

North Mason School District

Draft School Board Meeting Agenda

Published on October 23, 2026 at 12:25 PM PDT
Amended on November 20, 2026 at 11:18 AM PST

Date and Time

Monday December 14, 2026 at 6:30 PM PST

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: Camrynn Pike, Hayden Thomas, and Addisen Sheridan

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Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**6:30 PM**
A.	Call the Meeting to Order			
	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. North Mason High School Presentation

III. 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 16, 2026 School Board Meeting.

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

	Purpose	Presenter	Time

The board will consider approval of employee hire recommendations.

E. Policy Review

The board will consider revisions to current district policies.

F. Donations

The board will consider approval of donations to NMSD.

G. 2026-2027 Budget Update

H. Agreements/Contracts

The board will consider agreements and contracts.

IV. Election of Board President

Board President Gonzalez Timmons 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 Gonzalez Timmons 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.

V. Board Development and Linkage

A. 2026-2027 Budget Update

B. Superintendent Update FYI

C. Student Services

Purpose Presenter Time

D. Teaching and Learning

Discipline Review

E. Legislative Representative Report

F. Washington Interscholastic Activities Association (WIAA) Report

VI. Five-Minute Recess

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

VII. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW

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. ER-5 Budget Execution

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

C. Policy ER-8 Communication with 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.
The administration recommends that...
... the board find the superintendent's performance to comply with ER-8.
The administration also invites comments regarding the superintendent's performance.

D. 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.

VIII. 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 Thomas 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 January 25, 2027 at 6:30pm at the NMSD Administration Office Boardroom.

E. Adjourn Meeting

	Purpose	Presenter	Time

Board President will adjourn the meeting.

F. 2026-2027 WSSDA Conference

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

Whole Child
Whole School
Whole Community
Northmasonschools.org

NORTH MASON SCHOOL DISTRICT
250 East Campus Drive
Belfair WA 98528
O 360.277.2300
F 360.277. 2320

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.

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: III. Consent Items
Item: A. Minutes of previous meeting
Purpose:
Submitted by:
Related Material: 2026_11_16_board_meeting_minutes.pdf

DRAFT

Whole Child
Whole School
Whole Community
NORTH MASON SCHOOL DISTRICT

North Mason School District

Minutes

School Board Meeting Agenda

Date and Time
Monday November 16, 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: Camrynn Pike, Hayden Thomas, and Addisen Sheridan

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

Directors Absent
R. Biehl

Guests Present
J. Young, K. Michael

I. Opening Items

A. Call the Meeting to Order

N. Gonzalez Timmons called a meeting of the board of directors of North Mason School District to order on Monday Nov 16, 2026 at 6:30 PM.

B. Record Attendance

C. Flag Salute

Board President Gonzalez Timmons led the Pledge of Allegiance.

D. Approval of Agenda

President Gonzalez Timmons called for a motion to approve the agenda. Director Krotzer moved to approve the agenda as written. Director Youngberg seconded the motion.
President Gonzalez Timmons called for discussion.
Director Thomas moved to amend the agenda to add an Executive Session under RCW 42.30.110(1)(g), to review the performance of a public employee, to follow Item IX.B, Good of the Order: Board & Superintendent. Director Youngberg seconded the motion.
President Gonzalez Timmons called for discussion.
Director Thomas moved to further amend the agenda to move Item II, Hawkins Middle School Presentation, to follow Item I.D, Approval of Agenda, ahead of Item I.E, Public Comments on Agenda Items, and Item I.F, Student Board Member Comments. Director Youngberg seconded the motion. The motions to amend carried.
President Gonzalez Timmons called for a motion to approve the agenda as amended. Director Krotzer moved to approve the agenda as amended. Director Youngberg seconded the motion. Motion carried.

E. Public Comments on Agenda Items

There were no public comments.

F. Student Board Member Comments

There were no student board member comments.

II. Hawkins Middle School Presentation

A. Hawkins Middle School Presentation

Hawkins Middle School Orchestra performed for board members and attendees. Band Director Mr. Frost opened the presentation by recognizing the amazing volunteers who help make the music program such a success. A special thank you to Jason, our guitar teacher, Karen, who organized the entire uniform closet, and Steve and George for their continued support. Their dedication is a powerful reminder that music education thrives

because of community members who generously give their time and talents to students week after week.

Mr. Frost also shared that Hawkins musicians earned a high rating from the Olympic Music Educators Association last spring, an accomplishment that reflects the hard work, talent, and commitment of our students and staff.

The evening became even more inspiring when students Liliana, Vianca, Arya, Mackenzie, Charity, Zethina, Isabell, and Lily spoke about why music matters. They shared how participation in band and orchestra has positively impacted their lives and highlighted research showing that students involved in music often experience higher achievement in Science, Math, and English, along with improved attendance and school engagement.

