NEWPORT SCHOOL DISTRICT
REGULAR BOARD MEETING
August 21, 2017
12:00 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 and Board Retreat held July 24, 2017
   A. Corrections or Additions

4. Consent Agenda:

A. New Hire:	Nathan Young	Para Educator
	Morgan Stigall	SHMS Secretary
	Cassandra Robinson	Para Educator
	Biley Sager	K-4 Music Teacher
	Connor Mullaley	Para Educator
	Catherine Johnson	1st Grade Teacher
	Trina Freddi	Kindergarten Teacher
	[redacted]	
B. Resignation:	Vickie Downie	2nd Grade Teacher
	Chad Leslie	SHMS Football Coach
	Anthony Schneider	SHMS Football Coach
	Kyla Hohnhorst	7/8 Math Teacher
	Cassandra Robinson	GDC Academic Coach
	Marc Mason	NHS P.E. Teacher
	Jared Horton	Para Educator
	Randy Wyrobek	NHS/SHMS Softball Coach
C. Leave of Absence:	Hagen Burzic	4th Grade Teacher

5. Individuals or Groups Wishing to Address the Board:

6. Financial Reports (m) – Debra Buttrey
   A. Approval of July Accounts Payable (m)
   B. Approval of August Accounts Payable (m)
   C. Approval of August Payroll (m)

7. Old Business:

8. New Business:
   A. Maws and Paws Booster Club
   B. Building Updates
   C. NHS Athletic Update
   D. Maintenance Update
   E. Board Goals (m)
   F. Superintendent Goals (m)
   G. Superintendent Contract (m)

9. Policies (m):

First Reading:	Policy 3240	Student Conduct, Expectations, and Reasonable Sanctions
Second Reading:		

10. Miscellaneous:

11. Agenda Items for the September 11th Board Meeting to be held at District Office Board Room at 5:00 PM.

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

July 24, 2017

1. The Regular Meeting of the Board of Directors of the Newport School District was called to order by Director Wilson at 12:03 p.m. in the District Board Room.

2. Roll Call: Paul Wilson, Connie Moore, Jim Brewster, and April Owen, Board of Directors. Director Mitch Stratton was unable to attend, due to a conflict in his schedule. Dave Smith, Superintendent and Debra Buttrey, Business Manager. There were 4 visitors in attendance.

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

4. Minutes of the regular meeting held June 19, 2017 were approved as read.

5. Consent Agenda:

A. New Hire:	Nicole Card	SHMS Title I/Math Teacher
	Melinda Crane	NHS Academic Coach
	Adrian Bojorquez	Summer-only Academic Coach
	Carlie Arreola	GDC K-6 Site Coordinator
	Tina Spring	GDC K-6 Asst. Site Coordinator
	Monica Jones	Stratton Elementary Admin Secretary
	Morgan Stigall	Special Education Para Educator
	Mandy Aubrey	Sadie Halstead Middle School Admin Secretary
B. Resignation:	Carri Senn	Stratton Elementary Admin Secretary
C. Retirement:	Nancy Hoisington	Kindergarten Teacher

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

7. Financial Reports (m) : Debra Buttrey
   A. Approval of June Accounts Payable (m)

General Fund Warrant Numbers 217002 through 217120 in the amount of $215,711.86
Motion to approve June Accounts Payable was made by Director Moore, seconded by Director Owen. Vote was unanimous.

   B. Approval of July Accounts Payable (m)

General Fund Warrant Numbers 217121 through 217190 in the amount of $115,763.89
Motion to approve June Accounts Payable was made by Director Moore, seconded by Director Owen. Vote was unanimous.

C. Approval of July Payroll (m)

General Fund Warrant Numbers 217191 through 217257 in the amount of $869,035.40
Motion to approve July Accounts Payable was made by Director Owen, seconded by Director Moore. Vote was unanimous.

8. Old Business: None

9. New Business:
   A. Diesel Fuel Bid for Pupil Transportation (m)
      Debra Buttrey went over the proposed Diesel Fuel Bid that was included in the Board Packet, adding that the recommendation is to move forward with Whitley Fuel. Discussion was held.
      Motion to approve the five-year diesel fuel bid was made by Director Owen, seconded by Director Moore. Vote was unanimous.

   B. Conference Waiver update
      Superintendent Smith informed those present that the State approved our proposed Conference Waiver days.

   C. S.R.O. Update
      Superintendent Smith mentioned that he was notified that Newport School District will not have a Student Resource Officer this year, due to the Sheriff's Office not having enough staff. Discussion was held.

   D. Legislative Update:
      Business Manager Debra Buttrey went over the changes the 2017-18 budget. Which includes: increased funding for Guidance Counselors, School Nurses, Social Workers and Psychologist. Base salaries have a 2.3% COLA increase. Health Allocation increased by $40 ($780 per FTE to $820) SPED increases the maximum funded per student from 12.7% K-3 class size reduced to 17 as an allocation only. There will be no compliance for the 17-18 school year. MSOCs increased by $20.80 per FTE. CTE class size goes from 26.57 to 23 and the indirect rate reduced from 15% to 5%. LAP – poverty schools will receive a higher LAP allocation. Highly Capable increases the eligible student percentage to 5%. Transportation – although we do not have a lot of details; there will be a transportation grant of $10M for 17-18 and 18-19 to support districts operating below the average cost per student and not fully funded. Our adopted budget had a $312,067 deficit.
      Discussion was held.

