



**Wednesday, June 16, 2021**

**REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre**

**IMPORTANT NOTE:**

**This meeting will be held in-person and in compliance with the safety requirements contained in the State of Washington's Miscellaneous Venues - COVID-19 Guidance. Please check the SKSD website (District/School Board/Board Meeting Schedule) for more information.**

**The meeting will also be live-streamed via Zoom:**

**Webinar ID 868 5856 6984**

**Passcode 591564**

**PROCESS FOR PUBLIC COMMENT POSTED IN THE PUBLIC COMMENT ITEM ON THE BOARD MEETING AGENDA**

**1. CALL TO ORDER**

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**Subject 1.01 Pledge of Allegiance**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 1. CALL TO ORDER

Access Public

Type Information

**Subject 1.02 Establish Agenda**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 1. CALL TO ORDER

Access Public

Type Information

**Subject 1.03 Staff and Student Recognition**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 1. CALL TO ORDER

Access Public

Type

File Attachments  
Recognition (1).pdf (17,648 KB)

<b>Subject</b>	<b>1.04 Public Comment (CLICK FOR PROCESS)</b>
Meeting	Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre
Category	1. CALL TO ORDER
Access	Public
Type	Information, Discussion

**Process for Persons Desiring to Address the Board**

1. To register for public comment, send an email to: [PublicComment@skschools.org](mailto:PublicComment@skschools.org)
2. Use Public Comment [insert meeting date] in the subject line.
3. Include your legal name, contact information, and the topic you would like to address.
4. Deadline is 12:00 pm on the day of the board meeting.
5. During the meeting, the board president will call on the commenter when it is their turn to speak. The attendee will be moved into view on screen, asked to unmute their microphone, and make their comment. After the comment, the attendee will be removed from view and muted.
6. The time limit per commenter is three minutes.
7. The board listens to public comment but does not engage in question and answer sessions during the meeting.
8. Persons wishing to provide written comment to the board should email their comment to: [PublicComment@skschools.org](mailto:PublicComment@skschools.org). Written comments are not read aloud during the meeting.

Public comment is an opportunity to direct comments to the board and is not intended to permit interrogation of the board or its members nor to engage in a dialogue. Any specific questions raised in the public comment will be addressed to the chair/president, who will typically refer the question to the superintendent for a detailed response to the individual at a later time. The superintendent will then also report the response to the board at a subsequent public meeting.

**2. PRESENTATIONS/REPORTS**

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<b>Subject</b>	<b>2.01 Presentation on ESSB 5044</b>
Meeting	Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre
Category	2. PRESENTATIONS/REPORTS
Access	Public
Type	Information
Superintendent Winter will provide an overview of ESSB 5044 - Professional Learning for Public School Employees.	

<p>File Attachments  <a href="#">ESSB 5044 Presentation.pdf (137 KB)</a></p>
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**3. BOARD DISCUSSION/LINKAGE**

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<b>Subject</b>	<b>3.01 Board Linkages</b>
Meeting	Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre
Category	3. BOARD DISCUSSION/LINKAGE

Access Public

Type Discussion

**Subject 3.02 Legislative Report**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 3. BOARD DISCUSSION/LINKAGE

Access Public

Type

**Subject 3.03 Washington Interscholastic Activities Association (WIAA) Report**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 3. BOARD DISCUSSION/LINKAGE

Access Public

Type

**BACKGROUND INFORMATION:**

**RECOMMENDED ACTION:**

**Subject 3.04 Board Discussion**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 3. BOARD DISCUSSION/LINKAGE

Access Public

Type Action, Discussion

The Board will discuss the following topics:

- Board Referral Form on Revision of the Board IMC Process
- Continued discussion on Item 2.01
- "The Art of Governing Coherently"
- Public records requests

File Attachments

[Board Referral Form re IMC 06.16.21.pdf \(83 KB\)](#)

[Proposed Resolution on Critical Race Theory.pdf \(127 KB\)](#)

**Motion & Voting**

**4. CONSENT AGENDA**

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**Subject 4.01 Consent Agenda**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 4. CONSENT AGENDA

Access Public

Type Action (Consent)

Recommended Action Approval of the Consent Agenda as presented.

