



## North Mason School District

### School Board Meeting Agenda

Published on November 25, 2025 at 2:16 PM PST

Amended on December 4, 2025 at 5:13 PM PST

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#### Date and Time

Monday December 8, 2025 at 6:30 PM PST

#### Location

North Mason School District Administration Office, 250 E. Campus Drive Belfair, WA 98528.

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#### District Mission

***The Mission of North Mason School District, together with our community, is to educate, empower, inspire and prepare all students to graduate confident in their abilities to meet life's challenges and opportunities.***

School Board: Leanna Krotzer, Erik Youngberg, Nicole González Timmons, and Nicholas Thomas

Superintendent: Dr. Kristine Michael

Student Board Members: Sophia Mairs & Camrynn Pike

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#### Agenda

	Purpose	Presenter	Time
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I.	Opening Items		6:30 PM
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A.	Call the Meeting to Order		
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Board President Youngberg will call the meeting to order.

	Purpose	Presenter	Time
<b>B.</b>	Record Attendance		
<b>C.</b>	Flag Salute		
	Board President Youngberg will lead the Pledge of Allegiance.		
<b>D.</b>	Approval of Agenda	Vote	
	The board will move to approve or amend the meeting agenda.		
<b>E.</b>	Board of Directors - Oath of Office		
<b>F.</b>	Board of Directors - Oath of Office		
<b>G.</b>	Board of Directors - Oath of Office		
<b>H.</b>	Student Board Member - Oath of Office		
<b>I.</b>	Public Comments on Agenda Items		

- **Please sign in, state your name, and limit comments to three minutes.**  
The NMSD Board of Directors values the opinion and input of the community. This is an opportunity for the public to offer comments regarding issues being considered by the board. On matters of the day-to-day operation of the district, such as policy, curriculum, academic standards, etc. the public is invited and encouraged to meet with the Superintendent.

**J. Student Board Member Comments**

The Student Board Members will have the opportunity to communicate with the full Board, administration, and community about school events and issues.

**II. Consent Items**

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. Items on the consent agenda are voted upon as one block and approved with one vote. An item may be removed from the consent agenda only upon approval of a majority of the Board.

**The administration recommends that the Board of Directors...**

**... approve the consent agenda as presented (or as modified at the meeting).**

**A. Minutes of previous meeting**

Minutes from November 24, 2025 School Board Meeting.

	Purpose	Presenter	Time
<b>B. Accounts Payable</b>	The board will consider approval of General Fund Warrants, Capital Projects Fund Warrants, and Associated Student Body Program Fund Warrants.		
<b>C. Payroll</b>	The board will consider approval of Payroll and Employee Benefits Warrants.		
<b>D. Personnel Report</b>	The board will consider approval of employee hire recommendations.		
<b>E. Donations</b>	The board will consider approval of donations to NMSD.		
<b>F. Establishing a Club</b>			
<b>G. Teachers out of Endorsement</b>			

### **III. Election of Board President**

Board President Youngberg will call for nominations for the office of Board President, to serve for a one-year term. One or more board members will be nominated to serve as President. To be eligible for election, the nomination must have a second. Once nominations are closed, President Youngberg will call for a roll call vote of all elected board members. The first nominee to receive three votes shall be elected president.

#### **A. Installation of President**

The gavel and chairperson responsibilities shall immediately be granted to the newly elected president.

#### **B. Election of Board Vice President**

The President will call for nominations for the office of Board Vice President, to serve for a one year term. One or more board members will be nominated to serve as Vice President. To be eligible for election, the nomination must have a second. Once nominations are closed, the Board President will call for a roll call vote of all elected board members. The first nominee to receive three votes shall be elected vice-president.

### **IV. Board Development and Linkage**

<b>A. Superintendent Update</b>	FYI
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	Purpose	Presenter	Time
<b>B.</b> Teaching and Learning Update Student Services Spotlight	FYI		
<b>C.</b> Budget Status Update 2025-2026 Included in the board packet is a current budget update. Assistant Superintendent of Finance and Operations, Daniel King, will be available to respond to any questions board members may have.	FYI		
<b>D.</b> Legislative Representative Report	Discuss		

## V. Five-Minute Recess

President Youngberg may call for a motion for a five-minute recess.

## VI. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW

### A. Monitoring Reports

The school board adheres to the principles of Policy Governance ©. The board has written four sets of policies: Ends, Executive Requirements, Board-Superintendent Relationships, and Governance Process. The Ends policies describe the student outcomes the superintendent is charged with achieving. The Executive Requirement policies set the parameters within which the superintendent must operate as he/she leads the district toward the expected Ends. The BoardSuperintendent Relationships policies describe the way in which the board will oversee the superintendent's performance and the superintendent will support the board. The Governance Process policies describe how the board and its individual members shall conduct business, represent the community, and relate to each other.

No less than once per year, the Board receives and considers evidence regarding the level of compliance with the provisions of these four sets of policies, a few at each meeting. The following are those policies to be monitored during this meeting.

### B. ER-5 Budget Execution

Vote

A monitoring report is included in this digital board packet. The administration believes that all provisions of this policy have been following and implemented.

**The administration recommends that...**

**... the board find the superintendent's performance to comply with ER-5.**

The administration also invites comments regarding the superintendent's performance.



	Purpose	Presenter	Time
<b>C.</b>	ER-8 Communication and Counsel to the Board		
	A monitoring report is included in this digital board packet. The administration believes that all provisions of this policy have been following and implemented.		
	<b>The administration recommends that...</b>		
	<b>... the board find the superintendent's performance to comply with ER-8.</b>		
	The administration also invites comments regarding the superintendent's performance		
<b>D.</b>	Policy Review		
	This is the Board's opportunity to discuss, propose and/or make revisions to the policies. The Board reviewed these policies for compliance in its previous meeting. This is an opportunity for the board to consider any needed changes to these recently monitored policies. The Board did not indicate a need to revise these policies during our monitoring review.		

## VII. Closing Items

- A.** Announcements and Comments: Public
 

The NMSD Board of Directors values the opinion and input of the community. This is an opportunity for the public to offer comments whether or not they are on the agenda. On matters of the day-to-day operation of the district, such as personnel, policy, curriculum, academic standards, etc. the public is invited and encouraged to meet with the Superintendent.
- B.** Good of the Order: Board & Superintendent
 

This is an opportunity for Board Members and the Superintendent to make any comments or announcements that may or may not be related to agenda items or public comments.
- C.** Board Self-Assessment of Meeting
 

Director Gonzalez Timmons will process the board's self-assessment of the meeting.
- D.** Next Board Meeting Date
 

The next school board meeting will be held on January 26, 2026 at 6:30pm at the NMSD Administration Office Boardroom.
- E.** Adjourn Meeting
 

Board President will adjourn the meeting.

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*Note: Persons with disabilities needing special accommodations should contact the North Mason School District Office at (360) 277-2300 prior to the date of this meeting.*

# Coversheet

## Board of Directors - Oath of Office

<b>Section:</b>	I. Opening Items
<b>Item:</b>	E. Board of Directors - Oath of Office
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Oath of Office Director-L.Krotzer 12 8 25.pdf



## NORTH MASON SCHOOL DISTRICT

250 East Campus Drive  
Belfair WA 98528  
O 360.277.2300  
F 360.277.2320

State of Washington  
County of Mason )ss

### OATH OF OFFICE

I, Leanna Krotzer, do solemnly swear (of affirm) that I will support the constitution of the United States and the Constitution and laws of the State of Washington, and that I will faithfully and impartially perform and discharge the duties of the office of Director District 2, North Mason School District Board of Directors, according to law, to the best of my ability.

X \_\_\_\_\_  
(signature)

Subscribed and sworn to before me this 8th day of December 2025.

\_\_\_\_\_  
Superintendent, Dr. Kristine Michael

**“Educate, Empower, Inspire & Educate”**  
**Dr. Kristine Michael, Superintendent**

# Coversheet

## Board of Directors - Oath of Office

<b>Section:</b>	I. Opening Items
<b>Item:</b>	F. Board of Directors - Oath of Office
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Oath of Office Director-N.Thomas 12 8 25.pdf



## NORTH MASON SCHOOL DISTRICT

250 East Campus Drive  
Belfair WA 98528  
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F 360.277.2320

State of Washington  
County of Mason )ss

### OATH OF OFFICE

I, Nicholas Thomas, do solemnly swear (of affirm) that I will support the constitution of the United States and the Constitution and laws of the State of Washington, and that I will faithfully and impartially perform and discharge the duties of the office of Director District 4, North Mason School District Board of Directors, according to law, to the best of my ability.

X \_\_\_\_\_  
(signature)

Subscribed and sworn to before me this 8th day of December 2025.

\_\_\_\_\_  
Superintendent, Dr. Kristine Michael

**“Educate, Empower, Inspire & Educate”**  
**Dr. Kristine Michael, Superintendent**

# Coversheet

## Board of Directors - Oath of Office

<b>Section:</b>	I. Opening Items
<b>Item:</b>	G. Board of Directors - Oath of Office
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Oath of Office Director-R.Biehl 12 8 25.pdf



## NORTH MASON SCHOOL DISTRICT

250 East Campus Drive  
Belfair WA 98528  
O 360.277.2300  
F 360.277.2320

State of Washington  
County of Mason )ss

### OATH OF OFFICE

I, Rick Biehl, do solemnly swear (of affirm) that I will support the constitution of the United States and the Constitution and laws of the State of Washington, and that I will faithfully and impartially perform and discharge the duties of the office of Director District 5, North Mason School District Board of Directors, according to law, to the best of my ability.

X \_\_\_\_\_  
(signature)

Subscribed and sworn to before me this 8th day of December 2025.

\_\_\_\_\_  
Superintendent, Dr. Kristine Michael

**“Educate, Empower, Inspire & Educate”**  
**Dr. Kristine Michael, Superintendent**



# Coversheet

## Student Board Member - Oath of Office

<b>Section:</b>	I. Opening Items
<b>Item:</b>	H. Student Board Member - Oath of Office
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	H. Thomas Office Student Board Member.pdf



## NORTH MASON SCHOOL DISTRICT

250 East Campus Drive  
Belfair WA 98528  
O 360.277.2300  
F 360.277. 2320

State of Washington  
County of Mason

### OATH OF OFFICE

I, **Hayden Thomas**, do solemnly swear (of affirm) that I will support the constitution of the United States and the Constitution and laws of the State of Washington, and that I will faithfully and impartially perform and discharge the duties of the office of Student Board Member, North Mason School District Board of Directors, according to law, to the best of my ability.

X \_\_\_\_\_  
(signature)

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Superintendent, Dr. Kristine Michael

**“Educate, Empower, Inspire & Educate”**

**Dr. Kristine Michael, Superintendent**

# Coversheet

## Public Comments on Agenda Items

<b>Section:</b>	I. Opening Items
<b>Item:</b>	I. Public Comments on Agenda Items
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Board Meeting Guidelines rev 12 31 19.pdf

## North Mason School District #403 Board of Directors Meeting

### Board Meeting Guidelines – How We Conduct our Meetings

Welcome to our meeting! The NMSD Board of Directors values the opinions, suggestions and thoughts of our community. We also appreciate members of our community “keeping an eye on us” by attending and observing our meetings. This notice will help you understand how the board meeting works, the roles of the Board and the superintendent, and how you might share your thoughts with the board during this meeting.

The NMSD Board of Directors and Superintendent adhere to the principles of **Policy Governance®**. The Board runs all meetings according to these principles. Under Policy Governance®, the board has intentionally delegated administrative and management decisions to the superintendent. The Board is prohibited from making management decisions such as setting staffing levels, selecting instructional materials, or initiating school programs or services. While you are invited to provide input on such matters during the meeting, such decisions are the superintendent’s to make, and we encourage you to talk directly with the superintendent.

Under Policy Governance®, the Board directs the superintendent through two sets of policies: **Ends** policies and **Executive Requirement** policies. The Ends policies specify the Board’s expectations for student learning and student growth. The Executive Requirements policies set very specific parameters for actions the superintendent may take to attain the expected results. The Board closely monitors the attainment of Ends policies and compliance with Executive Requirement policies. The superintendent’s evaluation is fully dependent on attainment of expected results and compliance with mandated procedures.

In addition to the Ends and Executive Requirement policies, the Board has also defined the relationship between the Board and Superintendent in a set of Board-Superintendent Relationship (BSR) policies, and the way the Board Members will conduct themselves in a set of Governance Process (GP) policies. We invite you to our web site, where these policies are posted, at [www.northmasonschools.org](http://www.northmasonschools.org).

### Community Participation at Board Meetings

Again, we welcome your comments. It is important that members of the public understand how public participation at board meetings will occur.

1. Board meetings are not community hearings or public forums. They are meetings of the Board, with discussion between board members, the superintendent, and the superintendent’s designees. While the meetings are held in public, they are not open to public participation except as described in items 2-4, below.
2. There is an opportunity on the agenda for public input during the meeting to comment on specific items on the board agenda at the beginning of the meeting. For matters not on the agenda please contact the Superintendent or a board member directly.
3. Comments should be limited to THREE MINUTES. This is not an opportunity to make a formal or extended presentation to the board. If the presenter wishes the board to have more information, the presenter is invited to present written comments.
4. The board will not enter into dialogue with community members during the comment period. It is an opportunity for the board to hear from community members, but not to enter into policy or program discussions. On matters of the day to day operation of the district such as policy, curriculum, academic standards, etc. the public is invited and encouraged to meet with the Superintendent.

Welcome, and thank you for coming.

Sincerely,

Erik Youngberg, Board President

# Coversheet

## Minutes of previous meeting

<b>Section:</b>	II. Consent Items
<b>Item:</b>	A. Minutes of previous meeting
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	2025_11_24_board_meeting_minutes (1).pdf

DRAFT



## North Mason School District

### Minutes

#### School Board Meeting Agenda

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##### Date and Time

Monday November 24, 2025 at 6:30 PM

##### Location

North Mason School District Administration Office, 250 E. Campus Drive Belfair, WA 98528.

