

North Kitsap School District #400
Regular Meeting of the Board of Directors
January 22, 2015
Poulsbo Elementary School
18531 Noll Road NE
Poulsbo, WA 98370

MINUTES

Board Members

Beth Worthington, President

Cindy Webster-Martinson, Vice President

Bill Webb, Director

Scott Henden, Director

Bruce Christen, Director

Patty Page, Superintendent

Kori Henry, Recording Secretary

1. Call to Order 5:15 p.m.

2. Study Session on Civics, Culminating Project, and 24 Credits

A study session on civics, culminating project, and 24 credits was presented by Tim Garrison, Director of Teaching and Learning, and Jeff Sweeney, Director of Secondary Education.

- 24 Credit Requirement/Waiver: In 2014, the legislature passed E2SSB 6552 that directed the State Board of Education to adopt rules to implement the Career and College ready graduation requirements and the rules were adopted on July 10, 2014. The new state graduation requirements require 24 credits beginning with the Class of 2019 and beyond and include 4 English credits, 3 Math credits, 3 Science (2 lab) credits, 3 Social Study credits, 1 Career and Technical Education credits, 2 Health and Fitness credits, 2 Art credits, 4 General Electives, and 2 World Language credits. A local waiver of two credits could be waived by local administrators for students who have failed a class and taken the appropriate credit recovery classes to regain the credit. Individual school districts that need extra time to implement shall be granted one or two year extensions by applying to the State Board of Education. Flexibility that could be built into the system would include online classes and summer school, seven period days within the current school day, and zero period classes. Districts may adopt written policies to waive two credits of the 24-credit for individual students, based on "unusual circumstances". WSSDA will develop a model policy by June 30, 2015. Kingston High School Class of 2014 148 out of 215 students (69%) graduated who earned 24 or more credits. North Kitsap High School Class of 2014 193 out of 219 students (88%) graduated who earned 24 or more credits.
- Civics: There are three credits required for Social Studies to graduate and include: History 9 or Ancient World History 0.5 credit, 10th grade Modern World History 1.0 credit and satisfies the CWP requirement, 11th grade US History 1.0 credit, and 12 grade Civics stand-alone civics class except those who take AP Government 0.5 credit and satisfies the Civics requirement. A stand-alone 0.5 credit Civics course would be implemented for all seniors beginning in 2015. The Civics course study would be

incorporated in to AP Government for AP students and would have the same curriculum used for the stand-alone Civics class.

- Culminating Project: Effective with the graduating Class of 2015, the State Board of Education may not establish a requirement for students to complete a culminating project for graduation. Our principals and directors advise that the culminating project should be eliminated as a graduation requirement beginning with the class of 2016.

Poulsbo Elementary students gave a short presentation.

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

3. Pledge of Allegiance

4. Agenda Changes

Remove 6.1.5 from the consent agenda and add to action item 6.5 for discussion.

5. Communications

5.1 School Board Recognition

The mission of Washington's public school system is to assure that all students achieve at high levels and possess the knowledge and skills to be responsible citizens and enjoy productive and satisfying lives. Washington's 295 locally elected school boards are the core of the public education governance system in our state. The districts they lead serve more than one million students, have a combined annual budget of nearly \$12 billion and employ well over 100,000 people. School directors play a crucial role in promoting student learning and achievement by creating a vision, establishing policies and budgets, and setting clear standards of accountability for all involved. School directors are accountable to the citizens in their districts, serving as a vital link between members of the community and their school; and it is appropriate to recognize school directors as outstanding volunteers and champions of public education.

5.2 Superintendent Comments

- I would be remiss in my Washington citizen duty if I didn't say go Hawks. I was able to go to the game and it was pretty amazing.
- We have had budget forums the past two week, and our budget survey is up and running. We encourage our students to take the survey as well. Flyers were made and taken around to local business, as well as being posted on our website, advertised in local newspapers, and flyers were posted in our schools. We are hoping to have a good response to the survey. The Finance Committee gave us input on the survey questions.
- Poulsbo Elementary School and Poulsbo Middle School HVAC systems have been having issues. Poulsbo Middle School HVAC system has been having problems since the remodel. We have a new service company working on it and hopefully they will be able to repair it.
- A deal has been struck that will likely allow us to have a resource officer in the fall, or possibly this spring. A Memorandum of Understanding is being worked on and the City of Poulsbo is working with the Sheriff's Office on an inter-local agreement to have Poulsbo Police cover Kingston High School as well as North Kitsap High School.

