PORT TOWNSEND SCHOOL DISTRICT NO. 50

Regular School Board Meeting, 6:00 p.m. November 25, 2013

"Discover the Power of Learning"

Mission:

In partnership with home and community, Port Townsend School District provides a learning environment where each student develops the knowledge and skills to become a creative, successful and engaged citizen.

01. Location/Time

01.01 Gael Stuart Building, Room S-11, 1610 Blaine St., 6:00 p.m.

02. Call to Order

- 02.01 Roll Call
- 02.02 Pledge of Allegiance

03. Agenda

03.01 Agenda Approval

04. Shining Star Awards – Superintendent Engle

05. Public Comments

06. Approval of Minutes_

- 06.01 Minutes of the October 28, 2013 Regular Board Meeting
- 06.02 Minutes of the November 12, 2013 Work/Study Meeting

07. Consent Agenda

07.01 Consent Agenda Approval

07.02 Approval of Personnel Action

- 07.020 Recommend Jeanne Chao for the .4 FTE Science/Math OCEAN Teacher position at Grant Street Elementary, effective November 6, 2013 for the remainder of the 2013-14 school year
- 07.021 Recommend Deborah Bakin for the position of Math Para-Educator, Blue Heron School, effective November 4, 2013
- 07.022 Recommend Kireena Johnson and Jeanne McNulty-King as Girls' Basketball Assistant Coaches, Port Townsend High School, effective the 2013-14 school year
- 07.023 Recommend Tom Parcher as Blue Heron 8th Grade Boys' Basketball Coach, effective the 2013-14 school year
- 07.024 Recommend Scott B. Wilson as Port Townsend High School Boys' C Team Basketball Coach for the 2013-14 school year
- 07.025 Accept resignation of Russell Clark, .8 FTE Orchestra Teacher, effective November 29, 2013
- 07.026 Accept resignation of Bonnie Schoeneman, Grant Street Para-Educator, effective January 1, 2014
- 07.027 Accept resignation of David Garing, Assistant Fastpitch Coach, effective immediately
- 07.028 Accept resignation of Ian Robinson, High School C Squad Boys' Basketball Coach, effective immediately
- 07.029 Accept resignation of Heather Polizzi, Port Townsend High School Fastpitch Coach, effective immediately

07.04 Approval of Financial Reports

07.040 Accounts Payable as of November 25, 2013

07.041 Payroll – October, 2013

08. Board Correspondence
08.01 Email from Tom Thiersch regarding PTHS school improvement plan
09. Presentations
09.01 Students for Sustainability
10. Reports
10.01 High School ASB Report – ASB Student Representative
10.02 Score Data and School Improvement Focus for 2013-14, Grant Street Elementary – Principal Sepler
10.03 Superintendent
10.030 Calendar of Events
10.04 Business Manager
10.040 Enrollment
10.041 Financial Summary 10.042 October 2013 Budget Status
10.042 October 2013 Budget Status
11. Action Items
11.01 Approval of Resolution 13-11, Levy Reduction
11.02 Approve Students for Sustainability Field Trip to Washington D.C.
12. Unfinished Business - None
13. New Business - None
14. Policy Review
14.01 Policy 6022 – Miniumum Fund Balance – 2 nd Review
14.01 Tolley 0022 William I and Balance 2 Review
15. Board Member Announcements
15.01 Debrief from WSSDA Conference
15.02 Schedule Board Retreat
16. Next Meeting
16.01 December 9, 2013, Regular Meeting, 1610 Blaine St., Room S-11, 6:00 p.m
17. Executive Session – (if necessary)
18. Adjournment

October 28, 2013 Regular Board Meeting Page 1 of 2

Jennifer James-Wilson called the meeting tor order at 6:00 p.m. Present: Jennifer James-Wilson, Anne Burkart, Bill LeMaster, and Pam Daly. Excused: Holley Carlson. Also present were Superintendent David Engle, staff, ASB Representative Skyler Coppenrath, and community members.

Skyler Coppenrath led the Pledge of Allegiance.

Approval of Agenda

Pam Daly moved to approve the agenda. Anne Burkart seconded and the motion carried 4-0.

Presentations – Superintendent Engle

Superintendent Engle presented Shining Star Awards to Zach Gaynes and Chauncey Tudhope-Locklear from the ReCyclery and Richard Glaubman, PE teacher at Blue Heron School for their work with the eight-session, twoweek bike safety program, Step on It, at Blue Heron.

Approval of Minutes

The following minutes were brought for approval:

- September 23, 2013, Regular Board Meeting. Mr. LeMaster moved to approve the minutes. Ms. Burkart seconded and the motion carried 4-0.
- October 14, 2013, Work/Study Meeting. Ms. James-Wilson requested the minutes be corrected to indicate Ms. Daly was excused, not absent. Ms. Burkart moved to approve the minutes as corrected. Mr. LeMaster seconded and the motion carried 3-0, with Ms. Daly abstaining as she was not in attendance at that meeting.

Public Comments

Lisa Crosby asked if any public meetings were scheduled regarding the Maritime Framework, so parents could offer input. Dr. Engle said a number of public meetings are planned, but dates and times had not been finalized.

Consent Agenda

Ms. Burkart moved to approve the consent agenda. Pam Daly seconded and the motion carried 4-0. Included on the consent agenda were the following items: 1) Accounts Payable for October 28, 2013; 2) Payroll for September, 2013; 3) Recommend the following actions:

Hire: Cherry Chenruk-Geelan for the one-year only 1.0 FTE Third Grade

Teacher position at Grant Street Elementary, effective the 2013-14

school year

Chris Montgomery as Blue Heron Night Custodian, effective the

2013-14 school year

Toni Boutilier as Grant Street Night Custodian, effective the 2013-14

school year

Leaves: Approve medical leave of absence for Darlene Flanagan, 1.0 Speech

> Language Pathologist, October 13 through November 8, 2013 Approve medical leave of absence for Angela O'Dell, .5 FTE Music Teacher at Grant Street, February 10, 2014 through May 1, 2014

Donation: \$611.42 from Elks Club of Port Townsend for iPads for the Special

Education Department

Board Correspondence: The Board reviewed the following correspondence

Email from Brian Goldstein, Resource Conservation Manager, answering some questions from his presentation to the Board on October 14, 2013.

Reports:

October 28, 2013
Regular Board Meeting
Page 2 of 2

<u>ASB Report</u>: ASB Representative Skyler Coppenrath reported that the ASB Executive Board is considering ways to improve its meeting conduct. He also said the Homecoming Dance did not make as much money this year, but the new dance rules were well received.

Score Data and School Improvement Focus for Blue Heron School, 2013-14 – Principal Lashinsky Principal Lashinsky presented MSP(Measurements of Student Progress) Math and Reading scores of Blue Heron students. She also explained that Blue Heron has been given an Emerging Focus designation from the State, because a sub-group of the student population did not meet State assessment standards. Dr. Lashinsky also described the State requirements Emerging Focus schools must meet, and reviewed Blue Heron's Student and School Success Plan for 2013-14. Discussion followed.

Ms. James-Wilson called a short recess at 7:40 p.m. The meeting was reconvened at 7:46 p.m.

Superintendent

Superintendent Engle discussed the following items:

- East Jefferson Educational Partnership meeting on Tuesday, October 29, at 6:00 p.m. in Brinnon
- Port Townsend High School's football and volleyball teams have advanced to post-season play.
- The NoaNet connection was turned on for the District on Friday, October 25, and Grant Street is already experiencing faster processing time.
- UGN (United Good Neighbors) campaign throughout the District
- Logo chosen for the Maritime Framework Initiative
- He will make a presentation about the Maritime Framework at the WACTE (Washington Association for Career and Technical Education) Conference, October 31 and November 1, 2013 in Olympia.

Business Manager

Sara Bonneville presented the 2012-13 Year-End Financial and Budget Status Reports, explaining that the large amount shown in the Capital Project Fund is set aside to pay the District's portion of the Energy Savings Grant awarded last spring. The District's ending fund balance was discussed, and it was decided to have the Policy Review Committee re- evaluate Policy 6022, Minimum Fund Balance. Ms. Bonneville also presented enrollment numbers for October, 2013, which showed a slight increase from September, and the September 2013 Financial Report and Budget Status Report. Discussion followed.

<u>Action Items</u>: Approval of Agreement with Mobilisa for placing radio equipment at Port Townsend High School Ms. Burkart moved to approve the Agreement with Mobilisa. Mr. LeMaster seconded and the motion carried 4-0.

Board Member Announcements – None	
Adjournment: The meeting was adjourned by consensus at 8	2:50 p.m.
Next Meeting: Work/Study Meeting, November 13, 2013, 6	200 p.m., Room S-11, 1610 Blaine Street
Respectfully submitted,	
	ATTEST:
David Engle, Secretary	Jennifer James-Wilson, Board Chair

November 12, 2013 Work/Study Meeting Page **1** of **2**

Board Chair Jennifer James-Wilson called the meeting to order at 6:00 p.m. Present: Jennifer James-Wilson, Bill LeMaster, Anne Burkart, Pam Daly, and Holley Carlson. Also present were Superintendent Engle, staff, and community members.

Pam Daly led the Pledge of Allegiance.

Approval of Agenda

Jennifer James-Wilson asked that the Maritime Framework Update be moved to before the OCEAN report. Anne Burkart moved to approve the agenda as amended. Holley Carlson seconded and the motion carried 5-0.

Correspondence - None

Public Comments

Rick Jahnke, President of Admiralty Audubon, spoke about Maritime Discovery Schools and how Admiralty Audubon might be involved. He asked if Dr. Engle and/or Jake Beattie could speak at the next Admiralty Audubon monthly meeting. Mr. Jahnke also made a donation to Maritime Discovery Schools.

