



North Mason School District

Draft School Board Meeting Agenda

Published on July 29, 2026 at 8:34 AM PDT
Amended on July 29, 2026 at 10:03 AM PDT

Date and Time

Monday August 24, 2026 at 6:30 PM PDT

Location

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

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: Rick Biehl, Nicole González Timmons, Leanna Krotzer, Nicholas Thomas, and Erik Youngberg

Superintendent: Dr. Kristine Michael

Student Board Members: Sophia Mairs, Camrynn Pike & Hayden Thomas

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 Gonzalez Timmons will call the meeting to order.

	Purpose	Presenter	Time
B.	Record Attendance		
C.	Flag Salute		
	Board President Gonzalez Timmons will lead the Pledge of Allegiance.		
D.	Approval of Agenda	Vote	
	The board will move to approve or amend the meeting agenda.		
E.	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.		

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 July 27, 2026 School Board Meeting and August 10, 2026 Study Session.

B. Accounts Payable

The board will consider approval of General Fund Warrants, Capital Projects Fund Warrants, and Associated Student Body Program Fund Warrants.

C. Payroll

The board will consider approval of Payroll and Employee Benefits Warrants.

D. Personnel Report

The board will consider approval of employee hire recommendations.

	Purpose	Presenter	Time
E.	Teachers out of Endorsement		
F.	2026-2027 School Fees		
G.	Donations		
	The board will consider approval of donations to NMSD.		
H.	2025-2026 Budget Update		
III.	Facilities/Safety Presentation		
IV.	Board Development and Linkage		
A.	Superintendent Update	FYI	
B.	2026-2027 Budget Presentation		
	Business Manager, Patti Johnson, will present the budget for the next school year and the district's 4 year plan. She will be available to answer questions.		
C.	Public Hearing		
	President Gonzalez Timmons will officially open the public hearing for the NMSD 2026-2027 budget and four year budget plan, invite testimony, and at the conclusion of testimony, close the hearing.		
D.	2026-2027 Budget Resolution	Vote	
	ESD has reviewed our budget and the four-year budget plan, and we are now presenting it for board adoption through the approval of the budget Resolution 19-G-26. If the Board wishes to do so, the Board may adopt the 2026-2027 NMSD budget.		
E.	Legislative Representative Report		
F.	Washington Interscholastic Activities Association (WIAA) Report		
V.	Five-Minute Recess		
A.	President Gonzalez Timmons may call for a motion for a five-minute recess.		
VI.	ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW		

	Purpose	Presenter	Time
A. Monitoring Reports	Vote		
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. Board/Superintendent Relationship Policies			
These policies clarify the relationship between the Board and the Superintendent. The Board delegates the day-to-day operations of the school district to the Superintendent. The Superintendent will be held accountable for leading the district's personnel in moving toward accomplishment of the Board's identified End Results while at the same time working within the framework established by the Board. The Board will monitor the district's compliance with various policies throughout each year.			
C. ER-1 Expectations of Superintendent			
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-1. The administration also invites comments regarding the superintendent's performance.			
D. ER-3 Treatment of Parents, Students, Staff and the Public			
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-3.			

	Purpose	Presenter	Time
	The administration also invites comments regarding the superintendent's performance.		
E.	ER-4 Budget Planning		
	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-4.		
	The administration also invites comments regarding the superintendent's performance.		
F.	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

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

The next regular school board meeting will be held on September 28, 2026 at 6:30pm at the NMSD Administration Office Boardroom. The board will be holding a study

	Purpose	Presenter	Time
	session on September 14, 2026 at 6 pm at the NMSD Administration Office Boardroom.		

E. Adjourn Meeting

President Gonzalez Timmons will adjourn the meeting.

