

North Kitsap School District #400
Regular Meeting of the Board of Directors
November 13, 2014
Student Service Center
18360 Caldart Ave NE
Poulsbo, WA 98370

MINUTES

Board Members

Bill Webb, President

Scott Henden, Vice President

Beth Worthington, Director

Cindy Webster-Martinson, Director

Bruce Christen, Director

Patty Page, Superintendent

Kori Henry, Recording Secretary

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

2. **Study Session- Drug and Alcohol Prevention- Jeff Sweeney/Kristin Schutte, Guidance Counselor for OESD**
 - 12% of 8th graders reported using alcohol in the last 30 days, thirty-day alcohol use more than doubles (26%) at 10th grade. Heavy drinking (3 to 5 days of drinking or recent binge drinking) is at 2% for 8th grade and jumps to 10% at 10th grade. Problem drinking for 8th grade is at 4% and jumps to 10% by 10th grade.
 - 6% of 8th graders reported binge drinking (more than 5 alcoholic drinks in one sitting in the last two weeks) and 16% of 10th graders reported binge drinking. Binge Drinking shows as an upward trend from 2008 for 10th, and is fairly constant for 8th graders.
 - 15% of 8th graders and 23% of 10th graders reported using Marijuana in the last 30 days. The data shows an upward trend for both 8th and 10th grader using Marijuana. 4% of 8th graders and 9% of 10th graders reported using Marijuana 10 or more days in the past month (heavy use).
 - 11% of 8th graders and 10% of 10th graders reported using tobacco in the last 30 days. There is a significant jump for 8th graders and a decreasing trend for 10th graders. Data shows 4% of 8th graders used illegal drugs, and 8% of 10th graders reported using other illegal drugs. 4% of 8th graders and 7% of 10th graders use pain pills.
 - Health and Fitness Learning Standards define what all students should know and be able to understand at each grade level. They should recognize issues and risks related to drug use and abuse, understand issues and risks related to drug use and abuse, analyze the stages of addiction and dependency and the impact on the individual, family, and society, understand legal implications of drug, alcohol, and tobacco use, and analyze various treatment options and recovery processes. The curriculum shows improvement in delay of the use of drugs and alcohol.
 - Parents are the number one preventative factor for drug and alcohol use. Social Norm campaigns are being used to support the youth at each of the schools.

- This data should be reviewed again in April to compare the 2014 Healthy Youth Survey results to the 2013 survey.

The regular meeting convened at 6:05 p. m.

3. Pledge of Allegiance was led by Bruce Christen

4. Oath of Office for Bruce Christen

The Oath of Office was administered by Becky Erickson, City of Poulsbo Mayor.

5. Agenda Changes

Remove 7.1.8 from the consent agenda and move to agenda item 7.3. Remove agenda item 8.1.1 Discipline Report due to conflicting information and bring back at the December 11 meeting. Remove agenda items 7.2 and 7.3 from the action agenda and add to agenda item 8.2 and 8.3.

6. Communications

6.1 Recognition

Fifth grade teacher Kristy Dressler, from Suquamish Elementary was recognized by the Kitsap Peninsula Business Journal and the Kitsap Sun as a "20 under 40". Kristy is recognized as a dedicated teacher and educator, who is passionate about her job. Jan Kragen nominated Kristy.

6.2 Superintendent Comments

Thank you to Chris Willits for stepping in and attending the meeting while I was out. Also, thank you to all of the administrators and staff for their support. There has been a lot of going on lately. The one week we had three significant events happen including a suicide, a threat by one of our students, and a threat to one of our staff members. Our buildings take the lead in these crisis events and did an excellent job. Cabinet and the leadership team debriefed each of these events to see what went well and how to improve in the future. I want to publicly acknowledge our staff for a job well done. It was a learning experience and our schools did a remarkable job. Our conferences were held in October and the Board charged us with looking at options for the conferences. Most of the other schools are using half days for conferences and there was not a lot of creativity with the conference days. A survey is being created around conferences and whether the goals of the conferences have been completed and how to acquire the results.