Presentations

Maritime Framework Fundraising Update – Jake Beattie

Mr. Beattie reported that the website for Maritime Discovery Schools is now operational, and showed a video clip from the website. He also shared the dates of upcoming public forums which will present further information about Maritime Discovery Schools. Discussion followed.

OCEAN Report – Liz Quayle

Liz Quayle introduced the other OCEAN (Opportunity, Community, Experience, Academics, and Navigation) teachers, Daniel Molotsky and Jeanne Chao. Ms. Quayle explained that OCEAN is an independent study, contract-based based program for students in grades K-12. Students do spend a certain amount of time in the classroom, depending on their Student Learning Plan. Ms. Quayle gave details of assessment scores for OCEAN students, and explained that some of the program goals for 2013-14 are for all students to become effective writers in all content areas, and improve mastery of grade level skills in math. Discussion followed.

Ms. James-Wilson called for a recess at 7:18 p.m. The meeting was reconvened at 7:23 p.m.

Reports

Superintendent

Dr. Engle reported on the following:

- WSSDA(Washington State School Directors' Association) annual conference on November 22-23, 2013
- Olympic Peninsula Basketball 1st Annual Tip-Off Classic, November 16-17, 2013. Athletic Director Scott Wilson was instrumental in organizing this event, which includes a coaches' clinic and basketball skills camp.
- The process for choosing a new mascot is beginning, with student, staff, and community groups forming.
- Speaking engagements regarding Maritime Discovery Schools in the last two weeks

Policy Review

Policy 6022 – Minimum Fund Balance

Ms. Burkart suggested that "strive" be inserted in the sentence "....directs the superintendent to *strive* to provide a minimum...." It was also suggested that "...4% in fiscal year 2012-13 based on fiscal year 2011-12 expenditures, and 5% in fiscal year 2013-14 based on 2012-13 expenditures. "be removed and replaced with "... to strive to provide a minimum fund balance of 5%, based on recurring fiscal year expenditures. "Discussion followed. This policy will be placed on the November 25, 2013 regular board meeting for second review.

November 12, 2013 Work/Study Meeting Page **2** of **2**

Board Member Announcements/Suggestions for Future Meetings

- Ms. Burkart will not be at the November 25, 2013 board meeting.
- A working relationship with Jefferson Healthcare Hospital was discussed
- Wellness Committee meeting on Tuesday, November 19, from 4:00 5:30 p.m., Board Room

Adi	ournment

The meeting was adjourned by consensus at 8:15 p.m.

November 25, 2013, Regular Board Meeting, Roo	om S-11, 1610 Blaine Street, 6:00 p.m.
Respectfully submitted,	
David Engle, Secretary	ATTEST: Jennifer James-Wilson, Board Chair



GRANT STREET ELEMENTARY

PORT TOWNSEND SCHOOL DISTRICT NO. 50

1637 Grant Street Port Townsend, WA 98368 (360) 379-4535 Mary Sepler, Principal

November 6, 2013

Dr. Engle,

I am pleased to recommend the hire of Jeanne Chao for the .4 Science/Math OCEAN teaching position. Jeanne is an enthusiastic scientist who will share her knowledge and excitement of the world around us with her students in grades K-12.

Because Jeanne is not certificated to teach grades K-4, we applied for, and were granted, a waiver from OSPI for this academic year so that Jeanne can teach the OCEAN K-2 and 3-5 science programs. We are in the process of developing a plan for her to become highly qualified and certificated in this area and will have it on file in the district office.

The interview team consisted of Daniel Molotsky, Liz Quayle, Carianna Schreitz (OCEAN parent) and myself.

Sincerely.

Mary Sepler

Principal, Grant Street

Dear Dr. Engle,

Due to family illness and aging parents, I regretfully submit my resignation effective November 29, 2013.

I've really enjoyed my teaching experience here and would love to return. Please notify me of any future postings.

Sincerely,

Dr. Russell Clark

BLUE HERON SCHOOL

3939 San Juan Avenue Port Townsend, WA 98368 Phone: (360) 379-4540

Fax: (360) 379-4548



Dr. Diane Lashinsky, Principal Grades 4 - 8 www.ptschools.org/blueheron

To:

Dr. David Engle, Superintendent

Laurie McGinnis, Personnel Office

From:

Diane Lashinsky

Date:

November 1, 2013

Re:

Blue Heron Math Paraprofessional – 2.0 hours

Dr. Engle:

I am pleased to recommend Deborah Bakin for the position of Math Paraprofessional at Blue Heron School. She will work 2.0 hours per day or 10 hours per week, supporting advanced middle school math students. Deb's position is effective on November 3: 4.

Deb is well known at Blue Heron as a volunteer tutor in mathematics and also at Grant Street School. Her education and background in engineering makes her more than qualified for this position and she will be an excellent role model for our students. We are delighted to have her as part of our Blue Heron staff and math instructional team.

Thank you,

Dr. Diane Lashinsky

Principal, BHS



November 8, 2013

Port Townsend School District 1610 Blaine Street Port Townsend, Wa 98368

This letter is to inform you that I will be retiring effective January 1, 2014.

I would like to thank you for giving me the opportunity to work as a Title One Paraeducator for the past 25 years. I'm extremely grateful for the support I've received from the entire staff and personnel associated with the Port Townsend School District.

I'm looking forward to spending time with my family and traveling with my husband.

Please let me know if I can be of any assistance in making this a smooth and successful transition.

Sincerely,

Bonnie Schaeneman

Bonnie Schoeneman



1500 Van Ness, Port Townsend, WA 98368 Phone: 360.379.4520 Fax: 360.379.4505

Carrie Ehrhardt, Principal

Patrick Kane, Assistant Principal

To:

Port Townsend District 50 1500 Van Ness Port Townsend, WA 98368

From:

Scott Wilson Athletic Director Port Townsend School District 50 1500 Van Ness Port Townsend, WA 98368

RE: Kireena Johnson

Date: October 30, 2013

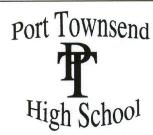
Dr. Engle and Members of the School Board,

Coach Randy Maag has interviewed Kireena Johnson. After reviewing her application and discussing the position with Mr. Maag, I, Scott Wilson, <u>recommend</u> Kireena Johnson for the Girls' Basketball Assistant Coach position for the 2013/14 season.

Sincerely,

Scott Wilson





1500 Van Ness, Port Townsend, WA 98368 Phone: 360.379.4520 Fax: 360.379.4505

Carrie Ehrhardt, Principal

Patrick Kane, Assistant Principal

To:

Port Townsend District 50 1500 Van Ness Port Townsend, WA 98368

From:

Scott Wilson Athletic Director Port Townsend School District 50 1500 Van Ness Port Townsend, WA 98368

RE: Jeanne McNulty-King

Date: October 30, 2013

Dr. Engle and Members of the School Board,

After reviewing Jeanne McNulty-King's application and experience and conducting the subsequent interview, I, Scott Wilson, <u>recommend</u> Jeanne McNulty-King for the Girls' Basketball Assistant Coach position for the 2013/14 season.

Jeanne has the knowledge, skill and appropriate philosophy to help our student-athletes represent the best of their abilities for Port Townsend Schools.

Sincerely,

Scott Wilson



BLUE HERON SCHOOL

3939 San Juan Avenue Port Townsend, WA 98368 Phone: (360) 379-4540

Fax: (360) 379-4548

Dr. Diane Lashinsky, Principal Grades 4 - 8 www.ptschools.org/blueheron

To:

Port Townsend District 50 1500 Van Ness Port Townsend, WA 98368

From:

Scott Wilson Athletic Director Port Townsend School District 50 1500 Van Ness Port Townsend, WA 98368

RE: Tom Parcher

Date: October 30, 2013

Dr. Engle and Members of the School Board,

I have conducted an interview with Tom Parcher. After reviewing his letter of interest and experience, I, Scott Wilson, <u>recommend</u> Tom Parcher for the Blue Heron 8th Grade Boys' Basketball Coach for the school year of 2013-14.

Sincerely,

Scott Wilson Athletic Director

Port Townsend School District



1500 Van Ness, Port Townsend, WA 98368 Phone: 360.379.4520 Fax: 360.379.4505

Carrie Ehrhardt, Principal

Patrick Kane, Assistant Principal

To:

Port Townsend District 50 1500 Van Ness Port Townsend, WA 98368

From:

Scott R. Wilson Athletic Director Port Townsend School District 50 1500 Van Ness Port Townsend, WA 98368

RE: So

Scott B. Wilson

Date: October 31, 2013

Dr. Engle and Members of the School Board,

I have completed my interview with Scott B. Wilson. After reviewing his application and discussing the position with head coach Tom Webster, I, Scott R. Wilson, <u>recommend Scott B.</u> Wilson for the position of Boys' C Basketball coach for Port Townsend High School. Sincerely,

Scott R. Wilson



Oct. 25, 2013

Vickie Lowrie Administrative Secretary Port Townsend School Dist. #50 1610 Blaine St. Port Townsend, WA 98368

Dear Ms. Lowrie:

I am providing this written notification to confirm the statement of resignation I offered to Head Coach Heather Polizzi last June. As I explained to Heather, personal plans will limit my availability to fully participate in assisting the girls' varsity softball team. Please notify the Director of Athletics that I do not plan to return for the 2014 season. The opportunity to help the girls was a wonderful experience and we accomplished a number of goals that I trust will carry over into the upcoming season.

Most Sincerely,

Dave Garing



November 5, 2013

Port Townsend High School 1500 Van Ness St. Port Townsend, WA, 98368

Re: C-Squad Boys' Basketball Coach

To whom it may concern,

I regret to inform you that I am resigning from my position as C-Squad Boys Basketball Coach for Port Townsend High School.

