

**North Kitsap School District #400**  
**Regular Meeting of the Board of Directors**  
**September 27, 2018**  
**District Office**  
**18360 Caldart Avenue NE**  
**Poulsbo, WA 98370**

**MINUTES**

**Board Members Present:**

**Beth Worthington**, President, and Legislative Representative

**Glen Robbins**, Vice President

**Rick Eckert**, Director

**Jim Almond**, Director

**Cindy Webster-Martinson**, Director

Dr. Laurynn Evans, Superintendent

Kori Henry, Recording Secretary

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

**2. Pledge of Allegiance led by Audrey Cole**

**3. Agenda Changes**

No agenda changes

**4. Communications**

**4.1 Public Comments**

Alan Trunkey made public comments regarding Suquamish Elementary School grounds and volunteer contributions.

**4.2 Superintendent Comments**

- Dr. Evans thanked faculty and staff for a great start to the school year.
- Dr. Evans thanked the Suquamish Elementary staff for the school connections meeting.
- Dr. Evans met with both the Suquamish Tribe and the S'Klallam Tribes to discuss the year ahead.
- All community members are required to sign in using the new security measures in place at each school.
- "Every Student Know"- both as learners and as people is our districtwide focus for this school year.
- Next week State of the Schools updates will be presented to Service Groups and Clubs. A video will also be shared with the community with the same message.
- Capital Project information is being gathered and is on the website, which will allow our community to view the updates.
- Dr. Evans and individual board members will be visiting school campuses in the coming weeks.

- Dr. Evans has visited every school so far this year and will continue to visit schools as the year progresses with board members and local government leaders.

#### **4.3 Student Representatives**

Audrey Cole, North Kitsap High School provided the board with an update on fall sports and activities. A fight night committee has been developed, other assemblies are being scheduled. Homecoming is coming up and the theme is “Night at the Movies”. The football game will be a “blackout” game. Water bottle filling stations as well as conventional fire drills are top priority for ASB this year.

#### **4.4 Legislative Report**

Beth Worthington attended the Legislative Assembly. There were several focus sessions, and they had a chance to vote on the legislative priorities. On Feb 10<sup>th</sup> and 11<sup>th</sup> WSSDA, WASA, and WASBO will be presenting to the Legislators and board members are encouraged to support their efforts.

#### **4.5 Board Comments**

Beth Worthington will be joining Dr. Evans for school visits. Beth Worthington also coordinated a meeting with other local board presidents it will be held October 4<sup>th</sup>, Glen Robbins will be attending the meeting.

Cindy Webster-Martinson attended the Government to Government Task Force, which will have several minutes during the WSSDA Annual Conference lunch for introductions and a break out session. At the meeting Superintendent Rykdahl discussed several education topics, and the State Board of Education is drafting a change to the graduation requirements.

Rick Eckert attended the City Council meeting and they discussed some additional development projects, the four-year Cyber Security degree at Olympic College, and additional bus routes within the City. Rick Eckert also attended the School Safety and Security breakfast with Dr. Evans, and Michael Olsen. It was a sobering meeting, and he learned that communication is a key component with safety. Rick Eckert attended the North Kitsap High School football game and the next several games are home games.

Glen Robbins thanked the district for a great start to the school year. Glen Robbins really enjoyed the school connection meeting at Suquamish Elementary and the data and celebrations share. Glen Robbins will be attending the presentation at Rotary and school visits with Dr. Evans. Glen Robbins will be attending the Inter-Tribal Education Department meeting and will also be attending the Board President’s meeting on October 4<sup>th</sup>. The WSSDA Regional meeting is coming up October 27<sup>th</sup> and will be held at the district office.

Jim Almond thanked Dr. Evans and Beth Worthington for attending community meetings.

## **5. Action**

### **5.1 Consent Agenda**

**Cindy Webster-Martinson made a motion to accept the consent agenda items 5.1.1 through 5.1.9, Glen Robbins seconded the motion. The board unanimously approved the motion.**

