

North Kitsap School District #400
Regular Meeting of the Board of Directors
September 14, 2017
District Office
18360 Caldart Avenue NE
Poulsbo, WA 98370

MINUTES

Board Members Present:

Beth Worthington, President

Cindy Webster-Martinson, Vice President, and Legislative Representative

Glen Robbins, Director- Excused

Jim Almond, Director

Bill Webb, Director

Dr. Laurynn Evans, Superintendent

Kori Henry, Recording Secretary

1. Call to Order at 6:00 p.m.

2. Executive Session

None

3. Pledge of Allegiance

4. Agenda Changes

Agenda item 6.1.13 was removed from the consent agenda and added to action item 6.3, so that Cindy Webster-Martinson will recuse herself from the vote.

Jim Almond made a motion to approve the changes to the agenda, and Bill Webb seconded the motion. The motion was discussed, voted on, and the Board unanimously approved the motion.

5. Communications

5.1 Recognitions

The Board of Directors and the staff of North Kitsap School District extends a thank you to the Poulsbo Noon Lions for hosting the All Staff Pancake Breakfast to kick off the school year. The Board of Directors also recognize the outstanding achievements of our students and staff who achieve to a state or national level of academics, athletics, or other school sponsored activities, including Kingston and Poulsbo Middle Schools whom are top in State for Microsoft Office Certification thank you to teachers Ted Jezz, and Jesse Wasson.

5.2 Public Comments

Rick Eckert made public comments regarding the school year starting off rough for his students due to scheduling and transportation.

Mike Walton, Executive Director of the Kitsap County Pubic Facility District made public comments regarding submitting the reimbursement check for the purchase of bleachers for Strawberry Field.

Theresa Anderson made public comments regarding Kingston High School athletics, and a safety issue at Kingston High School by not having an athletic trainer on staff.

Dick Lockwood made public comments regarding our volunteer packet, which he feels is really good, and encouraged others in the room to volunteer.

Loretta Byrnes made public comments regarding the strategic plan, Superintendent Goals, and community engagement.

5.3 Superintendent's Comments

- On August 28th we had our full faculty PD day, and Laurynn was honored to speak with all of them. There are three focuses for the year; extraordinary care, focusing on fundamentals, and staying the course with our district's strategic plan, priorities, and directions.
- The first week of school had a few bumps. The full Service Council were all out at the building during the first week of school. Laurynn visited every school the first week and visited over 50 classrooms. She would like to thank all of our staff for their dedication, and for getting off to a great start.
- The last few weeks enrollment has been tracked closely to make sure the district is staffed appropriately. The process this year has been transparent and has gone very smooth. We are staffed very closely right now so enrollment is being review daily, and we should start seeing some relief for large class sizes now that enrollment has been reviewed for a full week.
- I have met with several Community Organization, as well as parents, and individual community members.
- Tonight is Dine Out for the North Kitsap Schools Foundation so Laurynn encourages everyone to eat out tonight.

5.4 Student Representatives

Abbey Singer from North Kitsap High School provided an update on the school, everyone is adjusting to the new school year. There was a few issues with schedules, but they were fixed quickly. Viking Rush went well, as well as the first day for 9th graders. Homecoming is coming up. Abbey also provided an update on athletics, and activities. They also have a new Assistant Principal that is working out well.

Xander Robertson, and Mikka Yamane from Kingston High School addressed large class size issues, and schedule issues. Homecoming is coming in the next few weeks. ASB training day was August 25, and they have created a Green Committee to promote recycling. Without an athletic training it is difficult and athletes are getting hurt and need the assistance. Kingston High School has two new Assistant Principals and are working out well.

5.5 Legislative Report

The annual Legislative Assembly will be held in Seattle September 22nd and 23rd, which Cindy Webster-Martinson will be attending. Please don't forget to vote on WSSDA officers.

5.6 Board Comments

Bill Webb made comments regarding swim season starting, and being busy, and that his son is enjoying Kingston High School. The large class sizes are concerning, and we will need to look into it.

Cindy Webster-Martinson apologized for missing the last meeting. Cindy was at the Healing of the Canoe training on the 16th and 17th. Cindy was happy to work with Beth and Laurynn on the Superintendent Evaluation tool. Cindy will be attending a training on ESSA. Cindy is please with Laurynn's success so far.

Jim Almond attended the Lions Breakfast. They did a great job. Jim also attended the employee benefits fair, it was very interesting. The injuries due to not having an athletic training at Kingston High School is concerning.

Beth Worthington attended the welcome for the Certificated Staff, and thanked the entire staff for their hard work and dedication. It was great to hear Laurynn give the Keynote speech, and the reception by the staff was great. Beth attended the Noon Lions breakfast, and thanked them for their service. Beth attended the Kingston Citizen's Advisory Committee meeting, they will be holding an open house, which North Kitsap School District will also be attending. Beth worked with Cindy on the Superintendent Evaluation process, and attended WSSDA Leadership training last Friday. Dine Out for North Kitsap Schools Foundation is tonight. There is Finding Common Ground held by the League of Women Voters on September 26th.

6. Action

6.1 Consent Agenda

Bill Webb made a motion to accept the consent agenda items 6.1.1 through 6.1.12 agenda item 6.13 was removed from the consent agenda, Jim Almond seconded the motion. The motion was approved unanimously by the Board.

6.1.1 The regular meeting minutes of August 10, 2017 were approved by the Board as written.

6.1.2 The special meeting minutes of August 5, 2017 were approved by the Board as written.

6.1.3 General Fund Vouchers 115644 through 115726, and 161700105 through 161700137, and Payroll through August 15, 2017 in the amount of \$5,580,083.54, ASB Fund vouchers 43696 through 43705 and 161700119 through 161700126 in the amount of \$17,028.41, and Private Purpose Trust Claim 7255 in the amount of \$750.00 were approved by the Board.

