



## North Mason School District #403

71 E Campus Drive  
Belfair, WA 98528

School Board: Laura Boad, John Campbell, Leanna Krotzer, Art Wightman, Craig Patti

Superintendent: Dana Rosenbach

Student Board Members: Morgan Mihelich, Spencer Pruitt

# Regular Board Meeting Agenda

3/21/2019 06:30 PM

## 1. CALL TO ORDER

### a. Meeting Call to Order

Board Vice-President Boad will call the meeting to order.

### b. Flag Salute

Board Vice-President Boad will lead the Pledge of Allegiance.

### c. Approval of Agenda

(Action)

The board will move to approve or amend the meeting agenda.

### d. Public Comments on Agenda Items

(Information)

- Please sign in, state your name, and limit comments to three minutes.

*The NMSD Board of Directors values the opinion and input of the community. This is an opportunity for the public to offer comments regarding issues being considered by the board. On matters of the day to day operation of the district such as policy, curriculum, academic standards, etc. the public is invited and encouraged to meet with the Superintendent.*

#### [Board Meeting Guidelines](#)

### e. Board Member Comments

(Information)

Individual Board Members will have the opportunity to comment on any topic they deem pertinent.

### f. Student Board Member Comments

(Information)

The Student Board Members will have the opportunity to communicate with the full Board, administration, and community about school events and issues.

## 2. Consent Items

(Consent Agenda)

The consent agenda enables the Board to efficiently deal with matters that have been delegated to the Superintendent, but by law must be approved by the Board. Items on the consent agenda are voted upon as one block and approved with one vote. An item may be removed from the consent agenda only upon approval of a majority of the Board.

**The administration recommends that the Board of Directors...**

**... approve the consent agenda as presented (or as modified at the meeting).**

*Note: Persons with disabilities needing special accommodations should contact the Office at (360) 277-2300 prior to the date of this meeting.*

**a. Minutes of previous meeting**

Minutes from February 2019 School Board Meeting.

[February 21, 2019 Board Meeting Minutes](#)

**b. Accounts Payable**

The board will consider approval of General Fund Warrants, Capital Projects Fund Warrants, and Associated Student Body Program Fund Warrants.

[Accounts Payable](#)

[Accounts Payable II](#)

**c. Payroll**

The board will consider approval of Payroll and Employee Benefits Warrants.

[Payroll](#)

**d. Personnel Report**

The board will consider approval of employee hire recommendations.

[Personnel Report](#)

**e. Donations**

The board will consider approval of donations to NMSD.

[Donation Report](#)

**f. Policy Review**

The board will consider revisions to current district policies.

**i. GP-8E Annual Board Agenda**

During last month's board meeting, Policy E-2 was revised to be monitored in July instead of in October because relevant data is usually not available in October. This results in a revision to the board's annual agenda document. Several other changes were noted during review of the schedule.

[GP-8E Annual Board Agenda](#)

**ii. Policy 3141 Nonresident Students**

WSSDA revised this policy to specify that having an internal appeal process is good practice, but not required by the law, and parents have the option not to use a district's internal process before appealing to OSPI. Additionally, districts must provide parents with notification of the right to appeal to OSPI upon first denial, not only after parents have gone through a district-level appeal

[Policy 3141 Non-Resident Students](#)

**iii. Policy 3144 Release of Information Concerning Student Sex and Kidnapping Offenders**

WSSDA has again revised 3144 to include the name of the statute for transfer of records, rather than merely identifying the statute as RCW 28A.225.330. The purpose of this small revision is to help alert staff of the requirements to share criminal history information with a student's subsequent schools.

[Policy 3144 Release of Information Concerning Student Sex and Kidnapping Offenders](#)

**iv. Policy 3231 Student Records**

WSSDA revised Policy 3231 – Student Records, to specify that even when students have outstanding fees when they transfer to another school district, the records sent to the subsequent district includes official juvenile court records and history of violence. The revisions also include an important cross-reference to 3141 District Notification of Juvenile Offenders.

[Policy 3231 Student Records](#)

**v. Policy 3241 Classroom Management, Discipline and Corrective Action**

In 2016, our Legislature passed House Bill (HB) 1541, noting that exclusionary discipline was associated with negative school climate and disconnection to school, even for students who had not been suspended or expelled. The legislation recognized that exclusionary discipline had a strong correlation with reduced graduation rates and increased involvement in the juvenile justice system. Following nearly two years of study, stakeholder engagement, and formal rulemaking, the Office of Superintendent of Public Instruction (OSPI) has adopted final rules that comprehensively revise chapter 392-400 WAC. OSPI adopted the final student discipline rules on July 30, 2018. Although OSPI plans to revise these rules before the start of the 2019-2020 school year, this is merely to make necessary housekeeping and technical revisions, such as repealing provisions intended exclusively for the 2018-2019 school year. It is also possible that OSPI will further update the rules in response to legislative enactments. Nonetheless, the final discipline rules are here. Several portions of the rules become effective on August 30, 2018, with the remainder becoming effective on July 1, 2019.

[Policy 3241 Classroom Management, Discipline, and Corrective Action](#)

**vi. Policy 4314 Notification of Threats of Violence or Harm**

WSSDA revised the policy to specify that principals must provide information received about a student's conviction, adjudication, or diversion agreement to every teacher of the student as listed in Policy 3141 District Notification of Juvenile Offenders. Also, WSSDA added a cross-reference to Policy 3141 to alert staff to be cognizant of this related issue.