10. Policies (m):

First Reading:	None at this time
Second Reading:	None at this time

11. Miscellaneous:
    Director Brewster offered that the name of the foam sleeve to hold a cold beverage is called a "koozie".
    Superintendent Smith mentioned that Nancy Hoisington has submitted a letter of retirement and that we are really going to miss her.
    NHS Principal Troy Whittle introduced the new NHS Asst. Principal/Athletic Director, Brett Mackey.

12. Agenda Items for August 21, 2017, Board Meeting to be held at District Office Board room at 12:00PM
    A. Monthly Report
    B. Policies

13. Hearing no objections, Director Wilson adjourned the Regular Board Meeting at 12:33 PM.

_____ _____

Chair/Vice Chair of the Board Secretary of the Board

_____

Date

Newport School District
Board of Directors – Board Retreat
Diamond Lake, WA
July 24, 2017
1:00 P.M.

Minutes

Call to order: The meeting was called to order at 1:30 p.m. by Director Wilson.

Present: Paul Wilson, April Owen, and Connie More, Directors
Dave Smith, Superintendent, Troy Whittle, High School Principal

Dr. Smith opened the Board Retreat with a review of the 2016 - 2017 Superintendent Goals, explaining that it was a key year for us with the passing of the levy and completing the Bid and Contract process for transportation services. In addition, the Skills Center was successful this year while new programs are being looked at to expand. The Pend Oreille River School also had a very successful year with 32 students graduating. The next topic was the introduction of the Grizzly Success Lunch Intervention program by High School Principal Troy Whittle. Mr. Whittle discussed the importance of altering the current lunch schedule at the high school in order to make personal contact with students who are not turning in work in order to remediate the number of students failing courses. The Board then reviewed the 2016 - 2017 Board Goals. The Board and Superintendent again discussed the additional CTE Programs and Pend Oreille River School as well as the importance of continuing the work of expanding courses that create opportunities for students to be employed immediately after graduation . The next item discussed was the Superintendent Goals for the upcoming 2017 - 2018 school year. The Board reviewed the Superintendent's Goals and provided input as well as needed resources to accomplish the goals. The final item for discussion was about the 2017 - 2018 Board Goals. The Board discussed the importance of continuing the work of creating rigorous programs for our students. The meeting was adjourned at 3:00 P.M.

_____ _____

Board Chair Date

_____ _____

Board Secretary Date

NEWPORT SCHOOL DISTRICT
PERSONNEL SELECTION RECOMMENDATION FORM

Posting Number_____ Closing Date_____

Position Sped para FTE 1.0

RECOMMENDED CANDIDATE*: Nathan Young

Tony Moser _____
Supervisor's Signature

_____
Recommended Start Date

*Please notify Human Resources prior to notifying the candidate of your recommendation.

Interviewed candidates not selected were all notified by: _____
(signature)

CANDIDATES INTERVIEWED:

1. Nathan Young
2. Kimberle Hunter
3. Samantha Slinkard
4. Morgan Stigall
5. _____
6. _____

INTERVIEW TEAM:

1. Troy Whittle
2. Tony Moser
3. Melissa Smith
4. _____
5. _____
6. _____

Reasons for Recommendation: (Documented from personnel folder, application, references, education, training, experience, rating from formal interview, etc.)

1. Experience
2. Fit
3. Knowledge
4. _____
5. _____
6. _____
7. _____
8. _____

For Personnel Office Use

Verifications:
- ☐ Certification/Endorsements
- ☐ Sexual Misconduct Release Form

HR Staff _____ Date _____

Approved by:

Name _____ Date _____

School Board Approval on _____ (Date)

NEWPORT SCHOOL DISTRICT
PERSONNEL SELECTION RECOMMENDATION FORM

Posting Number 170727001 **Closing Date** _____

Position SHMS Secretary **FTE** _____

RECOMMENDED CANDIDATE*: Morgan Stigall

_____ Aug. 16, 2017

Supervisor's Signature Recommended Start Date

*Please notify Human Resources prior to notifying the candidate of your recommendation.

Interviewed candidates not selected were all notified by: — _____
(signature)

CANDIDATES INTERVIEWED:

1. Morgan Stigall 3. _____ 5. _____
2. _____ 4. _____ 6. _____

INTERVIEW TEAM:

1. — 3. _____ 5. _____
2. _____ 4. _____ 6. _____

Reasons for Recommendation: (Documented from personnel folder, application, references, education, training, experience, rating from formal interview, etc.)

1. Only Internal applicant
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

For Personnel Office Use

Verifications:
- ☐ Certification/Endorsements
- ☐ Sexual Misconduct Release Form

_____
HR Staff Date

Approved by:

_____
Name Date

School Board Approval on _____(Date)

NEWPORT SCHOOL DISTRICT
PERSONNEL SELECTION RECOMMENDATION FORM

Posting Number _____ **Closing Date** 7/26/17

Position Kindergarten Instructional Assistant **FTE** _____

RECOMMENDED CANDIDATE*: Cassandra Robinson

_____ August 29, 2017

Supervisor's Signature Recommended Start Date

*Please notify Human Resources prior to notifying the candidate of your recommendation.