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##### District Mission

***The Mission of North Mason School District, together with our community, is to educate, empower, inspire and prepare all students to graduate confident in their abilities to meet life's challenges and opportunities.***

School Board: Arla Shephard Bull, Leanna Krotzer, Erik Youngberg, Nicole González Timmons, and Nicholas Thomas

Superintendent: Dr. Kristine Michael

Student Board Members: Sophia Mairs

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##### Directors Present

E. Youngberg, L. Krotzer, N. Gonzalez Timmons, N. Thomas

##### Directors Absent

A. Shephard Bull

##### Guests Present

C. Pike, J. Young, K. Michael, S. Mairs

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## **I. Opening Items**

### **A. Call the Meeting to Order**

E. Youngberg called a meeting of the board of directors of North Mason School District to order on Monday Nov 24, 2025 at 6:30 PM.

### **B. Record Attendance**

### **C. Flag Salute**

Director Youngberg led the Pledge of Allegiance.

### **D. Approval of Agenda**

Director Krotzer moved to approve the agenda as presented.

### **E. Student Board Member - Oath of Office**

Superintendent Michael introduced one of our new student board members, Camrynn Pike and administered the Oath of Office. Student Hayden Thomas will have his oath administered at the December 8th board meeting.

### **F. Public Comments on Agenda Items**

Public Comments were heard from Tami Halford.

### **G. Student Board Member Comments**

Student board members Sophia Mairs and Camrynn Pike commented about events at the High School.

## **II. Consent Items**

### **A. Minutes of previous meeting**

L. Krotzer made a motion to approve the minutes from School Board Meeting Agenda on 10-27-25.

The board **VOTED** to approve the motion.

### **B. Accounts Payable**

General Fund, Capital Projects and Associated Student Body Program Fund Warrants were approved as presented.

### **C. Payroll**

Payroll and Employee Benefits Warrants were approved as presented.

### **D.**

## **Personnel Report**

Personnel report was approved as presented.

## **E. Donations**

Donations were approved as presented.

## **F. Agreements/Contracts**

All agreements and contracts were approved as presented.

## **G. Surplus Textbooks/Reading Material/Equipment**

Surplus was approved as presented.

## **H. Course Proposals**

All course proposals were approved as presented.

# **III. Board Development and Linkage**

## **A. Superintendent Update**

Superintendent Michael provided an update that included the following items:

- Mason County election results were officially certified this evening, and we lost by 18 votes.
- Applications for the new North Mason Community Ambassador program will be released next week. This initiative will invite a group of community members to visit once a month and learn about the various operations and functions of the North Mason School District.
- She shared a positive recap of the first "Soup with the Superintendent" event held on November 14. The next gathering is scheduled for December 17 at 8:00 a.m., with additional details forthcoming.
- Dr. Michael will join the Kiwanis Club on Sunday, November 30, helping serve coffee and hot chocolate at the annual tree lighting ceremony.
- After Thanksgiving, she will also have lunch with the student board members to collaborate and support their efforts in elevating student voice across the district.

## **B. Teaching and Learning Update**

Director Cris Turner, alongside building principals, presented an insightful overview of district-wide discipline and behavior trends, highlighting key data and emerging patterns that will help guide future supports and initiatives.

## **C. Budget Status Update 2025-2026**

Assistant Superintendent of Finance and Operations, Dan King presented the budget status update.

## **D.**



### **Legislative Representative Report**

No legislative report.

## **IV. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW**

### **A. Monitoring Reports**

### **B. ER-10 Academic Standards & Practices**

Director Gonzalez Timmons moved to find that the Superintendent's performance complies with the requirements of ER-10. Motion carried.

### **C. Policy Review**

There were no recommendations for changes to Policy ER-13.

## **V. Closing Items**

### **A. December Board Meeting Schedule Adjustment**

The board voted to move the December 22 board meeting to December 8th to accommodate the busy holiday season.

### **B. Announcements and Comments: Public**

No announcements or comments were made.

### **C. Good of the Order: Board & Superintendent**

Several Board Members offered comments for the Good of Order.

### **D. Board Self-Assessment of Meeting**

Director Krotzer processed the board self-assessment of their performance during this meeting and gave an overall score of Satisfactory.

### **E. Next Board Meeting Date**

The next regular school board meeting will be held on December 8, 2025 at 6:30 pm and a Study Session starting at 5:30 pm. Both meetings will be held at the NMSD Administrative Office Boardroom.

### **F. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:58 PM.

Respectfully Submitted,  
E. Youngberg

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Erik Youngberg, Board of Directors President

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Dr. Kristine Michael, Secretary to the Board

Minutes approved at meeting on \_\_\_\_\_

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### **Documents used during the meeting**

- C.Pike Office Student Board Member.pdf
- Board Meeting Guidelines rev 12 31 19.pdf
- 2025\_10\_27\_board\_meeting\_minutes (3).pdf
- Accounts Payable.pdf
- Accounts Payable II.pdf
- Payroll Report.pdf
- Payroll Report II.pdf
- Personnel Report 25-26 Nov.pdf
- Donation Report to board .pdf
- Babaa SLP.pdf
- HS Surplus 11 24 25.pdf
- Adaptive PE Course Proposal.pdf
- Independent Living Skills Course Proposal.pdf
- Functional Literacy Course Proposal.pdf
- Functional Math Course Proposal.pdf
- Vocational Skills Course Proposal.pdf
- High School Transitions Course Proposal.pdf
- School Based Transitions Course Proposal.pdf
- District Discipline - Board Presentation 11-24.pdf
- Budget Status Report for Nov\_24\_2025 Board.pdf
- Budget Financial Report thru Oct 2025.pdf
- ER-10 Academic Standards and Practices rev 10 20 16 Final.pdf
- ER-10 Academic Standards Practices mon rpt 11 24 25 Dr. Michael.pdf
- ER 10 Monitoring Response 11 24 25.pdf
- ER-13 Mandatory Policies rev June 2012 final.pdf

- BOARD SELF ASSESSMENT .pdf

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*Note: Persons with disabilities needing special accommodations should contact the North Mason School District Office at (360) 277-2300 prior to the date of this meeting.*

# Coversheet

## Accounts Payable

<b>Section:</b>	II. Consent Items
<b>Item:</b>	B. Accounts Payable
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Accounts Payable.pdf

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 December 8, 2025, the board, by a Majority vote, approves payments, totaling \$409,679.04, and voids/cancellations, totaling \$335.00. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, General Fund Accounts Payable:  
Warrant Numbers 160073319 through 160073380, totaling \$409,679.04  
Voids/Cancellations, totaling \$335.00

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073319	Advanced Door Service	11/28/2025	Stadium Door Repair	733.05	1,221.75
			Open PO	488.70	
			Trblshoot/Commercial Serv Roll-Up		
			Door @ HS		
160073320	AMAZON CAPITAL SERVIC	11/28/2025	Amazon Open PO	94.36	4,721.28
			2025-2026 School Supplies		
			PO Amazon, JTHS Classroom	99.40	
			supplies, 25/26		
			25-26 Art GLucas-Tape	14.73	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Open PO For	14.75	
			2025-2026 School		
			Year		
			Open PO for	43.40	
			Amazon for SY		
			25/26 These		
			prices are		
			determined to be		
			reasonable based		
			on: Research,		
			History/experience		
			Amazon Science	1,560.50	
			Curriculum		
			purchase		
			Open PO for PE	132.53	
			Curriculum		
			Amazon Science	21.29	
			Curriculum		
			purchase		
			25-26 SY NMHS -	26.91	
			Amazon- front		
			office supplies.		
			Open PO for PE	687.70	
			Curriculum		
			OPEN PURCHASE	902.77	
			ORDER FOR 25-26		
			SY		
			OPEN PO FOR 25/26	198.13	
			SCHOOL YEAR TO		
			PURCHASE SUPPLIES		
			OPEN	265.65	
			PO-MARITIME-NMHS-2		
			5/26 SY		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			OPEN	506.60	
			PO-MARITIME-NMHS-2		
			5/26 SY		
			Open PO for	21.77	
			Amazon for SY		
			25/26 These		
			prices are		
			determined to be		
			reasonable based		
			on: Research,		
			History/experience		
			Open PO for	38.44	
			Amazon for SY		
			25/26 These		
			prices are		
			determined to be		
			reasonable based		
			on: Research,		
			History/experience		
			OPEN PO-CULINARY	69.04	
			ARTS-NMHS-25/26		
			SY		
			Open PO for	23.31	
			Amazon for SY		
			25/26 These		
			prices are		
			determined to be		
			reasonable based		
			on: Research,		
			History/experience		
160073321	Aveanna Healthcare	11/28/2025	OPEN PO 2025/26	2,989.45	2,989.45
			SY STUDENT		
			NURSING CARE		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073322	Bradley Air Company	11/28/2025	SSID#3839158527 Open PO for Bradley Air for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	211.77	211.77
160073323	Central Welding Suppl	11/28/2025	OPEN PO FOR SCH YR 25-26 MAINT OPEN PO FOR SCH YR 25-26 MAINT	71.51 71.51	143.02
160073324	CENTURYLINK	11/28/2025	#360-275-2863 229B Phone Lines Open PO 25/26 SY #360-275-2658 922B NMHS & HMS Elevator Phone Lines Open PO 25/26 SY	113.56 236.43	349.99
160073325	CENTURYLINK- BUSINESS	11/28/2025	#77961058 Belfair Elevator 360-275-2863 Long Distance Carrier Open PO 25/26 SY	13.60	13.60
160073326	CHAOS TO CALM PARENTI	11/28/2025	OPEN PO 25/26 SY REMOTE PSYCH SERVICES. TERMS: 8/19/25 TO LAST INSTRUCTIONAL DAY JUNE 2026	9,660.00	9,660.00
160073327	Crystal Springs	11/28/2025	OPEN PURCHASE	66.50	66.50



Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073328	DAIRY FRESH FARMS INC	11/28/2025	ORDER FOR 25-26 SY Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	137.90	4,143.13
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	297.04	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	581.52	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	486.69	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These	159.48	
			prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These	266.00	
			prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These	203.91	
			prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy	187.96	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy	172.02	
			Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy	377.61	
			Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy	391.02	
			Fresh for food items for SY 25/26 These prices are determined to be reasonable based		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These	34.46	
			on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These	219.85	
			on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These	266.00	
			on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These	361.67	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			prices are determined to be reasonable based on: Research, History/experience		
160073329	DEPARTMENT OF LICENSI	11/28/2025	OPEN PURCHASE ORDER FOR 25-26 SY	510.00	510.00
160073330	Doctors Clinic	11/28/2025	OPEN PURCHASE ORDER FOR 25-26 SY	110.00	110.00
160073331	EDNETICS, INC.	11/28/2025	Standard User, Analog Adapter/ Fax User, Adjunct User Add-on 09/1/2025 - 08/31/2026	7,475.13	7,475.13
160073332	Fiberglass Supply	11/28/2025	OPEN PO-MARITIME-NMHS-2 5/26 SY	850.14	3,421.50
			OPEN PO-MARITIME-NMHS-2 5/26 SY	2,571.36	
160073333	FRANZ FAMILY BAKERY	11/28/2025	Open PO for Franz	145.67	145.67
160073334	Gordon Truck Centers,	11/28/2025	OPEN PURCHASE ORDER FOR 25-26 SY	17.32	17.32
160073335	GRAINGER	11/28/2025	OPEN PO FOR SCH YR 25-26 MAINT OPEN PO FOR SCH YR 25-26 MAINT OPEN PO FOR SCH YR 25-26 MAINT	216.43 180.99 4.98	402.40

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073336	GUARDIAN SECURITY SYS	11/28/2025	OPEN PO FOR SCH YR 25-26 DIST WIDE MONITORING/MAINT	3,452.74	3,452.74
160073337	Jack Frost Co	11/28/2025	Open PO for Jack Frost for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	900.29	900.29
160073338	JASPER ENGINE EXCHANG	11/28/2025	engine replacement for T63	6,067.48	6,067.48
160073339	Johnson, Chasity Daug	11/28/2025	OPEN PO 25/26 SY REMOTE PSYCHOLOGY SERVICES 6TH - 12TH GRADE STUDENTS TERMS 2024 SY THROUGH LAST INSTRUCTIONAL DAY JUNE 2026.	12,075.00	12,075.00
160073340	K.C.D.A.	11/28/2025	K.C.D.A. Open PO 2025-2026 School Supplies	672.69	672.69
160073341	Kinship Group LLC	11/28/2025	OPEN PO FOR SCH YR 25-26 MAINT	219.97	219.97
160073342	LEMAY MOBILE SHREDDIN	11/28/2025	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	1,950.00	1,950.00
160073343	MASONWEBTV.COM	11/28/2025	Open PO 9/25-8/26	200.00	200.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073344	Next Level Speech The	11/28/2025	monthly board meeting recordings OPEN PO 25/26 SY PROFESSIONAL SERVICES SPEECH LANGUAGE PATHOLOGIST AND ASSISTANT	28,187.66	28,187.66
160073345	North Mason S.D. ACH	11/28/2025	AP ACH REIMBURSEMENTS - GENERAL FUND BMO GF Oct 21-Nov 20, 2025	1,465.70 47,367.98	48,833.68
160073346	OLYMPIC COLLEGE	11/28/2025	25-26 OC Wsec Dues NMHS	1,764.59	1,764.59
160073347	OLYMPIC ESD 114	11/28/2025	Cert services and Teacher clock hour co-op inv 2002600008 WRISC-Combined Fiscal and Student System 9/1/2025 - 8/31/2026 Olympic ESD 114 School Safety and Security Co-Op Services 09/01/2025 -08/31/2026 OPEN PO FOR 25/26 SY COOPERATIVE	194.08 9,315.77 502.15 10,000.00	23,752.00



Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			SERVICES AGREEMENT APENDIX J SPECIAL EDUCATION AND RELATED SERVICES. TERMS SEPT 1 2025 TO AUG 31, 2026 OPEN PO FOR 25/26 SY COOPERATIVE SERVICES AGREEMENT APENDIX J SPECIAL EDUCATION AND RELATED SERVICES. TERMS SEPT 1 2025 TO AUG 31, 2026 Moving All to Success & Health EVALUATION FOR STUDENT SSID#6090178268 9/22/25 THROUGH 10/3/25	1,240.00	
160073348	OOTOPIA COFFEE ROASTE	11/28/2025	OPEN PO 25/26 SY BULLDOG JAVA SUPPLIES	494.00	494.00
160073349	OSPI	11/28/2025	Open PO for OPSI for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	3,140.41	3,140.41



Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073350	PACIFIC OFFICE AUTOMA	11/28/2025	7T09741 & 7T09742 Konica Copier Lease 60 Months Jan 2023 - Dec 2027	306.87	2,410.10
			7T09743, 7T09744, 7T09745 Konica Copier Lease 60 Months Jan 2023 - Dec 2027 24.25 SY & Papercut	518.53	
			7T09746 @ \$104.03, 7T09747 @ \$156.19 & Papercut for both @ \$16.80 ea per month Konica Copier Lease 25-26 SY	293.82	
			7T09748 & 7T09749 Konica Copier Lease 60 Months Jan 2024 - Dec 2027	345.98	
			7T09750, 7T09751 Konica Copier lease 60 months January 23- December 2027	345.98	
			7T09752, 7T09754 Konica Copier Lease 60 Months Jan 2023 - Dec	225.93	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			2027		
			7T09753 Konica	78.40	
			Copier Lease 60		
			Months Jan 2023 -		
			Dec 2027 24.25 SY		
			7T09755 Konica	120.83	
			Copier Lease 60		
			Months Jan 2023 -		
			Dec 2027		
			7T12352 Konica	173.76	
			Copier Lease Sep		
			24 thru Aug 29		
160073351	Pacific Air Control,	11/28/2025	Troubleshoot	2,497.80	2,497.80
			Boiler@ Belfair		
			Elem		
160073352	PENINSULA FIRE INC.	11/28/2025	PO for Peninsula	614.97	614.97
			Fire Fire		
			Suppression		
160073353	Porter Foster Rorick	11/28/2025	9/25-8/26 Open PO	16,800.00	16,800.00
			legal fees		
160073354	Procure Therapy Inc	11/28/2025	OPEN PO 25/26 SY	2,578.56	4,044.55
			CONTRACTED		
			PROFESSIONAL		
			SERVICES		
			REGISTERED		
			BEHAVIOR		
			TECHNICIAN TERM:		
			8/26/25-6/17/26		
			OPEN PO 25/26 SY	1,465.99	
			CONTRACTED		
			PROFESSIONAL		
			SERVICES		
			REGISTERED		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			BEHAVIOR TECHNICIAN TERM: 8/26/25-6/17/26		
160073355	PUGET SOUND JOINT PUR	11/28/2025	Open PO Puget Sound Joint COOP	800.00	800.00
160073356	RWC Group	11/28/2025	OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY	609.14  158.12	767.26
160073357	SCHOLASTIC	11/28/2025	25-26 Scholastics- ART magazines	107.10	107.10
160073358	SCOTT MCLENDON'S HARD	11/28/2025	OPEN PO FOR SCH YR 25-26 GROUNDS OPEN PO FOR SCH YR 25-26 MAINT OPEN PURCHASE ORDER FOR 25-26 SY OPEN PO FOR SCH YR 25-26 MAINT OPEN PO FOR SCH YR 25-26 MAINT OPEN PO FOR SCH YR 25-26 MAINT	21.68  76.00  150.98  16.46  3.20  59.70	328.02
160073359	Silke Communications	11/28/2025	OPEN PURCHASE ORDER FOR 25-26 SY	2,671.67	2,671.67
160073360	Soliant Health	11/28/2025	OPEN PO FOR 25/26 SY PSYCH PROFESSIONAL	3,937.50	6,300.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			SERVICES. TERMS: 8/19/25 THROUGH 6/17/26 OPEN PO FOR 25/26 SY PSYCH PROFESSIONAL SERVICES. TERMS: 8/19/25 THROUGH 6/17/26	2,362.50	
160073361	SOUND ELECTRONICS	11/28/2025	OPEN PO FOR SCH YR 25-26 EMERG SERV & REPAIR-MAINT	3,882.84	3,882.84
160073362	STAPLES BUSINESS ADVA	11/28/2025	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	309.88 382.16 90.05	782.09
160073363	SYSCO	11/28/2025	OPEN PO-CULINARY-NMHS-2 5/26 SY OPEN PO-CULINARY-NMHS-2 5/26 SY OPEN PO-CULINARY-NMHS-2 5/26 SY	743.42 144.81 763.28	1,651.51
160073364	TACOMA COMMUNITY COLL	11/28/2025	OPEN PO For Oct 25-Aug 26 School	1,201.66	1,201.66

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Year for Running start		
160073365	TK Elevator	11/28/2025	OPEN PO FOR SCH YR 25-26 ANN BRONZE HMS	371.66	371.66
160073366	UniFirst Corporation	11/28/2025	OPEN PURCHASE ORDER FOR 25-26 SY	168.31	343.08
			OPEN PURCHASE ORDER FOR 25-26 SY	174.77	
160073367	UNITED SCHOOLS INSURA	11/28/2025	USIP 25-26 Insurance Premium \$132,563.09/month Sept - Feb	132,563.09	132,563.09
160073368	US Foods Inc.	11/28/2025	Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	7,876.15	35,930.63
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	407.12	
			Open PO for US Foods SY 25/26 These prices are determined to be	2,529.49	

### Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			reasonable based on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience OPEN PO-CULINARY-NMHS-2 5/26 SY Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research,	106.03	
				5,285.85	
				609.34	
				473.92	
				1,864.06	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			History/experience		
			Open PO for US	31.82	
			Foods SY 25/26		
			These prices are		
			determined to be		
			reasonable based		
			on: Research,		
			History/experience		
			Open PO for US	174.77	
			Foods SY 25/26		
			These prices are		
			determined to be		
			reasonable based		
			on: Research,		
			History/experience		
			Open PO for US	2,681.19	
			Foods SY 25/26		
			These prices are		
			determined to be		
			reasonable based		
			on: Research,		
			History/experience		
			Open PO for US	3,371.56	
			Foods SY 25/26		
			These prices are		
			determined to be		
			reasonable based		
			on: Research,		
			History/experience		
			Open PO for US	1,448.52	
			Foods SY 25/26		
			These prices are		
			determined to be		



### Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			reasonable based on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience OPEN PO-CULINARY-NMHS-2 5/26 SY OPEN PO-CULINARY-NMHS-2 5/26 SY OPEN PO-CULINARY-NMHS-2 5/26 SY Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	498.96	
				7,683.73	
				428.09	
				141.15	
				92.34	
				-16.20	



Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Open PO For US foods Storage fees for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	369.00	
			Open PO For US foods Storage fees for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	0.00	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	-22.14	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	-99.00	
			OPEN PO-CULINARY-NMHS-2 5/26 SY	-5.12	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073369	Ventris Learning LLC	11/28/2025	UFLI Teacher Manual 3rd grade classroom	97.74	97.74
160073370	Veritas Medical	11/28/2025	OPEN PO 25/26 SY DISTRICT WIDE NURSING SERVICES TERM 6/25/25 TO 7/15/26	8,505.00	8,505.00
160073371	VEX Robotics, Inc	11/28/2025	IQ Robot Battery - 12 Quote 111198433	741.19	741.19
160073372	WALTER E NELSON CO OF	11/28/2025	Open PO for Walter Nelson for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	1,009.94	1,009.94
160073373	WASA	11/28/2025	9/25-8/26 Open PO for conferences, memberships, and eduportal	247.06	247.06
160073374	WAXIE SANITARY SUPPLY	11/28/2025	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	1,893.98	3,740.74
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	97.58	
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	1,749.18	
160073375	WESTBAY AUTO PARTS	11/28/2025	OPEN PURCHASE	62.75	852.31

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	82.88	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	146.61	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	111.81	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	17.76	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	172.37	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	38.10	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	76.64	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	40.99	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	102.40	
			ORDER FOR 25-26 SY		
160073376	WESTERN EXTERMINATOR	11/28/2025	OPEN PO FOR SCH YR 25-26 DIST WIDE MAINT	128.64	1,441.84
			OPEN PO FOR SCH	142.05	

## Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	74.23	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	138.38	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	138.38	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	140.21	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	110.74	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	122.58	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	98.85	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	112.04	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	154.83	
			YR 25-26 DIST		
			WIDE MAINT		
			OPEN PO FOR SCH	80.91	
			YR 25-26 DIST		
			WIDE MAINT		
160073377	WEX BANK	11/28/2025	Account	80.98	80.98

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073378	WILCOX FLEGEL	11/28/2025	#0496-00-486433-6 Fuel Purchases OPEN PURCHASE ORDER FOR 25-26 SY	10,725.97	10,725.97
160073379	WMEA	11/28/2025	PO for WMEA, NMHS Band Conference, 23/24 Replaces original warrant #160070888 1/31/2024	335.00	335.00
160073380	WSIPC	11/28/2025	WSIPC New Student Online Enrollment 09/01/2025 - 08/31/2026	520.22	520.22
62	Computer	Check(s) For a Total of			409,679.04

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160072304	WMEA	11/30/2025	PO for WMEA, NMHS Band Conference, 23/24 Replaces original warrant #160070888 1/31/2024	335.00	335.00
1	Void		Check(s) For a Total of		335.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	62	Computer	Checks For a Total of	409,679.04
Total For	62	Manual, Wire Tran, ACH & Computer Checks		409,679.04
Less	1	Voided	Checks For a Total of	335.00
			Net Amount	409,344.04

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 December 8, 2025, the board, by a MAJORITY vote, approves payments, totaling \$15,359.04. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB Accounts Payable:  
Warrant Numbers 160022195 through 160022198, totaling \$15,359.04

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160022195	GEYER INSTRUCTIONAL P	11/28/2025	Britslebot Kits Family Engagement Night 11/19/25	557.27	1,673.33
			Britslebot Kits Family Engagement Night 11/19/25	1,116.06	
160022196	N.MASON HIGH SCHOOL A	11/28/2025	25-26 ASB Cross country trip-	135.71	135.71
160022197	N.MASON SCHOOL DIST F	11/28/2025	NMSD- Food Service Family Engagement Nights 2025-2026	147.14	147.14
160022198	North Mason S.D. ACH	11/28/2025	BMO ASB Oct 21-Nov 20, 2025	13,402.86	13,402.86
	4 Computer		Check(s) For a Total of		15,359.04



	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	15,359.04
Total For	4	Manual, Wire Tran, ACH & Computer Checks		15,359.04
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	15,359.04

# Coversheet

## Payroll

<b>Section:</b>	II. Consent Items
<b>Item:</b>	C. Payroll
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Payroll Report.pdf

As of 12/8/2025 by a majority vote does approve for payment those checks (warrants) included in the list and further described as follows: Payroll Cash Account

check numbers 160105200-1601055228

\$2,756,861.82

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

29 CHECKS FOR A TOTAL OF

\$2,756,861.82

CERTIFICATION OF AUDITING OFFICER

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described herein, and the claims are just, due and unpaid obligations against North Mason School District No. 403 and that I am authorized to authenticate and certify to said claim. I further certify that the expense reimbursements are just, due and unpaid obligations against the North Mason School District No. 403 and that I am authorized to certify said claim.

Daniel S. King  
Auditing Officer

November 26, 2025  
Date

CTP Payroll Cash Account

PAYEE	DATE	WARRANT			MICR	DATE	DATE	INTEREST
	ISSUED	NUMBER	FND	AMOUNT	NUMBER	REDEEMED	REGISTERED	
FUND TOTALS								
Total 403 001    General Fund			777.35					
Total 403			777.35					
Total All Funds			777.35					
*****								
Cadence Allaway	11/28/2025	160105200	001	114.55	160105200			
Paul Calafiore	11/28/2025	160105201	001	286.39	160105201			
Carter Vignati	11/28/2025	160105202	001	270.03	160105202			
Jaden Yi	11/28/2025	160105203	001	106.38	160105203			
	Page Total			777.35				
	Subtotal			777.35				
	GRAND TOTAL			777.35				

\*\*\*\*\* End of report \*\*\*\*\*

## CTP Payroll Cash Account

<u>PAYEE</u>	<u>DATE</u> <u>ISSUED</u>	<u>WARRANT</u> <u>NUMBER</u>	<u>FND</u>	<u>AMOUNT</u>	<u>MICR</u> <u>NUMBER</u>	<u>DATE</u> <u>REDEEMED</u>	<u>DATE</u> <u>REGISTERED</u>	<u>INTEREST</u>
<b>FUND TOTALS</b>								
Total 403 001 General Fund				2,756,084.47				
Total 403				2,756,084.47				
Total All Funds				2,756,084.47				
*****								
Citizens For North Mason Schools	11/28/2025	160105204	001	44.00	160105204			
DEPT OF RETIREMENT SYSTEMS	11/28/2025	160105205	001	70,458.13	160105205			
DEPT OF RETIREMENT SYSTEMS	11/28/2025	160105206	001	54,783.95	160105206			
DEPT OF RETIREMENT SYSTEMS	11/28/2025	160105207	001	12,934.05	160105207			
HCA-SEBB BENEFITS/Agency#600E15	11/28/2025	160105208	001	402,625.00	160105208			
HCA-SEBB FLEX SPEND/Agency#600E15	11/28/2025	160105209	001	3,774.25	160105209			
HCA-SEBB DECAP/AGENCY #600E15	11/28/2025	160105210	001	1,004.16	160105210			
North Mason Scholarship Foundation	11/28/2025	160105211	001	195.00	160105211			
North Mason S.D. ACH Account	11/28/2025	160105212	001	507,721.38	160105212			
North Mason S.D. ACH - P/R	11/28/2025	160105213	001	1,456,471.92	160105213			
Olympic ESD 114 UNEMPPOOL-PAYROLL	11/28/2025	160105214	001	1,522.71	160105214			
Olympic ESD 114 RW CMP TR - PAYROLL	11/28/2025	160105215	001	24,903.35	160105215			
Omni Group	11/28/2025	160105216	001	12,493.33	160105216			
Paylogix F/B/O N. Mason School Dist #19519	11/28/2025	160105217	001	580.04	160105217			
PUBLIC SCHOOL EMP #909	11/28/2025	160105218	001	4,627.29	160105218			
The Standard Insurance Company	11/28/2025	160105219	001	4,621.38	160105219			
State of WA - DSHS Fin-Recovery	11/28/2025	160105220	001	250.00	160105220			
STATE TREASURER	11/28/2025	160105221	001	9,061.97	160105221			
TEACHER RET SYST	11/28/2025	160105222	001	159,974.68	160105222			
UFCW 3000	11/28/2025	160105223	001	189.00	160105223			
UNUM LIFE INSURANCE	11/28/2025	160105224	001	996.90	160105224			
Veba Trust #Y1253	11/28/2025	160105225	001	10,681.17	160105225			
Page Total				2,739,913.66				