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

Public Comments on Agenda Items

Section:	I. Opening Items
Item:	E. Public Comments on Agenda Items
Purpose:	FYI
Submitted by:	
Related Material:	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.northmasonschoools.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,

Nicole Gonzalez Timmons, Board President

Coversheet

Minutes of previous meeting

Section:	II. Consent Items
Item:	A. Minutes of previous meeting
Purpose:	
Submitted by:	
Related Material:	2026_07_27_board_meeting_minutes.pdf

DRAFT



North Mason School District

Minutes

School Board Meeting Agenda

Date and Time

Monday July 27, 2026 at 6:30 PM

Location

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

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: Rick Biehl, Nicole González Timmons, Leanna Krotzer, Nicholas Thomas, and Erik Youngberg

Superintendent: Dr. Kristine Michael

Student Board Members: Sophia Mairs, Camrynn Pike & Hayden Thomas

Directors Present

E. Youngberg, N. Thomas, R. Biehl

Directors Absent

L. Krotzer, N. Gonzalez Timmons

Guests Present

J. Young, K. Michael

I. Opening Items

A. Call the Meeting to Order

N. Thomas called a meeting of the board of directors of North Mason School District to order on Monday Jul 27, 2026 at 6:30 PM.

B. Record Attendance

C. Flag Salute

Vice President Thomas led the Pledge of Allegiance.

D. Approval of Agenda

Director Youngberg moved to approve the agenda as presented.

E. Public Comments on Agenda Items

There were no public comments.

II. Consent Items

A. Minutes of previous meeting

R. Biehl made a motion to approve the minutes from School Board Meeting Agenda on 06-22-26.

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. Teachers out of Endorsement

Teacher out of Endorsement - Reznicek was approved as presented.

F. Policy Review

Policies: 2161, 2230, 2410, 2022, 2100, 3115, 3120, 3122, 3124, 3242, 3246, 3418, 3535, 4020, 4110, 4300, 5401, 5406, 5004, 5280, 6100, 6020, 6530, 6910, and GP-12 were approved as presented.

G. Donations

Donations were approved as presented.

H. 2025-2026 Budget Update

2025-2026 Budget Status was approved as presented.

III. Board Development and Linkage

A. Superintendent Update

B. 2026-2027 Preliminary Budget Report

Business Manager, Patti Johnson, explained the district's preliminary budget for school year 2026 - 2027 and answered questions from the board.

C. Legislative Representative Report

There was no legislative report.

D. Washington Interscholastic Activities Association (WIAA) Report

There was no WIAA report.

IV. Five-Minute Recess

A. President Gonzalez Timmons may call for a motion for a five-minute recess.

The board did not take a 5 minute recess.

V. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW

A. Monitoring Reports

B. GP Policies

The board will review the policies and discuss them at the August board meeting.

C. ER-2 Organizational Continuity

Director Youngberg moved to find that the Superintendent's performance complies with the requirements of ER-2. Motion carried.

D. E-5 Responsible Citizens

Director Youngberg moved that the Board of Directors find (1) the Superintendent has reasonably interpreted the provisions of the Ends policy; and further finds (2) the district is making reasonable and satisfactory progress toward achieving the desired results called for in the policy. Motion carried.

E. E-2 Student Success

Director Biehl moved that the Board of Directors find (1) the Superintendent has reasonably interpreted the provisions of the Ends policy; and further finds (2) the district is making reasonable and satisfactory progress toward achieving the desired results called for in the policy. Motion carried.

F. Policy Review

There were no recommendations for changes for E-4 School Engagement or E-1 District Mission.

G. Policy Review - Second Reading and Possible Action

There were no new recommendations to change the updated Policy E-6 Educational Equity or GP-02-E6 Student Board Member. Director Biehl moved to approve the suggested changes of E-6 and Director Youngberg moved to approve the suggested changes of GP-02-E6. Motion Carried.

VI. Closing Items

A. Announcements and Comments: Public

There were no announcements or comments from the public.

B. Good of the Order: Board & Superintendent

Several Board Members offered comments for the Good of Order.

