

**North Kitsap School District #400**  
**Regular Meeting of the Board of Directors**  
**August 18, 2016**  
**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

**Jim Almond**, Director

**Bill Webb**, Director- Excused

Patty Page, Superintendent

Kori Henry, Recording Secretary

**1. Call to Order at 5:00 p.m.**

**2. Public Hearing on 2016-2017 Budget**

Monica Hunsaker, Assistant Superintendent of OESD 114 gave a brief summary, and overview of the final budget.

The Public Hearing on the 2016-2017 budget was opened at 5:04 p.m.

Loretta Byrnes made public comments regarding how the levy funds are spent and sharing the information with the community.

The Public Hearing on the 2016-2017 budget was closed at 5:10 p.m.

**The regular meeting will reconvene at 6:00 p.m.**

**3. Pledge of Allegiance**

**4. Agenda Changes**

Agenda item 6.1.9 was removed from the consent agenda and added to action item 6.7 for discussion by the Board. Agenda item 6.1.11 was removed from the consent agenda and moved to item 6.8 for Board discussion

**5. Communications**

**5.1 Superintendent Comments**

- Summers are busy times for us. A lot goes on, thank you to all of our staff behind the scenes, including our custodial and maintenance staff.

- A five day Cabinet retreat was held in July, and a two day Leadership retreat was held in August at the District Office. Both retreats were quality and time well spent.
- The past four days new teacher orientation was held, and we had teachers joining us from all over the United States, some new, and some veterans.
- Smarter Balance, PSAT, ACT, and Graduation Data are posted around the boardroom and will stay posted for all to view, and as a reminder of our focus.
- The Kitsap Sun posted an article of our test scores and we outperformed the state in both Math, and Reading.
- The Board strategic direction regarding being in the top 5% of graduation, and having 100% of all third graders reading at grade level is progressing and the strategic plan is coordinated around the strategic directions.

## **5.2 Public Comments**

Dick Lockwood made public comments regarding the Good News newsletter, addressed concerns regarding not having a physics teacher at NKHS, and health care forms for students with diabetes.

Suzie Crosby thanked the staff for Viking Days held yesterday at North Kitsap High School.

## **5.3 Legislative Report- Cindy Webster-Martinson ESSA Forum at OESD on 8/2/2016**

- There was an ESSA review: It builds upon ongoing efforts to improve education.
- Senator Patty Murray was acknowledged for her efforts.
- ESSA Workgroups: Focus on high academic standards and college and career readiness, accountability, annual assessment information, state and local control for school improvement, and protection for students of color, ELL, and students with disabilities from being taught at disproportionate rates by ineffective, inexperienced, and out of field teachers.
- Give every student what they need to be successful.
- Key changes for the State: (1) more authority to make decisions, choose standards and assessments, goals, and means of accountability; (2) Enforcement of regulations are on the state; (3) many acronyms have been eliminated; (4) limits of DOE's authority; and (5) consolidates/eliminates many smaller grant programs.
- Timeline: Full implementation by 2017-18; USDOE working on ESSA guidance; no publication timeline provided; draft proposed rules on state plans (comments deadline was 8/1); and good information can be found in the FAQs for ESSA transition.
- ESSA Consolidation Plan: Plan from OSPI to DOE by November 2016 (includes consultation with Governor, legislature, State Board of Education, District, and school educators).
- Open discussion: OSPI authority; high stakes testing; standards; SBA aligned to WA state standards. Testing results are quicker, from 3 weeks to 10 days; stress of efforts to help all students be successful; LAP funding increased; ESSA workgroups make note of request to NOT tie state assessment to high school graduation.

### **ESSA Workgroup on 8/12/2016**

- Discussion re ESSA norms, goals, and comments.
- Process consideration proposal: Year 4 and Exit Criteria / Accountability group.
- Framework for Interventions: Menu of Best Practices ELA and Math

### **Legislative Assembly 9/23-9/24 in Spokane**

- Education Funding and Compensation Issues
- Townhall #1: Commissioner of Public Lands (top 2)
- Townhall #2: Superintendent of Public Instruction (top 2)---I did have the opportunity to hear from both Erin Jones and Chris Reykdahl at the Tribal Leaders Congress in Education meeting in Omak. Erin focused her comments on Native education. She also stated that education needs to be fully funded and the opportunity gap needs to be closed. Chris has a passion for public service and is well grounded in our state issues. The key issues he sees are (1) full and equitable funding for education, (2) simplify the testing system; and (3) Provide non-college routes to our students such as CTE. Chris also believes in common standards; he also believes there should be Superintendent of Public Instruction bipartisan budget authority.

#### **5.4 Board Comments**

Glen Robbins had the opportunity to attend the S'Klallam Tribal Council meeting and discussed the liaison position description and will have that ready for approval at the next meeting. They discussed the goals for the next year, and they are happy with the positive direction we are heading. Beth and Glen met with Sheila Jakubik to discuss the Superintendent Search process Bainbridge School Board used.

