

Vashon Island School District No. 402  
**MINUTES of September 8, 2016**  
**Presented for Approval on September 29, 2016**

Board Members Present:

Bob Hennessey -Chair  
Dan Chasan  
Zabette Macomber  
Toby Holmes  
Steve Ellison

Superintendent:

Michael Soltman

**Note: Statements in these minutes are not taken verbatim, but are reflective of the intent and/or content of the discussions. A recording of the meeting is available.**

**Call to Order/Pledge:**

Bob Hennessey called the meeting to order at 7:00 p.m. leading the Pledge of Allegiance.

**Agenda:**

Dan Chasan moved to approve the Agenda and Steve Ellison seconded the motion.

**Voted, Approved, Passed 5-0**

**Minutes: (No Minutes)**

**Public Comment: (No comments)**

**Superintendent Report:**

- Opening of School Report
  - Update of Preschool programs
  - Update on Leadership team and PLC Leads
  - Update on Marzano training and closing the student achievement gap
  - Update on full day Kindergarten program
  - Update on district enrollment
  - Update on opening staff trainings
  - Update on district sport teams

**Board Member Remarks:**

Toby Holmes

- Commented on start of school.
- KCLS library relationship.
- Commented on lawsuit conversations circulating with some students.

Steve Ellison

- Commented on start of school.

Zabette Macomber

- Commented on Chautauqua school opening.

Dan Chasan

- Attended McLeary Hearing at the Washington Supreme Court in Olympia and gave board update.

**Personnel:**

**A. Proposed Temporary Administrative Assistant Position 1.0 FTE**

Support for Human Resources; Payroll due to increased Human Resource activity, increased reporting requirements, and increasing complexity of regulations and requirements.

- Matt Sullivan reviewed memo to recommend position.

Dan Chasan moved to approve the Personnel item #A and Steve Ellison seconded the motion.

- Board discussed concern of a temporary position turning into a permanent one.
- Board discussed potential office assignment changes.

**Voted, Approved, Passed 5-0**

**B. Coaches:**

1. Hire: Sean Hoogen; VHS Assistant Volleyball Coach; Fall 2016
2. Hire: Corrine Pruet; VHS Assistant Volleyball Coach; Fall 2016
3. Hire: Scott Nicolino; VHS Assistant Girls' Soccer Coach; Fall 2016 moved to

Dan Chasan moved to approve the Personnel item #B and Zabette Macomber seconded the motion.

**Voted, Approved, Passed 5-0**

**C. Classified:**

1. Hire: Thane Gill; Network Administration and Instructional Support Manager; 8 hours/day; Effective September 12, 2016.
2. Hire: Ann Zapf; District Nurse; .8 FTE; Effective 2016-2017 school year.
3. Hire: Chris Koebelin; CES Special Education Para-educator; 6.5 hours/day; Effective 2016-2017 School year.
4. Hire: Alicia Widmer; VHS Library Aide; 5 hours/day; Effective August 29, 2016.
5. Hire: Kimberly Norris-Kyles; CES Campus Monitor; 4.5 hours/day; Effective 2016-2017 school year.
6. Hire: Delene Rodenberg; VHS Behavior Support Specialist; 6.5 hours/day; Effective 2016-2017 School year.
7. Hire: Sarah Kassik; CES Special Education Para-educator and CES Campus Safety; 14.75 hours/week in SpEd and 5.25 hours/week campus safety; Effective 2016-2017 school year.
8. Hire: Jessica Kennan; CES Special Education Para-educator and CES Campus

- Safety; TBD hours/week in SpEd and TBD hours/week campus safety; Effective 2016-2017 school year.
9. Assignment Change: Desiree Nelson; VHS CTE/Counseling Secretary; 7 hours/198 days; Effective 2016-2017 school year.
  10. Assignment Change: Austin Merrill; CES Para-educator and Kindergarten lunchroom assistant; 3.25 hours/day para-educator, 1.25 hours/day kindergarten lunchroom assistant; Effective 2016-2017 school year.
  11. Additional Hours: Kathryn Yeoell; CES Campus Monitor; 1 hour/day; Effective 2016-2017 school year.
  12. Leave of Absence: Sandy Didricksen; VHS Special Education Para-educator; 3.25 hours/day; Effective 1st semester of 2016 school year.
  13. Resignation: Amy Morrison; Fiscal Coordinator; 8 hours/260 days; Effective September 30, 2016.

Dan Chasan moved to approve the Personnel item #C and Toby Holmes seconded the motion.