Thank you so much for the opportunity to be part of such an amazing program, but at this point I just do not have enough time to commit fully to the team. I will continue to be involved and help out with practice whenever time permits. Maybe in future seasons I will be able to have a more flexible schedule and can give my all to the team and school.

Please let me know if there is anything else you need from me and I wish Port Townsend High School teams the best always.

Sincerely,

Ian A. Robinson



PTHS Head Coach Fastpitch Softball

1500 Van Ness Street

Port Townsend, Wa. 98369

Dear Mr. Wilson

This letter is intended to confirm our conversation concerning my intent to end my employment with the Port Townsend School District as Head Coach for the PTHS Fastpitch Softball Team. I have enjoyed every single minute of my years as a coach and will forever cherish the memories and friendships I have made. However, due to unforeseen circumstances effective November 26th, 2013 with my other place of employment, I am unable to fulfill my current contract.

I understand that the company will now face the burden of hiring and training my replacement. If there is any way that I can be of assistance in this endeavor, I am more than happy to do so. I will be forever grateful for the kindness and support Carrie, Patrick, and Kathy have shown to me through the years. PTHS has been a wonderful place to work, the staff and my student athletes are like family to me. I wish you and the rest of the team the very best for your future.

Thank you, Heather Polizzi

05.13.06.00.00-10.2-010020

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 November 25, 2013, the board, by a ______ vote, approves payments, totaling \$3,377.04. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASSOCIATED STUDENT BODY: Warrant Numbers 9608 through 9620, totaling \$3,377.04

Secretary	Board Member	
Board Member	Board Member	
Board Member	Board Member	
Check Nbr Vendor Name	Check Date	Check Amount
9608 BANK OF AMERICA VISA 9609 DAIRY FRESH FARMS INC 9610 DI GEE GRAPHICS 9611 DON'S PHARMACY 9612 GOOD SPORTS 9613 HOLLY'S FLOWERS 9614 PIZZA FACTORY 9615 Rublaitus, Tanya K 9616 Russell, Julie Ann 9617 SAFEWAY 9618 SOS PRINTING 9619 WALSWORTH PUBLISHING CO 9620 WEST CENTRAL DISTRICT III		351.80 216.68 30.00 8.65 37.98 92.65 126.21 281.54 31.04 282.31 78.48 1,589.70 250.00
13 Computer Check(s)	For a Total of	3,377.04

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 November 25, 2013, the board, by a _______ vote, approves payments, totaling \$9,042.06. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASSOCIATED STUDENT BODY: Warrant Numbers 9621 through 9628, totaling \$9,042.06

Secretary	Board Member	
Board Member	Board Member	
Board Member	Board Member	
Check Nbr Vendor Name	Check Date	Check Amount
9621 CONTINENTAL ATHLETIC SUPPLY 9622 COSTCO 9623 HENERY HARDWARE 9624 JEFFERSON CO REC DEPT 9625 PEACOCK, CALEB 9626 SAFEWAY 9627 STEVENS MIDDLE SCHOOL ASB 9628 WIAA	11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013	1,761.93 267.62 106.83 3,875.00 250.00 292.91 34.00 2,453.77
8 Computer Check(s)	For a Total of	9,042.06

3apckp07.p

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 November 25, 2013, the board, by a approves payments, totaling \$114,321.60. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND: Warrant Numbers 56247 through 56297, totaling \$114,321.60

SecretaryB	Board Member	
Board Member E	Board Member	
Board Member E	Board Member	
Check Nbr Vendor Name	Check Date	Check Amount
56247 B & H PHOTO VIDEO 56248 BANK OF AMERICA VISA 56249 Behrenfeld, Kirsten Mary 56250 BrainPOP LLC 56251 CENTURYLINK 56252 CENTURYLINK 56253 COSTCO MEMBERSHIP 56254 CROSSROADS MUSIC INC 56255 CURRICULUM ASSOCIATES 56256 Deen, Lisa Kaye 56257 Dow, Julianne Michelle 56258 EDENSAW WOODS 56259 Ehrhardt, Carrie L 56260 Engle, David S 56261 ESD 114 56262 Flanagan, Darlene Kay 56263 FOOD CO-OP 56264 Frame, Sharon Diane 56265 Haveron, Steve J 56266 Healy-Raymond, Ann Elizabeth 56267 JUNIOR LIBRARY GUILD 56268 KING COUNTY DIRECTORS 56269 KROGER - QFC CUSTOMER CHARGES 56270 Lashinsky, Diane D 56271 Lowrie, Vickie Clarice 56272 MEDICAL CONSULTING ASSOC INC 56273 Mills, Roger Lees 56274 Morris, Linda Elaine 56275 MUSIC CENTERS INC 56276 NEW HOPE CONSTRUCTION INC 56277 NORTHWEST TEXTBOOK DEPOSITORY	10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013 10/31/2013	117.85 21,572.41 48.03 205.00 1,983.27 113.76 165.00 99.36 96.99 252.90 81.86 148.68 44.07 54.24 3,650.00 8.48 80.21 110.74 100.00 127.30 189.75 1,461.84 222.64 72.25 56.97 320.00 94.78 37.45 224.76 1,417.00 303.99
56278 OSPI 56279 PARKER PAINTS	10/31/2013 10/31/2013	7,440.00 216.95

Check Nbr	Vanda	ar Namo		Check Date	Check Amount
Check Nor	venac	or Name			
56280	PEARS	SON ASSESSMENTS	S	10/31/2013	343.43
		EY BOWES		10/31/2013	453.00
56282				10/31/2013	285.14
56283	PORT	TOWNSEND HOND	A & MARINE	10/31/2013	7.24
56284	POSTA	AGE BY PHONE R	ESERVE ACC	OU 10/31/2013	1,025.00
56285	PUBLI	C UTILITY DIS	TRICT	10/31/2013	13,152.82
		CORPORATION		10/31/2013	342.38
		OOG FARM		10/31/2013	140.00
		LVING FUND		10/31/2013	3,078.68
56289	Rich,	, Deborah E		10/31/2013	51.33
		THEATRE		10/31/2013	288.00
56291	Rubla	aitus, Tanya K		10/31/2013	45.07 32.51
56292	SAFEV	YAY		10/31/2013	52,766.01
56293	WASH	SCHOOLS RISK	MGMT POOL	10/31/2013	30.01
		ter, William T		10/31/2013	56.75
		BAY AUTO PARTS		10/31/2013	1,030.70
		ERN PSYCHOLOGI	CAL	10/31/2013	75.00
56297	YMCA	MOCK TRIAL		10/31/2013	73.00
					114 201 60
	51	Computer	Check(s)	For a Total of	114,321.60

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 November 25, 2013, the board, by a approves payments, totaling \$79,848.65. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND: Warrant Numbers 56298 through 56355, totaling \$79,848.65

Secretary	Board Member	
Board Member	Board Member	
Board Member	Board Member	
Check Nbr Vendor Name	Check Date	Check Amount
56298 ADVANCED EXP REVOL FUND 56299 BERESFORD COMPANY (CHAS. H.) 56300 BURKART, ANNE 56301 CENEX FLEETCARD 56302 CENTURYLINK 56303 CHIMCAUM SCH DIST#49-CO-OP S 56304 CITY OF PT TOWNSEND 56305 CLOSE UP FOUNDATION 56306 COSTCO 56307 DAIRY FRESH FARMS INC 56308 DATABASE SECURE RECORDS DESS 56309 DEMCO 56310 DM DISPOSAL CO INC 56311 DOVE HOUSE 56312 Dow, Julianne Michelle 56313 Doyle, Susan P 56314 Engle, David S 56315 ERIC ARMIN INC 56316 ESD 114 56317 Gallo, Laura 56318 GREENTREE COMMUNICATIONS 56319 HADLOCK BUILDING SUPPLY 56320 Hageman, Brandi R 56321 Healy-Raymond, Ann Elizabeth 56322 HENERY HARDWARE 56323 IPC (USA) INC C/O PETTIT OI: 56324 JAMESTOWN NETWORKS 56325 JT EDUCATIONAL CONSULTANTS 56326 KING COUNTY DIRECTORS 56327 KROGER - QFC CUSTOMER CHARGE 56328 Kruse, Jennifer Kathleen	11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013 11/15/2013	2,019.83 1,761.90 213.61 1,879.89 896.55 13,467.75 4,556.30 62.04 37.96 2,179.85 22.24 163.48 3,647.37 2,000.00 7.12 61.85 124.30 1,310.04 8,317.51 3,087.50 94.57 555.22 49.64 15.26 954.25 7,982.06 1,265.82 700.00 2,348.68 168.62 121.61
56329 LEARNING A-Z 56330 Marmol, Darlene	11/15/2013 11/15/2013	2,375.68 24.58

Check Nbr	Vendo:	r Name		Check Date	Check Amount	
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		EGIC NEWS SER' STATE FERRIES	VICE, LLC	11/15/2013 11/15/2013	295.00 186.70	
	58	Computer	Check(s)	For a Total of	79,848.65	

PORT TOWNSEND SCHOOL DISTRICT NO. 50

Payroll for the month of	Octo	ober, 2013	
	eon actua		payroll is just, true and correct; that the as stated for the time shown, and that
		Clerk of District	
Approved gross in the sum of	\$	653,449.22	Employee Gross
		248,852.75	Employer Contribution
			Payroll Adjustment*
		902,301.97	Total Distribution
DIRECTORS:			

^{*}Provision is made for the adjusting of employee and employer benefits as necessary.

