

**North Kitsap School District #400**  
**Regular Meeting of the Board of Directors**  
**October 9, 2014**  
**Student Service Center**  
**18360 Caldart Ave NE**  
**Poulsbo, WA 98370**  
**MINUTES**

**Board Members**

**Scott Henden, Vice President**

**Beth Worthington, Director**

**Cindy Webster-Martinson, Director**

**Bill Webb, Director**

**Patty Page, Superintendent**

**Kori Henry, Recording Secretary**

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

**2. Study Session- 24 Credit Graduation- Jeff Sweeney**

The 24 credit Career and College Ready Framework will be implemented for the graduating Class of 2019. 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. The content of the third credit of math and science become student choices, based on the student's High School and Beyond Plan, with the approval of a counselor, principal, parent, or guardian. The culminating project is eliminated as a high school graduation requirement for the graduating Class of 2015 and beyond. District must adopt written policies to waive two credits of the 24 credits for individual students, based on "unusual circumstances". The 24-credit framework was designed to be both rigorous and flexible. The pathway for most students will keep all postsecondary options open, including meeting the college admission requirements for entry into a public four-year institution or pursuing a program of study in a two-year institution or apprenticeship. The framework is flexible enough to accommodate a program of study leading to a professional or technical certificate or degree through a skills center or Career and Technical Education program. Consider introducing the High School and Beyond Plan in Middle School so they are prepared when they enter High School. A few opportunities that could be explored would be more zero hour class options, flexible extended day, or a seven period day.

The Board would like to have something in place by next year. Review the data on students who are already taking 24 credits at each high school. Find out what would serve the students the best and what does our community need for employment. Move forward with implementation as soon as possible with the 24 credits. Look at expanding alternative programs (summer school, online school, remediation classes, before or after school classes). Look into the zero period classes, and/or seven period classes. Make sure all students will benefit with the 24 credit plan. Pay attention to the increased lab classes to make sure the space and staff are available.

**The regular meeting convened at 6:18 p. m.**

**3. Pledge of Allegiance led by Bill Webb**

#### 4. **Agenda Changes**

Move the 3000 series to agenda item 7.1.7 with a 9:00pm cutoff.

#### 5. **Communications**

##### 5.1 **Superintendent Comments**

Mr. Willits will read Dan Weedin's resignation letter as request by Dan Weedin dated October 6, 2014. The letter was read into record.

##### 5.2 **Public Comments**

Dick Lockwood made public comments regarding policy 3246 which was titled Possession or Use of Weapon, and was replaced by WSSDA with the title "Use of Reasonable Force". The law is the same and policy 3246 is still relevant and the new policy should be numbered something else. Comments were also made regarding boundary review and the offering of choir at the high schools. An invitation was given to all to attend the fall choir concert October 31<sup>st</sup> in the auditorium.

Susan Rosenquist addressed concerns about the facility fees that the Girls Scouts are paying and the increase from last year from \$120 per year to \$120 per month.

Judson Miller introduced the two new student representatives Jillian Walkowski, and Alyssa Beatty.

##### 5.3 **Student Representatives**

Alyssa Beatty: This weekend we have the SAT and the following weekend the PSAT. A lot of kids are taking the two tests. Tonight there is a girls' soccer game, and a volleyball game against Kingston. Tomorrow's football game is in Bremerton and our sports teams are doing very well. We decided to go with a different format for our Homecoming Dance and it was held right after the football game and was very casual. The students enjoyed it and had a lot of fun.

##### 5.4 **Legislative Report- Beth Worthington**

The Legislative Roundtable meeting will be held here November 6<sup>th</sup> and Senator Rolfes is holding a meeting Friday, October 17<sup>th</sup> to discuss the 24 credits, and how it will affect "at risk" students.

##### 5.5 **Board Comments**

Beth Worthington: It has been a week of changes with Dan leaving and spending time at Harborview with a friend that had a climbing accident. It makes me thankful that I am here and for the work that we do.

Bill Webb: A lot of the reasons Dan left is because not all people that we deal with are here for the best interest of the kids. It is good to see the student representative here tonight. I was in attendance at the Options Camp it is always good to spend time at the camp with the 100+ kids. I am extremely grateful that the cheerleader is going to be OK after yesterday's accident, and my prayers are with her and her family. Our sports teams are doing very well and I am very impressed.