C. Board Self-Assessment of Meeting

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

D. Next Board Meeting Date

The next regular school board meeting will be held on August 24, 2026 at 6:30pm at the NMSD Administration Office Boardroom. The board will be holding a study session on August 10, 2026 at 6 pm at the NMSD Administration Office Boardroom.

E. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:01 PM.

Respectfully Submitted,
N. Thomas

Nicole Gonzalez Timmons, Board of Directors President

Dr. Kristine Michael, Secretary to the Board

Minutes approved at meeting on _____

Documents used during the meeting

- Board Meeting Guidelines rev 12 31 19.pdf
- 2026_06_22_board_meeting_minutes.pdf
- Accounts Payable.pdf
- Accounts Payable II.pdf
- Accounts Payable III.pdf
- Payroll Report.pdf
- Payroll Report II.pdf
- July 2026 Personnel Report.pdf
- Out of Endorsement - M. Reznicek.pdf
- PL26JULYFinal.pdf
- 2161 Special Education and Related Services for Eligible Students rev 7 27 26 Markup.pdf
- 2230 Transition to Kindergarten Program rev 7 27 26 Markup.pdf
- 2410 Graduation Requirements rev 07 27 26 Markup.pdf
- 2022 Electronic Resources and Internet Safety rev 7 27 26 Markup.pdf
- 2100 Educational Opportunities for Students with a Parent in the Military rev 07 27 26 Markup.pdf
- 3115 Students Experiencing Homelessness Enrollment Rights and Services rev 07 27 26 Markup.pdf
- 3120 Enrollment rev. 7 27 26 Markup.pdf
- 3122 Excused and Unexcused Absences rev 07 27 26 Markup.pdf
- 3124 Removal Release of Student During School hours rev 07 27 26 Markup.pdf
- 3242 Closed Campus Retire 7 27 26 Final.pdf

- 3246 Restraint, Isolation and Other Uses of Reasonable Force rev 07 27 26 Markup.pdf
- 3418 Response to Student Injury or Illness rev 07 27 26 Markup.pdf
- 3535 Financial Aid Advising Day rev. 7 27 26 Markup.pdf
- 4020 Confidential Communications Retired 7 27 26 Final.pdf
- 4110 Citizen Advisory Committees and Task Forces Rev. 7 27 26 Markup.pdf
- 4300 Limiting Immigration Inforcement in Schools rev 07 27 26 Markup.pdf
- 5401 Sick Leave rev 07 27 26 Markup.pdf
- 5406 Leave Sharing rev 07 27 26 Markup.pdf
- 5004 changed from 6512 Infection Control Program rev 07 27 26 Markup .pdf
- 5280 Separation From Employment rev 07 27 26 Markup.pdf
- 6100 Revenues from Local State and Federal Sources rev 07 27 26 markup.pdf
- 6020 Systems of Funds and Accounts rev 07 27 26 Markup.pdf
- 6530 Insurance rev 07 27 26 Markup .pdf
- 6910 Construction Financing rev 07 27 26 Markup.pdf
- GP-12 BOARD MEMBER COMPENSATION Markup 7 27 26.pdf
- Donation Report to board .pdf
- NMSD Budget Status Report June 2026.pdf
- 2026.06.30 Budget Financial Report.pdf
- NMSD Budget Presentation 26.27.pdf
- F195F Forecast 26.27.pdf
- 26.27 F195 Budget Summary.pdf
- ER-2 Organizational Continuity and Executive Succession.pdf
- ER-2_Monitoring_Report_July_2026.pdf
- ER 2 Monitoring Reponse 7 27 26.pdf
- E-5 Responsible Citizens Rev 10 17 13 Final.pdf
- E-5_Monitoring_Report_July_2026 BOE (1).pdf
- E 5 Monitoring Response 7 27 26.pdf
- E-2 Student Success rev 2 22 19 Final.pdf
- E-2_Monitoring_Report_July_2026_BOE K Michael.pdf
- E-2 Monitoring Response 7 27 26.pdf
- E-1 District Mission re 8 14.pdf
- E-4 School Engagement rev 6 22 26 Final.pdf
- E-6 Educational Equity rev 6 22 26 Markup.pdf
- GP-02-E6 STUDENT BOARD MEMBER rev 6 8 26 Markup.pdf
- BOARD SELF ASSESSMENT .pdf