Cindy Webster-Martinson has not been happy with the negativity. She would like to work in a positive climate as much as the teachers do. Energy needs to be centered on what is the best for students. NKSD will be googled by prospective Superintendents, negativity will make them leery of applying. We need to be careful to be as positive as we can to reflect NKSD in a more fair and accurate as possible manner to continue to attract quality veteran teachers, administrators, and Superintendents to NK.

Beth Worthington excused Bill Webb from tonight's meeting. She had conversations with two members of the community, and a member of the staff. Beth attended the Community Engagement Committee, Glen Robbins will be the second Board member on the committee, Bruce Christen will remain on the committee as a community member. She attended the ESSA training at the Olympic Service District. Reviewed the Superintendent Goals with Patty Page, and Glen Robbins. She is pleased to say in comparison to the state the District outperformed the state in the Smarter Balanced testing in Reading and Math, and Beth reviewed the testing and graduation data posted in the boardroom. Beth will be attending the Lion Club pancake breakfast on August 30<sup>th</sup> 8:00-11:00am.

Jim Almond is very proud to be part of this board and everyone is doing good work including the staff. Regarding the physics teacher, Jim was surprised and wanted to

know if that is being looked at. Took a tour of the new PAL building out by the Kingston High School and helped them move in. Jim had breakfast with Patty this past week, and will attend the Lion Club Breakfast.

## **6. Action**

### **6.1 Consent Agenda**

**Glen Robbins made a motion to accept the consent agenda items 6.1.1 through 6.1.8, and 6.1.10 Cindy Webster Martinson seconded the motion. The motion was approved unanimously by the Board.**

- 6.1.1** The regular meeting minutes of July 14, 2016 were approved by the Board as written.
- 6.1.2** The special meeting minutes of July 28, 2016 were approved by the Board as written.
- 6.1.3** The special meeting minutes of August 4, 2016 were approved by the Board as written.
- 6.1.4** General Fund Vouchers 2101, 113518-113644 and Payroll through July 29, 2016 in the amount of \$6,106,914.92, ASB Fund Vouchers 43347-43357 in the amount of \$17,591.83 were approved by the Board.
- 6.1.5** Personnel Recommendations were approved by the Board as recommended.
- 6.1.6** Donation to the District was received from Vinland PTSA in the amount of \$18,387.00 to pay for outdoor education for fifth graders, and was approved by the Board as recommended.
- 6.1.7** Minimum basic education allocation requirement compliance application was approved by the Board as recommended.
- 6.1.8** Contract for Health Services with School Health Consultants, Inc. for 2016-2019 was approved by the Board as recommended.
- 6.1.9** Materials Adoption Recommendations from IMC was removed from the agenda and added to action item 6.7 for discussion by the Board.
- 6.1.10** Resolution 08-04-16 waiver of parent/teacher conference days was adopted by the Board as written.
- 6.1.11** Agreement for Legal Services with Porter, Foster, Rorick LLP was removed from the consent agenda and move to action item 6.8 for discussion.

### **6.2 Resolution 08-01-16 Adopting 2016-2017 Budget**

Monica Hunsacker, Assistant Superintendent of ESD 114, prepared the 2016-2017 budget and is recommending adoption by the Board.

**Jim Almond made a motion to adopt resolution 08-01-16 adopting the 2016-2017 budget, Glen Robbins seconded the motion. The motion was discussed, voted on, and the Board unanimously approved the motion.**

**6.3 Resolution 08-02-16 Establishing Cash/Imprest Accounts for 2016-2017**

The Business Office established cash/imprest accounts to facilitate the efficient fiscal operation of the district's General Fund and ASB Fund, and is designating by position staff members authorized to sign checks drawn on imprest checking accounts, and is recommending the Board adopt resolution 08-02-16.

**Cindy Webster-Martinson made a motion to adopt resolution 08-02-16 establishing cash/imprest accounts for 2016-2017, Beth Worthington seconded the motion. The motion was discussed, voted on, and the Board unanimously approved the motion.**

**6.4 Resolution 08-03-16 PL 103-382 Impact Aid Authorization/Representation**

Annual action by the Board authorizing filing the application for PL 103-382 Impact Aid Funds and designating the person authorized to file the application and act as the district's representative regarding PL 103-3892, is recommended by the Business Office by adopting resolution 08-03-16.

**Cindy Webster-Martinson made a motion to adopt resolution 08-03-16 PL 103-382 Impact Aid Authorization/Representation, Jim Almond seconded the motion. The motion was discussed, vote on, and the Board unanimously approved the motion.**

**6.5 Liaison Position Descriptions for Kingston Community**

Liaison position descriptions have been developed for the Kingston Community for approval by the Board.

