



HOCKINSON SCHOOL DISTRICT

Preparing all students for lifelong success

Hockinson School District Board of Directors

Regular School Board Meeting

October 30, 2023

6:30 p.m

LOCATION: HSD Community Center & Zoom

The HSD Website Calendar has 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. Evelyn Weed & Hollie Rose
- D. Reports
 1. Board Share Out
 2. Superintendent, Steve Marshall
 3. Student Reps
 - a) HHES: Perry Burnham
 - b) HMS: Kennedy Neff & Yasmine Ugalde
 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. October 2023 Vouchers

1. General Fund Accrual Checks	100453-11453	\$45.06
2. General Fund Checks	100454-100455	\$2,061.78
3. General Fund Accrual Checks	100456-100473	\$39,748.57
4. Capital Projects Accrual Checks	5061-5062	\$12,659.50
5. ASB Accrual Checks	11674-11675	\$5,260.00
6. General Fund Checks	100474-100505	\$36,014.84
7. ASB Checks	11676-11678	\$2,765.38
8. General Fund Accrual ACH Checks	232400046-232400046	\$34.32
9. General Fund ACH Checks	232400047-232400077	\$21,496.07
10. ASB ACH Numbers	232400078-232400078	\$31.14
11. General Fund ACH Checks	232400080-232400089	\$19,739.45
12. General Fund ACH Checks	232400093-232400093	\$79,545.18
13. ASB ACH Checks	232400090-232400092	\$688.63
14. General Fund Checks	100523-100597	\$350,433.84
15. General Fund Checks	100598-100599	\$229.98
16. General Fund Checks	100600-100603	\$3,212.44
17. Capital Projects Checks	5063-5066	\$92,603.19
18. ASB Checks	11679-11695	\$8,293.62
	Voids & Cancellations	\$167.57
19. Unclaimed Property Wire Transfer	202300003-202300003	\$491.34
20. Comp Tax Wire Transfer	202300004-202300005	\$303.06
Actual October Payroll	\$2,040,260.95	

B. Budget

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

C. Approval of Previous Months Board Minutes

1. September 25, 2023
2. October 9, 2023

Steven Marshall, Superintendent

D. Boundary and Homeschool Reports

E. Highly Capable Program Approval

F. Contract Approval

1. Occupational Therapist, Gretchen Oberle for the 23-24 school year

G. Personnel

1. Classified New Hires

- a) Sarah White, Eff. 9/19/23, Special Programs Para-Sped, 6hpd, ES
- b) Amy Vierck, Eff. 9/22/23, Special Programs Para-Sped, 12 hours per week, Preschool
- c) Alaina Adkins-Armstrong, Eff. 10/05/23, Special Programs Para-Sped, 6hpd, HS
- d) Cosette Spafford (rehire), Eff. 10/05/23, Special Programs Para-Sped, ES
- e) Ashley Warren, Eff. 10/23/23, Special Programs Para-Sped, ES
- f) Joshua Hart, Eff. 11/16/23, Special Programs Para-Sped, ES
- g) Saharla Jama, Eff. 10/16/23, Admin. Asst. to Director of Special Education, DO

2. Classified Change Position

- a) Alicia Villa, Sped Para will move from HS to MS, eff. 10/23/23
- b) Annemarie Vickery, RBT, will move from ES to HS, eff. 10/23/23
- c) Amy Clover will change roles eff. 10/16/23. She will vacate the Admin. Asst. to Director of Special Education to assume role of Purchasing/Student Services Coordinator

3. Retirement/Resignation/Transfer/Termination

- a) Courtney McIntyre, Resignation, Eff. 10/10/23, Occupational Therapist, 1.0 FTE
- b) Sarah White, Resignation, Eff. 9/22/23, Special Programs Para-Sped, 6hpd, ES
- c) James Packer, Termination, Last day 9/29/23, Student Coordinator

4. Leave of Absence

- a) Lisa Homola will be on a leave of absence beginning 9/25/23

5. New Extracurricular Assignments

- a) Toni Allyn, Eff. 23-24 SY, Class Advisor, HS
- b) Kasey Powers, Eff. 23-24 SY, Class Advisor, HS
- c) Karl Johnson, Eff. 23-24 SY, HS Boys Basketball C-Team Coach