5.3 Public Comments

Dick Lockwood made public comments regarding a parents prospective of the Civics course. He encouraged the Board to pass a policy to allow a stand-alone Civics course and to incorporate it into the AP Government course. AP Government covers 75% of the Civics content. This will affect highly motivated students on an AP course for college.

Catherine Ahl addressed concerns regarding the Civics Course. She would challenge the thought that 75% of the Civics course would be covered in AP Government. After checking with OSPI they weren't sure Port Districts or School Boards would be covered in AP Government classes. Student, parents and community voices need to be heard in the discussion. She recommends publicizing the study sessions so the community at large would know about the study session. At the Poulsbo City Council Meeting Becky Erickson announced that the School Board and the City came to an agreement for a resource officer.

Tom Anderson resides in district number one and made public comments regarding his happiness in holding the meetings at the different schools and the district providing all-day kindergarten next year. He recommends having flexibility to also allow for half day kindergarten, and have bargaining discussions held in public session.

Allen Haugen gave thanks to the Board for their service. He also addressed the need for Community WIFI in Suquamish and whether it could begin at Suquamish Elementary.

Maddie Roszak addressed the board regarding suicide prevention. The website has some links for prevention, but the information is hard to find and students would not be able to find it. She addressed concerns that kids are choosing not to participate in the program at the high school and there is no program at the middle school. There needs to be resources for kids. Kitsap Mental Health has a list of resources and ways to calm yourself and could be a great resource for students.

Melissa Rogers discussed with the Board ways to both keep and attract families to NKSD by offering both full and half day kindergarten. It is important to keep both options until state law changes because it will give families choices.

Suzi Crosby thanked the Board for their service. She also thanked the district for the budget forums that were recently held. She has been writing to the board about suicide prevention and was pleased that administrative staff came to the League of Women's Voters Committee to discuss suicide. Their focus is not implementing plans in the schools. The schools need widespread intervention or prevention.

Stacie Schmechel thanked the Board for their time and dedication to citizens. She also addressed issues with the strategic plan and the need for four points of data for the STAR test. Policy 1620 should also include the Community because additional discussions with the community are needed. Poulsbo Elementary School Marimba is paid for with stipends and could be paid for with federal dollars. The natural helpers programs need to be reinstated in our schools.

5.4 Student Representatives

Miriam Robertson: At our Martin Luther King Assembly Keith Davis gave a speech on how MLK affects our communities. We have had a lot of events in our schools this year and he talked about eating healthy, positive outlets, and how to be close to your families and each other.

Gillian Grennan: We just had our MLK assembly last week and Living Voices discussed civil rights. Our basketball team is in first place. The Swim meet today won first as well. We are preparing for finals and the planning the Winter Ball.

5.5 Legislative Report- Cindy Webster-Martinson

The 2015 Legislative session began on Monday January 12th and is scheduled to run for 105 days ending on April 24th. As many as 5000 bills will be introduced. Over 600 bills have been dropped so far. Several hundred will touch education, directly or indirectly. Five or six bills have been dropped related to expansion of college-in-the-high school programs. WSSDA is confident that something will pass to make College and High School more widely available and more equitable. The Education spending priorities in the Governor's budget are in line with WSSDA's Position #9 which calls for the state to stick to the schedule for education funding that is included in HB 2261. There is concern that the Governor's COLA Plus exacerbates reliance on local funds for salaries. To date, all of the education bills on the watch list have been heard.