The students also passionately expressed their hope of seeing elementary orchestra opportunities return in the future. While those programs were lost following the levy failure, their testimony demonstrated just how meaningful music education can be for young learners and the lasting impact it has throughout their school careers.

Thank you to these outstanding students for sharing their talents, their stories, and their advocacy for music education. The future of North Mason music programs is bright because of students like you!

III. Consent Items

A. Minutes of previous meeting

E. Youngberg made a motion to approve the minutes from School Board Meeting Agenda on 10-26-26.

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. Surplus textbooks/Reading Material/Equipment

All Surplus was approved as presented.

F. Donations

Donations were approved as presented.

G.

2026-2027 Budget Update

2026-2027 Budget Status was approved as presented.

H. Comprehensive School Improvement Plan (CSIP)

Comprehensive School Improvement Plans (CSIP) were approved as presented.

I. Contracts/Agreement

Project Life Program was approved as presented.

IV. Consent Agenda II

A. Contracts/Agreements

Director Youngberg made a motion to approve Consent Agenda II Working Coaches Stipends as presented. Motion carried.

V. Consent Agenda III

A. Contracts/Agreements

Director Thomas recused himself from discussion and voting on the NMEA Memorandum of Understanding (MOU) due to a potential conflict of interest. Director Youngberg moved to approve the MOU as presented. The motion carried.

VI. Board Development and Linkage

A. Superintendent Update

Business Manager Patti Johnson presented the monthly financial report, "Where We Stand," providing the Board with an overview of district fund balances, cash flow, enrollment trends, and the ongoing budget challenges facing public schools. As part of the presentation, Ms. Johnson introduced a new community-focused approach to explaining school finance, recognizing that school budgets can be complex and difficult to understand. Through the "Where is the GAP?" presentation, she used clear visuals and real-world examples to illustrate the difference between the staffing and funding levels provided by the state's model school formula and the actual staffing required to operate North Mason's schools. The goal of the presentation was to increase transparency, improve public understanding of school funding, and help connect budget realities with the services and support provided to students every day.

B. Legislative Representative Report

There was not a Legislative Report.

C. Washington Interscholastic Activities Association (WIAA) Report

Director Thomas, shared updates about WIAA.

VII. Five-Minute Recess

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

President Gonzalez Timmons asked for a motion for a five-minute recess; The board did not take a recess.

VIII. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW

A. Monitoring Reports

B. ER-10 Academic Standards & Practices

The Board reviewed the monitoring report for Executive Requirement ER-10: Academic Standards and Practices. Following discussion of the Superintendent's report and identified areas of noncompliance, Director Youngberg moved to find that the Superintendent's performance complies with the requirements of ER-10, with the following exceptions:

- Provisions 1(a) and 6 - Elementary Literacy**:** The District's current K-5 reading program does not yet fully meet Washington State requirements for evidence-based foundational literacy instruction grounded in the science of reading. Corrective actions are underway as outlined in the monitoring report.
- Provisions 1(e) and 5 - Instructional Materials Review: The District's Instructional Materials Committee, as required under RCW 28A.320.230 and Board Policy 2020, has not convened in approximately five years. The Superintendent reported that the committee will be reconvened during the 2026-27 school year.
- Provision 9 - High School and Beyond Plans: The District is in its first year of implementing SchooLinks for High School and Beyond Plans, and not all secondary students currently have an updated plan on file.

The motion carried.

C. Policy Review - Second Reading and Possible adoption of Revisions

As part of the Board's ongoing review of its Policy Governance framework, the Board conducted a second reading of proposed revisions to Executive Requirements Policy ER-1 (Expectations of the Superintendent). The Board reviewed the proposed revisions, which were developed through prior Board discussion and are intended to improve clarity, reduce redundancy, and modernize policy language while preserving the Board's governance expectations and oversight responsibilities.
Following discussion, Director Youngberg moved to approve ER-1 as amended. The motion carried.

The Board planned to discuss revising Executive Requirements Policy ER-3 (Treatment of Parents, Students, Staff, and the Public), which had been tabled at the October Board Meeting to allow all Board members the opportunity to participate in the review and discussion of the proposed changes. Due to the absence of Director Biehl, Director Krotzer moved to table further discussion of ER-3 until the December Board Meeting. The motion carried.
To support continued review, paper copies of the proposed ER-3 revisions were distributed to Board members for review and notation. Board members were asked to bring their comments and suggested revisions to the December Board Meeting for further discussion and consideration.

D. Policy Review

There were no recommendations for changes to ER-13 Mandatory Policies.

