BOARD OF DIRECTORS
Work-Study Session Minutes
Remote by Zoom
March 10, 2021

The meeting was called to order by Chair Kristina Mayer at 6:01 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 Ehls, David Carthum, and Mark Gudger
Directors: Monica Mulligan, Carrie Beebe
Zoom Participants: 23

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 February 24 and March 3, 2021. No corrections were noted. Tami Robocker made a motion to approve the minutes as written; Sarah Martin seconded; motion carried. (5-0)

Consent Agenda

Personnel
Classified Resignation: Brittany Bolling, CJSHS Administrative Assistant/Bookkeeper effective 3/19/21
Certificated Resignation: Sally Pfaff, .5 FTE, effective 8/31/2021
Certificated Leave of Absence: Charles Fornia 1.0 FTE, 2021-22
Exempt Retirement: Henry Florschutz, effective end of 2020-21 school year

Accounts Payable
ASB Fund check #1713, $40.00
General Fund check #4902839-4902856, $64,158.32
General Fund check #4902857, $41,818.00

Payroll – February 2021
Payroll Warrants #490290-490302, $160,911.76
Electronic Funds Transfer, $909,782.47

Chair Kristina 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; Sarah Martin seconded; motion carried. (5-0)

Gift Acceptance
Acting Superintendent, Dr. David Engle introduced the $2,338.00 donation received from Jefferson County Association of Realtors for Student in Need. Sarah Martin made a motion to accept the donation; Kathryn Lamka seconded; motion carried. (5-0)

Good News and Recognition
Dr. David Engle opened by reading Marge Piercy’s poem, To Be of Use.

Kindergarten teacher Hannah Zach was recognized for her engagement in the ELA Subject Area Committee (SAC) and anti-racism teacher leader conversations.
Junior/Senior High Administrative Assistant Cameron Botkin received a Silver Spur for her the welcoming and enthusiastic energy she brings to the front office.

Human Resources Director, Stephanie McCleary was acknowledged for her efforts in working with the Tri-Area Pharmacy to coordinate the staff vaccination clinic.

**Informational Reports**

Junior/Senior High Success Strategies: Junior/Senior High Principal David Carthum, Dean of Students Mark Gudger, and counselors Stephanie Tell and Barb Fogerson provided specific data pertaining to students struggling to succeed and related support systems, resources, and intervention practices. The staff is coordinating with Transportation to work towards afternoon options, which will provide greater opportunities to the students who wish to participate in tutoring, clubs, and the Teen Center. They are organizing an Adopt-a-Senior Campaign, looking to provide special events for seniors and developing graduation plans. Principal Carthum acknowledged the community graduation parade was a success last year, so this will be a part of this year’s graduation also.

Chair Kristina Mayer asked for reasons families have elected not to come back in person. Stephanie Tell confirmed it’s a combination of parents and students interests, some have expressed health concerns, and the timing of the in-person schedule doesn’t work for others. Some students don’t want to wear a mask. Stephanie Tell also noted that apathy is the #1 symptom of depression and this appears to be the biggest hurdle for struggling students.

There is a student who would like to start a strings/guitar club and staff is working to assist the student in finding an advisor. Dr. David Engle confirmed there is no impediment to safely bringing a volunteer community member in to advise the group.

Director Tami Robocker asked if some of the seniors with incompletes will return to finish their credits next year. Principal Carthum commented that they’re looking for ways to bring more seniors onto campus in the spring. Barb Fogerson added that they’re working on developing more activities to bring more students back; right now, it’s all class time and there is need to improve the opportunities. The Board asked for an update on grade numbers at the March 24th meeting if there is a shift in data.

Kristina Mayer, Kathryn Lamka, and Tami Robocker expressed interest in participating in the Adopt-a-Senior Campaign. Dr. Engle and the Board are invited to participate in commencement activities.

Transportation Update: Director of Transportation Monica Mulligan updated the Board on the successes and challenges the department has faced since March 2020. Two new buses have been added to the fleet and $40,000.00 in DERA grant funds was received. Both Chimacum and Port Townsend buses passed summer and winter inspections by 100%. Randy Hauf and Justin Klaasen were acknowledged for their efforts in maintaining the fleet. The lack of school programming has financially impacted some of the transportation staff; driving with masks, and frequent schedule changes has been challenging. Shipping delays due to COVID has impacted the timeliness of receiving needed parts. Monica Mulligan also noted that busing staff has needed to throw out food students leave behind on the bus. It was confirmed that there are 19 buses in the fleet, the mechanics are Chimacum employees, Port Townsend purchases their own vehicles, and Chimacum invoices Port Townsend on a monthly basis for any maintenance work done on Port Townsend buses. Director Tami Robocker thanked Monica Mulligan and noted the Transportation Department has gone above and beyond this year.

**Superintendent’s Report**

Dr. Scott Mauk’s March 5th Visit: Dr. David Engle thanked the Board for endorsing Dr. Mauk’s contract and commented the district has “traded up.” He also gave an overview of Dr. Mauk’s first visit to Chimacum, noting the day was full of opportunities to meet faculty and staff in each building. Dr. Engle expressed excitement for the transition and is scheduling meetings with Dr. Mauk each week. Dr. Mauk’s second visit is scheduled for Wednesday, March 24th.