CTP Payroll Cash Account

<u>PAYEE</u>	<u>DATE</u> <u>ISSUED</u>	<u>WARRANT</u> <u>NUMBER</u>	<u>FND</u>	<u>AMOUNT</u>	<u>MICR</u> <u>NUMBER</u>	<u>DATE</u> <u>REDEEMED</u>	<u>DATE</u> <u>REGISTERED</u>	<u>INTEREST</u>
WA St Support Registry	11/28/2025	160105226	001	526.00	160105226			
WASH STATE SCH RETIREES ASSOC.	11/28/2025	160105227	001	63.00	160105227			
WEA Payroll Deductions	11/28/2025	160105228	001	15,581.81	160105228			
	Page Total			16,170.81				
	Subtotal			2,756,084.47				
	GRAND TOTAL			2,756,084.47				

\*\*\*\*\* End of report \*\*\*\*\*

# Coversheet

## Personnel Report

<b>Section:</b>	II. Consent Items
<b>Item:</b>	D. Personnel Report
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Personnel Report 25-26 December.pdf

## PERSONNEL REPORT

December, 2025

### FOR BOARD APPROVAL:

#### RECOMMENDATION

#### RESIGNATION/RETIREMENT/NON-RENEWAL

Lucas, Georgina

#### CERTIFICATED PERSONNEL

#### POSITION

Teacher, North Mason HS

#### RECOMMENDATION

#### RESIGNATION/RETIREMENT/NON-RENEWAL/LEAVE OF ABSENCE

Barker, Julie

#### CLASSIFIED PERSONNEL

#### POSITION

Paraeducator, Belfair Elementary

#### RECOMMENDATION

Guimont, Stephanie

#### COACHING PERSONNEL

#### POSITION

Volunteer Coach, North Mason HS



# Coversheet

## Donations

<b>Section:</b>	II. Consent Items
<b>Item:</b>	E. Donations
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Donation Report to board - December.pdf

**DONATIONS, GIFTS & TEACHER GRANTS**  
**Board Meeting, December 8, 2025**

<b>By</b>	<b>To</b>	<b>For</b>	<b>Donation</b>
<b>Under \$250.00</b>			
Sue Provato	BE	Color Copy Paper	\$10.00
<b>\$250.00 - \$999.99</b>			
 <b>\$1,000.00 - \$4999.99</b>			
 <b>\$5,000.00 or greater</b> (requires Board acceptance)			
			<hr/> <b>\$10.00</b>

\_\_\_\_\_

# Coversheet

## Establishing a Club

<b>Section:</b>	II. Consent Items
<b>Item:</b>	F. Establishing a Club
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Establishing a Club - Starwars Club.pdf Establishing a Club -NMHS Bible CLub.pdf

## Establishing a Club

### Requesting Approval for starting a new ASB Club or Activity

Name of Club or Activity Requested: Star Wars Club

Describe proposed activities and goals of Club: to learn about the old lore of the Sith and Jedi also the Mandalorians

Describe how money will be raised to fund activities: fun raised

Funds raised will be used to: Rent Star Wars movie

Name of proposed advisor in charge of activities: Evan Brees

Budget capacity requested:

Submitted by: David Wood

Date: 11/19/25

Principal: Approved ☒ Denied ☐ Signature: [Signature]

ASB: Approved ☒ Denied ☐ Signature: [Signature]

Board of Directors: Date

Approved ☒ Denied ☐ Signature: Kristine Michael

CONSTITUTION OF THE Star Wars CLUB OF North Mason SCHOOL

*Preamble*

*We, the students, for the promotion of good government, good sportsmanship, student activities, and the general welfare of the students of NMHS School, establish this Constitution of the Star Wars Club.*

**Article 1. Name of Organization**

**Section A.** It is resolved that the name of this organization shall be the Star Wars Club of NMHS School.

**Article 2. Purpose**

The purposes of this organization shall be to:

**Section A.**

1. To create
2. To achieve

**Section B.**

- 1.
- 2.

**Article 3. Membership**

**Section A.** Membership in Star Wars Club is established by

**Section B.** Membership in Star Wars Club is maintained by

**Article 4. Duties**

**Section A.** Duties of Star Wars Club

1. To create
2. To assist
3. To achieve
4. To organize
5. To attend
6. To support
7. To raise funds for
- 8.
- 9.

**Article 5. Amendments**

**Section A.** This constitution shall be amended by a 2/3 majority vote of the membership provided.

Adopted on this \_\_\_\_ day of \_\_\_\_, 20\_\_.

by: \_\_\_\_\_

approved by: [Signature]

## Establishing a Club

Request for Approval of ASB Club or Activity

Name of Club or Activity requested

Star Wars Club

Describe proposed activities and goals of club

To learn about the lore of the Star Wars, also others.

Describe how money will be raised to fund activities

We don't have any ideas to fund activities

Funds raised will be used to

attend events, see movies, buy toys and gain knowledge

Name of proposed advisor in charge of activities

BREES, EVAN

Budget capacity requested

100

Submitted by

DAVID W

Signature

11/18/25

Date

Principal

C. W

Signature

Primary Advisor

[Signature]

Signature

Approved

Not Approved

Signature

Date

11/21/25

Accepted by Board of Directors

Date



Audrey Fredrick and Gracie Shear and Aliceyn

## Establishing a Club

### Requesting Approval for starting a new ASB Club or Activity

Name of Club or Activity Requested:

Bible Study Group

Describe proposed activities and goals of Club:

#### Activities

- Studying bible
- Journaling
- Learning more
- bonding activities
- note taking
- Praying
- worship music

Describe how money will be raised to fund activities:

money will be raised to fund activities by selling small items, or stuff out of school like car washes!

Funds raised will be used to:

The money can be used to buy notebooks, pens, pencils, things for bonding like painting stuff or outdoor activities. Shirts!

The basic journaling items.

Name of proposed advisor in charge of activities:

Fullington Deb Wasser

Budget capacity requested:

120\$

Submitted by:

Date:

Aliceyn D., Audrey F., Gracie Shear

9-29-2025

Principal: Approved ☒ Denied ☐ Signature: 

ASB: Approved ☒ Denied ☐ Signature: 

Board of Directors: Date

Approved ☐ Denied ☐ Signature: \_\_\_\_\_



CONSTITUTION OF THE bible study CLUB OF NMHS SCHOOL

*Preamble*

*We, the students, for the promotion of good government, good sportsmanship, student activities, and the general welfare of the students of NMHS School, establish this Constitution of the Bible Study Club.*

**Article 1. Name of Organization**

**Section A.** It is resolved that the name of this organization shall be the Bible Study Club of NMHS School.

**Article 2. Purpose**

The purposes of this organization shall be to:

**Section A.**

1. To create
2. To achieve

**Section B.**

1. to learn
2. to spread Gospel

**Article 3. Membership**

**Section A.** Membership in Bible Study Club is established by interest and attendance

**Section B.** Membership in Bible Study Club is maintained by Attendance

**Article 4. Duties**

**Section A.** Duties of Bible Study Club

1. To create
2. To assist
3. To achieve
4. To organize
5. To attend
6. To support
7. To raise funds for
8. car washes
9. Selling small items like food

Journal, and highlighters

**Article 5. Amendments**

**Section A.** This constitution shall be amended by a 2/3 majority vote of the membership provided.

Adopted on this 2 day of Oct, 2025.

by: Audrey Fredrick

approved by: \_\_\_\_\_

# Coversheet

## Teachers out of Endorsement

<b>Section:</b>	II. Consent Items
<b>Item:</b>	G. Teachers out of Endorsement
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Chris.Drewry.Out.Of.Endorsement.pdf



## NORTH MASON SCHOOL DISTRICT

250 East Campus Drive  
Belfair WA 98528  
O 360.277.2300

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Dr. Kristine Michael, Superintendent

To: Dr. Kristine Michael

Cc: Chad Collins

From: Nathan Fitzpatrick

Date: 11/25/2025

[WAC 181-82-110](#) allows teachers to teach a subject outside their endorsement area if the District determines the teachers have the competencies to be effective teachers in those subjects. One of the requirements of the WAC is such teaching assignments must be approved by a formal vote of the local school board. With Board approval, the following teacher taught subjects as a part of credit recovery out of their endorsement area from August 27, 2025 through November 12<sup>th</sup>, 2025:

Chris Drewry, certificate #423394F is endorsed in Music and, as of November 13<sup>th</sup>, 2025, obtained a substitute teaching certificate. While out of endorsement from August 27 through November 12, 2025, Mr. Drewry is no longer considered out of endorsement for the credit recovery class.

Sincerely,

Nathan Fitzpatrick  
Director of Human Resources  
North Mason School District

# Coversheet

## Teaching and Learning Update

<b>Section:</b>	IV. Board Development and Linkage
<b>Item:</b>	B. Teaching and Learning Update
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Student Services December Presentation 2025.pdf

# Office of Student Services

December 2025

# Staffing & Responsibilities

Director of Student Services – Amber Nygard – Year 4 at District  
Office (15 In district)

Compliance Secretary – Chantelle Wisner – 27 years with  
District

Office Coordinator – Cathy Hadley – 18 years with District

Special Education, Early Learning, Health & Nursing Services,  
District Assessment Services (DAC) and Civil Rights/  
Discrimination Compliancy

# Early Learning Programs

# Transition to Kindergarten

## Bridging Preschool and Kindergarten

T2K programs ease the transition by preparing children with foundational literacy, numeracy, and social skills.

## Play-Based and Individual Support

Programs include play-based learning and tailored support to meet diverse developmental needs.

## Family and Teacher Collaboration

Teachers work closely with families to provide resources that reinforce learning at home.

## Inclusivity and Readiness Outcome

T2K emphasizes inclusivity and improves readiness, confidence, and adjustment in school.





## Transition to Kindergarten

- 2 classrooms – one in each elementary school – 34 seats for the district
- 2 Certificated Teachers and 2 Paraeducators

# Developmental Preschool

## Individualized Education Plans

IEPs tailor instruction to each child's unique developmental needs, supporting communication and motor skills growth.

## Play-Based Learning

Classrooms encourage exploration and learning through play while addressing developmental challenges.

## Family Involvement

Regular communication and training support families to reinforce learning strategies at home.

## Attendance

Students from ages 3-5 years old can attend Mon, Tue, Thur, And Fri for services with qualifying areas in their IEP



# DPS Staffing

1 Special Education Teacher, 2 paraeducators, 1 contracted Nursing Aide, 1 SLP -Open Position, Currently Contracting Part time SLP

AM – 8 students

PM – 10 students

Itinerant Speech Only – 12 students

# Special Education Services

# Child Find

## Purpose of Child Find

Child Find aims to identify and evaluate children with potential disabilities to provide special education services early.

## Early Identification Importance

Early detection allows for tailored Individualized Education Plans that improve children's learning outcomes and development.

## Community Collaboration

Child Find involves outreach and teamwork with families and community agencies to raise awareness and support children.

## Legal and Inclusive Commitment

Compliance with IDEA reflects districts' commitment to equity, inclusion, and providing equal learning opportunities.



# Staffing Overview by School

# Roles and Distribution

## Diverse Professional Roles

Schools employ various professionals including teachers, therapists, psychologists, and paraprofessionals to support students.

## Tailored Staffing Models

Staffing models are customized to meet unique student needs, allocating resources effectively for special education services.

## Collaboration and Training

Collaboration and continuous professional development ensure delivery of comprehensive educational programs and interventions.

## Communication and Accountability

Transparent communication about staffing builds trust with families and the community, ensuring accountability.



# Elementary Schools

## Belfair Elementary – 64 students

(2 Special Education Teachers, 7 Sped paraeducators, 1 Contracted School Psychologist, 1 Contracted Remote SLP)

## Sand Hill Elementary – 72 students

(2 Special Education Teachers, 8 Sped paraeducators, 0.5 FTE Contracted Remote School Psychologist, 1 SLP)

## Pathways – (5)

(1 Special Education Teacher, 1 BCBA\*, 2 RBT, and 1 Sped Paraeducator)



# Hawkins Middle School

## Hawkins Middle School – 64 students

( 2 Special Education Teachers, 5 Sped paraeducators, 0.8 Contracted Remote Secondary School Psychologist, 0.4 Contracted Remote SLP)

# NMHS & JTHS/HL

## North Mason High School – 76 students

( 2 Special Education Teachers, 1 Contracted Remote, 0.8 Contracted Remote Secondary School Psychologist, SLP 0.8 FTE)

## Life Skills – (14) –

(1 Special Education Teacher, 7 Sped paraeducators, 1 Contracted RBT\*)

## Adulthood in Our Community (18-22yr) Community Transition Program – (3)

( 1 Special Education Teacher, 2 Paraeducators)

## James Taylor High School/ HomeLink - 14 students

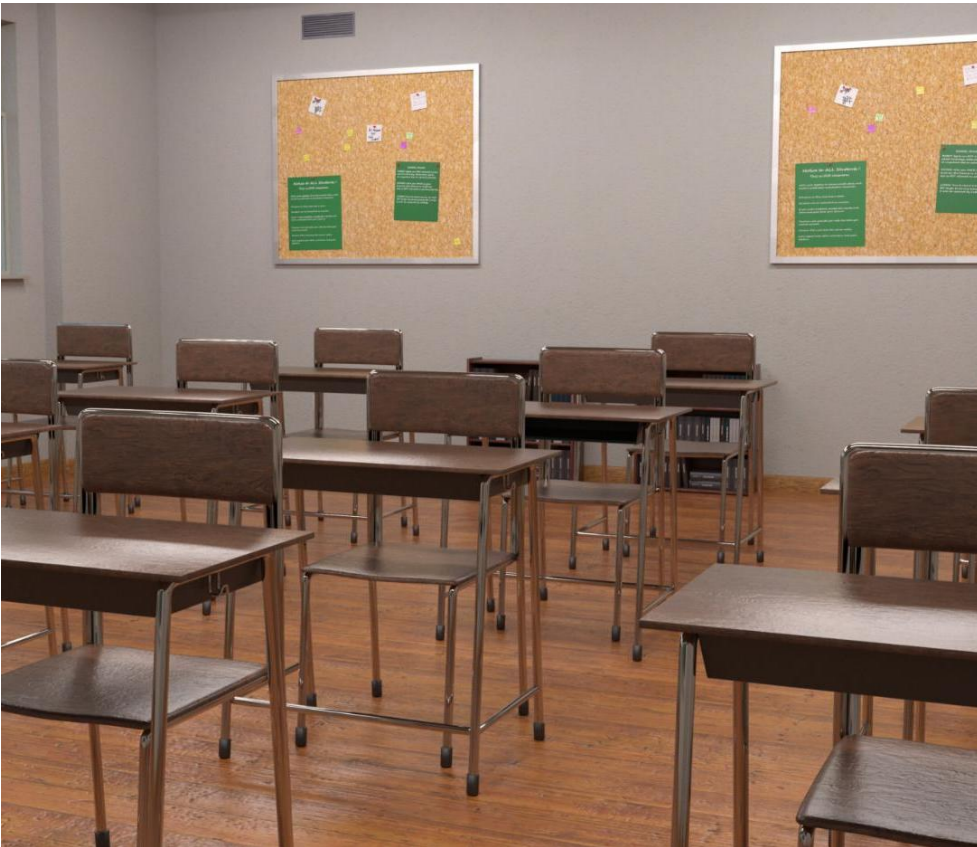
(1 Special Education Teacher, 0.5 FTE)

## Deaf & Hard of Hearing Support (K-12 School)

## Deaf & Hard of Hearing School Interagency Agreement w/ Tacoma –

### 5 Students this year

2 Preschoolers, 1 Elementary student, 2 Middle  
Schoolers



# Direct Services for the District

# All District Support

Occupational Therapy – Remote -1.0 FT

Certificated OT Assistant – 1.0 FTE

Teacher of Visually Impaired 0.4 FTE- Contracted

Physical Therapy – 0.1 FTE -Contracted

Occupational & Mobility – 30 NTE - Contracted

Audiology – 30 NTE - Contracted

# Health & Nursing Services



# Student Health Support

## Direct Student Care

School nurses provide direct care, manage chronic conditions, administer medications, and handle emergencies effectively.