- Passed: Senate Ways & Means:
SB 5063 Revenue growth for education
- Referred: Senate Ways & Means:
SB 5148 Allows early retirees to work as subs
- Referred: House Appropriations:
HB 1001 Fund education first.
- Referred: House Education:
HB 1240 Use of restraint and isolation.
HB 1293 Establishing minimum employment standards for para-educators.
HB 1295 Breakfast after the bell.
- Referred: House Judiciary:
HB 1243 Truancy flexibility.
- Referred: Senate EL & K12:
SB 5252 Regional schools safety center pilot program
- Referred: Senate government operations and state security
SB 5110 requires school citing permits outside UGA in some cases

6. Board Comments

Bruce Christen: Last meeting I talked about our mission statement and about community engagement. I hope we will discuss this at our next retreat. One of our strategic directions; is success for all students. It is hard to argue with success and all. The definition of success is a piece of mind or satisfaction when you work your hardest to achieve. Teachers try to achieve success for all students, and with the help of the community we can achieve success.

Bill Webb: The suicide prevention is near and dear to me. I lost my god son when he was in middle school. We need to take a look at it and see how we can address it. I think peer to peer is

important and we should have a renewed focus on this. When you have one you continue to have more. We spend half of our money on teachers and I would support open communication on the bargaining and how the money is being spent. My intention with the push for all-day kindergarten is to give every kid the opportunity to attend all day. It was not my intention to eliminate half day kindergarten. One size does not fit all. Later in the meeting we will be discussing parent teacher conference waivers and I hope staff will provide us with information on how to not proceed with the waiver. I received a few calls on the budget survey and I would like to take a look at it. I think that we should not move forward with the 24 credit graduation waiver. We are losing kids to Bainbridge due to our less rigorous programs. The Civics issue is tough for me. I have two major concerns and am not quite ready for this. I hope we can add the SRO soon because it is important for our students. Thank you for the gifts this evening.

Cindy Webster-Martinson: Thank you for the gifts. First, I would like to thank the Board for approving funds which support my participation in Leadership WSSDA this year. I am anxiously looking forward to begin this training and enhance my leadership skills and knowledge of WSSDA operations. Second, I wanted to share information from a 1/19/2015 article from Education News entitled "Brain Development Study Shows Learning Music Has Enormous Benefits." A recent study published in the Journal of the American Academy of Child & Adolescent Psychiatry has assessed the extent to which playing a musical instrument is associated with brain development among healthy youth. It has been called "the largest investigation of the association between playing a musical instrument and brain development" and the team found that musical training might also help kids focus their attention, control their emotions, and diminish their anxiety, according to Science Daily. Playing music alters the motor areas of the brain through activity that requires control and coordination of movement and changes the behavior-regulating areas of the brain. For example, music practice influenced thickness in the part of the cortex that relates to "executive functioning, including working memory, attentional control, as well as organization and planning for the future." With these critical benefits, it is sad that 3/4 of US high school students rarely or never take extracurricular lessons in music or arts. It is important to find new and innovative ways to make music training more widely available to youths, beginning in childhood. I also realize the importance of the suicide prevention. I would like to see more information included in a health course and could help our students. I am also in favor of having our union bargaining in public. It would be good for our community to know how the contracts are bargained.

Scott Henden: Thank you for the gifts. I am hoping and believing that the district would continue to offer half day kindergarten. Great news from the City of Poulsbo and what the City of Poulsbo Council has done for the SRO. In the past there has been a lot of discussion about State budget cuts. We are looking at a \$1 billion dollar cut. I have information on historic state spending which is up. Bruce I look forward to your input on the community. I did attend the League of Women's Voters Committee on suicide prevention and we need to look at what we are going to do. I would support prevention measures. I enjoy coming to school events. Please send me invitations and reminders of events coming up at the schools. There was an article on a gentleman that had Polio and entered 5th grade and worked his best and went on in life to become a dancer and owned a business and was a great success. I want to see that for as many kids in the North Kitsap School District as possible.

Beth Worthington: I met with a retired member of the community and she is interested in doing a dyslexia screening. I recycled my Christmas tree through the NKHS Baseball team and would

like to attend a game. I spoke with a teacher about programs that are being offered at North Kitsap High School. I went to the town hall with Congressman Kilmer at OC and there will be some changes to the No Child Left Behind Act. I met with Chris Fraser to discuss how the levy vote was and discussed the strategic plan. I arrived a little early for the budget forum at NKHS and it was a buzz with activity including a PTSA meeting and I was able to watch a few minutes of the basketball game. It was a great place to be. The choir was meeting and talking about their trip to New York City. I appreciate Rachel Davenport and have heard many great things about the Special Education Department. Also Charley McCabe who is also doing a great job, and Paula Bailey for doing such a great job on the Budget forum.