Interviewed candidates not selected were all notified by: NA
(signature)

CANDIDATES INTERVIEWED:

1. NA 3. _____ 5. _____

2. _____ 4. _____ 6. _____

INTERVIEW TEAM:

1. _____ 3. _____ 5. _____

2. _____ 4. _____ 6. _____

Reasons for Recommendation: (Documented from personnel folder, application, references, education; training, experience, rating from formal interview, etc.)

1. currently employed Newport S.D.
2. experience as long-term substitute in same position
3. already Newport S.D. employee
4. _____
5. _____
6. _____
7. _____
8. _____

For Personnel Office Use

Verifications:
☐ Certification/Endorsements
☐ Sexual Misconduct Release Form

HR Staff _____ Date _____

Approved by:

Name _____ Date _____

School Board Approval on _____ (Date)

NEWPORT SCHOOL DISTRICT
PERSONNEL SELECTION RECOMMENDATION FORM

Posting Number _____ **Closing Date** Open

Position K-4 Music Teacher **FTE** _____

RECOMMENDED CANDIDATE*: Bailey Sager

Supervisor's Signature

August 28, 2017
Recommended Start Date

*Please notify Human Resources prior to notifying the candidate of your recommendation.

Interviewed candidates not selected were all notified by: _____ (signature)

CANDIDATES INTERVIEWED:

1. Vince Barranco
2. Janet Penner
3. Bailey Sager
4. _____
5. _____
6. _____

INTERVIEW TEAM:

1. Jenny Erickson
2. Randi Lithgow
3. Rose Low
4. Janice Pancho
5. _____
6. _____

Reasons for Recommendation: (Documented from personnel folder, application, references, education, training, experience, rating from formal interview, etc.)

1. Music Instruction experience
2. music + El. Ed. endorsed
3. excellent interview and application
4. great references
5. _____
6. _____
7. _____
8. _____

For Personnel Office Use

Verifications:
1. Certification/Endorsements
2. Sexual Misconduct Release Form

HR Staff _____ Date _____

Approved by:

_____
Name Date

School Board Approval on _____ (Date)

NEWPORT SCHOOL DISTRICT
PERSONNEL SELECTION RECOMMENDATION FORM

Posting Number_____ **Closing Date**_____

Position SpEd Para @ SHMS **FTE**_____

RECOMMENDED CANDIDATE*: Connor Mullaley

_____ Aug 28, 2017

Supervisor's Signature Recommended Start Date

*Please notify Human Resources prior to notifying the candidate of your recommendation.

Interviewed candidates not selected were all notified by: NA
(signature)

CANDIDATES INTERVIEWED:

1. _____ 3. _____ 5. _____
2. _____ 4. _____ 6. _____

INTERVIEW TEAM:

1. _____ 3. _____ 5. _____
2. _____ 4. _____ 6. _____

Reasons for Recommendation: (Documented from personnel folder, application, references, education, training, experience, rating from formal interview, etc.)

1. Interview for other SpEd positions in Newport
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

For Personnel Office Use

Verifications:
☐ Certification/Endorsements
☐ Sexual Misconduct Release Form

_____
HR Staff Date

Approved by:

_____
Name Date

School Board Approval on _____(Date)

NEWPORT SCHOOL DISTRICT
PERSONNEL SELECTION RECOMMENDATION FORM

Posting Number _____ **Closing Date** 8/1/2017

Position First Grade Teacher **FTE** _____

RECOMMENDED CANDIDATE*: Catherine Johnson

Jenny Ericksen
Supervisor's Signature

August 28, 2017
Recommended Start Date

*Please notify Human Resources prior to notifying the candidate of your recommendation.

Interviewed candidates not selected were all notified by: Jenny Ericksen
(signature)

CANDIDATES INTERVIEWED:

1. Catherine Johnson
2. Danielle Ferrell
3. Shasta Wyatt
4. Inna Freddie
5. Kristen Wanner
6. _____

INTERVIEW TEAM:

1. Jenny Ericksen
2. Candy Betz
3. Suzy Gamma
4. Sara Zwarg
5. _____
6. _____

Reasons for Recommendation: (Documented from personnel folder, application, references, education, training, experience, rating from formal interview, etc.)

1. favorable interview
2. has experience & excellent references
3. preferred candidate
4. _____
5. _____
6. _____
7. _____
8. _____

For Personnel Office Use

Verifications:
☐ Certification/Endorsements
☐ Sexual Misconduct Release Form

HR Staff _____ Date _____

Approved by:

Name _____ Date _____

School Board Approval on _____ (Date)

NEWPORT SCHOOL DISTRICT
PERSONNEL SELECTION RECOMMENDATION FORM

Posting Number _____ Closing Date 8/7/2017

Position Kindergarten Teacher FTE _____

RECOMMENDED CANDIDATE*: Trina Freddi

Supervisor's Signature

August 28, 2017
Recommended Start Date

*Please notify Human Resources prior to notifying the candidate of your recommendation.

Interviewed candidates not selected were all notified by: Jenny Erickson
(signature)

CANDIDATES INTERVIEWED:

1. Catherine Johnson
2. Danielle Fewell
3. Kristen Wanner
4. Shasta Wyatt
5. Trina Freddi
6. _____

INTERVIEW TEAM:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Reasons for Recommendation: (Documented from personnel folder, application, references, education, training, experience, rating from formal interview, etc.)