6.1.4 Personnel Recommendations were approved by the Board as recommended.

- 6.1.5 Donations to the District were received from Kingston Middle School Band Boosters in the amount of \$12,873.36 for the Kingston Middle School Band, Suquamish Tribal in the amount of \$4,000 for Girls Basketball, and West Central District 3 in the amount of \$4,179.80 for Post Season. The donations to the District were approved by the Board as recommended.
- 6.1.6 Minimum Basic Education Compliance annual report to OSPI was approved by the Board as recommended.
- 6.1.7 Curriculum Adoption was approved by the Board as recommended by Instructional Materials Committee.
- 6.1.8 Contract for Services with Elizabeth Hyde to provide Psychologist Services for 2017-2018 was approved by the Board.
- 6.1.9 Contract for Services with Thomas Hyde to provide Psychologist Services for 2017-2018 was approved by the Board.
- 6.1.10 Contract for Services with Joshua McGaughey, to provide Registered Nurse for student requiring 1:1 care support was approved by the Board.
- 6.1.11 Inter-local Cooperative Agreement for Education Services to Special Needs Children with Edmonds School District was approved by the Board.
- 6.1.12 Confirmation of Assignment of Annette Romesburg as Occupational Therapist through Elevation Healthcare for 2017-2018 was approved by the Board.
- 6.1.13 Combining Chief Kitsap Academy and Kingston High School Football Programs was removed from the consent agenda and moved to action item 6.3 for discussion.

6.2 Board of Director Goals

The 2017-2018 Board Goals were reviewed by the Board at the August 10, 2017 regular meeting and are on agenda for Board Action.

Beth Worthington made a motion to accept the Board of Director Goals for 2017-2018, Cindy Webster-Martinson seconded the motion. The motion was discussed, voted on, and the Board unanimously approved the motion.

6.3 Combining Chief Kitsap Academy and Kingston High School Football Program

This agenda items was removed from the consent agenda and moved to action item 6.3 for Board discussion.

Bill Webb made a motion to accept combining Chief Kitsap Academy and Kingston High School Football Program. Beth Worthington seconded the motion. Cindy Webster-Martinson abstained from the motion due to being an employee of Chief Kitsap Academy. The motion was discussed, vote on, and the vote of the Board was

Beth Worthington, Jim Almond, and Bill Webb in favor of the motion, and Cindy Webster-Martinson abstaining from the motion. The motion carried forward.

7. Management

7.1 Reports

7.1.1 Evaluation of the Superintendent Procedure 1630P Update

Procedure 1630P is being reviewed by the Board, and updated to reflect the evaluation instrument will be based on the Washington Standards-Based Superintendent Evaluation model.

7.1.2 Superintendent Goals for 2017-2018

Dr. Laurynn Evans, Superintendent, provided the Board with her goals for the year for their review.

7.1.3 Strategic Plan Update

Jeff Sweeney, Executive Director of Teaching and Learning provided the Board with the Strategic Plan update for their review, and answered Board questions.

7.1.4 Top 10 Legislative Priorities

The Board of Directors discussed their top 10 legislative priorities for the year, so they could share the information with Washington State Schools Director's Association (WSSDA). #44, 23, 40, 14, 11, 13, 10, 26, 24,

8. Agenda Planning


Add Superintendent Goals to the consent agenda, and climate survey summary to reports.

9. Executive Session will not be needed.

10. Adjournment at 7:40 p.m.

The regular meeting adjourned at 7:40 p.m.


Secretary to the Board of Directors


Board President

September 14, 2017 Board Questions & Answers

1. What percentage of students in the district use buses?

Last year the average daily ridership for North Kitsap School District was about 2,500 students, or approximately 44% of the district population.

2. How does bus funding work?

Each district is funded through an allocation received by the Transportation branch of OSPI based on a multi-factor formula primarily dependent on ridership. Any expenditure beyond this allocation comes from the general fund of the district. For NKSD the allocation is approximately \$1,000,000 lower than the cost to operate the transportation program.

3. What does the district plan to do/change to increase ridership?

Our district is always looking for ways of encouraging students and parents to utilize this free transportation service. Efforts that are currently being used, and also discussed, include school marketing, PTA outreach, and district and school newsletters.

4. What is the plan to cover the athletic trainer position at KHS?

Both KHS and NKHS are funded to have athletic training support. We have posted for the position of athletic trainer for KHS both locally and nationally, and have recently combined the two part time stipends in hopes of making the position more attractive to applicants. In the meantime, we have worked with visiting teams to provide athletic trainer or team doctor services for events as possible. We have some teams who have team doctors on site for events. We have also offered compensation to current employees to assist as appropriate in the training room so that Athletic Medicine students are able to access materials to provide assistance within their training. We are communicating to families how our "return to play protocol" will work in the interim period. We continue to have the position posted and are actively recruiting applicants.

5. What are you doing to improve the quality of the community surveys?

We always review obtained data to analyze the information produced and are continually seeking out instruments that provide the best data possible.

6. Rather than meeting with various community groups why not invite people to a school district meeting to explain education funding?

Thank you for your feedback. We both meet with community groups and provide education sessions for the public, such as the forums hosted in July. Future educational forums are in the works.

7. How will the Superintendent's "metrics" be measured? Presently they are not measurable.

Thank you for your feedback. The metrics will be measured with the identified measurable items in each metric as well as items identified in action items.

8. How many people did the Superintendent talk to and what percentage were not employees of the district?

To date there have been meetings involving several hundred individuals through individual appointments and group appointments or meetings. These have been with employees, community groups, individual community members, and people who represent multiple constituencies (e.g. both a community group member and an employee).