NEWPORT SCHOOL DISTRICT
REGULAR BOARD MEETING
October 16, 2017
5:00 PM, District Office Board Room

1. Call to Order

2. Adoption of the Agenda (including the consent agenda) (m):
   A. Deletions or Additions

3. Approval of Minutes: Regular Meeting October 2, 2017
   A. Corrections or Additions

4. Consent Agenda:

A.	Resignation:	Carlyn Barton	SHMS Volleyball Coach
		Brian Williams	Auto Tech Instructor

5. Individuals or Groups registered to address the Board:

6. Financial Reports (m) – Debra Buttrey

   A. Approval of October Accounts Payable (m)

7. Old Business:

8. New Business:

   A. Library Report, Leslie Sherman
   B. Director Reports
   C. District Assessments, Saraya Pierce
   D. Approval of Bank Accounts, Debra Buttrey (m)
   E. Approval of PSE Contract, Debra Buttrey (m)

9. Policies (m):

First Reading:		
Second Reading:	Policy 7414	Trust and Agency Fund
	Policy 5051	Coach Evaluations, Inventory, and Pay

10. Miscellaneous:

11. Agenda Items for the November 13th Board Meeting to be held at District Office Board Room at 5:00 PM.
   A. Monthly Report
   B. Transfer Library Funds (m)
   C. Standard Response Protocol
   D. Policies

12. Adjournment of Regular Board Meeting

The meetings of the Newport School Board are open public meetings and the public is welcome to attend and observe. While the board has set aside a portion of the meeting for audience participation and welcomes such participation at that time, the meetings are not a forum for public debate. If you wish to address the board during the designated audience time, please register with the board chair upon arrival. If, at any time during the meeting, you have questions or comments, please wait to be recognized by the Board Chair. We ask that the audience refrain from commenting and/or debating issues during the meeting.

NEWPORT SCHOOL DISTRICT
REGULAR MEETING
BOARD OF DIRECTORS

October 2, 2017

1. The Regular Meeting of the Board of Directors of the Newport School District was called to order by Director Wilson at 5:00 p.m. in the District Board Room.

2. Roll Call: Paul Wilson, Connie Moore, April Owen, Board of Directors. Directors Jim Brewster and Mitch Stratton were unable to attend due to conflicts in their schedules. Dave Smith, Superintendent and Debra Buttrey, Business Manager. There were 6 visitors in attendance.

3. Motion to approve the agenda, including the consent agenda:
Motion made by Director Owen, seconded by Director Moore, to approve the agenda. Vote was unanimous.

4. Minutes of the regular meeting held September 11, 2017 were approved as read.

5. Consent Agenda:

A.	New Hire:	Dennis Alliger	SHMS Football Coach
		Amy Whitney	NHS English/S.S. Teacher
		Debbie Huling	After-School Detention Teacher
		Vince Barranco	SHMS Intervention Teacher
		Zack Schwartz	NHS Library Tech
		Melody McGee	GDC Academic Coach
		Sarah Noble	NHS Behavior/Math Teacher
B.	Resignation:	Bob Sanborn	SHMS Wrestling Coach
		Travis Stott	SHMS 7/8 Boys Basketball Coach
		Diane Ryan	Para educator
		Rob Owen	SHMS 7th Grade Boys Basketball Coach

6. Individuals or Groups Wishing to Address the Board: None

7. Financial Reports (m) : Debra Buttrey

   A. Approval of September Accounts Payable (m)
   General Fund Warrant Numbers 217465 through 217516 in the amount of $60,008.69 and General Fund Warrant Numbers 217586 through 217668 in the amount of $227,151.77
   Motion to approve September Accounts Payable was made by Director Owen, seconded by Director Moore. Vote was unanimous.

   B. Approval of September Payroll (m)
   General Fund Warrant Numbers 217517 through 217585 in the amount of $857,896.42
   Motion to approve September Payroll was made by Director Owen, seconded by Director Moore. Vote was unanimous.

