

**North Kitsap School District #400**  
**Regular Meeting of the Board of Directors**  
**October 25, 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 - Excused

Dr. Laurynn Evans, Superintendent

Kori Henry, Recording Secretary

- 1. Call to Order at 5:40 p.m.**
  
- 2. Study Session: Parameters for Future Budgeting Guidelines/Budget Timeline for 2019-2020 Budget/Fund Balance Review & Projection**  
Jason Rhoads, Executive Director of Business, Finance and Operations provided the board with 2019-2020 budget development information for their review and answered board questions.
  
- 3. Pledge of Allegiance led by Audrey Cole**
  
- 4. Agenda Changes**  
The board tabled agenda item 7.1.6 board planning calendar until the full board is available to discuss at the November 8, 2018 meeting.  
  
The board unanimously approved the agenda changes.
  
- 5. Communications**
  - 5.1 Recognitions- Principal Month Proclamation**  
Jay Inslee, Governor of the state of Washington proclaimed the month of October as School Principals Month, and the board would like to recognize all of our school principals.
  
  - 5.2 Public Comments**  
There were no public comments.
  
  - 5.3 Superintendent Comments**
    - October is principal's month, and we celebrated our principals during our leadership meeting with breakfast.

- Dr. Evans attended the WASA superintendent training on Tuesday.
- Dr. Evans met with fourteen community groups to share what is going on in our schools. Dr. Evans answered a lot of questions and received a warm welcome and a lot of praise from those in attendance.
- Dr. Evans made classroom visits with board directors Rick Eckert and Beth Worthington.
- Dr. Evans thanked the NK Schools Foundation for their support of the North Kitsap School District.
- Dr. Evans attended both high school's homecoming parades.
- Dr. Evans thanked Poulsbo Elementary for hosting the school connections meetings.
- Dr. Evans has been working with the both strategic planning consultants to prepare for the board review on October 24th.
- Dr. Evans will be attending the OESD Superintendent's meeting tomorrow in Bremerton, and WSSDA will be hosting their regional meeting Saturday at the district office and Dr. Evans will be on site for the meeting.

#### **5.4 Student Representatives**

Charlotte Hanson, and Tor Sather student representatives from Kingston High School provided an update on fall sports, and activities. The drama club is preparing for their fall show. October is principal recognition month, as well as Step Up and Serve month.

Audrey Cole, Student Representative from North Kitsap High School provided an update on fall sports, and activities. Homecoming dance had a Disney theme, and each class had a float in the parade. Next week Holiday Fest, and Saturday is Vike Night and we will be showing the Ghostbusters movie.

#### **5.5 Legislative Representatives**

Christine Rolfes and Sherry Appleton will be present at the WSSDA Regional meeting on Saturday.

#### **5.6 Board Comments**

Beth Worthington had an opportunity to attend the KHS/NKHS Football game. Beth Worthington will be attending the WSSDA regional meeting on Saturday. The board submitted the boards of distinction application and WSSDA selected the North Kitsap School District as a board of distinction.

Rick Eckert thanked the principals. Rick Eckert has attended several City Council meetings including their government to government meeting with the Port of Poulsbo. The City of Poulsbo also has a government to government meeting with the Suquamish Tribe that Rick Eckert and Glen Robbins will be attending. Rick Eckert attended the North Kitsap High School Homecoming football game.

Jim Almond thanked the student representatives for attending the meeting and contributing, and also thanked the school principals. Jim Almond will be attending the Kingston High School Veteran Day band celebration on November 5<sup>th</sup>.

## 6. Action

### 6.1 Consent Agenda

**Rick Eckert made a motion to accept the consent agenda items 6.1.1 through 6.1.5, Jim Almond seconded the motion. The board unanimously approved the motion.**

**6.1.1** The regular meeting minutes of October 11, 2018 were approved by the board as written.

**6.1.2** The Special meeting minutes of October 24, 2018 were approved by the board as written.

**6.1.3** General Fund void check 117019, 117072 through 117133, 201800025, 201800027, 201800032 through 201800033, 181900087 through 1819000138, and Payroll through October 8, 2018 in the amount of \$742,135.19, Capital Projects Fund Voucher 2160 through 2162 in the amount of \$124,384.63, and ASB Fund vouchers 201800030 through 201800031, and 181900134 through 181900135 in the amount of \$47,713.10 were approved by the board.

**6.1.4** Personnel recommendations were approved by the board as recommended.

**6.1.5** Donations to the district for the fourth period June through August 2018 include gift donations totaling \$90.00, cash donations totaling \$49,861.50 for a total fourth period donation of \$49,951.50, and total year to date donations for 2017-2018 of \$239,773.67. The donations were accepted by the board of directors as recommended.

### 6.2 Strategic Plan Consultant

Dr. Evans, Superintendent provided the board with the two strategic plan consultants for their discussion and award of contract.

**Beth Worthington made a motion to approve Performance Fact Group for award of contract for the strategic planning consulting, Glen Robbins seconded the motion. The motion was discussed, voted on, and the vote of the board was Glen Robbins aye, Beth Worthington aye, Rick Eckert aye, and Jim Almond abstained from the vote. The motion carried with three in favor of the motion and one abstained.**

### 6.3 Policy 6022 Minimum Fund Balance Reaffirmation

Dr. Evans, Superintendent provided the board with policy 6022 minimum fund balance for review and reaffirmation.

**Glen Robbins made a motion to reaffirm policy 6022 minimum fund balance, Rick Eckert seconded the motion. The motion was discussed, voted on, and the board unanimously approved the motion.**

#### **6.4 Transportation Contract Agreement**

Jason Rhoads, Executive Director of Business, Finance, and Operations provided the board with the Transportation Contract Agreement for Board Approval.

**Beth Worthington made a motion to approve the Transportation Contract Agreement, Rick Eckert seconded the motion. The motion was discussed, voted on, and the board unanimously approved the motion.**

### **7. Management Report**

#### **7.1 Management Reports**

##### **7.1.1 Budget Status Report, September**

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

##### **7.1.2 Capital Project Funding Update**

Jason Rhoads, Executive Director of Business, Finance, and Operations provided the board with an update on capital project funding and answered board questions.

##### **7.1.3 Demographic Study**

Jason Rhoads, Executive Director of Business, Finance, and Operations provided the board with information regarding director districts on the demographic study and answered board questions.

##### **7.1.4 Procedure 1400P Meeting Conduct, Order of Business and Quorum**

Dr. Evans, Superintendent provided the board with procedure 1400P meeting conduct, order of business and quorum for their review and answered board questions.

##### **7.1.5 Annual Review of Education Programs (McKinney Vento, 504, Title I, Learning Assistance Program (LAP), Special Education, Highly Capable, Career & Technical, and Native American Education Program) including reports, data, and evaluations**

Jeff Sweeney, Executive Director of Teaching and Learning, and Teaching & Learning staff provided the board with the annual review of education programs and answered board questions.

##### **7.1.6 Annual Board Planning Calendar**

Dr. Evans, Superintendent provided the board with the annual board planning calendar for their review. The board moved the discussion on annual board planning calendar to the November 8, 2018 agenda.

### **8. Agenda Planning November 8, 2018**

- 7.1.6 board planning calendar (management report)
- 7.1.7 WSSDA annual conference planning (management report)

**9. Executive Session**

There was no executive session needed for this evenings meeting.

**10. Adjournment at 7:30 p.m.**

The regular meeting adjourned at 7:30 p.m.



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**Secretary to the Board of Directors**



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**Board President**