## Health Education and Prevention (IHP)

Nurses promote wellness and preventive care through health education for students and staff.

## Collaboration and Individual Plans

Nurses coordinate with healthcare providers and educators to develop individualized health plans and accommodations.



# District Staffing

2250 students

1.0 FTE Contracted Registered Nurse and *currently 1 opening*

1.0 FTE Health clerk SH

1.0 FTE Early Learning Secretary / Health clerk BE

1.0 FTE Attendance/Counseling Secretary at NMHS

All Secretaries are to support health room operations and provide some services under the medical delegation of the licensed RN



# Student Achievement

ELA- FastBridge aReading (K-8)

Math- iReady Diagnostic (K-8)

Fall 24/25	Level 1 (1 <sup>st</sup> to 19 <sup>th</sup> Percentile)	Level 2 (20 <sup>th</sup> to 49 <sup>th</sup> Percentile)	Level 3 (50 <sup>th</sup> to 84 <sup>th</sup> Percentile)	Level 4 (85 <sup>th</sup> to 99 <sup>th</sup> Percentile)
ELA	75.6%	15.7%	7.6%	1.2%
Math	65.2%	23.2%	7.2%	4.4%

Spring 24/25	Level 1 (1 <sup>st</sup> to 19 <sup>th</sup> Percentile)	Level 2 (20 <sup>th</sup> to 49 <sup>th</sup> Percentile)	Level 3 (50 <sup>th</sup> to 84 <sup>th</sup> Percentile)	Level 4 (85 <sup>th</sup> to 99 <sup>th</sup> Percentile)
ELA	68.2%	19.9%	10.8%	1.1%
Math	56.8%	29%	11.5%	2.7%

Fall 25/26	Level 1 (1 <sup>st</sup> to 19 <sup>th</sup> Percentile)	Level 2 (20 <sup>th</sup> to 49 <sup>th</sup> Percentile)	Level 3 (50 <sup>th</sup> to 84 <sup>th</sup> Percentile)	Level 4 (85 <sup>th</sup> to 99 <sup>th</sup> Percentile)
ELA	66.3%	17.9%	13.6%	2.2%
Math	55.2%	25.8%	16%	3.1%

# OSPI Report Card - SBA

23/24

NMSD	Level 1	Level 2	Level 3	Level 4
ELA	61.8%	20.2%	8.1%	3.5%
Math	71.7%	14.5%	5.2%	2.9%

Washington	Level 1	Level 2	Level 3	Level 4
ELA	53.3%	19.1%	12.3%	6.4%
Math	60.1%	15.4%	8.3%	6.7%

24/25

NMSD	Level 1	Level 2	Level 3	Level 4
ELA	72.3%	14.5%	5.7%	3.8%
Math	73.1%	13.8%	6.9%	2.5%

Washington	Level 1	Level 2	Level 3	Level 4
ELA	53.3%	19%	12.5%	6.7%
Math	60%	15.4%	8.6%	6.9%

# Alternates to Suspension Discipline vs Consequence -

Suspension data reflects system design, not student deficits.

Strengthening tiered supports reduces exclusion.

Goal: Safe, supportive learning for ALL students.

# School Exclusions

(with IEP / all students)

		ISS	OSS	Emergency Removal
Sandhill	Events	2/7	34/49	0/1
	Students	2/4	6/17	0/1
Belfair El	Events	3/6	4/13	1/1
	Students	2/5	4/8	0/2
HMS	Events	2/3	13/42	3/3
	Students	2/2	9/32	3/3
NMHS	Events	0/0	5/41	1/1
	Students	0/0	5/35	1/1

# Always Learning – Always Growing

Any questions?

# Coversheet

## Budget Status Update 2025-2026

<b>Section:</b>	IV. Board Development and Linkage
<b>Item:</b>	C. Budget Status Update 2025-2026
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Budget Status Report.pdf FY 2024_2025 YE Financial Presentation.pdf Budget Financial Report.pdf

# Budget Status Report

Through November 30, 2025

December 8, 2025  
Meeting of the North Mason Board of Directors

Presented by:  
Dan King, Assistant Superintendent of Finance & Operations

# FY 2025-2026 General Fund Budget

Budgeted  
Revenues:  
\$42,690,662

Budgeted  
Expenditures:  
\$42,382,955

\*Beginning Fund  
Balance:  
\$2,708,887

Budgeted Ending  
Fund Balance:  
\$2,378,298



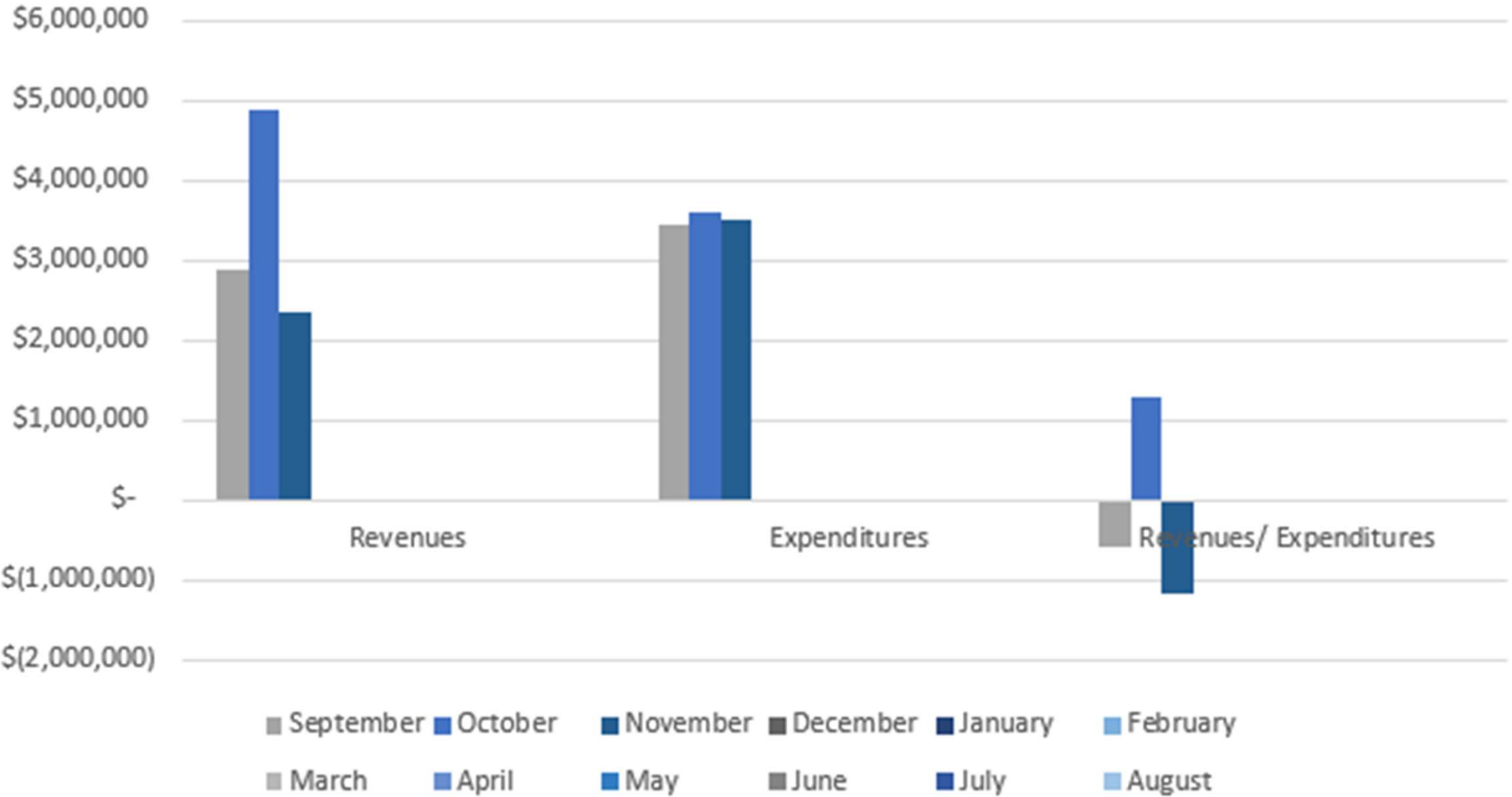
# FY 2025-2026

## Monthly Revenues and Expenditures

Through November 30, 2025

Month	Revenues	Expenditures	Revenues/ Expenditures
September	\$2,884,891	\$3,461,212	(\$576,321)
October	\$4,890,689	\$3,604,730	\$1,285,959
November	\$2,337,521	\$3,501,497	(\$1,163,976)
December			
January			
February			
March			
April			
May			
June			
July			
August			

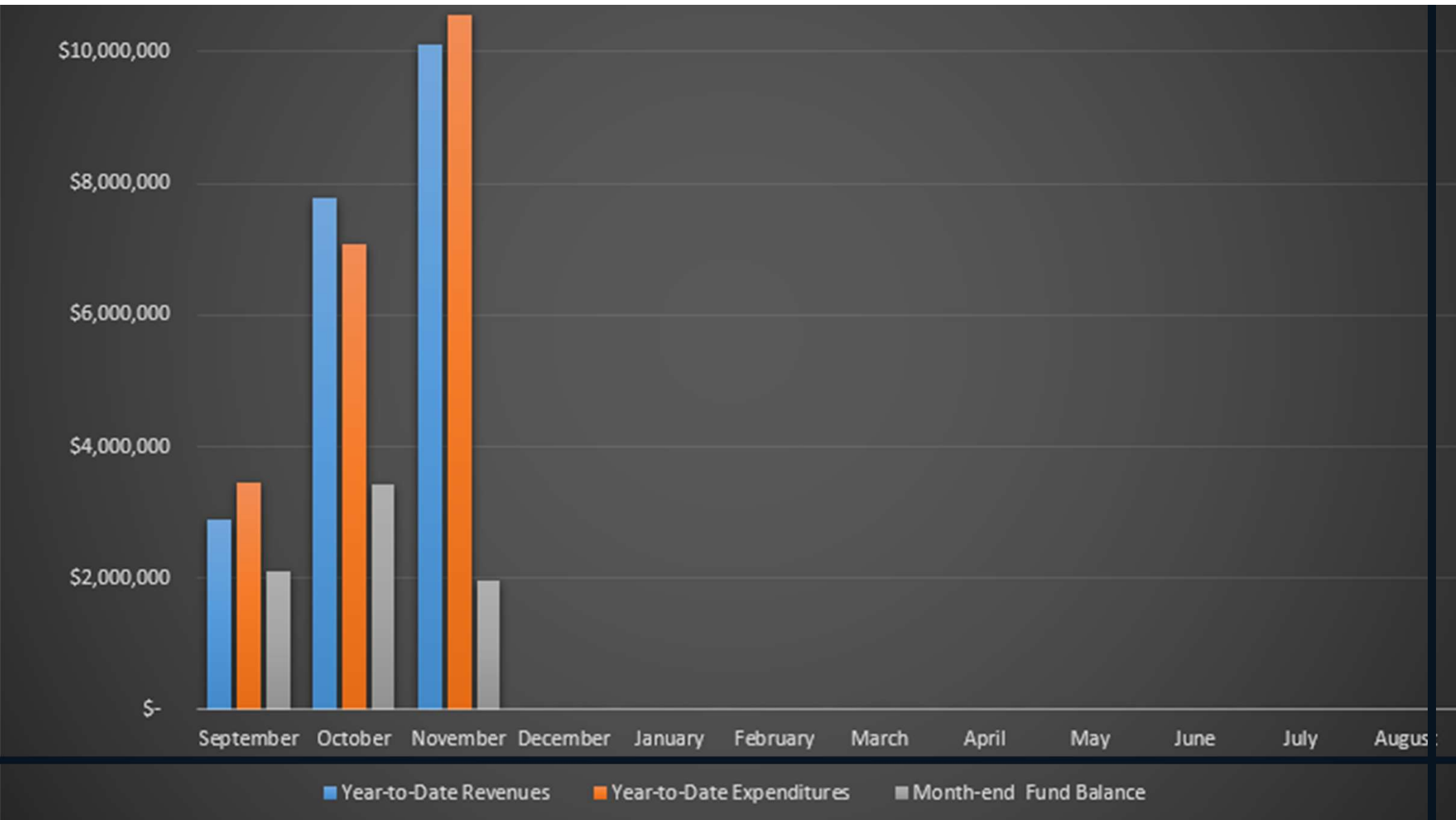
# Revenues and Expenditures by Month



# FY 2025-2026 Year-to-Date Status

Through November 30, 2025

Month	Year-to-Date Revenues	Year-to-Date Expenditures	Fund Balance	Fund Balance %
September	\$2,884,891	\$3,461,212	\$2,114,374	4.98%
October	\$7,775,579	\$7,065,942	\$3,418,524	8.06%
November	\$10,113,100	\$10,567,439	\$1,950,167	4.60%
December				
January				
February				
March				
April				
May				
June				
July				
August				