Cindy Webster-Martinson: I am sad about Dan's departure. I know he will continue with the Breakfast Book Club at Vinland and I look forward to seeing him there. Suquamish is the first tribe to compact with the State directly for educational services. It is a very proud time for the Tribe after the damage the boarding schools did to our families. I am excited to work with the schools that I am assigned to this year Gordon Elementary, Poulsbo Middle School, and North Kitsap High School. The 2<sup>nd</sup> Monday of October will now be the Indigenous People's Day and celebrated by the Seattle School District, and the City of Seattle (reading of the Seattle School District resolution). I am very pleased with this and hope we can do this too. We have worked hard to complete the Superintendent's evaluation tool and I enjoyed working with Patty and Beth on this. I was able to attend the Maria Cantwell Women of Valor event in Seattle. Joe Biden gave a very inspirational speech about women's issues being economic issues and I am very proud that the number of women in leadership is increasing.

Scott Henden: I will echo the sentiment of Bill about the cheerleader and am glad she is OK. There have been a lot of emails that have come through that the President had to answer, but I am glad that Dan was on the Board and for the work that he accomplished. There needs to be equality in the facility fees and even though the Girls Scouts are a great group the district cannot subsidize the fees. The public processes are important and we need to remember to be open and public and restrain from discussing business outside public meetings.

## 6. Action

### 6.1 Consent Agenda

**Beth Worthington makes a motion to accept the consent agenda items 6.1.1 through 6.1.7 Cindy Webster-Martinson seconds the motion. The motion was passed unanimously.**

**6.1.1** The regular meeting minutes of September 25, 2014 were approved by the Board as written.

**6.1.2** General Fund Vouchers 110011-110068 and Payroll through September 30, 2014 in the amount of \$4,818,130.68 Capital Project Fund voucher 2085 in the amount of \$2,499.56 and ASB Fund Vouchers 42730-42742 in the amount of \$24,445.66 were approved by the Board.

**6.1.3** Personnel Recommendations were approved by the Board as recommended.

**6.1.4** Donations for the 4<sup>th</sup> quarter were received for the period June through August 2014. The gift donations totaled \$2,025 and the cash donations were \$80,421.88 for a total 4<sup>th</sup> quarter donation of \$82,446.88. The Board of Directors accepts the donations for the 4<sup>th</sup> quarter as recommended.

**6.1.5** The Kitsap County Sheriff's Agreement with NKSD for Law Enforcement Security has been approved by the Board as recommended.

**6.1.6** Policy 4215 Use of Tobacco, Nicotine Products, and Delivery Devices on school property was approved by the Board as recommended.

**6.1.7** Memorandum of Agreement with West Sound Education Consortium to award college credit to students who successfully complete articulated college level career and technical education courses and programs while still in high school was approved by the Board as recommended.

**6.2 Board Replacement/President Replacement**

**Beth Worthington makes a motion to nominate Cindy Webster-Martinson as the Board President. Scott Henden seconds the motion.**

**The motion was discussed, voted on and the vote was Beth Worthington aye, Bill Webb no, Cindy Webster-Martinson aye, Scott Henden no. There was a tie vote so the motion does not carry.**

**Bill Webb makes a motion to nominate Scott Henden as Board president and Scott Henden seconds the motion.**

**The motion was discussed, voted on and the vote was Beth Worthington no, Bill Webb aye, Cindy Webster-Martinson no, Scott Henden aye. There was a tie vote so the motion does not carry.**

The proposed timeline for selecting the new Board Member is; advertisement begins Monday November 13, 2014 through November 3, 2014. Special meeting could be held November 3<sup>rd</sup> if needed to review the candidates. A special meeting would be held November 4, 2014 at 6:00pm to interview the candidates, and to make the final selection. The new Board member would be sworn in at the November 13, 2014 Board meeting. A Board Director Application has been created and will include a request for a biographical sketch from each candidate.