C. Debra then discussed the monthly treasure report and enrollment numbers. Discussion was held.

8. Old Business: None

9. New Business:

A. Building Reports
Each of the building principals reported on events taking place in each of their buildings.

Principal Whittle reported that enrollment is still higher than anticipated and the new English/History teacher hire helps with the larger class sizes the higher enrollment creates. The HS has hired a librarian and is working to hire a new math teacher to replace Sarah Noble who will fill the Behavior/Math Interventionalist position created by the additional LAP funds. The school is working hard to improve attendance and reviewing student attendance and the possible need to move them to truancy boards. And finally, this week is homecoming week.

Principal Moser reported that enrollment is also higher than anticipated at the middle school and he also is taking steps to improve attendance. The daily attendance meetings at the middle school has opened lines of communication between the school and parents. September 25th was a professional development day. The teachers celebrate state assessment data. The increase in LAP funds at the middle school afforded an Intervention Teacher. This position has been a great addition to the staff and they have already seen the benefits in their school. And finally, October 23rd is a professional development and October 26th there will be band concert and the same night a math literacy homework strategy night.

Principal Erickson reported that Stratton made it through September and are moving smoothly in October. The students are becoming more familiar with school "rules" and doing well. On the September 25th professional development day, the teachers participated in team building and mapping out the new school year. Stratton has also taken the new safety protocols very seriously and have drills to practice. Next Wednesday is library night and the school will hold literacy activities. Stratton is also working on the importance of attendance and being to school on time. Upcoming events are Grandparent's Day – October 20th, Fall Festival – October 27th. The students have started their pumpkin field trips and they are very excited about the homecoming parade.

Special Programs Director Pierce reported that enrollment is going well at PORS. There are also 14 students enrolled in the Skills Center. Professor Williams is very organized and doing well. As part of the CTE Feasibility Study we will be looking at options and possible expansion of the Skills Center programs.

Athletic Director Mackey reported that they participated in the Jordan Binion project and the school is already seeing results of the training. He found the training to be personally impactful.

B. Tennis Update (m), Brett Mackey reported that last season we started with 22 student participants in tennis and finished the season with 18 participants. These

participant numbers lead him to believe that the program is sustainable and he is requesting board approval to continue the tennis program. Director Owen motion to approve the tennis program. Director Moore seconded the motion, motion passed unanimously.

AD Mackey also reported with the approval of the continuation of the program we will post and hire a tennis coach.

C. Athletic Handbook Update, Brett Mackey reported to the board a couple of changes in the athletic handbook. These changes match WIAA rules.

D. Transfer Library Funds: This agenda item was tabled until the November 2017 meeting.

10. Policies (m):

First Reading:	Policy 7414	Trust and Agency Fund
	Policy 5051	Coach Evaluations, Inventory, and Pay

- ❖ The Board reviewed the proposed changes to Policy 7414 and Policy 5051 and they were moved to second reading.

Second Reading:	Policy 2337	Disability History Month

- ❖ The Board reviewed Policy 2337. Motion to approve Policy 2337 was made by Director Owen, seconded by Director Moore. Vote was unanimous.

11. Miscellaneous:

12. Agenda Items for October 16, 2017, Board Meeting to be held at District Office Board room at 5:00PM
    - A. Monthly Report
    - B. Policies
    - C. Library Report
    - D. Assessment Data

13. Hearing no objections, Director Wilson adjourned the Regular Board Meeting at 6:04 PM.

_____ _____

Chair/Vice Chair of the Board Secretary of the Board

_____

Date

Carlyn A. Barton
905 N Cedar View Est.
10/3/2017

Melissa Smith
Athletic Director
Sadie Halstead Middle School
Newport, Washington

Dear Melissa Smith:

Please accept this as an official notice of my resignation as Assistant Volleyball Coach at SHMS. I am truly sad and sorry for any inconvenience this may cause.

Sincerely,

Carlyn A. Barton



Cheryl Bradbury <bradburycheryl@newportgriz.com>

Fwd: Decision

1 message

Troy Whittle <whittletroy@newportgriz.com> Mon, Oct 16, 2017 at 2:37 PM
To: Cheryl Bradbury <bradburycheryl@newportgriz.com>

---------- Forwarded message ----------
From: "Brian Williams" <williamsbrian@newportgriz.com>
Date: Oct 16, 2017 5:53 AM
Subject: Decision
To: "Troy Whittle" <whittletroy@newportgriz.com>, "Saraya Pierce" <piercesaraya@newportgriz.com>, "Curtis Rowsey" <rowseycurtis@newportgriz.com>, "Patrick Lenihan" <PatrickL@spokaneschools.org>
Cc:

October 16, 2017

Ladies and Gentlemen;

Due to the re-structuring of the Automotive Technology Program, and after carefully considering available options therein, the most practical course of action has presented itself with a quantifiable response: I officially proffer my declaration of resignation effective October 31, in the year of Our Lord, 2017.