# Other Funds – Budget Status – Fund Balances

Through November 30, 2025

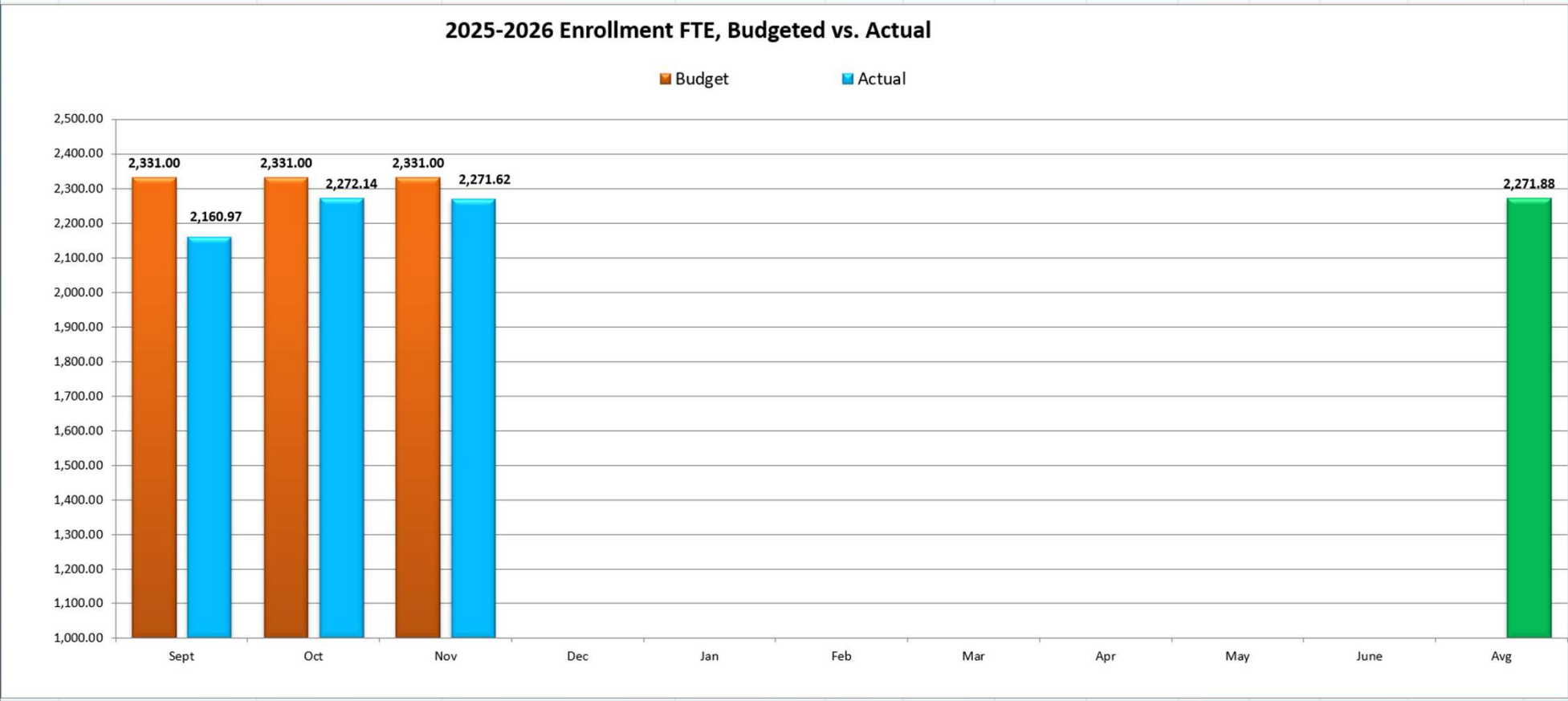
Month	Capital Projects	Debt Service	ASB	Transportation Vehicle
September	\$152,294	\$2,597,177	\$389,360	\$312,470
October	\$134,363	\$3,356,477	\$402,199	\$314,080
November	\$116,411	\$1,007,626	\$399,331	\$315,135
December				
January				
February				
March				
April				
May				
June				
July				
August				

# Enrollment Summary

November Count

	FTE
2025-2026 Budgeted	2,331.00
November 2025 FTE	2,271.62
Difference	(59.38)

Month	TTK	Elem	Middle	High	ALE	RS	Total
September	0	944.76	478.37	634.32	103.52	0	2,160.97
October	34	940.12	478.37	642.78	104.52	72.35	2,272.14
November	34	942.12	480.37	635.79	108.52	70.82	2,271.62
December							
January							
February							
March							
April							
May							
June							







# North Mason School District



## FY 2024-2025 Year-End Financial Report

Presented By: Dan King; Assistant Superintendent of Finance & Operations

# FY 2024-2025 General Fund

<b>Beginning Fund Balance</b>	<b>\$2,705,032</b>
<b>Revenues</b>	<b>\$44,159,840</b>
<b>Expenditures</b>	<b>-\$44,155,986</b>
<b>Ending Fund Balance</b>	<b>\$2,708,886</b>

# General Fund

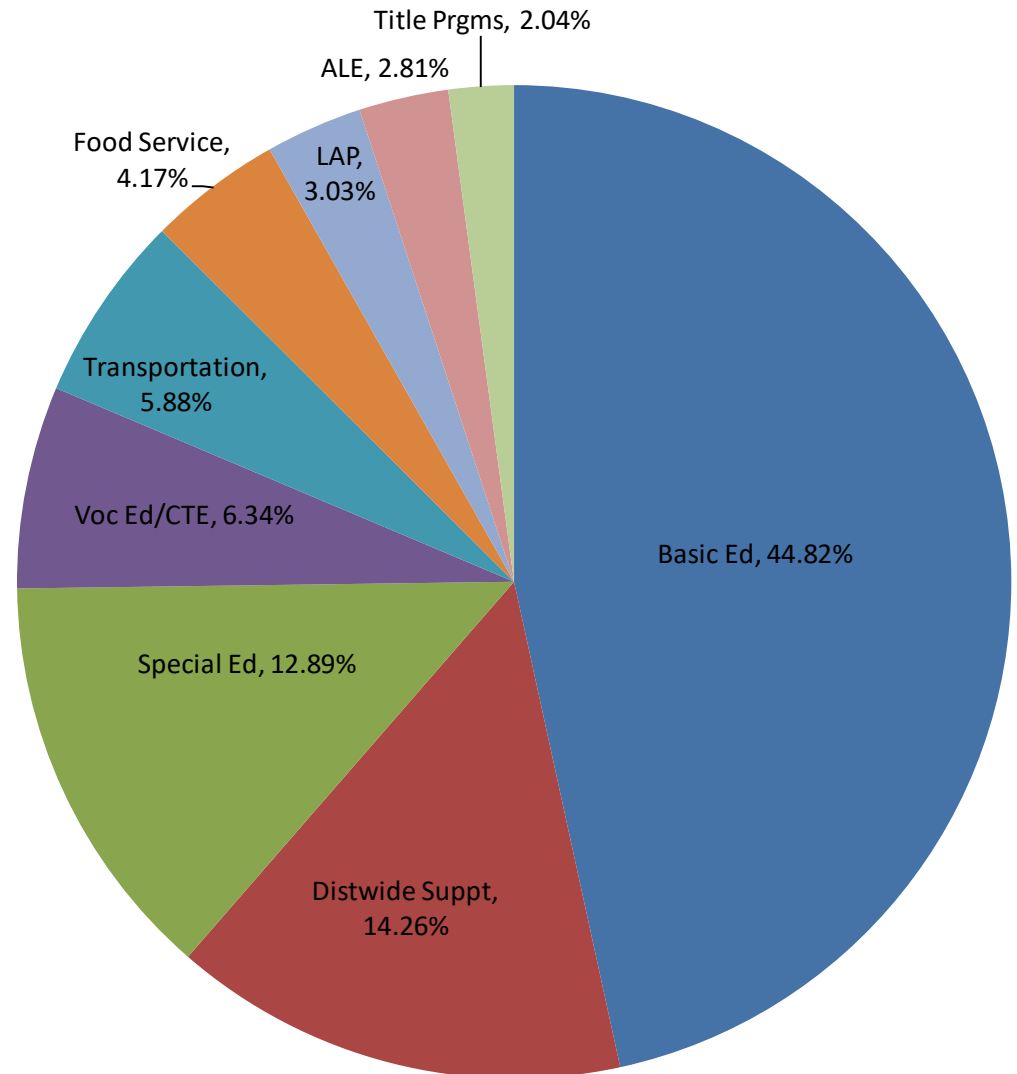
## 3-Year Revenue/Expenditure Comparison

	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
Beginning Fund Balance	\$3,947,522	\$4,569,268	\$2,705,032
Revenues and Other Inflows	\$41,226,527	\$41,528,876	\$44,159,840
Expenditures and Other Outflows	\$40,604,781	\$43,393,112	\$44,155,986
Revenues Over/Under Expenditures	\$621,746	\$(1,864,236)	\$3,854
<b>Year-end Fund Balance</b>	<b>\$4,569,268</b>	<b>\$2,705,032</b>	<b>\$2,708,886</b>

# FY 2024-25

## General Fund Expenditures by Program

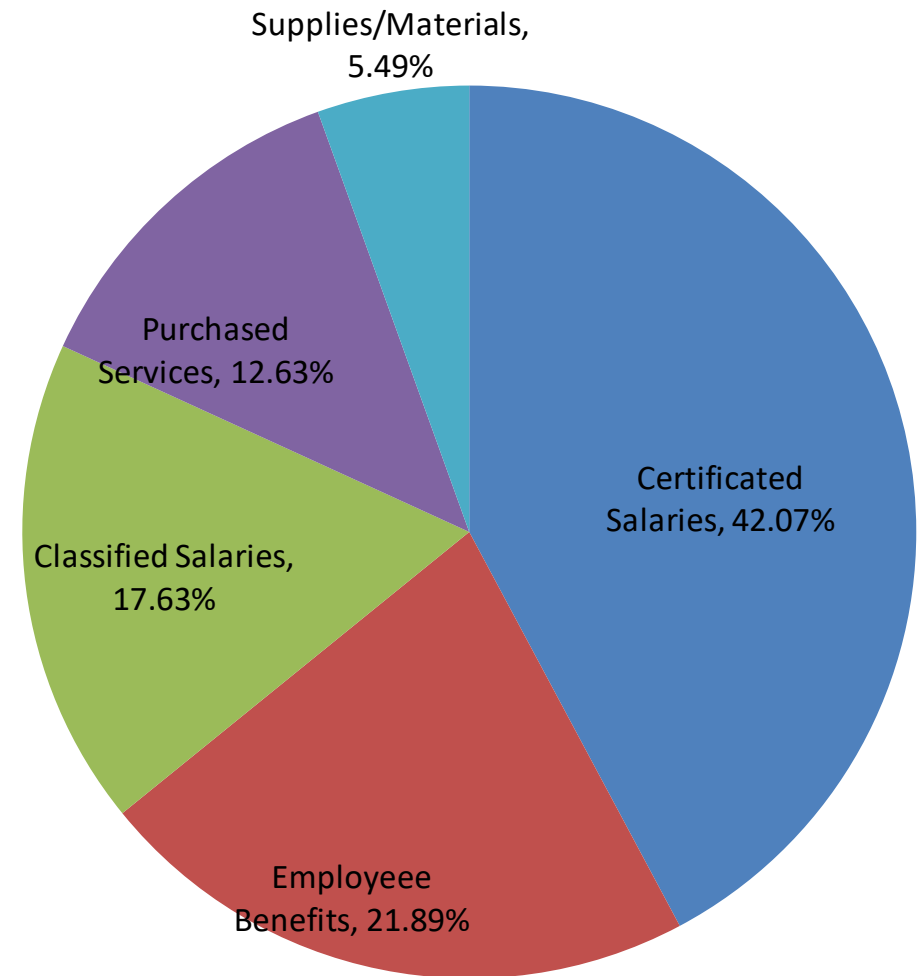
Activity	Expense	Percent
Basic Ed	19,554,772	44.82%
Distwide Suppt	6,220,250	14.26%
Special Ed	5,624,373	12.89%
Voc Ed/CTE	2,766,229	6.34%
Transportation	2,564,810	5.88%
Food Service	1,821,032	4.17%
LAP	1,321,690	3.03%
ALE	1,224,171	2.81%
Title Prgms	889,389	2.04%
Bilingual	690,328	1.58%
Trans to Kinder	527,652	1.21%
Other/State	298,007	0.68%
HiCap	80,918	0.19%
Limited Eng Prof	49,205	0.11%
<b>Total</b>	<b>43,632,826</b>	<b>100%</b>



# FY 2024-25

## General Fund Expenditures by Object

Object	Expense	Percent
Certificated Salaries	18,356,871	42.07%
Employeee Benefits	9,552,874	21.89%
Classified Salaries	7,692,852	17.63%
Purchased Services	5,510,162	12.63%
Supplies/Materials	2,393,782	5.49%
Travel	72,199	0.17%
Capital Outlay	54,086	0.12%
<b>Total</b>	<b>43,632,826</b>	<b>100%</b>



# FY 2024-2025 ASB Fund

<b>Beginning Fund Balance</b>	<b>\$398,057</b>
<b>Revenues and Other Inflows</b>	<b>\$288,221</b>
<b>Expenditures and Other Outflows</b>	<b>- \$311,217</b>
<b>Ending Fund Balance</b>	<b>\$375,061</b>