**6.3 Out of Endorsement Waiver Resolution 10-2-14 – Chris Willits**

Upon determination by school districts that teachers have the competencies to be effective teachers in areas other than their endorsed areas, individuals with initial, residency, endorsed continuing, or professional teacher certificates who have completed provisional status with a school district under RCW 28A. 405.220 may be assigned to classes other than in their areas of endorsement. The ability to assign the teachers to partial out of endorsement assignments allow principals at the secondary level to maximize the expertise of teachers in specific content areas to create a workable master schedule in light of any staffing resource restrictions. The recommendation to the Board is to adopt resolution 10-02-14 assigning Alison Roberts, Kingston High School, endorsed in Art, English, and Elementary Education, one period per semester, Japanese.

**Bill Webb makes a motion to approve item 6.3 and Cindy Webster-Martinson seconds the motion. The motion was discussed and voted on by the Board. The Board unanimously approved the motion.**

**6.4 Facility Fee**

The annual rate was previously charged to Girl Scouts, Boy Scouts, and Foreign Language classes. There was a 417% increase with this change for the use of a classroom. The new rate schedule eliminated the annual rate and only allows for a daily or monthly rate. The intent was to work with our local groups and that is why the annual fee was offered. Removal of the annual fee affects the three groups Girl Scouts, Boy Scouts, and Foreign Language classes. The school district was subsidizing the use by these three groups due to the annual fee.

**Beth Worthington makes a motion that category B group have a yearly rate of \$120 and Cindy Webster-Martinson seconds the motion. The motion was discussed and voted on by the Board. The vote is Beth Worthington aye, Bill Webb no, Cindy Webster-Martinson aye, Scott Henden no. There is a tie vote so the motion does not carry.**

The Board would like to gather more information regarding Category B and the total impact on how much the District is spending and how much is being subsidized.

## 7. Management

### 7.1 Reports

#### 7.1.1 School Improvement Plans (SIP's) Elementary- Brenda Ward

**Goal 1:** ELA: Each School will increase the number of students who are at or above benchmark on District Universal Screening Measures. The amount of increase for each grade level will be determined through the SMART goal process. Grades K-1: measured by cohort, using the DIBELS reports of students at the Low Risk/Established/Core Support Level  
Grades 2-5: measured by cohort, using the District Benchmark Screening Report from the STAR Reading Assessment

**Goal 2:** Math: Each School will increase the number of students who are at or above benchmark on District Universal Screening Measures. The amount of increase for each grade level will be determined through the SMART goal process. SMART goals for kindergarten and 1st grade will utilize teacher developed and curriculum embedded assessments.

- **Wolfe Elementary** supporting activities will include: support a daily designated instructional block at each grade level to provide intervention and enrichment outside of core instructional blocks. Use technology to individualize instruction and to provide strategic interventions during the school day, in our before-school program, and at home. Offer a before-school reading lab 4 days/week for our Title/LAP students. Grade level teams will analyze student data to plan for interventions and enrichment. Each grade level team will develop a SMART goal in reading based on fall, 2014 student performance. Classroom teachers will collaborate with our TOSA, Special Education teacher and Para-educators to provide targeted Title/LAP, ELL, and Special Education interventions. Hosting family reading nights at school and Little Boston to model and promote a love for reading. Continue to use our trained and dedicated volunteer corps to provide extra support and practice. Host a family Math night to promote hands-on math learning and real world math

applications. Offer a before-school math lab 4 days/week for our Title/LAP students. Increasing volunteers to work with the students.