Although a cornucopia of reasons are available to me to support this decision, I prefer to focus on the letter of welcome sent to me by the Newport School District; a letter clearly defining my appointed position as the full-time Automotive Instructor assigned to perform my obligations in the Skill Center Building. Simply stated, I have invested a tremendous amount of time and money to fulfill my obligation as the full-time Automotive Instructor and feel that splitting my efforts with filler classes assigned to justify my salary will hinder the sole reason I have come to Newport. The option of teaching the Automotive Program part-time does exist, however, the reduction in salary versus the expenditures required to remain in Newport render that option moot.
Needless to say, issues of re-structure should not be allowed to impede the Automotive Technology program as a whole; to further delay this decision will only deny Newport School District the ample time remaining to secure my replacement.

In regard to my remaining time: my intent is to continue delivering theory lectures and labs without personal bias as the students are not responsible for matters of administration and faculty. If the Newport School District feels differently, I have several days of sick-leave available and will utilize them if deemed necessary and/or appropriate.

Sincerely,

Professor Brian Williams

Financial Report

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 16, 2017, the board, by a _____ vote, approves payments, totaling $116,279.05. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:
Warrant Numbers 217669 through 217746, totaling $116,279.05

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
217669	A-L Compressed Gases	10/16/2017	4,283.64
217670	Adams Tractor Co	10/16/2017	407.73
217671	Albeni Falls Bldg Supply	10/16/2017	377.03
217672	AM Hardware Co Inc	10/16/2017	379.41
217673	Amazon Capital Services	10/16/2017	5,275.31
217674	American Produce Express LLC	10/16/2017	446.20
217675	Apex Learning	10/16/2017	10,760.00
217676	Blanchet, Vickie Ellen	10/16/2017	218.64
217677	CED, Inc	10/16/2017	1,099.78
217678	City Of Newport	10/16/2017	2,423.30
217679	City Service	10/16/2017	167.05
217680	City View Seal Coating LLC	10/16/2017	322.80
217681	Concept Cable	10/16/2017	45.00
217682	E & L Service	10/16/2017	325.79
217683	E3 MSR West	10/16/2017	261.45
217684	Ednetics	10/16/2017	8,586.84

Check Nbr	Vendor Name	Check Date	Check Amount
217685	Excess Disposal Service	10/16/2017	3,642.73
217686	Excess Portable Service	10/16/2017	173.32
217687	Family Foods	10/16/2017	65.02
217688	Fitness Equipment Doctors Inc	10/16/2017	874.68
217689	Follett School Solutions, Inc.	10/16/2017	1,475.02
217690	Food Services Of America	10/16/2017	13,576.24
217691	Frontier	10/16/2017	364.07
217692	General Pump Mechanics	10/16/2017	513.79
217693	Graduate Services Northwest	10/16/2017	41.44
217694	Great America Financial Servic	10/16/2017	156.03
217695	Greenacres Gypsum & Lime Co	10/16/2017	75.62
217696	H & H Express	10/16/2017	41.72
217697	Haskins Steel Co Inc	10/16/2017	381.00
217698	Hastings, Michele Therese	10/16/2017	76.71
217699	HR Graphics	10/16/2017	431.38
217700	Huppin's	10/16/2017	778.90
217701	Instructure	10/16/2017	11,417.32
217702	Jurgens, Timothy Alan	10/16/2017	539.29
217703	Mathematics Ed Collaborative (	10/16/2017	1,125.00
217704	Myrvang, Sheila Rae	10/16/2017	121.77
217705	Newasa	10/16/2017	120.00
217706	Newport School District	10/16/2017	500.00
217707	Newport Alarm	10/16/2017	338.94
217708	Newport Miner	10/16/2017	345.50
217709	Oriental Trading Co., Inc.	10/16/2017	92.50
217710	OSPI	10/16/2017	43.00
217711	OSPI - Child Nutrition Service	10/16/2017	3,585.15
217712	Pend Oreille Valley Network	10/16/2017	76.45
217713	Petroglyph Printing & Signs	10/16/2017	1,688.78
217714	Phillips, Claudia	10/16/2017	467.50
217715	POC Sheriff'S Office	10/16/2017	10.00
217716	Priest River Glass	10/16/2017	270.89
217717	Project Lead The Way, Inc	10/16/2017	689.16