**Jim Almond made a motion to adopt the liaison position description for Kingston Community, Glen Robbins seconded the motion. The motion was discussed, vote on, and the board unanimously approved the motion.**

**6.6 2016-2017 Superintendent Goals**

The 2016-2017 Superintendent Goals were discussed by the Board at the July 14, 2016 meeting and were revised, and placed on the August 18, 2016 agenda for discussion and approval.

**Jim Almond made a motion to adopt the 2016-2017 Superintendent Goals, Cindy Webster-Martinson seconded the motion. The motion was discussed, voted on, and the unanimously approved the motion.**

**6.7 Materials Adoption Recommendations from Instruction Materials Committee (IMC)**

Tim Garrison, Director of Curriculum and Instruction provided the Board with a list of curriculum that IMC recommend for adoption.

Cindy Webster-Martinson made a motion to adopt the materials recommended by the Instructional Materials Committee (IMC), Glen Robbins seconded the motion. The motion was amended to adopt the materials recommended by the Instructional Materials Committee (IMC) except for the book "The Highest Tide". The motion was discussed, voted on, and the vote of the Board is Glen Robbins aye, Cindy Webster-Martinson aye, Beth Worthington aye, and Jim Almond nay. The motion carries with three in favor of the motion and one opposed to the motion.

Beth Worthington made a motion to amend the motion to remove the book "The Highest Tide", Glen Robbins seconded the motion. The amendment was discussed, voted on by the Board, and the Board unanimously approved the amendment.

Jim Almond made a second amendment to the motion to remove "The Highest Tide", and "Water for Chocolate". The motion did not receive a second. The motion died.

Jim Almond made a motion to table the agenda item, the motion did not receive a second so the motion died.

**6.8 Agreement for Legal Services with Porter, Foster, Rorick LLP**

The agreement for legal services with Porter, Foster, Rorick LLP for service through 2018 is being recommended for approval.

Cindy Webster-Martinson made a motion to approve the agreement for legal services with Porter, Foster, Rorick LLP, Jim Almond seconded the motion. The motion was discussed, voted on, and the Board unanimously approved the motion.

**7. Management**

**7.1 Reports**

**7.1.1 Budget Status, June and July**

Monica Hunsaker, Assistant Superintendent of ESD 114, and the Business Office provided the Board with an overview of the budget status for June and July.

**7.1.2 WSSDA Legislative Priorities**

WSSDA Legislative Priorities will be moved to the September 8, 2016 for Board discussion.

**7.1.3 District Discipline Report**

Michael Olsen, Director of Student Support provided the Board with a District Discipline Report, and answered Board questions.

**7.1.4 Policies 1450, 5252, 5253, and 5260 (1<sup>st</sup> read)**

WSSDA is recommending adoption of new policy 1450 Absence of a Board Member, and revision of policies 5252, 5253, and 5260. Policy 1450 will be revised to review the last sentence in the first paragraph, and policy 5253 will be review by legal counsel to see if the fourth paragraph language can be retained before adoption by the Board

**7.1.5 Portable Installation Update**

Brenda Ward, Director of Technology, and Jason Rhoads, Director Facilities, Maintenance, and Capital Facilities provided the Board with an update on the Portable Installation at Poulsbo Elementary, and Wolfle Elementary and the need for additional funds for installing technology. The Portable Installation costs for Technology will be added to the consent agenda for Board approval at the September 8, 2016 meeting.

**7.1.6 2016-2017 Board Goals/Review of 2015-2016 Board Goals**

Board Goals have been developed for the 2016-2017 school year and will be discussed by the Board. The Board also reviewed the status of the 2015-2016 Board Goals. The Board will discuss at the September 8, 2016 meeting changing Board Goal #3 hiring the new Superintendent to February or March 2017.

**7.1.7 Board Communication/Board Community Engagement**

The Board summarized board actions regarding Board communication and community engagement, when the actions were completed, and where the Board is in the process of completing the actions.

The Budget Forum was successful and potentially hold a similar format for a study session on particular topics, such as discipline. Schedule the Community Engagement Committee meetings in advance.

**7.1.8 Superintendent Search**

A timeline was developed for review and discussion by the Board.

Selecting a search firm should be as done as soon as possible and be completed by September, January/February Interview Candidates, and February/March hire and have candidate in place. Special meeting will be held to interview Search Firms. Prepare a draft request for proposal for review by the Board at the next meeting. A special meeting will need to be scheduled to review/adopt the draft request for proposal.

**8. Agenda Planning**

Add policies 5252, 5253, and 5260, and portable technology installation to consent agenda.

**9. Executive Session**

There will be an executive session to review personnel performance, and potential litigation and is expected to last 30 minutes.

**The regular meeting was closed at 8:32 p.m. and the executive session was opened at 8:45 p.m.**

**The executive session was closed at 9:15 p.m. and the regular meeting was opened at 9:15 p.m.**

**10. Adjournment at 9:15 p.m.**

The regular meeting adjourned at 9:15 p.m.

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**Secretary to the Board of Directors**

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**Board President**