- **Vinland Elementary** supporting activities will include: the master schedule includes daily designated instructional block at each grade level to provide intervention and enrichment outside of core instructional blocks. Technology will be used for core instruction, to individualize instruction and to provide strategic interventions during the school day, in our before-school reading lab 4 days/week for our LAP students. Grade level teams will analyze and triangulate student data to plan for interventions and enrichment. Each Grade Level team will develop a SMART goal in reading based on fall, 2014 student performance. Vinland teachers will collaborate with our Instructional Support Specialist TOSA and para-educators to provide targeted LAP and ELL interventions. Continue instruction in 2<sup>nd</sup> Step curriculum to promote student success and a safe and respectful school climate. Host monthly family reading nights in the library to model and promote a love for reading. Dual Language classrooms will receive Spanish support during ELL and LAP blocks. Professional Development at Vinland will target continued growth in data analysis, development and use of common assessments, and classroom-based differentiation strategies. Technology resources including IXL, Math Expressions website, and our Educational Technology teacher will be used for core instruction, to individualize instruction and to provide strategic interventions during the school day and at home. Vinland will host a Family Math Night to promote hands-on math learning and real world math applications. Each Grade level team will develop a SMART goal in math based on fall, 2014 student performance.
- **Suquamish Elementary** supporting activities will include: use of technology such as RAZ Kids, STAR Reading, AR Reading, and Lexia for strategic intervention, special instruction. PLC's will set SMART goals to articulate grade level intervention plans. TOSA will facilitate process to coordinate all available resources. PLC's will meet weekly around the 4 Essential Questions for the purpose of identifying targeted groups using formative and summative assessments. Suquamish will host a series of family nights to promote reading at home. IXL Math will be used for strategic interventions and to individualize instruction during the school day, during before and after school programs, and at home. Suquamish will host a math night for parents and students. Currently using the WIN (What I Need Program) at every grade level which helps meet the needs of all the students.
- **Poulsbo Elementary** supporting activities will include: teachers utilizing data to support designed, targeted intervention. Teachers and support staff will collaborate to provide interventions through the LAP program. Poulsbo will host eight Family Reading Nights to strengthen community and family support at our school and promote positive literacy experience at home. Use of the CAFÉ (Comprehension, Accuracy, Fluency, Expand Vocabulary), Daily 5 (Framework for Literacy instruction), before school Reading Lab, and GLAD (Guided Language Assisted Design) strategies will continue to be used as a means to

differentiate for all learners. Teachers will have focused professional development using high levels of collaboration. Math after school Learning Lab, Math Day K-5, integrated curriculum using community and parent volunteers. Supplemental curriculum as appropriate and RTI/Teacher Assistance Team will collaborate with teachers using the building RTI model, to enhance student and teachers performance.

- **Pearson Elementary** supporting activities will include: the master schedule will be designed by staff to facilitate a block of time at each grade level dedicated to core instruction & intervention. PLC teams will collaborate with the Special Education Program and the Learning Assistance Program to provide targeted interventions. Teachers will use a variety of technology supports such as RAZ kids, A-Z Science, Accelerated Reader, and ABCya programs to provide targeted interventions and skill practice at each student's developmental learning level. All staff will continue work on year two of our STEM implementation plan to improve engagement and a passion for learning. Teachers will use a variety of technology to support fluency such as Math Magician, IXL, and other online math programs. Pearson will host three family nights integrating math and engineering to improve family engagement and build passion for learning. Three STEM evening will be offered to our students and families.
- **Gordon Elementary** supporting activities will include: differentiated instruction to meet individual learning needs, strengthen high functioning PLC work and participate in Transforming Professional Learning Systems (TPL) Grant, utilize a variety of technology supports such as Lexia, Accelerated Reader, and Type to Learn. Align instruction with Smarter Balance math performance task expectations, and teachers will utilize Smarter Balance practice assessments (grades 3-8). Teachers will teach and implement Second Step curriculum and instructional strategies with help teach and support the developmental social and emotional needs of students K-5. Cultivate and foster relationships with parent and community volunteers, as well as community organizations. WIN (What I Need) Program is being used to support all of the students.

#### **7.1.2 Annual Attendance Boundary Review- Patty Page**

There was a policy that required an annual boundary review but it was suspended during the policy reviews. In order to decide what changes may be needed for the boundaries review, the long range plan will take a look at the growth of Poulsbo and Kitsap County. In the future the Board will need to look at whether a new school will need to be built or if schools need to be expanded. A decision will need to be made whether families would be grandfathered if the boundaries were to change. The considerations from the last boundary change in winter/spring of 2013 were: keep cohorts of Breidablik student's together, feeder schools to middle and high schools, tribal land students kept together, cluster of families and number of students for buses, bus route lengths of time and route feasibility, and neighborhood areas. Our schools have capacity with and without portables. Stabilization is important. A committee will need to be

created to look at the school district boundaries and give some guidance. The facility plan will assist in the discussion.