Check Nbr	Vendor Name	Check Date	Check Amount
217718	Public Utility District No 1	10/16/2017	3,453.30
217719	Really Good Stuff	10/16/2017	48.92
217720	Scholastic Inc.	10/16/2017	1,552.74
217721	Selkirk Supply Inc	10/16/2017	1,346.39
217722	Sherwin-Williams Co	10/16/2017	500.96
217723	Shred-It US JV LLC	10/16/2017	54.28
217724	Spokane Produce	10/16/2017	4,116.62
217725	Supplyworks	10/16/2017	588.83
217726	Sweetwater Sound Inc	10/16/2017	496.96
217727	Terry's Dairy	10/16/2017	3,528.57
217728	The Beacon	10/16/2017	240.00
217729	University of Minnesota	10/16/2017	50.00
217730	URM Food Service	10/16/2017	514.90
217731	Whitley Fuel	10/16/2017	2,529.37
217732	WIAA	10/16/2017	4,244.30
217733	Wittkoph Enterprises Inc	10/16/2017	343.59
217734	XEROX Financial Services	10/16/2017	2,840.74
217735	BSN Sports Inc	10/16/2017	621.41
217736	Concessions Supply	10/16/2017	186.00
217737	Country Lane	10/16/2017	3,237.25
217738	Hidden Acres	10/16/2017	50.00
217739	HUDL	10/16/2017	1,076.00
217740	Jostens, Inc.	10/16/2017	2,000.00
217741	Newport School District	10/16/2017	810.00
217742	Pepsi Cola Company	10/16/2017	316.83
217743	Positive Promotions	10/16/2017	653.86
217744	URM Food Service	10/16/2017	947.89
217745	Westside Pizza	10/16/2017	275.45
217746	WSU - School of Music	10/16/2017	175.00

78 Computer Check(s) For a Total of 116,279.05

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	78	Computer	Checks For a Total of	116,279.05
Total For	78	Manual, Wire Tran, ACH & Computer	Checks	116,279.05
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	116,279.05

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	2,399.21	0.00	103,530.15	105,929.36
40	Associated Stude	434.51	0.00	9,915.18	10,349.69

2016-17

Library Report

Leslie Sherman

2016/17 End of Year Report
Newport School District Libraries

Library Usage: Circulation/enrollment
includes In-Library usage

	2012-13	2013-14	2014/15	2015/16	2016/17
Stratton Elementary	19,805 / 381	19,812/344	16,103/380	19,759	15,993
Halstead Middle School	9,081 / 337	9,484/300	10,177/321	9,888	10,258
Newport High School	3,583 / 339	4,019/309	3,486/337	2,682	1,806

Checkouts by Grade Level

K	**1181**
1	**1786**
2	**2855**
3	**2943**
4	**3409**
5	**3264**
6	**2597**
7	**1999**
8	**1171**
9	**509**
10	**455**
11	**358**
12	**280**

Adult Usage

Elem Staff	**1752**
MS Staff	**793**
HS Staff	**26**
Family Library (elem)	**381**
Non-Staff adult	**19**

- The elementary school spent about $7,025.45 of smith funds and added about 393 new books. Approximently 60% of the funds were spent on nonfiction, 13% on biographies, 22% on easy picture books and 4% on regular fiction. We also subscribe to two

magazines for teachers, Mailbox Preschool and Mailbox Kindergarten.

- The middle school spent $3480.70 of Smith funds and added 240 materials including 107 fiction books, 38 non-fiction books, 33 graphic novels, 3 biographies, and and 36 easy books.