School Board

From: Tom Thiersch <thiersch-public@usregs.com>
Sent: Thursday, November 14, 2013 8:49 AM

To: School Board Cc: School Board

Subject: Questionable quality in SIP **Attachments:** Pages from SIP_2013_14.pdf

Board members,

Please refer to the School Improvement Plan at

http://www.ptsd.wednet.edu/highschool/generalinfo/SIP_2013_14.pdf

where you will find, on Page 1,

- 3 double-"will"s (e.g., " students will ___ Will have a solid foundation of subject area knowledge");
- 2 incorrect uses of "which" (instead of "that")**;
- 1 word ("are") that is clearly missing.

See the attached page for the highlighted errors.

This is not what we should expect from those who claim to be "focused on high quality".

This demonstration of the lack of attention to quality is an obvious example of one of the many reasons that the test scores for students throughout the district remain so unacceptably low.

I have little confidence that the quality of information presented in the rest the "plan" is of much value.

Superintendent Engle: Do you really find this work product of your "leadership team" to be acceptable?

Tom Thiersch Jefferson County

**Both the Chicago and the Associated Press style manuals make it clear that "that" is to be used for essential clauses; i.e., clauses that are essential to the meaning of the sentence. "Which" is to be used for nonessential clauses and should always be used with commas; i.e., clauses which, when removed from the sentence, do not alter the meaning of the sentence.

Dear Parents of members of Students for Sustainability -

First of all, thank you for raising such incredible students who are making big changes in our local community! It has been an honor and a pleasure to work with all of them!

We hope that you have been informed by your student that we (Lois Sherwood and Laura Tucker) will be leading a trip to Washington, DC over spring break for the purpose of sharing the students' information and concern with climate change issues with members of Congress and other influential policy makers. This will be a life-changing journey for all of us. Preparations for the trip are beginning to move forward quickly, so we would like to ask that all parents of students bound for DC attend an informational meeting this Wednesday where we will share more details regarding the trip and answer your questions. Your students are encouraged to attend as well, pending homework and other priorities.

Parent Meeting

- Wednesday, November 6th; 7-8pm; Ms. Sherwood's classroom: A102 in the Math/Science Annex at Port Townsend High School

Dates of Washington, DC trip

Departure from Port Townsend:

- Friday, March 28: leave Port Townsend Park n' Ride by bus at 9:30AM, arriving in Seattle at 12:05PM; lunch in Seattle; departing on Amtrak at 4:40PM
- Sunday, March 29: Change trains in Chicago on Saturday; depart at 6:40PM
- Monday, March 31: arrive in Washington, DC at 1:10PM

Departure from Washington, DC:

- Friday, April 4: leave DC at 4:05pm
- Saturday, April 5: arrive Chicago at 8:45AM; depart at 2:15PM
- Monday, April 7: arrive in Seattle at 10:25AM; lunch in Seattle; take ferry and bus to Port Townsend, arriving at the Park n' Ride at 6:08PM

** The superintendent has already given his permission for the students to miss class on 3/28 and 4/7.

Lodging

We will be staying at Hostelling International's Washington DC location: http://hiwashingtondc.org/

This is a wonderful 'green' way to travel, allowing us great flexibility with location, scheduling, supervision and meals. We will have our own group rooms with a chaperone in each room. The hostel also has a lovely kitchen and dining room so we can cook dinner on two of the four nights, lowering our cost and providing an opportunity for sharing our individual perceptions and experiences along this journey with each other.

** We have a \$1,500 deposit due to the hostel now, so we are asking each parent to bring a check for \$100, made out to "Hostelling International" to the meeting this Wednesday.

If you are unable to come up with the deposit at this time, we have scholarship funds available. Please email Lois or Laura before the meeting and we will happily cover your deposit. All scholarship requests will be kept in strict confidence.

Trip Cost

The entire trip is budgeted to cost \$1,350 per student including train fare, food, lodging and other transportation and museum costs. Students will be expected to provide their own spending money.

Fundraising

We will be launching a community-wide fundraising program at the end of November with two newspaper articles in the Leader and Peninsula Daily News. The articles will describe the exceptional work of the Students for Sustainability, and announce their trip to DC and fundraising goals. An account will be opened with the high school, under the SFS name, with donations to the trip being tax deductible.

As part of the fundraising activities, the students will be planting 10 trees each as a carbon off-set of their senior year. We will explain the process for students to obtain sponsorships for each tree they plant at the meeting. If they come up with a total of \$130 in sponsorships per tree planted, their trip is covered. We are hopeful, but can't promise, that our community will donate a significant portion of the total cost of the trip. There have been several citizens who have already asked to be able to donate once we open the account.

Students will be asked to keep a journal of the time spent on SFS activities including in-school and out-of-school time on projects, donation solicitation and tree planting events. Funds donated by the community will be allocated to each student based on the amount of time spent on SFS activities. This encourages all students to be invested in the trip and not just 'sign up and show up'.

Time in Washington, DC

We hope to meet with several elected officials and influential policy makers while we are in DC. This will be an ongoing project right up to departure, as many of the targeted officials will not be able to commit until the last minute. We will be working with several community members who know how to work with the system in DC. Ms. Sherwood was able to get classes in previous years to meet directly with Senators Murray and Cantwell and Congressman Dicks. The students will research groups or individuals they feel are most appropriate to meet with to share their concerns and ideas.

There will also be time to explore DC, the museums and halls of government. The students will have an active role in planning the meetings and activities during their four very full days in DC.

Behavior Expectations

This is a school-sponsored trip and as such, all rules regarding conduct and behavior at school will be in effect while we are on this trip. You and your student will be asked to sign a standard form regarding behavior, even for those who are 18. We have already emphasized the importance of impeccable behavior, as the SFS will be seen nationally as exceptional high school students working hard to make positive changes for our future. One instance of poor judgment can easily become the 'story' and degrade all the hard work done by the rest of the group. We appreciate your understanding and support of your student's positive behavior while on this trip.

Nationwide Petitions

The Students for Sustainability will be contacting high school students along our route who share their passion and concern for our planet. The SFS will provide a petition to be shared with additional students who also share that concern. We will be picking up these petitions at many of the stops along the way - 40 from Seattle to Chicago, and 15 from Chicago to DC. These petitions will be delivered to elected officials in Washington, DC to show the support for action on climate change issues by concerned students nationwide.

We are thrilled to be able to be an integral part of this amazing journey with your students. Please feel free to contact either of us with any questions, concerns or ideas.

Sincerely,

Lois Sherwood: lsherwood@ptschools.org; 360-344-3023

Laura Tucker: ltucker@berkeley.edu; 360-379-5235

Grant Street Elementary 2013-14 School Improvement Plan

Statement of Need

Grant Street School is targeting an increase in overall demonstrated student achievement in math. Present Data: 56.3% of last year's third graders met the math standard as measured by the MSP. The last three years of data on the MSP show a decreasing trend in the achievement of low income 3rd graders versus non-low income third graders.

	% All 3 rd Grade Students	Non Low Income	Low Income
Year	at Standard		
2009-10	41%	68%	25%
2010-11	59%	64%	56%
2011-12	62%	80%	48%
2012-13	56%	72%	43%

Last year's spring Math Benchmark Assessments demonstrated the following percentages of all students compared to low-income students meeting benchmark:

Grade Level	% All Student at standard	% Low Income Students at
		Standard
Kindergarten	72%	83%
Grade 1	84%	80%
Grade 2	65%	67%
Grade 3	53%	Data not yet available

This fall's Math Benchmark Assessment demonstrating the following percentages of all students compared to low-income students meeting benchmark:

Grade Level	% All Students at Standard	% Low Income Students at	
		Standard	
Kindergarten	78%	77%	
Grade 1	83%	88%	
Grade 2	75%	80%	
Grade 3	50%	44%	

Goal: All students at Grant Street will demonstrate higher math achievement. Success levels of 75% or higher in math per grade level are targeted for all MBA tests and for the MSP outcome this year.

- 1) Improve math instruction through continued collaboration and planning with data:
 - 1. Grade level teams will develop the technical skills necessary to gain fluency in developing assessments in the Data Director system aligned to the state assessments, in setting parameters for searching test items, and in scanning the results.
 - 2. Grade level teams will continue to build analytical skills with data by using the data debriefing protocol and designing changes in instruction, instructional strategies and/or instructional materials to address identified areas for student growth
- 2) Use of technology to improve instruction:
 - 1. The Grant Street Math team will work to research and identify possible alternatives or augmentations to IXL for our students. The team will collaborate with peers at the regional math trainings in order to design a professional development opportunity for Grant Street in which we examine our use of technology and math instruction and increase our effectiveness and skills in this area. The expected outcome is increased computational fluency and demonstration of math skills by all of our students through technology on a regular basis.
 - 2. Classroom teachers will increase the intentional demonstration of the IXL program in the classroom setting and, as a school, we will examine more opportunities for our students to access this practice opportunity.
- 3) Aligning Math Curriculum with Common Core Standards:
 - 1. Grade level teams and OPEPO will develop year long curriculum maps that delineate CCSS topics and learning targets along with resources and discuss/adapt these plans as needed for communication and planning. These maps will align each grade level CCSS math standard with pre- and post-unit assessments, formative measures for tracking student progress, the instructional curriculum, and supplemental experiences designed to fill curricular gaps.

- 2. Working with knowledge of the Common Core Math Standards, the MBA assessment data, check-ups and content of the Investigations curriculum, grade level teams will identify highly effective instructional materials to commonly used for grade level math instruction. These materials will be aligned with the curriculum maps and be evaluated for effectiveness based on student data and classroom evidence.
- 3. The third grade team will pilot the Metria online data system in order to increase instructional effectiveness and intentionality toward the math CCSS. The team will collaboratively plan units of study based on CCSS and assess student progress through sharing of formative assessment data.

Statement of Need:

Present Data: Only 51% of low-income 3rd graders passed the reading portion of the MSP compared to 85.7% of their non-low-income peers.

