



San Juan Island School District Regular Meeting

Wednesday, February 26, 2025

5:00 pm Open public meeting, high school library

MINUTES

Directors Present: Brian Moore, T.J. Heller, John Kurtz, Melanie Hess, and Barbara Bevens

Superintendent Present: Fred Woods

ASB Representative: Vera Schoultz

Admin or Presenter Present: Andrea Hillman, Holly Wehner, Rod Turnbull, Becky Bell, José Domenech, Connie Domenech, Luna Wylde, River Wylde, Ben Troutman, Maude Cumming, Amara Zee

Observers Present: Three community members

Recording Secretary: Diana Fearn

CALL TO ORDER Convene 5:00 pm



1.01 Establishment of Quorum - The regular school board meeting was called to order at 5:00 p.m. at the high school library. A quorum was established with Directors Barbara Bevens, T.J. Heller, John Kurtz, Melanie Hess, and Brian Moore.

1.02 Pledge of Allegiance - The Pledge of Allegiance was recited.

1.03 Approval of Agenda - There were no changes to the agenda. Director Kurtz moved for approval of the agenda. Director Heller seconded the motion. The agenda was unanimously approved.

1.04 Public Comment - There were no public comments.

SUPERINTENDENT

2.01 School Showcase (Exhibit)(Information) - Teachers and staff from Griffin Bay School presented information about graduation pathways in Washington.

2.02 Superintendent's Report (Information) - Superintendent Fred Woods stated that Griffin Bay School will not be receiving the OSSI Graduation Rate grant going forward due to improvements in the school's graduation rate. Additionally, he reported on the four island superintendents' trip to visit legislators in Olympia, noting that it was an important trip to take even if no concrete legislative changes come out of it. Finally, he advised that the high school and middle school re-siding project will go out to bid in March.

2.03 ASB Representative's Report (Information) - ASB Representative Vera Schoultz reported on recent activities in the high school, including the conclusion of winter sports and start of spring sports, "care week" for Valentine's week which focused on positive self-care, the make-a-change workshop, pre-registration for next year, and an upcoming country-themed dance.

BUSINESS AND OPERATIONS



3.01 Consent Agenda (Exhibit)(Action) – All matters listed under the Consent Agenda are considered by the governing board to be routine and subject to one motion and vote. Directors may request specific items be discussed in more detail or deleted from the Consent Agenda. These items may include the payroll register, accounts payable (AP) check registers, meeting minutes, personnel changes, contracts or grants and other items of business considered routine in nature.

The Consent Agenda included one payroll register (January) in the amount of \$1,191,037.21, and seven accounts payable check registers representing General Fund expenditures in the amount of \$161,554.98, Capital Fund expenditures in the amount of \$16,174.36, and Associated Student Body expenditures in the amount of \$2,270.63, and voids in the amount of \$9,397.89.

Gifts and Donations (over \$500.00)

Funding Provider: Garden Club
 Recipient of Funding: Friday Harbor Elementary School
 Description: Community project
 Amount: \$1,472.65

Funding Provider: Jostens
 Recipient of Funding: Friday Harbor Elementary School
 Description: School rebate
 Amount: \$823.75

Funding Provider: San Juan Island Grange
 Recipient of Funding: Friday Harbor Elementary School
 Description: Community project (FHES shed)
 Amount: \$1,000

Funding Provider: Public Schools Foundation
 Recipient of Funding: San Juan Island School District
 Description: Variety of materials and supplies, Invoices #24-22 and #24-26
 Amount: \$12,211

Grants and Contracts (over \$3,000.00)

Funding Provider: San Juan Island School District
 Recipient of Funding: Praxis Engaging Ideas, LLC
 Description: Presenter at the San Juan Institute
 Amount: \$6,500

Additionally, the Board was requested to approve the minutes from the January 29, 2025 Regular and Special Executive Board Meetings, and the minutes from the February 10, 2025 Special Board Meeting, as well as an overnight field trip to Spokane for the TSA State Conference April 2nd – 5th. Finally, the Board was requested to approve the 2025-2026 FHHS course catalog. Director Moore moved for approval of the consent agenda. Director Kurtz seconded the motion. The Board vote was unanimous.

3.02 Monthly Finance Report (Exhibit)(Information) – Finance Director José Domenech presented to the Board the monthly budget report through January 2025 and the February enrollment.



3.03 Resolution 25-001 180-day School Year Waiver for SY 2025-2026 and 2026-2027 (Exhibit)(Action) – RCW 28A.150.220 requires that there is a minimum of 180 school days per year. However, OSPI allows school districts to apply for a waiver to the 180-day school year requirement for pre-planned professional development activities. The San Juan Island School District plans to offer professional development for all staff on February 2, 2026 and February 1, 2027. For this reason, the Board was requested to approve Resolution 25-001 allowing the Superintendent to apply for a waiver to the 180-day school year requirement. Director Kurtz moved for approval of the resolution. Director Moore seconded the motion. The Board vote was unanimous.



3.04 Resolution 25-002 Authorization of Business Account Signators and Custodians of Sub-account Funds (Exhibit)(Action) – The Board of Directors of the San Juan Island School District established, through Resolution 15-002, signatories and custodians of five business accounts, four debit cards, and one credit card with Banner Bank - Friday Harbor, Washington Branch. The District wanted to update the authorized accounts, debit cards, and credit card. Thus, the Board was requested to approve Resolution 25-002. Director Moore moved for approval of the resolution. Director Kurtz seconded the motion. The Board vote was unanimous.

SCHOOL BOARD



4.01 Board Policy Changes – Revisions to BP 6022 (Exhibit)(Action) – The Board was requested to review and approve revisions to board policy 6022 Minimum Fund Balance. The Board had a thorough discussion about the appropriate minimum fund balance amount. Director Heller expressed a desire to have this amount be higher than 7% of the current year's expenditures noting that a solid reserve fund would protect the district if federal and state funding changes. The other Board Directors stated that they felt that 7% was an appropriate amount and expressed concern that a higher amount would impact programming. Director Moore noted that we can re-evaluate the policy at any time and change the amount if needed. Finally, Director Hess noted that this would be a minimum but by no means is this what we would always expect to be at, and in fact, based on past history, the district would be well over this amount at most times during the year. Director Kurtz moved for approval of the policy revisions as written with a minimum fund balance of between 5% and 7% of the current year's expenditures. Director Hess seconded the motion. The motion was approved with four Board Directors voting aye and one voting no.

4.02 Board Policy Changes - Revisions (Exhibit)(First Reading) – The Board was requested to review as a first reading the WSSDA recommended revisions to the following board policies:

- 5005 Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval
- 5010 Nondiscrimination and Affirmative Action
- 5400 Personnel Leaves
- 6220 Bid or Request for Proposal Requirements
- 6600 Transportation

4.03 Board Goals Review (Exhibit)(Discussion) – The Board reviewed the Board Goals and noted that the Board has been accomplishing the goals this year.

4.04 Additional Director Reports (Information) – Director Heller provided information about the current legislative session.

4.05 Review of 2024-2025 Board Calendar (Exhibit)(Information) – The Board changed the date of the regular meeting from Wednesday, April 30, 2025 to Tuesday, April 29, 2025.

ADJOURNMENT

5.01 Adjournment - The meeting was adjourned at 6:05 pm.

Next Meetings:

Regular School Board Meeting – March 26, 2025, high school library



Fred Woods, Superintendent
Secretary to the Board

3-26-25

Date



Barbara Bevens, Board Chair