  All items were bought with Smith Funds. There are 9309 non-digital items in the library, which amounts to just under 28 volumes per student. We also have 79 ebooks.

  236 copies were withdrawn from the library this year. They were offered to teachers for classroom libraries, some were given to students, and the rest were sent to surplus. Digital Audiobooks were also taken out of the catalog because the subscription was not renewed this year.

- The high school's portion of the Smith endowment was $3,367.50 for 2016-17. Funds were spent on the following: Newport Miner, Discover, Popular Mechanics, Print Magazine, Smithsonian Magazine, Sports Illustrated, The Week Magazine, Transworld Skateboarding, Smithsonian Magazine, Follett School Solutions book purchases, Junior Library Guild book purchases, Scholastic Library Publishing, School Library Journal, School Library Journal, and National Geographic.

  The high school added 198 new books to our collection, 9 of which were gifts; 1 was through the Washington State Library STEM Grant, and the remainder were purchased with Smith endowment funds.

  The high school's supplies budget was $500 for 2016-17, and we spent a total of $206.21 with DEMCO (for labels, signage, due date slips, and a poster), and with ALA for posters and bookmarks).

Library Reports

Elementary Report - Terri Wilkinson

- The library was home to 2nd, 3rd, and 4th grade reading groups
- Continuing to focus on the acquition of non-fiction books at lower reading levels
- Reorganize easy books by lexile instead of by grade level
- Added Shelf labels to the ficition section.
- Planned, prepped, and hosted three Family Library Night Events.

Challenges/Goals/Changes for next year

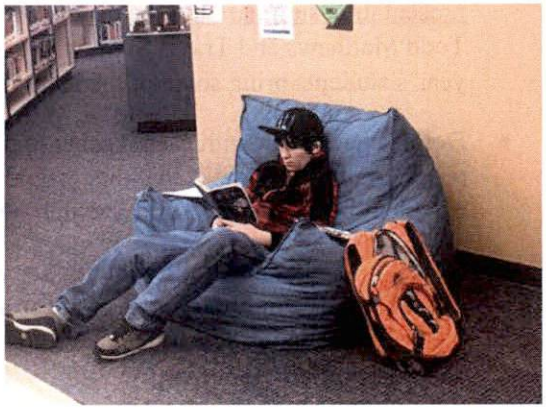
- Promoting and educating staff and students on WebPath Express
- Educating students on Destiny Catalog use
- Educating students how to find books in the library
- Improving library atmosphere

- Improving library signage
- Plan, prep, and host three Family Library Night Events

Middle School - Leslie Sherman
Highlights of the Year:

Beanbag Chairs (For Readers Only!)





- The addition of two beanbag chairs has resulted in many students coming to the library to spend some quiet time reading. The chairs are for readers only! We also got 5 new library tables.
- Applied for (but "Refreshing School Libraries 2017" grant from WA State Library.
- We continued our Reading awards that recognized 2 students from each grade every week, for reading the most words or reading the most in their lexile range.
- I am working with science and history teachers to help promote reading in subject areas.
- I weeded non-circulating ficton and replaced worn fiction volumes.

Challenges/Goals/Changes for next year

- Our circulation system will be phasing out the platform we have been using and replacing it with an updated Universal Search which emphasizes digital resources as well as print books. There is a function called Collections which can display print, ebook and website resources in a given subject area in a simple and graphically pleasing manner and which can be imported into a teacher's canvas pages with a click of a button. I am hoping to promote this to teachers next year.
- The Destiny passwords were not working this year, but will be fixed this summer so next year we will have each class come in to learn how to log in to Universal Search and take advantage of all it's resources. The password functionality will also allow students to request book purchases through Destiny again, which they have not been able to do this year.
- I plan to do collection development on the Poetry section and and 700s (art, sports, music, etc.) section next year.

High School – Chris Altmaier & Donna Molvik

- This year the library saw a transition of staff as Chris Altmaier accepted another position within the District. During his transition period substitutes kept the library open. On

March 6, 2017, Donna Molvik took over as the long-term substitute librarian for the high school through June 15, 2017.

