just the beginning of branding efforts and important to go further. Dr. Engle said the signage project is underway and contractors are coming to campus February 22–26, 2021, which will include a focus on strategically placed building-mounted electronic reader boards. The food truck is currently parked at Sonny’s RV shop, but the sign has been completed and now it waits for a new generator to handle refrigeration. Ideas for the food truck included...
using it as a mobile vaccination station and a spring community reception with students serving food; Dr. Engle will check in with Gary Coyan and report back to the board with a timeline for rolling it out. Director Nagy suggested parking the food truck in various visible locations around campus to get the community talking about it.

Goal #5 Responsible Leadership and Governance: Legislative priorities; WSSDA Self-Assessment; timing of reviewing Board Goals and progress; accountability (financial and student success). Director Tami Robocker confirmed she will be attending the February 21, 2021 Legislative Conference and has invited the Student Reps to join her. Chair Mayer and Director Robocker spoke about the vagueness of the WSSDA Self-Assessment, but agreed it’s important to continue taking it; Traci Meacham will send the survey link to the Board. Chair Mayer asked if the Board Goals should be reviewed quarterly or biannually and Dr. Engle confirmed twice a year is suitable (November and April or May). Dr. Engle and the Board agree the Board Goals should align with the Superintendent’s goals. It was discussed to do the review over the summer when the new superintendent could participate. Financial accountability is well-managed by Art Clarke and Dr. Engle noted that the district will likely need to dip into the fund balance next year because of the impact from COVID and the uncertainty of state funding, which will unfold further come spring when the legislature finishes. Further accountability conversations pivoted to a focus on early childhood, LAP/Title I funding, Kindergarten readiness, and class size; investing in early childhood produces less learning loss and greater academic outcomes in older grades. The current small class size model may not be realistic to maintain, but it’s currently lending to calm, respectful learning environments with unique and individualized attention for students. Dr. Engle spoke about possible summer offerings, specifically for 3rd graders to help them transition better – planning is underway. Additionally, Engle confirmed the curriculum adoption cycle is a focus and the ELA SAC team is energized and they’re developing a vision for district digital and analog materials; the new superintendent is invited to participate in the process.

Updated Board Calendar: Chair Kristina Mayer shared the updated calendar and listed topics that are scheduled to be covered at the next regular meeting on February 24, 2021.

**ADJOURNMENT**
Chair Kristina Mayer asked for a motion to adjourn the meeting. Mickey Nagy made the motion; Tami Robocker seconded; motion carried. (5-0)

The meeting was adjourned at 7:41 PM.

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Interim Superintendent                             Board Chair