Based on last spring's DRA scores, (these would exclude students new to our school this year) this year the following percentages of students are starting school this year at or above grade level in reading:

	% of All Students	% of Low Income Students
Grade Level	Reading at Standard	Reading at Standard
Grade 1	75%	72%
Grade 2	75%	68%
Grade 3	77%	76%

These reading scores are based on administration of the Developmental Reading Assessment (DRA) that, at the middle of second grade, demands a writing to respond skill for successful passing of the text comprehension expectations. In examining the direct relationship between reading and writing development, we acknowledge that increased effectiveness in writing instruction will affect our reading progress in a positive manner. Grant Street's school-wide writing assessment is largely summative in nature and is not serving our instructional in an intentional manner. Student self-assessment practices are under-developed.

Goals: All students at Grant Street will demonstrate higher reading and writing achievement. Success levels of 80% or higher in reading per grade level are targeted for all DRA testing windows and for the MSP outcome this year.

- 1) Improving instruction and classroom literacy culture:
 - 1. The Grant Street Literacy Team will attend the Regional Literacy trainings and work together to research and implement formative writing assessments in the primary grades. The team will conduct a Professional Development with our staff in which we discuss writing assessment and draft a plan of action for our building in this area. As a result, each grade level, K-3, will identify and use common formative writing assessment systems to collect data and inform instruction.
- 2) Optimizing early intervention efforts within our school and with our community partners:
 - 1. In cooperation with the City of Port Townsend Library, Grant Street will facilitate the "Prime Time" early literacy program in which families are given support, resources and instruction on how to foster early literacy skills at home, targeting families with PK and kindergarten-aged children. Grant Street will also collaborate with Head Start on this project in order to include this high-risk student population.
 - 2. In cooperation with AAUW, Grant Street will continue the Kindergarten after school tutoring program for children and parents to foster literacy support for parents and to promote foundational reading and writing skills in children. The reading specialist and grade level team will support this program by consulting with the volunteers to support and train as needed.
 - 3. In cooperation with the Read to Rover program, Grant Street will continue tutoring for select first grade students on a weekly basis.
 - 4. With the support of the Literacy Council and community volunteers, the after school tutoring program for students in grades 2-5 will support young readers in building reading fluency and comprehension skills. The reading specialist will support the tutors with ongoing feedback and training as needed.
 - 5. The Port Townsend School District's Birth to Three and Preschool Programs will collaborate with local agencies, health care providers and parents to support children and families in meeting early childhood developmental milestones.

- 3) Align Curriculum with Common Core Standards:
 - 1. Working with our librarian and reading specialist, classroom teachers will identify a greater variety of reading resources for students that address the demands of the common core, is engaging for all learners and provides an abundance of non-fiction reading opportunities for all levels of readers.
 - 2. Grade level teams and OPEPO will develop year-long curriculum maps that delineate CCSS topics and learning targets along with resources and discuss/adapt these plans as needed for communication and planning. Plans will include curricular resources, formative and summative assessments, instructional pacing guides and connections to the adopted and supplemental curriculum to assure that each grade level is fully aligned with the CCSS ELA standards.

Statement of Need:

Grant Street School has a significant number of students who have had "Adverse Childhood Experiences" (A.C.E.) that have affected, or continue to affect, their ability to learn to their full potential on a consistent basis. Present Data: Based on recent DSHS research, Jefferson County has 32% of the adult population between the ages of 18-44 that have experienced significant trauma and thus, toxic stress in their lives. This adult population is the parenting population to our students. Research demonstrates the cyclical nature of complex trauma and toxic stress.

Goal:

- 1. Increase understanding of the needs of children with A.C.E. and increase our knowledge of successful instructional techniques.
 - 1. Laura Porter, Director of ACE Partnerships for Washington, will work with the Grant Street staff to develop awareness of the effects of ACE and the structures we can put in place to support our work with affected students.
 - 2. Nicole Watkins, our school counselor, will help us collect data school-wide on the number of students we serve who have experienced ACE and to what degree. We will use this data as a baseline to inform our work and to seek support and structures to strengthen our efforts in this area.
 - 3. We will review social emotional curricula in order to select a school-wide curriculum that will serve as a foundational element for all of our students but especially for children who struggle with social-emotional development.
 - 4. Continued collaboration with Jumping Mouse Counseling Center will help to identify support structures for students, families and teachers in regard to our work with children affected by ACE.

Statement of Need:

The Port Townsend School District is implementing a Maritime Framework vision. To implement this vision, the Grant Street faculty will deepen their common understanding of place-based learning and begin to develop units of instruction that connect between grade levels and integrate the common core standards in their design.

Goal:

- 1. Continue to develop and implement a K-3 standards-based Grant Street Garden program in partnership with The Farm-to-School Coalition that is aligned with the Next Generation Science Standards.
- 2. Develop and implement a K-5 swimming program in partnership with the City of Port Townsend.
- 3. Develop and implement a salmon study and release project in partnership with the NW Salmon Coalition that is aligned with the CCSS ELA and math standards as well as the Next Generation Science Standards.
- 4. Identify existing place-based elements of instruction and expand upon them to more fully engage our students' sense of place and this community and their responsibility to it.

Grant Street Elementary School Mathematics Benchmark Assessment Data Analysis and Decision Making Worksheet

Date: November 25, 2013

Grade Level: 2nd

Strengths: Which Performance Expectation had the greatest number meeting standard?

MA.1.1.NBT.1 (85.03% passed), MA.2.2.NBT.1a (87.3% passed), MA.2.2.NBT.4 (79.36% passed)

Strengths: What practices with curriculum, pacing, instruction and/or assessment promoted this success?

Supplemental materials and instruction. Regular practice and informative assessment using response boards. Intentional and focused instruction on place value.

Challenges: Which Performance Expectation had the least number meeting standard?

MA.2.2.0A.1 (67.39% passed) Use addition and subtraction within 100 to solve one and two step word problems.

Challenges: What are the common misconceptions or errors indicated by the reports?

When adding in context with a start unknown problem type, counted down the tens correctly but ignored the ones.

Challenges: What other formative data or student work provides information regarding student performance on this PE?

Examining daily work.

Challenges: What is the problem of conceptual understanding or skill that underlies student performance?

Difficulty comprehending the question and selecting the appropriate steps to produce an answer in a complex word problem.

Plan for Improvement:

How will the content-centered problem be addressed?

Please outline the plan on the reverse side of this sheet.

Improvement Strategies	Implementation	Evaluation
What steps are needed to address the change in practice?	What evidence will show that the steps were accomplished?	What evidence will show that student achievement improved as a result?
Continue to work on word problem comprehension skills. Connecting reading strategies (visualizing, predicting, connections, and determining what is important) with mathematical practices.	Student work. Students will demonstrate the process by showing appropriate steps to solving word problems.	Various types of assessments (exit tickets, selected response, non-selected response) will be given to students to evaluate where their strengths and weaknesses are. Teachers will collaborate to review completed assessments.
Create a format to assist students in solving word problems (checklist).	Students will be expected to refer to the checklist when completing a word problem.	Teacher observation of students using the checklist to solve word problems. Students will physically check steps off of the checklist while solving word problems.
Teaching math vocabulary.	They identify key vocabulary (difference, more than).	Students will demonstrate an understanding of the vocabulary by constructing viable arguments and critique the reasoning of others. (CCSS MP3)

Grant Street Elementary School Mathematics Benchmark Assessment Data Analysis and Decision Making Worksheet

Date: November 17, 2013

Grade Level: K

Strengths: Which Performance Expectation had the greatest number meeting standard? Composing/decomposing to 3 (items 3 & 4), counting 5 objects (in linear picture form)

Strengths: What practices with curriculum, pacing, instruction and/or assessment promoted this success? Instruction through games in composing and decomposing using common language. Instruction through peer partners, having kids share thinking strategies.

Challenges: Which Performance Expectation had the least number meeting standard? Rote counting!!

Challenges: What are the common misconceptions or errors indicated by the reports? Students unable to count high enough – getting mixed up in teens, or not understanding the pattern of counting.

Challenges: What other formative data or student work provides information regarding student performance on this PE? It's difficult to determine individual students who aren't following along when counting as a whole class. The class seems to carry those individuals forward. More 1:1 counting is needed.

Challenges: What is the problem of conceptual understanding or skill that underlies student performance? Practice for most kids. Some kids seem to not conceptually understand the pattern in counting.

Plan for Improvement:

How will the content-centered problem be addressed?

Please outline the plan on the reverse side of this sheet.

Improvement Strategies What steps are needed to address the change in practice?	Implementation What evidence will show that the steps were accomplished?	Evaluation What evidence will show that student achievement improved as a result?
Communicating with families at conferences and through classroom newsletters regarding expectations. Present variety of ideas, tools & games to families.	Student & parent report. Communication at parent conferences & information included in newsletters.	Ongoing classroom assessment. Common assessment for rote counting to 50 to be administered by all K classes before December 18. Results to be shared at team meeting.
Making counting in classroom part of daily routine with more focus on individual students and ensuring all students are participating.	Communicate different innovative ways to carry on with counting at team meetings. Counting will be a goal all year, so this will ongoing.	Ongoing classroom assessment. Common assessment for rote counting to 50 to be administered by all K classes before December 18. Results to be shared at team meeting.
Initiate 100 club for students who can rote count to 100. Count to 100 while helpers are delivering lunch to office. Count around circle. Counting mat, following along with chip. Use laser to have kids follow along.	Communicate different innovative ways to carry on with counting at team meetings. Counting will be a goal all year, so this will be ongoing.	Ongoing classroom assessment. Common K assessment for rote counting to 50 to be administered by all K classes before December 18. Results to be shared at team meeting.