6. Action

6.1 Consent Agenda

Cindy Webster-Martinson makes a motion to accept the consent agenda items 6.1.1 through 6.1.4 and 6.1.6. Bill Webb seconds the motion. Agenda item 6.1.5 was removed from the consent agenda and added to 6.5 action item for discussion.

- 6.1.1** The regular meeting minutes of January 8, 2014 were approved by the Board as written.
- 6.1.2** General Fund Vouchers 110525-110590 and Payroll through January 15, 2015 in the amount of \$4,797,887.72 and ASB Fund Vouchers 42843-42853 in the amount of \$31,118.08 were approved by the Board.
- 6.1.3** Personnel Recommendations were approved by the Board as recommended.
- 6.1.4** Donation received by the District 1st quarter from September 1, 2014 through November 30, 2014 includes gift donations totaling \$2,110, and cash donations of \$63,798.97. The total donations for the 1st quarter are \$65,908.97. Donations were received from NKHS Choir Booster in the amount of \$2,500 to help with costs for NKHS all state completion, North Kitsap School Foundation in the amount of \$24,184; \$3,000 for Summer Science Academy, \$5,000 for Rolling Reader, \$3,000 for KMS Math Whizz licenses, \$2,000 for Gordon's academic lab, \$2,500 for Vinland Library iPod Touches and e-books, \$1,250 for Pearson Library Bookflick subscription, \$4,770 for NKHS science equipment, and \$1,910 for Pearson fifth graders to make Cigar Box Ukuleles, and Perkins Cole Trust Company for Suquamish Elementary in the amount of \$9,375 to fund the Rolling Readers/STAR Grant Program. The Board has accepted the donations as recommended.
- 6.1.5** Resolution 01-01-15 Board Operating Principles and Agreements, Procedure 1620P, and Policy 1210 was removed from the consent agenda and added to action item 6.5 for discussion.
- 6.1.6** The non-bargained administrative salary schedule for 2014-2015 was approved by the board as recommended.

6.2 24 Credits

Bill Webb makes a motion to not provide a waiver for the 24 credits. Scott Henden seconds the motion. The motion was withdrawn by Bill Webb.

Bill Webb makes a motion to fully implement the 24 credit graduation requirement for beginning with the Class of 2020. Scott Henden seconds the motion. The motion was discussed, and voted on. The vote was unanimously approved by the Board.

6.3 Civics

Beth Worthington makes a motion to add a 0.5credit stand-alone civics course and to incorporate the Civics curriculum into the AP Government Course that is required by the State. Cindy Webster-Martinson seconds the motion. The motion was discussed, voted on and the vote is Cindy Webster-Martinson aye, Bruce Christen aye, Beth Worthington aye, Scott Henden nay, and Bill Webb nay. The motion carries with three votes in favor of the motion and two opposed to the motion.

6.4 Culminating Project

Bill Webb makes a motion to remove the culminating project as a graduation requirement effective next year. The motion was discussed and voted on. The motion was unanimously approved by the Board.

The student representatives recommend having an option for a Junior Seminar.

6.5 Resolution 01-01-15 Board Operating Principles and Agreements, Procedure 1620P, and Policy 1210

Cindy Webster-Martinson makes a motion to adopt resolution 01-01-15 and Procedure 1620P. Cindy Webster-Martinson withdraws the motion.

Bill Webb makes a motion to approved Resolution 01-01-15, Procedure 1620P, and Policy 1210 and Cindy Webster-Martinson seconds the motion. The motion was discussed, and voted on. The vote was Cindy Webster-Martinson aye, Beth Worthington aye, Bruce Christen aye, Scott Henden nay, and Bill Webb abstains. The motion carries with three votes in favor of the motion, one opposed, and one member abstaining.