6.3 Public Comments

Stacie Schmechel welcomed Dr. Christen to the Board. Concerns were addressed about agenda items, meeting minutes, and the retirement of librarians. A concern was addressed regarding one of the 3000 series policies that are on the consent agenda and the need to look closer at the laws. Appreciation was addressed for the roll back of the levy fund for 2015, and comments were made regarding Board decorum, Board evaluations, and the Superintendent evaluation.

6.4 Student Representatives

Miriam Robertson: We are holding a food drive with North Kitsap that will benefit both food banks and will continue until December 12th. We loaded the first batch of food on the bus.

Jack Larson: Our band competed in the 2A division Auburn parade and tied for 2nd place. In swimming Katherine Anderson placed in districts and made it to state. Alex Winn went on to state finals, and in football we are playing Burlington at North Kitsap. Last week we beat Franklin Peirce. With the recent threats, and suicide our ASB and leadership groups would like recognition for the families and kids that are affected. We would like to have a school wide assembly on self-harm and how it affects the community and towns in the area. We have talked to counselors in the area on how to connect the students and how to prevent more suicides. The executive council will be meeting with counselors next week.

6.5 Legislative Report- Beth Worthington

11351 passed and that will reduce K-3 classes to 17 students and 4-9 classes to 25 students, which are a lot smaller than current class sizes. McCleary, which will require funds of \$3 billion over three years, and class sizes which will require \$6 billion. The NKSD hosted the Legislative Roundtable and mostly teachers attended as well as Tom Ahearn, the attorney for the McCleary case. Drew Hansen was the only Legislative Representative that attended and he did a great job entertaining us. There are five 2015 WSSDA legislative priorities: Ample fund K-12 education, facilitate facilities, enable great teaching and learning, fully fund programs and services that are required by law, and no new mandates.

6.6 Board Comments

Bill Webb: Before everyone gets really excited about smaller class sizes. I'm not sure what the implications will be but there is competing interests. I am pleased that our voters voted for our kids. It values our paramount duty as a state. On the security I would like to commend our staff for stopping the threats but need to do something to prevent this from happening in the future. We don't want a situation such as Marysville. I look forward to our retreat. The basketball teams for North and Kingston will be good over the next few years. There are some good up and coming athletes. Our agenda does not have a lot of teaching and learning on it but December does.

Scott Henden: The state will increase income at \$4 to \$6 billion over the next few years. Kingston and North football have been doing really well. My youngest is a senior this year and has never played before but decided he wanted to play football this year. It has been a positive experience and he has had a great time. That is what sports are about. I had a chance to attend the Holiday Fest and the gym and auditorium were full. I went to the Poulsbo Elementary School Fall Festival and it was really fun.

Bruce Christen: Thank you for appointing me. I am looking forward to being a part of this board. Drug and alcohol is a very important topic and I have some suggestions on how to help prevent this.

Cindy Webster-Martinson: I am very happy about how the decision that was made in appointing a new Board member. There was great discussion in Executive Session and we made a good decision as a team in open discussion. I'd like to personally welcome Bruce to the Board. He is well qualified and will make a great contribution to our Board. As the Board liaison to both the Suquamish and Port Gamble S'Klallam tribes I report on Native Education/tribal issues that arise. It is not the focus of my work, but a part of my responsibility. I enjoy all aspects of my Board work, including the upcoming WSSDA Annual Conference next week where I will have the opportunity to participate in more training. On Monday November 27th, I attended the Inter Tribal Parent Education Committee meeting which Port Gamble S'Klallam hosted. These meetings are in conjunction with Board Policy regarding the Native American Education Program of the District. There was a lot of good discussion and I look forward to this work progressing. On November 28th, I attended the Kitsap County Substance Abuse Summit at the Kitsap County Commissioner's Chambers. Despite having only one legislator at the Legislative Round Table, I thought it went really well. There were a lot of good questions and tough comments that Drew handled with grace. I especially enjoyed the discussion about funding, which is the top priority for education in our state. Now we have to hope that both sides can come to a workable solution to our benefit without hurting any social services. On Friday the 7th I attended the Breakfast Book Club at Vinland Elementary. The students were really outstanding in their knowledge of the books they read. In their \$20,000 Pyramid type game they not only got all but 2 or 3 of the questions correct, but they cheered each other on in the process. Well done Vinland! On the 10th, I attended the NK Substance Abuse Prevention Coalition meeting. I was voted in as Chair. In two groups we discussed what is the greatest prevention needed in our community or concern that is not being addressed. We discussed dealers and suppliers, non-perception of harm of marijuana and alcohol, parent education, and e-cigarettes and vaping. In connection with that we also discussed a parent social norms campaign. The Native American Heritage Month Proclamation was read into record.