IX. 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. Executive Session under RCW 42.30.110(1)(g), to review the performance of a public employee

At 7:38 p.m., President Gonzalez Timmons recessed the regular meeting and convened an executive session under RCW 42.30.110(1)(g) to review the performance of a public employee. President Gonzalez Timmons announced that the executive session was expected to last 20 minutes, with the regular meeting to reconvene at 7:58 p.m., and that no action would be taken.
At 7:58 p.m., President Gonzalez Timmons announced that the executive session would be extended, with the regular meeting to reconvene at 8:15 p.m.
At 8:15 p.m., President Gonzalez Timmons announced that the executive session would be extended again, with the regular meeting to reconvene at 8:25 p.m.
At 8:25 p.m., President Gonzalez Timmons reconvened the regular meeting. No action was taken.

D. Board Self-Assessment of Meeting

Director Gonzalez Timmons 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 14, 2026 at 6:30pm at the NMSD Administration 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 8:26 PM.

Respectfully Submitted,
N. Gonzalez Timmons

_____
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_10_26_board_meeting_minutes (1).pdf
- Accounts Payable.pdf
- Payroll report.pdf
- Personnel Report November 2026.pdf
- NMHS 11 16 26.pdf
- NMHS Milk Cooler 11 16 26.pdf
- Donation Report to board .pdf
- 25.26 F196 Financial Statement & Supplemental Reports.pdf
- Financial Report Nov 16 2026.pdf
- BSR Fund Balance 10.31.26 (1).pdf
- Sand Hill Elementary CSIP OSSI.pdf
- Belfair Elementary CSIP OSSI.pdf
- James Taylor CSIP OSSI.pdf
- HMS CSIP 26-27 .pdf
- Project Life Grant Award Letter.pdf
- Project LIFE_MEAF License Agreement MEAF Recipient-January 24 Update (7).pdf

- WORKING Coaches Stipends 10-14-26 - signed.pdf
- NMEA MOU 11 16 26.pdf
- ER-10 Academic Standards and Practices rev 10 20 16 Final.pdf
- ER-10 Academic Standards and Practices Monitoring Report November 2026 final.pdf
- ER 10 Monitoring Response 11 16 26.pdf
- ER-1 Expectations of Superintendent rev 10 26 26 Markup.pdf
- ER-3 Treatment of Parents, Students, Staff and the Public.pdf
- ER-13 Mandatory Policies rev June 2012 final.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-5 Budget Execution

Section: VII. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW
Item: B. ER-5 Budget Execution
Purpose:
Submitted by:
Related Material: ER-5 Budget Execution rev 10 26 26 Final.pdf
ER 5 Monitoring Response 12 14 26.pdf

BUDGET EXECUTION

The Superintendent must not permit any financial condition that jeopardizes the district's fiscal integrity or exposes the district to unreasonable risk.

Accordingly, the Superintendent shall:

1. Expend funds only up 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 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 accurate;
5. Pursue outstanding receivables in a timely manner;
6. Keep complete and accurate financial records as reflected in generally accepted accounting principles;
7. Publish a financial condition statement annually.

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
	28A.505.150	Budgeted expenditures as appropriations — Interim expenditures — Transfer between budget classes — Liability for nonbudgeted expenditures
	28A.510	Apportionment to Districts — District Accounting

Monitoring Method: Internal Report
Monitoring Frequency: Annually in December

Adoption Date: **01/22/09**
Revised: **12/10/09**

Revised: **06/21/12**
Revised: **10/26/2026**

MONITORING RESPONSE DOCUMENT (EXECUTIVE REQUIREMENTS)

Policy Being Monitored: **ER- 5 Budget Execution**

Date Report Submitted: **December 14, 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 ER-8 Communication with the Board

Section:	VII. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW
Item:	C. Policy ER-8 Communication with the Board
Purpose:	
Submitted by:	
Related Material:	ER-8 Communication with the Board rev 10 26 26 Final.pdf ER 8 Monitoring Response 12 14 26.pdf

COMMUNICATION WITH THE BOARD

The Superintendent shall give the Board as much information as necessary to be adequately informed.

Accordingly, the Superintendent shall:

1. Submit accurate monitoring data required by the Board;
2. Advise the Board in a timely manner of relevant trends, facts, information, and legal proceedings, and changes in assumptions upon which Board policy has been established;
3. Advise the Board of changes which could substantially affect the district's financial condition;
4. Provide the Board with staff and external points of view and opinions as needed for fully informed Board decisions;
5. Notify in writing if the Board is not in compliance with its own policies on *Governance Process* and *Board-Superintendent Relations*;
6. Provide information in a clear, concise form unless additional detail is 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 and 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. Notify the Board as soon as possible of anticipated media coverage or emergency formal mass communication with public.

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
Revised: 10/26/2026

MONITORING RESPONSE DOCUMENT (EXECUTIVE REQUIREMENTS)

Policy Being Monitored: **ER- 8 Communication and Counsel to the Board**

Date Report Submitted: **December 14, 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: VII. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW
Item: D. Policy Review
Purpose:
Submitted by:
Related Material: 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;

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

Section: VIII. 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 12/14/2026 Thomas 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**