Grant Street School

School Improvement 2013-14 Mary Sepler, Principal

Present Population

Kindergarten

• First Grade

Second Grade

Third Grade

Fourth Grade

Fifth Grade

Total in Grades K-5

75 Students

76 Students

84 Students

105 Students

10 Students

7 Students

357 Students

Configurations

- One half-day and 3 full-day Kindergartens
- Four 1-2 grade combination classes
- One first grade
- One second grade
- Four third grades
- OPEPO grades 1-5

Special Education

• Kindergarten 10

• First grade 6

Second grade

• Third grade 12

Fourth grade1

• Fifth grade 1

• In the referral process: 5

Math Data/ MSP Grade 3

Year	% Overall Meeting Standard	% Non Low Income Meeting Standard	% Low Income Meeting Standard
2009-10	41%	68%	25%
2010-11	59%	64%	56%
2011-12	62%	80%	48%
2012-13	56%	72%	43%

Fall Math Benchmark Assessment Data

Grade	% Overall Meeting Standard	% Low Income Meeting Standard
K	78%	77% (approximate)
1	83%	88% (approximate)
2	75%	80% (approximate)
3	50%	44% (approximate)
4	45% (11 students)	
5	50% (6 students)	

Math Work

- Regional and Building Math Teams
 - Focus on instruction of CCSS and student practice through use of technology
 - Identify and explore CCSS related instructional materials and resources
- Grade Level Math Teams
 - Curriculum Mapping
 - Data Director Assessments and Interventions
 - Metria Pilot, Grade 3
 - AAUW Partnership, Grade 3

Reading/ MSP Grade 3

Year	% Overall Meeting Standard	% Non Low Income Meeting Standard	% Low Income Meeting Standard
2009-10	71%	88%	64%
2010-11	76%	85%	69%
2011-12	72%	85%	62%
2012-13	67%	86%	51%

Fall Developmental Reading Assessment Data

Grade	Number Tested	% Meeting the Independent Standard	% Instructional at or Below Standard
K	NA		
1	75	57%	43%
2	84	62%	38%
3	101	67%	33%
4	10	80%	20%
5	6	88%	12%

Literacy Work

- Primary Writing Assessment
 - Developing student success criteria and selfassessment structures for units of study
- Grade Level Team Curriculum Mapping and Identification of Reading Resources
- Optimizing Early Intervention Efforts
 - Prime Time Program
 - K Tutoring Extended Day
 - Read to Rover
 - After School Reading Tutoring
 - B-3 and Preschool Interventions

School-Wide A.C.E. Study

- Research and Discussion
- Jumping Mouse Partnership
 - Increased dialogue between teachers and therapists
 - Learning/Support Groups
- Baseline Data/ A.C.E. Survey
- Social Emotional Curriculum
- Parent and Family Supports
 - CARE, PTA and Jumping Mouse

Maritime Framework

- Grant Street garden program
- K-5 swimming program
- Salmon study and release project
- Place-based learning study and discussions

PORT TOWNSEND SCHOOL DISTRICT NO 50 CALENDAR OF EVENTS

November 25, 2013 – December 9, 2013

November 25 School Board Meeting, 6:00 p.m.

November 26 Tech Committee, 3:30 p.m., CoLab

November 27 2-hr. Early Release, all schools

November 28-Dec 1 Thanksgiving Break

December 3 Wellness Committee, 3:30 p.m.

December 4 2-hr. Early Release, all schools

HS Band/Orchestra Concert, 7:00 p.m.

Facilities Committee, 3:00 p.m.

Instructional Materials Committee, 3:30 p.m.

December 9 School Board Meeting, 6:00 p.m.



Board Financial Report

Monthly Report to Board & Community

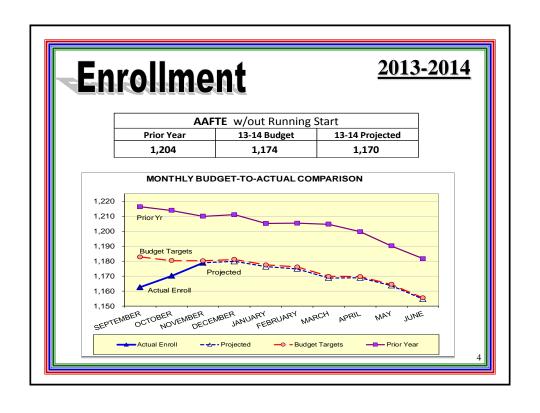
November 25, 2013

November 2013 Financial Report to Board

- ➤ November 2013 Enrollment
 - Enrollment Projections & Comparison to Budget
- ➤ Levy Lid Calculations & Roll-back
- ➤ October 2013 Financial Reports
 - Net Assets // Cash & Investments
 - Revenue, Expenditure & Fund Balance
 - General Fund Comparison to Prior Year

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2013-2014	Nov 2013 Head Ct	FTE*	Projected Avg HdCt	AAFTE	Budgeted Avg HdCt		AAFTE Variano Projected/Budge
Grades K-3 Grades 4-8 Grades 9-12 Running Start	355 428 454 1,237 7	315.5 427.1 436.2 1,178.8 29.5	n/a n/a n/a 	317.0 423.4 429.4 1,169.8 28.9	353 413 470 1,236 9	311.5 412.0 450.5 1,174.0 25.0	11.4 (<u>21.1</u>) (4.2) <u>3.9</u>
Total FTE	1,244	1,208.4		1,198.7	1,245	1,199.0	(0.3)
Net Incr frm prior mo	10	7.7		7.0			



Levy Authority

Calendar 2014

Port Townsend School District -- Levy Authority Calculations

	Levy Base	28% Levy Authority	Voter <u>Approved</u>	,	otential) oll-Back
Calendar Year 2012	\$ 11,675,224	\$ 3,279,426	\$ 3,100,000		n/a
Calendar Year 2013	\$ 11,577,589	\$ 3,241,725	\$ 3,224,000		n/a
Projected 2014	\$ 11,955,548	\$ 3,354,553	\$ 3,352,950		n/a
OSPI Calculated 2014	\$ 11,440,927	\$ 3,206,421	\$ 3,352,960	\$	146,539

Voter-Approved Levy for 2014 > calculated maximum Levy Authority.

Impact to 2013-2014 budget: approx. -\$71 K

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Financial Summary

October 2013

NET ASSETS		eneral und	Ca	apital Proj <u>Fund</u>	[Debt Svc Fund	ASB Fund	,	Vehicle <u>Fund</u>	<u>(m</u>	emo bal)
Total Assets - less: Taxes Receivable	. ,	451,882 (331,437)	\$	667,939 (108,972)	\$	123,750 (10,956)	\$ 394,774	\$	119,899		
Assets Net of Taxes Due	\$ 1,	120,445	\$	558,967	\$	112,794	\$ 394,774	\$	119,899	\$2	306,878
Total Liabilities/Def Rev - less:Deferred Tax Revenue Liabilities Net of Taxes Due		(331,437)	\$	118,927 (108,972) 9,955	\$	10,956 (10,956)	\$ 24,652 - 24,652	\$	- - -	\$	65,937
Current Fund Balance	\$ 1,	089,114	\$	549,012	\$	112,794	\$ 370,122	\$	119,899		

Cash & Investments ONLY	GF	CPF		DSV	Α	SB Fund	TVF	(memo bal)
Cash (Net of Warrents Outstanding)	\$ 116,664	\$ 387,967	\$	550	\$	4,301	\$ 99	
Investments w/ County Treas.	 810,000	171,000	_	112,244	_	388,000	119,800	
Total Cash & Investments	\$ 926,664	\$ 558,967	\$	112,794	\$	392,301	\$ 119,899	\$ 2,110,625

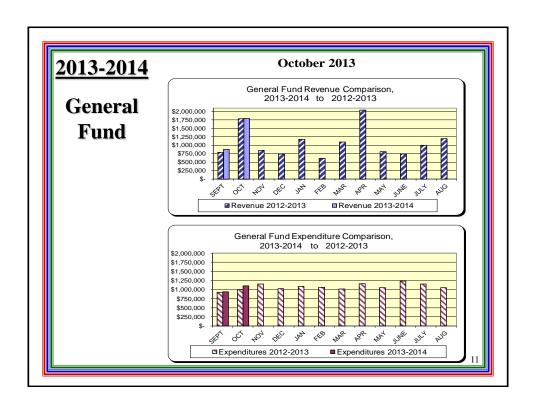
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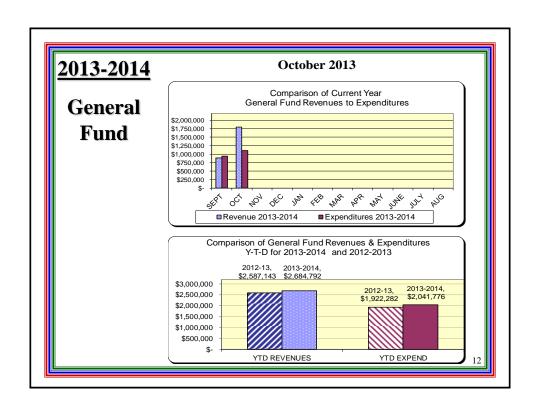
Financial Su	nmary						October 2013					
REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE	<u> </u>	General <u>Fund</u>	C	Capital Proj <u>Fund</u>		Debt Svc <u>Fund</u>		ASB <u>Fund</u>		Vehicle <u>Fund</u>	(memo bal,	
Revenues YTD Expenditures YTD Transfers-in/ <out> YTD</out>	\$	2,684,792 (2,041,776)		430,695 (482,275)	\$	707 (25)	_	84,974 (27,632)		16 - -	\$ 3,201,184 (2,551,709	
YTD Change in Fund Bal	\$	643,016	\$	(51,581)	\$	682	\$	57,342	\$	16		
+ Beginning Fund Balance	\$	446,099	\$	600,593	\$	112,113	\$	312,780	\$	119,883		
Current Fund Balance	_	1,089,114	_	549,012	_	112,794	_	370,122	_	119,899		
Budgeted Expenditure Capacity:												
Total Expenditure Budget + Budgeted Transfers-out	\$	13,775,843	\$	1,531,054 338,777	\$	59,861	\$	447,848	\$	120,000		
less YTD Expend/Transf		(2,041,776)		(482,275)		(25)		(27,632)		-		
less YTD Encumbrances	_	(9,490,835)	-	(225,039)	-		-	(51,638)	-			