**BACKGROUND INFORMATION:**

The Consent Agenda is presented for approval by the Board of Directors. Pursuant to Governance Process Policy GP-8 Agenda Planning:

The consent agenda enables the board to efficiently deal with matters that have been delegated to the Superintendent, but by law must be approved by the Board. Throughout the year the Board will attend to consent agenda items as expeditiously as possible.

- a. Items routinely assigned to the consent agenda include meeting minutes, personnel actions, business transactions, expense vouchers, gifts, travel requests, intergovernmental agreements, etc.
- b. An item may be removed from the consent agenda only upon approval of a majority of the Board.

**RECOMMENDED ACTION:**

Approval of the Consent Agenda as presented.

Admin Content

Submitted by:	Tim Winter	Superintendent
Date:	Approved:	Initial:

*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda only upon approval of a majority of the Board.*

**Motion & Voting**

**Subject 4.02 Minutes of the Regular Meeting of June 2, 2021**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 4. CONSENT AGENDA

Access Public

Type Action (Consent), Minutes

Minutes [View Minutes](#) for Jun 2, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM

**BACKGROUND INFORMATION:**

The Official Minutes of the previous meeting will be available to the public after approval at tonight's meeting.

Admin Content

Submitted by:	Tim Winter	Superintendent
Date:	Approved:	Initial:

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## **Motion & Voting**

<b>Subject</b>	<b>4.03 Human Resources Employment Reports</b>
Meeting	Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre
Category	4. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Recommended Action	MOTION: Approval of the Human Resources Employment Reports.

### **Statement of Superintendent Winter:**

In relation to the Human Resources Employment Reports, as Superintendent, I verify that we have the proper processes in place for checks and balances to ensure accuracy and appropriateness of spending in accordance with laws in the state of Washington.

#### File Attachments

[HR Report - Classified 06.16.21.pdf \(81 KB\)](#)

[HR Report - Certificated 06.16.21.pdf \(99 KB\)](#)

[2021-2022 Assistant Superintendent Contract-Business & Operations.pdf \(121 KB\)](#)

[2021-2022 Assistant Superintendent Contract-Student Achievement.pdf \(121 KB\)](#)

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## **Motion & Voting**

<b>Subject</b>	<b>4.04 Affidavit of Vouchers and Payroll</b>
Meeting	Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre
Category	4. CONSENT AGENDA
Access	Public
Type	Action (Consent)

An affidavit covering payment of payroll and invoices for General Fund, Capital Projects Fund, Associated Student body Fund, Transportation Vehicle Fund, and Private Purpose Trust Fund is presented to the Board for approval.

### **Statement of Superintendent Winter:**

In relation to the Affidavit of Vouchers and Payroll, as Superintendent, I verify that we have the proper processes in place for checks and balances to ensure accuracy and appropriateness of spending in accordance with laws in the state of Washington.

#### File Attachments

Warrant Summaries for 06-16-21 Brd Mtg.pdf (1,766 KB)  
Board Expense Rpt 05-26-21 thru 06-08-21.pdf (395 KB)  
Affidavit of Vouchers 06.16.21.pdf (209 KB)

#### Admin Content

Submitted by:	Jennifer Farmer	Assistant Superintendent for Business Services
Date:	Approved:	Initial:

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#### **Motion & Voting**

**Subject**                      **4.05 Surplus Equipment from Technology**

Meeting                      Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category                      4. CONSENT AGENDA

Access                      Public

Type                      Action (Consent)

Recommended Action      Move to approve the declared items as surplus.

#### **BACKGROUND INFORMATION:**

Various schools and departments have submitted forms detailing miscellaneous surplus equipment. A notebook of items that have been evaluated and determined to be unusable throughout the District is available in the Superintendent's office.

#### **RECOMMENDED ACTION:**

Move to approve the declared items as surplus.

#### Admin Content

Submitted by:	Jennifer Farmer	Assistant Superintendent of Business and Operations
Date:	Approved:	Initial:

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#### **Motion & Voting**

**Subject**                      **4.06 Overnight Travel for the SKHS Girls' Basketball Team to attend the NBC Basketball Team Camp July 6-9, 2021 in Spokane Washington**

Meeting                      Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category                      4. CONSENT AGENDA

Access Public

Type Action (Consent)

Recommended Action Approval of Overnight Travel for the SKHS Girls' Basketball Team to attend the NBC Basketball Team Camp July 6-9, 2021 in Spokane Washington.