- In an effort to ensure that the library is meeting the needs of students and to make the library as welcoming and comfortable as possible, Donna sought input from Rhonda Burnham's leadership students and the library TA. She also surveyed students through one-on-one meetings, paper survey forms, and through Google forms. Students shared their insights and recommendations for both the appearance and layout of the library as well as books that they would like to see added to the collection. Donna prepared a presentation summarizing the results with Troy Whittle. Meetings were then held with Todd Matthews and Travis Stott, who expressed support for and willingness to have next year's students bring some of the ideas to fruition.

- Donna checked-in with each teacher to obtain their recommendations for both library programming and books that they would like to add to the collection. This resulted in an excellent list of books to order, which was placed in late spring.

- Donna invited Pend Oreille County's new library director Mandy Walters to take a tour of the high school library to share ideas about teen reading and programming. Mandy then contacted high school language arts teachers and met with their students this spring about library programming.

- We applied for the Washington State Library's Refreshing School Libraries grant but did not receive the award. There were a couple questions on the grant application that we knew we would score low on, such as the question whether the high school is a Title I school and the library's annual budget (due to the generous annual Smith endowment).

- We researched and provided resources for electronic materials for teachers upon request.

- Chris weeded 39 titles and deleted 114 in the fall of 2016 .

Challenges/Goals/Changes for next year

- Recommendations from teachers included: (a) a request for the librarian to make a presentation for teachers at a staff meeting about what the library has that meets departmental needs; (b) letting teachers know what types of class research projects the library can support; (c) what the library could present to whole classes in terms of library use or research; (d) making Ebsco research accessible to students so they can perform research beyond simply "Googling" a topic. (Ebsco has in fact been available through the library's website; however, if this is not commonly known then there's an opportunity to bring this to everyone's attention again next year.)

- Donna observed that many students do not know how to find books in the library, either through the Dewey Decimal system, finding authors by last name in the fiction section, using the online card catalog, or using the electronic databases available through the library's website. A recommendation to help resolve this issue is to have each advisory class and/or language art class schedule a lesson in the library at the beginning of each year, where the teacher and librarian work together in re-introducing library basics to students.

Inventory

- Elementary School Inventory:
  Accounted for - 13,575
  Marked as Lost - 6
  Non-Fiction - 4
  Easy - 1
  Magazine - 1
  Copies lost through 2 inventory periods (from 6-15-2015 or before) and deleted from system 47
  8 students moved with $143.19 in library materials

- Middle School Inventory: 9,069 accounted for, 21 missing and marked lost Copies lost through 2 inventory periods and deleted from system: 29

- High School inventory: 8,328 accounted for, 137 marked lost (this number is from last year and this year.)

Current holdings

Stratton
Current holdings: 12,382 titles, 13,534 copies
Added this year: 411
Weeded from library this year: 0

Sadie
Current holdings: 9,300 titles, 9871 copies. Added this year: 240 books, 2 ebooks, 1 dvd
Weeded from library this year: 236 items

NHS
Current holdings: 8,248 titles, 8,224 copies (*note, the complete inventory was finalized on 6/13/17, while the individual inventories were not finalized until 6/15/17.)
Added this year: 198 books
Weeded library this year: 39, deleted 114

Submitted by Leslie Sherman, Teresa Wilkinson, Chris Altmaier & Donna Molvik July 2017

PSE Contract Summary

PSE Collective Bargaining Agreement
September 2017 through August 2020

Negotiations began on 6/14/17 and were completed on 8/15/17

- PSE brought 27 proposals to the table for consideration. The items that required the most discussion were the salary schedule, professional development days for paraeducators, additional paid vacation and annual leave days. Language items were brought to the table to match current district operations and practices.
- The District brought 44 proposals to the table for consideration. These proposals consisted primarily of language changes to match current district operations and practices, strike any redundant information from the agreement, and to make current language easier to understand and interpret. District items that received a considerable discussion were language around identifying the different classifications of employees and what rights each classification had to the collective bargaining agreement (Substitutes, Temporary Employees, Long Term Temporary Employees).