**7.1.3 2015-2016 Budget Timeline and Budget Expenditures Report- Paula Bailey**

The Governor’s Budget will be available December 2014. Enrollment Projections will begin January 25, 2015 and be reviewed through May of 2015. The Legislative Session will begin January 12, 2015 and go through April 26, 2015. The community and staff budget input will take place in February of 2015. Budget options will be created in March 2015. The Board will review the budget options March and April, and the final budget options and review of educational programs will be completed in April. The deadline for non-renewal is mid-May. Final budget options will be reviewed in June, the preliminary budget will be presented to the Board in July, a public hearing will be held in July, and the deadline for budget adoption is August 31, 2015.

2014-2015 Expenditures not funded by the States:

- Special Education \$1,587,772, Transportation \$1,143,136, Indian Education \$115,000, Pool \$394,628, Highly Capable \$40,000, Transitional Bilingual \$4,835, All Day Kindergarten \$385,546, Co-Curricular \$1,264,536, MSOC \$3,524,883.28, Copy Center \$5,310, Salary and Benefits \$10,695,228.94 for a total of \$19,160,875.22.
- Levy Revenue \$15,684,118, Impact Aid \$994,695, Other Local Revenue \$968,433, Grant In-directs \$506,763, Medicaid \$192,500. Total Revenues \$18,343,509. The reduction in fund balance is \$817,366.22.

**7.1.4 Policy 5409 Unpaid Holiday for Reason of Faith or Conscience (1<sup>st</sup> read) - Chris Willits**

WSSDA issued a new policy for unpaid holidays for reasons of Faith and Conscience. Districts are now required by law to grant two unpaid holidays per calendar year to employees for reasons of faith or conscience or for an organized activity conducted under the auspices of a religious denomination, church or religious organization, unless the employee’s absence would cause the district an undue hardship. A resolution will need to also be adopted to implement the law.

**7.1.5 Exit Survey Results – Brenda Ward**

The District Records Department collected information from families who have withdrawn students from North Kitsap School District, but still reside in the NKSD attendance boundaries. There are two separate sets of results that reflect two different methods of obtaining information regarding reasons why families have chosen to withdraw their students from our district. The information was collected between 1/10/2014-9/3/2014. Out of 127 students withdrawn during this time period, 25 families completed exit survey and 34 families provided personal feedback.

Reason for Withdrawal	# of Students
Employee of another district, online school	4
Siblings in another district, unhappy with child’s school, difficulties	3

getting student to attend, personal reasons	
Daycare/Closer to work, concerns about educational program, medical reason	2
Spanish Immersion Program, Class size in kindergarten, negative experience, changes in PAL, bullying, homeschool, need alternative program, better education elsewhere	1

The School District/Program now attending and the number of students in the Program/District: Bainbridge- 5, Central Kitsap- 10, and Internet School- 17.

**7.1.6 Policy 2337 Disability History Month – Tim Garrison**

This is a new priority policy that is recommended by WSSDA and aligns with policy 2336 that was just updated to include required observances in the month of October on Disability History. Add the word “designee” after Superintendent.

**7.1.7 3000 Series Policies for Review- Brenda Ward/Patricia Moore**

Brenda Ward, Patricia Moore, and Bill Webb reviewed the 3000 series policies. It includes the current policies, the policy changes that WSSDA recommends, and new or suspended policies.

The review will begin with 3205.

**8. Agenda Planning**

Add information on tied votes. Add Board Elections. Add the Superintendent’s Evaluation to the agenda. Move the 3000 series policies to reports for continued review.

**The meeting recessed at 9:55pm**

**9. Executive Session:** There will be an executive session to discuss personnel complaints, and contract negotiations for approximately 45 minutes. No decisions will be made.

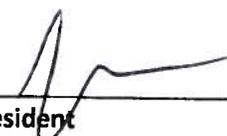
Close the public session and open the executive session at 10:00 p.m.

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

**The regular meeting adjourned at 10:45 p.m.**

**10. Adjournment**

  
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 Secretary to the Board of Directors

  
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 Board President