# FY 2024-2025 Debt Service Fund

<b>Beginning Fund Balance</b>	<b>\$2,041,750</b>
<b>Revenues and Other Inflows</b>	<b>\$3,739,951</b>
<b>Expenditures and Other Outflows</b>	<b>- \$3,427,588</b>
<b>Ending Fund Balance</b>	<b>\$2,354,113</b>

# FY 2024-2025 Capital Projects Fund

<b>Beginning Fund Balance</b>	<b>\$159,381</b>
<b>Revenues and Other Inflows</b>	<b>\$652,884</b>
<b>Expenditures and Other Outflows</b>	<b>- \$660,601</b>
<b>Ending Fund Balance</b>	<b>\$151,664</b>



# FY 2024-2025 Transportation Vehicle Fund

<b>Beginning Fund Balance</b>	<b>\$622,063</b>
<b>Revenues and Other Inflows</b>	<b>\$304,187</b>
<b>Expenditures and Other Outflows</b>	<b>-\$449,903</b>
<b>Ending Fund Balance</b>	<b>\$476,347</b>

# Questions



10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of November, 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 LOCAL TAXES	1,815,186	292,292.03	1,562,645.31		252,540.69	86.09
2000 LOCAL SUPPORT NONTAX	137,516	9,319.48	45,173.90		92,342.10	32.85
3000 STATE, GENERAL PURPOSE	25,833,902	1,286,744.59	5,662,929.47		20,170,972.53	21.92
4000 STATE, SPECIAL PURPOSE	11,707,970	570,584.15	2,348,588.34		9,359,381.66	20.06
5000 FEDERAL, GENERAL PURPOSE	142,000	24,354.00	84,240.92		57,759.08	59.32
6000 FEDERAL, SPECIAL PURPOSE	2,755,364	154,226.66	323,926.41		2,431,437.59	11.76
7000 REVENUES FR OTH SCH DIST	258,724	.00	77,182.30		181,541.70	29.83
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
9000 OTHER FINANCING SOURCES	40,000	.00	8,413.72		31,586.28	21.03
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 42,690,662	 2,337,520.91	 10,113,100.37		 32,577,561.63	 23.69
 <u>B. EXPENDITURES</u>						
00 Regular Instruction	20,696,051	1,689,398.50	5,180,441.24	14,784,355.84	731,253.92	96.47
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	5,365,615	471,545.98	1,317,282.84	4,637,842.10	589,509.94	110.99
30 Voc. Ed Instruction	2,931,487	224,744.22	673,789.35	1,861,246.07	396,451.58	86.48
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	2,604,136	203,952.58	637,214.14	1,753,189.55	213,732.31	91.79
70 Other Instructional Pgms	18,000	.00	21,215.42	0.00	3,215.42	117.86
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	10,767,666	911,855.93	2,737,495.84	7,369,546.68	660,623.48	93.86
 <u>Total EXPENDITURES</u>	 42,382,955	 3,501,497.21	 10,567,438.83	 30,406,180.24	 1,409,335.93	 96.67
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 304,381.25	 304,381.25			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	307,707	1,468,357.55-	758,719.71-		1,066,426.71-	346.57-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 2,350,000		 2,708,886.59			
 <u>G. GLS 896, 897, 898 ACCOUNTING</u>	 XXXXXXXXXX		 .00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
 <u>H. TOTAL ENDING FUND BALANCE</u>	 2,657,707		 1,950,166.88			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 RESTRICTED FOR CARRYOVER	100,000	408,048.48
G/L 823 Restricted for Carryover of Tra	50,000	13,348.12
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	64,425.88
G/L 830 RESERVE FOR TRANSP EQUIP	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	250,000	281,640.34
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 COMMITTED TO MIN FUND BAL POLIC	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 ASSIGNED TO OTHER CAP PROJ	0	.00
G/L 888 ASSIGNED TO OTHER PURPOSES	0	.00
G/L 890 Unassigned Fund Balance	307,707	758,719.70-
G/L 891 Unassigned Min Fnd Bal Policy	1,950,000	1,941,423.76
<u>TOTAL</u>	2,657,707	1,950,166.88

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of November , 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	477.19	477.19		477.19-	0.00
2000 Local Support Nontax	226,000	.00	1,138.45		224,861.55	0.50
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	346,094	.00	.00		346,094.00	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
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 572,094	 477.19	 1,615.64		 570,478.36	 0.28
 <u>B. EXPENDITURES</u>						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	0	18,428.53	36,868.29	131.71	37,000.00-	0.00
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	346,094	.00	.00	0.00	346,094.00	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
 <u>Total EXPENDITURES</u>	 346,094	 18,428.53	 36,868.29	 131.71	 309,094.00	 10.69
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	226,000	17,951.34-	35,252.65-		261,252.65-	115.60-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 178,225		 151,663.90			
 <u>G. GLS 896, 897, 898 ACCOUNTING</u>	 XXXXXXXXX		 .00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
 <u>H. TOTAL ENDING FUND BALANCE</u>	 404,225		 116,411.25			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 RESERVED FOR DEBT SERVICE	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	346,094-	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Rsrv Of Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 RESERVED FOR UNDISTRIBUTED PROC	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	750,319	116,411.25
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	404,225	116,411.25

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of November, 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	3,101,978	228,391.27	1,221,050.40		1,880,927.60	39.36
2000 Local Support Nontax	40,000	8,369.47	25,083.89		14,916.11	62.71
3000 State, General Purpose	50,000	134.67	1,571.76		48,428.24	3.14
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	334,713	304,381.25	304,381.25		30,331.75	90.94
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>3,526,691</u>	<u>541,276.66</u>	<u>1,552,087.30</u>		<u>1,974,603.70</u>	<u>44.01</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	2,430,000	2,430,000.00	2,430,000.00	0.00	.00	100.00
Interest On Bonds	906,691	460,127.88	460,127.88	0.00	446,563.12	50.75
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	500	.00	32.62	0.00	467.38	6.52
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>3,337,191</u>	<u>2,890,127.88</u>	<u>2,890,160.50</u>	<u>0.00</u>	<u>447,030.50</u>	<u>86.60</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>8,413.72</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	<u>189,500</u>	<u>2,348,851.22-</u>	<u>1,346,486.92-</u>		<u>1,535,986.92-</u>	<u>810.55-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>2,329,242</u>		<u>2,354,112.61</u>			
<u>G. GLS 896, 897, 898 ACCOUNTING</u>	<u>XXXXXXXXX</u>		<u>.00</u>			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>H. TOTAL ENDING FUND BALANCE</u>	<u>2,518,742</u>		<u>1,007,625.69</u>			
<u>(E+F + OR - G)</u>						
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	2,518,742		1,016,039.41			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>2,518,742</u>		<u>1,016,039.41</u>			
Differences	0		8,413.72			

Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance.

Exception s Found:

30	810	2025	G/L	ACCOUNT	DESC	MISSING
30	835	2025	G/L	ACCOUNT	DESC	MISSING
30	870	2025	G/L	ACCOUNT	DESC	MISSING
30	896	2025	G/L	ACCOUNT	DESC	MISSING
30	897	2025	G/L	ACCOUNT	DESC	MISSING
30	898	2025	G/L	ACCOUNT	DESC	MISSING



40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of November , 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	189,160	15,012.73	57,019.96		132,140.04	30.14
2000 Athletics	137,450	2,367.42	16,744.30		120,705.70	12.18
3000 Classes	10,897	678.00	2,011.00		8,886.00	18.45
4000 Clubs	90,702	4,090.85	14,470.01		76,231.99	15.95
6000 Private Moneys	3,380	131.00	707.00		2,673.00	20.92
Total REVENUES	431,589	22,280.00	90,952.27		340,636.73	21.07
B. EXPENDITURES						
1000 General Student Body	87,475	7,646.76	19,676.19	17,250.13	50,548.68	42.21
2000 Athletics	132,659	7,971.95	29,316.02	9,100.80	94,242.18	28.96
3000 Classes	31,200	310.00	310.00	2,212.00	28,678.00	8.08
4000 Clubs	134,585	9,219.24	17,358.69	3,431.39	113,794.92	15.45
6000 Private Moneys	2,300	.00	21.20	0.00	2,278.80	0.92
Total EXPENDITURES	388,219	25,147.95	66,682.10	31,994.32	289,542.58	25.42
C. EXCESS OF REVENUES						
OVER (UNDER) EXPENDITURES (A-B)	43,370	2,867.95-	24,270.17		19,099.83-	44.04-
D. TOTAL BEGINNING FUND BALANCE	413,891		375,060.69			
E. GLS 896, 897, 898 ACCOUNTING	XXXXXXXXX		.00			
CHANGES AND ERROR CORRECTIONS (+OR-)						
F. TOTAL ENDING FUND BALANCE	457,261		399,330.86			
C+D + OR - E)						
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	457,261		396,458.86			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		500.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	457,261		396,958.86			
Differences	0		2,372.00-			

Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance.

Exception s Found:

40 810 2025 G/L ACCOUNT MISSING  
40 850 2025 G/L ACCOUNT MISSING  
40 870 2025 G/L ACCOUNT MISSING  
40 896 2025 G/L ACCOUNT DESC MISSING  
40 897 2025 G/L ACCOUNT DESC MISSING  
40 898 2025 G/L ACCOUNT MISSING

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of November, 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	15,000	1,054.90	3,435.65		11,564.35	22.90
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	285,220	.00	.00		285,220.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special 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. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	300,220	1,054.90	3,435.65		296,784.35	1.14
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	300,220	1,054.90	3,435.65		296,784.35	1.14
D. <u>EXPENDITURES</u>						
Type 30 Equipment	450,000	.00	164,647.17	0.00	285,352.83	36.59
Type 40 Energy	0	.00	.00	0.00	.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
<u>Total EXPENDITURES</u>	450,000	.00	164,647.17	0.00	285,352.83	36.59
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u> <u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	149,780-	1,054.90	161,211.52-		11,431.52-	7.63
H. <u>TOTAL BEGINNING FUND BALANCE</u>	191,000		476,346.86			
I. <u>GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	41,220		315,135.34			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	41,220	315,135.34
G/L 830 RESERVE FOR DEBT SERVICE	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	41,220	315,135.34

\*\*\*\*\* End of report \*\*\*\*\*

# Coversheet

## ER-5 Budget Execution

<b>Section:</b>	VI. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND
<b>POLICY REVIEW</b>	
<b>Item:</b>	B. ER-5 Budget Execution
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	ER-5 Budget Execution .pdf ER-5 Monitoring Report Dec 2025.pdf ER 5 Monitoring Response 12 8 25.pdf

**BUDGET EXECUTION**

With respect to execution of the budget and the actual, ongoing condition of the district's financial health, the Superintendent shall not cause or allow a material deviation from the annual budget or budget policy adopted by the Board, cause or allow any fiscal condition that is inconsistent with achieving the Board's *Ends*, or places the long-term financial health of the district in jeopardy.

Accordingly, the Superintendent shall:

1. Expend funds only to the amount revenues are anticipated to be received in the fiscal year unless authorized by the Board through utilization of available reserves or unless resources are made available through other legal means;
2. Maintain and protect the minimum maintenance of year-end general fund balance as budgeted;
3. Settle payroll and debts in a timely manner;
4. Ensure reports or filings required by any state or federal agency are timely and accurately filed;
5. Aggressively pursue receivables after a reasonable grace period;
6. Keep complete and accurate financial records by funds and accounts in accordance with established fiscal accounting procedures as reflected in generally accepted accounting principles;
7. Publish a financial condition statement annually as a part of the district's annual report to the public.

Cross Reference:	Policy 6000	Program Planning, Budget Preparation, Adoption and Implementation
	Policy 6050	Financial Management
Legal Reference:	RCW 28A.320.010	Corporate powers
	28A.320.020	Liability for debts and judgments
	28A.505	School District Budgets
	28A.400.300	Hiring and discharging employees — Seniority and leave benefits, transfers between school districts
	28A.320.090	Preparing & distributing information on district's instructional program, operation and maintenance — Limitation
	28A.330.100	Additional powers of the board
	28.505.150	Budgeted expenditures as appropriations — Interim expenditures — Transfer between budget classes — Liability for nonbudgeted expenditures
	28A.510	Apportionment to District — District Accounting

*Monitoring Method:* Internal Report  
*Monitoring Frequency:* Annually in December

ER- 5  
Executive Requirements

1   **Adoption Date:**       **01/22/09**  
2   **Revised:**           **12/10/09**  
3   **Revised:**           **06/21/12**



**BUDGET EXECUTION****MONITORING REPORT, DECEMBER 2025***Reflecting on the 2024-2025 school year Superintendent Rosenbach*

With respect to execution of the budget and the actual, ongoing condition of the district's financial health, the Superintendent shall not cause or allow a material deviation from the annual budget or budget policy adopted by the Board, cause or allow any fiscal condition that is inconsistent with achieving the Board's *Ends* or places the long-term financial health of the district in jeopardy.

Accordingly, the Superintendent shall:

- 1. Expend funds only to the amount revenues are anticipated to be received in the fiscal year unless authorized by the Board through utilization of available reserves or unless resources are made available through other legal means;**

*The business office, under the direction of Assistant Superintendent Dan King, maintains strong systems to support buildings in effective use of financial resources. This ensures effective management of our resources.*

- 2. Maintain and protect the minimum maintenance of year-end general fund balance as budgeted;**

*We maintain a commitment to finishing each year within fund balance expectations as set by the board. Less growth in enrollment than expected and higher than projected MSOC (maintenance, supplies and operating costs) costs has created a challenge in this area this year. As a result, we are reviewing priorities and making changes in planned expenditures to better meet this expectation.*

- 3. Settle payroll and debts in a timely manner;**

*We have had strong audit reports and have no vendor complaints regarding payment.*

- 4. Ensure reports or filings required by any state or federal agency are timely and accurately filed;**

*The assistant superintendent, Dan King, has developed and implemented systems to ensure reports and filings are timely. We continue to review and improve procedures.*

- 5. Aggressively pursue receivables after a reasonable grace period;**

*Our finance department has effective procedures to ensure timely receipt of expected funds.*

- 6. Keep complete and accurate financial records by funds and accounts in accordance with established fiscal accounting procedures as reflected in generally accepted accounting principles;**

*We are in compliance as confirmed by state audit.*

**7. Publish a financial condition statement annually as a part of the district's annual report to the public.**

*We provide a board presentation on our final end-of-year closing report and post the presentation on our website. Our annual budget and end-of-year financial reports are available online. In addition, monthly budget reports and updates are part of each board agenda and available online.*

**Dr. Kristine Michael: 2025-2026**

As I have shared, I believe I have work in this area. The reflection on the previous school year is factually correct. With that being said, I believe the district can do a better job of consistently and accurately communicating the budget to our departments and administrators in a way that will better support the work they do within their role. Mr. King and I have been working to clarify expectations around budgeting and communications around budgeting and financing. The deep dive into our human resources and financial operations that are currently underway will be a helpful roadmap to help move us forward as a district.