- Board discussed the program changes effecting hiring.
- Discussed possible board report on the CTE program.
- Discussed FTE increase

**Voted, Approved, Passed 5-0**

**D. Certificated:**

1. Hire for Leave Replacement: Tara McBennett; StudentLink Teacher; .83 FTE 1st semester, .33 FTE 2nd semester; Effective 2016-2017 School year.
2. Hire: Deborah Brown; VHS Special Education Teacher; 1.0 FTE; Effective August 29, 2016.
3. Hire: Mary Kay Rauma; VHS CTE Teacher; .3 FTE; Effective 2016-2017 school year.
4. Leave of Absence: Nan Hammett; Family Student Link; .83 FTE; Effective 2016-2017 school year.
5. Resignation: Julia Anderson; VHS Pathways; .3 FTE; Effective August 24, 2016.
6. Medical Leave of Absence; Rochelle Munger; McM Health/PE Teacher; 1.0 FTE; Effective 1st semester 2016-2017 school year.

Dan Chasan moved to approve Personnel item #D and Zabette Macomber seconded the motion.

- Board discussed the certification process based on professional experience.
- Board discussed transparency of district advertising available positions.

**Voted, Approved, Passed 5-0**

**Decision Items:**

- A. Policy No. 3240 -Student Conduct Expectations and Reasonable Sanctions  
Michael Soltman provided proposed revisions to Policy No. 3240 -Student Conduct Expectations and Reasonable Sanctions for board action.

Dan Chasan moved to approve Policy No. 3240 -Student Conduct Expectations and

Reasonable Sanctions and Zabette Macomber seconded the motion.  
**Voted, Approved, Passed 5-0**

- B. Policy No. 3241-Classroom Management, Discipline and Corrective Action  
Michael Soltman provided proposed revisions to Policy No. 3241-Classroom Management, Discipline and Corrective Action for board action.
- Michael will provide the board with the procedures

Dan Chasan moved to approve Policy No. 3241-Classroom Management, Discipline and Corrective Action and Zabette Macomber seconded the motion.  
**Voted, Approved, Passed 5-0**

- C. Policy No. 4210 –Regulation of Dangerous Weapons on School Premises  
Michael Soltman provided proposed revisions to Policy No. 4210 –Regulation of Dangerous Weapons on School Premises for board action.

Dan Chasan moved to approve Policy No. 4210 –Regulation of Dangerous Weapons on School Premises and Zabette Macomber seconded the motion.

- The board requested information regarding policy governance about “look alike” weapons.

Bob Hennessey moved to delay approval of Policy No. 4210 –Regulation of Dangerous Weapons on School Premises until the next board meeting and Dan Chasan seconded the motion.  
**Voted, Approved, Passed 5-0**

- D. Policy No. 4215 –Use of Tobacco, Nicotine Products and Delivery Devises  
Michael Soltman provided proposed revisions to Policy No. 4215 –Use of Tobacco, Nicotine Products and Delivery Devises for board action.

Dan Chasan moved to approve Policy No. 4215 –Use of Tobacco, Nicotine Products and Delivery Devises and seconded the motion.

- Board discussed unenforceable pieces to policy.

**Voted, Approved, Passed 5-0**

- E. Resolution No. 742 – Technology and Facilities Capital Projects Levy Reserve Fund  
Matt Sullivan presented Resolution No. 742 outlining the stipulations of using the Cap/Tech Reserve Fund to fund mid-range projects for board action.
- Matt Sullivan reviewed the guidelines of the resolution.
  - Board discussed structure on how to utilize reserve funds.
  - Bob Hennessey requested to include in item #7 that allocated monies requires “an affirmative” vote of the Board of Directors.

Dan Chasan moved to approve Resolution No. 742 – Technology and Facilities Capital Projects Levy Reserve Fund as amended and Zabette Macomber seconded the motion.  
**Voted, Approved, Passed 5-0**

- F. Resolution No. 744 –Puget Sound Joint Purchasing Cooperative  
Michael Soltman presented Resolution No. 744 - Puget Sound Joint Purchasing Cooperative for board action.

Dan Chasan moved to approve Resolution No. 744 –Puget Sound Joint Purchasing Cooperative and Steve Ellison seconded the motion.

**Voted, Approved, Passed 5-0**

### Reports

- A. Progress on Summer Maintenance and Small Capital Projects  
Dave Wilke presented the Progress on Summer Maintenance and Small Capital Projects for board information.
- Update on Chautauqua Elementary projects.
  - Update on Preschool play area.
  - Update on McMurray portable renovation.
  - Update on McMurray hallway project in process.
  - General condition assessment of district buildings
  - Discussed budgeting for play equipment for preschool play area

