

HOCKINSON SCHOOL DISTRICT

Preparing all students for lifelong success



Hockinson School District Board of Directors

Regular School Board Meeting

November 27, 2023

6:00 p.m.

LOCATION: HSD Community Center & Zoom

HSD Calendar for a link to join the Zoom meeting

AGENDA

I. Board Meeting/Call To Order

- A. Establish Quorum
- B. Land Acknowledgement
- C. Pledge of Allegiance

II. Approval Of The Agenda

III. Communications

- A. Welcome Community Members
- B. Excuse Any Absent Board Members
- C. HSD Recognition
 1. Hockinson High School Accreditation
- D. Reports
 1. Board Share Out
 2. Superintendent, Steve Marshall
 3. Student Reps
 - a) HHES: Deklan Kautz and Larkin Frohs
 - b) HMS: Natalia Drimm and Tavin Timperly
 - c) HHS: Meredith Higgins and Samara Shanks
 4. Citizen Advisory Committee Update
 5. Legislative Update

E. Community Input On Agenda Or Comments

Public comment is welcome. So that the planned business of the Board may proceed in a timely manner, a total of 30 minutes maximum is allocated to public comment, with each speaker expected to limit their remarks to 2 minutes. Zoom software will be used to receive public comment. Please review Policy 1400 Meeting Conduct, Order of Business & Quorum. The Board also reminds participants to treat each other with courtesy, honesty and respect. Listen willingly to each other, even when opinions differ. Share accurate information. Honor the

District's policies to promote consistency and safety. respect each other's time by adhering to the time limit. Thank you.

IV. Approval Of The Consent Agenda

A. November 2023 Vouchers

1.General Fund ACH Checks	232400095-232400138	\$19,005.72
2. General Fund ACH Checks	232400143-232400143	\$40.36
3. General Fund ACH Checks	232400144-232400144	\$2,250.00
4. ASB ACH Checks	232400139-232400142	\$1,157.94
5. General Fund Checks	100620-100640	\$145,750.64
6. General Fund Checks	100641-100641	\$4,400.00
7. Capital Projects Checks	5067-5067	\$357.98
8. ASB Checks	11696-11698	\$4,819.89
9. ASB Checks	11699-11699	\$402.93
10. VOIDS	Totaling: \$167.57	
11. Capital Projects Checks	5068-5070	\$1,024.00
12. ASB Checks	11700-11713	\$10,298.84
13. Wire Transfer	202300006-202300007	\$604.66
14. General Fund Checks	232300145-232400151	\$108,669.43
15. ASB ACH Checks	232400152-232400154	\$899.94
16. General Fund Checks	100642-100697	\$273,014.51
November Estimated Payroll	\$2,050,000.00	
Revised October Payroll	\$2,046,007.32 (from \$2,040,260.95)	

B. Budget

1. October 2023 Budget Status Report
2. November 2023 Enrollment Report

C. Approval of Previous Months Board Minutes

1. October 30, 2023

D. Personnel

1. Classified New Hires
 - a) Michelle Preston, Eff. 11/27/23, Special Programs Para-Sped, 6hpd, ES
2. Retirement/Resignation/Transfer/Termination
 - a) Eva Sarkinen, Eff. 12/15/23, Special Programs Para-Sped, 6hpd, ES

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- b) Siera Nelson, Eff. 11/20/23, Special Programs, Registered Behavior Tech, 6hpd, MS
- 3. Classified Change Position
 - a) Katie O'Malley-Soot, Eff. 11/27/23, Interim Community Education/Facility Use Coordinator has been offered the position on a permanent basis

E. Out of District Travel

- 1. HHS, Boys Varsity Wrestling, 01/05/24-01/06/24, 46th Annual MatMan Tournament, Silverdale, WA. Coach: Brandon Redeau
- 2. HHS, Girls Varsity Wrestling, 12/28/23-12/30/23, Doc Herren Invitational, Auburn, WA. Coach: Tania Redeau
- 3. HHS, Girls Varsity Basketball, 12/26/23-12/31/23, Surf-N-Slam Tourney, San Diego, CA. Coach: Damon Roche

V. Action Items

A. WSSDA Policies - 2nd Reading

- 1. **Policy 5050 - Contracts** - Essential - WSSDA has revised this policy based on SB 5175 (School Principals-Employment Contracts - Terms). The legislation extends the maximum term of a written contract between a school board and a principal from one to three years, if the principal has: been employed as a principal for three or more consecutive years, has been recommended by the superintendent as a candidate for a two or three-year contract because the principal has demonstrated the ability to stabilize instructional practices, and received a comprehensive performance rating of level 3 or above in their most recent comprehensive performance evaluation; and have met the school district's requirements for satisfying an updated record check. Additional revisions to this model policy address HB 1015 (Paraeducator Employment Assessments). This legislation addresses minimum employment requirements for paraeducators.
- 2. **Policy 6215 - Expense Claim Certification and Approval** - Essential - WSSDA revised this policy and procedure to update current usage terms and to resolve a mismatch between statutory provisions and common practice.
- 3. **Policy 6220 - Bid or Request for Proposal Requirements** - Essential - WSSDA has revised this model policy and procedure to reflect input from the State Auditor's Office (SAO) and the Washington Association of School Business Officials (WASBO). The revisions specify that school boards must have entered into agreements under the Interlocal Cooperation Act before making any purchase utilizing those special terms. The revisions also clarify information about procurement using federal funds. The updates also incorporate provisions from HB 1086 (Local Government Contracting - Community Service Organizations) regarding the community service organization exception to competitive bidding laws for public works.
- 4. **Policy 4001 - Public Information Program** - Encouraged - WSSDA has renumbered this policy and procedure from 4000 to 4001 to distinguish it from the table of contents heading for the 4000 services of policies and procedures. WSSDA has revised this model policy and procedures to reflect HB 1230 (Schools - Public Health Information). This legislation requires school districts that maintain a website to post a prominent link on the district homepage, as well as the homepage of each school within the district, to