6. Extracurricular Resignations/Non-Renewal

- a) Joey Harteloo, Resignation, Eff. 23-24 SY, Class Advisor, HS

H. Out of District Travel

1. HHS Boys Golf, District Meet, Olympia, WA, Oct 22 - Oct 24, 2023
2. HHS Cross Country, State Meet, Richland, WA, Nov 3 - Nov 4, 2023
3. HHS Girls Swim, State Meet, Federal Way, WA, Nov 9 - Nov 11, 2023
4. HHS Girls Swim, District Meet, Olympia, WA, Nov 3 - Nov 4, 2023

Steven Marshall, Superintendent

- I. IQ Credit Card Removal/Addition
 - 1. James Packer - removal
 - 2. Saharla Jama - addition

V. Discussion Items

- A. Budget & Enrollment Status Update
- B. Press Release for Annual WSSDA Conference
- C. HHS Activities & Clubs Report 2023-2024
- D. Land Update
- E. Smarter Balance Assessment Data
- F. Calendar at a Glance

- G. WSSDA Policy Updates - 1st Reading
 - 1. Policy 5050 - Contracts - Essential - WSSDA has revised this policy based on SB 5175 (School Principals-Employment Contracts - Terms).
 - 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).
 - 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).
 - 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).
 - 6. Policy 5310 - Compensation - Discretionary - WSSDA has revised this policy based on SB 5650 (K-12 Employees - Salary Inflationary Increases).
 - 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).

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VI. Action Items

A. WSSDA Policies 2nd Reading

1. Policy 2190 - Highly Capable Programs - Essential - WSSDA revised this policy based on SB 5072. The legislature requires changes to the referral and screening process for highly capable student programs to make them more equitable. The legislation establishes the mandatory use of universal screenings. The legislation also requires that referrals be available for all grades not being universally screened.
2. Policy 1611 - Conflicts of Interests (Districts fewer than 2,000 students) - Encouraged - WSSDA revised this policy based on HB 1577 (Municipal Officers - Beneficial Interest in Contracts). The legislation increases the monthly contract value for which municipal officers may have a beneficial interest from \$1,500 to \$3,000.
3. Policy 3520 - Student Fees, Fines or Charges - Essential - WSSDA revised this policy based on HB 1536 (High School Diplomas - Withholding for Property Damage). The legislation limits school districts' authority to withhold a student's high school diploma because the student lost or willfully damaged district property. Specifically, the legislation limits withholding a diploma to when damages exceed \$1,000 and requires school districts to release a student's withheld diploma after five years or until the amount owed is less than \$1,000, whichever is earlier. Additionally, the legislation provides that the district must credit the monetary value of a student's community service toward damages whatever minimum wage is greater local or state. School districts must facilitate easy access to information about withholding diplomas and publish that information on their websites.
4. Policy 2121 - Substance Abuse Program - Discretionary - WSSDA revised this policy to reflect HB 1230 (Schools-Public Health Information). The 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 information from the Department of Health (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 communication on the district's social media channels. The required information postings must occur quarterly.
5. Policy 3231 - Student Records - Essential - WSSDA revised this policy based on HB 1536 (High School Diplomas-Withholding for Property Damage). Removing language about releasing a student's diploma (per changes in Policy 3520).
6. Policy 1400 - Meeting Conduct, Order of Business, and Quorum - Essential - WSSDA revised this policy based on HB 1210 (Recording

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School Board Meetings). The legislation requires school districts to make an audio recording of all regular and special board meetings where final action is taken or formal public testimony is accepted. The recording must include the school board members' comments as well as public comments made during public comment period, if any. The requirement to record meetings does not extend to executive sessions or emergency meetings and does not become effective until June 30, 2024. WSSDA has also revised this policy to clarify that the restriction on public comments based on the district's policy prohibiting harassment, intimidation, and bullying is specific to students.

7. Policy 2230 - Transition to Kindergarten Program - New - Essential (for districts that offer transitional kindergarten) - WSSDA based this policy on HB 1550 (Transition to Kindergarten Program) OSPI is currently adopting emergency rules for the 2023-2024 school year and will adopt permanent rules the following year. WSSDA has developed new model Policy 2230 to reflect this year's emergency rules and will update this policy, as needed, based on the permanent rules scheduled to be in place next year. Legislation has established and authorized the Transition to Kindergarten program for children at least 4 years old by August 31 who have identified through a screening process to need additional preparation to be successful kindergarten students the following year.

B. Approval of Settlement Contract

C. Approval of Surplus Sale in the Tech Department

VII. Adjournment

A. Next School Board Meeting

1. November 27, 2023, Regular Board Meeting

B. Items for Next Agenda

C. Docusign Documents

D. Close of Meeting

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