**BACKGROUND INFORMATION:**

The SKHS Girls' Basketball Team is requesting approval to travel to Spokane, WA to attend the NBC Basketball Team Camp. They understand that Covid restrictions may require the trip to be canceled or accommodations modified.

File Attachments  
[Girls Basketball - OVERNIGHT TRAVEL - Spokane WA July 6-9 2021 \(002\).pdf \(2,664 KB\)](#)

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**Motion & Voting**

**Subject 4.07 Contract Award For the Central Kitchen Backup Generator Project**

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 4. CONSENT AGENDA

Access Public

Type Action (Consent)

Recommended Action Move to approve contract award for the Central Kitchen Backup Generator Project.

**BACKGROUND INFORMATION:**

At the 4/21/21 Board Meeting, approval was given to solicit bids for the Central Kitchen Backup Generator project. Bids were solicited via the Small Works Roster from several contractors and two bids were received, as per the attached.

The low bid was submitted by Tesla Electric LLC for a total of \$202,069.65 with tax. The bid, with a separately procured generator, exceeds the project cost estimate which was based upon a 2018 quote with a 15% cost escalation. The cost variance is due to the extraordinary material cost inflation this year with some basic electrical materials cost increasing by factors of 4-6 times the 2020 price. To help off-set costs, we will purchase a smaller generator that still meets all our capacity needs. The anticipated residual overage will be funded from savings from other projects in the "safety and security" category of the Capital Levy.

The project includes the purchase and installation of a diesel-powered backup generator that will provide sufficient electrical capacity to power the entire Central Kitchen building including all equipment and some reserve capacity. Work includes new automatic power transfer switch, new underground electrical feeders to the building, concrete pad, fence enclosure and miscellaneous electrical improvements.

**FISCAL CONSIDERATIONS AND FUNDING SOURCE:**

Capital Levy Project Budget with contingency	\$218,000	
	Estimate	Actual
Electrical and site work	\$125,000	\$202,070
Generator purchase	\$80,000	\$70,285
Total	\$205,000	\$272,355

Variance from Budget		(\$54,355)
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The over-budget amount will be funded by remaining Capital Levy funds in the Safety and Security projects category.

It is the recommendation of the administration that the Board of Directors approve contract award to Tesla Electric LLC for the Central Kitchen Backup Generator project.

**RECOMMENDED ACTION:**

Move to approve contract award for the Central Kitchen Generator Project.

File Attachments Bid Tabulation Form.xlsx (12 KB)
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Admin Content

Submitted by:	Jennifer Farmer	Assistant Superintendent of Business and Operations
Date:	Approved:	Initial:

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**Motion & Voting**

**5. NEW BUSINESS/ACTION ITEMS**

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<b>Subject</b>	<b>5.01 Discovery Alternative High School School Improvement Plan</b>
Meeting	Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre
Category	5. NEW BUSINESS/ACTION ITEMS
Access	Public
Type	Action
Recommended Action	Approval of the School Improvement Plan for Discovery Alternative High School.

**BACKGROUND INFORMATION:**

Discovery and Explorer were identified in Fall of 2018 as recipients of Tier 3 comprehensive low graduation rate supports. Both schools are receiving support from OSPI coaches who have expertise in Alternative Learning Environments (ALE) and leadership. The coaches have led each site through a data carousel that has guided the development of their new school improvement plan. Discovery and Explorer are required to use the state school improvement plan (SIP) template and have been piloting both the process and template for the office of System and School Improvement for OSPI. Each school is required to submit the new SIP annually to OSPI as part of the continuous improvement cycle.

Discovery and Explorer each received grant funding as part of their Tier 3 designation to be used to improve systems and support for increasing high school graduation rates.

File Attachments Discovery2021 EOY SIP Progress Monitoring+21-22SIP (002).pdf (313 KB)
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Admin Content

Submitted by:	Dr. Shannon Thompson	Executive Director of Instructional Support
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Date: | Approved: | Initial: |

### Motion & Voting

**Subject** 5.02 Explorer Academy School School Improvement Plan

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 5. NEW BUSINESS/ACTION ITEMS

Access Public

Type Action

Recommended Action Approval of the School Improvement Plan for Explorer Academy.