Beth Worthington: I had the opportunity to visit Gordon and Vinland Elementary Schools. I got to visit the classrooms and also attend a PLC. I spoke with a few people at coffee in Kingston on Saturday. I attended the celebration of life for Hal Hoover and it was great to attend he was a wonderful man. I attended a volleyball game. Congratulations to Kristy Dressler, it is exciting and I am very proud of the district. Cindy and I will be attending the WSSDA conference this next week. It was really great to see the survey data for the start of the school year and kudos to the staff, parents, and students on making the start of the school year good. Common Core is supporting and encouraging our students.

7. Action

7.1 Consent Agenda

**Scott Henden makes a motion to accept the consent agenda items 7.1.1 through 7.1.7
Beth Worthington seconds the motion. The motion was passed unanimously.**

7.1.1 The regular meeting minutes of October 23, 2014 were approved by the Board as written.

- 7.1.2** The special meeting minutes of November 3, 2014 were approved by the Board as written.
- 7.1.3** The special meeting minutes of November 4, 2014 were approved by the Board as written.
- 7.1.4** General Fund Vouchers 110167-110247 and Payroll through October 31, 2014 in the amount of \$4,674,858.72 Capital Project Fund vouchers 42765-42782 in the amount of \$8,536.10 and ASB Fund Vouchers 42765-42782 in the amount of \$32,769.18 were approved by the Board.
- 7.1.5** Personnel Recommendations were approved by the Board as recommended.
- 7.1.6** Donations were received from the NK Band Boosters in the amount of \$3,300 to cover the cost of band camp clinicians Amy Van Cleave, and John Cordell and approved by the Board as recommended.
- 7.1.7** The 3000 series policies are adopted by the Board as recommended.

7.2 Superintendent Evaluation Form

There were no previous criteria for the evaluation of the Superintendent. There are State requirements for the Superintendent there are pilot programs but they have not yet been approved. As a Board the direction decided to modify the pilot programs to meet the eight criteria's of the state. Beth Worthington and Cindy Webster-Martinson created the evaluation form for the Superintendent as directed by the Board. The evaluation has three goals.

The Board would like to add:

- Add the goals to the evaluation form.
- Add as a goal: Is the evaluation based on the goals and are the priorities being met and matrix set? Provide information that is balanced and timely.
- Build trust with the staff, leadership, community, and the board.
- Do you have confidence in the Superintendent and their leadership abilities?

Add to the action agenda for the December 11th meeting for approval.

- 7.3** Beth Worthington makes a motion to adopt resolution 11-1-14 Roll Back 2015 Levy Collection dollars in the amount of \$119,463 from the voter approved amount of \$16,500,000. Cindy Webster-Martinson seconds the motion. The board discussed the motion, and voted. The Board unanimously approved the motion and adopted resolution 11-1-14.

8. Management

8.1 Reports

8.1.1 Budget Status Report, October- Paula Bailey

The expenditures in October were on target with budget. State funding for September through December is paid by the state based on budget, with any adjustment due to enrollment occurring in January. Actual expenditures year to

date are \$9,807,820, and budgeted expenditures year to date was \$10,083,080, a difference of \$(275,260). Actual revenues year to date are \$13,800,046, budgeted revenue year to date was \$13,448,827, a difference of \$351,218. October's enrollment indicates 39.8 FTE less than budget for the year.