- 5.1.1** The regular meeting minutes of September 13, 2018 were approved by the board as written.
- 5.1.2** General Fund void checks 116964 through 117016, voided check 116755, 181900003 through 181900014, 201700218, 201700220 through 201700221, 201800006 through 2018000008, and 201800013 through 201800014 and Payroll through September 15, 2018 in the amount of \$1,544,885.68, Capital Projects Fund Voucher 2149 through 2157 in the amount of \$450,716.71, and ASB Fund vouchers 44008 through 44015, 201700222 through 201700223, and 201800011 through 201800012 in the amount of \$17,917.62 were approved by the board.
- 5.1.3** Personnel recommendations were approved by the board as recommended.
- 5.1.4** Donations to the district were received from Suquamish Elementary PTSA in the amount of \$7000.00 for the Suquamish Elementary Playground. The donation was accepted by the board of directors as recommended.
- 5.1.5** Interlocal agreements with Kitsap County Sheriff's Office for a school resources officer, Port Gamble S'Klallam Tribe for early childhood education program, Port Gamble S'Klallam Tribe for preschool services, and Department of Children, Youth, and Families for foster care education program. Memorandum of understanding with the Olympic Educational Service District #114 for early learning were approved by the board as recommended.
- 5.1.6** North Kitsap High School Vocal Music field trip to New York was approved by the board as recommended.
- 5.1.7** Policies 1105, 1111, 2000, 2104, 2108, 2170, 2336, 2413, 3115, 3116, 3220,3232, 3244, 3520, 4130, 4200, 5050, 5403, 5406, 6535, 6700 were approved by the Board as recommended.
- 5.1.8** Resolution 09-01-18 out of endorsement assignments waivers for 2018-2019 was approved by the board as recommended.
- 5.1.9** Associated Petroleum Products purchase order was approved by the board as recommended.

### **5.2 2018-2019 Board Goals**

The board of directors discussed their 2018-2019 board goals and voted on approval of the goals.

**Glen Robbins made a motion to approve the board of director's goals for 2018-2019, Cindy Webster-Martinson seconded the motion. The motion was discussed, voted on, and the board unanimously approved the motion.**

**5.3 2018-2019 Superintendent Goals**

Dr. Evans provided the board with her 2018-2019 superintendent goals for board approval.

**Beth Worthington made a motion to approve the superintendent goals for 2018-2019, Rick Eckert seconded the motion. The motion was discussed, voted on, and the board unanimously approved the motion.**

**6. Management Report**

**6.1 Management Reports**

**6.1.1 Budget Status Report, July and August**

Jason Rhoads, Executive Director of Business, Finance, and Operations provided the board with the budget status report for July and August for their review and answered board questions.

**6.1.2 Facilities Condition Assessment Summary Report**

Jason Rhoads, Executive Director of Business, Finance, and Operations, and Joel Davis, Managing Principal of Sazan Environmental Services provided the board with the facilities condition assessment summary report for their review and answered board questions.

**6.1.3 Capital Program Update**

Jason Rhoads, Executive Director of Business, Finance, and Operations, Bill Wilson, Director of Maintenance and Facilities, and Rick Gehrke, Capital Projects Manager, provided the board with the capital programs update for their review and answered board questions.

**6.1.4 Gordon Property Management Report**

Jason Rhoads, Executive Director of Business, Finance, and Operations provided the board with the Gordon property management report for their review and answered board questions.

**6.1.5 Class Size Report**

Jason Rhoads, Executive Director of Business, Finance, and Operations, and Rachel Davenport, Director of Human Resources provided the board with the class size report for their review and answered board questions.

**6.1.6 2018-2019 District Improvement Plan Update**

Jeff Sweeney, Executive Director of Teaching and Learning provided the board with the 2018-2019 district improvement plan update for their review and answered board questions.

**6.1.7 Minimum BEA Requirement Compliance Application**

Tim Garrison, Director of Elementary Education and Curriculum provided the board with the minimum BEA requirement compliance application for their review and answered board questions.

**6.1.8 2017-2018 Summer School Program Update**

Jeff Sweeney, Executive Director of Teaching and Learning, and staff provided the board with the 2017-2018 summer school program update for their review and answered board questions.

**6.1.9 Procedure 1400P Meeting Conduct, Order of Business and Quorum (videotaping)**

The board of directors reviewed procedure 1400P regarding videotaping of meetings and discussed adding language to the procedure 1400P specifying that school connections meetings will not be videotaped. Dr. Evans will revise procedure 1400P and add it to the September 11<sup>th</sup> agenda for board review.

**6.1.10 Procedure 1620P Board-Superintendent Relationship Review**

The board of director's reviewed procedure 1620P board regarding board superintendent operating principles and discussed whether any changes were needed or if an annual resolution was needed.

**7. Agenda Planning October 11, 2018**

Add the board planning calendar to the agenda for discussion October 25<sup>th</sup>.

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

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

  
Secretary to the Board of Directors

  
Board President