[Policy 4314 Notification of Threats of Violence or Harm](#)

**vii. Policy 6220**

WSSDA revised this policy to reflect tighter threshold restrictions when (1) using state funds to make improvements or repairs and (2) using federal funds to procure goods. Additionally, the revisions provide information about public work projects within the \$75,000 to \$100,000 range. As you might know, last June, the Office of Management and Budget (OMB) announced it had raised the threshold for micro-purchases under federal financial assistance awards to \$10,000, and raised the threshold for simplified acquisitions to \$250,000. Accordingly, in August 2018, WSSDA raised the threshold amounts in the model policy. However, these current revisions are necessary because districts must use the more restrictive of state and federal bid thresholds, even when procuring goods exclusively with federal funds. The revisions also correct the state threshold for using state funds to make improvements or repairs. Finally, we have received questions about how districts should proceed when desiring to conduct a public works project within the \$75,000 to \$100,000 range. Although there are no statutory bidding requirements for this range of public works project, we have added information addressing the districts options to provide guidance.

### [Policy 6220 Bid Requirements](#)

#### **viii. Health Policy Revisions**

WSSDA's revisions to these policies add clarity, specificity, and correctly use the specialized terms. For example, instead of using a generic term like "health specialist," which did not adequately express the professional license necessary to perform specific actions, we used more precise references like "Licensed Healthcare Provider" or "Registered Nurse."

### [Policy 3410 Student Health](#)

### [Policy 3412 Automated External Defibrillators \(AED\)](#)

### [Policy 3414 Infectious Diseases](#)

#### **g. Surplus Textbooks/Reading Material/Equipment**

The board must approve surplusing of outdated and/or unusable textbooks/reading material and equipment. We are requesting the surplusing of outdated and unused materials as listed below

### [Surplus - Transportation](#)

#### **h. Agreements/Contracts**

The board will consider agreements and contracts.

##### **i. Kitsap Mental Health Agreement**

This agreement is a correction of the agreement presented at the end of the last school year to fix the number of slots used this school year, from one to two, at Madrona Day Treatment.

### [Kitsap Mental Health Agreement](#)

#### **i. 2019-2020 School Calendar Amendment**

Although this calendar was approved last year, a revision was necessary to reinstate term

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turnaround dates between semesters.

## [2019-2020 School Calendar](#)

### **j. DECA Field Trip Request**

[DECA Field Trip Request](#)

### **k. Bus Purchases**

The bus purchase quote for one bus is paid with funds from the insurance company to replace the bus that was involved in the accident. The other two buses will be paid from next year's budget to replace the surplus buses. These buses will contain additional wheelchair capacity.

[Bus Purchase Quote](#)

[Bus Purchase Quote 2019-2020 Budget](#)

### **l. Out of Endorsement Teachers**

[Teachers Out of Endorsement](#)

## **3. Request to Waive Two School Days**

**(Action)**

If the Board wishes to do so, the Board may approve to submit a request to OSPI to waive two school snow days missed while the state of emergency was in effect ;

The administration recommends that the Board of Directors...  
... approve the letter to request to waive two school days.

[Snow Day Waiver Letter to OSPI](#)

## **4. BOARD DEVELOPMENT AND LINKAGE**

### **a. Superintendent Update**

**(Information)**

#### **i. Budget Status Update 2018-19**

Included in the board packet is a current budget update. Executive Director of Finance and Operations, Ashley Supry, will be available to respond to any questions board members may have.

[Budget Status Report](#)

[Budget Dashboard](#)

[Budget Financials](#)

#### **ii. Capital Projects**

**(Action)**

Mark Swofford will present an update on the stadium seating progress.

The administration recommends that the Board of Directors...  
... approve the Phil Pugh Stadium Quote

[Phil Pugh Stadium Replacement Fee Proposal](#)

### iii. Student Enrollment Forecasts

FLO Analytics submitted a proposal to assist North Mason School District with preparing 5 and 10-year student enrollment forecasts.

The Administration recommends that...

...the Board approve the contract with FLO Analytics

[FLO Analytics Student Forecast Proposal](#)

### iv. Transportation Procedural Changes

Maurine Simons will present details of the changes made to streamline processes.

### v. School Retirees' Appreciation Week

Governor Jay Inslee has declared the week of March 18-24 as School Retirees' Appreciation Week.

[School Retirees' Appreciation Week Proclamation](#)

## b. Community Linkage Planning and Message of the Month (Discussion)

The board has been provided a calendar of community meetings and events that they may choose to attend in order to better connect with the public.

[Community Meetings & Events](#)

## c. Upcoming Board Letter Columnists (Information)

April - Craig Patti

May - John Campbell

June - Leanna Krotzer

## 5. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW

### a. Policy Review (Discussion)

This is the Board's opportunity to discuss, propose and/or make revisions to the policies. The Board reviewed these policies for compliance in its previous meeting. This is an opportunity for the board to consider any needed changes to these recently monitored policies. The Board did not indicate a need to revise these policies during our monitoring review.

[ER-9 Communication with the Public](#)

[ER-12 Student Conduct and Discipline](#)

## 6. ADJOURNMENT

### a. Good of the Order Board Comments (Information)

This is an opportunity for Board Members and the Superintendent to make any comments or announcements that may or may not be related to agenda items or public comments.

**b. Board Self-Assessment of Meeting**

**(Discussion)**

Director Krotzer will process the board's self-assessment of the meeting.

[Board Self-Assessment](#)

**c. Next Board Meeting Date**

**(Information)**

The next school board meeting will be held on April 18, 2019 at 6:30pm at the NMSD Administration Office Boardroom.

**d. Meeting Adjournment**

Board Vice-President Boad will adjourn the meeting.