

**MARY M. KNIGHT SCHOOL DISTRICT NO. 311**  
**Regular Meeting of the Board of Directors**  
**Monday, January 25, 2016**  
**Administration Building**

**AGENDA**

**CALL TO ORDER AT 6:30 PM:**

- A. Flag Salute
- B. Introduction of Visitors

**COMMUNITY AND DIRECTOR COMMENTS:**

- A. The audience is encouraged to make comments and suggestions to the Board of Directors. The Board reserves the right to take action only on those items that have been adequately researched.

**BOARD LINKAGE:** Matlock Food Bank / John Pais  
Food bank and Grange

**RECOGNITION:** The Board will recognize any staff and or community member for going above and beyond.

Thank you to the Fire Department for the Fire Safety Presentation

Thank you to Grays Harbor for bringing Finn

Thank you to MMK's Associated Student Body for representing MMK at Taholah's Inter-High and for their efforts in Homecoming.

- A. National School Board Recognition Month

**CONSENT AGENDA:**

If a board member desires clarification or conversation regarding any item under the consent agenda, a motion removing that item from consent and placing on the action agenda will be made.

- A. District Policy Updates

1. District Policy 5230, deleted: Job descriptions are updated regularly, thus listing them in policy is inappropriate.
2. District policy 5240 updated to remove procedural language. Procedure 5240P removed to avoid confusion with collective bargaining agreements.
3. District procedure 5280 Termination of Employment, delete because these processes are regulated by state statute and collective bargaining agreements.
4. District Policy 5281 revised to clarify that the law does not require discipline in every situation. Procedure 5281 delete because it is unnecessary.
5. District Policy and Procedure 404 Public Access to District Records updated to include text messages and retention of records.
6. District Policy 5201 Drug Free Schools, updated to clarify over the counter medication process.

- B. December 17, 2015 Board Minutes

C. Bills/Payroll	Check#	Total
1. ASB Fund A/P	144002634-144002640	\$ 3,145.23
2. General Fund A/P	141034112-141034149	\$ 37,646.99

3. General Fund Payroll	141034078-141034088	\$ 16,324.96
a. General Fund Benefits/Deductions	141034089-141034111	\$ 166,593.37
b. General Fund Payroll ACH Direct Deposit	900002687-900002720	\$ 80,825.47

D. Personnel:

1. Recommendations:

- Tom Oien - Retirement Letter
- Marilyn de La Harpe - Retirement Letter

2. Supplemental Contracts:

- Paula Dana - Additional Class Stipend
- David Crayk - Additional Class Stipend
- Tyler Thompson - HS Boys Basketball Asst - 1/2 stipend

E. Service Contracts: None at this time

F. Board Self-Assessment Dec. 17, 2015

G. Board Monitoring

**FINANCIALS:**

A. Review of District Financial Reports

1. Ending Fund Balances - December, 2015	General Fund	\$ 789,992.27
	Capital Projects Fund	\$ 40,522.07
	ASB Fund	\$ 39,773.92
	Transportation Fund	\$ 143,605.67

B. Mason County Treasurer Fiscal Activity

C. 2015-16 Budget Analysis

D. 2015-16 Fund Balance Analysis

E. Monthly Summary

F. Grant Status

G. ASB Fund Balance Report

H. Revenue Analysis

**CORRESPONDENCE SENT AND/OR RECEIVED:**

**ITEMS OF DISCUSSION/ANNOUNCEMENTS:**

A. Connections Academy Update

Donna Hutchison will be present to provide an update on the agreement between MMK and Connections Academy and answer questions from the Board.

**ADMINISTRATIVE REPORT(S):**

A. Superintendent Report

B. Principal Report

**ACTION/DECISION ITEMS:**

**EXECUTIVE SESSION:**

A. Executive session is for the evaluation of the Superintendent. Approximately 40 minutes.

Under RCW 42.30.110, an Executive Session may be held for the purpose of (a) (b) considering the sale or acquisition of real estate; (c) negotiations on the performance of publicly bid contracts; (d) receiving and evaluating complaints against a director or staff member; (e) reviewing the qualifications of an applicant for public employment and or reviewing the performance of a public employee; (f) evaluate qualifications of a candidate for appointment to the board; (g) consulting with legal counsel or on matters regarding agency enforcement actions or current or potential agency litigation.

**GRANTS/GIFTS/DONATIONS RECEIVED:**

A. None

**ADJOURNMENT:**