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

ER-1 Expectations of Superintendent

Section:	VI. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND
POLICY REVIEW	
Item:	C. ER-1 Expectations of Superintendent
Purpose:	
Submitted by:	
Related Material:	ER-1 Expectations of Superintendent.pdf ER 1 Monitoring Response 8 24 26.pdf

ER-1
Executive Requirements

1

2

3 **EXPECTATIONS OF SUPERINTENDENT**

4 The Superintendent shall cause or allow only those practices, activities, decisions,
5 conditions, procedures or organizational circumstances which are lawful, ethical, safe,
6 respectful, prudent, fair, equitable, dignified and in compliance with contract, state and
7 federal law and regulation, Board policy, and collective bargaining agreements.
8

9 Legal References: RCW 28A.400.030 Superintendent's Duties

10 *Monitoring Method:* Internal Report

11 *Monitoring Frequency:* Annually in August

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

MONITORING RESPONSE DOCUMENT (EXECUTIVE REQUIREMENTS)Policy Being Monitored: **ER-1 Expectations of Superintendent**Date Report Submitted: **August 24, 2026**

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-3 Treatment of Parents, Students, Staff and the Public

Section:	VI. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND
POLICY REVIEW	
Item:	D. ER-3 Treatment of Parents, Students, Staff and the Public
Purpose:	
Submitted by:	
Related Material:	ER-3 Treatment of Parents, Students, Staff and the Public.pdf ER-3 Monitoring Response 8 24 26.pdf

TREATMENT OF PARENTS, STUDENTS, STAFF, AND THE PUBLIC

With respect to interactions with stakeholders (parents, students, staff, and the public), the Superintendent shall ensure that all are treated with respect and

Accordingly, the Superintendent shall:

1. Use methods of managing that protect confidential information;
2. Provide for effective handling of complaints;
3. Appropriately involve stakeholders in an advisory capacity in important issues which impact them directly; and provide to district advisory groups, such as those formed for curriculum, facilities, and levy/bond matters, a formal charter document advising each such group of its purpose, organization and functions.
4. Take reasonable steps to inform stakeholders of those policies and procedures that impact them.
5. Facilitate orderly and appropriate public access to the Board, and to ensure timely and appropriate follow-up in response to expressed public input.
6. Establish and maintain a working environment for staff that is safe, civil and conducive to teaching and learning;
7. Operate within written personnel policies which;
 - a. Clarify personnel rules and procedures for staff;
 - b. Provide for effective handling of grievances;
 - c. Protect against discrimination, harassment, or other mistreatment;
8. Ensure that all staff is informed of the provisions of this policy.

Further, the Superintendent may not:

1. Prevent employees from grieving to the Board when internal and/or contractual grievance procedures have been exhausted and the employee alleges that Board policy has been violated;

Cross Reference:	Policy 2106	Program Compliance
	Policy 3231	Student Records
	Policy 4000	Public Information Program
	Policy 4050	Citizen Advisory Committees
	Policy 5005	Employment: Disclosures, Certification, Assurance and Approval
	Policy 5630	Volunteers
	Policy 6511	Staff Safety

Legal Reference:	RCW 28A.150.230	Basic Education Act of 1977 – District School Director’s Responsibilities
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MONITORING RESPONSE DOCUMENT (EXECUTIVE REQUIREMENTS)Policy Being Monitored: **ER-3 Treatment of Parents, Students, Staff and the Public**Date Report Submitted: **August 24, 2026**

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-4 Budget Planning

Section:
POLICY REVIEW

Item:

Purpose:

Submitted by:

Related Material:

VI. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND

E. ER-4 Budget Planning

ER-4 Budget Planning rev 5 19 26 Final.pdf

ER 4 Monitoring Response 8 24 26.pdf

BUDGET PLANNING

Financial planning for any fiscal year shall not deviate materially from the Board's policies, risk fiscal jeopardy to the district, or fail to be derived from a multi-year plan.