Significant Changes to the Agreement

- Paraeducators received 1 additional day in their work calendar for professional development. (Section 7.9.1)
- Employees working less than 1,440 hours per year will receive Veterans Day as an additional paid holiday. (Section 8.1.2)
- Employees that cannot use all of their vacation time may be allowed to buy back 3 days each year with the supervisor's approval. (Section 8.2)
- Employees on a leave of absence can only request leave of absence for up to one year. Within 45 days of the leave expiring the district will send the employee on leave a certified letter asking the employee to return in writing their intent to return to work. If the employee fails to notify the district of their intent, the district can consider the position vacated. (Section 9.7)
- Employees that are beginning their 20th year of employee will be granted an 5th annual leave day. *This matches certificated language.* (Section 9.8.1)
- Employee probationary periods may be extended by 30 days if the employee receives discipline during their initial probationary period. (Section 10.2)
- Trial period transfers were modified to state the employer can move the employee back to their old position within 10 days based upon performance --- employee choice or option were removed. (Section 10.6.4)
- Job Postings (Sections 10.7 and 10.7.1) were amended to allow simultaneous posting in and out of the district between May 20th and September 15th. Language was also added to allow in and out of district posting if the job has already been posted 60 days before.
- Insurance eligibility and allocation calculation language was simplified and made easier to understand. Employees are eligible when they work 4 hours per day and the FTE calculation was added.
- Salary Schedule
    - District proposed a salary schedule with a 2.3% increase to base salaries (State COLA). The District proposal also amended salaries up for libraries, secretaries and maintenance technicians to match average salaries of local area school districts.
    - PSE's original proposal was to raise base salaries by the same levels minimum wage were increased. On 8/15 PSE came back with a proposal to raise base salaries 3% and to amend the librarians, secretaries and maintenance technician base salaries to the original district proposal. This proposal was agreeable to all parties and accepted.
    - We also agreed to offer a one-time 3% bonus to classified staff for 17-18 and 18-19 if forest funds of $50K were to become available in either year.

Second Reading:

Policy 7414 –

Trust and Agency Fund

Trust and Agency Fund

This fund is financed by donations given by the estates of Hubert Smith and Wilma Edens Murray Black and the earnings from those funds. Fund earnings received annually by the Newport Washington School District are to be used as follows:

A. One half (1/2) of the earnings of the Hubert Smith Trust are for the School District to use for library resource materials in each of the three schools' library.

B The other one half (1/2) of the Hubert Smith Trust earnings are to be used for scholarships for students graduating from high school that year only. A preference shall be given to those with financial need and to those who plan to major in education.

C. The Wilma Edens Murray Black Scholarship fund earnings shall be used for tuition and necessary items to pursue the further education of the recipient at the school of choice.

A minimum of five volunteers shall be appointed by the school district to administer these scholarships.

This fund is to be managed in accordance with special regulations, restrictions and limitations, and constitutes an independent fiscal and accounting entity.

Legal References:	WAC 392-123	Finance—School District Budgeting
Cross Reference:	Policy 2245	Instruction/Action Planning Teams Library Advisory Committee for Smith Estate

Adoption Date: December 24, 2002
School District Name: Newport School District
Revised: 12/10/2007, 10/17
Reviewed: 10-10-11
Classification: Essential

Second Reading:

Policy 5051 –

Coach Evaluations, Inventory, and Pay

Coach Evaluations, Inventory, and Pay

The Board of Directors understands the importance of extracurricular activities in providing a healthy learning environment and culture in our Newport Schools. The Board also understands that it is imperative we continue to provide financially solvent extracurricular activities. A large part of this is properly maintaining equipment and uniform inventories.

The Board of Directors directs the Superintendent to develop procedures that ensure that the respective sports programs keep and maintain appropriate inventory. As a key component of keeping accurate inventory, the Superintendent will add the following clause into the supplemental contracts for all head coaching positions and any coaches designated by athletic director at the high school and middle school:

- Failure of the coach to complete the Inventory List, Submit a Fines & Fees List, and ASB Fundraiser Analyses by the Coaches Final Evaluation Conference, which will occur within 2 weeks of the end of the WIAA appointed season, will result in the withholding of 20% of the said coach's salary. If withheld, the final installment will be paid upon completion of the aforementioned Inventory Information, followed by the notification to the District Business Office by the respective Athletic Director to release funds.

Adoption Date: 12/5/16
School District Name: Newport
Revised: 10/17