Comments/Reminders:

- Dr. Engle displayed copies of the STEAM newsletters and confirmed the last one in the series on Math is due to be released soon.
- May 17-21, 2021 is the filing deadline for district director elections.
- Spring break is April 5-9, 2021.
- Dr. Engle anticipates all Chimacum faculty and staff who want to be vaccinated will be fully vaccinated by the
end of spring break.

- Administration is working to bring more students back to campus.

Instructional Materials Committee (IMC): Dr. David Engle gave an overview of the English Language Arts IMC, noting the group is expected to meet once before the end of the school year, with more meetings to be held in 2021-22. The following staff and community members were nominated for the committee: Dr. Kristina Mayer, Dr. Scott Mauk, Kyle Ehlis, David Carthum, Melinda Miller, Michele Moriarty, Alfonso Gonzalez, Maren Johnson, and Barb Parent. Dr. Engle recommended the Board accept these nominees and activate the IMC. Kathryn Lamka made a motion to accept the names of the nominated committee members; Tami Robocker seconded; motion carried. (5-0)

Update on Policy 3200: Student Rights & Responsibilities: Dr. Engle notified the Board that this policy is facing an overhaul and we should see WSSDA’s updated language later this spring. The associated handbook will be reviewed by administrators before it is released for 2021-22.

Recovery Plan and 2021-22 Budget Process: Assistant Superintendent Art Clarke joined Dr. David Engle in presenting an outline of Recovery Plan topics. Dr. Engle noted the plan will drive budgeting and the purpose of this draft presentation is to elicit input and active involvement. He added the district needs to reclaim enrollment and grow, and the current six-foot distance requirement plays a part in how this plan can unfold. The 2021-22 plan provides an overview of budget challenges and opportunities, educational models for the recovery of learning loss, supports for Social Emotional Learning (SEL), fulltime in-person instruction for all, enhanced reading programming, reduced K-6 class sizes, summer programming, and Early Learning supports; assessment data will be used to guide instruction.

Incoming kindergartners will be assessed and student placement will be based on data; other early learning models are being considered, such as Transitional Kindergarten and a K/1 combination. The building permit is in place for an outdoor learning space at Chimacum Primary School.

Place based and outdoor learning opportunities, as well as progress in technology integration are incorporated; twenty-seven computers for the elementary library were received last week and 3rd graders now have Chromebooks. The plan includes a focus on expanded programming for grades 7-12; more students in the Pi ALE program reduces staffing in the Junior/Senior High School.

Dr. Engle stressed the importance of improving staff recruiting, onboarding, and ongoing supports in an effort to retain quality employees; this includes state training opportunities for Educational Assistants. Art Clarke shared details on how Capital Projects and Transportation funds may be utilized; a newer bus fleet cuts down on maintenance costs.

Other topics of discussion focused on Chimacum-Port Townsend staff collaboration and combining sports again next year. Chimacum and Port Townsend athletes are showing cooperation and enthusiasm, and the integrated sports program this year has been a positive experience.

The Board will be asked to approve the 2021-22 Recovery Plan on May 26, 2021. OSPI is still working on recovery parameters and notified the Board it could be a “bumpy ride” once they’re released.

Chair Kristina Mayer expressed her appreciation to Art Clarke and Dr. Engle for their efforts. She noted the plan incorporates a number of aspirations and goals set by the Board, and it will help them understand where to make investments. Mayer thanked them for allowing the Board the opportunity to participate in the discussion.

Director Tami Robocker asked for confirmation on outdoor learning for middle grades and Art Clarke confirmed the goal is to provide local outdoor learning and field trip opportunities like Cispus and Longboats for all grades, K-12.

Additional discussions:

- Is there coherence between PBIS, MTSS, Second Step, and Character Strong programming? Do these programs go together well; are they effective and a benefit to the students? Dr. Engle confirmed the principals continue to work on these programs and growth will be assessed over the next couple of years.
- Chair Mayer suggested the Junior/Senior High library program should be providing more than planning time and Dr. Engle confirmed the library is currently used for instructional purposes and getting students back in the building is top priority, but library enhancements, such as portable bookshelves, are being considered so it’s not prohibitive.
• Chimacum being included in the county-wide library services.
• Equity work should continue.
• New teachers should have fewer preps as well as mentoring; bargaining conversations with the CEA will review these practices.

**Board Comments**
Chair Kristina Mayer directed fellow board members to review the board calendar as needed and noted it is a working document.

The next JCEP meeting scheduled for March 29, 2021 at 6:00 PM and it will be hosted by Quilcene; Dr. Engle, Chair Kristina Mayer, and Director Kathryn Lamka will attend.

Chair Mayer confirmed she is registered to attend the upcoming Equity Conference in May and asked all directors to consider attending as well.

Al Gonzalez received a shout-out for organizing eSports opportunities for 6th graders.

Port Townsend’s Board Chair Nathanael O’Hara and Dr. Kristina Mayer are collaborating on a tutorial video for potential board candidates.

**ADJOURNMENT**
Chair Kristina Mayer asked for a motion to adjourn the meeting. Kathryn Lamka made the motion; Tami Robocker seconded; meeting adjourned.

The meeting was adjourned at 8:30 PM.

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Acting Superintendent                     Board Chair