1. favorable interview
2. preferred candidate
3. references excellent
4. _____
5. _____
6. _____
7. _____
8. _____

For Personnel Office Use

Verifications:
- Certification/Endorsements
- Sexual Misconduct Release Form

HR Staff _____ Date _____

Approved by:

Name _____ Date _____

School Board Approval on _____ (Date)

Letter of Resignation and
Request for a release from my contract

August 11, 2017

Dear Dave and Jenny,

I write this letter to you with a heavy heart.

As you know, due to my husband's severe back problems and other health issues, as well as ill and aging parents who need more help, we have been searching for a home in the Spokane Valley. We have finally found a house that will meet many of our needs. The sale was finalized on Wednesday.

During our home search, I was also doing a job search. Unfortunately, not many positions have come up - until recently. I have had two interviews, but did not get either position. I have put in for a few other jobs that have recently opened. I am praying that I am offered a position that is closer to home. Between taking care of my husband and my in-laws, the extra travel time to Newport would cause great hardship.

I am so sorry for asking to be released from my contract on so short of a notice. I feel terrible about the inconvenience that it puts on the district. You have all been so good to me that I hate to do this to you. Because I am the main breadwinner and insurance provider, I was really wanting to find a job before quitting, but I cannot postpone it further. It's not fair to you and the district and could put you in a real bind.
Please forgive me.

I have absolutely loved working at Stratton over the last 17 years. The staff and administration have always been so supportive and so wonderful to work with. It has been an amazing experience.

I understand that you will need to get the Boards approval. Please let me know of your decision soon, as I will continue to search for a job in the Valley as I await your decision.

Sincerely,

Vicki Downie

From: Chad <Chad@rogersbodyandframe.com>

Date: August 14, 2017 at 9:17:09 AM PDT

To: "smithmelissa@newportgriz.com" <smithmelissa@newportgriz.com>

Subject: MS football letter of resignation for the 2017 season.

To whom it may concern:

I am requesting a one year absence from coaching MS football for the 2017 season. Do to other obligations in my business and life at this time.

I hope to come back the following year.

Thank you,

Chad Leslie

509-447-4225



Theresa Monk <monktheresa@newportgriz.com>

Fwd: Letters of Resignation

1 message

Melissa Smith <smithmelissa@newportgriz.com> Tue, Aug 8, 2017 at 11:03 AM
To: Theresa Monk <monktheresa@newportgriz.com>

---------- Forwarded message ----------
From: **Anthony Schneider** <anthonymelbert@hotmail.com>
Date: Mon, Aug 7, 2017 at 11:55 AM
Subject: Re: Letters of Resignation
To: Melissa Smith <smithmelissa@newportgriz.com>

To whom it may concern,

I am requesting a one year absence from coaching MS Football for the 2017 season. Do to other obligations and upcoming birth of my second child, I won't have the time to focus on coaching this year but I hope to come back the following year thank you.

Anthony Schneider

------ Original message------
From: Melissa Smith
Date: Mon, Aug 7, 2017 11:20 AM
To: Randy Wyrobek;Anthony Schneider;
Cc: Tony Moser;
Subject: Letters of Resignation

Please submit your letters ASAP. We cannot post the job until we have official letters from you guys. A simple email will do!

Thank you!

--

Melissa Smith, Athletic Director
Sadie Halstead Middle School
Newport, Washington
509-447-2426 x7026





Kyla Hohnhorst
409 E. Eastview Dr.
Spokane, WA 99208
(509) 481-8321
kylag@hotmail.com

July 26, 2017

Dave Smith
Superintendent
Newport School District
1380 5th St.
Newport, WA, 99156

Dear Mr. Smith:

I am writing to formally notify you of my resignation from my position at Newport School District, effective immediately. I was recently offered a position as an instructional facilitator with the Spokane School District, very close to my new home. This will allow me to spend more time with my family, rather than commuting.

I have learned a lot during my years at the Newport School District. I will miss the students and staff I have had the pleasure of working with throughout the years. I cannot thank you enough for all of the opportunities and experiences you have provided me during my time with the Newport School District.

I appreciate your support and understanding, and I wish you all the very best. Please let me know if I can be of any assistance in helping my replacement transition into the position.

Sincerely,

Kyla Hohnhorst

Theresa Monk <monktheresa@newportgriz.com>

Fwd: Letter of Resignation

1 message

Vickie Blanchet <blanchetvickie@newportgriz.com> Fri, Jul 28, 2017 at 11:14 AM
To: Theresa Monk <monktheresa@newportgriz.com>, Cheryl Bradbury <bradburycheryl@newportgriz.com>

Please find forwarded Cassandra Robinson's letter of resignation from the GDC.

Vickie Blanchet, MSW
Program Director/NHS Site Coordinator
Grizzly Discovery Center
Newport School District
(509) 447-2481 ext. 6501
blanchetvickie@newportgriz.com

Newport School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination: Superintendent Dave Smith (509.447.3167 x4500)

---------- Forwarded message ----------
From: **Cassandra Robinson** <robinsoncassandra@newportgriz.com>
Date: Fri, Jul 28, 2017 at 9:04 AM
Subject: Letter of Resignation
To: Vickie Blanchet <blanchetvickie@newportgriz.com>

Dear Vickie,

I have enjoyed being part of the GDC program for the last year. Thank you for the opportunity to work with such an amazing group of students and coworkers.
Please accept this as my letter of resignation for the coming year, as I have accepted a full time position at Stratton, starting in the fall. My last day as a GDC employee will be August 1st.