Accordingly, the Superintendent shall present to the Board a recommended budget which:

1. Is consistent with the board's established priorities;
2. Is in a comprehensive summary format understandable to the Board and community.
3. Adequately describes major budget initiatives and funding sources;
4. Compare, for each major fund type and activity, the amount of actual expenditures for the most recently closed fiscal year, budgeted expenditures for the current fiscal year, and proposed budget expenditures for the next fiscal year;
5. Discloses major budget development assumptions, including anticipated changes in state funding;
6. Provides adequate and reasonable budget support for Board development and other governance priorities, including the costs of fiscal audits, Board and committee meetings, Board memberships and district legal fees;
7. Takes into consideration fiscal soundness in future years nor ignores the building of organizational capabilities sufficient to achieve *Ends* in future years;
8. Reflects anticipated changes in employee compensation including inflationary adjustments, step increases, and benefits.

Further, the Superintendent shall not present to the Board a recommended budget which:

1. Plans for the expenditure in any fiscal year of more funds than are conservatively projected to be received or appropriated during the year unless otherwise approved by the Board in a multi-year projection;
2. Plans for the reduction, without approval of the Board, of the unreserved and undesignated general fund balance for any fiscal year to a range below 8.0% and 10.0% of total expenditures. For the 2024-25 and 2025-26 budget year the minimum fund balance is reduced to between 4% and 6%; Due to a double levy failure from the 2024-2025 school year, we are extending this for the 2026-2027 budget year, the minimum fund balance will stay reduced to between 4% and 6%.

Cross Reference: Policy 6000

Program Planning, Budget Preparation,
Adoption and Implementation

Legal References: RCW 28A.300.060

Studies and adoption of classifications for
school district budgets — Publication

28A.320.010

Corporate powers

28A.320.020

Liability for debts and judgments

35	28A.400.300	Hiring and discharging employees —
	Seniority and leave benefits, transfers between school districts	
28A.320.090	Preparing & distributing information on	
2		district's instructional program, operation
3		and maintenance — Limitation
4	28A.330.100	Additional powers of the board
5	28A.505	School Districts' Budgets
6	28A.505.040	Budget — Notice of completion — Copies —
7		Review by ESD
8	28A.505.060	Budget — Hearing and adoption of — Copies
9		filed with ESDs
10	28A.505.080	Budget — Disposition of copies
11	28.505.150	Budgeted expenditures as appropriations —
12		Interim expenditures — Transfer between
13		budget classes — Liability for
14		nonbudgeted expenditures
15	28A.510	Apportionment to District — District
16		Accounting
17	WAC 392-123-054	Time Schedule for Budget

18 *Monitoring Method:* Internal Report
 19 *Monitoring Frequency:* Annually in August

20
 21 **Adoption Date:** 01/22/09
 22 **Revised:** 06/21/12
 23 **Revised:** 09/18/14
 24 **Revised:** 09/21/17
 25 **Revised:** 03/24/25
 26 **Revised:** 05/19/26
 27

MONITORING RESPONSE DOCUMENT (EXECUTIVE REQUIREMENTS)Policy Being Monitored: **ER-4 Budget Planning**Date Report Submitted: **August 24, 2026**

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

Section:
POLICY REVIEW

Item:

Purpose:

Submitted by:

Related Material:

VI. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND

F. Policy Review

E-2 Student Success rev 2 22 19 Final.pdf

E-5 Responsible Citizens Rev 10 17 13 Final.pdf

ER-2 Organizational Continuity and Executive Succession.pdf

STUDENT SUCCESS

The Board expects all students will acquire the knowledge and skills essential for success in post-secondary education, the world of work and citizenship. The Board establishes the following standards by which academic progress is to be measured:

Ends Policy 2a – High Academic Achievement

Each student will:

- Build strong content knowledge
- Adapt their communication in relation to audience, occasion, task, purpose and subject
- Use technology strategically and capably
- Come to understand other perspectives and cultures
- Use evidence to construct viable arguments and critique the reasoning of others
- Have the opportunity to earn college credits prior to graduation

Ends Policy 2b – Personal Skills Development

Each student will:

- Demonstrate critical thinking and independent problem-solving skills
- Demonstrate financial literacy and employability skills
- Establish and maintain healthy and rewarding relationships with diverse individuals and groups
- Participate in school and/or non-school activities that build their understanding of citizenship
- Acquire readiness behaviors such as goal setting, persistence and resourcefulness

Ends Policy 2c – Social Skills Development

Each student will:

- Share, negotiate solutions to problems, respect diversity and act assertively
- Treat one another with civility (Policy 4201)
- Be responsible and safe in the digital world
- Develop and maintain healthy relationships with diverse individuals and groups

Cross Reference:	Policy 2000	Student Learning Goals
Legal Reference:	RCW 28A.150.210 28A.655.010	Basic Education Act-Goal Washington Commission on Student Learning
<i>Monitoring Method:</i>	Internal Report	
<i>Monitoring Frequency:</i>	Annually in July	
Adoption Date:	01/22/09	
Revised:	12/10/09	

E-2
Ends

1	Revised:	03/17/11
2	Revised:	06/21/12
3	Revised:	10/17/13
4	Revised:	10/20/16
5	Revised:	12/27/18
6	Revised:	02/21/19

RESPONSIBLE CITIZENS

It is the board's expectation that all North Mason School District students demonstrate the individual character qualities, emotional strength and social skills to succeed. They contribute to the betterment of school and community, and understand their responsibility to contribute to both family and society. They demonstrate knowledge and skills that reflect responsible citizenship in a democratic society.

Specifically, students will:

1. participate in school and community service at increasing rates; and
2. contribute to a safe and respectful environment as shown by low incidence rates of:
 - a. harassment and bullying
 - b. fighting and assault
 - c. property damage
 - d. drug/alcohol infractions
 - e. other disciplinary infractions which result in suspensions or expulsions.

Cross Reference:	Policy 2130	Character Development
Legal Reference:	RCW 28A.230.020	Common school curriculum

<i>Monitoring Method:</i>	Internal Report
<i>Monitoring Frequency:</i>	Annually in July

Adoption Date:	01/22/09
Revision Date:	04/21/11
Revision Date:	06/21/12
Revision Date:	10/17/13

ORGANIZATIONAL CONTINUITY AND EXECUTIVE SUCCESSION

In order to ensure continuity of district operations, the Superintendent shall ensure that the district's leadership and all critical functions are prepared to respond to conditions that can stop or otherwise impede district operations:

Accordingly, the Superintendent shall:

1. Ensure that at least one other executive staff member is familiar with Board and Superintendent issues and processes and is capable of assuming Superintendent responsibilities on an emergency basis.
2. Ensure that continuity of leadership exists at each level of the district's management.
3. Ensure that district plans include a projection of foreseeable disasters or emergency situations.
4. Ensure that the district tests disaster/emergency preparedness plans for their ability to assure organizational continuity.

Cross Reference: Policy 3432 Emergencies

Legal Reference: RCW 19.27.110 International Fire Code

Monitoring Method: Internal Report

Monitoring Frequency: Annually in July

Adoption Date: 01/22/09

Coversheet

Board Self-Assessment of Meeting

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

BOARD SELF ASSESSMENT

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

Date of Meeting 08/24/2026 Biehl 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

Page 1 of 1