### Discussion Items:

- A. 2016-2017 Proposed Small Capital Projects  
Matt Sullivan and Dave Wilke provided 2016-2017 Proposed Small Capital Projects for board discussion.
- Presented a list of proposed projects.
  - Board discussed batting cages construction placement and additional funding.
  - Michael Soltman is recommending improvement on the acoustics for the CES gymnasium, batting cages, covered play area renovation, camera installation.
  - Board discussed the priorities list and board will make decisions on those priorities at the next board meeting.
  - Board discussed determining project criteria that will determine if a project is paid by general fund dollars or capital funds.
  - Board discussed if cameras could be paid for by the tech budget.
  - Board gave approval to plan and estimates on batting cages, CES covered play area renovation, CES gym acoustics/sound system, and district camera installation.
  - Dave Wilke gave his recommendation to replace McMurray windows compared to renovation. Dave Wilke will have vendors to bid project and present information at the September 29 meeting that will include renovation vs. replacement and entire building vs. phasing the project.
  - Dave Wilke gave his recommendation to fix the power conditioning solutions for VHS. Board requested information on what district is paying on repairs and damages.
- B. Proposed Topics for the October 6th Capital Planning Community Forum  
The board discussed proposed topics to include in the October 6th Capital Planning Community Forum.

- Event will take place at the VHS Theater.
- Board agreed to address only the field turf issue at the meeting but to have information available on grandstands, lighting, etc.
- Board discussed the recommendations they are going present to public.
- Board discussed possible format of the event that may include, a facilitator or MC, board members on stage, a board representative?
- Board recommended focus on Dave Anderson presentation with little input from board members during that time.

C. Update/Review of Strategic Initiatives in Teaching and Learning

Michael Soltman provided information to the board about strategic initiatives and school improvement objectives for 2016-2017.

- Michael Soltman recommended board use strategic plan as a guide to the board work plan priorities.
- Michael Soltman reviewed desired outcomes and attainment of outcomes of the strategic initiatives and how they are being applied at the building level.
- Board discussed how the decisions were made to determine the strategic initiatives.
- Board discussed the achievement gap and how all students are being engaged on every level not just identified students.
- Board discussed the measures used to determine if the objectives are being met.
- Board discussed having a schedule of progress, performance indicators and targets.
- Michael Soltman recommended the board have further discussion to identify key indicators.

D. Discussion of Board Work Plan Priorities for 2016-2017

Bob Hennessey led a discussion to hear proposals from board members for board work plan priorities for 2016-2017.

Toby Holmes:

- CTE program offerings and rationale.
- Cap/tech levy investment and measures of success.

Dan Chasan

- Meaningful budget development discussion.
- Continue being in touch with teachers and getting their input.

Zabette Macomber

- Budget process.
- Communication between board and public

Steve Ellison

- Innovate more and increase comfort with talking about weak areas in district.
- Freshman English program differentiation.
- Study abroad program for all students.

Bob Hennessey

- Optimizing CTE options for kids not college bound.
- Policies regarding cap/tech and maintenance funds –capital, general or bond.
- Reconsideration of general fund expenses charged to Cap/tech.

Michael Soltman

- Consider late start for a secondary schools.

➤ Board requested a draft list and will discuss fine tuning at the next meeting.

11. **Contracts:** (see attached)

Integrated Register Systems Intouch; Receipting system and tech support, to receipt money in buildings and District Office	Sept 1, 2016-August 31, 2017	Not to Exceed \$1520	GF
PSESD; Racial Equity analysis and training, specifically conduct student focus groups, analyze data and write report	June - August 31, 2016	Not to Exceed \$5100	GF
American Logistics Company Transportation services to child receiving special services at Listen and Talk in Shoreline	September 1, 2016-June 30, 2017	\$210/day, 4 days/week during the school year Not to Exceed \$30,240	GF
Cumberland Therapy Services; Speech-Language Pathology Services	September 1, 2016-June 30, 2017	\$72/hour; Not to Exceed \$104,000	GF
Contract Amendment: Roger Taylor; Professional Development	September 1, 2016-August 31, 2017	\$200/hour Not to Exceed \$7,000	GF
Peter Serko Periodic website updates and maintenance transition.	September 1, 2016-June 30, 2017	\$50/hour Not to Exceed \$2,500	GF
Sysco; Food and non-food	September 1, 2016-August 31,	Estimated	GF

items for the VISD child nutrition services department	2017 (Annual renewal option for an additional 4 years follows same date pattern.)	Not to Exceed \$85,000	
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Dan Chasan moved to approve Contracts and Zabette Macomber seconded the motion.

- Board reviewed contract.

**Voted, Approved, Passed 5-0**

**Consent Agenda: (No Consent Agenda)**

**New Business: (No New Business)**

**Adjournment:**

Meeting adjourned at 9:00 p.m.



Vashon Island School District No. 402  
**MINUTES September 8, 2016**

**Presented for Approval on September 29, 2016**

Approved as presented.

Approved as amended.



Bob Hennessey, Chair

9/29/16  
Date



Michael Soltman, Secretary

9/29/16  
Date