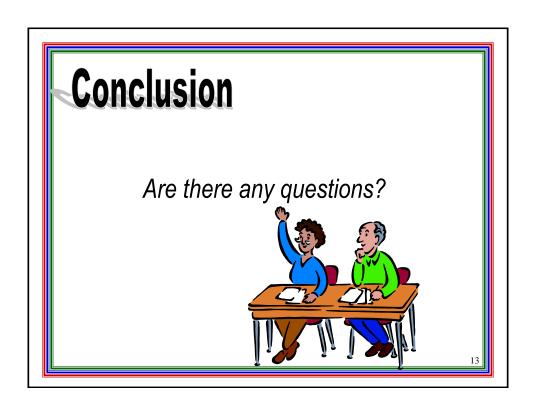
		<u>parison</u>	Octobe	vr 20	12			
REVENUES		Budget	% of	_	ΓD Actual	% of	Variance Bud-Actual	
1x Local Taxes	\$	3,274,113		\$	1,149,231		\$ 2,124,88	
2x Local Non-Tax	,	375,305		·	65,801		309,50	
3x State General Purpose		6,624,323	47.7%		1,192,378	44.4%	5,431,94	
4x State Special Purpose		1,882,321	13.6%		276,729	10.3%	1,605,59	
5x/6x Federal		1,201,512	8.7%		653	0.0%	1,200,85	
7x-8x Other Revenues		239,750	1.7%		-	0.0%	239,75	
9x Other Financing Sources	_	279,016	2.0%			0.0%	279,01	
Total Revenues & Transfers	\$	13,876,340	100 0%	\$	2.684.792	100.0%	\$ 11,191,54	

General Fund Expenditures 2013 Budget-to-Actual Comparison									
Dudget-to-Actual Co		parison							
EXPENDITURES by PROGRAM		Budget	% of Bud		Actual	% of Total		Variance ud-Actual	
00 Regular Instruction	\$	6,413,480	46.6%	\$	1,030,532	50.5%	\$	5,382,94	
20 Special Ed Instruction		2,227,416	16.2%		293,191	14.4%		1,934,22	
30 CTE (Voc Ed) Instruction		518,500	3.8%		74,924	3.7%		443,570	
50-60 Compensatory Ed Instr		730,477	5.3%		93,863	4.6%		636,61	
70 Other Instructional Programs		506,160	3.7%		28,644	1.4%		477,51	
80 Community Services		7,648				0.0%		7,00	
90 Support Services *		3,372,162	24.5%		519,983	<u>25.5%</u>	_	2,852,17	
Total Expenditures by Prog	\$	13,775,843	100.0%	\$	2,041,776	100.0%	\$	11,734,06	
					Less Encur	nbrances		(9,490,83	
					Unencumbere	d Budaet	\$	2,243,232	

General Ful Year-to-Year Compar	-	ı			<u>2</u>	<u>013</u>	<u>-2</u>	<u>014</u>
			Oct	obe	r			
YEAR-to-YEAR	2	013-2014	% of Bud	2	012-2013	% of Bud	V	'ariance
Beginning Fund Balance	\$	446,099			\$473,458		\$	(27, 360
+ Revenues + Transfer-In from other funds		2,684,792	19.3%		2,587,143	19.7%		97,649 -
Total Funds Available	\$	3,130,891	-	\$	3,060,601	_	\$	70,290
Expenditures:								
Salaries & Benefits (Payroll)	\$	1,769,337		\$	1,698,090			71,247
Accounts Payable Other Uses: Transfer-out		272,440 -			224,193			48,247 -
Total Expenditures & Transf-out	\$	2,041,776	14.82%	\$	1,922,283	14.59%	\$	119,493
Fund Balance at EOY	\$	1,089,114		\$	1,138,318		s	(49, 204







2013-2014 Budget Status Report

10General	Fund	for	the	Month of	October	,	2013
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	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	3,274,113	1,037,751.68	1,149,230.89		2,124,882.11	35.10
2000 LOCAL SUPPORT NONTAX	375,305	25,546.16	65,801.22		309,503.78	17.53
3000 STATE, GENERAL PURPOSE	6,624,323	596,189.07	1,192,378.13		5,431,944.87	18.00
4000 STATE, SPECIAL PURPOSE	1,873,321	139,191.05	276,729.10		1,596,591.90	14.77
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,210,512	652.88	652.88		1,209,859.12	0.05
7000 REVENUES FR OTH SCH DIST	239,750	.00	.00		239,750.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
9000 OTHER FINANCING SOURCES	279,016	.00	.00		279,016.00	0.00
Total REVENUES/OTHER FIN. SOURCES	13,876,340	1,799,330.84	2,684,792.22		11,191,547.78	19.35
B. EXPENDITURES						
00 Regular Instruction	6,394,447	524,112.74	1,030,532.28	4,711,596.88	652,317.84	89.80
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	2,231,858	157,338.30	293,191.44	1,440,825.64	497,840.92	77.69
30 Voc. Ed Instruction	519,343	39,882.43	74,923.67	335,046.86	109,372.47	78.94
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	747,553	50,305.19	93,862.70	400,225.71	253,464.59	66.09
70 Other Instructional Pgms	501,251	13,835.03	28,644.41	148,067.66	324,538.93	35.25
80 Community Services	7,648	319.38	638.62	3,247.93	3,761.45	50.82
90 Support Services	3,373,743	315,022.09	519,983.29	2,451,824.35	401,935.36	88.09
Total EXPENDITURES	13,775,843	1,100,815.16	2,041,776.41	9,490,835.03	2,243,231.56	83.72
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-I	100,497	698,515.68	643,015.81		542,518.81	539.84
F. TOTAL BEGINNING FUND BALANCE	420,000		446,098.50			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	xxxxxxxx		.00			
H. TOTAL ENDING FUND BALANCE (E + F +OR- G)	520,497		1,089,114.31			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 821 Restrictd for Carryover	0		18,533.00			
G/L 828 Restricted for C/O of FS Rev	0		.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		1,500.00			
${ m G/L}$ 872 Committd to Min Fnd Bal Policy	470,497		357,593.50			
G/L 875 Assigned Contingencies	50,000		50,000.00			
G/L 888 Assigned to Other Purposes	0		18,472.00			
G/L 890 Unassigned Fund Balance	0		643,015.81			
TOTAL	520,497		1,089,114.31			

20--Capital Projects -- for the Month of October , 2013

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	1,163,187	378,317.38	418,886.30		744,300.70	36.01
2000 Local Support Nontax	368,428	5,886.65	11,808.63		356,619.37	3.21
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	1,531,615	384,204.03	430,694.93		1,100,920.07	28.12
B. EXPENDITURES						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	1,071,054	.00	.00	0.00	1,071,054.00	0.00
30 Equipment	460,000	.00	.00	0.00	460,000.00	0.00
40 Energy	0	.00	482,275.49	225,038.98	707,314.47-	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	1,531,054	.00	482,275.49	225,038.98	823,739.53	46.20
C. OTHER FIN. USES TRANS. OUT (GL 536)	338,777	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	338,216-	384,204.03	51,580.56-		286,635.44	84.75-
F. TOTAL BEGINNING FUND BALANCE	480,700		600,592.88			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	xxxxxxxx		.00			
H. TOTAL ENDING FUND BALANCE (E + F +OR- G)	142,484		549,012.32			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 830 Restricted for Debt Service	0		.00			
G/L 862 Committed from Levy Proceeds	103,117		312,062.48			
G/L 863 Restricted from State Proceeds	0		239,049.97-			
G/L 870 Committed to Other Purposes	0		32,690.00			
G/L 889 Assigned to Fund Purposes	39,367		443,309.81			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	142,484		549,012.32			

30--Debt Service Fund -- for the Month of October , 2013

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	536.19	685.12		685.12-	0.00
2000 Local Support Nontax	100	10.77	21.63		78.37	21.63
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	59,761	.00	.00		59,761.00	0.00
Total REVENUES/OTHER FIN. SOURCES	59,861	546.96	706.75		59,154.25	1.18
B. EXPENDITURES						
Matured Bond Expenditures	44,800	.00	.00	0.00	44,800.00	0.00
Interest On Bonds	14,961	.00	.00	0.00	14,961.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	100	.00	25.00	0.00	75.00	25.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	59,861	.00	25.00	0.00	59,836.00	0.04
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXPENDITURES (A-B-C-D)	0	546.96	681.75		681.75	0.00
F. TOTAL BEGINNING FUND BALANCE	104,200		112,112.57			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E + F +OR- G)	104,200		112,794.32			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	104,200		112,794.32			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	104,200		112,794.32			