Thanks again,

Cassandra Robinson



Cheryl Bradbury <bradburycheryl@newportgriz.com>

Marc Mason

1 message

Troy Whittle <whittletroy@newportgriz.com> Fri, Aug 4, 2017 at 10:30 AM
To: Dave Smith <smithdave@newportgriz.com>, Cheryl Bradbury <bradburycheryl@newportgriz.com>

Dave,

I have not heard back from Marc so I will just describe what is happening. Marc was supposed to here from immigration officials by June 23 if his Visa would be renewed so he could stay in the country for another year. Then, he would be working on a one year visa.

Marc called and withdrew because the timeline for his approval for the one year visa was pushed back into August. He could not guarantee that he would be able to stay in the country so he felt it best to give us a chance to hire someone else.

Troy Whittle
Principal

Support, Educate, and Inspire...Every Griz, Every Day!

Please note my new email address is whittletroy@newportgriz.com

Jared Horton

208 W. Circle Dr. Newport, WA

July 31, 2017

Newport School District

1380 W. 5th St.

Newport, WA 99156

Dear Dr. Smith,

I am writing this letter to inform you that I am resigning from my position of employment with Newport School District. I was given the opportunity to return to full-time employment with Real Life Newport. It has been a pure joy to work with Mrs. Erickson, Mrs. Johnson and the Stratton Elementary staff. Also, I love working with the children I have been assigned to help. However, since I am still Right Response certified, I would still embrace the chance to be a substitute para-professional in Mrs. Johnson's classroom. Please make my resignation effective August 15, 2017.

Thank you for the opportunity to work in this district.



Jared Horton

[redacted]

Cheryl Bradbury <bradburycheryl@newportgriz.com>

Fwd: Softball coach Middle school/High school

1 message

Troy Whittle <whittletroy@newportgriz.com> Wed, Aug 9, 2017 at 9:17 AM
To: Cheryl Bradbury <bradburycheryl@newportgriz.com>, Brett Mackey <mackeybrett@newportgriz.com>

Fyi...
---------- Forwarded message ---------
From: "Randy Wyrobek" <wyrobekrandy@newportgriz.com>
Date: Aug 9, 2017 7:34 AM
Subject: Softball coach Middle school/High school
To: "Troy Whittle" <whittletroy@newportgriz.com>, "Tony Moser" <mosertony@newportgriz.com>
Cc:

> Good Morning,
>
> This e-mail is to inform you that I will be stepping down as the coach of these programs.
> Thank you for the opportunity for working with our kids in this capacity.
> --
> Randy Wyrobek CTE Instructor

Hagen Burzic
2014 W. Frontier Street
Deer Park, WA 99006

8 August 2017

Jennifer Erickson
Stratton Elementary
1380 W. 5th Street
Newport, WA 99156

RE: Requesting Leave of Absence

Dear Jenny,

This letter is a formal request for a leave of absence during the 2017 - 2018 school year. As you are well aware my daughter's health is still fragile at this time. We are very fortunate that her second open heart went well, but are still overcoming many other obstacles due to her diagnosis. Although it is a very difficult decision, I would be very grateful if I was granted permission to take the year off.

Thank you for your kind consideration.

Sincerely,

Hagen Burzic

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 August 7, 2017, the board, by a _____ vote, approves payments, totaling $196,312.50. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:
Warrant Numbers 217258 through 217319, totaling $196,312.50

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
217258	Adams Tractor Co	07/31/2017	2,838.34
217259	AM Hardware Co Inc	07/31/2017	3,258.56
217260	Bockemuehl Family, LLC	07/31/2017	3,000.00
217261	Border Fence Co.	07/31/2017	830.00
217262	Concept Cable	07/31/2017	45.00
217263	Country Lane	07/31/2017	933.21
217264	Natl Exp Durham Holding Corp	07/31/2017	46,264.62
217265	Ednetics	07/31/2017	5,618.12
217266	First Bankcard	07/31/2017	114.76
217267	First Bankcard	07/31/2017	149.07
217268	First Bankcard	07/31/2017	189.07
217269	First Bankcard	07/31/2017	833.62
217270	First Bankcard	07/31/2017	943.19
217271	First Bankcard	07/31/2017	3,747.71
217272	First Bankcard	07/31/2017	223.57
217273	First Bankcard	07/31/2017	1,065.12

Check Nbr	Vendor Name	Check Date	Check Amount
217274	First Bankcard	07/31/2017	630.17
217275	First Bankcard	07/31/2017	863.68
217276	First Bankcard	07/31/2017	740.71
217277	First Bankcard	07/31/2017	1,611.07
217278	Fire Protection Specialists, L	07/31/2017	395.43
217279	Follett School Solutions, Inc.	07/31/2017	3,829.70
217280	General Pump Mechanics	07/31/2017	6,399.40
217281	Great America Financial Servic	07/31/2017	156.03
217282	Health Care Authority	07/31/2017	1,104.23
217283	Houghton Mifflin Harcourt	07/31/2017	2,591.98
217284	IRS Environmental	07/31/2017	2,313.40
217285	KCDA	07/31/2017	2,482.03
217286	KenArt Enterprises Inc.	07/31/2017	3,927.40
217287	Leader Services	07/31/2017	44.80
217288	Marlin Business Bank	07/31/2017	211.54
217289	Mountain Consulting Services,	07/31/2017	1,500.00
217290	New ESD 101	07/31/2017	15,301.48
217291	PCM Sales, Inc.	07/31/2017	43,805.41
217292	Pepsi Cola Company	07/31/2017	12.75
217293	Phillips, Claudia	07/31/2017	632.50
217294	Public Utility District No 1	07/31/2017	7,051.15
217295	Rehn and Associates	07/31/2017	22.00
217296	Revolving Fund	07/31/2017	1,032.36
217297	Rosetta Stone	07/31/2017	4,824.36
217298	Supplyworks	07/31/2017	500.74
217299	Sweetwater Sound Inc	07/31/2017	2,994.06
217300	TALX UC Express	07/31/2017	413.44
217301	Terry's Dairy	07/31/2017	2,137.23
217302	The Art of Education	07/31/2017	447.00
217303	Verizon Wireless - Bellevue	07/31/2017	960.89
217304	WA HOSA	07/31/2017	298.00
217305	Wa State School For The Blind	07/31/2017	148.75
217306	Westside Pizza	07/31/2017	447.45