8.1.2 Year-End Budget Report, 2013-2014- Paula Bailey

After a number of years of budget reductions, the financial position of the North Kitsap School District is improved. The district has reached the goal of committing 5% of reserves indicated by Board Policy 6022. The general fund's ending balance was \$6,508,341, growing by approximately \$1.5 million in the prior fiscal year. The remaining General Ledger 872 account is \$3,297,351.

Budgeted reductions in spending, conservative spending of budgeted funds and higher enrollment than budgeted resulted in this growth of the fund balance. In the 2013-2014 fiscal year, the district's enrollment continued to decline. The average enrollment for the fiscal year was 5879.37. While enrollment was 66.37 FTE greater than budget, the decline from the prior fiscal year was 147 FTE. Funding options will need to be reviewed for capital projects, and technology.

8.2 School Board Decorum - Beth Worthington

Suzy Crosby made public comments regarding board decorum. Concerns were addressed as to why there is no memo for this agenda item, and who added this to the agenda and is this new information. Concerns were also addressed as to why the agenda items were added to the action agenda and not under report for discussion.

Beth Worthington: This was brought up when Kori attended training for secretaries of public committees. It is referenced in a training book on how Boards can work together. This is a way to facilitate the openness of ideas. This is a good topic to discuss at a retreat.

Eight rules of decorum recommended are:

1. Remarks must be relevant to the topic at hand.
2. Members may not speak about the motives of others. (A member can condemn the nature of likely consequence of a proposed measure in strong terms, but must avoid personalities and under no circumstances can he/she attack or question the motives of another member).
3. No arguing. (Vigorous-even heated- debate about controversial issues is entirely appropriate).
4. No inflammatory language (use a neutral language instead).
5. A member may not speak against their own motion. (Withdraw it instead). (The member can still listen to others and change their mind for the vote.)
6. A member may not explain their vote while voting. (According to Robert, a member has no right to "explain their vote" during, voting, which would be the same as debate at such time).
7. A member may not criticize a prior action of the group. (This is part of general duty of loyalty that members owe to the organization. If a member is not going to take step to change a situation, do not discuss it at meetings).
8. A member must support the group. (A member may not make statements which tend to injure the good name of the organization, disturb its well-being or

hamper in its work. If a member is unable to support the group, its work, and its decision then it is time for the member to leave the group).

9. Clear motions and timelines for staff to complete.
10. Limit discussion once a motion has been made to Board members only.

8.3 School Board Evaluation

There are several evaluation tools available. WSSDA has an online evaluation that our Board completed last fall, as well as other school board evaluation forms that can be used to create a custom format. This topic will be discussed at the Board retreat.

9. Agenda Planning

Add the Discipline Report, and the Superintendent Evaluation to the December 11, 2014 agenda.

The meeting recessed at 8:16 p.m.

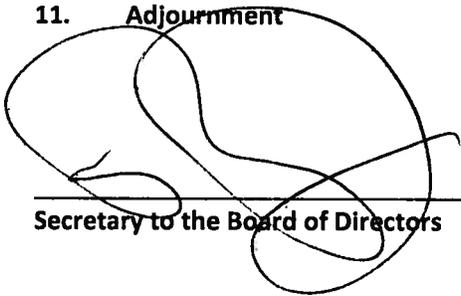
10. **Executive Session:** There will be an executive session to discuss personnel complaints, and contract negotiations for approximately 30 minutes. No decisions will be made.

Close the public session and opened the executive session at 8:20 p.m.

Beth Worthington made a motion to adjourn the meeting Cindy Webster- Martinson seconds the motion and the meeting was adjourned.

The regular meeting adjourned at 8:55 p.m.

11. Adjournment



Secretary to the Board of Directors



Board President