7. Management

7.1 Reports

7.1.1 Budget Status Report, December- Paula Bailey

The expenditures in December were below budget. Spending through December is \$694,000 (3.4%) greater than the same time period in 2013-2014. State funding for September through December is paid by the state based on budget, with any adjustment due to enrollment occurring in January. Variances in revenues are due to local and grant revenues. Actual expenditures year to date are \$19,958,395, budgeted expenditures year to date are \$20,545,458 a

difference of \$(587,063). Actual revenues year to date are \$22,722,922, budgeted revenue year to date is \$22,084,313 a difference of \$638,610. The general fund balance is above the prior year as well as the 3-year average. This is expected because the fund balance grew during the 2013-2014 fiscal year. December's enrollment indicates 32.3 FTE less than budget for the year. Funding is based on annual average, and state apportionment is distributed on budgeted enrollment through December. Adjustments to apportionment will be made in January, based on the actual annual average enrollment.

7.1.2 Preliminary Enrollment 2015-2016 - Paula Bailey

Using enrollment data through December 2014, three separate cohort survival projections were created, resulting in anticipated enrollment ranging from 5,575 FTE through 5,644 FTE. Utilizing the projection methodology resulting in the mid-range estimate, detailed projection enrollments are presented for each building and each grade level. Enrollment projections have been shared with leadership and principals have been requested to provide input on factors that may affect next year's enrollment in individual buildings. Enroll projections will be finalized in March. The estimate average for 2015/2016 would be 5599 which would be a decline of 95 FTE from 2014/2015 or a 1.67% decrease.

7.1.3 Strategic Plan Update

Goal 2.1- Develop and maintain district assets to an established target level of effectiveness and quality is being developed and the following smart goals have been added: Facilities Preventative Maintenance Plan-Sewer and Septic Systems, Refrigeration Equipment Maintenance Plan, Develop a Facilities preventative maintenance plan for HVAC (isolate building by building), and Develop a Food Service equipment preventative maintenance (PM) schedule. Strategies and Action steps include: do inventory of equipment requiring preventative maintenance at each building, identify element of each Preventative Maintenance plan (manufacturer's recommendations), identify how long it could take to complete the Preventative Maintenance, train staff/or contract if out of scope for staff, and enter Preventative Maintenance in District's work order system.

Goal 5.1- Provide a variety of opportunities to meet the diverse needs of all students is being developed and the following smart goal has been added: Identify student sub groups through the use of a universal screener by August 2015. Strategies and Action steps will include: Contract with STAR to provide access to a universal screener which includes English Language Learner and Math, determine uniform testing windows for the 2014-2015 school year, require all schools to test a minimum of three times yearly to enable analysis of student progress toward year-end standards to inform classroom, school and program decision-making, contract with WSIPC to create an application to disaggregate STAR data, create professional development to train staff on how to use STAR data and to inform instruction and program planning, provide disaggregated STAR data in key sub groups to schools to enable instructional decision-making for core and intervention instruction, and ensure that STAR data is part of School Improvement Plans.

Goal 1.1.1 Evaluate and update current communication strategies by June 2015. Team SMART goal includes: by June 2, 2015 identify communication methods and timelines to be used at District and School levels that will ensure consistent communication to parents, staff and community members throughout the district. Strategies and actions will include: identify staff and parents to assist in providing input on communication method strengths, weaknesses, opportunities, and threats (SWOT), identifying starts, stops, and continues, and frequency of final methods going forward, compile complete list of communication methods and frequency of methods currently used, review comments in back to school survey to identify areas of opportunity in communication methods, perform a SWOT for communication methods currently used to identify what we need to start, stop, and continue, and create a working document that outlines communication methods to be used, which includes what the method is, who will use it, and frequency of use of the method. Next month we will be using Thought Exchange that provide software and analysis to conduct surveys to compile data that will help us understand what stakeholders want and need from the district. The information will be shared internally and externally once it is completed. The collected data an assist in future levies and bonds. It will change the way the district engages with the community.