Check Nbr	Vendor Name	Check Date	Check Amount
217307	XEROX Financial Services	07/31/2017	361.28
217308	Country Lane	07/31/2017	1,114.95
217309	Natl Exp Durham Holding Corp	07/31/2017	583.13
217310	First Bankcard	07/31/2017	41.34
217311	Newport SD Food Services	07/31/2017	205.00
217312	Rowsey, Curtis L	07/31/2017	121.70
217313	Eastern Washington University	07/31/2017	3,200.00
217314	Lawrence University Fin. Aid O	07/31/2017	3,000.00
217315	Lewis-Clark State College	07/31/2017	700.00
217316	Seattle University	07/31/2017	1,500.00
217317	University of Alabama	07/31/2017	700.00
217318	Washington State University	07/31/2017	2,700.00
217319	Western Washington University	07/31/2017	2,200.00

62 Computer Check(s) For a Total of 196,312.50

	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
	62	Computer	Checks For a Total of	196,312.50
Total For	62	Manual, Wire Tran, ACH & Computer	Checks	196,312.50
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	196,312.50

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	5,875.81	0.00	174,370.57	180,246.38
40	Associated Stude	0.00	0.00	2,066.12	2,066.12
70	Private Purpose	0.00	0.00	14,000.00	14,000.00

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 August 9, 2017, the board, by a _____ vote, approves payments, totaling $38,571.27. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:
Warrant Numbers 217320 through 217358, totaling $38,571.27

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
217320	A-L Compressed Gases	08/15/2017	257.16
217321	Adams Tractor Co	08/15/2017	735.02
217322	Albeni Falls Bldg Supply	08/15/2017	36.85
217323	Amazon Capital Services	08/15/2017	522.28
217324	ATS Inland NW, LLC	08/15/2017	1,628.63
217325	Career Cruising	08/15/2017	2,186.00
217326	City Of Newport	08/15/2017	2,217.12
217327	City Service	08/15/2017	436.14
217328	Consolidated Supply Co	08/15/2017	180.07
217329	Deere Credit, Inc.	08/15/2017	9,648.83
217330	Excess Disposal Service	08/15/2017	2,928.06
217331	Follett School Solutions, Inc.	08/15/2017	770.90
217332	Frontier	08/15/2017	260.49
217333	Great America Financial Servic	08/15/2017	338.06
217334	H & H Express	08/15/2017	13.50
217335	KCDA	08/15/2017	288.58

Check Nbr	Vendor Name	Check Date	Check Amount
217336	Leader Services	08/15/2017	152.60
217337	Newport High School	08/15/2017	1,500.00
217338	Newport Alarm	08/15/2017	338.94
217339	Newport Miner	08/15/2017	64.40
217340	Pend Oreille Valley Network	08/15/2017	76.45
217341	Project Lead The Way, Inc	08/15/2017	2,000.00
217342	QBSI-XEROX	08/15/2017	683.04
217343	Rehn and Associates	08/15/2017	22.00
217344	Riddell Inc	08/15/2017	2,472.83
217345	Sadie Halstead Middle School	08/15/2017	80.00
217346	Selkirk Supply Inc	08/15/2017	1,094.93
217347	Sherwin-Williams Co	08/15/2017	1,552.73
217348	Shred-It US JV LLC	08/15/2017	54.28
217349	Spokane Public Schools	08/15/2017	3,677.87
217350	Spokane Produce	08/15/2017	506.01
217351	Spokesman-Review	08/15/2017	188.50
217352	Supplyworks	08/15/2017	58.38
217353	Terry's Dairy	08/15/2017	427.94
217354	The Beacon	08/15/2017	7.40
217355	US Bank	08/15/2017	385.00
217356	UW Austism Center	08/15/2017	310.00
217357	West Bonner Water & Sewer	08/15/2017	339.00
217358	Riddell Inc	08/15/2017	131.28

39 Computer Check(s) For a Total of 38,571.27

	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
	39	Computer	Checks For a Total of	38,571.27
Total For	39	Manual, Wire Tran, ACH & Computer Checks		38,571.27
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	38,571.27

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	1,580.00	36,859.99	38,439.99
40	Associated Stude	0.00	0.00	131.28	131.28

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 August 9, 2017, the board, by a _____ vote, approves payments, totaling $38,571.27. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:
Warrant Numbers 217320 through 217358, totaling $38,571.27