**MONITORING RESPONSE DOCUMENT (EXECUTIVE REQUIREMENTS)**Policy Being Monitored: **ER- 5 Budget Execution**Date Report Submitted: **December 8, 2025**

The Board on the date shown above received and reviewed the official internal monitoring report of the above cited policy submitted by the Superintendent. Following its review of the report, the Board concludes:

1. With respect to the provisions of its policy, the North Mason School District Board of Directors concludes that the Superintendent's performance during the previous year has been (check one)

☐ In compliance

☐ In compliance with the following exceptions:

☐ Not in compliance

2. Compliance Exceptions and Additional Remarks

Signed: \_\_\_\_\_, Chair Date: \_\_\_\_\_

Signed: \_\_\_\_\_, Superintendent Date: \_\_\_\_\_

*Monitoring Method:* Board self-assessment

*Monitoring Frequency:* Annually in October

**Adoption Date: 10/17/13**

# Coversheet

## ER-8 Communication and Counsel to the Board

<b>Section:</b>	VI. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND
<b>POLICY REVIEW</b>	
<b>Item:</b>	C. ER-8 Communication and Counsel to the Board
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	ER-08 Communication and Counsel to Board.pdf ER 8 Communication and Counsel to the Board Dec 2025.pdf ER 8 Monitoring Response 12 8 25.pdf

**COMMUNICATION AND COUNSEL TO THE BOARD**

With respect to providing information and counsel to the Board, the Superintendent shall give the Board as much information as necessary to be adequately informed.

Accordingly, the Superintendent shall:

1. Submit monitoring data required by the Board in a timely, accurate, and understandable fashion, directly addressing provisions of the board policies being monitored;
2. Advise the Board in a timely manner of relevant trends, facts, information, and legal proceedings, anticipated significant media coverage, and changes in assumptions upon which Board policy has been established
3. Advise the Board of changes which reasonably could be expected to substantially affect the district's financial condition.
4. Provide for the Board as many staff and external points of view and opinions as needed for fully informed Board decisions;
5. Advise the Board if, in the Superintendent's opinion, the Board is not in compliance with its own policies on *Governance Process* and *Board-Superintendent Relations*;
6. Present information in complex or lengthy form only as necessary;
7. Provide a mechanism for official Board or committee communications;
8. Work with the Board as a whole except when:
  - a. Fulfilling individual requests for information as long as such requests do not require a material amount of staff time or resources or are not disruptive;
  - b. Working with officers or committees duly charged by the Board;
  - c. Communicating with the Chair.
9. Report in a timely manner any actual or anticipated noncompliance with any Board Ends or Executive Requirements policy;
10. Supply for the consent agenda all items delegated to the Superintendent that are required by law or contract to be Board-approved, along with supporting data necessary to keep the Board informed.
11. Advise and include the Board in a timely manner of any anticipated formal mass communication with the public, such as the publishing of newsletters, district newspapers, news releases, community letters, parent surveys, etc.

Cross Reference: Policy ER-1 Expectations of Superintendent  
*Monitoring Method:* Internal Report  
*Monitoring Frequency:* Annually in December

**Adoption Date:** 01/22/09  
**Revised:** 06/21/12

**ER-8 COMMUNICATION AND COUNSEL TO THE BOARD****MONITORING REPORT, DECEMBER 2025***Reflecting on the 2024-2025 school year Superintendent Rosenbach*

With respect to providing information and counsel to the Board, the Superintendent shall give the Board as much information as necessary to be adequately informed.

Accordingly, the Superintendent shall:

**1. Submit monitoring data required by the Board in a timely, accurate, and understandable fashion, directly addressing provisions of the board policies being monitored;**

*We provide a written accountability report for each Ends, Executive Requirements, and Board-Superintendent Relationship policy scheduled for review. Each report is prepared at least one week in advance of the board meeting and included in the board packet that is available the Wednesday prior to the meetings. The Board has indicated that the reports are accurate, thorough, and understandable, and directly address the provisions of the policy being monitored. Upon request, we amend specific reports to provide the Board with additional information to ensure the report is complete and provides the Board with a thorough picture of our progress.*

**2. Advise the Board in a timely manner of relevant trends, facts, information, and legal proceedings, anticipated significant media coverage, and changes in assumptions upon which Board policy has been established.**

*We keep the board informed of these matters. We develop and present the board with recommendations to update policies and expectations as appropriate.*

**3. Advise the Board of changes which reasonably could be expected to substantially affect the district's financial condition.**

*We provide timely and accurate information to the board regarding budget matters, including potential actions on the part of the state and federal governments that may impact our budgets.*

**4. Provide for the Board as many staff and external points of view and opinions as needed for fully informed Board decisions;**

*We collect information from stakeholders to ensure our Board is fully informed. To address specific concerns, such as facility planning, we gather stakeholders as a committee to ensure a variety of viewpoints are considered. In addition, we survey our community in various formats. When appropriate we engage the broader community through community conversations to gather further input.*

**5. Advise the Board if, in the Superintendent's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Superintendent Relations;**

*I have not experienced a board violation of GP policies to date. We are in compliance.*

**6. Present information in complex or lengthy form only as necessary;**

*As a district leadership team, we provide comprehensive, concise, and understandable information to the board. When appropriate, we provide additional back-up materials.*

**7. Provide a mechanism for official Board or committee communications;**

*We post all meeting information online, have a "Board Brief" email to all online subscribers following every board meeting, and utilize web, email, print and social media to communicate. Each board member is assigned a district email account, with the expectation that all district business will be conducted through that account.*

**8. Work with the Board as a whole, except when:**

- a. Fulfilling individual requests for information as long as such requests do not require a material amount of staff time or resources or are not disruptive;
- b. Working with officers or committees duly charged by the Board;
- c. Communicating with the Chair.

*The board and superintendent are very careful and intentional when it comes to transparency in decision making. I typically inform all board members when responding to questions or issues, and I do not lobby individual board members. I meet regularly with the president and vice president of the board. I provide all board members with a weekly update regarding activities and issues within the district.*

**9. Report in a timely manner any actual or anticipated noncompliance with any Board Ends or Executive Requirements policy;**

*We communicate any potential concerns in a timely manner and provide updates on progress to correct the issue.*

**10. Supply for the consent agenda all items delegated to the Superintendent that are required by law or contract to be Board-approved, along with supporting data necessary to keep the Board informed.**

*The consent agenda is developed in compliance with this requirement.*

**11. Advise and include the Board in a timely manner of any anticipated formal mass communication with the public, such as the publishing of newsletters, district newspapers, news releases, community letters, parent surveys, etc.**

*We communicate regularly with the board and provide advance notice of formal mass communication.*

**Dr. Kristine Michael: 2025-2026**

1. I am still learning the rhythm of Policy Governance and Ends Reports. I have not had my reports completed for the packet that has been sent out every month. I need to adjust my previous practice of having all board packets ready to go on Thursdays to meet a Wednesday expectation is that is the board's preference.
2. I am sending a regular board report on the previous week(s). My workflow prioritizes time with staff and in buildings, which has my BOE Update often arriving on the weekend or early Monday. As I revise routines as my familiarity with the district increases, I anticipate that I will be better able to send the report on Fridays if that is the board's preference.
3. I have added a monthly staff newsletter which also draws attention to the ongoing work of the board and superintendent.



**MONITORING RESPONSE DOCUMENT (EXECUTIVE REQUIREMENTS)**Policy Being Monitored: **ER- 8 Communication and Counsel to the Board**Date Report Submitted: **December 08, 2025**

The Board on the date shown above received and reviewed the official internal monitoring report of the above cited policy submitted by the Superintendent. Following its review of the report, the Board concludes:

1. With respect to the provisions of its policy, the North Mason School District Board of Directors concludes that the Superintendent's performance during the previous year has been (check one)

☐ In compliance

☐ In compliance with the following exceptions:

☐ Not in compliance

2. Compliance Exceptions and Additional Remarks

Signed: \_\_\_\_\_, Chair Date: \_\_\_\_\_

Signed: \_\_\_\_\_, Superintendent Date: \_\_\_\_\_

*Monitoring Method:* Board self-assessment

*Monitoring Frequency:* Annually in October

**Adoption Date: 10/17/13**

# Coversheet

## Policy Review

<b>Section:</b>	VI. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND
<b>POLICY REVIEW</b>	
<b>Item:</b>	D. Policy Review
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	ER-10 Academic Standards and Practices rev 10 20 16 Final.pdf

**ACADEMIC STANDARDS AND PRACTICES**

The Superintendent shall ensure that the district adopts a standards-based system of instruction with a rigorous, guaranteed and viable curriculum for specific courses of study intended to enable students to meet content standards and achieve the Board's Ends policies.

Accordingly, the Superintendent shall:

1. Develop and implement an academic program that is research-based, that provides access and challenge for all, is complete, is culturally responsive, comprehensively uses resources, encourages innovation, and considers class size and organization, as evidenced by:
  - a. Selecting and implementing programs based on thorough analysis of research data.
  - b. Providing for appropriate differentiation of instruction within adopted curriculum materials to ensure that all students learn.
  - c. Ensuring that all students are provided fair and equitable access to district programs and learning opportunities.
  - d. Ensuring a well-rounded and comprehensive academic and co-curricular program;
  - e. Appropriately using expert resources, staff and community members to develop the curriculum;
  - f. Considering class size and organization as important components of the education program;
2. Ensure that faculty know and teach the adopted curriculum.
3. Ensure the regular monitoring and evaluation of the academic program and make appropriate modifications in practice and content, as evidenced by:
  - a. Ensuring/prioritizing adequate and appropriate instructional time for all students in the core content areas.
  - b. Increasing instructional time for students whose achievement is below grade level standards in reading, writing, and/or math.
  - c. Limiting such elective scheduling options as early dismissal, late arrival, assignment as a teacher's assistant, etc. to students whose achievement is at or above grade level standards in reading, writing, and/or math.
4. Report to the Board (and provide sufficient advance notice to the public on) significant changes, deletions or addition of programs and courses of study;
5. Ensure that the district works with staff, parents, students, appropriate elements of the community, and others to review and revise content standards to ensure maximum and continuing effectiveness;
6. Implement a rigorous, guaranteed and viable curriculum and program of instruction aligned with Federal, state, and the district's adopted content standards to provide students with the educational experiences needed to achieve the standards;

ER-10  
Executive Requirements

7. Develop assessments that will adequately measure each student's progress toward achieving the content standards;
8. Ensure that parents are kept informed of current student progress toward achieving content standards and how such progress is measured;
9. Ensure that all NMSD secondary students have a high school and beyond plan for their high school experience;

Cross Reference:	Policy	2000	Student Learning Goals
		2004	Accountability Goals
		2005	School Improvement Plans
		2020	Curriculum Development and Adoption of Instructional Materials
		2410	High School Graduation Requirements
		4000	Public Information Program
		4050	Community Advisory Committees

Legal Reference:	RCW 28A.150.210	Basic Education Act – Goal
	28A.655	Academic Achievement
	WAC 180-51	High School Graduation Requirements

	28A.655.010	Washington Commission on Student Learning-Definitions
	28A.320.230	Instructional materials – Instructional materials committee
	28A150.230	Basic Education Act of 1977-District school director's responsibilities
	WAC 180-44-010	Responsibilities Related to Instruction
	392-190	Equal educational opportunity-sex discrimination Prohibited

*Monitoring Method:* Internal Report  
*Monitoring Frequency:* Annually in November  
**Adoption Date:** 01/22/09  
**Revised:** 02/16/12  
**Revised:** 06/21/12

**Revised:** 10/20/16

# Coversheet

## Board Self-Assessment of Meeting

<b>Section:</b>	VII. Closing Items
<b>Item:</b>	C. Board Self-Assessment of Meeting
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	BOARD SELF ASSESSMENT .pdf

**BOARD SELF ASSESSMENT**

The Board will use the following instrument to evaluate its performance during meetings.

Date of Meeting 12/08/2025 Gonzalez Timmons Number of Members Present \_\_\_\_\_

**I. General meeting behavior**

Rate the Board's meeting behavior as "satisfactory" or "not satisfactory."

Satisfactory	Not Satisfactory	
		The agenda was well planned to focus on the real work of the Board.
		The Board followed its agenda and did not allow itself to get sidetracked
		Board members prepared for and contributed to the meeting
		The meeting proceeded without interruptions or distractions
		The Board's deliberations and decision-making processes were public
		Participation was balanced. All participated; no one dominated
		Members listened attentively, avoiding side conversations
		Work was conducted in an atmosphere of trust and openness
		Meeting participants treated each other with respect and courtesy

Remarks:

**II. Governance principles review**

Were these principles followed? Mark ☐ Yes or ☐ No. For any **not** followed, please add remarks.

YES	NO	N/A	
			1. Board actions occur at the policy level rather than at the operational level.
			2. The Board reviews policy about each topic before discussing that issue.
			3. In writing additional policies, the Board starts with a broad statement and becomes more detailed in a logical and disciplined sequence.
			4. The Board minimizes time spent monitoring past performance.
			5. The Board routinely dedicates time to reviewing/improving its own process.
			6. The Board clarifies priorities/values when considering potential outcomes, beneficiaries and costs of outcomes.
			7. The Board follows an annual calendar based on a plan for doing its work.
			8. The Board Chair helps the Board efficiently conduct its meeting.
			9. The Board spends most of its time deliberating issues, defining and clarifying its vision, and linking with its community, as opposed to "fixing things."
			10. The Board supports the Superintendent in any reasonable interpretation of its policies.

Remarks:

**II. Overall** ☐ Satisfactory ☐ Not Satisfactory

**Comments:**

*Monitoring Method:* Board self-assessment

*Monitoring Frequency:* Annually in July

**Adoption Date:** 01/22/09

**Revised:** 10/21/10

North Mason School District

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