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information from the DOH about substance use trends, overdose symptoms and response, and the secure storage of prescription drugs, over the counter medications, and firearms and ammunition. The legislation also requires school districts to make the DOH information accessible through the district's social media channels. The required information postings must occur at least quarterly. This same legislation also prompted revisions to Policy 2121 - Substance Abuse Program.

5. **Policy 4040 - Public Access to District Records** - Encouraged - WSSDA revised this policy and procedure based on HB 1533 (Personal Information of Certain Public Employees - Public Records Act Exemption), SB 5127 (Student Personal Information - Public Records Act Exemption) and HB 1210 (Recording School Board Meetings). This legislation creates a new exemption to the Public Records Act that prevents disclosure of an employee's personally identifiable information if the employee is a survivor of domestic violence, sexual assault, harassment, or stalking. This same legislation prompted revisions to 6513 - Workplace Violence Prevention. This legislation clarifies that the personal information of a child currently or previously enrolled in a school district, contained in any records, including correspondence, is exempt from public disclosure requirements. This same legislation also prompted revisions to Policy 3231 - Student Records. Additionally, this same legislation also prompted revisions to Policy 1400 - Meeting Conduct.
6. **Policy 5310 - Compensation** - Discretionary - WSSDA has revised this policy based on SB 5650 (K-12 Employees - Salary Inflationary Increases). For the 2023-2024 school year, the legislation changes the inflationary adjustment index to 3.7 percent. For the 2024-2025 school year the legislation defines the inflationary adjustment index as the implicit price deflator for the previous calendar year.
7. **Policy 6513 - Workplace Violence Prevention** - Discretionary - WSSDA revised this policy and procedure based on HB 1533 (Personal Information of Certain Public Employees - Public Records Act Exemption). This legislation creates a new exemption to the Public Records Act that prevents disclosure of an employee's personally identifiable information if the employee is a survivor of domestic violence, sexual assault, harassment, or stalking. This same legislation prompted revisions to Policy 4040 - Public Access to District Records.

VI. Discussion Items

- A. Budget Status Update
- B. Calendar at a Glance
- C. School Board Visits
 1. November 1, 2023 - HHES - Gordon Smith & Teresa VanNatta
 2. November 9, 2023 - HHS - Anne-Elissa Carter & Patrick Carter
- D. WSSDA Policy Updates - 1st Reading
 1. Policy 3207 - Prohibition of Harassment, Intimidation, and Bullying of Students - Essential. Changes to House Bill 1207. Summary of Changes: Clarification around process, reporting requirements, and technical assistance, Updated language regarding the definitions of harassment, intimidation, and bullying in the policy, Added clarity around investigations and reporting, Clarification around the submission of reports and

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incident forms, and Defining “ Aggressor”. These changes are to clarify the HIB process and better align with Washington state law.

2. Policy 5010 - Nondiscrimination and Affirmative Action - Encouraged. Adding language/explanation of what discrimination harassment is.
3. Policy 6020 - System of Funds and Accounts - Encouraged. WSSDA revised based on HB 5403 (School District Depreciation Sub-funds). This requires school districts with fewer than 2000 students to establish a depreciation sub-fund within the general fund to reserve funds for future facility and equipment needs.
4. Policy 6217 - NEW - Electronic Funds Transfer - Encouraged. WSSDA developed this policy to authorize school district’s use of electronic methods of payment, including electronic funds transfers.
5. Policy 6530 - Insurance - Encouraged. WSSDA revised this policy to track better with RCW 28A.400.350 and added language from House Bill 1521 (Workers’ Compensation Claims-Duties of Self-Insured Employers and Third-Party Administrators). The revisions acknowledge that the SEBB program governs school employees’ medical insurance.
6. Policy 6605 - Student Safety Walking, Biking, and Riding Buses - Encouraged. WSSDA has revised this policy to reflect that districts no longer need safety advisory committees after the appeal of WAC 392-151-017.
7. Policy 6959 - Acceptance of Completed Projects - Encouraged. WSSDA has revised this model policy to better align with the statutes pertaining to public works contracts that receive state funding.

E. WSSDA Conference Debrief

VII. Adjournment to Executive Session

- A.** Consideration of site selection of real estate purchase or lease. RCW 42.30.110(1)(b)
- B.** Next School Board Meeting
 1. Regular Meeting, Monday, December 11, 2023
- C.** Items for Next Agenda
- D.** Docusign Documents
- E.** Close of Meeting

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