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
217320	A-L Compressed Gases	08/15/2017	257.16
217321	Adams Tractor Co	08/15/2017	735.02
217322	Albeni Falls Bldg Supply	08/15/2017	36.85
217323	Amazon Capital Services	08/15/2017	522.28
217324	ATS Inland NW, LLC	08/15/2017	1,628.63
217325	Career Cruising	08/15/2017	2,186.00
217326	City Of Newport	08/15/2017	2,217.12
217327	City Service	08/15/2017	436.14
217328	Consolidated Supply Co	08/15/2017	180.07
217329	Deere Credit, Inc.	08/15/2017	9,648.83
217330	Excess Disposal Service	08/15/2017	2,928.06
217331	Follett School Solutions, Inc.	08/15/2017	770.90
217332	Frontier	08/15/2017	260.49
217333	Great America Financial Servic	08/15/2017	338.06
217334	H & H Express	08/15/2017	13.50
217335	KCDA	08/15/2017	288.58

Check Nbr	Vendor Name	Check Date	Check Amount
217336	Leader Services	08/15/2017	152.60
217337	Newport High School	08/15/2017	1,500.00
217338	Newport Alarm	08/15/2017	338.94
217339	Newport Miner	08/15/2017	64.40
217340	Pend Oreille Valley Network	08/15/2017	76.45
217341	Project Lead The Way, Inc	08/15/2017	2,000.00
217342	QBSI-XEROX	08/15/2017	683.04
217343	Rehn and Associates	08/15/2017	22.00
217344	Riddell Inc	08/15/2017	2,472.83
217345	Sadie Halstead Middle School	08/15/2017	80.00
217346	Selkirk Supply Inc	08/15/2017	1,094.93
217347	Sherwin-Williams Co	08/15/2017	1,552.73
217348	Shred-It US JV LLC	08/15/2017	54.28
217349	Spokane Public Schools	08/15/2017	3,677.87
217350	Spokane Produce	08/15/2017	506.01
217351	Spokesman-Review	08/15/2017	188.50
217352	Supplyworks	08/15/2017	58.38
217353	Terry's Dairy	08/15/2017	427.94
217354	The Beacon	08/15/2017	7.40
217355	US Bank	08/15/2017	385.00
217356	UW Austism Center	08/15/2017	310.00
217357	West Bonner Water & Sewer	08/15/2017	339.00
217358	Riddell Inc	08/15/2017	131.28

39 Computer Check(s) For a Total of 38,571.27

PAYROLL WARRANT REGISTER

NEWPORT SCHOOL DISTRICT Paydate August 31, 2017
Fund ID 1 General Fund Board Date August 21, 2017

Vouchers 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, have been recorded on a listing which has been made available to the board.

As of August 21, 2017 the Board, by a _____vote, does approve for payment those vouchers included in the attached list and further described as follows: General Fund Warrant Number 217359 - 217416 for a total amount of $818,153.41

Secretary_____ Board Member_____

Board Member_____ Board Member_____

Board Member_____ Board Member_____

2017– 2018 Board Goals

The Board of Directors, in an effort to provide support and guidance to the Superintendent while carrying forward the 2015 – 2020 Strategic Plan and continuing fiscal and operations management, have created the following goals for the 2017 – 2018 school year. These five goals were selected after an extensive review of the 2017 - 2018 Superintendent Goals and House Bill 2242.

1. ***Continue to support initiatives that provide for a rigorous educational program:***

    - The Board of Directors will support the superintendent in moving the Newport School District forward by providing the Newport School District students with rigorous programs that support and enhance their ability to succeed in college as well as the work force.

2. ***Support the superintendent in the reduction of freshman failure rates:***

    - The Board of Directors will support the superintendent in creating possible structures within the school day as well as procedures that facilitate the reduction of Newport High School failure rates.

3. ***Support the superintendent in reducing truancy and chronic absenteeism:***

    - The Board of Directors would like the superintendent to work with building administrators, counselors, the newly formed Community Truancy Board, and the Pend Oreille County Juvenile Court to reduce truancy and chronic absenteeism in the Newport School District.

4. ***Support the superintendent in creating trauma informed schools:***

    - The Board of Directors will support the efforts of the superintendent and district staff in becoming more informed about the effects of trauma and strategies that can be implemented to help students, who have experienced trauma, learn at high levels.

5. ***Support the superintendent with the implementation of HB 2242 and 2224:***

    - The Board of Directors will support the superintendent to ensure that as the financial structures of HB 2242 are implemented:

    1. Programs for students remain the priority of the district;
    2. Continue to increase the fund-balance to a level of 5%.

2017-2018 Superintendent Goals

- **Goal #1- Reduce Freshman Failure Rates**
  - ➢ What is 9th grade course failure?
    - The number of course credits a first time 9th grader attempted versus the number of credits earned in English Language Arts, Math, and Science.
  - ➢ Why are we focusing on 9th grade course failure?
    - 9th grade course failure is a primary early warning indicator for dropping out of high school. Failure is a sign that the student is facing challenges that may be related to absenteeism, transportation, health issues, mental health or drug abuse, lack of parent support or supervision as well as issues such as bullying, lack of perceived relevance or not feeling connected or valued.
  - ➢ Who does 9th grade course failure affect the most?
    - 9th grade course failure is particularly prevalent among students who are low income, students of color, and students who are migrant or ELL. Over time, low income students are consistently failing 25% more than their non-low income peers
    - NHS - 22.2%/State - 22.54%/CHS - 16.27/DPHS-15.15%
    - FHS-2.41%/MLHS-17.33/LHS-12.40/RHS-6.30%/CHS/10.53%