#### **BACKGROUND INFORMATION:**

Discovery and Explorer were identified in Fall of 2018 as recipients of Tier 3 comprehensive low graduation rate supports. Both schools are receiving support from OSPI coaches who have expertise in Alternative Learning Environments (ALE) and leadership. The coaches have led each site through a data carousel that has guided the development of their new school improvement plan. Discovery and Explorer are required to use the state school improvement plan (SIP) template and have been piloting both the process and template for the office of System and School Improvement for OSPI. Each school is required to submit the new SIP annually to OSPI as part of the continuous improvement cycle.

Discovery and Explorer each received grant funding as part of their Tier 3 designation to be used to improve systems and support for increasing high school graduation rates.

File Attachments  
Explorer.EOYandSIP2122 (3).pdf (312 KB)

#### Admin Content

Submitted by:	Dr. Shannon Thompson	Executive Director of Instructional Support
Date:	Approved:	Initial:

### Motion & Voting

**Subject** 5.03 Addendum to Superintendent's Contract

Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 5. NEW BUSINESS/ACTION ITEMS

Access Public

Type Action

Recommended Action Approval of the addendum to the Superintendent's contract.

An addendum to Superintendent Winter's contract is attached for review as part of his annual evaluation.

File Attachments  
Winter Addendum to Contract 06.16.21.pdf (103 KB)

## 6. DISTRICT POLICY REVIEW

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<b>Subject</b>	<b>6.01 New Policy 3112 Social Emotional Climate - Second Reading</b>
Meeting	Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre
Category	6. DISTRICT POLICY REVIEW
Access	Public
Type	Action
Recommended Action	Approval of new Policy 3112 Social Emotional Climate - Second Reading.

### **BACKGROUND INFORMATION:**

Social and Emotional Learning (SEL) is broadly understood as a process through which individuals build awareness and skills in managing emotions, setting goals, establishing relationships, and making responsible decisions that support success in school & life.

WA State was the first to develop guidance for SEL in K-12 education. In 2016, the WA SEL Benchmarks Workgroup released a report that specified a set of SEL standards and benchmarks.

January 2020, OSPI adopted the SEL standards benchmarks and indicators developed by the statutory workgroup to serve as a framework for teaching SEL. Then, during the 2020 legislative session, the legislature passed HB2816 – Positive Social and Emotional School and Classroom Climates, directing WSSDA to develop a model policy for nurturing a positive social and emotional school and classroom climate.

The goal of this model policy is to support and promote, from the board level, district and individual school action plans that will create, maintain, and nurture truly positive school and classroom environments.

### File Attachments

[3112 - Social Emotional Climate - new 2021.pdf \(108 KB\)](#)  
[WSSDA Policy and Legal News February 2021 - Social Emotional Climate.pdf \(793 KB\)](#)  
[WA State SEL\\_Standards, Benchmarks Indicators - creative commons.pdf \(451 KB\)](#)  
[3112 - Social Emotional Climate - new 2021 Clean Copy.pdf \(107 KB\)](#)

### Admin Content

Submitted by:	Tim Winter	Superintendent
Date:	Approved:	Initial:

## 7. SUPERINTENDENT REPORT

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<b>Subject</b>	<b>7.01 Superintendent Report</b>
Meeting	Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre
Category	7. SUPERINTENDENT REPORT
Access	Public
Type	

## 8. EXECUTIVE SESSION

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<b>Subject</b>	<b>8.01 Executive Session to evaluate the Superintendent</b>
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Meeting Jun 16, 2021 - REGULAR MEETING OF THE BOARD OF DIRECTORS 5:00 PM - South Kitsap High School Theatre

Category 8. EXECUTIVE SESSION

Access Public

Type Information

Executive Session to evaluate the Superintendent. Executive sessions are closed to the public per RCW 42.30.110.

## **9. ADJOURNMENT**

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Persons with disabilities who require assistance may contact the superintendent's office so reasonable arrangements can be made to participate in board meetings.