Goal 3.1 Develop and implement strategic, assertive recruitment and hiring plans for certified and classified staff by 2015. Smart goals include: recruit and interview candidates at career fairs for the purpose of making preliminary offers of employment, strategically develop a network of relationships with university placement departments to recruit highly qualified classified and certificated candidates in high need content/program areas (regular and substitutes), implement pre-employment skills testing for classified positions, and prioritize applicants with skills/experience beyond the specific position that they are applying for. Strategies and actions include: Contact WSPA to find out which districts reserved interview booths at WSPA Career Fairs in Tacoma and Spokane, reach out to specific colleges and universities to find out which ones hold their own career fairs, and reach out to colleges and universities that have specific programs designed to educate students in the desired fields to try to build personal relationships with key individuals and find out which colleges offer expedited programs. Understand our staffing needs and have enough representation from the buildings that during attendance at career fairs this spring, the district can begin recruiting, interviewing, and signing contracts.

Goal 3.2 Develop and implement plans to maintain a highly effective certified and classified staff by June 2016. Smart goals include: increase training education and testing for classified and certificated regular staff and substitutes to more fully prepare them for regular employment and maximize on the job effectiveness. Strategies and actions include: special education para-educator training on Special education law, behavior management, student health and safety, child development, and Right Response Training.

7.1.4 Highly Capable Program Update – Tim Garrison

The Highly Capable Program is K-12, with students being identified after assessment using multiple measures, criteria guidelines and professional judgment. Criteria guidelines include students seen as performing or having the potential to perform in the top 2 percentile (eligible for self-contained classes in 3rd through 8th grades), or the top 5 percentile (served through the Student Learning Plan and Building Highly Capable Plan). There are currently 668 or 11% of students who are identified as highly capable in the North Kitsap School District. Services that are provided to the highly capable students include: Student Learning Plans, Building Highly Capable Plans, Self-Contained Program (Suquamish, grades 3-5), Middle School Social Studies/English Language Arts classes, a variety of options for acceleration in all schools (advanced placement), and guidance counseling for secondary students. The Highly Capable program budget is funded by the Highly Capable Grant \$58,984, and District contribution \$40,000 (as recommended by the Community Financial Advisory Committee for 2014-2015. The budget is expended on salaries and benefits \$46,633, transportation \$30,000, testing materials \$8,000, teacher support \$5,000, and unencumbered (could carryover) \$9,351. The Highly Capable Program goals include: student achievement by students in the program showing academic growth, student engagement by students being connected and supported in our schools, and stakeholder satisfaction by providing Secondary Parent Surveys and Highly Capable Advisory Committee. The Highly Capable Advisory Committee holds monthly meetings and has 10 members with around 6-8 active members. Themes of the advisory committee include: needs of “bubble” kids- high achievers, perceived “holes”-science, English, consideration for program location when boundaries are redefined, need for multiple measures to evaluate the STAR system.

7.1.5 Parent-Teacher Conferences- Patty Page

At the September Board meeting the Board was very clear that there would not be a waiver for full parent teacher conferences and half days were also not an option. The charge was to find other ways to hold the conference by looking at other district and what they do. The choices include full day waivers, half days with a waiver, or added teacher hours or a combination of the options. Student engagement and time is important.

The Board would like to look at the possibility of creating a hybrid option with half days. Add to the February 12th meeting’s agenda for discussion.

8. Agenda Planning

Add parent/teacher waivers as an action item, suicide prevention as a report, and SRO as an action item. The 2015/2016 calendar recommendations will be removed and added to the February 26th agenda.

9. Executive Session: There will an executive session this evening to discuss personnel complaints and contract negotiations for approximately 45 minutes. No action will be taken

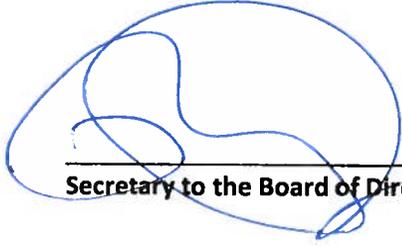
Close the regular meeting at 9:37 p.m. and open executive session at 9:50 p.m.

Close the executive session and open the regular session at 10:35 p.m.

10. Adjournment

Cindy Webster-Martinson made a motion to adjourn the meeting Bill Webb seconds the motion and the meeting was adjourned at

The regular meeting adjourned at 10:35 p.m.



Secretary to the Board of Directors



Board President