- **Goal #2 – Reduce Chronic Absenteeism and Truancy**
  - ➢ What is chronic absenteeism?
    - Chronic absenteeism is when a student misses 18 or more full days of school for any reason, excused or unexcused. This represents 10% of the school year, and can mean a student misses as few as 2 days of school per month.
  - ➢ Why does attendance matter?
    - Chronic absenteeism has a significant impact on a student's achievement, even in early grades. Students who are chronically absent are more likely to fall behind in reading and math and are also more likely to not graduate from high school.
    - NSD-15.3%/State-16.7%/CSD-21.5/DPSD-13.5%/FSD-9.0%

- MLSD-12.5%/NMSD-13.7%/RSD-7.1%/CSD-13.3%

- **Goal #3 – Create Trauma Informed/Compassionate Schools**

  - Why are we focusing on Trauma Informed Schools?

    - Students struggling with the effects of trauma are more likely to have trouble establishing relationships with adults and peers, regulating their behavior emotions and attention, and/or accomplishing academic challenges. They are more likely to fail a grade, encounter disciplinary measures, score poorly on standardized tests, have trouble with language skills, and be diagnosed with special education needs.

  - What is a Trauma Informed School

    - Trauma Informed Schools are particularly open to students who have experienced trauma or live in crisis. They respond to trauma by providing an environment where healing can occur. Staff is trained to practice thoughtful and intentional kindness. They show authentic care for their students in structured, measurable ways. Unconditional respect and empathy for students is expressed consistently.

- **Goal #4 – Implementation of HB 2242**

  - Implement the financial structures of the new law into the Newport School District and ensure student programs continue to be the priority.

Goal #5 - Facilities/Capital Projects

- Lighting
- Locking Door Hardware
- Bus Garage

First Reading:

Policy 3240 -

Student Conduct, Expectations, and Reasonable Sanctions

Student Conduct Expectations and Reasonable Sanctions

The board acknowledges that conduct and behavior is closely associated with learning. An effective instructional program requires a wholesome and orderly school environment. The board requires that each student adhere to the rules of conduct and submit to corrective action taken as a result of conduct violations. The rules of conduct are applicable during the school day as well as during any school activity conducted on or off campus. Special rules are also applicable while riding on a school bus.

Students are expected to:

A. Respect the rights, person and property of others;
B. Pursue the required course of study;
C. Preserve the degree of order necessary for a positive climate for learning; and
D. Comply with district rules and regulations;
E. Submit to the authority of staff and reasonable discipline imposed by school employees and respond accordingly.

The Board also recognizes that schools must take reasonable steps so that students who fail to adhere to the district's rules and regulations and who receive discipline for such misconduct remain engaged or are effectively reengaged in their educational program.

The superintendent will develop written rules of conduct which will carry out the intent of the board and establish procedures necessary to implement this policy.

Cross References:

Policy 3241	Classroom Management, Corrective Actions or Punishment
Policy 6605	Student Safety Walking to School and Riding Buses

Legal References:

RCW 4.24.190	Action against parent for wilful injury to property by minor — Monetary limitation — Common law liability preserved
9A.16.020	Use of force — when lawful
Chapter 9.41 RCW	Firearms and dangerous weapons
9.91.160	Personal protection spray devices
28A.210.310	Prohibition on use of tobacco products on school property
RCW 28A.320.128	Notice and disclosure policies - Threats of violence—Student conduct - Immunity for good faith notice - Penalty
RCW 28A.400.110	Principal to assure appropriate student discipline — Building discipline standards — Classes to improve classroom management skills
RCW 28A.600.015	Rules incorporating due process guarantees of pupils with regard to expulsions and suspensions
RCW 28A.600.020	Exclusion of student from classroom — Written disciplinary procedures — Long-term suspension or expulsion
RCW 28A.600.022	Suspended or expelled students - Reengagement plan.
RCW 28A.600.040	Pupils to comply with rules and regulations
RCW 28A.635.060	Defacing or injuring school property — Liability of pupil, parent or guardian Withholding grades, diploma, or transcripts —

Suspension and restitution — Voluntary work program as alternative — Rights protected.

RCW 28A.635.090 Interference by force or violence -- Penalty

RCW 28A.635.100 Intimidating any administrator, teacher, classified employee, or student by threat of force or violence unlawful—Penalty

WAC 392-400-205 Definitions ~~[ESSB 5946, effective 9/28/13, requires update]~~

WAC 392-400-210 Student responsibilities and duties

WAC 392-400-215 Student rights

392-400-225 School district rules defining misconduct — Distribution of rules

20 U.S.C. 7101 et seq. Safe and Drug-Free Schools and Communities Act

ESSB 5946 [New sections added to Chapter 28A.600, RCW to be codified October 2013]

WAC 392-400-226 School district rules defining harassment, intimidation and bullying prevention policies and procedures –Distribution of rules

WAC 392-400-227 School district rules defining students' religious rights

WAC 392-400-233 Unexcused absences and tardiness

Management Resources: 2016 - July Issue

2014 - August Issue

Management Resources;
Policy and Legal News, September 2013 Student Conduct policy and procedure revised

Adoption Date: **12/22/08**
School District Name: **Newport**
Revised: **12.06; 12.11; 09.13, 07.16**
Classification: **Priority**