40--Associated Student Body Fund -- for the Month of October , 2013

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	145,900	6,649.74	21,394.77		124,505.23	14.66
2000 Athletics	26,510	.00	23,324.92		3,185.08	87.99
3000 Classes	11,700	1,255.00	1,275.00		10,425.00	10.90
4000 Clubs	195,624	9,860.53	35,153.91		160,470.09	17.97
6000 Private Moneys	12,101	.00	3,825.40		8,275.60	31.61
Total REVENUES	391,835	17,765.27	84,974.00		306,861.00	21.69
B. EXPENDITURES						
1000 General Student Body	114,990	202.61	908.04	6,223.55	107,858.41	6.20
2000 Athletics	71,993	2,091.00	2,572.78	8,274.45	61,145.77	15.07
3000 Classes	19,140	1,224.61	1,224.61	525.00	17,390.39	9.14
4000 Clubs	226,674	4,807.86	19,361.72	29,564.73	177,747.55	21.58
6000 Private Moneys	15,051	3,490.00	3,565.00	7,050.00	4,436.00	70.53
Total EXPENDITURES	447,848	11,816.08	27,632.15	51,637.73	368,578.12	17.70
C. EXCESS OF REVENUES						
OVER (UNDER) EXPENDITURES (A-B)	56,013-	5,949.19	57,341.85		113,354.85	202.37-
D. TOTAL BEGINNING FUND BALANCE	263,000		312,779.84			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	xxxxxxxx		.00			
F. TOTAL ENDING FUND BALANCE C + D +OR- E)	206,987		370,121.69			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	206,987		370,121.69			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	206,987		370,121.69			

PAGE: 1

90--Transportation Vehicle Fund -- for the Month of October , 2013

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	200	11.53	15.79		184.21	7.90
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	85,000	.00	.00		85,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)	85,200	11.53	15.79		85,184.21	0.02
B. 9900 TRANSFERS IN FROM GF	0	.00	.00		.00	0.00
C. Total REV./OTHER FIN. SOURCES	85,200	11.53	15.79		85,184.21	0.02
D. EXPENDITURES						
Type 30 Equipment	120,000	.00	.00	0.00	120,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	120,000	.00	.00	0.00	120,000.00	0.00
E. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
F. OTHER FINANCING USES (GL 535)	0	.00	.00			
G. EXCESS OF REVENUES/OTHER FIN SOURCES						
OVER(UNDER)EXP/OTH FIN USES (C-D-E-F)	34,800-	11.53	15.79		34,815.79	100.05-
H. TOTAL BEGINNING FUND BALANCE	119,800		119,883.01			
I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	xxxxxxxx		.00			
J. TOTAL ENDING FUND BALANCE (G +H +OR- I)	85,000		119,898.80			
K. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	34,800-		15.79			
G/L 889 Assigned to Fund Purposes	119,800		119,883.01			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	85,000		119,898.80			

PORT TOWNSEND SCHOOL DISTRICT NO. 50 The Lincoln Bldg., 450 Fir Street PORT TOWNSEND, WA 98368

RESOLUTION 13-11

A RESOLUTION of the Board of Directors of the Port Townsend School District No. 50, Jefferson County, Washington to reduce the 2014 General Fund Educational Programs Levy.

WHEREAS, on February 8, 2011, the voters of Port Townsend School District No. 50, Jefferson County, Washington, passed a General Fund Educational Programs Levy in the amount of \$3,352,960, and;

WHEREAS, the 2014 General Fund Levy cannot exceed the limitations imposed by RCW 84.52.0531, and any amount of such excess levy authorized by the voters must be reduced in accordance with WAC 392-139, and;

WHEREAS, the final 2014 calculations provided by the Office of the Superintendent of Public Instruction provide for 2014 collection is \$3,206,421, the 2014 General Fund Levy must be reduced by \$146,539 and for certification by the County to collect the levy amount.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Port Townsend School District No. 50 hereby directs the Jefferson County Board of Commissioners and the Jefferson County Auditor to certify the 2014 General Fund Levy at \$3,206,421.

ADOPTED by the Board of Directors of Port Townsend School District No. 50, Jefferson County, Washington, at an open public meeting held this 25th day of November, 2013.

BY ORDER OF THE BOARD OF DIRECTORS PORT TOWNSEND SCHOOL DIST NO. 50

Jennifer James-Wilson, Board Chair	Bill LeMaster
Holley Carlson	Anne Burkart
Pam Daly	ATTEST: David Engle
	Secretary

MANAGEMENT SUPPORT

Minimum Fund Balance

The district recognizes the importance of maintaining a prudent fund balance in the general fund to ensure operational cash flow needs are met, to set aside resources for known obligations and to help protect against unforeseen circumstances. Accordingly, the district adopts this policy in regards to those portions of fund balance that are in spendable form but are not legally restricted as to their use from outside sources.

The Port Townsend School District Board of Directors directs the superintendent *to strive* to provide a minimum fund balance of 5%, based on recurring fiscal year expenditures 4% in fiscal year 2012-13 based on fiscal year 2011-12 expenditures, and 5% in fiscal year 2013-14 based on 2012-13 expenditures, which will be reviewed annually.

Cross Reference:

Board Policy 6020
Board Policy 6040

System of Funds and Accounts
Expenditures in Excess of
Budget

Date: 8/8/2011;

PORT TOWNSEND SCHOOL DISTRICT NO. 50

Students for Sustainability





Students for Sustainability is a dedicated group of Port Townsend High School students who are taking action to mitigate climate change at their school, in their community, their state, and at a national level.

Recycling Program

The SFS's first initiative was to address the ineffective recycling program at the high school. SFS took the following steps:

- researched why the recycling wasn't being emptied. (it was not in the custodians' contract)
- met with custodians and teachers to work out a plan
- monitored and analyzed garbage and recycling dumpster levels and pick-up schedules
- created a system to reduce pick-ups, and hire recycling staff with the savings!



Now the school has enough recycling bins for each classroom!

Cafeteria Waste Program

Students for Sustainability determined that much of the school's waste came from disposable utensils and tableware used in the cafeteria.



Using the same model of assessing all sides of the issue first, SFS met with the cafeteria workers and determined if there was a way to include reusable trays and utensils in their current system. SFS did a cost analysis of materials, staff time and other expenses.

Using all the potential cost savings and incentives, SFS worked out the savings to be around \$10,000 per year. **Students for Sustainability** worked with district administrators and cafeteria staff to make sure everyone's needs were met and the plan was ... yes, sustainable!

June 27th, 2013

Ewan Shortess honored as a 2013 K-12 Student Environmental Leader



at the annual



Green Apple Awards

Ewan receiving his award from Effenus Henderson, President of E3

New Projects and Ideas

SFS recruited 20-30 new members from grades 9-12!



- Paperless daily bulletin
- Paperless homework and assignments







- Monthly events: bike/walk to school
 - Establishing recycling bins in the community



March 28 – April 7, 2014

Students for Sustainability travel to Washington, DC to lobby for their future







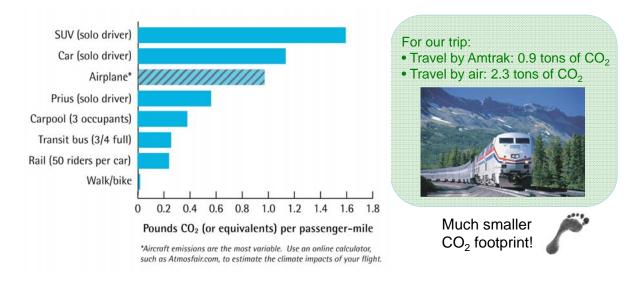
"Addiction to fossil fuels has the future of our entire generation at risk. That's why we have the moral authority to insist that society learns to live as if our future matters."

All travel will be done by public transportation

Friday, March 28: leave Port Townsend Park n' Ride by bus at 9:30AM, transferring to the ferry and arriving in Seattle at 12:05PM; departing on Amtrak at 4:40PM

Sunday, March 29: Change trains in Chicago; depart at 6:40PM

Monday, March 31: arrive in Washington, DC at 1:10PM



Route 1: *Empire Builder* ...

Seattle to Chicago 40 stops!







Route 2: Capitol Limited...

Chicago to Washington, DC 15 stops!



Petition Drive

- In January, teachers and environmental educators will be contacted along the train route to engage their students in a petition drive.
- The petitions will have three components:
- 1)A rallying cry similar to the iMatter March quote:
- "Addiction to fossil fuels has the future of our entire generation at risk. That's why we have the moral authority to insist that society learns to live as if our future matters."
- One or two issues that are of utmost concern to the students. The SFS have decided on ocean acidification and fracking.
- 3) One or two solutions that are being requested of their leaders. The SFS have decided on a **carbon tax**.
- At each stop on the way, petitions signed by students from across the country will be collected and delivered to our legislators and key policy makers in DC

Lodging in DC



Hostelling International

1009 11th Street NW

The hostel is a sustainable and 'green' choice for accommodations

Centrally located: 8 blocks from the White House 8 blocks from the Capitol 3 blocks from the Metro





Accommodations

Features Include:

- Information Desk
- 24-hour access and 24-hour security
- Free tours and activities
- Free Wi-Fi
- Common area
- Library and game room
- Media room
- Kitchen self-service and open 24-hours
- Individual in-room lockers
- 24-hour laundry facilities
- Luggage storage facilities









Dormitories

- 6 and 10-person rooms
- chaperone in each room
- segregated by males and females









Fund Raising

Cost per student: \$1,350 including transportation, lodging and food for 11 days

Fund raising opportunities:

- 1) article in Leader and PDN requesting funds donated the ASB for the SFS account
- 2) Tree planting as a carbon offset of our senior year



- 10 trees planted per student; sponsorships obtained for each tree planted
- location: Irondale Springs on Jefferson Land Trust conservation easement

As a Service Learning component, SFS will serve as Crew Leaders for the *Northwest Watershed Institute* annual Plant-a-Thon on Saturday, February 1, 2014. **125** 4th-6th grade children and parents will plant over 2,500 trees in critical salmon habitat along Tarboo Creek.

